

**COUNTY BOARD OF COMMISSIONERS
FINANCE/BUSINESS MEETING
April 9, 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 led the Pledge of Allegiance.

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

Motion by Commissioner Newman, second by Commissioner Gouine, to approve the consent agenda correcting the March 12th Finance Business Meeting Minutes in paragraph 2 on page 8 spelling of Human to Humane and adding Commissioner Tryban's comment of asking to be excused for the Committee of the Whole Meeting of March 26th.

- A. Approve Monthly Finance Claims (Finance Total = \$26,700; Prepaid Total = \$888,365.53).
- B. Budget Adjustments as follows:
 - 2018 Lower Revenues/Expenditures
 - 1. Fund 101 total budget decrease of \$1,306.63
 - 2. Fund 267 total budget decrease of \$7,406.25
 - 3. Fund 276 total budget decrease of \$7,299.16
- C. Fair Ground Usage Agreements:
 - 1. Cheboygan 4-H – MSU-E
 - 2. Cheboygan County Humane Society
 - 3. Cheboygan Conservation District
 - 4. American Cancer Society – Relay for Life
 - 5. NBHA MI-02
- D. Correspondence
 - 1. Baraga County Resolution Supporting HB 4227
 - 2. Jackson County Resolution MI Indigent Defense Commission
 - 3. Ontonagon County Resolution Support HB 4227
- E. Minutes:
 - 1. Finance/Business Meeting of March 12, 2019 & Committee of the Whole Meeting of March 26, 2019
 - 2. District #4 Health Dept. – 2/19/19
 - 3. City Council Meetings – 2/16/19 & 3/12/19
 - 4. County Road Commission – 2/10/19, 2/21/10 & 3/7/19
 - 5. NEMCOG – 2/21/19
 - 6. NEMSCA – 3/1/19
 - 7. Planning Commission – 3/6/19 & 3/20/19

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

CITIZENS COMMENTS

Tom Smith Chairman of the Cheboygan Veterans Park Committee explained what was going on with the renovation of the memorial park. A hand out was given out showing the placement of six (6) flags and tablets, along with a picture of the arch at the entry of the park. He estimated the renovation would cost approximately \$75,000 - \$100,000. The next Veteran's Park Committee meeting will be held on April 17th to finalize a letter that will be sent out with an application to purchase bricks. He will talk with Tom Eustice at the City regarding the replacement of the sidewalks. The completion of Phase I and Phase II were to be completed by June of 2020.

Motion by Commissioner Sangster, seconded by Commissioner Gouine, to approve the completion of Phase II (installation of tablets). A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Great Lakes Air Vice President of Sales/Marketing Christian Schultz commented on his air service out of Cheboygan and St. Ignace for passengers to Bois Island and Mackinaw Island. Charters will also be offered in the near future. Great Lakes Air will be able to get folks wherever they would like to go.

Chuck Leady citizen of Benton Township gave an update on 5G Technology and wireless presentation. Cheboygan County might approve a resolution on right of ways for utilities and wireless antenna systems placed around the county. He stated that Portland Oregon approved a resolution. This particular resolution highly emphasizes health, safety and FCC regulations. He wasn't sure that this was the way to go, but it was here to be reviewed. He felt that they should be looking at right of ways and working with the Road Commission. He also came across a story published by the Palm Beach Daily News regarding the location of the President's summer resort retreat, whereby, no 5G wireless stuff is allowed in that area. He read a couple sentences to the Board stating that it would be a public disaster to the beautiful area and they did not want these ugly things all over the place. It was summed up saying that they needed rules and procedures on the books. Another news story that was published this week on the CBS morning news was in California, they have a high incidence with a tower located near a school with 5 kids that came down with cancer. Since it has aired, there have been a couple more children and a couple teachers diagnosed with cancer. The parents are very upset. The industry stated that they meet the FCC regulations.

Mark Manning citizen of the City of Cheboygan County commented on an incident that happened with his wife who was employed with Straits Regional Ride. He stated that he has spoken with Administrator Lawson and questioned why this took 2½ weeks before the issue was addressed. There were five (5) people working in this office space at Straits Regional Ride. Commissioner Wallace assured Mr. Manning that the Personnel Committee was looking into this. Mr. Manning presented information to the Administrator on a building that was available.

Theron Maier of Cherry Capital Communication commented on the availability of adopting Fiber for a more efficient method of delivering High Speed Internet to residents in rural areas. Service was already being provided to residents in Benton, Hebron and Mackinaw Townships. More information could be found at ccc.fiber.com.

SCHEDULED VISITORS - None
Finance Director's Report

Finance Director James Manko presented the Revenue and Expenditure Report for the General Fund for the month ending January 31, 2019. He reported total year-to-date revenue of \$425,344.67, or 3.12% of the budget compared to \$373,766.23, or 2.37% of the budget last year at this same time. He reviewed each line item number that had any significant changes. Mr. Manko reported expenditures year-to-date of \$1,002,330.27, or 7.35% of the budget, compared to \$1,070,833.62 or 6.8%, last year as of the end of January 31, 2018. He reviewed each department that had any significant changes.

Sheriff Clarmont reported that from January 1st to March 31, 2018 compared to the same time frame this year, the Sheriff's Department has seen a decrease in the Inmate Food Budget of \$24,251. This was attributed to the new kitchen being installed back into the jail.

Finance Director James Manko presented the Revenue and Expenditure Report for the General Fund for the month ending February 28, 2019. He reported total year-to-date revenue of \$719,391.89, or 5.25% of the budget, compared to \$548,005.37, or 3.48% of the budget last year at this same time. He reviewed each line item number that had significant changes. Mr. Manko reported expenditures year-to-date of \$1,849,877.31 or 13.51% of the budget, compared to \$1,811,096.07 or 11.50%, last year as of the end of February 28, 2018. He reviewed each department that has significant changes. Mr. Manko reported that the Cash Summary by Fund Cash and Investment Report for February 2019 would not be presented as the 2018 adjusting entries were still being posted and the beginning cash balances could be affected. The Auditors will be here on Monday, April 22nd thru Friday, April 26, 2019. The plan is to have both audits completed for the County as well as for Straits Regional Ride, which will be presented to the Board at the June 11, 2019 Finance Business meeting.

Administrator's Report

Administrator Jeff Lawson gave an update on the Indigent Defense Grant. Staff will be preparing the 2019-20 Indigent Defense grant application to submit to the Indigent Defense Commission by the end of April. The grant application was recently provided by the Indigent Defense Commission. The application will be placed on the Board's April 23, 2019 Committee of the Whole meeting for approval. He gave a review of the Indigent Defense Plan and how it works.

Administrator Jeff Lawson gave an update on the Marina Waterways Grant Application. The Marina Grant Application has been submitted to the Michigan Waterways Commission for consideration. Notice concerning the Waterways Commission's decision should be provided by the end of May. A review of the grant process was given.

Administrator Jeff Lawson gave an update on the Vehicle Fleet Management. Staff is currently reviewing the cost feasibility of requesting RFP'S for Fleet Management services in lieu of the County's current long term ownership of fleet vehicles. Under a managed fleet system, vehicles would be purchased and rotated by the management company to optimize resale value and rotate the fleet prior to costly maintenance events.

Administrator Jeff Lawson gave an update on NLEA. The NLEA has requested that the Chairperson, NLEA assigned Commission Member and Administrator from Antrim, Charlevoix

and Cheboygan County's meet with Emmet County's Chair, one Commission and Administrator in the near future to discuss the long term funding formula for the NLEA.

Administrator Jeff Lawson gave an update on the Tower Kleber Limited Partnership. A notice was received stating that they were applying for a new license from the Federal Industry Regulatory Commission to operate the tower com until 2024. Mr. Lawson explained that as the permit expires, the partnership has to reapply.

Administrator Jeff Lawson gave an update on Community Mental Health. The county was contacted by the Director of Community Mental Health for a request for possible additional funds for mental health services in the jail.

Administrator Jeff Lawson gave an update on the 2018 County Audit. The Finance Department's staff will begin to work with the auditor's on the County's 2018 Audit over the next several months.

COMMITTEE REPORTS - None

OLD BUSINESS - None

NEW BUSINESS

Administrator Jeff Lawson presented the Equalization Director's Employment Agreement. Extension of the Equalization Director's Employment Agreement sets vacation time at 22 days per year and removed Section 7A: Reimbursement for MCAO and MAAO Cost. Reimbursement time has expired.

Motion by Commissioner Matelski, seconded by Commissioner Tryban, to approve the employment agreement with Elizabeth Zabik, Equalization Director and authorize the Chair to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Equalization Director Elizabeth Zabik presented the 2019 Cheboygan County Equalization Report for approval. The Equalization Department conducts independent appraisal and sales studies each year and projects assessed values for each township and the city. Each township or city was required by law to assess at an acceptable ratio between 49% and 50% of true cash value (market value). The County Board of Commissioners has the authority through the General Property Tax Act to factor assessments up or down to make sure the assessments fall within the accepted ratios. All townships and the city have complied with the ratios for all classes of property, so I am recommending the assessed values be adopted as presented. The report consists of columnar figures and charts showing the assessed values from the individual townships and city, the county equalized values, and the ratio for each class of property by unit. She updated the Board with the name of the new Wilmot Township and Village of Wolverine Assessor being Jillina Kassuba and John Gehres as the new Assessor for Tuscarora Township. Also she reported that the new Appraiser, David Sullivan in her office came from another Equalization Department. He hit the ground running and is working out very well.

Motion by Commissioner Newman, seconded by Commissioner Matelski, to adopt the 2019 Cheboygan County Equalization Report as presented reflecting a County Equalized Value of Real Property Value of \$1,721,146,830, and Personal Property of \$66,916,450 for a total 2019 County Equalized Value of \$1,788,063,280 (Copy of the 2019 County Equalization

Report will be on file in the office of the Cheboygan County Clerk/Register). A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

CITIZENS COMMENTS

John Simmons citizen of the City of Cheboygan commented that he had spoken to Administrator Lawson about this prior to the meeting. Mr. Simmons stated that as meetings are fluent, the subject came up of explaining fund usage for the County to the general public. He suggested live streaming these meetings so that more people would be able to view them, understand how the day to day procedures were done, how the fund takes place and how decisions were made. This would give the citizens a better feel on how the County was run. There were several resources available for live streaming, which could be embedded into the county website.

BOARD MEMBERS COMMENTS

Commissioner Wallace commented on the Committee of the Whole/Planning Session scheduled on May 28th.

Commissioner Sangster commented on House Bill 4227 Michigan’s Mining Future and wondered if the Board would consider adopting a resolution in support. The Upper Peninsula is regionally close to Cheboygan County and we are still one of the highest unemployment regions in the area. Mining is still important. It was the consensus of the Board of Commissioners to adopt a resolution in support of HB 4227. Staff was asked to prepare a resolution in support of HB 4227 for the next Board meeting. Mr. Sangster commented that he would hope to get some resolution that lead up to this and some of the issues brought up today regarding the size of the area and the scope that these folks work in at the Airport so to prevent these matters from happening again.

Commissioner Gouine commented that the airport needs the revenue from Straits Regional Ride, but there either needs to be an addition or they need to find another place of operation.

Commissioner Newman commented on the air services provided by Christian Schultz from Great Lakes Air. He suggested sharing his business card with the Sheriff because there might be some extreme circumstances that might come up where the department needs an aircraft for an emergency.

Motion by Commissioner Sangster, seconded by Commissioner Gouine, to adjourn to the call of the Chair. Motion carried with 7 yes, 0 no and 0 absent. Meeting adjourned at 10:37 a.m..

Karen L. Brewster
County Clerk/Register

John B. Wallace
Chairperson