

**Cheboygan County Board of Commissioners  
Reconvened Meeting  
April 1, 2020**

The reconvened meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairperson John Wallace at 9:01 a.m.

Roll called and a quorum present.

**PRESENT:** Commissioners Mary Ellen Tryban, Cal Gouine, Michael Newman, Roberta Matelski, John Wallace and Steve Warfield.

**ABSENT:** Commissioner Richard Sangster

Commissioner Wallace gave the invocation and led the Pledge of Allegiance.

**Motion** by Commissioner Warfield, seconded by Commissioner Tryban, to approve the agenda as presented. Motion carried with 6 yes, 0 no, and 1 absent.

**CITIZENS COMMENTS** - None

**SCHEDULED VISITORS/DEPARTMENT REPORTS** - None

**ADMINISTRATOR'S REPORT**

Administrator Jeff Lawson gave an update on the County Building staffing. The majority of the staffing is working from home, which would be carried through until the end of the month. As far as filling out timesheets, employees that are working from home are putting C-19 down so that this can be tracked versus the employees working in the building. Staff will re-evaluate at the end of the month to see where the county is at and trying to settle in as to what is called the "new normal" the best we can.

Administrator Jeff Lawson presented the Notice of Intent by City of Cheboygan to apply for a grant from MDNR, which may impact upon the plans and programs of the county. Staff didn't see why the County would have any objection as to the City of Cheboygan putting in a handicap accessible fishing pier on the east bank of the Cheboygan River and trails, pedestrian walkways through the Major City Park, but as a region, they asked if the Board had any concerns. The Board of Commissioners had no objections or concerns.

Commissioner Richard Sangster attended the meeting at 9:04 a.m.

**OLD BUSINESS**

Sheriff Dale Clarmont gave an update on the Office of Emergency Management. Currently, Sargent Patrick Holt and Deputy Ron Fenlon have been working 12 to 16 hours days on the OEM for Cheboygan County. Staff has been attending the Regional 7 Emergency Managers Meetings, which are being held every Tuesday and Thursdays with Lt. De Castro from MSP Homeland Security. Currently, the State Emergency Operations Center is giving them updates every day. Information was being gathered on the requirements of Alternative Care Sites in Cheboygan County. OEM is reaching out to the Township Supervisors; Adult Foster Care Homes; Senior Assistant Living Care Facilities; the hospitals; and the District Health Department

#4 to keep everyone in the loop. Conference calls are being held every Monday, Wednesday and Friday. He stated he has brought in all nine (9) fire departments, which have compiled a list of all the volunteer firemen should there be a need to deputize them for more man power. He gave kudos to Deputy Ron Fenlon and Sargent Patrick Holt for all their hard work. Inventory was received and will be distributed to the local care facilities. He thanked the Board of Commissioners for bringing the OEM back to the County. Discussion was held on the possibility of alternate locations in the County that might be considered such as the National Guard Armory, K-mart Store and the Knights of Columbus Building.

## **NEW BUSINESS**

Administrator Jeff Lawson presented Resolution 20-06 Establishing Procedures to Allow Telephonic Attendance By Members of All Cheboygan Public Bodies and Members of the Public at All Such Meetings Due to Coronavirus Pandemic. This Resolution permits members of Cheboygan County public bodies and members of the public to attend meetings telephonically based on Executive Directive 2020-2 by Governor Whitmer on March 13, 2020 and any future revised directives.

**Motion** by Commissioner Sangster, seconded by Commissioner Matelski, to adopt the following resolution and authorize the Chair to sign.

### **RESOLUTION # 2020-06**

#### **RESOLUTION ESTABLISHING PROCEDURES TO ALLOW TELEPHONIC ATTENDANCE BY MEMBERS OF ALL CHEBOYGAN COUNTY PUBLIC BODIES AND MEMBERS OF THE PUBLIC AT ALL SUCH MEETINGS DUE TO CORONAVIRUS PANDEMIC**

At a reconvened meeting of the Cheboygan County Board of Commissioners held in the Cheboygan County Building located at 870 South Main Street, Cheboygan, Michigan, on April 1, 2020.

#### **Resolution**

NOW THEREFORE BE IT RESOLVED, that effective immediately members of all Cheboygan County Public Bodies and members of the public shall be allowed to attend all such meetings by telephone as follows:

A. MEMBERS OF CHEBOYGAN COUNTY PUBLIC BODIES:

1. A member of any Cheboygan County Public Body who will be participating by phone shall inform the County Administrator's Office not later than 18 hours prior to the meeting, and the County Administrator's Office shall post on the County's website and at the County Building a list of all members of the Cheboygan County Public Body who will be attending by phone along with information about how the public may contact the member(s) to provide input on any business that will come before the Cheboygan County Public Body.
2. The telephone system being utilized shall allow all members of the Cheboygan County Public Body to communicate with any other Cheboygan County Public Body member in attendance, any member of the public, or any staff participating by phone or present at the posted physical location of the meeting and shall allow any member of the Cheboygan County Public Body, any member of the public, or staff on the phone or present at the posted physical location of the meeting to communicate with any member of the Cheboygan County Public Body participating by phone.
3. The attendance of a member of the Cheboygan County Public Body by phone shall be considered attendance for the purpose of establishing a quorum.
4. Any vote by a member of the Cheboygan County Public Body participating by phone pursuant to this resolution shall be counted in the total number of votes for any matter and shall not be held invalid for the reason that it was cast by a member on the phone.
5. If any member of the Cheboygan County Public Body is participating by phone, then all votes on

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any matter shall be taken by roll call vote.

6. Adjournment of a meeting shall occur only on a roll call vote of the members of the Cheboygan County Public Body.

7. A member of the Cheboygan County Public Body participating by phone shall disclose the identity of any person or persons present in the same room as the member during his or her attendance by phone.

8. Emails, texting, or other forms of electronic communication by or between members of the Cheboygan County Public Body during the meeting shall not be allowed.

9. If an email, text or other form of electronic communication related to any item on the agenda for the meeting is received by a member of the Cheboygan County Public Body, the County Clerk, secretary, or recording secretary of the meeting either prior to the meeting or during the meeting, then the email, text, or other electronic communication shall be read by the official receiving the communication during the agenda item and it shall be addressed by the Cheboygan County Public Body as appropriate during the meeting.

### A. MEMBERS OF THE PUBLIC:

1. All public notices or postings of a meeting of the Cheboygan County Public Body shall include in addition to the physical location of the meeting, a dial-in conference telephone number (and any required password) for the meeting for members of the public to utilize to call in for the meeting. The dial-in conference number shall allow for members of the public to hear the discussion of the Cheboygan County Public Body and for all members of the Cheboygan County Public Body to hear any comment of the members of the public.

2. The agenda for the meeting shall be made available on the County's website and at the County Administrator's Office or the County's Office of Planning and Zoning at least 18 hours prior to the meeting. The agenda shall also include the dial-in conference number (and any required password).

3. If any meeting includes a public hearing, all material that will be considered by the Cheboygan County Public Body at the public hearing shall be posted on the County's website as well as available for inspection at the County Administrator's Office or the County's Office of Planning and Zoning not less than 18 hours prior to the public hearing or as otherwise required by law. This provision shall not apply to written public comments received by the Cheboygan County Public Body at the public hearing.

4. Immediately after calling the meeting to order, the Chairperson of the Board of Commissioners, or other chair of the meeting, shall insure that the dial-in number is working. If the dial-in number is not working, the meeting shall be immediately adjourned by the Chairperson of the Board of Commissioners, or other chair of the meeting, without any decision or deliberation on any matter.

5. If the dial-in number is working, attendance shall be taken for all persons on the phone and those attending the Cheboygan County Public Body meeting at the physical location of the meeting, including members of the public. If members of the public call in during the course of the meeting, they will be asked to identify themselves and shall be added to the public attendance list for the meeting.

6. If any member of the public is participating by phone, each member of the public on the phone shall be provided an opportunity to provide public comment during the public comment portion of the agenda pursuant to the rules of the Cheboygan County Public Body on public comment. Such opportunity shall be given by the Chairperson of the Board of Commissioners, or other chair of the meeting, or such other person as designated by the Chairperson of the Board of Commissioners or other chair, asking each individual participating on the phone by name whether they have any public comment. The Chairperson of the Board of Commissioners, or other chair of the meeting, or person designated by the Chairperson, shall not move to the next name or person for public comment unless the person verbally confirms that they have no comment or there is no response after at least thirty (30) seconds.

7. If any member of the public is participating by phone, and a closed session is called by the Cheboygan County Public Body as permitted by the Open Meetings Act, a separate call in number shall be available for the members of the Cheboygan County Public Body to utilize for the closed session that is not available to the public. The Chairperson of the Board of Commissioners, or other chair of the meeting, shall clearly indicate at what point in the agenda the closed session will occur, the projected length of the closed

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session, that the public will not be able to hear the Cheboygan County Public Body or provide comment during the closed session, and that the Cheboygan County Public Body shall return to the public conference call following the closed session to adjourn the meeting or take other action as necessary.

This Resolution is intended to authorize participation by remote access by the members of all Cheboygan County Public Bodies and members of the public in the interest of the public health, safety, and welfare during the Coronavirus outbreak while preserving meaningful access and communication for the members of all Cheboygan County Public Bodies and members of the public.

This Resolution shall be effective immediately and shall remain in effect until the state of emergency as a result of the Coronavirus outbreak is lifted by the Governor.

A roll call vote was taken. Motion carried with 7 yes, 0 no, and 0 absent.

**BOARD MATTERS FOR DISCUSSION**

Sheriff Dale Clarmont commented that the county was seeing a huge influx of people from outside of the county, which is taxing everything from medical to food service. But the most concerning thing from the health department and the first responders right now is what they may or may not be bringing with them. He recommended social distancing for 14 days upon return.

**CITIZENS COMMENTS** - None

**BOARD MEMBER COMMENTS** - None

**Motion** by Commissioner Gouine, seconded by Commissioner Tryban, to adjourn to the call of the chairperson. Meeting was adjourned at 9:19 a.m.

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Karen L. Brewster  
Cheboygan County Clerk/Register

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John B. Wallace  
Chairperson Board of Commissioners