

Iosco County Board of Commissioners

COURT HOUSE
Tawas City, Michigan 48763

COMMITTEE OF THE WHOLE MINUTES JANUARY 3, 2018

Commissioners Present: Robert Huebel, III; Jeff Johnston, Mark McKulsky, John Moehring and Donald O'Farrell.

Absent: None.

Also Present: Nancy Huebel-Iosco County Clerk, Mindy Schirmer-Administrative Assistant, Elite Shellenbarger-Iosco County Treasurer, Carla Grezeszak-Friend of the Court, Karen Rousse-Oscoda Press, Allan MacGregor-Sheriff, Scott Frank-Jail Administrator, Matthew Klosowski-Deputy, Mike Eller - 911 Director, Renee Foust – Iosco County Building Department Administrator,

Meeting called to order immediately following the full Board meeting.

Renee Foust, Building and Safety Department Administrator – Iosco County Uniform Street and Road Numbering Ordinance.

The committee reviewed the information presented by Renee Foust, Building and Safety Department Administrator, for assigning addresses to properties for all jurisdictions within the County with the exception of Plainfield Township who will be handling their own address assignments. Consumers Energy currently does this task but will no longer be doing it. Legal Counsel has prepared the Iosco County Uniform Street and Road Numbering Ordinance #1 of 2018 for review by the full Board of Commissioners which will be published in the local paper upon approval. After discussion a motion by O'Farrell with Moehring supporting to recommend the full board approve the attached Ordinance. All ayes, motion carried.

Renee Foust, Building and Safety Department - Establish Fee for establishing address.

As a result of the Iosco County Uniform Street and Road Numbering Ordinance, the Building Department requests the board establish a fee in the amount of \$75.00 per

request to establish address. After discussion a motion by O'Farrell with Moehring supporting. All ayes, motion carried.

Building and Safety Department – Financial Report for year-end 2017.

Renee Foust, Building and Safety Department Administrator presented the financial report for the year 2017. The report does not include Plainfield Township. Information only.

Renee Foust, Building and Safety Department – increase part-time position to full-time.

The Iosco County Building and Safety Inspection Department is requesting revising the part-time clerk/secretary position to a full-time position of 35 hours per week. The committee was presented with a job description of the current part-time position and a list of additional job responsibilities that will accompany the full-time position. After discussion a motion by Johnston with O'Farrell supporting to recommend the part-time position be increased to full-time at the union level 3, effective February 5, 2018. All ayes, motion carried.

Renee Foust, Building and Safety Department – request to vacate union and increase wages.

The committee reviewed the request for Renee Foust to vacate the union, combine the positions of Building and Safety Department Administrator with the Building Official and set one wage for both, thus eliminating the union position and establishing a new position at \$43,000.00 per year, effective February 5, 2018. Motion by Johnston with O'Farrell supporting to recommend combining duties into one full-time position of Building and Safety Department Administrator which includes the duties of Building Official with an annual salary of \$43,000 effective February 5, 2018. All ayes, motion carried.

Sheriff's Department – request to add Computer Software, eCitation along with an in-car printer to the Animal Control Vehicle.

The request to add Computer Software, eCitation along with an in-car printer to the Animal Control Vehicle was presented and reviewed by the committee. Originally, the cost of the software and printer was \$1,376.00 with an additional maintenance fee of \$143.10 to process updates and maintenance for each software license. Upon presentation it was noted that LexisNexis will no longer include the printer in the package and the Sheriff will need to purchase separately. Therefore the request is to approve the purchase of eCitation and maintenance in the amount of \$938.10 with additional funding for a printer. A motion by Moehring with Johnston supporting to recommend the full board approve the request. All ayes, motion carried.

Administrators Report.

Elite Shellenbarger, County Administrator/Treasurer – presented a list of applicants for the proposed Veterans Affairs Department. The board to review and make recommendations to the next full board. Four individuals are required, the term is four years with the first appointments staggered. After discussion a motion by Johnston with Moehring supporting to recommend the appointments and the creation of the Veterans Affairs Department along with the budget for same. All ayes, motion carried.

Any other matters:

Commissioner Moehring commended the Sheriff and Jail Administrator on the 100% compliant status.

Public Comments:

None.

Claims and Accounts reviewed and approved with any exceptions noted with Commissioner Huebel, Commissioner Johnston and Commissioner McKulsky present.

There being no further business the meeting adjourned in the a.m.

Respectfully,

**Mindy J. Schirmer
Administrative Assistant
Board of Commissioners**