

**ALGER COUNTY BOARD OF COMMISSIONERS  
COMMITTEE OF THE WHOLE MEETING**

**December 12, 2016**

**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 – none.

The board of commissioners said the Pledge of Allegiance.

Public comment session was open. Renee Bowerman and Terry Lovegrove with Hiawatha Telephone Company (HTC) were present with three quotes for a new phone system. Currently, Alger County pays \$993 for phone services. HTC would have to host voicemail. The new phone system is \$27,001.25 in installation, materials, and labor. Commissioner Doucette questioned having a trunk line. Renee explained the system can be customized by each individual phone. There could be up to nine phone numbers that are not currently used. Up to 23 lines can call out, but 911 Emergency services are never a part of the limit. Replacement equipment would have to be purchased as it is not included. The 411 model phone can have up to 12 lines simultaneously. These phones are web based, so calls can be logged, and reports can be accessed online. Renee also quoted their internet system. Currently Alger County has 33 lines between the Courthouse and the Sheriff's Department which could be monitored to verify that the current number of phone lines is necessary. HTC is available on the weekends if there is outage or a problem with service. There was no further public comment; thus, the public comment was closed.

The agenda was presented.

It was moved by Commissioner VanLandschoot and seconded by Commissioner Mattson to authorize Terry McLaren and Lynne Maki with a raise of 4% for 2017.

It was moved by Commissioner Mattson and seconded by Commissioner VanLandschoot to authorize the insurance buyout for elected and appointed officials in the amount of \$7,119.66 for 2017. Motion carried by the following vote: Ayes – Commissioners Mattson, Pullen, Rondeau, VanLandschoot, and Doucette. Nays – none. Absent – None.

It was moved by Commissioner Pullen and seconded by Commissioner Rondeau to authorize the purchase of prisoner vests from Less Lethal, LLC in the amount of \$2,600 and a safety chair from Jatal, Inc. in the amount of \$2,092. The monies are to come from the jail budget. Motion carried by the following vote: Ayes – Commissioners Mattson, Pullen, Rondeau, VanLandschoot, and Doucette. Nays – none. Absent – None. These monies will be reimbursed from a MCWCF (Michigan Counties Workers Compensation Fund) grant.

Sgt. Waldron has been working with Michigan State Police Trooper, Clint Michelin. The LiveScan system the Sheriff's Department is requesting to purchase is the same system the Michigan State Police use. The purchase of this LiveScan system will be 100% reimbursed by the State of Michigan. It was moved by Commissioner Pullen and seconded by Commissioner Mattson to authorize the purchase of LiveScan in the amount \$15,495. The monies are to be reimbursed by the State of Michigan. The monies are to come from the jail budget - livescan. Motion carried by the following vote: Ayes – Commissioners Mattson, Pullen, Rondeau, VanLandschoot, and Doucette. Nays – none. Absent – None. Undersheriff Brock thanked Sgt. Peters, Sgt. Webber, and Lt. Waldron for helping write grants to secure funding reimbursements.

It was moved by Commissioner VanLandschoot and seconded by Commissioner Mattson to authorize the Cost of Living adjustment (COLA) for three retirees (Joan Pelletier \$109.02, Ethel Holmquist \$101.90, and Vivian Rousseau \$249.97) in the total amount of \$460.89. Motion carried by the following vote: Ayes – Commissioners Mattson, Pullen, Rondeau, VanLandschoot, and Doucette. Nays – none. Absent – None.

Commissioner Rondeau contacted Mr. and Mrs. Groulx regarding their recent denial for a building permit. The Board of Appeals issue will be further researched and the Alger County Building Codes Inspector will attend next week's board meeting.

It was the consensus of the board to appoint Todd Brock to UP 911 Authority. This item will be moved to the consent agenda.

Undersheriff Brock explained that there is mold in the old bathroom at the jail/ new Polycor room. Murray Donnelly does not have the time to take on this project and the Undersheriff has said this is a time sensitive matter. Treasurer Pamela Johnson suggested that the payments come from Capitol Improvements to stay consistent among departments. Sgt. Peters will get cost estimates for this project.

The airport was discussed and it is unknown if the airport building has been closed. The lights and cones are still out, which Commissioner Rondeau said he would pick up, but he needs to know if the electricity should be shut off beforehand.

Undersheriff Brock would like to bid out the old meal car and Dodge Charger. It was discussed that the tractor and truck at the airport should be sold as well. Commissioner Rondeau was told Marquette gets a fee for mined material, but Alger County receives nothing for their timber. There was discussion regarding the usage and wear on the roads.

Commissioner Pullen would like more information regarding the MERS Retiree Health Funding Vehicle. Tammy Marier will be contacted about appearing at the January 2017 board meeting to answer questions. A subcommittee of the insurance committee will review OPEB (Other Post-Employment Benefits) and pension funding.

Commissioner Doucette would like to add more programs that help employees save more money. It was the consensus of the board to approve the MERS 457(b) program. This item will be moved to the consent agenda.

It was the consensus of the board to approve MERS Service Credit Purchase.

There was discussion on the Language Access Plan (LAP) and as long as Alger County is receiving federal funds, the Language Access Plan (LAP) is required. It was the consensus of board to approve the following Language Access Plan (LAP) for Limited English Proficiency Persons and Four Factor Analysis:

**LANGUAGE ACCESS PLAN (LAP)  
FOR LIMITED ENGLISH PROFICIENCY PERSONS  
and  
FOUR-FACTOR ANALYSIS  
FOR THE COUNTY OF ALGER  
ALGER COUNTY COURTHOUSE**

DATE IMPLEMENTED:

12/19/16

*NOTE: Maintained for the record of compliance with civil rights per USDA Rural Development requirement.*

**PURPOSE:**

In compliance with Executive Order 13166 “Improving Access to Services for Persons with Limited English Proficiency” directs each Federal agency that is subject to Title VI to publish guidance for its respective recipients clarifying this obligation.

The ALGER COUNTY COURTHOUSE has developed the following Language Access Plan (LAP)/Four Factor Analysis for Limited English Proficiency (LEP) persons.

**HISTORY:**

Title VI of the Civil Rights Act of 1964 is the federal law which protects individuals from discrimination on the basis of their race, color, or national origin in programs that receive federal financial assistance. In certain situations, failure to ensure that persons who have limited English proficiency can effectively participate in, or benefit from, federally assisted programs may violate Title VI’s prohibition against national origin discrimination. Executive Order 13166 applies to all federal agencies and all programs and operations of entities that receive funding from the federal government, including state agencies, local agencies, governments, private and non-profit entities, and sub recipients.

Persons who, as a result of national origin, do not speak English as their primary language and who have limited ability to speak, read, writes, or understand English may be entitled to language assistance under Title VI in order to receive a particular service, benefit, or encounter.

**FOUR FACTOR ANALYSIS: ALGER COUNTY COURTHOUSE**

The following analysis will serve as the guide for determining which language assistance measures the ALGER COUNTY COURTHOUSE will undertake to guarantee access to the USDA Rural Development programs by LEP persons.

**1) Number of proportion of LEP persons served or encountered in the eligible service population.**

a) *Alger County communities served is all townships, cities and villages.*

b) According to the census track located at the following website:

<http://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml>

*Summary of persons who speak English at home or other language.  
94.8% of residents of Alger County speak English at home*

1.7% of residents speak Spanish at home (61% speak English very well, 23% speak English well, 16% speak English not well)  
1.2% of residents speak other Indo-European language  
0.1% of residents speak Asian or Pacific Island language at home  
2.3% of residents speak other language at home (80% speak English very well, 18% speak English well, 2% speak English not well).

If person needs help with other spoken languages:

- a. Use of cell phone app for translation is available.
- b. Deaf-mute is a term which was used historically to identify a person who was either deaf using a sign language or both deaf and could not speak – such translation has been useful in many cases in Alger County.

**2) The frequency with which the LEP persons come into contact with staff/employees through the programs offered.**

a) The frequency with LEP persons needing such service is very rare.

**3) The nature and importance of the program, activity, or service provided by the program to the LEP community.**

- a) Given the majority of the population that only speaks English, Alger County does not have a designated LEP leader in the community to provide outreach to LEP individuals.
- b) Ensure information is provided (notice is posted that LEP assistance is available upon request) so that LEP persons may seek appropriate assistance.

**4) The resources available and costs to the recipient.**

- a) [www.Free-translator.com](http://www.Free-translator.com)  
[www.freetranslatin.com](http://www.freetranslatin.com)
- b) Northern Michigan University  
1401 Presque Isle Ave.  
Marquette, Michigan 49855  
906-227-1000
- c) [www.googletranslator.com](http://www.googletranslator.com) (free)
- d) App. For iphone

Given our completed analysis, the limited LAP measures we have identified are reasonable and appropriate given the resources available in our service area to serve LEP persons.

**CERTIFICATION OF LANGUAGE ACCESS PLAN:**

As a result of the preceding FOUR-FACTOR ANALYSIS, the Alger County Board of Commissioners has identified the following types of language assistance to be provided on an as-needed basis by the Alger County Courthouse throughout the implementation of federally funded programs.

If other populations of LEP persons are identified in the future, we will consider additional measures and make every effort to serve the language access needs of those persons.

**DATE ADOPTED:** December 19, 2016

**AUTHORIZED PERSON/TITLE:** \_\_\_\_\_  
Jerry Doucette, Chairman

**DATE:** December 19, 2016

**ATTEST:** \_\_\_\_\_  
Mary Ann Froberg, Clerk

**DATE:** December 19, 2016

This item will be moved to the consent agenda.

Commissioner Doucette attended a City Council meeting and said that the City of Munising needs to help Alger County with Brownfield reimbursements. The money in the Brownfield Authority goes to help revitalize the entire community. Commissioner Doucette said the Brownfield Authority board is still working with local developers to fix and upgrade properties in Alger County. Commissioner Doucette explained that the Brownfield board requires various members from the entire county. There is a public hearing for a Brownfield for the Roam Inn scheduled for December 19, 2016 at 4:00 p.m. before the regular board of commissioner's meeting.

There were no cost savings ideas or revenue sources.

There was no old business.

There were no appropriations.

It was the consensus of the board to approve payment of all board bills as recommended by the audit committee.

This item will be moved to the consent agenda.

It was the consensus of the board to approve the financial reports for all funds. A full 30-page report is available upon request with the treasurer. This item will be moved to the consent agenda.

It was the consensus of the board to authorize the treasurer to amend the revenue in Transfer in Non-Bond DHS in the amount of \$27,321.96. This item will be moved to the consent agenda.

It was the consensus of the board to authorize the treasurer to amend the revenue in Transfer in Foreclosure in the amount of \$8,175.12. This item will be moved to the consent agenda.

It was the consensus of the board to authorize the clerk to amend the following expenditures in the general fund budgets:

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~~Authorize the clerk to amend the following expenditures in the general fund budgets:~~

Board of Commissioners	\$ 4,441.92
Elections	\$ 561.70
County Treasurer	\$ 8,175.12
Building & Grounds	\$16,526.96
Duplicating Account	\$ 445.27
Sheriff's Department	<u>\$ 5,346.11</u>
Total	\$35,497.08

This item will be moved to the consent agenda.

There were no miscellaneous financial matters.

There were no resolutions

Committee reports were next. Commissioner VanLandschoot discussed CAAM (Community Action Alger Marquette) and will have more news at the next board meeting. Commissioner Mattson explained that he spoke with members of the Schoolcraft County Board of Commissioners, as well as Judge Luoma and Karen Bahrman regarding the public defender position. He said that revenue budget projects are looking good but it may be too soon to predict expenditures. Commissioner Rondeau said that he would like to see how to get the Alger County Road Commission to better serve the entire county. Commissioner Mattson noted that the Brownfield Authority had its projects mapped and charted showing the distribution of funding. Commissioner Doucette explained that the township millages help pave and add new roads and that the grading of existing roads is considered maintenance. The issue of districting the road commission was discussed. Commissioner Doucette said that he would like to see all the townships more involved in the county projects as a whole. The new GIS system should help integrate information from the townships. Commissioner Doucette explained that a member of NACo's (National Association of Counties) staff has tried to reach out to President Trump's transition team, and they are getting mixed signals. Programs are being introduced to educate committees how to work together in a nonpartisan manner. He said that funding for the tax breaks of larger corporations could be funded by eliminating tax exempt bonds, DHHS (Department of Health and Human Services) funding, and HUD (Housing and Urban Development) funding. The elimination of Medicare benefit funding for incarcerated persons will be on the agenda in the coming year. Commissioner Doucette is going to take up the issue of vehicle service rotation with the sheriff's department in 2017. Commissioner Rondeau said the monies owed to counties by the state and federal government is out of control. Commissioner Doucette said the "Dark Store" issue is back on the agenda and is receiving national attention. Commissioner Doucette also said that he has been appointed to the NACo board.

Correspondence was briefly read from Michigan Counties Workers' Compensation Fund (MCWCF) regarding an \$11,603 reimbursement; ABILITA regarding a Telecom Report; the State of Michigan Department of Environmental Quality regarding County Solid Waste Management Plan; and from CompOne regarding the MCWCF merger.

Board comments were next. Commissioner Doucette explained that soon, all salaried employees may have to be given benefits. Commissioner Rondeau noted the issues with the Veterans Administration continue because of bureaucracy. Commissioner Doucette said contracts with townships to fund law enforcements on a local level are being discussed.

Staff comments were next. There were none.

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

The Chairman adjourned this meeting at 7:15 p.m.

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Jerry Doucette, Chairman  
Alger County Board of Commissioners

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Mary Ann Froberg  
Alger County Clerk