

Kalkaska County Board of Commissioners
Regular Monthly Meeting
August 10, 2011
(UNAPPROVED)

Meeting called to order by Chair Michael Cox at 4:00 PM, Room #103, Kalkaska County Governmental Center. Roll call of Commissioners: All present-Michael Cox, Debra Kimball, Antonio Martini, Stuart McKinnon, David Ritter, Carroll Sexton and Craig Wood.

Pledge of Allegiance given by all. Invocation by Debra Kimball.

Call for conflict. None.

Approval of Agenda:

Motion by Wood to approve Agenda with addition of Mark Holston under Appointments at 4:30 PM. Supported by Sexton. 7 yeas. 0 nays. **Carried.**

Approval of Minutes:

Motion by Kimball to approve 07-13-2011 Regular Meeting Minutes with corrections on Page 4, under Sub-Committees, regarding EDC...“County to assist”, should read ‘County to review insurance options’, and vote on Motion to approve EDC purchase...should read 6 yeas. 1 nay, rather than 0 nays. Supported by Sexton. 7 yeas. 0 nays. **Carried.**

Motion by Kimball to approve Closed Session Minutes of 07-13-2011. Supported by Sexton. 7 yeas. 0 nays. **Carried.**

Motion by Ritter to approve 07-25-2011 Regular Meeting Minutes with corrections on Page 4, second sentence, “medication” should read mediation and under Other Business, MHSDA should read MSHDA. Supported by Martini. 7 yeas. 0 nays. **Carried.**

Motion by Wood to approve 07-25-2011 Closed Session Minutes. Supported by McKinnon. 7 yeas. 0 nays. **Carried.**

Public Input:

Robert Dryden-requested to reserve his time.

Charles Running-Co-Chair of Coldsprings Township Parks and Recreation Committee. Requested support from Commissioners for support of township plan for Sands Park grant for improvements in beach area, parking, boat ramp expansion and restrooms. **Motion** by Kimball for Chair to sign letter of support for Coldsprings Township Parks and Recreation grant application. Supported by McKinnon. 7 yeas. 0 nays. **Carried.**

Appointments:

Sheriff Department-Undersheriff Abe Devol-reported on success of golf outing fund raiser, inquired if any questions regarding August 2011 report (copy filed with Clerk), update with MSP

coverage and discussion regarding citations/complaints issued in Clearwater Township during 4th of July.

Public Input:

Robert Dryden- advised Garfield Township reported MSP would not be utilizing Garfield Township Hall for office as had been reported possibility.

Appointments Con't:

Mark Holston-Court Administrator: Reported on upcoming Child Care Budget to be submitted for approval in September. Holston also reported on county comparisons (copy of chart filed with Clerk) of General Fund Judicial Expenditures in Michigan.

Committee Appointments:

None

Approval of Bills:

Motion by Wood to approved Post Approved Bills of #273,091.93, General Fund Bills of \$168,559.84, Kaliseum Fund Bills of \$4,773.42, Payroll #14 of \$165,768.06, Payroll #15 of \$162,827.10 and Commissioners Per-Diem (\$800.00) and Salary (\$3,200.00) of \$4,000.00. Supported by McKinnon. Roll call vote: Wood, yes; McKinnon, yes; Kimball, yes; Martini, yes; Ritter, yes; Sexton, yes; Cox, yes. 7 yeas. 0 nays. **Carried.**

Unfinished Business:

Chair called for matter of letter received from County Road Commission regarding request for undesignated funds resulting in overweight tickets. Discussion. Referred to County Affairs Committee for review and recommendation.

Chair called for matter of County FOIA questions (tabled from inquiry at previous meeting). Discussion regarding Controllers Office responsibilities, including FOIA Officer appointment, with retirement of Frank Wright. Referred to Personnel for further recommendations.

Chair called for review of Area Agency on Aging memo. (Copy filed with Clerk) Discussion, referral to Personnel Committee, BOC to meet 08-24-2011 at 4:00 PM to discuss Area Agency questions and Controllers Office duties.

Committee Reports:

Budget and Finance: Wood reported receipt of resignation of Frank Wight (effective 12-30-2011), met with Sheriff and Kaliseum Director. Wood advised request for hiring full time position at Kaliseum. Discussion. **Motion** by Wood to lift hiring freeze for Kaliseum Director to make part-time employee Kevin Peterson position to full-time. Supported by Sexton. Discussion regarding less part-time positions, \$8,900.00 costs or less and for balance of 2011 budget. 5 yeas. 2 nays. **Carried.**

Chair called for break at 4:50 PM.

Chair called meeting back into session at 5:00 PM.

Personnel: Sexton reported employees expressed interest in forming a committee to communicate on their own with the Board; presented request for approval for health insurance rider for employees domestic partners of same gender. Discussion. **Motion** by Sexton to approve RIDER DP for BCBSM, Section 1 thru Section 5 and Affidavit (Copy filed with Clerk). Supported by Kimball. Continued discussion including open enrollment period and 90 day waiting period, additional costs. Roll call vote: Sexton, yes; Kimball, yes; Martini, yes; McKinnon, no; Ritter, yes; Wood, no; Cox, yes. 5 yeas. 2 nays. **Carried.** Sexton reported on need for replacement of Equalization Director, given Sharon Zakrajsek 's resignation, replacement must have Level 3 classification within one year from Sharon's last date of employment. Zakrajsek advised Board of possible options. Sexton presented a request from Zakrajsek, referred to Finance. Sexton advised County Clerk requested transfer of funds, Clerk does not intend to fill position following retirement of Merritt. Discussion. **Motion** by Sexton to transfer any balance of funds from 101-215-704.000 from 2011 Budget to 101-215-827.000 and 101-215-704.100. Supported by Kimball. 7 yeas. 0 nays. **Carried.** Sexton requested Board to address inquiry regarding transfer of employee benefits, requested Register of Deeds DeGraaf to explain circumstance. DeGraaf advised she had inquired information on official County Policy referencing transfer of sick time between employees, need for Department Head to be informed and concern as position cannot be temporarily replaced (need for staffing) without creation of new position leading. Referred to 08-24-2011 meeting to discuss with County attorney. Sexton requested Board to consider approval of travel expense for Equalization employee Tom Shenemen to travel to certification schooling for two year period. Supported by Kimball. Discussion, schooling every 4-6 week period, will benefit County and Equalization Department and funding. (Zakrajsek reported minimal funds available in current budget). Roll call vote: Sexton, yes; Kimball, yes; Martini, yes; McKinnon, no; Ritter, yes; Wood, yes; Cox, yes. 6 yeas. 1 nay. **Carried.**

County Affairs: McKinnon reported on status of record restoration, suggested those departments participating should request in 2012 budget. McKinnon reported on computer upgrade status, recommended referral back to County Affairs and Finance for further recommendations. McKinnon reported request by County Clerk for review of rental fees for Civic Center. **Motion** by McKinnon to waive the rental fee for the Civic Center for 08-29-2011 for retirement party for Nancy Merritt. Supported by Kimball. 7 yeas. 0 nays. **Carried.** McKinnon presented letter from MHSDA requesting formal notification of elimination of Housing Department. Consensus that copy of minutes where decision was made to be forwarded. Discussion regarding concerns with those loans that were amidst process, understanding State will finish existing loans. Refer to 08-24-2011 meeting.

Health and Welfare: Kimball reported Community Mental Health located a new building in Petoskey.

Public Works: Martini reported on forestry project that was in progress prior to County ban on cutting. **Motion** by Martini to remove the cutting ban on County timber to allow Soil Conservation to complete the forestry project on Walker Rd property. Supported by Wood.

Discussion to include specific concerns to counsel. 7 yeas. 0 nays. **Carried. Motion** by Martini to send new proposed contract with Kalkaska Conservation District to legal counsel for review. Supported by Sexton. 7 yeas. 0 nays. **Carried.** McKinnon reported office space issues with MSU and Soil Conservation. Discussion. Consensus to allow MSU room 3 and Soil Conservation room 4. Martini advised Board of status at Log Lake including request for wireless internet. Interim caretaker Rogers advised Board that potential for more camp site rental if internet available, costs would be \$99.00 for connection and \$124.00 monthly fee. **Motion** by McKinnon to purchase wireless internet for Log Lake Campground balance of 2011 season. Supported by Sexton. Discussion including review of fees and income after 2011 season, funds to come from existing Log Lake budget and security of use of internet. 7 yeas. 0 nays. **Carried.** Discussion regarding response of posting of Log Lake position and application review.

Judiciary & Public Safety: No report.

Recycling: No report.

Sub-Committees:

Kaliseum: Reported previously on meeting. (Copy of report filed with Clerk)

Parks and Recreation: Mark Randolph reported requests including bike racks at Kaliseum, grounds maintenance and interest in added trails. Wood advised Village may have vacant trails available.

EDC: No report.

Soil Conservation: Martini reported on current Manistee River projects. Randolph reported on minimal funding, budget concerns and efforts to obtain funding.

Commission on Aging: No report.

Correspondence and Resolutions:

Zoning Administrator report. (Copy filed with Clerk)

New Business:

Proclamation for Nancy Merritt retirement presented and signed.

Chair presented letter from Presidential candidate John Davis, requesting location to park motor home for community visit for ½ hour on 08-22-2011. Discussion. Consensus to use fairgrounds, notify scheduler at Kaliseum.

Other Business:

Kimball reported Kalkaska Township finished their Energy Efficiency project from grant and cameras installed at various locations for safety.

Ritter reported on progress with County Road Commission budget with layoffs, anticipate preparedness with winter season, expense and concern of future road repairs.

McKinnon requested a Thank You letter to County Road for repair of driveway at Recycling.

Chair requested information on recent matter, McKinnon advised County attorney requested copies of minutes prior to further communication.

Public Input:

Charlie Dietrich-reported concern with discontinuance of Housing Department.

Motion by Wood to adjourn to call of the Chair at 6:23 PM. Supported by Sexton. 7 yeas. 0 nays. **Carried.**

Respectfully submitted:

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

Michael Cox, Chair of
Kalkaska County Board of Commissioners

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