The Marquette County Board of Commissioners met in Regular Session on Tuesday, September 19, 1995 at 7:00 p.m. in Room 231 of the Henry A. Skewis Annex, Marquette, Michigan.


A Salute to the Flag was given, followed by the Pledge of Allegiance.

It was moved by Comm. Arsenault, seconded by Comm. Seppanen and unanimously carried by voice vote that the minutes of the September 5, 1995 Regular Board Meeting be approved.

Chairperson Corkin opened the meeting for public comment. None was forthcoming.

It was moved by Comm. Seppanen, seconded by Comm. Joseph and unanimously carried by voice vote that the agenda be approved with the following late addition: Item 11a) A memo from Randell Girard, Human Resources Director, regarding the authorized staffing level for Central Dispatch.

INFORMATIONAL ITEMS

It was moved by Comm. Rapport, seconded by Comm. Seppanen and unanimously carried by voice vote that the following informational items be accepted and placed on file:

9. INFORMATIONAL ITEMS:
   b. Letter of Commendation from the Michigan State House Development Authority for Marquette County's Continued Effort to Maintain Affordable Housing and its very Successful Housing Rehabilitation Program.
   c. Acknowledgement from Governor Engler for County Resolution.

ACTION ITEMS

It was moved by Comm. Seppanen, seconded by Comm. Braamse and unanimously carried by voice vote that Action Items 10a, 10b, 10c, 10d, 10e, 10f, 10g and 10h be approved as follows:

10a) An addendum to the Contract for Police Services between Marquette Township and the Marquette County Sheriff's Department, addendum as follows:

   ADDENDUM TO CONTRACT FOR POLICE SERVICES

   This addendum is made for a contract for Police Services that was entered into between the Charter Township of Marquette and the Marquette County Sheriff's Department in March and April of 1995.

   1. Term: The contract shall remain in effect until 12/31/95.

   2. Contract Price: The contract price of the original contract has changed from $27.42 per hours to $27.01 per hour.
3. Contract Hours: The contract hours from the original contract shall be changed from 40 hours per week to 56 hours a week at the new rate.

4. Effective Date: These changes to the original contract shall become effective on September 1, 1995, and shall remain in effect for the duration of the contract.

5. All original terms of the contract shall remain in full force and effect with the exception of those above stated.

* * * * *

10b) A Committee of the Whole Recommendation that the County Board award the Jail Visitation Room Project to the low bidder, J. Clark Construction, Inc., of Marquette for $17,658 and approve the following budget amendment:

RESOLUTION AMENDING PUBLIC IMPROVEMENT FUND BUDGET
Fiscal Year 1995 Amendment No. 22

WHEREAS, budgets were adopted by the County Board on October 11, 1994, to govern the receipts and expenditures of the various County funds 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 as required by P.A. 621 of 1978.

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

<table>
<thead>
<tr>
<th>Expense Budget Acct.</th>
<th>Previous Budget Amt.</th>
<th>Amended Budget Amt.</th>
<th>Change (+ or -)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Improvement Fund</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Replacement/Maintenance</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jail Visiting Room Remodeling</td>
<td>16,000.00</td>
<td>17,860.00</td>
<td>1,860.00</td>
</tr>
<tr>
<td>Jail Segregation Room</td>
<td>2,167.00</td>
<td>1,500.00</td>
<td>(667.00)</td>
</tr>
<tr>
<td>Jail Sprinkler Project</td>
<td>1,280.00</td>
<td>87.00</td>
<td>(1,193.00)</td>
</tr>
<tr>
<td>Total Expense Charges</td>
<td>19,447.00</td>
<td>19,447.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Rev. Budget Acct.</th>
<th>Previous Budget Amt.</th>
<th>Amended Budget Amt.</th>
<th>Change (+ or -)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Improvement Fund</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Replacement/Maintenance</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>No Changes Made</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Total Revenue Changes</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>
Motion was made by Comm. Seppanen, Seconded by Comm. Braamse, to adopt the foregoing resolution. Upon roll call vote, the following vote was recorded:

<table>
<thead>
<tr>
<th></th>
<th>Aye</th>
<th>Nay</th>
<th></th>
<th>Aye</th>
<th>Nay</th>
</tr>
</thead>
<tbody>
<tr>
<td>L. Angeli</td>
<td>X</td>
<td></td>
<td>N. Joseph</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>P. Arsenault</td>
<td>X</td>
<td></td>
<td>J. Minelli</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>C. Bergdahl</td>
<td>X</td>
<td></td>
<td>K. Rapport</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>P. Braamse</td>
<td>X</td>
<td></td>
<td>G. Seppanen</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>G. Corkin</td>
<td>X</td>
<td></td>
<td>C. Trudell</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The Chairperson declared the motion carried and the resolution duly adopted this 19th day of September, 1995.

* * * * *

10c) A Committee of the Whole Recommendation that the County Board approve the Local Emergency Management Work Agreement for FY 1996. The Agreement is an administrative tool designed to provide a summary of projects and activities that the jurisdiction intends to carry out during FY 1996 (October 1, 1995 through September 30, 1996) to enhance emergency services and community safety throughout Marquette County.

* * * * *

10d) A Committee of the Whole Recommendation to adopt the Marquette County Emergency Management Resolution. The resolution provides policy and organization for the mitigation, preparedness, response, and recovery from natural and human caused emergencies and disasters within Marquette County, Michigan; to establish a County agency for the purposes of overseeing the County Emergency Management Program; to provide for the proper coordination and timely utilization of resources within Marquette County during emergency or disaster situations; to establish a means of liaison and coordination between the County and its political subdivisions during an emergency or disaster situation; and to provide a means through which the Marquette County Board of Commissioners and its elected Chairperson may exercise the authority and discharge the responsibilities vested in him by this resolution and Public Act 390 of 1976 as amended. (Due to its length, a complete copy of the resolution is not reprinted in these minutes, however it is available for public inspection in the County Clerk's Office).

* * * * *

10e) A Committee of the Whole Recommendation to approve the award of th Service Center Lawn Project bid to Nagelkirk Landscape Services, Marquette Township, for the amount of $16,831. The Service Center Lawn Project involves the removal of six inches of sand and poor soil at the site, filling in with six inches of top soil, fertilization and installation of Class A sod. This is an approved CIP Project for 1995 in the amount of $19,000 so the low bid is $2,169 under budget.

* * * * *

10f) A Committee of the Whole Recommendation to adopt a fee schedule for private duty services within the Home Health Division of the Marquette County Health Department as follows:
### PRIVATE DUTY CHARGES

<table>
<thead>
<tr>
<th>Description</th>
<th>Homemaker/Companion</th>
<th>Basic Personal Care</th>
<th>Home Health Aide</th>
<th>LPN</th>
<th>RN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Charge (Hourly)*</td>
<td>$ 7.50</td>
<td>$ 8.25</td>
<td>$ 8.75</td>
<td>$ 15.00</td>
<td>$ 20.00</td>
</tr>
<tr>
<td>Holidays (1.5 x base)</td>
<td>11.25</td>
<td>12.35</td>
<td>13.10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sleep over (10 hours)</td>
<td>60.00</td>
<td>70.00</td>
<td>75.00</td>
<td>125.00</td>
<td>135.00</td>
</tr>
<tr>
<td>Live in (24 hours)</td>
<td>110.00</td>
<td>140.00</td>
<td>170.00</td>
<td>250.00</td>
<td>270.00</td>
</tr>
<tr>
<td>Per Visit**</td>
<td></td>
<td></td>
<td></td>
<td>18.00</td>
<td>22.00</td>
</tr>
<tr>
<td>Bath Only (30-60 minutes)</td>
<td>N/A</td>
<td>12.00</td>
<td>12.75</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*For any services less four hours in length a mileage fee of $0.30 per mile will be charged from the Health Department to the home or from the employees home to the clients house whichever is less. A charge of $0.30 per mile will be charged for all miles driven by the aide for doing errands/transportation services, etc. A one hour minimum charge will be assessed at all visit levels.

**Rate per visits plus mileage charge of $0.30 per mile.

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10g) A Committee of the Whole Recommendation to approve the Amendment to the Agreement to provide professional consulting services to Marquette County By D.M. Griffith & Associates for the County’s annual cost allocation plan based on the County’s financial data for 1994, resolution as follows:

### AMENDMENT TO AGREEMENT TO PROVIDE PROFESSIONAL CONSULTING SERVICES TO MARQUETTE COUNTY, MICHIGAN

WHEREAS, Marquette County, Michigan, and David M. Griffith & Associates, Ltd., have entered into an Agreement to provide consulting services for the development of cost allocation plans, and

WHEREAS, that Agreement was entered into on March 9, 1992, and

WHEREAS, the Plans to develop were to be based on the County’s year-end financial data for 1991, 1992, 1993 and were utilized for recoveries of funds beginning January 1, 1993, January 1, 1994, and January 1, 1995, and

WHEREAS, the Consultant has successfully developed the Plans and funds are being recovered as a result of the Plans, and

WHEREAS, the County desires to develop a Cost Allocation Plan based on the County’s year-end financial data for 1994 to be the basis for recoveries beginning January 1, 1996, and

WHEREAS, The County and the Consultant recognize that time is of the essence in the preparation of the Plan, and

WHEREAS, the Consultant agrees to provide expeditious completion of the Plan.
NOW THEREFORE, the parties hereto mutually agree to extend the Agreement for one year to include the 1994 financial year to be used for recoveries beginning January 1, 1996. For a fee not to exceed Fourteen Thousand Dollars ($14,000) and payable under the terms of the original agreement.

* * * * * *

10h) A Committee of the Whole Recommendation that the County Board adopt the Deficit Fund Plan for FY 1994 as follows:

MARQUETTE COUNTY DEFICIT FUND PLAN
FOR FISCAL YEAR ENDED DECEMBER 31, 1994

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEFICIT AMOUNT</th>
<th>PLAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Probate Child Care Special Review Fund</td>
<td>62,389.00</td>
<td>These deficits were</td>
</tr>
<tr>
<td>D.S.S. Child Care Special Revenue Fund</td>
<td>7,971.00</td>
<td>resolved with equity transfers from the General Fund</td>
</tr>
</tbody>
</table>

* * * * * *

LATE ADDITIONS

11a) The County Board considered a memo from Randell Girard, Human Resources Director, regarding a request from First/Lieutenant Joseph VanOosterhout to create a new position classification for Central Dispatch. Mr. Girard was present and explained that it is not a request for an additional position but is a redefinition of the duties and responsibilities for an existing vacant Radio Dispatcher position. Jeff Seleskey was recently moved up to a Regional Dispatcher. The intent is to provide additional services that were previously provided by Mr. Seleskey. Mr. Girard and First/Lieutenant Van Oosterhout have explored several options during the past several months and recommend the creation of a Lead Radio Dispatcher, the wage cost of this staffing modification will be approximately $1,504 per year to be paid by the Central Dispatch millage budget.

It was moved by Comm. Seppanen, seconded by Comm. Arsenault and unanimously carried by voice vote that the County Board approve of the authorized staffing level modification to create a Lead Radio Dispatcher in the category T.O.P.S. 0-8 Non-Exempt with the following job description:

COUNTY OF MARQUETTE
JOB DESCRIPTION

TITLE: LEAD RADIO DISPATCHER
CATEGORY: T.O.P.S.
Non-Exempt

GENERAL SUMMARY:
Well versed in Central Dispatch/911 operations, serves as work leader for Radio Dispatchers assigned to Central Dispatch. Performs and co-ordinates central dispatch operations for emergency, life threatening and non-emergency inquiries for service units utilizing the Central Dispatch/911 emergency system. Supervision is direct, received from Central Dispatch Director.
TYPICAL DUTIES:

1. In coordination with Director, prepares work schedules and assigns work to dispatchers. Acts on staff leave requests assuring adequate shift coverage.

2. Monitors performance of dispatch staff, preparing periodic performance evaluation reports for higher review. Keeps Director informed of issues and participates in affirmative assistance or disciplinary actions as necessary.

3. Participates in training/orientation of staff. Assists in development and implementation policies, provides guidance on work methods, policies and protocols.

4. Provides support to system users to facilitate the effective and efficient operation of the Central Dispatch/911 emergency system.

5. Assures administrative completion and coordination of correspondence such as Policy Board minutes, response to citizens inquiries, etc.

6. Completes and verifies accuracy of payroll documents for higher review. Processes and maintains financial records regarding invoices, payroll transactions, budget activity, purchase orders, etc.

7. Establishes and maintains formal record systems regarding correspondence, personnel transactions, equipment/supplies, financial/budget, Board meeting minutes, etc.

8. As necessary, assists worksite Terminal Agency Coordinator (TAC) in LEIN matters assuring compliance with system guidelines. Assures operator effectiveness, maintains and updates LEIN manuals, performs monthly validations, assists in LEIN audits and liaison activity with users.

9. Assists in diagnosis and correction of radio, computer, and telephone systems problems.

10. Performs all duties of Radio Dispatcher, and other duties as assigned.

JOB SPECIFICATIONS, STANDARDS, EXPERIENCE
AND RELATION TO OTHER JOBS

CLASSIFICATION TITLE: LEAD RADIO DISPATCHER

A. PREPARATION AND TRAINING STANDARD OR EQUIVALENT

Formal Education or Equivalent:

Elementary: Graduate
High School: Typing, English usage and composition
College: Courses:

Other Formal Education/Training:

License/Certification Required: No
BOARD OF COMMISSIONERS  COUNTY OF MARQUETTE  SEPTEMBER 19, 1995

Explanation:

Special Skills Required: Yes
Description: Demonstrated leadership experience. Clear and effective Communication skills, high level tact/diplomacy.

B. EXPERIENCE REQUIRED

Performance on related jobs with the organization, elsewhere or both.
Explain: Progressive leadership experience in service delivery and program operations.

Formal training required to meet job standard after hire:
Orientation to policy and protocol, personnel, payroll, equipment operation/maintenance systems.

Estimated months of on-the-job experience required: 6-12 Months

C. SUPERVISION RECEIVED

Central Dispatch Director

SUPERVISION GIVEN

Radio Dispatcher

D. TYPICAL PROMOTION PATHS

From (a) Radio Dispatcher (b)

Transfers (a) No Formal Line (b)

Promotion to (a) No Formal Line (b)

E. BENCHMARK CLASSIFICATION: No

F. Effective Date Review Date

Dept. Head Approval Date H.R. Dir. Approval Date

* * * * * * * 

Chairperson Corkin opened the meeting for public comment.

Bob Beams, Richmond Township, was present and asked if the Sheriff has paid back the $12,000 plus dollars to the County that he received for back pay? If he has not, why not? What does the County Board plan to do about it? Mr. Beams contended that if a citizen like himself were required to pay back monies he would have to do so immediately, or go to jail. He believes Sheriff Maino should pay that money back with interest.

Chairperson Corkin explained that the Attorney General has notified the County Prosecutor Gary Walker to collect the back pay that was paid to Sheriff Maino. It is the Prosecutor's responsibility to do so and its is not in the hands of the County Board.

Civil Counsel David Payant further pointed out that discussion is ongoing between the Sheriff and the Prosecutor to arrange for the repayment of the funds.

There being no further public comment, Chairperson Corkin closed this portion of the meeting.
STAFF COMMENTS, COMMISSIONER COMMENTS AND ANNOUNCEMENTS

Chairperson Corkin pointed out that at a recent meeting at K.I. Sawyer with the EDA they learned that Marquette County’s $2.5 million 1995 grant request, which had been reduced to $1.8 million, will not be funded out of the 1995 federal budget. It is possible there will be money left in the 1995 federal budget but we will not know until December. The Federal Government is considering severe budget cuts to the EDA Grant Program cutting funds available from $350 million to somewhere between $100 and $200 million for 1996.

Chairperson Corkin further reported that the K.I. Sawyer Base Conversion Authority is still negotiating with the air force regarding restoration funding.

County Administrator Dennis Aloia reported that there is a new EDA Representative out of Wisconsin named Jack Price. The U.P. has been placed with Wisconsin and is no longer part of Michigan which is included with the Indiana and Ohio region.

County Administrator Dennis Aloia reported that the County has completed its work plan for the airport feasibility study. The Contract is ready and as soon it is reviewed, hopefully within the next two weeks, it will be signed. There are four co-signers to the Contract which include the County of Marquette, Greiner Consultants, the State of Michigan, and the K.I. Sawyer Base Conversion Authority.

County Administrator Dennis Aloia also reported that the sale of the Acocks Property closed last Thursday and the funds have been deposited into the County’s Land Acquisition Fund. The County will still have access to its buildings until the end of the year. The snowmobile clubs have reviewed and approved a trail system and Mr. O’Dovero will pay the cost to move the trail.

It was moved by Comm. Seppanen, seconded by Comm. Arsenault and carried on a roll call vote 10 Ayes (Comm. Seppanen, Angel, Arsenault, Bergdahl, Braamse, Joseph, Minelli, Rapport, Trudell and Corkin) to 0 Nays that the County Board go into closed session to discuss pending litigation: Aho vs. Marquette County Medical Care Facility.

Chairperson Corkin declared a brief recess to clear commission chambers.

CLOSED SESSION

The County Board came back into open session. No action was forthcoming as a result of the Closed Session.

There being no further business, the meeting was adjourned at 7:38 P.M.

Respectfully Submitted,

[Signature]
David J. Roberts
Marquette County Clerk
MARQUETTE COUNTY BOARD OF COMMISSIONERS
Regular Meeting, Tuesday, September 19, 1995 at 7:00 p.m.
Room 231, Henry A. Skewis Annex
Marquette, Michigan 49855

1. ROLL CALL.
2. SALUTE TO THE FLAG AND PLEDGE OF ALLEGIANCE.
4. PROCLAMATIONS, PRESENTATIONS AND AWARDS.
5. PUBLIC COMMENT. (time limit 20 minutes total)
6. APPROVAL OF THE AGENDA.
7. PUBLIC HEARINGS.
8. PRIVILEGED COMMENT:
9. INFORMATIONAL ITEMS:
   b. Letter of Commendation from the Michigan State House Development Authority for Marquette County's Continued Effort to Maintain Affordable Housing and its very Successful Housing Rehabilitation Program.
   c. Acknowledgement from Governor Engler for County Resolution regarding ___.
10. ACTION ITEMS:
   a. Addendum to Contract for Police Services between Marquette Township and the Sheriff's Department.
   b. Committee of the Whole Recommendation to Award the Jail Visitation Room Project to J. Clark Construction Inc. of Marquette.
   c. Committee of the Whole Recommendation to Approve the Local Emergency Management Work Agreement for FY 1996.
   d. Committee of the Whole Recommendation to Adopt the Marquette County Emergency Management Resolution.
   e. Committee of the Whole Recommendation to Approve the Award of the Service Center Lawn Project Bid to Nagelkirk Landscape Service.
   f. Committee of the Whole Recommendation to Adopt the Fee Schedule for Private Duty Services within the Home Health Division of the Marquette County Health Department.
   g. Committee of the Whole Recommendation To Approve the Amendment to the Agreement for Professional Consulting Services by D.M. Griffith & Associates to Extend the Annual Cost Allocation Program for One Year.
   h. Committee of the Whole Recommendation to Adopt the Deficit Fund Plan for FY 1994.
11. LATE ADDITIONS:
   a. ___
   b. ___
12. PUBLIC COMMENT. (time limit 20 minutes total)
13. COMMISSIONERS COMMENTS, STAFF COMMENTS AND ANNOUNCEMENTS.
14. CLOSED SESSION: Aho vs. Marquette County Medical Care Facility
15. ADJOURNMENT.