

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
COMMITTEE OF THE WHOLE MEETING  
June 26 2012**

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, Don Horrocks, Pete Redmond, Cal Gouine, Tony Matelski, John Wallace, and Sue Allor

**Absent:** None

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

Chairperson Socha requested the addition the 2012-2013 Byrne Grant Application for SAYPA as Item 9D under New Business.

**Motion** by Commissioner Wallace, seconded by Commissioner Redmond, to approve the agenda with the above addition. Motion carried with 7 yes, 0 no and 0 absent.

**CITIZENS COMMENTS** – None

**SCHEDULED VISITORS/DEPARTMENT HEAD REPORTS**

Chairperson Socha presented a Certificate of Appreciation for Joe Hiller posthumously to his daughter, Pam Demuth and son, Brad Hiller. Joe had served nearly twenty years on the Department of Human Services Board and also ten years as a member of the Cheboygan County Board of Commissioners from 1983 through 1992.

Sheriff Clarmont presented Life Saving Awards to Deputy Patrick Charboneau and Deputy Mike Raymus. He said on March 14, 2012 the deputies' actions in the Circuit Court room saved the life of a defendant who had intended to ingest cyanide. Chairperson Socha thanked both deputies on behalf of the board and the citizens for Cheboygan County.

**ADMINISTRATOR'S REPORT** – Administrator Lawson's written reported included information on the Animal Shelter Project; Doris Reid Building; Credit Card Policy; Phase One County Building Improvements; and Building/Court Audio-Video Project. He reported bids were opened for the Animal Shelter Project; and the architect is in the process of verifying the bid and contract information. A recommendation for award of the contract will be presented at the July 10, 2012 meeting. An amended Credit Card Policy that will be presented at the July 10, 2012 meeting updates the policy to reflect the use of credit cards by county personnel in accordance with PA 266 of 1995 as amended. Administrator Lawson reported a letter has been draft to be sent to Mr. Chase of Northstar Management & Consulting, Inc., as well as John Bruning, Director of District Health Department #4, regarding the County taking ownership of the Doris Reid Center on October 1, 2012.

**NEW BUSINESS**

Sheena Andrzejak of Anderson, Tackman & Company presented a report on the County Audit for Fiscal Year ending December 31, 2011. Ms. Andrzejak reviewed and explained several charts of assets, revenues and expenses for 2011. The county received an unqualified opinion which denotes a very good audit. Ms. Andrzejak reviewed comments and recommendations listed as: Stale Checks – It was recommended that bank reconciliation be checked for "stale" checks and that they are voided, escheated, or reissued if needed. Timeliness of Reporting – It was recommended that all expenditures that will be reimbursed with federal funds be billed in a timely fashion. Transmittal Advice – It was

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recommended that the County's departmental transmittal advice follow the specifications set forth by the State of Michigan. Inmate Trust Account – It was recommended that the Inmate Trust funds be segregated and vendor checks should be written from the Jail Commissary fund. Questions were answered by Ms. Andrzejak, Finance Director Kari Kortz and Administrator Lawson.

Ms. Andrzejak briefly reviewed the Straits Regional Ride Audit. She reported that net assets increased about \$31,000 compared to 2010. Ridership in Cheboygan County is up, however, Presque Isle and Emmet counties ridership is not.

**Motion** by Commissioner Matelski, seconded by Commissioner Allor, to accept the fiscal year 2011 audited financial statements from Anderson, Tackman & Company for Cheboygan County and the fiscal year 2011 audited financial statements from Anderson, Tackman & Company for Straits Regional Ride. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson said the County receives property and casualty insurance coverage from the Michigan Municipal Risk Management Authority, which consists of a state wide pool of municipal entities of which Cheboygan County has been a member since the inception of the pool in 1985.

**Motion** by Commissioner Redmond, seconded by Commissioner Wallace, to approve the Michigan Municipal Risk Management Authority Coverage Proposal for Property and Casualty insurance coverage between July 1, 2012 and July 1, 2013 in the amount of \$145,597 and authorize Jeffery B. Lawson County Administrator to sign as the identified member representative. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kari Kortz explained that the SAYPA program was awarded a Byrne JAG Grant in 2009 in the amount of \$130,738 and covered expenses from October 1, 2009 through September 30, 2012 at approximately \$44,000 annually (in 2009 the grant maximum was approximately \$130,000 annually, however, the former SAYPA director misread the grant application at the time and only requested \$130,000 over 3 years). The current SAYPA Director has completed the 2012-2013 Byrne JAG application on-line requesting \$125,000, the maximum allowable request. This grant will fund similar items as the current grant and relieve some of the burden attributable to SAYPA on the Childcare Fund, which is funded 50% with a General Fund transfer. In addition to currently budgeted items, the grant will also provide for required training for the SAYPA teacher whose certification in non-violent crisis intervention is expiring and computer equipment which would generally be funded through the General Fund's equipment rotation budget. If this grant is not awarded to SAYPA, the budget will have to be cut approximately \$44,000. If this grant is awarded, the General Fund transfer to the Childcare Fund will be reduced by approximately \$31,000. There is no required local match.

**Motion** by Commissioner Horrocks, seconded by Commissioner Redmond, to approve the Byrne Justice Assistance Grant – SAYPA application and authorize the Finance Director to submit using the MAGIC on-line grant management system, and authorize the Chairperson to sign any forthcoming agreements or required documentation upon the review and approval of the Finance Director and Legal Counsel, if applicable, and authorize the Finance Director to submit using the MAGIC on-line grant management system any future reporting requirements on behalf of the County. Motion carried with 7 yes, 0 no and 0 absent.

### **BOARD MATTERS FOR DISCUSSION**

Commissioner Allor referred to Page 48 of the County audit that showed the pension funding for the Road Commission at 59%, which the County's pension funding is at 80%. Administrator Lawson explained that if the Road Commission were to make a structural change to their MERS plan they would first have to increase that to 80% funded.

Commissioner Matelski commented on the Area Agency on Aging document that was distributed to each commissioner for review. He said it seems they just keep making up new agencies. Chairperson Socha said the Mackinaw City Senior group was not included in that report from the Area Agency on Aging. Administrator Lawson said they have a call in regarding that. Discussion held on what the Area

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Agency on Aging does. Commissioner Matelski said it would be interesting to hear from the Mike Bur of the Cheboygan County Council on Aging and what the Area Agency on Aging does for that group.

**CITIZENS COMMENTS** – Treasurer Linda Cronan had distributed copies of the booklets containing parcels to be auctioned on August 18, 2012. She said the website shown in the booklets contains more details on the parcels.

**BOARD MEMBER COMMENTS** – Chairperson Socha thanked the Sheriff for the presentation here this morning and for inviting the deputies' families to the presentation. Sheriff Clarmont stated it was an honor to recognize the deputies.

Commissioner Wallace said Kurt Ries, CEO, of the Northeast Michigan Consortium, will be retiring after 30 years of service. The Consortium is looking at filling that position internally.

**Motion** by Commissioner Wallace, seconded by Commissioner Redmond, to adjourn to the call of the Chair. Meeting adjourned at 11:15 a.m.

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Mary Ellen Tryban  
Cheboygan County Clerk/Register

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Linda Socha  
Chairperson