

Kalkaska County Board of Commissioners  
Regular Meeting Minutes  
April 12, 2016  
(UNAPPROVED)

Meeting called to order by Chair McKinnon at 6:00 PM, Commissioner Chambers, Administration Building, 605 N Birch Street, Kalkaska, MI. Present Commissioners Patty Cox, Craig Crambell, Kohn Fisher, Alan Hart, Stuart McKinnon, Kevin Stein and County Clerk Deborah Hill. Absent Commissioner Michael Buchanan. Pledge of Allegiance by all. Invocation by Commissioner Cox.

**Call for Conflict:** None

**Approval of Agenda:**

**Motion** by Hart to approve Agenda. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

**Approval of Minutes:**

**Motion** by Hart to approve Regular Meeting Minutes of 3-9-2016 with addition of approved Amended BOC Bylaws and Parks and Recreation Bylaws to be inserted. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Hart to approve Closed Session Meeting Minutes of 3-9-2016. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Hart to approve Committee Meeting Minutes of 4-6-2016. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Fisher to approve Special Meeting Minutes of 4-6-2016. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Hart to approve Closed Session Meeting Minutes of 4-6-2016. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Fisher to approve Personnel Special Meeting Minutes of 4-8-2016. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Fisher to approve Personnel Special Meeting Minutes of 4-12-2016. Supported by Crambell. 6 yeas. 0 nays. 1 absent. **Carried.**

**Public Input:**

Andrew McCallum: McCallum addressed Board noting Disc Golf group had obtained \$4600.00 in donations toward the repair of the Disc Golf Course at Log Lake, toward the needed funds. Discussion, request for assistance from the Log Lake Park budget for the balance. Consensus to order through the County from donation fund account and review difference at DPW Committee.

**Appointments:**

Sheriff Pat Whiteford: Whiteford addressed Board noting: Budget Amendment requests;

M-72 Tower lease with Grand Traverse Mobile and COLI pending review with counsel; request for approval of cabling for cameras in jail, Court and Admin building, for first phase of process. Discussion, Whiteford noted he is seeking grant and MMRMA funding assistance available for camera/security project. Whiteford requested approval of 1.5% for non-union staff (same as union contracts) and approval of Commissary Contract and Inmate Telephone Agreement. (Brief discussion regarding Senior Haven oversight, consensus it is not under the County.)

Emergency Services Manager Mike Thompson: Thompson addressed the Board as the County's new Emergency Manager, noted his history and overview of preparation of plans and eagerness to provide services to Kalkaska County. Discussion regarding up-coming Homeland Security training for 3 individuals; consensus for Thompson, Commissioner Buchanan and Emergency Medical Services Director Dupuie to attend.

Equalization Director Brad Heikkila: Heikkila presented 2016 L4024 report of Personal and Real Property Totals and Equalized Valuations Real for Board Approval. Heikkila noted he has preliminary figures for the taxable values due in June. **Motion** by Hart to approve the 2016 L4024 report as presented and allow the Chair and Clerk to sign. Supported by Cox. Roll call vote: Hart, yes; Cox, yes; Buchanan, absent; Crambell, yes; Fisher, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent (Buchanan). **Carried.**

Commission on Aging Advisory Board Chair Richard Otto: Board discussion regarding COA millage renewal request. Board noted information with \$800,000.00 current fund balance requested of COA, question whether there was need for continued millage request. Otto noted a number of repairs and updated necessary projects pending; discussion, Hart noted when second millage was passed COA was to provide documentation of fund use and noted COA's plan if millage renewal fails; consensus actual costs need to be submitted, Otto advised to obtain list of engineer's from the Building Codes Dept for commercial buildings for print of work to be done, provide proposed use of renewal millage and what the plan is if the millage renewal were to fail. Otto will then bring this to Health and Welfare Committee for review (noted request for Chair of COA Advisory Committee to attend Health and Welfare Committee meetings with COA Director).

#### **Committee Appointments:**

Chair McKinnon noted his review of applications for the COA Advisory Board vacancy and Jury Board Vacancy as well as a review of Judge Mertz's recommendation for the Jury Board appointment, requesting the appointment of Walter Dow to the COA and Georgia Sue Tanner to the Jury Board. **Motion** by Fisher to accept the Chair's appointment of Georgia Sue Tanner to the Jury Board vacancy partial term ending 4-30-2020. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Cox to accept the Chair's appointment of Walter Dow to the Commission on Aging Advisory Board partial term vacancy ending 6-30-2016. Supported by Crambell. 6 yeas. 0 nays. 1 absent. **Carried.**

#### **Budget/Bills:**

Finance Chair Hart called for review or concerns with proposed Budget Amendments and Bills as reviewed at Finance Committee. **Motion** by Hart to approve Budget Amendments 2016-

0008 through 0012 and 0014 through 0021, with 0020 as amended. Supported by Cox. Roll call vote: Hart, yes; Cox, yes; Buchanan, absent; Crambell, yes; Fisher, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Hart to approve Post Approved Bills of \$465,381.89, General Fund Bills of \$186,265.61, Payroll #5 of \$173,279.25, Payroll #6 of \$169,408.13, and Commissioners Per-Diem (\$875.00) and Salary (\$3200.00) of \$4075.00. Supported by Crambell. Roll call vote: Hart, yes; Crambell, yes; Buchanan, absent; Cox, yes; Fisher, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

#### **Unfinished Business:**

Chair McKinnon called for review of matter from counsel. **Motion** by Fisher to enter into Closed Session at 6:58 PM to discuss written attorney client privileged letter under MCL 15.268 (h). Supported by Crambell. Roll call vote: Fisher, yes; Crambell, yes; Buchanan, absent; Cox, yes; Hart, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

**Meeting entered into Closed Session at 6:58 PM. Meeting returned to Open Session at 7:45 PM.**

**Motion** by Hart to return to Open Session at 7:45 PM. Supported by Crambell. 6 yeas. 0 nays. 1 absent. **Carried.**

Chair called for recess at 7:46 PM. Meeting reconvened at 7:50 PM.

#### **Committee Reports:**

**DPW:** Crambell reported. **Motion** by Crambell to allow Soil Conservation District (Mark Randolph) to apply for TransCanada Grant. Supported by Hart. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Crambell to approve Resolution 2016-17 authorizing Millage request for County Soil Conservation District of .25 mill for 4 years. Supported by Hart. Discussion, consensus of Board that direct funding from County General Fund would be eliminated if passed. Roll call vote: Crambell, yes; Hart, yes; Buchanan, absent; Cox, yes; Fisher, yes; Stein, yes; McKinnon, no. 5 yeas. 1 nay. 1 absent. **Carried. Motion** by Crambell to contract with applicant Kelly Ramsey for Log Lake Caretaker for 2016. Supported by Cox. Discussion. Roll call vote: Crambell, yes; Cox, yes; Buchanan, absent; Fisher, yes; Hart, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Crambell to adopt amended Log Lake Caretaker Contract with changes, with approval of counsel and authorize the Chair to sign. Supported by Hart. Roll call vote: Crambell, yes; Hart, yes; Buchanan, absent; Cox, yes; Fisher, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Crambell for DPW to remove privy vaults at the Log Lake Campground. Supported by Hart. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Crambell to have internet/expand bandwidth reconnect at Log Lake Campground. Supported by Hart. Discussion regarding costs. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Crambell for the Clerk to advertise for the County auction June 11, 2016 at 10:00 AM. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Crambell to revise the Recycle Manager Contract as proposed and send to counsel for review. Supported by Hart. Discussion, noted all parties in agreement. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Crambell to authorize the purchase of the Disc Golf nets out of the new donation account for the Disc Golf Course at Log Lake. Supported by Hart. Discussion, consensus if extra funds are needed, to be reviewed from Log

Lake fund. Roll call vote: Crambell, yes; Hart, yes; Buchanan, absent; Cox, yes; Fisher, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

**County Affairs:** Fisher reported. **Motion** by Fisher to approve request for cabling purchase as quoted for \$1675.00 for Court Building from fund #245-00-963.000 (Court House Preservation Fund) and \$2,375.00 for the Administration Building and Jail from fund #244-000-963.000, for camera system. Supported by Crambell. Roll call vote: Fisher, yes; Crambell, yes; Buchanan, absent; Cox, yes; Hart, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Fisher to approve Inmate Telephone Services Agreement as presented. Supported by Hart. Roll call vote: Fisher, yes; Hart, yes; Buchanan, absent; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Fisher to approve Keefe Commissary Network Agreement as presented. Supported by Hart. Roll call vote: Fisher, yes; Hart, yes; Buchanan, absent; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

Fisher noted request from Equalization Director to have his letter dated 3-16-2016, be attached to the approved minutes of County Affairs 3-2-2016; Fisher advised any changes or additions to approved minutes would need to be approved by the Board. Discussion, consensus of Board the approved minutes accurately reflect the recorded meeting, not the letter from Heikkila. **Motion** by Hart to have the recording of the 3-2-2016 session #2 County Affairs Committee meeting attached to the approved minutes. Supported by Crambell. Discussion, Register of Deeds noted objection to recording as part of minute record. Board noted the recording would be the actual events/statements of the meeting. 6 yeas. 0 nays. 1 absent. **Carried.**

Fisher reported request to make payment toward two of the pending AT&T accounts that have been reviewed with AT&T; Fisher noted following review with AT&T representative, review of telephone lines that were ported to PRI and calculations provided by Clerk, **Motion** by Fisher to pay \$1,071.88 balance of AT&T dispatch account from fund line item as determined by accountant. Supported by Hart. Roll call vote: Fisher, yes; Hart, yes; Buchanan, absent; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Fisher to pay \$26,217.65 toward pending AT&T account to be paid from fund account as determined by accountant. Supported by Hart. Discussion, Fisher noted AT&T representative recommended the County make an estimated payment toward the unpaid account in order for her to have the balance of the account submitted for review by AT&T, due to the lengthy record of the County's efforts to review with AT&T and decrease in service. Roll call vote: Fisher, yes; Hart, yes; Buchanan, absent; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.** Fisher note request from County Treasurer for payment of title work on Housing Commission matter. **Motion** by Fisher to pay \$318.25 for the Talon Title billing from fund line item as determined by accountant, matter to be reviewed for reimbursement by Housing Commission. Supported by Hart. Roll call vote: Fisher, yes; Hart, yes; Buchanan, absent; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Fisher to approve Resolution 2016-18 Urging State Transparency. Supported by Crambell. Roll call vote: Fisher, yes; Crambell, yes; Buchanan, absent; Cox, yes; Hart, yes; Stein, yes; McKinnon,

yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Fisher to approve Resolution 2016-19 for Kalkaska County Kaliseum Millage Renewal Proposal. Supported by Hart. Roll call vote: Fisher, yes; Hart, yes; Buchanan, absent; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Fisher to authorize the Clerk to send a letter to the Fife Lake 4<sup>th</sup> of July celebration noting the inability of the County to donate public funds. Supported by Hart. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Hart to authorize the Clerk to send a letter to Kalkaska County Community Collaborative noting the inability of the County to donate funds. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Fisher to authorize the Chair to sign a letter to Representative Bruce Rendon to support Rep Franz position against SB 306. Supported by Crambell. 5 yeas. 1 nay (Hart). 1 absent. **Carried. Motion** by Fisher to send letters of recognition to Cotton and Gordon farms for their compliance with the Michigan Agricultural Environmental Assurance Program Farmstead System. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

**Personnel:** Cox reported. **Motion** by Cox to approve COA employee Deb Snyder to temporarily work 40 hours a week for 90 days. Supported by Fisher. Discussion. Roll call vote: Cox, yes; Fisher, yes; Buchanan, absent; Crambell, yes; Hart, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Cox to approved Resolution 2016-12 to fill COA Meal Site Delivery Driver vacancy. Supported by Fisher. Roll call vote: Cox, yes; Fisher, yes; Buchanan, absent; Crambell, yes; Hart, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Cox to authorize the 1.5% wage increase for the Undersheriff and Sheriff Administrative Assistant retroactive to 1-1-2016. Supported by Hart. Roll call vote: Cox, yes; Hart, yes; Buchanan, absent; Crambell, yes; Fisher, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Cox to authorize the 1.5% wage increase for the non-union staff that are under the Teamsters excluding the Department Heads and Elected Officials. Supported by Hart. Roll call vote: Cox, yes; Hart, yes; Buchanan, absent; Crambell, yes; Fisher, yes; Stein, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried. Motion** by Cox to approve the proposed Commission on Aging Wage Scale. Supported by Crambell. Discussion, concern noted proposed wage increases exceed the 1.5% approved for other employee units and millage renewal review. Roll call vote: Cox, yes; Crambell, yes; Buchanan, absent; Fisher, yes; Hart, no; Stein, no; McKinnon, no. 3 yeas. 3 nays. 1 absent. **Motion Failed.** Discussion regarding COA wage proposal, consensus to set for a Special Personnel Committee Meeting 4-15-2016 at 4:30 PM.

**Finance:** Hart reported. **Motion** by Hart to place the letter from the Prosecutor Michael Perreault regarding the Commission on Aging and Recycle investigations on record. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.** Motion by Hart to waive the rental fee for the Kaliseum conference room for the County Clerk's election training 4-11-2016. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

**Health and Welfare:** Stein reported. **Motion** by Stein to approve Resolution 2016-20 for the Commission on Aging Millage Renewal. Supported by Cox. Discussion regarding concern with COA current fund balance exceeding \$800,000.00, as to whether the need for additional millage of renewal is necessary. **Motion and support withdrawn.** Notation COA Advisory Board Chair Otto was informed under appointments to obtain necessary information and return to Board

review as soon as possible. **Motion** by Stein to approve the Veterans Affairs request for the County Incentive Grant and allow Chair to sign. Supported by Crambell. Roll call vote: Stein, yes; Crambell, yes; Buchanan, absent; Cox, yes; Fisher, yes; Hart, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

**Judiciary and Public Safety:** No report

**Sub-Committee Reports:**

Mark Randolph reported Soil Conservation District supported the millage request, noting the purpose of the millage and needed services to the County. Discussion including the millage intended to replace county general fund expense including any overhead of office expenses, etc.

**Correspondence and Resolutions:**

Chair noted all Agenda items addressed prior in meeting, Zoning Administrator Report and Kaliseum Report in packet for review.

**New Business:**

Discussion regarding Recycle Manager contract, noting forwarded to counsel for review.

**Other Business:** None

**Public Input:** None

**Motion** to adjourn by Hart at 9:03 PM. Supported by Crambell. 6 yeas.0 nays. 1 absent. **Carried.**

Respectfully submitted:

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

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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.

