

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
ORGANIZATIONAL/FINANCE/BUSINESS MEETING
January 14, 2014**

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, Bruce Gauthier, 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 said the Organizational Meeting which has been held the first working day of the new year will be held today in conjunction with the regular Finance/Business Meeting. She said she was elected chair for a two year term last January, however, the Vice-Chair term was only one year.

Commissioner Socha opened the floor for nominations for the Cheboygan County Board of Commissioners Vice Chairperson.

Commissioner Matelski nominated Pete Redmond for Vice-Chair, Commissioner Wallace seconded the nomination.

Motion by Commissioner Matelski, seconded by Commissioner Wallace, to close nominations and cast a unanimous ballot for Pete Redmond for Board Vice-Chair. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Wallace, seconded by Commissioner Allor to reaffirm the Cheboygan County Mission Statement; which was read by Chairperson Socha, "Cheboygan County officials and staff will efficiently provide public services with pride in an open and courteous manner with responsible management of county resources". Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Redmond, seconded by Commissioner Gauthier to reaffirm the Cheboygan County Vision Statement; which was read by Chairperson Socha, "The County of Cheboygan will strengthen its position as a diverse, family-oriented community while promoting a higher quality of life, a safe environment, balanced growth and positive interaction with all citizens". Motion carried with 7 yes, 0 no and 0 absent.

Chairperson Socha said the 2014 Committee Appointments would remain the same as last year, however the Housing Commission was dissolved and Commissioner Gouine to Veterans as this was unintentionally omitted last year.

Commissioner Socha addressed the Cheboygan County Board of Commissioners meeting calendar for 2014. The two regular meetings will continue to be held on the second and fourth Tuesday of every month, with the Finance/Business meetings held on the second Tuesday and the Committee of the Whole meetings to be held on the fourth Tuesday. Commissioner Redmond noted that the March 25, 2014 Committee of the Whole meeting is the same date as the MAC Legislative Conference in Lansing. Tri-County 9-1-1 meeting is tentative until it is set by that board. For November, the Finance/Business meeting will be on Wednesday, November 12, 2014 due to Veterans Day.

Motion by Commissioner Gauthier, seconded by Commissioner Redmond to adopt the meeting calendar for 2014 as presented noting the variation from the regular Tuesday for the Finance/Business meeting in November. Motion carried with 7 yes, 0 no and 0 absent.

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Motion by Commissioner Redmond, seconded by Commissioner Matelski to adopt the 2014 Rules of Order of the Cheboygan County Board of Commissioners as presented. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Redmond, seconded by Commissioner Gouine to reappoint Honorable Judge Scott Pavlich, Honorable Judge Robert Butts and Honorable Judge Maria Barton for a one year terms to the Community Corrections Advisory Board effective January 1st, 2014. Motion carried with 7 yes, 0 no and 0 absent.

The Organizational meeting of the Cheboygan County Board of Commissioners was closed at 9:45 a.m. by Chairperson Socha, and the regular Finance/Business meeting was opened.

Commissioner Allor requested the following items be removed from the Consent Agenda and added to New Business: Item 12-A *Monthly Finance Claims*, Item 12-D *Cheboygan County Remonumentation*, Item 12-G-9 *Planning Commission Meeting Minutes of December 4, 2013*, and Item 12-E-4 *Fairground Use Agreements – Cheboygan County Equine Youth & Family*.

Motion by Commissioner Allor, seconded by Commissioner Wallace, to approve the agenda as amended. Motion carried with 7 yes, 0 no and 0 absent.

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

- A. ~~Approve Monthly Finance Claims (Moved to New Business)~~
- B. Budget Adjustments
- C. Straits Regional Ride Letter of Understanding (Cheboygan/Emmet/Presque Isle)
- D. ~~Cheboygan County Remonumentation (Moved to New Business)~~
 - ~~1. 2014 Surveyor Agreements~~
 - ~~2. 2014 Poor Group Agreements~~
 - ~~3. 2014 Administrative Staff Agreement~~
- E. Fairgrounds Use Agreements
 - 1. Cheboygan Trailblazers
 - 2. 4-H Horse Program
 - 3. Proud Equestrian Program
 - ~~4. Cheboygan County Equine Youth & Family (Moved to New Business)~~
- F. Correspondence
 - 1. Huron County Resolution in Opposition to SB636
 - 2. Huron Pines Annual Meeting
- G. Minutes
 - 1. Finance/Business Meeting of December 10, 2013
 - 2. Health Board – 11/19/2013
 - 3. NEMCSA – 12/6/2013
 - 4. Community Corrections Board – 7/19/2013
 - 5. Cheboygan County Fair Board – 12/2/2013
 - 6. NLEA December 2013 – January 2014 Newsletter and President's Report January 2014
 - 7. Cheboygan County Road Commission – 11/19/2013 & 12/3/2013
 - 8. Cheboygan City Council – 11/26/2013
 - ~~9. Planning Commission Meeting – 11/20/2013, 12/4/2013 and 12/18/2013 (Moved to New Business)~~
 - 10. ZBA – 11/27/2013

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

CITIZENS COMMENTS - Sheriff Dale Clarmont stated that he was presented, once again, with a \$5000 donation for the canine unit from Tony and Roberta Matelski. Sheriff Clarmont sincerely thanked the Tony and Roberta for their contribution which allows for the continuation of the canine unit in Cheboygan County. Commissioner Socha thanked the Matelskis' on behalf of the citizens of Cheboygan County.

SCHEDULED VISITORS – None

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FINANCE DIRECTOR'S REPORT - Finance Director Kari Kortz presented the revenue and expenditures report for the General Fund for the month ended November 30, 2013. She reported total year-to-date revenue of \$10,020,675.10, or 91.85% of budget, compared to \$10,318,192.81, or 92.58% of budget, last year at the same time. Ms. Kortz reported expenditures year-to-date of \$9,163,473.87, or 83.99% of budget, compared to \$9,153,854.39, or 82.13%, last year as of the end November.

Commissioner Socha asked how much, if any, money may be needed to be transferred to the general fund from the Tax Revolving Fund. Ms. Kortz stated it appears we will not need to transfer money from the Tax Revolving Fund.

ADMINISTRATOR'S REPORT

Administrator Lawson reported that the Housing Loan Program is now open and there are currently two projects out for bid. Stephen Sweet, the new Veterans Service Director, starts January 15th, 2014. Mr. Sweet's official training at the state level will begin in May.

Administrator Lawson reported that the County Building stair project is on hold until spring. There are now security lock systems that have been installed in the County Building as well.

COMMITTEE REPORTS

Commissioner Allor attended a Planning Commission meeting, Michigan Townships Association meeting, Village of Wolverine and Nunda Township meetings, Cheboygan County Council on Aging meeting, District No. 4 Health Department Board meeting, and a North Country Community Mental Health meeting. The Village of Wolverine is in the process of finalizing their recreation plan and are collaborating with Moran Iron Works for a bridge in their downtown area. Nunda Township received four applications for property tax exemptions from veterans. The Cheboygan County Council on Aging has received approval to increase the meal cost to \$3.50, but have not yet implemented that cost change. District No. 4 Health Department's Day One Program which was started several years ago, but did not impact Cheboygan County, required they obtain sustainable funding. They have been informed by the state that is it too late for them to receive funding from them. If the program does receive the funding, they will try and expand it into Cheboygan County.

Commissioner Wallace stated that 9-1-1 has been meeting monthly, and they meet tomorrow. The intermediate tower in Topinabee is up and running. He attended a Community Corrections meeting and Marie Frick will be presenting at the Committee of the Whole meeting in February. He attended a Planning Commission meeting that was adjourned. Commissioner Socha cautioned the board regarding a quorum attending meetings such as the Planning Commission and asked if several Commissioners do attend that they do not sit together.

Commissioner Redmond attended a Board Appointments and Procedures Committee meeting with Mr. Jazdyk for discussion. Commissioner Redmond stated that the Committee has recommended the reappointment of Mr. Jazdyk for a three year term to the Planning Commission. Mr. Jazdyk will be responding to the committee regarding his interest in reappointment. Commissioner Redmond also attended a Fair Board meeting and reported that Chuck Robiadek is now Fair Board President and Ron Williams is Vice President. Commissioner Redmond also attended a District No. 4 Health Board meeting, a Benton Township meeting and a LEPC meeting.

Commissioner Gauthier attended the Board Appointments and Procedures Committee meeting, the December 18th, 2013 Planning Commission meeting. He also attended the Planning Commission meeting regarding Griswold Mountain that was adjourned due to the large number in attendance. Discussion was held regarding when the meeting would be rescheduled for. Commissioner Socha commented that the new meeting date needs to be given with plenty of notice for the public as some citizens come from a long distance. Administrator Lawson noted that no school venues are available for the rescheduled meeting regarding Griswold Mountain, so it will be held at the Cheboygan Opera House. Commissioner

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Gauthier also attended the Cheboygan County Council on Aging meeting and the monthly NEMCSA meeting. A presentation from NEMCSA is scheduled for this month's Committee of the Whole meeting.

Commissioner Matelski attended a Waverly and a Koehler Township meeting. Waverly has two eligible veterans who have applied to have their property taxes exempted, and Koehler has seven. Commissioner Matelski attended a Road Commission meeting, wherein Dave Brandt was elected to serve as the new Chair. The Road Commission is still short on staff and funds to keep trucks on the roads. Commissioner Matelski attended two Planning Commission meetings and a Zoning Board of Appeals meeting.

Commissioner Socha attended a Beaugrand Township meeting, and an LEPC meeting. Elections were held at the LEPC meeting for two year terms: Linda Socha – Chair, Bill Beethem – Vice Chair, Megan Anderson – Secretary. A recommendation for the LEPC Committee will now go to the Board Appointments and Procedures Committee and then back to the Board of Commissioners, and then back to the State. Commissioner Socha commended the communications, actions and efforts of the Emergency Management Staff who resolved the recent accident with the propane semi in Forest Township.

OLD BUSINESS - None

NEW BUSINESS

Motion by Commissioner Matelski, seconded by Commissioner Redmond, to approve the Fairgrounds Event Agreement between Cheboygan County and Western Dressage Association of Michigan for use of camping area, horse barn, wash rack, grandstand/track for July 11-14 clinic and authorize the Chairperson to sign. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Allor had requested the Fairgrounds Event Agreement with Cheboygan County Equine Youth & Family, Inc. be removed from the Consent Agenda due to a discrepancy in dates on the agreement. She stated she wanted to make sure they get the dates they requested.

Motion by Commissioner Allor, seconded by Commissioner Wallace, to approve the Fairgrounds Event Agreement between Cheboygan County and Cheboygan County Equine Youth & Family, Inc. for use of the horse barn, arena and camping for various dates in June and July 2014, contingent upon correct dates, and authorize the Chairperson to sign. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kari Kortz presented Addendum No. 1 to the North Country Community Mental Health Services Cost-Share Agreement adopted in October of 2013. This agreement was for the period of February 1, 2013 through September 30, 2013, however the child has remained in placement beyond that period. The addendum will extend the period through March 31, 2014.

Motion by Commissioner Redmond, seconded by Commissioner Gauthier, to approve Addendum No. 1 to the North Country Community Mental Health Services Cost-Share Agreement for consumer JS#40732 and authorize the necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kortz presented a revision to the County's Purchasing Policy to include Digital Ally on the Sole Vendor Listing.

Motion by Commissioner Allor, seconded by Commissioner Gauthier, to adopt the revised Sole Vendor Listing 300-2A and Prepaid Check Writing Procedure 300-2B to become effective January 14, 2014 and authorize the Chairperson to sign. A roll vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Sheriff Clarmont presented a request to purchase three in car video systems from Digital Ally from the Stonegarden grant.

Motion by Commissioner Redmond, seconded by Commissioner Matelski, to approve the purchase of 3 Digital Ally DVM-800 in car video systems from the FY 2012 State of Michigan Operation Stonegarden

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grant at the November 21, 2013 bid price of \$15,025 and authorize the necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Sheriff Clarmont requested approval to purchase two 2014 Ford Police Interceptor vehicles from Fernelius Auto Group of Cheboygan.

Motion by Commissioner Matelski, seconded by Commissioner Gouine, to accept Sheriff Clarmont's recommendation and allow the purchase of two (2) 2014 Ford Police Interceptor vehicles from Fernelius Auto Group, Cheboygan from the approved 2014 Budget line item 101-267-977.60 and authorize the necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson advised that Circuit Court Judge Scott Pavlich submitted a proposed resolution regarding the newly created Michigan Indigent Defense Commission. The resolution urges that due consideration be given to adequate representation from rural communities and communities in Northern Michigan when filling the seats on the new commission.

Motion by Commissioner Gauthier, seconded by Commissioner Allor, to adopt the following Cheboygan County Resolution: **Resolution No. 14-01**

**Resolution Requesting Consideration of Candidates
From Rural and Northern Michigan Communities for
Appointment to Michigan Indigent Defense Commission**

WHEREAS, 2013 PA 93 created a Michigan Indigent Defense Commission (MIDC) to propose to the Michigan Supreme Court minimum standards for the local delivery of indigent criminal defense services providing effective assistance of counsel to adults throughout the State of Michigan; and

WHEREAS, the MIDC is also responsible to identify and encourage best practices for delivering the effective assistance of counsel to indigent defendants charged with crimes; and

WHEREAS, members of the MIDC are soon to be appointed by the Governor based upon submissions from officials and organizations designated in 2013 PA 93; and

WHEREAS, the Cheboygan County Board of Commissioners recognizes the importance to all Michigan counties of the tasks assigned to the MIDC, and wishes to assure that the composition of the MIDC is representative of all segments of the State, including rural communities and communities in Northern Michigan.

NOW, THEREFORE, BE IT RESOLVED that the Cheboygan County Board of Commissioners hereby requests that all those involved in the appointment of members of the Michigan Indigent Defense Commission give due consideration to adequate representation on the Commission of rural communities and communities of Northern Michigan.

BE IT FURTHER RESOLVED that the County Clerk is directed to expeditiously transmit a copy of this resolution to the following:

Senate Majority Leader
Randy Richardville
P.O. Box 30036
Lansing, Michigan 48909-7536

Chief Justice Robert P. Young, Jr.
Michigan Supreme Court
P.O. Box 30052
Lansing, Michigan 48909

Michigan Judges Association
Hon. Lita M. Popke, President
3rd Circuit Court
2 Woodward Ave., Rm 907
Detroit, Michigan 48226

Speaker of the House
Jase Bolger
164 Capital, P.O. Box 30014
Lansing, Michigan 48909-7514

Criminal Defense Attorney of Michigan
Attn: Ramona L. Sain, Executive Director
P.O. Box 279
Davison, Michigan 48423

Michigan District Judges Association
Hon. Ronald Lowe, President
35th District Court
660 Plymouth Road
Plymouth, Michigan 48170

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State Bar of Michigan
Lori Buitewey, Secretary
c/o Peter Cunningham
306 Townsend Street
Lansing, Michigan 48933-2012

Prosecuting Attorneys Association of Michigan
Kym L. Worthy, President
Samuel D. Ingham Building
116 W. Ottawa St., Suite 200
Lansing, MI 48913

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

Administrator Lawson advised that Stephen Sweet has been selected as the new Veterans Service Director. Based on prior discussion with legal counsel and human resources best practices, employment agreements were approved for the following positions. All of the positions require the employee to work a minimum of 40 hours per week. The Harbormaster has section time considerations for hours when the Marina is closed. He also recommended a title change to the Finance Director Position to Assistant County Administrator/Finance Director.

Motion by Commissioner Matelski, seconded by Commissioner Allor, to approve the Employment Agreements with Stephen Sweet, Veterans Services Director; Kari Kortz, Assistant County Administrator/Finance Director; Allan Hoard, Building Official; Steve Schnell, Community Development Director; Matt Hellens, Information Technology Director; Tim Mason, Maintenance Superintendent; Curtis Chambers, Marina Harbormaster; and Mike Couture, Transportation Manager, all three (3) year agreements are effective January 14, 2014, and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Allor had requested Finance Claims be removed from the Consent Agenda as she had several questions on claims. Her questions were answered by the Finance Director.

Motion by Commissioner Allor, seconded by Commissioner Wallace, to approve the monthly finance claims as presented, Finance = \$103,216.46 Prepays = \$731,734.66. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Clerk Mary Ellen Tryban, the Remonumentation Grant Administrator, presented the annual remonumentation agreements for 2014. The agreements are all basically the same as those reviewed by Civil Counsel and approved in the past. The amount of the 2014 Remonumentation Grant is \$65,297. Commissioner Allor questioned the insurance certificates provided by the Remonumentation surveyors. Administrator Lawson stated the insurance amounts would be reviewed prior to any work being done. He said normally we would require a million dollars, but in some instances \$500,000 is sufficient and is not unusual.

Motion by Commissioner Allor, seconded by Commissioner Wallace, to approve the Professional Service Agreement between Cheboygan County and Granger and Associates for Remonumentation beginning January 1, 201; the Professional Service Agreement between Cheboygan County and Fullford Surveying and Mapping for Remonumentation beginning January 1, 2013; and the Professional Service Agreement between Cheboygan County and Ecker Surveying, Inc. all contingent upon adequate insurance; approve the individual Remonumentation Peer Group Services Agreements between Cheboygan County and Ronald Brand, Carl Kiiskila, Brian Fullford, Alan Granger and Jeff Ecker for the period beginning January 1, 2014 and ending December 31, 2014; and approve the Administrative Staff Services Agreement between Cheboygan County and Granger and Associates for Remonumentation beginning January 1, 2014 and authorize the Chair to sign all agreements. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Allor had requested the Planning Commission minutes of December 4, 2013 be removed from the Consent Agenda. She pointed out that it appears pages 3 and 4 of those minutes are missing. The December 4, 2013 Planning Commission minutes will be resubmitted in February.

CITIZENS COMMENTS – County Treasurer Linda Cronan stated that the State Tax Commission has determined that Veterans Property Tax Exemptions can be taken care of at a July Board of Reviews; however, a previously denied exemption cannot be presented at a July Board of Review., Chairperson Socha said there is pending legislation regarding reimbursement to the counties for these exemptions.

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Treasurer Cronan said that veterans who have a 100% service related disability, handicap housing paid for with veterans funds or are now unemployable are eligible for this exemption.'

Mark Chimner addressed the Board regarding private vehicles being parked in garages at the County Airport. Chairperson Socha told Mr. Chimner the airport is operated by an Airport Authority independent from the County and that he should voice his concern to that group. Administrator Lawson said he talked with the airport manager and was told this would not happen any longer.

BOARD MEMBER COMMENTS

Chairperson Socha said Commissioner Wallace will continue to do the invocation and lead the Pledge at the 2014 Board meetings. She said there will not be a board goal setting session this year, but most likely a board training session will be held in the spring. She said she would like civil counsel to do a component on the Open Meetings Act sometime this year also.

Commissioner Allor commented on an article in the January 9, 2014 Cheboygan Tribune regarding the pipeline under the Straits of Mackinac. Chairperson Socha said there was a very good article on that topic in the St. Ignace newspaper as well. She said there are plans for an emergency management training session on an oil spill later this year.

Motion by Commissioner Redmond, seconded by Commissioner Allor, to go into closed session at the request of the County Administrator on behalf of the county, a party to a collective bargaining agreements with unions actively engaged in contract negotiations with those unions pursuant to Section 8(c) of the Open Meetings Act, being MCL 15.268(c). A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

ENTERED INTO CLOSED SESSION AT 11:48 A.M.

RETURNED TO OPEN SESSION AT 12:43 P.M.

Motion by Commissioner Matelski, seconded by Commissioner Allor to approve the two-year contract effective January 1st, 2014 between Cheboygan County Board of Commissioners, Cheboygan County Clerk, Cheboygan County Treasurer, Cheboygan County Prosecutor and all of the American Federation of State, County and Municipal Employees Council #25 AFL-CIO and Cheboygan County Building employees Chapter of Local #1325 AFSCME, authorize the Chairperson to sign the contract after correction of any Scrivener's errors. A roll call vote was taken. Motion carried with 7 yes, 0 no, and 0 absent.

Motion by Commissioner Matelski, seconded by Commissioner Wallace to approve the two-year contract effective January 1, 2014 between Cheboygan County Board of Commissioners, the Sheriff of Cheboygan County and the Governmental Employees Labor Council, authorize the Chairperson to sign the two-year contract after correction of any Scrivener's errors. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson and Finance Director Kortz opened the floor for questions regarding the 2014 Wage and Salary Resolution Amendment #1. Commissioner Gauthier requested clarification over changes in resolution language regarding a "minimum of 40-hour work required" for some Department Head positions. Administrator Lawson stated that the wages rates were reset on the 40-hour work week for salaried employees formally even though they already work that amount.

Motion by Commissioner Redmond, seconded by Commissioner Matelski to adopt Amendment #1 to the Cheboygan County 2014 Salary and Wage Resolution 13-027 Non-Union General Employees to be effective January 1, 2014 and authorize the Chairperson to sign and also to approve any necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Chairperson Socha suggested perhaps the Board should recognize Shawna Jankoviak for her many years of reporting on county government business in the Cheboygan Daily Tribune.

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Commissioner Redmond stated that the Board Appointments and Procedures Committee will be meeting on February 3, 2014 to consider salaries of elected officials and the county administrator.

Motion by Commissioner Matelski, seconded by Commissioner Wallace, to adjourn to the call of the Chair. Meeting adjourned at 12:55 P.M.

Mary Ellen Tryban
Cheboygan County Clerk/Register

Linda Socha
Chairperson