

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
FINANCE/BUSINESS MEETING  
July 13, 2010**

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 Socha, Makima, Redmond, Mushlock, Page, and Wallace

**ABSENT:** Commissioner Bolinger (excused)

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

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

**Motion** by Commissioner Mushlock, seconded by Commissioner Redmond, to approve the consent agenda as presented:

- A. Approve Monthly Finance Claims: Finance = \$58,268.45 – Prepaids = \$704,220.46
- B. Budget Adjustments: Raise Revenues and Expenditures: Fund 210 total budget increase of \$4,028
- C. Cheboygan County Waterways Grant-in-Aid Program Change Order Summary #2
- D. Cheboygan County Housing Department
  1. Bid Recommendation for Project H-10-263
  2. Bid Recommendation for Project H-10-294
  3. Bid Recommendation for Project H-10-314ER
- E. County Policies, Addition of County Board Chair Signature: 100-7 Overtime Pay; 100-10 No Smoking; 100-11 Equal Employment Opportunity; 100-12 Diversity; 100-13 Immigration Reform and Control Act; 100-15 News Media Relations; 100-16 Whistleblower Protection; 500-3 Family Medical Leave; 500-4 Retirement; 500-5 Workers Compensation Leave; 500-6 Continuation of Insurance Premiums; 500-7 Anti-Nepotism; 500-8 Drug-Free Workplace; 500-9 Categories of Employment; 500-12 Hours of Work; 500-17 Paid Sick Leave; 500-18 Disability Leave; 500-19 Vacations; 500-20 Unpaid Personal Leave; 500-21 Military Training or Emergency Duty Leave; 500-22 Holidays 500-23 Jury Duty Leave; 500-24 Paid Personal Leave; 500-25 Funeral Leave; 500-26 Longevity Pay; 500-27 Tuition Reimbursement; 500-28 Disciplinary Action; 500-30 Harassment; 500-31 Violence in the Workplace; 500-32 Termination of Employment; 500-33 Pre-Employment Physicals and Procedures; 500-34 On-the-Job Injury; 500-35 Parking; 500-36 Anniversary Date; 500-37 Personnel Records; 500-39 Political Activities; 500-42 Workplace Bullying; and 500-43 Job Abandonment
- F. TASC Business Associate Agreement for Flexible Spending Accounts Program
- G. State of Michigan 2010 Marine Safety Program Grant Amendment for Purchase of 4 VHF, 32 Channel, 45 Watt Mobile Radios and Accessories
- H. Prosecutor FY 2011 Title IV-E Contract Request
- I. Request for Purchase Order Greater than \$10,000 Sheriff Department Hover Craft
- J. Correspondence:
  1. Huron County Resolution in Opposition to House Bill 5882 Regarding Funding Juvenile Residential Facilities
  2. Lake County Resolution in Opposition to House Bill 6154 Binding Arbitration for Correction Officers
  3. Lenawee County Resolution in Opposition of State transferring \$2.6 million from Sheriff's Secondary Patrol fund to Michigan State Police budget
  4. VanBuren County Resolutions in Opposition to House Bill 6154 Binding Arbitration for Correction Officers and in Support to Amend Senate Bill 1072 to clarify the Provision to not Expand Binding Arbitration
  5. NEMCOG Public Notice Regarding Target Alpena Development Corporation
- K. Minutes:
  1. Commissioners Finance/Business Meeting of June 8, 2010, and Committee of the Whole Meeting of June 22, 2010
  2. North Country Community Mental Health Board – May 20, 2010

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3. C.C.E. 9-1-1 Monthly Financial Report – May 2010
4. Cheboygan County Fair Board – May 3, 2010 and May 19, 2010
5. Cheboygan Economic Development Corporation – May 20, 2010
6. Cheboygan County Housing Commission – May 13, 2010
7. Cheboygan County Road Commission – May 17, 2010, June 3, 2010 & June 15, 2010
8. Cheboygan City Council – May 11, 2010, May 25, 2010 & June 8, 2010
9. Planning Commission Meeting – May 19, 2010, June 2, 2010, June 9, 2010 & June 16, 2010
10. ZBA Meeting – May 26, 2010

A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

**CITIZENS COMMENTS** – None

**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 May 31, 2010. She reported total year-to-date revenue of \$1,593,037.26 versus \$1,660,275.03 last year at that time. Ms. Kortz reported expenditures year-to-date of \$4,064,791.65, or 36.33% of budget, compared to \$3,977,434.50 last year as of the end May.

### COMMITTEE REPORTS

Commissioner Makima attended the Cheboygan City Council meeting and a Road Commissioner meeting.

Commissioner Redmond attended the Benton Township meeting.

Commissioner Mushlock attended the Inverness and Mullett Township meetings.

Commissioner Page attended the Aloha and Koehler Township meetings and received an ordinance complaint in Koehler Township which he will take to Community Development Director Steve Schnell.

Commissioner Socha attended Planning Commission meetings; a meeting with Carol regarding Emergency Management; two NEMCO meetings, one regarding county pool for healthcare costs, and the second on the governor's initiative for consolidation of counties for various issues; and a couple of NLEA subcommittee meetings. She said forced consolidation or regionalization of services to tell was has to be done as we are already working with other counties in many areas. Chair Socha requested Administrator Overton to work on scheduling a tri-county meeting with commissioners regarding broadband and noted Mackinac County is considering joining NLEA.

**OLD BUSINESS** - None

### NEW BUSINESS

Straits Regional Ride Director Mike Couture a MDOT contract for approval which would serve as the mechanism to pay Hoekstra Transportation and be reimbursed by MDOT funds for the purchase of eight buses. Some discussion was held.

**Motion** by Commissioner Mushlock, seconded by Commissioner Redmond, to approve the Third Party Contract Subcontract 2007-0191/Z4/S1 and 2007-0191/Z9 between Cheboygan County Board of Commissioners and Hoekstra Transportation, Inc., noting for the amount not to exceed \$122,394, authorize the Chairperson to sign, and approve the necessary purchase order. Motion carried with 6 yes, 0 no and 1 absent.

Community Development Director Steven Schnell requested approval of Zoning Ordinance Amendment #86 for Site Plan Review. He said it has been a practice of allowing waivers from some requirements as warranted from certain site plan requirements. This has been done for many special use permits since it is allowed in Section 20.10. There are also site plan requirements in Section 20.7 which do not allow for

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waivers although it was the intent and practice to allow for them. This amendment corrects what appears to be an unintentional omission.

**Motion** by Commissioner Redmond, seconded by Commissioner Mushlock, to adopt the following :

**Zoning Ordinance Amendment #86**

AN ORDINANCE TO AMEND THE CHEBOYGAN COUNTY ZONING ORDINANCE NO. 200 TO AMEND THE  
REQUIREMENTS FOR SITE PLAN REVIEW AND  
TO ALLOW WAIVERS OF REQUIRED SITE PLAN INFORMATION.  
THE COUNTY OF CHEBOYGAN, STATE OF MICHIGAN ORDAINS:

**Section 1. Amendment to Section 20.7.**

Section 20.7 of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to read in its entirety as follows:

**SECTION 20.7. SITE PLAN REQUIREMENTS**

For all Site Plan Reviews, Special Use Permits, and Planned Unit Developments, fifteen (15) copies of the site plan containing all information required in this Ordinance shall be presented for consideration. The site plan shall consist of an accurate, reproducible drawing at a scale of 1"= 100' or less, showing the site and all structures within 150' of the site. If multiple sheets are used, each shall be labeled and numbered and the preparer identified. If the applicant fails to provide all the information required by this Ordinance, then the site plan shall be deemed incomplete, shall not be processed, and may be denied by the Zoning Administrator on that basis. Each site plan shall depict the following, unless the Planning Commission waives a particular information requirement of this section upon a finding that the information is not applicable to the proposed development and the information is not needed to determine whether the proposed development meets the standards for approval in Section 20.10 of this Ordinance:

- a. North arrow, scale and date of original submittal and last revision.
- b. Seal of the registered engineer, architect, landscape architect, surveyor, planner, or other site plan preparer. Location of proposed and/or existing property lines, dimensions, legal descriptions, setback lines and monument locations.
- c. Location of existing and proposed public roads, rights-of-way and private easements of record and abutting streets.
- d. Topography at maximum five foot intervals or appropriate topographic elevations to accurately represent existing and proposed grades and drainage flows.
- e. Location and elevations of existing water courses and water bodies, including county drains and man-made surface drainage ways, stormwater controls, flood plains, and wetlands.
- f. Location of existing and proposed buildings and intended uses thereof.
- g. Details of entryway and sign locations should be separately depicted with an elevation view.
- h. Location, design, and dimensions of existing and/or proposed curbing, barrier free access, carports, parking areas (including indication of all spaces and method of surfacing), fire lanes and all lighting thereof.
- i. Location, size, and characteristics of all loading and unloading areas.
- j. Location and design of all sidewalks, walkways, bicycle paths and areas for public use as approved by the Planning Commission.
- k. Location of all other utilities on the site including but not limited to wells, septic systems, stormwater controls, natural gas, electric, cable TV, telephone and steam and proposed utility easements.
- l. Proposed location, dimensions and details of common open spaces and common facilities such as community buildings or swimming pools if applicable.
- m. Location and specifications for all fences, walls, and other screening features.
- n. Location and specifications for all existing and proposed perimeter and internal landscaping and other buffering features.
- o. Exterior lighting locations with area of illumination illustrated as well as the type of fixtures and shielding to be used.
- p. Location, size and specifications for screening of all trash receptacles and other solid waste disposal facilities.
- q. Elevation drawing(s) for proposed commercial and industrial structures.
- r. Location and specifications for any existing or proposed above or below ground storage facilities for any chemicals, salts, flammable materials, or hazardous materials as well as any containment structures or clear zones required by government authorities.
- s. Floor plans, when needed to determine the number of parking spaces required.

**Section 2. Severability.**

If any section, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the validity of the remainder of the Ordinance as a whole or

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any part thereof, other than the part so declared to be unconstitutional or invalid.

**Section 3. Effective Date.**

This Ordinance shall become effective eight (8) days after being published in a newspaper of general circulation within the County.

A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

District Court Administrator Jodi Barrette presented an agreement between BIS Digital, Inc. and 89<sup>th</sup> District Court regarding the recording system for approval

**Motion** by Commissioner Mushlock, seconded by Commissioner Wallace, to approve the Recording System Support Agreement contract #11-07-A-D41789 between BIS Digital, Inc. and 89<sup>th</sup> District Court Cheboygan County, contract term from August 1, 2010 through July 31, 2011 at a cost of \$1,453.68 and authorize the Chairperson to sign.

Motion carried with 6 yes, 0 no and 1 absent.

**CITIZENS COMMENTS** – None

**BOARD MEMBER COMMENTS** – Commissioner Page said he was glad to see the personnel policies distributed to all of the commissioners and complemented those involved in writing them.

**Motion** by Commissioner Redmond, seconded by Commissioner Makima, to adjourn to the call of the Chair. Meeting adjourned at 9:56 a.m.

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Mary Ellen Tryban  
Cheboygan County Clerk/Register

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Linda Socha  
Chairperson