

IONIA COUNTY BOARD OF COMMISSIONERS

July 24, 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. Did You Know?**
- VII. Action on Consent Calendar**
 - A. Approval of the following minutes
 - 1. June 26, 2018 Regular Meeting
 - 2. June 26, 2018 Closed Session Minutes
 - 3. July 10, 2018 Regular Meeting
 - 4. July 17, 2018 Committee-of-the-Whole Meeting
 - B. Approve per diem and mileage
 - C. Approve payment of General Fund payroll and accounts payable for the month of June 2018 - \$1,429,712.21
 - D. Approve payment of Health Fund bills - \$136,181.64
 - E.
- VIII. Unfinished Business**
 - A. Appointment – Fill vacancy on Central Dispatch Board of Directors
 - B.
- IX. New Business**
 - A. Health Department Public Health Nurse II Position
 - B. Health Department Speech Therapy Referral Agreement
 - C. Health Department Budget Amendment
 - D. Substance Abuse Therapy/Treatment Program
 - E. Request to fill Animal Control Officer Position
 - F. Request approval of Chief Public Defender Position
 - G.

X. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. County Administrator

XI. Reports of Special or Ad Hoc Committees

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

XIII. Closed Session

XIV. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year term expiring January 2021.
- Central Dispatch Board of Directors – One two-year term expiring December 2018, serving as a Citizen Representative.
- 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 Comprehensive Economic Development Strategy Committee – One one-year term, expiring December 2018.

Non-Commissioner Appointments for consideration in the month of August 2018: None

Non-Commissioner Appointments for consideration in the month of September 2018:

- *ARES/RACES Emergency Coordinator and Assistant Coordinator* – Three year appointments
- *Commission on Aging Board* – Three three-year appointments.

**County of Ionia
Request for Per Diem and Mileage**

June Commissioner Sharp 2018

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Afternoon Meeting	6/12	—	50.00	40	}
Commissioners Evening Meeting	6/26	—	50.00	35	
Committee-of-the-Whole Meeting	6/19	—	50.00	35	
Special Board Meeting	6/26	—	50.00	—	
Board of Public Works	—	—	—	—	
Community Mental Health Services Board	6/18	1.5	50.00	35	
EightCap Governing Board	—	—	—	—	
Personnel Committee	—	—	—	—	
Other:					
County Corrections Advisory (Per Scott)	6/6	1	25.00	30	
Health Dept Strategic Planning	6/14	6	75.00	33	
Community Mental HHS	6/25	1	25.00	35	

Total Per Diem Requested: 375.00

Total Mileage Requested: 246 @ 134.07

Dorinda Sharp
Signed

7/17/18
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.

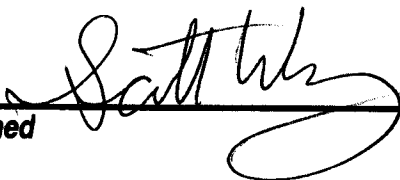
**County of Ionia
Request for Per Diem and Mileage**

Commissioner Wirtz
JUNE 2018

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Afternoon Meeting	6-12-18		50		4.36
Commissioners Evening Meeting	6-26-18		50		4.36
Committee-of-the-Whole Meeting	6-19-18		50		4.36
Special Board Meeting	6-19-18		50		
Airport Board					
Airport Zoning Board					
Community Corrections Advisory Board					
Long Lake Board					
MSUE District Extension Council					
Personnel Committee					
Road Commission	6-13-18		50		6.54
Road Commission	6-26-18		50		6.54
Sanitary Code Committee					
Other:					

Total Per Diem Requested: \$300

Total Mileage Requested: \$26.16

Signed 

Date 7-16-18

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.

**Commissioner Tiejema
May-18**

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Afternoon Meeting	5/8/2018		\$50.00	16	\$8.72
Commissioners Evening Meeting	5/22/2018		\$50.00	16	\$8.72
Area Agency on Aging of Western MI					
Morrison Lake Board					
Commission on Aging Board	5/17/2018	1:45	\$50.00	18	\$9.81
Committee of the Whole					\$0.00
Other:					
					\$0.00

Total Per Diem Requested: \$150.00

Total Mileage Requested: \$27.25

Terry Tiejema

 Signed

7/10/2018

 Date

**Commissioner Tiejema
June-18**

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Afternoon Meeting	6/12/2018	-	\$50.00	16	\$8.72
Commissioners Evening Meeting	6/26/2018	-	\$50.00	16	\$8.72
Area Agency on Aging of Western MI	6/25/2018	1:35	\$50.00	56	\$30.52
Committee of the Whole	6/19/2018	2:05	\$50.00	18	\$9.81
Commission on Aging Board	6/21/2018	1:25	\$50.00	18	\$9.81
ASCET governing board	6/25/2018	1:20	\$50.00		\$0.00
Central Dispatch					
Other:					
Audit Committee	6/15/2018	1:25	\$50.00	18	\$9.81

Total Per Diem Requested: \$350.00

Total Mileage Requested: \$77.39

Signed *Larry Tiejema*

7/10/2018
Date

**County of Ionia
Request for Per Diem and Mileage**

Commissioner Hodges

June 2018

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Afternoon Meeting	6-12		50.00	38	
Commissioners Evening Meeting	6-26		50.00	38	
Committee-of-the-Whole Meeting	6-19		50.00	38	
Special Board Meeting					
Audit Committee	6-15		50.00	38	
Facilities Committee					
Facilities Committee					
Ionia County Economic Alliance	6-7		50.00	38	
Midwest Michigan Trail Authority					
SW Michigan Alliance for Region Three					
West Michigan Regional Planning Comm	6-15		50.00	134	
Other: Camps & Grounds	6-13		25.00	38	
				382	

Total Per Diem Requested: \$ 325.00

Total Mileage Requested: \$ 208.19

David R. Hodges
Signed

6-29-18
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

June 2018

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Afternoon Meeting	6-12		50. ⁰⁰		11. ⁰⁰
Commissioners Evening Meeting	6-26		50. ⁰⁰		11. ⁰⁰
Committee-of-the-Whole Meeting	6-19		50. ⁰⁰		11. ⁰⁰
Special Board Meeting <i>Furniture</i>	6-19	1	25. ⁰⁰		0
Airport Board	6-19		0		
Airport Zoning Board					
Bargaining Committee					
Bargaining Committee					
Emergency Management Advisory Council	6-11		0		
Facilities Committee					
Facilities Committee					
Grievance Hearing Committee					
MAC Workers' Comp Board					
Parks Advisory Board	6-13		25. ⁰⁰		11. ⁰⁰
SW Mich Alliance for Region Three	6-6		50. ⁰⁰	150	75. ⁰⁰
Other:					

Total Per Diem Requested: 250.⁰⁰

Total Mileage Requested: 119.⁰⁰

Signed Jack Shattuck

Date 7/10/18

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**

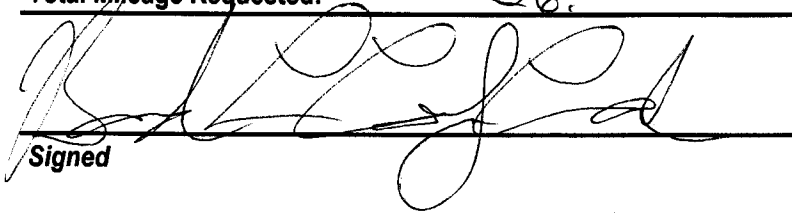
Commissioner Cowling-Cronk

June 2018

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Afternoon Meeting	June 12	1+	50.00		
Commissioners Evening Meeting	June 26	1+	50.00		
Committee-of-the-Whole Meeting	June 19	1+	50.00		
Special Board Meeting	June 19	1+	50.00		
Board of Public Works					
DHS Board Liaison	June 14	1+	50.00	48	26.16
Facilities Committee					
Facilities Committee					
Grievance Hearing Committee					
Tax Allocation Board					
West Michigan Regional Planning Comm					
Other					

Total Per Diem Requested: 250.00

Total Mileage Requested: 26.16


Signed

July 20, 2018
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.

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:
ADDRESS:
PHONE:
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

Application for Committee or Board Position

Name: Mel McCloud

Address: 1035 N. ARTHUR ST. WAKE-ODESSA, MI. 48849

Telephone Number: 416-374-8160

Email: MEL81606@GMAIL.COM

Board, Council, or Committee Position Desired: Board

(911 Board per follow-up email)

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

TRUSTEE FOR VILLAGE OF WAKE ODESSA
ON PLANNING BOARD
ON WASTE WATER BOARD

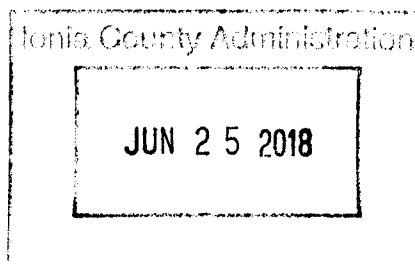
Mel McCloud
Signature

Please mail completed application to:

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

Fax: 616.527.5380

Email: soverton@ioniacountv.org



**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Health Department Public Health Nurse II Position
July 24, 2018

CONTACT:

Ken Bowen, Health Officer

Peg Shaull-Norman, Director of Personal Health

DESCRIPTION:

Requesting approval to increase Public Health Nurse II position from a 0.6 FTE to a 1.0 FTE. This increase will allow us to have more nursing hours available to add an additional day to Communicable Disease (CD) and Children's Special Health Care Services (CSHCS).

OTHER DEPARTMENTS/AGENCIES AFFECTED:

N/A

FINANCIAL ANALYSIS:

Already Budgeted

LEGAL REVIEW:

N/A

DEADLINE:

N/A

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request approval to increase the Public Health Nurse II position from a 0.6 FTE to a 1.0 FTE.

ADMINISTRATOR'S RECOMMENDATION:

County Administrator recommends approval of this request.

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Speech Therapy Referral Agreement
July 24, 2018 Board Agenda

CONTACT:

Ken Bowen, Health Officer

DESCRIPTION:

Renewal of the agreement between the Ionia County Health Department and the school districts of Ionia County (Belding Area Schools, Ionia County Intermediate School District, Ionia County Rural Schools, Ionia Public Schools, Lakewood Public Schools, Portland Public Schools, Saranac Community Schools) for speech therapy referral service for 2018-2019 school year.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

N/A

FINANCIAL ANALYSIS:

N/A

LEGAL REVIEW:

N/A

DEADLINE:

N/A

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Request to renew Speech Therapy Referral Service Agreement between the Ionia County Health Department and the school districts of Ionia County and authorize the signature of Ken Bowen, Health Officer.

ADMINISTRATOR'S RECOMMENDATION:

County Administrator recommends approval of this request.

Budget Amendment

Date: 7/13/2018

Department: Health
 Requestor: Brenda Ingersoll

BA #22

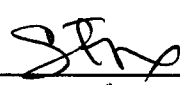
Reason: To add 0.2 FTE to Children's Special Health Care Services
 and add 0.2 FTE to Communicable Disease/STD
 Five months remaining in 2018. Costs to be covered by CSHCS Case Management
 and care coordination. CD/STD is Federally cost based reimbursed

Revenue Line Items		Debit	Credit
Fund Activity Account	Description	Decrease	Increase
221-601.515-501.005	Federal Grant - PH Title 19		5,355.00
221-601.540-539.600	State Grants - MDCH		5,355.00

Appropriation Line Items		Debit	Credit
		Increase	Decrease
221-601.540-701.030	Wages, classified, Professional	4,251.00	
221-601.540.715.001	Befenits - FICA	254.00	
221-601.540.715.100	Benefits - Health Insurance	688.00	
221-601.540.715.500	Benefits - Workman's comp	162.00	
221-601.515-701.030	Wages, classified, Professional	4,251.00	
221-601.515-715.001	Benefits - FICA	254.00	
221-601.515-715.100	Benefits - Health Insurance	688.00	
221-601.515-715.500	Benefits - Workman's comp	162.00	
totals		10,710.00	10,710.00

Amendment Balance -

Department Head Approval  Date 7/13/18

Finance Office Use Only		Date
Finance Officer Review		7/16/18
County Administrator Approval	"	Date
Board Approval	yes	Date

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Substance Abuse Therapy/Treatment Program
7/24/18

CONTACT:

Sheriff Dale Miller
Ken Bowen – Health Department

DESCRIPTION:

The Opioid epidemic is impacting the jail population as well as the community-at-large and negatively impacting resources at the jail. The Sheriff's Office /Correctional Facility has sought proposals to provide a substance abuse therapy/treatment program to inmates in the jail to be followed with case management support when released.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

Click here to enter text.

FINANCIAL ANALYSIS:

We have received two proposals to provide in-jail therapy and case management

Arbor Circle – \$78,717

The Right Door - \$93,000

Both proposals provide for a full-time clinician. Details to be discussed.

We are requesting that the program be funded through the Ionia Health Plan Fund balance.

LEGAL REVIEW:

Submitted to Stephanie Fox for review.

DEADLINE:

07/24/18 Board meeting

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Ionia County Board of Commissioners approve the Substance Abuse Therapy/Treatment program to be funded with the Ionia Health Plan Fund balance.

ADMINISTRATOR'S RECOMMENDATION:

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Request to Fill Animal Control Officer Position
July 24, 2018

CONTACT:

Stephanie Fox

DESCRIPTION:

I am requesting authorization to fill a vacant Animal Control Officer position. This position is 80 hours per pay period and would start at a Grade 7, Step 1.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

Click here to enter text.

FINANCIAL ANALYSIS:

This position is included in the 2018 budget. There will be a slight savings as the new hire will begin at a lower rate than the current employee.

LEGAL REVIEW:

N/A

DEADLINE:

As soon as possible.

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

That the Ionia County Board of Commissioners authorize filling the full-time position of Animal Control Officer at a Grade 7, Step 1.

ADMINISTRATOR'S RECOMMENDATION:

County Administrator recommends approval of this request.

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

Request to Fill Chief Public Defender Position
July 24, 2018

CONTACT:

Stephanie Fox
County Administrator

DESCRIPTION:

Request to create and fill the position of Chief Public Defender for the newly created Indigent Defense Office. This position will be a full-time, 80 hour per week, salaried position and will be a Grade 18, Step 2 on the County's Wage Scale. This position must be filled on or before October 1, 2018.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

Click here to enter text.

FINANCIAL ANALYSIS:

The 2018 budget will need to be amended to account for the cost of this position, however the cost will be included in the 2019 Budget Recommendation.

LEGAL REVIEW:

Click here to enter text.

DEADLINE:

As soon as possible to allow enough time to collect applications, interview and have a person in place by October 1st, or sooner if possible.

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

That the Ionia County Board of Commissioners approve the creation of a full-time Chief Public Defender position at a Grade 18, Step 2, and to further authorize the County Administrator to fill the position as soon as a qualified candidate is found.

ADMINISTRATOR'S RECOMMENDATION:

County Administrator recommends approval of this request.