

IONIA COUNTY BOARD OF COMMISSIONERS  
Regular Meeting  
March 26, 2013  
7:00 p.m.

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

Members present: Mason, Tiejema, Banks, Cowling-Cronk, Wirtz, Shattuck and Calley

Others present: Karen Bota, Tom Thelen, Dale Miller, Bert Gale, Lisa McCafferty,  
Robin Anderson, Deb Thailson, Judy Clark, Diane Adams, Stephanie  
Hurlbut and Tonda Rich

**Approval of Agenda**

A. Consideration of additional items

Moved by Tiejema, supported by Wirtz, to approve the agenda as presented. Motion carried by voice vote.

**Public Comment**

County Treasurer, Judy Clark, announced that her office has extended the deadline to April 1<sup>st</sup> for tax payments. Clark further noted that there are about 134 parcels to be foreclosed on, which is higher than the usual 50 – 60 parcels each year.

**Did You Know?**

Commissioner Tiejema acknowledged and thanked Melissa Eldridge for her assistance with a grant for Lyons Village.

**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 February 2013 - \$1,254,452.98
- D. Approve payment of Health Fund bills - \$93,349.08

Moved by Tiejema, supported by Banks, to approve adding Chair Calley's voucher to the Consent Calendar. Motion carried by voice vote.

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

**Unfinished Business**

- A. Moved by Shattuck, supported by Banks, to approve the PA 116 Farmland Agreement, Local File No. 13-002FA filed by Phil and Mary Seidelman for property located in Ronald Township. Motion carried by voice vote.

- B. Community Mental Health Services Board – Moved by Tiejema, supported by Mason, to appoint Susan Meagher, John Herald and Bill Weisgerber to the Community Mental Health Services Board. Motion carried by voice vote.

#### New Business

- A. Stephanie Hurlbut, County Administrator, on behalf of the Equalization Director, requested authorization to make the Administrative Assistant position a full-time position and further authorize the Equalization Director to hire a temporary Field Work Assistant. Hurlbut discussed the history of the Appraiser position, as well as, the schooling that the Administrative Assistant will need to complete that is required to move into the Appraiser position. Moved by Banks, supported by Cowling-Cronk, to approve the Administrative Assistant position as a full time position in the Equalization Department and further authorize the hiring of a temporary Field Work Assistant at a Grade 5, Step 1 and to further authorize moving the current Administrative Assistant into the Appraiser position after successful completion of the education required for the position. Motion carried by voice vote.
- B. Moved by Tiejema, supported by Mason, to approve filling the Nutrition Site Hostess/Coordinator (.15 FTE, Grade 4) and two Nutrition Program Transporter positions (.66 FTE, Grade 5, and .00 FTE, Grade 5 – substitute driver) at the Commission on Aging. Motion carried by voice vote.
- C. Moved by Banks, supported by Tiejema, to approve the agreement between the Ionia County Sheriff's Department/County of Ionia and the City of Portland to provide patrol services for the Portland Police Department due to staff shortages beginning April 1, 2013 through March 31, 2014. Motion carried by voice vote.
- D. Sheriff Dale Miller requested the purchase of two Tahoe's. Miller stated that the Sheriff's Department needs a vehicle that is able to tow the boats. Miller further discussed his plan on reducing the fleet and also using vehicles year around. Discussions included gas prices, as well as, the reason why the vehicles are not being purchased locally. Commissioner Banks stated that he was not in favor of purchasing two Tahoe's. Moved by Tiejema, supported by Wirtz, to approve the purchase of two (2) Tahoes from Berger Chevrolet. Motion carried by voice vote, with Commissioner Banks voting no.
- E. Moved by Shattuck, supported by Banks, to approve the purchase of a Ford Fusion SE that will be used for a detective car. Motion carried by voice vote.
- F. Moved by Wirtz, supported by Cowling-Cronk, to authorize filling the vacant Deputy position at the Sheriff's Department. Motion carried by voice vote.
- G. Moved by Banks, supported by Wirtz, to authorize the Sheriff's Department to dispose the unclaimed stolen and found property pursuant to MCL 434.172. Motion carried by voice vote.

- H. Moved by Wirtz, supported by Tiejema, to appoint Judge David Hoort to replace Judge Suzanne Kreeger as the Circuit Court representative to the Ionia Community Corrections Advisory Board. Motion carried by voice vote.
- I. Moved by Mason, supported by Cowling-Cronk, to approve the 2013 membership to the West Michigan Regional Planning Commission. Motion carried by voice vote.
- J. Hurlbut requested authorization to give a one time, 2% bonus for Ionia County employees who have been employed for more than six months and to also negotiate the bonus with the unions. Commissioner Tiejema voiced his concern about having to take the Commission on Aging (COA) bonuses from the Commission on Aging Fund, when the COA is always having fundraisers for operation purposes. Discussion followed concerning taking the Commission on Aging bonuses out of the General Fund.

Moved by Mason, supported by Cowling-Cronk, to transfer \$15,000 from the General Fund to the Commission on Aging Fund for the Commission on Aging employee bonuses. After further discussion, Commissioner Tiejema requested amending the motion to state that if the Commission on Aging Fund ends in a negative balance after the bonuses are given, then the \$15,000 would be transferred to the COA Fund from the General Fund and further that the transfer would not become a loan for the Commission on Aging to pay back. Mason and Cowling-Cronk concurred with the amendment. Shattuck stated he believed the County Administrator had the bonuses all worked out and was not in favor of the motion. Chair Calley called for a vote on the amended motion. Motion carried by voice vote, with Commissioner Shattuck voting no.

Moved by Mason, supported by Wirtz, to authorize a one time, 2% bonus for Ionia County employees who have been employed for more than six months, and further to authorize the County Administrator to negotiate the bonus with appropriate unions. Motion carried by voice vote.

- K. The County Administrator discussed splitting the management of the Animal Care and Control, wherein Animal Control would be put under the management of the Sheriff's Department and the Animal Shelter put under the management of the County Administrator. Hurlbut stated that the recommendation for this would be coming back before the Board in May of 2013.
- L. Bert Gale with the Ionia County Building Department stated that the State was increasing their construction costs and the County's permit fees are based on the State's fee schedule. Gale requested implementing the increase in the County's Fee Schedule to take effect May 1, 2013. Moved by Banks, supported by Tiejema, to adopt the new Ionia County Construction Codes Permit fee schedule effective May 1, 2013. Motion carried by voice vote.

## Reports of Officers, Boards and Standing Committees

Commissioner Mason requested an update/report on those departments, specifically the Parks, Clerk's Office and Animal Shelter that came before the Board during the budget process that requested additional staff.

## County Administrator's Report

1. Thanked the Board for the employee bonuses.

## Reports of Special or Ad Hoc Committees

Commissioner Mason updated the Board on the MAC Compensation meeting she attended.

Commissioner Shattuck updated the Board on the Facilities Committee and also regarding the donation made to the County from the negotiated contract on mineral leases.

## Public Comment

Deb Thailson thanked the Board for the membership to the West Michigan Regional Planning Commission and also for approving the employee bonuses. Robin Anderson addressed the Board stating she was in favor of restructuring the Animal Care and Control Department.

Chair Calley called for a recess at 8:27 p.m. and reconvened at 8:34 p.m.

Moved by Tiejema, supported by Banks, to enter into a Closed Session to discuss an attorney/client letter. Motion carried by the following roll call vote: yes – all.

Moved by Shattuck, supported by Banks, to adjourn Closed Session at 9:00 p.m. and return to regular session. Motion carried by voice vote.

Moved by Banks, supported by Cowling-Cronk, to adjourn the meeting at 9:02 p.m. Motion carried by voice vote.

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Julie Calley, Chair

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Tonda Rich, Clerk

Minutes approved on:
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