

## **NOTICE OF MEETING**

An Organizational Meeting of the Leelanau County Board of Commissioners will be held at 9:00 a.m. on Tuesday, January 2, 2018, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

*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**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**PUBLIC COMMENT**

**AGENDA ADDITIONS OR DELETIONS**

**APPROVAL OF AGENDA**

### **ACTION ITEMS:**

- |   | <b><u>PAGE NO.</u></b> |
|---|------------------------|
| 1. Election of Vice-Chairman, One-Year Term.                                      |                        |
| 2. Approval of 2018 Rules of Order and Procedure.                                 | 2-16                   |
| 3. Approval of 2018 Meeting Schedule.   | 17                     |
| 4. Continuation of monthly update from individual departments and agencies.       | 18                     |
| 5. Commissioner appointments to Boards, Commissions, Committees, and Authorities. | 19                     |
| 6. Commissioner appointments to Special Committees.                               | 20                     |
| 7. Set 2018 Goals <i>(2017 goals attached)</i> .                                  | 21-22                  |

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**MOTION TO ADJOURN**

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, January 9, 2018, 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 #**

- Administrator Update
- Sheriff’s Office Update
- Drain Commission Update
- Conservation District Agency Update

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**ACTION ITEMS:**

- |   |       |
|---|-------|
| 1. Sheriff’s Office –   |       |
| a. Traverse Narcotics Team (TNT), Annual Membership Assessment Fee Request.   | 2-4   |
| b. Education Request.   | 5-6   |
| 2. Emergency Management, 9-1-1 Upgrade Project – NexGen 9-1-1 Contract.   | 7     |
| 3. Clarification on Deputy Emergency Management Director Position – <i>Commissioner Wessell.</i>  |       |
| 4. Conservation District, Approval of 2018 Work Orders, Proposed Permit Fee Increase –  |       |
| a. Conservation Education and Technical Assistance.   | 8     |
| b. Soil Erosion and Sedimentation Control.  | 9     |
| c. Water Quality Monitoring.  | 10    |
| d. Proposed Increase to Soil Erosion Permit Fees.   | 11-14 |
| 5. Senior Services –  |       |
| b. Acceptance of Donation, BASA (Bay Area Senior Advocates).  | 15    |
| a. Subcontract Agreement for MIPPA (Medicare Improvements for Patients and Providers Act) Beneficiary Outreach with the Area Agency on Aging of Northwest Michigan and MIPPA. | 16-18 |
| 6. Planning and Community Development – County Survey for Update to General Plan.   | 19    |
| 7. Clerk – Court Seal Purchase Approval.  | 20    |
| 8. Administrator –  |       |
| a. Meeting Agendas Review.  | 21-23 |
| b. Per Diems – Committees and Commissions, <i>under separate cover.</i>   |       |
| c. 2018 Proposed Board Goals, <i>under separate cover.</i>  |       |

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT**

**APPROVAL OF FINANCIALS**

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

**ADJOURN**

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, January 16, 2018, at 7:00 p.m. in the Commissioner 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**

**APPROVAL OF MINUTES**

**AGENDA ADDITIONS OR DELETIONS**

**PUBLIC COMMENT**

**ACTION ITEMS**

1. 2018 Blue Cross/Blue Shield Insurance Contract Renewal.
2. Sheriff's Office –
  - a. Traverse Narcotics Team (TNT), Annual Membership Assessment Fee Request.
  - b. Education Request.
3. Emergency Management, 9-1-1 Upgrade Project – NexGen 9-1-1 Contract.
4. Conservation District, Approval of 2018 Work Orders, Proposed Permit Fee Increase –
  - a. Conservation Education and Technical Assistance.
  - b. Soil Erosion and Sedimentation Control.
  - c. Water Quality Monitoring.
5. Senior Services –
  - a. Acceptance of Donation, BASA (Bay Area Senior Advocates).
  - b. Subcontract Agreement for MIPPA (Medicare Improvements for Patients and Providers Act) Beneficiary Outreach with the Area Agency on Aging of Northwest Michigan and MIPPA.
6. Planning and Community Development – County Survey for Update to General Plan.
7. Clerk – Court Seal Purchase Approval.
8. Parks and Recreation Commission –
  - a. Approval of Contract with Gosling Czubak, Phase III of the Veronica Valley Project.
  - b. Set Public Hearing Date on the Proposed DNR Grant for the Veronica Valley Park.
9. Road Commission –
  - a. Amendment to County Resolution #2017-016, Motion #263-11212017.
  - b. Leelanau County Resolution Increasing the Number of Road Commissioners, Setting Election Dates, and Fixing Staggered Terms for the New Road Commission Members.
10. Administrator – Meeting Agendas Review.
11. Proposed 2018 Board Goals.

**REVIEW OF FINANCIALS**

**COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

**ADJOURN**

William J. Bunek, Chairman

**AMENDED NOTICE OF MEETING**

A Committee of the Whole Session of the Leelanau County Board of Commissioners will be held on Tuesday, January 30, 2018, at 9:00 a.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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**AGENDA**

Call to Order by Chairman

Pledge of Allegiance / Moment of Silence

Roll Call

**Purpose of meeting – Discussion/Potential Action:**

1. Septic System Regulations/Research/Presentations –
  - a. Leelanau Clean Water/Lake Associations, Rob Karner.
  - b. Benzie/Leelanau District Health Department, Tom Fountain and Clay McNitt.
  - c. **Watershed Center Grand Traverse Bay**, Christine Crissman.
  - d. Tip of the Mitt Watershed Council/Health Department of NW Michigan, Scott Kendziorski.
  - e. Wastehauler, Houdek Pumping.
  - f. Barry-Eaton District Health Department, Regina Young.
  - g. MSU Professor, Dr. Joan Rose.
  - h. Review of Data.
  - i. Discussion on Options/Next Steps.

Public Comment

Commissioner Comment

Motion to Adjourn

**NOTICE OF MEETING**

A Construction Codes Authority Committee Meeting will be held on Wednesday, February 7, 2018, at 9:00 a.m. in the Board of Commissioners Meeting Room located in the Leelanau County Government Center, Suttons Bay, Michigan

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**AGENDA**

Call to Order

Roll Call

Pledge of Allegiance / Moment of Silence

Approval of November 7, 2017, Meeting Minutes

Approval of Agenda and Late Additions/Deletions

Public Comment

**Action Items:**

1. Review of Personnel Options.
2. Department Analyses.

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn

William J. Bunek, Committee Chairman

**NOTICE OF MEETING**

A Senior Services Advisory Committee Meeting will be held on Thursday, February 8, 2018, at 9:00 a.m. in the Board of Commissioners Meeting Room located in the Leelanau County Government Center, Suttons Bay, Michigan

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**AGENDA**

Call to Order

Roll Call

Pledge of Allegiance / Moment of Silence

Approval of December 14, 2017, Meeting Minutes

Approval of Agenda and Late Additions/Deletions

Public Comment

**Action Items:**

1. 2017 Budget Update.
2. 2018 Budget Discussion and Millage Options.
3. Update on the Informal Community Group Researching Collaborative Options between the Major Senior Providers in the Region.

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, February 13, 2018, 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 #**

- Administrator Update
- Northern Michigan Regional Entity Update
- Board of Public Works/Dam Authority Update 2-13

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. First Responder Resolution. 14
2. Substance Abuse Prevention Goal Development Proposal. 15-18
3. Potential Grand Traverse Bypass Option Discussion.
4. Road Commission – Millage Renewal Request. 19-21
5. Sheriff’s Office – Acceptance of Donation, Suttons Bay Art Committee. 22
6. 9-1-1 Long-term Funding Options *(no attachment)*.
7. Senior Services – Acceptance of Contribution from the Area Agency on Aging of NW Michigan. 23
8. Conservation District –
  - a. Proposed Increase to Soil Erosion Permit Fees. 24-27
  - b. Work Order #3 – Water Quality Monitoring. 28-35
9. Parks and Recreation Commission – Myles Kimmerly Park Tennis Court Resurface and Repair. 36-37
10. Planning and Community Development – Planning Commission Vacancy. 38-44
11. Solid Waste Council – Approval of Contract with ERG Environmental Services for HHW Collections. 45-59
12. Leland Dam Authority – Addition of Internet Service to the Leland Dam Control Room. 60-64
13. Maintenance – Grinder Pump Replacement. 65-66
14. Information Technology –
  - a. Approval of Email Archive Appliance Purchase. 67-68
  - b. Service Agreement with SunTel for Voice Systems. 69-72
  - c. Agreement with Southern Computer Warehouse for Renewal of McAfee Gold Software. 73-78
15. Septic System Inspection/Regulations Discussion.
16. Review of Board Policy #1, Accessing Corporate Counsel Policy. 79
17. Administrator –
  - a. Courthouse HVAC Systems Update. 80
  - b. Senior Services Committee Update.
  - c. Construction Codes Authority Committee Update. 81-83
  - d. Myles Kimmerly Park 4-H Barn Lease *(under separate cover)*.
  - e. Commissioner Per Diems *(no attachment)*.

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

William J. Bunek, Chairman

**NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on  
Tuesday, February 20, 2018, 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**

- LPEF Presentation on LIFT (Leelanau Internet Futures Team) Broadband Study Report –  
Tim Haring, President, Leelanau Peninsula Economic Foundation

**APPROVAL OF MINUTES**

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. First Responder Resolution.
2. Substance Abuse Prevention Goal Development Proposal.
3. Potential Grand Traverse Bypass Option Discussion – Jim Cook, Manager, Grand Traverse County Road Commission.
4. Road Commission – Millage Renewal Request.
5. Sheriff's Office – Acceptance of Donation, Suttons Bay Art Committee.
6. 9-1-1 Long-term Funding Options.
7. Senior Services – Acceptance of Contribution from the Area Agency on Aging of NW Michigan.
8. Conservation District –
  - a. Proposed Increase to Soil Erosion Permit Fees.
  - b. Work Order #3 – Water Quality Monitoring.
9. Parks and Recreation Commission – Myles Kimmerly Park Tennis Court Resurface and Repair.
10. Planning and Community Development – Planning Commission Vacancy.
11. Solid Waste Council –
  - a. Approval of Contract with ERG Environmental Services for HHW Collections.
  - b. Comprenew Recycling Contract Agreement **(Late Addition Request)**.
12. Leland Dam Authority – Addition of Internet Service to the Leland Dam Control Room.
13. Maintenance – Grinder Pump Replacement.
14. Information Technology –
  - a. Approval of Email Archive Appliance Purchase.
  - b. Service Agreement with SunTel for Voice Systems.
  - c. Agreement with Southern Computer Warehouse for Renewal of McAfee Gold Software.
15. Septic System Inspection/Regulations Discussion.
16. Acceptance of Grand Traverse Band Tribal Allocation Awards **(Late Addition)**.
17. Administrator –
  - a. Construction Codes Authority Committee Recommendation.
  - b. Myles Kimmerly Park 4-H Barn Lease.

**REVIEW OF FINANCIALS**

**COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

**ADJOURNMENT**



**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, March 13, 2018, at 9:00 a.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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**AMENDED TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- Administrator Update
- BATA Agency Update 2-15
- Information Technology Department Update

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. Sheriff’s Office –
  - a. Increased Hours Request for Existing Part-Time Secretary. 16
  - b. Termination of Inmate Phone Services Agreement with Michigan Paytel, Inc. 17
  - c. Approval of Five-Year Agreement for Inmate Phone Services with Stellar Services, LLC.** 18
2. Parks and Recreation Commission –
  - a. Timber Sales Approval. 19
  - b. Grants Proposal. 20-27
3. Information Technology – Approval of Sonicwall Service Agreement Extension. 28-29
4. Equalization – Review of 2018 Tentative Equalization Ratios and Estimated CEV Multipliers. 30-31
5. Senior Services –
  - a. Acceptance of BASA (Bay Area Senior Advocates) Contribution. 32
  - b. Acceptance of Contribution from the Meade Foundation. 33
6. Planning Commission – Approval of Agreement with LIAA (Land Information Access Association). 34-48
7. Solid Waste Council –
  - a. Approval of New Recycling Agreement with American Waste. 49
  - b. New Recycling Site (Leelanau Township) Request for Funds. 50-58
8. Administration –
9. a. Potential Study on Government Center Heating/Cooling Systems *(no handout)*.
- b. Manatron Contract Clarification. 59-62
- c. Retired Vehicle Transfers –
  - i. 2013 Ford Interceptor Transfer/Purchase to Construction Codes Authority. 63
  - ii. 2013 Ford Interceptor Purchase to Conservation District. 64
  - iii. 2011 Ford Crown Victoria Transfer to Emergency Management. 65
- d. Remonumentation –
  - i. Administrator Designation. 66
  - ii. Acceptance of Grant. 67

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**

William J. Bunek, Chairman

**NOTICE OF MEETING**

A Committee of the Whole Session of the Leelanau County Board of Commissioners will be held on Tuesday, March 20, 2018, at 3:30 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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**AGENDA**

Call to Order by Chairman

Pledge of Allegiance / Moment of Silence

Roll Call

**Purpose of meeting – Committee of the Whole:**

- Review of Senior Services Millage Options.

Public Comment

Commissioner Comment

Motion to Adjourn

**NOTICE OF PUBLIC HEARING**

The Leelanau County Board of Commissioners will be conducting a Public Hearing on Tuesday, March 20, 2018, at 6:30 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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

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**AGENDA**

Call to Order by Chairman

Pledge of Allegiance / Moment of Silence

Roll Call

**Purpose of the Public Hearing:**

1. Public Input on the proposed application for a 2018 Michigan Natural Resources Trust Fund Grant from the Department of Natural Resources for the Veronica Valley County Park.

Motion to Adjourn

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on  
Tuesday, March 20, 2018, at 7:00 p.m. in the Commissioner 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**

**APPROVAL OF BOARD MINUTES**

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. Solid Waste Council – Approval of New Recycling Agreement with American Waste.
2. Sheriff's Office –
  - a. Termination of Inmate Phone Services Agreement with Michigan Paytel, Inc.
  - b. Approval of Five-Year Agreement for Inmate Phone Services with Stellar Services, LLC.
3. Parks and Recreation Commission –
  - a. Timber Sales Approval.
  - b. Grants Proposal.
4. Information Technology – Approval of Sonicwall Service Agreement Extension.
5. Senior Services –
  - a. Acceptance of BASA (Bay Area Senior Advocates) Contribution.
  - b. Acceptance of Contribution from the Meade Foundation.
6. Planning Commission – Approval of Agreement with LIAA (Land Information Access Association).
7. Administration –
  - a. Manatron Contract Clarification.
  - b. Retired Vehicle Transfers –
    - i. 2013 Ford Interceptor Transfer/Purchase to Construction Codes Authority.
    - ii. 2013 Ford Interceptor Purchase to Conservation District.
    - iii. 2011 Ford Crown Victoria Transfer to Emergency Management.
  - c. Remonumentation –
    - i. Administrator Designation.
    - ii. Acceptance of Grant.

**REVIEW OF FINANCIALS**

**COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, April 10, 2018, at 9:00 a.m. in the Commissioner 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:**

**PAGE #**

- Administrator Update
- Northwestern Regional Airport Commission

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. Sheriff's Office –
  - a. Approval of Thermal Imaging Camera Purchase. 2-3
  - b. Out-Of-State Travel Request. 4-5
  - c. Increased Hours Request for Existing Part-Time Secretary. 6-8
2. Leelanau Internet Futures Team (LIFT) – LIFT Action Plan Details *(no handout)*.
3. Emergency Management/911 – Telephone Surcharge Options. 9-11
4. Monumentation/Remonumentation –
  - a. Surveyor Services Agreement with Leelanau Land Surveying. 12-33
  - b. Surveyor Services Agreement with Nicholas O'Non, P.S. 34
  - c. Peer Group Member Agreement with Steven Bye, P.S. 35-42
  - d. Peer Group Member Agreement with Steven Smith, P.S. 43
  - e. Peer Group Member Agreement with Nicholas O'Non, P.S. 44
5. Probate/Family Court – Temporary, Contractual Diversion/Prevention Counselor. 45
6. Senior Services Millage Discussion.

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Tuesday, April 10, 2018, at 12 Noon, or immediately following the Board's Executive Board Session (whichever is later), in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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**AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**PUBLIC COMMENT**

**Purpose of Meeting – Discussion/Potential Action:**

**Page #**

1. Annual Statutory Equalization Hearing – Approval of the 2018 L-4024, Statutory Equalization Report.

2-4

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, April 17, 2018, at 7:00 p.m. in the Commissioner 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**

**APPROVAL OF BOARD MINUTES**

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. Sheriff's Office –
  - a. Approval of Thermal Imaging Camera Purchase.
  - b. Increased Hours Request for Existing Part-Time Secretary.
2. Leelanau Internet Futures Team (LIFT) – LIFT Action Plan.
3. Planning/Community Development – Approval of Letter of Support, MSHDA Homeowner Rehab Program Grant Application.
4. Emergency Management/911 – Telephone Surcharge Options.
5. Monumentation/Remonumentation –
  - a. Surveyor Services Agreement with Leelanau Land Surveying.
  - b. Surveyor Services Agreement with Nicholas O'Non, P.S.
  - c. Peer Group Member Agreement with Steven Bye, P.S.
  - d. Peer Group Member Agreement with Steven Smith, P.S.
  - e. Peer Group Member Agreement with Nicholas O'Non, P.S.
6. Probate/Family Court – Temporary, Contractual Diversion/Prevention Counselor.
7. Senior Services Millage Resolution.

**REVIEW OF FINANCIALS**

**COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, May 8, 2018, at 9:00 a.m. in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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**AMENDED TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- Administrator Update
- 86<sup>th</sup> District Court Update
- 13<sup>th</sup> Circuit Court/Community Corrections Update

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

**PUBLIC COMMENT**

**ACTION ITEMS**

- |   |       |
|---|-------|
| 1. Senior Services – Acceptance of Donation from AAANM (Area Agency on Aging of NW Michigan).   | 2     |
| 2. 13 <sup>th</sup> Circuit Court Community Corrections – FY 2019 Grant Application and Resolution.   | 3-17  |
| 3. Sheriff’s Office – Tuition Reimbursement Request, Deputy Jennifer Hull.  | 18    |
| 4. Land Bank Fast Track Authority – Foreclosure Property Action.  | 19-21 |
| 5. Solid Waste Council – Recycling Site Agreement with Leelanau Township.   | 22-24 |
| 6. County Clerk – MERS Resolutions for Union Compliance.  | 25-31 |
| 7. Administration –   |       |
| a. Construction Codes External Review and Update.   |       |
| b. Government Center Building Review.   |       |
| c. Approval of Revisions to the County Board Enhanced Access To Records Policy, Intergovernmental Agreement and Fee schedule ( <i>under separate cover</i> ). |       |
| d. Grand Traverse Band 2% Allocation Requests –   | 32    |
| i. Emergency Management – Purchase of KNOX Boxes, \$8,022.08.   | 33-38 |
| ii. Planning – Housing Rehab Program, \$18,000.00.  | 39-45 |
| iii. Solid Waste – Support for County Recycling Program, \$10,000.00.   | 46-52 |
| iv. Parks and Recreation – MNRTF Grant Match, up to \$85,230.00   | 53-73 |
| v. Probate/Family Court – Leelanau Christian Neighbors, \$34,600.00.  | 74-80 |
| vi. Equalization – Request to Fund Summer Intern, \$1,606.50.   | 81-86 |
| vii. Land Bank Fast Track Authority – REACH (Resources for Economical and Affordable Community Housing), \$25,000.00.   | 87-91 |

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**



**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on  
Tuesday, May 15, 2018, 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**

- John Stephenson, Director – Northwest Michigan Community Action Agency

**APPROVAL OF BOARD MINUTES**

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. Senior Services – Acceptance of Donation from AAANM (Area Agency on Aging of NW Michigan).
2. 13<sup>th</sup> Circuit Court Community Corrections – FY 2019 Grant Application and Resolution.
3. Sheriff's Office – Tuition Reimbursement Request, Deputy Jennifer Hull.
4. Land Bank Fast Track Authority – Foreclosure Property Action.
5. Solid Waste Council – Recycling Site Agreement with Leelanau Township.
6. County Clerk – MERS Resolutions for Union Compliance.
7. Administration –
  - a. Government Center Building Update/Options.
  - b. Approval of Revisions to the County Board Enhanced Access To Records Policy, Intergovernmental Agreement and Fee schedule.
  - c. Grand Traverse Band 2% Allocation Requests –
    - i. Emergency Management – Purchase of KNOX Boxes, \$8,022.08.
    - ii. Planning – Housing Rehab Program, \$18,000.00.
    - iii. Solid Waste – Support for County Recycling Program, \$10,000.00.
    - iv. Parks and Recreation – MNRTF Grant Match, up to \$85,230.00.
    - v. Probate/Family Court – Leelanau Christian Neighbors, \$34,600.00.
    - vi. Equalization – Request to Fund Summer Intern, \$1,606.50.
    - vii. Land Bank Fast Track Authority – REACH (Resources for Economical and Affordable Community Housing), \$25,000.00.

**REVIEW OF FINANCIALS**

**COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

William J. Bunek, Chairman

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on June 12, 2018, 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 #**

- Administrator Update
- Paul Soma, Superintendent, Traverse City Area Public Schools – TCAPS Millage Request 2-12
- Probate/Family Court Department Update 13-16

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. Treasurer –
  - a. Approval of Annual Transfer of Land Sale Proceeds Report. 17-18
  - b. Approval of Revised Financial Depository Resolution. 19-20
  - c. Approval of Clark Hill Engagement Letter in Foreclosure Matters. 21-28
2. Emergency Management –
  - a. Internet Service Provider (ISP) Tower Fee Schedule, *under separate cover*.
  - b. Cherry Capital Connection Tower Agreement. 29-48
  - c. Tower Communication System Plan Proposal. 49-55
3. Workers’ Compensation Insurance Proposals –
  - a. Chris Branson, Bonek Agency. 56-68
  - b. Dennis Muth, Peterson McGregor & Associates. 69-70
4. Sheriff’s Office –
  - a. Approval of 2018 Marine Safety Program Grant Agreement. 71-73
  - b. Approval of 2018 Federal Port Security Grant Application, *under separate cover*.
5. Probate/Family Court – Annual Plan and Budget for the Child Care Fund. 74
6. Planning & Community Development –
  - a. Approval of Recycling Agreement with the Village of Empire. 75-78
  - b. Approval of Recycling Agreement with Glen Lake Community Schools. 79-82
7. Equalization – Approval of 2018 Tax Rate Request L-4029. 83-85
8. 2019 Budget Process/Schedule. 86-92
9. Review of 2018 Goals. 93-94
10. “Invisible Leelanau” – Family Demographics, *Commissioner Wessell*. 95-99

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**

## **BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

### **NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on  
Tuesday, June 19, 2018, 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**

- Dr. Joyce deJong and Wendy Hirschenberger – 2017 Annual Medical Examiner Report
- Matthew McCauley – Networks Northwest Agency Update

#### **APPROVAL OF BOARD MINUTES**

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

#### **PUBLIC COMMENT**

#### **ACTION ITEMS**

1. Treasurer –
  - a. Approval of Annual Transfer of Land Sale Proceeds Report.
  - b. Approval of Revised Financial Depository Resolution.
  - c. Approval of Clark Hill Engagement Letter in Foreclosure Matters.
2. Emergency Management –
  - a. Internet Service Provider (ISP) Tower Fee Schedule.
  - b. Cherry Capital Connection Tower Agreement.
  - c. Tower Communication System Plan Proposal.
3. Sheriff's Office –
  - a. Approval of 2018 Marine Safety Program Grant Agreement.
  - b. Approval of 2018 Federal Port Security Grant Application.
4. Peterson McGregor & Associates - Workers' Compensation Insurance Renewal.
5. Probate/Family Court – Annual Plan and Budget for the Child Care Fund.
6. Planning & Community Development –
  - a. Approval of Recycling Agreement with the Village of Empire.
  - b. Approval of Recycling Agreement with Glen Lake Community Schools.
7. Equalization – Approval of 2018 Tax Rate Request L-4029.

#### **REVIEW OF FINANCIALS**

#### **COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

#### **PUBLIC COMMENT**

#### **COMMISSIONER COMMENTS**

#### **APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

#### **ADJOURNMENT**

William J. Bunek, Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Tuesday, June 26, 2018, at 9:00 a.m. in the Commissioner 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**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**PUBLIC COMMENT**

**Purpose of Meeting – Discussion/Potential Action:**

1. Steve Peacock, Principal, Rehmann – 2017 Audit.
2. Senate Bill 1031 Update.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

William J. Bunek, Chairman

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on July 10, 2018, 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 #**

- Administrator Update
- Senior Services Department Update
- Meals on Wheels Agency Update 2-4
- Area Agency on Aging of Northwest Michigan Agency Update 5-52

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. Area Agency on Aging of Northwest Michigan (AAANM) – Fiscal Year 2019 Annual Implementation Plan Resolution. 53
2. Leelanau County Substance Abuse Prevention Coalition –
  - a. Coalition Update, Consultant April Demers and Suttons Bay Schools Superintendent Mike Carmean.
  - b. Consultant Contract Extension. 54-56
3. Leland Dam Authority –
  - a. Charter Spectrum Internet Services Contract. 57-62
  - b. Approval of Contract with Spicer for Underwater Dam Inspection *(under separate cover)*.
4. Information Technology –
  - a. Copy Machine Purchase. 63-65
  - b. Public WiFi. 66-67
  - c. ESRI (GIS Software) Maintenance Agreement Renewal. 68-73
5. Sheriff’s Office – Office of Highway Safety and Planning (OHSP) Grant Application Request. 74-75
6. Parks and Recreation Commission – Contract with Child & Family Services/YouthWorks!, Beaver Dam Removal. 76
7. County Treasurer –
  - a. Federal PILT Lawsuit Update and Options. 77-86
  - b. 2018 PILT Distribution Update. 87-88
  - c. Request for Reconsideration of September 19, 2017, Motion Concerning 2018 PILT Distribution *(under separate cover)*.
8. Maintenance –
  - a. Advanced Building Control Systems Proposal. 89-92
  - b. L.E.C. Roof Report. 93-106
9. Emergency Management/9-1-1 –
  - a. Communication Task Force Upgrades Update.
  - b. Elevate Net (ISP) Tower Contract. 107
10. County Clerk –
  - a. MERS Additional 2018 Payment(s). 108
  - b. Wex, Inc., Fleet Fuel Cards. 109-113
11. Administration –
  - a. Annual MERS Conference Delegates. 114
  - b. Community Room Audio Update.

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**

William J. Bunek, Committee Chairman

**NOTICE OF MEETING**

A Construction Codes Authority Committee Meeting will be held on Thursday, July 12, 2018, 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)*

*(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 February 7, 2018, Meeting Minutes

Approval of Agenda and Late Additions/Deletions

Public Comment

**Action Items:**

1. Department Analyses and Goals.
2. Restructuring of Vacant Position.

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn

## **BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

### **NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on  
Tuesday, July 17, 2018, 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;  
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### **AGENDA**

#### **CALL TO ORDER**

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

#### **ROLL CALL**

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

- Networks Northwest Update

#### **APPROVAL OF BOARD MINUTES**

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

#### **PUBLIC COMMENT**

#### **ACTION ITEMS**

1. Area Agency on Aging of Northwest Michigan (AAANM) – Fiscal Year 2019 Annual Implementation Plan Resolution.
2. Leelanau County Substance Abuse Prevention Coalition – Consultant Contract Extension.
3. Leland Dam Authority – Charter Spectrum Internet Services Contract.
4. Information Technology –
  - a. Copy Machine Purchase.
  - b. Public WiFi.
  - c. ESRI (GIS Software) Maintenance Agreement Renewal.
5. Sheriff's Office – Office of Highway Safety and Planning (OHSP) Grant Application Request.
6. Parks and Recreation Commission – Contract with Child & Family Services/YouthWorks!, Beaver Dam Removal.
7. County Treasurer – Federal PILT Lawsuit Update and Options.
8. Maintenance –
  - a. Advanced Building Control Systems Proposal.
  - b. L.E.C. Roof Report.
9. Emergency Management/9-1-1 – Elevate Net (ISP) Tower Contract.
10. County Clerk –
  - a. MERS Additional 2018 Payment(s).
  - b. Wex, Inc., Fleet Fuel Cards.
  - c. MERS Employee Purchase of Additional Service Years, Chris Mikowski.
11. Administration – Annual MERS Conference Delegates.

#### **REVIEW OF FINANCIALS**

#### **COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

#### **PUBLIC COMMENT**

#### **COMMISSIONER COMMENTS**

#### **APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

#### **ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, August 14, 2018, 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 #**

- Administrator Update
- Benzie/Leelanau District Health Department 2-18
- MSU Extension 19-34
- Treasurer/Land Bank Fast Track Authority 35-49

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. Sheriff's Office – State of Michigan Secondary Road Patrol Grant Application. 50
2. Township Flood Plain Resolutions. 51-53
3. PEW/National Lakeshore Resolution/Recommendation Letter. 54-56
4. Register of Deeds – Approval of Document Recording Software Purchase. 57-59
5. Solid Waste Council –
  - a. Elmwood Township Recycling Agreement. 60-63
  - b. Leelanau Schools Recycling Agreement. 64-67
  - c. Suttons Bay Public Schools Recycling Agreement. 68-71
  - d. Pilot Program at Leelanau County Campus. 72-74
6. County Planning Commission – Approval of County Capital Improvement Plan, 2018-2023. 75
7. Prosecutor's Office – Approval of Crime Victims Act Grant Renewal Application. 76-93
8. Probate/Family Court –
  - a. Contract with Leelanau Christian Neighbors. 94-101
  - b. Approval of Office of Juvenile Justice and Delinquency Prevention (OJJDP) Grant Application. 102-103
9. Leland Dam Authority – Spectrum Enterprise Internet Contract Review/Options. 104-131
10. Construction Codes –
  - a. Department Goals. 132-133
  - b. Staff restructuring. 134-135
11. Administration –
  - a. 2018 MAC Dues. 136-137
  - b. LEC Roof Update/Options. 138-152
  - c. State of Michigan Assessment Proposal *(information only)*.
  - d. Courthouse HVAC Report/Update.

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**



**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

A Budget Work Session of the Leelanau County Board of Commissioners will be held at 1:00 p.m. on Tuesday, August 14, 2018, or immediately following the Executive Board 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. 2019 Budget Review.
2. Next Meeting Topics.
3. Future Meeting Dates.

Public Comment

Commissioner Comment

Motion to Adjourn

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on  
Tuesday, August 21, 2018, 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;  
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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS**

- Proposed Ironman Triathlon Update

**APPROVAL OF BOARD MINUTES**

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. Sheriff's Office – State of Michigan Secondary Road Patrol Grant Application.
2. Township Flood Plain Resolutions.
3. PEW/National Lakeshore Resolution/Recommendation Letter.
4. Register of Deeds – Approval of Document Recording Software Purchase.
5. Solid Waste Council –
  - a. Elmwood Township Recycling Agreement.
  - b. Leelanau Schools Recycling Agreement.
  - c. Suttons Bay Public Schools Recycling Agreement.
  - d. Pilot Program at Leelanau County Campus.
6. County Planning Commission – Approval of County Capital Improvement Plan, 2018-2023.
7. Prosecutor's Office – Approval of Crime Victims Act Grant Renewal Application.
8. Probate/Family Court –
  - a. Contract with Leelanau Christian Neighbors.
  - b. Approval of Office of Juvenile Justice and Delinquency Prevention (OJJDP) Grant Application.
9. Leland Dam Authority – Spectrum Enterprise Internet Contract Review/Options.
10. Construction Codes – Staff restructuring.
11. Administration –
  - a. 2018 MAC Dues.
  - b. LEC Roof Update/Options.
  - c. State of Michigan Assessment Proposal.
  - d. Courthouse HVAC Report/Update.

**REVIEW OF FINANCIALS**

**COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, 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, August 28, 2018, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

***(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. Review of the 2019 Draft Budget.
2. Review of Additional Budget Requests Memo.
3. Drain Commissioner Special Assessment Districts Proposal.
4. Leland Dam Authority Budget.
5. Preliminary Discussion on LEC Roof and Courthouse HVAC Renovation Funding Options.
6. Other Potential Issues.
7. Next Meeting Topics – September 10, 2018, 9:00 a.m.

Public Comment

Commissioner Comment

Motion to Adjourn

**NOTICE OF MEETING**

A Construction Codes Authority Committee Meeting will be held on Thursday, September 6, 2018, 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)*

*(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 Meeting Minutes:

- a. February 7, 2018.
- b. July 12, 2018.

Approval of Agenda and Late Additions/Deletions

Public Comment

**Action Items:**

1. Technology Options.
2. Personnel Update/Restructured Proposal.

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn

William J. Bunek, Committee Chairman

**NOTICE OF MEETING**

A Senior Services Advisory Committee Meeting will be held on Thursday, September 6, 2018, at 10:00 a.m., or immediately following the Construction Codes Authority Committee meeting, whichever is later, 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 February 8, 2018, Meeting Minutes

Approval of Agenda and Late Additions/Deletions

Public Comment

**Action Items:**

1. 2018 Budget Update.
2. 2019 Budget and Programs Discussion.
3. Update on the Informal Community Group Researching Collaborative Options.

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, 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, September 10, 2018, 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. Courthouse HVAC Review.
2. Dispatch CAD Options.
3. Maintenance Director's Request.
4. Continuation of Review of Budget Funds.
5. Other Potential Budget Items Discussion.
6. September 11, 2018, Budget Topics.

Public Comment

Commissioner Comment

Motion to Adjourn

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, September 11, 2018, 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 #**

- Administrator Update
- Veterans Affairs

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. Prosecuting Attorney – Forensic Software Donation and Purchase *(under separate cover)*.
2. Emergency Management –
  - a. FY2018 EMPG (Emergency Management Performance Grant) Agreement. 2-19
  - b. MPSCS (Michigan Public Safety Communication System) Integration Agreement. 20-50
  - c. 800 MHz Radio Maintenance RFP Update and Options. 51-63
3. Planning/Community Development – MSHDA Resolution *(under separate cover)*.
4. Administration –
  - a. Proposed Revisions to Policy #3, Boards/Commissions/Committees/Authorities Appointment Policy. 68-73
  - b. Roof Consultants Contract Update. 74-87
  - c. Historical Marker Designation, Myles Kimmerly Barn. 88-92
  - d. Potential Out-of-State Travel Request. 93-98
  - e. Construction Codes Authority Committee Update. 99-103
  - f. Senior Services Advisory Committee Update.
  - g. Potential Buildings/Grounds Committee.
  - h. Leelanau County Substance Abuse Prevention Coalition Resolution *(under separate cover)*.
  - i. Indigenous Peoples’ Day. 104

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**

**NOTICE OF PUBLIC HEARING**

The Leelanau County Board of Commissioners will be conducting a Public Hearing on Tuesday, September 11, 2018, at 1:00 p.m., or immediately following the Board's Executive Board session, whichever is later, in the Commissioner 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 Chairman

Pledge of Allegiance / Moment of Silence

Roll Call

**Purpose of the Public Hearing:**

Public Input on the proposed Housing Rehabilitation Grant Application to the MSHDA (Michigan State Housing Development Authority).

Adjournment

Motion to Adjourn



**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

A Budget Work Session of the Leelanau County Board of Commissioners will be held at 1:30 p.m. on Tuesday, September 11, 2018, or immediately following the Public Hearing, whichever is later, in the Board of Commissioners Meeting Room, Leelanau County Government Center, Suttons Bay, MI

***(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. LEC Roof Options.
2. Construction Codes.
3. Nonunion Salaries.
4. Other Budget Topics.
5. Next Meeting Date – Tuesday, September 18, 2018, 1:00 p.m.

Public Comment

Commissioner Comment

Motion to Adjourn

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

A Budget Work Session of the Leelanau County Board of Commissioners will be held at 1:00 p.m. on Tuesday, September 18, 2018, 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. HVAC Update and Options.
2. Review of Grants.
3. Elected Officials' Salary Survey Update.
4. Other Budget Topics.
5. Next Meeting?

Public Comment

Commissioner Comment

Motion to Adjourn

## **BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

### **NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, September 18, 2018, 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**

- Leelanau County Family Coordinating Council

#### **APPROVAL OF BOARD MINUTES**

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

#### **PUBLIC COMMENT**

#### **ACTION ITEMS**

1. Prosecuting Attorney – Forensic Software Donation and Purchase.
2. 86<sup>th</sup> District Court –
  - a. Drug Court Memorandum of Understanding.
  - b. Sobriety Court Memorandum of Understanding.
3. Emergency Management –
  - a. FY2018 EMPG (Emergency Management Performance Grant) Agreement.
  - b. MPSCS (Michigan Public Safety Communication System) Integration Agreement.
  - c. 800 MHz Radio Maintenance RFP Update and Options.
  - d. CAD (Computer Aided Dispatch) Software Request.
4. Planning/Community Development – MSHDA Resolution.
5. Administration –
  - a. Proposed Revisions to Policy #3, Boards/Commissions/Committees/Authorities Appointment Policy.
  - b. Potential Out-of-State Travel Request.
  - c. Construction Codes Authority Committee Recommendation.
  - d. Leelanau County Substance Abuse Prevention Coalition Resolution.

#### **REVIEW OF FINANCIALS**

#### **COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

#### **PUBLIC COMMENT**

#### **COMMISSIONER COMMENTS**

#### **APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

#### **ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

A Budget Work Session of the Leelanau County Board of Commissioners will be held at 1:00 p.m. on Wednesday, September 26, 2018, 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:**

Final Review of Proposed 2019 Budget

Public Comment

Commissioner Comment

Motion to Adjourn

William J. Bunek, Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Wednesday, September 26, 2018, at 2:00 p.m., or immediately following the Budget Work Session, whichever is later, in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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

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**AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**PUBLIC COMMENT**

**Purpose of Meeting – Discussion/Potential Action:**

- Approval of MDNR Scrap Tire Grant Application Request

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, October 2, 2018, 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 #**

- Administrator Update
- Northern Lakes Community Mental Health Update 2-8
- Road Commission 9-20

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. Information Technology –
  - a. 2018 Computer Purchases. 21-26
  - b. Cellebrite Software Maintenance Contract Renewal. 27-29
2. Leland Dam Authority – Lake Leelanau Lake Levels Update. 30-51
3. County Clerk –
  - a. Approval of Quote to Preserve Historic Census Book. 52-64
  - b. Nonunion Uniform and Gun Allowance Request. 65
4. FY 2019 Budget Review, *no handout.*
5. Administration –
  - a. Approval of Veterans Affairs Agreement with Grand Traverse County. 66-68
  - b. Leelanau County Substance Abuse Prevention Coalition Consultant. 69-77
  - c. Elected Officials Salary Review/Recommendation. 78-79
  - d. Job Descriptions Review. 80-82
  - e. Set Meeting Date for Boards/Commissions Committee of the Whole Session.

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**

William J. Bunek, Chairman

**AMENDED NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Wednesday, October 3, 2018, at **1:00 p.m.** in the Commissioner 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**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**PUBLIC COMMENT**

**Purpose of Meeting – Discussion/Potential Action:**

- Government Center HVAC Systems Renovation Options and Timeline

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

# **BOARD OF COMMISSIONERS STATUTORY ANNUAL MEETING**

William J. Bunek, Chairman

## **NOTICE OF MEETING**

The Statutory Annual Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, October 9, 2018, 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**

### **APPROVAL OF MINUTES**

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

### **PUBLIC COMMENT**

<b>PUBLIC BUDGET HEARING:</b>	Recess Statutory Annual Meeting and Open Public Budget Hearing Final Staff Reports Public Comment Close Public Budget Hearing and Resume Statutory Annual Meeting	7:15 p.m.
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### **ACTION ITEMS:**

1. Approval of 2019 Budget.
2. Information Technology –
  - a. 2018 Computer purchases.
  - b. Cellebrite Software Maintenance Contract Renewal.
3. County Clerk –
  - a. Approval of Quote to Preserve Historic Census Book.
  - b. Nonunion Uniform and Gun Allowance Request.
4. Equalization – Approval of the 2018 County Apportionment Report, L-4402.
5. Administration –
  - a. Approval of Veterans Affairs Agreement with Grand Traverse County.
  - b. Leelanau County Substance Abuse Prevention Coalition Consultant.
  - c. Approval of Partial Gutter System for Government Center Building.
  - d. Job Descriptions Review.

### **REVIEW OF FINANCIALS**

### **COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

### **PUBLIC COMMENT**

### **COMMISSIONER COMMENTS**

### **APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

### **ADJOURNMENT**



**NOTICE OF MEETING**

A Construction Codes Authority Committee Meeting will be held on Thursday, October 11, 2018, at 9:15 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 Agenda and Late Additions/Deletions

Public Comment

**Action Items:**

1. Approval of September 6, 2018, Meeting Minutes.
2. Software Demonstration.
3. 2018 Budget Update.
4. Potential Department Name Change.
5. Personnel Update.

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn

**BOARD OF COMMISSIONERS MEETING**

William J. Bunek, Chairman

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, November 13, 2018, 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 #**

- Administrator Update
- Myles Kimmerly Barn Update
- Prosecuting Attorney’s Office Update *(no handout)*
- Register of Deeds Update 2-8

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

**PUBLIC COMMENT**

**ACTION ITEMS**

1. 86<sup>th</sup> District Court –
  - a. Approval of Revised Intercounty District Court Operating Agreement. 9-20
  - b. Approval of Amendment to Intercounty District Court Operating Agreement. 21-22
2. Senior Services – BASA Contribution. 23
3. Sheriff’s Office –
  - a. 2019 LARA Medical Marijuana Enforcement Grant Application. 24
  - b. Annual Purchase of Patrol Vehicles. 25-36
  - c. Letters of Understanding, Police Officers Association of Michigan (POAM) –
    - i. POAM Law Enforcement. 37-41
    - ii. POAM Corrections.
4. Emergency Management – CAD Software Bid Award, *under separate cover.*
5. Information Technology –AT&T Voice Bundle Agreement Renewal. 42-50
6. Construction Codes Authority Committee –
  - a. Department Name Change. 51-52
  - b. BS&A Software, Online Permitting Module Purchase Request. 53-62
7. Drain Commission – Consulting and Engineering Services Agreement, Eng Engineering. 63-69
8. Equalization – Approval of Revised County Apportionment Report. 70-74  
 Planning/Community Development, Equalization and Information Technology – Approval of Intergovernmental Agreement on Map Use for a Public Body.  
 Planning/Community Development – Countywide Questionnaire Results.
11. Grand Traverse Band 2% Allocation Requests: (See Packet B)
  - a. Planning/Community Development –
    - i. MSHDA Housing Rehab Program, \$10,000.00. 1-8 B
    - ii. New Lake Leelanau/Leland Recycling Site, \$10,000.00. 9-15 B
    - iii. Scrap Tire Recycling, \$5,000.00. 16-22 B
  - b. Administration – LCSAPC, \$13,000.00. 23-40 B
  - c. Emergency Management – AED purchase, \$33,548.42. 41-47 B
  - d. Information Technology/EMD – Tower Study, \$25,000.00. 48-62 B
  - e. Probate/Family Court –
    - i. Youth Transport Vehicle, \$25,000.00. 63-69 B
    - ii. SOS Learning Lab, \$37,075.00. 70-88 B
    - iii. Leelanau Christian Neighbors, \$18,000.00. 89-98 B
  - f. Sheriff’s Office – Signage System for County Schools, \$18,135.00. 99-105 B
  - g. Land Bank Fast Track Authority – Habitat For Humanity, \$36,000.00. 106-114 B
12. Prosecuting Attorney – STOP Grant Agreement with the Women’s Resource Center. 103-113
13. Administration –
  - a. LEC Roofing Consultant Bid Update.
  - b. HVAC Consultant Bid Update.
  - c. Acceptance of State of Michigan Monumentation/Remonumentation Grant. 114-126
  - d. Salary Review/Recommendation. 127-129
  - e. Sugar Loaf Resort Update.

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**

William J. Bunek, Committee Chairman

**NOTICE OF MEETING**

A Senior Services Advisory Committee Meeting will be held on Monday, November 19, 2018, at 3:00 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 Meeting Minutes – September 6, 2018

Approval of Agenda and Late Additions/Deletions

Public Comment

**Action Items:**

1. 2018 Budget Update.
2. 2019 Budget and Programs Discussion.
3. Update on the Informal Community Group Researching Collaborative Options.

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn

## **BOARD OF COMMISSIONERS MEETING**

William J. Bunek, Chairman

### **NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on  
Tuesday, November 20, 2018, 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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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**

- Stephen Currie, Executive Director, MAC (Michigan Association of Counties)

#### **APPROVAL OF BOARD MINUTES**

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

#### **PUBLIC COMMENT**

#### **ACTION ITEMS**

1. 86<sup>th</sup> District Court –
  - a. Approval of Revised Intercounty District Court Operating Agreement.
  - b. Approval of Amendment to Intercounty District Court Operating Agreement.
2. Senior Services – BASA Contribution.
3. Sheriff's Office –
  - a. 2019 LARA Medical Marijuana Enforcement Grant Application.
  - b. Annual Purchase of Patrol Vehicles.
  - c. Letters of Understanding, Police Officers Association of Michigan (POAM) –
    - i. POAM Law Enforcement.
    - ii. POAM Corrections.
4. Emergency Management – CAD Software Bid Award, *under separate cover*.
5. Information Technology –AT&T Voice Bundle Agreement Renewal.
6. Construction Codes Authority Committee –
  - a. Department Name Change.
  - b. BS&A Software, Online Permitting Module Purchase Request.
7. Drain Commission – Consulting and Engineering Services Agreement, Eng Engineering.
8. Equalization – Approval of Revised County Apportionment Report.
9. Planning/Community Development, Equalization and Information Technology – Approval of Intergovernmental Agreement on Map Use for a Public Body.
10. Grand Traverse Band 2% Allocation Requests:
  - a. Planning/Community Development –
    - i. MSHDA Housing Rehab Program, \$10,000.00.
    - ii. New Lake Leelanau/Leland Recycling Site, \$10,000.00.
    - iii. Scrap Tire Recycling, \$5,000.00.
  - b. Administration – LCSAPC, \$13,000.00.
  - c. Emergency Management – AED purchase, \$33,548.42.
  - d. Information Technology/EMD – Tower Study, \$25,000.00.
  - e. Probate/Family Court –
    - i. Youth Transport Vehicle, \$25,000.00.
    - ii. SOS Learning Lab, \$37,075.00.
    - iii. Leelanau Christian Neighbors, \$18,000.00.
  - f. Sheriff's Office – Signage System for County Schools, \$18,135.00.
  - g. Land Bank Fast Track Authority – Habitat For Humanity, \$36,000.00.
11. Prosecuting Attorney – STOP Grant Agreement with the Women's Resource Center.
12. Administration –
  - a. LEC Roofing Consultant Bid Update.
  - b. HVAC Consultant Bid Update.
  - c. Acceptance of State of Michigan Monumentation/Remonumentation Grant.
  - d. Salary Review/Recommendation.

#### **REVIEW OF FINANCIALS**

#### **COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

#### **PUBLIC COMMENT**

#### **COMMISSIONER COMMENTS**

#### **APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

#### **ADJOURNMENT**

**NOTICE OF MEETING**

A Construction Codes Authority Committee Meeting will be held on Thursday, November 29, 2018, 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)*

*(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 Agenda and Late Additions/Deletions

Public Comment

**Action Items:**

1. Approval of October 11, 2018, Meeting Minutes.
2. 2018 Budget Update.
3. Revised Personnel Structure:
  - a. Full-time Permit Technician Position.
  - b. Part-time Building Inspector Position.
4. BS&A Software Update.

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn

William J. Bunek, Chairman

**AMENDED:**  
**NOTICE OF MEETING**

A Committee of the Whole Session of the Leelanau County Board of Commissioners will be held on Wednesday, December 5, 2018, at 10:00 a.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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

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**AGENDA**

Call to Order by Chairman

Pledge of Allegiance / Moment of Silence

Roll Call

**Purpose of Meeting – Committee of the Whole:**

- Boards and Commissions – Review of Vacancies and Potential Recommendations.
- ***Clarification on Committee Reimbursements (LCSAPC).***
- ***Housing Review Committee.***

Public Comment

Commissioner Comment

Motion to Adjourn

William J. Bunek, Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Wednesday, December 5, 2018, at 12:30 p.m., or immediately following the Committee of the Whole Session, whichever is later, in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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

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**AGENDA**

Call to Order by Chairman

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Purpose of meeting – Discussion/Potential Action:**

1. Review of the Law Enforcement Center Roof Consultant Proposal.
2. Review of the Courthouse HVAC Consultant Proposal.
3. Tower Analysis Funding.

Public Comment

Commissioner Comment

Motion to Adjourn

**BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

**NOTICE OF MEETING**

The Executive Board of Commissioners Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, December 11, 2018, 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 #**

- Administrator Update
- Planning/Community Development Update

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

**PUBLIC COMMENT**

**ACTION ITEMS**

- |  |       |
|--|-------|
| 1. Solid Waste Council – Recycling Agreement with the Grand Traverse Band of Ottawa and Chippewa Indians.        | 2-6   |
| 2. Planning/Community Development –  |       |
| a. Housing Review Committee Administration.  | 7     |
| b. Housing Review Committee Appointments.  | 7     |
| 3. Sheriff’s Office – Law Enforcement Services Agreement Renewal with Leelanau Township.                         | 8-14  |
| 4. Drain Commission – Consulting and Engineering Services Agreement, Eng, Inc.                                   | 15-31 |
| 5. Parks and Recreation Commission – Purchase of Kubota Tractor.   | 32-33 |
| 6. Senior Services –   |       |
| a. Approval of Agreement with ShareCare of Leelanau.   | 34    |
| b. 2019 Out-of-State Travel Request, American Society on Aging.  | 35    |
| c. AAANM Subcontract Agreement for MIPPA Beneficiary Outreach Assistance.  | 36    |
| 7. Department of Building Safety – Committee Recommendation.   |       |
| 8. Prosecuting Attorney – STOP Grant Administration.   | 37-43 |
| 9. Board of Public Works – Resolution Expanding Board Membership.  | 44-45 |
| 10. Leland Dam Authority – Resolution Expanding Board Membership.  | 46-47 |
| 11. Committee of the Whole – Appointment Recommendations to Boards and Commissions, <i>under separate cover.</i> |       |
| 12. County Clerk –   |       |
| a. Year-end Adjustments and Transfers.   | 48    |
| b. Rehmann Service Agreement Renewal.  | 49-55 |
| c. Michigan Indigent Defense Commission (MIDC) Grant Contract Approval.  | 56    |
| d. Recommendation to Create Michigan Indigent Criminal Defense Fund, #260.                                       | 57    |
| 13. Administration –   |       |
| a. MMRMA Contract Renewal Update.  |       |
| b. 2019 Copy Machine Maintenance Renewal Agreements, Netlink Business Solutions.                                 | 58-59 |
| c. End of the Year Special Session Reminder.   |       |
| d. Remonumentation Program – Administrator Designation.  | 60    |
| 14. Tower Analysis Funding Update.   |       |
| 15. Review of 2018 Board Goals –   | 61-62 |
| a. Financial.  |       |
| b. Housing.  |       |
| c. Substance Abuse.  |       |
| d. Departments.  |       |
| e. Broadband.  |       |

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**



## **BOARD OF COMMISSIONERS MEETING**

*William J. Bunek, Chairman*

### **NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, December 18, 2018, 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**

- Clean Water Group Update

#### **APPROVAL OF BOARD MINUTES**

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

#### **PUBLIC COMMENT**

#### **ACTION ITEMS**

1. Solid Waste Council – Recycling Agreement with the Grand Traverse Band of Ottawa and Chippewa Indians.
2. Remonumentation Program – Administrator Designation.
3. Planning/Community Development –
  - a. Housing Review Committee Administration.
  - b. Housing Review Committee Appointments.
4. Sheriff's Office – Law Enforcement Services Agreement Renewal with Leelanau Township.
5. Drain Commission – Consulting and Engineering Services Agreement, Eng, Inc.
6. Parks and Recreation Commission – Purchase of Kubota Tractor.
7. Senior Services –
  - a. Approval of Agreement with ShareCare of Leelanau.
  - b. 2019 Out-of-State Travel Request, American Society on Aging.
  - c. AAANM Subcontract Agreement for MIPPA Beneficiary Outreach Assistance.
8. Prosecuting Attorney –
  - a. STOP Grant Administration.
  - b. Acceptance of Additional STOP Grant Funding.
9. Board of Public Works – Resolution Expanding Board Membership.
10. Leland Dam Authority – Resolution Expanding Board Membership.
11. Committee of the Whole – Appointment Recommendations to Boards and Commissions.
12. County Clerk –
  - a. Year-end Adjustments and Transfers.
  - b. Rehmann Service Agreement Renewal.
  - c. Michigan Indigent Defense Commission (MIDC) Grant Contract Approval.
  - d. Recommendation to Create Michigan Indigent Criminal Defense Fund, #260.
13. Administration –
  - a. MMRMA Contract Renewal Update.
  - b. 2019 Copy Machine Maintenance Renewal Agreements, Netlink Business Solutions.
14. Tower Analysis Funding Recommendation.

#### **REVIEW OF FINANCIALS**

#### **COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

#### **PUBLIC COMMENT**

#### **COMMISSIONER COMMENTS**

#### **APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

#### **ADJOURNMENT**

William J. Bunek, Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Monday, December 31, 2018, at 1:00 p.m., in the Commissioner 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 Chairman

Pledge of Allegiance / Moment of Silence

Roll Call

Public Comment

**Purpose of meeting – Discussion/Potential Action:**

1. Approval of Claims and Accounts.
2. Approval of Budget Amendments and Transfers.
3. Approval of Minutes.

Public Comment

Commissioner Comment

Motion to Adjourn