

Kalkaska County Board of Commissioners
Committee Meetings
June 13, 2018
(UNAPPROVED)

The following meetings are held in Commissioner Chambers, Admin Building, 605 N Birch Street, Kalkaska, MI

Judiciary and Public Safety: 9:00 AM

Meeting called to order by Committee Chair Sweet at 9:00 AM. Present Commissioners James Sweet, Truman Bicum, Dave Comai and County Clerk Deborah Hill.

Public Input: None

Appointments:

EMC Manager Mike Thompson: Thompson addressed Committee; provided June report. (Copy filed with Clerk). Discussion.

Public Input: None

Meeting adjourned at 9:47 AM.

Health and Welfare: 10:00 AM

Meeting called to order by Committee Chair Comai at 10:04 AM. Present Commissioners David Comai, Patty Cox, James Sweet and County Clerk Deborah Hill.

Public Input: None

Appointments:

COA Director Jodi Willison: Willison addressed Committee. (Copy of June report filed with Clerk) Open House scheduled for 6-19-2018. Discussion.

Library Director John Roberts: Roberts addressed Committee. (Copy of May report filed with Clerk); noted upcoming events; discussion regarding unpaid Library charges.

Public Input: None

Commissioner McKinnon requested Committee to review vacancy appointment of NMCAA. Discussion regarding documents from Mrs. Senske; Clerk to communicate with Prosecutor regarding status of inquiry.

Meeting adjourned at 10:57 AM.

DPW: 11:00 AM

Meeting called to order at 11:00 AM by Committee Chair Bicum. Present Commissioners Truman Bicum, Craig Crambell, Stuart McKinnon and County Clerk Deborah Hill.

Public Input: Deb Ball-Odeh; reserved time.

Appointments:

Parks and Recreation representative, Dave Comai: Comai addressed Committee noting reorganization of the Parks and Recreation Committee; noted request to approve use of livestock barns by 4-H for Fair preparation. Discussion. **Consensus to Motion to approve 4-H to use the livestock barns near the Civic Center for June, July and August 2018, for Fair preparation; and to provide schedule to the Kaliseum office. (Motion verbiage amended by**

Crambell and Bicum to add the months) Consensus to Motion to allow 4-H in-kind services for remuneration as determined by Parks and Recreation Committee. Comai advised the Parks and Recreation Committee will continue to address fee schedule and expenses for Fairgrounds area.

Recycle Manager Josh Hoppe: Hoppe addressed Committee noting status of parking lot RFP's. Discussion regarding millage renewal; Hoppe will review with Recycle Committee and advise Board no later than July meetings noting renewal will be requested. **Consensus to Motion to approve Recycle Millage Renewal for November ballot unless otherwise advised.**

SOIL Conservation District, Randolph: Absent.

MSUE 4-H, Kari Saxton: Saxton addressed Committee noting request for use of same language approved for waiver. Discussion. **Consensus to Motion to 4-H to allow continue to use the current waiver verbiage as approved by counsel for 2018 and 2019 county fiscal year, for the 4-H use of the Civic Center.**

Log Lake Caretaker Kelly Ramsey: Ramsey addressed Committee noting a matter with an unpaid bill of \$600.00 by a camper; Commissioner Bicum to speak with the Prosecutor as to handling the matter. Discussion regarding the Park rules. **Consensus to Motion to amend Log Lake Park Rules verbiage to read "the same campers may not occupy the same camp site for more than 10 consecutive days"**. Ramsey noted Park is busy and inquiry regarding pollen in the lake.

Fair Board, Dawn Moses: Moses addressed Committee noting continued request for review of discounts and deposit for derby for Winterfest discussed in April; consensus to refer to Parks and Rec mtg 6-27-2018. Moses reported current 501 c 3 status for FAIR.

Kaliseum Director Krzysztof Oliwa: Oliwa addressed Committee regarding status of Kaliseum events, revenue and repairs. (Copy of May report filed with Clerk).

(Public: Ball-Odeh inquired as to repairs of ADA bathrooms at Kaliseum; DPW Bole will repair)

DPW Supervisor Mayjor Bole: Bole addressed Committee. Discussion regarding Fairgrounds actual expense review for user groups. McKinnon reviewed bill inquires from Finance Committee; discussion regarding possible individual utility service for user areas to assist with fee schedules; to move forward with review of costs of both electric and water meters; discussion regarding building entrances and signage. Bole to review Village and County Maps. Review of budgeted accounts for the Fairgrounds area.

Review of resignation letter from Parks and recreation Committee. **Consensus to Motion to accept the resignation of John (Jack) Tanner from the Parks and recreation Committee.**

Review status of reverter clause with Boardman Township; consensus to review status with DNR; Clerk to contact Boardman Township for DNR proposal.

McKinnon noted RFM Financial Advisor picked up the proposals for the Kaliseum energy upgrade 6-8-2019; to follow up this week.

Review status of authorized emergency contractors; review for AD options.

McKinnon noted notification of new DNR District Supervisor for this area, William Sterrett.

Public Input:

Deb Ball-Odeh: Ball requested re-locating Parks and Recreation meeting due to the heat in the Kaliseum. Discussion, Parks and Rec to move to the County Administration building.

Meeting adjourned at 12:55 PM.

Personnel: 2:00 PM

Meeting called to order by Committee Chair Crambell at 1:00 PM. Present Commissioners Craig Crambell, Patty Cox, Kohn Fisher and County Clerk Deborah Hill.

Public Input: None

Appointments:

Sheriff Patrick Whiteford: Whiteford addressed Committee requesting a revision for the non-union pay employees; copy of requested revision filed with Clerk. Discussion.

Housekeeping Supervisor Irene Daniels: Daniels requested approval to fill part-time custodian vacancy. **Consensus to Motion to approve Resolution 2018-26 to lift the hiring freeze to allow Supervisor Daniels to fill the part-time custodian vacancy.**

MSUE Director Jen Berkey: Berkey requested approval to fill MSUE Office Manager vacancy. **Consensus to Motion to approve Resolution 2018-27 to lift the hiring freeze to allow Berkey to fill the MSUE Office Manager vacancy.**

COA Director Jodi Willison: Willison requested approval for new position of LPN. **Consensus to Motion to approve Resolution 2018-28 to lift the hiring freeze to allow COA Director to fill the LPN vacancy.** Willison noted an error with the wage in Resolution 2018-06. **Consensus to Motion to amend Resolution 2018-06 to \$10.41 per hour in the place of \$10.00 per hour, consistent with the pay scale.**

Discussion regarding COA Budget Amendment from accountant; discussion regarding possible quasi position of volunteer and part-time employee.

Willison noted incident with previous employee soliciting COA clients; reviewed with counsel. Discussion.

Public Input: None

Meeting adjourned at 2:01 PM.

Finance Committee: 2:00 PM

Meeting called to order by Committee Chair Cox at 2:04 PM. Present Commissioners Patty Cox, Kohn Fisher, Stuart McKinnon and County Clerk Deborah Hill.

Public Input: None

Appointments:

Sheriff Patrick Whiteford: Whiteford review Budget Amendments with Committee; Committee noted Budget Amendments 0034 & 0036 were amended by Accountant Hervey. Discussion. Whiteford noted time and duties involved in his assistance with IT needs. Discussion regarding request for review of non-union wages, tabled for review after budget and union wage review. Discussion regarding budgeting, SEV and projections.

Chair Cox called for review of bills marked for review from Finance meeting 6-12-2018. Discussion; noted expenses need to be accountable to each complex or building. **Consensus to Motion to approve pre and post approved bills as presented.**

Discussion regarding annual stipend review; consensus to set a meeting to review with recipients and accountant; review in July; tentative August date to be set.

Public Input: None

Meeting adjourned at 3:53 PM.

County Affairs/IT: 3:00 PM

Meeting called to order by Committee Chair Fisher at 3:02 PM. Present Commissioners Kohn Fisher, Craig Crambell, Stuart McKinnon and County Clerk Deborah Hill.

Public Input: None

Appointments:

Equalization Director Robert Englebrecht: Englebrecht addressed Committee regarding recent communications for CFT and HSF taxes; upcoming changes with assessor's reform by the State; pending Truth and Taxation Hearing; discussion.

Discussion regarding property foreclosures; review with Equalization for adjacent properties provided by Treasurer indicated none are connected to county properties.

Discussion regarding renewal process for EQ services, Office Manager responsibilities and review of current services. **Consensus to bring to the Board 6-20-2018 to determine the Board's position with Equalization services.**

Discussion regarding counties submitting Resolutions in opposition to assessing reform HB 6049 and SB 1025. Clerk to prepare a Resolution for 6-20-2018 meeting.

Discussion regarding expiring county millages and review for renewals; noted millage limits and collection periods; noted if any changes proposal will need to be submitted to counsel for review.

Committee inquired as to millage collections; Englebrecht reported is directed by proposal language.

Sheriff Patrick Whiteford: Whiteford addressed Committee noting RFP for Animal Control pending from counsel, to provide for 6-20-2018 meeting approval. **Consensus to Motion to advertise 6-22-2018 to 8-3-2018 for the Animal Control Proposal sealed bids with deadline date of 8-3-2018 3:00 PM; open and review of sealed bids 8-8-2018 and consider selection for bid 8-15-2018.**

Consensus to Motion to place the Recycle and Animal Control Millages on the November ballot as renewals.

(Review of Equalization proposal from Carins; to send response pending Board decision.)

Whiteford noted 3 RFP's were received for the Jail study and pending review.

IT: Whiteford reported continued review of website and social media oversight, pending FB page; review of IT services; AT&T telephone billings continued to be reviewed with request for corrected contracts and non-payment until corrections are made back to July 2017. Whiteford noted price per line still needed and current report due to cancelation of several lines when

new contracts reviewed. Whiteford to provide new contracts 6-20-2018 if provided. **Consensus to Motion to approve the two new AT&T contracts for Centrex lines 1031 and 2424 if presented at 6-20-2018 meeting.**

Whiteford noted review of Empiric services and billings. Discussion regarding review of IT needs by Empiric.

Crambell noted COA Director advised of IT communication issues; Clerk and Whiteford reported no knowledge of current issues; advised of Empiric involvement due to IT.

Chair Fisher noted review of agenda documents:

Press releases-none

NCCMH and DHD lease agreements-to be forwarded to each dept for review.

Opioid Litigation-Fisher reported communication with Attorney Smith; consensus to review with counsel for current opinion and take action depending on current review. **Consensus to Motion to obtain Smith and Johnson PC for Opioid Litigation pending review and approval by County counsel.**

ACH Policy-tabled due to counsel opinion of to be done by Resolution.

Policy updates and fairground user groups pending; table for continued review.

Safety Committee-**Consensus to Motion to assign the duties of the Safety Committee to the Judiciary and Public Safety Committee.** (Clerk to confirm MMRMA guidelines)

Land reverter clause-pending review with DNR; Clerk to request copy of DNR request from Boardman Twp.)

Cost Allocation agreement-Clerk Hill noted review of extension is consistent with previous amounts. **Consensus to Motion to extend the MGT Cost Allocation agreement for 2017 and 2018 as proposed and allow Chair to sign.**

MMRMA renewal- Clerk Hill advised that she completed the liability coverage audit and requested approval of the renewal agreement in the amount of \$214,490.00; discussion. **Consensus to Motion to approve the MMRMA (Michigan Municipal Risk Management Authority) as presented for 7-1-2018 thru 7-1-2019.**

ARMY/DNR notification of sea lamprey barrier to Little Manistee River (copy filed with Clerk)

McKinnon noted RFP's for Kaliseum Energy Proposal is being reviewed by PFM and will schedule to meet soon.

Discussion regarding NMCAA Board appointment. **Consensus to Motion to add the North County Community Action Agency to the Board of Commissioner Board and Committee appointment list with 1 year term.**

Public Input: None

Meeting adjourned at 5:50 PM.

Respectfully submitted:

Deborah Hill, Kalkaska County Clerk and
Clerk of Board of Commissioners

Stuart McKinnon, Chair of
Kalkaska County Board of Commissioners

These minutes are not official until they are approved at the next Regular Board of Commissioners meeting.