

August 13, 1979

The Government Study Committee meeting was duly called and held on August 13, 1979 at 7:00 p.m. in the Courthouse Annex.

Present: Commissioners Farrell and Anderson.

Absent: Commissioners May, Clark and Racine.

In Attendance: Duane Beard, Controller; Thomas Baldini, Chairperson, Alger-Marquette Community Mental Health Board; John McTeckel, Alger County Commissioner; and Carl Guttman, Alger County Administrator.

The meeting was called to order by Chairperson Farrell.

Carl Guttman, John McTeckel and Thomas Baldini were present to discuss the Alger-Marquette Community Mental Health Program.

Under the Mental Health Code, Section 331.204 it states a County Community Mental Health Program shall be an official county agency. When a county program is made up of two or more counties, the boards of commissioners of the representative counties, by agreement, will determine procedures and regulations applicable to the program. Three public hearings must be held on the procedures and regulations.

Commissioner Farrell stated Thomas Solka, when Assistant Prosecuting Attorney, researched Marquette County records to determine if procedures and regulations were adopted and was unable to find any indication that they were. Carl Guttman stated he recalls official action on switching over to the new Mental Health Code. This was not real specific action however.

Commissioner Farrell stated he would like to have a committee of the Marquette County Board and the Alger County Board and the Mental Health Board established to set up procedures and regulations which can be agreed upon by the two county boards and hopefully the mental health board.

Commissioner Farrell stated the present Mental Health Board bylaws state no elected officials may be appointed to the Board. The law states no more than half can be state, local or public officials, and stipulates the number of county officials that may be on the Board. In the case of the Alger-Marquette Community Mental Health Board the number of county officials allowed is four.

Mr. Baldini noted letters were received from both Alger and Marquette Counties on the establishment of the program under P.A. 258. Duane Beard noted a program can be established without establishing procedures and regulations according to the law.

Carl Guttman noted the Mental Health Center Director is screening lists of charges of alleged county residents receiving mental health care without going through the Probate Court as stated in the law. Duane Beard stated because of problems with erroneous billings in Marquette County the billings received from the State for mental health care for county residents are checked by the Director of the Mental Health Center to ascertain their validity. This is being done by agreement with the Marquette County Probate Court Judge.

John McTeckel will approach the Chairperson of the Alger County Board on the appointment of an individual to a committee to set up procedures and regulations for the Alger-Marquette Community Mental Health Program. The same will be done by the Marquette County Board and the Mental Health Board.

Duane Beard stated he has asked Dr. Martin to collect copies of procedures and regulations of Mental Health Programs from other counties for review. The Controller provided a copy of the Chippewa/Mackinac Counties' procedures and regulations for their program.

The Controller will do some research concerning the establishment of procedures and regulations. He will also set up meetings for the committee and provide staff for the committee.

Mental Health Board members may only receive 24 per diems per year, and the Chairperson may receive 36 per diems per year. Thomas Baldini questioned if once per diem is exhausted can members still receive mileage.

Thomas Baldini, John McTeckel and Carl Guttman then left the meeting.

The committee has been working on organization charts for the county. No action has been taken on this recently. Commissioner Farrell believes this should be completed by the end of the year. Two charts are being developed. One on long range organization and one on the county's present organization.

A County Building Authority was discussed. Commissioner Farrell stated the next time the county constructs a building they may wish to have an Authority do it rather than the County Board. The Controller will ask Pat Micklow to outline what options are available to the County Board in setting up a Building Authority.

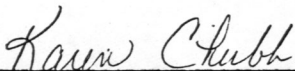
The committee has also been working on improved procedures for the County Board. Commissioner Farrell mentioned the possibility of setting the Board's Rules of Order up in December for the coming year rather than the current practice of doing it at the beginning of each year.

Per diem for boards/commissions as well as the Board of Commissioners was discussed. Must determine pro's and con's of per diem vs salaries for boards/commissions and the Board of Commissioners.

The committee structure and functions should be discussed prior to the end of the year by the committee. Commissioner Anderson felt the responsibilities of each committee should be clearly outlined.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,



Karen Chubb, Executive Secretary

May 31, 1979

The Government Study Committee meeting was duly called and held May 31, 1979 at 7:00 p.m. in the Courthouse Annex.

Present: Commissioners Racine, Clark, Anderson and May.

Absent: Commissioner Farrell.

In Attendance: Duane Beard, Controller; and Tom Solka, Assistant Prosecuting Attorney.

Vice-Chairperson Clark called the meeting to order in the absence of Chairperson Farrell.

The first item of business was approval of the minutes of the May 7 meeting. It was moved by Commissioner Anderson, supported by Commissioner Racine and carried unanimously to accept the minutes as presented.

Tom Solka was present to discuss items referred to him at the last meeting. One item referred to Tom was the organization of the Airport Committee, Road Commission and Parks Commission. Tom stated there is no real alternative to the Road Commission to carry out the functions mandated them. The Commission could be an elected body rather than appointed, however.

According to Tom, the responsibilities of the Parks Commission could be carried out by: a) The Road Commission, as they are now; b) A County Parks and Recreation Commission set up by the Board and responsible to the Board. A minimum of ten members must be appointed to such a Commission; c) A Recreation Board and Recreation Director could be appointed. State law does not state how many members and what the powers of the Board would be. Tom does not believe this law has been used too much. Also, Tom stated it addresses itself more to playground type recreation than tourist. The Recreation Board would be responsible to the County Board.

All three possibilities are within the power of the County Board to establish, and the Board could transfer the responsibilities for parks from the Road Commission if they so desire.

Alternatives to the Airport Committee: a) Part of the Road Commission as it is presently; b) Set up an Airport Committee consisting of three county commissioners; c) Have an Airport Manager or Officer answering directly to the County Board, or set up a separate Airport Board answerable to the County Board.

According to Tom, it is not possible to combine the responsibilities of the Parks Commission and Airport Committee into a single commission. However, the Road Commission and Airport could be combined with a separate Parks Commission, or the Road Commission and Parks Commission could be combined, with a separate Airport Committee.

There are no minimum qualifications listed in the statutes for an Airport Manager/Officer or Recreation Director. It was noted the present Parks Commission manages Perkins Parks; their authority lies only with designated county parks.

Tom Solka stated it would be advisable for the Road Commission to divide up their meetings of the Parks Commission and Airport Committee. Commissioner Clark stated perhaps this should be recommended by the committee to the Road Commission.

Commissioner Anderson stated he does not question the efficiency of the Road Commission's handling of Perkins Parks. However, under the current system the Parks Commission simply maintains current parks and he believes if the Commission was a separate one they would look into the growth of parks in the county.

According to Tom, presently the Parks Commission has the authority to initiate the development of parks. Another option, according to Commissioner Clark, is to contract privately for park services. (Commissioner May entered the meeting.)

Tom Solka reported on the legal relationship between the Community Mental Health Board and the County Board. Tom stated currently there are twelve members on the Mental Health Board, which was set up under the State Mental Health Code and the program is a joint one between Alger and Marquette Counties. He noted counties are not obligated to run Mental Health Programs. Tom stated the department is a county agency even though much of their funding is from State and Federal sources.

In regard to the Mental Health Program, the County Board has the authority and power to: 1) Set and determine procedures and regulations applicable to the Mental Health Program; 2) To create the program and to dissolve it; 3) Set compensation for members; 4) Fill vacancies; 5) Remove members for neglect of duties and misconduct; 6) Approve or deny their annual plan; 7) Approve or deny budget requests.

The County Board has broad powers over the Mental Health Board, according to Tom, however, the Mental Health Board has the authority to hire their administrator, and can contract for mental health services. In regard to the Mental Health Board entering into lease agreements, Tom stated this type of issue should be covered by rules and regulations set up by the County Boards. If the Boards are silent on this issue it implies authority lies with the Mental Health Board. The County Board can still set up rules and regulations, if they have not been set up, and Tom advises that this be done.

The present Mental Health Code came into existence in 1974-75. Tom stated he has not found any mention in Board minutes of Alger and Marquette Counties setting up procedures and regulations for the Mental Health Board.

Tom stated the Mental Health Board is supposed to submit an annual plan to the Board and the County Board has the right to approve or deny the plan. Tom suggested that an ad hoc committee of the County Board members and the Mental Health Board members be established to study what must be done.

Commissioner Clark suggested inviting members of the Alger County Board to discuss this issue with the committee. It was moved by Commissioner May, supported by Commissioner Anderson and carried unanimously to invite representatives from Alger County Board of Commissioners to attend the next meeting of the committee to discuss the possibility of setting up rules and regulations for the Alger-Marquette Community Mental Health Board, and that the report prepared by Tom Solka on the counties' authority over the Mental Health Board be forwarded to the Alger County Board.

The committee had asked that Tom check into how the county should handle grants received for mass transportation. Tom stated he did not have time to look into this area in detail; he will provide the information at the committee's next meeting.

It was noted the Planning Commission was designated as the county's mass transit authority by the County Board in June, 1975 so that they could handle applications for transportation grants. The Controller believes there are more legal requirements involved in setting up such an authority than by simple resolution.

Commissioner May stated she would like to have information on what would happen to existing transit authorities should the county set up their own system.

Tom briefly reported on the status of a civil case filed by Mike Madden against the county for the committee's information. He then left the meeting.

The committee reviewed a report submitted by Commissioner May recommending changes in the Board's appointment procedures to boards/commissions. Commissioner May recommended that county commissioners not be eligible for appointment to boards/commissions and that liaisons from the Board be appointed by the Chair to various boards/commissions in the county. Commissioner Anderson opposed changing the policy. He does not want to restrict commissioners from such appointments.

Commissioner May noted those departments that have county commissioners on their boards/commissions have an unfair advantage as they act as advocates of the department in budgetary matters, etc.

Commissioner Clark stated there will be additional costs involved in appointing board members as liaisons to the various boards/commissions.

Commissioner May suggested that before the committee takes formal action on any recommendation to change the appointments procedure that the matter be discussed by the Committee of the Whole. It was moved by Commissioner Anderson, supported by Commissioner Racine and carried unanimously that a copy of the recommendation submitted by Commissioner May be sent to the commissioners, with a cover memo, and placed on the Committee of the Whole agenda for discussion.

The Controller submitted charts prepared by Commissioner Farrell for the committee on the current county organization and an optimal county organization. One option noted on the optimal chart is the placement of various departments (non-elected) into major groups such as Government Support Division; Human Services; Economic and Physical Development; and Appeals. The possibility was mentioned of having a director for each such division. The charts will be revised and presented at the next meeting for review.

The organization of the Planners/Building Code Department was discussed. The Controller noted as a result of research done because of a grievance filed by staff of that department it was decided that the Planners Office and Building Code Department are two separate departments.

Under the current set up, the Zoning Administrator and the County Building Official are responsible to the County Board and the Planner is responsible to the Planning Commission. The Controller believes a more feasible structure must be established, such as placing the Building Official and the Zoning Administrator under the Planner through mutual consent of the County Board and Planning Commission.

It was suggested that this be discussed with the Planning Commission and the new Planning Director, and that a copy of the Building Code/ Planners organization chart devised by the Controller be sent to the Planning Commission with a narrative of the advantages of consolidating the two departments and on the relationship of the Zoning Administrator and Building Official to the Planner. The narrative will be prepared by the Controller for discussion at the next meeting of the committee.

Commissioner Clark outlined possible changes in Board business procedures to increase efficiency and decrease expense. One suggestion was allowing the Committee of the Whole to take formal action. By doing this, Board business would be distributed between three rather than two meetings. This would be beneficial when dealing with deadlines for such items as grant applications.

Commissioner Clark questioned the necessity of reading all communications at the meetings. It was noted by not reading communication the public will not be aware of their content.

Commissioner Clark stated he is not able to digest the contents of monthly department reports submitted at the Board meeting in the short time available and suggested that such reports be sent to commissioners in advance of the meeting. Commissioner May stated some counties in the U.P. have packets of materials provided in advance of the meetings for their review. Perhaps the Sheriff's Department could deliver the packets to the commissioners. This will be discussed with the County Clerk as he prepares the materials for the Board meetings.

Commissioner Clark suggested possibly cutting down the amount of printing in order to save money, and using an alternate means of printing for large quantity items that would be cheaper than xeroxing. It was noted printing on both sides of the paper is saving money. The Controller noted that an alternate printing system, such as mimeograph, would save on printing costs but would increase labor costs.

Commissioner Clark also suggested consolidating mailings to the Board between the Board's Office and the Clerk's Office in order to save postage. He also suggested eliminating the use of post card meeting notices and instead sending out a monthly listing of meetings to be held. If a special meeting is set up or a regular meeting changed post cards could be sent on those.

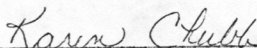
Commissioner Clark thought it important that a Board policy manual be developed. The Controller is working on this.

The committee will review the proposals submitted by Commissioner Clark and they will be discussed further at a future meeting.

The next meeting of the committee was scheduled for June 21 with an alternate date of June 19.

The meeting adjourned at 10:55 p.m.

Respectfully submitted,



Karen Chubb, Executive Secretary

Government Study Committee

May 31, 1979

1. Approval of the minutes of the May 7, 1979 meeting.
2. Reports from Committee members:
 - a. Recommendation on appointments to Boards/Commissions - Sally May
 - b. Draft organizational charts on the present County government; optimal County government; and Planning/Building Code Department - Pat Farrell
 - c. Recommended changes to Board's business procedures - Bob Clark
3. Report from Tom Solka on the organization of the Airport/Parks/Road Commission.
4. Report from Tom Solka on the legal relationship between Mental Health and the County Board.
5. Report from Tom Solka on legal alternatives for mass transportation system.
6. Report from Duane Beard on actions taken by the Board relative to the Community Mental Health Board.
7. Public Comment.

May 7, 1979

The Government Study Committee meeting was duly called and held May 7, 1979 at 7:00 p.m. in the Courthouse Annex.

Present: Commissioners Farrell, May and Clark.

Absent: Commissioners Anderson and Racine.

In Attendance: Duane Beard, Controller.

Chairperson Farrell called the meeting to order.

A letter to the committee members from Chairperson May indicated the following items have been assigned to the committee:

1. Review structure and method of appointment of boards and commissions.
2. Develop official county organization chart.
3. Review the Airport/Road/Parks organization.
4. Study Board's procedures for conducting business for possible change.

Other items assigned to the committee are:

1. Planning/Building Code Department organization.
2. Relationship of Community Mental Health Center to the Board.
3. County-wide transportation.

In regard to Board appointments to County boards and commissions, Commissioner Farrell believes a policy exempting County commissioners from appointment to other boards and commissions should be included in the Board policy on appointments. Current practice limits opportunity for others to serve on the various boards and commissions.

The Board's policy on limiting terms on commissions and boards to two consecutive terms was reviewed. The committee discussed the possibility of having rotating liaisons from the County Board to other boards and commissions. This would allow each commissioner to have an opportunity to sit on each board and commission during the year, in addition to keeping the County Board informed of current activities of the boards and commissions.

Commissioner May will prepare a recommendation, and reasons for the recommendations, on the structure of the boards and commissions, and method of appointment to them, for discussion at the next meeting.

The organization of the Road Commission, Airport Committee and Parks Commission was discussed. There is a question of whether the Road Commission should remain as an appointed commission or changed to an elected one.

Commissioner Farrell wondered how the Road Commission separated the functions of the Road, Parks and Airport from each other under their current practice of holding one meeting for all three simultaneously. He believes the meetings of the Airport Committee, Parks Commission and Road Commission must be conducted separately.

The committee discussed the possibility of separating the three bodies. The belief has been expressed that this would be more expensive than the current method because of the current practice of sharing equipment, accounting services, etc. between the three bodies. Commissioner May suggested having the Government Support Division handle bookkeeping for the Parks Commission and Airport Committee.

The committee questioned whether a Transportation Commission could be set up to deal with all means of transit in the County. The committee decided to request an opinion from Tom Solka on what alternatives are available to carry out the functions of the Road and Parks Commissions, and the Airport Committee, and of those which are being used by the County.

It was felt by the committee that relationship between the Community Mental Health Board and the County Board should be clarified. An opinion will be requested from Tom Solka on the relationship between the two boards as defined by State statute. A copy of the letter to Tom will be provided to Duane Beard. Duane will review the Board's past minutes to gather information on past Board discussions and actions on Community Mental Health operations. Should the law indicate operations of the Community Mental Health Center should be different than they are now the changes should be made.

An organization chart for the County was discussed. Commissioner Farrell suggested developing an organization chart on the current county organization and adopt it. He also believes a "goal" organization chart should be drawn up showing the organization they would like to have occur over a period of time.

Some items that could be included in a "goal" organization chart are:
1) Combining the Clerk's and Register of Deeds Office; 2) Placing Emergency Services in the Sheriff's Department rather than under the Controller because of their many related functions; 3) Development of a single permit to be issued to individuals intending to building in the County; 4) Relationship of the Mental Health Board to the County Board; 5) Health Board structure.

Commissioner May stated the idea of creating a Planning Development Division to deal with Planning/Building Code functions has been discussed. Duane Beard stated an administrator for such a division could coordinate activities between the different departments, commissions, etc.; related in this area.

Duane spoke briefly on this occurring for other divisions such as human services, judicial, etc.

It was the consensus of the committee that the Board should adopt an organization chart for the County. Commissioner May stated she believes it is needed as a management tool. Commissioner Farrell will develop charts of the present county government organization; the "goal" organization; and for the Planning/Building Code Department.

Duane Beard submitted an organization chart on functions of the Planning/Building Code Department. Operations of that department were discussed by the committee. Problems have arisen due to the lack of defined responsibilities in that area.

The committee discussed reviewing procedures for conducting Board's business. Commissioner Clark was asked to study this as he may have fresh ideas being a new commissioner.

A county-wide transportation system was discussed. Tom Solka will be asked to determine what alternatives are available in setting up a county-wide, mass transportation system. A representative from the Planning Commission will be asked for information on the current status of the assessment of needs for a county-wide transportation system.

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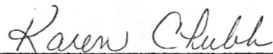
Commissioner May stated the Intergovernmental Relations Committee will be discussing the organization of the Health Board at their next meeting. A discussion was held on this topic.

It was suggested that the Committee also review the Board's committee structure for possible changes.

The committee set up a meeting for May 31, 7:00 p.m.

The meeting adjourned at 10:15 p.m.

Respectfully submitted,



Karen Chubb, Secretary

December 6, 1978

The Government Study Committee meeting was duly called and held December 6, 1978 at 6:00 p.m. in the Courthouse Annex.

Present: Commissioners Farrell, Alderton, May and Anderson.

Absent: Commissioner Carlson.

In Attendance: Duane Beard, Controller; and Tom Solka, Assistant Prosecuting Attorney.

The meeting was called to order by Chairperson Farrell.

The committee reviewed procedures for appointing individuals to boards and commissions. Various changes to a previous draft procedure were noted. Two sections were added dealing with Resignations and Conflict with State Law.

Discussion was held on what boards or commissions will be appointed a liaison from the County Board should the Board approve the draft procedures. The committee believed the Airport and Parks Commissions should also have a liaison appointed to them from the County Board in addition to those previously considered.

Commissioner Anderson opposed Sections 3.5 and 3.7 of the procedures which involve limiting the number of terms an individual can serve on one board or commission, and not allowing county commissioners to be a member of a board or commission in which the Board of Commissioners makes appointments.

Commissioner May was in favor of not allowing Board members to be appointed to a board or commission whose appointments are made by the Board. She stated this would allow more people to get involved in county government.

It was moved by Commissioner May and supported by Commissioner Alderton to recommend to the Board that the procedures for appointing individuals to boards/commissions be the County Board be adopted with the changes made by the committee (additional liaison appointments). The motion carried. Ayes: Commissioners Alderton, May and Farrell. Nays: Commissioner Anderson.

The committee discussed separating the Airport, Road and Parks Commissions into three separate commissions. Tom Solka provided information regarding what type of board/commission must be established for an Airport Commission. Duane stated the Delta County Board set up an independent board to oversee their County Airport. Commissioner Alderton stated he is not in favor of separating the commissions. He believes that the present system has been effective.

Tom Solka noted he proposed a new Airport Ordinance in which a section would have to be changed if the Airport, Road and Parks Commissions are separated.

It was moved by Commissioners Anderson, supported by Commissioner May and carried to recommend to the County Board to separate the Road/Airport/Parks Commissions. Ayes: Commissioners Anderson, May and Farrell, Nays: Commissioner Alderton.

The committee discussed establishing a separate Board of Health. Chairperson Farrell submitted a draft recommendation which would create a five member Board of Health with no more than two members directly connected to the health area. The County Board would reserve the right to enter into contracts and hire/fire the Director of the Health Department. The new Health Board would be advisory in nature.

Commissioner Anderson does not believe the Health Board should be advisory but should have full-powers. Commissioner May left the meeting.

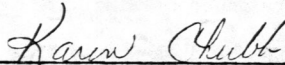
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Discussion was held on continuing the current interim Board of Health to allow time to formulate a charter or resolution to establish a new Board of Health.

It was moved by Commissioner Alderton, supported by Commissioner Anderson and carried unanimously to recommend to the County Board that the current interim Board of Health be continued until July 1, 1979.

The meeting adjourned at 7:05 p.m.

Respectfully submitted,



Karen Chubb, Secretary

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Government Study Committee

December 6, 1978

1. Approval of minutes of the previous meeting.
2. Discuss draft procedures for appointments to Boards and Commissions by the County Board.
3. Communication from Thomas Solka, Assistant Prosecuting Attorney, on a governing body for the County Airport. Draft recommendation to separate the Airport Committee, Road Commission and Parks Commission.
4. Public Comment.

November 20, 1978

The Government Study Committee was duly called and held at 7:00 p.m. November 20, 1978 in the Courthouse Annex.

Present: Commissioners Farrell, Alderton, Carlson and May.

Absent: Commissioner Anderson.

In Attendance: Duane Beard, Controller.

The Government Study Committee meeting was called to order by Chairperson Farrell.

The committee reviewed and discussed proposed procedures for the appointment of individuals to boards and commissions. The procedures provided eligibility requirements, application, nomination and appointment procedures. The committee believed the procedures, if adopted by the Board, should not become effective until January 1, 1979.

Discussion was held on whether County Board members should be allowed to be appointed to boards and commissions; or be appointed to act as a liaison to the boards/commissions on behalf of the County Board; or follow the same procedures others are required to follow.

The committee believed that County Board members should be appointed by the Board Chairperson to act as liaisons to designated boards and commissions. In the event the Board decides that members should not be appointed to the boards/commissions those currently serving will be able to finish their current terms of office.

Commissioner May stated the Commission on Aging's bylaws will have to be changed should the Board decide that County Commissioners shall not be appointed to boards/commissions as it is currently required that a Board member serve on that body.

Those appointments now made by the Chairperson of the County Board will not be affected by any of the alternatives mentioned above regarding County Board appointments to boards/commissions. Commissioner Farrell felt procedures for appointments made by the Chairperson should be established also.

Discussion was held on limiting the length of terms. The proposed procedures state that individuals may not be appointed to more than two terms. However, these individuals can apply for appointment when a vacancy occurs on that same commission/board in the future.

Discussion was held on appointing different people to the Road and Airport Commissions. Commissioner May believed that the combined Airport and Road Commission causes confusion at times. She believed the two commissions should be separated. This matter will be discussed at the November 22, 1978 Committee of the Whole meeting.

The proposed procedures for appointments to boards/commissions will also be submitted to the Committee of the Whole for their review and comment.

Commissioner Farrell stated as it is the intent of the committee that the expiration dates for commissions/boards be December 31st of each year action must be taken by the Board to change the dates and the commissions/boards must be notified.

The committee then discussed the County Health Board. Commissioner May is a member of the interim Board of Health as are all members of the Intergovernmental Relations Committee. She stated the State is now taking into consideration local concerns. She stated a couple public hearings have been held and that the Intergovernmental Relations Committee have attended only one meeting of the Board of Health at this time.

Alternatives available in regard to the Health Board are as follows:

- a. Retain current type of Board of Health.
- b. Eliminate Board of Health and have the Board of Commissioners act as such.
- c. Have one of the Board's committees act as the Board of Health.
- d. Eliminate the Board of Health entirely.

It was the consensus of the committee members that the above matter should be discussed by the Committee of the Whole.

Commissioner Farrell stated the Board has referred to the committee the concept of establishing a Building Authority to handle the construction of county buildings. Duane Beard has submitted a document on the procedures in setting up such an Authority to the Environment, Lands and Buildings Committee. Commissioner Farrell believes such an Authority should be established in the coming months.

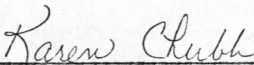
Another item referred to the Environment, Lands and Buildings Committee and the Finance Committee is discussion on establishing a public improvements fund. Once funds are placed in such a fund they cannot be removed for any reason other than capital improvement expenditures. The committee believed the Prosecuting Attorney's Office should research the legality of carrying over surplus funds from one year to another. Duane Beard entered the meeting.

Duane stated the Mental Health Center is a county department according to Mr. Sarkola, State Department of Mental Health. It was felt the designation of out-departments and in-departments should be discussed by the committee or another committee of the Board.

It was decided to hold a committee meeting at 6:00 p.m., December 6, 1978, prior to the Board meeting.

As there was no further business to come before the committee the meeting adjourned at 8:30 p.m.

Respectfully submitted,



Karen Chubb, Secretary

Government Study Committee

November 20, 1978

1. Discuss procedures for appointment to boards and commissions.
2. Discuss county health board.
3. Old/New Business.
4. Public Comment.

September 13, 1978

The Government Study Committee was duly called and held September 13, 1978 at 2:00 p.m. in the Courthouse Annex.

Present: Commissioners Farrell, May, Alderton and Carlson.

Absent: Commissioner Anderson.

In Attendance: Byron Snowden; Pam Engmen, Health Department; Duane Beard, Controller; and Tom Solka, Assistant Prosecuting Attorney.

Chairperson Farrell called the meeting to order. Byron Snowden was present to discuss a County Environment Citizens Advisory Council he was a member of while a resident of Minnesota. He stated the county where he resided is similar to Marquette County. Their main industries are mining, paper, farming and tourism.

The Advisory Council helped city and county officials keep abreast of environmental issues. They prepared proposals and solutions pertaining to environmental concerns to governing bodies. They also acted as a go-between for governing bodies and private citizens.

The Council members were appointed for set terms by the county commissioners. A county commissioner sits on the Council as a non-voting member. Members do not receive pay.

Meeting dates and topics of meetings are advertised. The Council usually handled one issue at a time. The Council did not get deeply involved in providing educational programs as the State has its own organization for such a purpose.

Mr. Snowden noted the county has a Planning Commission, a Cooperative Extension Department; a county zoning ordinance; an active DNR; and an organization similar to the R.C. & D. Council in Marquette County. Commissioner Farrell suggested Mr. Snowden meet with Ron Koshorek, Acting Planner, as he believed such a Council would share common goals and objectives with the Planning Commission. Mr. Snowden left the meeting.

Commissioner May stated the Intergovernmental Relations Committee is recommending to the Board that the current Board of Health act as an interim Board of Health until December 31, 1978 in order to provide the County Board sufficient time to look into the various questions concerning the new health code.

Pam Engman, Health Department, stated the Health Department staff must compile a comprehensive list of problems they foresee; rank priorities; define services; and hold public hearings prior to mid-October in compliance with the new code.

Commissioner Farrell mentioned the possibility of the Health Department operating as a general fund department.

Pam Engman stated the Board of Health also acts as the Sanitary Board of Appeals. Other items handled by the Board of Health involve programs and personnel matters. Pam was asked to provide a list of topics discussed by the Board of Health. Commissioner Carlson entered the meeting.

Duane Beard suggested combining the Health Board and a committee of the County Board to act as a Board of Health during the planning process. Thus both the County Board and Health Board will be involved in the process. It was felt the Intergovernmental Relations Committee could act in such a capacity.

Tom Solka entered the meeting. He stated that in order to assign the current Health Board and a committee of the Board as an interim Health Board during the planning process the following phrase should be added to the resolution

he submitted to the Intergovernmental Relations Committee which provided that the Health Board would function as an interim Health Board during the planning process: "Be it further resolved, that during such interim period the Intergovernmental Relations Committee of the Marquette County Board of Commissioners shall also sit on the Board of Health effectively increasing its membership to ten members, with all powers and duties of the existing Board of Health". Commissioner Carlson left the meeting.

It was moved by Commissioner Alderton, supported by Commissioner May and carried unanimously to recommend to the Board that the resolution to assign the present Health Board and the Intergovernmental Relations Committee as the interim Health Board during the planning process be approved by the Board.

The committee reviewed information provided by Commissioner Farrell on the number of terms various individuals have served on the appointed boards and commissions. Commissioner Farrell suggested that the terms for the Social Services Board; Library Board; Health Board; Soldiers and Sailors Relief Board; Airport Zoning Board of Appeals; Building Code Board of Appeals; and Commission on Aging expire on December 31st of any given year to conform with the expiration dates of other boards and commissions.

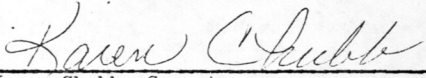
A draft procedure, prepared by Commissioner Farrell, for the appointment of individuals to boards and commissions was reviewed by the committee. The procedure provides that all vacancies will be filled at one time during the year. Commissioner May felt the procedure for appointment should be made part of the Board's Rules and Procedures.

According to the procedure for appointment, all applications received for appointment to the boards and commissions will be good for one year. This will be indicated on the application form provided to interested individuals. It was noted that statutory requirements for boards and commissions must be determined.

Information on per diem was provided by Commissioner Farrell to the committee members. This matter will be discussed at a future meeting.

The meeting adjourned at 4:45 p.m.

Respectfully submitted,



Karen Chubb, Secretary

Government Study Committee

September 13, 1978

1. 2:00 p.m. - 2:15 p.m. Byron Snowden will be present to discuss with the committee a Citizens Advisory Committee to a County Board which he was involved with.
2. Discuss new public health bill as it pertains to operations at the Health Department, specifically the Health Board.
3. Information on the number of terms individuals have served on various boards and commissions.
4. Discuss setting a salary for commissioners.
5. Public Comment.

July 25, 1977

The County Government Study Committee was duly called and held July 25, 1977 at 7:00 p.m. in the Courthouse Annex.

Present: Commissioners Alderton, Farrell, Carlson and May.

Absent: Commissioner Racine.

In Attendance: Gary Walker and Thomas Solka, Prosecuting Attorney's Office.

Commissioner Farrell stated the Governmental Support Division (GSD) would support all commissions, boards and compacts as much as possible and would attempt to do more and more of their duties as time goes on. He presented a revised table of the Governmental Support Division for the committee's study. It was noted under the new department set-up an additional administrative person would be needed, and an additional secretary.

The committee reviewed and discussed the proposed committee structure submitted by Commissioner May. In the proposal, the current committees are incorporated into three committees: Finance; Executive; and Environment. Staff meetings with the Board, elected officials, Controller/Manager and Board Secretary present would be held regularly to provide continuity between committees and the administration.

It was noted, by state statute, the Finance Committee must be made up of three or five members. The following committee make-up is recommended: Finance, four commissioners, plus the Board Chairman; Executive Committee, four commissioners, plus the Board Chairman; and Environment, three commissioners, plus the Board Chairman. Each commissioner will be on one committee and the Board Chairman will be a voting member of all committees. These committees may be required to meet more than once a month. Special committees, such as CETA, would be distributed between the commissioners. The committee felt all budget amendments would go through the Finance Committee.

Compensation for commissioners was discussed. The average per diem, excluding the Board Chairman, in 1976 was \$2,908.18. The committee recommends that a \$2,700.00 per year salary be set for each commissioner, which is \$225.00 per month. The committee recommends that the Board Chairman receive \$325.00 per month or \$3,900.00 per year.

Discussion was held on compensation for commissioners attending conference, etc. The committee felt the salary should cover all meetings attended by commissioners. It was noted \$2,700.00 per year would cover 5.5 meetings per month at a \$40.00 per diem.

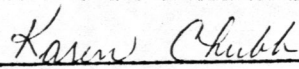
Commissioner May suggested that a packet of copies of communications to be presented at Board meetings be distributed to the commissioners prior to the meetings in order to save time at the meetings.

It was felt the committee should look into the compensation of other county boards and commissions at a later date. It was noted that Building Authorities have to be set up according to state law. Contract negotiations would be handled by the Controller/Manager; Prosecuting Attorney's Office; and Personnel Director. The Executive Committee would define the negotiation guidelines.

Compensatory time was discussed by the committee. It was felt this matter should be dealt with by the Personnel Committee in regard to past policy and those who have acquired a great deal of comp time. The committee will recommend that there be no such thing as comp time for salaried personnel in the future.

The committee's recommendation will be forwarded to Board members the week of August 8, 1977. A Committee of the Whole meeting will be requested at the August 17, 1977 Board meeting for August 24, 1977. Another meeting of the Government Study Committee may be necessary before a recommendation is presented to the Board on September 7, 1977. Chairman Farrell adjourned the meeting.

Respectfully submitted,


Secretary

June 27, 1977

The Government Study Committee was duly called and held June 27, 1977 at 7:00 p.m. in the Courthouse Annex.

Present: Commissioners Farrell, May, Alderton, Racine and Carlson.

Absent: None.

In Attendance: Gary Walker, Prosecuting Attorney.

Commissioner Farrell submitted a report and outline on the reorganization of county government which involves the establishment of a Government Support Division. The Government Support Division (GSD) would be under the supervision of a Controller/Manager, who would be appointed by the Board, and would include the following departments: Accounting and Purchasing; Equalization; Personnel; Buildings and Grounds; and Emergency Services. Even though Emergency Services and Equalization Departments' duties are set by statute they can be under the direction of the Controller according to Gary Walker.

An outline of the responsibilities of the departments in the GSD was included in the report drawn up by Commissioners Farrell and Carlson.

It was noted the Forestry Commission employs a consultant. Commissioner Farrell stated the Planning Commission will be recommending that a Parks and Recreation Commission be set up; the Harbor Commission could be included under this. It was noted the Library Board allocates money received from court fees to various county libraries; they meet once or twice a year for that purpose.

Commissioner Farrell stated the GSD would do a lot of the administrative work now done by the commissioners. The Accounting and Purchasing, and Personnel Departments would be run as separate departments with the Controller in charge.

Commissioner May recommended that a Building Authority be formed from people in the community whenever a building project is set up. When the particular project is completed the authority would then be disbanded. She noted such an authority is provided by law. She further noted that the Controller, by statute, is responsible for the maintenance of buildings and grounds.

Commissioner May submitted a report on committee make-up and Commissioner Alderton submitted a report on boards and commissions within the county. Commissioner Farrell stated some commissions and boards could be consolidated or eliminated that are not set by statute. He also suggested a yearly compensation for each Board member with payment for travel expenses. A fee plus travel could be provided for other boards and commissions in the county.

Commissioner May stated she felt government is better off with more citizens participating and reducing the boards would cut the number of people involved.

Gary Walker stated some of the boards and commissions are set by statute and cannot be eliminated or combined, while others can be. Commissioner May mentioned having a Transportation Commission combining the Road and Airport Commissions. Commissioner Alderton suggested writing memos to Chairpersons of the various commissions and boards requesting an outline of their functions. Commissioner Carlson mentioned inviting some of these people to future meetings of the committee. Consensus of the committee was that boards and commissions should be studied at a future date.

Commissioner May's report on committee structure hinges on the idea of removing administrative work from the committees. According to her structure each commissioner would be appointed to three of the four following committees: Finance; Executive and Equalization; Personnel; and Environment. The Finance Committee would handle responsibilities currently done by Audit, Finance and Taxation, and the budgetary responsibilities of the Budget and Executive Committee. The Executive Committee would be a catch-all committee, taking care

of business not concerning other committees. It would also handle responsibilities currently handled by the Equalization Committee, and take over the functions of the Welfare Contact Committee. Commissioner May suggested a member of this committee attend meetings of the Social Services Board as a contact person for the county. The Personnel Committee would retain the responsibilities currently handled by them. The Environment Committee would retain present duties with the possible exception of zoning review as it is a duplication of work done by the Planning Commission. The responsibilities of the County Lands and Buildings Committee would be under the Environment Committee. Any special building project would be done by a Building Authority. The Environment Committee would also handle Transportation Committee functions by having one member attend Road Commission meetings as a contact person. Commissioner May stated the committee structure is set up with a strong Controller/Manager and Personnel Director in mind.

Commissioner Racine suggested that the Prosecuting Attorney; Chairman of the Personnel Committee and the Controller handle contract negotiations in the future. Gary Walker stated once the management negotiators are provided with the amount of money available and guidelines for the contract, members of the Board need not be present.

The committee felt the Executive and Personnel and Equalization Committees responsibilities could be covered by one committee. The following committee structure, and their responsibilities, was formulated. Finance: a) Audit; b) Budget; c) Finance and Taxation. Executive: a) Personnel; b) Equalization; c) Welfare Contact. Environment: a) Environmental Quality Committee; b) County Lands and Buildings; c) Transportation.

"Comp" time was discussed by the committee. The committee felt extra time put in at meetings, etc., was part of the job and that most "comp" time would decrease with the reorganization of committees and administrative responsibilities. Commissioner Carlson stated the idea that "comp" time is due could pose legal problems in the future and suggested a policy be made stating there is no "comp" time among salaried employees.

Commissioner May stated staff meetings had been suggested by the previous Board in order to talk to department heads about their concerns. This would be possible if there are less committees.

It was the consensus of the committee that the GSD and committee structure is acceptable, and that the Harbor Commission could be absorbed into the Parks and Recreation Commission. Commissioner Farrell will work up a more detailed breakdown of the GSD including employees currently working in each department for the next meeting. Information on per diem and travel expenses for the various commissions and boards, including the Board of Commissioners, will be available at the next meeting for the years 1975, 1976 and 1977 in order to discuss future means of compensation. Commissioner May will redraft and expand on the committee structure.

The next committee meeting was set for July 25, 1977 at 7:00 p.m. The meeting then adjourned.

Respectfully submitted,


Secretary

June 6, 1977

The County Government Study Committee was duly called and held on June 6, 1977 at 7:00 p.m. in the Courthouse Annex.

Present: Commissioners Farrell, May, Alderton, Carlson and Racine.

Absent: None.

In Attendance: Gary Walker, Prosecuting Attorney; Michael Zorza, Emergency Preparedness Director; Henry Schneider, Tax Equalization Director; Michael Madden, Assistant Controller; and Gary Yoder, Controller.

Commissioner Farrell informed Gary Walker the committee is studying possible changes in the administrative set-up and committee structure of the county. It was noted a Controller type government was not formally approved by the Board of Commissioners when the county made the change in 1946. Gary Walker will check the Board minutes to see if it had been passed following a 1969 act stating counties of all sizes could establish a Controller type government by Board approval.

It was noted, powers of other officials, such as the Treasurer and Clerk, can be taken over by another individual if these powers are given up by them. Commissioner Farrell stated the establishment of a purchasing agent would enable central purchasing by all departments.

The committee reviewed an information sheet on administrative departments under a Controller-Manager type government provided by Commissioner Farrell. Commissioner Farrell stated a Controller could overview all departments and head a department, or simply overview all departments. Personnel and purchasing responsibilities are now under the Controller's Office and they could be separate departments. The committee felt a Personnel Department would be deeply involved in labor negotiations. Commissioner Carlson mentioned the Prosecuting Attorney's involvement should be decreased to that of a resource person only in regard to contract negotiations.

Commissioner Farrell felt a lot of committee time is spent doing administrative work. Commissioner Carlson stated committees should be involved with long range budget planning and freeing them of administrative decisions would enable them to do this. Commissioner May mentioned establishing separate committees to deal with the budget and executive matters. She also mentioned establishing a Building Authority to handle construction and the possible elimination of the County Lands and Buildings Committee.

Mike Zorza was present to discuss the functions of his department, his duties, and possible changes in the current operations. He provided a job description on his position to the committee. It was noted the state and federal governments determine many of the responsibilities for his position. He also provided a hand-out on the responsibilities of the Emergency Preparedness Department. He stated 95% of his job is in the area of public safety.

It is mandated that each county have an Emergency Preparedness Department whose function is to coordinate activities to meet day to day emergencies and disaster situations. Mike would like to see a more integrated working relationship between the various emergency services agencies.

Zorza stated there would be little growth in personnel and equipment in his department with the possible exception of rescue services. It was noted there are some counties where rescue functions are run by the Sheriff's Department. Mike Zorza stated politics can affect the program, however, when run by the Sheriff's Department. Mike Zorza would like to have his department handle county emergency services at this time; they have been doing all the training to date.

Mike currently has a half-time secretary on his staff (although he is requesting a full-time secretary for 1978); a mobilization designee, who is an Army reserve officer working 8 - 16 hours per month; and an NMU Political Science Department student working on an intern type basis. Mike Zorza then left the meeting.

Henry Schneider, Tax Equalization Director, was present to discuss his position. Basic requirements of the position are set by the state. His department maintains tax rolls for townships which is not required by law.

The department conducts property studies through the Summer and early Fall, and also do sales studies. During December and January information goes to the state, and is reviewed by each local assessor. Around March assessment rolls are checked for necessary changes and information is pulled for next year's studies. In the Spring his department recommends the county equalized value to the Equalization Committee.

It was noted the Tax Roll Department maintains descriptions of all properties in the county.

Henry Schneider stated equalization by class will be affective in 1980 and his department will need more people when this occurs as it will involve 1/3 more studies then done currently. The department also trains local assessors and works with township supervisors as they are the chief assessor of the township.

Schneider felt an in-house computer system should be considered by the county. The computer system hired by the county costs \$15,000 per year. Henry stated the distance between the computer system and the county has caused problems. Henry Schneider then left the meeting.

Mike Madden entered. He stated certain responsibilities have been delegated to him by Gary such as budget review and contract negotiations cost analysis. He does monthly budget reports and occasionally reports to individual departments on their budget standing. He also handles monthly bills from departments to be sure there are sufficient funds in their budget to cover the bills.

Mike passed out a Livingston County study on county government done in 1975 which deals with work loads, evaluation of departments, etc., and charts on an Internal Service Division system.

He felt there is currently not a good grasp of where funds are going and that a person is needed to oversee budget standings. The Controller's Office purchases supplies for all departments including those run by elected officials. Mike stated a combined personnel/purchasing director is needed.

Gary Walker felt employment screening should be done by the Controller's Office but department heads should have the ultimate choice of who will be hired.

Grant writing was discussed. Mike Madden felt the Controller's Office could handle this but someone knowledgeable in the area would be better. Commissioner Farrell stated departments applying for grants are most familiar with their needs and would be best qualified to apply for grants for themselves. Commissioner May noted there are areas such as construction where a knowledgeable person is not available within the county to write grant applications. Someone should be up on grants available and the requirements for applying for the grants. Commissioner Carlson stated a grants coordinator would be effective in situations like the water shortage problem experienced by townships in Western Marquette County. Mike Madden then left the meeting.

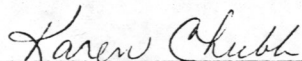
June 6, 1977

Gary Yoder was present to discuss the functions of his position. Gary stated the Controller's Office is acting as purchasing agent; handles central accounting; financial grant recordings; federal surplus supplies, in cooperation with Mike Zorza; buildings and grounds, in cooperation with Dave Hillier; budget preparation, review and recommendations; contract interpretation; and personnel files, which is an expanding area. He stated his most time consuming work is with the Board's and committees' requests.

He stated there is a need for someone to oversee the accounting system and to handle personnel matters. He suggested that the Controller be given greater decision making power.

A sub-committee of Commissioners Farrell and Carlson will design and submit a report on possible administrative set-ups for the next meeting and Commissioner May will submit a report on the various committees. The next meeting will be held June 27, 1977. The meeting then adjourned.

Respectfully submitted,


Secretary

May 16, 1977

The Government Study Committee was duly called and held on May 16, 1977 at 7:00 p.m. at the County Courthouse.

Present: Commissioners May, Farrell, and Alderton.

Absent: Commissioners Carlson and Racine.

Commissioner Alderton moved, and Commissioner May supported, to disregard Home Rule and Charter Commission type of government from consideration by the committee.

The committee felt it was a draw back to have an elected county executive, which is mandatory under Home Rule government. Other counties have had difficulty with this type of elected executive. It was noted the County Commission would remain in existence under Home Rule but changes could be made in apportionment.

A Charter Commission can arrange the administration as they wish, not including offices such as the Clerk and Treasurer. Following discussion the motion carried unanimously.

Commissioner May felt the manager/executive type government allows for flexibility. Commissioner Farrell felt the problem involved would be having an election and the possibility that the people would vote for an elected executive rather than an appointed one. The electorate must approve going to another form of government and changes in the type of government cannot be made again for four years.

It was noted, some of the independent boards and commissions could be eliminated, such as the Airport and Harbor Commissions, and their functions be given to departments. The Planning Commission could be terminated even though it comes under a separate law.

All items under the jurisdiction of the manager would also be under that of the Board. All civil law functions may be performed by a corporate counsel under the manager type of government.

Under the county's current Controller type government there is a Controller, Commission, and Committees. It was noted there is a Controller type of government that includes a position which expedites many county policies and functions. This position is in addition to the Controller.

Commissioner May suggested that the Prosecuting Attorney be asked to appoint an assistant to provide legal advise to the committee. She also suggested the committee not take action on a manager type of government at this time but look carefully at the current system of government.

Commissioner Farrell mentioned setting a policy where members on the various commissions can not retain their position for more than a given amount of time. Terms could be staggered so there would never be a completely new commission at any time.

It was moved by Commissioner May and supported by Commissioner Alderton to table discussion of the manager/executive type government for re-consideration at a future date. The motion carried unanimously.

Expanding the power of the Controller was discussed. It was noted there are legal restrictions on the position of Controller. Some areas in which the Controller would be in charge were mentioned as follows:

1. Responsible for personnel.
2. Maintenance.
3. Accounting Division. May have head of the Accounting Division take care of this also.
4. Equalization.
5. Emergency Preparedness.
6. Purchasing Agent. Not currently in existence.

It was noted the functions of the manager/executive can be done by the Controller.

The possibility of having a Personnel Director, Controller and a Board member oversee labor negotiations was mentioned. Some of the responsibilities which would fall to whoever is in charge of personnel are as follows:

1. Labor contracts
 - a. Negotiations
 - b. Grievances
 - c. Basic contract administration and interpretation
2. Fringe Benefits
 - a. Health insurance
 - b. Life insurance
 - c. Vacation, Sick leave
 - d. Compensatory time
3. Hiring and Firing
 - a. Testing
4. Job performance and Evaluation
 - a. Job descriptions

It was noted the Equalization Department's duties pertain to taxes and property valuation. Commissioner May felt the Maintenance Department should be in charge only of the courthouse complex. Commissioner Farrell noted there is no place to go to get a good picture of the location of different county owned lands.

The Controller would work with all departments and on long range financial planning. Commissioner Farrell suggested having the Controller be an ex officio member of the Budget and Executive Committee.

The Emergency Preparedness Department was discussed. It was noted the Chairman of the Board is responsible for declaring emergency situations in the county. The office was created because of a need for an Emergency Plan. The director is not in charge of other personnel other than a half-time secretary working from the Controller's Office. Commissioner Farrell felt this department should not be expanded to include more staff.

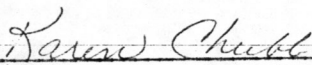
It was noted that a purchasing agent's function would be to purchase equipment and supplies for all departments in the county.

A letter will be sent to Gary Walker requesting that he assign an assistant prosecuting attorney to sit with the committee and be cognizant of laws related to the organization of county government, particularly the Controller type government at this time. The Controller, Assistant Controller, Maintenance Director, Emergency Preparedness Director, and Equalization Director will be invited to attend the next meeting to report on what they assume the functions of their job are, and how their duties are carried out. Also, to suggest changes they would like to see in their position, if any.

Commissioner May will submit a report on the functions of the present committees, and the function of the independent commissions and boards will be done by Commissioner Alderton. Commissioner Farrell will submit a report on department structure.

The committee will meet again on June 6, 1977, 7:00 p.m. The meeting then adjourned.

Respectfully submitted,


Secretary

April 14, 1977

The Governmental Study Committee was duly called and held on April 14, 1977 at 7:00 p.m. at the County Courthouse.

Present: Commissioners May, Farrell, Alderton and Racine.

Absent: Commissioner Carlson.

Commissioner May moved to elect Commissioner Farrell as chairman of the committee, Commissioner Alderton supported the motion and it carried unanimously. Commissioner May was selected as Vice-Chairperson.

The purpose of the committee is to recommend changes in the present system of government to increase efficiency. It was noted recommendations for changes must be made in December to be effective the following year. Commissioner Farrell suggested reorganizing at the administrative level of county and staying with the same type of policy making body through the Board of Commissioners. Commissioner Farrell added he is not interested in a total executive or management type of government.

Commissioner Racine stated he is against a manager form of government by appointment or election. He stated, the committees, through their chairperson, should be responsible to the Board and the Board chairman should act as coordinator between the committees.

Commissioner Racine felt that, other than county policies, the controller should handle much of the county's business. He added, on important issues the Board Chairman, Vice-Chairman and those concerned or with information on the issue discussed should be involved.

Commissioner Racine stated union negotiating could be handled more effectively between the Prosecuting Attorney, Controller and Personnel Committee Chairman at less cost to the county than the present system.

It was noted the commission is concerned with policy. Commissioner Farrell stated the controller is responsible for the coordination of departments and the flow of money. Day to day work, not policy based, is not the responsibility of the Board. The current problems are not the fault of any individual but the whole set up.

Commissioner May stated the county has changed with the coming of unions, construction of buildings, etc. and feels that the same type of administrative arrangement can not handle it. She felt different kinds of management should be considered. She noted types of government are County Manager/Executive, Home Rule or Charter, and Controller.

The committee felt they should look into the various forms of government and make recommendations with their reasons for doing so to the Board. Commissioner May stated materials should be compiled and studied on the various forms of government. It was decided Commissioner May would provide information on the manager/executive type government, Commissioner Farrell on controller type government, and Commissioner Alderton on home rule or charter type government for study at the next meeting May 16, 1977.

Commissioner May stated Marilyn Gorski of the League of Women's Voters is knowledgeable on forms of government and may be of some help.

Commissioner Farrell stated changes should be look at for implementation in 1978. The committee set up a rough schedule. At the next meeting the committee will discuss the different types of government and by the end of May give a report on the committee's action to the Board. In June a mock up of what should happen in the county will be set up. By July a Committee of the Whole should meet to discuss the proposal. Revisions could be made in late July or August.

Government Study Committee

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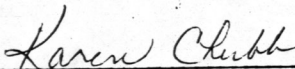
April 14, 1977

The committee felt their main objective is to recommend a form of government the county should implement and define the policy function of the Board.

Commissioner Alderton stated the committee's decision should be presented to the Board in October to allow time to make changes in the recommendation, if necessary, for the December meeting.

As there was no further business to attend to, the committee adjourned.

Respectfully submitted,



Secretary