

Kalkaska County Board of Commissioners  
Regular Meeting Minutes  
October 17, 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, Craig Crambell, Kohn Fisher, Stuart McKinnon, James Sweet and County Clerk Deborah Hill. Pledge of Allegiance by all. Invocation by Commissioner Cox.

**Call for Conflict:** None

**Approval of Agenda:**

**Motion** by Cox to approve Agenda as amended: add 11. C. Stone Mountain Carpet invoice; add 12. B. Bond Attorney contract; add 15. K. Dickinson & Wright Contract; and 16. A. Wellness Membership prorated request. Supported by Sweet. 7 yeas. 0 nays. **Carried.**

**Approval of Minutes:**

**Motion** by Cox to approve DPW Special Committee Meeting Minutes of 9-18-2018. Supported by Sweet. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to approve Regular and Annual Meeting Minutes of 9-19-2018 with corrections: under Public Input, to read Ryan Williams, not Brian. Supported by Cox. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to approve Closed Session Meeting Minutes of 9-19-2018. Supported by Comai. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to approve Special Meeting Minutes of 9-19-2018. Supported by Cox. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to approve Special Meeting Minutes of 9-24-2018. Supported by Comai. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to approve DPW Special Committee Meeting Minutes of 9-27-2018. Supported by Cox. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to approve Indigent Defense Committee Meeting Minutes of 10-1-2018. Supported by Cox. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to approve Special Meeting Minutes of 10-1-2018. Supported by Bicum. 7 yeas. 0 nays. **Carried.**

**Motion** by Cox to approve Special Meeting Minutes of 10-2-2018. Supported by Fisher. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to approve Special Meeting Minutes of 10-3-2018. Supported by Sweet. 7 yeas. 0 nays. **Carried.**

**Motion** by Cox to approve Special Meeting Minutes of 10-4-2018. Supported by Comai. 7 yeas. 0 nays. **Carried.**

**Motion** by Cox to approve Finance Committee Meeting Minutes of 10-9-2018. Supported by Fisher. 7 yeas. 0 nays. **Carried.**

**Motion** by Cox to approve Special Meeting Minutes of 10-10-2018 as amended: corrected spelling under purpose of meeting, L "4029", not '40029'. Supported by Sweet. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to approve Committee Meeting Minutes of 10-10-2018, with corrections: Page 3, 2<sup>nd</sup> Motion under DPW to read "bid for DHD", not 'HD'; Personnel heading to read 1:00 PM, not 2:00 PM; Page 4, Motion under Equalization Director, to read "Assistant", not 'Assistance'; Page 6, under Committee reviewed pending Kaliseum upgrades, Motion to read, "#400 to enter into an agreement with Dickinson", not 'obtain and engagement letter'; under Forest Management, to add after 5 year contract, "2018- 2023 inclusive", and add "as to form" after end of sentence. Supported by Sweet. 7 yeas. 0 nays. **Carried.**

**Motion** by Bicum to approve DPW Special meeting Minutes of 10-11-2018 with correction of 4<sup>th</sup> line under Purpose of Meeting, spelling of "APEX", not 'APERX'. Supported by Comai. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to approve Personnel Special Committee Meeting Minutes. Supported by Cox. 7 yeas. 0 nays. **Carried.**

#### **Public Input:**

Kalkaska County Road Superintendent John Rogers: Rogers addressed Board regarding Senate Bill 396 noting concerns with the change in weight restrictions will cause significantly more damage to the County Roads, requesting support against the SB. Consensus to send to County Affairs and review the Bill summary.

Clifton Murie: Murie addressed Board reporting his concerns that building and zoning ordinances are not being enforced regarding his property on Needles Lane; noted dangerous building ordinance and concerns with the Zoning, Constructions Codes and Health Department; noted Foreclosures are not meeting inspections; all effecting the sale of his property; noted request for the Board to hold the departments accountable.

#### **Appointments:**

Sheriff Patrick Whiteford: Whiteford addressed Board noting request for approval to fill vacancies and approval of PFN services. (Copy of monthly Report #9-2018 filed with Clerk.)

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

**Motion** by Cox to approve Budget Amendments 2018-0073 through 2018-0083, with #0080 and #0081 as amended. Supported by Fisher. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

**Motion** by Cox to approve the BC/BS Health Care Insurance rates proposed from Dewey Insurance dated 10-9-2018 for the renewal rates for both health care and dental as presented for 1-1-2019 through 12-31-2019. Supported by Fisher. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

**Motion** by Cox to approve the Sun Life proposal from Dewey Insurance dated 10-9-2018 for

Life, AD&D and Short Term Disability. Supported by Fisher. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

**Motion** by Cox to approve Post Approved Bills of \$1,448,572.64; General Fund Bills of \$95,783.00; Payroll #18 of \$163,298.64; Payroll #19 of \$169,487.39: and Commissioners Per-Diem (\$1,900.00) and Salary (\$3,248.00) of \$5,148.00. Supported by Fisher. Discussion. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

**Motion** by Cox to authorize payment of the balance of the Stone Mountain Carpet invoice for the Annex. Supported by Fisher. Discussion, McKinnon noted the balance of the work and repairs were completed satisfactorily according to DPW Supervisor Bole. Roll call vote: Cox, yes; Fisher, yes; Bicum, yes; Comai, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

#### **Unfinished Business:**

Chair McKinnon reported on the status of the Kaliseum/Ameresco project; noted cost projection should be received by the first week of November; noted immediate pool area needs to be dealt with separately; noted pending meeting with a Bond attorney and Financial Advisor; considerations for financing include bonds, millage, energy savings and available funds.

**Motion** by Fisher to waive Policy #400, to allow the Board to enter into an agreement with Dickinson and Wright as Bond counsel for the Kaliseum upgrade. Supported by Cox. Discussion; consensus to move forward due to Kaliseum needs. Roll call vote: Fisher, yes; Cox, yes; Bicum, yes; Comai, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to enter into an Agreement with Dickinson and Wright as Bond counsel for the Kaliseum upgrade, with review and approval by counsel as to form. Supported by Cox. Roll call vote: Fisher, yes; Cox, yes; Bicum, yes; Comai, yes; Crambell, yes; Sweet, yes; McKinnon. 7 yeas. 0 nays. **Carried.**

#### **Committee Reports:**

Judiciary and Public Safety: Sweet reported; noted review of EMC memo and discussion regarding EMC grant. **Motion** by Sweet to approve the SOM FY 2018 Emergency Management Performance Grant Agreement. Supported by Comai. Discussion, noted matching funds that assist with EMC wages. Roll call vote: Sweet, yes; Comai, yes; Bicum, yes; Cox, yes; Crambell, yes; Fisher, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

Health and Welfare: Comai reported, no action items.

DPW: Bicum reported. **Motion** by Bicum to allow Rotary to move landscape berm on the NW corner of the KART Trail by the horse arena, at no cost to the County, to allow mowing of that corner section upon completion. Supported by Comai. Roll call vote: Bicum, yes; Comai, yes; Cox, Yes; Crambell, yes; Fisher, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Bicum to reimburse the Kalkaska County Agricultural Fair Board \$148.75 in compliance with the County Stakeholder policy rental fee schedule for rentals from January and April of 2018 FAIR rentals up to October 10, 2018. Supported by Comai. Discussion. Roll call vote: Bicum, yes;

Comai, yes; Cox, yes; Crambell, yes; Fisher, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays.

**Carried. Motion** by Bicum to approve the refunds as requested by Kaliseum Director, to Archer, Bielecki, Bratsburg, Harris, Hurd, Male, Snyder and Holmden, prorated from 9-13-2018, due to pool closure, as presented. Supported by Comai. Roll call vote: Bicum, yes; Comai, yes; Cox, yes; Crambell, yes; Fisher, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried. Motion** by Bicum to approve the contract with Realgy Energy Services for natural gas pending return from county counsel. Supported by Comai. Roll call vote: Bicum, yes; Comai, yes; Cox, yes; Crambell, yes; Fisher, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried. Motion** by Bicum to approve KEO bid for Health Department sidewalk of \$29,900, with changes as discussed in DPW meeting. Supported by Comai. Roll call vote: Bicum, yes; Comai, yes; Cox, yes; Crambell, yes; Fisher, yes; Sweet, yes; McKinnon, abstain. 6 yeas. 0 nays. 1 abstain. **Carried. Motion** to approve the KEO bid for \$8,900.00 dated 8-1-2018 for the siding installation at the Court House and the hall area between the Sheriff and the Court Building. Supported by Crambell. Discussion. Roll call vote: Bicum, yes; Crambell, yes; Comai, yes; Cox, yes; Fisher, yes; Sweet, yes; McKinnon, abstention. 6 yeas. 0 nays. 1 abstain. **Carried.**

Personnel: Crambell reported. **Motion** by Crambell to approve Resolution 2018-40 to lift the hiring freeze to allow the Sheriff to fill the full time Deputy Vacancy. Supported by Cox. Roll call vote: Crambell, yes; Cox, yes; Bicum, yes; Comai, yes; Fisher, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried. Motion** by Crambell to reclassify the Equalization Office Manager Position to Assistant Equalization Director with the duties for the position as presented in the proposed job description. The compensation for the Assistant Equalization Director will be \$18.00 per hour effective upon approval by the Board. Supported by Cox. Roll call vote: Crambell, yes; Cox, yes; Bicum, yes; Comai, yes; Fisher, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried. Motion** by Crambell to approve Resolution 2018-41 to lift the hiring freeze to allow the COA Director to fill the South Boardman Site Manager vacancy. Supported by Cox. Roll call vote: Crambell, yes; Cox, yes; Bicum, yes; Comai, yes; Fisher, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried. Motion** by Crambell to approve Resolution 2018-43 to lift the hiring freeze to allow the COA Director to fill the part-time In-Town Meal Driver. Supported by Cox. Roll call vote: Crambell, yes; Cox, yes; Bicum, yes; Comai, yes; Fisher, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

Finance: Cox reported matters addressed previously in meeting.

County Affairs: Fisher reported. **Motion** by Fisher to authorize the Clerk to sign the PFN Letter of Authorization. Supported by Comai. Roll call vote: Fisher, yes; Comai, yes; Bicum, yes; Cox, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried. Motion** by Fisher to authorize the Sheriff to sign the PFN Service Order dated 10-8-2018. Supported by Crambell. Roll call vote: Fisher, yes; Crambell, yes; Bicum, yes; Comai, yes; Cox, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried. Motion** by Fisher to allow Grant Administrator, JoAnn DeGraaf, to apply for the 2019 Survey and Remonumentation Grant in the amount of \$40,022.00 as offered by the State of Michigan. Supported by Crambell. Roll call vote: Fisher, yes; Crambell, yes; Bicum, yes; Comai, yes; Cox, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried. Motion** by Fisher to approve the slate of surveyors provided to the Chair, whom have served in the past. The Kalkaska County Remonumentation Peer Group Review consisting of 3

licensed surveyors, 2 alternate licensed surveyors and the County Equalization Director as an Ad Hoc member, with term expiration of 12-31 of each year. The County will compensate the members who serve at the review meeting, a sum not to exceed \$200.00 per member, as included in the 2019 State Grant. The 2019 Peer Group to consist of: Neil Way, Scott Papineau and Marv Meyers. Alternate Peer Group members: Edward Heflin, Dave Gillette. Ad Hoc member the Equalization Director. Supported by Comai. Roll call vote: Fisher, yes; Comai, yes; Bicum, yes; Cox, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried. Motion** by Fisher to approve Kalkaska Board of Commissioners Proclamation Day October 18, 2018 as Conflict Resolution Day. Supported by Cox. Roll call vote: Fisher, yes; Cox, yes; Bicum, yes; Comai, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to amend Policy #360 to read, for County Commissioner who are required or requested to attend, by the Chair of the Board of Commissioners, or by Motion of the Board of Commissioners, and/or appointed members of "Boards and Committees", under the direction and oversight of the Board of Commissioners, will be compensated per this policy. The exception would be, if attendees of the meeting are compensated by other entities, regardless of their compensation amount, pending review and approval by County counsel. Supported by Comai. Roll call vote: Fisher, yes; Comai, yes; Bicum, yes; Cox, yes; Crambell, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

**Motion** by Fisher to enter into an agreement with Forest Management Assistance with Mike Meriweather, a 5 year contract, 2018-2023 inclusive, pending review and approval by County Counsel as to form. Supported by Crambell. Discussion. Roll call vote: Fisher, yes; Crambell, yes; Bicum, yes; Comai, yes; Cox, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried.**

Union/Negotiating: Fisher reported continued review of non-union wages and pending Teamsters re-opener.

**Sub-Committees:** No reports.

**Correspondence, Resolutions and Documents:**

Chair McKinnon noted agenda items addressed.

Zoning Administrator monthly reports for August and September in packet.

Dickinson and Wright, Bond Attorney, addressed under Unfinished Business.

**New Business:**

Chair called for review of Kaliseum Membership request. Discussion. **Motion** by Crambell to waive Article 5, Sec M, of the BOC Bylaws (review at Committee) for review and/or approval of proposed Kaliseum Membership enrollment procedure change. Supported by Comai. Discussion. Roll call vote: Crambell, yes; Comai, yes; Bicum, yes; Cox, yes; Fisher, yes; Sweet, yes; McKinnon, yes. 7 yeas. 0 nays. **Carried. Motion** by Crambell to authorize the Kaliseum Director to amend the County Kaliseum Wellness Membership enrollment policy, allowing memberships prorated, (aside from the two open enrollment periods), in a manner that allows new members to join the Wellness Program through the prorated fee schedule. To be effective immediately with review and approval by Chair of County Affairs. Supported by Comai. Roll call

vote: Crambell, yes; Comai, yes; Bicum, yes; Cox, yes; Fisher, yes; Sweet, yes; McKinnon, yes.  
z7 yeas. 0 nays. **Carried.**

**Public Input:** None

**Motion** by Comai to adjourn at 7:40 PM. Supported by Bicum. 7 yeas. 0 nays. **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.