

## **Minutes of a Scheduled Meeting of the Arenac County Commissioners: December 22, 2020**

Chair Harold Woolhiser called the scheduled meeting of the Arenac County Board of County Commissioners to order at 1:30 PM in Room 201 of the Arenac County Building in Standish, Michigan pursuant to Public Notice and the Michigan Open Meetings Act with the Board reciting the Pledge of Allegiance to the U. S. Flag with the following members in attendance:

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

### **Approval of an Agenda:**

Moved by Ms. Burke & 2<sup>nd</sup> by Ms. Mrozinski to approve the proposed agenda as presented. Motion carried.

### **Public Comments: None.**

### **Approval of Various Minutes:**

**Committee of the Whole of December 8, 2020:** Moved by Mr. Kroczaleski & 2<sup>nd</sup> by Ms. Mrozinski to approve the proposed minutes with correction "that" as discussed. Motion carried.

**Minutes of Board Session of December 8, 2020:** Moved by Mr. Kroczaleski & 2<sup>nd</sup> by Ms. Burke to approve the proposed minutes with correction of spelling of word on Motion 9 (affect). Motion carried.

### **Claims & Accounts: Book of Bills:**

Moved by Mr. Kroczaleski & 2<sup>nd</sup> by Ms. Salgat to approve payment of the Book of Bills in the amount of \$38,591.34. Motion carried.

### **Unfinished Business:**

Mr. Kroczaleski noted that he feels that the Board should conduct a survey of all fees (non-statutory) for review by the New Board of Commissioners in January 2021. Commissioners asked that all departments/officials submit said information to the Board via the office.

### **Review of Correspondence:**

The Board reviewed the Correspondence Listing as prepared by the County Clerk.

### **Motions to be acted upon:**

#### **Motion 1: Family Division Circuit Court Attorney Contracts:**

Ms. Christy Slocum, Circuit Court Administrator, appeared and presented the proposed contracts noting a 3% increase in fees for the Four Attorneys representing Family Court related matters in the Circuit Court in Arenac County. She further noted that three of the four contracts are for attorneys based outside of Arenac County, as other locals are either not eligible or do not wish to provide this service. After discussion, moved by Mr. Kroczaleski & 2<sup>nd</sup> by Ms. Mrozinski to approve the contracts and authorize Board Chair to sign the contract document. Motion carried.

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**Motion 2: Reappointment of Department of Health & Human Services Board Member:**

Moved by Ms. Salgat & 2<sup>nd</sup> by Ms. Mrozinski to approve the appointment of Linda Simons to a term on the Arenac County Health & Human Services Board to a term ending December 31, 2023. Motion carried.

**Motion 3: Arenac County Salaries Resolution Revision 1:**

Commissioners reviewed the document in that it was noted that the original document failed to list a position and another was not listed. This document corrects said oversights. Moved by Ms. Salgat & 2<sup>nd</sup> by Ms. Mrozinski to approve the Revision of the 2021 Arenac County Salaries Resolution as presented and to attach said document as Appendix A to the minutes of this meeting.

Roll Call Vote: Yes: Mrozinski, Salgat, Burke, Kroczaleski, & Woolhiser. No: None. Motion carried by a five (5) yes to zero (0) no vote.

**Motion 4 & 5:**

These motions were stricken and no action taken, and, further as Motion 5 was previously addressed at the December 8, 2020 Board Session; and Motion 4 may be revisited by the new board.

**Motion 6: Budget Adjustments: 2020-56; 2020-57; 2020-58:**

Moved by Ms. Burke & 2<sup>nd</sup> by Ms. Mrozinski to approve approval of the following Budget Adjustments as presented by the Budget and Finance Committee:

		Budget Adjustment 2020-56 Arenac County Jail related				
Dated: December 22, 2020		Increase	Increase	Decrease	Decrease	
Fund No.	Line Item No.	Line Item Description	Revenue	Expenditure	Revenue	Expenditure
101	351-703.000	Salary Supervisory				\$1,160
101	351-751.000	Kitchen Supplies				\$207
101	351-759.000	Gasoline				\$400
101	351-767.000	Uniform Purchase				\$300
101	351-805.000	Laundry				\$375
101	351-806.000	Prisoners Board-Meals				\$3,072
101	351-850.000	Telephone				\$300
101	351-861.000	Travel Expense				\$500
101	351-920.000	Building Maintenance				\$745
101	351-931.000	Equipment Maintenance				\$1,500
101	351-706.000	Holiday Wages		\$1,160		
101	351-750.005	Misc. Employee Expense		\$207		
101	351-801.090	Computer Maintenance		\$1,534		
101	351-750.000	Inmate Supplies		\$1,875		
101	351-752.000	Office Supplies		\$2,072		
101	351-801.000	Contractual Services		\$1,557		
101	351-850.010	Mobile Phone		\$154		
<b>Totals</b>			-0-	\$8,559	-0-	\$8,559

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**Budget Adjustment 2020-56: Sheriff Road Patrol Budget Adjustments:**

Dated: December 22, 2020			Increase	Increase	Decrease	Decrease
Fund No.	Line Item No.	Line Item Description	Revenue	Expenditure	Revenue	Expenditure
266	000-676.000	Refunds/Reimbursements	\$1,000			
266	000-441.000	Local Stabilization Payment	\$3,000			
266	000-528.001	PSPHPR (Fed Funds)	\$49,000			
266	000-528.002	FRHPPR (Fed Funds)	\$8,000			
266	000-699.000	End Fund Balance			\$7,000	
266	000-713.000	Overtime Wages		\$6,000		
266	000-702.000	Wages Perm. Employees		\$36,379		
266	000-910.000	Training		\$678		
266	000-750.000	Misc. Supplies		\$2,000		
266	000-721.001	Uniform Allowance		\$250		
266	000-752.000	Office Supplies		\$700		
266	000-801.000	Contractual Services		\$673		
266	000-750.005	Employee Drug Testing		\$320		
320	000-702.000	Wages Permanent Employees		\$7,000		
<b>Totals</b>			<b>\$61,000</b>	<b>\$54,000</b>	<b>\$7,000</b>	<b>-0-</b>

**Budget Adjustment 2020-58: Arenac County General Fund as listed:**

Dated: December 22, 2020			Increase	Increase	Decrease	Decrease
Fund No.	Line Item No.	Line Item Description	Revenue	Expenditure	Revenue	Expenditure
101	271-718.000	Blue Cross/Blue Care Ins.		\$3,000		
101	000-401.000	Property Tax Revenue	\$66,500			
101	900-998.900	Ending Fund Balance		\$50,000		
101	276-718.000	Insurance Premiums		\$3,000		
101	276-724.000	Work Comp. Premiums		\$5,000		
101	442-702.000	Wages: Drain Office		\$4,000		
101	262-704.000	Elections Wages		\$3,000		
101	262-752.000	Elections Supplies		\$1,500		
101	262-900.000	Elections Printing/Adv.		\$1,500		
101	284-851.000	Jury Board Postage				\$4,500
<b>Totals:</b>			<b>\$66,500</b>	<b>\$71,000</b>	<b>-0-</b>	<b>\$4,500</b>

Net: \$-0-                      Motion carried.

**Motion 7: Harris Software Training for Clerk's Office:**

Moved by Ms. Burke & 2<sup>nd</sup> by Ms. Mrozinski to authorize Clerk-Elect to contract with a Harris Systems Contractor for Software Technical on ground support in January 2021. Motion carried. Rates and conditions are specified in the proposed agreement. Jan Emig has been here before and will be the person who will work with the Clerk's Office

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**Motion 8: Arenac Transit Operating Agreement:**

Moved by Ms. Mrozinski & 2<sup>nd</sup> by Ms. Burke to authorize the Board Chair to contact Braun Kendrick regarding a proposed Agreement for Services with the Arenac County Transit Authority. Motion carried.

**Motion 9: Netsource1 Contact Authorization:**

Moved by Mr. Kroczaleski & 2<sup>nd</sup> by Ms. Mrozinski to authorize Clerk-Elect Nancy Selle to contact Netsource1 for retrieval of all necessary software program access passwords. Motion carried.

**Motion 10: Motion to allow for purchase of Scrap Materials:**

Moved by Ms. Salgat & 2<sup>nd</sup> by Ms. Burke to authorize the disposal of a chair from the drain office, and a tray from the Board Office for the sum of one dollar each. Mr. Kroczaleski abstained. Motion carried.

**Closed Session: Teamsters Supervisory Contract Negotiations: Closed Session.**

Moved by Mr. Kroczaleski & 2<sup>nd</sup> by Mr. Woolhiser to move into Closed Session with the Board Secretary and Mr. William P. Borushko from Employment Relations Advisors, to report on progress with the current Contract Negotiations with the Teamsters Local 214, Supervisory Unit.

Roll Call Vote: Yes: Salgat, Burke, Kroczaleski, Mrozinski, & Woolhiser. No: None. Motion carried by a five (5) yes to zero (0) no vote. The Board moved into Closed Session at 2:10 PM.

**Return to Open Session:**

Moved by Mr. Kroczaleski & 2<sup>nd</sup> by Ms. Salgat to return to Open Session at 2:24 PM.

Roll Call Vote: Yes: Burke, Kroczaleski, Mrozinski, Salgat, Woolhiser. No: None. Motion carried by a five (5) yes to zero (0) no vote. The Board returned to open session.

**Order of the Day: Motion regarding Contract Negotiations:**

Moved by Mr. Kroczaleski & 2<sup>nd</sup> by Ms. Mrozinski to direct Mr. Borushko from Employment Relations Advisors to proceed toward contract settlement with the Teamsters 214 Supervisory Units, as directed in Closed Session. Motion carried.

**Miscellaneous and Announcements:**

Mr. Woolhiser thanked Mr. Kroczaleski for his service to the citizens of Arenac County as Commissioner and as Chair of the Board, and wished him well in his new employment endeavor.

Ms. Mrozinski noted that she has contacted Tim Bonhoff regarding timbering/selective harvesting at the Youngman Park properties along State Road in Arenac Township. It is hoped that an evaluation of the site will determine the next course of action needed for the property. It was discussed that the Parks Board should contact a forestry specialist (forester) regarding possible actions at the site including the recently acquired properties adjacent to the Iron Belle Trail segment adjoining Youngman Park and so newly acquired as an addition to the current site. Several contacts were discussed regarding the matter of selective cutting, thinning or whatever would be appropriate at the site.

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**Adjournment:**

Moved by Mr. Kroczaleski & 2<sup>nd</sup> by Ms. Salgat to adjourn at 3:40 PM. Motion carried. Meeting adjourned, sine die.

Sincerely,

Attest: \_\_\_\_\_  
Harold Woolhiser, Chair of the County Board

Ricky R. Rockwell  
Arenac County Clerk.

## 2021 Salary Resolution

12/08/20

Revision #1

Date: December 08, 2020 Revision #1 Date: December 22, 2020

Moved by Commissioner: Saigat / (Revision #1) SALGAT

Supported by Commissioner: Burke / (Revision #1) MROZINSKI

Roll call as follows: Yeas: 3 Nays: 2 / (Revision #1) Yeas: 5 Nays: 0 REVISION APPROVED 12/22/2020

To rescind the 2020 Arenac County Salary Resolution and to adopt the following  
2021 Salary Resolution for the County of Arenac, effective January 1, 2021.

	2016	2017	2018	2019	2020	2021
	\$1500+2%t&c	\$1000+2%elec	0%	\$300 full time		
	\$2500+2%e&u	\$1500+2%e&u	0%	\$150 part time	\$3000 e&u	
<b>OFFICE-TITLE-DESCRIPTION</b>	<b>2%</b>	<b>2%</b>	<b>0%</b>	<b>0%</b>	<b>3%</b>	<b>3%</b>
<b>Elected</b>						
County Commissioner-Chairman	6,600	7,000	7,000	7,000	7,000	\$ 7,400.00
County Commissioner Member	6,000	6,400	6,400	6,400	6,400	\$ 6,800.00
Per Diem	35/70	35/70	35/70	35/70	35/70	45 / 90
Probate Judge	139,919 (4)	142,378 (4)	145,558 (4)	145,558 (4)	152,201 (4)	155,621 (4)
Prosecuting Attorney	50,319 (3)	45,644 (3)	45,644 (3)	45,644 (3)	47,013 (3)	48,423 (3)
Register of Deeds	37,395	39,143	39,143	39,143	40,317	\$ 41,527.00
County Treasurer	44,734 (8)	46,629 (8)	46,629 (8)	46,629 (8)	48,028 (8)	49,469 (8)
County Clerk	42,080 (2)	43,922 (2)	43,922 (2)	43,922 (2)	45,240 (2)	46,597 (2)
Drain Commissioner	28,171	29,734	29,734	29,734	30,626	\$ 31,545.00
Sheriff	48,705	51,679	51,679 (14)	51,679 (14)	54,676 (14)	56,316 (14)
Road Commission Chairman	6,600	7,000	7,000	7,000	7,000	\$ 7,400.00
Road Commission Member	6,000	6,400	6,400	6,400	6,400	\$ 6,800.00
<b>Appointed Exempt</b>						
Under Sheriff	43,609	45,981	45,981 (15)	45,981 (15)	48,981 (15)	50,450 (15)
Assistant Prosecuting Attorney	19,832 (5)	27,910 (5)	27,910 (5)	27,910 (5)	14,373.65 (21)	29,609 (5) (26)
(2nd p/t) Assistant Prosecuting Attorney	19,832 (5)	27,910 (5)	27,910 (5)	27,910 (5)	14,373.65 (21)	\$
Victims Rights Advocate - P/T	18,043 (7)	18,404 (7)	18,404 (7)	21,749 (7)	23,549 (7)	24,255 (7)
Emergency Management Director	16,017	16,337	16,337	16,337	16,827	\$
<b>Appointed Non-Exempt</b>						
Probate Register (35 hrs)	32,996 (10)	33,656 (10)	33,656 (10)	33,656 (10)(19)	34,666 (10)	35,706 (10)
Confidential Secretary (35 hrs)	28,756 (9)	29,331	20,956	29,338	30,218 (21)	31,125 (21)
Family Court Juvenile Officer (35 hrs)	36,519 (11)	37,249 (11)	37,249 (11)	37,249 (11)(19)	38,366 (11)(22)	39,517 (11) (22)
Family Court Clerk (35 hrs)	31,248	31,873	31,873	31,873 (19)	32,829 (22)	33,814 (22)
Circuit/Probate Court Recorder (35 hrs)	36,772	37,507	37,507	37,507 (19)	38,632 (22)	39,791 (22)
Circuit Court Administrator (35 hrs)	45,900	46,818	46,818	46,818 (19)	48,224 (22)	49,671 (22)
Trial Court Specialist/ADR Clerk (35 hrs)	35,700	36,414	36,414	36,414 (19)	37,506 (22)	38,632 (11) (22)
Prosc. Office IVD (CRP) P/T (32 hrs=91%)	27,140	27,683	27,683	27,683	30,700	\$ 31,621.00
Animal Control Officer (40 hrs)	35,589	36,301	36,301	36,301	37,390 (21)	38,512 (21)
S.E.S.C. Agent			9,000 (13)	9,000 (13)	9,000 (13)	9,270 (13)
Friend of the Court		45,000	45,000 (17)	45,000 (17)(19)	46,350 (17)	47,740 (17)
Park Leader (Supervisor)	\$10.20	\$11.00	\$11.35	\$11.35	0	\$
<b>Hourly</b>						
Sheriff's Confidential Secretary (40 hrs)	\$12.58	\$13.15	\$13.15	\$13.15	13.35 (20)	13.57 (20)
Seasonal Employees (Parks) Min wage	\$8.50	\$8.90	9.25 (16)	9.45(20)	9.65 (24)	\$ 9.65
(2014 Shift Supervisor \$10.00 hr)-Oasis Lk	\$10.00	\$10.00	\$10.00	\$10.00	10.50	\$ 10.50
Animal Control Assistant (25 hrs)	\$10.50	\$10.71	11.06 (16)	\$11.06	11.26 (20)(25)	11.26 (25)
Jail Cooks (3) p/t	\$10.50	\$10.71	11.06 (16)	\$11.06	11.26 (20)	\$ 11.26
Building Department Clerk p/t (14 hrs)	\$12.21	\$12.21	\$12.21	\$15.88	16.08 (20)	\$ 16.08

