

THE BENZIE COUNTY BOARD OF COMMISSIONERS
March 12, 2024

The Benzie County Board of Commissioners met in a regular session on Tuesday, March 12, 2024, in the Frank Waltherhouse Board of Commissioners Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

Present were: Commissioners Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke
Excused: Commissioner Jeannot

The invocation was given by Commissioner Roelofs and the Pledge of Allegiance was recited.

Agenda:

Motion by Nye, seconded by Warsecke, to approve the agenda as amended, adding Item M – approval of Fitness Center Rules and Wavier and Release form, and reinstate Item B – Consider adopting Senior Services Millage Resolution, both under New Business. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Minutes:

Motion by Markey, seconded by Cunningham, to approve the regular session minutes of February 27, 2024, as presented. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Motion by Sauer, seconded by Cunningham, to approve the closed session minutes of February 27, 2024, as presented. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

9:03 a.m. Public Comment - None

COMMISSIONERS COMMENTS:

Commissioner Nye reported that at the Benzie Central High School meeting last night it was stated that the sale to Benzie Water and Aquatic Center (BWAC) was approved.

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Sheriff Rosa stated that his Administrative Assistant has transferred to the County Treasurer's office. He wants to thank Kelly Long, County Treasurer, for allowing Suzi Mills to continue to come up and assist their office while they are in the process of hiring an Administrative Assistant. The position has been posted and they have conducted interviews.

Brianne Lindsay, Equalization Director provided a written report.

Jesse Zylstra, Solid Waste and Recycling Coordinator provided a written report.

FINANCE

Bills: Motion by Warsecke, seconded by Cunningham, to approve payment of the bills from February 23, 2024, through March 7, 2024, in the amount of \$594,598.01, as presented. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

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OLD BUSINESS

- A. Consider adopting Jail Operation Millage Resolution for August 2024 ballot: Motion by Markey, seconded by Warsecke, that the 2024-009 Resolution Authorizing Millage Election for Benzie County Jail Operations Millage Proposal and Certifying Ballot Language, be adopted, placing ballot language on the August 6, 2024, election. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

NEW BUSINESS:

- A. Consider approving various Recycling Site Lease Agreements: Motion by Warsecke, seconded by Cunningham, that the Board of Commissioners approves the site lease agreements for the seven recycling sites in Benzie County, as presented, for a period of two years and authorizes the Chair to sign. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.
- B. Consider adopting Senior Services Millage Resolution: Doug Durand, Benzie Senior Resource Director was present and provided a presentation regarding the request to renew the millage with an increase from .85 mills to the maximum allowed of 1 mill, for the November 2024 ballot. Heidi Gustine, Area Agency on Aging was present in support of the request. It was the consensus of the Board of Commissioners that this request would be approved at 1 mill. Katie Zeits, County Administrator will prepare a resolution for the ballot language for the next meeting.
- C. Consider adopting the policy regarding Financial Hardship: Motion by Cunningham, seconded by Nye, that the Board of Commissioners approves the One-Year Financial Hardship Deferral from Foreclosure Policy dated March 6, 2024, and rescinds all previously adopted policies. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.
- D. Consider establishing an ad hoc interview committee for the Tax Advisory Committee: Motion by Sauer, seconded by Cunningham, that the Board of Commissioners establish an ad hoc interview committee to make recommendation regarding one position on the Tax Advisory Committee and that the Chair, Commissioner Sauer, Commissioner Cunningham, and the Administrator serve on such committee. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried. Commissioner Nye recommends that Commissioner Jeannot be the Chairperson designee, that sits on the Tax Advisory Committee. Commissioner Sauer would like to see Commissioner Jeannot be that Chairperson designee. Commissioner Roelofs would like to see the County Administrator Katie Zeits be the Chairperson designee. If a commissioner who is not on the committee wishes to attend the interviews, they must sit in the audience as a public individual and not participate in the discussion or decision process.
- E. Consider establishing an ad hoc interview committee to move through the process of Administrator evaluation: Motion by Markey, seconded by Nye, that the Board of Commissioners establish an ad hoc committee to discuss and move forward with the process of evaluation of the Benzie County Administrator, and that the Chair, Commissioner Jeannot,

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Commissioner Markey, and the Administrator serve on such committee. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Commissioner Nye and Commissioner Markey volunteered Commissioner Jeannot on this committee.

- F. Consider approving an employee assistance program to support staff: Lauren Harris, Advanced Benefit Group was present to answer any questions. Motion by Nye, seconded by Markey, that the Board of Commissioners accepts the proposal from ALLONE Health for EAP Mental Health Session at an annual rate of \$3,450. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.
- G. Consider renewing the Interlocal Agreement with Grand Traverse County for inmate housing: Sheriff Rosa was present to answer any questions. Motion by Warsecke, seconded by Markey, that the Board of Commissioners approves the two-year renewal agreement with Grand Traverse County for housing Grand Traverse County inmates, agreement subject to approval as to its form by legal counsel and authorizes the Chair to sign. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

10:33 a.m. Break

10:42 a.m. Reconvene

- H. Consider authorizing a budget for a contracted IT person: Motion by Cunningham, seconded by Markey, that the Board of Commissioners commits \$70,000 to contracting with a mid-level IT individual to serve Benzie County, with the contract approval to be at a later date, with funds available in all fund's technology department lines and General Fund contingency. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.
- I. Consider approving reclassification results for the Clerk's Office: Jackie Palfey, Human Resources, was present to answer any questions. Motion by Markey, seconded by Cunningham, that the Board of Commissioners approves the wage increases for the above-listed position with the County Administrator to complete the Budget Adjustment of \$6,879.58 from contingency to the corresponding wage line with the wage increases to take effect on March 17, 2024, with no step increases to occur until the 24/25 fiscal year on each of the employee's anniversary. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.
- J. Consider authorizing the County Administrator and Solid Waste Coordinator to work with adjacent counties on the Materials Management Plan: Motion by Cunningham, seconded by Sauer, that the Board of Commissioners authorizes the County Administrator and the Solid Waste and Recycling Coordinator to discuss regionalization with counties adjacent to Benzie County and to prepare a recommendation for the Board related to regionalization. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

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- K. Consider adopting a resolution amending the PACE district and plan to align with amended state law: Motion by Warsecke, seconded by Cunningham, that the Board of Commissioners adopts Resolution 2024-010, a resolution amending resolution 2023-012, approving the establishment of a Property Assessed Clean Energy Program. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.
- L. Consider approving the Tribal Council Allocation of 2% fund application for the ARES/RACES: Rebecca Hubers, Emergency Management was present to answer any questions. Motion by Markey, seconded by Cunningham, that the Board of Commissioners approves the grant application for Tribal Council Allocation of 2% funding on behalf of Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services group and authorizes the Chair to sign. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.
- M. Accepting Fitness Center Rules and Fitness Center Waiver and Release form: Sheriff Rosa, Cory Ellis, Jackie Palfey, and Rebecca Hubers provided input. Motion by Warsecke, seconded by Nye to adopt the Fitness Center Waiver and Release form as presented. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Motion by Warsecke, seconded by Sauer, that the Fitness Center Rules be amended, changing it to a Benzie County Employee only gym, and direct the County Administrator to establish a gym committee with representative from county employees and Commissioner Warsecke, to make recommendations regarding changes to the rules within six months. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Commissioner Roelofs would like the Fitness Center Waiver and Rules to be in a resolution.

COUNTY ADMINISTRATOR'S REPORT – Katie Zeits, stated that everything has been covered in the meeting.

PRESENTATION OF CORRESPONDENCE

- Benzie Transportation Authority – December 2023 Income Statement
- Benzie Transportation Authority – January 2024 Income Statement
- Benzie-Leelanau Health Department January 24, 2024, minutes
- Benzie-Leelanau Health Department February 28, 2024, agenda
- Washtenaw County Resolution 24-027 banning plastic bags.
- Washtenaw County Resolution 24-028 supporting statewide water affordability.
- Washtenaw County Resolution 24-047 supporting the protect my kids bill package.

11:47 a.m. Public Comment

Annie Browning, Village of Beulah, stated that the lack of housing is a concern to her. The Village of Beulah is planning and envisioning what our future is. Affordable housing is very important. Great that you are hiring an IT person on site. The Village of Beulah had their first ZBA meeting in 28 years.

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11:51 a.m. Public Comment closed.

It was a consensus of the Board that the Study Session meeting will be moved up to 12:30 p.m. today. Commissioner Roelofs stated that he may not be here this afternoon.

Motion by Warsecke, seconded by Markey, to adjourn at 11:53 a.m. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Bob Roelofs, Chair

Tammy Bowers, Benzie County Clerk

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2. Approve the regular session minutes of February 27, 2024, as presented.
3. Approve the closed session minutes of February 27, 2024, as presented.
4. Approve payment of the bills from February 23, 2024, through March 7, 2024, in the amount of \$594,598.01, as presented.
5. The 2024-009 Resolution Authorizing Millage Election for Benzie County Jail Operations Millage Proposal and Certifying Ballot Language, be adopted, placing ballot language on the August 6, 2024, election.
6. Approve the site lease agreements for the seven recycling sites in Benzie County, as presented, for a period of two years and authorize the Chair to sign.
7. Approve the One-Year Financial Hardship Deferral from Foreclosure Policy dated March 6, 2024, and rescind all previously adopted policies.
8. Establish an ad hoc interview committee to make recommendation regarding one position on the Tax Advisory Committee and that the Chair, Commissioner Sauer, Commissioner Cunningham, and the Administrator serve on such committee.
9. Establish an ad hoc committee to discuss and move forward with the process of evaluation of the Benzie County Administrator, and that the Chair, Commissioner Jeannot, Commissioner Markey, and the Administrator serve on such committee.
10. Accept the proposal from ALLONE Health for EAP Mental Health Session at an annual rate of \$3,450.
11. Approve the two-year renewal agreement with Grand Traverse County for housing Grand Traverse County inmates, agreement subject to approval as to its form by legal counsel and authorize the Chair to sign.
12. Commit \$70,000 to contracting with a mid-level IT individual to serve Benzie County, with the contract approval to be at a later date, with funds available in all fund's technology department lines and General Fund contingency.
13. Approve the wage increases for the above-listed position with the County Administrator to complete the Budget Adjustment of \$6,879.58 from contingency to the corresponding wage line with the wage increases to take effect on March 17, 2024, with no step increases to occur until the 24/25 fiscal year on each of the employee's anniversary.

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14. Authorize the County Administrator and the Solid Waste and Recycling Coordinator to discuss regionalization with counties adjacent to Benzie County and to prepare a recommendation for the Board related to regionalization.
15. Adopt Resolution 2024-010, a resolution amending resolution 2023-012, approving the establishment of a Property Assessed Clean Energy Program.
16. Approve the grant application for Tribal Council Allocation of 2% funding on behalf of Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services group and authorize the Chair to sign.
17. Adopt the Fitness Center Waiver and Release form as presented.
18. The Fitness Center Rules be amended, changing it to a Benzie County Employee only gym, and direct the County Administrator to establish a gym committee with representative from county employees and Commissioner Warsecke, to make recommendations regarding changes to the rules within six months.