

**Minutes of the Meeting of the Whole
Arenac County Board of County Commissioners:
October 12, 2021 @ 9:00 a.m.**

Present: Commissioners Woolhiser, Mrozinski, Burke, Salgat and Hergott

Absent: None

Guests:

PUBLIC COMMENT:

Prosecuting Attorney – Mr. Broughton – Mr. Broughton presented a letter, with supporting research, requesting an increase in wages for the prosecutor’s secretarial position. This increase would align with surrounding county competitive pay scales. Mr. Broughton stated his employee has years of experience as a dedicated employee and would like to see the position’s rate of pay be in the range of other court positions in the county.

Sunrise Side Senior Center Service - Angela Weeks – Ms. Weeks updated the board on the services provided by the Sunrise Side Senior Center. Some of the services include homemaking, personal care, day care as well as meals on site and home delivered meals. Ms. Weeks indicated her appreciation and assistance with the development and signing of the Service Agreement with the county.

BS&A Software Presentation – Steve Rennell – Mr. Rennell presented the board with the mechanics of a proposal given the board for accounting and payroll software. No on site hardware will be needed. Hosting would be in a cloud, with Microsoft. Costs would include onsite training, ten year conversion for financials, all historical payroll, no fees for updates, configures by user and security as well as audit controls. BS& A server space automatically detects when additional space is needed during heavier usage. Individual departments would have real time access to view their reports, invoices, payroll, etc. Funds received from the American Recovery Plan Act could be used to purchase software, which would be compliant with current allowed ARPA expenditures.

Arenac County Emergency Manager – Mike Bowers – Mr. Bowers has completed a draft of the Arenac County Hazard Mitigation Plan. Mr. Bowers plans on posting HMP on the county web site and is sending a copy to each municipality within the county, by the end of November. At that time a copy will then be sent to FEMA.

BUILDING & GROUNDS:

Rifle River Meeting – Mr. Hergott– A meeting will be held in Ogemaw County on December 9, 2021 for further discussion on the proposed Rifle River Inter-county Drain.

Basement Flood – Mr. Hergott reviewed the events and cleanup of flooding in the basement maintenance room and District Courtroom. There was a small amount of mold found behind some molding. Maintenance staff is currently reviewing the source of the flooding, which includes draining issues around the outside of the building. Mr. Hergott felt confident that the cleanup was satisfactory with the maintenance department. It was suggested that a humidifier be purchased for the basement to assist with the moisture.

Job Description Update – Mr. Hergott - Personnel committee submitted for review and approval, an updated job description for the Maintenance Supervisor position. Mr. Woolhiser would like Mr. Borushko to review and approve of any changes made.

Annual Meetings – Discussion pertaining to the requirements of whether annual meetings are required by county commissioners. It was offered at a MAC conference, that it was not recommended to hold one.

I.T. – Mr. Hergott – In Mr. Hergott’s research, most counties have their own I.T. departments.

COUNTY AFFAIRS:

Sunrise Senior Center Agreement – Ms. Mrozinski expressed how well Ms. Weeks worked with her to finalize the SSC Agreement.

Arenac Public Transit Authority – October is the one year anniversary of APTA. In recognition, there will be a community Open House on October 22, 2021, from 4-6 p.m., at the Arenac Public Transit Authority grounds.

BUDGET & FINANCE:

Land Bank Member Appointment – Mr. Woolhiser – Reappointment of two (2) members of the Land Bank for a three (3) year term, 1/1/22 – 12/31/24; Mark Winslow and Dennis Stanley.

Treasurer – Dennis Stawowy– Mr. Stawowy requested his employee, Deputy of Finances, be given position of Chief Deputy of Finances, with the change effective as of 1/1/2022.

Sunrise Senior Center Millage Funds – Treasurer, Dennis Stawowy, submitted a request to approve sending the additional \$13,100 that was collected over the original budgeted amount of \$438,000; for a total of \$451,100, collected through the Sunrise Senior Center millage.

HEALTH & PUBLIC SAFETY:

FY 2022 MSU-E Agreement - Ms. Burke submitted the MSU-E Agreement for FY 2022, for review.

MTA Annual Meeting – Ms. Burke – The annual MTA meeting will be held at the Deep River Township Hall, November 4, 2021, at 6:00 p.m.

MMR – The MMR board met on 10/11/2021. The current MMR millage will be collecting for two (2) more years. Recommended that the new contract mirror the length of the millage. Contract was reviewed and suggested changes offered.

JUDICIAL & LEGAL:

SESC Backup Inspector – Mr. Zygiel submitted communications to the ACBC, his intent to use the Arenac County Drain Commissioner, Larry Davis, as his backup inspector when on vacation this winter. EGLE requires a backup for SESC inspections. Submitted plan will be placed on file.

SPECIAL COMMITTEE: None

UNFINISHED BUSINESS:

NEW BUSINESS:

Book of Rules – Mr. Woolhiser – The Book of Rules need to be reviewed for any needed updates. Dennis Stawowy stated that the County Affairs Committee, in the past, would review the Book of Rules annually and recommend updates. Mr. Hergott and Ms. Mrozinski will review and submit any recommendations.

Personnel Policy Updates – Mr. Woolhiser asked the Clerk’s office for recommendations and updates pertaining to the Personnel Policy, as the need arises.

OLD BUSINESS: None

PUBLIC COMMENT: None

Adjourn at 11:08 a.m.