

**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**February 22, 2022**

The Benzie County Board of Commissioners met in a regular session on Tuesday, February 22, 2022 in the Frank Waltherhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

Present were: Commissioners Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke

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

**Agenda:**

Motion by Warsecke, seconded by Miller, to approve the agenda as amended, adding Millage Discussions from COTW to the Unfinished Business on this agenda. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

**Minutes:**

Motion by Jeannot, seconded by Markey, to approve the regular session minutes of February 8, 2022 as presented. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

9:04 a.m. Public Input

Mike Ross, Benzonia Twp, spoke regarding BLHD interview of Dr. Kuiper; you need to think about your decision that you make in this appointment.

9:08 a.m. Public Input Closed

**FINANCE**

Bills: Motion by Sauer, seconded by Warsecke, to approve payment of the bills in the amount of \$282,544.87, as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

**ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS**

Tom King, EMS, reported that the trucks are running good; waiting on the auto-loader for A32; paving for station 2 is scheduled for Spring/Summer; Provided coverage at the UTV race at Twisted Trails; staff continuing education continues; furnace at station 3 went out; Nye was able to install a new one that day.

Amy Bissell, Register of Deeds, announced her retirement effective April 30, it has been very rewarding being employed for Benzie County for just under 32 years; supports Paula Eberhart, Chief Deputy to be considered as her replacement; has one new employee starting March 2; requests the ability to hire a second person at this time to do training together, will need additional funds for payroll wages to cover another person; will depend on when they can get another person in the office as to the amount; the goal is to start and get them both trained at the same time.

Motion by Jeannot, seconded by Warsecke, to support the request of the Register of Deeds of up to \$3,000 to hire and train a new employee to fill the gap to assist with transitions, with the understanding that this is not a four-person office. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

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Rebecca Hubers, Emergency Management/911, reported that Emergency Management side is all status quo, working on training opportunities 4/13 Damage Assessment training including all townships/city/villages; June planning on Active Assailant training with the schools – awaiting schools' confirmation; Extensive search/rescue the last two weekends in August.

U/S Hubers reported last fiscal year additional monies were allotted for training – every jail employee, corrections officer, road deputy, have had over 300 hours training with Policeone.com; they can go online to do trainings and once a month he assigns a specific training.

Nate Loop, The Maples, updated the board with stats at the Maples; looking at restructuring staff and cross-training employees; new dining services employee will start next week; Upcoming issues – millage needs to be renewed; still collecting bids for some capital investments; wage compression.

### ACTION ITEMS

COVID Paid Time Off: Motion by Warsecke, seconded by Nye, to concur with the March 15, 2022 sunset of the Health Advisory Policy adopted on January 25, 2022. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

2022-006 ACO Millage: Motion by Sauer, seconded by Jeannot, adopt resolution 2022-006 submitting to a Vote of the Electorate, Special Millage for County Animal Control Services which adopt ballot language for the August 2, 2022 election. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

2022-007 County Drug Enforcement Millage: Motion by Jeannot, seconded by Miller, adopt resolution 2022-007 submitting to a Vote of the Electorate, Special Millage for County Drug Enforcement Program which adopt ballot language for the August 2, 2022 election. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Planning Commission Ordinance Repeal: Motion by Warsecke, seconded by Jeannot, that Planning Commission Ordinance Number 2017-001, adopted by the Board of Commissioners, be repealed in its entirety and that the motion adopted on February 8, 2022 be rescinded, which is a housekeeping matter. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs and Warsecke Nays: Sauer Motion carried.

2002 Taurus: Motion by Markey, seconded by Miller, to declare the 2002 Ford Taurus as surplus and authorized for sale on the MIBid Internet Auction system, with proceeds to be deposited into the equipment replacement fund patrol car expenses. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

2022-008 Betsie Valley Trail: Motion by Nye, seconded by Markey, to adopt resolution 2022-008 Resolution to Support Paving the Betsie Valley Trail from Beulah to Thompsonville, authorizing the chair to sign. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

10:19 a.m. Recess

10:26 a.m. Reconvene

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### **COMMISSIONER REPORTS**

Chair Roelofs attended and reported on Village of Lake Ann; BLHD interviews; Veterans Affairs discussing Memorial Day; EMS; Agenda Review.

Comm Jeannot provided a written report and also reported on EDC.

Comm Miller attended and reported on Frankfort Housing Commission; Frankfort Elberta Area School Board meeting; Frankfort City Council meeting; Crystal Lake Township meeting.

Comm Nye attended and reported on Benzonia Township meeting; Centra Wellness Board meeting; Village of Beulah meeting; Benzie Central School Board meeting.

Comm Markey attended and reported on Centra Wellness Board meeting; Village of Honor meeting; Benzie Senior Resources meeting.

Comm Warsecke attended and reported on Benzie Bus; Conservation District.

Comm Sauer attended and reported on Gilmore Township meeting; Road Commission meeting; Health Board interviews; Blaine Township; Village of Thompsonville meeting; Joint Court meeting; Village of Elberta meeting.

### **COUNTY ADMINISTRATOR'S REPORT – Katie Zeits**

Provided a written report (attached) and spoke about setting up a tour of the Benzie Historical Museum; MMRMA distribution; Broadband; Capital Budget; digital timesheet program is up and running; policy revisions – two have been sent to staff for consideration and discussion at staff meetings.

### **COMMITTEE OF THE WHOLE**

Motion by Warsecke, seconded by Miller, to approve items 1 - 4 of the February 8, 2022, Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

### **COMMITTEE APPOINTMENTS**

Construction Board of Appeals: Motion by Sauer, seconded by Nye, to reappoint Sean Duperron to the Construction Board of Appeals for a two-year term, expiring December 31, 2023. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Walterhouse Nays: None Motion carried.

EDC/BRA: Motion by Miller, seconded by Nye, to appoint Dan Barcheski to the Economic Development/Brownfield Authority board to fill a vacancy until January 31, 2024. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Walterhouse Nays: None Motion carried.

Betsie River Zoning Board of Appeals: Comm Sauer and Nye are the members; it is requested that the board appoint at least one alternate (two are allowed).

### **UNFINISHED BUSINESS – COTW Topics: Millages – Memo re SRO, EMS, Jail**

Jail: Is now at 0.880; we need 1.266 to cover the jail 100%. \$1.8 million would be a safety net to cover the jail; if this passes, the current levy would not be levied because this one is all

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encompassing; two-year term due to the fact that we want to tackle Headlee; if it does not pass, the current millage would be levied this year and next; this resolution sets it for August 2022 ballot; 1.266 for two years; with the promise that if this passes, the current millage will not be levied.

Motion by Sauer, seconded by Miller, to adopt resolution 2022-009 Authorizing Millage Election for Benzie County Jail Operations Millage Proposal and Certifying Ballot Language, authorizing the chair to sign. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

SRO: Katie has asked attorneys regarding the use of the SRO funds; those funds are only for School Resource purposes – if you are doing something outside of the school year, those funds cannot be used; we can rewrite the millage to Youth Resource Officer or supplement the spending with General Fund dollars; we need to renegotiate the contract with the City of Frankfort after terminating the current contract.

Motion by Markey, seconded by Jeannot, to authorize the County Administrator and Board Chair to start the process to renegotiate the contract with the City of Frankfort regarding the School Resource Officer. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

EMS: Opportunity for change and improvement to the agreement with Paul Oliver Memorial Hospital and EMS; they are very interested in retaining an EMS ambulance in Frankfort; they want to maintain the type of relationship we have with them.  
Comm Nye stated that we need to let this issue evolve; not prepared to make any decisions today. County Administrator and EMS Director will continue to study and work on this issue.

Comm Jeannot asked why there was no discussion today regarding the Health Dept appointment; need to hold another meeting to make a decision following the withdrawal of candidate number 4 and stay within OMA compliance.

**NEW BUSINESS** – None

## PRESENTATION OF CORRESPONDENCE

- Benzie Leelanau Health Dept minutes of January 26, 2022 received.
- Notice of the Benzie Summit agenda for March 24, 2022 received.

12:30 p.m. Public Input

Annie Browning, Benzonia Township, noted there are a lot of changes going on; job vacancies; tourism tax; Platte River School – she will touch base with the Road Commission.

12:31 p.m. Public Input Closed

Motion by Warsecke, seconded by Markey, to adjourn at 12:32 p.m. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

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### INDEX

1. Approved the regular session minutes of February 8, 2022 as presented.
2. Approved payment of the bills in the amount of \$282,544.87, as presented.
3. Approved support to the request of the Register of Deeds of up to \$3,000 to hire and train a new employee to fill the gap to assist with transitions, with the understanding that this is not a four-person office.
4. Approved to concur with the March 15, 2022 sunset of the Health Advisory Policy adopted on January 25, 2022.
5. Adopted resolution 2022-006 submitting to a Vote of the Electorate, Special Millage for County Animal Control Services which adopt ballot language for the August 2, 2022 election.
6. Adopted resolution 2022-007 submitting to a Vote of the Electorate, Special Millage for County Drug Enforcement Program which adopt ballot language for the August 2, 2022 election.
7. Approved that Planning Commission Ordinance Number 2017-001, adopted by the Board of Commissioners, be repealed in its entirety and that the motion adopted on February 8, 2022 be rescinded, which is a housekeeping matter.
8. Approved to declare the 2002 Ford Taurus as surplus and authorized for sale on the MIBid Internet Auction system, with proceeds to be deposited into the equipment replacement fund patrol car expenses.
9. Adopted resolution 2022-008 Resolution to Support Paving the Betsie Valley Trail from Beulah to Thompsonville, authorizing the chair to sign.
10. Approved items 1 - 4 of the February 8, 2022, Committee of the Whole Consent Calendar as presented.
11. Reappointed Sean Duperron to the Construction Board of Appeals for a two-year term, expiring December 31, 2023.
12. Appointed Dan Barcheski to the Economic Development/Brownfield Authority board to fill a vacancy until January 31, 2024.
13. Adopted resolution 2022-009 Authorizing Millage Election for Benzie County Jail Operations Millage Proposal and Certifying Ballot Language, authorizing the chair to sign.
14. Authorized the County Administrator and Board Chair to start the process to renegotiate the contract with the City of Frankfort regarding the School Resource Officer.

**Art Jeannot**  
**Commissioner Report**  
**February 21, 2022**

- Participated in 5 meetings on behalf of the County since our February 8<sup>th</sup> meeting.
- **2/10 – Platte Township –**
  - The Township is focused on budgeting. We also discussed the monies they are accruing at the BCRC.
- **2/14 – Almira Township –**
  - New Village President (Craig Timm)
  - Held a public hearing for their 2022-2023 budget
  - Committed \$1k a year for 3 years to the Conservation District
- **2/16 – Benzie County Chamber –**
  - Discussion to support a formal relationship with the County EDC
  - Community summit and annual dinner scheduled for March 24<sup>th</sup>. Summit will be held at Grow Benzie (flyer included in packet) and annual dinner will be held at Crystal Mountain
  - Other upcoming events include “Off the Clock” on February 24<sup>th</sup> at Grow Benzie
- **2/17 – Northern MI Community Action Agency –**
  - Several topics were discussed. Most centered around the daily operations. There was some disagreement regarding compliance to the open meetings act. The outcome was to have legal counsel provide us with an opinion.
- **2/18 – EDC/BRA –**
  - This was our organizational meeting. Blake Brooks was elected Chair and Betsie Evans was elected Vice-Chair. Katie Zeits is our recording secretary. We will be meeting on the 3<sup>rd</sup> Friday of each month starting at 9am.
  - The board has entered into a contract with Fishbeck Engineers to help guide the Brownfield Authority. Susan Wenzlick will be our contact. Susan is from Benzie County and has been volunteering her services. The contract is very favorable to Benzie County. We have a not to exceed contract in the amount of \$3,475. Additional services can be contracted for and cost are outlined.
  - A presentation from True North and GEI Consultants regarding a future project in Honor was discussed. A Shell Oil convenient store is proposed. The Brownfield Authority at the recommendation of Susan Wenzlick agreed to support an application for True North to EGL.
  - Commissioner Nye was also in attendance to the meeting and will likely have additional information to share.
- **Other –**
- **2/9 –**
  - Met with Bob Rosa, Rich Allen and Blake Brooks to discuss potential re-purposing of Platte River Elementary School. This meeting was at Bob Rosa’s request. After hearing what opportunities there maybe, I recommended that Rich Allen discuss this with the full EDC/BRA board and potentially the Land Bank. I will continue to work on this opportunity through the EDC.
- **2/11 –**
  - Followed up with Geri Van Antwerp (BACN) to connect her with the appropriate person from NWNW on the subject of “soft skills”.



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: February 16, 2022

Subject: **Administration Update**

## **Museum Tour**

The Board has been invited to attend a tour of the museum in Benzonia. Please be on the look out for your availability in the first part of May to be part of this if you're interested.

## **MMRMA**

A recently received a letter from the MMRMA, our insurance carrier, which indicates they have returned a total of \$36,373 back to Benzie County which represents our share of the MMRMA distribution of excess net assets. These funds will be deposited into member funds held on deposit by the MMRMA.

## **Broadband**

Merit is working to finalize their report from the recent broadband data collection survey. A huge shout out to Benzie County for their incredible response to the survey. Merit will present their report to the Committee of the Whole on April 26<sup>th</sup>.

## **Capital Budget**

It was requested at the October 26, 2021 meeting, that a running total be given of the capital expenditures approved by the board for this current fiscal year. With the 2021/2022 budget approval, a total of \$390,000 was budgeted in the 401 General Fund Capital Budget. The corresponding capital plan accounted for \$297,500 in General Fund capital expenditures and an additional \$68,495 in jail expenditures.

As of February 8<sup>th</sup>, the Board has approved a total of \$211,114 in expenditures. This has included the BS&A Timesheet upgrade, stairwell tread and riser replacement (amended amount), HVAC upgrades in the jail, blind purchase, and the approval of two vehicles for Sheriff's Department operational use, and generator onboarding in both the Governmental Center and the Sheriff's Office/Jail.

Please let me know if there are any questions.

Thank you!