

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FINANCE/BUSINESS MEETING
October 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.

Commissioner Matelski requested Item 5E2 Letter Regarding Straits Regional Ride be removed from the Consent Agenda and placed under New Business on the regular agenda. Commissioner Allor requested Item 5A Monthly Finance be removed from the Consent Agenda and placed under New Business on the regular agenda.

Motion by Commissioner Matelski, seconded by Commissioner Allor, to approve the agenda as amended. Motion carried with 7 yes, 0 no and 0 absent.

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

- A. ~~Approve Monthly Finance Claims~~ (Moved to New Business)
- B. Budget Adjustments – Raise Revenues and Expenditures Fund 101 Department 301 total budget increase of \$24,866.33 and Fund 262 Department 339 total budget increase of \$950.00; Inter-Budget Transfer Payroll Related ORV Enforcement Division budget adjustment transfers decreases fringe expenditure line item and increases part time expenditure line item by \$190 and Jet Ski Division budget adjustment decreases the part time expenditure line item and increases the daily travel expense expenditure line item by \$119.17
- C. Housing Project No.10-308 – Hovey’s Construction Bid of S\$22,388
- D. Grant Funding Matters
 1. Straits Regional Ride FY 2012 Specialized Services Operating Assistance Program between MDOT, Cheboygan County and to be passed on to Cheboygan County Council on Aging for October 1, 2011 through September 30, 2011
 2. County Child Care Budget – 2012 Anticipated Expenditures \$1,189,145.67
 3. Byrne Justice Assistance Grant – Sheriff’s Paperless Reporting Project in Amount of \$22,453
- E. Correspondence:
 1. Letter Regarding Amendment #91 to Zoning Ordinance 200
 2. ~~Letter Regarding Straits Regional Ride~~ (Moved to New Business)
 3. U.S. Customs and Border Patrol Programmatic Environmental Impact Statement
 4. Cheboygan County Veterans Affairs Community Based Outpatient Clinic News Release
 5. State of Michigan Oil and Gas Lease Auction
 6. NEMOG Program Highlights FY 2011
 7. Lapeer County & Wexford County Resolutions Supporting Freedom to Work Act
 8. Bay County Resolution in Support of Guaranteed Revenue Replacement Should the State Repeal Personal Property Taxes
- F. Minutes:
 1. Finance/Business Meeting of September 13, 2011, Special Meeting of Elected Officials of September 16, 2011, Planning Session of September 16, 2011 and Committee of the Whole Meeting of September 27, 2011
 2. Health Board – August 16, 2011
 3. NMSAS Board of Directors – July 11, 2011
 4. Northern Michigan Community Corrections Advisory Board – May 13, 2011

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5. C.C.E. 9-1-1: Board Minutes of July 20, 2011; Director's Report; Monthly Financial Report of August 2011 and FY2012 Budget Worksheet
6. Cheboygan County Fair Board – August 1, 2011
7. Board Appointments & Procedures – October 3, 2011
8. Millage Appropriation – September 2, 2011
9. Cheboygan County Road Commission – August 3, 2011 and September 15, 2011
10. Cheboygan City Council – August 9, 2011, August 23, 2011 and September 14, 2011
11. Planning Commission Meeting – September 7, 2011
12. ZBA – July 27, 2011

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

CITIZENS COMMENTS – Aloha Township Resident Jerry Brown addressed the Board regarding an easement issue for Brown Trail which is pending in Circuit Court.

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 August 31, 2011. She reported total year-to-date revenue of \$4,033,514.21 versus \$4,107,962.93 last year at that time. Ms. Kortz reported expenditures year-to-date of \$6,476,595.53, or 60.99% of budget, compared to \$6,622,977.28 last year as of the end August.

ADMINISTRATOR'S REPORT – Administrator Lawson noted that the recycling vehicle should be here within a month and that Dan O'Henley has passed the first part of the CPL test. Mr. Lawson also presented a memo regarding Act No. 152 of 2011, the publicly funded health insurance contribution act and possible effects on county employees. He recommended that the Commission not take any action, allowing Section (Hard Cap) of the Act to apply in which the County is in compliance with for 2012. It will take effective on January 1, 2012 and will be reviewed annually.

COMMITTEE REPORTS

Commissioner Redmond presented several recommendations from the Board Appointments & Procedures Committee.

Motion by Commissioner Redmond, seconded by Commissioner Matelski, to accept the recommendation from the Board Appointments & Procedures Committee to accept with regret the resignation of Don Spray from the Fair Board effective September 12, 2011. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Redmond said the committee discussed possible appointment to the Fair Board of one of two interested individuals. Since the committee meeting, the Fair Board has presented a recommendation to appoint Collette Andres to serve the remainder of Don Spray's term; and that would be the Board Appointment & Procedures Committee's recommendation as well.

Motion by Commissioner Redmond, seconded by Commissioner Wallace, to accept the recommendation from the Board Appointments & Procedures Committee to appoint Collette Andres to the Cheboygan County Fair Board effective October 11, 2011 through November 30, 2012. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Redmond, seconded by Commissioner Horrocks, to accept the recommendation from the Board Appointments & Procedures Committee to appoint County Administrator Jeff Lawson to the Northern Lakes Economic Alliance Board effective July 25, 2011 through December 31, 2013. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Redmond, seconded by Commissioner Gouine, to accept the recommendation from the Board Appointments & Procedures Committee to reappoint Molly Paquin to the Cheboygan County Human Services Board for a 3-year term commencing November 1, 2011 through October 31, 2014. Motion carried with 7 yes, 0 no and 0 absent.

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Motion by Commissioner Redmond, seconded by Commissioner Matelski, to accept the recommendation from the Board Appointments & Procedures Committee to reappoint to the Cheboygan County Economic Development Corporation/Brownfield Redevelopment Authority James Conboy, Bob Andrews and James Granger to 6-year terms commencing October 1, 2011 through September 30, 2017. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Redmond said the County Economic Development Corporation/Brownfield Redevelopment Authority still has two open seats due to the resignations of Ann Chastain and Eric Jacobson. He said advertisements have been placed twice in the local newspapers for these positions with no responses received. He asked board members to seek out any possible interested candidates. Commissioner Redmond reported attending the Fair Board meeting, the Board Appointments & Procedures committee meeting and a Benton Township meeting. He requested certificates be prepared for Don Spray, Ann Chastain and Eric Jacobson.

Commissioner Allor attended the Forest and Ellis Township meetings, the MAC conference, a Health Board meeting, the MTA meeting, North Country Community Mental Health Board meeting and NEMCSA. She also met with Alexis Kaczynski, Director of North Country Community Mental Health. She reported that Forest Township Supervisor Tim Paullus spoke at the MTA meeting regarding issues with private roads and how they are handled within the townships. She said she enjoyed the MAC Conference.

Commissioner Gouine advised that the Airport Authority has estimated \$8,000 for repairing the hangar which is not enough. He said if a sliding door is installed it no longer would be a hangar. He said the Airport also has been looking into replacing the courtesy car. Discussion held regarding possible old sheriff car for courtesy car and also airport hangar usage.

Commissioner Matelski attended two planning commission meetings, one road commission meetings, three township meetings, one ZBA meeting, a DNR Open House, an Elected Officials meeting, and the MTA meeting. He said there was very little feedback on the fence ordinance on lake property and the consensus was to let the ordinance stand as it is.

Commission Horrocks attended the DNR meeting and two meetings of the Cheboygan City Council. He reported the Council will proceed with the DDA to finish the pavilion downtown. He reminded everyone of the Grand Opening for the new VA facility in Mackinaw City will be held on November 10th at 1 p.m. He also noted that he recently received several calls regarding the recycling bins behind the county building being full. Commissioner Horrocks said the Humane Society is still up in the air as to how to proceed with building renovations. She said they should speak with Administrator Lawson.

Commissioner Wallace reported attending a NMSAS meeting, CCE 9-1-1 meetings and a Northeast Consortium meeting. He said CCE is looking at an agreement for similar telephone backup systems with Mackinaw and Schoolcraft counties. They also hope to own all tower locations rather than leasing. He reminded everyone that the Senior Health Expo will be held on October 20th at the K of C Hall in Cheboygan.

Commissioner Socha attended a NLEA meeting, Planning Commission meeting, ZBA meeting, two Planning Training webinar sessions offered by MSUE, and a Beaugrand Township meeting. She said Beaugrand Township has been working on major renovations to the town hall. She attended the Emergency Food & Shelter Program, last year received \$25,000 for emergency food and shelter for the entire county and this year only a little over \$13,092 for six agencies which will not go very far. Local emergency planning team has been mandated by FEMA for distribution of emergency management grants, we have \$20,000 this year for each county of the tri-county emergency management which will be used for radios for fire and departments and ambulance services. She said it appears that most of Michigan will no longer receive emergency management grants as it will go to large metropolitan areas. She said they have an issue with the hazmat trailer and who owns it; it was purchased with emergency management grant money. She attended the MAC conference and received a lot of good information. County has done well with DNR Trust Fund grants, over 23 million since 1978 (30 Grants for that period). She noted that NACO Prescription Drug discount cards are still available for county residents – need to

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remind people these are available. She said the HR Director should review and get info out. She said the cards provide discounts off prescriptions not covered by any type of insurance and also discount on pet prescriptions. She said last year county residents saved \$52,000 by using the NACO card and she would like to see that at least tripled next year. She said regarding County Transparency and Dashboard models that the state suggests counties do. We must get info out, budget, etc. in easy to understand format. She also attended a session on unfunded mandates – billions of dollars not reimbursed for from state and federal mandates placed on counties. She said they learned that Michigan economy is improving but national economy and foreign economy is not. She said on the NACO website there is a game where you can actually run a county which would be a really good school tool. Finance Director Kortz said she told her daughters class about it. Commissioner Allor said regarding prescription drug card can be printed from the NACO website.

OLD BUSINESS – None

NEW BUSINESS

Equalization Director Joe Lavender presented the annual resolution for the millage rate that will be levied for 2011, the 2011 apportionment report, and the annual tax resolution. Every year the Board is required to direct the spread of taxes in terms of millage rates. The County apportionment report shows all the information in a columnar format and contains all the tax rates by all taxing authorities within Cheboygan County.

Motion by Commissioner Redmond, seconded by Commissioner Allor, to adopt the following resolution:

**Resolution 11-15
2011 MILLAGE RATE RESOLUTION**

WHEREAS, Cheboygan County has the authority to levy its own maximum allowable millage rate of 6.4092 mills distributed as follows: 5.6592 mills for General County Operations, .5000 mills for Senior Citizens Operations and .2500 mills for Ambulance Authority Operations, and,

WHEREAS, it has been determined that to maintain basic county services, it will be necessary to levy the maximum allowable rate of 6.4092 mills; and,

WHEREAS, notice of the public hearing was given, and a public hearing was held as the County Budget Hearing;

NOW THEREFORE BE IT RESOLVED, that the County of Cheboygan shall levy the maximum allowable millage of 6.4092 for 2011.

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

Motion by Commissioner Matelski, seconded by Commissioner Gouine, to adopt the 2011 Cheboygan County Apportionment Report as presented (Copy on file in County Clerk's office). A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Redmond, seconded by Commissioner Horrocks, to adopt the following resolution:

**Resolution 11-16
TAX RESOLUTION**

BE IT HEREBY RESOLVED, that there be raised by taxation and that the Cheboygan County Board of Commissioners are hereby authorized and directed to spread upon the several assessment rolls and tax rolls of the County: County Tax, Township Tax, School Tax and any special taxes in the amounts as adopted by the County Board of Commissioners in the 2011 Apportionment Report. An amount of the above mentioned taxes not to exceed the schedule of millage as determined by the Apportionment Report adopted by the Cheboygan County Board of Commissioners at their annual meeting held on October 11th, 2011.

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

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Community Development Planner Scott McNeil presented six Zoning Ordinance Amendments #95 through #100. He explained that the rezoning involves six (6) different areas of the County which are currently zoned Mixed Residential Development District. A detailed report was included which provided information relative to current land use, current zoning and proposed zoning as reviewed by the Planning Commission. The report also provided information from the Master Plan that the Planning Commission relied upon in support of the rezoning recommendation for each of the six (6) subject areas. The properties affected by these amendments are located in Beaugrand, Benton, Tuscarora and Nunda townships. A public hearing was held September 7 2011 and legal counsel reviewed the amendments.

Motion by Commissioner Matelski, seconded by Commissioner Horrocks, to adopt Cheboygan County Zoning Ordinance Amendments #95 through #100 Concerning Rezoning of Parcels from Mixed Residential Development District (D-MR) to Rural Character/Country Living (D-RC), Residential Development District (D-RS) and Forestry and Agriculture Management District (M-AF) (Copies available in the County Clerk's Office or the Community Development Office) authorize the Chairperson to sign. These amendments are effective 8 days following publication in a newspaper of general circulation. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Mr. McNeil presented Zoning Ordinance Amendment #101 to allow private storage buildings subject to requirements of 17.23 as permitted use and to provide standards for keeping of animals in Rural Character/Country Living zoning district. Mr. McNeil said this amendment also updates provisions relative to keeping of animals. The Rural Character/Country Living zoning district is intended to act as a buffer between residential and agricultural areas. As such, the keeping of animals is a permitted use in this district with minimum acreage requirements based on the number and type of animals. This amendment provides a definition for Large Domesticated Animals and Small Domesticated Animals and provides for minimum land area based on the amount of animals to be kept and the definition they fall under. He explained that current provisions of the ordinance allow four (4) animals such as horses and cows on one acre with a half-acre required for each additional animal. The Planning Commission is recommending that more land area be required for large domesticated animals. The amendment to section 14.4.1.1. proposes two (2) to three (3) animals which fall under the large domesticated animal definition requiring one acre and one (1) to two (2) additional animals requiring an additional one half acre. This amendment also provided clarification by providing a table of regulation for land area required per type of animal in sections 14.4.1.1. and 14.4.1.2. This amendment also clarifies language in sections 14.4.1. and 14.4.1.3.

Motion by Commissioner Redmond, seconded by Commissioner Horrocks, to adopt Cheboygan County Zoning Ordinance Amendment #101 to Allow Private Storage Buildings Subject to Requirements of 17.23 as Permitted Use and to Provide Standards for Keeping of Animals in Rural Character/Country Living Zoning District (Copies available in the County Clerk's Office or the Community Development Office) and authorize the Chairperson to sign. This amendment is effective effective 8 days following publication in a newspaper of general circulation. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Community Development Director Steve Schnell presented the "Sense of Place" contract with Northern Lights Creative Marketing for approval. He said the Cheboygan County EDC was granted permission to apply for a USDA RBEG grant by the Board of Commissioners in January of 2011. The EDC has since been awarded the grant. The purpose is to create a partnership of the communities, businesses, including the chambers of commerce and community organizations in a county-wide community branding effort called the Cheboygan County Sense of Place project. The year-long project includes hiring a consultant to create a plan and suggest other activities with the goal of marketing the communities and, as a result, the businesses in Cheboygan County. The EDC assigned a committee to develop an RFP, review the proposals submitted, and recommend a consultant to complete the project with community input. Mr. Schnell said two proposals were received and reviewed by the committee. The proposal from Northern Lights Creative Marketing, a local firm, was recommended by the EDC Board for approval. Mr. Schnell noted this project includes matching funds from the Cheboygan County EDC (\$1000), the Mackinaw City EDC (\$1000), and Indian River Chamber of Commerce (\$1000). Other in-kind match is coming from the value of the partners' time attending meetings and generally working on this project. The partners at this time include: Aloha Township, Tuscarora Township, Mackinaw City, Wolverine, MSU Extension, NEMCOG, Indian River Chamber of Commerce, Mackinaw City Chamber of Commerce, City

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of Cheboygan DDA, Inland Lakes Schools, NLEA, and Topinabee Development Association. Don Lewis and Charles Atkins of Northern Lights Creative Marketing said their company has been around for about two years and has offices in downtown Cheboygan, and addressed board members' questions. Lengthy discussion was held. Chairperson Socha voiced concern with Community Development staff time being consumed on this. Mr. Schnell stated the net financial impact to Cheboygan County is zero dollars. Mr. Schnell said they are relying on the partners for commitment. Mr. Atkins of Northern Lakes Creative Marketing said at the end of the project they will deliver a plan for the partners and it then will be up to the partners and municipalities to move forward. Chairperson Socha said she wants to be clear that this is not a county project as such. Mr. Schnell said a lot of this work can be dovetailed with the County Master Plan.

Motion by Commissioner Matelski, seconded by Commissioner Horrocks, to approve the "Sense of Place" contract with Northern Lights Creative Marketing, authorize the Chairperson to sign, approve the necessary budget adjustments and authorize the Chairperson to sign any forthcoming required grant documentation upon the review and approval of the Finance Director Kari Kortz and legal counsel, if applicable. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Wallace presented recommendations from the Millage Appropriation Committee regarding the distribution of the senior millage money. The committee recommended the following: \$54,054 to the Village of Mackinaw City and Wawatam Area Senior Citizens, down from \$54,600; \$7,000 for the MSUE Project Fresh Program up from \$6,000; and \$584,496 to Cheboygan County Council on Aging. He noted the Cheboygan County Council on Aging requested \$610,400 but the committee's recommendation of \$584,496 is the same amount as last year.

Motion by Commissioner Wallace, seconded by Commissioner Gouine, to approve the Senior Millage Appropriation Agreement for \$584,496 between Cheboygan County and the Cheboygan County Council on Aging, and authorize the Chairperson to sign, agreement will commence December 1, 2011 and end with a monthly payment in December 2012 paid in equal monthly installments starting January 2012 and ending December 2012. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Wallace, seconded by Commissioner Mastelski, to approve the Senior Millage Appropriation Agreement in the amount of \$54,054 between Cheboygan County and the Village of Mackinaw City and Wawatam Area Senior Citizens, Inc., and authorize the Chairperson to sign, agreement will commence December 1, 2011 and end with a monthly payment in December 2012 paid in equal monthly installments starting January 2012 and ending December 2012. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Wallace, seconded by Commissioner Allor, to approve the Senior Millage Appropriation Agreement in the amount of \$7,000 between Cheboygan County and Michigan State University Extension, and authorize the Chairperson to sign, agreement will commence December 1, 2011 and end December 2012 paid in one installment in April 2012. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

County Clerk/Register Mary Ellen Tryban advised the Board that the software provider Cherry LAN Systems, Inc. has reorganized into two teams. The Courts/Judicial team has kept the Cherry LAN name while DEKETO, LLC has taken over the Register of Deeds and Clerk Vital Records software. She presented new agreements with DEKETO, LLC for approve which were basically the same as we had with Cherry LAN Systems. The agreements were reviewed by Civil Counsel.

Motion by Commissioner Wallace, seconded by Commissioner Matelski, to approve the DEKETO, LLC Software License and Maintenance Agreements for the Cheboygan County Register of Deeds Land Records and the Cheboygan County Clerk Vital Records and authorize the Chairperson to sign. Motion carried with 7 yes, 0 no and 0 absent

Maintenance Director Tim Mason presented a request to use the Fair Grounds next year for a Sporting Show Expo. The Expo would be sponsored by various area service and non-profit groups. Fabian LaVigne representing the Cheboygan Kiwanis Club and Terry Jozwiak of the Vietnam Veterans were

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present to answer questions. They said displays would be set up, different product vendors would be invited to have items for sale and possibly archery or other types of contests would be held. Profits from the event would be focused on youth activities. Much discussion was held regarding liability insurance. Mr. Jozwiak said Vietnam Veterans Association has 5 million dollars in liability insurance but it has to be a VVA event, not sure if this would qualify. Mr. LaVigne said the Sporting Expo Committee contacted Dan O'Henley as to whether the Fair Board wanted to participate, but was told they do not have enough manpower for such an event, but probably could use county's liability insurance. Civil Counsel Bryan Graham said either the committee could incorporate as non-profit or one of the groups would have to step up to be the sponsor for liability coverage. He said he thinks 1 million dollars, as stated on the general Fairground Event Agreement would be low. Mr. LaVigne said vendors would be included with archery exhibits and things of this nature, fly fishing exhibits; and they would like to hold it in conjunction with the annual NRA banquet in May, marketing it as a weekend adventure in Cheboygan with events for women and children tied in. Indian River Sports Center and Dunham's are interested in participating. Hunting, fishing, boating, four wheeling, and other sporting type activities would be included, with major emphasis on local vendors. Civil Counsel said one of the organizations should be the sponsor. Mr. LaVigne said they would need to know cost and what has to be provided for such an event. Chairperson Socha said the liability issue would have to be worked out first. Mr. Jozwiak said the request was originally for May of 2012; however, we may have to put this off until 2013 to allow for sufficient time. Civil Counsel said important to go back to groups and determine sponsor, arrange for insurance and bring Fair Event Agreement for use of the fairgrounds back. The County's current policy states the grounds would be free of charge for non-profit use. Commissioner Horrocks said it's a great idea, but he stressed this facility needs major improvements. He would like to see some money that would go back for maintenance and upkeep of the grounds. Chairperson Socha stated they would be recognized as a non-profit according to County policy. The Sporting Expo Committee will be back with the request.

Finance Director Kortz presented Amendment #8 to the 2011 Salary & Wage Resolution for Marina, Straits Regional Ride and SAYPA. She offered the following explanations for the amendment. In the 2011 Salary and Wage Resolution and adopted budget, the Marina's seasonal staff was reduced significantly. The budget was exhausted with four weeks remaining in the 2011 season. To adequately cover the remaining weeks, the Harbor Master is requesting an additional 110 hours. This budget adjustment raises the Fund Equity revenue line item by a total of \$1,370 and the Seasonal Wage and Fringe expenditure line item by \$1,150 and \$220, respectively.

Due to the loss of the summer school contract, Straits Regional Ride was required to make some staffing changes. The layoff of part-time bus drivers has caused an overtime issue to arise. The over-time appropriation was previously adjusted, as approved by the Board, on August 9 for \$1,500 and September 13 for \$1,200; however, the Salary and Wage Resolution was not amended. An additional overtime appropriation is required at this time. This budget adjustment decreases the part-time operators' expenditure line item and increases the overtime expenditure line item by \$1,500. The Salary and Wage Resolution is being amended at this time for a total of \$4,200.

In early 2011, Carol Rosinski left as the SAYPA Director, a contractual service contract was terminated for on-call assistance and LuAnn Miller was hired as the new SAYPA Director and was given the responsibility of covering all on-call duties. Carol Rosinski was included in the Juvenile Probate on-call rotation was compensated out of the Childcare fund once every four weeks. LuAnn was promised on-call pay as provided to other salaried employees in the probate court on a weekly rather than monthly basis; however as this agreement was unknown to Finance, no on-call pay was included on the May 9 blue sheet. From April through July, the on-call pay was covered through the Childcare Fund. When those funds began running low, Mike Grulke talked to Finance about appropriating for SAYPA's on-call pay out of their own funds. The on-call appropriation was adjusted, as approved by the Board, on August 9 for the remaining months (August through December); however, the Salary and Wage Resolution was not amended. The Salary and Wage Resolution is being amended at this time for a total of \$3,100 as the pay covered by the Childcare Fund was previously approved in the wage resolution adopted in October 2010.

Motion by Commissioner Allor, seconded by Commissioner Matelski, to adopt Amendment #8 to the 2011 Salary & Wage Resolution for Marina, Straits Regional Ride and SAYPA, and authorize the Chair to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

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Finance Director Kortz presented Resolution 11-17 – 2012 Elected Officials Salary & Wage Resolution. She explained that in 2008, the County Commissioners established that increases for the following elected officials Sheriff, Prosecutor, Clerk/Register, and Treasurer would be 3% or inflation, the lesser of the two for the years 2009, 2010, 2011 and 2012. The 2011 Midwest Rural CPI calculation as of August 31, 2011 is 2.61% and reflected in the salaries for the above four positions.

Motion by Commissioner Wallace, seconded by Commissioner Redmond, to adopt the 2012 Elected Officials Salary & Wage Resolution 11-17 (Copy on file in County Clerk’s Office), and authorize the Chairperson to sign. Commissioner Wallace noted there were no raises for the Board of Commissioners. Roll call carried. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kortz presented Resolution 11-18 – 2012 Salary & Wage Resolution – Non-Union General Employees. The resolution reflects a 0% salary and wage increase. She noted adjustments were made to total pay in the following categories for the following reasons:

<u>Description</u>	<u>Cost Savings/ (Cost Increase)</u>
Elections	(\$ 1,206) plus fringe
Increase in temporary help – due to the Presidential Election	
District Court	\$ 500 plus fringe
Reduction of on-call help – based on 2011 spending	
Fair	(\$ 1,500) plus fringe
Increase in Board Salary – due to the elimination of contractual service arrangement for production of the Fair Book	
After-hours	\$ 1,650 plus fringe
Probation on Patrol	\$ 6,000 plus fringe
Reduction of on-call pay funded through Childcare – due to caseload reductions	
SAYPA – On-call	(\$ 3,400) plus fringe
Increase of on-call pay – 2011 allocation covered 5 months, 2012 allocation covers the entire year	
Secondary Road Patrol Overtime	\$ 1,053 plus fringe
Reduction of over-time – due to decrease in grant funding and subsequent reclassification of employees	
Drug Court Participant Supervision	(\$ 2,690) plus fringe
Increase in part-time help – due to increase in grant funding	
Straits Regional Ride	\$ 4,200 plus fringe
Reduction of overtime – due to special staffing issues occurring in 2011	
County-wide financial impact	\$ 4,607 cost savings

Administrator Lawson advised that there may or may not have to be adjustments for the Fair, Maintenance and Marina. Ms. Kortz will advise any departments that their request was not the recommendation.

Motion by Commissioner Matelski, seconded by Commissioner Gou8ine, to adopt the 2012 Salary & Wage Resolution for Non-Union Employee, Resolution 11-18, as presented (copy on file in County Clerk’s Office), and authorize chair to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kortz said the three-year audit services agreement expired with the audit for the year ended December 31, 2010. RFP’s were sent out in September and four proposals were received. She said several options to keep the audit cost low for the County were pursued; the first being a later date for fieldwork. Since audit firms are extremely busy during the first quarter of the year, two of the four firms provided a discount for completing the audit after April 15 or April 30. This delay provides additional time to prepare and still meets the State deadline of June 30. She said they also looked at preparing the financial statements in-house for which one of the four firms provided a discount. Based on the current workload in the finance department and the minimal proposed cost savings of \$1,500, the County is better served having the audit firm prepare the financial statements. With these two considerations, Gabridge & Company was the low bid at \$62,120 with Anderson, Tackman & Company, PLC, the County’s current audit firm, coming in at \$66,000. Although Gabridge & Company submitted the low bid she said it appears their estimate of hours to complete the job is insufficient and is based on their history with one County audit client. Anderson, Tackman & Company, PLC’s estimate of hours is reasonable and based on our actual audit history; they have 20 County audit clients, firm-wide, with several being

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staff from the Kinross office. Based on the hour estimations Gabridge & Company's rate per hour is \$226 and Anderson, Tackman & Company, PLC's rate per hour is \$165. She said based on all of the information and since a change in firms causes significant disruption in the first year she would recommend awarding the three-year audit bid to Anderson, Tackman & Company, PLC.

Motion by Commissioner Redmond, seconded by Commissioner Allor, to award the three-year (2011-2013) audit services bid to Anderson, Tackman & Company, PLC in the total amount of \$66,000 and authorize the Chairperson to sign. Motion carried with 7 yes, 0 no and 0 absent.

The Monthly Finance Claims were removed from the Consent Agenda for discussion. Commissioner Allor asked who CDW-G was. Ms. Kortz said CDWG is a computer technology company. She also questioned Drug and Laboratory Disposal. Ms. Kortz said it's a company recycling uses for disposal of some chemicals. Commissioner Matelski questioned the Blaskowski Feed & Seed expense. Ms. Kortz said that most likely would be fair related.

Motion by Commissioner Matelski, seconded by Commissioner Allor, to approve the monthly finance claims as submitted, Finance in the amount of \$20,574.00 and Prepaid in the amount of \$765,830.36. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Matelski had requested the letter dated September 7, 2011 from Sherry Northrup regarding Straits Regional Ride be removed from the Consent Agenda for discussion. He said since winter is coming people should not have to be gathered outside to catch the bus. Several commissioners also have received similar complaints from Straits Area Services client family members. He said it appears since Community Mental Health cut funding, Straits Area Services has cut services. He said we know Commissioner Allor objected to CMH giving \$200,000 to Au Sable at the meeting and the minutes did not reflect her objection. Commissioner Redmond said Bob Spinella, Director of Straits Area Services went to the SRR board with the amount of funding, which had been cut, he had and the SRR Director Mike Couture reworked the plan. Lengthy discussion held on North Country Community Mental Health. Finance Director Kortz has not been able to get financial information from them either. Consensus was to request Alexis Kaczynski, Director of North Country Community Mental Health, to come to either the November or January Committee of the Whole Meeting for explanation as to financial aspects of CMH. Chairperson Socha said Straits Regional Ride is getting the blunt of this problem. Administrator Lawson said it's important in communicating with the public to answer questions as best as possible why contracts are set up this way. Also, need to work together to find a better system for handling these pickups. Commissioner Allor said there are serious questions to ask both of these entities. The SRR board should discuss this matter with the County Administrator. Annual reports from CMH and Straits Area Services will be requested as well as copies of the audits. From the specific issue side Administrator Lawson will talk to Bob Spinella and Mike Couture to try to get the service back to the people. Finance Director Kari Kortz said CMH's annual report is very vague. Civil Counsel Bryan Graham said always remember if you can't get documents you want you always have the Freedom of Information Act.

Motion by Commissioner Wallace, seconded by Commissioner Allor, to receive and file correspondence dated September 7, 2011 from Sherry Northrup regarding Straits Regional Ride. Motion carried with 7 yes, 0 no and 0 absent.

CITIZENS COMMENTS – None

BOARD MEMBER COMMENTS – Chairperson Socha reminded board members to turn in mileage and per diems.

Commissioner Redmond said he was happy to see a Housing Project on today's agenda and hopes to see more in the near future. He reminded Commissioner Matelski of the Health Board meeting on November 15th.

Commissioner Matelski cited MCL 45.421(1) regarding salaries and fringe benefits for elected officials. Civil Counsel stated a different statute deals with County Commissioners and uses the phrase

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compensation not salary so that would include fringe benefits such as health insurance so you cannot reduce that during the term. Chairperson Socha said that will be given to the Board Appointments & Procedures Committee for a recommendation for setting the compensation in 2012 for new term commencing in 2013. There are two separate statutes for other elected officials and county commissioners.

Commissioner Wallace asked if everyone on the board has ID badges, not everyone has one. It is important that they do have these.

Administrator Lawson said it is likely funding will not be lost for the domestic violence prosecutor position.

Chairperson Socha thanked the Finance Director and Administrator for putting packets together for the meeting in the absence of Kathy Morrow.

Motion by Commissioner Allor, seconded by Commissioner Redmond, to adjourn to the call of the Chair. Meeting adjourned at 1:18 p.m.

Mary Ellen Tryban
Cheboygan County Clerk/Register

Linda Socha
Chairperson