

IONIA COUNTY BOARD OF COMMISSIONERS  
Regular Meeting  
**December 17, 2013**  
4:00 p.m.

The Chair called the meeting to order and led with the Pledge of Allegiance.

Members present: Lynn Mason, Larry Tiejema, Jim Banks, Brenda Cowling-Cronk, Scott Wirtz, Jack Shattuck and Julie Calley

Others present: Tom Thelen, Loren Gage, Dale Miller, Charlie Noll, JoAnn Eakins, Ken Bowen, Dion Sower, Paul Spoelstra, Bert Gale, Don Ransom, Bob VanLente, Jim Valentine, Ron Schafer, Jessica Wierkz, Judy Clark, Diane Adams, Stephanie Hurlbut and Tonda Rich.

### **Approval of Agenda**

The Chair noted the following changes to the agenda: Moved item G. Medical Examiner Contract to item B. under New Business and added items E. and F. Approval of Closed Session minutes from December 10, 2013 to the Consent Calendar. Moved by Mason, supported by Cowling-Cronk, to approve the amended agenda. Motion carried by voice vote.

### **Public Comment**

Deputy Dion Sower introduced K9 Dinar and spoke about Dinar's training and caring. Sower thanked those individuals that donated money for the purchase and training of Dinar.

### **Consent Calendar**

- A. Approve minutes of the previous meeting(s)
- B. Approve per diem and mileage
- C. Approve payment of General Fund payroll and accounts payable for the month of November 2013 - \$1,148,064.26
- D. Approve payment of Health Fund bills - \$93,221.84
- E. Approve Closed Session Minutes - I - from December 10, 2013
- F. Approve Closed Session Minutes - II - from December 10, 2013

It was noted that the Committee-of-the-Whole meeting that took place on November 19, 2013 should be billed at \$25. The Clerk amended the per diem vouchers for Commissioners Wirtz, Shattuck and Cowling-Cronk to reflect \$25 for this meeting.

The Closed Session minutes, I & II, were passed out and reviewed by the Board. The Chair directed the Clerk to clarify in the Closed Session minutes, session I, that all seven Commissioners submitted a County Administrator Evaluation Form.

Hearing no further objections, the Chair declared the Consent Calendar approved.

### **Unfinished Business**

- A. Moved by Tiejema, supported by Shattuck, to approve the PA 116 Farmland Agreement, local file number 13-006FA, filed by Mazurek Farms, Inc., for property located in Odessa Township. Motion carried by voice vote.
- B. Discussions continued concerning the timber sale at Bertha Brock Park. Loren Gage, Park Manager, answered questions from the Board. Moved by Shattuck, supported by Cowling-Cronk, to approve the sale of thirty seven (37) trees for a sum of \$8,000 to be purchased by Maple Rapids Lumber Mill, with 12% of the sales going to Bill Rockwell of Metropolitan Forestry Consultants who will oversee the timber sale. Motion carried by voice vote.
- C. Appointments
  - 1. Central Dispatch Board of Directors - Moved by Tiejema, supported by Wirtz, to appoint Roland Self, Dale Nelson, Troy Thomas and Brenda Cowling-Cronk to the Central Dispatch Board of Directors. Motion carried by voice vote.
  - 2. Substance Abuse Initiative - Moved by Mason, supported by Shattuck, to appoint Cori Anderson, Jason Smith and Rebecca McCafferty to the Substance Abuse Initiative. Motion carried by voice vote.
  - 3. West Michigan Regional Planning Commission - Moved by Mason, supported by Wirtz, to appoint Gregg Yeomans to the West Michigan Regional Planning Commission. Motion carried by voice vote.
- D. Discussions continued concerning the year end budget amendment. Stephanie Hurlbut, County Administrator, answered questions from the Board. Moved by Tiejema, supported by Cowling-Cronk, to approve the year end budget amendment as presented. Motion carried by voice vote.

### **New Business**

- A. Paul Spoelstra discussed the performance summary of the county pension plan and answered questions from the Board. Other discussions included the Estimator, which a sample was shown to the Board. Moved by Shattuck, supported by Tiejema, to approve the Ionia County Pension Plan Summary Report as presented. Motion carried by voice vote. (A copy of the Plan Summary Report is on file in the Clerk's Office)
- B. Moved by Tiejema, supported by Shattuck, to approve the Medical Examiner Contract with Edward W. Sparrow Hospital Association for Medical Examiner

Services, effective January 14, 2014 to expire on January 31, 2018, and to authorize appropriate signatures, contingent upon review and approval from legal counsel. Motion carried by voice vote.

- C. Moved by Mason, supported by Cowling-Cronk, to authorize filling the vacant Public Health Nurse I position at a Grade 10, Step 1. Motion carried by voice vote.
- D. Moved by Banks, supported by Cowling-Cronk, to authorize the Ionia County Sheriff's Department to submit the 2014 Marine Grant Application. Motion carried by voice vote.
- E. Friend of the Court, Jessica Wierckz, stated that Assistant Friend of the Court, Jeff Radike, will be leaving his employment with the County at the end of the year. Wierckz proposed eliminating the Assistant Friend of the Court position and creating a Conciliator position effective January 1, 2014, and requested that she be allowed to fill the Conciliator position. Moved by Mason, supported by Cowling-Cronk, to eliminate the Assistant Friend of the Court position and create one Conciliator position effective January 1, 2014, and to further authorize the Friend of the Court to fill the Conciliator position. Motion carried by voice vote.
- F. Moved by Cowling-Cronk, supported by Tiejema, to amend the 2014 Personnel Allocations for Circuit Court making the two .6 FTE Administrative Assistant positions into one full-time position and the Bailiff position at a .2 FTE effective January 1, 2014. Motion carried by voice vote.
- G. Moved by Cowling-Cronk, supported by Mason, to authorize the Register of Deeds Office to enter into a contract with PropertyInfo Corporation for the implementation of Simple Search which is a program used for document searching and printing, with the funding in the amount of \$15,695.05 to come from the Register of Deeds Automation Fund. Motion carried by voice vote.
- H. Moved by Mason, supported by Wirtz, to approve the building code fee at 125 percent of the AGS fee schedule for residential and commercial permits and 120 percent of the AGS fee schedule for trade building permits and to have the revised fee schedules go into effect as soon as administratively possible. Motion carried by voice vote.
- I. Commissioner Tiejema presented a work sheet listing the key elements to financing a new building in place of the old jail. Key elements included due diligence, bonding and how the funds would be used. The discussion was for informational purposes only.
- J. Moved by Mason, supported by Cowling-Cronk, to approve the grant agreement between the Michigan Department of Transportation and the Ionia County Board of Commissioners for the Install Fencing - Perimeter - Design at the Ionia County Airport, Contract No. 2014-0088, Federal Project No. B-26-0048-2713, and authorize the signature of Chairperson Julie Calley. Motion carried by voice vote.

- K. A discussion took place concerning who the Public Health Officer should report to. Some commissioners voiced their interest in having the Public Health Officer report to the County Administrator, where others were in favor of a Public Health Board. The discussion was for informational purposes only.
- L. Moved by Tiejema, supported by Cowling-Cronk, to approve a three-year contract between the County of Ionia and Stephanie Hurlbut setting forth the terms and conditions for employment. Motion carried by voice vote.
- M. Moved by Banks, supported by Wirtz, to schedule the Organizational Meeting for January 14, 2014 at 4:00 p.m. Motion carried by voice vote.

The Chair thanked those commissioners that attended the department head meeting on December 13, 2013.

Hurlbut thanked the Board for approving her 3-year employment contract.

Moved by Cowling-Cronk, supported by Wirtz, to adjourn the meeting at 5:45 p.m. Motion carried by voice vote.

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Julie Calley, Chair

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Tonda Rich, Clerk

Minutes approved on:
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