

Kalkaska County Board of Commissioners  
Regular Meeting Minutes  
April 18, 2018  
(UNAPPROVED)

Meeting called to order by Chair McKinnon at 6:00 PM. Commissioner Chambers, Administration Building, 605 N Birch Street, Kalkaska, MI. Present Commissioners Truman Bicum, David Comai (arrived 6:08 PM), Patty Cox, Kohn Fisher, James Sweet, Stuart McKinnon and County Clerk Deborah Hill. Absent Commissioner Craig Crambell. Pledge of Allegiance by all. Invocation by Commissioner Cox.

**Call for Conflict:** None

**Approval of Agenda:**

**Motion** by Cox to approve Agenda. Supported by Bicum. 6 yeas. 0 nays. 1 absent. **Carried.**

**Approval of Minutes:**

**Motion** by Fisher to approve Regular Meeting Minutes of 3-21-2018. Supported by Sweet. 5 yeas. 0 nays. 2 absent. **Carried.**

**Motion** by Fisher to approve Closed Session Meeting Minutes of 3-21-2018. Supported by Cox. 5 yeas. 0 nays. 2 absent. **Carried.**

**Motion** by Cox to approve DPW Committee Special Meeting Minutes of 3-22-2018. Supported by Sweet. 5 yeas. 0 nays. 2 absent. **Carried.**

**Motion** by Fisher to approve Special Meeting Minutes of 4-5-2018. Supported by Cox. 5 yeas. 0 nays. 2 absent. **Carried.**

**Motion** by Cox to approve Finance Committee Meeting Minutes of 4-10-2018. Supported by Fisher. 5 yeas. 0 nays. 2 absent. **Carried.**

**Motion** by Fisher to approve Special Meeting Minutes of 4-20-2018. Supported by Bicum. 5 yeas. 0 nays. 2 absent. **Carried.**

**Motion** by Fisher to approve Committee Meeting Minutes of 4-11-2018. Supported by Cox. 5 yeas. 0 nays. 2 absent. **Carried.**

**Motion** by Fisher to approve DPW Committee Special Meeting Minutes of 4-16-2018. Supported by Cox. 5 yeas. 0 nays. 2 absent. **Carried.**

**Motion** by Cox to approve Special Meeting Minutes of 4-16-2018. Supported by Fisher. 5 yeas. 0 nays. 2 absent. **Carried.**

**Motion** by Fisher to approve DPW Committee Special Meeting Minutes of 4-17-2018. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Cox to approve Special Meeting Minutes of 4-17-2018, with correction of time under Purpose of Meeting, "7:150 PM" to '7:15' PM. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

**Public Input:**

Candidate for State Senate Bruce Rendon: Rendon addressed the Board regarding his candidacy for Republican State Senate. Rendon noted his service as House Representative and platform concerns of values, faith, work ethic and continued endeavors representing his constituents.

County Treasurer Valerie Thornburg: Thornburg addressed the Board providing requested information of attorney used for bonding of county matters. Thornburg advised the Board that during the process of her changing banks, BS&A assisted with the transfer but was not successful; noted BS&A has been working with her office; reported it should not affect the audit but not sure if the GL will be complete; BS&A was to respond to her by 4-23-2018; Thornburg will keep Board apprised.

Discussion regarding the Kaliseum energy upgrade and funding; consensus to meet and review with legal counsel, accountant, Clerk, Treasurer and Board. To discuss project funding and options. Board noted pending review of RFP's for Kaliseum upgrade.

Ann Kirtley: Kirtley noted she had discussed her concerns with the Animal Control Office regarding well being of animals at the shelter.

#### **Appointments:**

Sheriff Pat Whiteford: Whiteford noted pending Full Time Corrections Office vacancy and request for or a 3<sup>rd</sup> part-time bailiff; noted budget amendment needed for fingerprint expense. Discussion regarding car deer accidents. (Copy of Sheriff's report #3-2018 filed with Clerk)

Northwest Michigan Community Action Agency, John Stevenson: Stevenson addressed Board regarding 2016 Annual Report (Copy filed with Clerk); noted statistics and resources provided to families, veterans, homeless and communities. Stevenson noted a vacant position on the NCMAA Board for Kalkaska County representation requesting the Board review filling vacancy.

**Committee Appointments:** None at this time (noted vacancies are advertised)

#### **Finance Budget/Bills:**

Cox reported. **Motion** by Cox to approve Budget Amendments 2018-0012 through 2018-0017, with amendments of 0014 and 0016 as amended. Supported by Fisher. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. Carried.

**Motion** by Cox to approve Post Approved Bills of \$3,424,563.99; General Fund Bills of \$49,987.90; Payroll #5 of \$163,358.93; Payroll #6 of \$162,241.34; Commissioner Per-Diem (\$1,675.00) and Salary (\$3,248.00) of \$4,923.00. Supported by Fisher. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

#### **Unfinished Business:**

**Motion** by Fisher to enter into Closed Session to discuss strategy regarding the negotiation of collective bargaining agreements under MCL 15.268 (c). Supported by Cox. Roll call vote: Fisher, yes; Cox, yes; Bicum, yes; Comai, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

Meeting entered into Closed Session at 6:42 PM. Meeting returned to Open Session at 7:49 PM.

**Motion** by Comai to return to Open Session at 7:49 PM. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

Chair called for recess at 7:50 PM. Meeting reconvened at 8:00 PM.

**Committee Reports:**

Judiciary & Public Safety: Sweet reported status of pending emergency drills; noted no action items from Committee.

Health and Welfare: Comai reported COA Director provided documents regarding COA remodeling budget; no action items.

DPW: Bicum reported. **Motion** by Bicum to allow Kankaska County Fair to rent the derby arena for a Spring Fling Derby event April 28, 2018, based on the current fee schedule, with a 50% discount for being residents, and additional 15% off for investing at least \$1,000.00 for a total of 65% discount, bringing the rate to \$42.00. ~~and that it be retroactive to 1-1-2018, to encompass the rental of the arena at full cost in January.~~ Supported by Cox. Discussion, noted fee schedule needs to be completed before continued reductions; noted Fair did not want to credit their in-kind service to the April derby fees; noted criteria for in-kind service and stakeholders need to be clarified; Commissioner Comai is discussion with Parks and Rec to review fee recommendations; Parks and Rec meeting to review 5-3-2018. **Motion** by Comai to amend the pending Motion to remove the "retroactive to 1-1-2018.....". Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.** Roll call vote of **Motion** as amended: Bicum, yes; Cox, yes; Comai, yes; Crambell, absent; Fisher, yes; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Bicum to authorize the Fair to schedule the fairgrounds area July 18, 2018 through July 31, 2018, with fees to be determined at a later date. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Bicum to approve the retroactive pay for Kaliseum employee Torrey of \$600.00 for new Gym position. Supported by Cox. Discussion, noted matter was reviewed and requested at prior meetings along with review by Personnel Committee; noted employee performance and revenue was to be reviewed. Roll call vote: Bicum, yes; Cox, yes; Comai, yes; Crambell, absent; Fisher, yes; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Bicum to allow the Kaliseum Director to schedule the Kankaska Fair dates at the Fairgrounds area if available from July 18 through July 31, 2018. Supported by Cox. Roll call vote: Bicum, yes; Cox, yes; Comai, yes; Crambell, absent; Fisher, yes; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Bicum to approve the proposed Log Lake fee schedule, effective 5-1-2018. Supported by Cox. Discussion, noted new fees does not affect those campers pre-registered and correction of fee '\$28.00' not "\$27.00". Roll call vote: Bicum, yes; Cox, yes; Comai, yes; Crambell, absent; Fisher, yes; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Bicum to approve the Log Lake Rules and Regulations as proposed with amendments of: #25, language as amended from counsel; #14 change wording to "Do not leave"; correct #23 with 'tent (see caretaker)'. Supported by Comai. Roll call vote: Bicum, yes; Comai, yes; Cox, yes;

Crambell, absent; Fisher, yes; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Bicum to approve Log Lake Campground camper compliance acknowledgement form as proposed. Supported by Cox. Discussion and review of Barnes Park language. Roll call vote: Bicum, yes; Cox, yes; Comai, yes; Crambell, absent; Fisher, yes; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Fisher to authorize the Log Lake Caretaker to have the authority to represent Kankaska County concerning the oversight of the Rules and Regulations enforcement of the Log Lake Campground. Supported by Cox. Discussion, noted to review with Job Description rather than in the Rules; send authorization of authority of Log Lake Caretaker to counsel for review. Supported by Cox. Roll call vote: Fisher, yes; Cox, yes; Bicum, yes; Comai, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

Commissioners McKinnon and Comai noted the letter from the Parks and Rec Committee (dated 3-28-2018) containing seven inquires is being reviewed with Commissioner Comai and Parks and Rec Chair Rogers.

Chair called for recess at 9:00 AM. Meeting reconvened at 9:13 PM.

Continued discussion of Department Head authority to enforce county rules; to review with Sheriff and counsel. **Motion** by Comai to send language from Motion regarding the authority of the Log Lake Caretaker, and for Kaliseum Director, to be sent to counsel for recommendation for proper language and placement in job descriptions. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.**

Personnel: Cox reported. **Motion** by Cox to approve Resolution 2018-16 to lift the hiring freeze to allow the Sheriff to fill the Full Time Corrections Officer vacancy. Supported by Fisher. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Cox to approve Resolution 2018-19 to lift the hiring freeze to allow the Sheriff to fill the Part-Time Bailiff vacancy. Supported by Fisher. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Cox to approve Resolution 2018-17 to lift the hiring freeze to allow COA Director to fill the Part-Time Site Manager vacancy. Supported by Fisher. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Cox to rescind Resolution 2018-10 Kaliseum Full Time Front Desk position. Supported by Fisher. Discussion, noted this position is being included in the newly requested position of Event Manager. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Cox to approve Resolution 2018-20 to lift the hiring freeze to allow the Kaliseum Director to fill the Event Manager position/vacancy. Supported by Fisher. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Cox to amend Non-Union Employee Policy 12.9 Longevity Pay to read 'This only applies to non-union employees...'. Supported by Fisher. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, absent; Sweet, yes; McKinnon, no. 5 yeas. 1 nay. 1 absent. **Carried.**

Finance: Cox reported. **Motion** to move forward with the placement of an ATM machine at the Kaliseum with review of costs and benefits. Supported by Fisher. Discussion, noted

concerns regarding liability, etc. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Cox to send memo for those Department Heads and/or employees regarding stipends and duties for annual review. Supported by Comai. Discussion, noted multiple positions receive stipends with request from Finance to review annually. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Comai to ratify the tentative agreement with the Teamsters and authorize the Board Chair to sign the collective bargaining agreement. Supported by Cox. Roll call vote: Comai, yes; Cox, yes; Bicum, yes; Crambell, absent; Fisher, yes; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

County Affairs: Fisher reported, 911 agreement pending review by counsel. Discussion regarding COA request for new telephone installations.

**Sub-Committees:** No reports

**Correspondence, Resolutions and Documents:**

Chair McKinnon noted:

Agenda items addressed previously in meeting; noted Zoning Administrators March Report in packet.

**New Business:**

Chair McKinnon requested review of Kaliseum upgrade and review for funding options in conjunction with PA 123. Discussion, consensus to meet with Accountant, Clerk, Treasurer, Counsel, etc; discussion regarding current Kaliseum bonding and bond options. **Motion** by Cox for Finance Committee to work with counsel to put together a round table organizational discussion concerning final advancement toward the energy performance contract engagement. Supported by Sweet. Discussion. 6 yeas. 0 nays. 1 absent. **Carried.**

**Other Business:**

Chair McKinnon noted pending review of Animal Shelter agreement services, copies provided by Sheriff to all Board members for review; discussion, to review at County Affairs 5-9-2018.

**Public Input:** None

**Motion** by Comai to adjourn at 10:10 PM. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.**

Respectfully submitted:

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

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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.