

THE BENZIE COUNTY BOARD OF COMMISSIONERS

April 26, 2016

The Benzie County Board of Commissioners met in a regular meeting on Tuesday, April 26, 2016, at the Almira Township Hall, 7276 Ole White Drive, Lake Ann, Michigan.

The meeting was called to order by Chairman Roger Griner at 6:00 p.m.

Present were: Commissioners Bates, Carland, Griner, Sauer, and Walterhouse

Excused: Commissioners Tucker and Warsecke

The invocation was given by Commissioner Griner followed by the pledge of allegiance.

Agenda:

Motion by Sauer, seconded by Bates, to approve the agenda as amended, add resolutions 2016-009, 010, 011 and 012. Ayes: Bates, Carland, Griner, Sauer, and Walterhouse Nays: None Exc: Tucker and Warsecke Motion carried.

Minutes:

Motion by Bates, seconded by Walterhouse, to approve the regular session minutes of April 12, 2016 as presented. Ayes: Bates, Carland, Griner, Sauer, Tucker, Walterhouse and Warsecke Nays: None Motion carried.

6:02 p.m. Public Input – None

ELECTED OFFICIALS & DEPT HEAD COMMENTS:

Marlene Wood, Recycling Coordinator, presented the April 6, 2016 Quarterly SWAC minutes together with the April Coordinator's Report; they have added a fourth site in Frankfort as a SuperSite; she stated they will prepared a budget and request for the annual fee to remain the same; American Waste is available for a site tour Tuesday, Wednesday or Thursday of next week, 10 a.m. or 2 p.m. – let us know which is preferable; On Earth Day she received the Environmentalist of the Year Award; Marlene introduces David Schaeffer – the new Solid Waste Coordinator – David gave a report; they spent day two at the Expo at Crystal Mountain with an exhibit and it went well, gave brochures for them, regarding township clean up days and household hazardous waste days; Earth Day at the Resource Center where residents brought papers for shredding with shredded paper going to Benzie Organics for worms; had an exhibit at the Gathering Place on information of the program; Childrens' Crafts at Betsie Valley School last Saturday; Latex Paint Collection – over 600 cans received; May begins with Township Clean-Ups and they will be Almira and Inland townships to start.

Doug Durand, Council on Aging, spoke regarding MiCafé which is a Senior Rich card with food stamps; they may have a Master Gardner this year; meeting next week with the Red Cross for free smoke detectors for seniors and low-income individuals; Homemakers the hired part time is working out well; Senior Project Fresh; legal team to come down and talk about free consultation services every fourth Tuesday for Estate Planning; March is increasing 4800+ additional meals were served in the first six months; they helped over 300 people for income tax service.

Tom Longanbach, Equalization Director, presented the L-4024 Equalization Report reviewing the taxable value, assessed values and equalization values with those present.

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Motion by Walterhouse, seconded by Bates, to adopt the L-4024 as presented, authorizing the chairman to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer and Walterhouse Nays: None Exc: Tucker and Warsecke Motion carried.

Received the Benzie Home Health Care monthly report for March 2016.

COMMISSIONER REPORTS

Comm Carland reported that the County Administrator and he joined the Village of Beulah at the DEQ in Cadillac regarding a new water tank – they need to replace the water tank and find a new location; last week there was a visioning session with AES for priorities in 2016; discussion today during the finance meeting regarding the phone system at the Government Center; Elmer's is cranking on 115.

Comm Bates reported that Almira Township fire department will hold Mother's Day Pancake Breakfast and mothers eat for free.

Comm Walterhouse reported that he had a Buildings & Grounds meeting; Brownfield meeting – they are working with the purchasers of the Bud's old building; Land Bank has more property from the taxes; Joint Court meeting on April 21 there was no quorum; Parks & Rec.

Comm Sauer reported the Village of Elberta sold the library; ground breaking for the Veterans Memorial; he is concerned about the help wanted ad for an Administrative Assistant to the Planning Commission – the minutes talked about the need for it but there was no authority to do it – concern is the money; he was told it was their money because it was budgeted they can do what they want; the accountability problem is where he has an issue with it; he would like to research to see if we can consolidate some committees.

Motion by Sauer, seconded by Bates, to put this in the hands of the HR Committee to look at the restructure of committees and the authority on what is the procedure for hiring someone.

Mitch is working on a Letter of Understanding for this.

Comm Bates says we should have some type of contract with them with their duties.

Ayes: Bates, Carland, Griner, Sauer and Walterhouse Nays: None Exc: Tucker and Warsecke Motion carried.

Comm Griner reported that there is a joint meeting tomorrow at 10:30 a.m. with the DHHS Board, the Board of Commissioners and the Building Authority regarding the Maples; also stated that he likes the Lake Ann area – Thank You to Almira Township for allowing us to hold this meeting here.

Comm Carland inquired regarding the letter from Mr. Figura and whether it is attorney/client privilege, but as a board can we release it.

Mitch says anything from our attorney can be classified as A/C – collectively you can release it.

Motion by Carland, seconded by Sauer, to release the letter from Mr. Figura dated April 11, 2016.

Ayes: Bates, Carland, Griner, Sauer and Walterhouse Nays: None Exc: Tucker and Warsecke Motion carried.

COUNTY ADMINISTRATOR'S REPORT – Mitch Deisch

- Article in the TCRE today regarding tomorrow's meeting BOC, BA and DHHS.
- AES voted in favor of the contract with Benzie County earlier today.

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- Co Adm 6 month evaluation – how do you want to go forward; BOC will do as a whole.
- Jail Update – they are doing a great job trying to make cuts.
- Buildings & Grounds: Motion by Walterhouse, seconded by Sauer, to approve the April 13, 2016 Buildings and Grounds Consent Calendar item 1 as presented. Roll call. Ayes: Bates, Carland, Griner, Sauer and Walterhouse Nays: None Exc: Tucker and Warsecke Motion carried.

FINANCE

Bills: Motion by Sauer, seconded by Carland, to approve payment of the bills from April 8, 2016 to April 21, 2016 in the amount of \$411,319.34, as presented. Roll call. Ayes: Bates, Carland, Griner, Sauer, and Walterhouse Nays: None Exc: Tucker and Warsecke Motion carried.

Motion by Walterhouse, seconded by Sauer, to adopt a resolution authorizing the County Treasurer to open a new account for credit cards as requested. Roll call. Ayes: Bates, Carland, Griner, Sauer and Walterhouse Nays: None Exc: Tucker and Warsecke Motion carried.

Motion by Walterhouse, seconded by Bates, to adopt a resolution to allow the County Treasurer to open a new account for inmate trust as requested. Roll call. Ayes: Bates, Carland, Griner, Sauer and Walterhouse Nays: None Exc: Tucker and Warsecke Motion carried.

Finance Consent Calendar

Comm Bates removes item #6.

Motion by Walterhouse, seconded by Carland, to approve the April 12, 2016 Finance Committee Consent Calendar items 1 – 5 and 7 - 8, as presented. Roll call. Ayes: Bates, Carland, Griner, Sauer, and Walterhouse Nays: None Exc: Tucker and Warsecke Motion carried.

#6: Motion by Bates, seconded by Carland, to approve the purchase of radio gateway and related hardware as well as the installation from Grand Traverse Mobile of Traverse City in the amount not to exceed \$4,635.00 for Emergency Management, for the com van. Roll call. Ayes: Bates, Carland, Griner, Sauer and Walterhouse Nays: None Exc: Tucker and Warsecke

HR AND PERSONNEL

Staff Policy: Motion by Walterhouse, seconded by Sauer, to approve the completed Benzie County Staff Policy Manual as presented. Roll call. Ayes: Bates, Carland, Griner, Sauer and Walterhouse Nays: None Exc: Tucker and Walterhouse Motion carried.

7:00 p.m. Laura Galbraith, Executive Director of Venture North

Laura explains the reason for this Public Hearing for Field Crafts Book Wear, \$105,000 for working capital. Three full time positions are expected to be created over the next two years.

Of the \$105,000 -- \$70,000 will be used for marketing; \$9,000 for new software and \$26,000 for a printing present; there will be no displaced persons nor the current tenant.

13 public are present; five Board of Commissioner members; County Administrator; County Clerk and Ms. Galbraith.

7:02 p.m. Public Hearing Open

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John Zirkel – over the years Field Crafts has borrowed money? Yes -- have they paid it back? Yes
Vance Bates – the tenant with them is the Democratic Party – asks if there will be any federal issues with that. No

Michelle Thompson stated she gave a report to the Board of balance on the current program.

Coury Carland says this is great for Field Crafts.

7:05 p.m. Public Hearing Closed

Resolution 2016-012: Motion by Bates, seconded by Carland, to adopt Resolution 2016-012 Community Development Block Grant Loan Fund Application – Field Craft, Inc., as presented, authorizing the Chairman to sign. Roll call. Ayes: Bates, Carland, Griner, Sauer and Walterhouse
Nays: None Exc: Tucker and Warsecke Motion carried.

COMMITTEE APPOINTMENTS

Benzie Transportation Authority: Motion by Bates, seconded by Walterhouse, to accept the resignation of Jessica Carland from the Benzie Transportation Authority effective April 18, 2016.
Ayes: Bates, Carland, Griner, Sauer and Walterhouse Nays: None Exc: Tucker and Warsecke
Motion carried.

EMS: Motion by Bates, seconded by Sauer, to accept the resignation of Sam Miller from the EMS board as requested. Ayes: Bates, Carland, Griner, Sauer and Walterhouse Nays: None Exc: Tucker and Warsecke
Nays: None Exc: Tucker and Warsecke Motion carried.

Centra Wellness: Motion by Bates, seconded by Carland, to reappoint Donald Smeltzer to Centra Wellness for a term ending March 31, 2019. Ayes: Bates, Carland, Griner, Sauer and Walterhouse
Nays: None Exc: Tucker and Warsecke Motion carried.

ACTION ITEMS

MDOC Staffing: Motion by Bates, seconded by Walterhouse, to authorize the MDOC to do a jail staffing analysis, authorizing the chairman to sign. Ayes: Bates, Carland, Griner, Sauer and Walterhouse
Nays: None Exc: Tucker and Warsecke Motion carried.

Resolution 2016-009: Motion by Bates, seconded by Sauer, to adopt resolution 2016-009 Application for Critical Bridge Funds for Haze Road Bridge, as presented. Roll call. Ayes: Bates, Carland, Griner, Sauer and Walterhouse
Nays: None Exc: Tucker and Warsecke Motion carried.

Resolution 2016-010: Motion by Bates, seconded by Carland, to adopt resolution 2016-010 Application for Critical Bridge Funds for Reynolds Road Bridge as presented. Roll call. Ayes: Bates, Carland, Griner, Sauer and Walterhouse
Nays: None Exc: Tucker and Walterhouse Motion carried.

Resolution 2016-011: Motion by Bates, seconded by Walterhouse, to adopt resolution 2016-011 Application for Critical Bridge Funds for Nostwick Road Bridge as presented. Roll call. Ayes: Bates, Carland, Griner, Sauer and Walterhouse
Nays: None Exc: Tucker and Walterhouse Motion carried.

CORRESPONDENCE

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- Roscommon County resolution regarding Campaign Finance Act received.
- Road Commission minutes of March 24, 2016 received.
- Bay County resolution received regarding Tax Tribunal.
- Bay County resolution regarding Center for Public Integrity received.

NEW BUSINESS – None

7:25 p.m. Public Input – None

Motion by Bates, seconded by Carland, to adjourn until the May 10, 2016 Regular meeting or the call of the chair. Ayes: Bates, Carland, Griner, Sauer and Walterhouse Nays: None Exc: Tucker and Warsecke Nays: None Motion carried

Roger L. Griner – Chair

Dawn Olney, Benzie County Clerk

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1. Approved the agenda as amended, add resolutions 2016-009, 010, 011 and 012.
2. Approved the regular session minutes of April 12, 2016 as presented.
3. Adopted the L-4024 as presented, authorizing the chairman to sign.
4. Approved to put in the hands of the HR Committee to look at the restructure of committees and the authority on what is the procedure for hiring someone.
5. Authorized release of the letter from Mr. Figura dated April 11, 2016.
6. Approved the April 13, 2016 Buildings and Grounds Consent Calendar item 1 as presented.
7. Approved payment of the bills from April 8, 2016 to April 21, 2016 in the amount of \$411,319.34.
8. Adopted a resolution regarding opening a new account for credit cards as requested by the County Treasurer.
9. Adopted a resolution to allow the County Treasurer to open a new account for inmate trust as requested.
10. Approved the April 12, 2016 Finance Committee Consent Calendar items 1 – 5 and 7 - 8, as presented.
11. Approved the purchase of radio gateway and related hardware as well as the installation from Grand Traverse Mobile of Traverse City in the amount not to exceed \$4,635.00 for Emergency Management, for the com van.
12. Approved the completed Benzie County Staff Policy Manual as presented.
13. Public Hearing held for Field Crafts Book Wear loan of \$105,000 for working capital.
14. Adopted Resolution 2016-012 Community Development block Grant Loan Fund Application – Field Craft, Inc., as presented.
15. Accepted the resignation of Jessica Carland from the Benzie Transportation Authority effective April 18, 2016.
16. Accepted the resignation of Sam Miller from the EMS board as requested.
17. Reappointed Donald Smeltzer to Centra Wellness for a term ending March 31, 2019.
18. Authorized the MDOC to do a jail staffing analysis, authorizing the chairman to sign.

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19. Adopted resolution 2016-009 Application for Critical Bridge Funds for Haze Road Bridge, as presented.
20. Adopted resolution 2016-010 Application for Critical Bridge Funds for Reynolds Road Bridge as presented.
21. Adopted resolution 2016-011 Application for Critical Bridge Funds for Nostwick Road Bridge as presented.

Motion by Walterhouse, seconded by Carland, to approve the Finance Consent Calendar items as follows:

1. To reduce the jail budget by \$20,217.46 as presented.
2. To amend the 2015-16 budget for 263 Justice Training Fund in the amount of \$3,140.00.
3. To approve the purchase of six tablet computers and cases from Jack Pine Business Services in Manistee at a cost of \$4,079.94 for Emergency Management.
4. To approval the purchase of five handheld, five mobiles, rapid charge and battery cases from Amateur Electronics Supply of Cleveland Ohio in the amount of \$5,099.00, for Emergency Management.
5. To authorize the Office of Emergency Management to apply for the maximum of \$1,490.00 for the Hazardous Materials Emergency Preparedness Grant, authorizing the chair to sign.
6. Removed from Consent Calendar.
7. To amend the 2015-16 budget for fund 412 Maples as presented in the amount of \$400,000.00.
8. To amend the 2015-16 budget for fund 212 Benzie Kids as presented in the amount of \$600.00.

BUILDINGS & GROUNDS

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Motion by Walterhouse, seconded by Sauer, to approve the Buildings and Grounds Consent Calendar as follows:

1. To start the process with Tenurgy to review energy bills and enter into a 36-month contract, authorizing the chairman to sign.