

Kalkaska County Board of Commissioners  
Regular Meeting Minutes  
September 14, 2016  
(UNAPPROVED)

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

**Call for Conflict:** None

**Approval of Agenda:**

**Motion** by Hart to approve agenda. Supported by Cox. 7 yeas. 0 nays. **Carried.**

**Approval of Minutes:**

**Motion** by Hart to approve Regular Meeting Minutes of 8-10-2016. Supported by Fisher. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to approve Special Meeting Minutes of 8-29-2016. Supported by Hart. 7 yeas. 0 nays. **Carried.**

**Motion** by Hart to approve Committee Meeting Minutes of 9-7-2016 with addition of 'system' on page 2, Sheriff appointment, 2<sup>nd</sup> Motion, after 'megahertz'. Supported by Fisher. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to approve Personnel Special Meeting Minutes of 9-13-2016. Supported by Cox. 7 yeas. 0 nays. **Carried.**

**Public Input:**

Cash Cook, DDA: Cook addressed Board regarding Regional Prosperity Initiative Grant Application, requesting county financial support to assist Parks and Recreation plan. **Motion** by Hart to allocate up to \$2,000.00 to partnership with DDA for Regional Prosperity Initiative Grant to assist with Parks and Recreation 5 Year Master Plan, to be paid from contingency fund. Supported by Crambell. Roll call vote: Hart, yes; Crambell, yes; Buchanan, yes; Cox, yes; Fisher, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** (Discussion regarding EDC Board vacancy.)

Jordan Stancil: Stancil addressed Board and attendees regarding his candidacy, qualifications and desire for 103<sup>rd</sup> State Representative seat.

**Appointments:**

Sheriff Pat Whiteford: Whiteford noted monthly report #8-2016. (Copy filed with Clerk) Whiteford requested approval of SRP Grant and RFP for law enforcement software. Consensus to review at Finance.

**Committee Appointments:**

Chair McKinnon appointed T. Timothy Ellis to the EDC Board. Discussion. **Motion** by Fisher to accept Chair's Appointment of T. Timothy Ellis to the Economic Development Board, to fill the vacancy of Mike Ascione. Supported by Hart. 7 yeas. 0 nays. **Carried.**

**Budget/Bills:**

Commissioner Hart called for review and approval of Budget Amendments and Bills. Discussion. **Motion** by Hart to approve Budget Amendments 2016-0044 through 2016-49. Supported by Cox. Roll call vote: Hart, yes; Cox, yes; Buchanan, yes; Crambell, yes; Fisher, yes; Stein, yes; McKinnon, yes. **Carried.** **Motion** by Hart to approve Post Approved Bills of \$611,697.16; General Fund Bills of \$77,510.54; Payroll #16 of 184,434.96; Special Payroll #16-1 of 301.05; Payroll #17 of \$172,097.69; Payroll #15 of \$169,203.98; Commissioners Per-Diem (\$750.00) and Salary (\$3,200.00) of \$3,950.00. Supported by Fisher. Roll call vote: Hart, yes; Fisher, yes; Buchanan, yes; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

**Closed Session:** **Motion** by Hart to go into closed session to consult with our attorney regarding trial and settlement strategy in connection with the case of Debra Ramsey v Debra Kimball and Kankaska County, File # 15-12030-CD, pending in the Circuit Court for the County of Kankaska pursuant to Section 8 (e) of the Open Meetings Act since discussion in an open meeting will have a detrimental financial effect on the litigating and settlement position of the County. Supported by Fisher. Roll call vote: Hart, yes; Fisher, yes; Buchanan, yes; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** Also present Counsel Gregory Grant.

Meeting entered into Closed Session at 6:24 PM. Meeting returned to Open Session at 6:57 PM. **Motion** by Hart to return to Open Session at 6:57 PM. Supported by Buchanan. 7 yeas. 0 nays. **Carried.** **Motion** by Hart to follow the advice of counsel, to authorize counsel to commence with mediation and/or settlement discussion regarding Circuit Court case #15-12030-CD, Ramsey v. Kimball, as discussed in Closed Session. Supported by Cox. Roll call vote: Hart, yes; Cox, yes; Buchanan, yes; Crambell, yes; Fisher, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

**Unfinished Business:** None

**Committee Reports:**

DPW: Crambell reported. **Motion** by Crambell to authorize the reservation of the Fairgrounds property west of the Kaliseum for the Vietnam 50<sup>th</sup> Anniversary Commemoration display of the Vietnam Moving Wall August 12<sup>th</sup> through August 18, 2018. Supported by Hart. 7 yeas. 0 nays. **Carried.**

Commissioner McKinnon noted review of timber harvest revenue to be distributed with the review of the Parks and Recreation Committee and need for Parks and Rec minutes to be filed with the County.

County Affairs: Fisher reported. **Motion** by Fisher to authorize payment to AT&T accounts for actual usage. Supported by Crambell. Discussion. **Motion and support withdrawn.** Consensus to review at Special Meeting. **Motion** by Fisher to reduce hard wire telephone lines to wireless at Recycle and Animal Control and discontinue telephone at the Civic Center. Supported by Hart. Discussion. Roll call vote: Fisher, yes; Hart, yes; Buchanan, yes; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Fisher to allow Chair to sign Secondary Road Patrol Grant for Sheriff Department. Supported by Hart. Roll call vote: Fisher, yes; Hart, yes; Buchanan, yes; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Fisher to approve \$93,896.35 to be paid from Dispatch funds (account #254), as recommended by the 911 Authority Board, to increase the Dispatch communication system to 800 megahertz system. Supported by Hart. Discussion. Roll call vote: Fisher, yes; Hart, yes; Buchanan, yes; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Fisher to approve the purchase of a vehicle for Zoning/Soil Erosion Department, not to exceed \$17,000.00, from line item as determined by accountant. Supported by Hart. Roll call vote: Fisher, yes; Hart, yes; Buchanan, yes; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Fisher to approve Investment Policy for Kalkaska County Appendix 1 and Appendix 2 as presented. Supported by Hart. Roll call vote: Fisher, yes; Hart, yes; Buchanan, yes; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Fisher to approve Resolution 2016-34 to Adopt Investment Policy for the County of Kalkaska. Supported by Hart. Roll call vote: Fisher, yes; Hart, yes; Buchanan, yes; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Fisher to affirm Chair's signature for Letter of Support to the Kalkaska County Road Commission for Shippy Road project from Maple Hill Rd to Coster Rd. Supported by Hart. 7 yeas. 0 nays. **Carried.** Fisher noted review of meeting room use/availability at county complexes, increased difficulty scheduling for public meetings, to be reviewed.

Personnel: Cox reported. **Motion** by Cox to authorize the initial posting of the upcoming Child Support Coordinator vacancy. Supported by Hart. 7 yeas. 0 nays. **Carried.** **Motion** by Cox to approve wage increase for Kaliseum employee Lajewski as requested by Director James. Supported by Hart. Discussion. **Motion and support withdrawn.** Consensus matter to be tabled in conjunction with review of non-union pay scales as discussed by Board. **Motion** by Cox to approve Resolution 2016-35 to lift the hiring freeze to fill the vacancy of the Commissioner on Aging Temporary In-Town Driver. Supported by Hart. Roll call vote: Cox, yes; Hart, yes; Buchanan, yes; Crambell, yes; Fisher, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Cox to Approve Resolution 2016-36 to lift the hiring freeze to fill the vacancy of the Commission on Aging Receptionist. Supported by Hart. Roll call vote: Cox, yes; Hart, yes; Buchanan, yes; Crambell, yes; Fisher, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Cox to accept resignation letter of Construction Codes employee Grody. Supported by Hart. 7 yeas. 0 nays. **Carried.** **Motion** by Cox to approve Resolution 2016-37 to lift the hiring freeze for fill the vacancy of Construction Codes Clerk. Supported by Hart. Roll call vote: Cox, yes; Hart, yes; Buchanan, yes; Crambell, yes; Fisher, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Cox to send Construction Codes Clerk job description to counsel for review. Supported by Buchanan. 7 yeas. 0 nays. **Carried.**

Crambell noted pending review of non-union policies, pay scale, discussion regarding review of 2016 and 2017 proposed wages. Discussion regarding pending Equalization Director applications and proposals, to review at 10-6-2016 meeting with the State.

Chair called for recess at 7:38 PM. Chair called meeting back into session at 7:46 PM.  
Finance: Hart reported. **Motion** by Hart to allow Chair to sign 2016-17 County Child Care Summary Budget Summary. Supported by Buchanan. Roll call vote: Hart, yes; Buchanan, yes; Cox, yes; Crambell, yes; Fisher, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Hart to approve and allow Chair to sign the Kalkaska County Friend of Court and Department of Health and Human Services Grant. Supported by Buchanan. Roll call vote: Hart, yes; Buchanan, yes; Cox, yes; Crambell, yes; Fisher, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Hart to allow the Sheriff to advertise for RFP for Kalkaska County Law Enforcement suite, Sheriff's Office Technology System. Supported by Cox. Discussion. Roll call vote: Hart, yes; Cox, yes; Buchanan, yes; Crambell, yes; Fisher, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Hart to affirm the Chair's approval and signature on SunTel bill dated 8-25-2016 for \$4,311.30. Supported by Fisher. Roll call vote: Hart, yes; Fisher, yes; Buchanan, yes; Cox, yes; Crambell, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Hart to affirm the Chair's signature on the County Incentive Grant Award for VCAT Participation letter dated 8-16-2016 for the Kalkaska County Veterans Affairs Counselor to participate in the Regional Community Action Team. Supported by Crambell. 7 yeas. 0 nays. **Carried.** **Motion** by Hart to waive Equalization copy fees for Parks and Recreation Committee as inter-county government related. Supported by Crambell. Roll call vote: Hart, yes; Crambell, yes; Buchanan, yes; Cox, yes; Fisher, yes; Stein, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Hart for Clerk to request a copy of the fee schedule from all county departments. Supported by Cox. Discussion. 7 yeas. 0 nays. **Carried.**

Health and Welfare: Cox reported COA Director and COA Advisory Board were present and provided blue print for Commission on Aging remodeling for discussion.

Judiciary & Public Safety: No report, meeting canceled.

#### **Sub-Committees:**

Soil Conservation: Hart reported annual meeting to be held in October.

Chair McKinnon noted communication from Northern Michigan Regional Entities regarding a member vacancy. Discussion, review when information received and advertise position.

#### **Correspondence and Resolutions:**

Chair noted all agenda items approved prior in meeting.

**New Business:** None

**Other Business:** None

**Public Input:**

Dick Malott: Addressed Board noting Republican upcoming open house to include candidates and public welcome.

Sheriff Whiteford: Whiteford noted FOIA request regarding booking information for publications. Discussion.

**Motion** to adjourn by Hart at 8:04 PM. Supported by Crambell. 7 yeas. 0 nays. **Carried**.

Respectfully submitted:

---

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

---

Chair McKinnon, Chair of  
Kalkaska County Board of Commissioners

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