

IONIA COUNTY BOARD OF COMMISSIONERS
Organizational Meeting
January 10, 2012
3:30 p.m.

County Clerk, Tonda Rich, called the meeting to order and led with the Pledge of Allegiance.

Members present: Mason, Lower (left at 4:30 p.m.), Shattuck, Vroman, Tiejema, Banks and Calley

Others present: Jon Szerlag, Deb Thailson, Nancy Hickey, Mari Droste, Sharyn Overton, Cheryl O'Connor, Diane Adams, Lisa McCafferty, Jim Valentine, Lynette Seiler, Rick Norman, Stephanie Hurlbut and Tonda Rich

Organization of Board and Committees

1. Selection of Chairperson

Clerk Rich opened up nominations for Chairperson of the Board of Commissioners for 2012. Commissioner Tiejema placed the name of Jack Shattuck in nomination.

Moved by Banks, supported by Tiejema, to close nominations. Motion carried by voice vote.

Commissioner Shattuck was elected as Chairperson for 2012 by the following roll call vote: yes – all.

2. Selection of Vice Chairperson

Chair Shattuck proceeded to conduct the election of Vice Chairperson.

Commissioner Calley placed the name of Commissioner Lower in nomination. Commissioner Vroman placed the name of Commissioner Banks in nomination.

Moved by Banks, supported by Vroman, to close nominations and record the votes by roll call. Motion carried by voice vote.

The roll call vote for Commissioner Lower was as follows: Yes votes – Lower, Tiejema and Calley; No votes: Mason, Shattuck, Vroman and Banks.

The roll call vote for Commissioner Banks was as follows: Yes votes – Calley, Banks, Vroman, Shattuck, Lower and Mason; No votes: Tiejema

Commissioner Banks was elected as Vice Chairperson.

3. Review and Adoption of Board Rules

Discussion took place on various Board Rules:

- *Section 7.2 Record of Discussion* – County Administrator, Stephanie Hurlbut, recommended taking the 3rd sentence out since the County Administrator’s Office does not electronically record each committee meeting.
- *Section 5.1.2 – Time to Submit Agenda Items* - Commissioner Tiejema discussed the possibility of requiring a motion before each additional agenda item is added and further stated that a justification needs to be given as well.
- *Section 8.7 – Committee Meetings* - Commissioner Tiejema stated that all meetings are subject to the Open Meetings Act. Moved by Tiejema, supported by Lower, to amend the second sentence in Section 8.7 to read: “All committee meetings are subject to the Open Meetings Act”. Motion carried by voice vote.
- *Section 12 Parliamentary Authority* – Commissioner Tiejema discussed the possibility of having Commissioner Banks appointed as the Board’s Parliamentarian.
- *Section 8.3.1 Grievance Hearing Committee*– Hurlbut stated that the underlined sentence shows new language to be added to the Grievance Hearing Committee section. The language, as proposed, will reflect the current practice of the Board. Moved by Tiejema, supported by Banks, to amend Section 8.3.1 as presented. Motion carried by voice vote.
- *Section 8.3 Standing Committees*– Moved by Mason, supported by Vroman, to add the new language, as presented, and delete some of the language as proposed. Discussion took place on whether these standing committees should be listed in the By-Laws, since the appointments to these committees are only temporary. Motion carried by voice vote.
- Going back to the earlier discussion concerning Section 7.2, it was the consensus of the Board to have the County Administrator work on a draft and bring it back to the Board for further discussion.
- Moved by Lower, supported by Tiejema, to move the 3:30 p.m. meetings (the first and second board meetings of each month) to 4:00 p.m. Motion carried by voice vote.

Moved by Mason, supported by Vroman, to adopt the Board Rules as amended. Motion carried by voice vote.

Chair Shattuck acknowledged Rick Norman who is leaving his position as Emergency Management Coordinator to move to Ann Arbor. The Board thanked Norman for his service to Ionia County.

Approval of Agenda

Clerk Rich requested that the Closed Session minutes from December 27, 2011 (3 sets) be added to the Consent Calendar.

The County Administrator requested adding item #1 under New Business for discussion on accepting bids for the county counsel appointment.

Moved by Banks, supported by Calley, to approve the amended agenda. Motion carried by voice vote.

Public Comment

No comment was given.

Consent Calendar

1. Approve minutes of the previous meeting(s)
2. Approve Closed Session minutes from December 27, 2012 (3 sets)

Commissioner Banks requested to pull the December 27, 2011 board minutes. Banks requested that in item L, in the 7th paragraph, to replace the words “county policy” with “past practices.”

Moved by Tiejema, supported by Banks, to approve the amended December 27, 2011 board minutes. Motion carried by voice vote.

The three sets of Closed Session minutes were presented and reviewed by the Board. Hearing no objections, the Chair declared the Consent Calendar approved.

Appointments

1. Appointments to Standing Committees

- A. Audit Committee – Moved by Vroman, supported by Banks, to appoint Commissioners’ Tiejema, Lower and Calley to the Audit Committee. Motion carried by voice vote.
- B. Bargaining Committee Representative – Moved by Tiejema, supported by Vroman, to appoint Shattuck as the Bargaining Committee Representative. Motion carried by voice vote.

Chair Shattuck continued to make the following appointments:

- C. Facilities Committee – Commissioners’ Banks, Vroman and Shattuck were appointed to the Facilities Committee.
- D. Grievance Hearing Committee- Commissioners’ Mason, Banks and Shattuck were appointed to the Grievance Hearing Committee.
- E. Personnel Committee – Commissioners’ Banks, Tiejema and Mason were appointed to the Personnel Committee.

2. Commissioner Appointments to Boards/Commissions

- A. Board of Public Works – Commissioners’ Lower and Calley were appointed to the Board of Public Works for three- year terms.
- B. Central Area Michigan Works! Consortium – Commissioner Tiejema was appointed to the Central Area Michigan Works! Consortium for a one- year term.
- C. Community Corrections Advisory Board – Commissioner Calley was appointed to the Community Corrections Advisory Board for a one -year term.

D. Department of Human Services Board – Commissioner Vroman was appointed to the Department of Human Services Board for a one- year term.

E. Green View Point Park Ad Hoc Committee – Chair Shattuck was appointed to the Green View Point Park Committee for a one- year term.

F. Lake Boards –Commissioner Lower was appointed to the Long Lake Board. Commissioner Banks was appointed to the Jordan Lake Board and Commissioner Tiejema was appointed to the Morrison Lake Board, for one- year terms.

G. MAC Workers’ Compensation Board – Chair Shattuck was appointed to the MAC Workers’ Compensation Board for a one- year term.

H. Road Commission – Chair Shattuck was appointed to the Road Commission Board as liaison for a one- year term.

I. Tax Allocation Board – Commissioner Calley was appointed to the Tax Allocation Board for a one- year term.

3. Legal Counsel – Moved by Tiejema, supported by Banks, to appoint Ron Schafer, Ionia County Prosecutor, as the county’s interim legal counsel until bids are sent out and another attorney appointed. Motion carried by voice vote.

4. ***Department Heads***

A. Administrative Health Officer – Moved by Mason, supported by Tiejema, to appoint Lisa McCafferty as the Administrative Health Officer for a one- year appointment. Motion carried by voice vote.

B. Building Codes Official – Moved by Mason, supported by Vroman, to appoint Don Sult as the Building Codes Official for a one- year appointment. Motion carried by voice vote.

C. Central Dispatch Director – Moved by Tiejema, supported by Vroman, to appoint James Valentine as the Central Dispatch Director for a one- year appointment. Motion carried by voice vote.

D. Equalization Director – Moved by Vroman, supported by Calley, to appoint Cheryl O’Connor as the Equalization Director for a one- year appointment. Motion carried by voice vote.

New Business

1. The County Administrator stated that the County will accept bids for the county’s legal counsel position and in the interim, the County Prosecutor will act in the capacity as the county’s legal counsel.

Moved by Calley, supported by Tiejema, to adjourn the meeting at 4:50 p.m. Motion carried by voice vote.

Jack Shattuck, Chair

Tonda Rich, Clerk

Minutes approved on:
