

IONIA COUNTY BOARD OF COMMISSIONERS

**December 18, 2018 -7:00 p.m.
Conference room – Central Dispatch Building**

AGENDA

I. Call to Order

II. Pledge of Allegiance

III. Invocation

IV. Approval of Agenda

- A. Consideration of additional items

V. Public Comment

(3 minute time limit per speaker – please state name/organization)

VI. Action on Consent Calendar

- A. Approve minutes of the previous meeting(s)
- B. Approve minutes of closed session December 11, 2018
- C. Approve per diem and mileage
- D. Approve payment of General Fund payroll and accounts payable for the month of November 2018 - \$1,526,162.57
- E. Approve payment of Health Fund bills for November – \$157,259.68

VII. Unfinished Business

- A. Approval of Budget Amendment
- B. Discussion of Committee structure for Board of Commissioners
- C. Appointments
 - 1. Central Dispatch Board of Directors- New Sheriff appointment -Six -2 year appointments
 - 2. Eightcap Governing Board -one - 2 year appointment
 - 3. Road Commission Board -two- 6 year appointments
 - 4. Substance Abuse Initiative -three- 2 year appointments
 - 5. West Michigan Regional Planning Commission –three 1 year appointments
 - 6. West Michigan Regional Planning Commission Comprehensive Economic Development strategy Committee- two 1 year appointments

VIII. New Business

- A. District Court – Semi Annual report
- B. Sheriff's Office – Jail Medical Services Agreement

C. Request for permanent Park Manager

IX. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. County Administrator

X. Reports of Special or Ad Hoc Committees

XI. Public Comment (3 minute time limit per speaker)

XII. Closed Session

- A. Corrections Command Union
- B. Performance Improvement form

XIII. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year term expiring January 2021.
- Community Mental Health Services Board – one three year term, expiring March 2021
- Construction Board of Appeals – Two two-year terms, expiring October 2019. One of these positions serves as an alternate member.
- Economic Development Corporation/Brownfield Redevelopment Authority – One three year term expiring April 2020.
- Parks Advisory Board – One two-year term expiring January 2019, serving as a Member-at-Large from the Lyons Area.
- West Michigan Regional Planning Commission – Two one-year terms, expiring December 2018.

Appointments for consideration in the month of December 2018:

- *Central Dispatch Board of Directors* – six two-year - two Citizen Representative appointments, one Township Board Representative, one Firefighter Representative, one Emergency Medical Services Representative, one County Commissioner
- *EightCap Governing Board* – One two-year appointments, which must be a County Commissioner.
- *Road Commission* –two six-year appointments.
- *Substance Abuse Initiative* – three two-year appointments – one from each of the following commissioner districts: District Three, District Four, District Five.
- *West Michigan Regional Planning Commission* – Three one-year appointments, one Elected Official, one County Commissioner or County Staff, one Private Sector Representative

Appointments for consideration in the month of January 2019:

- Board of Public Works – two three year terms. One Board of Commissioner, One general Public
- Ionia County Economic Alliance – One Three year – Board of commissioner
- Tax Allocation Board – two one year terms, one general Public, one Board of Commissioner

County of Ionia Request for Per Diem and Mileage

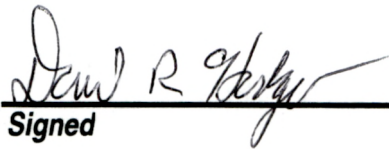
Commissioner Hodges

November 2018

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Afternoon Meeting	11-13		50.00	0	
Commissioners Evening Meeting	11-27		50.00	38	
Committee-of-the-Whole Meeting	11-20		50.00	38	
Special Board Meeting					
Audit Committee					
Facilities Committee	11-13		50.00	38	
Facilities Committee					
Ionia County Economic Alliance	11-1		50.00	38	
Midwest Michigan Trail Authority					
SW Michigan Alliance for Region Three					
West Michigan Regional Planning Comm					
Other:					
				152	

Total Per Diem Requested: \$ 250.00

Total Mileage Requested: \$ 82.84


Signed

12-5-18
Date

Per Diem Rates: Board of Commissioner Meetings are \$50; Committee and all other meetings are \$25 for up to one hour, \$50 for one to three hours, and \$75 for more than three hours.

Mileage for 2018 is 54.5 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Shattuck

Nov

2018

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Afternoon Meeting	11-13		50 ⁰⁰		11 ⁰⁰
Commissioners Evening Meeting	11-27		50 ⁰⁰		11 ⁰⁰
Committee-of the-Whole Meeting	11-20		50 ⁰⁰		11 ⁰⁰
Special Board Meeting					
Airport Board	11-20		25 ⁰⁰		0
Airport Zoning Board <i>interview</i>	11-20		50 ⁰⁰		0
Bargaining Committee <i>9-11</i>	11-2		25 ⁰⁰		9 ⁰⁰
Bargaining Committee					
Emergency Management Advisory Council	11-14		25 ⁰⁰		11 ⁰⁰
Facilities Committee					
Facilities Committee					
Grievance Hearing Committee					
MAC Workers' Comp Board	11-8		0		0
Parks Advisory Board <i>Planning</i>	11-12		0		
SW Mich Alliance for Region Three					
Other: <i>PERSONNEL</i>	11-1		25 ⁰⁰		9 ⁰⁰
<i>Dept Head</i>	11-9		25 ⁰⁰		9 ⁰⁰
<i>Personnel</i>	11-27	5:20/6:15 PM	25 ⁰⁰		0

Total Per Diem Requested: 350⁰⁰

Total Mileage Requested: 71⁰⁰

Signed

Jack Shattuck

Date

11/30/18

Per Diem Rates: Board of Commissioner Meetings are \$50; Committee and all other meetings are \$25 for up to one hour, \$50 for one to three hours, and \$75 for more than three hours.

Mileage for 2018 is 54.5 cents per mile.

County of Ionia
Request for Per Diem and Mileage

Commissioner Wirtz

November 2018

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Afternoon Meeting					
Commissioners Evening Meeting	11-27-18		50		
Committee-of-the-Whole Meeting	11-30-18		50		4.36
Special Board Meeting					
Arbon Board	11-20-18		50		4.36
Arbon Zoning Board					
Community Corrections Advisory Board					
Long Lake Board					
MSUE District Extension Council					
Personnel Committee	11-6-18		50		5.45
Road Commission	11-7-18		50		6.57
Road Commission	11-28-18		50		
Sanitary Code Committee					
Other ~~Personnel~~ Committee	11-27-18		50		4.36

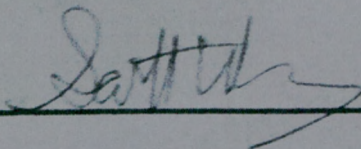
Total Per Diem Requested:

\$350

Total Mileage Requested:

\$25.07

Signed



Date

12-1-18

Per Diem Rates: Board of Commissioner Meetings are \$50. Committee and all other meetings are \$25 for up to one hour, \$50 for one to three hours, and \$75 for more than three hours.

CENTRAL DISPATCH BOARD OF DIRECTORS

Length of Term: 2 years

NAME: Dale Miller, Sheriff

ADDRESS: 133 E. Adams
Ionia, MI 48846

PHONE: 616-527-5737

(Sheriff or designee)

NAME: F/Lt. Kevin Sweeney

ADDRESS: 10300 Howard City-Edmore Rd.
Lakeview, MI 48850

PHONE: 989-352-8444

(Michigan State Police Representative)

NAME: Dale Nelson, Belding Chief of Police

ADDRESS: 120 S. Pleasant St.
Belding, MI 48809

PHONE: 616-794-1900 ext. 222

TERM EXPIRES: 2019

(City of Belding Representative)

NAME: Star Thomas, Portland Chief of Police

City of Portland Representative

ADDRESS: 773 E. Grand River
Portland, MI 48875

PHONE: 517-647-2934

TERM EXPIRES: 2019

(City of Portland Representative)

NAME: Elizabeth Kolarik

ADDRESS: 10680 Charlotte Hwy.
Portland, MI 48875

PHONE: 517-647-2330

TERM EXPIRES: 2018

(Township Board Representative)

NAME: Roland Self

ADDRESS: 4375 David Hwy.
Saranac, MI 48881

PHONE: 616-642-6333

TERM EXPIRES: 2019

(Citizen Representative)

NAME: Gerald Skeltis

ADDRESS: 9302 Portland Rd.
Clarksville, MI 48815

PHONE: 616-693-2193

TERM EXPIRES: 2018

(Citizen Representative)

NAME: Brenda Cowling-Cronk

ADDRESS: 426 E. Main St.
Ionia, MI 48846

PHONE: 616-527-6227

TERM EXPIRES: 2019

(Citizen Representative)

Appointments made in December

NAME: Gregg Moore, Belding Fire Chief

ADDRESS: 120 S. Pleasant St.
Belding, MI 48809

PHONE: 616-794-1900

TERM EXPIRES: 2018

(Firefighter Representative)

-Recommendation comes from IC Fire Chiefs Association-

NAME: Troy Thomas, Ionia Public Safety Director

ADDRESS: 239 E. Adams St.
Ionia, MI 48846

PHONE: 616-527-4431

TERM EXPIRES: 2019

(City of Ionia Representative)

NAME: Larry Tiejema

ADDRESS: 1187 Hawley Hwy.
Saranac, MI 48881

PHONE: 616-642-0384

TERM EXPIRES: 2018

(Commissioner Representative)

NAME: Mel McCloud

ADDRESS: 1035 McArthur St.
Lake Odessa, MI 48849

PHONE: 616-374-8160

TERM EXPIRES: 2018

(Citizen Representative)

NAME: Jani Millard (Vice-Chair)

ADDRESS: 350 W. Washington St.
Ionia, MI 48846

PHONE: 616-890-0316

TERM EXPIRES: 2018

(Emergency Medical Services Representative)

EX-OFFICIO NON-VOTING MEMBER

NAME: Stan Hoskins

ADDRESS: 545 Apple Tree Drive
Ionia, MI 48846

PHONE: 616-527-5619

(Emergency Program Manager)

IONIA COUNTY FIRE CHIEFS ASSOCIATION

Belding Fire Department

Gregg Moore Secretary
(616) 794-1900

Berlin-Orange Fire Department

Matthew Bennett, ICFCA Chairman
(616) 527-0968

Campbell Fire Department

Bob Cronk
(616) 693-2211

Hubbardston Fire Department

Brett Genereux
(989) 640-3738

Ionia Public Safety

Troy Thomas
(616) 527-4431

Lake Odessa Fire Department

Jeff Sanderson
(616) 374-7991

Lyons/Muir Fire Department

Lyndon Randall
(989) 855-2545

Orleans Fire Department

Leslie Doty
(616) 761-3384

Pewamo Fire Department

Jim Cassel
(517) 331-2721

Portland Fire Department

John Baker
(517) 647-7531

Ronald Township Fire Department

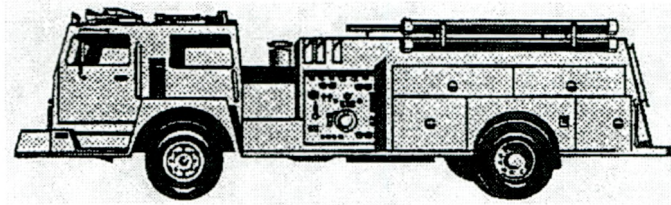
Mark Ravell
(989) 637-4738

Saranac Fire Department

Tim Simmons
(616) 642-6000

Sunfield Fire Department

Tim James
(517) 566-8872



12/1/2018

Ionia County Board of Commissioners,

The Ionia County Fire Chiefs Association has reappointed Greg Moore to serve as our representative to the 911 Board.

Thank You,

Matt Bennett Chair Ionia County Fire Chiefs Association

Belding 120 Pleasant Street, Belding 48809 • **Berlin-Orange** 265 West David Highway, Ionia 48846 • **Campbell** 325 South Main Street, Clarksville 48815
• **Hubbardston** P.O. Box 143, Hubbardston 48845 • **Ionia** 239 East Adams, Ionia 48846 • **Lake Odessa** 1050 First Street, Lake Odessa 48849 • **Lyons/Muir** 212 Water Street,
Lyons 48851 • **Orleans** P.O. Box 72, Orleans 48865 • **Pewamo** 105 South State Street, Pewamo 48873 • **Portland** 773 East Grand River, Portland 48875 • **Ronald Township** 8301
Main Street, Palo 48870 • **Saranac** 10 Bridge Street, Box 312, Saranac 48881 • **Sunfield** 162 Main Street, P.O. Box 279, Sunfield, MI 48890

Rubie, Kathleen

From: Jani Millard <jmillard@lifeems.com>
Sent: Monday, December 10, 2018 4:06 PM
To: Rubie, Kathleen
Subject: 911 Board Appointment

Please accept this email to reflect my desire to be considered for another two year term on our Ionia County 911 Board as the EMS Representative.

Thank you for your consideration. Respectfully,

Jani C. Millard
Director, East Operations
Life EMS Ambulance
jmillard@lifeems.com
(616) 890-0316 (Cell)

Confidentiality Notice: The information contained in this e-mail, including any attachment(s), is confidential information intended for the named recipient only that may be privileged and exempt from disclosure under applicable law, including information that is protected under the Health Insurance Portability and Accountability Act (HIPAA). If the reader of this message is not the intended recipient, or if you received this message in error, then any direct or indirect disclosure, distribution or copying of this message is strictly prohibited. If you have received this message in error, please notify Life EMS Inc. immediately by sending a return e-mail; delete this message; and destroy all copies, including attachments. Neither this information block, the typed name of the sender, nor anything else in this message is intended to constitute an electronic signature unless a specific statement to the contrary is included in this message

Rubie, Kathleen

From: Mel McCloud <mel8160@gmail.com>
Sent: Friday, December 07, 2018 2:05 PM
To: Rubie, Kathleen
Subject: Board of commissioners

I see my term is up. I would like to be reappointed to this position again. Thank You Mel McCloud

Rubie, Kathleen

From: Skeltis, Gerald <skeltis@msu.edu>
Sent: Friday, December 07, 2018 9:27 AM
To: Rubie, Kathleen
Cc: Skeltis, Gerald
Subject: 911 board

Hi Kathleen,
I would like to continue to be on the 911 board.
Thanks, Jerry

Farm Manager
MSU Clarksville Research Center
9302 West Portland Rd
Clarksville MI 48815

Phone 616-693-2193
Cell 616-723-5431

**Danby Township
13122 Charlotte Hwy.
Sunfield, MI 48890**

November 28, 2018

Ms. Kathleen Rubie
Ionia County Board of Commissioners
100 West Main St.
Ionia, MI 48846

Dear Ms. Rubie,

This letter is in response to the letter that was sent to Elizabeth Kolarik on November 5, 2018. Elizabeth was reappointed to serve another two-year term as the Danby Township Board Representative on the Central Dispatch Board of Directors. She was reappointed at our October 25, 2018 regular board meeting.

Please let me know if you need any additional information. I can be reached at (517) 994-8085.

Sincerely,

Kristina Platte
Danby Township Clerk

EIGHTCAP GOVERNING BOARD

Length of Term: 2 year

Appointment made in December

NAME: Georgia Sharp

**ADDRESS: 8009 Meadow Lane Dr.
Portland, MI 48875**

PHONE: 517-490-9895

TERM EXPIRES: 2018

ROAD COMMISSION BOARD

Length of Term: 6 years

Appointments made in December

NAME: Albert Almy
ADDRESS: 5760 Flannigan Road
Orleans, MI 48865
PHONE: 616-761-3407
TERM EXPIRES: 2018

no

NAME: Karen Bota
ADDRESS: 1193 N. State Rd.
Ionia, MI 48846
PHONE: 586-291-8877
TERM EXPIRES: 2020

NAME: Robert Dunton
ADDRESS: 7951 Parsonage Rd.
Saranac, MI 48881
PHONE: 616-642-9291
TERM EXPIRES: 2020

NAME: Charles Minkley
ADDRESS: 7152 Maynard Rd.
Portland, MI 48875
PHONE: 517-647-6706
TERM EXPIRES: 2022

NAME: Kenneth Gasper
ADDRESS: 2500 N. Marble Road
Belding, MI 48809
PHONE: 616-897-9729
TERM EXPIRES: 2018

COMMISSIONER LIAISON

NAME: Scott Wirtz
ADDRESS: 4280 N. State Rd.
Ionia, MI 48846
PHONE: 616-375-0332

(Appointment made annually at Organizational Meeting)

From: Nicholas Bowerman [mailto:bowerman_51@yahoo.com]
Sent: Thursday, September 27, 2018 1:11 PM
To: Overton, Sharyn
Subject: Application for Committee or Board Position

Nicholas Bowerman
2748 Welch Rd.
Ionia MI, 48846
616-902-3613
bowerman_51@yahoo.com

Ionia County Road Commission Board

Qualifications:

I have been a resident of Ionia county for most of my life.
I am small business Owner within the community.
I am a former transportation maintenance Worker.
I have a strong interest in the community and the community's development.

Thank you,
Nicholas Bowerman

616-902-3613

IONIA COUNTY

Application for Committee or Board Position

Name: Joyce E. Hamp

Address: 1616 W Lincoln Ionia

Telephone Number: 616-527-6567

Email: _____

Board, Council, or Committee Position Desired: Ionia County Board
comm

Please give a brief resume of your qualifications for the desired position.

*having members of my family work there
92 consecutive years, I have lots to contribute*

Joyce E. Hamp
Signature

Please mail completed application to:

Ionia County Administration Office
3rd Floor – Courthouse
100 Main Street
Ionia, MI 48846

Fax: 616.527.5380

Email: soverton@ioniacounty.org

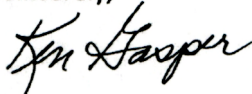
November 23, 2018

Ionia County Board of Commissioners
Courthouse, 100 West Main Street
Ionia, MI 48846

Dear Ionia County Board of Commission:

I have decided to ask to be reappointed for a 6 year term to the Road Commission Board. It has been very rewarding to work with the employees at the Road Commission, Township Officers and Board of Commissioners to try to improve the roads in Ionia County.

Sincerely,

A handwritten signature in cursive script that reads "Ken Gasper".

Ken Gasper

IONIA COUNTY

Application for Committee or Board Position

Name: Kenneth L. Gasper

Address: 2500 N. Marble Rd., Belding, MI 48809

Telephone Number: 616-8979729 Home 616-291-3130 Cell

Email: lewmaxholsteins@hotmail.com

Board, Council, or Committee Position Desired: Ionia County Road Commission

Please give a brief resume of your qualifications for the desired position.

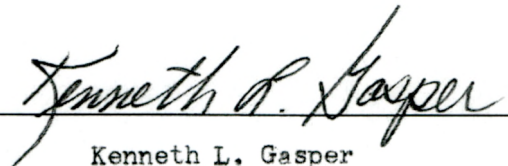
Past:

St. Joseph School Board (Belding)
4-H Dairy Leader
Ionia County Farm Bureau President
Michigan Milk Producers District Officer
MSU Animal Science Advisory Committee
Local Dairy Farmer for 40 years (now retired)
NorthStar-Select Sire Director-President for 11 years
NorthStar Pension, Investment and Compensation Committee
Select Sires Board of Directors, Columbus, Ohio for 23 years
Keene Twp. Planning Committee

Present:

Ionia County Road Commissioner
St. Joseph-St. Mary's Finance Board
Michigan Dairy Memorial Scholarship Committee (President)

Signature



Kenneth L. Gasper

Please mail completed application to:

Ionia County Administration Office
3rd Floor – Courthouse
100 Main Street
Ionia, MI 48846

Fax: 616.527.5380

Email: soverton@ioniacounty.org

SUBSTANCE ABUSE INITIATIVE

Length of Term: 2 years

Appointments made in December

One appointment per commissioner district

District One Representative

NAME: Cori Anderson
ADDRESS: 5443 Flat River Trail
Belding, MI 48809
PHONE: 616-835-3722
TERM EXPIRES: 2019

District Five Representative

NAME: Sharon Carlson ✓
ADDRESS: 1320 Belding Rd.
Orleans, MI 48865
PHONE: 616-761-2121
TERM EXPIRES: 2018

District Two Representative

NAME: Jason Smith
ADDRESS: 6846 Cherrywood Ln.
Saranac, MI 48881
PHONE: 616-642-0528
TERM EXPIRES: 2019

District Six Representative

NAME: Randy Hodge
ADDRESS: 4021 Lyons Rd.
Lyons, MI 48851
PHONE: 517-647-7551
TERM EXPIRES: 2019

District Three Representative

NAME: Robert Cusack ✓
ADDRESS: 3010 W. Runyan Dr.
Lake Odessa, MI 48849
PHONE: 616-374-0222
TERM EXPIRES: 2018

District Seven Representative

NAME: Margery Briggs
ADDRESS: 307 Kent St.
Portland, MI 48875
PHONE: 517-647-4747
TERM EXPIRES: 2019

District Four Representative

NAME: Kathleen Cook ✓
ADDRESS: 699 W. Parmeter Rd
Ionia, MI 48846
PHONE: 616-527-2626
TERM EXPIRES: 2018

IONIA COUNTY

Application for Committee or Board Position

Name: Kendra M. Backing

Address: 1310 Jordan Lake Street Lake Odessa, MI 48848

Telephone Number: 231-388-1630

Email: Kbacking@lakeodessa.org

Board, Council, or Committee Position Desired: Ionia County Substance Abuse Initiative Advisory Board

Please give a brief resume of your qualifications for the desired position.

I grew up in Belding Michigan and have been working in law enforcement for 13 years. I attended Montcalm Community College and earned an Associates degree in Criminal Justice. I transferred to Ferris State University where I successfully completed the police academy and earned a Bachelor of Science Degree in Criminal Justice with a concentration in Law Enforcement. Upon graduation, I started my career as a law enforcement officer with the City of Evart located in Osceola County. While working full time, I returned to school and earned a Master of Science Degree in Criminal Justice Administration from Ferris State University. I worked for the City of Evart Police Department for over ten years and my final rank was Chief of Police. I also worked for the City of Hastings Police Department located in Barry County for over two years.

I currently work for the Village of Lake Odessa and am employed as the Chief of Police since August 2018. I am very excited for the opportunity to serve the Village of Lake Odessa and create community connections to maintain the quality of life that exists here. It would be a privilege to be an active member of the Ionia County Substance Abuse Initiative Advisory Board. I feel my experience in law enforcement and my educational background would complement the desired goals of the current and former board members appointed to this initiative.

Thank you for your time and consideration. Please feel free to call me if you have any questions.

Please return application to:

Ionia County Administration Office

3rd Floor-Courthouse

100 Main Street

Ionia, MI 48846



Ionia County Administration
Stephanie Fox, County Administrator
Courthouse, 100 West Main Street, Ionia, MI 48846
616.527.5300 Fax: 616.527.5380
sfox@ioniacounty.org

November 5, 2018

Mr. Robert Cusack
3010 W. Runyan Dr.
Lake Odessa, MI 48849

Dear Mr. Cusack:

Please note that your two-year appointment on the Substance Abuse Initiative is due to expire at the end of December. The Board of Commissioners would like to know if you are interested in being considered for reappointment to this position.

Please submit a letter to the Board of Commissioners stating your preference by December 3, 2018. Your written response may be mailed or faxed to the Administration Office at the above address/fax number. Or you may also email your response to me at krubie@ioniacounty.org.

If you have further questions, please feel free to contact me.

Sincerely,

Kathleen Rubie
Kathleen Rubie
Administrative Assistant

YES I'M INTERESTED IN
BEING CONSIDERED FOR
REAPPOINTMENT TO THIS POSITION
SUBSTANCE ABUSE INITIATIVE.

P.S. SOME THINGS
I VOTE BY PHONE
FROM FLORIDA

THANK YOU
Robert A. Cusack
11-16-18

Rubie, Kathleen

From: Kathleen Cook <kathleencook@live.com>
Sent: Monday, December 03, 2018 8:49 PM
To: Rubie, Kathleen
Subject: Re:

Yes, I meant to call you before we left for Virginia. Of course I would like to continue on the board if they want me.

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: "Rubie, Kathleen" <krubie@ioniacounty.org>
Date: 12/3/18 2:20 PM (GMT-05:00)
To: Kathleen Cook <kathleencook@live.com>
Subject:

Hello Kathleen,

Just wanted to check back with you on the reappointment for the Substance abuse imitative board , are you interested in being reappointed?

Kathleen Rubie

Administrative Assistant

Ionia County Administration Office

616-527-5300 -X 300

1320 Belding Road
Orleans, MI 48865
616-761-2121 (home)

November 26, 2018

Ionia County Board of Commissioners
Attn: Stephanie Fox, County Administrator
Courthouse, 100 West Main Street
Ionia, MI 48846

Subject: Ionia County Substance Abuse Initiative Advisory Board

This letter is submitted to express interest and request reappointment to the ICSAI when my current term expires at the end of December, 2018. Substance abuse prevention must continue, and ICSAI plays a critical role on behalf of our county residents and families whom have been impacted by this epidemic. It has been my pleasure to serve representing District 5 since the inception of the board, and I look forward to continuing in this capacity.

The work being done by and through the health department, working with local law enforcement, our school systems, judges, and area experts in the field of substance abuse provides a path for life-impacting education and treatment for those who face overwhelming consequences and those we hope to prevent going down this path.

It is both a privilege and an honor to serve as a board member, working to support our county in this initiative. The opportunity given by the Board of Commissioners has been very much appreciated.

Thank you for your support and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Sharon L. Carlson".

Sharon L. Carlson, CME

WEST MICHIGAN REGIONAL PLANNING COMMISSION

Length of Terms: 1 year

Appointments made in December

NAME: Brenda Cowling-Cronk
ADDRESS: 426 E. Main St.
Ionia, MI 48846
PHONE: 616-527-6227
TERM EXPIRES: 2018
(Elected Official)

NAME: David Hodges
ADDRESS: 4833 Flat River Trail
Belding, MI 48809
PHONE: 616-240-0624
TERM EXPIRES: 2018
(County Commissioner or County Staff)

NAME: Kyle Miller
ADDRESS: 312 Rich St.
Ionia, MI 48846
PHONE: 517-410-2609 ✓
TERM EXPIRES: 2018
(Private Sector Representative)

Rubie, Kathleen

From: Kyle Miller <mille1kp@gmail.com>
Sent: Friday, December 07, 2018 9:59 AM
To: Rubie, Kathleen
Subject: WMRPC

Hello,

This email is to inform you of my intent to remain on the west MI regional planning commission for the upcoming year.

Regards,

Kyle P Miller

WEST MICHIGAN REGIONAL PLANNING COMMISSION
COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY COMMITTEE

Length of Terms: 1 year

Appointments made in December

NAME: Spence Riggs
The Right Place
ADDRESS: 125 Ottawa Ave., NW #450
Grand Rapids, MI 49503
PHONE: 616-481-1360
TERM EXPIRES: 2018
(Public Sector Representative)

NAME: Ronald W. Thomas
ADDRESS: 2748 Hillcrest Dr.
Ionia, MI 48846
PHONE: 616-466-6001
TERM EXPIRES: 2018
(Private Sector Representative)

NO

Rubie, Kathleen

From: Spence Riggs <RiggsS@rightplace.org>
Sent: Wednesday, November 14, 2018 10:40 AM
To: Rubie, Kathleen
Subject: West Michigan Regional Planning Commission CEDS Membership

Good morning Kathleen,

I am writing in response to a letter I received regarding the one-year appointment to the West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee. My current appointment is scheduled to expire in December 2018. I would be interested in being reappointed to this position to serve in 2019. I appreciate the Ionia County Board of Commissioners' consideration. Please let me know if there is anything that the Board of Commissioners needs from me as they consider this appointment.

Regards,

Spence Riggs

Business Development Coordinator
Ionia & Kent Counties

The Right Place, Inc.

125 Ottawa Avenue, Suite 450
Grand Rapids, MI 49503
Phone: (616) 481-1360

www.rightplace.org

Connect with us on:



**State of Michigan
64A Judicial District Court**



100 W. Main Street
Ionia, MI 48846

**Raymond P. Voet
District Judge**

District Court Update

Moved to the new facility in May and have been working at ironing out procedural operations, particularly on heavy traffic days.

Civil filings have increased from last year at this time by approximately 300 filings.

Criminal cases appear as though they will be approximately 200 less than 2017.

Civil Infractions appear to be about the same as recent past years.

Income Tax garnishments were filed on 2017 Michigan Income Tax returns for persons who have failed to pay fines and costs.

In the fall of 2017 the Court filed 1230 garnishments with the Michigan Department of Treasury. The filing cost \$5.00 per filing for a total cost to the Court of \$6150.00. (funding for the garnishments come from the 20% late fee that is assessed if you are late on your payments)

As of December 3, 2018 the Court has received \$26,764.60 and an additional pending amount of \$824.00. The total amount received is \$27,588.60.

The net result of these collections is \$21,438.60 of monies owed for fines and cost.

The Court has filed 874 garnishments for 2018 State Income Tax returns, anticipating similar results.

Traffic/Criminal 616-527-5346
Probation 616-527-5395
616-527-5396
Civil/Landlord-Tenant 616-527-5350
Small Claims/Garnishments 616-527-5350
Court Administrator 616-527-5344
Fax 616-527-5343

**State of Michigan
64A Judicial District Court**



**Raymond P. Voet
District Judge**

100 W. Main Street
Ionia, MI 48846

A Collections Audit/Review was conducted by the State Court Administrators office in June. SCAO found that the District Court has a Collections Program that is compliant with the guidelines set for by SCAO.

In August Michele Wise from JIS came and met with representatives for all of the Courts. At that meeting we discussed the MICourts Suite Tools that are available to the Courts using our JIS programs. Among the products that are available to the Court, are the Calendar Integration tool, Court Display and Preloaded docket for the Court Recorder in BIS Software.

- During the meeting there was consensus of the Courts that we wished to go ahead with the Court Display tool. We then worked in partnership with i3 Business Solutions and were able to place Court Displays outside of the District Court, Magistrates Hearing Room, Probate Court, Circuit Court and a combined display of all of the Court at the main entrance of the Courthouse.

We also have done the AS400 migration to a Michigan Supreme Court Data Center. The benefit of this is we no longer have to maintain the AS400 computer that was in desperate need of replacement. The fees associated with using this Cloud environment are actually less expensive than the annual maintenance agreement with IBM for the AS400.

In September employee evaluations/self evaluations were conducted. Employee strengths were highlighted and goals to improve job performance were summarized at the end of the evaluation. Each employee had the opportunity for a face-to-face discussion with me regarding their evaluation.

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As of November 30th of District Court Collections are \$90,000 ahead of the same time as last year.

On December 5th, the County and the Deputy Clerks collective bargaining unit were able to reach a tentative agreement on the wage re-opener for FY 2019.

There are a few items scheduled for next year in District Court.

- We are currently in the process of relocating the District Court Probation Department to the former Juvenile Court Probation area. This is still in the planning stages, as there is some minor remodeling and updates that are needed to make this area usable.
- I am currently planning with the County Administrator and i3 Business solutions to update the clerks computer works stations. Most of these work stations are in excess of eight years old and Microsoft will no longer support the operating systems on these computers in 2020.

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IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Jail Medical Services Agreement
12/18/2018

CONTACT:

Sheriff Charlie Noll

DESCRIPTION:

Medical Services agreement with Mid-Michigan Correctional Care PC (Dr. Messenger) to provide jail medical services starting January 1, 2019 for the term of one year. No changes from current contract.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

[Click here to enter text.](#)

FINANCIAL ANALYSIS:

Dr. Messenger/Mid-Michigan Correctional Care PC is requesting to continue with the same compensation terms of the 2018 contract for 2019 for nursing care costs. There will be an additional cost for services provided by a second physician as needed. \$5000.00 every four (4) weeks. The cost is based on 24 hours of nursing care for a two week period. If fewer than 24 hours of nursing care is provided in a two week time period, the County will receive a credit of \$50 per hour for each hour of the stipulated 24 hours that is not provided by the Contractor. If the nurse provides more than 24 hours of care in the two week time period there will be an additional cost of \$50 per hour for each hour 25-30 hours. Beginning with the 31st hour the County will pay an additional \$75.00 per hour. If the nurse or doctor is asked to come to the jail on an urgent basis, the County will pay an extra fee of \$100.00 for the visit in addition to the hourly nursing cost. Mid-Michigan will submit a bill every four weeks for payment to include any credits or additions based on the above defined costs. The COUNTY will pay \$100 per hour for Dr. Albrecht's medical services. Mid Michigan Correctional Care will furnish professional and general liability insurance for Dr. Albrecht.

LEGAL REVIEW:

[Click here to enter text.](#)

DEADLINE:

12/18/18 Board meeting

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Ionias County Board of Commissioners approve the Medical Services Agreement between Mid-Michigan Correctional Care PC and the County of Ionias.

ADMINISTRATOR'S RECOMMENDATION:

County Administrator recommends approval of this request

MEDICAL SERVICES AGREEMENT

This Agreement, made and entered into this ____ day of _____, 2018, by and between the County of Ionia, a municipal corporation and political subdivision of the State of Michigan, with administrative offices at 133 East Adams Street, Ionia, Michigan 48846 (hereinafter referred to as the "COUNTY", and Mid Michigan Correctional Care PC, with offices located at 1055 South US. 27, St. Johns, Michigan (hereinafter referred to as the "CONTRACTOR").

In consideration of the promises below, the parties mutually agree as follows:

ARTICLE I – SCOPE OF SERVICES

The COUNTY requires, and the CONTRACTOR agrees to provide, medical and medical related services at the Ionia County Correctional Center at 133 East Adams Street, Ionia, Michigan 48846 (hereinafter referred to as the "Correctional Center"). The services to be provided by the CONTRACTOR are set forth in the attached Exhibit A, Scope of Services, which is incorporated by reference into this Agreement.

The County recognizes that it is responsible for medical care of inmates at the Correctional Center and that the CONTRACTOR shall not be responsible for medical services, equipment, or supplies required by the Correctional Center's inmates that are not expressly required in this Agreement or the attached Exhibit A – Scope of Services.

ARTICLE II – COMPENSATION

Section 1. The CONTRACTOR shall invoice the COUNTY every four weeks for performance of the services and responsibilities set forth in the attached Exhibit A, Scope of Services. It is expressly understood and agreed that the total sum to be invoiced and paid every four weeks shall be the sum of FIVE THOUSAND AND 00/100 DOLLARS (\$5,000.00). That cost is based on 24 hours of nursing care for a two week period. If fewer than 24 hours of nursing care is provided in a two week time period, the COUNTY will receive a credit of \$50.00 per hour for each hour of the stipulated 24 hours that is not provided by the CONTRACTOR. If there are 25 to 30 hours of nursing care provided in a two week time period, the COUNTY will pay an additional cost of \$50.00 per hour for each hour provided beyond the stipulated 24 hours. If more than 30 hours of nursing care are provided in a two week time period, beginning with the 31st hour the COUNTY will pay an additional cost of \$75.00 per hour for each additional hour provided in a two week period. If either the physician or nurse is asked to come to the correctional center on an urgent basis, the COUNTY will pay an extra fee of \$100.00 for the visit in addition to the hourly nursing care cost, as defined above. The COUNTY will pay \$100 an hour for Dr. Albrecht's medical services. Mid Michigan Correctional Care will furnish professional and general liability insurance for Dr. Albrecht.

Section 2. The COUNTY shall make payments every four weeks to the CONTRACTOR as required in Section 1 in accordance with its procedure for processing and payment of Accounts Payable after its receipt from the CONTRACTOR of an invoice detailing services provided, during the period being billed.

ARTICLE III – RESPONSIBILITY AND REPORTING OF CONTRACTOR

The CONTRACTOR agrees to cooperate with and report to the Ionia County Sheriff (hereinafter referred to as the "SHERIFF"), who will be responsible for the administration of this Agreement. The CONTRACTOR shall

also, when requested by the Ionia County Board of Commissioners (hereinafter referred to as the "BOARD") submit to the BOARD, or its designee, such information and reports as the BOARD may request.

ARTICLE IV – TERM

Section 1. This Agreement commences on January 1, 2019 for the term of one year,

ARTICLE V – INDEPENDENT CONTRACTOR AND LICENSES

Section 1. It is expressly understood and agreed that the CONTRACTOR is an independent contractor. The CONTRACTOR and its personnel shall in no way be deemed to be and shall not hold themselves out as an employee, servant or agent of the COUNTY or the SHERIFF and shall not be entitled to any fringe benefits of the COUNTY, such as, but not limited to, health and accident insurance, life insurance, paid sick or vacation leave. The CONTRACTOR shall be responsible for payment of all compensation due its personnel for services they perform under this Agreement and for the payment of all applicable taxes arising from payments made under this Agreement (including, but not limited to, income and social security taxes) to the proper Federal, State and local governments.

Section 2. The CONTRACTOR shall ensure that it and all personnel, who it assigns to perform services under this Agreement, possess all Federal and State licenses, certificates and authorizations required to perform their duties/functions. If the CONTRACTOR loses or fails to renew a required license, certificate or authorization, this Agreement may be terminated by the County effective immediately. If any of CONTRACTOR'S personnel at any time loses or fails to renew required licenses, certificates and authorizations, that person shall be immediately replaced with a qualified person who possesses the required licenses, certificates and authorizations.

ARTICLE VI – PATIENT RECORDS

The COUNTY shall have sole and exclusive right to the retention of all records pertaining to inmates at the Correctional Center and services rendered pursuant to this Agreement. The CONTRACTOR shall have access to inmate medical records which will be kept on the Correctional Center's premises in a locked cabinet in a secure location. The SHERIFF and the Correctional Center's Administrator, or their designees, shall have access to the medical records of any inmate being provided medical services, subject to all Federal and State requirements of confidentiality.

ARTICLE VII – INDEMNIFICATION AGREEMENT AND INSURANCE

Section 1. The CONTRACTOR shall protect, defend, indemnify, save and hold harmless the COUNTY, the SHERIFF, and their elected and appointed officers, employees and agents from all claims, damages, lawsuits, costs and expenses, including, but not limited to, all costs from administrative proceedings, court costs and attorney fees, that the COUNTY, the SHERIFF and their elected and appointed officers, employees and agents may incur for bodily injury or personal injury suffered or allegedly suffered by a person treated or diagnosed by CONTRACTOR and arising solely out of negligent acts or omissions of the CONTRACTOR or any employee, agent or representative of the CONTRACTOR in the performance of their professional responsibilities pursuant to this Agreement. The CONTRACTOR'S responsibility as set forth in this section shall not be mitigated by the insurance coverage obtained by the CONTRACTOR pursuant to the requirements of Section 2 of this Article. However, CONTRACTOR'S responsibilities set forth in this section

are conditioned on the COUNTY, the SHERIFF, and any other indemnitees' compliance with and satisfaction of all terms and conditions of any applicable insurance policies and are also conditioned on the COUNTY, the SHERIFF and any other indemnitee giving CONTRACTOR timely notice of all claims and allowing CONTRACTOR and any insurer of CONTRACTOR to undertake and control the defense and settlement of any claims to which this Section may apply.

Section 2. The CONTRACTOR will maintain, at its own expense during the term of this Agreement, the following insurance:

- A. Workers' Compensation Insurance including Employer's Liability Coverage, in accordance with the laws of the State of Michigan.
- B. Comprehensive General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for personal injury, bodily injury and property damage. Coverage shall include, but not be limited to, the following extension: (1) Contractual Liability and (2) Independent Contractors Coverage. The COUNTY and SHERIFF shall be added as "additional insureds" on General Liability policy with respect to the services provided under this Agreement.
- C. Professional liability Insurance (Errors & Omissions and Malpractice) coverage with a minimum limit of \$200,000 each claim and \$600,000.00 aggregate.

Section 3. Insurance policies required by this Article must be issued by companies licensed and admitted to do business in the State of Michigan and must be acceptable to the BOARD, except that the Professional Liability Insurance policy may be issued by Lancet Indemnity Risk Retention Group, Inc.

Section 4. The CONTRACTOR shall furnish certificates of insurance to the Ionia County Administrator, 133 East Adams Street, Ionia, Michigan 48846. The certificates of insurance shall contain a provision stating that coverage afforded under the policies will not be changed or cancelled until at least thirty (30) days prior written notice has been given to the COUNTY's Administrator.

Section 5. If any of the insurance coverage required by this Article expire during the term of this Agreement, the CONTRACTOR shall deliver renewal certificates and/or policies to the COUNTY at least ten (10) days prior to the expiration date.

Section 6. If any of the insurance coverage required by this Article are not or cease to be maintained at any time during the term of this Agreement, this Agreement shall be subject to cancellation immediately or at any time thereafter, at the sole election of the BOARD. If the BOARD elects to exercise its option to cancel on these grounds, the BOARD shall notify the CONTRACTOR of its election.

ARTICLE VIII – COMPLIANCE WITH LAWS, REGULATIONS AND POLICIES

Section 1. The CONTRACTOR shall comply with all Federal, State and local laws, ordinances, rules and regulations, including, but not limited to, all applicable Michigan Department of Corrections requirements.

Section 2. The CONTRACTOR shall also comply with the policies of the Ionia County Sheriff Department including, but not limited to, security clearance checks. It is understood and agreed by the

CONTRACTOR that neither he nor any of his personnel shall perform services under this Agreement until the Ionia County Sheriff Department has given them a security clearance.

ARTICLE IX – EQUAL EMPLOYMENT OPPORTUNITY

The CONTRACTOR, as required by law, shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, creed, color, sex, national origin, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, religion, age, height, weight, or marital status. Breach of this Section shall be a material breach of this Agreement.

ARTICLE X – EQUAL ACCESS

The CONTRACTOR shall provide the services set forth in this Agreement without discrimination on basis of race, color, religion, national origin, sex, sexual orientation, height, weight, marital status, disability, or age.

ARTICLE XI – ASSIGNS AND SUCCESSORS

The CONTRACTOR shall not assign or subcontract its requirements under this Agreement.

ARTICLE XII – TERMINATION OF AGREEMENT

Section 1. Notwithstanding any other provision in this Agreement to the contrary, this Agreement may be terminated by either party as follows:

A. By the COUNTY upon sixty (60) calendar days prior written notice to the CONTRACTOR.

B. By the CONTRACTOR upon sixty (60) calendar days prior written notice to the COUNTY.

Section 2. In the event this Agreement is terminated as authorized in this Article the COUNTY shall pay the CONTRACTOR as set forth in this Agreement for services performed up to the effective date of termination.

ARTICLE XIII – CHANGES IN SCOPE OF SERVICES

Modification, amendments or waivers of any provision of this Agreement may be made only by the written consent of the parties to this Agreement.

ARTICLE XIV – APPLICABLE LAW

This Agreement shall be subject to and interpreted in accordance with the laws of the State of Michigan.

ARTICLE XV – WAIVERS

Section 1. No failure or delay on the part of either the CONTRACTOR, the SHERIFF or the COUNTY in exercising any right, power or privilege set forth in this Agreement shall operate as a waiver

thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.

Section 2. In no event shall the making by the COUNTY of any payment due to the CONTRACTOR constitute or be construed as a waiver by the COUNTY of any breach of a provision of this Agreement, or any default which may then exist, on the part of the CONTRACTOR, and the making of any such payment by the COUNTY while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the COUNTY in respect to such breach or default.

ARTICLE XVI – EXTENT OF AGREEMENT

This Agreement and the attached Exhibit A, Scope of Services, represents the entire Agreement between the parties and supersedes all prior representations, negotiations or agreements, whether written or oral.

ARTICLE XVII – NOTICES

Any notice that either party may, or is required to, give may be served personally or sent by first-class mail, postage prepaid, to the address set forth on Page 1 of the agreement or at such other places as may be designated in writing by the parties from time to time.

ARTICLE XVIII – CERTIFICATION OF AUTHORITY TO SIGN AGREEMENT

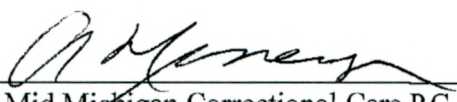
The persons signing on behalf of the parties hereto certify by their signatures that they are duly authorized to sign this Agreement on behalf of said parties, and that this Agreement has been authorized by said parties.

IN WITNESS WHEREOF, the authorized representatives of the parties hereto have fully affixed their signatures to this Agreement on the day and year first above written.

COUNTY OF IONIA

CONTRACTOR

By: _____
Jack Shattuck, Chairman Date
County Board of Commissioners

By:  _____
Mid Michigan Correctional Care P.C. Date
Andrew W. Messenger, President

By: _____
Charlie Noll, Sheriff Date

EXHIBIT A

SCOPE OF SERVICES

The CONTRACTOR shall provide the Ionia County Correctional Center with the following:

1. Provide complete oversight of the Correctional Center's medical services by Andrew W. Messenger, D.O.
2. Provide on-site medical services by Andrew W. Messenger, D.O. or a qualified medical designee, as needed. This time shall include seeing inmates with medical problems at the facility and reviewing medical records of inmates seen by the nursing staff. Provide telephone consultation and back-up for the nurse(s).
3. Provide on-site medical services by a Medical Assistant, Licensed Practical Nurse, Registered Nurse, Physician's Assistant, or Nurse Practitioner as applicable for the service necessary. These services shall consist of, but are not limited to, routine health screening, assessments of illness and injuries, and assist in setting up for evening hours, assisting physician with exam, maintenance of medical records, etc. Medical personnel coverage may fluctuate according to the Correctional Center's needs.
4. Conduct medical assessments and carry out doctor's standing orders for all inmates housed in the Correctional Center for fourteen (14) or more days.
5. Provide after hours and weekend telephone consultation and triage with Correctional Center's medical and security staff.
6. Provide or arrange back-up in the event the Nurse and/or Andrew W. Messenger, D.O. is on vacation, off work due to illness, or for required continuing education to maintain licensure.
7. Be responsible to the Sheriff or his designee for administration and operation of the health care system within the Correctional Center.
8. Assist in meeting requirements imposed by Federal and State laws and regulations pertaining to the Correctional Center.
9. Assist the Correctional Center in implementing policies that will assure high quality medical and nursing care appropriate for setting. Oversee specific policies concerning the following:
 - a. Emergency inmate treatment.
 - b. Prescription medicine.
 - c. Special diets.
10. Provide, approve and supervise all medical procedures conducted in the Correctional Center including:
 - a. Receiving screening procedures.
 - b. Health appraisal data collection procedures.
 - c. Referrals of seriously ill inmates.
 - d. Provision of non-emergency medical services.

- e. Obtaining emergency medical services.
 - f. Chronic care
 - g. Preventative medical maintenance.
 - h. Screening and referral, either on-site or to an off-site hospital, of mentally ill or mentally challenged inmates.
 - i. Detoxification.
 - j. Formulary of all medications.
 - k. Medication administration policy.
 - l. Medical entry methods.
 - m. The work of all qualified medical personnel.
 - n. Deciding the emergency nature of illness or injury.
 - o. Hygienic procedures.
11. Develop and be responsible for all medical protocols.
12. Approve all medical record forms.
13. Recommend the number and type of equipment and supplies necessary to equip the Correctional Center's first aid kits, their location and procedure for periodic inspections.
14. Supervise the general health environment of the Correctional Center and make recommendations when unsatisfactory conditions are observed.
15. Submit and pass self and staff to a security clearance check by the Sheriff's Office.
16. Obtain own medical/professional liability coverage as required in Article VII, Section 2 of the Agreement.

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Bertha Brock Park Manager
December 18, 2018

CONTACT:

Stephanie Fox

DESCRIPTION:

The Park Manger position was shared by the Physical Plant Director. The Park Advisory Board recommends for the permanent position to Park Manager and change pay grade from a grade 10 step 3 to a grade 11 step 2.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

None

FINANCIAL ANALYSIS:

[Click here to enter text.](#)

LEGAL REVIEW:

N/A

DEADLINE:

n/a

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

That the Ionia County Board of Commissioners approves the recommendation of the Park Advisory Board, for the permanent position of Park Manager and pay grade change

ADMINISTRATOR'S RECOMMENDATION:

County Administrator recommends approval of this request, and the pay increase be retroactive to August 27, 2018.