

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
FINANCE/BUSINESS MEETING  
AUGUST 13<sup>th</sup>, 2013**

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, Bruce Gauthier, Pete Redmond, Cal Gouine, John Wallace, Sue Allor, and Tony Matelski

**Absent:** None

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

Commissioner Gauthier requested the following items be removed from the Consent Agenda and added to New Business: Item 5-G 5. Minutes of the *Office of Emergency Management Board Meeting of June 4, 2013*. Commissioner Allor requested the following items be removed from the Consent Agenda and added to New Business: Item 5-A *Approve Monthly Finance Claims* and Item 5-G 1. *Finance/Business Meeting Minutes of July 9<sup>th</sup>, 2013*. Commissioner Socha noted that the budget adjustment on the desks will be included in the Consent Agenda.

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

**Motion** by Commissioner Matelski, seconded by Commissioner Gauthier, to approve the amended consent agenda as follows:

- A. ~~Approve Monthly Finance Claims~~ (*Moved to New Business*)
- B. Budget Adjustments
- C. Investment Report
- D. Straits Regional Ride – COP ESD Regular School Contact 2013-2014 School Year
- E. SANE 2012 Annual Report
- F. Correspondence
  1. Huron and Lake County Resolutions in Opposition to House Bill 4785
  2. Muskegon County Resolution in Support of Non-Discrimination for Lesbian, Gay, Bisexual and Transgender Persons
  3. Correspondence from Tele-Rad, Inc. to CCE Central Dispatch Regarding Recommendations for Improvements of Communications Systems
  4. NEMCOG Public Notice – 1) Public Hearing Regarding Drinking Water Revolving Fund; 2) Hydraulic Dredging in Lake Huron
- G. Minutes:
  1. ~~Finance/Business Meeting of July 9<sup>th</sup>, 2013~~ and Committee of the Whole Meeting of July 23<sup>rd</sup> (*Moved to New Business*)
  2. Health Board – 6/18/2013
  3. Northern Country Community Mental Health – 6/20/2013
  4. Northern Lakes Economic Alliance – July-August Newsletter, June President's Report & Minutes of 5/16/2013
  5. ~~Office of Emergency Management Board – 6/4/2013~~ (*Moved to New Business*)
  6. NEMCOG – 6/20/2013
  7. Cheboygan County Fair Board – 7/1/2013
  8. Cheboygan County Road Commission – 6/20/2013 & 7/3/2013
  9. Cheboygan City Council – 6/25/2013 & 7/9/2013
  10. Planning Commission Meeting – 6/20/2013 & 7/3/2013
  11. ZBA – 6/26/2013

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A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 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 ending June 30, 2013. She reported total year-to-date revenue of \$2,066,203.49 or 19.63% of budget compared to \$2,288,747.44, or 21.44% of budget, last year as of the end of June. Ms. Kortz reported expenditures year-to-date of \$4,821,787.47, or 45.81% of budget, compared to \$4,646,997.99, or 43.53% of budget, last year as of the end of June. Also presented were the Quarterly Fund Balance report, the Summary of Expenses by Category report as of June 30, 2013, and the Summarization of All Budget Adjustments Posted from January 1, 2013 through June 30, 2013.

### **ADMINISTRATOR'S REPORT**

Administrator Lawson reported the following items: Parking Lot & Sidewalk Improvements - The parking lot and sidewalk improvements were out for bid as of August 13<sup>th</sup>, 2013, with a recommendation for the next Finance/Business meeting in September. Construction is planned to begin in October. Fairground Restroom - Cheboygan County staff will begin demolition on the fairground restrooms and renovations are to begin by September 1<sup>st</sup>, 2013. Marina Dredging Project - The Marina dredging project is on schedule to send permit information to the DEQ. There is aspiration for the project to begin this fall contingent upon timing for dredging permit approval. The architect has met with the tenants of the Doris E. Reid building and is in the process of developing a preliminary floor plan for the renovation and cost estimate. The re-doing of the Marina roof is also hoped to begin this fall. He also reported union negotiations will begin with letters being sent out to each of the unions at the end of this month. Preliminary monetary figures have been received from the insurance provider, Blue Cross Blue Shield.

Commissioner Socha asked that the County send a letter/card to Sandy Borowicz, the County Blue Cross Blue Shield representative, who retired recently. Cheboygan County received a donation from Kiwanis of \$5000 for electrical improvements at the fairgrounds.

### **COMMITTEE REPORTS**

Commissioner Allor attended Nunda, Ellis, Forest, Walker, and Wilmot Township meetings. She attended a North Country Community Mental Health and District No. 4 Health Board meeting. District No. 4 Health Board anticipates a need for an increase in county funding. She reported Dave Schneider will be the new CEO of the Community Mental Health regional entity. Commissioner Allor commented on a television program highlighting the increased use in Heroin.

Commissioner Gouine attended Inverness and Mullett Township meetings. He stated that Inverness Township is still working on resolving the 425 agreement with the City of Cheboygan.

Commissioner Matelski attended Grant and Koehler Township meetings. He attended a Road Commission meeting, a Planning Commission meeting, a Zoning Board of Appeals meeting, a local Michigan Townships Association meeting, and the second informal DNR meeting held in the Commissioner's Room.

Commissioner Gauthier attended a City Council meeting. Commissioner Gauthier stated that the 425 agreement with Inverness Township will be settled relatively soon. He also attended a trail ways advisory committee meeting and the ribbon cutting ceremony for the new Burt Township Trail.

Commissioner Wallace distributed several supplementary handouts from Northern Michigan Substance Abuse Services. One handout provided an overview of charges within the substance use disorder service

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systems. He stated that Northern Michigan Substance Abuse Services may be out of business or combined with Community Mental Health after 2014. He noted that the Economic Development Collaborative regions through North East Michigan Council On Governments are different from the substance abuse services regions. Commissioner Wallace stated that the 9-1-1 CCE is in the process of about \$1.2 million worth of capital improvement projects to enhance and expand radio communications brought about from the federal mandate for narrow banding. He stated that there is money available and set aside for this purpose.

Commissioner Redmond attended the second informal DNR meeting held in the Commissioner's Room, three fair board meetings, a District No. 4 Health Board meeting, a Straits Regional Ride meeting, a Waterways Commission meeting, and a Benton Township meeting. At the District No. 4 Health Board meeting it was reported that the fiscal health of the home health monitoring is doing slightly better than last year. A group present at the Straits Regional Ride meeting entitled the Friends Enhancing Emmet Transit (FEET) have a plan regarding transit in Emmet County. There was concern regarding funding for the plan the group presented. Benton Township will be having an open house on August 28<sup>th</sup> from 7 p.m. – 9 p.m. for the new fire hall. Commissioner Redmond attended a fair celebration for the 135<sup>th</sup> birthday and it was reported that they served nearly 1500 people; exceptional turnout. He also attended a celebration pig roast for the County Marina.

Commissioner Socha attended a Beaugrand and Burt Township meeting, the Burt Trail way dedication, a Mackinaw Township special meeting regarding a court case, a Straits Area Narcotics Enforcement meeting, a Planning Commission meeting, the second informal DNR meeting held in the Commissioner's Room which pertained a lot to concerns over logging roads and an Office of Emergency Management Board meeting. Commissioner Socha stated that there will be an emergency management drill coming up on September 4<sup>th</sup>.

### OLD BUSINESS

**Motion** by Commissioner Gauthier, seconded by Commissioner Wallace to adopt the follow Cheboygan County Resolution:

#### **RESOLUTION 13-16 REQUESTING FULL FUNDING OF REVENUE SHARING**

WHEREAS, in the Governor's recommendation for the FY 2014 budget, counties are scheduled to receive a 22.9% cut from what they were projected to receive based on the deal struck in 2004/2005; and

WHEREAS, the Governor is recommending an appropriation of \$140.6 million, \$41.7 million less than statutorily required and counties will be required to "earn" twenty-percent of their funding by fulfilling the County Incentive Program (CIP) requirements; and

WHEREAS, with the proposed budget for Fiscal Year 2014, counties would receive a cut of about \$42 million and, at first glance, it appears that the administration has recommended an additional \$10 million for county revenue sharing and CIP payment, but in reality, these additional funds result in less money to each county this year; and

WHEREAS, counties have worked diligently for the past decade by leading the effort to reform, consolidate, and right size government in an effort to increase efficiency and adjust to declining revenues, but a "one-size-fits-all" approach to the CIP Employee Compensation Category is not acceptable; and

WHEREAS, each local unit of government is in a different financial place – some growing, some declining, some healthy, and some struggling with their long term liabilities – and to say that all counties need to comply with a prescriptive formula on employee compensation would be a step backward for some and unattainable for others; and

WHEREAS, in 2004/2005, counties agreed to forego revenue sharing for a period of time in order to assist Michigan in balancing the budget and were promised a return of that funding once reserves were depleted; and

WHEREAS, revenue sharing is more than just a pot of money to be allocated in whole or in part to counties, but is a statutory promise made to counties in exchange for giving up local taxing authority and for a more recent change in local taxing administration; and.

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WHEREAS, the concept of earning what has already been earned is unacceptable; and

WHEREAS, according to the Glenn Steil State Revenue Sharing Act, 21.3% to 4% of State sales tax is supposed to go to statutory revenue sharing which amounts to over \$1 billion; however, the Governor's proposal only allocates 35% of this collection to revenue sharing while the balance is being used to bolster the State's General Fund budget; and

WHEREAS, revenue sharing is used by counties to pay for the multitude of state mandated services including the courts, the jails, the constitutional officers, elections and the public health system and, coupled with the recent reductions in property values and increased mandated state service delivery, counties are stretched to the financial limit; and

THEREFORE, BE IT RESOLVED that the Cheboygan County Board of Commissioners calls upon the Governor and the State Legislature to live up to their promise by fully funding revenue sharing payments to counties in fiscal year 2014.

BE IT FURTHER RESOLVED that this resolution be distributed to Governor Snyder, State Representative Foster, State Representative Pettalia and State Senator Walker for their consideration and action.

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

**NEW BUSINESS**

County Planner Scott McNeil presented Zoning Ordinance Amendment #119 – Lighting and Protective Screening at Right-of-Way Intersections. He explained the purpose of the resolution. Discussion was held regarding the definition of *glare* in the amendment.

**Motion** by Commissioner Matelski, seconded by Commissioner Gauthier to adopt:

**CHEBOYGAN COUNTY**

**Zoning Ordinance Amendment #119**

AN ORDINANCE TO AMEND THE CHEBOYGAN COUNTY ZONING ORDINANCE No. 200 TO PROVIDE FOR GENERAL LIGHTING REQUIREMENTS AND PROVIDE FOR UNOBSTRUCTED VISION AT RIGHT-OF-WAY INTERSECTIONS FOR INSTALLATION OF WALLS, FENCES AND GREENBELTS.

THE COUNTY OF CHEBOYGAN, STATE OF MICHIGAN ORDAINS

**Section 1. Amendment of Section 2.2.**

Section 2.2. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to add the following definition in its appropriate alphabetical location, which definition shall read in its entirety as follows:

**Glare**

The effect produced by the brightness of light sufficient to cause annoyance, discomfort or loss in visual performance and visibility to a person of reasonable sensitivity.

**Section 2. Amendment of Section 3.7.**

Section 3.7. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to read in its entirety as follows:

3.7. General Lighting Requirements.

**Section 3. Amendment of Section 3.7.1.**

Section 3.7.1. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to read in its entirety as follows:

3.7.1. All outdoor lighting used for illumination of any premises, within the Residential Development (D-RS), Mixed Residential Development (D-MR), Lake and Stream Protection (P-LS) and Natural Rivers Protection (P-NR) zoning districts shall be shielded to prevent glare.

**Section 4. Repeal of Sections 3.7.2, 3.7.3. and 3.7.4.**

Section 3.7.2., Section 3.7.3. and Section 3.7.4. of the Cheboygan County Zoning Ordinance No. 200 are hereby repealed in their entirety.

**Section 5. Amendment of Section 17.18.**

Section 17.18. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to add a new section 17.18.7. which shall read in its entirety as follows:

17.18.7. On corner lots, no greenbelts, walls or fence shall be established or maintained which obstruct the view of vehicular traffic in any direction. All right-of way intersections shall be provided and maintained with a clear unobstructed vision corner extending not less than 20 feet from all right-of-way line intersections along said right-of-way line in the form of a triangle.

**Section 6. 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 any part thereof, other than the part so declared to be unconstitutional or invalid.

**Section 7. 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 carries with 6 yes, 1 no (Commissioner Allor) and 0 absent.

Administrator Lawson presented the *Sense of Place* web page logo transfer of ownership for Mullett Township (Topinabee) and the Village of Wolverine. He stated the letter transferring ownership to those entities has been reviewed by legal counsel.

**Motion** by Commissioner Wallace, seconded by Commissioner Allor to approve the letters to Mullett Township and the Village of Wolverine transferring ownership of the associated logos, taglines, and websites and authorize the Chairperson to sign the letters. Motion carried with 7 yes, 0 no and 0 absent.

County Administrator Jeff Lawson presented Resolution 13-17 – Approving Fiscal Year 2014 Community Corrections Grant Applications for the Northeast Michigan Council of Government (NEMCOG).

**Motion** by Commissioner Wallace, seconded by Commissioner Redmond to adopt the following Cheboygan County Resolution:

**Resolution 13-17**  
**Approving the Fiscal Years 2014**  
**Community Corrections Grant Applications**  
**of the Northeast Michigan Council of Governments**

**WHEREAS**, the Northeast Michigan Council of Governments (NEMCOG) serves as the Northern Michigan Community Corrections Advisory Board's (NMCCAB) fiscal agent and manager; and

**WHEREAS**, Cheboygan County is a member of the Northern Michigan Community Corrections Advisory Board, has been served by its programs, and wishes to continue participation with the Board's programs and services in the future; and

**WHEREAS**, an application in the amount of \$190,663 for the general program has been prepared by NEMCOG to continue the Community Corrections programs in Cheboygan, Crawford, Oscoda, Otsego, and Presque Isle counties; and

**WHEREAS**, the Northern Michigan Community Corrections Advisory Board has approved this proposal and recommends its approval by the member counties; and

**THEREFORE BE IT RESOLVED** that Cheboygan County hereby approves the Northern Michigan Community Corrections Advisory Board Grant Application prepared by NEMCOG for Community Corrections funding in the annual amount of \$190,663 for the general program for Fiscal Years 2014.

A roll call vote was taken. Motion carried with 4 yes, 3 no (Commissioners Gouine, Allor and Socha) and 0 absent.

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Sheriff Dale Clarmont presented the Secondary Road Patrol & Traffic Accident Prevention Grant application. This grant is an annual grant received by the Cheboygan County Sheriff's Department which helps fund the wages and fringe benefits of one deputy who is assigned to fulfill Public Act 416 – rural secondary road patrol. Commissioner Wallace questioned what the Michigan State Police define as *secondary roads*. Sheriff Clarmont clarified that they are non-primary roads (county/township roads) and the Sheriff's Department is required to keep daily records of traffic enforcement on those secondary roads.

**Motion** by Commissioner Redmond, seconded by Commissioner Allor to approve the application for Fiscal Year 2014 Secondary Road Patrol and Traffic Accident Prevention Program and authorize the Chairperson to sign the documentation. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson presented a proposed agreement with Gaslight Media for website development and hosting. The agreement has been reviewed by legal counsel. The website upgrade is one element of bolstering the IT Department capabilities for Cheboygan County. There is an initial cost of \$7,550, with a monthly recurring hosting fee. Commissioner Gauthier inquired as to whether or not any of the proposed bids were from local (Cheboygan County) businesses. Administrator Lawson confirmed that two of them were; one bid was late, the other was not preferable because of the business's staff size was small and there is a need for a content management system, a primary need for the county website.

**Motion** by Commissioner Allor, seconded by Commissioner Gauthier to approve the website development and hosting agreement contract between Cheboygan County and Gaslight Media, effective August 7<sup>th</sup>, 2013; authorize the Chairperson to sign all associated documentation and also to authorize the necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson presented the JAVS Court Recording Agreement. He said Probate and District Courtrooms will receive brand new recording equipment and software compatible with Circuit Court, and Circuit Court and the Commissioner's Room will receive software upgrades to the current equipment installed there. The base contract amount is \$123,888.29, and an additional \$10,000 as contingency for maintenance and upgrades to the existing systems if additional upgrades are determined during installation of the new systems. Commissioner Gouine inquired as to what the Courthouse Preservation Fund is used for, besides funding this Courtroom Recording system and upgrades. Finance Director Kari Kortz clarified that it is a flexible fund that may be used for any type of improvement to the infrastructure/building or major stationary equipment housing the courtrooms of Cheboygan County. Commissioner Wallace inquired as to where the money that is in the Courthouse Preservation Fund comes from. Finance Director Kari Kortz clarified that the money comes from assessed court costs/fines, specifically 10% of all court costs assessed in the District Court.

**Motion** by Commissioner Redmond, seconded by Commissioner Allor to approve the sales contract and agreement between Cheboygan County and Jefferson Audio Video Systems for the Cheboygan County Courts JAVS Solution Project – invoice # JAVQ26301J for \$123,888.29 and to approve an additional amount of up to \$10,000 to be allocated for this project as a contingency for maintenance and upgrades to the existing systems if found to be necessary and to authorize the Chairperson to sign all associated documents and to approve any necessary budget adjustments approved by the Finance Director. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kari Kortz questioned the Gaslight Media annual web maintenance fee of \$1500 currently being paid. Administrator Lawson confirmed that it was not a cost that the County would be incurring.

Administrator Lawson presented an agreement with Grand Traverse Mobile Communications relative to building security. Grand Traverse Mobile has handled courtroom and building security, and the agreement in question was for continued security enhancements throughout the county building including three additional cameras, a new camera monitor for dispatch and card entry door security, with a financial impact of \$26,333.25.

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**Motion** by Commissioner Matelski, seconded by Commissioner Gouine to approve the agreements between Cheboygan County and Grand Traverse Mobile Communications; the purchases totaling \$26,333.25 needed to upgrade the County Building security systems, authorize the Chairperson to sign all associated documents and also to authorize any necessary budget adjustments after reviewed by the Finance Director. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Gauthier addressed the Office of Emergency Management meeting Minutes from June 4<sup>th</sup>, 2013. He inquired as to whether or not the Office of Emergency Management has discussed the pipeline that is located underneath the Straits of Mackinac, which he has heard has been experiencing increased pressure and flow through. Commissioner Socha clarified that the Office of Emergency Management has conducted drills, established contacts and has plans in place for information pertaining to the pipeline which are ongoing. There is annual training for public officials regarding Office of Emergency Management points of interest. Commissioner Allor addressed the amount of work the Office of Emergency Management undertakes in order to maintain statutory requirements. Commissioner Socha confirmed and stated that Cheboygan County is part of the only three-county emergency management office in the country and the public should be made aware of the responsibilities that fall on the employees in the Office of Emergency Management.

**Motion** by Commissioner Gauthier, seconded by Commissioner Allor to receive and file the Office of Emergency Management minutes of June 4<sup>th</sup>, 2013. Motion carried with 7 yes, 0 no and 0 absent.

Commissioners Allor and Matelski questioned specific monthly finance claims and received explanations on those expenditures.

**Motion** by Commissioner Matelski, seconded by Commissioner Allor to approve the monthly finance claims as presented, Finance = \$97,114.81, Prepaid = \$989,623.26. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Allor addressed the July 9<sup>th</sup>, 2013 Board of Commissioners Finance/Business Meeting minutes. She requested a completion of the sentence from Commissioner Wallace's Board Committee Reports by adding "...planning commission members".

**Motion** by Commissioner Allor, seconded by Commissioner Wallace to approve the July 9<sup>th</sup>, 2013 Finance/Business Meeting minutes as amended. Motion carried with 7 yes, 0 no and 0 absent.

**CITIZENS COMMENTS** - None

### **BOARD MEMBER COMMENTS**

Commissioner Allor directed a question to Legal Counsel Bryan Graham regarding the Cheboygan County Council on Aging and the senior millage appropriation process. She said only the Director of the CCCOA and one board member were present at the August 8<sup>th</sup>, 2013 meeting to review the millage requests and proposed budget. The Director suggested contacting the remaining members by phone. Legal Counsel stated the action would not be in accordance with the Open Meetings Act.. County Administrator Lawson will advise CCCOA on this matter.

Commissioner Allor commented that according to a recent NLEA bulletin, North Central Michigan College has recently purchased a mobile computer lab. It is intended to be used for a variety of businesses and various training purposes.

Commissioner Socha commented that there is a new music video advertising Michigan, highlighting 50 cities in Michigan, which includes Mackinac Island and Petoskey. The video is funded by Pure Michigan. The Web address to the Pure Michigan music video is <http://vimeo.com/49133017>.

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Commissioner Gouine stated Consumers Energy has moved out of Dave's Place. Administrator Lawson stated their vehicles are in Indian River now, and that he plans on contacting Consumers Energy regarding vehicles being stored closer to Cheboygan, especially for need in case of emergency.

Commissioner Wallace stressed the importance of Finance Director Kari Kortz being the fiduciary for CCE 9-1-1. He extended his appreciation to Ms. Kortz for the work that she does in this regard.

**Motion** by Commissioner Allor, seconded by Commissioner Redmond, to adjourn to the call of the Chair. Motion carried with 7 yes, 0 no and 0 absent. Meeting adjourned at 11:42 a.m.

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Mary Ellen Tryban  
Cheboygan County Clerk

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Linda Socha  
Chairperson