

Kalkaska County Board of Commissioners
Committee Meeting Minutes
September 11, 2019
(UNAPPROVED)

The following minutes are held in Commissioner Chambers, Admin Building, 605 N Birch Street, Kalkaska, MI

Judiciary and Public Safety: 9:00 AM

Meeting called to order by Committee Chair Sweet at 9:03 AM. Present Commissioners James Sweet, John West, David Comai and Admin Assistant/Deputy County Clerk Connie Hall.

Public Input: None

Appointments: None

EMC Report provided by Sweet. Noted need to make corrections and finish up in a timely manner. **Consensus to Motion to except and finalize EMC Management plan.** Sweet noted concern with township funding for Sheriff patrol.

Public Input: None

Meeting Adjourned at 9:38

Health and Welfare Committee: 10:00 AM

Meeting called to order by Committee Chair Ngirarsaol at 10:00 AM. Present Commissioners Leigh Ngirarsaol, Patty Cox, James Sweet and Admin Assistant/Deputy County Clerk Connie Hall.

Public Input: None

Appointments:

COA Director Jodi Willison: Willison addressed Committee regarding status of COA bathroom repairs, noted communication with Public Transit for contract in 2020 for Seniors to receive rides to public facility's when in need; noted upcoming events for COA.

Library Director, John Roberts: Absent; Library Directors Report filed with Clerk.

Public Input: None

Meeting adjourned at 10:18 AM

DPW: 11:00 AM

Meeting called to order by Committee Chair Comai at 11:00 AM. Present Commissioners David Comai, Craig Crambell, Leigh Ngirarsaol and Admin Assistant/Deputy County Clerk Connie Hall.

Public Input: None

Appointments:

Recycle Manager Josh Hoppe: Hoppe addressed Committee regarding updates with recycle trailers/complaints, noted he will be posting signs and checking 2 X per week; noted shipping prices down; Discussion.

Soil Conservation, Mark Randolph: Randolph filed report (copy filed with Clerk); addressed Rugg Pond, KART Trail, Reforestation, Manistee River, Adopt-a-Highway and Boardman River; Randolph advised the importance of the Rugg Pond Steering Committee to meet and make decisions on amount of sediment that needs to be taken from Rugg Pond. Discussion.

Parks and Recreation: Comai noted need for upcoming meeting with user groups (4-H, FAIR, softball) regarding in-kind services and plans for moving forward in 2020. Crambell noted current agreements need to be followed until changes are made. Discussion.

Log Lake Caretaker Kelly Ramsey: Ramsey addressed Committee noting status of Park use; upcoming events and closure date of 9-28-19 for the season. Discussion.

Kaliseum Director John Starr: Starr noted concern with Fair Board Member advising a local vendor they could not be present during FAIR on Kaliseum grounds. Discussion regarding conflict at Log Lake during 4th of July with food vendors. Starr noted his plans for Kaliseum regarding Athletic activity's to fill vacant spaces (copy filed with Clerk); Discussion, Starr to meet with Accountant Hervey, and review proposed agreements. Discussion regarding refrigerator/freezer usage; Starr had inquiries of steps to take to have food vendors at the Kaliseum. Discussion.

DPW Supervisor Mayjor Bole: Bole addressed Committee. Discussion regarding RFP for lighting project. **Consensus to Motion to re-advertise for energy lighting.** (Bole to contact 3 original companies.) **Consensus to Motion for DPW to accept Quality Seal Coating proposals for parking lots as proposed.** Noted tractor review and new meter from the village; moving forward on restricted keys. **Consensus to Motion for DPW to replace exterior doors at Civic Center under current budget account number #450 (Bole to provide quotes).**

Review of agenda items, Contractual Service Ad for Emergency work, tabled for next meeting.

Comai to report on property reverter matter.

Public Input: None

Meeting adjourned at 12:57 PM

Personnel: 1:00 PM.

Meeting called to order by Committee Chair Crambell at 1:00 PM. Present Commissioners Craig Crambell, Patty Cox, James Sweet and Admin Assistant/Deputy County Clerk Connie Hall.

Public Input: None

Sheriff Patrick Whiteford: Whiteford addressed the Committee regarding staffing positions and wages; noted upcoming vacancies.

Sweet addressed concern with Sheriff Patrol and funding from townships. Discussion regarding constables, separate from Sheriff Department.

Public Input: None

Meeting adjourned at 1:35 PM.

Finance: 2:00 PM

Meeting called to order at 2:00 PM by Committee Chair Cox. Present Commissioners Patty Cox, Kohn Fisher, John West and Admin Assistant/Deputy County Clerk Connie Hall.

Public Input: None

Appointments:

Sheriff Patrick Whiteford: Whiteford addressed Committee regarding budget, working with accountant; noted need for replacement of Animal Control Vehicle; looking at Vehicle options.

Committee discussed budget meeting dates. Discussion regarding proposed Motion to amend Budget Resolution for Clerk and Treasurer to produce monthly reports rather than quarterly. Cox noted budget amendments & Bills were accepted & approved at finance meeting on 9/10/19. Fisher noted 2020 budgets forwarded to Department Heads; noted need for Empiric to provide IT needs for upcoming budget; Cox noted she would like to see Point of Sale on the agenda next week. Discussion Proposed Motion once figures are available for the lectrievers. Discussion with Clerk regarding dates for budget workshops. Kohn would like on the Agenda for 9-18-2019.

Public Input: None

Meeting adjourned at 2:29 PM.

County Affairs: 3:00 PM

Meeting called to order by Committee Chair West at 3:00 PM. Present Commissioners John West, Kohn Fisher, Craig Crambell and Admin Assistant/ Deputy County Clerk Connie Hall.

Public Input: None

Appointments:

IT; Sheriff Whiteford: Whiteford noted updates on Kaliseum website; reported telephone services, provided pricing updates on tablets and air cards; Discussion.

ROD JoAnn DeGraaf: DeGraaf requested the Committee to allow the purchase of a new display case from points coming from county cards; discussion. Consensus DeGraaf will provide further information.

County Treasurer Valerie Thornburg: Thornburg addressed Committee: noted counsel advised she could retain funds from raffle; requested amendments to the 8-28-2019 Special Meeting Minutes; discussion. Thornburg addressed concern with her signature on checks issued from Clerk’s office without her oversight; does not agree with process. Discussion; Deputy Clerk Hall noted payroll checks are electronic, all checks/reports are reviewed by Treasurer’s office before release; Treasurer set up Hall’s Huntington account. Committee requested current process to be provided for their review.

Chair West called for review of agenda items. Discussion regarding Kaliseum lighting and exterior building. Chair West called for review of Point of Sale; discussion and consensus of Committee to bring to 9-18-2019 Regular Meeting for a decision of Kalkaska opt-out and Manistee’s amendments to Point of Sale.

Public Input: None

Meeting adjourn at 6:04 PM.

Respectfully submitted:

Connie Hall, Admin Assistant/Deputy
County Clerk
Clerk of Board of Commissioners

Kohn Fisher, Chair of
Kalkaska County Board of Commissioners

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