

Kalkaska County Board of Commissioner
Regular Meeting Minutes
February 20, 2019
(UNAPPROVED)

Meeting called to order by Chair Fisher at 5:15 PM, Commissioner Chambers, Administration Building, 605 N Birch Street, Kalkaska, MI. Present Commissioners David Comai, Patty Cox, Craig Crambell, Kohn Fisher, Leigh Ngirarsaol, James Sweet, John West and County Clerk Deborah Hill. Pledge of Allegiance by all. Invocation by Commissioner Cox.

Call for Conflict: None

Approval of Agenda:

Request for additions to agenda. **Motion** by Cox to approve agenda with addition of #16, A. Motion for Reconsideration; #17, A. Kaliseum update and B. Point of Sale update. Supported by Comai. 7 yeas. 0 nays. **Carried.**

Approval of Minutes:

Motion by Comai to approve Regular Meeting Minutes of 1-16-2019. Supported by Cox. 7 yeas. 0 nays. **Carried.**

Motion by Comai to approve County Affairs Committee Special Meeting of the Whole Meeting Minutes of 1-18-2019. Supported by West. 7 yeas. 0 nays. **Carried.**

Motion by Cox to approve Special Meeting Minutes of 1-23-2019. Supported by Sweet. 7 yeas. 0 nays. **Carried.**

Motion by West to approve County Affairs Special Meeting Minutes of 1-23-2019. Supported by Cox. 7 yeas. 0 nays. **Carried.**

Motion by Comai to approve Special Meeting Minutes of 1-31-2019. Supported by Cox. 7 yeas. 0 nays. **Carried.**

Motion by West to approve Indigent Defense Committee Meeting Minutes of 2-3-2019. Supported by Cox. 7 yeas. 0 nays. **Carried.**

Motion by Comai to approve Special Meeting Minutes of 2-4-2019. Supported by Cox. 7 yeas. 0 nays. **Carried.**

Motion by Cox to approve Special Meeting Minutes of 2-6-2019. Supported by West. 7 yeas. 0 nays. **Carried.**

Motion by Cox to approve Special Meeting Minutes of 2-11-2019. Supported by Comai. 7 yeas. 0 nays. **Carried.**

Motion by Cox to approve Finance Committee Meeting Minutes of 2-12-2019. Supported by West. 7 yeas. 0 nays. **Carried.**

Motion by Comai to approve Committee Meeting Minutes of 2-13-2019 with correction of first Motion under County Affairs, IT Committee Report, to read..."as recommended... per replacement schedule." Supported by West. 7 yeas. 0 nays. **Carried.**

Public Input:

County Treasurer Valerie Thornburg: Thornburg provided Board with the 4th Quarter Report and Bank Reconciliation. (Chair Fisher advised Thornburg to request an appointment on the Board Agenda in the future that would allow for time and interaction from the Board.) (Copy filed with Clerk)

Appointments:

Sheriff Patrick Whiteford: Whiteford addressed Board: noted request for 7 computer replacements; provided monthly Report #1-2019 and 2018 Annual Report. (Copies filed with Clerk) Discussion regarding Jail Steering Committee; discussion; Sheriff noted the jail remains operational but requested review and approval of RFP; Board noted referral to Judiciary/Public Safety Committee for review. Review of reports.

Discussion regarding a computer for Log Lake; Clerk advised Empiric was informed and she requested a recommendation due to seasonal use. Discussion regarding Deputy cameras, noted review with new vests. Discussion regarding preparation for seasonal activities.

Committee Appointments: None

Finance Budget/Bills:

Motion by Cox to approve Budget Amendments 2019-0001, 0002 and 0003. Supported by West. Roll call vote: Cox, yes; West, yes; Comai, yes; Crambell, yes; Ngirarsaol, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Cox to approve Post Approved Bills of \$473,259.67, General Fund Bills of \$177,548.44, Payroll #1 of \$164,556.23, Payroll #2 of \$162,701.12, and Commissioners Per-Diem (\$1,400.00) and Salary (\$3,248.00) for a total of \$4,648.00. Supported by Comai. Roll call vote: Cox, yes; Comai, yes; Crambell, yes; Ngirarsaol, yes; Sweet, yes; West, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.**

Unfinished Business: None

Committee Reports:

Judiciary and Public Safety: Sweet reported canceled, no appointments.

Health and Welfare: Ngirarsaol reported, noted Point of Sale continued discussion; no action items.

DPW: Comai reported. **Motion** by Comai to approve the proposed Log Lake Campground 2019 Fee Schedule. Supported by Cox. Discussion; increase in Full per day, added per week full and electric only. Roll call vote: Comai, yes; Cox, yes; Crambell, yes; Ngirarsaol, yes; Sweet, yes; West, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Comai to direct DPW Supervisor to eliminate all unauthorized vehicular travel on the fairgrounds. Supported by Crambell. Discussion; concerns of damage to property and safety. 7 yeas. 0 nays. **Carried.** **Motion** by Comai to approval of Parks and Recreation recommended fees for Civic Center and grounds. Supported by Cox. Discussion. **Motion and support withdrawn**; return to Parks and Recreation Committee to review old with new fees. Comai noted FAIR Lease Agreement pending review

from counsel; need for determination of in-kind service credit; consensus to return to Parks and Recreation Committee. **Motion** by Comai to approve the hourly fee for the subcontracted Zamboni driver from \$15.00 to \$17.00 per hour. Supported by Crambell. Discussion, consensus as long as there are funds in the budget. Roll call vote: Comai, yes; Crambell, yes; Cox, yes; Ngirarsaol, yes; Sweet, yes; West, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Comai to refund Kaliseum membership refund to Hill as proposed. Supported by Cox. Discussion, noted membership was never used as intended to use Torey classes; noted refunds of issue due to limited resources; intent to return to policy when resources return. Roll call vote: Comai, yes; Cox, yes; Crambell, yes; Ngirarsaol, yes; Sweet, yes; West, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Comai to approve Resolution 2019-11 to lift the hiring freeze to allow the Kaliseum Director to fill a FT Front Desk vacancy. Supported by Cox. Discussion, noted budget concerns; noted a prior full-time position remains vacant. Roll call vote: Comai, yes; Cox, yes; Crambell, yes; Ngirarsaol, yes; Sweet, yes; West, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.** Comai noted a request from the Kaliseum Director Oliwa for reduced membership fees; discussion, noted concern for providing services for 'free' and was intended to review with counsel; tabled for clarification. Comai noted request to accept quote for generator for the Sheriff Department. Discussion; Chair Fisher noted concern an AD was not published for a sealed bid; Crambell noted concern with disclosure and requested counsel review; consensus to table generator bid to allow for advertising; tabled to DPW following bid process. (Clerk to verify AD, check with DPW Supervisor Bole and counsel; advertise as needed; tabled) Discussion regarding Parks and Rec Meeting 2-25-2019 to review Kaliseum information; Parks and Rec Committee to notify meeting canceled. **Motion** by Crambell to post a Special Meeting 2-25-2019 at 5:30 PM, at the Kaliseum for the purpose to review, discuss and engage with issues and information relative to the Kaliseum millage project. Supported by Ngirarsaol. Discussion. 7 yeas. 0 nays. **Carried.** **Motion** by Comai to waive Policy #400 for DPW Bole to contract for snowplowing with KEO for Kalkaska County. Supported by Cox. Discussion; noted bidding policy, billing amount and necessary paperwork for sub-contractors. Roll call vote: Comai, yes; Cox, yes; Crambell, yes; Ngirarsaol, yes; Sweet, no; West, yes; Fisher, yes. 6 yeas. 1 nays. **Carried.** **Motion** by Comai to allow DPW Supervisor to contract with KEO for snowplowing for 2019 season pending filing requirements with budgeted funds. Supported by Cox. Roll call vote: Comai, yes; Cox, yes; Crambell, yes; Ngirarsaol, yes; Sweet, yes; West, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.**

(Commissioner Comai excused himself from meeting to attend a Township meeting.)

Chair called for recess at 7:11 PM. Meeting reconvened at 7:26 PM.

(Absent Commissioner Comai)

Personnel: Crambell reported. **Motion** by Crambell to approve Resolution 2019-09 to lift the hiring freeze to allow the COA Director to fill a vacancy for a PT Commission on Aging Volunteer/Activities Coordinator. Supported by Cox. Discussion, Cox noted part-time, reviewed by COA Advisory Board, to be 29 or less hours. Roll call vote: Crambell, yes; Cox, yes; Comai, absent; Ngirarsaol, yes; Sweet, no; West, yes; Fisher, yes. 5 yeas. 1 nay. 1 absent. **Carried.**

Finance: Cox reported, no further items.

County Affairs: West reported. **Motion** by West to approve the replacement of the 7 computers stations as recommended and proposed per the 5 year replacement schedule. Supported by Crambell. Roll call vote: West, yes; Crambell, yes; Comai, absent; Cox, yes; Ngirarsaol, yes; Sweet, yes; Fisher, yes. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by West to accept Valerie Thornburg's resignation as the Fair Housing Officer. Supported by Crambell. 6 yeas. 0 nays. 1 absent. **Carried.** Discussion regarding FAIR Lease Agreement, consensus to table to Parks and Recreation Committee.

Review of tabled matters regarding FAIR Agreement, proposed reduced Kaliseum fee schedule and bid issue. Discussion; request clarification of any action the Board can take with reduced fees pending millage request; tabled back to DPW.

Chair Fisher noted communication from Jonathan Scheele, Housing Administrator, who offers to be the FAIR Housing Officer; Fisher noted need for this position with the acceptance of the resignation of Thornburg; discussion regarding the Housing files; advised files were provided to Scheele by the Clerk and the Treasurer. Treasurer noted concern of conflict with Scheele being both the Officer and the Administrator. Discussion regarding payment, Treasurer noted she did not receive payment, any funds would come from the Housing fund. **Motion** by Cox to authorize Jonathan Scheele to be appointed the Fair Housing Officer for Kalkaska County, providing no conflict of interest as the Kalkaska County Housing 3rd Party Administrator. Supported by Crambell. Discussion. 6 yeas. 0 nays. 1 absent. **Carried.** Discussion, Clerk to draft a Resolution if no conflict verified with counsel.

Sub-Committee Reports: No reports except report from District Health Department (review under #17)

Correspondence, Resolutions and Documents:

Chair noted all items addressed, Zoning Administrator January report in packet.

New Business:

Motion for Reconsideration by Ngirarsaol of the appointment for the Kaliseum Construction Committee Public At Large appointment of Stuart McKinnon. Supported by Crambell. Discussion. Ngirarsaol advised concern the position was not posted; noted she had persons express they were interested; not certain what meeting it should be addressed at; more qualified person may be interested; noted concern with comments at Township meetings; constituents may not support the millage if McKinnon is involved. Crambell noted he had no issue with McKinnon as he has the knowledge and history of the Kaliseum but concerns with negative comments regarding McKinnon. Ngirarsaol noted a review of the Committee and numbers of appointments could be reviewed. Fisher noted purpose of Committee; appointment process, his appointment of McKinnon to other committees with no concerns mentioned; process may require a public hearing; concern with removal based on complaints. Discussion to address the matter by other means; support for Motion withdrawn. Discussion; Chair to review options. **Motion failed for lack of support.** Chair polled Board regarding appointment; Sweet, no objection; West, no objection; Comai, absent; Cox, no objection. Fisher noted committee appointments are not intended for members that are yes or no on a topic. Crambell noted issues evolved in Director Oliwa enforcing the county fee policies as directed by

the Board; review of oversight/accountability of the fairgrounds.

Clerk Hill noted committee positions are not always posted; this committee was inadvertently not posted or added to the Committee list.

Other Business:

Chair Fisher noted an updated Ameresco document to be provided to the Public for the Special Meeting 2-25-2019, in hopes to answer many of the public inquiries.

Chair Fisher noted receipt of information from the Health Department regarding the Point of Sale along with several communications from the public regarding concerns if the County rescinds the ordinance.

Public Input:

Seth Phillips: Phillips addressed Board noting the importance for the Point of Sale ordinance; reviewed Health Department information. Discussion, Board noted the DHD is currently scheduling the matter, noted meetings will be provided as advised.

Motion to adjourn by Crambell at 9:07 PM. Supported by Sweet. 6 yeas. 0 nays. 1 absent.
Carried.

Respectfully submitted:

Deborah Hill, Kalkaska County Clerk and
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.