

IONIA COUNTY BOARD OF COMMISSIONERS
Regular Meeting
July 27, 2010
7:00 p.m.

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

Members present: Vroman, Tiejema, Mason (arrived at 7:29 p.m.), Powell, Calley (arrived at 8:26 p.m.) and Banks

Members absent: Shattuck

Others present: Joel Palmer, Sr., Jim Valentine, Tom Thelen, Rick Norman, Stephanie Hurlbut, Deb Thailson, Lynette Seiler, Mark Howe and Tonda Rich

Banks noted the following additions to the agenda: Added item #5 to the Consent Calendar and item #10b under New Business. Banks further noted that each Commissioner was given a copy of the minutes from the Personnel Committee. Moved by Powell, supported by Tiejema, to approve the amended agenda. Motion carried by voice vote.

Banks opened up the first Public Comment period. Joel Palmer, Sr. commented on Herbruck's Poultry.

Did You Know?

Commissioners' Powell and Tiejema stated facts of interest.

Consent Calendar

1. Approve minutes of the previous meeting(s)
2. Approve per diem and mileage
3. Approve payment of General Fund payroll and accounts payable for the month of June 2010 - \$1,082,077.85
4. Approve payment of Health Fund bills - \$106,858.63
5. Approve Closed Session minutes from July 13, 2010

The Closed Session minutes were presented and reviewed by the Board. Absent any objections, the Chair declared the Consent Calendar approved.

New Business

1. Moved by Tiejema, supported by Vroman, that the Ionia County Board of Commissioners approve the Area Agency on Aging of Western Michigan Annual Implementation Plan for Fiscal Year 2011. Motion carried by voice vote.

2. Moved by Tiejema, supported by Vroman, that the Ionia County Board of Commissioners authorize filling the Site Hostess/Coordinator position at the Commission on Aging. Motion carried by voice vote.
3. Moved by Powell, supported by Tiejema, that the Ionia County Board of Commissioners approve the 2010 Emergency Management Performance Grant Agreement with the State of Michigan and authorize the Chair's signature. Motion carried by voice vote.
4. Moved by Powell, supported by Mason, that the Ionia County Board of Commissioners approve the 2010/2011 Ionia County Substance Abuse Initiative Implementation Plan. Motion carried by voice vote.
5. Moved by Powell, supported by Tiejema, that the Ionia County Board of Commissioners authorize the Ionia County Health Department to sign a contract with Carl Frost Center for the purpose of doing a Behavioral Risk Factor Survey. Motion carried by voice vote.
6. Moved by Mason, supported by Powell, that the Ionia County Board of Commissioners authorize the establishment of a petty cash allowance at the Health Department in the amount of \$200 and to increase the petty cash at the Treasurer's Office by \$200. Motion carried by voice vote.
7. Moved by Tiejema, supported by Mason, that the Ionia County Board of Commissioners approve the tower lease agreement with Global Tower and authorize the Chair's signature. Motion carried by voice vote.

County Administrator, Mark Howe, commended Central Dispatch Director Jim Valentine, for his leadership and the dedication he gave in moving Belding's 911 Dispatch Center to Central Dispatch. Howe presented Valentine with a Certificate of Appreciation.

8. Moved by Mason, supported by Vroman, that the Ionia County Board of Commissioners approve the Fund Balance Policy as presented. Motion carried by voice vote.
9. Moved by Tiejema, supported by Mason, that the Ionia County Board of Commissioners adopt the Resolution to Adopt Changes in Designated Fund Balances. The Resolution was adopted by the following roll call vote: yes – all. The Resolution is as follows:

Resolution to Adopt Changes in Designated Fund Balances

WHEREAS, the Ionia County Board of Commissioners desires to make certain adjustments to Designated Fund Balance in the General Fund and certain Special Revenue Funds; and,

WHEREAS, the Governmental Standards Accounting Board has issued a statement requiring that accrued paid time off earned by employees shall be designated so that there are sufficient reserves; and,

WHEREAS, accrued paid time off is designated as fund balance within the General Fund, or in Special Revenue Funds for those employees who are generally and consistently employed from within the Special Revenue Fund.

NOW, THEREFORE, BE IT RESOLVED, that the Ionia County Board of Commissioners authorizes the following adjustments:

Paid Time Off Accruals

General Fund (101)		
Designated – PTO Accrual	(208,500)	
Undesignated	208,500	
Parks & Recreation Fund (208)		
Designated – PTO Accrual	1,200	
Undesignated	(1,200)	
Friend of the Court (215)		
Designated – PTO Accrual	(25,000)	
Undesignated	25,000	
Public Health Fund (221)		
Designated – PTO Accrual	20,000	
Undesignated	(20,000)	
Resource Recovery Fund (225)		
Designated – PTO Accrual	400	
Undesignated`	(400)	
Central Dispatch Fund (261)		
Designated – PTO	67,000	
Designated – Contingency	(67,000)	
Child Care Fund (292)		
Designated – PTO Accrual	14,200	
Undesignated	(14,200)	
Other Adjustments		
General Fund (101) and Public Health Fund (221)		
Public Health Fund, Designated – Medicaid	(305,000)	

General Fund, Undesignated 305,000
 To be executed through revenue and appropriation adjustments

Central Dispatch Fund (261)
 Designated – Contingency (72,500)
 Undesignated 72,500

Courts Security Fund (296)
 Designated – PTO Accrual (3000)
 Designated – Facilities (225,000)
 Undesignated 228,000

10. Moved by Powell, supported by Mason, that the Ionia County Board of Commissioners adopt the Resolution to Amend the 2010 Ionia County General Appropriations Act. The Resolution was adopted by the following roll call vote: yes – all. The Resolution is as follows:

RESOLUTION TO AMEND THE 2010 IONIA COUNTY APPROPRIATIONS ACT

WHEREAS, the Ionia County Board of Commissioners has adopted a General Appropriations Act for 2010.

NOW, THEREFORE, BE IT RESOLVED, that the General Appropriations Act is amended as follows:

- That the appropriations for the General Fund and Special Revenue Funds are adopted at the Fund level, and that the amounts indicated in the accompanying detail are hereby appropriated from the appropriate funds of the County of Ionia according to the activities and accounts contained in that detail, incorporated herein by reference, and that such appropriations shall be restricted in accordance with board policies to the purpose described in the title of the accounts specified in the detail and by the provisions of this Act (program summaries are provided for information only).
- That the General Fund (101) shall be amended as follows:

	<u>Amendment</u>	<u>Final Total</u>
Revenue	+\$80,000	\$12,360,239
Appropriations	+\$325,850	\$13,163,462
Use of Fund Balance	+\$245,850	\$803,223

- That the Parks & Recreation Fund (208) shall be amended as follows:

	<u>Amendment</u>	<u>Final Total</u>
Revenue	-\$8,300	\$103,804

Appropriations	+\$700	\$112,804
Use of Fund Balance	+\$9,000	\$9,000

4. That the Public Health Fund (221) shall be amended as follows:

	<u>Amendment</u>	<u>Final Total</u>
Revenue	\$0	\$1,851,383
Appropriations	+\$80,000	\$1,943,196
Use of Fund Balance	\$11,813	\$91,813

5. That the Building Inspection Fund (249) shall be amended as follows:

	<u>Amendment</u>	<u>Final Total</u>
Revenue	-\$16,200	\$239,931
Appropriations	-\$16,200	\$239,931
Use of Fund Balance	\$0	\$0

6. That the Child Care Fund (292) shall be amended as follows:

	<u>Amendment</u>	<u>Final Total</u>
Revenue	-\$35,000	\$1,085,000
Appropriations	\$0	\$1,120,000
Use of Fund Balance	\$0	\$35,000

BE IT FURTHER RESOLVED, that this amendment shall become effective immediately, and that the Board may amend this Act at any time and any appropriation made hereunder may be increased or decreased at Board's discretion.

- 10b. Moved by Tiejema, supported by Vroman, that the Ionia County Board of Commissioners adopt the 2010 Investment Policy Statement that includes the Rebalancing Proposal. Motion carried by voice vote, with Commissioner Calley voting no.

Commissioners discussed the structure of the Personnel Committee and the Chair raised the question on how to proceed with the Personnel Committee minutes. Discussion took place concerning working on the policy that governs the Personnel Committee. Moved by Mason, supported by Tiejema, that the Ionia County Board of Commissioners charge the Personnel Committee to review the personnel policy and bring a recommendation back to the full Board. Motion carried by voice vote.

11. County Administrator, Mark Howe, requested that his evaluation be done in Closed Session. It was the consensus of the Board to honor the Administrator's request and that the Closed Session would take place at the end of the meeting.

County Administrator's report:

1. Gave an update on the new animal shelter;
2. Had a discussion concerning the interpretation of county policy for the length of vacation time that should be given to an employee when that employee goes from a full-time position, to a part-time position and then back to full-time position. It was the consensus of the Board that the employment status of full time needs to be continuous to receive the amount of vacation time per county policy. Howe stated he would bring back an amended policy to the Board for review and adoption.

Banks opened up the second Public Comment period. Joel Palmer, Sr. addressed the Board concerning law enforcement, personal property/taxes in Montcalm County and commended Jim Valentine.

Banks called for a brief recess at 9:21 p.m. and reconvened at 9:26 p.m.

Moved by Mason, supported by Powell, to enter into Closed Session at 9:26 p.m. for the County Administrator's evaluation. Motion carried by the following roll call vote: yes – all.

Moved by Powell, supported by Calley, to adjourn Closed Session at 10:24 p.m. Motion carried by voice vote.

Discussions took place concerning the terms of the County Administrator's contract.

Moved by Vroman, supported by Powell, to adjourn the meeting at 10:54 p.m. Motion carried by voice vote.

James L. Banks, Chair

Tonda Rich, Clerk