

**ALGER COUNTY BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

July 15, 2013

Minutes are subject to corrections and approval

Pursuant to recess, the Alger County Board of Commissioners convened in the conference room of the county building at 4:00 p.m. on the above date.

The meeting was called to order by Chairman Doucette with the following Commissioners present: Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Absent ó none.

The board of commissioners said the Pledge of Allegiance.

Public comment session was open. There was no public comment from the floor; thus, the public comment session was closed.

On a motion by Commissioner VanLandschoot and seconded by Commissioner Rondeau to approve the agenda as presented. Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

On a motion by Commissioner Pullen and seconded by Commissioner Mattson to approve the Regular Board of Commissioners minutes of June 17, 2013, the Special Board of Commissioners meeting of June 25, 2013, and the Committee of the Whole minutes of July 8, 2013. Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

Jim Lucas from MSU Extension was unable to attend tonight's meeting. The Agreement for Extension Services provided by Michigan State University and the 2013 Annual Work Plan were presented. There was discussion on the 2013 Annual Work Plan for MSU Extension and that this has to be approved annually. Commissioner Pullen asked if cost allocation should be in there. It was stated that it was the same as last year and that MSU had no problems with paying the cost allocation. On a motion by Commissioner VanLandschoot and seconded by Commissioner Rondeau to authorize the chair to sign the following MSU Extension Annual Work Plan as follows:

EXHIBIT A

Annual Work Plan

A. Specific Contributions by MSUE:

1. 1.0 FTE extension educator whose primary office of operation will be the county Extension office included in assessment.
2. 0.5 FTE 4-H program coordinator(s) included in assessment whose primary office of operation will be the county Extension office.
3. 0.75 FTE clerical position.
4. Administrative oversight included in annual assessment.
5. Access to extension educators with expertise in each of the MSUE Institutes included in annual assessment.
6. Supervision of University provided academic and paraprofessional staff. Supervision of county clerical staff and/or county staff upon request. Supervision is included in the annual assessment.
7. Annual reporting of services provided, audiences served, and impact of programs in the county.

B. Specific Contributions by the County: Please note funding for the below items: office, clerical staff, operational expenses, and assessment fee is taken from the voter approved millage and not from Alger County general fund.

1. Office space for a County Extension office. The office will include space for at least one Extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. Office space will be available for additional MSUE and/or county staff as mutually agreed. The office must have access to high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in appendix A. The office space must be at least comparable to the average office space used by County employees.
2. Clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media.
3. Operating expenses for the office and Personnel.
4. The Assessment Fee of \$33,880.00 and \$35,114.44 for additional personnel, as described above in Section A.

C. Assessment to County:

For the period January 1, 2013 to December 31, 2013, the County shall pay to MSUE \$ 68,994.44, which is the cost of the assessment plus any additional Personnel Costs. Payment will be made the first month of each quarter of the county fiscal year. Payments should be sent to CANR Budget and Finance, 210 Ag Hall, Michigan State University, East Lansing, MI 48824

The individuals signing below each have authority to bind MSU and the County, respectively.

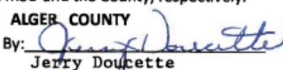
MICHIGAN STATE UNIVERSITY

By: _____

Daniel T. Evon, Director,
Contract & Grant Administration

Its: _____

Date: _____

ALGER COUNTY
By: 
Jerry Doucette

Chairman, Alger County
Its: Board of Commissioners

Date: July 15, 2013

Appendix A
Technical Standards for County Internet Connections

Michigan State University Extension employs the use of technology to meet the ever changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

It is our goal to provide the safest computing environment we can. Besides employing CISSP and Microsoft certified technicians to manage our systems, IT providers who work with us can be assured that best practices are followed in data security at each step.

MSUE does support and encourage the use of technologies that others may not, including social media applications. We view communication with our constituents through channels such as Facebook, Twitter, and Second Life to be critical to our work. However, networks that support our employees are not expected to see traffic from gaming within some of these applications – most notably, services such as “Mafia Wars” or “Farmville”, which can be resource intensive. MSUE staff and others can refer to the standing Social Media Policy for more details.

The easiest way to allow access to necessary applications needed by Extension personnel is to allow the full MSU Internet Protocol Range access to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. The MSU-owned ranges are:

NetRange	35.8.0.0 - 35.10.255.255
CIDR	35.10.0.0/16 35.8.0.0/15

If you would like to narrow the scope further for additional protection, the addresses that will need to be allowable include:

35.9.160.36 (1935,443) (authentication)
35.8.201.221 (10020) (ProofPoint)
35.9.83.132 (all) (vpn.msu.edu)
35.9.121.194 (443) (SharePoint)
35.9.121.211 & 212 (443) (Exchange)
35.8.10.135 (adobe connect)

The following clients are necessary on all computers – Outlook (preferably 2010, MSUE provides Office 2010 licensing), Lync 2010 Client, SAP client, VPN client. (IE 7.0 or higher)

Some configuration changes are necessary to support services such as SharePoint, including modifications to Internet Explorer. These can always be found on the ANR Technology web site.

Questions may be directed to support@anr.msu.edu, where they will be routed to the best person to assist you.

Appendix B
Specification of the Allocation of Costs

Annual assessment funds will cover

- salary and fringe for 4-H Coordinator
- travel required by academic educator and/or paraprofessional staff, including the 4-H Coordinators
- computer
- cell phone costs
- expenses associated with programmatic work

County will be expected to provide

- office space
- utilities for office space
- at least one landline for phone service
- high speed internet access
- any computer needs of the clerical staff
- any travel the clerical staff may need to carry out as part of their work assignment
- other expenses associated with direct constituent service requests

Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

There was discussion on the insurance buyout for the elected officials (Prosecutor, Sheriff, Clerk/Register, and Treasurer) and the two appointed employees (Lynne Maki and Terry McLaren) and that there was never discussion on the adjustment for the amounts. The Sheriff's Department received \$6,019.66 in 2013; will receive an additional \$300 in 2014; and will receive an additional \$300 in 2015. It was stated that this is for everyone to be equal. On a motion by Commissioner Pullen and seconded by Commissioner Mattson to adjust the amount in 2013 to \$6,019.66, an additional \$300 in 2014, and an additional \$300 in 2015. Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

On a motion by Commissioner VanLandschoot and seconded by Commissioner Mattson to appoint Herb Brown to the Alger County Construction Board of Appeals for a two-year term. Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

On a motion by Commissioner Pullen and seconded by Commissioner Mattson to authorize Joe Cilc to charge \$250 for a variance fee for the Alger County Construction Board of Appeals. This cost is to cover all costs involved in the appeal. Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

There was discussion on removing ALTRAN from the county's insurance as of 9/1/2013. Commissioner Doucette said that he called Rochelle Cotey about this and asked her to be here. He stated that there was a one year grace period with BCBS (Blue Cross Blue Shield). The clerk stated that the county did not have to remove ALTRAN from the insurance because BCBS said that they had to consider the county as a small group from last year's census. Rochelle stated that they would have to come off of the county's insurance by August 2014. Commissioner Pullen wanted to make sure that the county would still receive the fixed premium. It was discussed that they would. It was also stated that when speaking with Ron last Wednesday, he said that there is a 6% increase in the rates for next year. Commissioner Pullen wondered how this would affect Rochelle next year. Commissioner Doucette said that it would give her time to look at other options. Rochelle said that they have a different policy than what the county has and that she is meeting with Ron on Thursday. She said that they would go with the cheapest option that they can. She said that if they have to change they will change and not be a part of the county. She said that they might just buyout the employees and they will have to go to the exchange to get their own insurance. There was no action taken to remove ALTRAN from under the county's insurance and this will be dealt with next year.

On a motion by Commissioner Mattson and seconded by Commissioner VanLandschoot to authorize the clerk to ask MERS (Michigan Employees' Retirement System) to use blended rates for 2014 for the Sheriff's Union Divisions #02 and #20 and for the Court Staff Divisions #12 and 17. Motion carried by the following vote: Ayes 6 Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays 0 none. Absent 0 none.

On a motion by Commissioner Pullen and seconded by Commissioner VanLandschoot to authorize UPCAP (Upper Peninsula Commission for Area Progress) to submit the UPAAA (Upper Peninsula Area Agency on Aging) 2014-2016 Multi-Year Plan for services to Upper Peninsula Older Adults to the Michigan Office of Services to the Aging (OSA). See the following resolution to support the plan:

RESOLUTION

**U.P. AREA AGENCY ON AGING
2014-2016 MULTI-YEAR PLAN FOR SERVICES TO THE ELDERLY**

WHEREAS UPCAP, which serves as the U.P. Area Agency on Aging, is required to develop a Multi-Year (FY 2014-2016) Area Plan that provides development and funding for programs to serve older adults in the Upper Peninsula; and

WHEREAS, during the Multi-Year Area Plan development process, UPCAP conducted needs surveys, two input sessions, two public hearings, and received input from service providers, older adults, county officials, human services organizations, and other interested parties; and

WHEREAS, each U.P. county is represented by a county official on the UPCAP Board of Directors; and

WHEREAS, the UPCAP Board of Directors has unanimously approved the proposed Multi-Year Area Plan; and

WHEREAS, the AAA Multi-Year Plan also requires review by individual county boards.

THEREFORE, BE IT RESOLVED that the Alger County Board of Commissioners has received and hereby supports the U.P. Area Agency on Aging Multi-Year (FY2014-2016) Area Plan.

BE IT FURTHER RESOLVED that this resolution be submitted to UPCAP and placed on file.

Authorized Signatory 
(Name/Title of County Official)

Motion carried by the following vote: Ayes 6 Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays 0 none. Absent 0 none.

On a motion by Commissioner Pullen and seconded by Commissioner VanLandschoot to authorize Probate Court to purchase a HP ProBook 15.6" LED Notebook, a carrying case, and Microsoft Office 2013 in the amount of \$835.96. One-half of the monies are to come from the basic grant (Diversion Officer Grant) and the other one-half of the monies are to either come from Probate Court or the Probate Child Care Fund. Terry McLaren is checking on which one it is to be taken from. Motion carried by the following vote: Ayes 6 Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays 0 none. Absent 0 none.

There was discussion on the Court Staff Union Contract and some of the necessary changes from Laurie Pine. On a motion by Commissioner Mattson and seconded by Commissioner VanLandschoot to approve the 42 page Court Staff Contract (Alger County Board of Commissioners and 11th Circuit Judge and court staff employees AFSCME; Alger County Board of Commissioners and Alger County Probate/Family Court Judge and court staff employees AFSCME; Alger County Board of Commissioners and Alger County District Court Judge and court staff employees-AFSCME; and the Alger County Board of Commissioners and Alger County Prosecuting Attorney and court staff employees-AFSCME) with an effective date of 1/1/2013 and an expiration date of 12/31/2014. Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, VanLandschoot and Doucette. Nays ó Commissioner Rondeau. Absent ó none.

On a motion by Commissioner Pullen and seconded by Commissioner Mattson to authorize payment for the MAC (Michigan Association of Counties) dues in the amount of \$4,959.45. Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

Old business was next. There was none.

On a motion by Commissioner Pullen and seconded by Commissioner VanLandschoot to authorize payment to Pathways for their mental health appropriation for the quarter from April 1, 2013 ó June 30, 2013 and for the quarter from July 1, 2013 ó September 30, 2013 in the amount of \$16,610 (which is \$8,305 quarterly). Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

On a motion by Commissioner VanLandschoot and seconded by Commissioner Mattson to approve payment of all of the board bills. It is noted that the bill to NAPA in the amount of \$16.22 was for a lawnmower belt. Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

On a motion by Commissioner Pullen and seconded by Commissioner Rondeau to approve the financial reports for all funds. A full 30-page report is available upon request with the treasurer. Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

On a motion by Commissioner Pullen and seconded by Commissioner Mattson to authorize the treasurer to amend the revenues in general fund miscellaneous revenue budget (101-000-677.000) in the amount of \$4,512.06. Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

On a motion by Commissioner Pullen and seconded by Commissioner VanLandschoot to authorize the clerk to amend the expenditures in the attorneys/consultants budget (101-135-969.000) in the amount of \$4,512.06. Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

There were no miscellaneous items.

There were no resolutions.

Committee reports were next. Commissioner Rondeau discussed a meeting with Glenn Marshall and having a meeting with vets on August 28th, 29th or 30th regarding the VeteransøFund. There was some discussion for the meetings and how much money they need. There was also discussion on providing rides to vets through ALTRAN. Commissioner VanLandschoot said that he will confirm with Amy Lerlie of AMCAB for her to be here for the September 9th meeting for an update on AMCAB. Commissioner Doucette discussed the MAC (Michigan Association of Counties) Regional Summits on August 5th and 6th.

Correspondence was read from the State Court Administrative Office, a public notice from the DEQ, a public notice from the Department of the Army Corps of Engineers, and from MAC (Michigan Association of Counties). The correspondence will be placed in the file.

Board comments were next. Commissioner Pullen discussed minutes from March 27th and May 20th regarding the health insurance for appointed employees. She stated that the only employees to receive a fully paid health insurance after retirement instead of one-half of a single subscriber rate of health insurance were Terry McLaren, Ginny Marshall and Laurie Pine. She said that she went through and found where Laurie Pineø had been taken back. Her concern is, are they considering Lynne Maki as an appointed employee and if so, they need to make it clear that she is not included in the same group as Terry. She said the way the minutes read, they messed up and need to go back and does not want to include Lynne Maki with the same type of benefits that Terry receives. The clerk explained what was passed with the health insurance back in March and May. Commissioner Pullen is to put together a plan for the board to know what was intended by the board. Commissioner Pullen wanted to know if they were going to continue with a fully paid health insurance with Lynne instead of one-half of a single subscriber rate. It was discussed that she was promised in the past that she receive a one-half of a single subscriber rate. This was discussed at length. Commissioner Pullen stated that she did not want any

misunderstandings the way Laurie had. She said as far as she is concerned, Lynne has the one-half of a single subscriber rate. It is to be discussed with Lynne, clarified and put on the agenda to fix the problem. Commissioner Doucette discussed having correspondence with the Police Union about the pending grievance and that they would like to come and talk to the board at the July 31st special board meeting. He said that he would like permission to extend the grievance so that Emil Kezerle from POAM (Police Officers Association of Michigan) can come in compliance with the grievance. There was discussion on this and that the board agreed to extend the time limits. There were no other board comments.

Staff comments were next. The Sheriff said that he would like a law enforcement meeting before the next board meeting. This is scheduled for August 7, 2013 at 9:00 a.m. There were no other staff comments.

Public comment session was open. There was no public comment from the floor; thus, the public comment session was closed.

It was moved by Commissioner VanLandschoot and seconded by Commissioner Rondeau to adjourn the meeting at 4:57 p.m. Motion carried by the following vote: Ayes ó Commissioners Mattson, Pullen, Rondeau, VanLandschoot and Doucette. Nays ó none. Absent ó none.

Jerry Doucette, Chairman
Alger County Board of Commissioners

Mary Ann Froberg
Alger County Clerk