

March 26, 2019

APPROVED on 4/9/19

Proceedings of a Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held in Courtroom B, Courthouse, Menominee, Michigan.

Chairman Piche called the meeting to order at 6:00 P.M. followed by the Pledge of Allegiance and a moment of silence.

A call of the roll indicated that the following Commissioners were present/absent:

Present: Commissioners: William Cech, Steven Gromala, Jan Hafeman, Larry Johnson Jr., Bernie Lang, Larry Phelps, Gerald Piche, David Prestin, and Larry Schei.

Absent: None.

Moved by Com. Hafeman, seconded by Com. Schei to approve the agenda. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve the minutes from the March 12, 2019 Regular County Board Meeting. Motion was approved 9-0.

Public Comment:

- Jacqueline M. Boudreau – Commented in support of the CASA matching grant.

Presentations:

- Parker Jones, MSUE Innovation Counselor – Updated the board on the work he has been doing in Menominee County and the U.P. over the past 10 months.
- Senator Ed McBroom, Judge Mary Barglind and Judge Christopher Ninomiya – Updated the board on the passage of SB 87 and thanked the board for their support. This was the very first bill that Governor Whitmer signed. This allows Menominee County to retain the judicial position in the 95A District Court.

Department Head/Elected Officials Reports:

- Jason Carviou, County Administrator – Gave Administrator's Report with updates and announcements.

Action Items:

Moved by Com. Gromala, seconded by Com. Hafeman to approve Resolution 2019-08 recognizing the Honorable Jeffrey Barstow for 34 years of service with Menominee County. Motion was approved by a roll call vote 9-0. (Attachment A)

Moved by Com. Cech, seconded by Com. Schei to approve an invoice from Morning Dove Productions in the amount of \$2,600 for parks advertising. (Account 208-751-901.00). Motion was approved 9-0.

Moved by Com. Cech, seconded by Com. Schei to approve a contract with DGR Engineering in the amount of \$4,400 for engineering plans, construction specifications, and bidding documents for two new bathroom facilities at Shakey Lakes Park. (To be paid from the parks fund balance/within capital outlay). Motion was approved 9-0.

Moved by Com. Johnson Jr., seconded by Com. Hafeman to approve removal of two pit toilets located at Shakey Lakes Park (as identified on the enclosed map). Motion was approved 9-0.

Moved by Com. Schei, seconded by Com. Hafeman to approve an invoice from Boyle Design Group in the amount of \$1,750 for a full page ad in the 2019 M&M Regional Guide. (Account 101-101-901.00). Motion was approved 9-0.

Moved by Com. Cech, seconded by Com. Hafeman to approve Budget Amendment #2 as recommended by the Finance Committee. Motion was approved 9-0.

Moved by Com. Lang, seconded by Com. Cech to approve Commissioner per diems and expenses as recently submitted. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Schei to approve miscellaneous bills as paid on February 25, 26 & March 6, 2019 in the combined amount of \$157,916.44. Motion was approved 9-0.

Moved by Com. Cech, seconded by Com. Johnson Jr. to approve miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion was approved 9-0.

New Business (discussion only)

Personnel Items:

- a. Prosecuting Attorney – Restructure & Add an Additional Attorney. – The Personnel Committee recommends adding another full-time attorney to the Prosecuting Attorney’s Office and restructure the current organizational structure by designating a Chief Assistant Prosecuting Attorney. Discussion ensued about waiting until a new Prosecuting Attorney has been appointed by the Circuit Court to proceed with this. Judge Mary Barglind and Judge Christopher Ninomiya were both present and addressed this issue. They will be conducting interviews for Prosecuting Attorney on Wednesday, March 27th and hope to have a decision made by Friday, March 29th. The consensus of the board is to move this item forward to the next meeting as an action item.
- b. Prosecuting Attorney – Chief Assistant Prosecuting Attorney & Assistant Prosecuting Attorney Job Descriptions/Pay Grades. – The Personnel Committee recommends approving updated job descriptions for the Chief Assistant Prosecuting Attorney and Prosecuting Attorney as presented. The Chief Assistant Prosecuting Attorney would be a pay grade 17 and the Assistant Prosecuting Attorney would be a pay grade 12. The consensus of the board is to move this item forward to the next meeting as an action item.
- c. Sheriff – Convert 3 Part-Time Positions to 2 Full-Time Positions. – The Personnel Committee has recommended that 3 part-time positions at the Sheriff’s Office be converted to 2 full-time positions. The consensus of the board is to move this item forward to the next meeting as an action item.

- d. Airport – Restructure of Organizational Chart and Personnel. – The Personnel Committee recommends eliminating the Airport Manager and Part-Time Lineman positions at the airport and adding one Full-Time position. The current Lineman position would be renamed as the Lead Operations Technician and the new position would be the Operations Technician. The County Administrator and Lead Operations Technician would take on the roles of the previous Airport Manager position. The consensus of the board is to move this item forward to the next meeting as an action item.
- e. Airport – Lead Operations Technician & Operations Technician Job Descriptions/Pay Grades. – The Personnel Committee recommends changing the positions titles at the airport to “Lead Operations Technician and Operations Technician respectively. The Lead Operations Technician would be pay grade 10 and the Operations Technician would be pay grade 9. The consensus of the board is to move this item forward to the next meeting as an action item.
- f. Airport – County Administrator’s Job Description. – The Personnel Committee recommends updating the County Administrator’s job description to reflect new responsibilities as the Airport Director. - The consensus of the board is to move this item forward to the next meeting as an action item.
- g. Administration – County Administrator’s Performance Evaluation Form. – The County Board will be discussing the County Administrator’s Performance Evaluation at the April 9, 2019 meeting. This is a review of the evaluation form and opportunity for any changes before being sent to Commissioners to complete. The consensus of the board is to continue using the same Evaluation Form that was used at the last evaluation.
- h. Drug-Free Workplace Policy. – The Personnel Committee recommends a change to the current Drug Free Workplace policy to include an exemption for law enforcement and staff that handle controlled substances as part of their job duties after a request was received from the Teamsters Union. The consensus of the board is to move this item forward to the next meeting as an action item.

Building and Grounds/Parks Items:

- a. Art Place Sculpture & Location. – The MBDC received a grant for \$67,500 to be used for public art in regards to economic development. The MBDC has chosen a project that creates three fish sculptures that tie in to the local economy and recreation in the community and would like to place one of the sculptures on the courthouse property. The consensus of the board is to move this forward as an action item at this meeting.

Moved by Com. Hafeman, seconded by Com. Schei to make the approval of placing the art sculpture on the courthouse property an action item at this meeting. Motion was approved by a roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Schei to approve the placement of an art sculpture on the courthouse property (exact location to be determined at a later date). Motion was approved by a roll call vote 9-0.

Miscellaneous Items:

- a. Friend of Court – Cyber Security Audit. – The Finance Committee recommends approving a quote from MGT in the amount of \$17,020 (\$6,500 County Responsibility) for the security audit required by the State of Michigan in the Friend of Court and Prosecuting Attorney’s Office. The consensus of the board is to move this item forward to the next meeting as an action item.
- b. Veteran’s Grant Budget Amendment. – The Finance Committee recommends allowing the County Administrator to submit his proposed budget amendment to the MVAA for consideration as presented. There is no action needed on this item. The consensus of the board is to allow the County Administrator to present this proposed budget amendment to the MVAA for conderation.
- c. Airport Runway Lighting Regulator. – The Airport Committee recommends approving a quote from J. Ranck Electric to replace the capacitors in the regulator that operates the runway lights on runway 3-21 in the amount of \$4,986.61. The consensus of the board is to move this item forward as an action item at tonight’s meeting due to the urgency of replacing the capacitors.

Moved by Com. Hafeman, seconded by Com. Cech to make the approval of a quote from J. Ranck Electric to replace the capacitors in the regulator that operates the runway lights on runway 3-21 in the amount of \$4,986.61 an action item at this meeting. Motion was approved by a roll call vote 9-0.

Moved by Com. Hafeman seconded by Com. Cech to approve a quote from J. Ranck Electric to replace the capacitors in the regulator that operates the runway lights on runway 3-21 in the amount of \$4,986.61. Motion was approved by a roll call vote 9-0.

Finance Items:

- a. Commissioner Per Diems and Expenses. – The consensus of the board is to move this item forward to the next meeting for approval.
- b. Miscellaneous bills paid on March 21, 2019 in the combined amount of \$77,172.80. – The consensus is to move this item forward for approval at the next meeting.

Misc. Boards/Committees/Commissions Reports:

- The consensus is to move this item forward for approval at the next meeting.

Public Comment:

- Pat Cheski – Commented on the approval of creating new positions and pay grades without going through a DMG study first. She cautioned the board about doing this.

Commissioner Comment:

- Com. Cech – Commented that the board got a lot done tonight. Also, it was good news that the county was able to retain the judicial position in the 95A District Court.
- Com. Piche – Commented that Judge Ninomiya brought cupcakes from his wife’s bakery for everyone to enjoy after the meeting.
- Com. Lang – Commented that he thanked Pat Cheski for her comments and encouraged the board to listen to her.
- Com. Phelps – Commented that he would like to keep the community in our thoughts and prayers with things that have happened recently.

Moved by Com. Prestin, seconded by Com. Cech to adjourn at 8:28 p.m. Motion was approved 9-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk