

COUNTY SERVICES COMMITTEE
January 16, 2018
Minutes

Members Present: Nolan, Sebolt, Grebner (arrived at 6:02 p.m.), Celentino, Hope, Maiville, and Naeyaert (arrived at 6:01 p.m.)

Members Absent: None

Others Present: County Clerk Barb Byrum, Register of Deeds Derrick Quinney, Treasurer Eric Schertzing, Bill Conklin, Alan Fox, Sally Auer, Mark Ferguson, Bradley Prehn, Bonnie Toskey, Dave Stoker, Teri Morton, Ryan Buck, Becky Bennett, Tim Dolehanty, Liz Noel, and others

The meeting was called to order by Chairperson Nolan 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 December 5, 2017 Minutes

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE DECEMBER 5, 2017 MINUTES OF THE COUNTY SERVICES COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Grebner and Naeyaert

Additions to the Agenda

None.

Substitute –

8. Human Resources Department
 - a. Resolution to Approve a Collective Bargaining Agreement with ICEA-PHN Unit

Commissioner Naeyaert arrived at 6:01 p.m.

Limited Public Comment

Commissioner Grebner arrived at 6:02 p.m.

Bradley Prehn, UAW Chairperson, stated he had attended the meeting in support of the Register of Deeds Office reorganization that had been previously discussed by the Committee.

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

1. Ingham Conservation District – Resolution Authorizing an Agreement with the Ingham Conservation District
2. Register of Deeds – Resolution to Authorize a Reorganization within the Register of Deeds Office
4. Treasurer
 - a. Resolution to Set Policy for Certain Delinquent Tax Payments
5. Facilities Department – Notice of Emergency Purchase Order
6. Road Department
 - c. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department
7. Health Department
 - a. Resolution to Amend Resolution #17-506
 - b. Resolution to Convert Full-Time Dentist Position
 - c. Resolution to Authorize Amendment #1 to the 2017-2018 Comprehensive Agreement with the Michigan Department of Health and Human Services
8. Human Resources Department
 - a. Resolution to Approve a Collective Bargaining Agreement with ICEA-PHN Unit
 - b. Resolution to Authorize Updates to the Trails & Parks Millage Program Coordinator Job Description
9. 9-1-1 Center – Notice of Emergency Purchase Order
11. Board of Commissioners' Office
 - a. Resolution Recognizing Black History/Cultural Diversity Month in Ingham County
 - b. Resolution in Honor of the Holt Lions Club's 50th Anniversary

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

3. County Clerk – Resolution Authorizing Reimbursement of Special Election Expenses

County Clerk Barb Byrum introduced the resolution and provided background information for the request for reimbursement. She stated when she had quoted \$180,000 in costs to put on a County-wide election, she had been thinking about the costs the County would incur.

Clerk Byrum stated she had quoted those costs based on the old election equipment and the costs the vendor had charged the County for programming. She further stated the County was currently programming their elections in-house, and ballot printing and precinct kits were expected to be in that initial cost.

Clerk Byrum stated that municipal clerks would like the Board of Commissioners to consider reimbursing their costs incurred during the November 2017 Election. She further stated that a lot of the costs associated with elections were due to the hiring of election workers.

Clerk Byrum stated that many of the municipalities submitted documentation to support their reimbursement requests, but some did not. She further stated that the cities of Lansing, East Lansing, Leslie, and Williamston had already had an election scheduled in November 2017 regardless of whether the County had put a question on the ballot.

Clerk Byrum stated she had spoken with Lansing City Clerk Chris Swope and he had withdrawn the City of Lansing's request for reimbursement with the condition that the County would not bill them for programming, precinct kits and ballot printing.

Clerk Byrum stated many municipalities did not submit receipts, and the State of Michigan did not collect receipts but encouraged municipalities to keep them on file in case of an audit. She further stated when there was a State Election, municipalities would bill the State all of their expenses and in turn, the State would pay municipalities back.

Clerk Byrum stated the County required receipts to be submitted for a parking charge of \$2.50 in order to be reimbursed. She further stated she thought it would be reasonable for the Board of Commissioners to want proof, and it would follow policy that she had to follow.

Clerk Byrum stated Bunker Hill, Ingham Township, Lansing Township, Leslie Township, Leroy Township, Meridian Township, Onondaga Township, Stockbridge Township, Wheatfield Township, and White Oak Township had not submitted receipts with their reimbursement requests. She further stated that the overall funds left in the Clerk's 2017 Election Supplies Account was a little over \$271,000, so the money was available in 2017, but this decision was a Board of Commissioners decision and she was bringing the information to them.

Commissioner Naeyaert asked if municipal clerks were told to submit receipts with their reimbursement requests.

Clerk Byrum stated municipal clerks were told to submit receipts, as at the top of the form they submitted it stated clerks must submit receipts. She further stated that the form they submitted was something they were used to filling out from the State, it just had the County logo at the top.

Commissioner Naeyaert asked how municipal clerks would provide for receipts for election inspectors.

Clerk Byrum stated that payroll information without Social Security Numbers and dates of birth could have been provided. She further stated Vevay Township had indicated her deputy clerk had worked 98 hours.

Commissioner Naeyaert stated that Vevay Township had not hired any additional staff for the election, and one person took the role that two or three people usually did.

Clerk Byrum stated the Vevay Township Clerk also received a \$500 stipend for the election.

Commissioner Naeyaert asked if the stipend came from the County.

Clerk Byrum stated that was what the Vevay Township Clerk had requested.

Commissioner Naeyaert stated Vevay Township had also received a \$220 stipend from Mason Public Schools for this election as well.

Clerk Byrum stated the school district was holding off on reimbursement, because the municipalities should not be doubly reimbursed and the County was the highest question on the ballot. She further stated that all of the school costs should arguably be absorbed by the County, just like it happens when a lower entity jumped on during a State election.

Commissioner Naeyaert stated the municipalities from her district had requested about \$19,000 in reimbursements, which was not a small amount for those municipalities. She further stated she thought the jurisdictions should get instruction to provide receipts, but she was not sure of those that did submit receipts, how many submitted pay or employee information.

Commissioner Naeyaert stated the municipalities were asked to do something they were not expecting to do, and it cost a lot of money.

Commissioner Sebolt asked if municipalities that had not submitted receipts with their submission had been informed that their submissions had been deficient.

Clerk Byrum stated she did not believe those clerks had been notified, as many had to be contacted to submit a reimbursement request at all.

Commissioner Sebolt asked if any other municipal clerk charged a per diem.

Clerk Byrum stated she was not aware of any other clerk who charged a per diem.

Discussion.

Commissioner Hope asked if the Board of Commissioners were to ask those entities to provide receipts if they were readily available, they could revisit those requests without supporting documentation.

Clerk Byrum stated that was correct, as there was no time in which the Board of Commissioners have to reimburse the municipalities by.

Discussion.

Clerk Byrum stated municipal clerks would probably prefer that reimbursements happen sooner, rather than later.

Commissioner Grebner stated he was really unclear what the County's legal obligation was, and asked if the County was required to reimburse the municipalities for the election.

Clerk Byrum stated there was no requirement for the County to reimburse municipal clerks for their election expenses and she had gotten clarification from the State of Michigan Bureau of Elections about the issue. She further stated municipal clerks had reached out about reimbursement and she had reached out to Becky Bennett, Board of Commissioners Office Director, and had found that the Board of Commissioners had reimbursed municipal clerks for certain election expenses in 2001 when the County had put a question on the ballot.

Discussion.

Commissioner Grebner asked if the municipalities had an enforceable request for the election expenses.

Clerk Byrum stated municipal clerks did not have a legal claim of reimbursement costs.

Commissioners Grebner asked if that applied to municipalities that had nothing on their ballot, other than the County question.

Clerk Byrum stated the County was not required to pay those costs.

Commissioner Celentino asked if Lansing Township, which only had the County question on the ballot in the November Election, had submitted receipts for reimbursement.

Clerk Byrum stated Lansing Township did not, as the documents would have been provided in the packet handed out to the Committee.

Discussion.

Commissioner Hope disclosed that she was married to Evan Hope, Delhi Charter Township Clerk.

MOVED BY COMM. HOPE, SUPPORTED BY COMM. NAEYAERT, TO REIMBURSE IN FULL THE MUNICIPALITIES WHO SUBMITTED RECEIPTS AS REQUESTED, TO NOT REIMBURSE THOSE ENTITIES THAT ALREADY HAD AN ELECTION SCHEDULED, AND FOR THOSE ENTITIES THAT DID NOT SUBMIT DOCUMENTATION THAT A FORM LETTER BE SENT DENYING THEIR REQUEST BUT IF THEY SUBMIT DOCUMENTATION, THEY WOULD REVISIT IT.

Discussion.

Commissioner Maiville asked if the cost of putting on the County question was nothing for cities that already had elections scheduled.

Clerk Byrum stated that the cost of putting on the County question was not nothing, but it had been absorbed by the County Clerk's budget in salary costs.

Commissioner Maiville asked if Mason Public Schools only piggybacked on the election when they had known the County question was going to be on it.

Clerk Byrum stated Commissioner Maiville was correct, and the County's question was higher on the ballot than the Mason Public Schools question. Clerk Byrum stated any added cost from the Mason Public Schools question being added to the ballot was absorbed by the Clerk's salary costs.

Commissioner Grebner stated the Committee's question was not the cost of the County, but municipalities' costs, because the costs to County were already taken care of. He further stated he assumed no additional costs were incurred by those already having an election because it was a one-page ballot, and it was not whether the something was higher or lower on the ballot if there was already an election scheduled for that entity, but it was establishing a policy for the future that other questions that jumped on would be included as part of the reimbursement.

Discussion.

Commissioner Celentino asked if the Board of Commissioners would revisit municipalities' requests if they submitted receipts. He stated he would be more comfortable if Clerk Byrum reviewed receipts when they were submitted and then the municipalities were reimbursed, rather than going through County Services.

Commissioner Hope stated that would be an administrative question to the Clerk's discretion. She further stated her intent was to have the receipts come before the Committee again, to treat all the municipalities the same.

Discussion.

Commissioner Grebner the Board of Commissioners could authorize reimbursement upon submittal of proper documentation. He further stated it might even be appropriate that even if a municipality did not submit receipts, if their costs were proportional to other municipalities, that they still be reimbursed.

Commissioner Naeyaert stated in 2001, the Board of Commissioners approved the election reimbursement then and established a precedent. She further stated she would like there to be a time-certain for the submittal of documentation.

The motion was amended as follows:

MOVED BY COMM. HOPE, SUPPORTED BY COMM. NAEYAERT, TO REIMBURSE IN FULL THE MUNICIPALITIES WHO SUBMITTED RECEIPTS AS REQUESTED, TO NOT REIMBURSE THOSE ENTITIES THAT ALREADY HAD AN ELECTION SCHEDULED, AND FOR THOSE ENTITIES THAT DID NOT SUBMIT DOCUMENTATION THAT A FORM LETTER BE SENT DENYING THEIR REQUEST BUT IF THEY SUBMIT DOCUMENTATION **BY TWO WEEKS**, THEY WOULD REVISIT IT.

This was considered a friendly amendment.

Commissioner Maiville stated the Board of Commissioners had set out knowing they would reimburse for this election, when they asked Clerk Byrum how much the election would cost.

Commissioner Sebolt stated he thought the initial costs cited by Clerk Byrum were for her ability to conduct the election, not for municipal clerks as well. He further stated that there was money available, but he understood it had not been put aside specifically for reimbursement.

Commissioner Maiville stated he did not think it was the Board of Commissioners' idea for the municipalities to absorb the cost of the election.

Discussion.

Chairperson Nolan stated she would like to see a registered letter to those entities like her own.

Commissioner Hope stated she moved to amend the resolution to reimburse municipalities that submitted receipts as requested, to not reimburse the cities that already had elections on the calendar, and to allow those who did not submit documentation to comply which would be reviewed at the Clerk's discretion.

Commissioner Naeyaert stated it should happen by a date certain, perhaps within a month.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. CELENTINO, TO AMEND THE RESOLUTION AS FOLLOWS:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes reimbursement of said expenses **for municipalities other than cities which held City Elections, upon presentation of suitable documentation** ~~presented by the County Clerk~~, to be paid for by the 2017 Election Supplies Account.

The amendment was amended as follows:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes reimbursement of said expenses **for municipalities other than cities which held City Elections, upon presentation of suitable documentation by March 1, 2018,** ~~presented by the County Clerk~~, to be paid for by the 2017 Election Supplies Account.

This was considered a friendly amendment.

Discussion.

THE MOTION TO AMEND THE RESOLUTION CARRIED UNANIMOUSLY.

Commissioner Grebner stated he was surprised that eight months ago when the Board of Commissioners was told they were responsible to pay for the election, he found out they had been wrong. He further stated next time, the Board of Commissioners could know in advance what the County was and was not legally obligated to pay.

THE VOTE TO APPROVE THE AMENDMENTS TO THE RESOLUTION CARRIED UNANIMOUSLY.

4. Treasurer
 - b. Resolution to Provide Funding for Low Income Tax Preparation

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION.

Chairperson Nolan suggested some language changes to the resolution..

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. CELENTINO, TO AMEND THE LANGUAGE AS FOLLOWS:

WHEREAS, these efforts assist ~~the economic condition of low and moderate income citizens~~ and income tax refunds to this group of citizens ~~facilitates~~ **can help** payment of delinquent property taxes owed to Ingham County.

THE MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY.

6. Road Department
 - a. Resolution to Authorize Approval of the Final Plat of Georgetown No. 4

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION.

Chairperson Nolan stated she was concerned about the trees on Cornell Road, as they had been an issue during the first phase of the Georgetown project. .

Bill Conklin, Road Department Director, stated he was not with the County for the Georgetown No. 1 project that had concerned residents. He asked Chairperson Nolan what her concerns were about the Georgetown project.

Chairperson Nolan stated the Board of Commissioners was being asked to approve a plat, and she recalled during the first phase of the Georgetown development, a lot of trees on Cornell Road had been cut down. She further stated Cornell Road was supposed to be a beautiful, natural, scenic road.

Discussion.

Mr. Conklin stated the development had already been built, the resolution was just to approve the streets that were completed. He further stated everything that was going to happen to the trees had already happened.

THE MOTION CARRIED UNANIMOUSLY.

6. Road Department

- b. Resolution to Authorize Three New Positions and Reclassify One Existing Position for the Road Department

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION.

Commissioner Grebner asked if one of the positions in the resolution was the person who would have been the Road Department's secretary if it had a secretary.

Mr. Conklin stated that was correct, that it was a front office clerk, the only clerical person in the department.

Discussion.

Commissioner Grebner stated there was finally more money coming in, so the Road Department was restoring positions it used to have.

Discussion.

THE MOTION CARRIED UNANIMOUSLY.

10. Controller's Office

- a. Resolution to Approve Managerial and Confidential Employee Reclassification Levels

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION.

Commissioner Grebner stated he wanted the Committee to understand that approving this resolution would add \$200,000 in expenditures to the County budget each. He further stated it was important to retain the top-to-top analysis, because over time, positions across the County were reclassified upward.

Discussion.

Commissioner Grebner stated the total employee compensation package was a complex set of numbers, and this resolution was \$200,000 per year, forever. He further stated he was not opposed to the resolution, but the Committee ought to realize the cost and documentation should be prepared so it could be thoughtfully considered.

Commissioner Maiville stated he acknowledged Commissioner Grebner's comments, but the County had gone through a decade of cuts, where job descriptions had changed. He further stated it was a double-edged sword.

Commissioner Nolan stated she echoed Commissioner Grebner's concerns, especially given the amount of pay increases the County had been giving to other employees and unions before them. She further stated that other employees' salaries did not increase for 2019 and 2020, and for that reason she would vote against the resolution.

THE MOTION CARRIED. **Yeas:** Celentino, Grebner, Hope, Sebolt, Maiville, Naeyaert Nolan **Absent:** None **Nays:**

10. Controller's Office

b. Resolution to Authorize an Amendment to the Contract for Legal Services

MOVED BY COMM. SEBOLT. SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION.

Commissioner Sebolt stated he had never had anything but positive experiences with the County Attorneys. He asked when the contract had last been bid.

Tim Dolehanty, Controller, stated it had been way before his time.

Commissioner Grebner stated the legal services contract had never exactly been bid out. He further stated that Peter Cohl had started as a County employee, and then had converted himself to a private firm, and at that time, the County had made an unenforceable deal that Mr. Cohl would charge them less than he should.

Commissioner Grebner stated that deal had continued without change until Matt Meyer was Controller in 2005. He further stated he did not think the contract did not get bid at that time, but it became a different kind of contract, and after Mr. Meyer was no longer the Controller, things were put back they had been previously.

Commissioner Grebner stated the reason the contract had not been bid was that each time the County took it up, the County realized it had a good deal. He further stated if the Board of Commissioners ever wanted to go through the formal process, there was no reason not to, and they could approve the existing contract and then start the bid process, because there was a 90-day out clause in the contract.

Chairperson Nolan stated this contract was the deal of the century. She further stated the Potter Park Zoo had received a bill for something that had not been under contract, and she was amazed that the County Attorney's rate was only \$118 per hour.

Commissioner Sebolt stated he was not unhappy with the legal services, and he was not asking the County to go to bid, he just wanted context.

Discussion.

Chairperson Nolan thanked the County Attorneys.

THE MOTION CARRIED UNANIMOUSLY.

Public Comment

None.

8. Human Resources Department
 - c. Collective Bargaining Update (*Closed Session*)

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. HOPE, AT 6:56 P.M. TO MOVE THE MEETING INTO CLOSED SESSION FOR THE PURPOSE OF DISCUSSING COLLECTIVE BARGAINING.

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE. Absent: None.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. HOPE, AT 7:19 P.M. TO MOVE THE MEETING BACK INTO OPEN SESSION.

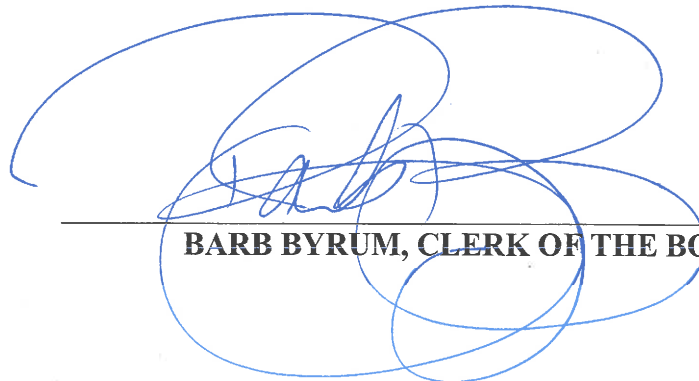
THE MOTION CARRIED UNANIMOUSLY. Absent: None.

Announcements

None.

Adjournment

The meeting was adjourned at 7:19 p.m.



BARB BYRUM, CLERK OF THE BOARD

