

Kalkaska County Board of Commissioners  
Regular Monthly Meeting  
September 14, 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 Dr. Steven Packer, Pastor of the People's Church.

**Call for conflict.** None.

**Approval of Agenda:**

**Motion** by Wood to approve Agenda with 5:15 PM EDC appointment moved to Public input. Supported by Kimball. 7 yeas. 0 nays. **Carried.**

**Approval of Minutes:**

**Motion** by McKinnon to approved 08-10-2011 Minutes with correction on page 4, under Sub-Committees (Parks and Recreation), should read 'may have bike racks' available, rather than "vacant trails". Supported by Sexton. 7 yeas. 0 nays. **Carried.** **Motion** by McKinnon to add verbatim statement of Prosecutor Brian Donnelly from Public Input at 08-24-2011 meeting, to 08-24-2011 Minutes as provided by County Clerk. Supported by Martini. Discussion. 7 yeas. 0 nays. **Carried.** **Motion** by Wood to approve 08-24-2011 Minutes with addition as Motioned by McKinnon. Supported by McKinnon. 6 yeas. 0 nays. 1 abstain. **Carried.**

**Public Input:**

Laura Galbraith-Traverse City Area Chamber of Commerce: (EDC) Presented proposal to Board regarding Kalkaska Chamber of Commerce building. (Copy filed with Clerk). Discussion regarding ownership, costs and report that organizations currently using are not interested in maintaining building. Consensus of Board that Kalkaska County is not interested in use of Chamber building.

Tom Backers: Requested Board to review consideration of a charter for Kalkaska County to operate under and provided Board with a copy of Wayne County's charter. Chair referred to County Affairs for review.

Stuart Rodgers Sr: Reserved time.

Marsha Cole: Addressed Board regarding issues as a property owner of Coldsprings Township, reported she has been victimized due to filings against her property, along with other property owners, she has exhausted all efforts she was advised to follow, reported neither State or County offices have followed thru and requesting direction from County Board. Chair referred to County Affairs.

**Public Input Con't:**

Marlene Drys: Advised Board she had same concerns as Ms. Cole, that her family members have been harassed and cannot receive any assistance or resolve from county.

Darryl Drys: Advised Board of same concerns as Cole and Drys, that Court had ruled on matter and information back from Attorney General indicated property owners should communicate with local Prosecutor with concerns.

Tom Henke: Addressed Board regarding concerns with County Road Commission issues including poor road conditions, waste of money and concern with responsibility of appointed County Road Commissioners. Chair advised Chair of County Road Commission to attend next meeting.

Jo Ann DeGraaf-Register of Deeds: Requested Board to approve employee hours for full time employee to go from 33 to 35 hours per week due to extended medical absence of other staff.

**Motion** by Sexton to approve increased hours for full time employee in Register of Deeds office to 35 hours per week. Supported by Martini. Discussion, funds to come from contingency. 7 yeas. 0 nays. **Carried.**

Robert Dryden: Reserved time.

**Appointments:**

Sheriff Dave Israel: Reviewed August Sheriff report (copy filed with Clerk). Board inquired as to Sheriff's knowledge of property owner issues in Coldsprings Township discussed during Public Input. Israel advised Board he indicated to Ms Cole at Township meeting that he would look into matter.

Chair called for Break at 4:50 PM.

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

**Appointments Con't:**

Patrick Cudney-MSU Extension Director: Presented Board with Agreement for Board approval for 2012 Budget with Kankaska County, reported speculation that less will be spent than current budget due to multiple changes with MSU. (Copy filed with Clerk) Discussion including concern with 5 year plan. **Motion** to approve by Sexton, to include insertion of word 'County' in item #3, under Letter B of page one, to read "for the offices and County Personnel". Supported by Kimball. Roll call vote: Sexton, yes; Kimball, yes; Martini, yes; McKinnon, yes; Ritter, yes; Wood, yes; Cox, yes. 7 yeas. 0 nays. **Carried.**

**Committee Appointments:**

Discussion regarding appointment of EDC Board seat due to a death. Chair tabled.

**Approval of Bills:**

**Motion** to approve bills of Post Approved Bill sin the amount of \$249,478.38, General Fund Bills of \$184,229.32, Kaliseum Fund Bills of \$5,065.96, Payroll #16 of \$149,094.66, Payroll #17 of \$152,441.98 and Commissioners Per-Diem (\$975.00 ) and Salary (\$3,200.00) of \$4,175.00, and \$100.00 Per Diem to Commissioner Kimball. Supported by Sexton. Roll call vote: McKinnon, yes; Sexton, yes; Kimball, yes; Martini, yes; Ritter, yes; Wood, yes; and Cox, yes. 7 yeas. 0 nays. **Carried.**

**Committee Reports:**

Chair noted a memo of apology from BCBS Insurance for submitting Domestic Partner coverage to Board as potential option when deemed unlawful in Michigan.

**Budget and Finance:** McKinnon reported-Treasurers office requested additional staff hours due to medical absence of Treasurer. **Motion** by McKinnon to increase Treasurer staff hours from 35 to 40 hours per week for full time employees and part-time employee increased by 4 hours per week, amount being \$1,930 through September 2011, to be paid from Contingency fund. Supported by Martini. Discussion .7 yeas. 0 nays. **Carried.** Discussion. **Motion** by McKinnon to move \$5,259 from Contingency fund to Treasurers budget due to motion in March for added hours for staff through June. Supported by Kimball. 7 yeas. 0 nays. **Carried.** Discussion regarding request from Equalization Director for compensation of unused sick time of 70 hours. Discussion. Board requested Controller to provide figure of cost to County for all employees currently retiring by end of year, for Board to review requests and Chair advised referral to council for opinion. McKinnon advised Sheriff Department encountered an email service issue. **Motion** by McKinnon to approve \$1,178.00 from Contingency Fund for upgrade of Sheriff Department internet and email issues. Supported by Martini. Discussion. 7 yeas. 0 nays. **Carried.** McKinnon reported Equalization requested approval of GIS fee schedule. **Motion** by McKinnon to approve fee schedule for GIS copies as presented by Equalization. (No copy filed with Clerk) 7 yeas. 0 nays. **Carried.** **Motion** by McKinnon for approval of \$254.40 for Animal Control Officer to attend conference. Discussion. Motion withdrawn. Discussion regarding Veterans Affairs resources and computer issues with Register of Deeds purchase. Controller advised Board action needed only if request more than \$500.00.

Chair called for break @ 5:50 PM.

Chair called meeting back into session @ 6:02 PM.

**Personnel:** Sexton reported received 4 applications for Equalization Director position, to meet 9-26-2011 with Personnel Committee and Zakrajsek for review. Sexton advised application received for EDC Board seat vacancy. Sexton advised Frank Wright's position pending, requested approval of advertising, discussion, Michigan Municipal League and Michigan Works to be used. Sexton to receive wording of job description from Controller, concern wages need to be evlauated. Sexton advised continued work on County Policies and Procedures. Discussion regarding possibilities of shared expense with another county for Equalization Director and review Controllers title with transition.

**County Affairs:** McKinnon reported County Clerk requested centralized phone system to assist office with efficiency; Gary Johns attended requesting county to consider his company for internet services due to At&T Contract soon expiring. McKinnon reported Emperic was requested to provide proposal for technical assistance for bids. Consensus to communicate with Department Heads for feedback, if any, with communication problems. McKinnon reported computer budget discussed with Empiric for 2012 year.

**Health and Welfare:** Kimball reported request for approval of Library Bi-Laws. **Motion** by Kimball to approve Kalkaska County Library Board of Trustee Bi-Laws as Revised 9-21-2010, to be signed by the Chair. Supported by Sexton. 7 yeas. 0 nays. **Carried.** (Copy filed with Clerk)

**Public Works:** Martini advised Log Lake Caretaker Rogers reported, Soil Conservation reported on timber sales and request for handling of sales. Discussion. Consensus that Soil Conservation to maintain income and accounts, with report to Board periodically of sales status. Martini reported on Rugg Pond maintenance; Martini reported representatives from Kalkaska Horse Project attended committee requesting assistance with funds toward purchase of upgraded tractor with speculation that Soil Conservation and Public Works may be able to assist with/use tractor, and watering device is being researched for grounds due to ongoing watering/well issues.

**Judiciary and Public Safety:** Martini advised no report.

**Recycling/Solid Waste:** Wood reported rough cost of \$4600 cost was determined for updating Solid Waste meetings.

**Sub-Committees:**

Kaliseum: Report filed by Kaliseum Director (copy filed with Clerk).

EDC: Addressed previously in meeting regarding Board vacancy.

Soil Conservation: Addressed during Public Works.

Commission on Aging: Kimball reported resignation of one Board member and decision not to refill at this time.

North Country Community Mental Health: No report.

**Correspondence and Resolution:**

August report from Zoning Administrator (Copy filed with Clerk).

Request received from County Road Commission regarding permit fee. **Motion** by McKinnon to waive permit fee for electrical upgrade to occur at Kalkaska County Road Commission. Supported by Martini. 7 yeas. 0 nays. **Carried.**

Request received from Village of Kalkaska for waiver of fees for Civic Center. **Motion** by McKinnon to waive Civic Center fees for Village of Kalkaska for 09-27-2011 for community event involving Northwest Michigan Council of Governments. Supported by Wood. 7 yeas. 0 nays. **Carried.**

**New Business:**

Court Administrator Mark Holston, requested approval of 2012 Child Care Budget. **Motion** by Kimball to allow Chair to sign Child Care Budget for 2012 as presented by Holston. Supported by McKinnon. 7 yeas. 0 nays. **Carried.**

**Other Business:**

Chair addressed memo from MSHDA, regarding unresolved issues from Housing Department. Kimball mentioned COA may be interested in covering some of the Housing responsibilities. Chair referred to Finance Committee to communicate with MSHDA.

Chair advised report of decrease of one Judge seat in circuit, Senator Booher willing to visit and explain.

Ritter requested reply for prior request from County Road Commission in obtaining weigh master fines. Discussion, referred to County Affairs. Ritter reported changes in employee benefits and re-hires for County Road Commission.

**Public Input:**

Gentleman from audience commented on County Road matters.

**Motion** to adjourn at 6:50 PM to call of the Chair by Wood. 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.