March 31, 2020
Minutes of a Scheduled Session of the Arenac County Commissioners:

Chair Harold Woolhiser called the meeting to order at 1:30 P.M. in Room 201 of the Arenac County Building in Standish, Michigan and online with zoom due to Coronavirus Pandemic and pursuant to Public Notice and the Michigan Open Meetings’ Act with the Board reciting the Pledge of Allegiance to the U. S. Flag.

Present: Commissioners: Bobbe Burke, Lisa Salgat, Sally Mrozinski, Adam Kroczaleski, & Harold Woolhiser.

Approval of an Agenda:
It was moved by Commissioner Kroczaleski & second by Commissioner Mrozinski to approve the proposed agenda as presented. The motion carried.

Public Comments: None

Approval of Various Minutes:

Committee of the Whole of March 17, 2020: It was moved by Commissioner Burke & 2nd by Commissioner Mrozinski to approve the minutes as presented. The motion carried.

Board Session of March 17, 2020: It was moved by Commissioner Burke & 2nd by Commissioner Mrozinski to approve the minutes as received. The motion carried.

Special Board Session of March 26, 2020: It was moved by Commissioner Salgat & 2nd by Commissioner Burke to approve the minutes as received. The motion carried.

Claims and Accounts:

Book of Bills:
It was moved by Commissioner Salgat & 2nd by Commissioner Mrozinski to approve payment of the Book of Bills in the aggregate amount of $24,959.34. The motion carried.

Unfinished Business: None

Review of Correspondence:
The Board reviewed the correspondence listing and Chair directed same be placed on file.

Motions to be acted upon:

Motion # 1: Limitation of Building Access Extension:
It was moved by Commissioner Salgat & 2nd by Commissioner Kroczaleski to approve extending the Limitation of Building Access per Governor Executive Order #2020-21 to April 30, 2020. Discussion ensued. Motion Carried.
Motion # 2:  Limitation of Employee hours for Critical Services per Dept.:  
It was moved by Commissioner Salgat & 2nd by Commissioner Burke to allow each Department Head to determine hours of operation to provide essential services during Shut-down. Motion Carried.

Motion # 3:  Continuation of Sheriff Deputy at Lobby Door:  
It was moved by Commissioner Salgat & 2nd by Commissioner Burke to extend the Sheriff Deputy presence at the Door while the building remains closed to public. Discussion ensued. Motion carried.

Motion # 4:  Building Dept. Contractual Agreement for Backup Building Inspector:  
It was moved by Commissioner Salgat & 2nd by Commissioner Kroczaleski to approve the Contract with Bryan Stein to perform back-up building inspections for the Building Dept. Motion approved.

Motion # 5:  Board Secretary Hours during building closure:  
It was moved by Commissioner Salgat & 2nd by Commissioner Mrozinski to allow Jeri Klabis, Board Secretary, to work on Tuesdays and Thursdays, with the addition of Monday April 13 and Monday April 27 for April 2020 at regular 9 a.m. to 4:30 p.m. hours on said days and to continue to receive regular salary of 35 hours per week. Motion approved.

Motion # 6:  PTO Bank amendment agreement for Switek:  
It was moved by Commissioner Kroczaleski & 2nd by Commissioner Mrozinski to approve & authorize the Clerk to amend the PTO Bank dispute settlement per Employment Relations Advisor Mr. Borushko’s recommendation per email dated March 18, 2020 in regards to Switek. The motion carried.

Motion # 7:  Mileage Reimbursement Policy:  
It was moved by Commissioner Kroczaleski & 2nd by Commissioner Mrozinski to approve & enact the following Arenac County Reimbursement Mileage Policy effective immediately:

Arenac County Mileage Reimbursement Policy

The internal Revenue Service issues optional standard mileage rates that can be used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes on a yearly basis. Arenac County will use the standard mileage rate as determined by the IRS, unless otherwise modified by the County Board of Commissioners, as long as the rate used does not exceed the IRS Standard Mileage Rate.

The rate shall be applied the same across departments, boards, committees, etc.

Reimbursement is not allowed for mileage between an employee’s home and main/regular place of work. Home is defined by the IRS as “where” you reside. The Arenac County Buildings/Properties are all eligible locations to be determined as an employee’s main/regular place of work, depending on the department and scope of duties. Transportation expenses between your home and your main/regular place of work are personal commuting expenses and not reimbursable.
Minutes of the March 31, 2020 Arenac County Board of Commissioner’s Meeting:

If an employee services on a county board or committee that is outside of their normal job description, and the location for said meeting happens to be at that employee’s main/regular place of work, that employee would be eligible for mileage reimbursement provided that meeting is properly posted according to the Open Meetings Act.

At all times, all Arenac county owned property is considered a County Commissioner’s main/regular place of work. The same rules concerning an employee being reimbursed for a board or committee that is outside of their normal job description also apply to County Commissioners.

Roll call vote: Commissioner Mrozinski: Yes, Commissioner Salgat: No, Commissioner Burke: No, Commissioner Kroczaleski: Yes, Commissioner Woolhiser: Yes. The motion carried with a three (3) Yes; two (2) No vote.

Motion # 8: S.E.S.C. Agent pay increase/cell reimbursement:
It was moved by Commissioner Kroczaleski & 2nd by Commissioner Burke to provide cell phone reimbursement in the amount of $30.00 effective February 2020 for S.E.S.C Agent, Dale Zygiel. The motion carried.

Brief Committee Reports:
Commissioner Burke discussed need to create letter to Dr. Casten regarding termination of Contract for Medical Examiner services effective June 30, 2020 and agreement of the original proposed contract with Michigan Institute of Forensic Sciences and Medicine to begin July 1, 2020.

Commissioners Woolhiser, Kroczaleski discussed need for Proposal Language for Millages to be placed on the August Ballot within the next two weeks.

Commissioner Burke further discussed contract language with Michigan Institute of Forensic Sciences and Medicine regarding aid needed in the event of a Multi-Death catastrophe as well as contract price amount higher so a year was added to the contract time while remaining at amount submitted.

Motion # 9: Legal Counsel Consulting Allowance:
It was moved by Commissioner Kroczaleski & 2nd by Commissioner Mrozinski to authorize Chair Woolhiser in conjunction with County Clerk to utilize legal Counsel for final approval of Millage Proposal language. The motion carried.

Commissioner Woolhiser further discussed MIDC Grant needing signature, requesting a Board Motion for him to sign as opposed to resubmitting the original signed contract language with former Chair Kroczaleski’s signature.

Miscellaneous & Announcements: None.
Adjournment:

There being no further business, Commissioner Kroczaleski motioned to close meeting with Commissioner Mrozsinski 2nd and meeting adjourned at 2:26 p.m.

Sincerely,

Attest: ____________________________________________________________________________
Harold Woolhiser, Chair of the Board

__________________________________________________________________________________
Sherlyn M-S Burkhardt
Chief Deputy Arenac County Clerk

Public Notice of Meeting

Arenac County Board of Commissioners

The Arenac County Board of Commissioners will meet on Tuesday, April 14, 2020 at 10 AM in Committee of the Whole and at 1:30 PM in Board Session in Room 201 of the Arenac County Building in Standish, Michigan 48658. Due to COVID-19 pandemic, this meeting will be held on Zoom for Public Attendance and Participation. The link for participation is found on the Arenac County Website under the Board of Commissioners page. Anyone needing a place on the agenda should contact the Board Office at 989 846-6188 prior to the meeting.

Anyone requiring special adaptive equipment to participate or comprehend the proceedings should contact the Board Office prior to the meeting to make arrangements.

Departments with bills to be paid; please have them to the Clerk’s Office for processing prior to 3:30 p.m. on Thursday, April 9, 2020 due to Building Closure for Good Friday on April 10, 2020.

Sincerely,

Sherlyn M-S Burkhardt, Arenac County Chief Deputy Clerk

The County of Arenac is an equal opportunity employer. Contado de Arenac es un proveedor de igualdad de oportunidades. Anyone requesting a set of the Draft Minutes, see the County Clerk and Committee of the Whole Minutes are at the Board Office.