

Ionia County Board of Commissioners
Tuesday, June 26, 2018
Regular Meeting
7:00 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, Scott Wirtz, Georgia Sharp, Jim Banks and Jack Shattuck

Others present: Scott DeRuisher, Bill Tucker, Brent Denny, Chris Bredice, Erin Randall, Alva Fewless, Denise Deshaine, Rachael Yadlowsky, Elisabeth Walden, Carol Hanulcik, Stephanie Fox and Janae Cooper

Approval of Agenda

Moved by Cowling-Cronk, supported by Hodges to approve the Agenda as presented. Motion carried by voice vote.

Public Comment

Brent Denny, District Court Administrator thanked the Commissioners for the new building and thanked Stephanie Fox for coordinating a smooth moving process. Denny stated that the furniture from Custom Office Solutions (COS) is of poor quality, the locks are poor and although they have been replaced, they still are not working. Interior panel is broken and it has a crease down the middle of it. The prior furniture from American Seating was thirty years old but still was of good quality.

Mark Jewell, Juvenile Court Administrator, shared Denny's sentiments. Two and a half desks were lost in transit and they still do not have them. The furniture from COS lacks the ability to stand the test of time. Jewell also stated that the locks are poor and although they have been replaced, they still are not working.

Commissioner Tiejema commended Clerk Janae Cooper for taking an excellent public record that was taken without recording and that she captured everyone's comments regarding the furniture situation.

Erin Randall, Friend of the Court Office (FOC), stated that there is trouble with the drawers and the locks and that the FOC is not opposed to new equipment if it is of better quality.

Did You Know?

Commissioner Wirtz stated that there is a parade at noon at Woodard Lake on July 4th and welcomes everyone.

Chair Shattuck stated that Community Days will be celebrated at the Airport on Saturday, June 30th.

Action on 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 May 2018 - \$1,106,414.49.
- D. Approve payment of Health Fund bills - \$94,521.96

Moved by Sharp, supported by Hodges to amend Sharp's voucher. Motion carried by voice vote.

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

Unfinished Business

- A. Decision on Furniture
 1. Keep "Made In China" desks (current) and receive \$1,500 discount
 2. Receive sample of "Made in USA" desk - same cost as current desks (extra costs for handles and grommets).
 3. Removal of entire furniture order and request a refund

Stated above are the options before the Board to discuss regarding the furniture situation.

Cowling Cronk shared her concern that if we get rid of the existing furniture from COS that we are going to lose sound barriers, lose space and have less furniture.

Chair Shattuck shared the same concerns.

Scott DeRuisher, Physical Plant Manager, stated that he sat down with the Holliday's (COS) and made adjustments. There may be minor panel changes. There are panels missing where there are walls. DeRuisher stated that he shares Cowling-Cronk's concerns regarding the hutch vs. the panel.

Cowling-Cronk thinks it will add more to the cost and the wall barrier is inconvenient, however she stated that she had never worked in a cubicle.

Banks stated that he was unclear as to which company was being referred to—Cowling -Cronk provided clarification to Banks.

Banks questioned the difference in Custom Office Solutions (COS) vs. American Business Systems (ABS).

Tiejema asked DeRuisher if, in his opinion, if ABS can solve the hutch issue. DeRuisher stated it may add to the cost; in some places a hutch must be used because there is no panel available. There are no changes to the desk units.

Tiejema asked if there would be any lost storage space with ABS. DeRuisher said no, but there is a possible loss of desk space.

Shattuck asked County Administrator Stephanie Fox what COS will give back. We can keep the China made stuff at no cost. Fox issued a handout from ABS.

Cowling-Cronk stated that the panel is not as far up for privacy. Fox stated that District Court wants shorter panels and FOC wants higher panels for privacy.

Cowling-Cronk has cost concerns. The Board Packet has ABS's last bid.

Cowling-Cronk stated that there are still not panels in a lot of the spaces and that she does not want nails in the fresh walls.

Fox stated that no nails will be used.

Cowling-Cronk voiced concern of spending more money.

Hodges stated that we need to get a product that will last. He questioned what the COS furniture will be like two years down the road with all the current problems.

Chair Shattuck opened drawers from each vendor (a file cabinet from each vendor was on display). COS was not opening all the way but is new. ABS was heavier and of better quality. This could be viewed by just looking at the width of the rollers.

Chair Shattuck, DeRuisher and Fox have done the most looking at the furniture. Office personnel from all three departments made comments during Public Comment.

Wirtz called on two members from the public who are county employees to ask their opinions. Alva Fewless said that she doesn't think that the furniture was what she thought it was going to be. When she seals envelopes it feels like the table top is bowing. The sound barrier walls do not make a difference. She stated that she had never had an overhead on her desk and that she has never had drawers. She stated that we can get rid of the sound barrier walls as she can hear everything from the magistrate and administrator's offices.

Hodges stated that COS told the Board that everyone was happy.

Shattuck investigated and found that that was not the case.

Denny stated that everything seems great when it is brand new.

Banks stated that members of the body don't have time to look.

Fox and DeRuisher stated that this is their third time recommending ABS.

Tiejema questioned if the furniture meets a serviceability code. We have only paid 50% down and will work with counsel to proceed or return the desks and get American made ones.

Banks asked that if we rescind the desks, how will people work?

DeRuisher mentioned that it was overlooked that COS included a discount in the old furniture that they are now reselling. COS gave the County \$2,900 towards the used furniture.

Wirtz stated that he talked to Denny and they felt that they did not have good faith in COS. The furniture was supposed to be American-made. Wirtz stated that he has lost faith in COS and that he is offended.

Shattuck asked that if we have to keep the poor quality workstations can District and Juvenile Courts make them work? Jewell and Denny said yes.

Moved by Tiejema, supported by Banks to remove the existing COS furniture and replace it with the ABS furniture based on their bid and direct Stephanie Fox and Scott DeRuisher to conduct an orderly return and transition. Sharp added to the motion to end the contract with COS. Cowling-Cronk asked if there would be a cap on the price. Shattuck directed Fox to approve up to the \$41,000 originally approved. Motion carried by voice vote 6-1 with Cowling-Cronk voting no because she thinks it will cost more.

New Business

- A. Bill Tucker of SK&T discussed the 2017 Audit. (Handouts on file in the Clerk's Office). Ionia County received the best opinion on their audit that can be received. Ionia County is a high-risk auditee. Tucker thanks Fox for her cooperation throughout the process. Moved by Tiejema, supported by Hodges to accept the audit report as presented. Motion carried by voice vote.

- B. Moved by Wirtz, supported by Cowling-Cronk to fill the soon to be vacant Substitute Home Delivered Meals Driver to cover employee absences due to illness or scheduled time off. Motion carried by voice vote.
- C. Moved by Banks, supported by Hodges to expand the position held by employee Emily Higbee from her current 21.5 hours per week to a full-time position. Employee would divide time between roles as a Caseworker and an Administrative Assistant, primarily supporting the COA Director/Administrator. Tiejema commented that this individual is very skilled. The Commission on aging has the funds available to fund this increase. Motion carried by voice vote.
- D. Commission on Aging Budget Amendments
 - 1. Increase Training - Moved by Tiejema, supported by Hodges to approve the Budget Amendment for an increase in training. Motion carried by voice vote.
 - 2. Increase Travel - Moved by Tiejema, supported by Cowling-Cronk to approve the Budget Amendment for an increase in travel. Motion carried by voice vote.
- E. Moved by Banks, supported by Hodges to approve an expenditure of \$11,950 to be paid to F. Thomas Builders, Inc. for replacement of windows and siding for the Palmer Lodge, with \$5,000 to come from the Donation Fund and the balance of \$6,950 to come from the General Fund Designated Fund. Motion carried by voice vote.

Chairperson's Report

The County has received a request for a wheelchair. Fox is looking into the request due to liability. All areas must be ADA compliant. Shattuck has someone that will donate one.

Administrator's Report

Fox received a letter stating the money for the Indigent Defense plans will be released around October 1st. (a handout on file in the Clerk's Office). Fox also distributed a hand out regarding Community Days at SMAT.

Special Reports

Hodges inquired as to how the Circuit Court room is coming along. DeRuisher reported that carpeting will be installed next week and that the lights and the ceiling are up.

Cowling-Cronk stated that the Opioid Contract will be discussed next week.

The Chair called for a brief recess at 8:20 p.m. and reconvened at 8:21 p.m.

Moved by Banks, supported by Cowling-Cronk to enter into Closed Session to discuss the Deputy Command Unit Mediation. Motion carried by the following roll call vote: yes - all.

Moved by Tiejema, supported by Cowling-Cronk to adjourn the Closed Session and return to Open Session at 8:26 p.m. Motion carried by voice vote.

Adjourn

Moved by Banks, supported by Hodges to adjourn the meeting at 8:26 p.m. Motion carried by voice vote.

Jack Shattuck, Chair

Janae K. Cooper, Clerk

Minutes approved on:
