

Kalkaska County Board of Commissioners
Regular Meeting Minutes
August 15, 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, Patty Cox, Kohn Fisher, Stuart McKinnon, James Sweet 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 Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

Approval of Minutes:

Motion by Fisher to approve Regular Meeting Minutes of 7-18-2018. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Cox to approve Finance Committee Meeting Minutes of 8-7-2018. Supported by Comai. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Fisher to approve Committee Meeting Minutes of 8-8-2018 with correction of Commissioner Crambell was present for DPW (late arrival) at DPW. Supported by Sweet. 6 yeas. 0 nays. 1 absent. **Carried.**

Public Input:

Marilyn Morrison: Morrison addressed Board noting upcoming Prayer Day of "Cry Out America" on 9-11-2018 at Noon in front of the Courthouse. Morrison encouraged all to attend.

County Treasurer Valerie Thornburg: Thornburg advised Board of recent information regarding service animals and license fees; noted status of COA retainage fund that was reviewed at Finance Committee. Thornburg noted she will provide her extra duties list to Finance Committee as requested.

Craig Duprey: Duprey addressed the Board regarding the need for Housing assistance and loss of funding for Kalkaska County. (Board noted history of Housing Committee and funding; noted the Board did not agree with the criteria required to obtain funding that limited areas of assistance which was deemed discriminatory.)

Patricia Sklodowske: Sklodowske addressed concern to the Board regarding her Kaliseum Membership and inability to use the facility due to limited hours; noted concern for pool closures, requested a refund of ½ of the membership. (Letter received from Sklodowske to Clerk to forward to DPW Committee to review.)

Appointments:

Sheriff Patrick Whiteford: Whiteford addressed Board regarding Budget Amendment requests, SRP Grant Request, amending of the 911 Agreement, Resolution for filling dispatch vacancy and request for new Animal Control vehicle. Discussion regarding Animal Shelter donation account and millage funding; consensus to table to review after November millage election, refer to County Affairs for September.

(Chair called for a recess at 7:17 PM. Meeting reconvened at 7:33 PM.)

Kaliseum Director Krzysztof Oliwa: Oliwa addressed Board regarding pending review of facility use with Ice Man, rental fees for Open Space area (Board noted previously approved fee); discussion regarding day passes Kaliseum use, winter and summer hours; to review with Parks and Recreation for recommendations and implement in 2019. Oliwa noted status of the budget is at 83% and need for review of Life Guard wage; noted pool again in need of repairs; reported pool revenue of \$17,000 with expenses of \$48,000, reported memberships at 473.

Finance Budget/Bills:

Motion by Cox to approve Budget Amendments 2018-0048 through 0057, with 48, 50, 52 & 57 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 Budget Amendment 2018-0038 for Library (noted receipt of Library Minutes). 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 for Accountant Hervey to send the 2019 budget request notifications to all Department Heads, to be returned to the Accountant Hervey by 9-7-2018. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Cox to set a Special Board Meeting to review 2019 budget preparation with Accountant Hervey on 9-24-2018 at 5:00 PM. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Cox to authorize Accountant Hervey to set appointments with Department Heads for Board Budget Workshops; Workshops to be set from 10-1-2018 through 10-4-2018, beginning at 5:00 PM. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Cox to set a Special Board Meeting 8-29-2018 at 5:00 PM with Accountant Hervey to review stipends as requested by Finance Committee for budgetary purposes. Supported by Fisher. 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 \$1,035,138.14; General Fund Bills of \$213,548.21; Payroll #14 of \$171,585.37; Payroll #14-2 of \$4,775.75; Payroll #15 of \$160,284.83; Payroll #15-2 of \$3,052.46; and Commissioners Per-Diem (\$1,025.00) and Salary (\$3,248.00) of \$4,273.00. Supported by Fisher. Cox noted information regarding the new meter at the Fairgrounds was provided. 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:

Chair called for review of Project Development Agreement for the Kaliseum as reviewed by counsel. Discussion of proposed agreement with County counsel's recommendations, with the 'Commented A1' of 90 days; 'Commented A2' as worded and 'Commented A3' as worded in document provided by counsel. **Motion** by Fisher to move forward with the Ameresco Project Development Agreement for the Kaliseum and authorize the Chair to sign pending review and approval as to form by civil counsel. Supported by Sweet. Roll call vote: Fisher, yes; Sweet, yes; Bicum, yes; Comai, yes; Cox, yes; Crambell, absent; McKinnon, yes. 6 yeas. 0 nays. 1 absent.

Carried.

Committee Reports:

Judiciary and Public Safety: Sweet reported; no action items, EMC Mike Thompson to provide quotes for county wide communication options Pixel and RAVE.

Health and Welfare: Comai reported, no actions items.

DPW: Bicum reported. **Motion** by Bicum to approve County Forester Mike Merriweather to assess tree removal needs at Log Lake Campground. Supported by Comai. Discussion. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Bicum to approve Kaliseum winter hours to begin 9-4-2018 through 5-26-2019; M-F 5:30 AM to 9:00 PM; Sat 8:00 AM to 8:00 PM and Sun 11:00 AM to 6:00 PM. Supported by Comai. Discussion. 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 advertise for sealed bids for a new well at the Administration Building with specs of 5" PVC constant pressure pump for irrigation well, 50 gallon per minute, permits included, to be installed in May of 2019. Supported by Fisher. Discussion, Motion to include location and for irrigation. Roll call vote: Bicum, yes; Fisher, yes; Comai, yes; Cox, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Bicum to advertise for sealed bids for quotes for a constant pressure pump system upgrade in the Civic Center building. Supported by Fisher. Discussion to amend Motion as stated. Roll call vote: Bicum, yes; Fisher, yes; Comai, yes; Cox, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Bicum to have DPW Supervisor Bole research costs and options for repair of KART Trail asphalt damage by trees and forward to Parks and Recreation for review and recommendations to DPW for recommendations to the Board. Supported by Fisher. Discussion. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Bicum to request Parks and Recreation to review Quality Tyme Garden Club request to move flower beds along KART Trail. Supported by Comai. Discussion, **Motion and Support withdrawn.** **Motion** by Bicum to request Parks and Recreation Committee to review Quality Tyme Garden Club proposed request to move the flower beds along the KART Trail, with the Club and other necessary entities involved. Supported by Comai. Discussion regarding road right-of-way and master plan. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Bicum to authorize \$7,500.00 for a new irrigation well at the Administration Building and \$150,000.00 for the energy lighting upgrade in the 2019 Budget, for budgetary

purposes. Discussion, Motion amended with 2019 year. Supported by Comai. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Bicum to advertise for sealed bids for Health Department sidewalk replacement with in-floor heat tubing when installed. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Bicum to advertise for sealed bids for repair of Administration building front walls and concrete walls between the Sheriff Department, Court and Administration buildings with aluminum panels and brick stucco. Supported by Fisher. Discussion, noted funds in 2018 Budget. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Bicum to approve DPW to advertise for sealed bids for implementation of specified signage for all parking, door and addresses (6) for each building at the County complex. Supported by Fisher. Discussion. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Bicum to approve a natural gas 3 year contract with non-fixed rates, upon review and approval by county counsel. Supported by Fisher. Discussion. **Motion and support withdrawn**, tabled to September Meeting for more information.

Motion by Bicum to approve the Chair's signature for the 8-8-2018 document from the Kankaska County Road Commission, the grant request letter as provided. Supported by Fisher. 6 yeas. 0 nays. 1 absent. **Carried.**

Personnel: Cox reported. **Motion** by Cox to approve Resolution 2018-37 to lift the hiring freeze to allow the Sheriff to fill the Full Time Dispatcher 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.**

Finance: Cox reported, no further actions.

County Affairs: Fisher reported. **Motion** by Fisher to rescind the NG 911 Agreement dated 5-16-2018. Supported by Cox. Discussion, noted the verbiage needed to be more specific. Roll call vote: Fisher, yes; Cox, yes; Bicum, yes; Comai, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.** **Motion** by Fisher to approve the Agreement to Add Kankaska County Central Dispatch Authority to an Interlocal Agreement for NG-911 Call Handling System Project as a Remote Site, and spell out PSAP to read Public Safety Answering Point, as presented 8-8-2018 and authorize the Chair to sign. Supported by Comai. Roll call vote: Fisher, yes; Comai, yes; Bicum, yes; Cox, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Fisher to approve the Secondary Road Patrol Grant acceptance for the Sheriff Department for 2018-2019 of \$32,000.00 (Traffic Accident Prevention) and authorize the Chair to sign. Supported by Comai. Roll call vote: Fisher, yes; Comai, yes; Bicum, yes; Cox, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

Discussion regarding the request for a new Animal Control truck and box, consensus to table for review in September. Discussion regarding the feasibility study for jail, tabled for further review.

Motion by Fisher to not enter into a retainer agreement with Smith and Johnson with the current contract language following review by County Counsel. Supported by Comai. Discussion. 6 yeas. 0 nays. 1 absent. **Carried.**

Motion by Fisher to send Commissioner Craig Crambell to represent Kalkaska County at the mediation hearing in Grand Rapids 9-6-2018 regarding case #1800732. Supported by Comai. Roll call vote: Fisher, yes; Comai, yes; Bicum, yes; Cox, yes; Crambell, absent; Sweet, yes; McKinnon, yes. 6 yeas. 0 nays. 1 absent. **Carried.**

Union Negotiating: Fisher reported; discussion, noted Union contracts settled but await contracts with POLC/COLC and MAPE for signatures. Discussion. **Motion** by Comai to charge the Negotiating Committee to communicate with Accountant to make recommendations to the Board regarding non-union employees and Department Heads (appointed and elected) wage increases. 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.**

Sub-Committee Reports: None

Correspondence, Resolutions and Documents:

Chair McKinnon noted request for KART Trail use for a 5K run. Discussion. **Motion** by Cox to amend drafted letter presented by the Clerk to Glow-Run Communities in Schools of Northwest Michigan (regarding KART Trail closure). Supported by Comai. 6 yeas. 0 nays. 1 absent. **Carried.**

Chair noted Zoning Administrator June and July reports.

Chair noted Soil Conservation report.

New Business: None

Other Business: Chair McKinnon noted concerns with allowances for service animals, Health Department regulations, food services and requirements of identification of service animals. Discussion, noted prior communication with area Health Department.

Public Input: None

Motion by Bicum to adjourn at 9:30 PM. Supported by Comai. 6 yeas. 0 nays. 1 absent. **Carried.**

Respectfully submitted:

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

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.