

THE BENZIE COUNTY BOARD OF COMMISSIONERS

November 24, 2020

The Benzie County Board of Commissioners met in a regular session on Tuesday, November 24, 2020 in the Frank F. Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

Present were: Commissioners Farrell (phone - Frankfort about 9:25), Jeannot, Nye, Roelofs, Sauer, and Taylor (phone – Beulah)

Excused: Warsecke

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

Agenda:

Motion by Nye, seconded by Sauer, to approve the agenda as presented. Roll call. Ayes: Jeannot, Nye, Roelofs, Sauer, and Taylor (phone) Nays: None Abs: Farrell Exc: Warsecke Motion carried.

Minutes:

Motion by Jeannot, seconded by Nye, to approve the regular session minutes of November 10, 2020 as presented. Roll call. Ayes: Jeannot, Nye, Roelofs, Sauer, and Taylor (phone) Nays: None Abs: Farrell Exc: Warsecke Motion carried.

9:04 a.m. Public Input – None

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Tom King, EMS Director, spoke regarding the discussion at the Advisory meeting about equipment called PAPR (air purifying respirators); the crew is requesting more preventative equipment – gloves and masks are not enough; total spent \$11,454.86 on this equipment. In the last 5 days they transported 56 patients COVID patients; Kristi Johnson, POMH, reported to Tom that the hospitals in Grand Rapids area are about 2 weeks ahead of us – it is going to explode up here soon, we are at the beginning, people need to be aware of this. Station 3 @ Frankfort – he will be working with the facilities manager at Paul Oliver on any further discussions – we are at a standstill. EMS billing – it is not going as smoothly as Munson and MMR had hoped; people are not happy with how that is rolling out; have agreed to allow MMR to start our billing process.

We will continue to pursue an RFP for billing if that is the direction from this board.

Comm Jeannot, what is your advisory committee recommending?

Rebecca Hubers, Emergency Management, spoke regarding the COVID training and reminds all departments that the Emergency Management has a saying that Failure to Plan is a Plan to Fail. This is not going away; we now have 5 deaths in the county. She provided a NEMA report that shows what other states are doing.

Lakeshore Erosion / High Water – photos show the danger of the homes falling into the lake, one home has been permitted through EGLE for demolition of a portion of the home prior to it falling into the lake. No FEMA money to protect private homes.

Comm Farrell arrives via phone.

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Doug Durand, Benzie Senior Resources, provided a written report and are experiencing client on the meal routes with COVID; the meals are hung on their doors for them; had to stop some services due to family members with COVID; receiving 1000 new masks in the next week or two; partnered with Benzie Bus to deliver meals; snow removal program is up to 94 people signed up so far; applied for grant from the State of Michigan Senior Center fund for fresh produce boxes which were a big hit.

ACTION ITEMS

Motion by Sauer, seconded by Jeannot, to approve the purchase of 3M Versaflo Powered Air Purifying Respirators (PAPR) for Healthcare, in the amount of \$11,454.86 as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer and Taylor (phone) Nays: None Exc: Warsecke Motion carried.

COVID-19 – Mitch Deisch

Discussions: 1) Close the Building to Appointment Only; 2) Increase Cleaning Schedule; 3) Spreadsheet to determine if employees can work from home; and 4) Alternate schedules within the departments. Should add: 5) Minimize interactions in our individual offices – don't need to sit in other offices.

Comm Roelofs spoke regarding the lower-level doors being locked for security; those doors could be used by the building department by appointment.

Mr. Deisch stated that the State of Michigan will not allow the Probation Dept in the building without written permission.

Regarding #5 – limit the number of meetings, use phone, email or text.

Comm Jeannot spoke with Elected Officials prior to the meeting and they all agreed to closing to the public, but all employees must report to work.

Comm Sauer asked about a time limit. State guideline right now is done December 8.

Comm Jeannot says perhaps tie it to the first meeting in January rather than January 1.

Motion by Jeannot, seconded by Sauer, to take the recommendation of administration to close the building to the public effective November 30, 2020, and limit the public to appointment only, and all employees are required to report to work as instructed by their department heads until January 12, 2021. Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer and Taylor (phone) Nays: None Exc: Warsecke Motion carried.

COMMISSIONER REPORTS

Comm Jeannot provided a written report (attached).

Comm Farrell attended Crystal Lake Twp had 80% turnout at the Election with 70% AV and 30% in person; Benzie Leelanau Health Board of Health meeting; Centra Wellness Board meeting.

Comm Nye reported on Benzonia Twp – cemetery space ordinance to be reviewed; snow removal where the office is located, being proposed that the Village use its tractor and dump truck to remove the snow with funding from MDOT; HR continues to review the Employee Handbook; Centra Wellness Finance; Village of Beulah, the short-term rental committee has met and they are just starting; spoke regarding snow removal and parking; will be enforced. EDC – business retention subcommittee will be adding new members; completed the New Commissioner school module online through MSUE.

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Comm Taylor attended 3 meetings: HR; Land Bank gave an extension to Home Stretch for the Question Mark property; Benzie Senior Resources – contracted with Comfort Keepers because two nurses were quarantined because of possible contact from family members ~~nurses were out with COVID~~, two new board members.

Comm Sauer reported on the Workers Comp Group meeting – one of the largest refunds they have given back; talked about COVID fines. Road Commission – old CAT grader is in bad shape, have a couple trucks for sale. Joyfield Twp – will work with Road Commission regarding Mick Road and limited site. Gilmore Twp – had a virtual meeting and had a presentation from an individual with a Class A grow operation; 78% voter turnout; new Treasurer will be taking over. Health Dept -- COVID vaccine will still be several months out; will use the COVID money to upgrade equipment and purchase a vehicle to distribute the vaccine when available. Maples – 4 residents are A-symptomatic and put in their own section; staffing concerns due to positive tests. Attended New Commissioner school online with MSUE – everyone should take it.

Comm Roelofs spoke regarding the Road Commission, Scott, in reference to a water washout near Bronson Lake; Village of Lake Ann and what we are attempting with Headlee and brought them up to date; EMS Advisory Board; Veterans Affairs held a special meeting yesterday regarding the grant money received from the State of Michigan and a portion will be used for a vehicle for the director – training and outreach to veterans around the county; vehicle will be wrapped too. Attended several COVID meetings here at the county.

Comm Sauer asked if the vehicle would stay here. Yes, and Comm Roelofs will ask for a designated parking spot; will not use to transport veterans and will not be driving the vehicle home – it will stay here.

10:25 a.m. Break

10:32 a.m. Reconvene

COUNTY ADMINISTRATOR'S REPORT

Mr. Deisch has provided a written report. Spoke regarding the Raise the Age Legislation to become effective October 1, 2021 and the funding for it. Working with Equalization for a Designated Assessor and currently speaking with a current Level 4 assessor who has expressed an interest. Technology for the Board Room is being worked on for better technology – Zoom or teleconference. Comm Nye asked if there was an interim solution to have Zoom with just the commissioners. Maridee – we can do that; we just need to purchase a license.

FINANCE

Bills: Motion by Sauer, seconded by Nye, to approve payment of the bills from November 11, 2020 thru November 24, 2020 in the amount of \$361,141.51, as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer, and Taylor (phone) Nays: None Exc: Warsecke Motion carried.

Michelle Thompson, County Treasurer, stated that if you close the building, her office does not function well unless we are fully staffed.

COMMITTEE OF THE WHOLE

COMMISSIONERS

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Motion by Jeannot, seconded by Nye, to approve items a – c of the November 10, 2020 Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer, and Taylor (phone) Nays: None Exc: Warsecke Motion carried.

COMMITTEE APPOINTMENTS

Motion by Jeannot, seconded by Farrell, to suspend the Board Rules relating to interviews of applicants for committees, exclusively for the current applicant of Susan Wenzlick for the Land Bank Authority. Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer and Taylor (phone) Nays: None Exc: Warsecke Motion carried.

Land Bank Authority: Motion by Taylor, seconded by Nye, to accept Susan Wenzlick to the Land Bank Authority to fill a vacancy January 1, 2021 – April 5, 2021. Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer, and Taylor (phone) Nays: None Exc: Warsecke Motion carried.

Motion by Sauer, seconded by Jeannot, to reinstate the Board Rules. Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer, and Taylor (phone) Nays: None Exc: Warsecke Motion carried.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

PRESENTATION OF CORRESPONDENCE

11:01 a.m. Public Input

Doug Durand, Benzie Senior Resources, clarified that both nurses do not have COVID 19, they were exposed due to family member, he chose to have them both do a 14-day quarantine and tests were negative.

Pat Burgess, TCRE, highly recommend Zoom, for meetings.

Tammy Bowers referred back to when you were talking about closing the building -- were you looking at leaving the doors downstairs unlocked, they should all be locked, otherwise you have people wandering about the building. We use Zoom in the courtroom, there is also a camera that is on the individual speaking. We recorded Election Training on Zoom – it was wonderful.

11:04 a.m. Public Input Closed

Motion by Jeannot, seconded by Roelofs, to adjourn at 11:05 a.m. Roll call. Ayes: Farrell (phone), Jeannot, Nye, Roelofs, Sauer, and Taylor (phone) Nays: None Exc: Warsecke Motion carried.

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1. Approved the agenda as presented.
2. Approved the regular session minutes of November 10, 2020 as presented.
3. Approved the purchase of 3M Versaflo Powered Air Purifying Respirators (PAPR) for Healthcare, in the amount of \$11,454.86 as presented.
4. Accepted the recommendation of administration to close the building to the public effective November 30, 2020, and limit the public to appointment only, and all employees are required to report to work as instructed by their department heads until January 12, 2021.
5. Approved payment of the bills from November 11, 2020 thru November 24, 2020 in the amount of \$361,141.51, as presented.
6. Approved items a – c of the November 10, 2020 Committee of the Whole Consent Calendar as presented.
7. Suspended the Board Rules relating to interviews of applicants for committees, exclusively for the current applicant of Susan Wenzlick for the Land Bank Authority.
8. Accepted Susan Wenzlick to the Land Bank Authority to fill a vacancy January 1, 2021 – April 5, 2021.
9. Reinstated the Board Rules.

Art Jeannot
Commissioner Report
November 24, 2020

- Participated in 3 meetings on behalf of the County since our November 10th meeting.
- **11/12 Platte Township** – 2 new trustees, Rob Bollenberg and Dan Haswell
- **11/18 Benzie County Chamber** – Mitch to work with Chamber on a presentation that will be included in the recent County Summit.
- **11/20 EDC** – Bob Russell has resigned due to a move out of the area. I have agreed to serve on the “business retention” committee.
- **Other –**
 - Next Building Authority meeting is December 16th at 10am.

Memo To: Board of Commission

From: Mitchell D. Delsch, Administrator *M Delsch*

Date: November 18, 2020

Subject: Admin Update 11/24/20 BOC Meeting

1. **Raise the Age (17) Legislation** – Cameron Clark informed me earlier this week that the Raise the Age (16 years to 17 years) legislation has been approved and is slated to go into effect on October 1, 2021. The State is currently discussing how they are going fund County Child Care Fund increased cost of caring for young adults for the extra year. Several options are being discussed including the State covering the entire cost for the first 3 years and then coming up with a different reimbursement formula or possible looking at changing our current 50/50 cost sharing formula to a 65% (state) 35% (county) cost sharing formula. Discussions are ongoing on how to fund the extra year. More to follow.
2. **Designated Assessor** – Equalization Director Tom Longanbach is working with Township Supervisors regarding assigning a designated assessor prior to the end of 2020. Tom is currently communicating with a qualified Level 4 assessor who has expressed interest in the designation. Cohl, Stoker & Toskey provided a draft interlocal agreement that will need to be signed by the various Townships and City of Frankfort. More to follow.
3. **Headlee Citizen Discussion Takeaways** – I have prepared and attached a memo to the BOC regarding my notes from the 11/10/2020 COTW meeting to obtain citizen feedback. More to follow.
4. **BOC Room Technology Update** – Deputy Administrator Maridee Cutler has been working with several companies to get feedback regarding updating the technology for the Board of Commission room that would allow remote teleconferencing meetings. The issue that we are running into is the availability of the technology and equipment, which is backordered at this time. It is estimated that this technology update, done right, will cost between \$15-20,000 +/- . More follow.
5. **COVID 19 and Recent MDHHS / MIOSHA Emergency Orders** – On Tuesday November 17, Deputy County Administrator Maridee Cutler, Emergency Manager Rebecca Hubers,

RECEIVED

NOV 18 2020

DANN ULNEY
BENZIE COUNTY CLERK
BELLAW, MI 49617

Chair Bob Roelofs, myself met to discuss the new rules, rising Benzie County C19 case numbers and what recommendations should be made to the BOC to keep both citizens and county employees safe during these challenging times. Several other Department heads attended this meeting. The recommendations will be discussed at the BOC during the 11/24/2020 BOC meeting. The recommendations that were developed are as follows:

1. Close the building to the public, limit public to appointment only. This along with a reduction in public attending courts, will significantly reduce employee citizen contact, which is recommended to reduce the spread.
2. Increase cleaning schedule by Building Maintenance. This was done through the first shut down in the spring. This would include additional cleaning to common areas, transaction counters, light switches, door handles, etc. This will be accomplished in house with existing staff.
3. As required by MIOSHA, develop an Employee Work From Home Feasibility Matrix that will ask each department head to evaluate their staff and their ability (feasibility) to work from home. The key word that legal counsel keeps reminding me is feasibility, is it feasible for a position to work from home. This matrix will be attached to our C-19 Plan, Prepare and Respond plan.
4. Depending on the information gathered on the Work From Home Matrix, may need to discuss with departments to alter schedules to minimize contact between employees.