



## Cheboygan County Board of Commissioners

### *MISSION STATEMENT*

*Cheboygan County officials and staff will strive to provide public services in an open and courteous manner and will responsibly manage county resources.*

### **Committee of the Whole Meeting**

**January 24, 2017**

**9:30 a.m.**

### **Agenda**

1. Call to Order
2. Roll Call
3. Invocation/Pledge of Allegiance
4. Approve Agenda
5. **CITIZENS COMMENTS**
6. **SCHEDULED VISITORS/DEPARTMENT REPORTS**
  - A. Introduction of Prosecuting Attorney Staff
  - B. Brittany VanderWall – District Forester  
Cheboygan and Presque Isle County Conservation Districts
7. **ADMINISTRATOR'S REPORT**
8. **OLD BUSINESS**
  - A. Board Appointments & Procedures
    1. Planning Commission
    2. Waterways Commission
    3. Fair Board
9. **NEW BUSINESS**
10. **BOARD MATTERS FOR DISCUSSION**
  - A. Security Door
11. **CITIZENS COMMENTS**
12. **BOARD MEMBER COMMENTS**
13. **ADJOURN TO THE CALL OF THE CHAIR**

## ADMINISTRATOR'S REPORT

1-24-17

### SECURITY DOOR DISCUSSION:

Staff would like to supply the following information concerning the security door system for the discussion at Tuesday's meeting. The Security door system has been operational since August of 2015. The system was installed pursuant to directives from the State of Michigan to provide security for the courts as well as the need to provide security measures for public and staff within the building. The system selected has been utilized in many commercial and governmental facilities across the country. The system is designed to operate primarily without staff but can also be designed to be staffed. The system is designed to provide a secured area before entering the building that scans people entering the system prior to gaining entry to the building. The system also provides ballistic protection without exposing any staff or public within the building to a potential threat. This is superior to open scan systems which allow direct access to a facility while scans occur placing employees and the public at potential risk.

Discussion has occurred to identify how the system could be more customers friendly when metal is detected by the system. Currently when metal is detected a Correction Officer communicates by speaker providing directions to the public to return metal to vehicles or proceed to the Sheriff's Department's entry for scanning. An alternative design that could be implemented is to place a scanning tray within the entry with additional cameras to providing the public an option not to return to their vehicles. This would require staff to manually activate the door for each entry and would likely lead to additional staff in the control room to accomplish scans efficiently. A second configuration would be to station an employee at the system in a secured ballistic area to communicate to the public and be able to inspect items through a secured port. This would require entry and exit reconfiguration.

### TWP. ROAD LOAN PROGRAM:

The County has received one application for the loan program for two project areas from Benton Twp. Staff will provide a packet and review to the Millage Appropriations Committee for review and recommendation to the Board at the February 13, 2017 meeting.



# Cheboygan County Board of Commissioners' Meeting

January 24, 2017

**Title:** Board Appointments & Procedures Committee

**Summary:** Recommendation from the Board Appointments & Procedures Committee made at the January 18, 2017 meeting of the committee.

**Financial Impact:** N/A

**Recommendations:**

**Motion** by Commissioner Gouine, seconded by Commissioner Brown, to recommend to the full board the reappointment of Michael Kavanaugh and John Jazdyk to the Cheboygan County Planning Commission for a three year term effective December 15, 2016 thru December 15, 2019. (See attached Staff Recommendation for term limits).

**Motion** by Commissioner Brown, seconded by Commissioner Gouine, to recommend to the full board the reappointment of Pete Redmond to the Cheboygan County Waterways Commission for a three year term effective April 1, 2017 thru December 31, 2019.

**Motion** by Commissioner Gouine seconded by Commissioner Brown to recommend to the full board the appointment of Keith Ginop to the Cheboygan County Fair Board for a two (2) year term effective January 9, 2017 and ending on December 31, 2018.

**Prepared by:** Karen L. Brewster

**Department:** Board Appointments & Procedures Committee



# CHEBOYGAN COUNTY COMMUNITY DEVELOPMENT DEPARTMENT

CHEBOYGAN COUNTY BUILDING ■ 870 S. MAIN STREET, PO BOX 70 ■ CHEBOYGAN, MI 49721  
PHONE: (231)627-8489 ■ FAX: (231)627-3646  
[www.cheboygancounty.net/planning/](http://www.cheboygancounty.net/planning/)

## MEMO

**Date:** January 18, 2017  
**To:** County Board of Commissioners  
**CC:** Jeff Lawson  
**From:** Steve Schnell  
**Re:** Staggering of terms for appointed Planning Commissioners

The Michigan Planning Enabling Act (PA 33 of 2008) sets forth rules for appointments to Planning Commissions. One of those requirements is that the terms of the appointed members be staggered such that, as nearly as possible, 1/3 of all members' terms expire each year.

This year there were 5 Planning Commissioners whose terms expired. Since there are 2 members who are begin considered for appointment, this is an opportunity to be in compliance with that requirement of state law.

Compliance would be reached with this requirement if their terms are set to expire at the end of 2018.

The portion of PA 33 that is relevant is as follows:

**125.3815 Planning commission; membership; appointment; terms; vacancy; representation; qualifications; ex-officio members; board serving as planning commission; removal of member; conditions; conflict of interest; additional requirements.**

Sec. 15. (2) A city, village, or township planning commission shall consist of 5, 7, or 9 members. A county planning commission shall consist of 5, 7, 9, or 11 members. Members of a planning commission other than ex officio members under subsection (5) shall be appointed for 3-year terms. However, of the members of the planning commission, other than ex officio members, first appointed, a number shall be appointed to 1-year or 2-year terms such that, as nearly as possible, the terms of 1/3 of all the planning commission members will expire each year. If a vacancy occurs on a planning commission, the vacancy shall be filled for the unexpired term in the same manner as provided for an original appointment. A member shall hold office until his or her successor is appointed.