COUNTY SERVICES COMMITTEE
November 5, 2019
Minutes

Members Present: Celentino, Grebner, Koenig (arrived at 6:05 p.m.), Maiville, Naeyaert, Sebolt, and Stivers

Members Absent: None

Others Present: Register of Deeds Derrick Quinney, Tim Dolehanty, Matt Nordfjord, Deb Fett, Trisha Gerring, George Strander, Alan Fox, Sue Graham, Tim Morgan, Joan Clous, Debbie Edokpolo, Jason Barley, Jeff Donahue, Becky Bennett, Ryan Buck, and others

The meeting was called to order by Chairperson Celentino at 6:00 p.m. in Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the October 15, 2019 Meeting Minutes

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE OCTOBER 15, 2019 COUNTY SERVICES COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

Additions to the Agenda

10. Circuit Court – Resolution to Reorganize the Circuit Court Clerk’s Office

Substitute –

3. Facilities Department
   b. Resolution to Authorize an Agreement with Laux Construction LLC for the Renovations at New Hope Community Center and the Health Department’s Administration

Limited Public Comment

None.

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. NAeyaert, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

1. Treasurer’s Office – Resolution to Provide Funding for Low Income Tax Preparation

3. **Facilities Department**
   a. Resolution to Authorize an Agreement with Myers Plumbing for the Replacement of the Humidification System at the Grady Porter Building and Veterans Memorial Courthouse
   b. Resolution to Authorize an Agreement with Laux Construction LLC for the Renovations at New Hope Community Center and the Health Department’s Administration

4. **Innovation and Technology Department**
   a. Resolution to Approve Renewal of Support from Core Technology
   b. Resolution to Approve Renewal of Training from ITProTV
   c. Resolution to Approve the Renewal of the VmWare Support Agreement from CDWG

7. **Road Department**
   a. Resolution to Authorize the Purchase of Single Tungsten Carbide Inserted Grader Blades, Wing Plow Blades and Wing Plow Shoes
   b. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department

9. **Human Resources Department**
   a. Resolution to Authorize Purchase of Neogov HRIS Software Products and Related Services

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

5. **Parks Department** – Resolution to Authorize a New Park Ranger Position

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. NAEYAERT, TO APPROVE THE RESOLUTION TO AUTHORIZE A NEW PARK RANGER POSITION.

Chairperson Celentino stated that Tim Morgan, Parks Department Director, was present at the meeting, this evening.

Commissioner Grebner stated that this position would be funded by Trails and Parks Millage monies. He further stated that it was the intent of the people who put forth the language for the millage that it would be proper that expansions in the Parks Department would be funded by the millage.

Commissioner Koenig arrived at 6:05 p.m.
Tim Morgan, Parks Department Director, stated that the Human Services Committee approved the resolution, last night.

Commissioner Stivers stated that this position would oversee some of the trails that were connected to the parks, which would address those who believed that this position was not trails-relevant.

Commissioner Grebner stated that the County’s tax base had been eroding year after year. He further stated that sometimes the only way to furnish a service would be to get a special millage.

THE MOTION CARRIED UNANIMOUSLY.

6. **Health Department** – Resolution to Convert Medical Assistant Position

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. NAFEY AERT, TO APPROVE THE RESOLUTION TO CONVERT MEDICAL ASSISTANT POSITION.

Commissioner Sebolt disclosed that the position involved was part of the UAW collective bargaining unit, which was affiliated with his day time employer.

THE MOTION CARRIED UNANIMOUSLY.

8. **Controller’s Office**
   a. Notice of Emergency Purchase Order for Accounting and Consulting Services

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. GREBNER, TO APPROVE THE NOTICE OF EMERGENCY PURCHASE ORDER FOR ACCOUNTING AND CONSULTING SERVICES.

Discussion.

Chairperson Celentino stated that there was no resolution, but rather a notice to the Committee.

THE MOTION WAS RETRACTED.

8. **Controller’s Office**
   b. Resolution to Authorize Accounting and Consulting Services Agreement
   c. Authorization to Start a Managerial Employee above Step 2

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION TO AUTHORIZE ACCOUNTING AND CONSULTING SERVICES AGREEMENT AND AUTHORIZATION TO START A MANAGERIAL EMPLOYEE ABOVE STEP 2.

Commissioner Sebolt asked how long Ms. Rhode would be relied on for services.
Tim Dolehanty, Controller/Administrator, stated that she would work no more than 29 hours per week. He further stated that as 2020 progressed, she would be utilized less and less.

Commissioner Grebner stated that the Financial Services Department was in turmoil. He further stated that the Board chose not to contract with Ms. Rhode beyond her retirement originally. Commissioner Grebner stated that the most recent Financial Services Director is no longer there and there were other departures as well.

Mr. Dolehanty stated that he was hopeful that the audit would be filed timely.

Discussion.

Commissioner Grebner stated that Ms. Rhode did work for the Land Bank as well. He further stated that he did not know if this would get us out of trouble, however if management believed so, he was forgiving.

Commissioner Koenig asked how much we were going to pay Ms. Rhode the first time.

Mr. Dolehanty stated that approximately $30,000.

Commissioner Koenig stated that this was a good move.

Commissioner Maiville asked if there were any conflicts with this contract and the Land Bank contract.

Mr. Dolehanty answered that he did not think so.

Commissioner Naeyaert stated that she hoped this worked, so that they could avoid material issues in the future. She further stated that Ms. Rhode’s contribution needed to be comprehensive, so others may learn.

Commissioner Grebner stated that the direction at the Land Bank was to integrate with the County, so they were basically the same team.

THE MOTION CARRIED UNANIMOUSLY.

10. Circuit Court – Resolution to Reorganize the Circuit Court Clerk’s Office

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. SEBOLT, TO APPROVE THE RESOLUTION TO REORGANIZE THE CIRCUIT COURT CLERK’S OFFICE.

Commissioner Sebolt disclosed that the positions involved were part of the UAW collective bargaining unit, which was affiliated with his day time employer.
George Strander, Court Administrator, provided an overview of the resolution and accompanying memorandum.

Commissioner Grebner asked if the County Board had been part of the paperless transition.

Mr. Strander stated that it was part of the budget process. He further stated that this resolution was a natural result of the paperless transition.

Commissioner Koenig asked when Ingham County would go to e-filing.

Mr. Strander stated that they part of Phase Six, however he did not know when.

Commissioner Koenig stated that they were fortunately not going first.

THE MOTION CARRIED UNANIMOUSLY.

9. Human Resources Department
   b. Grievance Hearing (Closed Session)

MOVED BY COMM. NAeyaERT, SUPPORTED BY COMM. STIVERS, TO ENTER CLOSED SESSION AT 6:21 P.M. FOR THE PURPOSE OF A GRIEVANCE HEARING PURSUANT TO MCL 15.268(e).

Commissioner Koenig left the meeting at 6:21 p.m.

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE. Absent: Commissioner Koenig.

Commissioner Koenig returned to the meeting at 6:25 p.m.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. KOENIG, TO RETURN TO OPEN SESSION AT 7:20 P.M.

THE MOTION CARRIED UNANIMOUSLY.

COMM. GREBNER, SUPPORTED BY COMM. KOENIG, MOVED THAT THE COMMITTEE GRANT ALTERNATE RELIEF FOR THE GRIEVANCE THAT THE COMMITTEE JUST HEARD AND THAT STAFF BE DIRECTED TO PREPARE NECESSARY DOCUMENTS OR ARRANGEMENTS TO PERMIT PAYMENT AS IF THE GRIEVANT WAS RECLASSIFIED JANUARY 1, 2018.

THE MOTION CARRIED UNANIMOUSLY.

Announcements

Commissioner Koenig announced that those present still had time to get in line and vote.
Public Comment

None.

Adjournment

The meeting was adjourned at 7:22 p.m.

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BARB BYRUM, CLERK OF THE BOARD