

The Regular Meeting of the Hillsdale County Board of Commissioners convened on November 24, 2020 at the Board of Commissioners Room, 33 McCollum Street, Suite 210, Hillsdale, Michigan.

Commissioner Wiley called the meeting to order at 9:00 a.m. Prayer and the Pledge of Allegiance to the United States of America by Commissioner Carolan.

Please note that due to the increasing number of COVID-19 cases, this meeting was held via WebEx.

<u>ROLL CALL:</u>	<u>DISTRICT</u>	<u>PRESENT:</u>	<u>ABSENT:</u>
	1	Ruth Brown	
	2	Julie Games	
	3	Mark Wiley	
	4	Bruce Caswell	
	5	Namrata Carolan	

**AGENDA:**

1. Call to Order
2. Prayer & Pledge by Commissioner Carolan
3. Public Comment
4. Consent Agenda:

Review & Correction/Approval of Regular Meeting Minutes of November 10, 2020  
20-100: Authorize Chair to Sign MERS Defined Benefit Plan Adoption Agreement Addendum  
20-101: Authorize Chair to Sign an Agreement with Foster, Swift & Collins  
20-102: Hillsdale County Funeral Directors – Morgue Services Updated (#6)  
20-103: Insurance 80 – 20 Public Act 152 of 2011

5. Correspondence – Listed
6. Regular Agenda
7. Standing Order:

9:10 a.m. Doug Sanford, Director Central Dispatch/911 – Personnel Request

8. Committee Reports:

**A. PUBLIC SAFETY/JUDICIARY – NAMRATA CAROLAN**

**B. FACILITIES/TECH/ECON DEVELOPMENT – JULIE GAMES**

Discussion: HVAC Bids

**C. FINANCE – BRUCE CASWELL**

20-104: Stipend for County Clerk – Additional Duties Assigned

20-105: Tentative General Fund Budget – 2021

20-106: Tentative Special Revenue, Debt Retirement, Capitol Project and Enterprise Funds Budgets – 2021

(Copies of the General Fund Budget and/or Special Revenue Fund Budgets will be available upon request at the County Clerks Office)

**D. HUMAN SERVICES – RUTH BROWN**

**E. CHAIRPERSON’S REPORT/MANAGEMENT & PERSONNEL – MARK WILEY**

Set Public Hearing for 2021 Budgets

20-107: Authorize Chair to Sign Structural Analysis Agreement with MT Engineering, LLC

Discussion: HSA Funding

9. Public Comment
10. Additional Business
11. Adjournment

Present: Several people from the public were present via computer or phone and Doug Ingles was present in person.

Under Public Comment, Hillsdale County Treasurer Stephenie Kyser stated that she opposes Resolution 20-104: Stipend for the County Clerk

C/Carolan moved to approve the Consent Agenda. Second by C/Brown. Roll Call Vote: C/Carolan – Yes, C/Brown – Yes, C/Games – Yes, C/Wiley – Yes, C/Caswell – Yes. Vote: 5-Yes, 0-No. CARRIED

C/Carolan moved to approve the Regular Agenda. Second by C/Brown. Roll Call Vote: C/Brown – Yes, C/Games – Yes, C/Wiley – Yes, C/Caswell – Yes, C/Carolan – Yes. Vote: 5-Yes, 0-No. CARRIED

9:05 a.m. Doug Sanford, E 9-1-1 Director addressed the board regarding the need to replace two employees. One employee lost her life in an auto accident and the other was offered more money from his previous job and will be returning there.

9:08 a.m. Randy Finley entered.

C/Games moved to allow Mr. Sanford to replace the two employees. Second by C/Carolan. Roll Call Vote: C/Games – Yes, C/Wiley – Yes, C/Caswell – Yes, C/Carolan – Yes, C/Brown – Yes. Vote: 5-Yes, 0-No. CARRIED

C/Carolan gave an update on items under her committee.

C/Games asked Mr. Finley to go over the bids that were received regarding the HVAC System at the Courthouse.

Mr. Finley explained that only two bids were received. The first bid was from Adrian Mechanical Services and it was in the amount of \$1,088,000 and the second bid was from Griffiths Mechanical of Jonesville in the

amount of \$728,000 which has an allowance for additional items that may be needed and 10% for overrun. There was some discussion. Mr. Finley stated that the project should be completed by June 18, 2021.

C/Games moved to accept the bid from Griffiths Mechanical. Second by C/Carolan. Roll Call Vote: C/Wiley – Yes, C/Caswell – Yes, C/Carolan – Yes, C/Brown – Yes, C/Games – Yes. Vote: 5-Yes, 0-No. CARRIED

C/Brown gave an update on items under her committee.

C/Wiley spoke to the Board regarding the HSA. He stated that it should remain the same amount as 2020. Half of the deductible will be paid on January 1, 2021 and the second half on July 1, 2021.

C/Games moved to leave the HSA funding the same for 2021 as it was for 2020. Second by C/Carolan. Roll Call Vote: C/Caswell – Yes, C/Carolan – Yes, C/Brown – Yes, C/Games – Yes, C/Wiley – Yes. Vote: 5-Yes, 0-No CARRIED

C/Caswell moved to approve Resolution 20-104: Transferring \$15,000 from the Concealed Pistol License Fund to the General Fund commencing December 2021. The amount of \$10,000 will remain in the General Fund and the stipend of \$5,000 shall be paid to the County Clerk for non-mandated duties. Second by C/Brown. There was a very lengthy discussion. C/Caswell withdrew his motion to approve this Resolution and C/Brown agreed. Resolution was withdrawn.

C/Caswell moved to approve Resolution 20-105: Tentative approval of the 2021 General Fund Budget. Second by C/Brown. There was much discussion on several items. The first issue was the Planning Commission Budget which was reduced from \$9,650.00 to \$4,450.00.

C/Carolan moved to amend the Resolution to return the budgeted amount for the Planning Commission to \$9,650.00. Second by C/Games. Roll Call Vote: C/Carolan – Yes, C/Brown – No, C/Games – Yes, C/Wiley – Yes, C/Caswell – No. Vote: 3-Yes, 2-No. CARRIED

The next item of discussion was regarding the part time maintenance person in the amount of \$20,000.00. C/Caswell stated that this position was removed.

C/Games moved to amend the Resolution to return the \$20,000.00 to the Facilities Budget for the part time person. Second by C/Carolan. Roll Call Vote: C/Brown – No, C/Games – Yes, C/Wiley – Yes, C/Caswell – No, C/Carolan – Yes. Vote: 3-Yes, 2-No. CARRIED

The final item was the malpractice insurance that the county is to carry on Dr. Kimball at the Jail. It had been completely removed and C/Wiley stated that we are required to carry this for Dr. Kimball.

C/Caswell moved to amend the Resolution to place \$6,500.00 in the Malpractice line item. Second by C/Games. Roll Call Vote: C/Games – Yes, C/Wiley – Yes, C/Caswell – Yes, Carolan – Yes, C/Brown – Yes. Vote: 5-Yes, 0-No. CARRIED

Roll Call Vote on Resolution 20-105 as amended: C/Wiley – Yes, C/Caswell – Yes, C/Carolan – Yes, C/Brown – Yes, C/Games – Yes. Vote: 5-Yes, 0-No. CARRIED

It was noted that the Finance Committee will need to find \$31,700.00 in order to balance the budget.

C/Caswell moved to approve Resolution 20-106: The Tentative Approval of the 2021 Special Revenue, Debt Retirement, Construction and Enterprise Fund Budgets. Second by C/Brown. Roll Call Vote: C/Caswell – Yes, C/Carolan – Yes, C/Brown – Yes, C/Games – Yes, C/Wiley – Yes. Vote: 5-Yes, 0-No. CARRIED

There was discussion on when to set the Public Hearing on the 2021 Budgets.

C/Brown moved to set the Public Hearing on the 2021 General Fund and Special Revenue Funds Budgets for December 8, 2020 at 10:00 a.m. Second by C/Carolan. Roll Call Vote: C/Carolan – Yes, C/Brown – Yes, C/Games – Yes, C/Wiley – Yes, C/Caswell – Yes. Vote: 5-Yes, 0-No. CARRIED

C/Wiley moved to approve Resolution 20-107: Authorizing the Chair to sign the agreement between MT Engineering, LLC and Hillsdale County regarding the structural analysis of the Hillsdale County Jail. Second by C/Carolan. Roll Call Vote: C/Carolan – Yes, C/Brown – Yes, C/Games – Yes, C/Wiley – Yes, C/Caswell – No. Vote: 4-Yes, 1-No. CARRIED

11:22 a.m. C/Caswell left the meeting.

C/Wiley gave an update on some items of interest.

Under Public Comment, Jason Stiverson inquired about the MERS Resolution. C/Wiley stated that it was approved under the Consent Agenda.

Under Additional Business, C/Brown, C/Games, C/Carolan and C/Wiley thanked those who worked on the Budget and the department heads and elected for their cooperation.

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Mark E. Wiley, Chair  
Board of Commissioners

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Marney M. Kast,  
County Clerk