

**COUNTY BOARD OF COMMISSIONERS
FINANCE/BUSINESS MEETING
March 14, 2017**

The Finance/Business Meeting of the Cheboygan County Board of Commissioner was called to order in the Commissioners Room by Commissioner Matelski at 9:30 a.m.

Roll called and a quorum present

Present: Commissioners Chris Brown, Richard Sangster, Michael Newman, Cal Gouine, Tony Matelski, John Wallace, Robert Bolinger.

Absent: None

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

Motion by Commissioner Bolinger, seconded by Commissioner Brown, to approve the agenda. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Gouine, second by Commissioner Sangster, to approve the consent agenda as follows:

- A. Approve Monthly Finance Claims (Finance Total = \$42,418; Prepaid Total = \$796,004.30.
- B. Budget Adjustments
 - 2017 Inter-budget Transfers
 - From 101-902 to 101-902 Totaling \$337,533
 - 2017 Raise Revenue/Expenditures
 - 1) Fund 101 Total Budget Increase Totaling \$12,371
 - 2) Fund 292 Total Budget Increase Totaling \$11,821
 - 2017 Payroll Inter-budget Transfers
 - From 101-700 to 101-139, 101-253, 101-333,101-351,101-648, 101-731 and 101-751 Totaling \$21,133
 - From 101-101,101-131,101-136,101-148,101-202,101-212,101-215,101-225,101-228,101-229,101-243,101-265,101-301,101-331,101-335,101-412, and 101-682 to 101-700 Totaling \$35,865
- C. Fairgrounds Event Agreements
 - 1. Cheboygan County 4-H Program
 - 2. Cheboygan County Humane Society
 - 3. Cheboygan Conservation District
- D. Investment Report
- E. Michigan Horsepulling Association, Inc.
- F. Housing Project H16-365 & Housing Project H16-370
- G. Minutes:

1. Finance/Business Meeting of February 14, 2017 & Committee of the Whole Meeting of February 28, 2017
2. District No. 4 Health Board – 1/17/17
3. NEMCSA – 2/3/17
4. NEMCOG – 1/19/17 & 2/16/17
5. City Council Minutes – 1/24/17 & 2/14/17
6. Board Appointments & Procedures – 3/8/17
7. Planning Commission Minutes – 2/1/17
8. Special County Road Commission – 2/15/17
9. Cheboygan County Road Commission – 2/3/17 & 2/16/17
10. Fair Board – 2/6/17

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

CITIZENS COMMENTS

Carl Muscott commented that when looking at the Commissioner's Packet this week, he saw that the annual payment to the Northern Lakes Economic Development Alliance of more than \$40,000 was mentioned. He read the NLEA's Mission Statement out loud and questioned the payment from the county. The payments have been made for seven (7) years, which was approaching \$300,000 and he wanted to know what the county had to show for these services. He has not seen any minutes from the NLEA and with the Meijer Project, he has not seen where they have created any infrastructure support or support for any new business growth. He questioned the payments and encouraged the Board of Commissioners to take a very critical look at whether this organization was serving the county. Also he stated there was a conflict of interest with married employees working at NLEA.

SCHEDULED VISITORS - NONE

Finance Director's Report

Finance Director Kari Kortz presented the General Fund Revenue and Expenditure Report for January 31, 2017. She reported total year-to-date revenue of \$474,922.57, or 3.93% of the budget, compared to \$420,289.47 or 3.55% of the budget, last year at this same time. She reported total year-to-date expenditures of \$884,861.23, or 7.32% of the budget, compared to \$878,730.34, or 7.43% of the budget, for last year at this same time. Also the Cash Summary by Fund Cash and Investment report for January 2017 would not be presented as the 2016 adjusting entries were still being posted and the beginning cash balances could be affected.

Administrator's Report

Administrator Jeff Lawson reported the staff would prepare information on the Solid Water Plan Amendment for discussion and review at the March 28, 2017 Board meeting to identify the sections of the Solid Waste Plan that needed to be amended as well as outline the amendment process.

Administrator Lawson reported that the correspondence from the County's legal counsel had been provided to the Board for review on the Planned Unit Development and continued discussion of the topic would be placed on the April 11, 2017 agenda.

Administrator Lawson reported that staff had been in communication with Diebold and the door manufacturer to receive estimates on the door modifications to place an employee at the door during peak use times or modify the existing remote system to provide additional scanning capability.

Administrator Lawson reported that the animal shelter requested quotes on the kennels and garage renovation. Once the quotes were returned, they would make the award so the work could be finished before spring. In the spring, there would be one final kennel renovation and building addition. They have been getting a few interests, but it has been tough to get contractors. Commissioner Wallace asked what the approximate cost was for updating the building. Administrator Lawson stated approximately \$400,000 on Phase I with approximately \$200,000 left. The Cheboygan Humane Society signed a long term lease to pay back 50%.

Administrator Lawson reported that work continues on the renovation of the Health Department portion of the Reid Building. Relocation and remodeling of the meeting room for the Health Department nears completion as well as two offices along the west side of the building. Crews will continue with office remodeling along the west side of the building over the next month to get this wrapped up by August. Commissioner Gouine stated he visited the Oden Humane Society where they have a building right next door for dog boarding and training. He questioned if the Cheboygan Humane Society had ever considered doing something like that. Administrator Lawson stated that their animal shelter had never talked about that and explained that the Emmet County Humane Society was a separate agency, which was not funded by a governmental agency.

COMMITTEE REPORTS

Commissioner Sangster attended a Northeast Michigan Community Service Agency meeting where they were still waiting to see what the budget would be because there were more monies being shifted for defense at the national level.

Commissioner Gouine attended a Board Appointments & Procedures meeting, Inverness Township meeting where they were still working with the City and Meijer, and a Fair Board meeting where they were asking for help from the county for the presale of event tickets.

Commissioner Newman attended a Fair Board meeting, Benton Township, Michigan Association County Workman's Comp meeting and an Emergency Operator Center meeting.

Commissioner Brown attended a Mackinaw City and Village Planning meeting, Beaugrand Township meeting, Board Appointments & Procedures meeting, Emergency Operator Center meeting, and a Burt Township Planning meeting. Burt Township was dealing with some of the same issues such as transient rentals and sign ordinances. They wanted input on where the county was headed. He stated that Burt Township was planning on leaving the transient rentals alone and was being lenient on the sign ordinances.

Commissioner Wallace attended a CCE 911 Board meeting, Board Appointments & Procedures meeting, Northeast Michigan Consortium meeting, Northeast Council of Governments meeting and Northern Michigan Regional Entity meeting.

Commissioner Matelski attended a Planning Commission meeting, Grant Township meeting, Waverly Township meeting, District No. 4 Health Department meeting, Emergency Operator Center meeting, and a Cheboygan County Road Commission meeting. He stated that at the District No. 4 Health Department meeting there was a discussion about conflict of interest because people do not understand what it means.

Commissioner Wallace stated that the Board Appointments & Procedures Committee met on March 8, 2017 with four (4) appointments to different committees.

Motion by Commissioner Wallace, seconded by Commissioner Gouine to recommend to the full Board to reappoint Alice Mushlock to the Cheboygan County Tax Allocation Board for a one (1) year term effective April 1, 2017 through March 31, 2018, to appoint Marty Sarrault and Richard Cartmill to the Cheboygan County Airport Authority for a three (3) year term commencing January 1, 2017 and ending December 31, 2019, to appoint Darlene McKinley to the Cheboygan County Jury Board commencing March 1, 2017 through December 31, 2020, and to reappoint Ed Ginop to the North Country Community Mental Health Board for a three (3) year term effective April 1, 2017 and ending on March 31, 2020. Motion carried with 7 yes, 0 no and 0 absent.

OLD BUSINESS

Administrator Jeff Lawson stated that the remonumentation grant required a grant administrator for the program. With the retirement of Mary Ellen Tryban, the Board needed to designate a new grant Administrator. He stated that he would take it over for the short term. In discussion with the County Clerk, Karen L. Brewster and Treasurer, Buffy Weldon, it was agreed this administration would go to the Equalization Department to handle. After the Equalization Department was settled with all of the training and changes in staff had been completed, it would be moved.

Motion by Commissioner Wallace, seconded by Commissioner Brown, to appoint Jeffery B. Lawson, County Administrator as the Cheboygan County Remonumentation Program. Motion carried with 7 yes, 0 no and 0 absent.

NEW BUSINESS

Finance Director Kari Kortz presented a revised copy of the Purchasing Policy previously adopted by the Cheboygan County Board of Commissioner. These changes included adding Bob Barker, Inc. – specialized (jail) supplies. She stated that this vendor was used to purchase mattresses for the inmates' beds, which could not be found anywhere else.

Motion by Commissioner Sangster, supported by Commissioner Gouine to adopt the revised Sole Vendor Listing 300 - 2A to become effective March 14, 2017. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

CITIZENS COMMENTS

Carl Muscott commented that there was previous Board discussion of where the Mackinaw Coast Guard might implement a new Ice Breaker in either Cheboygan or Mackinaw. He was just made aware that Grand Traverse County was in a panic because the new government budget had decided to cut 14%, which is billions of dollars out of the Coast Guard's budget to put money in building a wall between them and Mexico. He encouraged the Board of Commissioner as a unit to lobby the congressmen to make sure that they don't see the unnecessary cuts here on the Great Lakes because it was important for the Coast Guard to stay here. It would be important to think about the possibility of adopting a resolution to ask that the Coast Guard be maintained here in the Great Lakes.

BOARD MEMBERS COMMENTS

Commissioner Gouine commented that one of the biggest problems in Cheboygan County was blight. In reading the City Council Minutes, they had a partially burnt house, where there was an additional \$100 fee to tear it down. He stated that there were barns and such around the county, and he suggested enforcing this unfunded mandate by the state by just enforcing it for commercial zoned and to leave the residential alone.

Motion by Commissioner Brown, seconded by Commissioner Gouine to go into closed session at the request of Jeffrey B. Lawson, an employee of the county, and pursuant to Section 8(a) of the Open Meetings Act, being MCL 15.268(a), to consider a periodic personal evaluation on him.

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

ENTERED INTO CLOSED SESSION AT 10:12 a.m.

RETURNED TO OPEN SESSION AT 10:42 a.m.

Motion by Commissioner Brown, seconded by Commissioner Bolinger to accept the Administrator’s Evaluation, to add one (1) year to his contract, and to destroy the copies of the evaluation.

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

Motion by Commissioner Sangster, seconded by Commissioner Gouine, to adjourn to the call of the Chair. Motion carried with 7 yes, 0 no and 0 absent. Meeting adjourned at 10:47 P.M.

Karen L. Brewster
Cheboygan County Clerk/Register

Anthony M. Matelski
Chairperson