

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
ORGANIZATIONAL/FINANCE BUSINESS MEETING  
January 12, 2016**

The organizational/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, 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.

**Commissioner Redmond opened the Organizational Meeting at 9:30 AM**

Commissioner Redmond affirmed that he will continue serving the remainder of a two-year term as Chairperson of the Board of Commissioners.

Commissioner Redmond opened the floor for nominations for the Cheboygan County Board of Commissioners Vice Chairperson. Commissioner Matelski nominated Commissioner Allor for Board Vice Chairperson supported by Commissioner Brown.

**Motion** by Commissioner Wallace, seconded by Commissioner Gauthier to close nominations and cast a unanimous ballot for Sue Allor as Vice Chair of the Cheboygan County Board of Commissioners. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Redmond presented the current Cheboygan County Mission and Vision Statement.

**Motion** by Commissioner Matelski, seconded by Commissioner Allor to reaffirm the language of the current Cheboygan County Mission and Vision statements for 2016. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Redmond reviewed and distributed copies of Committee Appointments. Commissioner Redmond stated that Board and Committee Appointments mirror the appointments from 2015.

**Motion** by Commissioner Brown, seconded by Commissioner Allor to accept the 2016 Board of Commissioners Board and Committee Appointments. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Redmond addressed the Cheboygan County Board of Commissioners meeting calendar for 2016. 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 at 9:30 AM and the Committee of the Whole meetings to be held on the fourth Tuesday at 9:30 AM. Tri-County 9-1-1 meeting is also tentatively scheduled for May 2016.

**Motion** by Commissioner Allor, seconded by Commissioner Matelski to adopt the meeting calendar for 2016 as presented. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Redmond addressed the Cheboygan County Board of Commissioners Meeting Rules of Order for 2016. Commissioner Redmond stated no changes were made besides changing the current year. Commissioner Allor asked about the words "shall identify themselves" when addressing the Board. Commissioner Redmond affirmed that understanding. Civil Counsel stated it is generally for the benefit of the minutes.

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**Motion** by Commissioner Wallace, seconded by Commissioner Allor to adopt the 2016 Rules of Order for the Cheboygan County Board of Commissioners as presented. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Redmond addressed the make-up of the Community Corrections Advisory Board for 2016. Commissioner Redmond stated that the 2015 Advisory Board was comprised of Judge Scott Pavlich, Judge Maria Barton and Judge Robert Butts.

**Motion** by Commissioner Matelski, seconded by Commissioner Gouine to re-appoint Judge Scott Pavlich, Judge Maria Barton and Judge Robert Butts to serve as members of the Community Corrections Advisory Board for 2016. Motion carried with 7 yes, 0 no and 0 absent.

### Commissioner Redmond closed the Organizational Meeting at 9:43 AM

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

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

- A. Approve Monthly Finance Claim (Finance total = \$77,631.22; Prepays total = \$890,692.57)
- B. Budget Adjustments
- C. MMRMA 2015 Annual Report
- D. Top O Michigan Outboard Racing Club Request for Waiver of “No Wake”
- E. Correspondence
  1. Oceana County Resolution in Opposition to House Bills 4947 through 4966
- F. Minutes
  1. Committee of the Whole Meeting of November 24, 2015 and Finance/Business Meeting of December 8, 2015
  2. Health Board – 11/17/15
  3. NEMCOG – 10/15/15 & 11/23/15
  4. Cheboygan County Fair Board – 11/2/15 and 12/7/15
  5. Cheboygan County Road Commission – 11/19/15, 12/3/15 and 12/17/15
  6. Cheboygan City Council – 11/24/15 and 12/8/15
  7. Planning Commission Meeting – 11/4/15, 11/18/15 and 12/2/15

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

### CITIZENS COMMENTS

Undersheriff Tim Cook addressed the Board to recognize Tony and Roberta Matekski for their financial support of the Cheboygan County Sheriff's Department Canine Unit. Undersheriff Cook stated that Tony and Roberta donated \$22,000 in support of the Canine Unit. Undersheriff Cook, on behalf of the Sheriff's Department, thanked the Matelskis' for their continued financial generosity. Commissioner Redmond, on behalf of the Board of Commissioners and the citizens of Cheboygan County, also thanked Tony and Roberta Matelski for their generosity.

### SCHEDULED VISITORS – None

### FINANCE DIRECTOR'S REPORT

Finance Director Kari Kortz presented the revenue and expenditures report for the General Fund for the month ended November 30, 2015. She reported total year-to-date revenue of \$10,745,098.60, or 90.86% of budget, compared to \$10,251,616.35, or 90.16% of budget last year at the same time. Ms. Kortz reported expenditures year-to-date of \$9,236,919.55 or 78.11% of budget, compared to \$9,348,543.47, or 82.21%, last year as of the end November. Ms. Kortz presented the Cash Summary by Fund Report.

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### ADMINISTRATOR'S REPORT

Administrator Lawson stated that NLEA is going to meet with Cheboygan and Antrim counties regarding broadband consortium discussion.

Commissioner Redmond stated that a Quit Claim Deed for the Fairground property has been executed and received from the Fair Board to Cheboygan County and has been recorded with the Register of Deeds. Commissioner Redmond stated there is prospect of grant funding to repair fairground facilities. Commissioner Wallace asked for an updated list of all the property the County now owns. Commissioner Gouine stated he would like to see a strong effort for obtaining grant funding.

### COMMITTEE REPORTS

Commissioner Gauthier attended a graduation party for Decisions to Action participants, presentation by Oil and Water Don't Mix organization regarding Enbridge Line 5, a Planning Commission meeting, SAYPA lunch, MSU Focus Group, and a NEMCSA meeting. Commissioner Gauthier stated that the Board Appointments and Procedures Committee meeting is scheduled for next week.

Commissioner Gouine attended a Fair Board meeting, a Road Commission meeting, a Planning Commission meeting, and an Airport Authority Board meeting.

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

Commissioner Brown attended a Munro Township meeting, a Mackinaw Township meeting, Village of Mackinaw Council meeting, MSU Focus Group meeting, graduation party for Decisions to Actions participants, and a ZBA meeting. He stated the board should reinstate the County Economic Development Corporation. Commissioner Wallace said the EDC will require some financial assistance from the County,

Commissioner Wallace attended a 9-1-1 meeting, township meetings, a Northeast Consortium meeting, and a NEMCOG meeting. Discussion was held.

Commissioner Allor attended the MSU Focus Group, presentation by Oil and Water Don't Mix organization regarding Enbridge Line 5, a District No. 4 Health Board meeting, a Planning Commission meeting, an LEPC meeting, and a Walker Township meeting.

Commissioner Redmond attended a District No. 4 Health Board meeting, a Benton Township meeting, and an LEPC meeting.

**OLD BUSINESS** – None

### NEW BUSINESS

County Planner Scott McNeil presented Zoning Ordinance Amendment #132 regarding Ginop Conditional Rezoning. Discussion was held.

**Motion** by Commissioner Brown, seconded by Commissioner Gauthier to adopt Zoning Ordinance Amendment #132 and in connection to the amendment of the zoning map and conditional rezoning of property currently zoned Lake and Stream Protection (P-LS) and Agriculture and Forestry Management District (M-AF), to Commercial Development District (D-CM) subject to the following condition, as authorized by Section 405 of the Michigan Zoning Enabling Act, being MCL 125.3405: The uses allowed for the described property shall be limited to equipment and farm machinery sales, repair, rental and washing as provided in section 6.2.2. and Indoor Storage Facilities as provided in section 6.3.16 of the Cheboygan County Zoning Ordinance #200. The Cheboygan County Board of Commissioners hereby incorporates into this record all Planning Commission public hearing minutes and all documents submitted to the planning commission in connection with its consideration of the conditional rezoning and

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the Cheboygan County Board of Commissioners hereby adopts as its own findings made by the Cheboygan County Planning Commission at its meeting on November 18, 2015 on the rezoning factors considered by the Planning Commission on the conditional rezoning. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Community Development Director Steve Schnell presented the 2016 Cheboygan County Recreation Plan. Discussion was held. Mr. Schnell stated that individual township recreation plans will be referenced in the County recreation plan.

**Motion** by Commissioner Gauthier, seconded by Commissioner Allor to approve Resolution #16-02 and authorize the Chairperson to sign any necessary documentation required to submit the Recreation Plan to the Michigan Department of Natural Resources to obtain Recreation Plan Certification. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson presented Brown Builders, Inc. payment no. 3 for work at the Animal Shelter. The agreement requires 10% retainage be held on completed work. Staff recommends that no retainage be held for work completed.

**Motion** by Commissioner Gouine, seconded by Commissioner Brown to authorize payment of \$7,210 to Brown Builders, Inc. as identified on payment request No. 3 with no retainage being held for completed work. Discussion was held. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson presented the AIA Agreement with Tri-County Excavating for Phase II Animal Shelter Fill and Septic System Installation. Three proposals were received and Tri-County Excavating was the low bid at \$36,000.

**Motion** by Commissioner Matelski, seconded by Commissioner Gouine to approve AIA Document A 105-2007 Standard Form Agreement in the amount of \$36,000 with Tri-County Excavating and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson presented an Amendment to the 2016 Attorney Contract for Delinquency and Child Protection Proceedings substituting Attorney Timothy MacArthur for Attorney Fred Feleppa. Mr. Feleppa recently became an Assistant Prosecutor for Cheboygan County,

**Motion** by Commissioner Allor, seconded by Commissioner Brown to approve the amendment to the 2016 Attorney Contract for Delinquency and Child Protection Proceedings and authorize the Chairperson to sign. Discussion was held. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kari Kortz presented the Purchasing Policy Revision – Sole Vendor Listing 300-2A to add Decatur Electronics, Inc. at the request of the Sheriff's Department for their specialized radar units.

**Motion** by Commissioner Allor, seconded by Commissioner Matelski to adopt the revised Sole Vendor Listing 300-2A to become effective January 13, 2016. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kari Kortz presented the 2016 Fee Resolution #15-015 Amendment #1 for a proposed change to recycling fees regarding growth in the household hazardous waste drop off. Discussion was held.

**Motion** by Commissioner Matelski, seconded by Commissioner Gouine to adopt Amendment #1 to Resolution #15-015 – 2016 Fee Resolution to become effective January 12, 2016 and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Undersheriff Tim Cook presented the Michigan Municipal Risk Management Authority Risk Avoidance Program Grant to purchase and install 6 bumper guards with wrap around lights and fender protection systems on patrol cars.

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**Motion** by Commissioner Brown, seconded by Commissioner Matelski to approve the submission of the MMRMA RAP grant and contingent on approval of the MMRMA RAP grant the purchase and install (6) bumper guards with wrap around light and fender protection systems for patrol cars and authorize the necessary budget adjustments. Discussion was held regarding the push bar possibility of causing more damage as a result of a crash and the additional cost of maintenance to the equipment. A roll call vote was held. Motion carried with 7 yes, 0 no and 0 absent.

Undersheriff Tim Cook presented Cheboygan County Sheriff Department Road Patrol Pay Adjustment Proposal regarding Deputy Dean Tebo based on the wealth of experience and skills he brings to the Cheboygan County Sheriff's Department.

**Motion** by Commissioner Wallace, seconded by Commissioner Brown to approve the proposal that Deputy Dean Tebo be taken to the Appendix "A" three (3) salary range (\$22.95) above the normal start rate due to qualifications, ability, special skills and/or experience and approve necessary budget adjustments effective January 1, 2016. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

County Clerk Mary Ellen Tryban presented the Annual Remonumentation Agreements including 2016 Surveyor Agreements, individual Peer Group Agreements and Administrative Staff Services Agreement. Discussion was held.

**Motion** by Commissioner Matelski, seconded by Commissioner Gauthier to approve the Professional Service Agreement between Cheboygan County and Granger and Associates for Remonumentation beginning January 1, 2016 and authorize the Chairperson to sign. Motion carried with 6 yes, 1 no (Commissioner Wallace) and 0 absent.

**Motion** by Commissioner Allor, seconded by Commissioner Matelski to approve the Professional Service Agreement between Cheboygan County and Fullford Surveying & Mapping for Remonumentation beginning January 1, 2016 and authorize the Chairperson to sign. Motion carried with 6 yes, 1 no (Commissioner Wallace) and 0 absent.

**Motion** by Commissioner Brown, seconded by Commissioner Gauthier to approve the Professional Service Agreement between Cheboygan County and Ecker Surveying, Inc. for Remonumentation beginning January 1, 2016 and authorize the Chairperson to sign. Motion carried with 6 yes, 1 no (Commissioner Wallace) and 0 absent.

**Motion** by Commissioner Matelski, seconded by Commissioner Brown to 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, 2016 and ending December 31, 2016 and authorize the Chairperson to sign. Motion carried with 6 yes, 1 no (Commissioner Wallace) and 0 absent.

**Motion** by Commissioner Brown, seconded by Commissioner Allor to approve the Administrative Staff Services Agreement between Cheboygan County and Granger & Associates, Inc. for the period beginning January 1, 2016 and ending December 31, 2016 and authorize the Chairperson to sign. Motion carried with 6 yes, 1 no (Commissioner Wallace) and 0 absent.

Administrator Lawson presented 2016 Wage and Salary Resolution #16-01 – Non-union General Employees. Administrator Lawson stated that a Wage and Salary analysis has been conducted over all positions in the municipality utilizing comparable data from Emmet County, Otsego County, Antrim County, Chippewa County and Charlevoix County. Administrator Lawson stated that a majority of Cheboygan County positions were behind the average salary for the comparable units and the recommendation is to bring salaries up to the average of comparable counties over the next 3 – 5 years. Discussion was held. Commissioner Allor stated she does not understand the rationale of increasing salaries that may be up to 12% over the average. Administrator Lawson said those positions were raised 1% for inflation. The salary of Administrator Lawson will remain the same for 2016 at his request.

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**Motion** by Commissioner Gauthier, seconded by Commissioner Brown to adopt the 2016 Salary and Wage Resolution – Non-Union General Employee #16-01 to be effective January 1, 2016, authorize the Chairperson to sign and approve the necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 1 no (Commissioner Allor) and 0 absent.

Administrator Lawson presented the AFSCME Union Contract.

**Motion** by Commissioner Matelski, seconded by Commissioner Brown to approve the three-year Contract effective January 1, 2016 between Cheboygan County Board of Commissioners, Cheboygan County Clerk, Cheboygan County Treasurer, Cheboygan County Prosecutor and the American Federation of State, County and Municipal Employees Council No. 25 AFL-CIO and Cheboygan County Building Employees Chapter of Local No. 1325 (AFSCME) and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 6 yes, 1 no (Commissioner Gouine) and 0 absent.

Administrator Lawson presented the GELC Union Contract.

**Motion** by Commissioner Wallace, seconded by Commissioner Gauthier to approve the three-year contract effective January 1, 2016 between Cheboygan County Board of Commissioners, the Sheriff of Cheboygan County and the Governmental Employees Labor Council and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 6 yes, 1 no (Commissioner Gouine) and 0 absent.

Administrator Lawson presented the POLC Command Officers Union Contract.

**Motion** by Commissioner Matelski, seconded by Commissioner Brown to approve the three-year contract effective January 1, 2016 between Cheboygan County Board of Commissioners, the Sheriff of Cheboygan County and the Police Officers Labor Council – Command Officers and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson presented the POLC Road Patrol Officers Union Contract.

**Motion** by Commissioner Brown, seconded by Commissioner Allor to approve the three-year contract effective January 1, 2016 between Cheboygan County Board of Commissioners, the Sheriff of Cheboygan County and the Police Officers Labor Council-Command Officers and authorize the Chairperson to sign. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

**CITIZENS COMMENTS** – None

**BOARD MEMBER COMMENTS**

Commissioner Matelski noted that the Presque Isle County Prosecutor is suing four of the Presque Isle County Board of Commissioners.

Commissioner Wallace noted that he had a large wooden bumper.

Commissioner Gouine commented on the good condition of roads in Levering and Mackinaw City after snowfall, having recently went to Mackinaw City for an appointment at the VA Clinic.

**Motion** by Commissioner Matelski, seconded by Commissioner Brown, to adjourn to the call of the Chairperson. Meeting adjourned at 11:50 A.M.

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Mary Ellen Tryban  
Cheboygan County Clerk/Register

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Peter Redmond  
Chairperson