

**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**January 10, 2023**

The Benzie County Board of Commissioners met in a regular session on Tuesday, January 10, 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 Warsecke, 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 Sauer, seconded by Nye, to approve the regular session minutes of December 13, 2022, and January 03, 2023, as amended. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

9:03 a.m. Public Comment:

Dan Hawkins, Village of Lake Ann President, was present and provided an update regarding the Village of Lake Ann. They are working on their 2023/24 Preliminary Budget, Goals, Emergency Migration Plan, Short- and Long-Term Rental Ordinance, will have the first community coffee at the Red Door at 7:30 a.m. January 11, 2023, and working on a community family event.

9:06 a.m. Public Comment closed

**FINANCE**

Bills: Motion by Warsecke, seconded by Sauer, to approve payment of the bills from January 04, 2023, through January 10, 2023, in the amount of \$186,145.64, as presented. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Michelle Thompson, County Treasurer, stated that the Winter Tax bills have been sent out. Taxable Value is raised by the rate of inflation or 5%, whichever is less. This has been in place since the tax law changed in 1999. 2023 is the first year that it caps at 5%. Inflation has always been lower than that.

**ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS**

Richard Bare, Frankfort Dow Memorial Airport Manager, provided an update regarding the airport. When he first started 6 years ago, we had a basic license which meant they could not address any fund grant money. Since then, they have removed some trees and received their licenses back. Now they can address grant money that becomes available from the FAA. When he first took over, they did an economic impact study of what the airport contributed to Benzie County. It came back \$1,427,000 a year. Now, three years later, with the increase of hangers and traffic, the economic impact study came back at \$3,567,000 a year. Hangers are leased 100%. Charter operations have increased. Snow Blower is being repaired right now. Meetings are held the fourth Thursday of every month.

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Rebecca Hubers, Emergency Management, wanted to commend every department in Benzie County that acted proactively with the storm we had over the Christmas Holiday. Everyone did a great job.

Doug Durand presented the Benzie Senior Resources Annual Report and gave updates.

Cory Ellis, 911 Dispatch Director, stated that he is working on updating the policy and procedures, working on the layout of workspaces in his office, activating the Public Safety buttons on the radio devices, and his annual report.

Benzie County Building Department Quarterly Report for October, November, and December 2022 provided.

### ACTION ITEMS

Meeting Streaming: Motion by Markey, seconded by Cunningham, to approve moving forward with recording Board of Commissioners meetings, as well as livestreaming such meetings onto YouTube for public viewing, and further that the recordings will be made available upon request for one-year from the date of recording. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Budget Amendment – Animal Control: Motion by Sauer, seconded by Warsecke, to approve the 2021-22 budget amendment in the amount of \$1,714.47 to increase revenues and expenditures in the Animal Control lines as follows, to pay Nye Plumbing Invoice:

Increase:

247-265-935.00	Building Repairs	\$1,714.47
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Increase:

282-966-999.00	Transfer Out	\$1,714.47
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Roll call. Ayes: Cunningham, Jeannot, Markey, Roelofs, Sauer and Warsecke Nays: None

Abstained: Nye Motion carried.

Ad Hoc Committee for Equalization Director position: Motion by Sauer, seconded by Jeannot, to establish an ad hoc interview committee to interview for the position of Equalization Director and make recommendation to the full Board of Commissioners for appointment, and that the Chair, Vice Chair, Administrator, Human Resources Manager, and Interim Equalization Director sit on such committee. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

EEO Personnel Policy: Motion by Warsecke, seconded by Cunningham, to adopt the Equal Employment Opportunity Policy (EEO) to replace the current EEO policy section in the staff policy manual. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Record Retention Policy: Motion by Markey, seconded by Nye, to adopt the General Records Retention and Disposal Schedule Policy for all offices of Benzie County. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

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FOIA Policy: Motion by Nye, seconded by Markey to adopt the Freedom of Information Act Policy and procedure for Benzie County, as presented. Roll call. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

10:21 a.m. Break

10:30 a.m. Reconvene

### **COMMISSIONER REPORTS**

Chair Roelofs attended the EMS Advisory Board meeting, Agenda Review meeting, and Veterans Affairs. Looking at Frankfort and Benzie Central football teams for a salute to service industry people game. Have been in conversation with Veterans Affairs and County Administration office to move the Veterans Affairs official to a full-time county employee. That will be coming to the Board of Commissioners within the next few weeks.

Comm Jeannot provided a written report

Comm Cunningham provided a written report. Also, went to Lake Township the day before the township meeting to introduce herself, then attended the township meeting on the 5<sup>th</sup>.

Comm Nye attended Agenda Review meeting, Committee Appointment meeting, Organizational meeting, Village of Beulah meeting, Benzonia Township meeting, EDC meeting, Land Bank meeting, and Benzie School Board meeting.

Comm Markey attended Homestead Township meeting, Centra Wellness meeting, Betsie Valley Trail Interview Committee meeting, Northern Michigan Regional Entity Substance Abuse Disorder Oversight Committee meeting, and Village of Honor meeting.

Comm Warsecke attended Solid Waste Advisory Board meeting, and Inland Township meeting.

Comm Sauer attended Weldon Township meeting, School Safety meeting, Court Security meeting, Road Commission meeting, Maples meeting, Organizational meeting, Joyfield Township meeting, Blaine Township meeting, and Betsie Valley Trail Interview Committee meeting.

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

They are working on the “Your 2022-23 Budgeted Tax Dollars at Work” information sheet. It is currently at the printers. Picture day for ID cards is tomorrow and next Wednesday. MMRMA annual renewal cost is going up about \$35,000 this year. Equalization Corrective Action plan is going well. Connie Krusniak and Carly Bailey will attend the next Board of Commissioners meeting regarding the social worker position for Benzie County. With the ground renovations at Point Betsie, on lot 11, we have to list the Coast Guard on the county’s insurance. Will be meeting with the Coast Guard regarding this and the renovations. The EMS Advisory Boards’ Fire Chief position is really a position appointed by the Board of Commissioners of a fire person representative.

### **COMMITTEE OF THE WHOLE – None**

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### **COMMITTEE APPOINTMENTS**

Motion by Warsecke, seconded by Markey, to re-appoint David Schaffer and Samantha Wolfe to the Solid Waste Advisory Committee for a 2-year term, expiring on 12/31/2024. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Motion by Sauer, seconded by Markey, to appoint Jeff Bowlby to the Betsie Valley Trail Management Committee for a 3-year term, expiring on 4/15/2025. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

**UNFINISHED BUSINESS** - None

**NEW BUSINESS** - None

### **PRESENTATION OF CORRESPONDENCE**

- Crystal Lake Elevation
- Little Platte Lake Elevation
- Alcona County Resolution 2022-18 re: Consumers Energy Dams Impact Study
- Benzie Transportation Authority September 2022 Statement of Activities
- Benzie Transportation Authority October 2022 Statement of Activities
- Benzie Transportation Authority November 2022 Statement of Activities

11:18 a.m. Public Comment - None

Motion by Warsecke, seconded by Markey, to adjourn at 11:18 a.m. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

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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 December 13, 2022, and January 02, 2023, as amended.
3. Approve payment of the bills from January 04, 2023, through January 10, 2023, in the amount of \$186,145.64, as presented.
4. Approve moving forward with recording Board of Commissioners meetings, as well as livestreaming such meetings onto YouTube for public viewing, and further that the recordings will be made available upon request for one year from the date of recording.
5. Approve the 2021-22 budget amendment in the amount of \$1,714.47 to increase revenues and expenditures in the Animal Control lines, to pay Nye Plumbing Invoice.
6. Establish an ad hoc interview committee to interview for the position of Equalization Director and make recommendation to the full Board of Commissioners for appointment, and that the Chair, Vice Chair, Administrator, Human Resources Manager, and Interim Equalization Director sit on such committee.

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7. Adopt the Equal Employment Opportunity Policy (EEO) to replace the current EEO policy section in the staff policy manual.
8. Adopt the General Records Retention and Disposal Schedule Policy for all offices of Benzie County.
9. Adopt the Freedom of Information Act Policy and procedure for Benzie County, as presented.
10. Re-appoint David Schaffer and Samantha Wolfe to the Solid Waste Advisory Committee for a 2-year term, expiring on 12/31/2024.
11. Appoint Jeff Bowlby to the Betsie Valley Trail Management Committee for a 3-year term, expiring on 4/15/2025.

**Art Jeannot**  
**Commissioner Report**  
**January 10, 2023**

- Participated in 3 meetings on behalf of the County since our December 13<sup>th</sup> meeting.
- **1/3 – Platte Township**
  - The Township has signed contracts for Ironman 2023.
  - Rebecca Hubers made a presentation. Rebecca does a nice job of representing the County.
  - Toby Dunn made a presentation on behalf of Benzie Bus.
- **1/5 – Lake Township**
  - The board will be conducting interviews for a new supervisor on January 26<sup>th</sup>. As of January 1<sup>st</sup>, there has been a change of job responsibilities due to the clerk retiring and the current supervisor transitioning into that role.
  - We discussed the possibility of the Township's ARPA funds being donated to the County to make a greater impact. More discussion to follow.
  - The Township will be working on the updates to the short-term rental ordinance now that the State Legislator has not acted on this.
  - Rebecca Hubers made a presentation.
- **1/9 – Almira Township**
  - I will report any relevant information at our meeting.
- **Other**
  - On December 15<sup>th</sup> I participated in an Executive Committee meeting with Northwest MI Community Action Agency. The discussion centered around audits and board committee structure



Benzie County Commissioners Board

3 Jan 23

Commissioner Cunningham, District 3

As commissioner elect I attended 6 commissioner meetings and presented in public comment on broadband.

Attended the Spectrum Charter presentation at Grow Benzie

Attended Crystal Lake Township meetings. Frankfort City Council.

20 Dec Frankfort City Council, new business will post the short term rental registration form soon.

21 Dec attended Zoom meeting for Kinship Coalition along with Sen. Curt VanderWall

I had introduction meetings with Frankfort Fire Chief Mike Cederholm, Police Chief Rob Lozowski and City Superintendent Joshua Mills.

And reached out to Crystal Lake Township board.

Attended retirement for Sandy Card/Hearst Midwest Media Group and confirmed Downtown Development Authority will include new content for the, "shoulder season", Jan-Mar, targeting day-trippers and weekenders, coordinating with Beulah and Benzonia, promoting the county as a whole.

Completed commission modules and attended Michigan Assoc of Counties (MAC) in Grayling and applied to serve on MAC Environment/Natural Resources, Transportation and Infrastructure, Agriculture and Tourism Committees.