



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.

Reconvened Meeting

April 1, 2020

9:00 a.m.

Agenda

1. Call to Order
2. Roll Call
3. Invocation/Pledge of Allegiance
4. Approve Agenda
5. **CITIZENS COMMENTS** – (3 minutes per person)
6. **SCHEDULED VISITORS/DEPARTMENT REPORTS**
7. **ADMINISTRATOR'S REPORT**
8. **OLD BUSINESS**
9. **NEW BUSINESS**
 - A. Resolution 20-06 Establishing Procedures for Remote Meetings
10. **BOARD MATTERS FOR DISCUSSION**
11. **CITIZENS COMMENTS**
12. **BOARD MEMBER COMMENTS**
13. **ADJOURN TO THE CALL OF THE CHAIR**



Cheboygan County Board of Commissioners' Meeting

April 1, 2020

Title: Resolution 20-6 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

Summary: 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.

Financial Impact: NA

Recommendation: Approve Resolution 20-6 and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administration

CHEBOYGAN COUNTY

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.

PRESENT:

ABSENT:

The following resolution was made by Commissioner _____
and seconded by Commissioner _____, to-wit:

Recitals

WHEREAS, on March 10, 2020, Governor Whitmer declared a state of emergency as a result of the Coronavirus outbreak; and

WHEREAS, on March 11, 2020, the World Health Organization declared the Coronavirus outbreak a pandemic; and

WHEREAS, on March 13, 2020, the President declared a National Emergency as a result of the Coronavirus outbreak; and

WHEREAS, the Michigan Department of Health and Human Services (MDHHS) has issued Interim Recommendations for COVID-19 Community Mitigation Strategies; and

WHEREAS, such strategies include encouraging staff to tele-work when feasible and implementing social distancing measures as feasible, including limiting in-person meetings, and to limit large work-related gatherings; and

WHEREAS, on March 18, 2020 Governor Whitmer issued Executive Order 2020-15 which authorized remote meetings of public bodies throughout the state; and

WHEREAS, to implement such mitigation strategies and to allow the public to attend meetings of all Cheboygan County public bodies, including but not limited to to, the County Board of Commissioners, Planning Commission, and Zoning Board of Appeals (hereinafter referred to as the Cheboygan County Public Bodies), remotely if they desire, the Cheboygan County Board of Commissioners desires to allow all members of Cheboygan County Public Bodies and members of the public to attend meetings of all Cheboygan County Public Bodies by telephone as set forth in this Resolution.

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 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 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.

RESOLUTION DECLARED ADOPTED.

CHEBOYGAN COUNTY BOARD OF
COMMISSIONERS

By: _____
John B. Wallace, Chairperson

I, the undersigned, the Clerk of the County of Cheboygan, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Cheboygan County Board of Commissioners at its reconvened meeting held on April 1, 2020 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be made available as required by said Act.

Dated: April 1, 2020

Karen L. Brewster, Clerk