

**COUNTY BOARD OF COMMISSIONERS
FINANCE/BUSINESS MEETING
October 8, 2019**

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

Roll called and a quorum present.

Present: Commissioners Mary Ellen Tryban, Richard Sangster, Michael Newman, Cal Gouine, Roberta Matelski, John Wallace, and Steve Warfield.

Absent: None

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

Motion by Commissioner Sangster, seconded by Commissioner Tryban, to approve the agenda as presented. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Gouine, second by Commissioner Tryban, to approve the consent agenda as presented.

- A. Approve Monthly Finance Claims (Finance Total = \$0; Prepaid Total \$844,585.67).
- B. Budget Adjustments a follows:
 - 2019 Raise Revenues/Expenditures
 - 1. Fund 101 total budget decrease of \$1,360.74
 - 2. Fund 276 total budget increase of \$12,576
 - 3. Fund 509 total budget increase of \$45,000
 - 2019 Inter-department Budget Transfer
 - 1. From 101-700 & 101-941 to 101-228 totaling \$80,000
- C. Fair Contract: 2020-2024 Skerbeck Entertainment Group Inc. Contract Extension
- D. Correspondence:
 - 1. Arenac County Resolution Opposing Legislation to Prevent County Commissioner Candidates from Disclosing their Party Affiliation on Ballots Provided to MI Voters
 - 2. Baraga County Resolution in Support of Line 5 Tunnel
 - 3. Baraga County Resolution Opposing Legislation to Prevent County Commissioner Candidates from Disclosing their Party Affiliation on Ballots Provided to MI Voters
 - 4. Grand Traverse County Resolution in Support of Line 5 Tunnel
 - 5. DNR Land Transaction – Notice of Estimated Payments in Lieu of Taxes
 - 6. Menominee County Resolution in Support of Line 5 Tunnel
 - 7. NEMCOG Program Highlights
 - 8. Mackinac County Resolution in Support of Line 5 Tunnel
- E. Minutes:
 - 1. Finance/Business Meeting of September 10, 2019 and Committee of the Whole Meeting of September 24, 2019

2. NEMCSA – 9/6/19
3. District #4 Health Department – 8/20/19
4. City Council – 8/27/19 & 9/10/19
5. Planning Commission – 9/4/19
6. Fair Board – 8/4/19
7. NEMCOG – 8/15/19
8. ZBA – 8/28/19
9. County Road Commission – 8/15/19 & 9/5/19
10. Board Appointments & Procedures – 6/17/19 & 7/18/19
11. Millage Appropriation Committee – 10/1/19

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

CITIZENS COMMENTS

Louis Vallance citizen of Grant Township commented on the high water levels in the Great Lakes. He asked the County to draft a resolution to have the Niagara Falls Boarder Authority to remain open 24 hours a day 7 days a week to help with the water levels in Cheboygan County.

SCHEDULED VISITORS

Chairperson Wallace and Administrator Lawson presented Mary McTevia with an appreciation certificate for her 21 years of dedicated services with the Cheboygan County MSUE Department.

Cheboygan County Prosecuting Attorney Melissa Goodrich commented that October was Domestic Violence Awareness month and handed out purple lapel ribbons. The Prosecutor's Office was very fortunate to work with law enforcement that always takes domestic violence claims very seriously and investigates them fully. She introduced the new Prosecutor's Clerk for District Court Cases Matthew Friday giving a little history of his previous work experience, education and interests. The 2018 Prosecutor's Annual Report was during a transition year and was a report from her predecessor Judge Daryl Vizina. She was part of his team as the Assistant Prosecutor. In 2018 there was a slight reduction over all in criminal cases from 1,327 to 1,238; however, these cases were becoming more complicated because of the amount of victims being involved. The Victim's Rights Coordinator was recognized for having the most registered users with Michigan's VINE Services. This program was for information and notification of the offender's custody status and court events. The Prosecutor's Office was attending to the victims, notifying them and involving them every step of the way in the procedure of the litigation process. The Victim's Rights Coordinator was willing to become NOVA (National Organization for Victims Assistance) trained, which was a statewide project with members of each county across the State of Michigan in case there was a statewide emergency such as a natural disaster or catastrophe. In 2018, a big topic in Probate Court was attending to the truancy problems in the Cheboygan County. Judge Vizina worked with the schools to create a system in which truancy could be reported because of the barriers of the Student Privacy Acts with FERPA. This assistance could be provided to address the issue to make sure children were in school due to attendance being a direct correlation to school academic performance. In 2018, the most frequently seen cases in Circuit Court seemed to be criminal sexual conduct cases; drug cases and theft related cases. A couple of newspaper articles were attached covering two (2) major criminal sexual conduct cases for review. In

2018, District Court's biggest issue being addressed was the passing of State Proposal 1 in November essentially legalizing the controlled substance of marijuana.

Finance Director's Report

Finance Director James Manko presented the Revenue and Expenditure Report for the General Fund for the month ending August 31, 2019. He reported total year-to-date revenue of \$4,297,289.91, or 31.07% of the budget compared to \$4,501,241.28, or 28.54% of the budget last year at this same time. He reviewed each line item number that had any significant changes of \$10,000 plus or minus. Mr. Manko reported expenditures year-to-date of \$7,661,057.91 or 55.39% of the budget, compared to \$7,412,742.60 or 47%, last year as of the end of August 31, 2019. He reviewed each department that had any significant changes of \$20,000 plus or minus. Mr. Manko stated the Cash Summary by Fund totaled \$20,061,323.87 as of August 31, 2019 and a summary of the negative cash balances was given.

Administrator's Report

Administrator Jeff Lawson gave an update on the Indigent Defense. A new Michigan Indigent Defense Commission standard requires the separation of Indigent Defense services from the Courts. Currently, the program is administered by the Circuit Court. The new standard will require Counties to have an assigned counsel to administer the program. The RFP has been posted to determine if there may be interest from attorneys in the region.

Administrator Jeff Lawson gave an update on the renewal of the Public Defender contract. The renewal will be for the years 2020-2021 and will be placed on the agenda next month.

Administrator Jeff Lawson gave an update on the Marina. The engineer has submitted plans and specifications for the Marina project to EGLE and the Army Corp of Engineers for preliminary permit review. The permit will be reviewed as a general permit and will be placed under public notice by EGLE.

Administrator Jeff Lawson reported on the County Building. Staff has gained access to the ceiling beam area above the Treasurer's Vault. Staff met with Clark Construction to inspect the wall and beam within the vault. There is no movement of the beam within the vault. Clark would like to recommend a second structural engineer inspect the block curtain wall to provide a design recommendation concerning a repair or replacement plan as well as have their mason subcontractor inspect the wall. There wasn't any reason why the walls moved at this point and time, but it needs to be stabilized.

Administrator Jeff Lawson gave an update on the Recycling Truck. Staff will be requesting sealed bids for the supply and installation of the container loading system. The truck cab and chassis are scheduled to be completed in December. Once received the loading system will be installed.

Administrator Jeff Lawson gave an update on the impact of Governor Whitmer's vetoes for Cheboygan County. The projected total for the FY 2020 by line item to affect the General Fund is \$567,357. These figures were sent to MAC and over the next several weeks MAC will be meeting with the Governor's staff and all legislative officials. This is important for Cheboygan County to get a message through on what this impact will do to this County.

COMMITTEE REPORTS

Commissioner Sangster commented that the Board of Appointment & Procedures Committee met on September 26, 2019 and approved to recommend to the full Board the reappointment of Karen M. Daniels to the DHHS for a three (3) year term.

Motion by Commissioner Sangster, seconded by Commissioner Gouine, to recommend to the full Board to reappoint Karen M. Daniel to the Department of Health & Human Services for a three (3) year term commencing November 1, 2019 through October 31, 2022. Motion carried.

OLD BUSINESS - None

NEW BUSINESS

Commissioner Gouine presented the Senior Millage Appropriation. The Millage Appropriation Committee met on September 12, 2019 and would recommend the funding for Cheboygan County Council on Aging at the full request of \$580,000; recommend the funding for the Wawatam Area Seniors, Inc. at the full request of \$59,892; and recommend the funding for the MSUE Project Fresh request of \$8,000.

Motion by Commissioner Gouine, seconded by Commissioner Sangster, to approve the allocation of \$580,000 from the Senior Citizens Millage Fund to the Cheboygan County Council on Aging; allocation of \$59,892 from the Senior Millage Fund to Wawatam Area Senior Citizens, Inc.; and the allocation of \$8,000 from the Senior Millage Fund to MSUE Project Fresh. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the Fairgrounds Event Agreement CAHS Drama Club Haunted House. The Cheboygan Area High School Drama Club would like the use of barn #1 from October 23 through November 1st, 2019.

Motion by Commissioner Sangster, seconded by Commissioner Warfield, to approve the Fairground Event Agreement as presented and authorize the Chair to sign. Motion carried with 7 yes, 0 no and 0 absent.

Sheriff Dale Clarmont presented the NCIC Inmate Communications. On July 9, 2019, the Cheboygan County Board of Commissioner approved moving forward in accepting the NCIC Inmate Communications contract proposal and having Cheboygan County Civil Council review. Review has been completed and recommendations by Civil Counsel implemented.

Motion by Commissioner Warfield, seconded by Commissioner Tryban, to approve the five (5) year contract between NCIC Inmate Communications and Cheboygan County and authorize the Chairperson to sign the agreement beginning March 13, 2020 through March 12, 2025. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the Phone System Purchase Agreement – Teoma Systems. The County advertised request for proposal from vendors to replace the County's phone systems within the County offices. The County received 12 proposals from vendors which were evaluated by the County's phone consultant and staff. Two (2) vendors were selected to provide produce demonstrations. Based on the demonstrations, employee feedback and consultant recommendations, Teoma Systems, which distributes Avaya phones

is selected for contract award. Teoma Systems was the lowest bid received from system installation with a five (5) year maintenance plan in the amount of \$65,701.42.

Motion by Commissioner Tryban, seconded by Commissioner Matelski, to approve agreement with Teoma Systems for Phone system purchase, installation and maintenance in the amount of \$65,701.42, authorize the Chair to sign and authorize any necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the 2020 Salary & Wage Resolution – Elected Officials #19-14. He gave a summary of the salary and wage resolution for Elected Officials, which was created based on recommendations from the September 26th Board Appointment and Procedures Committee meeting. The Board of Commissioners' and Surveyor salaries remain unchanged. The County Clerk, Prosecuting Attorney and Sheriff salaries increase to 3% for 2020. The Treasurer's salary increases to 7.98% for 2020 to match Clerk's salary. The Drain Commissioner's salary increases to 10% for 2020 based on additional workload. (A copy can be obtained in the County Clerk's Office).

Motion by Commissioner Sangster, seconded by Commissioner Gouine, to adopt the 2020 Salary and Wage Resolution – Elected Officials #19-14 and authorize the Chair to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 yes.

CITIZENS COMMENTS - None

BOARD MEMBERS COMMENTS

Commissioner Warfield commented on Agenda item D Correspondence #5 DNR Land Transaction, which was in excess of 2,000 acres of private land dedicated to the Pigeon River Country Management Unit located in Cheboygan and Otsego Counties. A good deal of local support was given to this transaction.

Commissioner Newman commented on the Cheboygan Humane Society Project. He spoke with Director Mary Talaske who was working with Administrator Lawson regarding getting the cement work completed by the end of the season.

Commissioner Gouine commented that he attended a Fair Board Meeting where the Board discussed extending the Skerbeck Entertainment contract.

Motion by Commissioner Sangster, seconded by Commissioner Newman, to adjourn to 10:25 a.m..

Karen L. Brewster
County Clerk/Register

John B. Wallace
Chairperson