

Kalkaska County Board of Commissioners
Special meeting Minutes
February 15, 2017
(UNAPPROVED)

Meeting called to order by Chair McKinnon at 4:30 PM, Commissioner Chambers, Administration Building, 605 N Birch Street, Kalkaska, MI. Present Commissioners Michael Buchanan, David Comai, Patty Cox, Craig Crambell, Kohn Fisher, Stuart McKinnon, James Sweet and County Clerk Deborah Hill. Pledge of Allegiance by all.

Public Input: None

Approval of Agenda:

Motion by Fisher to approve Agenda. Supported by Cox. 7 yeas. 0 nays. **Carried.**

Purpose of Meeting:

Motion by Fisher for reconsideration of Motion from Board of Commissioners Meeting January 18, 2017 as follows: “**Motion** by McKinnon to approve increase to 40 hours (from 35) for County Treasurer Clerk III vacancy (due to added EQ duties to Treasurer office with current staff) and allow Treasurer to oversee duties of Equalization office with continued review by Equalization Director and BOC. Supported by Fisher. Discussion. Roll call vote: McKinnon, yes; Fisher, yes; Buchanan, yes; Comai, yes; Cox, yes; Crambell, absent; Sweet, yes. 6 yeas. 0 nays. 1 absent. **Carried.**” Roll call vote: Fisher, yes; Cox, yes; Buchanan, yes; Comai, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

Motion by Fisher to rescind Motion as stated from January 18, 2017 Regular Meeting. Supported by Cox. Roll call vote: Fisher, yes; Cox, yes; Buchanan, yes; Comai, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

Motion by Fisher to approve increase to 40 hours (from 35) for County Treasurer Clerk III vacancy, with the understanding that the County Treasurer will be designating Treasurer’s Office staff for up to 5 hours per week to assist in performing certain duties previously performed by Equalization office, with such former Equalization work to be paid from the Equalization Office budget and performed under the general supervision of the Board of Commissioners and the County Equalization Director. Supported by Cox. Roll call vote: Fisher, yes; Cox, yes; Buchanan, yes; Comai, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

Power Point Presentation for County Opt-In Foreclosures:

County Treasurer Valerie Thornburg: Thornburg addressed Board noting she requested a presentation to address inquires about the duties of the County Treasurer with the Opt-In of tax foreclosures; noted Opt-In allowed the County to handle tax foreclosures personally including review of hardships with potential payment plans (advised 3-4 each year allowed her to set up payments plans); introduced her Attorney for county tax matters, Charles Lawler, to review the tax foreclosure process with the Board.

Charles Lawler: Addressed Board noting the process of the County's decision to Opt-In for tax foreclosure process in 2015 (Power Point provided), rather than the previous process of the State doing them which allows for the County to retain the money from the foreclosure process and deal with individual needs. Lawler noted the statute provides the County Treasurer with complete authority with the Tax Revolving Fund (expenses will include added Deputy duties, noticing, postings, attorney fees, etc.). Commissioners inquired as to authorization of payment of expenses, oversight of Tax Revolving Fund, policies, procedures, liabilities. Discussion regarding process that is inconsistent with County Policies, noting concern with County bid policy and nepotism policy. Treasurer reported: necessary documents including contracts and insurance were provided to Clerk; and policies and procedures are in place to assure due-process. Discussion, concerns noted with accountability to tax payers. Lawler noted County should be concerned with funds received for past two years of approximately \$200,000, surplus after expenses to be reviewed every 2 years and surplus can be moved to the General Fund; noted any concerns fall to County Treasurer's oversight. Discussion regarding necessity to retain funds in Tax Revolving Fund due to potential liabilities/expenses. Chair McKinnon noted Board may make a statement regarding Opt-In process/policies by County Treasurer for Kalkaska County. Lawler noted final authority is with the County Treasurer; noted once the County did a Resolution to Opt-In they cannot reverse that process.

Motion by Buchanan to adjourn at 5:43 PM. Supported by Comai. 7 yeas. 0 nays. **Carried.**

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.