

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FINANCE/BUSINESS MEETING
January 11, 2011**

The regular meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairperson Linda Socha at 9:30 a.m.

Roll called and a quorum present.

Present: Commissioners Linda Socha, Don Horrocks, Pete Redmond, Cal Gouine, Tony Matelski, John Wallace, and Sue Allor

Absent: None

Commissioner Wallace gave the invocation and led the Pledge of Allegiance. A moment of silence was observed for the victims of the Arizona shooting.

Commissioner Horrocks requested Item 5B – Budget Adjustments be removed from the Consent Agenda and added to the regular agenda as Item 12F under New Business

Motion by Commissioner Redmond, seconded by Commissioner Matelski, to approve the agenda with the above item moved from the Consent Agenda to the regular agenda. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Matelski, seconded by Commissioner Horrocks, to approve the consent agenda as follows:

- A. Approve Monthly Finance Claims – Finance = \$73,587.41 Prepays = 494,711.44
- B. ~~Budget Adjustments~~ (Moved to Item 12F New Business)
- C. Top O Michigan Outboard Racing Club Request of Waiver of “No Wake” Ordinance on August 13th & 14th, 2011
- D. Correspondence:
 1. Northern Michigan Code Officials Association Letter of Appreciation Regarding Building Official Kevan Flory
 2. Huron County Resolution Opposing Office of Land Survey and Remonumentation Issuance of Memorandum 16 Reducing Reimbursable Costs & Adversely Affecting the County Remonumentation Programs
- E. Minutes:
 1. Commissioners Finance/Business Meeting of December 14, 2010 and Organization Meeting of January 3, 2011
 2. North Country Community Mental Health Board – 11/18/10
 3. C.C.E. 9-1-1: Board Minutes of 10/20/10; Director’s Report; Monthly Finance Report November 2010; 2011 Meeting Schedule and Draft Lease Agreement; Detailed Financial Reports Available in County Clerk’s Office
 4. Cheboygan County Fair Board – 11/1/10 & 12/6/10
 5. Cheboygan County Airport Authority Board – 10/7/10 & 10/21/10
 6. Cheboygan County Road Commission – 12/2/10
 7. Cheboygan City Council – 11/23/10, 12/14/10
 8. Planning Commission Meeting – 12/1/10
 9. ZBA Meeting – 11/24/10

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

CITIZENS COMMENTS – Sheriff Clarmont reported the annual \$5,000 donation from Tony and Roberta Matelski to the Sheriff Department Canine Unit has been received. He thanked the Matelskis for the donation and stated without this donation there would not be a canine unit.

Grant Township Resident Leonard Page wished the Board well in the coming year. He also commented on the recent letter to the editor from the local teal party group regarding night meetings and a blue ribbon

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panels. Mr. Page stated among the main duties and responsibility of the Board of Commissioners, are the budget, finance and establish wages. He urged the Board not to waste the County's money on a blue ribbon panel.

Chairperson Socha thanked Tony and Roberta Matelski for the \$5,000 donation for the canine unit.

SCHEDULED VISITORS – None

FINANCE DIRECTOR'S REPORT - Finance Director Kari Kortz presented the revenue and expenditures report for the General Fund for the month ended November 30, 2010. She reported total year-to-date revenue of \$10,790,624.91 versus \$10,463,113.41 last year at this time. Ms. Kortz reported expenditures year-to-date were \$9,228,142.64, or 81.09% of budget, compared to \$9,542,258.87 last year as of the end of November. Ms. Kortz said there will not be a report at the next meeting.

ADMINISTRATOR'S REPORT – Administrator Overton said NEMHA is currently operating Housing out of Rivertown Plaza. He said they have 4 active projects and 7 people making monthly payments. Cash will no longer be accepted for payments. NEMHA plans to schedule a contractors' breakfast in early spring. Regarding the vacant area left by Housing, Administrator Overton said plans are to HR and Veterans, which will give both departments more space. He said he received a request from the drain commissioner for the housing space also. Discussion held on deficient space in the building.

COMMITTEE REPORTS

Commissioner Horrocks said he pleased to be a commissioner and looks forward to serving to the best of his ability the next 2 years. He said he will not take the insurance opt-out and he does not like the idea of employees having to wait five years for paid family health insurance. He said he is very conservative and believes when necessary budget cuts are made they should be from the top down.

Commissioner Wallace addressed Commissioner Horrocks' comments regarding health insurance benefits. He said it is easy to say if you have insurance somewhere else. Commissioner Wallace distributed MDCH Performance Indicator Report for FY 2010 from NMSAS. He explained that NMSAS is 30 counties strong and handles funding for drug and alcohol treatment in those counties. He also districted a report from the Northeast Michigan Consortium and provided the consortium's audit to Administrator Overton. Commissioner Wallace also commented on CCE 9-1-1 back up being switched to Antrim County during a recent lost of telephone service at CCE. He read a letter regarding this matter that showed concern with transferring calls to a county that is not a part of CCE.

Commissioner Socha responded to Commissioner Horrocks' comments saying extensive comparables for all salaries and benefits, including county commissioners, have been sought and reviewed in detail. She directed him to the Board Appointments & Procedures Committee noting nothing can change during the term of any elected official. She said key positions do receive family health care coverage immediately after being hired.

Commissioner Redmond reported attending the Fair Board meeting, the minutes were included in the board packet.

Commissioner Allor reported attending the NEMCSA meeting. She said the number volunteers in various programs were discussed. She referred to an article in the Detroit News regarding aging in the north and demographics. The median age reported was almost 52 years. She said NEMCSA is concerned with these statistics and being able to provide services to those people as they age. Chairperson Socha said through the graying of this area, the county has been able to add a lot of expertise from those relocating here.

Commissioner Gouine attended the Inverness Township Meeting and reported the township is working on a tax freeze for a business looking to locate there.

Commissioner Matelski attended the Planning Commission meeting, the Road Commission meeting and a Koehler Township meeting.

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Commissioner Socha attended Burt and Hebron Township meetings.

OLD BUSINESS – None

NEW BUSINESS

Community Development Director Steve Schnell requested approval of a multi-year contract with BS&A to upgrade to the BS&A.NET software. This upgrade would provide his department to efficiently communicate with other departments they deal with that already utilizes the .NET software, as well as more efficiently track and follow-up on building, zoning and soil erosion permits along with enforcement activities. The total cost is \$17,845 divided into three equal payments of \$5,948.33 per year. The 2011 payment is included in this year's budget.

Motion by Commissioner Wallace, seconded by Commissioner Gouine, to approve the Agreement for Services between the County of Cheboygan and Bellefeuil, Szur and Associates, d/b/a BS&A Software for a term of three years beginning January 1, 2011 and ending December 31, 2013, totaling \$17,845 to be paid in three equal annual installments of \$5,948.33 and authorize the Chairperson to sign. Motion carried with 7 yes, 0 no and 0 absent.

Chairperson Socha commended Building Official Kevan Flory for being elected President of the Northern Michigan Code Officials Association.

Motion by Commissioner Redmond, seconded by Commissioner Allor, to approve the Independent Contractor Agreement between Cheboygan County and Violet Luebs, LLMSW for the Drug Court, and authorize the Chairperson to sign the agreement and any other required documentation. Motion carried with 7 yes, 0 no and 0 absent.

Sheriff Dale Clarmont presented an amended agreement with District Health Department #4 for health services in the jail. The Sheriff said the amended agreement incorporates recommended changes by Civil Counsel and a 5 hour increase from the current weekly agreement. This is no anticipated increase in costs.

Motion by Commissioner Matelski, seconded by Commissioner Horrocks, to approve the Jail Health Agreement between Cheboygan County and District Health Department No. 4 effective January 1, 2011 through December 31, 2011 and automatically renew for twelve month periods unless terminated and authorize the Chairperson to sign. Motion carried with 7 yes, 0 no and 0 absent.

Clerk Mary Ellen Tryban requested approval to transfer \$1,878 from Computer/Hardware/Software/Maintenance to Full-time Wages and Fringe. She said this transfer would allow a thirteen day training period for the new Circuit Court Clerk who will be replacing Mary Schellenberg who will be retiring the end of this month. Clerk Tryban said this position is unique and has varied duties and responsibilities and the training period would be beneficial and allow for a smoother transition.

Motion by Commissioner Redmond, seconded by Commissioner Matelski, to approve the Inter-Budget Transfer for the Clerk/Register transferring a total of \$1,878.00 from 101-215-977.50 Computer Hardware/Software/Maintenance as follows: \$1552.00 to 101-215-718.00 Full-time and \$326.00 to 101-215-712.00 Fringe. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Clerk Tryban, Remonumentation Grant Administrator, presented the annual remonumentation contracts for 2011. The contracts with Granger & Associates and Fullford Surveying & Mapping are basically the same that have been approved since 2005 at which time they were reviewed by Civil Counsel. The amount of the 2011 Remonumentation Grant is \$51,189

Motion by Commissioner Redmond, seconded by Commissioner Matelski, to approve the Professional Service Agreement between Cheboygan County and Granger and Associates for Remonumentation beginning January 1, 2011 and authorize the Chair to sign. Motion carried with 7 yes, 0 no and 0 absent.

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Motion by Commissioner Gouine, seconded by Commissioner Horrocks to approve the Professional Service Agreement between Cheboygan County and Fullford Surveying & Mapping for Remonumentation beginning January 1, 2011 and authorize the Chair to sign. Motion carried with 7 yes, 0 no and 0 absent.

Clerk Tryban presented Remonumentation Peer Group Services Agreements between the county and the five members of the Peer Group. Since last year, the State requires the County to enter into contracts with each peer group member. The Peer Group, which meets twice annually, is composed of the following members for 2011: Richard Dunn, Ronald Brand, Carl Kiiskila, Brian Fullford and Alan Granger. The agreements were reviewed by Civil Counsel Bryan Graham last year.

Motion by Commissioner Redmond, seconded by Commissioner Matelski, to approve the five individual Remonumentation Peer Group Services Agreements between Cheboygan County and Richard Dunn, Ronald Brand, Carl Kiiskila, Brian Fullford and Alan Granger for the period beginning January 1, 2011 and ending December 31, 2011, and authorize the Chairperson to sign. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Horrocks said he requested the Budget Adjustments be removed from the Consent Agenda to discuss the adjustment relative to payout of unused vacation time to the county administrator. Finance Director Kari Kortz explained this was paid out in accordance with the Administrator's contract and required \$1,915 be transferred from the fund equity line.

Motion by Commissioner Matelski, seconded by Commissioner Redmond to approve the following: Budget Adjustments – Inter-budget Transfers – Payroll Related for 2010 – Elections Transfer \$11.00 from 101-191-712.00 Fringe to 101-191-724.00 On-Call; Finance Transfer \$36.00 from 101-20-718.00 Full Time to 101-202-712.00 Fringe; Treasurer Transfer \$438.00 from 101-900-955.01 Carried Forward Fund Equity to 101-253-712.00 Fringe; Housing/HR Transfer \$17.00 from 101-691-712.00 Fringe to 101-270-712.00 Fringe; and Sheriff Transfer \$30.44 from 101-334.704.05 Overtime/CHSH to 101-334-807.02 CDPS fringe/wage; 2010 Raise Revenues and Expenditures for \$5,827 in 2010 and \$857,233.71 in 2011 as presented. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

CITIZENS COMMENTS – Leonard Page, Grant Township resident, said if the board does use a blue ribbon committee for salaries and benefits he would volunteer to sit on that committee due to the Board Chair's salary being too low, it warrants more than a \$500 difference. Chairperson Socha said the Board is the blue ribbon committee that oversees the finances of this county, and it is an elected function.

Cheboygan Chamber of Commerce Manager Kim Pappas thanked past and present commissioners for supporting NLEA. She said this affiliation has been very beneficial. Chairperson Socha said the Board will be hearing from Andy Hayes of the NLEA at an upcoming Committee of the Whole meeting. Commissioner Wallace said Cheboygan County has been leading the charge in many areas, such as C.C.E. 9-1-1.

Sheriff Clarmont said in reference to the 9-1-1 telephone outage, his department was ready to receive the calls; but through mutual aid if it is more efficient to go through another county that has to be legally covered. The Sheriff said the Rapid Deployment Training for county employees should be done again this year. He also said he recently talked with Administrator Overton regarding building security. Sheriff Clarmont said training for emergency responders will be held at the Knights of Columbus Hall on January 26th from 6 p.m. to 9 p.m. and welcomed all of the commissioners to attend.

Commissioner Wallace expanded on some historical information on C.C.E. 9-1-1.

BOARD MEMBER COMMENTS – Commissioner Allor pointed out a typo on the January 3, 2011 Organization Meeting minutes, which will be corrected by the Clerk.

Commissioner Matelski said he too does not participate in the health insurance or the opt-out. He said this policy actually covers twelve commissioners when you include the road commission. This will be discussed at a Board Appointments & Procedures meeting. Commissioner Matelski asked about the Tax Allocation Board and the need for township boards to prove the need for the allocated millage. Discussion was held on this matter.

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Motion by Commissioner Redmond, seconded by Commissioner Wallace, to adjourn to the call of the Chair. Meeting adjourned at 11:20 a.m.

Mary Ellen Tryban
Cheboygan County Clerk/Register

Linda Socha
Chairperson