

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FINANCE BUSINESS MEETING
February 9, 2016

The finance business 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 Chris Brown, Pete Redmond, Cal Gouine, Tony Matelski, John Wallace, and Sue Allor

Absent: Commissioner Bruce Gauthier

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

Commissioner Allor requested to move Item 5A *Approve Monthly Finance Claims* from the Consent Agenda to New Business Item J.

Motion by Commissioner Brown, seconded by Commissioner Gouine, to approve the agenda as amended. Motion carried with 6 yes, 0 no and 1 absent.

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

- A. ~~Approve Monthly Finance Claim~~ (*Moved to New Business*)
- B. Budget Adjustments
- C. Investment Report
- D. Fairgrounds Usage Agreements
 - 1. Humane Society Garage Sale
 - 2. Cheboygan County 4-H
 - 3. Cheboygan County Riders
- E. Cheboygan County Fair Contracts:
 - 1. Thumb Tractor Pulling
 - 2. Broken Horn Rodeo
 - 3. Michigan Horse Pulling Association
 - 4. Animal Oasis
- F. Correspondence – None
- G. Minutes:
 - 1. Finance/Business Meeting of January 12, 2016 and Committee of the Whole Meeting of January 26, 2016
 - 2. Health Board – 12/15/15
 - 3. NMCSA – 1/8/16
 - 4. NLEA January 2016 President's Report
 - 5. North Country Community Mental Health – 11/19/15 & 12/17/15
 - 6. Board Appointments & Procedures – 1/28/16
 - 7. County Department of Public Works – 1/19/16
 - 8. Cheboygan City Council – 12/22/15
 - 9. Planning Commission Meeting – 12/16/15 & 1/6/16
 - 10. ZBA – 10/28/15 & 11/25/15

A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

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CITIZENS COMMENTS

Anne Couture, of Tuscarora Township, addressed the Board to state her opposition to the Planning Commission's recent approval of the Heritage Cove Farms Special Use Permit as a resident of Grandview Beach Road. Civil Counsel Bryan Graham responded that decisions for special use permits are not based on popularity, but based on current laws.

Carl Muscott, a citizen of Tuscarora Township, addressed the Board to thank them for passing the Enbridge Pipeline Resolution. Mr. Muscott stated that Tuscarora Township has passed a similar resolution but Mullett Township has not. Mr. Muscott commented on W-2's for elected officials.

SCHEDULED VISITORS – None

FINANCE DIRECTOR'S REPORT

Finance Director Kari Kortz stated that the audit has been scheduled for the first week of May, and December 2015 revenues and expenditures would not be presented until they have been audited. Ms. Kortz did present the Summarization of all Budget Adjustments Posted from July 1, 2015 through December 31, 2015 Report.

ADMINISTRATOR'S REPORT

Administrator Lawson stated that the Veterans Services Director has resigned officially as of last week. He said the position will be posted tomorrow. He noted that veteran's assistance claims are still moving forward through area service organizations and internal staff. Mr. Lawson also stated that the Waterways Commission meets next week and will be discussing marina improvements and a grant application to be submitted by April 1. Mr. Lawson stated that Community Development department is looking at redeveloping the EDC including mission and direction. Discussion was held.

COMMITTEE REPORTS

Commissioner Wallace stated that the Board Appointments and Procedures Committee met and voted to recommend to the full Board the reappointment of William Thompson and Bobbie Christiansen to the Construction Board of Appeals for two year terms and to approve the appointment of Paul Megge to fill the vacancy on the Waterways Commission if and when the vacancy becomes available. Discussion was held. Commissioner Brown stated that with one member consistently unable to participate it's hard to get a quorum. Commissioner Redmond stated that members the of the Waterways represent different interests and backgrounds and Paul Megge fits the need for an individual representing the general public on the Waterways Commission.

Motion by Commissioner Brown, seconded by Commissioner Wallace to reappoint William Thompson and Bobbie Christensen to the Cheboygan County Construction Board of Appeals for two year terms expiring December 31, 2017; and to approve the appointment of Paul Megge to fill the vacancy on the Waterways Commission if and when the vacancy becomes official. Motion carried with 6 yes, 0 no and 1 absent.

Commissioner Wallace distributed January 2016 statistics for the Northeast Consortium i.e. Michigan Works.

Commissioner Brown attended three township meetings, Cheboygan Board of Conservation meeting, and the Governor's State of the State address in Lansing, MI.

Commissioner Allor attended the Ellis Township meeting, Wilmot Township meeting, Walker Township meeting, LEPC meeting, District No. 4 Health Dept. Board meeting, Cheboygan Board of Conservation meeting, Area Agency on Aging meeting, Michigan Townships Association meeting, and Michigan Northern Counties Association meeting.

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Commissioner Gouine attended a Planning Commission meeting, a Fair Board meeting, an Inverness Township meeting, and a Straits Regional Ride meeting,

Commissioner Matelski attended two Planning Commission meetings, a Road Commission meeting, a ZBA meeting and two township meetings.

Commissioner Redmond attended a District No. 4 Health Board meeting, an LEPC meeting, a Straits Regional Ride meeting and a Transportation Committee meeting for Emmet County looking to possibly expand Straits Regional Ride services, a SANE meeting, and a Benton Township meeting.

Commissioner Wallace noted that the Board Appointments and Procedures Committee also recommended Ed Ginop to the Construction Board of Appeals but it was unintentionally omitted on the recommendation sheet.

OLD BUSINESS – None

NEW BUSINESS

Mike Couture presented the Straits Regional Ride 2017 MDOT Annual Application Resolution #16-03. Commissioner Redmond noted that they are requesting more money in capital funds because the Straits Regional Ride fleet is older and the County is asking for 11 new buses. Discussion was held about Straits Regional Ride partnerships with other counties. Commissioner Allor asked what competition Straits Regional Ride has in Emmet County. Mr. Couture responded that Emmet County has the Friendship Center and the Petoskey Club who are provided vans by MDOT.

Motion by Commissioner Matelski, seconded by Commissioner Gouine to approve the 2017 MDOT Annual Application and authorize the Chairperson to sign documentation for the 2017 Annual Application as reviewed by Civil Counsel, including Cheboygan County Resolution 16-03. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Administrator Lawson presented a Fairgrounds Usage Agreement for the History Center of Cheboygan for several vintage baseball games to be held on the fairground parking area but not during fair week.

Motion by Commissioner Allor, seconded by Commissioner Wallace to approve the Fairgrounds Usage Agreement for The History Center of Cheboygan County and authorize the Chairperson to sign. Motion carried with 6 yes, 0 no and 1 absent.

Administrator Lawson presented Resolution 16-04 authorizing the collection of winter tax bills totaling \$100.00 or less on the summer bill as permitted under MCL 211.44a(2). Discussion was held regarding getting other townships on board with this resolution.

Motion by Commissioner Matelski, seconded by Commissioner Brown to approve:

Resolution No. 16-04

RESOLUTION AUTHORIZING SUMMER COLLECTION OF MILLAGES TOTALING \$100.00 OR LESS, PER INDIVIDUAL TAX BILL, EXCLUDING ANY PROPERTY TAX ADMINISTRATION FEE, WHICH WOULD NORMALLY BE LEVIED AND COLLECTED IN THE WINTER TAX BILL

Recitals

- A. MCL 211.44a(2) authorizes collection of winter tax bills totaling \$100.00 or less per individual tax bill, excluding any property tax administration fee, along with the summer taxes provided that the same is authorized by resolution of the taxing unit, the county board of commissioners and the county tax allocation board, provided the requirements of subsections (a), (b), and (c) are satisfied.
- B. Many of the townships within Cheboygan County have parcels with a winter tax bill of \$100.00 or less per individual tax bill, excluding any property tax administration fee.

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- C. The Cheboygan County Board of Commissioners, therefore, desires to authorize the summer collection of taxes meeting the requirements of Recital A above by the adoption of this Resolution, provided that each township board of the townships that desire to collect the qualifying taxes in the summer adopts a resolution to that effect and files the resolution with the County Clerk.

Resolution

NOW, THEREFORE, THE CHEBOYGAN COUNTY BOARD OF COMMISSIONERS HEREBY RESOLVES and authorizes from and after July 1, 2016 the summer collection of all winter tax bills totaling \$100.00 or less per individual tax bill, excluding any property tax administration fee, within any township of Cheboygan County that (1) adopts a resolution authorizing the summer collection of winter tax bills totaling \$100.00 or less per individual tax bill, excluding any property tax administration fee, and (2) files that resolution with the County Clerk.

and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Finance Director Kortz presented the Department of Health and Human Services Lease Addendum #2 (State Lease #10456).

Motion by Commissioner Brown, seconded by Commissioner Allor to approve Addendum #2 to the State of Michigan Lease #10456 for the DHHS Building and authorize the Chairperson to sign. Discussion was held. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Administrator Lawson presented the PsychNorth, PLLC Drug Court Agreement.

Motion by Commissioner Brown, seconded by Commissioner Gouine approve the agreement with PsychNorth, PLLC to provide counseling services to the drug court participants and authorize the Chairperson to sign. Motion carried with 6 yes, 0 no and 1 absent.

Administrator Lawson presented policy revision to Policy #500 – 4 Retirement. As of January 1, 2016 retirement benefits for all new full-time and regular part-time employees shall be the MERS 1.25% retirement at age 60 Hybrid Plan. Under this Plan the County will pay the defined benefit cost of the plan while the employee will pay up to 3% into the defined contribution. The County will match up to 3% into the employees defined contribution plan unless the total contribution of the County for defined benefit and define contribution cost exceed 8% in which the County’s contribution into the defined contribution plan will decrease to 0%.

Motion by Commissioner Allor, seconded by Commissioner Brown to approve revision to Policy 500 – 4 Retirement and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Administrator Lawson presented policy revision to Policy Number 500 – 16 Medical Insurance. This revision identifies insurance coverage and cost caps.

Motion by Commissioner Brown, seconded by Commissioner Wallace to approve revision to Policy 500 – 16 Medical Insurance and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Administrator Lawson presented Resolution 16-05 Uniform Transfer Provisions. Mr. Lawson stated that the transfer provision allows a county employee to remain in the closed plan or transfer into new Hybrid Plan at time of transfer or taking a new position in the organization. Discussion was held.

Motion by Commissioner Brown, seconded by Commissioner Allor to approve Cheboygan County Resolution 16-05 to adopt the MERS Uniform Transfer Provision and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

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Administrator Lawson presented Resolution 16-06 MERS Hybrid Plan for Divisions 1 and 2.

Motion by Commissioner Matelski, seconded by Commissioner Brown to approve Cheboygan County Resolution 16-06 to adopt the MERS Hybrid Plan as described in the MERS Hybrid Adoption Agreements for Divisions 1 and 2, subject to the MERS Plan Document and as authorized by 1996 PA 220 as amended and authorize the Chairperson to sign. A roll call vote was taken. Motion carried 6 yes, 0 no and 1 absent (Commissioner Gauthier).

Administrator Lawson presented 2016 Salary & Wage Resolution – Non-union General Employees 1601 Amendment #1 – Drug Court.

Motion by Commissioner Wallace, seconded by Commissioner Brown to adopt Amendment #1 to the 2016 Salary & Wage Resolution – Non-union General Employees #16-01 to be effective March 1, 2016, and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

Administrator Lawson presented AIA Agreement regarding Wise Heating & Cooling, Inc. for Phase II of the Animal Shelter Project – HVAC System. Commissioner Redmond asked if there were any local bids received for this as Wise Heating & Cooling is out of West Branch, Michigan. Administrator Lawson stated that the local bid received was well over the 5% flexibility above the lowest bid considerable for local bidders. Commissioner Matelski asked if Administrator Lawson knows how often the air in the building will circulate with the new system. Administrator Lawson was unsure.

Motion by Commissioner Brown, seconded by Commissioner Matelski to approve the AIA Document A 105-2007 Standard Form Agreement in the amount of \$17,613 with Wise Heating and Cooling and authorize the Chairperson to sign. Motion carried with 6 yes, 0 no and 1 absent.

Administrator Lawson presented AIA Agreement regarding Wise Heating & Cooling, Inc. for Reid Building/Women's Resource Center – HVAC System.

Motion by Commissioner Brown, seconded by Commissioner Matelski to approve the AIA Document A 105-2007 Standard Form Agreement in the amount of \$12,991.78 with Wise Heating and Cooling and authorize the Chairperson to sign. Motion carried with 6 yes, 0 no and 1 absent.

Commissioner Allor had requested that finance claims be moved to New Business in regards to a claim in the amount of \$42,021.00 to Northern Lakes Economic Alliance. She voiced concern regarding the benefits the county receives from this arrangement with NLEA. Commissioner Brown commented that they are instrumental with economic development for instance with Moran Iron Works and fiber optics in Mackinaw City. Commissioner Wallace stated that it would be nice to have a report from NLEA about their benefit specifically for Cheboygan County. Administrator Lawson stated that this information will become part of the discussion regarding overall economic development. Discussion was held.

Motion by Commissioner Allor, seconded by Commissioner Brown to approve the monthly finance claims, finance total of \$24,660.20 and prepaids total of \$1,018,768.92 as presented. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

CITIZENS COMMENTS – None

BOARD MEMBER COMMENTS

Commissioner Matelski commented that he has received additional information regarding Line 5 Pipeline from Enbridge. Commissioner Matelski also asked if the Board will be presented information from a representative at Enbridge. Commissioner Redmond directed Administrator Lawson to make contact for a representative from Enbridge to present information to the Board. Discussion was held.

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Commissioner Brown commented that there has been federal funding appropriated for a new icebreaker in the Straits and there is a state dock in Mackinaw City that would accommodate the housing of the vessel and bring it to the area.

Commissioner Redmond commented on an article in the St. Ignace newspaper regarding Enbridge Line 5 and pointed out something going on with Line 5 at the State level.

Commissioner Redmond reminded the Board to complete Administrator Lawson's evaluation packets and submit them to Kathy.

Commissioner Gouine commented on an article in the Cheboygan Tribune regarding 34,700 veterans are serviced by the Saginaw Veterans Affairs office.

Commissioner Wallace commented that there is a movement to start a Christian service counseling in the area.

Motion by Commissioner Matelski, seconded by Commissioner Wallace, to adjourn to the call of the Chairperson. Meeting adjourned at 11:28 A.M.

Mary Ellen Tryban
Cheboygan County Clerk/Register

Peter Redmond
Chairperson