



COUNTY CLERK'S OFFICE

Karen J. Bluhm, County Clerk

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Reed City, MI 49677

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BOARD OF COMMISSIONERS'

TENTATIVE AGENDA

January 16, 2018

BOARD ROOM

11:00 a.m. Call to Order
Roll Call
Communications
Brief Public Comment (3 minute limit)
Employee Comment
Approval of Agenda
Approval of Board & Board Organizational minutes January 3, 2018

NEW BUSINESS

COMMITTEE REPORTS

Consent Agenda

Non-Consent Agenda

Board Comments

Extended Public Comment (6 minute limit)

PUBLIC COMMENT

The Board 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 board meeting, there is time to receive public comment from the audience.

If you wish to address the Board, we ask that you stand, give your name and present your concern.

If you wish to speak while the Board is addressing a specific issue, you are asked to make arrangements ahead of time with the Board Chairperson. No comments or questions will be taken at any other time.

If you should require special assistance in order to attend the board meeting, please notify the County Clerk at (231) 832-3261 or the Board of Commissioner's

**OSCEOLA COUNTY
BOARD OF COMMISSIONERS
ORGANIZATIONAL BOARD MINUTES
JANUARY 3, 2018**

The Osceola County Board of Commissioners meeting was called to order at 9:31 a.m. by Chairman Larry Emig at the Courthouse.

Roll call: Commissioners Halladay, Emig, Tiedt, Elkins, Gregory and Wayne were present. Commissioner Nehmer absent.

Brief Public Comment: None.

Employee Comment: None.

Chairman Emig advised that the Board needs to select its' Vice-Chairman for the upcoming year. He then asked for nominations for Vice-Chairman.

Commissioner Wayne nominated Alan Tiedt for Vice-Chairman.

Chairman Emig asked two (2) more times for nominations and received none.

Moved by Commissioner Wayne, seconded by Commissioner Elkins, to close nominations and cast a unanimous ballot for Alan Tiedt for Vice-Chairman for 2018. Motion carried with a unanimous vote. Commissioner Nehmer absent.

Extended Public Comment: None.

Moved by Commissioner Gregory, seconded by Commissioner Tiedt, to adjourn at 9:36 a.m.

Karen J. Bluhm, County Clerk

Larry Emig, Chairman

**OSCEOLA COUNTY
BOARD OF COMMISSIONERS
BOARD MINUTES
JANUARY 3, 2018**

The Osceola County Board of Commissioners meeting was called to order at 11:01 a.m. by Chairman Larry Emig in the Courthouse.

Roll call: Commissioners Larry Emig, Roger Elkins, Pam Wayne, Mark Gregory, Alan Tiedt and Jill Halladay were present. Commissioner Jack Nehmer absent.

Commissioner Tiedt led everyone in prayer.

Chairman Emig led everyone in the Pledge of Allegiance to the United States of America.

Communications: None.

Brief Public Comment: None.

Employee Comment: None.

MOTION #1: Approve Board Agenda

Motion by Commissioner Tiedt, seconded by Commissioner Wayne, to approve the agenda as amended. Motion carried with a voice vote.

MOTION #2: Approve Board Minutes of December 19, 2017

Motion by Commissioner Gregory, seconded by Commissioner Wayne, to approve the regular Board minutes of December 19, 2017 as presented. Motion carried with a voice vote.

MOTION #3: Approve E.M.S. Grants

Motion by Commissioner Tiedt, seconded by Commissioner Wayne, to approve the \$1,000 grant from Ice Mountain and the \$10,000 for the Osceola County Community Foundation for E.M.S.'s purchase of Rescue Task Force equipment. Motion carried with six (6) yes votes. Commissioner Nehmer absent.

MOTION #4: Approve Prepaid Invoices December 2017

Motion by Commissioner Tiedt, supported by Commissioner Gregory, to approve the prepaid cash disbursements for the County in the amount of \$859,058.84 and recommend the several amounts scheduled therein be allowed, also that the Clerk of this Board be allowed to draw orders on the County Treasurer for the same. Motion carried with six (6) yes votes. Commissioner Nehmer absent.

MOTION #5: Approval of Consent Agenda

Motion by Commissioner Elkins, seconded by Commissioner Gregory, to accept the following Committee recommendations of January 3, 2018.

MOTION #5A: Accounts Payable

Approve the accounts payable invoices for claims for the County in the amount of \$28,815.37 and recommend the several amounts scheduled therein be allowed, also that the Clerk of this Board be allowed to draw orders on the County Treasurer for the same.

MOTION #5B: Budget Amendments, Cash Transfers and Treasurer's Journal Report

Approve the following budget amendments as presented.

<u>Description</u>	<u>Line Item</u>	<u>Decrease</u>	<u>Increase</u>
Retirement Co. Share	280.120.720.000		\$ 2,100
Health Insurance	280.120.721.001		\$ 2,000
Dental Insurance	280.120.721.002		\$ 1,100
Workers Comp.	280.120.722.000	\$ 5,200	
Retirement Co. Share	282.120.720.000		\$ 400
Health Insurance	282.120.721.001	\$ 485	
Retirement Co. Share	282.135.720.000		\$ 85
Dental Insurance	101.253.721.002		\$ 425
Health Insurance	101.253.721.001	\$ 429	
Elect. Official	101.253.702.001		\$ 1
Perm. Employees	101.253.702.003		\$ 1
Disability	101.253.724.002		\$ 2
Dues	260.120.744.000	\$ 20	
Dental Insurance	260.120.721.002		\$ 20
Employee	101.148.702.003		\$ 20
Disability Ins.	101.148.724.002		\$ 3
Health Ins.	101.148.721.001	\$ 23	
Dental Insurance	101.136.721.002		\$ 716
Disability	101.136.724.002		\$ 270
Health	101.136.721.001	\$ 986	
Retirement	101.155.720.000		\$ 170
Dental	101.155.721.002		\$ 9
Disability	101.155.724.002		\$ 88
Health	101.155.721.001	\$ 267	
Disability	101.215.724.002		\$ 9
Life	101.215.724.001	\$ 9	
Health Ins.	101.257.721.001		\$ 1,565
Dental Ins.	101.257.721.002		\$ 1
Disability	101.257.724.002		\$ 48
Employee	101.257.702.003	\$ 1,614	
Health Ins.	101.261.721.001		\$ 40
Employee	101.261.702.003		\$ 167
Dental	101.261.721.002	\$ 117	
Retirement	101.261.720.000	\$ 55	
FICA	101.261.719.000	\$ 35	
Health Ins.	101.265.721.001		\$ 710
Employee	101.265.702.003	\$ 710	
Health Ins.	101.268.721.001		\$ 1,734
Dental Ins.	101.268.721.002		\$ 650
Disability Ins.	101.268.724.002		\$ 135
Perm. Employees	101.268.702.003	\$ 2,519	
FICA	101.728.719.000		\$ 252
Sick Pay	101.728.702.008	\$ 252	
Employee	215.000.702.003		\$ 334
Health	215.000.721.001		\$ 1,468

<u>Description</u>	<u>Line Item</u>	<u>Decrease</u>	<u>Increase</u>
Longevity	215.000.702.007		\$ 240
Workers Comp.	215.000.722.000	\$ 1,870	
Life Insurance	215.000.724.001	\$ 172	

**RESOLUTION 2018 - 0001
TAX CREDIT FOR ELDERLY, DISABLED, ETC.**

WHEREAS, the County Board of Commissioners may provide that for taxes paid in the first year of delinquency before May 1, for the homestead property for which a senior citizen, paraplegic, quadriplegic, eligible serviceman, eligible veteran, eligible widow, totally and permanently disabled person, or blind person, as those persons are defined in Chapter 9 of Act No. 291 of the Public Acts of 1967, as amended, makes a claim before February 15, for the credit provided by Chapter 9 of Act No. 281 of the Public Acts of 1967, as amended, if that claimant presents a copy of the form filed for that credit to the County Treasurer, has not received the credit before March 1: any interest, fee, or penalty that would have been added if the tax had been paid before February 15 shall be waived; and

WHEREAS, the County's general fund must refund to the Delinquent Tax Fund any interest waived pursuant to the act to the above statute;

NOW THEREFORE BE IT RESOLVED, that the Osceola County Committee of the Whole recommends that the Board of Commissioners waive any interest, fee or penalty as specified above for the 2017 tax levy. In addition, the committee recommends that the Board emphasize that:

1. The property tax credit claims must have been filed with the Michigan Department of Treasury prior to February 14, 2018.
2. The eligible person must retain a copy of the property tax credit claim and present a copy of the claim to the County Treasurer.
3. The eligible person must not have received the credit before March 1, 2018.
4. The Taxes must be paid by May 1, 2018.

**RESOLUTION 2018 - 0002
OSCEOLA COUNTY INVESTMENT POLICY**

Purpose--It is the policy of Osceola County to invest its funds in a manner, which will provide the highest investment return with the maximum security while meeting the daily cash flow needs of the County and comply with all state statutes governing the investment of public funds.

Scope--This investment policy applies to all financial assets of the County. These assets are accounted for in the various funds of the County and include the general fund, special revenue funds, debt service funds and capital project funds (unless bond ordinances and resolutions are more restrictive), enterprise funds, internal service funds, trust and agency funds and any new fund established by the County.

Objectives--The primary objectives, in priority order, of the County's investment activities shall be:

Safety--Safety of principal is the foremost objective of the investment program.

Investments shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.

Diversification: The investments will be diversified by security type and institution in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

Return on Investment--The investment portfolio shall be designed with the objective of obtaining a rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

Delegation of Authority to Make Investments--Authority to manage the investment program is derived from the following: Osceola County Board of Commissioners' most current resolution designating depositories and MCL 48.40 requiring the County Treasurer to be the custodian of the County's funds. Management responsibility for the investment program is hereby delegated to the Osceola County Treasurer who shall establish written procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, cash purchase or delivery vs payment, investment accounting, repurchase agreements, wire transfer agreements, collateral/depository agreements and banking service contracts. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Osceola County Treasurer. The Osceola County Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

The Osceola County Treasurer is limited to investments authorized by Act 20 of 1943, as amended, and may invest in the following:

NOTE--the following list includes all investments authorized by Act 20 PA 1943, as amended. Each County may remove or limit each section of the list as the County desires.

- (a) Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- (b) Certificates of deposit, savings accounts, deposit accounts, or depository of a financial institution. Authorized depositories shall be designated by the Osceola County Board of Commissioners at the Board's organizational meeting after each regular election of the commissioners.
- (c) Commercial paper rated at the time of purchase within the 2 highest classifications established by not less than 2 standard rating services and that matures not more than 270 days after the date of purchase.
- (d) Repurchase agreements consisting of instruments listed in (a).
- (e) Bankers' acceptances of United States banks.
- (f) Obligations of this state or any of its political subdivisions that at the time of purchase are rated investment grade by not less than 1 standard rating service.
- (g) Mutual funds registered under the investment company act of 1940, title I of Chapter 686, 54 Stat. 789, 15 U.S.C. 80a-1 to 80a-3 and 80a-4 to 80a-64, with the authority to purchase only investment vehicles that are legal for direct investment by the County. This authorization is limited to securities whose intention is to maintain a net asset value of \$1.00 per share.
- (h) Investment Pools through an interlocal agreement under the urban cooperation act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512.
- (i) Investment Pools organized under the surplus funds Investment Pool Act, 1982 PA 367, 129.111 to 129.118.
- (j) The Investment Pools organized under the local government Investment Pool Act, 1985 PA 121, MCL 129.141 to 129.150.

Safekeeping and Custody--All security transactions, including collateral for repurchase agreements and financial institution deposits, entered into by the Osceola County Treasurer may be on a cash basis or delivery vs payment basis as determined by the County Treasurer. Securities may be held by a third party custodian designated by the Treasurer and evidenced by safekeeping receipts as determined by the Treasurer.

Prudence--Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

**RESOLUTION 2018 - 0003
DEPOSITORY RESOLUTION FOR OSCEOLA COUNTY**

WHEREAS, under the laws of the State of Michigan, Act No. 40 of the Michigan Public Acts of 1932, 1st Extra Session, as amended (MCL 129.12), this Board is required to provide, by resolution, for the deposit of all public monies, including tax monies, belonging to, or held for, the State, County or other political units coming into the hands of the County Treasurer, in one or more Financial Institutions within the State.

THEREFORE BE IT RESOLVED, by the Osceola County Board of Commissioners as follows:

1. The Osceola County Board of Commissioners hereby provides for the designation and deposit of all public money including tax money by the Osceola County Treasurer in the following financial institutions:

Chemical Bank
Huntington National Bank
JP Morgan Chase Bank
Lake Osceola State Bank
Horizon Bank (formerly Wolverine Bank)
Michigan Class Pool

2. The Treasurer is authorized to enter into and execute on behalf of the County any contracts with any bank or trust company for the safekeeping or their party custodianship of any of the County's securities as well as any contracts or repurchase agreements with any corporation for the purchase of any such securities which will be the subject of such safekeeping or third party custodianship arrangements, on such terms and conditions as the County Treasurer shall require, and;

3. The County Treasurer is authorized to rely on the continuing effect of these Resolutions until amended or repealed by a subsequent resolution of this or a successor Board of Commissioners.

Motion to approve the consent agenda recommendations from the Committee of the Whole meeting of January 3, 2018 carried with six (6) yes votes. Commissioner Nehmer absent.

Board Comments: None.

Extended Public Comment: None.

Moved by Commissioner Gregory, seconded by Commissioner Wayne, to adjourn at 11:16 a.m. Motion carried.