

Kalkaska County Board of Commissioners  
Regular Meeting Minutes  
September 18, 2019  
(UNAPPROVED)

Meeting called to order by Chair Fisher at 5:03 PM, Commissioner Chambers, Administration Building, 605 N Birch Street, Kalkaska, MI. Present Commissioners David Comai (arrived at 5:24 PM), Patty Cox, Craig Crambell, Kohn Fisher, Leigh Ngirarsaol, James Sweet, John West and Admin. Assistant/Deputy Clerk Connie Hall. Pledge of Allegiance by all. Invocation by Commissioner Cox.

**Call of Conflict:** None

**Approval of Agenda:**

**Motion** by Cox to approve Agenda Supported by Crambell 6 yeas. 0 nays. **Carried.**

**Approval of Minutes:**

**Motion** by Cox to approve Regular Meeting Minutes of 7-17-19. Supported by West. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Cox to approve Special Meeting Minutes of 8-28-19. Supported by Sweet. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Cox to approve Special Meeting Minutes of 9-3-19. Supported by Sweet. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Cox to approve Finance Committee Meeting Minutes of 9-10-19. Supported by Sweet. 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by Cox to approve Committee Meeting Minutes of 9-11-19, with correction on page 1, spelling error of word "except". 6 yeas. 0 nays. 1 absent. **Carried.**

**Motion** by West to approve Special County Affairs Committee Meeting Minutes of 9-12-19. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.**

**Public Input:**

Seth Phillips: Phillips addressed Board regarding concern of the governing of the BOC; noted disagreement with any elimination of Point of Sale; noted his impression their voices have not been heard and need to keep the POS.

Charlie Weaver: Weaver addressed Board; requested to keep Point of Sale and encouraged Board to make changes for the better; noted education about Point of Sale is needed; advised it is the government's responsibility to protect our waters.

Carolyn Phillips: Phillips addressed Board; noting appreciation for Boards review and consideration of Manistee County amendments (filed with the clerk); provided a copy of social media comments of Commissioner Crambell regarding Community Action Committee Board (filed with the clerk); noted concern no report of contact from counsel regarding matter.

Gerald Gancer: Gancer reserved time

Harvey Brown: Harvey addressed Board noting ways to improve Point of Sale and to keep it.

Lou Nemeth: Nemeth addressed Board noting agreeance with Seth Phillips; importance of environment for youth; respect of community nad Community should be involved in decision.

Gary Selisbury: Selisbury addressed Board noting concern with the time the Board has taken to make a decision with the Point of Sale; noted concerns with Board not reaching out to others who could help educate.

Mike Moran: Moran addressed Board noting he purchased a home and wished he would have had a Point of Sale inspection.

Shug Brandell: Brandell addressed Board noting the majority of attendees have attended to support for the Point of Sale.

Treasurer Valerie Thornburg: Reserved time.

### **Appointments:**

Sheriff Patrick Whiteford: Whiteford addressed Board regarding request for Live Scan grant; (monthly Report #8-2019 filed with Clerk). **Motion** by West to approve 2018 National Criminal History Improvement Program (live scan) Grant in the amount of \$15,545.00. Supported by Comai. Roll call vote: West, yes; Comai, yes; Cox, yes; Crambell, Ngirarsaol, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.**

MSU Extension officer Jennifer Berkey: Berkey presented power point presentation for Kalkaska County 2018-2019 Annual report (copy filed with Clerk); noted appreciation for staff and explanation of each position; noted numerous programs for youth in Community; noted Master Gardener trained Volunteers giving back 224 hours value amount of \$5,396.00; advised MSUE open for new ideas from Board. Discussion regarding firearm/shooting sports training.

**Committee Appointments:** Chair Fisher advised of the appointment to the Kaliseum Steering Committee of Teresa Rowell and Jennifer Hill. **Motion** by Crambell to accept the Chair's appointment of Teresa Rowell and Jennifer Hill to the Kaliseum Steering Committee. Supported by Comai. 7 yeas. 0 nays. **Carried.** Crambell to work on setting up meeting for Steering Board. Discussion.

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

**Motion** by Cox to approve Budget Amendments 2019-0033, 2019-0034 & 2019-0035. Supported by West. Roll call vote: Cox, yes; West, yes; Crambell, yes; Comai, yes; Ngirarsaol, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.**

**Motion** by Cox to approve Post Approved Bills of \$1,003,808.54; General Fund Bills of \$69,986.12; Payroll #16 of \$169,655.40; Payroll #17 of \$167,032.48; and Commissioners Per-Diem (\$1,125.00) and Salary (\$3,248.00) of \$4,373.00. Supported by Crambell. Roll call vote; Cox, yes; Crambell, yes; Comai, yes; Ngirarsaol, yes; West, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.**

**Unfinished Business:** None.

### **Committee Reports:**

Judiciary and Public Safety: Sweet provided the correct Emergency Procedure Manual (filed with Clerk); proposed Motion tabled pending Board review. Sweet noted updates with phone system and CPR training.

Health and Welfare: Ngirarsaol reported status on bathrooms at COA; noted working with Public Transit on program for seniors needing rides.

DPW: Comai reported. Recycling updates; updates regarding sediment removal at Rugg pond. Discussion. **Motion** by Comai to re-advertise for energy lighting for all County Buildings excluding inside of Kaliseum but include outside parking lot of Kaliseum. Supported by Crambell. Roll call vote: Comai, yes; Crambell, yes; Cox, yes; West, yes; Ngirarsaol, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried**. Discussion. **Motion** by Comai to accept Quality Sealcoating bids for County parking lots per proposed agreements. Supported by Cox. Roll call vote: Comai, yes; Cox, yes; Crambell, yes; West, yes; Ngirarsaol, yes; Sweet, Yes; Fisher, yes. 7 yeas. 0 nays. **Carried**. **Motion** by Comai to replace exterior doors at Civic Center. Discussion and no support. **Motion failed**. Bole will gather more information for Civic Center doors for October meeting. Discussion regarding recycle issues; Comai noted issues resolved.

Personnel: Crambell reported no action items.

Finance: Cox reported. **Motion** by Cox to transfer \$200,000 from General Fund 101 to the Budget Stabilization Fund #257, to be assigned by the Board of Commissioners. 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**. **Motion** by Cox to assign fund balance in Budget Stabilization Fund of \$150,000 to building needs and \$275,000 to the MERS unfunded liability. Supported by Comai. Discussion. Roll call vote: Cox, yes; Comai, yes; Crambell, yes; Ngirarsaol, yes; Sweet, yes; West, yes; Fisher, yes. 7 yeas. 0 nays. **Carried**.

**Motion** by Cox to amend policy #160 Budget Resolution, page 4, #7, "Be It Further Resolved", to read, " The County Clerk and the County Treasurer will report to Board of Commissioners monthly showing compliance and budgeting and balancing of all county funds". Supported by Crambell. Roll call vote: Cox, yes; Crambell, yes; Comai, yes; Ngirarsaol, yes; Sweet, yes; West, yes; Fisher, yes. 7 yeas. 0 nays. **Carried**. **Motion** by Cox to purchase BS&A Timesheet Module not to exceed \$12,000 from account 101-215-802.000. Supported by Comai. Discussion. Roll call vote: Cox, yes; Comai, yes; Crambell, yes; Ngirarsaol, yes; Sweet, yes; West, yes; Fisher, yes. 7 yeas. 0 nays. **Carried**. Cox noted budget workshop documents have gone out to departments. Discussion regarding other agenda items.

County Affairs: West reported. Discussion regarding proposed Resolution 2019-36, 2019-38 Manistee County. **Motion** by Comai to discuss and approve resolution 2019-36 revisions to the sanitary code for District Health Department #10. Supported by Cox. Discussion. Roll call vote: Comai, yes; Cox, yes; Crambell, yes; Ngirarsaol, no; Sweet, yes; West; yes, Fisher, yes. 6 yeas. 1 nay. **Carried**.

**Motion** by West to approve Resolution 2019-38 revisions to the sanitary code for District Health Department #10, Manistee County. Supported by Comai. Roll call vote: West, yes; Comai, yes; Cox, yes; Crambell, yes; Ngirarsaol, yes; Sweet, yes; West, yes; Fisher, yes. 7 yeas 0 nays. **Carried**.

**Sub-Committees:**

Commissioner liaisons reported. Discussion.

**Correspondence, Resolutions and Documents:**

Chair noted agenda items addressed during meeting; noted Zoning Admin August report for review.

**Motion** by Comai to refund Patricia Sklodowske Kaliseum membership fee of \$219.09. Supported by Cox. 7 yeas. 0 nays. **Carried.**  
(Commissioner Ngirarsaol left meeting at 7:00 PM)

**New Business:**

Commissioner Comai requested Board to review requested of Kaliseum Director. Chair Fisher called for review of ByLaw regarding review at Committee. Discussion. **Motion** by Crambell to waive Art 5, Sec M, of BOC ByLaws (review at Committee) to allow review and discussion of concession requests from Kaliseum Director John Starr. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.** Starr provided document with information. (copy filed with Clerk)

John Starr: Starr reported a review of options for Kaliseum concession. Discussion. Fisher noted Starr requested to check with Accountant Hervey regarding Budget. Fisher noted need for Starr to get quotes for stove or ventilation system; quote for installation costs. Board would have to approve; also Board to review/approve rent cost for Vendors. Starr noted no word back yet from Attorney. Starr noted he will need to check with Health Department also. Discussion, Fisher noted once all information is gathered special meeting may be needed.

**Other Business:**

Chair Fisher noted Treasurer reported concerns with her signature on checks coming from the Clerk's office without her oversight; Treasurer would her electronic signature stamp removed from system. Fisher noted the current process used was with the Treasurer's authorization and never reported as an issue with the auditors. (Accountants email read by Fisher regarding Treasurer's concerns). Fisher noted Accountant called for meeting to include those involved on September 24, 2019. Treasurer Thornburg offered a new process to provide her signature and noted she was not holding up the check process; she noted this issue was brought to her by the Auditor. Discussion.

Chair called for recess @ 7:38 PM. Meeting reconvened 7:49 PM.

**Public Input:**

Treasurer Valerie Thornburg: Thornburg noted concern with meeting minutes from 8/28/19. (Copy of request filed with clerk).

Charlie Weaver: Weaver noted Boards decision on Point of Sale may cause property values to decrease.

Court Administrator Teresa Hill: Hill noted concern with using Court House Preservation fund to go towards purchase of lectrievvers; noted large expense, would like a say in the decision; noted discussion with Clerk regarding E-file system that is being used in other Counties;

questioned meeting minutes from 8-28-19; noted line items could be moved to hire help in the courts.

**Motion** by Comai to adjourn at 8:07 PM. Supported by Cox. 6 yeas. 0 nays. 1 absent. **Carried.**

Respectfully Submitted:

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Connie Hall, Kalkaska County Admin. Assistant/  
Deputy Clerk

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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.