

THE BENZIE COUNTY BOARD OF COMMISSIONERS
April 11, 2023

The Benzie County Board of Commissioners met in a regular session on Tuesday, April 11, 2023, in the Frank Walterhouse 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, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke

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

Agenda:

Motion by Sauer, seconded by Markey, to approve the agenda as presented. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Minutes:

Motion by Jeannot, seconded by Nye, to approve the regular session minutes of March 28, 2023, as amended. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

9:02 a.m. Public Comment

James Ptak, Adams Road, stated he has 3 questions. 1) Who is in charge of the fiber optic project? 2) Is Adams Road on the agenda or not? 3) Who is funding the private road next to the boat launch on Frankfort Highway?

Commissioner Roelofs directed Mr. Ptak to the County Administrator's office.

9:04 a.m. Public Comment closed.

FINANCE

Bills: Motion by Markey, seconded by Warsecke, to approve payment of the bills from March 24, 2023, through April 6, 2023, in the amount of \$291,028.96, as presented. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Sheriff Rosa stated that we are celebrating 911 Emergency Dispatch week. As Sheriff we know how important that lifeline is when you call. They help the citizens as well as the officers. Hats off to Christa Ketz, Cory Ellis and his whole staff. Also, Sergeant Mark Ketz and Rexo, will be retiring in a few days. We have events coming up to officially recognize him. We appreciate all he has done over the years.

Cory Ellis, Central Dispatch Director, presented Christa Ketz with the 2023 Dispatcher of the Year award. She has 24 years of service to Benzie County and has been a very important part of 911 Dispatch.

Commissioner Roelofs, acknowledge the commitment of Sergeant Ketz and Christa Ketz for their years of service.

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Bert Gale, Associated Government Services, provided the Building Department Quarterly Report for January, February, and March 2023. Stated he has been made aware of some errors in the report, so he will be looking into that.

Kyle Mauer, Animal Control, stated that there will be yard work that will need to be done once the snow melts. The last rainstorm destroyed the kennel yard and walking trail. The new vehicle is working well. Looking to purchase a new mobile radio for the vehicle.

Nate Loop, Maples Director, thanked the Board of Commissioners regarding the action item on the agenda for the approval of capital projects. As mentioned in a previous meeting, they will be asking that the maximum amount of funds for capital projects for this year and next year. The initial quotes do not capture all the needs once we get it going.

Cory Ellis, Central Dispatch Director, presented his quarterly report and reported on the incident that happened last week.

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

ACTION ITEMS

Surplus Property – Service Weapon: Sheriff Rosa was present to answer any questions. Motion by Warsecke, seconded by Sauer, to declare a Sig Sauer .40 caliber service weapon surplus, and authorize its sale and disposal, with sale proceeds to be utilized for replacement service weapons. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Adopt amendments to the Directory of Charges: Motion by Nye, seconded by Markey, to adopt the amended directory of charges for Benzie County, updating the fee structure related to the County Treasurer's Office. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Consider approving Multi-Factor Authentication (MFA) quote: Motion by Nye, seconded by Cunningham, to accept quote number VC3Q26120 received from IT Right to implement multi-factor authentications for Benzie County staff in the not to exceed amount of \$45,285.25 and authorize funding from the Capital Fund and the CARES Act Fund, and further that is authorizes the necessary budget amendment to move funding from the CARES Act Fund to the Capital Fund. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Consider adopting a Per Diem Policy: Discussion was held, and this matter will be brought back to the May 9, 2023, meeting.

Consider adopting a Secondary Employment Policy: Discussion was held, and this matter will be brought back to the May 9, 2023, meeting.

Consider Authorizing phase 2 of lower-level expansion project: Motion by Jeannot, seconded by Markey, that the Board Chair sign an addendum to the consultant agreement with Environment Architects in the amount of \$128,000 for the lower-level expansion projection, Phase 2, with such agreement subject to approval as to its substance by the County Administrator and to its form by legal counsel, with funds available in the Capital Projects Fund and Central Dispatch Fund. Roll call.

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Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Approve change in Commissioner to Northern Michigan Association of Counties: Motion by Roelofs, seconded by Nye, to reinstate Commissioner Jeannot to the Northern Michigan Associations of Counties Board, and rescinding Commissioner Cunningham appointment. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Approve payment of \$225,000 to Maples for capital projects: Nate Loop, Maples Director, was present to answer any questions. Motion by Sauer, seconded by Jeannot, to approve payment in the amount of \$225,000 to the Maples for capital expenditures in accordance with the Document of Understanding dated October 26, 2021. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried

Consider approving purchase of body scanner for jail operational use: Motion by Markey, seconded by Nye, to approve the lease arrangement to obtain a Soter RS Full Body Scanner for a period of seven years, with annual payments not to exceed \$15,749.20 for years one through five, and authorizes an additional \$9,750 for years six and seven for annual maintenance, with funds available first through grant sources noted in the April 11, 2023 packet communications and remaining funds available from unexpected inmate housing rent revenue, and LATCF funding, and further that if there are any changes to the existing lease arrangement, or additional services of the machine are requested that the Board of Commissioners give prior approval to such changes to ensure proper funding is in place. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried

10:49 a.m. Break

10:56 a.m. Reconvene

Approve amendment to GIS Service Agreement for Equalization Department: Brianne Lindsay, Equalization Director, was present to answer any questions. Motion by Jeannot, seconded by Sauer, to authorize an amendment to the services agreement with Colligo GIS for GIS services, including parcel data and aerial mapping maintenance in the not to exceed amount of \$3,500, with option to renew annually, and that the Chair be authorized to sign with agreement subject to approval by legal counsel, with funds available in the Equalization Department Fund. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried

Accept Equalization Report: Brianne Lindsay, Equalization Director, was present and Polly Cairns, Director of Record was present via Zoom, to answer any questions. Motion by Sauer, seconded by Nye, to accept and approve the State of Michigan 608 (L-4024) Assessed and Equalized Valuations Worksheet and authorize the Chair, Equalization Director, and County Clerk to sign. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried

PRESENTATION:

Friend of the Betsie Valley Trail – Lara Treemore Spears and Jim Gribble were present regarding grant funding for paving a portion of the Betsie Valley Trail. They have been to the Road Commission and have received a letter of support. Met with management council and there is support there. Presented a one-page summary today. If the County is in favor, they are prepared to produce grant application for funding. They will come back in May for an official request.

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Frankfort Area Community Land Trust re: spent ARPA funds: Liz Negrau, Interim Executive Director, was present and gave an update regarding the housing project. They are breaking ground this week. Fully funded for phase 1 and phase 2 of their project at Grove Place, in Frankfort. Handed out a one-page fact sheet regarding the Frankfort Area Community Land Trust.

COMMISSIONER REPORTS

Chair Roelofs attended the Agenda Review meeting, Area Agency on Aging meeting, Veterans Affairs meeting, and will be attending the Village of Lake Ann meeting this evening.

Comm Jeannot provided a written report. Would like to have his report reflect that Commissioner Nye sits on the Housing Committee also.

Comm Cunningham will submit a written report.

Comm Nye attended the Agenda Review meeting, Village of Benzonia meeting, Land Bank meeting, Benzie School Board meeting, and West Benzie Joint Planning Commission meeting.

Comm Markey, attended Centra Wellness Networks Community Service Relations Committee meeting, and Village of Honor meeting.

Comm Warsecke attended the Inland Township meeting, Colfax Township meeting, Conservation District meeting, and Solid Waste Advisory Board meeting.

Comm Sauer attended the MAC Ag & Tourism meeting, Betsie Valley Trail meeting, Joyfield Township meeting, Maples meeting, Blaine Township meeting, and Village of Thompsonville meeting.

COUNTY ADMINISTRATOR'S REPORT – Katie Zeits stated that Lake Township has committed ARPA dollars for the tower project. We need to connect as there will be additional reporting to the Treasury regarding the ARPA dollars. The Maner Costerisan Audit report has been passed out. They will be at the May 9, 2023, meeting to present it to the Board of Commissioners. The lightening strike last week caused a lot of damage to the campus. The claim has been submitted to MMRMA. Very proud of how the staff responded to this incident and the issues it caused. ARPA reporting is due April 30, 2023. Will start the budget process on the staff level to bring to you in June. Met with Bert Gale this morning regarding the Sunkissed Development. Sending the Soil Erosion Ordinance to legal counsel for review as it is 18 years old. Working with Network Northwest on the Master Plan.

STUDY SESSION - None

COMMITTEE APPOINTMENTS: Benzie Transportation Authority (2 positions). Motion by Nye, seconded by Warsecke, to reappoint Anne Noah and Sara Hienz to a three-year term expiring April 30, 2026, on the Benzie Transportation Authority. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried

UNFINISHED BUSINESS - None

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NEW BUSINESS - None

PRESENTATION OF CORRESPONDENCE

- Venture North 2022 Annual Report
- Benzie-Leelanau Health Department February 22, 2023, meeting minutes.
- Eaton County Resolution regarding Michigan Association of Counties 125th Anniversary

12:06 p.m. Public Comment

Annie Browning, Benzonia Township, is glad you are talking about appointment on boards and per diem. It got me thinking about my own appointments.

Michelle Thompson, County Treasurer, gave an update on the County Chart of Accounts. She has been working on it since last January, a year ago. It was submitted in mid-February. The information that was returned from the State is not the numbers that she submitted. We had seven tax foreclosures and seven hardship deferrals. Land Bank received a \$120,000 grant and is working on next go around for the grant in the fall. Please let your Township know if they have any blight referrals to submit them to the Land Bank.

Paula Eberhart, Register of Deeds, wanted to pass information along that there was an Oil and Gas researcher in the other day. They were hired by the State of Michigan to go around and cap a bunch of wells.

12:12 p.m. Public Comment closed.

Motion by Warsecke, seconded by Sauer, to adjourn at 12:12 p.m. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Bob Roelofs, Chair

Tammy Bowers, Benzie County Clerk

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1. Approve the agenda as presented.
2. Approve the regular session minutes of March 28, 2023, as amended.
3. Approve payment of the bills from March 24, 2023, through April 6, 2023, in the amount of \$291,028.96, as presented.
4. Declare a Sig Sauer .40 caliber service weapon surplus, and authorize its sale and disposal, with sale proceeds to be utilized for replacement service weapons.
5. Adopt the amended directory of charges for Benzie County, updating the fee structure related to the County Treasurer's Office.
6. Accept quote number VC3Q26120 received from IT Right to implement multi-factor authentications for Benzie County staff in the not to exceed amount of \$45,285.25 and authorize funding from the Capital Fund and the CARES Act Fund, and further that is authorizes the necessary budget amendment to move funding from the CARES Act Fund to the Capital Fund.
7. Board Chair sign an addendum to the consultant agreement with Environment Architects in the amount of \$128,000 for the lower-level expansion projection, Phase 2, with such

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- agreement subject to approval as to its substance by the County Administrator and to its form by legal counsel, with funds available in the Capital Projects Fund and Central Dispatch Fund.
8. Reinstate Commissioner Jeannot to the Northern Michigan Associations of Counties Board, and rescinding Commissioner Cunningham appointment.
 9. Approve payment in the amount of \$225,000 to the Maples for capital expenditures in accordance with the Document of Understanding dated October 26, 2021.
 10. Approve the lease arrangement to obtain a Soter RS Full Body Scanner for a period of seven years, with annual payments not to exceed \$15,749.20 for years one through five, and authorizes an additional \$9,750 for years six and seven for annual maintenance, with funds available first through grant sources noted in the April 11, 2023 packet communications and remaining funds available from unexpected inmate housing rent revenue, and LATCF funding, and further that if there are any changes to the existing lease arrangement, or additional services of the machine are requested that the Board of Commissioners give prior approval to such changes to ensure proper funding is in place.
 11. Authorize an amendment to the services agreement with Colligo GIS for GIS services, including parcel data and aerial mapping maintenance in the not to exceed amount of \$3,500, with option to renew annually, and that the Chair be authorized to sign with agreement subject to approval by legal counsel, with funds available in the Equalization Department Fund.
 12. Accept and approve the State of Michigan 608 (L-4024) Assessed and Equalized Valuations Worksheet and authorize the Chair, Equalization Director, and County Clerk to sign.
 13. Reappoint Anne Noah and Sara Hienz to a three-year term expiring April 30, 2026, on the Benzie Transportation Authority.

Art Jeannot
Commissioner Report
April 11, 2023

- Participated in 4 meetings on behalf of the County since our March 28th meeting.
- **4/4 – Platte Township**
 - The Township will be using some of their ARPA funds to upgrade the parking lot.
 - There is discussion on the possibility to write an ordinance that limits the ability to develop camp grounds in the Township.
- **4/6 – Lake Township**
 - This meeting drew in a number of citizens to share their thoughts on the Sutter Rd request. The support is mixed.
 - The Township board approved \$100k to help fund the Frankfort Tower. Discussions continue on a donation for Point Betsie.
- **4/7 – MAC Finance and Governance Committee**
 - Discussed several items on the MAC legislative platform.
 - Most plaintiffs on the original opioid lawsuit have joined a second settlement offer. It is my understanding that if the plaintiffs sign on to this second settlement, an incentive of \$25k will be rewarded evenly among those litigants.
 - Sales tax, proceeds from property tax sales, reimbursement for “natural resource depletion/severance tax” (Act 51), local bed tax to help pay for infrastructure were among the platform items discussed.
- **4/10 – Almira Township**
 - I will share any relevant information at the BOC meeting.
- **Other**
 - Met with Northern MI Community Action Agency on March 29 to further the discussion on looking for a new strategy for our Housing Committee. Katie and Tammy joined me in this conversation.
 - I am on the ballot for election to the MAC Board. This is for region II and the election is to replace a current member until the term ends at the next MAC Legislative Conference in 2024. It will be a competitive election. The election will be held during the April 24-26 Legislative Conference.



April 23

Commissioner Cunningham, District 3

kcunningham@benzieco.net

231.822.4067

BoC Action Items

Committed ARPA funds to Henry Rd project, Homestead Hills Ele, Benzonia Twp.

Committed ARPA funds to Crystal Lake Outlet Project.

Adopted a resolution authorizing participation in ongoing Opiate Litigation.

Accepted a quote for computer update for the Sheriff's Dept.

Adopted various policies for the county manual.

Recommended retirement of Sheriff Dept K9, Rexo.

Attended/Presented

7 Mar/4Apr	Kinship Coalition
10 Mar	MAC Environmental Regulatory Committee
13 Mar	FEAS Board
14, 28 Mar	BoC
15 Mar	Chamber. Pointe Betsie
17, 29 Mar	Veterans Inspiring Veterans
20 Mar	NMCA/ mtg and tour Cadillac Sheriff's Dept.
21 Mar	Frankfort Council. CLTwp
22 Mar	HSCB, mtg and tour BACN
23 Mar	Airport Authority
5 Apr	SWAC

Community

Assorted meetings and emails with constituents, as it relates to county information and concerns.