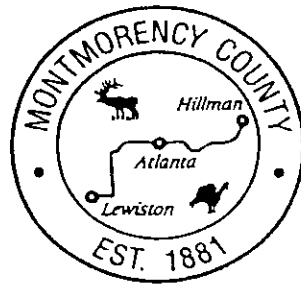


Don Edwards  
Gary Girardin  
Robert Stacey  
Geyer Balog  
James Madison



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[dhubbard@montcounty.org](mailto:dhubbard@montcounty.org)

## Montmorency County Board of Commissioners

### Regular Board Meeting Agenda

January 13, 2022

9:00 a.m.

Boardroom/Courtroom

.....

#### CALL TO ORDER

- Pledge of Allegiance
- Roll Call
- Approval of Agenda
- Approval of minutes from
- Claims and Accounts

*GRANT Prog = LOST \$  
ARPA DUNICATED*

#### PUBLIC COMMENT (Agenda Items Only)

#### TREASURER'S REPORT

#### SHERIFF'S REPORT

#### OLD BUSINESS

- Approval from Circuit Court Budge Appropriation
- Joe Stone clarification
- Clarification on ARPA Hazard Pay- Cheri Eggett
- Stipend for Court Reporter Jodi Gordon

#### NEW BUSINESS

- Montmorency County Hazard Mitigation Plan- Jerry Stanley
- ← • Valley Insurance (45 minutes)- Deb Neilson
- Financial office proposal- Aprille Williamson
- ✓ • Conservation Office-Jim Chapman & *DR. Greg Corace*
- Approval of Friend of Court Contribution
- ✓ • Budget approval for Montmorency County Road Commissioners
- MCSD Proposal- Chad Brown
- Clarification on per diem
- Annual Approval of Stipends- Cheryl Neilsen
- Annual Approval of Court Appopriations-Cheryl Neilsen
- Clerk for employee wage increase- Cheryl Neilsen
- Memo's- Dawn Hubbard
- Renewal with MMMA Request for funding DHD4

STANDING COMMITTEE REPORTS

PUBLIC COMMENT

OTHER

**ADJOURN SUBJECT TO CHAIRMAN**

THIS MEETING IS OPEN TO ALL MEMBERS OF THE PUBLIC UNDER OPEN MEETINGS ACT OF MICHIGAN,  
PURSUANT TO PUBLIC ACT 267 OF 1976

NEXT REGULAR BOARD MEETING WILL BE HELD ON Thursday , January 27, 2022

**PLEASE SILENCE ALL CELL PHONES**

**MONTMORENCY COUNTY BOARD OF COMMISSIONERS  
MEETING HELD JANUARY 13, 2022**

**PRESENT:** Gary Girardin, Robert Stacey, James Madison

**ABSENT/EXCUSED:** Geyer Balog, Don Edwards,

**PLEDGE**

**ADD/DELETIONS:**

Add: Grant Program; Lost Money during COVID

Delete: None

Motion by Madison, seconded by Girardin approving the agenda with the additions. Yeas: 3 Nays: 0 Motion carried.

**MINUTES:**

Motion by Girardin, seconded by Madison approving the organizational meeting minutes of January 5, 2022. Yeas: 3 Nays: 0 Motion carried.

Motion by Girardin, seconded by Madison approving the regular meeting minutes of December 22, 2021. Yeas: 3 Nays: 0 Motion carried.

Motion by Madison, seconded by Girardin approving the closed meeting minutes of December 22, 2021. Yeas: 3 Nays: 0 Motion carried.

**CLAIMS & ACCOUNTS/FINANCE:**

Bills: Regular: \$276,989.95 Desk: \$23,895.35; Total: \$300,885.30. Motion by Girardin, seconded Madison approving payment of bills. Yeas: 3 (Roll call: Girardin, Madison, Stacey) Nays: 0 Motion carried.

**PUBLIC COMMENT:**

None.

**TREASURER REPORT:**

Cheri Eggett present. Topics included: Year end, Winter Taxes, Show cause hearings, ARPA meeting; Finance. Motion by Madison, seconded by Girardin to raise Linsey Rogers wage to \$16.00 per hour effective immediately. Yeas: 3 Nays: 0 Motion carried.

Motion by Stacey, seconded by Girardin to raise Chief Deputy Alysa Looze to \$17.00 per hour effective immediately. Yeas: 3 Nays: 0 Motion carried.

**SHERIFF REPORT:**

Sheriff Brown present. Inmate count at 11. Topics included: First Responder Grant for recruit, retention, and training; sign on bonus; vehicle bids.

**OLD BUSINESS:**

**BUDGET APPROPRIATIONS:** Motion by Girardin, seconded by Madison approving annual appropriations for 26<sup>th</sup> Circuit Court \$86,335.41; Friend of the Court \$11,856.00; Juvenile Division \$17,748.57. Yeas: 3 (Roll call: Madison, Stacey, Girardin) Nays: 0 Motion carried.

**BUILDING DEPARTMENT/JOE STONE CLARIFICATION:** Motion by Madison, seconded by Girardin accepting Employee Status Agreement for Joe Stone. Discussion. Motion tabled due to MERS and longevity.

ARPA HAZARD PAY CLARIFICATION: Discussion and clarification on a previous motion that passed for a hazard pay bonus for ARPA eligible persons at the December 22, 2021, meeting. Motion by Stacey, seconded by Girardin to rescind the 12/22/21 motion adopting ARPA pay. Yeas: 3 Nays: 0 Motion carried.

Motion by Stacey, seconded by Madison that all non-union employees currently on the payroll as of January 13, 2022, who have worked a minimum of 40 hours be given a \$2000.00 premium pay allotment from the ARPA funds. Distribution to be included in pay period ending 1/22/2022. All elected officials to include the Board of Commissioners and the Budget Director be given a \$2000.00 2021 year-end bonus using General Fund monies made available through the DTRF. Distribution to be included in pay period ending 1/22/2022. Individuals receiving this bonus must be current employees. Yeas: 3 (Roll call: Girardin, Madison, Stacey) Nays: 0 Motion carried.

STIPEND FOR COURT REPORTER JODI GORDON: Motion by Stacey, seconded by Girardin approving a \$8000.00 stipend to Jodi Gordon for court reporter. Yeas: 3 Nays: 0 Motion carried.

Motion by Stacey, seconded by Girardin reimbursing Judge Greene \$35 p/quarter and Jodi Gordon \$20 p/quarter for phones. Yeas: 3 Nays: 0 Motion carried.

COVID PROGRAM: Discussion on continuing with COVID pay into 2022. Motion by Girardin, seconded by Madison to extend the COVID leave policy from 4/14/2021 meeting for year 2022. Yeas: 3 Nays: 0 Motion carried.

**NEW BUSINESS:**

HAZARD MITIGATION PLAN-JERRY STANLEY: Mr. Stanley appeared via zoom. He submitted the plan to the board for their review. Tabled to 1/27/2022 for submission of a resolution.

FINANCIAL OFFICE PROPOSAL-APRILLE WILLIAMSON: Personnel committee met with Aprille Williamson. Resolution presented for a County Controller.

RESOLUTION 2022-01

ESTABLISH THE OFFICE AND DUTIES OF COUNTY CONTROLLER Motion Girardin/Madison Discussion. Yeas: 3 (Roll call: Madison, Stacey, Girardin) Nays: 0 Resolution passed.

10:07 A.M. Break

10:16 A.M. Back in session.

CONSERVATION OFFICE-JIM CHAPMAN: Vice Chair Jim Chapman and Dr. Greg Corace present. Topics including current staffing, Forestry assistance program, office space in Alpena, current board members (Nico Tucker representing Montmorency Co), and where money comes from to support. Requested to do a future presentation on Feb. 10<sup>th</sup>.

ROAD COMMISSION BUDGET: Motion by Stacey, seconded by Girardin approving the Road Commission Budget for 2022. Yeas: 3 Nays: 0 Motion carried.

MCSD PROPOSAL FOR CARS: 2 bids for cars received. Lynch, Dean Arbor and Signature. Recommended by Undersheriff to go with lowest bid. Motion by Girardin, seconded by Madison authorizing purchase of 2 new cars from Signature Ford at a cost of \$76,618.00 for the two. Yeas: 3 Nays: 0 Motion carried.

PER DIEM CLARIFICATION: Motion by Stacey, seconded by Madison that per diems be paid per number of meetings but not to exceed the daily per diem of \$100.00. Yeas: 3 Nays: 0 Motion carried.

STIPENDS FOR 2022: Motion by Stacey, seconded by Girardin approving 911, Foreclosure/PRA, Law Library, Magistrate, Prosecutor/Mers, Remon, Veterans Court Admin., Deputy Magistrate and ARPA/Treasurer stipend for 2022. Yeas: 3 (Roll call: Stacey, Girardin, Madison) Nays: 0 Motion carried.

COUNTY CLERK EMPLOYEE WAGE INCREASE: Clerk Neilsen present. Motion by Stacey, seconded by Girardin approving a wage increase of \$16.75 effective 1/1/2022 for Lori Curwin. Yeas: 3 Nays: 0 Motion carried.

MEMO'S: Discussion on purpose of memos. Motion by Stacey, seconded by Madison since minutes are a legal binding document no follow up documents will be issued or make records effective immediately. Yeas: 3 Nays: 0 Motion carried.

MMMA REQUEST FOR FUNDING DHD4: Motion by Girardin, seconded by Madison authorizing grant application for the Medical Marihuana Operation and Oversight Grant. Yeas: 3 Nays: 0 Motion carried.

**OTHER:**

LIBRARY BOARD APPT: Motion by Stacey, seconded by Girardin approving Diane Tokarski to the Library Board (Term: 1/1/2022-12/31/2026). Yeas: 3 Nays: 0 Motion carried.

**NEW BUSINESS CON'T:**

BUSINESS GRANT PROGRAM: Discussion on a grant process whereby businesses in the community who lost revenue could apply for ARPA funds; forming a committee; application form, how to get the word out etc. Item tabled to 1/27/2022.

FLEET CARD FOR FUEL: Sheriff discussed at finance. Motion by Stacey, seconded by Girardin that the county does not renew a contract for fuel but go to a fleet card for all county vehicles. Yeas: 3 Nays: 0 Motion carried.

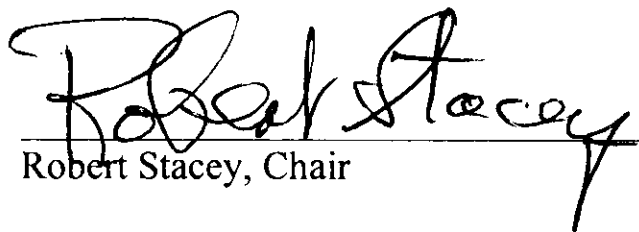
**COMMITTEE REPORTS:**

Balog: absent  
Stacey: Security, Finance, Claims & Accounts  
Edwards: absent  
Girardin: EDC, Claims & Accounts, Finance, Security, Personnel  
Madison: DHHS

**PUBLIC COMMENT:**

Ken Werner, Briley Twp. Supervisor.

11:33 A.M. Motion Madison, second Girardin to adjourn. No objections. Meeting adjourned.

  
Robert Stacey, Chair

  
Cheryl A. Neilsen, County Clerk

RESOLUTION TO ESTABLISH THE OFFICE AND DUTIES OF COUNTY  
CONTROLLER

RESOLUTION 2022-01

Whereas

County Board of Commissioners Act 156 of 1851, 46.13b allows for the Board of Supervisors in any county other than counties operating under elected boards of auditors unless presently operating with a county controller, by a majority vote of its members-elect, may appoint a county controller or board of auditors and fix the salary, to be paid in like manner as the salaries of other county officers are paid;

Whereas

The Controller shall see that a system of accounting is installed and properly kept by every office, officer, and department of the county in strict accord with the provisions of law;

Whereas

The Controller shall perform statutory duties and perform such other duties as the board of supervisors may impose. To include the duties of accounts payable and payroll currently performed by the office of the County Clerk; And

Whereas

The transfer of accounts payable and payroll duties currently carried out by the County Clerk's office to the office of County Controller be completed by February 1, 2022.

Therefore, be it resolved

The Montmorency County Board of Commissioners hereby establishes the office of County Controller.

Therefore, be it further resolved

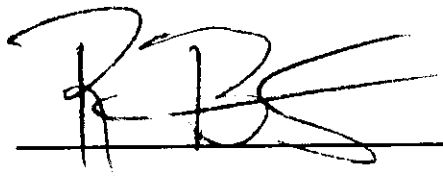
The Montmorency County Board of Commissioners hereby authorizes the transfer of accounts payable and payroll duties to the office of the County Controller.

The foregoing resolution was moved for adoption by Commissioner Gary Girardin and seconded by Commissioner James Madison and declared adopted by the following vote:

AYES: Gary Girardin, James Madison, Robert Stacey

NAYES: None

ABSENT: Donald Edwards, Geyer Balog



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Robert Stacey, Board Chairman

1/13/2022

Date

I Cheryl A. Neilsen hereby certify that this is a true and accurate copy of the resolution adopted by the Montmorency County Board of Commissioners at their regular meeting held on January 13, 2022.



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Cheryl Neilsen, County Clerk

1-21-2022

Date

**COUNTY BOARDS OF COMMISSIONERS (EXCERPT)**  
**Act 156 of 1851**

**46.13b County controller or board of auditors; appointment by board of supervisors, compensation, tenure, removal; controller as chief accounting officer, powers and duties.**

Sec. 13b. The board of supervisors in any county other than counties operating under elected boards of auditors unless presently operating with a county controller, by a majority vote of its members-elect, may appoint a county controller or board of auditors and fix the salary, to be paid in like manner as the salaries of other county officers are paid. The controller or board of auditors after appointment shall hold the office at the pleasure of the board of supervisors and may be removed in the manner provided by law for the removal of county officers, or by a 2/3 vote of all the supervisors elected to office. The controller shall be the chief accounting officer of the county and shall have charge and supervision of the accounts and accounting of every office, officer and department of the county, the whole or any part of the expense of which are borne by the county. The controller shall see that a system of accounting is installed and properly kept by every office, officer and department of the county in strict accord with the provisions of law, and in addition to which he may prescribe and direct the keeping of such other accounts and records and the making of such reports as in his judgment are necessary to properly record and report the financial transactions of the county. All county officers or employees shall furnish such information respecting all county matters in their charge as the controller shall require. The controller shall keep in his office a general ledger in which shall be set up controlling accounts which shall show at all times the assets and liabilities of the county, and of each and every of its funds. The controller shall examine regularly the books and accounts of the several officers, agents and departments of the county and report his findings to the board of supervisors at such times as they shall prescribe. The controller shall make all purchases of books, stationery, materials and supplies which may be required by the county or its officers and agents, the purchase of which is not otherwise provided for by law, and no contract or order for the purchase of any such materials or supplies shall be valid or binding upon the county, nor shall the county be liable for the purchase price thereof, except upon the written order of the controller. This provision shall not apply to any contract or purchase which may be ordered by the board of supervisors at any regular, adjourned or special session thereof, wherein payment is provided by the resolution authorizing such contract or purchase. The controller shall be the custodian of and have charge of the operation, maintenance and repairs of the county courthouse and grounds, including any power, heating or lighting plant in connection therewith, and in like manner the repairs to the county jail. He shall not create any liability in excess of the appropriations theretofore made by the board of supervisors. The controller shall perform such other duties as the board of supervisors may impose.

**History:** Add. 1927, Act 257, Imd. Eff. May 23, 1927;—Am. 1929, Act 132, Imd. Eff. May 7, 1929;—CL 1929, 1135;—CL 1948, 46.13b;—Am. 1969, Act 49, Imd. Eff. July 17, 1969.