

COMMITTEE OF THE WHOLE

Tuesday ~ February 9, 2010
Menominee County Courthouse - Courtroom B
Menominee, MI 49858

MINUTES APPROVED ~ MARCH 9, 2010

The meeting was called to order at 6:00 p.m. (CST) by Vice Chairman Dick Peterson

The Pledge of Allegiance was recited.

Roll call was taken with the following in attendance:

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

Public Comment: None

Department Head Reports/Comments: None

Approval of the Agenda: Moved by Com. Anderson, seconded by Com. Lang to amend the agenda to include: (1) MERS – Retirement payment discussion - Buildings/Grounds & Administrator. (2) Land Parcel donation; (3) Building Inspector vacancy. Motion carried, 3-1 Com. Furlong voted nay. Motion by Com. Anderson supported by Com. Lang to approve the amended agenda. Motion carried, 3-1 Com. Furlong voted nay.

Approval of the Previous Meeting Minutes: Moved by Com. Anderson, seconded by Com. Furlong to approve the previous meeting minutes of January 12, 2010. Motion carried, 4-0.

Presentations: In-Sequence (GIS) Geographical Information System - Webinar presented by Jeff DeAnthony. Mr. DeAnthony points out that the In-Sequence GIS system is currently in a “Bata phase”, that means “Not yet developed”. The county will give feedback to develop their product. We will be able to use the program 100%, at no charge to the county for development. We will always own our data, InSequence will not take ownership, all they provide is a means to get it out to the public. Jeff adds, he already does have over 50 layers for Menominee County from the state and some imagery. The data would be located on their server and be accessed through the web with passwords they give to us. Then we can issue passwords to whoever we allow to access our information. Furlong – When you talk about the cost during the bata process, there is no charge for anyone? Jeff - The bata is designed for the county. I won’t charge the county a subscription fee or any type of fee or start up fee, because you are providing the feedback that I need to continue to develop this product. The only fees that are associated will be to a customer that is purchasing data from the public terminal. Furlong – so during the bata process, the customer will have access to this. Jeff – Absolutely, they can log on to your public terminal. There is a “shopping cart” feature in Global view. This is handled by a 3rd party accounting firm. There is an escrow set up with Maps in Deed and the county. Public wishing to purchase information from the county can do just that on the web for a fee. The county will set the fees for information purchased and InSequence will collect a fee for the online service also. The county would get a report each month of what was purchased. Every time someone purchases something from the shopping cart, the county will receive an email with a copy of the customer’s receipt. The two reports can be compared for accounting purposes. Furlong - Who inputs the data and updates? Jeff - The county will input all data; then Insequence engineers will get to work. Updates can be done on a daily, weekly, or monthly basis. A timeline for the extensive work; once we receive the information from you, it will take 4 weeks to process it and get it back to the county for approval. Once approved,

it will take another two weeks to build a public terminal. Total process is from 6 to 10 weeks. InSequence simply stores the data.

Agenda Items:

1. Personnel Items:

- a. Family Medical Leave request for Ms. Curran – Extension Secretary has requested leave under the FMLA for approx. 6 weeks, from Feb. 15, to March 29, 2010. Com. Anderson recommends this go to the full board for approval.

2. Building and Grounds/ Parks Items:

- a. Honeywell Boiler Monitoring Service – Administrator Bousley has contacted Honeywell because they currently are set up to monitor our boilers only we don't have a current contract with them and the boilers are not being monitored. The proposed service contract will cost the county \$696 per year. Furlong – are we locked in this contract for repairs to the equipment also? Bousley will look into this. Furlong – it's my understanding if the boiler goes down, it will affect the courthouse and the jail. We pay people to be at the jail 24 hours per day, why can't someone from the jail contact us if it's getting cold. That's really what has been happening since no contract is in place. Lang – "I question if this is necessary". We did have an agreement with Honeywell, it was more than monitoring, it also included maintenance. It ended up costing us a lot of money. It's my understanding we have two boilers that operate in tandem. One will run for about 16 hours then shut down, then the other one kicks in, there's the vice that if one boiler shuts down before it's supposed to, the other will kick in to back it up. I've checked and we've never had a situation when the backup boiler didn't kick in when it needed to. Anderson – The monitoring system will head off a problem before it becomes a problem. The system can catch a problem before the boiler blows up. The buildings and grounds person stressed some concern that we don't have a monitoring system in place in case something happens. Anderson would like to move this forward to the CB. Furlong – I don't feel comfortable spending \$700 for monitoring when we already have employees that monitor the status. We have employees to do daily/monthly boiler inspections. We're spending money that we already have people here to do. Peterson – maybe we should have Al Thompson and his new assistant come and give us more information on the need of the monitoring system. They should give us a report at our next meeting. Do we really need this or is this a safety issue?
- b. Security Upgrade ~ Fixed Cameras (2) for Courtroom A – Admin. Bousley had a discussion with the sheriff about the fixed cameras in courtroom A. This was approved a few months back (Nov.) and it was tabled for lack of an account number to purchase them from. Peterson, there is that jail fund, is it appropriate? It comes down to where the funding is coming from. The jail fund was turned over to the county. That would be one option. Furlong – Can't we take it from the designated building fund reserve? Anderson – I think we should move it forward to the meeting and discuss it at the meeting. Furlong – Well this is where it gets discussed. We already discussed it back in Nov. now we're looking at what account to take it out of. Anderson – I thought at one time we were going to get a grant to pay for the cameras, I thought we did get a grant. Lang – we put the Jail fund in the general fund, which gives us discretion to spend it on whatever we want. This expense should come out of the general fund. Peterson – that makes sense, this is a necessary expenditure and safety issue. Furlong – I recommend we send it to the board with the money coming out of the general fund. Peterson seconds, I would do it that way.

3. **Miscellaneous Items:**

- a. Resolution 2010-04 ~ Resolution Supporting the Final Report of the Legislative Commission on Statutory Mandates – Peterson explains the Final Report of the Legislative Commission. He thinks we should support the resolution. Lang – talks about the state mandates that have been put on the county and the county doesn't get any more money to carry out those mandates, the state gains from them. Furlong – I support the resolution and recommend we move it forward to the board for approval. All commissioners concur.
- b. Superior State Administrators, Inc. - Superior 125 plan - Admin. Bousley spoke with Mr. Caley about the practices of the county. The big thing is that the county reimburses deductibles from insurance. That's perfectly legal, we just need to be sure we are doing this right and make sure the proper forms are being filled out for that. There are concerns with the current HIPPA laws that could become a burden on the county. Because of the sensitive information contained in some of the paperwork, it may benefit us to look at having a 3rd party get involved to ensure the laws are properly followed. Bousley would like to look into it a bit further. Furlong – do we have enough information to send this to the county board for approval? Something we should look into, but we do need to get the numbers together before anything is done. Mr. Caley does hand out some approx. numbers that the plan would cost the county. It is dependant on how many employees opt to use the 125 plan. The more employees that have the plan, the better it is for the county. We save money in the Medicare FICA. Furlong – I recommend we move this to the board for approval. All commissioners concur.
- c. Fair Business – 2009 Reporting requirements – Peterson states we have the final report of the fair for last year. There was a net profit of \$11,000. This will enable us to have a fair this year. Furlong – recommend we move to the county board to place the reports on file. All commissioners concur.
- d. BS&A dot net. ~ Server Requirements – Admin. Bousley - We have the specs on the server requirements. We need approval to go out for bids on the server to find the best buy for the county. Anderson – recommend we move forward. Furlong – how are we coming on the protocol county wide? Is everyone on the same page with inputting data? Schroud - The county database is updated when all the deeds come through from each township. So they are entered in at the county. We get address changes on a monthly basis from the township treasurers, which is input monthly, so we're pretty accurate. Schroud – this is an update to our current system. Anderson – recommend to move this forward. All commissioners concur.
- e. NorthPointe Board of Directors ~ Committee Appointments – We currently have 6 applicants to choose from. Lang – We have until April 1st to appoint. I would like to hold the decision to appoint until after the results of the recall election. Furlong – does anyone know why they all expire all at the same time, why aren't the terms staggered? I think this is something that we should look at. Lang – I think we should look at why the terms aren't staggered. Anderson – It was an agenda item, I'd like to move it forward to the board. Furlong – find out what the by-laws state, we need to look at the staggered terms. I don't think all appointments should expire at the same time. I feel the representatives we currently have should be reappointed. Lang - I'm opposed to sending this to the board. Furlong – I'm opposed to sending this to the next meeting until we find out the bylaws and the timeline. Peterson asks Mr. Bousley to research the timelines and the appointments not being staggered.
- f. MERS Retirement – Building & Ground and Admin. Retirement costs - Anderson would like to make a recommendation to put this on the regular meeting to discuss and possibly make decisions on this. Lang - To determine what? Anderson – I've got some problems with the amount of money we're paying out. In the Administrators'

area, we're pay \$34,881 out per year, I don't think that's right. In the Buildings & Grounds area, we're pay out \$17,301 – I don't think that's accurate. Lang – I don't have a problem discussing this, but we have a MERS representative to explain this. I don't know where they can control that, but we should get an expert here to explain this to us. Anderson – I would like to take this to the board meeting to get some answers. Lang – that's not the place to get answers. That's the place to take action. Anderson – I think the commission will have to take some action to get some answers. Lang – I don't know what action we could possibly take. Bousley – I do have him scheduled to come to the next committee of the whole meeting. Anderson – And you (speaking to Bousley) have a meeting with him on the 23rd before the next meeting. Maybe Brian will have some answers then and we can go from there. Lang – I think we should have a representative come in at the next committee of the whole, I think that's the proper venue for it. I don't think we're in the position to be making motions on something we don't understand. Furlong – I agree with Garry, if we're spending more money than we should be spending, we have an opportunity to adjust that. But taking this to the county board for discussion and action is the wrong venue. We should have the MERS rep. come to the next COW so we can ask questions before discussion and votes.

- g. Land Parcel donation – There has been an offer from a property owner in the county to donate a piece of property (approx. ¼ acre) to the county. This piece of property is located along Chappy Rapids and is offered in memory of their parents. Lesperance – Maybe this can be checked into and see if the property can be useful to the county. Maybe build a boat ramp, or a fishing dock.. Lang – were there any stipulations to accepting the property? Do we have to do anything specific with the property if we do accept it? Furlong – are there any strings attached, is it adjacent to other county property at Chappy Rapids. I think there are too many questions that need to be answered. I recommend the Treasurer and the Equalization dept. along with Dan Hass check this out before we bring this to the next committee of the whole meeting. Peterson – I agree.
- h. Building Inspector position – Bousley met with the City in ref. to the building inspector position. Mr. Tom Lesperance was hired as the City Building Inspector. He talks about possibly offering assistance to/with the county and possibly create a joint effort to cover the whole county with inspections. Lang – have you given any consideration to enforcement of Act 347, Soil & Erosion Act. Tom will be certified to enforce that. That is one of the certifications he'll be going to Lansing to acquire. Furlong – I think it definitely merits further discussion and exploring possibilities of this joint venture. I think this may be beneficial for everyone. Bousley – What we can do is see if we can move forward. See what kind of proposals we can come up with that will benefit everyone. Furlong – We have a consensus here to continue to discuss this. Peterson – I think Brian, Mr. Goode and Mr. Lesperance should continue with their conversations and see what can be worked out. Furlong – I just want it to be known that we whole heartedly support the idea of a joint venture. Anderson – I think we should move it forward to the board in case we need to take action, because we do need a building inspector. Bousley – If we were to move it forward, we'd need to have a proposal in place to approve. We only have two weeks to do that. Mr. Lesperance is asked if that could be done. Mr. Lesperance says, a proposal is certainly possible, but more information is needed before a proposal can be drawn up. Lang – I think board action is a little premature at this point...sharing office space, will that be an issue? Furlong – recommend we forward this to the Committee of the Whole on Mar. 9th in order to discuss this further to see what we can come up with. Bousley states we need to have someone in place within 60 days after Larry's retirement. This will cut it close.

4. **Finance Items:**

- a. **Commissioner Per Diems/Expenses: Website Posting** - Com. Furlong recommends to move this item to the board for approval. Smith discusses placing the commissioner expenses/per diems on the website. This has been set up on the website under Com. Lang as of now. She asks the commissioners to look at it to see if that is what was requested to put on the website. Furlong – how much more work is this for you, our per diems and expenses are put on the website in the agendas. Is this just being redundant? Some commissioners don't keep their expenses on a monthly basis. Smith – I will need all expenses on a monthly basis to make this work. Lang – practically every meeting that I attend is reimbursed by the committee, but it's not showing on the expenses as a credit. Smith – currently the reimbursements do not show up on the expense reports. They are received into another account. There is a button on the website that will also show what reimbursements are received each month for each commissioner. Commissioners are asked to take a look at what was placed on the website (showing under Bernie only) and vote on this at the County board meeting.
- b. **Miscellaneous Bills** – consensus is to move forward to the board for approval.

Other Items Members may wish to present: Com. Furlong talks about a \$15 bill from Attorney Filoramo for a phone conversation with Anderson on 12-18-09. We have a rule P91-3 (Dissemination of Information – It shall be the policy of the Board that all information pertaining to business of the County Board obtained by individual commissioners...be transmitted in a timely fashion to all board members so that they will be better able to make informed decisions.) Furlong to Mr. Anderson – I understand the reasons for gaining knowledge, but you want us to pay for your knowledge; you should share it with everyone else. This happened Dec. 18, 09 and we still don't know what it's all about. Furlong recommends we don't pay this bill until we know what the information was. Anderson doesn't remember that particular conversation. Peterson to Anderson, see if you can't find out what the conversation with Filoramo was about and bring us up to date at our next meeting.

Correspondence: None

Public Comment: Ruby Ivens – Reappointments – I don't think people should stay on boards/committees forever. Lack of checks and balances and innovation. Suggest a limitation on the number of years appointments can be served. Retirement -\$51,000 is going into the retirement plan for two people, what is the total amount being paid into retirement? Suggest you get a firm knowledge of pros and cons to deal with retirement.

Diane Lesperance – State is not paying the Headlee as promised. The swamp tax, PILT has been cut 12% and the CFR will also be cut. Which means, what we have budgeted for this FY is going to be off by that amount.

Mr. Caley – Clarify to Mr. Lang, Yes there are legal requirements that the county is not currently in compliance with.

Adjournment: Moved by Comm. Lang, supported by Comm. Anderson to adjourn this meeting at 8:05 pm. Motion carried, 4-0.