

COMMITTEE OF THE WHOLE

Tuesday ~ October 13, 2009
Menominee County Courthouse - Courtroom B
Menominee, MI 49858

MINUTES

The meeting was called to order at 6:00 p.m. (CDT) by Chairman Gary Eichhorn

The Pledge of Allegiance was recited.

Roll call was taken with the following in attendance:

Present: Commissioners Lang, Furlong, Anderson, Peterson & Eichhorn

Public Comment: None

Department Head Reports/Comments: None

Motion to amend Agenda: Com. Anderson moved to add the BS&A Upgrade Software to the agenda Com. Peterson supported the motion. Motion carried, 5-0

Approval of the Amended Agenda: Moved by Comm. Anderson, seconded by Comm. Lang to approve the amended agenda. Motion carried, 5-0

Approval of the Previous Meeting Minutes: Comm, Furlong moved to approve the minutes of Sept. 8, 2009, Com Peterson supported. Motion carried, 5-0

Presentations: None

Agenda Items:

1. Personnel Items:

- a. Administrator Position ~ Guidance for MI Works negotiations: Com. Lang asked, "Does the action we're considering in the special meeting, negate this?" Com. Eichhorn stated, "I believe it would, yes". Com. Lang said, "I'd like to go on record stating that I still think we should be using MI works to help us in the selection process. Com. Furlong agrees with Com. Lang, he stated, "I thought we were going to go through MI Works, and I still want to continue our search for an administrator using MI Works.
- b. Request for Family Medical Leave ~ FOC, Robyn Bourgeois: It is the consensus of the committee to move this item forward to the County Board meeting.
- c. Retirement of Building Code Inspector/Soil Erosion – Larry Pepin: Com Furlong - "We should accept his resignation, but I would also like to see a letter sent to Mr. Pepin for his years of service. Com. Lang - "Are we going to advertise for this position?" Com. Eichhorn - I believe we better start, Larry is willing to train. Com. Lang – "How are we going to select the person that takes that position?" Com.

- Eichhorn – I talked to Larry briefly about that, he said they would need five years as a contractor as, a licensed builder, the state requires that.
- d. Discussion of hiring a Part time Building Inspector/Soil erosion employee: Eichhorn - Larry did indicate that you needed five years according to the state. Lang – for building code, are there statutes that require that? Peterson - I believe there are statutes. Furlong – I think Larry should sit down with Sherry using a job description put together an ad for looking for qualified candidates. Eichhorn - Can I suggest the Personnel Committee get together with Larry and Sherry to get it put together? Furlong – That'll work.
- e. Discussion of termination of Part time Library Asst. due to budget cuts: Eichhorn – Is Pat here? Tom Cheski – No she's not here. Eichhorn - I think we almost need to hold off on this, or we can discuss it without Pat, I do feel she should be here to discuss it. Peterson- I know they've been operating the last four months other employees have been filling in for this part time employee. I think the most concern I have in terms of the budget, Pat has done a good job coming in under budget however the appropriation this year remains the same as previous years. I have more of a concern with reducing the hours from 45 hrs. to 44 hours at the Stephenson Library. I think there's adequate funds in the budget that we do not need to reduce that hour. I think she can operate for 45 hours. Anderson would like to move forward. There is confusion about the part time position lost with the budget. Lang - How does this relate to the position that we just eliminated? Peterson – I think the Library can operate 45 hours per week like before. We need to discuss it further with Pat. Eichhorn – Ask the librarian if she can make it to the next committee of the whole meeting.

2. Building and Grounds Items:

- a. County Parks & Rec. Committee ~ Preparation of Meeting Agenda – There was a question regarding the Agenda for the Parks & Rec. Committee. Furlong – Most of the information came from the parks and rec. superintendent and was given to the admin. office, and an agenda was put out to the parks committee. The parks committee doesn't have the resources to prepare an agenda. There is no office for them to work out of. Eichhorn – Is the parks committee going to send that info. to the admin office? Why don't we stay where we are as far as the Admin. office doing the agenda for now. Anderson – I was the understanding that they wanted it put on the county website. Furlong - Lacking the parks Superintendent, the info. would have to come from the parks committee. Furlong – I make a recommendation that we send it to the board to have the administrator's office to prepare the agenda for the Parks & Rec. Committee.
- b. Approval of Amended Parks & Rec. Committee By-laws – Furlong – These bylaws have been looked at a number of times by the parks & Rec. committee and by the county board. Changes requested by Peterson, request it goes to the CB for approval. Eichhorn – Question about rule R96-5, committee members attending authorized conferences etc. Is there money in the budget for that? Peterson - I don't believe there is any money in the budget for this. Furlong - That's not in the bylaws, we haven't discussed the rules with the committee as of yet, at this time, we just want to have the bylaws approved. Eichhorn – ok, we'll move it forward.
- c. Discussion of hiring a Part Time - Maintenance Worker – Eichhorn, can the personnel

committee discuss this and come back with a recommendation? Furlong – alright.

- d. Resignation of County Parks & Rec. Committee Chairman ~ Mark Aubert – Furlong – I’d like to make a recommendation to accept his letter of resignation and also send Mark a letter of thank you for his dedicated volunteer service to the Parks & Rec. Committee. Eichhorn - Did the parks committee ever ok him to send a letter down to MSU regarding the temporary Administrator or was that done on his own. Furlong & Peterson – I don’t remember that being a discussion at the parks meeting.

3. Miscellaneous Items: No Miscellaneous items

4. Finance Items:

- a. Discussion of 2009 Apportionment Report as submitted by the Equalization Dept.
NOTE: This report may need to be later amended due to the November elections. ~ Peterson – The county board examines these certificates concerning the spread of the taxes in terms of the millage and Peggy Schroud our equalization director submits these to the state. It has to be done in Oct. Eichhorn – so you want to move it forward? Peterson – Yes.
- b. Acting County Clerk request P.T. to Full time Deputy County Clerk/payroll employee until further notice ~ Furlong – It speaks for itself, we don’t have a clerk right now. The fulltime position was to be reduced to a part time position. Carol Johnson called and asked, during the interim, they need help in the office. I would recommend we move it forward.
- c. Commissioner Per Diems/Expenses ~ Peterson recommends we move the expenses forward.
- d. Miscellaneous Bills ~ Furlong recommends we pay the bills, move forward.
- e. BS&A Software ~ Anderson - Id like to recommend to move forward to pay for the ones we are reimbursing. Lang - Who are we reimbursing? Anderson -All the ones that weren’t paid for before. Peggy Schroud – The BS&A.net upgrade; They are Cedarville, Holmes, Ingallston, Menominee Township and the City of Menominee and half of Meyer Township. Lang - These are the entities that used their own funds to upgrade the software that came in after the original group came in? Schroud – Yes, we should probably have this approved for payment. Consensus is to move forward.

Other Items Members may wish to present: None

Correspondence: None

Public Comment: Tom Cheski, Thanks the board for delaying the Library item until Pat returns.

Adjournment: Moved by Comm. Lang supported by Comm. Peterson to adjourn this meeting at 6:30 pm. Motion carried, 5-0.