

**Hillsdale County
Board of Commissioners Meeting
Board of Commissioners Room/Probate Courtroom
2nd Floor, Courthouse
Hillsdale, MI 49242
A G E N D A
February 26, 2013
9:00 a.m.**

1. Call to Order
2. Prayer & Pledge by Commissioner Benzing
3. Public Comment
4. Consent Agenda

**Review & Correction/Approval of Regular Meeting Minutes of February 12, 2013
13-035: Compensation Committee
13-036: Payment to MMRMA**

5. Correspondence: Listed

6. Regular Agenda

7. Standing Order:

**9:15 a.m. Hillsdale County Park Commission – Ken McCosh or Mike Parney
Request for County Park Funds for Special Needs**

8. Committee Reports:

A. PUBLIC SAFETY – Mark Wiley

B. FINANCE – Andy Welden

C. HUMAN SERVICES/JUDICIARY – Brad Benzing

**D. FACILITIES/TECHNOLOGY/ECON DEVELOPMENT – Parke Hayes
Hillsdale County Inspection Department – January 2013 Activity Report**

E. CHAIRPERSON'S REPORT/MANAGEMENT & PERSONNEL – John Burtka

9. Public Comment

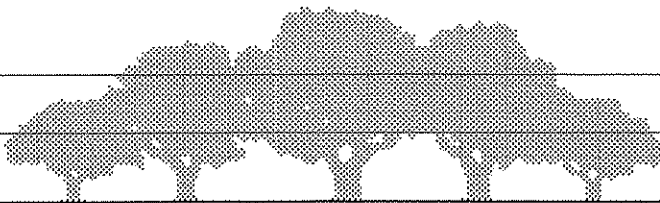
10. Additional Business

11. Adjournment

CORRESPONDENCE

February 22, 2013

1. Letter from Bill Word, Drain Commissioner re: Informational meeting of the Chandler #86 Drain; Tuesday, March 5, 2013 Somerset Township
2. Information received from the Chair / Vice Chair Training: Statutory Requirements Regarding County Board Meetings (February 11, 2013)
3. Sample copy of an Agenda along with a District Health Department Agency Annual Report – 2012
4. Letter from the City of Litchfield re: Hi-Lex Controls, Inc. requested recognition under Act 198 of 1974 as amended.
5. Booklet from Marquette, Michigan re: Ingredients of Place (May 8-11, 2013)



February 21, 2013

Mr. John Burtka
Chairperson
Hillsdale County Board of Commissioners
Court House
Hillsdale, MI 49242

RE: Request for County Park Funds for Special Needs

Dear Mr. Burtka:

The Board of Hillsdale County Park Commissioners hereby respectfully requests the County Board's approval to use approximately \$800 of the avigation easement monies that were previously set aside in a separate park fund. The fund was set aside by the County Board to be used for the maintenance, improvement or expansion of the parks or for the purchase of buildings, fixtures or equipment solely for use in the county parks.

The funds requested are needed to replace the badly deteriorated safety float rope at the Bird Lake County Park beach. As several years ago there was a fatal drowning of a 16 year old youth near the Bird Lake beach swimming area, the Park Commission was awarded a Hillsdale County Community Foundation grant so a float rope could be installed to forewarn swimmers of the abrupt drop-off into much deeper water. As an added precaution, the Bird Lake Property Owners Association erected signs giving notice of the designated swimming area inside the float rope. Thus, we are committed to having the float rope and we are required by the terms of the grant to maintain the rope. We are not eligible to apply for another HCCF grant this entire year.

The Park Board feels this is a justifiable expense, outside of our normal operations, that should be eligible for funding from the parks funds set aside for special expenditures such as this.

Thanking you in advance for your consideration.

Very truly yours,

HILLSDALE COUNTY PARK COMMISSION

By 
Mike Parney, Vice-Chair

MP/ja

c:\myfiles\Park\Spec Pk Funds Request-Bird Lk float rope 2.21.13.wpd

13-035

February 26, 2013

TO THE HONORABLE BOARD OF COMMISSIONERS:

We recommend establishing an Ad-Hoc Committee appointed by the Chairman to review wages bi-annually beginning with this year. This committee should consist of the Chairman of the Board, Chair or Vice-Chair of the Finance Committee and the County Clerk.

Their task will be to review wages and benefits of elected officials, elected officials deputies and department heads. Once this has been completed (on odd years before October 1st), the findings will be presented to the full Board of Commissioners for approval or disapproval.

Respectfully submitted,

John Burtka, Chairman
Board of Commissioners
Management & Personnel

February 26 2013

TO THE HONORABLE BOARD OF COMMISSIONERS:

We recommend payment of \$105,057.76 to Municipal Risk Management Authority, Drawer #64458, Detroit, MI 48264-0458 for the county's share (62%) for a semi-annual contribution to the Joint Loss Fund for the Period of 07/01/2012 through 12/31/2012 for auto fleet, building, property and liability risk. The balance of the semi-annual payment, \$64,390.24 (38%) will be paid by Medical Care Facility. (Total \$169,448.00)

We further recommend payment of same be taken from the General Insurance Budget as follows:

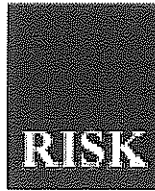
<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
101.00865990	Auto Fleet (17%)	\$ 17,859.82
101.00865930	Bldg. & Property (20%)	21,011.55
101.00865950	Gen. Liability (26%)	27,315.02
101.00865960	Umbrella (26%)	27,315.02
101.00865970	Police Liability (11%)	<u>11,556.35</u>
	Total	\$ 105,057.76

Respectfully Submitted,

Andy Welden
Finance Chair

John Burtka, Chair
Board of Commissioners

Invoice Date
1/2/2013



**MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY**

Gary Leininger
County of Hillsdale
29 N. Howell Street
Hillsdale, MI 49242
Policy Number R0001046

14001 Merriman
Livonia, MI 48154
734.513.0300 / 800.243.1324

POLICY SUMMARY	
Policy Number	R0001046
Policy Term	12
Policy Period	7/1/2012 - 7/1/2013
Retention Fund Contribution	\$50,000.00

ACCOUNT SUMMARY		
Policy Period Annual Contribution	Payments	Balance Due for Policy Period
\$50,000.00	\$0.00	\$50,000.00

BILLING SUMMARY	
Installment Due 2/16/2013	Retention Fund
TOTAL	\$50,000.00
	\$50,000.00

Pay 50% Feb 2013 = \$25,000.00
Pay 50% April, 2013 = \$25,000.00

County Pays 62% = \$15,500.00
MCF Pays 38% = \$9,500.00
Total Feb, 2013 = \$25,000.00

FIRST INSTALLMENT

REMITTANCE ADVICE
Please detach and return with your payment



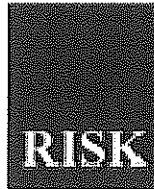
**MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY**

Invoice Date
1/2/2013

County of Hillsdale
29 N. Howell Street
Hillsdale, MI 49242
Policy Number # R0001046

	Amount	Due Date
Past Due	\$0.00	Due Now
Installment Due	\$50,000.00	2/16/2013

Invoice Date
1/2/2013



**MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY**

Gary Leininger
County of Hillsdale
29 N. Howell Street
Hillsdale, MI 49242
Policy Number M0001046

14001 Merriman
Livonia, MI 48154
734.513.0300 / 800.243.1324

POLICY SUMMARY	
Policy Number	M0001046
Policy Term	12
Policy Period	7/1/2012 - 7/1/2013
General Fund Contribution	\$298,895.00

ACCOUNT SUMMARY		
Policy Period Annual Contribution	Payments	Balance Due for Policy Period
\$298,895.00	\$0.00	\$298,895.00

BILLING SUMMARY	
Installment Due	General Fund
2/16/2013	\$298,895.00
TOTAL	\$298,895.00

Pay 50% Feb 2013 = 144,448
 " 50% April 2013 = 144,447
 Total \$298,895

County Pays 62% = 89,557.76
 MCF Pays 38% = 54,890.24
 Total Feb, 2013 = \$144,448.00

FIRST INSTALLMENT

REMITTANCE ADVICE
Please detach and return with your payment



**MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY**

Invoice Date
1/2/2013

County of Hillsdale
29 N. Howell Street
Hillsdale, MI 49242
Policy Number # M0001046

	Amount	Due Date
Past Due	\$0.00	Due Now
Installment Due	\$298,895.00	2/16/2013

HILLSDALE COUNTY INSPECTION DEPARTMENT

Telephone (517)437-4130
Fax (517)437-3233

61 McCollum St.
Hillsdale, MI 49242

**To: Parke Hayes
Buildings & Grounds Chairman
County Board of Commissioners**

Subject: January 2013 Inspection Department Activity Report

MONTHLY & YEAR TO DATE INSPECTION ACTIVITY

	<u>Permits issued Jan. 2013</u>	<u>YTD 2013</u>	<u>YTD 2012 Comparison</u>
Building	20	20	35
Electrical	42	42	58
Mechanical	31	31	33
Plumbing	14	14	10
Soil Erosion	2	2	0

COMPARISON PERMIT REVENUES 2013/2012 YTD

	<u>2013</u>	<u>2012</u>
Building	12,578.66	8,251.66
Electrical	5,657.00	5,982.00
Mechanical	3,661.00	5,663.00
Plumbing	2,099.00	1,757.00
Soil Erosion	455.00	.00
Miscellaneous	441.44	347.20
Salvage/resale	0.00	0.00
Reimbursement	0.00	0.00
	<u>24,892.10</u>	<u>22,000.86</u>

Contract Revenues Received Jan. 2013

Somerset Twsp	1916.66
Hudson City	460.00
Hudson Twsp.	230.00

Total Construction Value

	<u>YTD. 2013</u>	<u>YTD. 2012</u>
	\$ 1,943,519.66	\$ 571,967.00