

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
FINANCE/BUSINESS MEETING  
SEPTEMBER 8, 2015**

The regular meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairperson Pete Redmond at 9:30 a.m.

Roll called and a quorum present.

**Present:** Commissioners Bruce Gauthier, Pete Redmond, Cal Gouine, Tony Matelski, John Wallace, and Sue Allor.

**Absent:** Commissioner Chris Brown

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

**Motion** by Commissioner Gauthier, seconded by Commissioner Allor, to approve the agenda as presented. Motion carried with 7 yes, 0 no and 1 absent (Commissioner Brown).

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

- A. Approve Monthly Finance Claim (Finance total = \$74,469.80; Prepays total = \$1,182,949.39)
- B. Budget Adjustments
- C. Straits Regional Ride
  - 1. COP/ESD Regular School Contract 2015-2016 School Year
  - 2. Northern Star Broadcasting Advertising Agreement
  - 3. MDOT Contract 2012-0061/P11
- D. Housing Loan Subordination Request – Project H-09-277
- E. Grant Application for 2016 Secondary Road Patrol and Traffic Accident Prevention Program
- F. State of Michigan FY2014 Homeland Security Grant Program Operation Stonegarden Grant Agreement
- G. Correspondence
  - 1. Notice of Damage Claims
- E. Minutes
  - 1. Finance/Business Meeting of August 11, 2015 and Committee of the Whole Meeting of August 25, 2015
  - 2. Health Board – 7/21/15
  - 3. NEMCOG – 8/20/15
  - 4. NLEA August-September 2015 Newsletter and August President's Report
  - 5. North Country Community Mental Health – 7/16/15
  - 6. Cheboygan County Road Commission – 8/6/15
  - 7. Cheboygan City Council – 7/14/15, 7/28/15 & 8/11/15
  - 8. Cheboygan City Council/Port Commission Joint – 7/21/15
  - 9. Planning Commission Meeting – 7/15/15 & 8/19/15
  - 10. ZBA – 7/22/15

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

**CITIZENS COMMENTS**

Sheriff Dale Clarmont introduced the new canine puppy – Havoc – to the Board. Deputy Matt LaCross spoke about the kind of dog Havoc is as a Dutch Shepard. Deputy LaCross will be training Havoc to specialize in narcotics detection and tracking for the next year. After the training Havoc will replace te current Canine Deputy Taser. Sheriff Clarmont thanked Tony and Roberta Matelski for making the Cheboygan County Canine Unit possible with their financial donations.

## Finance/Business Meeting – SEPTEMBER 8, 2015

Joanne Cromley, a citizen of Koehler Township, addressed the Board regarding an invitation to a presentation by Dr. Edward Timm, a former chemical engineer from DOW who has done extensive research on the Enbridge pipeline, on September 30<sup>th</sup> at 6:30 P.M. at the Cheboygan Library. Ms. Cromley stated that the information to be presented is scientific but that it is accessible to everyone. Commissioner Wallace asked if she plans on having individuals from Enbridge industry there. Ms. Cromley stated that they were not invited as they have recently given several presentations.

Jamie Chimner, a citizen of the City of Cheboygan, addressed the Board and presented a packet of information regarding the bad side effects of smart meters being used by utility companies. Ms. Chimner stated that there will be a presentation on the information in the Cheboygan Library on September 10<sup>th</sup> at 6:00 P.M.

### **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 July 31, 2015. She reported total year-to-date revenue of \$2,557,023.86, or 21.70% of budget, compared to \$2,323,086.02, or 20.47% of budget last year at the same time. Ms. Kortz reported expenditures year-to-date of \$6,226,224.51 or 52.83% of budget, compared to \$5,825,165.60, or 51.33%, last year as of the end July. Ms. Kortz presented the Cash Summary Report for July 2015.

### **ADMINISTRATOR'S REPORT**

Administrator Lawson provided the Board with several updates. He reported staff has met with Department Heads and Elected Officials to review wage comparable information for upcoming budget preparations. He said that Cheboygan County is over all below average in wages when compared to the four adjacent counties. He noted that the Prosecuting Attorney has asked to have an elected officials meeting with the Board. Discussion was held. Mr. Lawson stated that the Equalization Director position has been posted and 30 direct mailings have been sent to Level III Assessors within the State of Michigan. Commissioner Gouine asked if the county is able to draw from the private sector for qualified applicants. Administrator Lawson stated that qualified individuals need to have a Level III Certification from the State of Michigan. He reported the Veteran's Department DAV Van program is requesting permission to do more direct transports on certain days of veterans to downstate clinic appointments. Discussion was held. Staff met with the County Waterways Commission on August 20<sup>th</sup> to discuss staff configuration for the 2016 boating season as the current Harbor Master will be retiring.

### **COMMITTEE REPORTS**

Commissioner Gauthier attended a Trails Forum. He said he has talked with the City Manager and the Chamber of Commerce Director regarding coordinating trail events.

Commissioner Gouine attended an Inverness Township meeting and participated in the Labor Day State Street Bridge Walk.

Commissioner Matelski attended two Planning Commission meetings, a ZBA meeting, a Waterways Commission meeting, and two Township meeting.

Commissioner Wallace updated the Board on C.C.E. 9-1-1 union discussions and noted the Tuscarora Township sewer hook ups have started.

Commissioner Allor attended a Forest Township meeting, a Wilmot Township meeting, an Ellis Township meeting, a Village of Wolverine meeting, a MAC meeting in Gaylord, a Northern Michigan Counties Association meeting, an LEPC meeting, a Cheboygan County Council on Aging meeting, a District No. 4 Health Department meeting, and the local Michigan Townships Association meeting. She noted that the Village of Wolverine adopted a Blight Ordinance. Regarding the Health Department, more discussion will

## Finance/Business Meeting – SEPTEMBER 8, 2015

be held regarding the infant health program and Josh Meyerson has been appointed Interim Administrative Health Officer.

Commissioner Redmond met with City Officials to hear an update on the sewer issue for construction of Meijer. He stated Inverness Township is not interested in providing a water system, but the City has been working toward constructing a new water tower. There are nine property owners involved in the transaction and purchase agreements have been extended. He also attended three District No. 4 Health Board meetings and a Waterways Commission meeting. He said RFP's have been sent out to possibly coordinate sharing a Health Director.

**OLD BUSINESS** – None

### **NEW BUSINESS**

County Planner Scott McNeil presented the 2016 Capital Improvement Program which has been approved by the Planning Commission. He said the Michigan Planning Enabling Act requires local municipalities that have adopted a master plan to annually prepare a capital improvements program. A capital improvement program is a blueprint for planning capital improvement expenditures and does not guarantee the projects will be carried through.

**Motion** by Commissioner Wallace, seconded by Commissioner Matelski to approve the 2016 Capital Improvement Program per Planning Commission recommendation. Motion carried with 6 yes, 0 no and 1 absent (Commissioner Brown).

Administrator Lawson presented a MERS Application for Additional Credited Service Purchase.

**Motion** by Commissioner Gouine, seconded by Commissioner Matelski to approve the Application for Additional Credited Service for Deputy Nathan Matelski to purchase 5 years 0 months of credited service in the County's B-4 Defined Benefit Plan with the employee funds of \$38,571.00 and authorize the Chairperson to sign the MERS Member Certification and Governing Body Resolution Form. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent (Commissioner Brown).

Administrator Lawson presented an AIA Agreement with Brown Builders – Phase II Animal Shelter Carpentry Work.

**Motion** by Commissioner Matelski, seconded by Commissioner Gouine to approve AIA Document A 105-2007 Standard Form Agreement in the amount of \$79,100 with Brown Builders Inc. and authorize the Chairperson to sign. Motion carried with 6 yes, 0 no and 1 absent (Commissioner Brown).

County Treasurer Linda Cronan presented a 2015 Salary and Wage Resolution for Non-Union General Employees #14-021 Amendment #10 regarding the Chief Deputy Treasurer. This would increase the hours for the position from 37.5 hours per week to 40 hours per week. For this year this will be funded by a transfer from the Assistant Treasurer position which has been vacant since the former person transferred to Equalization. It will be determined during budget time where funding from the additional hours will come from for 2016. Treasurer Cronan said it could come from the General Fund or the Homestead Audit Funds in the 517 Fund.

**Motion** by Commissioner Matelski, seconded by Commissioner Gauthier to adopt Amendment #10 to the 2015 Salary and Wage Resolution – Non-Union General Employees #14-021 to be effective September 9, 2015 and authorize the chairperson to sign and approve the necessary budget adjustment. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent (Commissioner Brown).

Administrator Lawson presented a request to nominate Steve Schnell to the Workforce Development Advisory Board. Mr. Schnell will represent Economic/Community Development and will be a voting member.

**Finance/Business Meeting – SEPTEMBER 8, 2015**

**Motion** by Commissioner Wallace, seconded by Commissioner Gauthier to nominate Steve Schnell as an Economic/Community Development Representative for the MWINC Workforce Development Board and authorize the Chairperson to sign the nomination form. Discussion was held. Motion carried with 6 yes, 1 no (Commissioner Allor), and 1 absent (Commissioner Brown).

**CITIZENS COMMENTS**

Carl Muscott, a citizen of Tuscarora Township, thanked the Board for approving the Capital Improvement Plan. He also told the Board that the security door still has problems.

**BOARD MEMBER COMMENTS**

Commissioner Matelski stated that a constituent reported to him that they weren't able to bring florescent light bulbs to the waste disposal and was told to throw them in the garbage. Administrator Lawson stated that they shouldn't be turned away and it may have been because there is a fee associated with the disposal.

Commissioner Wallace commented on the Housing Loan Subordination Request under the consent agenda stating it did not show the amount subordinate.

**Motion** by Commissioner Wallace, seconded by Commissioner Allor to adjourn this meeting to the call of the chair. Motion carried with 7 yes, 0 no and 0 absent. Meeting adjourned at 11:21 AM.

---

Mary Ellen Tryban  
Cheboygan County Clerk/Register

---

Pete Redmond  
Chairperson