

GRAND TRAVERSE COUNTY  
RESOURCE MANAGEMENT AND ADMINISTRATION COMMITTEE

January 13, 2016

Chairperson Kroupa called the meeting to order at 6:00 p.m. at the Governmental Center.

OPENING CEREMONY AND EXERCISES

The Pledge of Allegiance to the Flag of the United States of America was recited.

PRESENT: Dan Lathrop, Christine Maxbauer, Addison Wheelock, Jr., Ron Clous,  
Carol Crawford, Bob Johnson, and Alisa Kroupa

APPROVAL OF MINUTES

There being no corrections to the December 9, 2015 minutes, they were approved as presented.

PUBLIC COMMENT

John Sych, Planning and Development Director, indicated there will be sound testing on the Courthouse bell starting at 7:00 am, tomorrow January 14, 2016.

APPROVAL OF AGENDA

Remove Department Action Item #F-2, Fleet Management Services Contract.

Moved by Maxbauer, seconded by Crawford to approve amended agenda minus Fleet Management Services Contract.

Motion carried

CONSENT CALENDAR

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item on the consent calendar be removed there from and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the consent calendar, the action noted (receive and file or approval) is approved by a single Committee action adopting the consent calendar.

A. RECEIVE AND FILE

1. Conservation District Monthly Report
2. Road Commission Monthly Report– *Removed from calendar.*
3. County Staff Report – *Removed from calendar.*

B. APPROVAL

1. 2016 Hauler Licenses – *Removed from calendar.*

## C. ACTION ON CONSENT CALENDAR

After the Chief Deputy County Clerk read the Consent Calendar for the record, the following items were removed:

|          |         |             |
|----------|---------|-------------|
| Item A-2 | Page 10 | By Clous    |
| Item A-3 | Page 11 | By Clous    |
| Item B-1 | Page 20 | By Wheelock |

Moved by Wheelock, seconded by Crawford to approve the Consent Calendar minus items, #A-1, #A-2, and #B-1. Motion carried.

SPECIAL ORDERS OF BUSINESS

None

ITEMS REMOVED FROM THE CONSENT CALENDAR**Item #A-2 Road Commission Monthly Report**

Jim Cook, Grand Traverse Road Commission answered Commissioners' questions about the monthly report.

Moved by Maxbauer, seconded by Johnson to receive and file the Road Commission Monthly Report.

Motion carried.

**Item #A-3 County Staff Report**

Kristine Erickson, Parks and Recreation Director, answered Commissioners' question regarding room upgrades and updated the Board on the opening of the Civic Center Pool operated by the YMCA.

Moved by Kroupa, seconded by Crawford to receive and file County Staff Report

Motion carried.

**Item #B-1 2016 Hauler Licenses**

Moved by Kroupa, seconded by Crawford to approve 2016 Hauler Licenses.

Motion carried.

DEPARTMENT ACTION ITEMS**A) FAMILY COURT**1. Acceptance of Grant Funding – Immediate Effect

Judge Stanton and Cathy Anthofer-Fialon, Family Division Program Manager, reviewed requests for acceptance of Juvenile Drug Court Grant and Aggression Replacement Training Grant funds and answered Commissioners' questions.

Moved by Maxbauer, seconded by Johnson to accept the Aggression Replacement Training Grant funds in the amount of \$121,991.00, effective immediately.

Roll Call Vote: Yes 7

Moved by Maxbauer, seconded by Lathrop to accept the Juvenile Drug Court Grant funds in the amount of \$40,000.00, effective immediately.

Roll Call Vote: Yes 7

**B) SAFE HAVEN GRANT APPLICATION**

1. Grant Application – *Immediate Effect*

Lauren Wolf, Safe Haven Program Supervisor, and Crystal Thomas, Program Supervisor, reviewed grant application for Safe Haven Grant and answered Commissioners' questions

Moved by Johnson, seconded by Clous to move forward with support and sponsorship of the Safe Haven Grant Application, effective immediately.

Roll Call Vote: Yes 7

**C) EMERGENCY MANAGEMENT**

1. Emergency Management Performance Grant Supplemental Award – *Immediate Effect*

Gregg Bird, Emergency Management Supervisor, reviewed Emergency Management Performance Grant Supplement Award and answered Commissioners' questions.

Moved by Wheelock, seconded by Maxbauer to approve the Emergency Management Performance Grant Supplemental Award from the State of Michigan in the amount of \$1,611.85, effective immediately.

Roll Call Vote: Yes 7

**D) PLANNING & DEVELOPMENT**

1. Staffing Plan Amendment to Planning & Development Department

John Sych, Planning and Development Director, reviewed staffing plan amendment to the Planning & Development department and answered Commissioners' questions.

Tom Menzel, County Administrator, answered Commissioners' questions.

Moved by Maxbauer, seconded by Lathrop to recommend approval of addition of a new Construction Code Supervisor and Office Coordinator to the Staffing Plan for the Planning and Development Department and delete a Construction Code Director, Office Specialist and an Office Clerk.

Roll Call Vote: Yes 6 No 1

Nays: Clous

**E) VETERANS AFFAIRS**

1. Operational Millage for Veterans Services

Chuck Lerchen, Director of Veterans Affairs, reviewed proposal of preparation of ballot proposal language seeking funding for the operation of the Veterans Affairs Department and answered Commissioners' questions.

Moved by Johnson, seconded by Wheelock to recommend approval of moving forward with drafting of language for operational millage for Veterans Affairs Department to be placed on the August 2, 2016 Primary Election.

Motion carried.

**F) GRAND TRAVERSE SHERIFF’S OFFICE**

1. Jail – Medical Service Proposals

Captain Todd Ritter, Jail Administrator, reviewed proposal for medical services and answered Commissioners’ questions.

Moved by Wheelock, seconded by Johnson to recommend approval to award the Jail Medical Service contract to Correct Care Solutions (CCS) for a period of three (3) years.

Motion carried.

2. Fleet Management Services Contract - Removed

UNFINISHED BUSINESS

None

NEW BUSINESS

A) Assign Ad Hoc Committee (Parks & Recreation and BATA Interviews)

Ad Hoc Committee to conduct interviews for Parks & Recreation and BATA board will be Commissioners Maxbauer, Lathrop, and Kroupa.

B) Assign Ad Hoc Committee (Expenses – Procurement Cards)

Moved by Kroupa, seconded by Clous, to recommend approval to authorize Tom Menzel, County Administrator, to assign the members to the Ad Hoc Committee for Expenses – Procurement Cards.

Motion carried.

PUBLIC COMMENT

**Matt Schoech**, spoke regarding veterans.

COMMISSIONER COMMITTEE REPORTS

Commissioners gave updates on meetings and events they attended.

NOTICES AND/OR ANNOUNCEMENTS

Guns and Hoses Event at Center Ice on February 5, 2016

Governmental Center will be closed to the public on January 18, 2016 for Martin Luther King Day for staff training.

Meeting adjourned at 8:13 p.m.

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Sarah B. Lutz, Chief Deputy County Clerk

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Alisa Kroupa, Chairperson

APPROVED: \_\_\_\_\_  
(Date) (Initials)