

**Cheboygan County Board of Commissioners  
Committee of the Whole Meeting  
August 28, 2018**

The Committee of the Whole meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairperson John Wallace at 9:30 a.m.

Roll called and a quorum present.

**PRESENT:** Commissioners Karen Johnson, Richard Sangster, Michael Newman, Cal Gouine, Roberta Matelski, John Wallace and Robert Bolinger.

**ABSENT:** None

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

**Motion** by Commissioner Sangster, seconded by Commissioner Bolinger, to approve the agenda with the changes to add A. Letters of Appreciation for Coast Guardsman: Michael Looney and Joshua Mittelstedt. Motion carried with 7 yes, 0 no and 0 absent.

**CITIZENS COMMENTS** - None

**SCHEDULED VISITORS/DEPARTMENT REPORTS**

Sheriff Dale Clarmont presented Certificates of Appreciation to Coast Guardsman: Petty Officer Michael Looney and Petty Officer Joshua Mittelstedt for their assistance on a personal injury accident on July 6, 2018. He stated these two officers stopped to help a family and a semi driver who had been in an accident, rendering assistance until emergency personnel could arrive on the scene. Sheriff Clarmont also thanked the families of the two Petty Officers.

President Leonard Page gave the history of the Cheboygan County 100 Club and read their Mission Statement. Founder Richard Kolb of the Cheboygan County 100 Club presented a plaque to Deputy Jeremy Runstrom, thanking him for his actions. This was their 3<sup>rd</sup> lifesaving award that they have given out, but it was probably the most important because he risked his life to save this man. Sheriff Dale Clarmont presented a Michigan Sheriff's Association Lifesaving Award and a pin to Deputy Jeremy Runstrom for his assistance on a person injury accident on December 5, 2017. A synopsis of the accident was given. Sheriff Clarmont stated that this was only the 2<sup>nd</sup> time this award has been given to one of the deputies in Cheboygan County. Mr. Runstrom thanked the Board of Commissioners, Sheriff Dale Clarmont, the 100 Club and John and Gail Stenbeck for the award. For more information on this organization please visit [100clubofcheboygancounty.org](http://100clubofcheboygancounty.org).

Sheriff Clarmont introduced his newest Deputy Brad Renwick. Deputy Renwick graduated from Lake Superior State University this past May receiving his bachelor's degree in Criminal Justice. He is originally from Pentwater, Michigan, has been very active in high school sports and has been an assistant coach for the Cheboygan's 7<sup>th</sup> and 8<sup>th</sup> grade football teams. He enjoys fishing and is a highly energetic young man that the Sheriff's Department welcomes to their team.

Cheboygan Carnegie Heritage Project – Owner Mary Hebert gave the history of the Carnegie Library. She wants to fully renovate and redesign this historic building from top to bottom, open and operate the Cheboygan Carnegie as a re-imagined multidimensional project. The Carnegie

Library has been given National Recognition. A letter of support from the City was received. A resolution or letter of support was requested from the Cheboygan County Board of Commissioners acknowledging the economic benefits of the project. The benefits of this project were given as follows: Improves an area of economic distress; leads to near-term generations of private jobs; strong local support with financial commitment, public and private leadership involvement; incubator for new spin off business; “Explore Cheboygan!”; increase tourism; foster civic pride and support neighborhood amenities and compliments local businesses. In October 2018, NEMCOG will gather a group of funders for the purpose of funding the Cheboygan Carnegie Project. Special key points and highlights were given. The anticipated outcome was to have the Carnegie Campus fully restored and operational by 2022.

**Motion** by Commissioner Gouine, seconded by Commissioner Sangster, to approve a resolution supporting the Carnegie Library Redevelopment and the Cheboygan Heritage Project to be drafted by the Administrator and to authorize the Chair to sign. Motion carried with 7 yes, 0 no and 0 absent.

Sheriff Dale Clarmont presented the 2017 Cheboygan County Sheriff’s Department Annual Report. The actual expenditures of the Department came in at \$3,720,639 (3%) below the requested budget of \$3.85 million. Sheriff Clarmont stated that the jail revenues were \$313,775, grant funding and donation revenues were \$212,127, and other assorted revenues produced the total revenue for the jail of \$529,867 in 2017. The expenditures of the Department in 2017 were \$3.720 million with the 2017 actual cost totaling \$3.190 million. The average In-County inmate totaled 80 inmates per year. The Cheboygan County Work Crew Program totaled a net savings to taxpayers of \$3,536. The total labor hours were 4,756. Sheriff Clarmont stated that the county work crew program was a win-win. Road Patrol statistics logged in calls totaling 11,065 and there were 605 arrests in 2017. Continued services from the Cheboygan County Sheriff Department Search and Rescue Team with local fire department of seventeen (17) emergency response calls, which were 100% successful; project lifesaver program and a child missing program; continued effective School Liaison Officer Program for all Cheboygan County Schools; continued effective ORV/Marine/Snowmobile Patrols and continued Department K-9 Unit. There were a total of 70 calls responded to by the K-9 Unit. Sheriff Clarmont thanked Tony and Roberta Matelski who donated an additional \$10,000 for the canine unit in 2017. The Sheriff’s Department does Community Education/Committee appointments; continuing collaborative effort with the Cheboygan County Council on Aging and have continued hours of the Wolverine substation on Thursdays from 11:00 a.m. to 1:00 P.M.. Jail medical program had continued success with reducing costs and prescriptions with District Health Department #4 and the jail was Narcotic Free. The Fiscal Year 2017 County Jail Medical Expenditures totaled \$52,394. Sheriff Clarmont reported that the Department was 100% compliance with MSTC Corrections Officers Training Certification; MDOC Administrative Rules and MCOLES training standards. Programs offered within the jail were Alcoholics Anonymous, Community Mental Health, Abuse Counseling and Prevention and Bible Study. He addressed why the kitchen was being put back into the jail. The jail minimum staffing on holidays requested of \$75,628 and \$68,018 expended.

## **ADMINISTRATOR’S REPORT**

Administrator Jeff Lawson gave an update on the Gold Front/Gold Dust Demolition of Buildings. The Contractor has completed lot restoration. Once the wall roof capping has been completed, quit claim deeds will be prepared to reset the property lines along the walls to place ownership to adjacent property owners. The County is seeking quotes to paint the south wall. Commissioner Gouine had concerns about the north wall. Administrator Lawson stated that

Linde Furniture Store was going to tie it to their building. Commissioner Sangster addressed the vandalism of the landscape.

Administrator Jeff Lawson presented the Solid Waste Plan Amendment stating based on the discussion during the Boards Planning Session the following items were discussed: How to process new requests for Type B transfer stations related to definition, siting, approval and number; whether to license solid water haulers; and enforcement.

NEMCOG suggested developing draft platform language concerning the Board of Commissioner's amendment topics to provide to the Solid Waste Planning Committee that would provide direction and also allow NEMOG to develop a quote for their planning cost. He would recommend prior to activating the Solid Waste Planning Committee that the Board of Commissioners discuss the above topics at a Committee of the Whole Meeting to provide direction to allow draft platform language to be established. Legal counsel can be requested to attend to provide information concerning the above items. The amendment process should also verify existing solid waste disposal facilities and review the fees for siting facilities.

Administrator Jeff Lawson gave an update on the Straits Regional Ride. He stated work continues on the development of a draft agreement for route expansion in Emmet County for launch in 2019.

Administrator Jeff Lawson gave an update on the solar regulation. Legal counsel has provided recommended changes to the solar regulation language for revision prior to the Planning Commissioner setting a public hearing for language consideration.

Administrator Jeff Lawson gave an update on the Jail Expansion. Request for proposals for a jail security system to control the doors and intercoms within the jail as well as installing additional cameras to the new and renovated jail areas are currently out for response. Also requests for proposals are being sought for Inmate Food Services to begin in the new kitchen facility in January 2019.

Administrator Jeff Lawson gave an update on the Animal Shelter. Requests for proposals to install mechanic equipment for the heating and cooling system for a portion of the building were scheduled to be opened on Tuesday, August 28, 2018 at 2:00 P.M.

Administrator Jeff Lawson gave an update on the Marina Engineering. He stated the County received a grant from the State of Michigan to remove and replace the fuel tanks and fuel dock at the Marina. The grant project estimate was \$800,000 with \$400,000 from the State and \$400,000 from the County. In July of 2017, the County requested bids from engineering companies to submit design proposal costs. The proposals were placed in the paper, online, in the state plan rooms and sent to various engineering firms. No proposals were received. The County was contacted by Gourdie Fraser of Traverse City, MI that they were interested in the project and would provide the county with a proposal when their schedule permitted. The State of Michigan, Waterways Division was notified and indicated that this process would meet state grant requirements/ Gourdie Fraser has provided the County with a proposal, which has been reviewed by the State Waterway's Staff in the amount of \$110,000. This agreement for services will be place on the September 11, 2018 agenda for Board consideration.

**OLD BUSINESS - None**

## NEW BUSINESS

Straits Regional Ride Director Michael Couture presented the 2019 Annual Application, updated Resolution of Intent for revised budget. The resolution of intent identified the funding source as Act: (94). Of the local Transportation program that received it's funding under Act: (51) of 1951. It identifies the funding sources from Federal dollars of \$238,015.00. State funding of \$494,813.00. With an estimated local match of \$690,346.00. The total funding amounts totaled \$1,423,174.00 for the 2019 Operations of Straits Regional Rides. Note: Local funding was made up of Contracts, Fare Box, and other Local Revenues.

**Motion** by Commissioner Sangster, seconded by Commissioner Gouine, to approve the 2019 Resolution of Intent #18-12, authorize the Chair to sign and SRR to send to M-DOT Passenger Transportation Services. A roll call vote was taken. Motion carried 7 yes, 0 no and 0 absent.

Straits Regional Ride Director Michael Couture presented the FY 2018 Section 5310 Enhanced Mobility to Seniors and Disabled. M-DOT contract #2017-0032/P7 Funded from 2018/65150/3120 State and 2018/87750/1120 Federal. Section 5310 Enhance Mobility of Seniors and Individuals with Disabilities to purchase one (1) bus up to thirty (30) foot.

**Motion** by Commissioner Gouine, seconded by Commissioner Johnson, to approve the Bus purchase, authorize the Chair to sign and make the necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Straits Regional Ride Director Michael Couture presented the MDOT Project Authorization 2017-0032/P5/R1 5311 FY 2018 Operating funds. This is the contract that supplies SRR with their Federal operating funds to operate. SRR will be receiving 18.5 percent of allowable expenses from this contract. This revision is for the balance of these funds to complete 5311 funding for 2018.

**Motion** by Commissioner Gouine, seconded by Commissioner Matelski, to approve the MDOT Project authorization 2017-0032/P5/R1 and authorize the Chair to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the Animal Shelter Phase 3 Kennel Remodel. Requests for bids were sought for the labor to remodel and paint the final kennel area of the Animal Shelter. The project consists of labor to demolish existing concrete floors and kennels and replacement with new concrete floors and kennels with painting as well as ceiling replacement and exterior siding. Only one bid was received from Matt Barber Masonry in the amount of \$28,500.

**Motion** by Commissioner Johnson, seconded by Commissioner Matelski, to award the bid to Matt Barber Masonry in the amount of \$28,500 and authorize the Chair to sign the Agreement for Services. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the 2018 Salary & Wage Resolution-Non-Union General Employees #17-009 – Amendment #7 Marina Harbormaster Wage. The original wage resolution set the Harbormaster wages at \$16.59 per hour. Due to the current Harbormaster taking a new position, the County will be filling this seasonal position with the former Harbormaster Curtis Chambers at a rate of \$20.00 per hour. A discussion was held on if there were any benefits offered.

**Motion** by Commissioner Gouine, seconded by Commissioner Sangster, to adopt Amendment #7 to the 2018 Salary & Wage Resolution – Non-Union General Employee #17-009 to be effective August 29, 2018, authorize any necessary budget adjustments and authorize the Chair to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

**BOARD MEMBER MATTERS FOR DISCUSSION**

Commissioner Sangster commented on the Marina Grant and moving forward with the improvements to keep the property maintained and kept up.

Commissioner Gouine commented on the Veterans Memorial Park. Administrator Lawson stated that the Veterans Director Rick Wiles asked a group of veterans to meet and discuss creating a subcommittee for the park. The next step would be to have the Board sign and create an actual subcommittee. Since this was the first meeting held to see what the interest was, another meeting would have to be scheduled. Once this happens, he would bring it back to the Board for approval. It was the consensus of the Board to follow this.

Commissioner Newman stated he attended a meeting yesterday for the Tip of the Mitt Water Shed with interesting information provided. There was a representative from the Tissue Plant, which the Board might be interested in seeing.

Commissioner Matelski was glad that Board was moving along with the animal shelter remodeling.

Commissioner Wallace commented on the NEMCOG Program Highlights hand out from February 1, 2018 – June 30, 2018. This was really a report card of what goes on with NEMCOG.

**CITIZENS COMMENTS**

Mary Hebert thanked the Board for their support and the support from the local community. The amount of support that she has received was really humbling, over whelming and incredible. She would like to do this project, but if there was more that she could contribute in some way, she would be happy to do it.

**BOARD MEMBER COMMENTS - None**

**Motion** by Commissioner Sangster, seconded by Commissioner Gouine, to adjourn to the call of the chairperson. Motion carried with 7 yes, 0 no and 0 absent. Meeting adjourned at 11:11 a.m.

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Karen L. Brewster  
Cheboygan County Clerk Register

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John B. Wallace  
Chairperson