

September 15, 1982

The Marquette County Board of Commissioners met on Sept. 15, 1982 at 7:00 p.m. in the Commissioners Room of the Courthouse Annex.

Chairperson Racine opened the meeting, roll was called by the County Clerk, Henry A. Skewis and the following roll recorded.  
Present: Comm. Carlson, Juidici, LaMere, Leone, Lowe, May, Steele, Villeneuve and Racine.  
Absent: Comm. Cheatham.  
Excused: Comm. Farrell and LaPin.

It was moved by Comm. Carlson, supported by Comm. Juidici and carried that the minutes of the August 25, 1982, the reconvened meeting of August 30, 1982 and the Sept. 1, 1982 meetings of the county board be approved.

Chairperson Racine opened the meeting for public comment. Tom Dunham of Mr. Electric was present to commend the county board on their action to retain the position of Electrical Inspector until Dec. 1982. There being no further comment, Chairperson Racine closed the public comment section.

The agenda was approved by the general consensus of the county board.

A status report on the County Tax Administration Program, from Bruce Rukkala, Finance Officer was accepted and placed on file.

A recommendation from Duane Beard, County Controller regarding an ADAP Grant Agreement resolution for the proposed 1982 ADAP Program at the county airport, was read. The Chief Civil Counsel and the Controller had agreed that there was no impediment in the signing of the resolution. It was moved by Comm. LaMere, supported by Comm. Carlson and unanimously carried on a roll call vote, that the resolution regarding FAA Grant agreement #6-26-0063-10 for the purpose of obtaining aid for the development of the Marquette County Airport, be approved and adopted and the Chairperson of the county board be authorized and directed to execute said agreement in seven (7) copies on behalf of the county and the County Clerk, be directed to impress the seal of the county upon the agreement.

#### RESOLUTION

WHEREAS THE FEDERAL AVIATION ADMINISTRATION (FAA) HAS ADVISED THE COUNTY TO TAKE THE NECESSARY ACTION TO ALLOW ACCEPTANCE OF A GRANT ON OR BEFORE SEPTEMBER 30, 1982, AND THE AIRPORT COMMITTEE BELIEVES IT TO BE IN THE COUNTY'S INTEREST TO ACCEPT THE GRANT WHEN OFFERED.

Now THEREFORE BE IT RESOLVED that the County of Marquette intends to enter into a Grant Agreement No. 6-26-0063-10 with the Federal Aviation Administration (FAA) for the purpose of obtaining Federal Aid for the development of the Marquette County Airport.

BE IT FURTHER RESOLVED that the Chairperson of the Board of Commissioners of Marquette County is hereby authorized and directed to execute said Grant Agreement in seven (7) copies on behalf of the County of Marquette, Michigan, and the County Clerk is hereby authorized and directed to impress the official seal of the County of Marquette, and to attest said execution:

Communications from Republic Township, Marquette County EMS Council and the Michigamme Spurr, First Responders team regarding the proposed change in the housing of the R-52 Rescue Unit, were considered and referred to the Finance Committee for informational purposes. Letter will be sent to each of these organizations advising them of this action.

A communication from Bruce Rukkala, Finance officer, regarding monitoring review of the 1981 Community Development Block Grant Program, was accepted and placed on file.

A proposed Alcohol Highway Safety Reduction Program Grant Application was presented to the county board for action. The Grant application had been approved by the Controller and Chief Civil Counsel. It was moved by Comm. Leone, supported by Comm. May and unanimously carried on a roll call vote to approve the grant application and authorize the board chairperson to sign and execute it.

An amendment to the Central Dispatch Communications System engineering service contract was considered by the county board. It was moved by Comm. LaMere, supported by Comm. Leone and carried unanimously on a roll call vote, that the county board accept the proposed amendment to the contract and authorize the board chairperson to sign the amendment of the contract, between Marquette County and Michaud Cooley, Hallberg, Erickson and Assoc..

Reports of the August 31, 1982 meeting of the Finance Committee, the Sept. 8, 1982 meeting of the Finance Committee, the Sept. 2, 1982 and Sept. 9, 1982 meetings of the Personnel Committee were accepted and placed on file.

A recommendation from the Finance Committee regarding the acceptance of a 14 ft. aluminum boat, given by Champion Township to the Marquette County Sheriff's Department, was read. It was moved by Comm. Juidici, supported by Comm. LaMere and unanimously carried on a roll call vote that the county board accept the gift from Champion Township and the Chairperson of the county board be authorized to sign the agreement confirming receipt of gift.

A recommendation from the Finance Committee regarding the expanding of the target area of the CDBG housing rehabilitation program and transferring additional funds to the program, was read. It was moved by Comm. Lowe, supported by Comm. Steele and carried unanimously on a roll call vote, that the county board concur with the recommendation and expand the program to include a strip of County Road 550 and transfer excess funds from other line items of the CDBG program as listed, to the housing rehabilitation budget.

Code Enforcement Budget	\$22,898.00
RIMCOR and Marquette Township Traffic	
Signs Budget	7,452.00
Drainage Facilities Budget	25,000.00
County Youth Home Budget	<u>11,795.97</u>
TOTAL OF TRANSFERS	\$67,145.97

A recommendation from the Finance Committee regarding the approval of an agreement for the production of county maps that be used for emergency services, was read. It was moved by Comm. Villeneuve, supported by Comm. Lowe and unanomously carried on a roll call vote, that the county board concur with the recommendation an enter into an agreement with Gourdie Fraser Assoc. for the preparation of a county map for emergency services, with the stipulation that any agreement entered into with Gourdie Fraser Assoc. be given final approval by the Marquette County Central Dispatch Policy Board as to specifications and design; that the Community Development Coordinator be allowed to transfer/use an amount not to exceed \$4,500.00 within the CDBG funds, if available, for engineering services, printing, binding etc and that the county board Chairperson be authorized to sign the agreement subject to review by the Controller and Chief Civil Counsel.

A recommendation from the Finance Committee regarding the draft grant contract to Marquette County's Sheriff Department from the UP EMS Corporation for modification of mobile and portable radios, was read. It was moved by Comm. Lowe, supported by Comm. Juidici and unanimously carried on a roll call vote, to concur with the recommendation and accept the draft agreement in the amount of \$415.88 and the final agreement when returned by the UP EMS Corporation and authorize the board chairperson to sign and execute these agreements.

A recommendation from the Finance Committee regarding the awarding of a grant to the Marquette County Central Dispatch System, in the amount of \$18,750.00 or 50% of the cost of communications equipment for the Basic Life Support System, from the UP Emergency Medical Services Corporation, was read. It was moved by Comm. Lowe, supported by Comm.



Juidici and unanimously carried on a roll call vote, that the county board concur with the recommendation and accept the grant and that the board chairperson be authorized to sign and execute the grant agreement.

A recommendation from the Finance Committee regarding the payment of monthly claims and accounts, was read. It was moved by Comm. LaMere, supported by Comm. Steele and unanimously carried on a roll call vote, that claims and accounts in the amount of \$221,486.92 be allowed and ordered paid.

The report of the Sept. 10, 1982 meeting of the Finance Committee, was accepted and placed on file.

A recommendation from the Finance Committee regarding the cooperative defense of an appeal brought on by the Marquette Mall concerning their assessment, was read. It was moved by Comm. Carlson, supported by Comm. LaMere to concur with the recommendation. It was then moved by Comm. May, supported by Comm. Leone and carried that the recommendation be amended to delete the mention of SEV and substitute the phrase assessed value; and to eliminate the last sentence of the first paragraph of the recommendation. A vote was then taken on the original motion as amended and it passed unanimously on a roll call vote, to allow a budget amendment be made to transfer \$1,080. or 12% of the actual cost of the cooperative defense expense, which ever is less, from the contingency account to the special appropriations, cooperative defense of Mall assessment account.

# RESOLUTION AMENDING GENERAL FUND BUDGET

Fiscal Year 1982 Amendment No. 40

WHEREAS, a budget was adopted by the County Board to govern the expenditure of anticipated general fund receipts within the County on October 13, 1981 for the next fiscal year of the county; and,

WHEREAS, as a result of unanticipated changes in revenues and/or needed expenditures, it is necessary to modify the aforesaid budget; and,

WHEREAS, such modification will still maintain a balanced budget between revenues and expenditures.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the aforesaid budget be hereby modified as follows:

<u>Expense Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
Special Appropriation			
Cooperative Defense -			
Mall Assessment	-0-	\$1,080.00	+\$1,080.00
Contingency	\$101,583.61	\$100,503.61	-\$1,080.00
<u>Revenue Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>

Motion was made by Comm. Carlson, Seconded by Comm. LaMere to adopt the foregoing resolution. Upon roll call vote, the following vote was recorded:

<u>Aye</u>	<u>Nay</u>	<u>Aye</u>	<u>Nay</u>
N. Carlson	✓	F. Leone	✓
R. Cheatham	<u>Absent</u>	T. Lowe	✓
P. Farrell	<u>Excused</u>	S. May	✓
E. Juidici	✓	C. Steele	✓
R. LaMere	✓	E. Villeneuve	✓
B. LaPin	<u>Excused</u>	J. Racine	✓

The Chairperson declared the motion carried and the resolution duly adopted.

A recommendation from the Finance Committee regarding a proposed alternative approach to county acquisition and relocation of dilapidated buildings - CDBG program, was read. It was moved by Comm. LaMere, supported by Comm. Lowe and unanimously carried on a roll call vote to concur with the recommendation and approve the alternative to CDBG acquisition and relocation of dilapidated structure in Trowbridge Park, as proposed by Mr. Oslin, and contract with a bank to service the loans with the stipulation that it is legal to do so, and that a bank is found that is willing and capable of doing it.

A recommendation from the Finance Committee regarding the support and encouragement of participation in the United Way Fund Drive, was read. It was moved by Comm. Juidici, supported by Comm. Carlson and unanimously carried on a roll call vote, that the county board concur with the recommendation and go on record as supporting the United Way Fund Drive and encourage the employees of the county to look favorably on the efforts of the United Way when receiving their United Way contribution cards.

A recommendation from the Personnel Committee regarding the 1982 salaries of County Elected officials, was read. The Chief Civil Counsel reviewed the Michigan State Statutes, relevant court decisions, attorney generals opinions and a review of the October 13, 1981 minutes of the County Board of Commissioners, at which the salaries for county officers were adopted, she advised the county board the;

1. Once Annual salaries are established for certain designated county officials by the county board of commissioners, it is required that those salaries be compensation in full for all services and in lieu of all fees which are required to be collected, accounted for, and paid into the county's general fund.
2. Exception to this general rule are that it does not apply to the prosecuting attorney who is entitled to collect divorce investigation fees pursuant to MCL 552.45 or to the clerk, treasurer, and register of deeds who are required to serve as members of the county plat board pursuant to the Subdivision Control Act, MCL 560.247;
3. It was improper for the Marquette County Board of Commissioners at its annual meeting on October 13, 1981, to provide for a salary plus fees enactment for the clerk, treasurer, and register of deeds since an annual salary had been established.
4. The repeal of the payment of the vital statistics fees to the clerk which were considered to be included in the clerk's salary in 1981 has no legal effect since the clerk's annual salary should have included compensation in full for all services performed and all fees required to be paid over to him.

At the October 13, 1981 annual meeting of the County Board a motion was passed on a roll call vote to:

"...place the elected officials salaries at county clerk - \$29,500.00 plus fees, treasurer - \$26,700.00 plus fees, register of deeds - \$25,700.00 plus fees, sheriff - \$32,000.00, prosecuting attorney - \$50,000.00 including fees, drain commissioner - \$12,000.00 and mine inspector - \$16,800.00..."

As noted above the consideration of fees in setting the 1982 salary of county officers does not conform to the statutes stating the salaries "shall be compensation in full for all services and in lieu of all fees", except for such fees that do not fall under this general rule, i.e. divorce investigation fees for prosecuting attorney or compensation received by clerk, treasurer and register of deeds as members of the county plat board. Therefore, Ms. Micklow recommended to the Personnel Committee that the County Board reenact the salaries of the clerk, treasurer, register of deeds and prosecuting attorney and set an all inclusive single annual salary which would include anticipated fees, and in case of prosecuting attorney, delete reference to fees earned.

Based on the information provided to the county board by the Chief Civil Counsel, it was moved by Comm. Leone, supported by Comm. Steele and carried unanimously on a roll call vote, that for the purpose of clarification, the October 13, 1981 motion, which set the 1982 salaries for clerk, treasurer, register of deeds and prosecuting attorney, be amended to conform to the procedures set forth by law by indicating the 1982 salaries for those positions as:

County Clerk	\$30,958.25
County Treasurer	27,200.00
Register of Deeds	25,700.00
Prosecuting Attorney	50,000.00

A report from the Executive Committee on the Federal Emergency Management Agency Local Emergency Management Annual Program Paper for 1983, was read. It was moved by Comm. May, supported by Comm. Carlson and unanimously carried on a roll call vote, that the county board approve the Federal Emergency Management, Agency Local Emergency Management Annual Program Paper for 1983 and authorize the board chairperson to sign it.

A report from the Executive Committee regarding a draft policy on Equalization Department Optional Services, was read. It was moved by Comm. Carlson, supported by Comm. Juidici and unanimously carried on a roll call vote, that the county board and approve and adopt the Equalization Department Optional Service Policy as follows:

POLICY MANUAL - GENERAL POLICIES - EQUALIZATION OPTIONAL SERVICES

413 Equalization Optional Services

The purpose of this policy is to define the optional services which the County Board of Commissioners wishes to provide and to establish the limits of the Equalization Director's discretionary authority in undertaking such projects.

Optional services are defined as those activities of the department which are authorized by the Board of Commissioners within the range of its discretionary authority and are not performed to meet a statutory requirement. Said optional services shall be limited to:

- Assessment Roll Maintenance Program
- Sales Verification Program
- Monitor Reappraisal Program
- Technical Assistance to Local Assessors on Appraisals of Unique or Complex Properties
- Training Sessions for Local Officials
- Technical Assistance and Advice to Local Assessors and Members of the Public in the Area of Assessment Appeals
- Research Projects
- Tax Administration/Data Processing Services

Participation in special projects in the optional services area as defined above that will involve Equalization Department resources for not more than three person days can be initiated at the discretion of the Equalization Director. The Director will submit a written report outlining special project activity to the Board of Commissioners or an appropriate subcommittee on a quarterly basis.

Participation in special projects which will involve Equalization Department resources for more than three person days or may involve the department in judicial or quasi-judicial proceedings will occur only with the specific prior authorization of the Board or an appropriate Committee thereof. In making decisions regarding authorization of requested special project activity, the following criteria should be utilized:

1. Is the Equalization Department the logical department to provide assistance?
2. Will the impact on departmental operations be negative or positive, i.e. impair ability to meet statutory responsibility?
3. What are the potential benefits/liabilities to County government, i.e. consistent with overall policy, aids in meeting Board goals and objectives, etc.?

A report from the Executive Committee on a resolution opposing the State take-over of the local courts, was read. It was moved by Comm. Leone, supported by Comm. May and unanimously carried on a roll call vote, that the Marquette County Board go on record as opposing the State take-over of the local courts.



## RESOLUTION

Resolved, That because of the experience in those parts of Michigan where the State take-over of local courts has occurred, it is clear that four things have happened:

1. It has been an economic disaster for the taxpayers of the county;
2. That citizens' control of local courts has been lost;
3. That the State control has done nothing to improve the administration of justice;
4. That State control has contributed nothing to "fairness" with which courts should operate.

Therefore, the Marquette County Board of Commissioners goes on record as opposing the legislative proposal identified as "Phase II of the Michigan Court Reorganization Plan" which would provide for State take-over of county courts.

A report from the Executive Committee regarding a resolution supporting the repeal of Paragraph (7) Section 454 Mental Health Code, was read. It was moved by Comm. Leone, supported by Comm. Carlson and unanimously carried on a roll call vote to adopt the resolution to repeal Paragraph (7) Section 454 of the Mental Health Code.

### RESOLUTION TO REPEAL SECTION 454.(7)

#### MENTAL HEALTH CODE

Whereas, Public Act 178 of 1982 added to the Mental Health Code, Section 454., Paragraph (7), "Legal counsel shall consult in person with the subject of a petition at least 24 hours before the time set for a court hearing...", and;

Whereas, Court appointed attorney fees and expenses are paid entirely by the respective counties and the cost of attorney fees and expenses has been substantially increased by enactment of Paragraph (7), in violation of the Headlee Amendment:

"A new activity or service beyond that required by existing law shall not be required by the legislature or any state agency of units of Local Government, unless a state appropriation is made and disbursed to pay the unit of Local Government for any necessary increased costs".

and;

Whereas, the 24-hour provision has not added to the quality of legal representation and the Mental Health Code has otherwise adequately and fully protected the legal rights of the subject of the petition;

Now, therefore, be it resolved, that the Marquette County Board of Commissioners solicits and urges the immediate repeal by the State Legislature of paragraph (7), Section 454. of the Mental Health Code.

Be it further resolved, that a copy of the Resolution be sent to each State Senator and State Representative representing this County in the State Legislature.

Reports of the Building Code Dept. for August 1982, The Health Dept. August 1982 and the Dept. of Social Services August 1982, were accepted and placed on file.

Controller Duane Beard gave a short explanation of the proposed 1983 county budget.

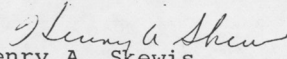
Comm. Leone stated that he, Comm. Farrell and Comm. Villeneuve had a conflict of meetings on Sept. 21, 1982. The conflict being Intergovernmental Relations Committee meeting and the Solid Waste Planning meeting.

Comm. Lowe expressed some concern in the manner in which the Sept. 10, 1982 minutes of the Finance Committee were written, in that they allowed the department head to eliminate what ever position he wanted in the case of an elimination. His concern was the possibility of the keeping of administrative personnel at the expense of other workers. Comm. Carlson explained that the agreement the Finance Committee had with the Sheriff's Dept., was that the Sheriff could name the position eliminated in the case of an elimination of a position. He stated that a board member could however specify his desires in this regard.

Chairperson Racine called for public comment, none was forthcoming and the public comment section was closed.

There being no further business to come before the county board, it was moved by Comm. Juidici, supported by Comm. LaMere, that the meeting be adjourned.

Respectfully submitted,

  
Henry A. Skewis  
County Clerk

MARQUETTE COUNTY BOARD OF COMMISSIONERS  
Wednesday, September 15, 1982, 7:00 p.m.

Commissioners Room, Courthouse Annex  
Marquette, Michigan

1. CALLING OF ROLL BY THE COUNTY CLERK.
2. SALUTE TO THE FLAG AND PLEDGE OF ALLEGIANCE.
3. READING OF THE MINUTES OF THE SEPTEMBER 1, 1982 MEETING.
4. PUBLIC COMMENT (time limit of 20 minutes total).
5. APPROVAL OF THE AGENDA.
6. PUBLIC HEARINGS:
  - a.
  - b.
7. PRESENTATION OF CLAIMS, PETITIONS AND COMMUNICATIONS: *Cancelled*
  - a. Appoint pro tem directors to Cliffs Ridge Ski Corporation EDC project.
  - b. Status report from Finance Officer on Tax Administration Program.
  - c. Recommendation from the Controller on ADAP resolution.
  - d. Communications concerning relocation and administration of R-52 rescue vehicle.
    - 1) Communication from Clarence Isaacson, Clerk, Republic Township.
    - 2) Communication from Fred Leopold, Chair, Marquette County EMS Council.
    - 3) Letter from Charles Gardner, Captain, Michigamme-Spurr First Responders.
  - e. Communication from Finance Officer on HUD monitoring review of 1983 CDBG Program.
  - f. Authorize Board Chair to sign Alcohol Highway Safety Reduction Program Contract.
  - g. Amendment to Central Dispatch Communications System engineering services contract.
  - h.
  - i.
  - j.
8. REPORTS OF STANDING COMMITTEES:
  - ✓ a. Report from Finance Committee on meeting held August 31, 1982.
  - ✓ b. Report from Finance Committee on September 8, 1982 meeting.
  - ✓ c. Recommendation from Finance Committee to approve agreement accepting gift of boat from Champion Township to Sheriff's Department.
  - d. Finance Committee recommendation on expanding target area of CDBG housing rehabilitation program, and transferring additional funds to that program.
  - e. Recommendation from the Finance Committee on county map for emergency services.
  - f. Finance Committee recommendation on acceptance of grants from U.P. Emergency Medical Services Corporation for Basic Life Support System of the County.
  - g. Finance Committee recommendation to pay bills amounting to \$221,486.92.



8. REPORTS OF STANDING COMMITTEES (con't.):
  - h. Finance Committee report on Meeting held September 10, 1982
  - i. Recommendation from Finance Committee to join in cooperative defense of Marquette Mall property assessment.
  - j. Finance Committee recommendation on alternative approach to county acquisition and relocation of dilapidated properties - CDBG Program.
  - k. Personnel Committee report on September 2, 1982 meeting.
  - l. Recommendation from Personnel Committee on United Way Fund Drive.
  - m. Personnel Committee report on September 9, 1982 meeting.
  - n. Recommendation from Personnel Committee on 1982 salaries of county officials.
  - o. Report from Executive Committee on Federal Emergency Management Agency Local Emergency Management Annual Program Paper for 1983.
  - p. Report from Executive Committee on Draft Policy - Equalization Department Optional Services.
  - q. Executive Committee report on resolution opposing the state take-over of local courts.
  - r. Executive Committee report on resolution supporting the repeal of Paragraph (7), Section 454., Mental Health Code.
  - s.
  - t.
9. REPORTS OF SPECIAL COMMITTEES:
  - a.
  - b.
10. REPORTS OF COUNTY OFFICERS:
  - a. Building Code report for August, 1982
  - b. Health Department expenditure report for August, 1982.
  - c. August, 1982 report from Department of Social Services.
  - d.
11. LATE ADDITIONS:
  - a.
  - b.
12. UNFINISHED BUSINESS:
  - a.
  - b.
13. NEW BUSINESS:
  - a.
  - b.
14. PUBLIC COMMENT.
15. ANNOUNCEMENTS.
16. ADJOURNMENT.

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August 31, 1982

Honorable Chair and Members of the  
Marquette County Board of Commissioners  
Marquette, Michigan

Ladies and Gentlemen:

A meeting of your Finance Committee was duly called and held on August 31, 1982 and copies of the minutes of that meeting have been furnished to all members of the Board of Commissioners and a copy of the minutes is attached hereto and made a part of this report.

Respectfully submitted,

FINANCE COMMITTEE

Neil W. Carlson  
Chair

Joseph E. Bassie  
Robert L. Lippincott  
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\_\_\_\_\_

August 31, 1982

The Finance Committee meeting was duly called and held on August 31, 1982 at 6:45 p.m. in the Courthouse Annex.

Present: Commissioners Carlson, Farrell, LaMere, Lowe and Racine.

Absent: None.

In Attendance: Earl Hawn, Senior Nutrition Program Director, AMCAB; Bruce Rukkila, Finance Officer; Gary Yoder, Accounting Supervisor; Duane Beard, Controller; James Sodergren, Treasurer; Linda Pietila, Marquette Cooperative Extension Service; Gary Walker, Prosecuting Attorney; and Patricia Micklow, Chief Civil Counsel.

The meeting was called to order by the Chair.

The first item of business was approval of the minutes of the August 9 and August 11 meetings. It was moved by Commissioner LaMere, supported by Commissioner Lowe and carried unanimously to approve the minutes as presented.

Public Comment Section: No one present wished to speak during public comment.

Approval of the Agenda: Two additional items were placed on the agenda: 1) James Alderton, Chair, EDC, would be present to request a county appropriation for EDC; and 2) Patricia Micklow, Chief Civil Counsel, would be present to discuss language of a ballot proposal on separate tax limitations.

Earl Hawn, Director, Senior Nutrition Program, AMCAB, was present to request that the county continue to financially support the Senior Nutrition Program. Commissioner Carlson advised Mr. Hawn that no immediate action would be taken by the Committee but his request would be considered during the Committee's 1983 budget deliberations.

Mr. Hawn noted Federal support for the next fiscal year was reduced by 20%. He said the Federal government is encouraging local units to support this type of program. With county support they will be able to continue the Senior Nutrition Program at the same service level as last year, but with reductions in staffing.

Mr. Hawn explained that the Senior Nutrition Program offers two meal programs: 1) the congregate meals program, where meals are served at local senior centers; and 2) the home delivered meals program. Mr. Hawn said drivers delivering meals to senior are directed to make personal contact with each senior. He said on several occasions this practice has resulted in the discovery of an emergency situation, and has saved lives.



Mr. Hawn stated 39,570 meals have been served this fiscal year to date under the home delivered meal program, and they anticipate that more than 47,000 will be served. Loss of county support would mean a 31% reduction in the home delivered meal program. He requested a \$15,000 county appropriation for support of this program in order to continue it at the same service level.

Duane Beard noted money appropriated by the county to the home delivered meal program is actually appropriated to the Commission on Aging and the Commission on Aging contracts with AMCAB for the program. The Controller's recommended 1983 budget eliminated the \$15,000 from the county budget. Duane Beard stated Lynn Emerick had called him today about this matter and indicated she was not able to attend the meeting.

Mr. Beard questioned how the same service level would be maintained with a 20% decrease in Federal support. Mr. Hawn stated he has reduced staff by one and one-half bookkeepers; a clerical aide; and froze his salary. Mr. Hawn then left the meeting.

James Sodergren, Treasurer, was present to discuss an additional staff person for his department. A memo was received on this request from Mr. Sodergren. Commissioner Carlson advised Mr. Sodergren that no immediate decision would be made by the Committee on his request.

Mr. Sodergren briefly summarized activities of that office noting the workload has not reduced since one account clerk transferred out of his department earlier this year and the position was not filled at his request. The cost of an additional person would be \$20,000. James Sodergren left the meeting.

Linda Pietila, Cooperative Extension, was present to discuss funding for the Cooperative Extension's Making Ends Meet Program. Commissioner Carlson stated the Committee has not made a decision on the Cooperative Extension Service budget at this time. Should the Committee actually make a decision to cut program funding the Department will have an opportunity to meet with the Committee.

Commissioner Carlson read communications from the following individuals supporting the program.

- a. Jeanette VanDamme, Secretary, Merry Homemakers Extension Club, Wells Township.
- b. Lillian Bruce, Arnold, MI.
- c. Mary Hall, Secretary, Marquette County Extension Homemakers.

Linda Pietila provided the Committee members materials on the program. She said many people have commented that there is a need for a program that teaches them how to get the most out of a dollar. Cooperative Extension is able to provide them such skills through the Making Ends Meet Program. They also work with other organizations in offering programs and workshops. Ms Pietila then left the meeting.

James Alderton, President, Economic Development Corporation (EDC) of the County of Marquette, was present to discuss a county appropriation to the EDC. He provided the Committee information on the EDC's objectives and a budget which indicated the use of the requested county appropriation and other funds available to the EDC. Mr. Alderton related some of the organization's goals, such as encouraging and assisting businesses to locate in the area. He said the EDC wants to set up a revolving fund to assist businesses starting up or expanding.

Discussion was held on the EDC's action to limit use of their available funds in a manner the County Board felt was in conflict with the agreement they had with EDC for the use of those funds as a match for future MEDIC funds. Commissioner Carlson noted commitments were made by the defunct EDC #1 and the new EDC to the County and these were not carried out. Mr. Alderton agreed but believes individuals on the EDC are committed to economic development in this area. Mr. Alderton noted Pete Cambiere, CUPPAD, has offered his assistance to the EDC. He noted none of the members of the EDC receive compensation or travel reimbursement. He noted any additional employment in the county would be beneficial. It was noted MEDIC funds were lost due to the EDC's action not to use available funds for matching for MEDIC funds. Mr. Alderton then left the meeting.

Commissioner Carlson noted it is the intent of the Committee to cut \$250,000 from the Controller's recommended budget. He noted the Tax Tribunal decision on the county's appeal of its allocated millage will not result in a change in the county's millage of 5.8 mills.

Commissioner Lowe had heard salaries of employees in Buildings and Grounds will be reduced to allow for the hiring of an additional maintenance mechanic. Duane Beard said that is in his budget recommendation before the Committee. He said the proposal amounts to a reorganization of the Maintenance Department.

Commissioner Lowe advised the Committee that Michigan State University has decided not fill the U.P. 4-H program director position.

The Committee received a communication from the Controller on a budget amendment request from the Drain Commissioner in the amount of \$7,500 to alleviate specific maintenance problems associated with subdivision drainage facilities. It was moved by Commissioner Racine, supported by Commissioner Farrell and carried unanimously to ask Chief Civil Counsel to determine if this is a mandated cost.

It was noted the original 1982 Contingency Account was \$40,000 but that additional appropriations to that budget have been made during the course of the year and to date \$270,000 has been spent in contingency funds. The 1983 recommended budget contains a \$100,000 Contingency Account.

Duane Beard noted the budget calendar calls for a budget recommendation to be finalized by the Committee on September 8, 1982.

The Controller provided the Committee an update of resources available for the balance of 1982 and 1983. New figures indicate the county has more equity by about \$600,000 than originally calculated. The Controller provided a list of suggestions for use of this additional equity for the Committee's review. Mr. Rukkila advised the Committee that the majority of the additional equity is federal revenue sharing funds.

Patricia Micklow, Chief Civil Counsel, entered the meeting. The Committee postponed further discussion on the 1983 budget in order to discuss language of a ballot proposal for separate tax limitation with Ms Micklow. Ms Micklow advised the Committee that state statute stipulates the general language that must be used in the proposal. She submitted various samples of language for the ballot which meet statutory guidelines. The language for the proposal would have to be submitted to the State Tax Commission for approval. The Committee asked Chief Civil Counsel to present the following language for the ballot proposal to the Board on September 1 for consideration:

"Shall the Tax Allocation Board for the County of Marquette be abolished and the tax rates be at the current level for a period of six years for the County of Marquette and the townships and school districts within the county, the total of which shall remain at 15 mills, as follows: (Millage breakdown would follow)".

Pat Micklow then left the meeting.

Commissioner Carlson said the Controller's budget allowed the use of \$350,000 of Budget Stabilization Fund monies.

Each Committee member submitted items he would like added to the budget. The suggested additions were as follows:

- a. \$100,000 to Contingency Account.
- b. \$20,000 to Commission on Aging.
- c. \$15,000 for Senior Nutrition Program.
- d. \$32,000 to reinstate Lieutenant's position in Sheriff's Department.
- e. Add back funds subtracted for relocating District Court to Marquette - \$21,000.
- f. Add back one clerical position in District Court - \$18,000.
- g. Place \$7,500 for Making Ends Meet Program.
- h. Add \$20,000 for position in Treasurer's Office.
- i. Add \$1,000 for CUPPAD dues.
- j. \$5,000 to EDC.

The above items amount to approximately \$240,000.

Bruce Rukkila said it is possible changes may be made in procedures used to reconcile cash received by the county with account books. Both processes are currently done in the Treasurer's Office. Mr. Rukkila believes this does not provide an adequate check system, and that the Accounting Department should be responsible for reconciling the books. He said this has not been



with all department heads involved, however. Duane Beard noted as Controller he has the statutory authority to determine account system responsibilities but believes this should be done on a cooperative basis between involved department heads.

After reviewing suggested additions to the budget, it was the general consensus of the Committee to add the following:

- a. \$15,000 to Senior Nutrition Program - AMCAB.
- b. \$20,000 to Commission on Aging.
- c. Reinstate lieutenant's position in Sheriff's Department - \$32,000.
- d. Add \$21,000 back into District Court, thereby eliminating relocation funds.
- e. Add back District Court clerk position - \$18,000.
- f. Add \$7,500 for Making Ends Meet Program.
- g. Add \$1,000 for CUPPAD.
- h. Add \$5,000 for EDC.

The Committee agreed that a stipulation for EDC appropriation would be made which requires that the Planning Commission review EDC projects before the County Board's review. The Controller was asked to submit a recommendation on how to handle the stipulation on funds provided to the EDC.

Gary Walker noted the Controller recommended that an Assistant Prosecuting Attorney position be deleted. This was in relation to relocation of the Ishpeming District Court Office to Marquette. Since the Committee apparently is not going ahead with the relocation recommendation he questioned what was going to happen with the Assistant Prosecuting Attorney position. Following a discussion on the responsibilities and workload of the Prosecuting Attorney's Office it was the consensus of the Committee to add back the Assistant Prosecuting Attorney position at a cost of about \$20,000. Gary Walker left the meeting.

The Committee members suggested possible reductions to the Controller's recommended budget. They were as follows:

- a. Equalization Department appraiser position - \$28,400.
- b. Sheriff's Department - one position - \$26,450.
- c. Health Department appropriation - \$35,000 reduction.
- d. Planner in Planning Commission - \$29,800.
- e. Institute 35 hour summer work schedule - \$55,000.
- f. 1% across the Board cut in areas where possible - \$80,000
- g. Combine Parks, Harbor, Forestry and Mineral Resources Commissions - \$2,000 reduction.
- h. Mental Health appropriation - \$7,000 reduction.
- i. Elimination of Circuit Court Bailiff/Court Administrator - \$16,000.
- j. Airport position - \$28,500
- k. Reduce telephone expenses for various depts. by 10% - \$5,029.
- l. Reduce travel for various depts. by 10% - \$6,496.80.
- m. Reduce overtime for various depts. by 10% - \$6,876.20.
- n. Reduce Inservice/Staff Training by 25% - \$8,136.25.
- o. Reduce subscriptions, etc. by 10% - \$4,058.64.

- p. Eliminate line item #867, Personnel Dept. - \$702.
- q. Reduce line item #706 in Buildings and Grounds - \$3,780. This item was used for hiring part-time snow shovelers. It was suggested that general recipient assistance be used for this work.
- r. Cut administrator and secretary position in Commission on Aging - \$53,000.

It was the consensus of the Committee to approve the following cuts:

- a. Deletion of Equalization Department position.
- b. Deletion of one position in Sheriff's Department.
- c. Health Department - \$25,000 reduction.
- d. Planning/Building Code Dept. - Delete one planner.
- e. 35 hour summer work week.
- f. 1% across the board cut where possible.
- g. Combine Harbor, Parks, Forestry and Mineral Resources Commissions.
- h. Mental Health appropriation - Reduce by \$7,000.
- i. Bailiff/Court Administrator position.
- j. Items k - q listed above.

The approved reductions amount to \$205,000.

The institution of a 35 hour work week during the summer was reconsidered. Commissioner Lowe suggested offering this as a voluntary option to employees. The Committee was in favor of that suggestion therefore earmarked a savings of \$5,000 for the reduced summer work week program based on anticipated voluntary use of that option by employees.

Those departments that are affected by the Committee's suggested cuts will be invited to attend the Committee's September 8, 1982 meeting.

In regard to use of the additional equity, the Committee felt the Board must determine how it should be budgeted based on suggestions submitted by the Government Support Division.

It was moved by Commissioner LaMere and supported by Commissioner Racine for the Committee to tentatively adopt the budget recommended by the Controller with the amendments made by the Committee (as listed below) and to direct the Government Support Division to do a cost analysis on the amendments. Gary Yoder said it may be necessary by law to provide an additional \$4,500 to the law library fund. That sum was therefore included in the Committee's amendments to the Controller's recommended 1983 budget. A legal opinion will be sought on the required appropriation. Following discussion the motion carried unanimously.

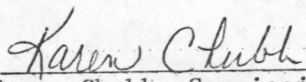
- a. Add \$4,500 to Law Library Fund.
- b. Reinstate Assistant Prosecuting Attorney position - \$20,000.
- c. Include \$15,000 appropriation to AMCAB Senior Nutrition Program.
- d. Add \$20,000 to Commission on Aging appropriation.
- e. Add \$21,000 to District Court thereby eliminating relocation funds.
- f. Add \$18,000 to District Court for reinstatement of clerical position.
- g. Add \$7,500 for Cooperative Extension's Making Ends Meet Program.
- h. Add \$1,000 for CUPPAD dues.
- i. Add \$5,000 for appropriation to EDC.

- j. Delete Equalization Dept. appraiser position - \$28,400.
- k. Delete one position in Sheriff's Dept. - \$26,450.
- l. Reduce Health Dept. appropriation by \$25,000.
- m. Reduce Planner/Building Code Dept. staff by one planner - \$29,800.
- n. Institute voluntary 35 hour summer work week program - \$5,000.
- o. 1% across the board cut where possible - \$80,000.
- p. Combine Harbor, Parks, Forestry and Mineral Resources Commissions - \$2,000.
- q. Reduce Mental Health appropriation by \$7,000.
- r. Eliminate Bailiff/Court Administrator position - \$16,000.
- s. Reduce telephone expenses by 10% - \$5,029.\*
- t. Reduce overtime for various depts. by 10% - \$6,876.20.\*
- u. Reduce travel for depts. by 10% - \$6,496.80.\*
- v. Reduce Inservice/Staff Training by 25% - \$8,136.25.\*\*
- w. Reduce subscriptions, memberships, periodicals and publication expenditures by 10% - \$4,058.64.\*\*
- x. Eliminate line item #867, Personnel Dept. - \$702.
- y. Reduce line item \$706 in Buildings and Grounds - \$3,780.

There was no public comment.

The meeting adjourned at 10:45 p.m.

Respectfully submitted,

  
Karen Chubb, Commission Aide

\*Cuts not to include: Mental Health Dept.; Airport; Planning Commission; Commission on Aging; Social Services Department; Sheriff's Alcohol Grant Program; Road Commission; Acocks Medical Facility.

\*\*Cuts not to include: Commission on Aging; Social Services Department; Law Library; Sheriff's Alcohol Grant Program; Airport; Mental Health Department; and Acocks Medical Facility.



September 8, 1982

Honorable Chair and Members of the  
Marquette County Board of Commissioners  
Marquette, Michigan

Ladies and Gentlemen:

A meeting of your Finance Committee was duly called and held on September 8, 1982 and copies of the minutes of that meeting have been furnished to all members of the Board of Commissioners and a copy of the minutes is attached hereto and made a part of this report.

Respectfully submitted,

FINANCE COMMITTEE

Neil W. Carlson

Chair

James A. Bayne  
Robert L. Lippert  
\_\_\_\_\_  
\_\_\_\_\_

The Finance Committee meeting was duly called and held on September 8, 1982 at 7:00 p.m. in the Courthouse Annex.

Present: Commissioners Carlson, Farrell, LaMere, Lowe and Racine.

Absent: None.

In Attendance: Alan Chase, County Planner; James Sodergren, Treasurer; Duane Beard, Controller; Mark Maki, Chair, Planning Commission; Henry Schneider, Equalization Director; Dave Timmons, Marquette Township; Lynn Swadley, Home Builders Association of Superiorland; Tom Dunham, Mr. Electric; Karol Peterson, Planning Commission; Bruce Rukkila, Finance Officer; Judge Quinnell; Sheriff Maino; Undersheriff Quayle; Dr. Randall Johnson, Director, Marquette County Health Department; Larry Stone, Administrator, Acocks Medical Facility; Gary Yoder, Accounting Supervisor; and Judge Anderegg.

The meeting was called to order by the Chair. The first order of business was approval of the minutes of the August 31, 1982 meeting. It was moved by Commissioner Farrell, supported by Commissioner Racine and carried unanimously to approve the minutes as presented.

Public Comment: No one present wished to speak during the public comment section.

Approval of the Agenda: The Child Care Plan received from Judge Anderegg and David Berns, Director, Department of Social Services, was added to the agenda.

Tom Dunham of Mr. Electric spoke in support of retaining the full-time plumbing and electrical inspectors at the Building Code Department. The Controller noted the staff reductions he proposed in his 1983 recommended county budget for the Building Code Department was to reduce positions of plumbing inspector, electrical inspector and secretary to half-time positions. He said he based his recommendation on the decline of construction activity in the area.

Mr. Dunham said many home fires are caused by improper electrical wiring. He said there should be more inspections not less. He believes residential building construction may be down in the area but there is still building activity occurring such as remodeling, much of which is not being reported for inspection. He feels the plumbing and electrical inspections are critical and suggested an across the board cut for all positions in the Planning Commission/Building Code Department as an alternative to reducing the inspector positions to half-time.

Lynn Swadley, Home Builders Association, said he was concerned about this action being an initial step to turning the responsibility for inspections over to the state and would not like this to occur. Duane Beard said turning over the inspections responsibility to the state was not part of his 1983 budget recommendation.

Commissioner Carlson noted since the Board meeting which contractors attended concerning the proposed reduction of Building Code staff the Finance Committee met and have not made any recommendation to turn over inspection responsibilities to the state. Commissioner Carlson noted it was the philosophy of the Board when the Building Code Department was established that it would be self-supporting from fees generated from construction permits. To do this would require an increase in fees or reduction of staff.

Lynn Swadley said fees generated by the Building Code Department during the period of heavy construction went to the general fund. He questioned whether those funds should not have been returned to the department. Commissioner Farrell said revenues are not returned to departments but placed in the general fund.

Duane Beard said based on the number of permits issued he cannot justify retaining the current staffing level of the Building Code Department.

A plumbing contractor spoke on the advantages of having local inspectors. He said the state inspector for this area must cover the entire Upper Peninsula. He submitted a letter signed by several electrical and plumbing contractors supporting the retention of the building code inspectors at full-time. He believes the lack of full-time inspectors will create a situation where buildings will be built without inspections having been made. He noted the building codes were developed for the protection of the public.

Mr. Dunham noted instances occur where inspections are made without fees charged by the department. He believes that fees should be charged for all inspections to generate revenue.

Commissioner Carlson questioned what fees would have to be to have a self-supporting Building Code Department. Alan Chase said they would have to be increased by 90%. He noted the Planning Commission in February, 1982 had recommended a 40% increase which the Board did not approve.

In response to a question by Mark Maki, Mr. Beard said his budget recommendation includes cutting a planner position in 1983.

It was moved by Commissioner Farrell and supported by Commissioner Lowe to: 1) Ask the Controller to prepare a budget amendment to continue the inspector positions full-time to the end of 1982; 2) Place in the budget for 1983 the recommendation of the Controller to reduce building inspector positions to half-time with the stipulation that if a fee structure is established between now and the end of the year to cover the cost of the full-time positions that the positions be full-time.

In response to a question by Commissioner LaMere, Alan Chase said the average cost for inspections for a single family home is \$140. A 90% increase would make it about \$300. Commissioner Lowe asked about the status of the backlog of inspections. Alan Chase said there are 230. He has been working to avoid a situation of having to ask the Board to write off backlog inspections. Mark Maki said they cannot control the backlog because some homes are taking a long period of time to complete because of the economy.



They cannot make a final inspection when a home is not completed. Commissioner Carlson said the funds to support the Building Code Department staff for the rest of 1982 will come from the Contingency Account. Following discussion the motion carried unanimously.

Henry Schneider, Equalization Director, was present to discuss the proposed reduction of two appraisers from the Equalization Department staff. He said in the past the county has been supportive of his department. He said the proposed reduction will reduce his appraiser staff by 50%. Up to 75% reduction in field activity will be a result of the cuts. They will only be able to meet legal requirements for equalization with the reduced staffing level. There involvement with personal property will be eliminated as that is not pushed strongly by the state. He said it is the responsibility of the Board to equalize and with the reduced staff this will be more difficult. Mr. Schneider believes it would be possible to maintain the high standards of equalization with one less appraiser. If they lose two they will only be able to maintain accuracy in assessments and meet legal requirements. Assistance to local units will be reduced and this he believes will cause problems for the Board in the future. He said it is in the best interest of the county to fund the department at an adequate level.

Judge Quinnell was present to discuss the proposed elimination of the Circuit Court Bailiff/Court Administrator position. A communication from the Judge was received in which he proposed reducing the hours for that position to 24 hours per week, rather than eliminating it. Commissioner Carlson questioned whether the county judges have considered the feasibility of a court administrator position for all three courts. Judge Quinnell stated it has not been considered beyond the judges discussion with the Committee on the possibility. He believes Judge Anderegg had planned to inquire whether any other counties use one court administrator for three courts.

Judge Quinnell said he realized the economical situation and is willing to cut back some. He has talked to Mr. Bourque, Bailiff/Court Administrator, who is willing to cut back his time because he is not consistently busy; the demands on his time varies. Judge Quinnell noted if his hours are reduced by 6/10 it will save the county \$6,000 to \$7,000. The county would have to pay unemployment if the position was eliminated.

Sheriff Maino and Undersheriff Quayle were present on the Sheriff's 1982 budget. The Committee has tentatively proposed to cut one position from that department. The Sheriff provided the Committee a communication which he read for their information concerning the proposed reduction of the position from that office; rate of crime in the state, etc.

Commissioner Carlson said if the Committee retains its tentative proposal the Sheriff will have full flexibility in determining what position will be eliminated.

Dr. Randall Johnson, Director, Health Department, was present on proposed reduction to the Health Department's county appropriation of \$25,000. In response to a question by Dr. Johnson, Commissioner Carlson said the proposed reduction would be in addition to the proposed across the board cuts for travel, telephone and inservice training. Dr. Johnson said the travel reduction will have a strong impact as employees of his department go out in the field to provide services.

Mark Maki, Chair, Planning Commission, was present to discuss the 1983 Planning Commission budget. In addition to the Controller's recommendation to reduce one planner position the Committee has tentatively acted to cut a second planner position. Mr. Maki noted the County Board and others depend on information from the Planning Commission as resource material. Mr. Maki believes solid waste will be a big issue in 1983 and some staff time will have to be devoted to it. They must implement recommendations contained in the Comprehensive Plan and this involves a lot of work. They also intend to revise the zoning ordinance. He noted when the land use inventory is completed by the Planning Commission, which is contracted with the state, they will receive about \$18,000 in revenues from the state. These are unanticipated revenues.

James Sodergren, Treasurer, spoke on his request for an additional position noting that the Committee did not act affirmatively on his request at their last meeting. A letter from Mr. Sodergren was read in which he noted that at the August 31 Finance Committee meeting Bruce Rukkila mentioned it is possible changes may be made to reconcile cash in the Accounting Department rather than the Treasurer's Office, thus affecting staffing needs. Mr. Sodergren said he checked with Robert Mickesch, Local State Auditor, who recommended against such a change from a statutory standpoint. He said he would like to restore the departmental staff to what it was. Bruce Rukkila said he spoke to Mr. Mickesch on this matter and he did not indicate to him that both functions should be performed in the Treasurer's Office. James Sodergren noted this is contradictory to information he received from Mr. Mickesch.

A discussion was held on accounting functions. Duane Beard said the Committee could determine that an account clerk position is needed in one department or another and reserve funds for that probability and when the matter of how this would be done is determined the funds will be there to assign the position to the appropriate department.

A brief recess was held. Upon reconvening the Committee decided to finalize a recommendation on the 1983 budget at a meeting on Friday, September 10, 1982 at 4:30 p.m.

Judge Anderegg was present to discuss the 1983 budget. He briefly reviewed discussions held by the Committee during various meetings on use of Budget Stabilization Fund monies as indicated by Committee minutes, in terms of limiting the use of those funds, and action to increase that Fund to the maximum allowed by law with newly discovered additional equity. He noted the 10% across the board cut in telephone and travel and 25% to inservice training tentatively proposed by the Committee is contradictory to the Committee's guidelines not to implement across the board cuts.

Commissioner Carlson noted there are dangers involved in using a large amount of the Budget Stabilization Fund at one time. Judge Anderegg said he cannot come to terms with the Committee's desire to cut \$250,000 from the balanced budget presented by the Controller when funds are available. Commissioner Carlson noted up-coming negotiations will draw on revenues. Judge Anderegg believed the Committee should accept the advice of its staff on the recommended budget.

The Committee audited bills. A listing of both general fund and non-general fund claims and accounts were reviewed. Commissioner Lowe questioned

payment made to Pesola Consolidation for CDBG program activities. Gary Yoder will check on this and explain the bill at the Committee's next meeting.

It was noted in the past the only bills recommended by the Committee for payment were general fund bills. It must be determined whether the statutes require that the Committee review all claims or just those against the general fund. Since this was unclear the Committee decided at this time to recommend only approval of general fund bills and ask the Finance Officer to determine what the statutes state in this regard.

It was moved by Commissioner Farrell, supported by Commissioner LaMere and carried unanimously to recommend to the Board that bills charged against the general fund in the amount of \$221,486.92 be paid and that the Finance Officer look into what bills are the responsibility of the Committee.

Commissioner Carlson asked Alan Chase to have Ted Oslin send all original contracts associated with the CDBG Program to the Clerk's Office.

Larry Stone, Administrator, Acocks Medical Facility, was present for the Controller's recommendation on Acocks' budget amendment request. Acocks requested \$97,000 for various items, including increase in employees' wages due to negotiations and workers compensation payments. Bruce Rukkila said he reviewed Acocks' records and determined there are funds available for Acocks to meet their expenses and thus he recommends that the budget amendment not be made. Mr. Stone said he has had difficulty grasping the Finance Officer's findings regarding the budget and would appreciate it if he would attend a Board of County Institutions meeting to explain the issue.

The Finance Officer presented an update on the 1983 budget based on tentative decisions made by the Committee on August 31. The deficit budget in terms of anticipated revenues now stands at \$450,000.

A discussion was held on the feasibility of an across the board cut to individual budgets and difficulties that may ensue from this policy.

Commissioner Carlson left the meeting. Commissioner Farrell, as Committee Vice-Chair, assumed the responsibilities of the Chair.

Commissioner Farrell suggested that budget suggestions from Committee members be submitted to the Controller by Friday.

The Committee received a financial condition projection report from Bruce Rukkila. The report indicates there will be a fund balance of approximately \$20,000 at the end of 1982.

A communication from the Personnel Committee asking that Delores Williams, Steno Pool, be assigned to the Clerk's Office from September 15 to about November 1, 1982 while one of the Clerk's employees is on medical leave was received. The Controller said the person taking leave does not have



any accumulated sick leave or vacation leave so that there are funds in the Clerk's budget to cover cost of transferring a steno pool person to his department and to fill Ms Williams position in the steno pool temporarily. No action is required by the Committee. It was moved by Commissioner Lowe, supported by Commissioner LaMere and carried unanimously to place the communication on file.

The Controller reported that the exact cost for visiting judges and local judges to cover Judge McDonald's caseload is not available. It will be approximately \$3,000 to \$5,000. No action is required on this at this time.

A memo from the Intergovernmental Relations Committee informing the Committee that it will cost \$1,200 to update the county government slide presentation to reflect 1983 county budget information, and to adapt the program to a single projector system was received. It was moved by Commissioner Lowe, supported by Commissioner LaMere and carried unanimously to place on file.

A budget transfer report for the Planning Commission was received for the Committee's information. The transfer is for \$1,000 from vehicle operating expenses to printing and binding.

A communication from Henry Schneider, Equalization Director, on appraisals of properties related to the CDBG Program was provided to the Committee for its information. Any comments from the Committee on the letter will be addressed at the September 10 meeting.

A communication from the Finance Officer on an alternative to CDBG acquisition and relocation of dilapidated structures was received. Action on this item was deferred until the Committee's September 10, 1982 meeting.

A communication from the Controller regarding CDBG Housing Rehabilitation was received concerning the expansion of the target area for that activity to include a strip of C.R. 550, in addition to Trowbridge Park. Mr. Oslin further requested that excess funds in certain areas of the CDBG budget be transferred to housing rehabilitation loans as it is possible that budget may be exceeded. It was moved by Commissioner Racine, supported by Commissioner LaMere and carried unanimously to recommend to the Board to enlarge the target area of the housing rehabilitation project to include a strip of C.R. 550, and to transfer excess funds in various areas of the CDBG Program to housing rehabilitation.

A communication was received from the Finance Officer on an agreement with Gourdie-Fraser & Associates, Inc. to prepare a county map for emergency services in an amount not to exceed \$4,500. Commissioner Farrell believed the quoted price is too high.

It was moved by Commissioner Racine, supported by Commissioner Lowe and carried to recommend to the Board that the county enter into an Agreement with Gourdie-Fraser & Associates for the preparation of a county map for emergency services with the stipulation that any Agreement entered into with Gourdie-Fraser & Associates, Inc. be given final approval by the Marquette County Central Dispatch Policy Board as to specifications and design; and that the Community Development Coordinator be allowed to transfer/use an amount not to exceed \$4,500 within the CDBG Fund, if available, for engineering services, printing, binding, etc.; and that the

Board Chair be authorized to execute the agreement subject to legal and administrative review. Ayes: Commissioners Lowe, LaMere and Racine.  
Nays: Commissioner Farrell.

Bruce Rukkila advised the Committee of grant awards from U.P. Medical Services to Central Dispatch and the Sheriff's Department. The grants in an amount not to exceed \$18,750 for Central Dispatch and in an amount not to exceed \$415.88 for the Sheriff's Department. It was moved by Commissioner LaMere, supported by Commissioner Farrell and carried unanimously to recommend to the Board that they accept the two grants pending legal and administrative review and authorize the Board Chair to execute the Agreements.

A communication from Clarence Isaacson, Republic Township, on location of the R-52 rescue vehicle at the Sheriff's Department was received. Republic Township voiced their opposition to this move. Copies of the communication will be provided to committee members.

A communication from CUPPAD on Marquette County's membership in the County OEDP and CUPPAD Regional Commission was deferred until the September 10, 1982 meeting.

A communication from the Finance Officer on Audit of Invoices - Twice Monthly Basis was discussed. This had been deferred from the last meeting as the Clerk had not had an opportunity to have input into the proposal. Mr. Rukkila said he has not received any communication from the Clerk on this. Gary Yoder will ask the Clerk if a response can be submitted to the Committee by September 10.

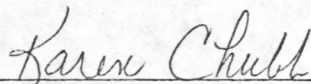
A communication from Chief Civil Counsel on an agreement she prepared acknowledging receipt of a gift of a new aluminum boat from Champion Township to the Sheriff's Department was received. It was moved by Commissioner LaMere, supported by Commissioner Farrell and carried unanimously to recommend to the Board to accept the gift and authorize the Board Chair to sign the Agreement.

A memo from Opal Giroux, Health Department, on a cost sharing reduction from the Michigan Department of Public Health was received and filed.

The Child Care Fund Plan received from Judge Anderegg and David Berns will be considered at the Committee's September 10 meeting.

The meeting adjourned at 11:00 p.m.

Respectfully submitted,

  
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Karen Chubb, Commission Aide

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September 10, 1982

Honorable Chair and Members of the  
Marquette County Board of Commissioners  
Marquette, Michigan

Ladies and Gentlemen:

A meeting of your Finance Committee was duly called and held on  
September 10, 1982 and copies of the minutes of that meeting have been  
furnished to all members of the Board of Commissioners and a copy of the  
minutes is attached hereto and made a part of this report.

Respectfully submitted,

FINANCE COMMITTEE

Neil W Carlson Chair  
Robert L. Lakner  
Donna J. Jape  
\_\_\_\_\_  
\_\_\_\_\_



September 10, 1982.

The Finance Committee meeting was duly called and held on September 10, 1982 at 4:30 p.m. in the Courthouse Annex.

Present: Commissioners Carlson, Farrell, LaMere and Lowe

Absent: Commissioners Racine.

In Attendance: Sheriff Maino; Mark Maki, Chair, Planning Commission; Dr. Randall Johnson, Director, Health Department; Alan Chase, County Planner; James Sodergren, Treasurer; Duane Beard, Controller; and Gary Yoder, Accounting Supervisor.

The meeting was called to order by the Chair.

Public Comment: No one present wished to speak during the public comment section.

The Annual Child Care Fund Plan and Budget for 1982-83 was presented to the Committee. Duane Beard said he has not had a chance to analyze the Plan in detail. However, on a brief review he recommends acceptance of the Plan and if any problems arise in the meantime changes can be made.

It was moved by Commissioner LaMere, supported by Commissioner Lowe and carried unanimously to recommend to the Board at its annual meeting of October 12, 1982 to accept the Annual Child Care Fund Plan and Budget for 1982-83 submitted by Judge Anderegg and David Berns, Director, Marquette County Department of Social Services, and allow the Chair to sign the Plan; and to authorize whatever changes in the budget document may be necessary to accommodate the Plan.

A memo from Bruce Rukkila on audit of invoices - twice a month basis was presented. This was deferred from the September 8, 1982 meeting to allow comment from the Clerk on the proposed procedure. Duane Beard said Mr. Rukkila has talked to the Clerk on this matter but they have not received anything from the Clerk at this time. The communication was deferred until something is received from the Clerk.

A memo from Burce Rukkila on alternative to CDBG acquisition and relocation of dilapidated structures, Trowbridge Park, was presented. This had been deferred from the September 8 meeting.

The current procedure requires the purchase of these properties by Marquette County with the use of CDBG funds. The proposed alternative, suggested by Ted Oslin, Community Development Coordinator, is to demolish the existing houses and to construct new houses or double-wide mobile homes on the existing sites for the homeowners. The cost of construction would be secured by a mortgage.

The benefits to this procedure, according to Mr. Oslin, are:

1. The homeowner is able to remain located at the same site with a new energy efficient home.
2. The county does not have to acquire and dispose of property.

3. No relocation grants are needed other than possible temporary housing during construction.
4. All housing costs would be secured by a mortgage with the mortgaged amount eventually returning to the county for secondary use.
5. The tax base of the township is maintained or increased.

The new house would have a mortgage of 3% interest with a 30 year term. The interest will be paid monthly on the loan with the entire principal being paid upon the sale of the property. In the event the homeowner decides to retain the property for the full thirty year period the principal amount would revert to a grant unless the homeowner is capable of paying off the principal amount at that time.

Mr. Rukkila suggested a separate bank account be established with a yet to be designated fund to account for interest payments received, or to contract for the servicing of the loans. Duane Beard suggested that a bank service the loans rather than the Treasurer's Office as banks are "tooled up" for that sort of thing. James Sodergren concurred with the Controller. He believes a bank can provide the service better than the county government. However, if it is mandated that the Treasurer's Office should perform the task they will do so.

Following discussion, it was moved by Commissioner Lowe, supported by Commissioner LaMere and carried unanimously to recommend to the Board approval of the alternative to CDBG acquisition and relocation of dilapidated structures in Trowbridge Park and to contract with a bank to service the loans with the stipulation that it is legal to do so and that a bank is willing and capable of doing so.

A communication was received from the Controller regarding Marquette Mall assessment appeal. Mr. David Svanda, Manager, City of Marquette, approached Duane Beard, Controller, on the participation of the county in the defense of the Marquette Mall SEV in a case now before the Michigan State Tax Tribunal, along with the City of Marquette, Public Library, Marquette School System and the Marquette-Alger Intermediate School District. If the defense is successful the loss of about \$2,500 in yearly revenues to the county through property taxes will be avoided, and future appeals of this type may be discouraged. The Controller recommended that Marquette County participate in the appeal with the condition that the county's financial support will be limited to 12% of the actual cost of the defense or \$1,080, whichever is less.

It was moved by Commissioner Farrell, supported by Commissioner LaMere and carried unanimously to recommend to the Board to accept the Controller's recommendation and that an appropriate budget amendment be approved.

The Committee then discussed the 1983 budget. Commissioner Carlson noted the County Board formally acted not to use revenue sharing funds for operating expenses. He believes it would be unwise to consider the use of these funds for operating without County Board direction.

At this time \$1,500,000 is available in the Budget Stabilization Fund and Fund Balance. At the August 31 Committee meeting, the Committee acted to make additions and deletions to the Controller's recommended budget. The Controller provided a communication to the Committee on supplemental information for final working session which outlines, the impact of the Committee's August 31 actions on the 1983 budget.

A memo from the Personnel Committee on action they took on salaries for commissioners and per diem for appointed boards/commissions was read. That Committee recommended a salary of \$4,000 for commissioners; \$5,200 for the Board Chair; and \$20 per diem for appointed boards/commissions; and that commissioners may receive per diem when on county business outside Marquette County. The salaries recommended were based on the labor market for Marquette County as identified in the Morley wage study.

It was moved by Commissioner LaMere to accept the Personnel Committee's recommendation on commissioners' salaries and appointed boards/commissions per diem. The motion died for lack of support.

The proposal was discussed by the Committee. It was noted the suggested salary is below the average of those counties included in Marquette County's labor market. Marquette County is the only county in the state that does not pay salaries to its commissioners. Following discussion, it was moved by Commissioner LaMere, supported by Commissioner Lowe and carried unanimously to accept the recommendation of the Personnel Committee re commissioners salaries and per diem. Commissioner Farrell said he is in favor of the motion but believes the salaries are too low.

Commissioner Carlson noted the Personnel Committee recommended that salaries of elected officials be red-circled except that of Treasurer, which is recommended for a \$500 increase because of the salary set for that position last year. The Personnel Committee's recommended 1983 salaries for elected officials will be included in the budget document. Duane Beard said salaries of appointed non-union officials will be set after contract negotiations are completed.

A communication from William Birch, Director, Community Mental Health Center, was received advising the Committee they will not formally contest the Committee's action to decrease the Center's appropriation by \$7,000 beyond the Controller's recommended decrease.

A communication from Fred Leopold, Chair, Marquette County EMS Council, on relocation of the R-52 rescue unit to the Sheriff's Department, and administration of emergency services under the Sheriff's Department was received and referred to the Executive Committee for policy consideration.

A communication from Charles Gardner, Michigamme-Spurr First Responders, on relocation of the R-52 rescue unit was also referred to the Executive Committee.



A communication from CUPPAD on Marquette County's 1983 membership in the OEDP Committee and CUPPAD Regional Commission was presented. The county's \$9,000 membership dues is included in the tentative 1983 budget. Action on the membership resolution will be deferred until the budget is adopted.

A communication from Dr. Randall Johnson, Director, Health Department, on the 1983 county appropriation to the Health Department was received.

A deficit of \$430,000 exists in the present tentative 1983 budget. The equity available in the Budget Stabilization Fund and Fund Balance is approximately \$1,500,000. If the budget is approved as it stands there will still be \$1,000,000 in the Budget Stabilization Fund.

It was moved by Commissioner Farrell and supported by Commissioner Lowe to add back the 1% across the board decreases tentatively made by the Committee for all budgets where such a reduction was possible, as well as across the board travel, telephone and inservice training budgets tentatively approved by the Committee on August 31, and adopt the 1983 tentative budget as it stands with those additions and including the Personnel Committee's recommendations on commissioners' salaries and per diem and 1983 salaries of elected officials. Commissioner Carlson questioned action on elimination of the Circuit Court Bailiff/Court Administrator position, noting Judge Quinnell requested that the hours for that position be reduced to 24 per week rather than eliminated entirely. He also noted the results of the Committee's recommended budget are: Elimination of one position in the Sheriff's Department; elimination of the equivalent of one and one-half positions in the Planning/Building Code Department; elimination of two positions in the Equalization Department; and denial of the Treasurer's request for one position. Following discussion the motion carried unanimously.

Duane Beard noted in his memo to the Committee on budget considerations he suggested two possible uses for available federal revenue sharing funds:

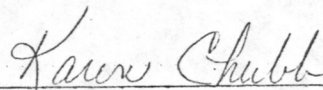
1. Hold funds for use in 1984 public improvements program.
2. Reconsider 1983 capital budget at September 22, 1982 meeting of the Committee of the Whole in terming of using available funds.

It was moved by Commissioner Farrell, supported by Commissioner LaMere and carried unanimously to consider use of federal revenue sharing funds for 1983 public improvements program at the September 22 Committee of the Whole meeting.

Public Comment: Mark Maki said the Committee's proposed cuts will result in a 40% reduction of Planning staff and 50% reduction of Building Code staff. He said he is distressed by the Committee's action and feels it may be the result of personality problems at the Planning Commission.

As there was no further business to come before the Committee the meeting adjourned at 5:50 p.m.

Respectfully submitted,

  
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Karen Chubb, Commission Aide

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September 2, 1982

Honorable Chair and Members of the  
Marquette County Board of Commissioners  
Marquette, Michigan

Ladies and Gentlemen:

A meeting of your Personnel Committee was duly called and held on  
September 2, 1982 and copies of the minutes of that meeting have been  
furnished to all members of the Board of Commissioners and a copy of the  
minutes is attached hereto and made a part of this report.

Respectfully submitted,

PERSONNEL COMMITTEE

Robert L. Lerner  
Chair

Frank J. Leone

Neil A. Carlson

Elaine J. Jindrich

James J. Bannister

Robert J. Smith

September 2, 1982

The Personnel Committee meeting was duly called and held on September 2, 1982 at 7:00 p.m. in the Courthouse Annex.

Present: Commissioners Carlson, Juidici, LaMere, Leone, Racine and Steele.

Absent: None.

In Attendance: Henry Skewis, County Clerk; Randy Girard, Personnel Director; James Sodergren, Treasurer; Judge Michael Anderegg; several Youth Home employees; Dave Berns, Director, Department of Social Services; and Patricia Micklow, Chief Civil Counsel.

The meeting was called to order by Chair LaMere.

The first item of business was approval of the minutes of the August 5, 1982 meeting. It was moved by Commissioner Juidici, supported by Commissioner Leone and carried unanimously to approve the minutes as presented.

Public Comment: No one present wished to speak during the public comment section.

Approval of the agenda was the next order of business. The following additions were made to the agenda:

- a. Memo from Eva Kipper, President, Local #2914, to Randell Girard, Personnel Director, on United Way solicitations.
- b. Memo from Randy Girard on Commission Aide replacement.
- c. Memo from Randy Girard on comments from Marquette County Conservation Corps participants.

Dave Berns was present to discuss the United Way fund drive, noting he is coordinating the fund raising drive for United Way this year. He said the Federal government is striving for more involvement by private and charitable organizations on delivery of services; cuts are being made to Federal programs with the idea community groups will provide these services. Mr. Berns said in the past there have been United Way Fund drives in Marquette County, and they have been successful, although in the government sector that has not been the case. Dave Berns provided material to the Committee on participation among local government and businesses in the United Way Fund drive. County participation is low and he believes part of this is due to the county's personnel policy which has discouraged solicitations by United Way. He asked for Board support of United Way, and that department heads be encouraged to allow employees to attend a 20 minute presentation on what United Way is all about. Randy Girard said County Personnel Policy No. 421 states employees or others may not make collections, solicitations, or sell goods during working hours. He is concerned that once a modification is made exempting one group from the policy all groups will have to be exempted.

A memo from Eva Kipper, Local 2914 President, on this matter was read. She stated the Union Executive Board met and supports the continuation of the past practice which allows organizations to hold presentations in a room set aside for that purpose.

Commissioner Carlson said he opposes the county's present policy. He believes services will have to depend more and more on contributions. He said there is no need to make employees feel coerced into donating. Randy Girard said the policy allows distribution of donation cards for United Way and the county provides payroll deductions for employees' contributions,



and sends notices to employees on the fund drive. Commissioner Leone said greater contributions are received through personal contacts and such contacts do not necessarily involve coercion. Commissioner Juidici noted personal contact in itself is a form of pressure. Commissioner Racine said that employees have an opportunity to learn of United Way and it is up to them to donate or not.

Commissioner Racine believed the present policy is good and he does not wish to see it jeopardized. Commissioner Carlson believed employees in each department should pass out and collect the contribution cards and those who do not wish to donate may indicate so.

Following discussion it was moved by Commissioner Racine and supported by Commissioner Carlson that fund drive donation cards be provided to departments and that department heads may designate someone to distribute and collect the cards among employees within the department. Henry Skewis questioned Mr. Berns on whether it was wise for United Way to seek a greater total of contributions this year than last considering the economy. Dave Berns said 46% of employed people in the county contributed last year. This year they hope to increase the total donations by increasing the number of employed people who contribute. Randy Girard said the above motion is in compliance with the Board's present policy. Commissioner Carlson said perhaps Dave Berns could work with someone in each department on distribution and collection of contribution cards.

In response to a question by Dave Berns, the Committee informed him, by general consensus, that they approve of employees being permitted time out from work to attend a presentation on United Way upon approval of department heads. Following discussion of the motion, it carried unanimously.

It was then moved by Commissioner Juidici, supported by Commissioner Leone and carried unanimously to recommend to the Board that the Board state its support of United Way and encourage employees of the county to look favorably upon efforts of United Way when receiving contribution cards.

Judge Anderegg and several employees of the Marquette County Youth Home were present regarding a Youth Home child care worker reclassification request. A letter from Judge Anderegg to Randy Girard on a Youth Home grievance on a job classification was read. The grievance has been filed and the first step of that procedure is completed.

Randy Girard noted that in instances where department heads do not agree with the Personnel Director on a job classification they have the right to appeal the decision to the Personnel Committee. If the Committee supports the department head the grievance terminates; if they support the Personnel Director the grievance procedure continues.

Judge Anderegg said he received four requests for reclassifications. He recommended approval of two changes and denial for two. Randy Girard reviewed the two requests Judge Anderegg approved and agreed to reclassify one of the two. Judge Anderegg said he has met with Mr. Girard since that decision was made. The basic area of disagreement is the issue of the child care worker's responsibility for others. He recommends a 10 point higher rating in this area which would increase the job classification.

Randy Girard said the reason why he believes Youth Home staff has been accurately rated is based on the Morley classification study. Child care workers were given credit for responsibility for children. The next higher level of responsibility was assigned to the lead child care worker.

Commissioner Leone believed the grievance filed by the Youth Home child care worker should be carried out prior to its handling by the Committee. Commissioner Carlson agreed with this. He also felt the appeal process to the Committee should be used in cases of blatant misuse of authority by the Personnel Director or others.

In response to a question by Commissioner Racine, Randy Girard said the child care workers are covered under county liability insurance.

It was moved by Commissioner Leone, supported by Commissioner Carlson and carried unanimously to follow through with the proper grievance committee procedure on the grievance filed by the Youth Home child care worker for reclassification of the position.

Henry Skewis was present to discuss staffing in his department. He believes there is a need in his department for an additional position of less than half-time. He also noted that one of the vital records clerks will be on medical leave from September 15 to approximately November 1. She has addressed a letter to the Personnel Director requesting medical leave. He said he is considering asking the Personnel Department and County Controller for use of someone from the clerical pool for that entire period of time, including being free from substituting for the telephone receptionist. He would like to have Delores Williams, Steno Pool, assigned since she is familiar with the office. If this cannot be arranged he believes he will have to hire someone from outside to work temporarily during that time. He also advised the Committee that it is possible he will ask for an additional half-time position for his office in the future.

Randy Girard said he sees no problem with using the Steno Pool but he noted the telephone receptionist has to be relieved during lunch and breaks and there are only two Steno Pool employees. He said it is possible to assign Delores Williams to the Clerk's Office temporarily and hire someone temporarily for the Steno Pool.

It was moved by Commissioner Carlson, supported by Commissioner Racine and carried unanimously to recommend to the Finance Committee that Delores Williams be assigned to the Clerk's Office from September 15, 1982 to about November 1, 1982 and that someone be hired to fill in temporarily in the Steno Pool.

The Committee discussed a recommendation from Randell Girard on 1983 salaries/compensation for county employees which had been distributed to the Committee at the previous meeting. Mr. Girard noted the recommendation must be modified pursuant to Finance Committee action to recommend that county commissioners be placed on salary. He questioned whether the Committee may wish to schedule a special meeting. He said he is conducting a survey on compensation for commissioners in counties similar to Marquette County, as well as compensation paid appointed boards and commissions but he has not received a response to the survey yet.

Henry Skewis noted statutes provide that some appointed boards and commissions are to receive the same compensation as the Board. He wondered if the County Board received a salary whether the appointed boards and commissions would have to receive the same salary because of the statutes.

The Committee deferred action on 1983 salary/wages until the Personnel Director's survey is completed.

Patricia Micklow, Chief Civil Counsel, provided the Committee an Opinion on "County Officers: Authority of Board of Commissioners to Establish All Inclusive Annual Compensation; Exceptions; Procedure; Effect of Salaries Plus Fees Enactment for Clerk, Treasurer, and Register of Deeds by County Board of Commissioners in 1981; Effect of Repeal of Vital Statistics Fees Considered Included in Clerk's Salary in 1981". The Opinion was submitted in response to a request from the Committee regarding the Board's ability to increase the Clerk's salary during the fiscal year since the public statistics fees which were considered when the Clerk's salary was set for 1982 are no longer available by law.

Ms Micklow summarized her findings as follows:

1. Once annual salaries are established for certain designated county officials by the county board of commissioners, it is required that those salaries be compensation in full for all services and in lieu of all fees which are required to be collected, accounted for, and paid into the county's general fund,
2. Exeptions to this general rule are that it does not apply to the prosecuting attorney who is entitled to collect divorce investigation fees pursuant to MCL 552.45 or to the clerk, treasurer, and register of deeds who are required to serve as members of the county plat board pursuant to the Subdivision Control Act, MCL 560.247.
3. It was improper for the Marquette County Board of Commissioners at its annual meeting on October 13, 1981, to provide for a salary plus fees enactment for the clerk, treasurer, and register of dees since an annual salary had been established.
4. The repeal of the payment of the vital statistics fees to the clerk which were considered to be included in the clerk's salary in 1981 has no legal effect since the clerk's annual salary should have included compensation in full for all services performed and all fees required to be paid over to him.

Ms Micklow recommended that the Board reenact those salaries adopted last year that were not done in accordance to statute in order to name a specific figure, which includes all compensation granted to those elected officials. In the future one figure only should be set for compensation by the Board. The salaries that should be reenacted are treasurer, clerk, register of deeds and prosecuting attorney.



Commissioner Carlson stated it was the intent of the Board in setting the salaries of elected officials that compensation for the officials would be a salary of a given amount plus the amount they received in fees (i.e. salary = specific amount + fees). Therefore, the Clerk's salary was set at \$29,500 plus amount estimated for fees he receives. Ms Micklow stated that procedure did not conform to the law requiring a specific figure to be named. Micklow said under the law once a salary is set by the Board the elected officials cannot be given fees. Ms Micklow said the law also states elected officials must make a statement of fees received and make a report on those fees, and put fees received in the general fund, and that failure to do so is a misdemeanor.

The Clerk said \$640 was budgeted this year for his Board of Canvasser's salary but the actual amount earned will probably be about \$250.

Commissioner Leone suggested determining what the fees are for each official and then ask the Board to reenact the salaries.

It was moved by Commissioner Leone and supported by Commissioner Racine to ask elected officials affected by Ms Micklow's findings to come up with a list of fees earned for consideration by the Board in reenacting their salaries in compliance with the law.

James Sodergren questioned whether salaries can be increased for elected officials during the year. Patricia Micklow said they can be increased by November 1 prior to the year they take effect.

Following discussion the motion carried unanimously.

The Committee received a recommendation from the Finance Committee on changing the form of compensation for county commissioners from a per diem to salary and to reduce per diem from \$40 to \$20 for appointed boards/commissions. This will be considered during the Committee's special meeting to set 1983 salaries.

James Sodergren was present to discuss 1983 compensation for his position. He provided the Committee information for consideration when his salary is determined. He provided an analysis of salaries of county officials adopted in 1982 for Committee review and historic information for setting of the Treasurer's salary.

Randy Girard noted only salaries of elected officials from other counties were used in the Morley study to determine recommended salaries of elected officials.

A copy of a memo from Henry Schneider, Director, Equalization Department, to Randell Girard, Personnel Director, on the job classification of his position was received. A letter from Mr. Girard to Mr. Schneider on this matter was also presented. Mr. Girard said he has not yet received a response from Mr. Schneider to his letter. He said when this request was first made to the Committee he had reviewed the responsibilities of that position and determined that the only change that had occurred was that the Director reported to the Board now rather than to the Controller and that did not affect his salary.

Commissioner Juidici felt that until Mr. Schneider responds to Mr. Girard's letter the Committee should simply accept the letters and place them on file. It was moved by Commissioner Juidici, supported by Commissioner Carlson and carried unanimously to accept the communications and place them on file.

A communication from William Rekshan, Magistrate, on staffing of District Court was received. In his communication he noted he, Judge Easton and Diane Prast had met with the Personnel Committee to discuss additional staff for the District Court in Marquette, and that the Committee asked them to assess the feasibility of transferring personnel from the Ishpeming Court to Marquette when needed. He noted a transference of personnel has not been implemented due to Ishpeming's inability to "give up" personnel, as well as vacation schedules. He said they will continue to study alternatives but it appears transferring personnel from Ishpeming is not practical. Mr. Girard noted he had met three times with Mr. Rekshan offering his assistance on this matter but that no action was taken.

A memo was received from Randy Girard on the replacement of the Board's Commission Aide. Following review of the communication, and a brief discussion, it was moved by Commissioner Leone, supported by Commissioner Carlson and carried unanimously to direct the Personnel Director to proceed to recruit a replacement for the Commission Aide position.

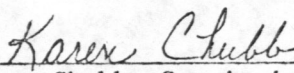
Mr. Girard provided the Committee a listing of comments received from participants of the Marquette County Conservation Corps. The program has been extended to the end of September. He said the DNR is interested in the program, and an article will appear on it in the DNR's "Natural Resources" magazine. Mr. Girard said a final evaluation of the program will be prepared at the end of September. It was moved by Commissioner Carlson, supported by Commissioner Leone and carried unanimously to send a copy of the final evaluation to all city managers, township supervisors and the DNR Office in Gwinn, MI.

Randy Girard said some of the participants who were not planning to go to college have decided to attend; some already enrolled in college have changed their major to forestry.

Mr. Girard informed the Committee of a problem occurring in the Planning Commission. The Planning Commission apparently is involving itself in personnel and labor relations matters to the extent that serious problems with management are occurring within the department. The Committee directed that the Planning Commission be asked to attend the next Committee meeting to discuss this.

As there was no further business to come before the Committee it was moved by Commissioner Carlson, supported by Commissioner Racine and carried unanimously to adjourn at 9:25 p.m.

Respectfully submitted,

  
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Karen Chubb, Commission Aide

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September 9, 1982

Honorable Chair and Members of the  
Marquette County Board of Commissioners  
Marquette, Michigan

Ladies and Gentlemen:

A meeting of your Personnel Committee was duly called and held on September 9, 1982 and copies of the minutes of that meeting have been furnished to all members of the Board of Commissioners and a copy of the minutes is attached hereto and made a part of this report.

Respectfully submitted,

PERSONNEL COMMITTEE

Robert L. Lohme Chair  
Frank J. Leone  
Elaine J. J. J.  
James R. J. J.  
John J. J. J.



September 9, 1982

The Personnel Committee meeting was duly called and held on September 9, 1982 at 7:00 p.m. in the Courthouse Annex.

Present: Commissioners Carlson, LaMere, Leone, Racine and Steele.

Absent: Commissioner Juidici.

In Attendance: Randy Girard, Personnel Director; Henry Skewis, Clerk; Alan Chase, County Planner; Mark Maki, Chair, Planning Commission; Paul Nykanen, Register of Deeds; James Sodergren, Treasurer; Dave Hillier, Maintenance Supervisor; Patricia Micklow, Chief Civil Counsel; Sheriff Maino; and Duane Beard, Controller.

The meeting was called to order by Chair LaMere.

Public Comment: No one present wished to speak under public comment.

Approval of the agenda: Discussion of 1982 salaries/compensation was added to the agenda.

Various county department heads were present for the Committee's discussion on 1983 salaries/compensation. James Sodergren, Treasurer, spoke on the salary for his position and the Morley wage study.

A communication from Mr. Sodergren on supplemental compensation he receives as Treasurer was received. The information was provided in response to a request by the Committee so that his salary for 1982 may be reenacted by the Board for a specific figure, including supplemental compensation, to conform to state statutes. In addition to the \$27,220 salary he received \$320 as a member of the Apportionment Commission, \$200 as an Allocation Board member and \$4,243.47 for delinquent tax administration fees (sum covers four year period of fees earned).

Commissioner Carlson noted he may advocate red-circling salaries of elected officials because of rates now being paid in terms of labor market.

Randy Girard noted salaries paid by Marquette County to elected officials is higher than average of counties included in the Morley wage study. Salary figures received from counties within the county's labor market are straight salaries; supplemental compensation is not received by the officials.

Sheriff Maino said the Morley wage study demonstrated how far behind Marquette County elected officials' salaries had been from counties within the same labor market. He said the salaries may be above the market now but for years they were behind. He does not believe the salaries should be red-circled but should stay ahead of the market for the same number of years the county was behind. Commissioner Carlson believes there is no way the errors that may have occurred in the past regarding salaries can be totally offset. Duane Beard said it must be determined whether the county wants to pay above, below or on-line with the market.

A letter was received from Henry Skewis on supplemental compensation he receives as county clerk for consideration in reenacting his salary. In addition to his salary he received \$160 for Allocation Board activities; \$640 for Board of Canvassers activities; \$458.25 for public statistic fees; and \$200 for Reapportionment Committee activities. He noted elected officials do not receive sick leave; vacation time; or longevity as do other county employees.

Henry Skewis noted the county's labor market identified in Morley's study was based on population and SEV but that the specific ore tax was not added to the Marquette County's SEV in determining the labor market. He believes the county has funds available for salaries and they should not be red-circled.

Duane Beard noted a group of employees and Jack Morley made up an Advisory Committee to identify those counties which should be included in Marquette County's labor market, and the specific ore tax was considered by that Committee when selecting the counties.

Commissioner Carlson noted the county has funds available in its Budget Stabilization Fund. Based on Finance Committee action last week on the 1983 budget the tentative deficit for next year is \$450,000. He said the County Board must decide how much of the Budget Stabilization Fund to use in any one year. He said the next couple of years will be economically difficult. He said another option is to use federal revenue sharing funds which have been used for capital outlay in the past.

Duane Beard said the first issue is not whether the county can afford to pay higher salaries but what particular jobs are worth. In response to a question by Commissioner Carlson, Duane Beard said staff recommended that the Committee defer a decision on elected officials' salaries until after negotiations with the collective bargaining units have been completed.

Pat Micklow said a separate statute provides for the Treasurer's delinquent tax administrative fee and that he is entitled to that fee and it is separate from his other compensation, as is the Plat Board fee separate from salaries of Treasurer, Clerk and Register of Deeds.

Commissioner Carlson said based on the stand he took last year on salaries he would have to recommend a \$500 increase to the Treasurer's salary and that all other elected officials' salaries be red-circled.

Commissioner Carlson moved that the Clerk's 1983 salary be set at \$30,958; the Treasurer's at \$27,720 and that all other salaries of Marquette County elected officials remain at the 1982 level. Commissioner Racine said he would support the motion at this time. He said he is concerned with use of federal revenue sharing funds for operation: No one knows how long the funds will be available. Commissioner Leone noted the counties using federal revenue sharing funds for operation are encountering problems.

He noted the economy in the next few years does not look good and more fiscal cuts will be necessary. He said at this point he must support the motion. Commissioner Racine spoke in support of the Budget Stabilization Fund for use during hard times and that it should not be used all in one year. Following discussion the motion carried unanimously.

It was then moved by Commissioner Carlson, supported by Commissioner Leone and carried unanimously to recommend to the Board that they reenact, for purposes of clarification, the 1982 salaries set for the Clerk, Treasurer, Register of Deeds and Prosecuting Attorney on October 13, 1981 to conform to procedures set forth by law by indicating the 1982 salaries for those positions as:

Clerk	\$30,958.25
Treasurer	\$27,200.00
Register of Deeds	\$25,700.00
Prosecuting Attorney	\$50,000.00

Duane Beard suggested the Committee consider establishing a county officers compensation commission for the purpose of setting salaries of county elected officials. Commissioner LaMere directed that this be added to the Committee's agenda at its next meeting.

The Committee reviewed a communication from Randy Girard on county commissioners compensation in those counties included in Marquette County's labor market. Mr. Girard said Marquette County is the only county that does not pay salaries to its commissioners.

Based on information contained in Mr. Girard's communication it was moved by Commissioner Carlson and supported by Commissioner Racine to recommend to the Finance Committee that commissioners receive a salary of \$4,000; the Board Chair receive a salary of \$5,200; that members of appointed boards/commissions receive a per diem of \$20; that county commissioners not receive per diem for attendance at Board meetings or special meetings of the Board; that county commissioners may receive per diem when traveling outside the county on official county business; and they may receive per diem when serving on other boards/commissions per Board policy. Following discussion the motion carried unanimously. A communication will be sent to the Finance Committee on the Committee's action for budget consideration.

The Committee then discussed Planning Commission operations. Alan Chase asked that the discussion take place in closed session. Pat Micklow said the issue before the Committee is basically the relationship between the Planning Commission and its Director. She suggested to Mr. Chase that if they get to a point in the discussion which he feels may infringe upon him as an employee he could at that time request to go into closed session. Mr. Chase was agreeable to Ms Micklow's suggestion.



Randy Girard said at the September 2 Personnel Committee meeting he informed the Committee of disciplinary action taken by the Planning Commission department head involving a couple of members of that staff where the individuals disciplined subsequently went outside the contract provisions to the Planning Commission and apparently had the disciplinary action removed by the Planning Commission. He felt the situation was inhibiting personnel functions of the department; would cause problems under the bargaining agreement; and was basically undermining the department in terms of the authority of the department head.

Alan Chase said only one person disciplined went to the Planning Commission; the other person was asked by the Planning Commission to meet with them. In response to a question by Pat Micklow, Mr. Chase said the Planning Commission asked him to remove the disciplinary action given one employee.

Duane Beard said he received a letter on disciplinary action instituted by the department head and a few days later received a second letter asking that the first letter be disregarded and considered only informational, and asking that the disciplinary action be rescinded.

Commissioner Racine questioned the purpose of the Planning Commission's Executive Committee which met on the disciplinary actions. Mark Maki said the bylaws of the Planning Commission authorize the Chair to set up committees. Commissioner Racine felt such committees were to be appointed for planning purposes not internal matters.

Mark Maki said in August, 1981 he became aware of internal problems in the Planning Commission and was asked to be on a Committee discussing the matter. It was his understanding at that time that Steve Carlson, Planning Commission Chair in 1981, was asked to set up the Committee. Mark Maki said when he became Chair some employees asked him to continue the Committee because problems still existed and he simply recalled the same Committee. Mark Maki said he understood that the director asked the Planning Commission to set up the Committee. Alan Chase said that was not true. Commissioner Leone said if an employee has a grievance he/she should go through the grievance procedure and not through the Planning Commission.

Mark Maki said in August, 1981 Steve Carlson set up an Executive Committee on his own prerogative. He did not ask for it, nor was the more recent Committee asked to be set by him. Commissioner Leone said he does not want any board or committee interfering with the grievance procedure. Mark Maki said the Planning Commission has the prerogative to review the Planning Commission Director's actions.

Duane Beard said concerns before the Committee include:

1. Executive Committee of the Planning Commission: There are not notices of the meetings or minutes of the meetings. Pat Micklow said they are not required under the Open Meetings Act to do so. Duane Beard said as chief administrator he tries to monitor county activities by following the minutes of boards/commissions, etc. He noted the present Committee is not a quorum of the County Board and under the Open Meetings Act are not required to notice meetings or publish minutes.

2. Apparently communications between the Planning Commission and employees are taking place without knowledge of the director; this can only create problems.
3. The union contract contains grievance procedures for union employees. The Personnel Policy Manual covers areas where the contract is silent. The Planning Commission employees are under both of these documents.

Commissioner Carlson noted the County Board has told union employees they must operate through their union and not come directly to the Board.

Commissioner Racine questioned what would occur if a 'hypothetical' Executive Committee was comprised of a majority against Alan Chase. Mark Maki said if this happened any action by them could be negated by the full Commission. Alan Chase said he did not request that the Executive Committee of the Planning Commission be formed.

Pat Micklow said this is not the first time problems have arisen with boards and commissions in the position of supervising a director or department head in the county. Serious problems have arisen in this area. Why it happened and what can be done to avoid it happening again must be determined. She said the county has not given these types of boards/commissions very much direction in this area. She cited situations where this lack of direction has resulted in lawsuits.

Ms Micklow said it undermines the authority of the department head when employee can go around him/her by going to commission members. She recommended to the Committee that they ask the Personnel Director to develop a policy applied to all appointed boards/commissions in the county on their relationship with their directors. Further, that a policy be set stating board members shall not be involved directly or indirectly in day to day functions of departments, and that a process for hearing employees' complaints be set up. If this can be done it will go a long way in avoiding this type of issue. Pat Micklow said apparently in this instance at least one of the employees who appeared before the Executive Committee of the Planning Commission had already initiated a grievance. If the Planning Commission listened to that employee outside of the grievance procedure they were out of order.

Re absence of meeting notices and absence of minutes. Ms Micklow noted the Personnel Director and Prosecuting Attorney's Office are preparing for litigation in the grievance filed by Delores Phelps and that no one is aware of the conversations that occurred with the Executive Committee of the Planning Commission and Delores Phelps. Ms Micklow recommended direction be given by the County Board that boards/commissions follow provisions of the Open Meetings Act as does the Board with its Committees.

Ms Micklow noted there are several county officers that are non-union who may become involved in a situation with the Board where they have a grievance and they have no where to go with it. There is a limited procedure for non-union employees which ends before the County Board's Personnel Committee. The current case with Applebaum stemmed from a grievance procedure which ended with the Chair of the Mental Health Board. This has since resulted in a lawsuit. A grievance procedure for employees should include a hearing process. The union has this with arbitration hearings.

She suggested that an amendment to the non-union grievance procedure be drafted to add an arbitration hearing which will stand under the scrutiny of the law as the final stage of the grievance procedure.

It was moved by Commissioner Leone, supported by Commissioner Racine and carried unanimously to direct the Personnel Director to draft policies per the recommendation of Chief Civil Counsel in areas of the relationship of appointed boards/commissions and their department heads; and on a grievance procedure for non-union employees.

Duane Beard said they wish to revise the Personnel Policy Manual by the end of the year.

Alan Chase said Delores Phelps, who has a grievance pending, did not go to the Executive Committee but that the Executive Committee went to her. Alan Chase said all employees at the Planning Commission are not involved in this problem.

Alan Chase further noted he did not come to the County Board with this matter but that Mr. Girard did. Mark Maki indicated Mr. Girard had not discussed the matter with him. Randy Girard said he presented the information to the Personnel Committee because the collective bargaining agreement had been violated.

It was noted in 1969 the Planning Commission was set up by ordinance and has the authority to appoint a director. They are not an independent entity from the Board however; it functions at the direction of the County Board. Pat Micklow said if it came down to a legal definition Mr. Chase and all Planning Commission employees are considered Marquette County employees. Even though the Planning Commission may have authority to hire and fire the director they are not separate from the County Board.

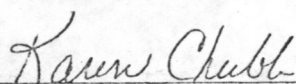
Commissioner Racine expressed appreciation of the work of both Mr. Maki and Mr. Chase at the Planning Commission. Mark Maki said this problem does not have anything to do with the relationship between Alan Chase and himself but he is present because he was requested to be here and does not have a problem with Mr. Chase. Alan Chase said he is trying to do the best job he can and only asks that a reasonable amount of work be performed by the employees.

Pat Micklow said an arbitration amendment to the non-union grievance procedure should not include elected officials and their deputies.

It was noted the ordinance setting up the Planning Commission states the Commission shall be constituted of five members. There are eight members on the Planning Commission at this time. Alan Chase said one of the annual reports has information on the increased Commission which he will provide to Ms Micklow.

It was then moved by Commissioner Carlson, supported by Commissioner Racine and carried unanimously to adjourn at 9:45 p.m.

Respectfully submitted,

  
Karen Chubb, Commission Aide