

IONIA COUNTY BOARD OF COMMISSIONERS

**June 14, 2016**

Regular Meeting

4:00 p.m.

Chair Shattuck called the meeting to order and led with the Pledge of Allegiance. Commissioner Hodges gave the Invocation.

**Members present:** David Hodges, Larry Tiejema, Brenda Cowling-Cronk, Jim Banks, Jack Shattuck, Scott Wirtz and Julie Calley

**Others present:** Kyle Butler, Lori Kirkhoff, Kristen Stinedurf, Adam Dreher, Judy Clark, Anthony Meyaard, Erica Parker, Paul Spoelstra, Brandon Tramper, Chris Veenstra, Miranda Sharp, Georgia Sharp, Bob VanLente, Ken Bowen, Jim Valentine, Stephanie Fox and Janae Cooper

**Approval of Agenda**

Moved by Cowling-Cronk, supported by Banks, to approve the agenda. Motion carried by voice vote.

**Consent Calendar**

A. Approve minutes from previous meeting(s)

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

**New Business**

- A. Kyle Butler, Prosecuting Attorney, introduced the Assistant Prosecutors Lori Kirkhoff, Kristen Stinedurf, Adam Dreher and Ericka Parker. Butler, along with each Assistant Prosecutor gave a brief statement regarding their role in the Prosecutor's Office.
- B. Anthony Meyaard, Equalization Director, presented the Tax Rate Request form and requested approval of the tax rate as indicated on the L-4029 form. Meyaard explained that this report will allow the County to levy the taxes on the tax bills. Moved by Tiejema, supported by Cowling-Cronk, to approve the Millage Request as presented. Motion carried by voice vote.
- C. Paul Spoelstra of Milestone Wealth Management presented the 2016 Investment Policy Statement for the Ionia County Pension Plan. Spoelstra reported that Ionia County "broke even" in 2015. The Board was given an opportunity to ask questions. Moved by Tiejema, supported by Hodges, to accept the Investment Policy Statement (revised) and the Approval of Asset Allocation Change as indicated in the 2016

Investment Policy Statement (copy on file in the Clerk's Office). Motion carried by voice vote.

- D. Chris Veenstra of Watkins Ross presented the County of Ionia Pension Plan Actuarial Valuation Report and answered questions from the Board (copy on file in the Clerk's Office). Moved by Tiejema, supported by Hodges, to accept the County of Ionia Pension Plan Actuarial Valuation Report for the plan year beginning January 1, 2016. Motion carried by voice vote.
- E. Moved by Calley, supported by Cowling-Cronk, to adopt the Resolution that authorizes Jack Shattuck, Chairperson, to be placed on the pension accounts. The Resolution was adopted by the following roll call vote: yes -all. The Resolution is as follows:

**RESOLUTION  
2016-5**

**BE IT RESOLVED** that Jack Shattuck (replacing Julie Calley) is hereby authorized to establish accounts to sell, buy, trade, exchange, assign and endorse for transfer certificates representing stocks, bonds or other securities now registered or hereafter registered in the name of this County of Ionia.

- F. Jim Valentine, Central Dispatch Director, discussed a proposal to purchase and install a new radio console at Central Dispatch with the funding to come from the millage surcharge increase. Valentine stated that the current radio consoles are 15 years old and are no longer supported by the manufacturer. The radio consoles let the dispatchers control all various radio talk groups, frequencies and radio towers, which is a complex computerized system. Moved by Tiejema, supported by Wirtz, to authorize the purchase and installation of a new Motorola Dispatch Radio Console for the amount of \$456,753 contingent upon final contract approval by the county attorney, and to further allow Central Dispatch to enter into a four year lease/purchase agreement with Motorola with a \$100,000 down payment and to further authorize the Board Chair to sign all associated documents pending final legal review and acceptance. Motion carried by voice vote.
- G. Ken Bowen, Public Health Officer, requested approval to hire another nurse due to an increase in workload and new programs at the Health Department. Moved by Banks, supported by Cowling-Cronk, to hire a 0.6 FTE Public Health Nurse II at a Grade 12, Step 1. This will be done in conjunction with moving a 0.8 FTE Public Health Nurse II to a 0.4 FTE. Motion carried by voice vote.
- H. County Administrator, Stephanie Fox, requested the following budget amendments for the Sheriff's Department:

1. Moved by Tiejema, supported by Wirtz, to establish a Marine Budget due to notification from the DNR of a grant award on May 27, 2016 of \$4,800. Motion carried by voice vote.
  2. Moved by Wirtz, supported by Cowling-Cronk, to establish an expenditure line item budget for the Dive Team. Motion carried by voice vote.
- I. Moved by Cowling-Cronk, supported by Calley, to approve the 2016 SCAO/MDCGP Sub-Contract agreement between the 8<sup>th</sup> Circuit Adult Drug Court and Randy's House. The grant funding will be utilized to provide transitional housing services deemed necessary and as approved through SCAO. Further, Randy's House will only be paid the amount of \$400 per month for a period of 2 months per participant and to not exceed \$3,200 during the 2015/2016 grant year. In addition, reimbursement for uniform supplies for employment purposes (i.e., steel toe boots) will be provided at a rate of \$70 per participant and authorize appropriate signatures. Motion carried by voice vote.
  - J. Moved by Tiejema, supported by Hodges, to authorize a credit card account with Mercantile Bank. The Resolution was adopted by the following roll call vote: yes - all. The Resolution is as follows:

**RESOLUTION AUTHORIZING A CREDIT CARD ACCOUNT WITH  
MERCANTILE BANK  
2016 - 6**

**BE IT RESOLVED** that the County of Ionia is requesting one credit card account with Mercantile Bank with two accompanying credit cards, with a total credit limit not to exceed fifteen thousand dollars (\$15,000) per credit card, and

**BE IT FURTHER RESOLVED** that one card shall bear the name of **Stephanie Fox** and one shall bear the name of **Ionia County Administration**, and

**BE IT FURTHER RESOLVED** that the following individual is designated as the authorized user and signer for said account:

**Stephanie Fox, Ionia County Administrator**

- K. The Board acknowledged the Application for Appointment of John Robert Sparks to the Commission on Aging Board.

**Chairperson's Report**

1. On behalf of the County, the Chair announced condolences to the family of Bill Weisgerber who passed away.

2. Boiler proposals are due.

**County Administrator's Report**

1. The Audit Committee will be meeting on Friday at 8:00 a.m.

**Special Reports**

Commissioner Hodges stated that he would like the Board to start discussing facilities again so everyone can stay on the same page.

**Public Comment**

Georgia Sharp complimented the Board.

**Adjournment**

Moved by Cowling-Cronk, supported by Wirtz, to adjourn the meeting at 5:34 p.m. Motion carried by voice vote.

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Jack Shattuck, Chair

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Janae K. Cooper, Chief Deputy Clerk

Minutes approved on:

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