

**COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS**

HEALTH, SAFETY & GROUNDS COMMITTEE

AGENDA

**Tuesday, January 15, 2019
301 West Upton Ave., Reed City, Michigan
2nd Floor, Board of Commissioners' Room
to follow Board of Commissioner's Meeting**

- 1. Meeting Called to Order by Chairperson.**
- 2. Additions or Deletions to the Agenda – Approval of the Agenda.**
- 3. Brief Public Comments (Three Minute Limit).**
- 4. Board/Employee Comments.**
- 5. Consider Approval of the Minutes of October 30, 2018.**
- 6. Old Business:**
 - A. Discuss Building and Staff Security.**
 - B. Update on Courthouse North Entrance Addition.**
- 7. New Business:**
- 8. Board Comments.**
- 9. Extended Public Comments (Six Minute Limit).**
- 10. Adjournment.**

PUBLIC COMMENT

The Committee welcomes public comment. We appreciate your attendance and look forward to hearing any concerns you may have. We request that the following rules of procedure be followed: At the beginning and at the end of each Committee meeting, there is time to receive public comment from the audience. If you wish to address the Committee, we ask that you stand, give your name and present your concern. If you wish to speak while the Committee is addressing a specific issue, you are asked to make arrangements ahead of time with the Committee Chairperson. No comments or questions will be taken at any other time.

If you should require special assistance in order to attend the meeting, please notify the County Coordinator at (231) 832-6196, twenty-four (24) hours before the posted meeting time, for arrangements to be made.

DRAFT

COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS
HEALTH, SAFETY & GROUNDS COMMITTEE
MINUTES

October 30, 2018

Meeting Called to Order by **Chairperson Gregory** at 9:30 a.m.

Members Present: Commissioners Mark Gregory, Roger Elkins and Jack Nehmer.
Members Absent: None.
Others: Maintenance Working Supervisor Brad Halladay, Emergency Medical Services Director Jeremy Beebe, Building Official Don LaBrenz II, Judge Kim Booher, Emergency Management Director Mark Watkins and County Coordinator Susan Vander Pol

Additions or Deletions: None.

Motion by Commissioner Elkins, seconded by Commissioner Nehmer to approve the agenda. Motion was unanimously supported.

Public Comments - None.

Employee Comments - None.

Motion by Commissioner Nehmer, seconded by Commissioner Elkins to approve the minutes of September 5, 2018. Motion was unanimously supported.

Mr. LaBrenz II arrived at 9:36 a.m. and Mr. Watkins arrived at 9:41 a.m.

Security Addition – Brad provided sketches of a proposed entrance addition to the main courthouse. Brad and Don provided information on the addition design, applicable building code requirements and potential cost of construction if the county's staff does the work. A materials list will be developed and sent out to vendors for quotes, including some potential optional items for insulation or exterior finishings. The Committee made the following recommendation:

Recommended by Commissioner Elkins, seconded by Commissioner Nehmer to recommend the addition project to the Board of Commissioners for approval with an allocation up to \$10,000 for the project and authorize the County Coordinator to issue applicable purchase orders. Recommendation was unanimously approved.

E.M.S. Reed City Building Options - Commissioner Nehmer spoke with the Health Department Director about the space between the current Health Department and the County E.M.D./Building Department. The Health Department would require an alternative locked storage option. Commissioner Nehmer has looked at potential storage buildings that would be located at the site and purchased by the County. An estimated cost would be \$2,500 and would remain county property. The Health Department may rent the space to the County for approximately \$600 per month, with details still to be worked out. The County would need to make a secured entrance and limit access to the Health Department's side of the building.

Additional discussion was held on potential changes to the current Reed City E.M.S. base. Jeremy asked if he could contact Landmark Design to see if they were interested in doing a building review for the County. The Committee concurred with this request as assistance may be needed to develop a Request for Proposals.

Staff Security - Mark provided a brief update to the commissioners on his work for doing exercises or drills with county employees due to an active shooter or other emergency. He continues to work on this project.

Building Security - Brad mentioned the age of the current security system with Brooks Security and he is working with the vendor to review updating the system in conjunction with other security improvements.

Board Comments – None.

Extended Public Comments – None.

Motion by Commissioner Nehmer, seconded by Commissioner Elkins to adjourn at 10:32 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Susan M. Vander Pol". The signature is written in a cursive style with a large, prominent "S" at the beginning.

Susan M. Vander Pol
Osceola County Coordinator