

MINUTES

CRAWFORD COUNTY COMMISSION ON AGING
Regular Board Meeting
January 28, 2009 @ Grayling Senior Center

The meeting was called to order at 1:05 p.m. by Chairman Mahank.

Board members in attendance: Jack Mahank, Dean McCray, Linda Munsey, Helen Nolan, Howard Taylor and Don Williams.

Board members absent: Mike Lange

Also in attendance: Director Snyder, Melanie Conway, Chris Davis, Kara LaMarre and guests.

The Pledge of Allegiance was led by Linda Munsey. The invocation was offered by Helen Nolan.

AGENDA – Motion by Nolan, supported by Williams, to approve the agenda as presented. Ayes (6) six, nay (0). Motion carried. It was noted the time on the agenda was listed incorrectly as 9:00 a.m.; however, all board members were called to confirm meeting time was 1:00 p.m. and the correct agenda was posted.

MINUTES

Motion by McCray, supported by Nolan, to approve the minutes of the December 18, 2008 board meeting. Ayes (6) six, nay (0) none. Motion carried.

FINANCIAL REPORT

At this time the budget shows \$1,828.80 in the black after 3 months (12/31/08). Motion by McCray, supported by Munsey, to receive and file the financial report ending December 30, 2008. Ayes (6) six, nay (0) none. Motion carried.

CORRESPONDENCE - No correspondence has been received.

REPORTS

- A. **Director's Report** - Director's report was discussed. Director noted the Annual Report mailing will be mailed with the Needs Assessment in the next few weeks. The input session for the 3 year area plan will be held on February 4, 2009 at 1:00 p.m.

Mike Lange entered at 1:12 p.m.

Michigan Medicare/Medicaid Assistance Program (MMAAP) has four volunteers, along with the Director, trained to do MMAAP counseling in Crawford County. The volunteers are unable to assist due to busy schedules; however, many seniors are calling for assistance. The Director is unable to continue MMAAP counseling due to her schedule. Director will be contacting AAA regarding the continuing referrals.

There is a suggested change in donation for meals in the congregate meal program. Cost for a meal was \$4.19 last fiscal year, \$4.61 if 10% administration cost is included. The agency receives \$2.18 per meal in grant support, leaving \$2.43 as a suggested donation. This does not include any millage money. Current donation of \$2.00 needs to increase to \$2.50. Input

session is scheduled with seniors. Motion by Williams, supported by Lange, to support the raise of suggested donation from \$2.00 to \$2.50. Ayes (7) seven, nay (0) none. Motion carried. The salad bar is currently a suggested donation. Last fiscal year, the salad bar program lost \$1,500. Soup and salad bar is not funded by grants. As of February 1st, the soup/salad bar will be a charge of \$1.25. Motion by McCray, supported by Lange, to support the change of suggested donation to a charge and increase to \$1.25. Ayes (7) seven, nay (0) none. Motion carried. Under 60 have been paying \$5.00 per meal. This will be reduced to \$4.75, and will no longer include the soup/salad bar. With the soup/salad bar, the under 60 charge will be \$6.00 total. Motion by Williams, supported by Munsey, to support the decrease of the under 60 meal rate from \$5.00 to \$4.75 and to create a soup/salad bar charge of \$1.25 for a total charge of \$6.00. Ayes (7) seven, nay (0) none. Motion carried.

Motion by Lange, supported by Nolan, to receive and file the Director's Report. Ayes (7) seven, nay (0) none. Motion carried.

- B. **NEMCSA** – Regular meeting was held on January 9, 2009. Jack Mahank was reappointed to the planning committee and executive board.
- C. **Area Agency on Aging** – The meeting was held on January 26, 2009. Barb Selesky thanked the board for re-appointing her for 3 years. She noted several counties are showing a decrease in the congregate meal program.
- D. **Building** – North Down/Roberts Road Build New Site – The city owned property behind this site has the city well head on it. After much discussion with the City Manager, DEQ, etc., there is not any possibility of using the City property due to the 200 ft protection radius. The corner property alone will not support a building of 8,100 square foot, along with parking for 75. The Director's recommendation is to remove this site from the due diligence process because it will not support the minimum building requirements or future expansion plans. Motion by Taylor, supported by Lange, to remove the North Down/Roberts Road Site from the due diligence study. Ayes (7) seven, nay (0) none. Motion carried.

Director met with JC Millikin regarding water/sewer costs. Mr. Milliken believed city water/sewer was not a requirement. He believed a well/septic could support the senior center building. Board discussed the fact that the sprinkler/fire protection system would work much better and quicker on a pumping system. Discussion regarding reopening the May Day property on the due diligence list; however, no support presented.

Review of the due diligence process updates and the additional operating expenses.

Lange discussed the need to obtain funds for the new building. The Board of Commissioners is scheduled to vote on a bond for a million dollars for courthouse renovations. Lange suggested the possibility for a larger bond to include the senior center project in that bond issue. This would be paid from the general fund. The COA would need to commit to adding money to the project. New Senior Center Funding Resolution requesting \$2,000,000.00 was presented and reviewed. Board discussed reducing the amount requested to \$1,800,000.00. Motion by Taylor, supported by Munsey, to pass the corrected resolution requesting the Crawford County Board of Commissioners to provide funding of up to \$1,800,000.00 for the construction or remodeling of a Senior Center on the greater Grayling Fish Hatchery property. Roll call vote taken.

Lange – aye, Mahank – aye, McCray – aye, Munsey – aye, Nolan – aye, Taylor – aye, Williams – aye.

Ayes (7) seven, nay (0) none. Motion carried. Corrected resolution will be given to Mike Lange. The Director will attend the Ways & Means Committee meeting scheduled for February 5, 2009 at 3:30 p.m. Director will schedule a public input process.

OLD BUSINESS - None.

NEW BUSINESS

- A. **1st quarter Budget Amendments** – Budget amendments were reviewed. Motion by Lange, supported by Taylor, to accept the 1st quarter Budget Amendments. Ayes (7) seven, nay (0) none. Motion carried.
- B. **CCEDP Traffic Study Letter of Support** – Lange presented a summary of the traffic study. Motion by Lange, supported by McCray to support the CCEDP Traffic Study. Ayes (7) seven, nay (0) none. Motion carried.
- C. **COA Liability Insurance** – Director presented a liability insurance policy for a cost of \$231 per year. This policy would cover the deductible for all employees and volunteers, as well as some comprehensive and collision. This policy would not include rental or towing. Discussion regarding how the mileage reimbursement covers other costs.
- D. **Policy Governance Calendar – Governance Process Evaluation Survey Results** – Survey results will be reviewed at the next meeting. Motion by Williams, supported by Munsey, to reschedule this item to the next meeting. Ayes (7) seven, nay (0) none. Motion carried.

BOARD MEMBER CONCERNS – This is a new item on the agenda each month for board members to express concerns.

PUBLIC COMMENT - There was no public comment.

It was noted Taylor will be absent the February and March board meetings. Munsey will be absent from the February meeting.

ADJOURNMENT

Motion by McCray, supported by Munsey, to adjourn. Ayes (7) seven, nay (0) none. Motion carried. Meeting adjourned at 4:00 p.m.

Jack Mahank, Chairperson

Chris Davis, Recording Secretary