

Carolyn Rentenbach, Chairman

## **NOTICE OF MEETING**

An Organizational Meeting of the Leelanau County Board of Commissioners will be held at 9:00 a.m. on Tuesday, January 5, 2016 in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

*Please silence all cellular/electronic devices*

*(Proceedings of the meeting are being recorded and are not the official record of the meeting, the formally approved/accepted written copy of the minutes will be the official record of the meeting.)*

## **AGENDA**

Call to Order by Chairman

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

Agenda Additions or Deletions

Approval of Agenda

### **Action Items:**

- |  | Page No. |
|--|----------|
| 1. Election of Vice-Chairman, One Year Term.   |          |
| 2. Approval of 2016 Rules of Order and Procedure (2015 Rules of Order and Procedure attached.) | 1-16     |
| 3. Approval of 2016 Meeting Schedule.  | 17       |
| 4. Continuation of monthly update from individual departments.                                 | 18       |
| 5. Commissioner appointments to Boards, Commissions, Committees, and Authorities.              | 19       |
| 6. Commissioner appointments to Special Committees.  | 20       |
| 7. Set 2016 Goals (2015 Goals are attached.)   | 21-22    |

Public Comment

Commissioner Comments

Motion to Adjourn

**EXECUTIVE BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, January 12, 2016, at 9:00 a.m. in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

*(Please silence cellular/electronic devices)*

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

- 1. Administrator Update
- 2. Jason Allen, Senior Policy Advisor for Michigan Veterans Affairs Agency

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

**PAGE #**

- 1. C&M Insurance, Lew Wolters – Health Insurance Update *(information to be distributed at meeting.)*
- 2. Grand Traverse Band of Ottawa and Chippewa Indians – Seeking support of House Bill 381. 1-6
- 3. Sheriff –
  - a. Renewal of Inmate Healthcare Services contract w/Advanced Correctional Healthcare. 7-21
  - b. Acceptance of donation/contribution. 22
- 4. Treasurer – Proposed Homestead Exempt Solutions Assessment Contract *(no handout.)*
- 5. Senior Services –
  - a. Acceptance of donation/contribution. 23
  - b. Snow Removal Services contract w/Higher Ground Maintenance and Services. 24-32
- 6. Planning and Community Development – Out-of-state travel for director. 33
- 7. Administrator – Renewal of Veterans Affairs Service Contract. 34-37
- 8. Commissioner Wessell – Governor Milliken’s Challenge *(information to be sent under separate cover via email.)*
- 9. 2016 Goals *(no handout.)*
- 10. District 1 County Commissioner Vacancy *(information to be sent under separate cover via email.)*

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

- 1. Housing Task Force Report.

**PUBLIC COMMENT**

**AMENDMENTS & TRANSFERS**

Miscellaneous Fund Transfers and Amendments

- Claims and Accounts
- Post Audit

**ADJOURN**

Carolyn Rentenbach  
Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held at 3:00 p.m. on Tuesday, January 19, 2016 in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

***(Please silence all electronic/cellular devices)***

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**AGENDA**

Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Action Items:**

1. Review applications for the vacant Commissioner District #1 position.
2. Interview applicants.
3. Potential appointment to Commissioner District #1 vacancy.

Public Comment

Commissioner Comment

Motion to Adjourn

**NOTICE OF MEETING**

A Regular Meeting of the Leelanau County Board of Commissioners will be held at 7:00 p.m. on Tuesday, January 19, 2016, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

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**TENTATIVE AGENDA**

Meeting Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Communications, Proclamations, Presentations and Awards:

Approval of Minutes:       Regular Meeting, November 17, 2015  
                                      Executive Board of Commissioners Meeting, December 8, 2015  
                                      Regular Meeting, December 15, 2015  
                                      Special Session, December 31, 2015  
                                      Organizational Meeting, January 5, 2016  
                                      Executive Board of Commissioners Meeting, January 12, 2016

Approval of Agenda and Late Additions/Deletions

Public Comment

Review of Financials

**Action Items:**

1. Blue Cross/Blue Shield 2016 Health Insurance Renewal Proposal.
2. Sheriff –
  - a. Renewal of Inmate Healthcare Services contract w/Advanced Correctional Healthcare.
  - b. Acceptance of donation/contribution.
3. Treasurer – Proposed Homestead Exempt Solutions Assessment Contract
4. Senior Services –
  - a. Acceptance of donation/contribution.
  - b. Snow Removal Services contract w/Higher Ground Maintenance and Services.
  - c. Contract w/Medicare Improvement for Patients and Providers Act (MIPPA.)
5. Planning and Community Development –
  - a. Out-of-state travel for director.
  - b. MSHDA Housing Grant.
  - c. EPA Extension request for Revolving Loan Fund (RLF) (information to be sent under separate cover.)
6. Administrator – Renewal of Veterans Affairs Service Contract.
7. 2016 Goals.
8. District 1 County Commissioner Vacancy.

Amendments and Transfers

Claims and Accounts

Post Audit

Special reports by staff, commissioners, elected officials, and affiliated agencies

Commissioner Comments – Reports on committee/commission appointments

Public Comment

Adjourn

Carolyn Rentenbach  
Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held at 9:00 a.m. on Thursday, January 21, 2016 in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

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**AGENDA**

Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Action Items:**

1. Potential appointment to Commissioner District #1 vacancy.

Public Comment

Commissioner Comment

Motion to Adjourn

Carolyn Rentenbach  
Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held at 12:30 p.m. or immediately following the Executive Board meeting, whichever is later, on Tuesday, February 9, 2016 in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

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**AGENDA**

Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Action Items:**

1. Setting a Special Election to fill the vacancy in County Commissioner District #1.

Public Comment

Commissioner Comment

Motion to Adjourn

**EXECUTIVE BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, February 9, 2016, at 9:00 a.m. in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

- 1. Administrator Update
- 2. Department of Natural Resources Presentation
- 3. Sheriff Update

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

	<b><u>PAGE #</u></b>
1. Structural Engineering Report for Law Enforcement Center <i>(information to be sent under separate cover.)</i>	
2. Maintenance – HVAC Ductwork Cleaning at the Law Enforcement Center <i>(no handout.)</i>	
3. Road Commission – Millage Renewal Proposal.	1-8
4. Treasurer – Proposed Homestead Exempt Solutions Assessment Contract <i>(no handout.)</i>	
5. Prosecutor –	
a. Out-of-State travel for Prosecutor <i>(no handout.)</i>	
b. Acceptance of GTB 2% Allocation Award to Leelanau Christian Neighbors, \$22,000.00.	9-10
6. Register of Deeds – 2016 Remonumentation Grant.	11
7. Equalization – Recap L-4018s.	12
8. Planning and Community Development –	
a. Loan Agreement for the Revolving Loan Fund <i>(information to be sent under separate cover.)</i>	
b. Solid Waste Council – Recommendation for electronics contract.	13-18
c. Solid Waste Council – Recommendation on Solon Township Agreement.	19-20
d. Housing – Acceptance of 2015 Grant Agreement.	21-33
9. Information Technology – Scheduling subscription for LEC and Emergency Mgmt.	34-44
10. Parks and Recreation Commission –	
a. Myles Kimmerly Barn.	45
b. Myles Kimmerly Conceptual Site Master Plan Update <i>(no handout.)</i>	
11. Clerk –	
a. Staffing level adjustment – adjustment of hours.	46
b. Staffing level adjustment – hiring overlap for training.	47
12. Chairman Rentenbach – Housing Review Committee Update <i>(no handout.)</i>	
13. 2016 Goals.	48-52
14. Commissioner appointments to Boards, Commissions, Committees.	53-54
15. Probate/Family Court – Interior office door.	55-57
16. Administrator –	
a. Potential closed session regarding labor negotiations <i>(no handout.)</i>	
b. MERS Transfer Agreement.	58-59
c. Modification of dental coverage.	60-61

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**PUBLIC COMMENT**

**AMENDMENTS & TRANSFERS**

Miscellaneous Fund Transfers and Amendments	62-64
- Claims and Accounts	
- Post Audit	

**ADJOURN**

**NOTICE OF MEETING**

A Regular Meeting of the Leelanau County Board of Commissioners will be held at 7:00 p.m. on Tuesday, February 16, 2016, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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**AMENDED TENTATIVE AGENDA**

Meeting Call to Order by Chairman

Pledge of Allegiance / Moment of Silence

Roll Call

Communications, Proclamations, Presentations and Awards:

Approval of Minutes:       Regular Meeting, November 17, 2015  
                                      Regular Meeting, December 15, 2015  
                                      Special Session, December 31, 2015  
                                      Executive Board of Commissioners Meeting, January 12, 2016  
                                      Special Session, January 19, 2016  
                                      Regular Meeting, January 19, 2016  
                                      Special Session, January 21, 2016  
                                      Executive Board of Commissioners Meeting, February 9, 2016  
                                      Special Session, February 9, 2016  
                                      Closed Session, February 9, 2016

Approval of Agenda and Late Additions/Deletions

Public Comment

Review of Financials

**Action Items:**

1. Structural Engineering Report Update for Law Enforcement Center.
2. Maintenance – Review of Bids for HVAC Ductwork Cleaning at the Law Enforcement Center.
3. Road Commission – Millage Renewal Proposal.
4. Prosecutor –
  - a. Out-of-State travel for Prosecutor.
  - b. Acceptance of GTB 2% Allocation Award to Leelanau Christian Neighbors, \$22,000.00.
5. Register of Deeds – 2016 Remonumentation Grant.
6. Planning and Community Development –
  - a. Loan Agreement for the Revolving Loan Fund.
  - b. Solid Waste Council – Recommendation for electronics contract.
  - c. Solid Waste Council – Recommendation on Solon Township Agreement.
  - d. Housing – Acceptance of 2015 Grant Agreement.
7. Information Technology – Scheduling subscription for LEC and Emergency Management.
8. Parks and Recreation Commission – Myles Kimmerly Barn Update.
9. Clerk –
  - a. Staffing level adjustment – adjustment of hours.
  - b. Staffing level adjustment – hiring overlap for training.
10. Commissioner appointments to Boards, Commissions, Committees.
11. Probate/Family Court – Interior office door.
12. Administrator –
  - a. MERS Transfer Agreement.
  - b. Modification of dental coverage.
13. 2016 Board Goals – reconsideration.
14. State of Michigan Section 19 Disaster Assistance Reimbursement Distribution.

Amendments and Transfers

Claims and Accounts

Post Audit

Special reports by staff, commissioners, elected officials, and affiliated agencies

Commissioner Comments – Reports on committee/commission appointments

Public Comment

Adjourn



**EXECUTIVE BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, March 8, 2016, at 9:00 a.m. in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

- 1. Administrator Update
- 2. Construction Codes Authority Update

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

	<b><u>PAGE #</u></b>
1. Sheriff – MMRMA RAP Grant, Police Body Cameras.	1-12
2. Register of Deeds –	
a. 2016 Monumentation/Remonumentation Surveyor Services Agreements:	
i. Leelanau Land Surveying, \$11,919.00.	13-45
ii. Inland Seas Engineering, \$9,750.00.	46
iii. Nicholas O’Non, PS, \$6,300.00.	47
b. 2016 Peer Group Member Agreements:	
i. Steven Smith, PS, \$900.00.	48-53
ii. Christy Andersen, PS, Andersen & Crain, Inc., \$900.00.	54
iii. Steven Bye, PS, \$900.00.	55
iv. Nicholas O’Non, PS, O’Non Land Surveying, \$900.00.	56
3. Leelanau Christian Neighbors 2% Allocation Contract <i>(under separate cover)</i> .	
4. Parks & Recreation Commission – Myles Kimmerly Barn Update <i>(no handout)</i> .	
5. Leland Dam Authority – Recommendation to Purchase Control Software.	57-59
6. Administrator –	
a. MERS Health Care Savings Plan <i>(under separate cover)</i> .	
b. Workforce Development Board Appointment.	60
7. Future Property Tax Rate Discussion.	

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**PUBLIC COMMENT**

**AMENDMENTS & TRANSFERS**

- Miscellaneous Fund Transfers and Amendments
- Claims and Accounts
  - Post Audit

**ADJOURN**

Carolyn Rentenbach  
Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held at 1:00 p.m. or immediately following the Executive Board meeting, whichever is later, on Tuesday, March 8, 2016 in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

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**AGENDA**

Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Discussion/Potential Action:**

1. Law Enforcement Center Building Issues.

Public Comment

Commissioner Comment

Motion to Adjourn

**NOTICE OF MEETING**

The Regular Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, March 15, 2016, at 7:00 p.m. in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS and AWARDS**

**APPROVAL OF MINUTES:** Special Session, December 31, 2015  
Special Session, January 19, 2016  
Regular Meeting, January 19, 2016  
Special Session, January 21, 2016  
Executive Board Session, February 9, 2016  
Executive Board Session, March 8, 2016  
Special Session, March 8, 2016

**APPROVAL OF AGENDA, LATE ADDITIONS/DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS**

1. Sheriff – MMRMA RAP Grant, Police Body Cameras.
2. Register of Deeds –
  - a. 2016 Monumentation/Remonumentation Surveyor Services Agreements:
    - i. Leelanau Land Surveying, \$11,919.00.
    - ii. Inland Seas Engineering, \$9,750.00.
    - iii. Nicholas O’Non, PS, \$6,300.00.
  - b. 2016 Peer Group Member Agreements:
    - i. Steven Smith, PS, \$900.00.
    - ii. Christy Andersen, PS, Andersen & Crain, Inc., \$900.00.
    - iii. Steven Bye, PS, \$900.00.
    - iv. Nicholas O’Non, PS, O’Non Land Surveying, \$900.00.
3. Leelanau Christian Neighbors 2% Allocation Contract.
4. Leland Dam Authority – Recommendation to Purchase Control Software.
5. Administrator –
  - a. MERS Health Care Savings Plan.
  - b. Workforce Development Board Appointment.
  - c. Probate Court Door.

**AMENDMENTS AND TRANSFERS**

**POST AUDIT**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, ELECTED OFFICIALS AND AFFILIATED AGENCIES**

**COMMISSIONER COMMENTS – Reports on Committee/Commission Appointments**

**PUBLIC COMMENT**

**ADJOURN**

**EXECUTIVE BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, April 12, 2016, at 9:00 a.m. in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

- 1. Administrator Update
- 2. Cherry Capital Airport Update – Kevin Klein, Director
- 3. Equalization Department Update

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

	<b><u>PAGE #</u></b>
1. Safe & Secure Counties Resolution – Chairman Rentenbach.	2-3
2. Sheriff’s Office –	
a. Mutual Aid Agreement – National Park Service.	4-13
b. Homeland Security Grant, Great Lakes Patrol Boat.	14
3. 9-1-1/Emergency Management –	
a. FY 2015 Hazardous Materials Emergency Preparedness Planning Program Grant Agreement.	15-28
b. 9-1-1 Funding.	29-30
4. Prosecutor – Ordinance Designating State Construction Code Violations as Municipal Civil Infractions.	31-36
5. Planning and Community Development – Capital Improvement Program (CIP) <i>(under separate cover)</i> .	37
6. Construction Codes Authority – Personnel request.	38-48
7. Former Courthouse Property – Clean Soil Deposit location at County Site <i>(under separate cover)</i> .	
8. KidsCount – Leelanau County Report, Commissioner Wessell.	49-50
9. FLOW (For Love Of Water) – Commissioner Soutas-Little <i>(under separate cover)</i> .	
10. Administrator –	
a. Surplus Tribal 2% Allocation Funds, EDC <i>(no handout)</i> .	
b. LEC: Proposed Contract for Design Services with Apollo Engineering, Inc.	51-82
c. LEC: Proposed Contract for Project Management with E3.	83-114
d. Surplus Vehicle bids.	115-116
e. November 15, 2015, Motion Modification – Purchase of Patrol Vehicles.	117-122
f. Uniform Policy/Expenditures <i>(no handout)</i> .	
g. Road Commission Membership – Chairman Rentenbach <i>(discussion)</i> .	123-125

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**PUBLIC COMMENT**

**AMENDMENTS & TRANSFERS**

Miscellaneous Fund Transfers and Amendments

- Claims and Accounts
- Post Audit

**ADJOURN**

Carolyn Rentenbach  
Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held at 12:30 p.m. or immediately following the Executive Board meeting, whichever is later, on Tuesday, April 12, 2016, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

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**AGENDA**

Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Discussion/Potential Action:**

1. Statutory Equalization – Approval of the 2016 Equalization Report, STC Form L-4024.

Public Comment

Commissioner Comment

Motion to Adjourn

Posted: 4-7-2016  
4:00 P.M.

## **NOTICE OF MEETING**

A Finance/Audit Committee Meeting will be held on  
Thursday, April 14, 2016 at 4:00 p.m. in the Board of Commissioners Meeting Room  
located in the Leelanau County Government Center, Suttons Bay, Michigan

*(Please silence cellular/electronic devices)*

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### **AGENDA**

Call to Order

Roll Call

Pledge of Allegiance / Moment of Silence

Approval of October 26, 2012 Meeting Minutes

Approval of Agenda and Late Additions/Deletions

Public Comment

#### **Action Item:**

1. Selection of Committee Chairman.
2. Review of 2015 Audit.

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn

**NOTICE OF MEETING**

The Regular Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, April 19, 2016, at 7:00 p.m. in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS, and AWARDS**

**APPROVAL OF MINUTES:** Special Session, January 19, 2016  
Special Session, January 21, 2016  
Regular Session, February 16, 2016  
Executive Board Session, March 8, 2016  
Special Session, March 8, 2016  
Regular Session, March 15, 2016  
Executive Board Session, April 12, 2016  
Special Session, April 12, 2016

**APPROVAL OF AGENDA, LATE ADDITIONS/DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

1. Safe & Secure Counties Resolution – Chairman Rentenbach *(roll call vote)*.
2. Review of 2015 Audit.
3. Sheriff's Office –
  - a. Mutual Aid Agreement – National Park Service.
  - b. Homeland Security Grant, Great Lakes Patrol Boat.
4. 9-1-1/Emergency Management –
  - a. FY 2015 Hazardous Materials Emergency Preparedness Planning Program Grant Agreement.
  - b. 9-1-1 Funding.
5. Planning and Community Development – Capital Improvement Program (CIP).
6. Construction Codes Authority – Personnel request.
7. Former Courthouse Property – Clean Soil Deposit location at County Site.
8. Administrator –
  - a. LEC: Proposed Contract for Design Services with Apollo Engineering, Inc.
  - b. LEC: Proposed Contract for Project Management with E3.
  - c. Surplus Vehicle bids.
  - d. November 15, 2015, Motion Modification – Purchase of Patrol Vehicles.

**AMENDMENTS & TRANSFERS**

**CLAIMS & ACCOUNTS**

**POST AUDIT**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, ELECTED OFFICIALS AND AFFILIATED AGENCIES**

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS – REPORTS ON COMMITTEE/COMMISSION APPOINTMENTS**

**ADJOURN**

**EXECUTIVE BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, May 10, 2016, at 9:00 a.m. in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

- 1. Administrator Update
- 2. Treasurer’s Update
- 3. Land Bank Fast Track Authority Update

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

**PAGE #**

- |  |       |
|--|-------|
| 1. Senior Services – Acceptance of donation the Mead Foundation.                                     | 2-3   |
| 2. Sheriff’s Office –  |       |
| a. Letter of Understanding, Leelanau County Sheriff and the Police Officers Association of Michigan. | 4-5   |
| 3. Emergency Management –  |       |
| a. Switching 9-1-1 service over to PFN (Peninsula Fiber Network).                                    | 6-7   |
| b. Memorandum of Understanding (MOU) with the Grand Traverse Band of Ottawa and Chippewa Indians.    | 8-11  |
| c. County Radio System Upgrade Update.   | 12-29 |
| 4. Solon Township – Request for Recycling Site Improvements.   | 30-33 |
| 5. Solid Waste Council – Request to increase P.A. 69 Fees.   | 34    |
| 6. Northwestern Regional Airport Commission – Costco Contract Proposal (tentative).                  |       |
| 7. Leland Dam Authority – Lake Level Sensors for Leland Dam Operations.                              | 35-41 |
| 8. Healthiest Counties Challenge (Commissioner Wessell).   | 42-57 |
| 9. Administrator –   |       |
| a. Myles Kimmerly Reseeding Proposal <i>(under separate cover)</i> .                                 |       |
| b. Government and Law Enforcement Centers Parking Lot Sealcoating & Striping Bid.                    | 58-62 |
| c. Teamsters #214 General Unit, MERS Health Care Savings Plan.                                       | 63-67 |
| d. Tour of Myles Kimmerly Barn.  |       |
| e. Utility Audit Presentation.   |       |
| f. 2015 Audit Update.  |       |
| g. County Tax Rate Options.  |       |

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**PUBLIC COMMENT**

**AMENDMENTS & TRANSFERS**

Miscellaneous Fund Transfers and Amendments

- Claims and Accounts
- Post Audit

**ADJOURN**



**BOARD OF COMMISSIONERS MEETING**

Carolyn Rentenbach, Chairman

**NOTICE OF MEETING**

The Regular Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, May 17, 2016, at 7:00 p.m. in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***(Please silence cellular/electronic devices)***

*(Proceedings of the meeting are being recorded and are not the official record of the meeting, the formally approved/accepted written copy of the minutes will be the official record of the meeting.)*

**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**APPROVAL OF MINUTES:** Executive Board Session, April 12, 2016  
Special Session, April 12, 2016  
Regular Session, April 19, 2016  
Executive Board Session, May 10, 2016

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

1. Senior Services – Acceptance of donation the Mead Foundation.
2. Sheriff’s Office –
  - a. Letter of Understanding, Leelanau County Sheriff and the Police Officers Association of Michigan.
3. Emergency Management –
  - a. Switching 9-1-1 service over to PFN (Peninsula Fiber Network).
  - b. Memorandum of Understanding (MOU) with the Grand Traverse Band of Ottawa and Chippewa Indians.
  - c. County Radio System Upgrade Update.
4. Solid Waste Council – Request to increase P.A. 69 Fees.
5. Leland Dam Authority – Lake Level Sensors for Leland Dam Operations.
6. Administrator –
  - a. Government and Law Enforcement Centers Parking Lot Sealcoating & Striping Bid.
  - b. Teamsters #214 General Unit, MERS Health Care Savings Plan.

**AMENDMENTS & TRANSFERS**

**CLAIMS & ACCOUNTS**

**POST AUDIT**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, ELECTED OFFICIALS AND AFFILIATED AGENCIES**

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS – REPORTS ON COMMITTEE/COMMISSION APPOINTMENTS**

**ADJOURN**

**BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Executive Board Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, June 14, 2016, at 9:00 a.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, MI

*(Please silence cellular/electronic devices)*

*(Proceedings of the meeting are being recorded and are not the official record of the meeting; the formally approved/accepted written copy of the minutes will be the official record of the meeting.)*

**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

- 1. Administrator Update
- 2. Parks & Recreation Commission Update
- 3. Information Technology Update

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

**PAGE #**

- 1. Apollo Engineering/E3 – Law Enforcement Center Update & Recommendation *(under separate cover)*.
- 2. Rehmann Robson –
  - a. 2015 Audit Report *(under separate cover)*.
  - b. 2015 Investigative Report *(under separate cover)*.
- 3. Northwest Regional Airport Commission – Consent & Nondisturbance Agreement. 2-123
- 4. Sheriff –
  - a. 2016 Marine Safety Program Grant Agreement. 124-126
  - b. RAP Grant, Body Camera Purchase. 127-129
- 5. Community Corrections – FY 2017 Grant Request, Leelanau County Resolution. 130-154
- 6. Treasurer –
  - a. Annual Report, Balance in Land Sale Proceeds Accounts. 155-156
  - b. BS&A Software purchase/training for Tax.Net and P.R.E. Audit.Net. 157-158
- 7. Planning & Community Development –
  - a. Recycling Contract Amendment with the Benzie/Leelanau District Health Department. 159-160
  - b. EPA Extension Request for Revolving Loan Fund *(under separate cover)*.
- 8. Equalization – 2016 L-4029 Tax Rate Request. 161-163
- 9. Information Technology –
  - a. New server purchase. 164-169
  - b. Adobe Acrobat software purchase. 170-171
- 10. Senior Services – Collaboration with BATA (Bay Area Transportation Authority), Mobility On Demand (MOD) Sandbox Program Grant Application. 172-177
- 11. Construction Codes Authority – Inspector Services Agreement. 178-190
- 12. Parks & Recreation Commission – Kubota RTV Track Purchase. 191-192
- 13. Prosecutor – Crime Victims Act, Grant Renewal Application. 193-206
- 14. Administrator –
  - a. Leland Courthouse Property – Townhouse Purchase Offer *(advisory)*.
  - b. Communication Task Force Update *(no attachment)*.
  - c. 2017 Budget Process Schedule. 207-209
  - d. Myles Kimmerly Barn *(discussion)*.
  - e. Tenurgy – Consulting Services Agreement. 210-221
  - f. GTB 2% Allocation Award Requests: 222
    - i. Sheriff – Marine Division Tow Vehicle, Topper and Agency decals, \$34,667.00. 223-235
    - ii. Prosecutor – Facility Dog Training, Bullying Prevention and Canine Safety Classes, \$2,000.00. 236-253
    - iii. Probate/Family Court – LCN Neighborhood Assistance Ministry, \$29,000.00. 254-259
    - iv. Land Bank Fast Track Authority – Blight Elimination Grant, \$30,000.00. 260-264
    - v. Solid Waste Council – Recycling Container Purchase, \$12,000.00. 265-268
    - vi. Equalization – Continuously Operating Reference Station (CORS), \$15,090.00. 269-275
    - vii. Construction Codes Authority – Safety Equipment Purchase, \$14,265.00. 276-290
    - viii. Administration/Veterans Affairs – Mid Michigan Honor Flight, \$5,000.00. 291-295
    - ix. Board of Commissioners – Leelanau Peninsula History Network, \$19,905.64. 296-301
- 15. Solon Township –
  - a. Request for Closed Session to Discuss Potential Purchase or Lease of Property *(no attachment)*.
  - b. Request for Recycling Site Improvements *(no attachment)*.

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**PUBLIC COMMENT**

**AMENDMENTS & TRANSFERS**

Miscellaneous Fund Transfers and Amendments

- Claims and Accounts
- Post Audit

**ADJOURN**

**BOARD OF COMMISSIONERS MEETING**

Carolyn Rentenbach, Chairman

**NOTICE OF MEETING**

The Regular Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, June 21, 2016, at 7:00 p.m. in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***(Please silence cellular/electronic devices)***

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS AND AWARDS**

- Republican Party Patriotic Letter Contest winner.

**APPROVAL OF MINUTES:** Regular Session, May 17, 2016  
Executive Board Session, June 14, 2016

**APPROVAL OF AGENDA, LATE ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

1. Apollo Engineering/E3 – Law Enforcement Center Update & Recommendation.
2. Rehmann Robson –
  - a. 2015 Audit Report.
  - b. 2015 Investigative Report.
3. Northwest Regional Airport Commission – Consent & Nondisturbance Agreement.
4. Sheriff –
  - a. 2016 Marine Safety Program Grant Agreement.
  - b. RAP Grant, Body Camera Purchase.
5. Community Corrections – FY 2017 Grant Request, Leelanau County Resolution.
6. Treasurer –
  - a. Annual Report, Balance in Land Sale Proceeds Accounts.
  - b. BS&A Software purchase/training for Tax.Net and P.R.E. Audit.Net.
7. Planning & Community Development –
  - a. Recycling Contract Amendment with the Benzie/Leelanau District Health Department.
  - b. EPA Extension Request for Revolving Loan Fund.
8. Equalization – 2016 L-4029 Tax Rate Request.
9. Information Technology –
  - a. New server purchase.
  - b. Adobe Acrobat software purchase.
10. Senior Services – Collaboration with BATA (Bay Area Transportation Authority). Mobility On Demand (MOD) Sandbox Program Grant Application.
11. Construction Codes Authority – Inspector Services Agreement.
12. Parks & Recreation Commission – Kubota RTV Track Purchase.
13. Prosecutor – Crime Victims Act, Grant Renewal Application.
14. Administrator –
  - a. 2017 Budget Schedule.
  - b. Tenurgy – Consulting Services Agreement.
  - c. GTB 2% Allocation Award Requests:
    - i. Sheriff – Marine Division Tow Vehicle, Topper and Agency decals, \$34,667.00.
    - ii. Prosecutor – Facility Dog Training, Bullying Prevention and Canine Safety Classes, \$2,000.00.
    - iii. Land Bank Fast Track Authority – Blight Elimination Grant, \$30,000.00.
    - iv. Solid Waste Council – Recycling Container Purchase, \$12,000.00.
    - v. Equalization – Continuously Operating Reference Station (CORS), \$15,090.00.
    - vi. Construction Codes Authority – Safety Equipment Purchase, \$14,265.00.
    - vii. Administration/Veterans Affairs – Mid Michigan Honor Flight, \$5,000.00.
15. Solon Township – Request for Recycling Site Improvements.

**AMENDMENTS & TRANSFERS**

**CLAIMS & ACCOUNTS**

**POST AUDIT**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, ELECTED OFFICIALS AND AFFILIATED AGENCIES**

**COMMISSIONER COMMENTS – REPORTS ON COMMITTEE/COMMISSION APPOINTMENTS**

**PUBLIC COMMENT**

**ADJOURN**

POSTED: 6-16-16  
4:00P.M.

## **BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

### **NOTICE OF MEETING**

The Executive Board Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, July 12, 2016, at 9:00 a.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, MI

*(Please silence cellular/electronic devices)*

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### **TENTATIVE AGENDA**

#### **CALL TO ORDER**

#### **PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

#### **ROLL CALL**

#### **COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

1. Administrator Update.
2. Area Agency of Northwest Michigan Update.
3. Probate & Family Court Update.
4. Prosecutor Update.

#### **AGENDA ADDITIONS OR DELETIONS**

#### **PUBLIC COMMENT**

#### **REVIEW OF FINANCIALS**

#### **ACTION ITEMS:**

- |   | <b><u>PAGE #</u></b> |
|---|----------------------|
| 1. Sheriff – Acceptance of Donation for Purchase of Gas Mask Canisters.   | 2                    |
| 2. Treasurer – Payment In Lieu of Taxes (PILT).   | 3                    |
| 3. Information Technology – Back-up Server Storage.   | 4-7                  |
| 4. Emergency Management –   |                      |
| a. Resolution allowing Peninsula Fiber Network the Right to Pursue Fiber Connectivity.                                      | 8-10                 |
| b. Communication Task Force Update.   |                      |
| 5. Senior Services – Contract with ShareCare for Care Coordinator Nurse, RN.  | 11-12                |
| 6. Planning –   |                      |
| a. Roll-off Recycling Containers Purchase from Contract Welding of Bellville.   | 13                   |
| b. Repair of Eight Recycling Containers.  | 14                   |
| 7. Leelanau Peninsula Economic Foundation – Business Survey Results <i>(Commissioner Soutas-Little, information only)</i> . |                      |
| 8. Leland Property Update <i>(information only)</i> .   |                      |
| 9. Investigative Audit Update <i>(Commissioner Wessell)</i> .   |                      |
| 10. Administrator –   |                      |
| a. Workers' Compensation Insurance Renewal, Peterson McGregor.  | 15-17                |
| b. Area Agency on Aging of Northwest Michigan – Resolution approving the Fiscal Year 2017-2019 Multi-Year Plan.             | 18-104               |
| c. Employee Professional Development Education.   |                      |
| d. Law Enforcement Center Contractor Bids update <i>(separate cover)</i> .  |                      |

#### **SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

#### **PUBLIC COMMENT**

#### **AMENDMENTS & TRANSFERS**

Miscellaneous Fund Transfers and Amendments

- Claims and Accounts
- Post Audit

#### **ADJOURN**

## **BOARD OF COMMISSIONERS MEETING**

Carolyn Rentenbach, Chairman

### **NOTICE OF MEETING**

The Regular Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, July 19, 2016, at 7:00 p.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, MI

***(Please silence cellular/electronic devices)***

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### **TENTATIVE AGENDA**

#### **CALL TO ORDER**

#### **PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

#### **ROLL CALL**

#### **COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS AND AWARDS**

- Elaine Wood, Chief Executive Officer, Networks Northwest

#### **APPROVAL OF MINUTES:**

Regular Session, May 17, 2016

Executive Board Session, June 14, 2016

Regular Session, June 21, 2016

Executive Board Session, July 12, 2016

#### **AGENDA ADDITIONS OR DELETIONS**

#### **PUBLIC COMMENT**

#### **REVIEW OF FINANCIALS**

#### **ACTION ITEMS:**

1. Sheriff – Acceptance of Donation for Purchase of Gas Mask Canisters.
2. Treasurer – Payment In Lieu of Taxes (PILT).
3. Information Technology – Back-up Server Storage.
4. Emergency Management –
  - a. Resolution allowing Peninsula Fiber Network the Right to Pursue Fiber Connectivity.
  - b. Communication Task Force Update.
5. Senior Services – Contract with ShareCare for Care Coordinator Nurse, RN.
6. Planning –
  - a. Roll-off Recycling Containers Purchase from Contract Welding of Bellville.
  - b. Repair of 10 Recycling Containers.
7. Administrator –
  - a. Workers' Compensation Insurance Renewal, Peterson McGregor.
  - b. Area Agency on Aging of Northwest Michigan – Resolution approving the Fiscal Year 2017-2019 Multi-Year Plan.
  - c. Law Enforcement Center Contractor Bids recommendation.
  - d. Officer Delegate to the 70<sup>th</sup> Annual MERS Conference.

#### **AMENDMENTS AND TRANSFERS**

#### **CLAIMS AND ACCOUNTS**

#### **POST AUDIT**

#### **SPECIAL REPORTS BY STAFF, COMMISSIONERS, ELECTED OFFICIALS, AND AFFILIATED AGENCIES**

#### **COMMISSIONER COMMENTS – REPORTS ON COMMITTEE/COMMISSION APPOINTMENTS**

#### **PUBLIC COMMENT**

#### **ADJOURN**

Posted: 7-14-16  
4:00p.m.

Carolyn Rentenbach  
Chairman

**NOTICE OF MEETING**

A Budget Work Session of the Leelanau County Board of Commissioners will be held at 10:00 a.m. on Friday, July 22, 2016 or immediately following the Communication Task Force Session, whichever is later, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

***(Please silence all electronic/cellular devices)***

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**AGENDA**

Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Action Items:**

1. 2017 Budget Review.
2. Next Meeting Topics.
3. Future Meeting Dates.

Public Comment

Commissioner Comment

Motion to Adjourn

Carolyn Rentenbach  
Chairman

**NOTICE OF MEETING**

A Budget Work Session of the Leelanau County Board of Commissioners will be held at 9:00 a.m. on Monday, August 8, 2016, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

***(Please silence all electronic/cellular devices)***

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**AGENDA**

Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Action Items:**

1. Communication Task Force Review and Funding Options.
2. Continuation of Projected Revenue.
3. Continuation of Projected Expenses.
4. Overview of New Budget Issues/Requests.
5. Overview of Individual Department Requests.
6. August 18, 2016, Meeting agenda.
  - a. District Court Personnel Request.
  - b. MERS Presentation.
  - c. Topics Selected by Commissioners.
7. Other Budget Issues.
8. Next Meeting Dates.

Public Comment

Commissioner Comment

Motion to Adjourn

Carolyn Rentenbach  
Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held at 8:30 a.m. on Tuesday, August 9, 2016, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***(Please silence all electronic/cellular devices)***

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**AGENDA**

Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Discussion/Potential Action:**

1. Tax Charge Back Penalty and Interest Issue relating to the Bayview Condominiums.

Public Comment

Commissioner Comment

Motion to Adjourn

POSTED: 8/02/16  
11:00 a.m.



**BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Executive Board Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, August 9, 2016, at 9:00 a.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, MI

*(Please silence cellular/electronic devices)*

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

1. Administrator Update.
2. MSU Extension.
3. Veterans Affairs.

2-23

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

1. Sheriff's Office –
  - a. Secondary Road Patrol Grant Application. 24
  - b. OWI Enforcement Grant Application. 25-26
2. Emergency Management – FY 2016 Emergency Management Performance Grant. 27-42
3. Communication Task Force Update. 43-44
4. Solid Waste Council – Amendment to Policy on Use of P.A. 69 Funds. 45-48
5. Senior Services – Contract amendments for transportation services:
  - a. Comfort Keepers. 49
  - b. Munson Home Health. 50
6. Prosecuting Attorney – Title IV-E Grant Agreement with the Michigan Department of Health and Human Services (MDHHS). 51-78
7. Probate/Family Court – Annual Plan and Budget for the Child Care Fund. 79-96
8. Administration – Myles Kimmerly Barn update *(no handout)*.
9. Hon. Larry J. Nelson – Government Center Security *(no handout)*.

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**PUBLIC COMMENT**

**AMENDMENTS & TRANSFERS**

Miscellaneous Fund Transfers and Amendments

- Claims and Accounts
- Post Audit

**ADJOURN**

Carolyn Rentenbach  
Chairman

**NOTICE OF MEETING**

A Budget Work Session of the Leelanau County Board of Commissioners will be held at 3:00 p.m. on Tuesday, August 16, 2016, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

***(Please silence all electronic/cellular devices)***

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**AGENDA**

Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Action Items:**

1. Sheriff's Office.
2. Conservation District.
3. Buildings and Grounds.
4. Construction Codes Authority clarification.
5. Continuation of Departments' Review.
6. Other Budget Issues.
7. Next Meeting Dates.

Public Comment

Commissioner Comment

Motion to Adjourn

## **BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

### **NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, August 16, 2016, at 7:00 p.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, MI

*(Please silence cellular/electronic devices)*

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### **TENTATIVE AGENDA**

#### **CALL TO ORDER**

#### **PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

#### **ROLL CALL**

#### **COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS, AND AWARDS**

- Tim McGuire, Executive Director, Michigan Association of Counties
- Becky Haase, Enbridge Senior Community Relations Advisor

**APPROVAL OF MINUTES:** Executive Board, June 14, 2016  
Regular Session, June 21, 2016  
Regular Session, July 19, 2016  
Budget Work Session, July 22, 2016  
Budget Work Session, August 8, 2016  
Special Session, August 9, 2016  
Executive Board Session, August 9, 2016

#### **AGENDA ADDITIONS OR DELETIONS**

#### **PUBLIC COMMENT**

#### **REVIEW OF FINANCIALS**

#### **ACTION ITEMS:**

1. Sheriff's Office –
  - a. Secondary Road Patrol Grant Application.
  - b. OWI Enforcement Grant Application.
2. Emergency Management – FY 2016 Emergency Management Performance Grant.
3. Communication Task Force Update.
4. Solid Waste Council –
  - a. Amendment to Policy on Use of P.A. 69 Funds.
  - b. Solon Township Recycling Site.
5. Senior Services – Contract amendments for transportation services:
  - a. Comfort Keepers.
  - b. Munson Home Health.
6. Prosecuting Attorney – Title IV-E Grant Agreement with the Michigan Department of Health and Human Services (MDHHS).
7. Probate/Family Court – Annual Plan and Budget for the Child Care Fund.
8. Register of Deeds – Approval of State-mandated Change in Recording Fees.
9. Administration –
  - a. Myles Kimmerly Barn.
  - b. Grand Traverse Band 2% Allocation Awards.

#### **AMENDMENTS AND TRANSFERS**

#### **CLAIMS AND ACCOUNTS**

#### **POST AUDIT**

#### **SPECIAL REPORTS BY STAFF, COMMISSIONERS, ELECTED OFFICIALS, AND AFFILIATED AGENCIES**

#### **COMMISSIONER COMMENTS – REPORTS ON COMMITTEE/COMMISSION APPOINTMENTS**

#### **PUBLIC COMMENT**

#### **ADJOURN**

*Posted: 8/10/16, 4:00 p.m.*

Carolyn Rentenbach  
Chairman

### **NOTICE OF MEETING**

A Budget Work Session of the Leelanau County Board of Commissioners will be held at 9:00 a.m. on Thursday, August 18, 2016, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

***(Please silence all electronic/cellular devices)***

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### **AGENDA**

Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

#### **Action Items:**

1. 86th District Judicial Court – Personnel Request.
2. MERS Presentation.
3. Probate/Family Court.
4. Planning and Community Development –
  - a. Housing Manager.
  - b. Planning Commission.
5. Emergency Management/911 –
6. a. Assistant Director Request.
7. b. Communication Task Force.
8. Other Budget Issues –
  - a. Library Request.
  - b. Construction Codes Clarification.
  - c. Information Technology – Jail Administrator Request.
9. Next Meeting Dates.

Public Comment

Commissioner Comment

Motion to Adjourn

Carolyn Rentenbach  
Chairman

## NOTICE OF MEETING

A Budget Work Session of the Leelanau County Board of Commissioners will be held at 9:00 a.m. on Tuesday, September 6, 2016, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

*(Please silence all electronic/cellular devices)*

(Proceedings of the meeting are being recorded and are not the official record of the meeting, the formally approved/accepted written copy of the minutes will be the official record of the meeting.)

## AGENDA

Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

### **Action Items:**

1. Sheriff's Office – Jail Software/Monitoring.
2. Parks & Recreation Commission – Equipment Review.
3. Emergency Management/911 Update.
4. Buildings & Grounds – Personnel/Outsourcing Option.
5. Probate/Family Court Security Request.
6. Uniform Allowance Clarification.
7. General Fund Department Review Continuation.
8. Next Meeting Dates.
9. Other Budget Issues.

Public Comment

Commissioner Comment

Motion to Adjourn

**BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Executive Board Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, September 13, 2016, at 9:00 a.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

*(Please silence cellular/electronic devices)*

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**TENTATIVE AGENDA - AMENDED**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

1. Administrator Update
2. Senior Services
3. Meals On Wheels

2-6

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

1. Intercounty District Court Operating Agreement – Proposed Amendment. 7-8
2. Sheriff’s Office –
  - a. Animal Housing Contract with Cherryland Humane Society. 9-14
  - b. Animal Control Contract with the Grand Traverse Band of Ottawa and Chippewa Indians. 15-19
3. Solid Waste Council –
  - a. Request to Increase Recycling Surcharge for 2017 *(no handout)*.
  - b. Purchase of Recycling Containers. 20
4. Equalization – 2016 L-4029 Tax Rate Request. 21-22
5. Road Commission – Easement Request on Cold Spring Road. 23-28
6. Treasurer –
  - a. PRE Update *(no handout)*.
  - b. Suttons Bay DTR Tax Chargeback Update *(no handout)*.
7. Prosecuting Attorney – MDHHS Title IV-D Cooperative Reimbursement Program Contract. 29-66
8. Boards and Commissions Review Committee Review Process – *Chairman Rentenbach.*
9. Administration –
  - a. Communication Task Force Update *(no handout)*.
  - b. Michigan Municipal Risk Management Authority (MMRMA) Update *(no handout)*.
  - c. Michigan Association of Counties Membership Renewal. 67-68
  - d. GTB 2% EDC Grant Fund Balance Request. 69-70
  - e. 2017 Budget Update *(no handout)*.

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**PUBLIC COMMENT**

**AMENDMENTS & TRANSFERS**

Miscellaneous Fund Transfers and Amendments

- Claims and Accounts
- Post Audit

**ADJOURN**

**BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Regular Session Board of the Leelanau County Board of Commissioners will be held on Tuesday, September 20, 2016, at 7:00 p.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

*(Please silence cellular/electronic devices)*

*(Proceedings of the meeting are being recorded and are not the official record of the meeting; the formally approved/accepted written copy of the minutes will be the official record of the meeting.)*

**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

- Robert Hauch, Risk Manager, Michigan Municipal Risk Management Authority.

**APPROVAL OF MINUTES:**

Regular Session, June 21, 2016  
Regular Session, July 19, 2016  
Budget Work Session, August 8, 2016  
Special Session, August 9, 2016  
Executive Board Session, August 9, 2016  
Budget Work Session, August 16, 2016  
Regular Session, August 16, 2016  
Budget Work Session, August 18, 2016  
Budget Work Session, September 6, 2016  
Executive Board Session, September 13, 2016

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

1. Intercounty District Court Operating Agreement – Proposed Amendment.
2. Sheriff's Office –
  - a. Animal Housing Contract with Cherryland Humane Society.
  - b. Animal Control Contract with the Grand Traverse Band of Ottawa and Chippewa Indians.
3. Solid Waste Council –
  - a. Request to Increase Recycling Surcharge for 2017.
  - b. Purchase of Recycling Containers.
4. Equalization – 2016 L-4029 Tax Rate Request.
5. Road Commission – Easement Request on Cold Spring Road.
6. Prosecuting Attorney – MDHHS Title IV-D Cooperative Reimbursement Program Contract.
7. Administration –
  - a. Review of Approved August 16, 2016, Communication Task Force Motion – *Commissioner Bunek*.
  - b. Michigan Municipal Risk Management Authority (MMRMA) Renewal.
  - c. Michigan Association of Counties Membership Renewal.
  - d. GTB 2% EDC Grant Fund Balance Request.
  - e. 2017 Budget Update.

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**AMENDMENTS & TRANSFERS**

**MISCELLANEOUS FUND TRANSFERS AND AMENDMENTS**

**CLAIMS AND ACCOUNTS**

**POST AUDIT**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, ELECTED OFFICIALS, AND AFFILIATED AGENCIES**

**COMMISSIONER COMMENTS – REPORTS ON COMMITTEE/COMMISSION APPOINTMENTS**

**PUBLIC COMMENT**

**ADJOURN**

## **NOTICE OF MEETING**

A Construction Codes Authority Committee Meeting will be held on Monday, September 26, 2016 at 9:45 a.m. in the Board of Commissioners Meeting Room located in the Leelanau County Government Center, Suttons Bay, Michigan

*(Please silence cellular/electronic devices)*

*(Proceedings of the meeting are being recorded and are not the official record of the meeting, the formally approved/accepted written copy of the minutes will be the official record of the meeting.)*

## **AGENDA**

Call to Order

Roll Call

Pledge of Allegiance / Moment of Silence

Approval of July 8, 2015, Meeting Minutes

Approval of Agenda and Late Additions/Deletions

Public Comment

### **Action Item:**

1. Review of the 2016 Construction Season.
2. Clarification on Solar Panel Fees.
3. Review of County Uniform Policy/Budget.

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn



**BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Executive Board Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, October 4, 2016, at 9:00 a.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

*(Please silence cellular/electronic devices)*

*(Proceedings of the meeting are being recorded and are not the official record of the meeting; the formally approved/accepted written copy of the minutes will be the official record of the meeting.)*

**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

1. Administrator Update
2. Veterans Affairs Update
3. Drain Commissioner Update
4. Emergency Management/911 Update

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

1. Equalization – Approval of 2017 County Apportionment Report, L-4402. 2
2. Parks & Recreation Commission – Approval of Myles Kimmerly Forest Plan, Phase I. 3
3. Boards and Commissions Review Committee Review Process – *Chairman Rentenbach.*
4. Ordinance Designating State Construction Code Violations as Municipal Civil Infractions – *Commissioner Bunek.* 4-8
5. Prosecuting Attorney –
  - a. Stop Grant Agreement with Women’s Resource Center. 9
  - b. Professional Service Agreement with STOP Grant/Victims Advocate Stacy Lamb. 10-12
6. Construction Codes – Uniform Policy and Budget *(no attachment).*
7. Administrator – 2017 Budget Update & Public Hearing *(no attachment).*

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**PUBLIC COMMENT**

**AMENDMENTS & TRANSFERS**

Miscellaneous Fund Transfers and Amendments

- Claims and Accounts
- Post Audit

**ADJOURN**

# **BOARD OF COMMISSIONERS STATUTORY ANNUAL MEETING**

*Carolyn Rentenbach, Chairman*

## **NOTICE OF MEETING**

The Statutory Annual Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, October 11, 2016, at 7:00 p.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, MI

*(Please silence cellular/electronic devices)*

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## **TENTATIVE AGENDA**

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

### **ROLL CALL**

### **COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS AND AWARDS**

- Enbridge Representative presentation

**APPROVAL OF MINUTES:** Regular Session, June 21, 2016  
Regular Session, July 19, 2016  
Budget Work Session, August 8, 2016  
Special Session, August 9, 2016  
Regular Session, August 16, 2016  
Executive Board Session, September 13, 2016  
Regular Session, September 20, 2016  
Executive Board Session, October 4, 2016

### **APPROVAL OF AGENDA AND LATE ADDITIONS/DELETIONS**

### **PUBLIC COMMENT**

**PUBLIC BUDGET HEARING:** Recess Statutory Annual Meeting and Open Public Budget Hearing 7:15 p.m.  
Final Staff Reports  
Public Comment  
Close Public Budget Hearing and Resume Statutory Annual Meeting

### **REVIEW OF FINANCIALS**

### **ACTION ITEMS:**

1. Equalization – Approval of 2017 County Apportionment Report, L-4402 *(Roll Call)*
2. 2017 Budget and 2017 General Appropriations Act Resolution *(Roll Call)*
3. Parks & Recreation Commission –
  - a. Approval of Myles Kimmerly Forest Plan, Phase I.
  - b. Approval of Submission and Receipt of DNR Forest Stewardship Grant Agreement.
4. Boards and Commissions Review Committee Review Process.
5. Prosecuting Attorney –
  - a. Stop Grant Agreement with Women’s Resource Center.
  - b. Professional Service Agreement with STOP Grant/Victims Advocate Stacy Lamb.
6. County Clerk – Approval of Contract with Rehmann for 2016 ACA Reporting and Services.

### **SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

### **PUBLIC COMMENT**

### **AMENDMENTS & TRANSFERS**

Miscellaneous Fund Transfers and Amendments

- Claims and Accounts
- Post Audit

### **ADJOURN**

**BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Executive Board Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, November 8, 2016, at 9:00 a.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

*(Please silence cellular/electronic devices)*

*(Proceedings of the meeting are being recorded and are not the official record of the meeting; the formally approved/accepted written copy of the minutes will be the official record of the meeting.)*

**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- 1. Administrator Update
- 2. Planning/Community Development Update
- 3. Brownfield Redevelopment Authority Update
- 4. Planning Commission Update

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

- 1. Emergency Management – 800 MHz Radio Policy. 2-6
- 2. Budget/Donation Rules Modification *(no handout)*.
- 3. Sheriff’s Office –
  - a. Establishment of Donation Fund for K-9 Unit. 7-9
  - b. Replacement Corrections Officer Request. 10-11
  - c. Patrol Vehicle Purchase Request. 12-17
  - d. Law Enforcement Contract Renewal with the Village of Suttons Bay. 18-24
  - e. Radar Trailer Donation. 25-27
  - f. Medical Marijuana Operation and Oversight Grant Application Request. 28-30
- 4. Senior Services –
  - a. Renewal of Dining Voucher Program Contracts. 31-32
  - b. Renewal of Snow Removal Voucher Program Contracts. 33-34
  - c. Renewal of Foot Care Voucher Program Contracts. 35
  - d. Contract Renewal with Flowers Help Services, LLC, for Medication Management Services. 36
  - e. Contract Renewal with NMCAA/Meals on Wheels Program. 37
  - f. Acceptance of Award from BASA. 38
  - g. Approval of Out-of-State Travel for Director and Assistant Director. 39-43
- 5. Solid Waste Council – Request to participate in the Regional Resource Recovery Project. 44-47
- 6. Parks & Recreation Commission –
  - a. Gooseneck Trailer Bid Award *(under separate cover)*.
  - b. Rotary Cutter Bid Award *(under separate cover)*.
  - c. Snow Groomer Bid Award *(under separate cover)*.
- 7. Clerk – Uniform and Gun Allowance Request for Approval. 48
- 8. Prosecutor – Ordinance Designating State Construction Code Violations as Municipal Civil Infractions. 49-53
- 9. Administrator –
  - a. Meeting Date Selection to Review Boards and Commissions Applicants *(no handout)*.
  - b. Employee Education, Adobe Acrobat Training with NMC. 54-56
  - c. Janitorial Services Contract Proposal *(under separate cover)*.
  - d. Potential Closed Session Regarding Attorney/Client Written Correspondence regarding Chargebacks. 57
  - e. Interest Rate on Chargebacks of Uncollected Delinquent Taxes. 57
  - f. MMRMA Contract Renewal. 58-73

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**PUBLIC COMMENT**

**AMENDMENTS & TRANSFERS**

Miscellaneous Fund Transfers and Amendments

- Claims and Accounts
- Post Audit

**ADJOURN**

Carolyn Rentenbach  
Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held at 12:30 p.m. or immediately following the Executive Board Session, whichever is later, on Tuesday, November 8, 2016, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***(Please silence all electronic/cellular devices)***

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**AGENDA**

Call to Order by Chair

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Discussion/Potential Action:**

1. RFP for MSHDA Housing Grant.

Public Comment

Commissioner Comment

Motion to Adjourn

Posted: 11/04/2016  
11:00 p.m.

**Leelanau County Board of Commissioners**  
*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

A Committee of the Whole Session will be held on Monday, November 14, 2016  
at 10:00 a.m. in the Board of Commissioners Meeting Room  
located in the Leelanau County Government Center, Suttons Bay, MI

*(Please silence cellular/electronic devices)*

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**AGENDA**

Call to Order by Chairman

Roll Call

Pledge of Allegiance / Moment of Silence

Approval of Agenda and Late Additions/Deletions

Public Comment

**Action Items:**

1. 2017 Boards and Commissions review of vacancies and potential recommendations.

Discussion Items

Public Comment

Motion to Adjourn

**BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, November 15, 2016, at 7:00 p.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

*(Please silence cellular/electronic devices)*

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

- Karl Kovacs, Chief Executive Officer, Northern Lakes Community Mental Health

**APPROVAL OF MINUTES:** Budget Work Session, August 8, 2016  
Special Session, August 9, 2016  
Regular Session, August 16, 2016  
Regular Session, September 20, 2016  
Regular Session, October 11, 2016  
Executive Board Session, November 8, 2016  
Special Session, November 8, 2016

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

1. Emergency Management – 800 MHz Radio Policy.
2. Budget/Donation Rules Modification.
3. Sheriff's Office –
  - a. Establishment of Donation Fund for K-9 Unit.
  - b. Replacement Corrections Officer Request.
  - c. Patrol Vehicle Purchase Request.
  - d. Law Enforcement Contract Renewal with the Village of Suttons Bay.
  - e. Radar Trailer Donation.
  - f. Medical Marijuana Operation and Oversight Grant Application Request.
4. Senior Services –
  - a. Renewal of Dining Voucher Program Contracts.
  - b. Renewal of Snow Removal Voucher Program Contracts.
  - c. Renewal of Foot Care Voucher Program Contracts.
  - d. Contract Renewal with Flowers Help Services, LLC, for Medication Management Services.
  - e. Contract Renewal with NMCAA/Meals on Wheels Program.
  - f. Acceptance of Award from BASA.
  - g. Approval of Out-of-State Travel for Director and Assistant Director.
5. Brownfield Redevelopment Authority – Request to Extend the RLF (Revolving Loan Fund) Grant.
6. Solid Waste Council – Request to participate in the Regional Resource Recovery Project.
7. Parks & Recreation Commission –
  - a. Gooseneck Trailer Bid Award.
  - b. Rotary Cutter Bid Award.
  - c. Snow Groomer Bid Award.
8. Clerk – Uniform and Gun Allowance Request for Approval.
9. Prosecutor – Ordinance Designating State Construction Code Violations as Municipal Civil Infractions.
10. Administrator –
  - a. Employee Education, Adobe Acrobat Training with NMC.
  - b. Janitorial Services Contract Bid Award.
  - c. MMRMA Contract Renewal.

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**AMENDMENTS & TRANSFERS**

**MISCELLANEOUS FUND TRANSFERS AND AMENDMENTS**

**CLAIMS AND ACCOUNTS**

**POST AUDIT**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, ELECTED OFFICIALS, AND AFFILIATED AGENCIES**

**COMMISSIONER COMMENTS – REPORTS ON COMMITTEE/COMMISSION APPOINTMENTS**

**PUBLIC COMMENT**

**ADJOURN**

Posted: 11/10/16

4:00 p.m.

## **NOTICE OF MEETING**

A Construction Codes Authority Committee Meeting will be held on Tuesday, December 6, 2016 at 9:00 a.m. in the Board of Commissioners Meeting Room located in the Leelanau County Government Center, Suttons Bay, Michigan

*(Please silence cellular/electronic devices)*

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## **AGENDA**

Call to Order

Roll Call

Pledge of Allegiance / Moment of Silence

Approval of September 26, 2016, Meeting Minutes

Approval of Agenda and Late Additions/Deletions

Public Comment

### **Action Items:**

1. Law Enforcement Center Update.
2. Building Official Compensation Options.

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn

**BOARD OF COMMISSIONERS MEETING**

*Carolyn Rentenbach, Chairman*

**NOTICE OF MEETING**

The Executive Board Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, December 13, 2016, at 9:00 a.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

*(Please silence cellular/electronic devices)*

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- 1. Administrator Update
- 2. Road Commission Update

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

- 1. Brownfield Redevelopment Authority – Brownfield Plan for Village of Suttons Bay. 2-30
- 2. Sheriff’s Office –
  - a. Acceptance of Donation. 31
  - b. Inmate Food Service Agreement with Canteen Services of Northern Michigan. 32-34
- 3. 9-1-1 – 800 MHz Radio User Agreement Update *(under separate cover)*.
- 4. Information Technology –
  - a. Pelco Digital Sentry Recorders Purchase from Suntel Services. 35-42
  - b. Hardware and Software Purchase from Laser Technology, Inc., for the Sheriff’s Office. 43-44
  - c. Hardware and Software Purchase from BIS Digital for the Sheriff’s Office. 45-55
  - d. Hardware and Software Purchases for the Prosecuting Attorney’s Office. 56-62
- 5. Treasurer –
  - a. December Transfer Request. 63-64
  - b. Interest Rate on Chargebacks of Uncollected Delinquent Taxes. 65
- 6. Senior Services –
  - a. Leelanau County Family Coordinating Council (LCFCC), Laundry Project Contract. 66
  - b. Munson Home Health Contract. 67
  - c. Comfort Keepers Contract. 68
- 7. Clerk –
  - a. Budget adjustments and Year-End Transfers. 69
  - b. Year-End Meeting Date *(no handout)*.
  - c. Office Staff Restructuring *(under separate cover)*.
- 8. Probate/Family Court –Leelanau Christian Neighbors Finance Distribution Procedure. 70
- 9. Potential Sanctuary Letter Request *(Commissioner Rentenbach)*.
- 10. 2017 Boards and Commissions Appointment Recommendations. 71-80
- 11. Administrator –
  - a. Road Commissioner Membership Review. 81-86
  - b. 2017 Copy Machine Maintenance Renewal Agreements, Netlink Business Solutions. 87-90
  - c. Myles Kimmerly Barn Environmental Report Review. 91-101
  - d. Construction Codes Authority Committee Update *(no handout)*.
  - e. Elmwood Township Recycling, Financial Request. 102-104
  - f. GTB 2% Allocation Requests: 105
    - i. Sheriff – Radar Trailer Purchase. 106-115
    - ii. Senior Services – LCN Food Pantry and Neighborhood Assistance Ministry (NAM) programs. 116-122
    - iii. Equalization – 2017 Aerial Orthoimagery. 123-120
    - iv. Administration – Mid-Michigan Honor Flight. 130-138

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**PUBLIC COMMENT**

**AMENDMENTS & TRANSFERS**

- Miscellaneous Fund Transfers and Amendments
- Claims and Accounts
- Post Audit

**ADJOURN**



**BOARD OF COMMISSIONERS MEETING**

Carolyn Rentenbach, Chairman

**NOTICE OF MEETING**

A Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, December 20, 2016, at 7:00 p.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

*(Please silence cellular/electronic devices)*

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS**

- Swearing in of Honorable Michael S. Stepka, 86<sup>th</sup> District Court Chief Judge

**APPROVAL OF MINUTES:**

Budget Work Session, August 8, 2016  
Special Session, August 9, 2016  
Statutory Annual Session, October 11, 2016  
Committee of the Whole, November 14, 2016  
Regular Session, November 15, 2016  
Executive Board, December 13, 2016

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**REVIEW OF FINANCIALS**

**ACTION ITEMS:**

1. **PUBLIC HEARING, 7:30 p.m.:** Brownfield Plan in the Village of Suttons Bay.
2. Law Enforcement Center –
  - a. Change Orders *(proposed)*.
  - b. 179D Tax Credit *(proposed)*.
3. Sheriff's Office –
  - a. Acceptance of Donation.
  - b. Inmate Food Service Agreement with Canteen Services of Northern Michigan.
4. 9-1-1 – 800 MHz Radio User Agreement Proposal.
5. Information Technology –
  - a. Pelco Digital Sentry Recorders Purchase from Suntel Services.
  - b. Hardware and Software Purchase from Laser Technology, Inc., for the Sheriff's Office.
  - c. Hardware and Software Purchase from BIS Digital for the Sheriff's Office.
  - d. Hardware and Software Purchases for the Prosecuting Attorney's Office.
6. Treasurer – December Transfer Request.
7. Senior Services –
  - a. Leelanau County Family Coordinating Council (LCFCC), Laundry Project Contract.
  - b. Munson Home Health Contract.
  - c. Comfort Keepers Contract.
8. Clerk –
  - a. Budget adjustments and Year-End Transfers.
  - b. Office Staff Restructuring Recommendations.
9. Probate/Family Court – Leelanau Christian Neighbors Finance Distribution Payment.
10. 2017 Boards and Commissions Appointments.
11. Administrator –
  - a. Road Commissioner Membership Review.
  - b. 2017 Copy Machine Maintenance Renewal Agreements, Netlink Business Solutions.
  - c. GTB 2% Allocation Requests:
    - i. Sheriff – Radar Trailer Purchase.
    - ii. Senior Services – LCN Food Pantry and Neighborhood Assistance Ministry (NAM) programs.
    - iii. Equalization – 2017 Aerial Orthoimagery.
    - iv. Administration – Mid-Michigan Honor Flight.
    - v. Planning – Analysis of Housing Barriers within Leelanau County.
    - vi. Parks & Recreation Commission – Equipment Purchase.

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**AMENDMENTS & TRANSFERS**

**MISCELLANEOUS FUND TRANSFERS AND AMENDMENTS**

**CLAIMS AND ACCOUNTS**

**POST AUDIT**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, ELECTED OFFICIALS, AND AFFILIATED AGENCIES**

**COMMISSIONER COMMENTS – REPORTS ON COMMITTEE/COMMISSION APPOINTMENTS**

**PUBLIC COMMENT**

**ADJOURN**

Posted: 12/16/16, 4:00 p.m.

Carolyn Rentenbach  
Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held at 3:30 p.m. on Thursday, December 29, 2016, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***(Please silence all electronic/cellular devices)***

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**AMENDED AGENDA**

Call to Order by Chairman

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Discussion/Potential Action:**

1. 2016 Financial Adjustments, Claims and Accounts.
2. Approval of Minutes.
3. 179D Tax Credit

Public Comment

Commissioner Comment

Motion to Adjourn

POSTED: 12/21/16  
5:00 P.M.