

**MEETING OF THE
IOSCO COUNTY AMERICAN RESCUE PLAN
ADVISORY COMMITTEE
September 23, 2021 – 9:00 a.m. In-person and Zoom**

Members Present: **Nancy Huebel**, Iosco County Clerk/Assistant Controller
Mindy Schirmer, Administrative Assistant/Co-Administrator
Donald J. O’Farrell, Chairman – Iosco County Board of Commissioners – District 5
Cathy Anderson, Iosco County Treasurer
Charlie Finley, Commissioner – District 3
Juli Montgomery, IT Director
Mike Eller, 911 Director
Scott Frank, Iosco County Sheriff
Eric Abbott, Emergency Management Coordinator
Jamie Carruthers Soboleski, Iosco County Controller/Finance Director

Members Absent: None

Others Present: Scott Kiernicki and Ericka Earl (In-person); Cynthia Schwedler and others by Zoom

Meeting **called to order** at 9:05 a.m. by Nancy Huebel – County Clerk/Assistant Controller.

Pledge of Allegiance.

Roll Call: Roll call was taken by the County Clerk, Nancy J. Huebel.

Chairperson Change: N. Huebel made a motion to have Jamie Carruthers Soboleski as the Chairperson, supported by J. O’Farrell. All ayes. Motion carried.

Approval of Minutes: Minutes of the July 27, 2021 are accepted as presented. Motion by J. Montgomery, supported by C. Anderson. All ayes. Motion carried.

Adoption of Agenda: Motion made by S. Frank, supported by J. Montgomery. All ayes. Motion carried.

There were no **public comments**.

Old Business:

Motion by J. O'Farrell, supported by C. Finley to recommend to the full board the purchase of the following equipment for the Jail and the 3 police departments within the county:

- 700/800 MHz MPSCS Communication System In-Building Enhancement equipment totaling \$34,839.25
- Anderson Radio Signal Cellular In-Building/Amplifier totaling \$3,662.50
- 800 MHz Mobile and Portable Radios, APX 6000 for first responder vehicles totaling \$118,491.37
- Motorola Radios for three police departments, APX 6000 totaling \$62,625.46
- 15 XPR Mobile Radio System Equipment totaling \$33,212.56

Funds to be charged against the American Rescue Plan Restricted Funds. Agreements to be drafted regarding installation, disposal, etc. All ayes. Soboleski abstain. Motion carried.

Motion by J. O'Farrell, supported by C. Finley to recommend to the full board the purchase of camera upgrades for the Jail and Courthouse with Advanced Satellite Communications in the amount of \$39,650.27. Funds to be charged to the American Rescue Plan Unrestricted Revenue Loss Funds. All ayes. Motion carried.

Motion by C. Finley, supported by J. O'Farrell to recommend to the full board the purchase of 28 - 800 MHz 28 mobile radios and 28 - 800 MHz 28 portable radios for all 7 fire departments that serve the county totaling \$176,803.76. Funds to be charged to the American Rescue Plan Restricted Funds. Agreements to be drafted regarding installation, disposal, etc. All ayes. Motion carried.

Update regarding generators for the county building, annex and jail. M. Eller, 911 Director, will get ahold of a contractor and come back with a quote. It was suggested by an electrical contractor that we upgrade the electrical box in the basement. Further information will be provided at the next meeting.

Update regarding Information Technology upgrades. J. Montgomery, IT Director, indicated that electrical upgrades need to be done to accommodate any upgrades. The server room does NOT need to be extended. She is currently working with NetSource One on other ideas for upgrades. Juli will get with the Building Department regarding the needs of an engineer or electrician regarding the upgrades to the electrical panel.

Motion by S. Frank, supported by C. Anderson to recommend to the full board the purchase of a new router/access point, video conferencing and eight laptops from NetSource One totaling \$23,038.50. These items to be used by the Emergency Management Coordinator. Funds to be charged to the American Rescue Plan Restricted Funds. All ayes. Motion carried. Plastic bins for emergency situations will be purchased separately – not thru ARP funds.

E. Abbott, Emergency Management Coordinator, will obtain a quote for smoke, heat and carbon monoxide detectors for the Annex, Jail, Courthouse and the Public Safety Building. More information to be provided under Old Business at our next meeting.

S. Frank, Sheriff, will look into taking out the wall between the board room and the copier/mail area to accommodate larger crowds and allow for social distancing.

Motion by N. Huebel, supported by J. O'Farrell to recommend to the full board that the Road Commission receive bids for the parking lot project at the Courthouse and Annex with the funds to be charged to the American Rescue Plan Unrestricted Funds. All ayes. Motion carried.

Motion by N. Huebel, supported by J. O'Farrell to recommend to the full board that the roofs at the Annex, Courthouse and Jail be replaced, along with the construction of a shed roof over the cement ramp going down to the lower level of the Annex building. Mike Russo, a local engineer is to be contacted to retain his services for engineering and handling the bid process. Funds to be charged to the American Rescue Plan Unrestricted Funds. All ayes. Motion carried.

Motion by J. O'Farrell, supported by C. Anderson to recommend to the full board the purchase of Vital Records Management Software system from Fidlar Technologies in the amounts of \$17,500.00 for a one-time installation fee and \$4,500.00 per year for maintenance. Funds to be charged to the American Rescue Plan Restricted Funds. All ayes. Motion carried.

Motion by N. Huebel, supported by S. Frank to recommend to the full board the purchase of HVAC/ventilation systems for the County Building, which includes increased filtration and GPS on the mechanical equipment and fan coils totaling \$49,800.00 plus \$2,500.00 per quarter for increased filtration. Funds to be charged to the American Rescue Plan Restricted Funds. All ayes. Motion carried. Administration to obtain bids for the Annex and Public Safety Building.

S. Frank indicated that he wished to table the Victim's Advocate (mental health/social services) until he is able to obtain more information.

New Business:

Motion by S. Frank, supported by M. Schirmer to recommend to the full board the purchase of 5 – Lucas CPR Devices, which includes the ProCare Lucas Prevent Services (5 year maintenance plan) totaling \$102,700.35. Funds to be charged to the American Rescue Plan Restricted Funds. All ayes. Motion carried.

Motion by C. Finley, supported by J. O'Farrell to recommend to the full board to purchase and replace all trash receptacles in the hallways and restrooms at the County Building, Annex Building, Sheriff Department and Public Safety Building. Funds to be charged to the American Rescue Plan Restricted Funds. All ayes. Motion carried.

A general discussion was had regarding whether the Emergency Management Coordinators hours could be increased to full-time (an additional 16 hours) under the American Rescue Plan funds. It was indicated that 36% of the 16 hour increase could be covered by the current EMPG grant as well as benefits. A wage, benefit, hour study is to be brought back to the next meeting. More information is needed before a decision can be made.

Any other matters:

Judge Riffel indicated that he would like to see some sort of security brought back to the building. It was suggested that since security is a sensitive topic and should not be discussed in a public meeting, that the security team meet to discuss our options.

C. Finley left the meeting at 11:47 a.m.

Motion by S. Frank, supported by J. Montgomery that Ericka Earl, Register of Deeds, be allowed to increase her part-time position (18 hours a week) to full-time (35 hours per week) with benefits, with the funds being charged to the American Rescue Plan Unrestricted Funds. Ayes: Schirmer, Anderson, Montgomery, Frank, Eller, Abbott, Carruthers-Soboleski. Nays: Huebel and O'Farrell. Absent: Finley.

Miscellaneous/announcements: None.

Public Comments:

Cynthia Schwedler regarding overdue maintenance on the buildings. A maintenance fund should be established by the county. Questioned whether the re-roofing would be done without estimates. Wanted to know how much money was used today. Would like copies of the minutes from the last meeting and this meeting. Suggested that the part-time position in the Register of Deeds office, raise the hourly rate and offer no benefits.

There being no further business before the committee, it was moved by E. Abbott, supported by M. Schirmer to adjourn. Meeting adjourned at 12:16 p.m. Next meeting date and time: November 4, 2021 @ 9:00 a.m.

Respectfully submitted,

Nancy J. Huebel
Iosco County Clerk