

Kalkaska County Board of Commissioners  
Committee Meeting Minutes  
June 12, 2019  
(UNAPPROVED)

The following minutes are held in Commissioner Chambers, Admin Building, 605 N Birch Street, Kalkaska, MI  
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**Judiciary and Public Safety: 9:00 AM**

Meeting called to order by Committee Chair Sweet at 9:00 AM. Present Commissioners James Sweet, John West, David Comai and Admin Assistant/Deputy County Clerk Connie Hall.

**Public Input:** None

**Appointments:**

Emergency Services Coordinator Mike Thompson: Thompson absent, Sweet noted his monthly report provided for review giving status of a number of items including mass notification,(copy filed with Clerk).

Patrick Whiteford: Whiteford addressed Committee regarding 'Jersey Barricades' mentioned in Thompson's reports, planning for CPR/First Aid training for staff the week of 6-24 and pending upcoming drills; provided update on Rave Alert.

Whiteford presented information regarding a potential self-defense training option for employees; noted Registrar DeGraaf attended a session provided and was favorable; discussion. Whiteford noted location of the public/clients within the county buildings is cumbersome, new facility may solve issues. Discussion regarding safety vests; Emergency Management Services funding/training and overlapping services with other counties. Discussion.

**Public Input:** None

Meeting Adjourned at 9:30 AM.

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**Health and Welfare: 10:00 AM**

Meeting called to order by Committee Chair Ngirarsaol at 10:00 AM. Present Commissioners Leigh Ngirarsaol, Patty Cox, James Sweet and Admin Assistant/Deputy County Clerk Connie Hall.

**Public Input:** None

**Appointments:**

COA Director Jodi Willison: Willison addressed Committee regarding status of COA bathroom repairs, signage, and upcoming events.

Library Director John Roberts: Roberts addressed Committee noting visits to Townships, statistics on use of resources, upcoming events, building improvements and upcoming events.

**Public Input:** None

Meeting adjourned at 10:19 AM.

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**DPW: 11:00 AM**

Meeting called to order by Committee Chair Comai at 11:00 AM. Present Commissioners David Comai, Craig Crambell, Leigh Ngirarsaol and Admin Assistant/Deputy County Clerk Connie Hall.

**Public Input:**

Brian Lirones: Lirones addressed Committee noting concerns with excavating at the boat launch at Log Lake. Discussion; Committee noted they will determine who has oversight of the launch and follow up. Discussion; DPW Bole noted county road ends at the boat launch, may be Township; signage may be needed. Lirones also noted fence repair needs.

**Appointments:**

Recycle Manager Josh Hoppe: Hoppe addressed Committee noting driveway graded by County Road Commission; recycle trailers are picked up very Tuesday.

Soil Conservation, Mark Randolph: Randolph absent; report provided (copy filed with Clerk).

Parks and Recreation: Comai and Crambell reported; discussion regarding oversight of Kaliseum. **Consensus to Motion to waive County policy to allow Kaliseum to report directly to DPW rather than Parks and Rec.**

Log Lake Caretaker Kelly Ramsey: Ramsey addressed Committee noting status of Park use, picnic tables replaced; noted concern with boats parked at beach area (Ramsey to contact Sheriff to see if boats can be removed); noted need for electrical work at Park.

Kaliseum Interim Director Kijlee Goodrich: Goodrich addressed Committee regarding fee schedule, open space, large events; noted Dance Center notification regarding discontinuance of lease (discussion regarding attachments to the Kaliseum structure, review damage in removal and consideration of purchasing).

Discussion regarding prior Director James reporting at Special Meeting information conflicting with financial reports.

**Consensus to Motion to allow Interim Director to communicate with the schools to place artwork for display in the Kaliseum.**

Discussion regarding concession rental for concessions; noted upcoming events. **Consensus to Motion to add rental fee of \$25.00 for Kaliseum kitchen rental. (Noted users would need to be licensed.)** Discussion regarding revision of fee schedule. **Consensus to Motion to refund proposed list of memberships. (Goodrich to provide list to Clerk).**

DPW Supervisor Mayor Bole: Bole addressed Committee. Discussion regarding fence repairs and electrical upgrade at Log Lake; Bole to get fence repaired and get quotes for full hookups. Discussion regarding locks on bath and shower building at Log Lake.

Discussion regarding removal of dugouts at soccer field, need for 10 yard dumpster; to obtain fence pricing; Civic Center and sidewalk repairs; repairs at Commission on Aging are not expense to county; Health Dept. considering a generator, Bole reviewing; repairs/cleaning of duct work on county buildings; noted review of shrub removal; discussion regarding memorial benches storage and locations.

Discussion regarding energy lighting upgrades; Bole to provide prior RFPs excluding the Kaliseum. **Consensus to Motion to re-RFP Energy Lighting for county buildings.** (Bole to provide Clerk for ADs info to re-advertise.) **Consensus to Motion to re-bid sidewalks for the Health Department.**

**Consensus to Motion to approve Soil Conservation to replace dead trees around the KART Trail.**

**Public Input:**

Brian Lirones: Noted a vendor for firewood for Log Lake.

Meeting adjourned at 12:52 PM.

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**Personnel: 1:00 PM**

Meeting called to order by Committee Chair Crambell at 1:00 PM. Present Commissioners Craig Crambell, Patty Cox, James Sweet and Admin Assistant/Deputy County Clerk Connie Hall.

**Public Input:** None

**Appointments:**

Sheriff Patrick Whiteford: Whiteford noted vacancy requests. **Consensus to Motion to approve Resolution 2019-30 to lift the hiring freeze to allow the Sheriff to replace the Domestic Violence/Booking Clerk vacancy (Temporary).** Sheriff noted a recent resignation, adding another Resolution to fill a vacancy. **Consensus to Motion to approve Resolution 2019-32 to lift the hiring freeze to allow the Sheriff to replace the Part Time Zero Tolerance Clerk vacancy.**

Court Administrator Teresa Hill: Hill addressed Committee noting need for a Probation Officer position in District Court. Hill noted collections and staffing. Commissioners noted Court budget; Court decision to previously eliminate position and need for Board to review with Accountant; suggestion for part-time or private business for collections.

Commission on Aging Director Jodi Willison: Willison addressed Committee regarding vacancy. **Consensus to approve Resolution 2019-29 to lift the hiring freeze to allow the COA Director to fill the Part Time RN vacancy.**

**Public Input:** None

Meeting adjourned at 1:58 PM.

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**Finance: 2:00 PM**

Meeting called to order at 2:02 PM by Committee Chair Cox. Present Commissioners Patty Cox, Kohn Fisher, John West and Admin Assistant/Deputy County Clerk Connie Hall.

**Public Input:** None

**Appointments:**

Sheriff Patrick Whiteford: Whiteford noted Budget Amendment requests; discussion regarding Deputy reimbursement from Treasurer tax funds, Committee noted Budget Amendment denied, to review with Accountant. Discussion regarding fleet vehicles, vests; Sheriff to provide audit.

Commissioner West noted Clerk request for staff emergency training; discussion. West to request Clerk to verify cost and funding; discussion regarding replacement of work crew van, approximately \$18,000.00; Sheriff noted funds are in the budget. **Consensus to Motion to approve purchase of work crew van replacement for approximately \$18,000.00.**

Veterans Affairs Counselor Melanie Pauch: Pauch addressed Committee regarding upcoming grant/lapse of funding; applying for other grant options; noted veteran service statistics and needs for veterans and office.

Chair Cox noted post and pre-approved bill questions from 6-11 meeting were reviewed and recommend to approve as presented.

**Public Input:** None

Meeting adjourned at 3:03 PM

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### **County Affairs: 3:00 PM**

Meeting called to order by Committee Chair West at 3:07 PM. Present Commissioners John West, Kohn Fisher, Craig Crambell and Admin Assistant/Deputy County Clerk Connie Hall.

**Public Input:** None

#### **Appointments:**

IT, Sheriff Whiteford: reported status of telephone services, Mitel/Suntel options for 2020; reported on Kaliseum website transition, recommended compensation for Oliwa for continued assistance to complete process, discussion; Whiteford to provide final invoice when completed.

Whiteford noted information on Verizon Fleet Network service pending review (for assistance with tracking vehicle maintenance/location/use). Discussion regarding costs/benefits.

Equalization Assist Director Megan Daniels: Daniels provided 2019 Tax Rate Request L 4029 for approval. Discussion, review of 2018 data. **Consensus to Motion to approve the 2019 L4029 Tax Rate Request for Kankaska County as presented by Equalization.**

Court Administrator Teresa Hill: Hill addressed Committee regarding status of communications with MIDC Administrator, request scheduling an MIDC meeting; review of budget/expenses; noted 3 year agreement with review depending on grants/funding. Consensus to set the MIDC Committee Meeting for 6-25-19 at 5:30 PM. Discussion, review in July at Judiciary/Public Safety Committee.

Court Administrator Hill and FOC Manager Jamie Smith addressed Committee regarding MGT audit for IT security with Empiric. Discussion regarding costs and budget; Court to review after county attorney review.

NCCMH, Christine Gebhard: Absent; Fisher requested review of Gerhard's proposed Resolution noting Gebhard will be attending the Regular Meeting; **consensus to Motion to approve Resolutions 2019-31 Community Mental Health funding with corrections.**

Chair West called for review of balance of Agenda items:

Gratiot County Resolution regarding Veteran funding, discussion; table for VA Pauch to provide figures.

Wexford County Resolution regarding Great Lakes, tabled.

Cheboygan County Resolution regarding wireless broadband; no action.

Benzie County Resolution regarding Medicare prescription; draft with Kalkaska information.

ACH Policy; request counsel if Resolution necessary or not.

MERS and 457 plans; consensus to set a special committee meeting to review current information. Discussion regarding county liability/costs/benefit of multiple options.

Policy reviews; audit balance of polices needing revisions.  
Land Reverter/tower status; revisit options discussed with DNR.  
DDA Memo; Fisher to attend meeting regarding millage languages.  
Manistee River notice of variance; discussion, no action.  
Public letters regarding concern with power stations; Committee reviewed; tabled.  
Dance Center letter ending lease agreement at Kaliseum; discussion.  
Court Memo regarding security audit; discussion, Commissioners plan to attend.

**Public Input:** None

Meeting adjourned at 5:53 PM.

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Respectfully submitted:

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Connie Hall, Admins Assistance and  
Deputy County 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.