

MONTCALM COUNTY BOARD OF COMMISSIONERS

Regular Meeting

Monday, September 25, 2006

1:00 PM

The regular meeting was called to order by Chairman Carr at 1:00 p.m.

The meeting opened with the Pledge of Allegiance. Pastor Bob Goodenough from the Nevins Lake Church in Stanton offered invocation.

Members present at roll call: Commissioners Petersen, Retzliff, Johansen, Paepke, Baker, Carr, Caris and McCrackin. Members absent at roll call: Commissioner Walker.

Others present: Kristen Millard, Chris Hyzer, John Berchtold and Ryan Jeltema.

Moved by Commissioner McCrackin, supported by Commissioner Paepke to approve the September 11, 2006, regular meeting minutes as written. Motion carried.

Moved by Commissioner Caris, supported by Commissioner Petersen to approve the agenda as presented. Motion carried.

Public comments were offered. Mr. Jeff Troyer, Central Dispatch Director, was in attendance and introduced himself to the full board. Today is Mr. Troyer's first day with Central Dispatch.

Correspondence was received from regarding the AAAMW FY 2007 Grant Contract. Moved by Commissioner Retzliff, supported by Commissioner Johansen to approve the FY 2007 AAAMW Grant Contract and authorize Chairman Carr to sign the required documents. Motion carried.

John Berchtold presented the board with a proposed resolution for Lori Wilson. Moved by Commissioner Paepke, supported by Commissioner Johansen to approve and adopt **RESOLUTION 2006-30:**

WHEREAS, Lori Wilson faithfully serves as the Montcalm County Register of Deeds, AND

WHEREAS, Lori Wilson's reputation for accuracy, dependability, and professionalism is well known in the community, AND

WHEREAS, Lori Wilson is a strong advocate for upgrading technology, thereby creating good customer service, AND

WHEREAS, Lori Wilson is a leader among her peers by serving as the 2006 President of the Michigan Association of Register of Deeds, AND

WHEREAS, Lori Wilson was recently selected as the Michigan Register of Deeds by her professional association.

NOW THEREFORE BE IT RESOLVED, that the Montcalm County Board of Commissioner commends Lori Wilson for her dual honors and thanks her for her service to Montcalm County and to the State of Michigan.

Motion carried.

Moved by Commissioner Retzliff, supported by Commissioner Petersen to approve consent agenda items 3 through 10 and move stated action:

Conservation District	Minutes 8-6-06	Place on file
MAC	Article "Time's Running Out"	Place on file
Montcalm Alliance	Department of Agriculture Grants	Place on file
Montcalm Housing Commission	Minutes, June 20, 2006	Place on file
Montcalm Housing Commission	Minutes, July 26, 2006	Place on file
Montcalm Housing Commission	Minutes, August 15, 2006	Place on file
W. Michigan Regional Planning	Minutes, July 16, 2006	Place on file
Planning Commission	Minutes, August 21, 2006	Place on file

Motion carried.

A request for the board to hold a public hearing was received from the Village of Lakeview. Moved by Commissioner Retzloff, supported by Commissioner Petersen to set a public hearing for October 23, 2006 at 1:30 p.m. for the purpose of the Village of Lakeview Annexation request. Motion carried.

Moved by Commissioner Retzloff, supported by Commissioner Petersen to approve additional correspondence item 1 and move stated action:

Controller	Mandatory Training Hiring Practices	Place on file
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Motion carried.

Moved by Commissioner Johansen, supported by Commissioner Petersen to allow EMS to purchase a 25K generator from AIS in the amount of \$14,712.89 with funds to come from the Homeland Security Grant. Motion carried.

Moved by Commissioner Johansen, supported by Commissioner Petersen to extend the contract with Norcross Construction for snow plowing services for one year, truck services - \$40 per hour, backhoe - \$68 per hour, and with a fuel surcharge added when fuel reaches \$2.25 per gallon or above. Motion carried.

Moved by Commissioner Johansen, supported by Commissioner Petersen to approve the agreements between Michigan Department of Transportation and Montcalm County participating as an M.S.R.N. (Michigan Spatial Reference Network) County partner site and have the Board Chairman sign the agreement. Motion carried.

Moved by Commissioner Johansen, supported by Commissioner Petersen to place the September 25, 2006 Economic Development and Physical Resources Committee minutes on file. Motion carried.

Moved by Commissioner Caris, supported by Commissioner Paepke to approve and adopt **RESOLUTION 2006-29 GENERAL APPROPRIATION ACT:**

WHEREAS, the Montcalm County Board of Commissioners (“Board”) has examined the fiscal requests for 2007 of the various departments, agencies, offices and activities (“budgetary centers”) which by law it must finance or assist in financing; and

WHEREAS, the Board has taken into consideration the fact that there are certain required functions of county government or operations which must be budgeted at a serviceable level in order to provide statutory and constitutionally required services and programs; and

WHEREAS, the Board has interviewed officials responsible for providing such mandated services to determine serviceable levels and the funds to sustain such levels;

WHEREAS, the Uniform Budgeting & Accounting Act (“UBAA”), MCLA 141.21 et seq., requires that the Board enact a general appropriation act designed to meet all County-funded expenditures;

NOW THEREFORE BE IT FURTHER RESOLVED, that the County Treasurer is hereby directed to collect 4.4082 mills for the County’s general operations, .4959 mills for the maintenance and operation of an Ambulance and Rescue Service, .4407 mills for the purpose of providing funds for local libraries in Montcalm County, .2433 mills for the Commission on Aging for Senior Citizens Services, and .0010 mills for the purpose of funding the Soldiers and Sailors Relief Fund for a total 5.5891 mills levied for all county operations.

BE IT FURTHER RESOLVED, that the Montcalm County Central Dispatch Authority 911 operational surcharge be collected at the rate of 20% and at the current tariff rate allowed by law.

BE IT FURTHER RESOLVED, that the amounts indicated in the attached “Budgetary Detail” are hereby appropriated from the General Fund and other funds of Montcalm County according to the activities and accounts contained in that detail which is incorporated herein by reference, and that such appropriations shall be restricted to the purpose described in the title of the accounts specified in detail and by the provisions of this Act.

BE IT FURTHER RESOLVED, that Montcalm County will reimburse mileage in accordance with the 2007 Expenditure Procedures at a Internal Revenue Service rate per mile.

BE IT FURTHER RESOLVED, that the fee charged by Montcalm County for boarding of inmates from other jurisdictions will be no less than \$32.00 per day.

BE IT FURTHER RESOLVED, that the Montcalm County Maintenance Department be directed to provide maintenance services to the Stanton Dental Clinic, including the cost of utilities, cleaning materials, and other sanitary supplies. Janitorial Services will be provided if an acceptable work schedule can be negotiated between the Maintenance Department and the Dental Clinic.

BE IT FURTHER RESOLVED, that the revenues received by the County under Public Acts 106 and 107, 1985, (Convention Facility Tax revenue) shall not be used to reduce the County's 2006/2007 operating millage as defined by Public Act 2, 1986. In accordance with Public Act 2, 1986, 50% of the actual Convention Facility Tax revenue not used to reduce the County's operating tax rate shall be appropriated to the Substance Abuse Coordinating Agency for use in substance abuse programs in Montcalm County, with the remaining revenues to be deposited in the County's General Fund.

BE IT FURTHER RESOLVED, that the revenues received by the County under Public Act 264 of 1987, (Health and Safety Fund Act) shall not be used to reduce the County's 2006/2007 operating millage, and that 12/17ths of the actual Health and Safety Fund Act revenue not used to reduce the County's operating tax rate shall be appropriated to the Mid-Michigan District Health Department for public health programs and services, with the remaining revenues to be deposited in the County's General Fund.

BE IT FURTHER RESOLVED, that it is understood that revenues and expenditures may vary from those which are currently contemplated and may be changed from time to time by the Board of Commissioners during the 2007 fiscal year, as deemed necessary. Consequently, there may be a need to increase or decrease various portions of the budget and/or reduce the workforce due to unforeseen financial changes; therefore, the Board of Commissioners reserves the right to change the Staffing Control Summary List at any time. The County Elected Officials and County Department Heads shall abide by whatever changes are made by the Board of Commissioners, if any, relative to the approved positions and the number of employees stated in the Staffing Control Summary.

BE IT FURTHER RESOLVED, that authorization to hire an employee and to re-fill all vacancies during 2007 fiscal year shall be subject to approval by the Finance and Personnel Committee.

BE IT FURTHER RESOLVED, that positions on the Staffing Control Summary which are supported by some grant, cost sharing, reimbursement, or some other source of outside funding are only approved contingent upon the County receiving the budgeted revenues. Upon notification that budgeted funding of a position shall not be received the elected official or department head shall immediately notify the County Controller/Administrator and the Finance Committee, and that position shall be immediately removed from the Staffing Control Summary if funding is exhausted.

BE IT FURTHER RESOLVED, maintenance agreements are essential to a variety of building and operating equipment. County Elected Officials and County Department Heads are authorized to renew existing maintenance agreements upon the approval of the County Controller/Administrator.

BE IT FURTHER RESOLVED, that the following regulations shall apply to these appropriations, and budgetary centers shall be deemed to have agreed to these restrictions and obligations by accepting funds pursuant to this Act or otherwise incurring expenditures in exception of County funding:

1. All terms in this Act shall have the meaning assigned to them in the UBAA. The term "budgetary center" includes all courts receiving funds through this Act.
2. All budgetary centers receiving funds herein shall abide by the UBAA and the Uniform Chart of Accounts referenced therein. Each administrative officer in charge of a budgetary center shall

promptly provide the budget officer with all information which the fiscal officer considers necessary and essential to the preparation of a County budget for the ensuing fiscal period.

3. The amounts appropriated herein shall be paid from the County Treasury at the time and in the manner provided by law and other applicable policies or resolutions of the Board, whether enacted to date or subsequently adopted.
4. Expenditures and revenues shall be recorded and reported in the manner provided by law. Fees and other money received by budgetary centers should be forwarded promptly to the County Treasurer and credited to the appropriate County Fund, except as otherwise provided by this Act or by any other act of the Board.
5. Except as otherwise provided by law, each budgetary center shall limit expenditures within the appropriations authorized herein and shall not attempt to expend funds at a rate which will eventually result in a deficit in any account without the approval of the Board. Further, all expenditures of the County funds and other funds under the control of any budgetary center, except as otherwise provided by law, shall be expended only for purposes attached to the accounts and within the various policies of the Board of Commissioners, including, but not limited to, travel policy, purchasing policy, vehicle-use policy, applicable collective bargaining agreements, applicable personnel policies, and the "2007 Expenditure Procedures", the latter being attached hereto and specifically approved by the Board herein. The County of Montcalm shall only be responsible for the payment of purchases made in accordance with the provisions of MCLA 46.13B and the UBAA.
- 5a. All Court budgetary centers (Circuit Court, Circuit Court Probation, District Court, District Court Probation, Probate Court, and Juvenile Probation) are line-item appropriations. The line item budgets will be administered in accordance with Supreme Court Administrative Order 1998-5.
- 5b. In the event that State of Michigan fails to provide certain revenue transfer payments as required by state law and/or contractual agreements between the State of Michigan and Montcalm County, the specific programs funded by such state revenue transfer payments shall bear the full impact of such revenue reduction. In the event that the State of Michigan defaults or otherwise fails to provide general, unrestricted revenue transfer payments, the Board, upon the recommendation of the Finance & Personnel Committee, shall allocate said revenue reduction in its legislative judgment.

THE MONTCALM COUNTY BOARD OF COMMISSIONERS CANNOT, AND WILL NOT, ABSORB THE PROGRAM COSTS CREATED BY REVENUE TRANSFER PAYMENT DEFAULTS BY THE STATE OF MICHIGAN.

6. If a budgetary center desires an additional appropriation or transfer between accounts it shall forward a detailed request to the Board describing the proposed budgetary amendment or transfer and the reasons for the action. The County Controller is given authority to make line item transfers within budgetary centers except to increase conference travel line items and to increase capital expenditure line items. Line item transfers affecting the budget of a wage line item require the approval of the Board of Commissioners.
7. Except as otherwise provided by law, the number of positions noted for certain budgetary centers in their salary account appropriations shall be the maximum staffing level authorized to be drawn from such accounts. No budgetary center shall maintain more employees on the payroll than the maximum specified for the appropriate account. Further, if a budgetary center employs at any time fewer employees than the maximum specified for the appropriate account in this Act, unexpended appropriations in an amount identified with the unfilled position(s) by payroll recorded shall immediately and automatically revert to the General Fund contingency account.
8. This Act shall become effective October 1, 2006. This Act may be amended by the Board at any time and any appropriation made hereunder may be increased or decreased in the Board's discretion.
9. This Act and attachments as incorporated by reference herein and all amendments hereto shall constitute the 2007 General Appropriations Act for Montcalm County for all purposes and the law.

Motion carried.

Moved by Commissioner Caris, supported by Commissioner Paepke to allow the Controller/Administrator to sign the 3 copier leases with CEC for copiers in the Controller's Office, Equalization and Commission on Aging with funds approved in the FY 2007 budget. Motion carried.

Moved by Commissioner Caris, supported by Commissioner Paepke to adopt the proposed FY 2006 budget adjustments as presented by the Finance Officer and also allow the Controller/Administrator to adjust lines as needed without changing the total expenditure level in each fund. Motion carried.

Moved by Commissioner Caris, supported by Commissioner Paepke to approve warrant number 092506 in the amount of \$368,084.49. Motion carried.

Moved by Commissioner Caris, supported by Commissioner Petersen to place the September 25, 2006, Finance and Personnel Committee minutes on file. Motion carried.

Kristen Millard informed the board that she would like to seek alternative methods of printing the county directory next year. She will be seeking bids from printers who are willing to sell the ads themselves to cover the cost of printing the directory.

Moved by Commissioner Johansen, supported by Commissioner Petersen to ask the County Controller to draft a Resolution similar to that of Hillsdale County's resolution asking for funding for Personal Protection Orders. Motion carried.

Public comments were offered. Commissioner Retzloff informed the board that he was asked to attend the EMAC Conference in Traverse City next month. Moved by Commissioner Caris, supported by Commissioner Petersen to allow Commissioner Retzloff to attend the EMAC Conference in Traverse City in October. The cost is to be covered by the Board of Commissioners if not by the Homeland Security Grant. Motion carried.

Chairman Carr introduced Jordan Lindsey from Griffith Builders to the Board. Jordan has been in charge of the jail expansion project.

Moved by Commissioner Retzloff, supported by Commissioner Petersen to adjourn at 1:43 p.m. Motion carried.

Kristen Millard, County Clerk

Patrick Q. Carr, Chairman