

## **NOTICE OF MEETING**

The Leelanau County Board of Commissioners will hold its Organizational Session on Tuesday, January 3, 2023, at 9:00 a.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTgIgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTgIgcTedF2qB8floC1GQ?view_as=subscriber)

There are two ways to provide public comment during the meeting – you can attend in-person, or email your comments prior to the meeting to [clerk@leelanau.gov](mailto:clerk@leelanau.gov)

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

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### **TENTATIVE 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 Chairman, Two-Year Term.   |                        |
| 2. Election of Vice-Chairman, One-Year Term.                                      |                        |
| 3. Approval of 2023 Rules of Order and Procedure.                                 | 2-17                   |
| 4. Approval of 2023 Meeting Schedule.   | 18                     |
| 5. Continuation of Monthly Update from Individual Departments and Agencies.       | 19                     |
| 6. Commissioner Appointments to Boards, Commissions, Committees, and Authorities. | 20                     |
| 7. Commissioner Appointments to Standing Committees.                              | 21                     |
| 8. FY 2023 Goals Discussion.  |                        |

#### **PUBLIC COMMENT**

#### **COMMISSIONER COMMENTS**

#### **MOTION TO ADJOURN**

Ty Wessell, Chairman

**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Tuesday, January 10, 2023, at 8:30 a.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

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**AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL**

**PUBLIC COMMENT** *(3 minutes)*

**COMMISSIONER COMMENTS**

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

1. Solid Waste Council – Cedar Recycling Site Agreement, Bunting’s Market, Cedar.

**PUBLIC COMMENT** *(5 minutes)*

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Executive Board Session of the Leelanau County Board of Commissioners will be held on Tuesday, January 10, 2023, 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/PRIVATE PRAYER**

**ROLL CALL**

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS (00:28)**

**PUBLIC COMMENT (3 minutes) (02:30)**

**COMMISSIONER COMMENTS (07:29)**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- Administrator Update (07:58)
- Drain Commissioner Update, Steve Christensen, Drain Commissioner (11:42) 2
- Conservation District Update, Buzz Long, Director (32:55) 3-14
- Veterans Affairs Agency Update, Michael Roof, Director, Grand Traverse County Veterans Affairs (46:44) 15

**ACTION ITEMS**

1. FY 2022 Michigan Municipal Risk Management Authority (MMRMA) Contract Renewal, Matt Coulson and Robert Hauch. (57:22) 16-34
2. Medical Examiner Contract Renewal with Grand Traverse County, under separate cover. (1:14:58)
3. Senior Services –
  - a. Out of State Travel Request, American Society on Aging. (1:44:55) 35
  - b. Area Agency on Aging of Northwest Michigan, Contribution towards MIPPA Assistance. (1:47:15) 36
4. 13<sup>th</sup> Judicial Circuit Court RAP (Risk Assessment Program) Grant Request, Courtroom Recording Equipment. (1:48:15) 37-59
5. Conservation District, Approval of FY 2022 Work Orders – (1:54:46) 60-63
  - a. Conservation Education and Technical Assistance (#1).
  - b. Soil Erosion and Sedimentation Control (#2).
  - c. Water Quality Monitoring (#3).
6. Sheriff’s Office –
  - a. Proposed 2023 K-9 Golf Outing. (1:24:47) 64
  - b. Court Bailiff Staffing Levels. (1:28:08) 65-69
  - c. Animal Control Boarding Contract Renewal, Cherryland Humane Society. (1:32:13) 70-76
7. Probate & Family Court – Approval of 2022-23 MDHHS (Michigan Department of Health and Human Services Child Care Fund Grant Amendment. (1:58:06) 77-78
8. Planning/Comm. Development – Potential Approval of Loan/Lien Agreement, Habitat For Humanity, under separate cover. (2:04:52)
9. Information Technology –
  - a. Barracuda Essentials, Annual Maintenance Agreement. (2:09:39) 79-81
  - b. BSB Communications, Phone System Upgrade. (2:11:10) 82-86
  - c. SafetyNet Renewals –
    - i. Quest Rapid Recovery Back Up Agreement. (2:14:00) 87-91
    - ii. Dell PowerEdge Server Warranty Renewal. (2:14:45) 92-97
10. Human Resources –
  - a. FY 2023 Blue Cross/Blue Shield Renewal (under separate cover) –
    - i. Contract Renewal. (2:15:43)
    - ii. Administration Fee. (2:38:35)
11. Leland Dam Authority Restructuring. (2:39:53) 98-100
12. Leelanau County Board of Public Works Restructuring, no handout. (2:49:15)
13. ~~Board of Commissioners Committee Assignment Adjustments. (2:51:18)~~
14. Administration –
  - a. Potential Approval of Late Submission of 2022 Travel Voucher/Per Diem. (3:24:20) 101-102
  - b. County Administrator Three-Year Contract, under separate cover. (3:32:48)
  - ~~c. Finance Department Update/Proposed Resolution on Clarification of Administrator’s Rights. 103-105~~
  - d. Collective Bargaining Update, proposed closed session [MCL 15.268(c)]; requires RCV\*. (3:35:09)

**REVIEW OF FINANCIALS**

- PayPal Invoices (4:32:42)

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES (4:37:20)**

**PUBLIC COMMENT (5 minutes) (4:37:34)**

**COMMISSIONER COMMENTS (4:38:05)**

**APPROVAL OF FINANCIALS (4:38:13)**

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

**ADJOURNMENT**

\*RCV – Roll Call Vote

## **NOTICE OF MEETING**

A Work Session of the Leelanau County Board of Commissioners  
will be held on Tuesday, January 17, 2023, at 6:00 p.m.,  
in the Commissioner Meeting Room  
of the 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 Work Session – Discussion:**

- The budget process, including the chart of accounts, claims and accounts, post audit claims and accounts, budget rules, and any other processes.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

## **BOARD OF COMMISSIONERS MEETING**

*Ty Wessell, Chairman*

### **NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, January 17, 2023, at 7:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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### **AMENDED TENTATIVE AGENDA**

#### **CALL TO ORDER (00:12)**

#### **PLEDGE OF ALLEGIANCE**

#### **MOMENT OF SILENCE/PRIVATE PRAYER**

#### **ROLL CALL (01:28)**

#### **APPROVAL OF BOARD MINUTES (01:48)**

#### **APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS (02:58)**

#### **PUBLIC COMMENT (3 minutes) (04:00)**

#### **COMMISSIONER COMMENTS (15:18)**

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

- Point Broadband Project Update, *Patricia Soutas-Little and Chris Scharrer (15:31)*

#### **CONSENT AGENDA ITEMS (1:16:00)**

1. FY 2022 Michigan Municipal Risk Management Authority (MMRMA) Contract Renewal.
2. Medical Examiner Contract Renewal with Grand Traverse County.
3. Sheriff's Office –
  - a. Proposed 2023 K-9 Golf Outing.
  - b. Court Bailiff Staffing Levels.
  - c. Animal Control Boarding Contract Renewal, Cherryland Humane Society.
4. Senior Services –
  - a. Out of State Travel Request, American Society on Aging.
  - b. Area Agency on Aging of Northwest Michigan, Contribution towards MIPPA Assistance.
5. 13<sup>th</sup> Judicial Circuit Court RAP (Risk Assessment Program) Grant Request, Courtroom Recording Equipment.
6. Conservation District, Approval of FY 2022 Work Orders – Conservation Education and Technical Assistance (#1); Soil Erosion and Sedimentation Control (#2); and Water Quality Monitoring (#3).
7. Probate & Family Court – Approval of 2022-23 MDHHS (Michigan Department of Health and Human Services Child Care Fund Grant Amendment.
8. Information Technology –
  - a. Barracuda Essentials, Annual Maintenance Agreement.
  - b. SafetyNet Renewals –
    - i. Quest Rapid Recovery Back Up Agreement.
    - ii. Dell PowerEdge Server Warranty Renewal.
9. Human Resources –
  - a. FY 2023 Blue Cross/Blue Shield Renewal –
    - i. Contract Renewal.
    - ii. Administration Fee.
10. Leland Dam Authority Restructuring.
11. Leelanau County Board of Public Works Restructuring.
12. Board of Commissioners Committee Assignment Adjustments.
13. Approval of PayPal Invoices.
14. Administration –
  - a. Potential Approval of Late Submission of 2022 Travel Voucher/Per Diem.
  - b. County Administrator Three-Year Contract.

#### **ACTION ITEMS**

15. *Planning/Community Development – Potential Approval of Loan/Lien Agreement, Habitat For Humanity. (01:17:15)*
16. *Local Assistance & Tribal Consistency Allocation Distribution. (01:22:16)*
17. *Information Technology – BSB Communications, Phone System Upgrade. (01:25:02)*
18. *Late Addition Request #1 – Copier Replacement, Building Safety. (01:29:16)*
19. ~~*Collective Bargaining Update, proposed closed session [MCL 15.268(e)]; requires RCV\*.*~~

#### **REVIEW OF FINANCIALS (01:31:25)**

#### **COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS (01:31:37)**

#### **SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES (01:31:49)**

#### **PUBLIC COMMENT (01:36:38)**

#### **COMMISSIONER COMMENTS (01:42:25)**

#### **APPROVAL OF FINANCIALS: (01:43:13)**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

#### **ADJOURNMENT**

Ty Wessell, Chairman

## **NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Friday, February 3, 2023, 1:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

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### **AGENDA**

#### **CALL TO ORDER**

#### **PLEDGE OF ALLEGIANCE**

#### **MOMENT OF SILENCE/PRIVATE PRAYER**

#### **ROLL CALL**

#### **PUBLIC COMMENT** *(3 minutes)*

#### **COMMISSIONER COMMENTS**

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

1. Acceptance of 2% Allocation Awards, Grand Traverse Band of Ottawa and Chippewa Indians:
  - a. Solid Waste Council –
    - i. Mattress Recycling
    - ii. Tire Clean Up
  - b. Board of Commissioners Mnamaadiziwin, Inc., Cultural Awareness and Understanding.
  - c. Probate/Family Court-Child & Family Services, Safe Haven Program.
  - d. Senior Services-Leelanau Christian Neighbors, Food Pantry Program.
2. Leelanau County Substance Abuse Prevention Coalition – Prevention Network C3 Grant Application.
3. Collective Bargaining Update, *proposed closed session [MCL 15.268(c)].*

#### **PUBLIC COMMENT** *(5 minutes)*

#### **COMMISSIONER COMMENTS**

#### **ADJOURNMENT**

## **NOTICE OF MEETING**

The Leelanau County Board of Public Works will be conducting an Organizational Session on Tuesday, February 14, 2023, at 12 Noon, or immediately following the County Board of Commissioners' Executive Board session, whichever is later, in the Commissioner Meeting Room of the 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**

### **Action Items:**

1. Election of Officers –
  - a. Chairman
  - b. Vice-Chairman
  - c. Secretary
2. Approval of Minutes – November 1, 2022
3. BPW Structure Discussion
4. Set Next Meeting Date/Future Subjects

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Executive Board Session of the Leelanau County Board of Commissioners will be held on Tuesday, February 14, 2023, 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/PRIVATE PRAYER**

**ROLL CALL (00:18)**

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS (00:40)**

**PUBLIC COMMENT (3 Minutes) (01:21)**

**COMMISSIONER COMMENTS (11:10)**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- Administrator Update (11:26)
- Sheriff’s Office Update (15:58) 2-3
- Building Safety Department Update (37:31) 4-11
- Juvenile Detention Report (47:04) 12

**ACTION ITEMS**

1. Juvenile Detention – Potential Action Authorizing the Court Administrator and Family Court to Continue to Explore and Encourage Regional Solutions for the Need for Youth Detention Facilities, *Chairman Wessell.*
2. Sheriff’s Office –
  - a. FY 2023 Secondary Road Patrol Grant Allocation Adjustment. (1:28:22) 13-14
  - b. FY 2023 Marine Patrol Safety Grant. (1:32:51) 15
3. Building Safety – Building, Electrical and Mechanical Third-Party Plan Review Agreements: (1:46:00)
  - a. JML Design Group, LLC. 16-18
  - b. Spicer Group, Inc. 19-27
  - c. Ino-Tek. 28-34
4. Drain Commissioner – Lake Bluffs Drainage District Full Faith and Credit. (1:58:50) 35-39
5. Rehmann Robson, LLC – Audit Engagement Letter, FYE December 31, 2022. (2:20:32) 40-60
6. Replacement Copier Requests, Netlink Business Solutions –
  - a. District Court. (2:21:50) 61-62
  - b. Family Court. (2:23:19) 63-65
7. Equalization – Recap of Leelanau County FY 2023 L-4018. (2:24:20) 66-104
8. Two Percent Awards Agreements – (2:41:24)
  - a. Senior Services/Leelanau Christian Neighbors, Food Pantry Assistance. 105
  - b. Thirteenth Judicial Circuit Court/Child & Family Services, Support of Safe Haven Program. 106
  - c. Board of Commissioners/Mnamaadiziwin, Inc., Cultural Awareness Training. 107-109
9. Solid Waste Council –
  - a. Bay Area Recycling for Charities (BARC), Two Agreements. (2:44:35) 110-136
  - b. ERG Contract Amendment No. 2, Tire Recycling. (2:46:28) 137-139
10. Planning/Community Development – Out of State Travel Request, Philadelphia, PA. (2:47:51) 140
11. Website Development Bid Recommendation. (2:49:38) 141-145
12. Commissioner Appointments/Assignments –
  - a. **Boards and Commissions and Standing Committees – Planning Commission Appointment.** (2:55:34) **146**
  - b. Boards and Commissions and Standing Committees. (3:02:20) 146
  - c. Northern Michigan Counties Association, County Delegate and Alternate Delegate. (3:04:53) 147
- ~~13. Proposed Inspections and Service Agreement with D&W Mechanical, under separate cover.~~
14. Administration –
  - a. Resolution to Restructure the Composition of the Leland Dam Authority. (3:06:05) 148-150
  - b. Potential Approval of Leelanau County Substance Abuse Prevention Coalition Supplies Request. (3:09:02) 151-158
  - c. Potential Approval of Credit Card for the County Administrator, *no attachment.* (3:20:20)

**REVIEW OF FINANCIALS (3:22:45)**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES (3:24:17)**

**PUBLIC COMMENT (5 Minutes) (3:25:49)**

**COMMISSIONER COMMENTS (3:36:08)**

**APPROVAL OF FINANCIALS (3:40:50)**

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

**ADJOURNMENT**



## **NOTICE OF MEETING**

A Work Session of the Leelanau County Board of Commissioners  
will be held on Tuesday, February 21, 2023, at 6:00 p.m.,  
in the Commissioner Meeting Room  
of the 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 Work Session – Discussion:**

- The budget process, including the chart of accounts, claims and accounts, post audit claims and accounts, budget rules, and any other processes.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

## **BOARD OF COMMISSIONERS MEETING**

*Ty Wessell, Chairman*

### **NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, February 21, 2023, at 7:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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### **AMENDED TENTATIVE AGENDA**

**CALL TO ORDER** (04:40)

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL** (05:21)

**APPROVAL OF BOARD MINUTES** (05:44): *12/6/2022 Closed Session; 12/30/2022 Special Session; 1/10/2023 Special Session; 1/17/2023 Work Session; 1/17/2023 Regular Session; 2/3/2023 Special Session; 2/3/2023 Closed Session*

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS** (06:46)

**PUBLIC COMMENT** (3 Minutes) (08:37)

**COMMISSIONER COMMENTS** (27:52)

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS** (31:25)

Administrator's Report

**CONSENT AGENDA ITEMS** (35:26)

1. Sheriff's Office –
  - a. FY 2023 Secondary Road Patrol Grant Allocation Adjustment.
  - b. FY 2023 Marine Patrol Safety Grant.
2. Building Safety – Building, Electrical and Mechanical Third-Party Plan Review Agreements:
  - a. JML Design Group, LLC.
  - b. Spicer Group, Inc.
  - c. Ino-Tek.
3. Rehmann Robson, LLC – Audit Engagement Letter, FYE December 31, 2022.
4. Replacement Copier Requests, Netlink Business Solutions –
  - a. District Court.
  - b. Family Court.
- ~~5. Equalization – Recap of Leelanau County FY 2023 L-4018. Administrator – Approval of Credit Card.~~
6. Two Percent Awards Agreements –
  - a. Senior Services/Leelanau Christian Neighbors, Food Pantry Assistance.
  - b. Thirteenth Judicial Circuit Court/Child & Family Services, Support of Safe Haven Program.
  - c. Board of Commissioners/Mnamaadiziwin, Inc., Cultural Awareness Training.
7. Solid Waste Council –
  - a. Bay Area Recycling for Charities (BARC), Two Agreements.
  - b. ERG Contract Amendment No. 2, Tire Recycling.
8. Planning/Community Development – Out of State Travel Request, Philadelphia, PA.
9. Website Development Bid Recommendation *Award*.
10. Commissioner Appointments/Assignments –
  - a. Boards and Commissions and Standing Committees.
  - b. Northern Michigan Counties Association, County Delegate and Alternate Delegate.
  - c. *Planning Commission Appointment.*
11. Administration – Approval of Leelanau County Substance Abuse Prevention Coalition (LCSAPC) Supplies Request.

### **ACTION ITEMS**

12. Drain Commissioner – Lake Bluffs Drainage District Full Faith and Credit *Resolution*. (36:27)
13. Administration –
  - a. Juvenile Detention – Resolution Authorizing the Court Administrator/Family Court/County Administrator to Continue to Explore and Encourage Regional Solutions for the Need for Youth Detention Facilities (R.C. Vote). (42:16)
  - b. *Leland* Dam Authority – Resolution to Restructure the Composition of the Leland Dam Authority. (1:02:35)
  - c. *Late Addition*: MAC 125th Anniversary – Resolution to Recognize the Michigan Association of Counties on its 125<sup>th</sup> Anniversary. (1:04:29)

**REVIEW OF FINANCIALS** (1:05:40)

**COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS** (1:05:51)

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES** (1:06:00)

**PUBLIC COMMENT** (5 Minutes) (1:06:09)

**COMMISSIONER COMMENTS** (1:19:44)

**APPROVAL OF FINANCIALS:** (1:20:40)

- Amendments & Transfers
- Claims and Accounts
- Post Audit

**ADJOURNMENT**

## **NOTICE OF MEETING**

A Leland Dam Membership Committee Meeting will be held on Tuesday, March 7, 2023, 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/Silent Prayer

Approval of Agenda and Late Additions/Deletions

Public Comment

#### **Action Items:**

1. Election of Chairman.
2. LDA (Leland Dam Authority) Membership Recommendation.
3. New Business.

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn

## **NOTICE OF MEETING**

The Building and Grounds Committee of the Leelanau County Board of Commissioners will be conducting a meeting on Thursday, March 9, 2023, at 3:30 p.m., in the Commissioner Meeting Room of the 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**

#### **Action Items:**

- |   | <b><u>Pg. No.</u></b> |
|---|-----------------------|
| 1. Election of Chairman.                              |                       |
| 2. Approval of Minutes – October 10, 2022.            | 2-4                   |
| 3. Review of Maintenance Issues.                      |                       |
| a. Lawn Care Request For Proposals.                   |                       |
| b. Water Fountains Upgrade.                           | 5-7                   |
| c. Sheriff's Office – Cooling System Upgrade.         | 8-9                   |
| 4. Lower-Level Entrance Façade Repair.                | 10-29                 |
| 5. Review of Security Issues.                         |                       |
| a. Overall Security.                                  |                       |
| b. Panic Buttons.                                     |                       |
| c. Surveillance Cameras.                              |                       |
| 6. Indigenous Peoples Day Plaque Siting.              | 30                    |
| 7. Maintenance Work Order Ticketing Software.         | 31-32                 |
| 8. Veterans Memorial Update.                          |                       |
| 9. Lower-Level Project (Environmental Health) Update. |                       |
| 10. Set Next Meeting Date/Future Subjects.            |                       |

#### **PUBLIC COMMENT**

#### **COMMISSIONER COMMENTS**

#### **ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

*Ty Wessell, Chairman*

**NOTICE OF MEETING**

The Executive Board Session of the Leelanau County Board of Commissioners will be held on Tuesday, March 14, 2023, at 9:00 a.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan  
*(Please silence any unnecessary cellular/electronic devices)*

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

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**TENTATIVE AGENDA**

**CALL TO ORDER** (02:02)

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL** (02:53)

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS** (03:15)

**PUBLIC COMMENT** (3 Minutes) (04:02)

**COMMISSIONER COMMENTS** (16:22)

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- Administrator Update (16:45)
- Register of Deeds Office Update (21:21) 2-17
- Bay Area Transportation Authority (BATA) Agency Update (45:55) 18-35

**ACTION ITEMS**

1. **BATA Board Structure Discussion.** (01:18:05)
2. Emergency Management – Local 9-1-1 Surcharge Renewal. (01:59:00) 36-40
3. Sheriff’s Office – Port Security Grant Application. (02:01:10) 41-45
4. Information Technology (IT) – Purchase of 10 Work Stations, Dell Technologies. (02:06:45) 46-51
5. Drain Commission/Treasurer/IT – Special Assessment.Net Software Purchase, BS&A Software. (02:08:35) 52-62
6. Parks and Recreation Commission – Approval of Myles Kimmerly Park Conceptual Plan Proposal, Gosling Czubak Environmental Sciences, Inc. (02:17:48) 63-66
7. Leland Dam Membership Committee Recommendations, *under separate cover.* (02:21:11)
8. Youth Residential Treatment/Short Term Detention Facility Update, *Judge Kromkowski and Cameron Clark.* (02:23:06)
9. Solid Waste Council – Approval of EGLE Scrap Tire Grant Agreement. (02:41:41) 67-80
10. Administration – Building & Grounds Committee Recommendations:
  - a. Updated Water Fountain Trial, *under separate cover.* (02:42:22)
  - b. Indigenous Peoples Day Plaque Installation, *under separate cover.* (02:48:28)
  - c. **Late Addition Request #1 – Finance/Accounting Offices Restructuring.** (02:50:18)

**REVIEW OF FINANCIALS** (02:55:33)

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES** (03:02:00)

**PUBLIC COMMENT** (5 Minutes) (03:03:35)

**COMMISSIONER COMMENTS** (03:11:58)

**APPROVAL OF FINANCIALS** (03:12:55)

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

**ADJOURNMENT**

Ty Wessell, Chairman

**NOTICE OF MEETING**

A Work Session of the Leelanau County Board of Commissioners will be held on Tuesday, March 21, 2023, at 4:30 p.m., in the Commissioner Meeting Room of the 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/SILENT PRAYER**

**ROLL CALL**

**PUBLIC COMMENT**

**Purpose of Meeting – Discussion:**

1. Review of Summary of Services/Potential Board Goals.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

## **NOTICE OF MEETING**

A Work Session of the Leelanau County Board of Commissioners  
will be held on Tuesday, March 21, 2023, at 6:00 p.m.,  
in the Commissioner Meeting Room  
of the 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/SILENT PRAYER**

**ROLL CALL**

**PUBLIC COMMENT**

### **Purpose of Work Session – Discussion:**

- The budget process, including the chart of accounts, claims and accounts, post audit claims and accounts, budget rules, and any other processes.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

## **BOARD OF COMMISSIONERS MEETING**

*Ty Wessell, Chairman*

### **NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, March 21, 2023, at 7:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

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### **APPROVED AGENDA**

#### **CALL TO ORDER**

#### **PLEDGE OF ALLEGIANCE (00:00)**

#### **MOMENT OF SILENCE/PRIVATE PRAYER**

#### **ROLL CALL (00:35)**

#### **APPROVAL OF BOARD MINUTES (00:58)**

#### **APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS (02:48)**

*Three separate motions: Executive Board Session, February 14, 2023; Regular Session, February 21, 2023; Leland Dam Authority Membership Committee, March 7, 2023; Special Session, February 28, 2022; Work Session, February 21, 2023, and Executive Board Session, March 14, 2023.*

#### **PUBLIC COMMENT (3 Minutes) (05:22)**

#### **COMMISSIONER COMMENTS (14:42)**

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

- Road Commission Agency Update (14:51)

#### **CONSENT AGENDA ITEMS (27:00)**

1. Emergency Management – Local 9-1-1 Surcharge Renewal.
2. Sheriff's Office – Port Security Grant Application.
3. Information Technology (IT) – Purchase of 10 Work Stations, Dell Technologies.
4. Drain Commission/Treasurer/IT – Special Assessment.Net Software Purchase, BS&A Software.
5. Parks and Recreation Commission – Approval of Myles Kimmerly Park Conceptual Plan Proposal, Gosling Czubak Environmental Sciences, Inc.
6. Leland Dam Membership Committee Recommendations.
  - a. Garth Greenan (Road Commissioner, Ex-Officio Term).
  - b. Drew Warner (Riparian Category).
  - c. Richard A. Thompson (Engineer Category).
7. Solid Waste Council – Approval of EGLE Scrap Tire Grant Agreement.
8. Administration – Building & Grounds Committee Recommendations:
  - a. Indigenous Peoples Day Plaque Installation.
  - b. Finance/Accounting Offices Restructuring.

#### **ACTION ITEMS**

9. *Youth Residential Treatment/Short Term Detention Facility Update. (27:50)*
10. *Administration – Building & Grounds Committee Recommendations – Updated Water Fountain Trial. (40:00)*
11. *BATA Board Structure Discussion. (43:50)*
12. *Late Addition Request #1 – Closed Session Request to Discuss Attorney-Client Privileged Correspondence, per MCL 15.268(h). (Closed Session begins at 1:03:00; return to open session at 1:11:34)*

#### **REVIEW OF FINANCIALS (1:12:07)**

#### **COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS (1:13:26)**

#### **SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES (1:17:40)**

#### **PUBLIC COMMENT (5 Minutes) (1:17:48)**

#### **COMMISSIONER COMMENTS (1:25:00)**

#### **APPROVAL OF FINANCIALS: (1:29:37)**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

#### **ADJOURNMENT**



**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Executive Board Session of the Leelanau County Board of Commissioners will be held on Tuesday, April 11, 2023, at 9:00 a.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

**A live streaming of this meeting will be available for viewing via the following link –**  
[https://www.youtube.com/channel/UCNQTgIgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTgIgcTedF2qB8floC1GQ?view_as=subscriber)

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**AMENDED TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL (00:20)**

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS (00:40)**

**PUBLIC COMMENT (3 Minutes) (02:15)**

**COMMISSIONER COMMENTS (07:45)**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- Administrator Update (07:52)
- Northern Michigan Regional Entity Agency Update, *Eric Kurtz, Chief Executive Officer (15:23)* 2-11
- Human Resources Department Update, *Darcy Weaver, Director (40:02)* 12-18

**ACTION ITEMS**

1. Traverse Transportation Coordinating Initiative (TTCI) – Update on Establishment of Metropolitan Planning Organization. (45:45) 19-37
2. Leelanau County Substance Abuse Prevention Coalition – Acceptance of Prevention Network C3 Grant. (1:25:24) 38-54
3. Sheriff’s Office – (1:27:25)
  - a. Fingerprint Service Fees. 55
  - b. Approval of Five-Year Renewal Agreement for Inmate Phone Services with Stellar Services, LLC. 56-94
4. Machin Engineering – Proposed Façade Project Assessment Agreement. (1:44:24) 95-97
5. Maintenance –
  - a. Mini Splits Cooling Systems for the Law Enforcement Center:
    - i. Sergeant’s Room. (1:49:35) 98-99
    - ii. Computer Room – (1:51:35) 100-102
      - (1). Lutz Roofing.
      - (2). D&W Mechanical.
  - b. Lawn Care RFP Update. (1:55:19)
  - c. Drinking Fountain/Water Bottle Purchase. (1:57:11) 103-108
6. 13<sup>th</sup> Judicial Circuit Court – (2:02:11)
  - a. MMRMA RAP (Risk Avoidance Program) Grant:
    - i. Acceptance of Grant. 109-113
    - ii. Proposed Agreement with BIS Digital. 114-132
  - b. Youth Residential Treatment/Short Term Detention Facility Funding Update, *Judge Kromkowski/Cameron Clark. (2:04:12)* 133
7. Information Technology Update. (2:22:04) 134-139
8. Parks and Recreation – Proposed Termination of Maple Valley Nursing Home License for Use of Park Property as a Septic Field. (2:34:02) 140-150
9. Drain Commissioner – Request for Upfront Payment of Lake Bluffs Drainage District. (2:50:42) 151-153
10. County Clerk – Proposed Staffing Extension. (3:12:11) 154-156
11. Prosecuting Attorney – Approval of MDHHS (Michigan Department of Health and Human Services) Contract Amendment #5, to the Title IV-E Reimbursement Agreement. (3:36:05) 157-160
12. Boards and Commissions – Planning Commission Appointment Recommendation. (3:36:52) 161-165
13. Human Resources –
  - a. HR Policies Update. (3:37:40) 166-231
  - b. Job Description Review – Assistant Finance Director. (3:46:42) 232-234
14. Per Diem Discussion. (3:51:05) 235
15. Administration –
  - a. Bay Area Transportation Authority (BATA) Update. (4:07:42)
  - b. Northern Lakes Community Mental Health Authority (NLCMHA) Update, *under separate cover. (4:08:15)*
  - c. Finance Director Update. (4:15:35)
  - d. Michigan Indigent Defense Commission (MIDC) – Proposed Fee Increase. (4:26:18) 236-244

**REVIEW OF FINANCIALS (4:34:21)**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES (4:37:57)**

**PUBLIC COMMENT (5 Minutes) (4:38:05)**

**COMMISSIONER COMMENTS (4:47:34)**

**APPROVAL OF FINANCIALS (4:49:49)**

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

**ADJOURNMENT**

## **NOTICE OF MEETING**

The Leelanau County Board of Public Works will be conducting a meeting on Tuesday, April 11, 2023, at 12 Noon, or immediately following the County Board of Commissioners' Special Session, whichever is later, in the Commissioner Meeting Room of the Leelanau County Government Center, Suttons Bay, Michigan

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### **AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/SILENT PRAYER**

**ROLL CALL**

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

**PUBLIC COMMENT**

#### **Action Items:**

1. Approval of Minutes – February 14, 2023
2. Northport/Leelanau Township Utilities Authority (NLTUA) Report – Bond Issue to Address Shortcoming in Leelanau Township and the Northport Sewer
3. Drainage Districts
4. Set Next Meeting Date/Future Subjects

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

Ty Wessell, Chairman

## **NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Tuesday, April 11, 2023, beginning at 11:30 a.m., or immediately following the Executive Board Session, whichever is later, in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

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### **AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL**

**PUBLIC COMMENT** *(3 minutes)*

**COMMISSIONER COMMENTS**

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

- Annual Statutory Equalization Hearing – Approval of the 2023 L-4024, Statutory Equalization Report.

**PUBLIC COMMENT** *(5 minutes)*

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

## **NOTICE OF MEETING**

A Work Session of the Leelanau County Board of Commissioners  
will be held on Tuesday, April 18, 2023, at 6:00 p.m.,  
in the Commissioner Meeting Room  
of the Leelanau County Government Center, Suttons Bay, Michigan

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## **AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/SILENT PRAYER**

**ROLL CALL**

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

**PUBLIC COMMENT**

### **Purpose of Work Session – Discussion:**

- The budget process, including the chart of accounts, claims and accounts, post audit claims and accounts, budget rules, and any other processes.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, April 18, 2023, 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 (03:33)**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL (04:14)**

**APPROVAL OF BOARD MINUTES (04:38):** *Committee of the Whole/ARPA, 1/19/2022; Special Session, 2/8/2022; Special Session, 5/25/2022; Special Session, 5/31/2022; Special Session, 6/7/2022; COTW/Study Session, 7/25/2022; Organizational Session, 1/3/2023; Special Session, 1/8/2023; Regular Session, 3/21/2023; Closed Session, 3/21/2023.*

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS (05:17)**

**PUBLIC COMMENT (3 Minutes) (06:45)**

**COMMISSIONER COMMENTS (15:25)**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS**

- The 86th District Court Update (22:34)
- Michigan Association of Counties (MAC) Update, Steve Currie, Executive Director (39:08)

**CONSENT AGENDA ITEMS (53:38)**

1. Leelanau County Substance Abuse Prevention Coalition – Acceptance of Prevention Network C3 Grant.
2. Sheriff’s Office –
  - a. Fingerprint Service Fees.
  - b. Approval of Five-Year Renewal Agreement for Inmate Phone Services with Stellar Services, LLC.
3. Machin Engineering – Proposed Façade Project Assessment Agreement.
4. Maintenance –
  - a. Mini Splits Cooling Systems for the Law Enforcement Center:
    - i. Sergeant’s Room.
    - ii. Computer Room –
      - (1). Lutz Roofing.
      - (2). D&W Mechanical.
  - b. Drinking Fountain/Water Bottle Purchase.
5. 13<sup>th</sup> Judicial Circuit Court –
  - a. MMRMA RAP (Risk Avoidance Program) Grant:
    - i. Acceptance of Grant.
    - ii. Proposed Agreement with BIS Digital.
6. Parks and Recreation – Proposed Termination of Maple Valley Nursing Home License for Use of Park Property as a Septic Field.
7. County Clerk – Proposed Staffing Extension.
8. Prosecuting Attorney – Approval of MDHHS (Michigan Department of Health and Human Services) Contract Amendment #5, to the Title IV-E Reimbursement Agreement.
9. Boards and Commissions – Planning Commission Appointment Recommendation.
10. Human Resources – Approval of Assistant Finance Director Job Description.
11. Michigan Indigent Defense Commission (MIDC) – Proposed Fee Increase.

**ACTION ITEMS**

12. Maintenance – Lawn Care RFP Recommendation. (54:33)
13. 13<sup>th</sup> Judicial Circuit Court – Youth Residential Treatment/Short Term Detention Facility Funding Recommendation. (57:21)
14. Drain Commissioner – Request for Upfront Payment of Lake Bluffs Drainage District. (1:10:30)
- ~~15. Per Diem Discussion/Recommendations.~~
16. Administration –
  - a. Northern Lakes Community Mental Health Authority (NLCMHA):
    - i. Approval of the Updated Resolution and Agreement. (1:21:13)
    - ii. Review and Recommendation of Authority Funding Breakdown, by County. (1:25:03)
  - b. **Late Addition Request #1: LCSAPC – Stipends to Local Schools for Proms.** (1:29:32)
  - c. **Late Addition Request #2: Administration – Proposed Negotiation of Salary/Fringe Increase, Ass’t Finance Director.** (1:35:15)
  - d. Closed Session Request, *Collective Bargaining Negotiations per MCL 15.268(c) and a Written Attorney/Client Privileged Legal Opinion from Civil Counsel per MCL 15.268(h).* \* (1:38:50)

**REVIEW OF FINANCIALS (2:35:30)**

**COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS (2:37:00)**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES (2:37:08)**

**PUBLIC COMMENT (5 Minutes) (2:42:27)**

**COMMISSIONER COMMENTS (2:51:46)**

**APPROVAL OF FINANCIALS: (2:54:06)**

- Amendments & Transfers: **Budget Amendments #23-002, #23-003, #23-004, #23-005, #23-006**
- Claims and Accounts
- Post Audit

**ADJOURNMENT**

*\*Requires a Roll Call Vote*

Ty Wessell, Chairman

## **NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Thursday, May 4, 2023, beginning at 1:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

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### **AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL**

**PUBLIC COMMENT** *(3 minutes)*

**COMMISSIONER COMMENTS**

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

- Review/Award of Bid – Government Center Lower Level Environmental Health Department Space Buildout.

**PUBLIC COMMENT** *(5 minutes)*

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Executive Board Session of the Leelanau County Board of Commissioners will be held on Tuesday, May 9, 2023, 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** (00:00)

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL** (00:43)

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS** (01:02)

**PUBLIC COMMENT** (3 Minutes) (01:35)

**COMMISSIONER COMMENTS** (05:32)

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- Administrator Update (05:39)
- Leelanau County Historic Preservation Society/Barn Use Committee Update, *Stephen Stier* (14:20) 2-13
- The 13<sup>th</sup> Judicial Circuit Court Community Corrections Update, *Sherise Shively* (21:27) 14

**ACTION ITEMS**

1. Thirteenth Circuit Court – Approval of Resolution #2023-xx, FY 2024 MDOC Grant. (38:38) 15-28
2. *Late Addition Request #1 – Sheriff’s Office, Acceptance of DNR Marine Safety Grant.* (40:21) 29-31
3. Children’s Advocacy Resolution – Women’s Resource Center, *Commissioner Kramer.* (42:17) 29-31
4. Leelanau Township Tower –
  - a. Engineering Study Recommendation, Machin Engineering. (47:09) 32-34
  - b. Cherryland Electric Agreement Update. (57:03)
  - c. Landowner Agreement Update. (1:01:37)
5. Equalization – Approval of Leelanau County L-4029 Tax Rate Request. (1:01:57) 35-37
6. Solid Waste Council – GFL Amendment #1 to Recycling Services Agreement. (1:09:58) 38-40
7. Monumentation/Remonumentation –
  - a. Renewal of Peer Group Agreements:
    - i. Grand Traverse Surveying, Holmberg Land Survey, and O’Non Land Surveying. (1:13:13) 41-49
    - ii. Leelanau Land Surveying. (1:14:16) 50-58
8. Senior Services –
  - a. Approval of Records Retention Schedule and Disposal. (1:19:05) 59-66
  - b. Agreement Renewal, RLK Investments, Inc., d/b/a ComfortKeepers. (1:20:16) 67-85
9. Local Units of Government – Approval of Floodplain Resolutions/Intergovernmental Agr. (1:15:28) 86-91
10. Leland Dam Authority – Budgetary Discussion. (1:36:07) 92-95
11. Parks and Recreation Commission – Approval of Annual Fish Purchase, Laggis Fish Farms, Inc. (2:00:45) 96-101
12. Administration – (2:04:53)
  - a. Grand Traverse Band of Ottawa and Chippewa Indians 2% Allocation Requests, First Cycle –
    - i. Parks & Recreation Commission/YouthWorks – Invasive Species Mitigation, \$22,000.00. 102-109
    - ii. *Board of Commissioners/LCHPS Request.*
13. Per Diem Discussion – (2:27:30)
  - a. ~~Closed Session Request~~, Review of Written Attorney/Client Privileged Legal Opinion from Civil Counsel per MCL 15.268(h),\* *under separate cover.*
  - b. Review/Potential Approval of Inclusive List of Commissioner Per Diem Assignments. 110-113
  - c. Potential Approval of MAC Conference/Committee Per Diem Requests: (2:17:35) 114
    - i. Per Diem for MAC Agriculture & Tourism Committee (Commissioner Allgaier).
    - ii. Per Diem for MAC Conference (Commissioner Allgaier | Commissioners).
    - iii. *Per Diem for Northern Michigan Counties Association (NMCA), Commissioner Allgaier.*

**REVIEW OF FINANCIALS** (2:25:08)

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES** (2:27:12)

**PUBLIC COMMENT** (5 Minutes) (2:34:48)

**COMMISSIONER COMMENTS** (2:40:22)

**APPROVAL OF FINANCIALS** (2:46:10)

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

**ADJOURNMENT**

\*Requires a Roll Call Vote

## **NOTICE OF MEETING**

The Leelanau County Board of Public Works will be conducting a meeting on Tuesday, May 9, 2023, at 12 Noon, or immediately following the County Board of Commissioners' Executive Board Session, whichever is later, in the Commissioner Meeting Room of the 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/SILENT PRAYER**

**ROLL CALL**

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

**PUBLIC COMMENT**

#### **Action Items:**

1. Approval of Minutes – February 14, 2023
2. Northport/Leelanau Township Utilities Authority (NLTUA) Report – Bond Issue to Address Shortcoming in Leelanau Township and the Northport Sewer
3. Drainage Districts
4. Set Next Meeting Date/Future Subjects

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**



## **NOTICE OF MEETING**

A Work Session of the Leelanau County Board of Commissioners  
will be held on Tuesday, May 16, 2023, at 6:00 p.m.,  
in the Commissioner Meeting Room  
of the 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,  
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## **AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/SILENT PRAYER**

**ROLL CALL**

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

**PUBLIC COMMENT**

**Purpose of Work Session – Discussion:**

- The budget process, including the chart of accounts, claims and accounts, post audit claims and accounts, budget rules, and any other processes.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, May 16, 2023, at 7:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

**A live streaming of this meeting will be available for viewing via the following link –**  
[https://www.youtube.com/channel/UCNQTgfgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTgfgcTedF2qB8floC1GQ?view_as=subscriber)

There are two ways to provide public comment during the meeting – you can attend in-person, or email your comments prior to the meeting to [clerk@leelanau.gov](mailto:clerk@leelanau.gov)

*Please silence any unnecessary 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 (00:00)**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL (00:35)**

**APPROVAL OF BOARD MINUTES – (00:55)** *Executive Board March 8, 2022; Executive Board, April 12, 2022; Regular Session, July 19, 2022; Special Session, September 14, 2022; Committee of the Whole, September 22, 2022; Salary Task Force, November 16, 2022; Work Session, March 21, 2023 (6 p.m.); Executive Board, April 11, 2023; Special Session, April 11, 2023; Work Session, April 18, 2023; Regular Session, April 18, 2023; Closed Session, April 18, 2023; Executive Session, May 9, 2023.*

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS (01:40)**

**PUBLIC COMMENT (3 Minutes) (05:19)**

**COMMISSIONER COMMENTS (12:49)**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS (12:56)**

**CONSENT AGENDA ITEMS (13:53)**

1. Sheriff’s Office – Acceptance of DNR (Department of Natural Resources) Marine Safety Grant.
2. Leelanau Township Tower – Engineering Study Recommendation, Machin Engineering.
3. Equalization – Approval of Leelanau County L-4029 Tax Rate Request.
4. Solid Waste Council – GFL Amendment #1 to Recycling Services Agreement.
5. Monumentation/Remonumentation –
  - a. Renewal of Peer Group Agreements:
    - i. Grand Traverse Surveying, Holmberg Land Survey, and O’Non Land Surveying.
    - ii. Leelanau Land Surveying.
6. Senior Services –
  - a. Approval of Records Retention Schedule and Disposal.
  - b. Agreement Renewal, RLK Investments, Inc., d/b/a ComfortKeepers.
7. Parks and Recreation Commission – Approval of Annual Fish Purchase, Laggis Fish Farms, Inc.
8. Administration – Grand Traverse Band of Ottawa and Chippewa Indians 2% Allocation Requests, First Cycle – Parks & Recreation Commission/YouthWorks – Invasive Species Mitigation, \$22,000.00.

**ACTION ITEMS**

9. **Late Addition Request #1** – Out of State Travel, Equalization GIS Analyst Robert Herman, San Diego, CA. (14:52) 2
10. Thirteenth Circuit Court – Approval of Resolution #2023-xx, FY 2024 MDOC Grant.\* (19:08) 3
11. **Children’s Advocacy** – Women’s Resource Center **Resolution.\*** (20:49) 4-5
12. Leelanau Township Tower –
  - a. Cherryland Electric Agreement Review/**Recommendation.** (26:09) 6-27
  - b. Landowner Agreement Review/**Recommendation.** (31:35) 28-44
13. Monumentation/Remonumentation – Acceptance of State of Michigan Monumentation Grant. (35:57) 45-58
14. Local Units of Government – Approval of Floodplain Resolutions/Intergovernmental Agreements.\* (39:40) 59-65
15. Leland Dam Authority – Budgetary **Discussion.** (54:03)
16. Administration –
  - a. Grand Traverse Band of Ottawa and Chippewa Indians 2% Allocation Requests, First Cycle – Board of Commissioners, LCHPS (Leelanau County Historical Preservation Society), Poor Farm Barn, *under separate cover.* (55:45)
  - b. **Late Addition Request #2** – *Staffing Levels Adjustment Request, Finance Director (Prosecuting Attorney).* (1:12:34)
  - c. *Finance/Audit Committee (Committee of the Whole) – Meeting Request.* (1:19:25)
  - d. *Building & Grounds Committee – Meeting Request.* (1:22:42)
  - e. *Personnel Manual Review.* (1:23:44)
17. Per Diem Discussion (*under separate cover*) –
  - a. Review/Potential Approval of: (1:24:55)
    - i. Inclusive List of Commissioner Per Diem Assignments (*includes 17.c., Per Diem for NMCA (Northern Michigan Counties Association) Delegate (Commissioner Allgaier).*)
    - ii. Potential Policy and Board Rules of Order and Procedure Updates.
  - b. Potential Approval of MAC (Michigan Association of Counties) Conference/Committee Per Diem Requests:
    - i. Per Diem for MAC Agriculture & Tourism Committee (Commissioner Allgaier).
    - ii. Per Diem for MAC Conference (Commissioner Allgaier | Commissioners).

**REVIEW OF FINANCIALS (2:10:44)**

**COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS (2:14:25)**

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

**PUBLIC COMMENT (5 Minutes) (2:18:10)**

**COMMISSIONER COMMENTS (2:32:05)**

**APPROVAL OF FINANCIALS: (2:34:30)**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

**ADJOURNMENT**

*\*Requires a Roll Call Vote*

## **NOTICE OF MEETING**

A Finance/Audit Committee Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, June 6, 2023, beginning at 2:00 p.m., in the Commissioner Meeting Room of the 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/SILENT PRAYER**

**ROLL CALL**

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

**PUBLIC COMMENT**

**Purpose of this Session – Discussion:**

- Review of the FY2022 Audit.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Executive Board Session of the Leelanau County Board of Commissioners will be held on Tuesday, June 13, 2023, at 9:00 a.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan  
(Please silence any unnecessary cellular/electronic devices)

**A live streaming of this meeting will be available for viewing via the following link –**  
[https://www.youtube.com/channel/UCNQTglcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglcTedF2qB8floC1GQ?view_as=subscriber)

There are two ways to provide public comment during the meeting – you can attend in-person, or email your comments prior to the meeting to [clerk@leelanau.gov](mailto:clerk@leelanau.gov)

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**AMENDED TENTATIVE AGENDA**

**CALL TO ORDER (00:40)**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL (01:38)**

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS (01:56)**

**PUBLIC COMMENT (3 Minutes) (02:15)**

**COMMISSIONER COMMENTS (11:30)**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- Administrator Update (11:38)
- Northwest Michigan Community Action Agency Update, Kerry Baughman, Executive Director (17:38) 2-12
- Early Childhood Update, Michelle Klein, Director of Personal Health, Benzie/Leelanau District Health Department (36:05) 13-29
- Probate/Family Court Department Update, Honorable Marian Kromkowski (54:54) 30-31

**ACTION ITEMS**

1. Administration/Sheriff's Office – Acceptance of Donation. (1:23:15) 94-95
2. Leelanau County Substance Free Coalition – Approval of Remaining FY2023 Budget Items. (1:39:08) 32-33
3. Human Resources –
  - a. Accident Fund Workers Compensation Renewal, Dennis Muth, Peterson McGregor & Associates –
    - i. Workers Compensation Plan Update. (1:41:06)
    - ii. Workers Compensation Renewal Agreement. (1:51:40) 34-38
  - b. Employee Handbook and County Policies. (1:52:20) 39-87
  - c. Staffing Requests –
    - i. Sheriff's Office. (2:04:20) 88
    - ii. Probate Court. (2:09:30) 89-92
    - iii. Senior Services Director Overlap. (2:24:18) 93
4. Leelanau Township Tower –
  - a. Cherryland Electric Agreement. (2:26:08) 145-166
  - b. Tower Construction Bid Review/Recommendation. (2:32:30) 125-126
  - c. Landowner Lease Agreement. (2:35:57) 127-144
12. d. Administration – Closed Session Request: Written Attorney/Client Privileged Legal Opinions from Corporate Counsel, per MCL 15.268(h). (2:38:43)
5. Traverse Transportation Coordinating Initiative – Resolution to Establish an Intermunicipality Committee Under Michigan Public Act 200 of 1957 for Purposes of Transportation Planning in the Traverse Study Area. (3:40:06) 96-99
6. IT/Sheriff's Office Jail – Purchase of Updated Dell Computers with Software from CML Security. (3:43:17) 100-103
7. County Clerk – Jury Commission Appointments. (3:46:00) 104-109
8. Monumentation/Remonumentation – Surveyor Services Agreements: (3:47:51) 110-124
  - a. Grand Traverse Surveying.
  - b. Holmberg Land Survey.
  - c. Leelanau Land Surveying.
  - d. O'Non Land Surveying.
9. Leland Dam Authority – Approval of Authority Bylaws. (3:50:00) 167-172
10. Building & Grounds Concerns –
  - a. Parks & Recreation – Old Settlers Park, Nancy Lanham Memorial Donation: (3:50:54) 173-174
    - i. Bench Purchase.
    - ii. Ladybug Bouncer Purchase.
  - b. Government Center North Wall Façade – Machin Assessment Discussion. (3:53:25) 175-181
11. FY 2022 Audit Review and Recommendation – Steve Peacock, Principal, Rehmann. (3:57:07) 182
12. Administration –
  - a. Maintenance –Law Enforcement Center (LEC) Mini-Split Upgrades Additional Costs: (4:16:11)
    - i. Standard Electric – Two Separate Requests. 183-184
    - ii. Lutz Mechanical. 185
  - b. Finance Stipend, Six Month Extension. (4:22:30) 186-188
  - c. FY 2024 Budget Update – Process and Timeline. (4:25:08)
13. Per Diem Discussion, Suggested Revisions to –
  - a. FY 2023 Rules of Order and Procedure. (4:27:20) 189-205
  - b. Per Diem Policy (5.07) Review. (4:38:02) 80-82
  - c. Approval of Per Diem List – County Board-appointments. (4:38:40) 206
  - d. Additional Requests for Compensation.

**REVIEW OF FINANCIALS (4:44:50)**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES (4:45:46)**

**PUBLIC COMMENT (5 Minutes) (4:50:35)**

**COMMISSIONER COMMENTS (5:00:46)**

**APPROVAL OF FINANCIALS (5:01:35)**

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

**ADJOURNMENT**

## **NOTICE OF MEETING**

The Leelanau County Board of Public Works will be conducting a meeting on Tuesday, June 13, 2023, at 12:30 p.m., or immediately following the County Board of Commissioners' Executive Board Session, whichever is later, in the Commissioner Meeting Room of the 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/SILENT PRAYER**

**ROLL CALL**

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

**PUBLIC COMMENT**

#### **Action Items:**

1. Approval of Minutes – February 14, 2023
2. Northport/Leelanau Township Utilities Authority (NLTUA) Report – Review of recent audit, current financials and potential revenue shortages
3. Drainage Districts
4. Set Next Meeting Date/Future Subjects

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, June 20, 2023, at 7:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

**A live streaming of this meeting will be available for viewing via the following link – [https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)**

There are two ways to provide public comment during the meeting – you can attend in-person, or email your comments prior to the meeting to [clerk@leelanau.gov](mailto:clerk@leelanau.gov)

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**AMENDED TENTATIVE AGENDA**

**CALL TO ORDER (00:10)**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL (00:45)**

**APPROVAL OF BOARD MINUTES (01:13)** – Finance/Audit Comm., 10/18/2022; Work Session, 3/21/2023 (4:30 p.m.); Special Session, 5/4/2023; Work Session, 5/16/2023; Regular Session, 5/16/2023; Finance/Audit Comm., 6/6/2023; Executive Board, 6/13/2023; Closed Session, 6/13/2023

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS (01:42)**

**PUBLIC COMMENT (3 Minutes) (02:24)**

**COMMISSIONER COMMENTS (20:35)**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS**

- Administrator Update (21:08)
- Annual Report – Leelanau ALICE and Challenges for Young Families, Seniors and Housing, Beth Verhey. (25:10)

**CONSENT AGENDA ITEMS (40:40)**

**Pg. No.**

1. Administration/Sheriff’s Office – Acceptance of Donation.
- ~~2. Leelanau County Substance Free Coalition – Approval of Remaining FY2023 Budget Items.~~
3. Human Resources –
  - a. Peterson McGregor & Associates – Workers Compensation Renewal Agreement.
  - b. Staffing Requests –
    - i. Sheriff’s Office.
    - ii. Senior Services Director Overlap.
4. IT/Sheriff’s Office Jail – Purchase of Updated Dell Computers with Software from CML Security.
5. County Clerk – Jury Commission Appointments.
6. Monumentation/Remonumentation – Surveyor Services Agreements:
  - a. Grand Traverse Surveying.
  - b. Holmberg Land Survey.
  - c. Leelanau Land Surveying.
  - d. O’Non Land Surveying.
7. Leland Dam Authority – Approval of Authority Bylaws.
8. Building & Grounds Concerns –
  - a. Parks & Recreation – Old Settlers Park, Nancy Lanham Memorial Donation:
    - i. Bench Purchase.
    - ii. Ladybug Bouncer Purchase.
9. Acceptance of FY 2022 Audit.
10. Administration –
  - a. Maintenance –Law Enforcement Center (LEC) Mini-Split Upgrades Additional Costs:
    - i. Standard Electric –
      - (a) Sergeant’s Room Supplies.
      - (b) Computer Room Supplies.
    - ii. Lutz Mechanical.
  - b. Finance Stipend, Six Month Extension.
11. Per Diem Discussion, Suggested Revisions to –
  - a. FY 2023 Rules of Order and Procedure. 2-18
  - b. Approval of Per Diem List – County Board-appointments. 19
  - c. Additional Requests for Compensation.

**ACTION ITEMS**

12. Human Resources – Probate Court Staffing Request. (41:45)
13. Leelanau Township Tower –
  - a. Cherryland Electric Agreement. (43:37)
  - b. Tower Construction Bid Award. (44:47)
  - c. Landowner Lease Agreement. (45:45)
14. Traverse Transportation Coordinating Initiative – Resolution to Establish an Intermunicipality Committee Under Michigan Public Act 200 of 1957 for Purposes of Transportation Planning in the Traverse Study Area. \* (47:21)
15. **Late Addition Request #1** – VA, Approval of Three (3) County Veterans Service Fund Grant Applications. (49:32) 20-35
16. **Late Addition Request #2** – Planning, Approval of Rural Readiness Grant Application. (51:31) 36
- ~~17. **Late Addition Request #3** – Maintenance, Approval of Correct Invoice, Mini-Split System for Computer Room.~~

**REVIEW OF FINANCIALS (55:17)**

**COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS (55:49)**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES (56:05)**

**PUBLIC COMMENT (5 Minutes) (58:02)**

**COMMISSIONER COMMENTS (1:17:33)**

**APPROVAL OF FINANCIALS: (1:20:15)**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

**ADJOURNMENT**

*\*Requires a Roll Call Vote*

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Executive Board Session of the Leelanau County Board of Commissioners will be held on Tuesday, July 11, 2023, at 9:00 a.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan  
(Please silence any unnecessary cellular/electronic devices)

**A live streaming of this meeting will be available for viewing via the following link –**  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE** (00:05)

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL** (00:40)

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS** (01:02)

**PUBLIC COMMENT** (3 Minutes) (11:45)

**COMMISSIONER COMMENTS** (29:18)

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- Administrator Update (30:06)
  - Rural Readiness Grant Application Update
- Senior Agencies/Department Update – April Missias, Senior Services Director; Heidi Gustine, Director, Area Agency on Aging of Northwest Michigan; and Lisa Robitshek, Meals on Wheels Senior Nutrition Manager (38:28) 2-21

**ACTION ITEMS**

- ~~1. Closed Session Request, Collective Bargaining Negotiations per MCL 15.268(c) and a Written Attorney/Client Privileged Legal Opinion from Civil Counsel per MCL 15.268(h)\*~~ **MOVED TO REGULAR SESSION**
2. Information Technology/Board of Commissioners –
  - a. Commissioner Meeting Room Audio Options. (1:09:32) 22-45
  - b. ESRI Maintenance Renewal Agreement. (1:18:58) 46-51
3. Prosecuting Attorney –
  - a. Crime Victims’ Rights (CVR) Grant Application. (1:19:58) 52-69
  - b. MDHHS Title IV-D Cooperative Reimbursement Program Agreement, 2023-2028. (1:21:38) 70-106
  - c. Assistant Prosecuting Attorney Posting – **MOVED TO BUDGET SESSIONS.** 107
4. Human Resources –
  - a. Senior Services:
    - i. Updated Job Descriptions, Discussion only. (1:23:53) 108-116
    - ii. Wage Adjustment, Discussion only. 117-119
  - ~~b. Information Technology Director.~~ 120-128
  - c. Executive Assistant – Expansion of Duties/Compensation, Discussion only. (1:39:20) 129-134
  - d. MERS Service Credit Purchase. (1:54:02) 135-137
  - e. MERS Delegates for Annual Conference. (1:58:49) 138-139
5. Planning/Comm. Development – Review of Draft 2024-2029 Capital Improvement Program (CIP) Plan. (2:00:57) 140-180
6. Solid Waste Council – Materials Management Plan Committee Update. (2:11:30)
7. Family Court – FY2023-24 Child Care Fund Budget. (2:16:12) 181-182
8. Maintenance –
  - a. Wastewater Treatment Plant Oversight Renewal Agreement, Grand Traverse Band of Ottawa and Chippewa Indians. (2:24:04) 183-187
9. Administration –
  - a. Government Center North Wall Façade – Proposed Agreement with Machin Engineering. (2:30:34) 188-191
  - b. Heat Pump Replacements, D&W Mechanical: (2:38:10)
    - i. #127 (Administration). 192-193
    - ii. #220 (Probate/Family Court). 194-195
  - c. Request to Establish Renewable Energy Task Force, Commissioner Allgaier. (2:46:36)
  - d. Maple Valley Nursing Home – Update on Drainfield Relocation. (3:01:41)
  - e. Budget Work Sessions Update. (3:06:48) 196
  - f. **Late Addition Request #1 – Letter of Support, Traverse Connect.** (3:08:27)
  - g. **Letter of Support, Rural Readiness Grant Program.**

**REVIEW OF FINANCIALS** (3:20:48)

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES** (3:27:52)

**PUBLIC COMMENT** (5 Minutes) (3:44:59)

**COMMISSIONER COMMENTS** (3:59:01)

**APPROVAL OF FINANCIALS** (4:03:15)

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

**ADJOURNMENT**

**NOTICE OF MEETING**

A Building Safety Committee Meeting will be held on Tuesday, July 11, 2023, at 12:45 p.m.,  
or immediately following the County Board Special Session, 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)

*(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

Election of Chairman

Approval of Agenda and Late Additions/Deletions

Public Comment

**Action Items:**

**Pg. No.**

- |   |       |
|---|-------|
| 1. Election of Chairman.  |       |
| 2. Approval of Meeting Minutes – July 8, 2022, <i>no attachment.</i>  |       |
| 3. FY 2023 and 2024 Budget Update – Review of FY 2023 Line-Item Expenditures<br>and Revenues; Projected Budget Details for FY 2024. | 2-11  |
| 4. Discussion on “\$1.00” Tent Permits.   |       |
| 5. Vehicle Order Update.  |       |
| 6. Code Enforcement and Work Without a Permit Penalties.  | 12-13 |
| 7. Potential “Take Home” Vehicles for Inspectors.   |       |
| 8. Potential Expansion of Construction Board of Appeals Membership.   | 14    |
| 9. Any Other Items.   |       |

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn



Ty Wessell, Chairman

## **NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Tuesday, July 11, 2023, 12:30 p.m., or immediately following the Executive Board session, whichever is later, in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTgIgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTgIgcTedF2qB8floC1GQ?view_as=subscriber)

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## **AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL**

**PUBLIC COMMENT** *(3 minutes)*

**COMMISSIONER COMMENTS**

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

- Acceptance of 2% Allocation Awards, Grand Traverse Band of Ottawa and Chippewa Indians – Parks & Recreation Commission/YouthWorks – Invasive Species Mitigation, \$22,000.00.

**PUBLIC COMMENT** *(5 minutes)*

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

## **NOTICE OF MEETING**

The Leelanau County Board of Public Works will be conducting a meeting on Tuesday, July 18, 2023, at 4:30 p.m., in the Commissioner Meeting Room of the 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/SILENT PRAYER**

**ROLL CALL**

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

**PUBLIC COMMENT**

### **Action Items:**

1. Approval of Minutes – February 14, 2023
2. Northport/Leelanau Township Utilities Authority (NLTUA) Report – Review of recent audit, current financials and potential revenue shortages
3. Drainage Districts
4. Set Next Meeting Date/Future Subjects

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

## **BOARD OF COMMISSIONERS MEETING**

*Ty Wessell, Chairman*

### **NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, July 18, 2023, at 7:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

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### ***AMENDED TENTATIVE AGENDA***

**CALL TO ORDER** (00:05)

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL** (00:52)

**APPROVAL OF BOARD MINUTES** (01:11) – *includes Committee of the Whole, 5/4/2023; Regular Session, 6/20/2023; and Special Session, July 11, 2023*

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS** (01:52)

**PUBLIC COMMENT** (3 Minutes) (02:10)

**COMMISSIONER COMMENTS** (19:28)

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

- *Betsy Coffia, State Representative, 103<sup>rd</sup> District (20:44)*
- *Administrator Update (39:57)*

### ***CONSENT AGENDA ITEMS (42:25)***

1. Information Technology/Board of Commissioners – ESRI Maintenance Renewal Agreement.
2. Prosecuting Attorney –
  - a. Crime Victims' Rights (CVR) Grant Application.
  - b. MDHHS Title IV-D Cooperative Reimbursement Program Agreement, 2023-2028.
3. Human Resources – MERS Delegates for Annual Conference.
4. Planning/Comm. Development – Acceptance of 2024-2029 Capital Improvement Program (CIP) Plan.
5. Family Court – FY2023-24 Child Care Fund Budget.
6. Maintenance – Wastewater Treatment Plant Oversight Renewal Agreement, Grand Traverse Band of Ottawa and Chippewa Indians.
7. Administration –
  - a. Heat Pump Replacements, D&W Mechanical:
    - i. #127 (Administration).
    - ii. #220 (Probate/Family Court).
  - b. Letter of Support – Rural Readiness Grant Program.

### ***ACTION ITEMS***

8. Human Resources –
  - a. Senior Services:
    - i. Updated Job Descriptions. (43:20)
    - ii. Wage Adjustment. (46:50)
  - b. MERS Service Credit Purchase.\* (48:59)
9. Administration –
  - a. Government Center North Wall Façade – Proposed Agreement with Machin Engineering. (57:43)
  - b. Letters of Support –
    - i. Traverse Connect, US EDA Tech Hubs Strategy Development Grant. (1:05:28)
    - ii. ***Late Addition Request #1*** – Resolution to Establish an Intermunicipality Committee Under Michigan Public Act 200 of 1957 for Purposes of Transportation Planning in the Traverse Study Area. (1:08:44)
  - c. Creation of Renewable Energy Exploratory Work Group. (1:30:12)
  - d. Closed Session Request, *Written Attorney/Client Privileged Legal Opinion from Civil Counsel per MCL 15.268(h)\*. (1:36:30; Open session resumes at 1:37:27)*

### ***REVIEW OF FINANCIALS (1:37:42)***

### ***COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS (1:41:16)***

### ***SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES (1:43:40)***

**PUBLIC COMMENT** (5 Minutes) (1:44:40)

**COMMISSIONER COMMENTS** (1:53:15)

### ***APPROVAL OF FINANCIALS: (1:57:39)***

- Amendments & Transfers
- Claims and Accounts
- Post Audit

### ***ADJOURNMENT***

Ty Wessell, Chairman

**NOTICE OF MEETING**

A Committee of the Whole Session of the Leelanau County Board of Commissioners will be held on Wednesday, July 19, 2023, at 2:00 p.m., in the Commissioner Meeting Room of the 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/SILENT PRAYER**

**ROLL CALL**

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

**PUBLIC COMMENT**

**Purpose of Meeting – Discussion/Recommendation:**

- Review of Updated Personnel Policy and other Board Policies.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Executive Board Session of the Leelanau County Board of Commissioners will be held on Tuesday, August 8, 2023, at 9:00 a.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan  
*(Please silence any unnecessary cellular/electronic devices)*

**A live streaming of this meeting will be available for viewing via the following link –**  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

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**TENTATIVE AGENDA**

**CALL TO ORDER (01:07)**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL (01:52)**

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS (02:10)**

**PUBLIC COMMENT (3 Minutes) (02:28)**

**COMMISSIONER COMMENTS (09:56)**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- Administrator Update (10:06)
- Enterprise Fleet Management, Inc., Presentation, Chris Tyner (31:05) 2-9
- MSU-E Agency Update (59:35) 10-25

**ACTION ITEMS**

1. Michigan Indigent Defense Commission (MIDC) – Approval of Second Amendment to Agr., Jarboe & Pfeil. (1:20:15) 26-31
2. Sheriff’s Office – (1:26:55)
  - a. Credit Card Request. 32
  - b. FY2024 Secondary Road Patrol Grant Program Application. 33
  - c. Port Security Grant:
    - i. Acceptance of Grant. 34-45
    - ii. Boat Purchase Approval, Safe Boats International. 46-69
3. Emergency Management/9-1-1 – Consumers Energy Tower Lease Agr. Termination (Central Tower). (1:39:49) 70-75
4. Prosecuting Attorney – MDHHS Title IV-E Grant Agreement. (1:43:38) 76-111
5. Human Resources –Board Policies, Committee of the Whole Meeting Policy Recommendations. (2:42:10) 112-132
6. Planning/Community Development – (2:47:54)
  - a. Appointment of Fair Housing Coordinator. 133
  - b. Designation of Certifying Officer. 134-135
  - c. Set Public Hearing Date for Housing Grant Closeout, *no attachment*.
  - d. Northwest Michigan Community Action Agency (NMCAA), Housing Rehabilitation, One Year Contract Extension. 136
7. Renewable Energy Exploratory Group Report, Commissioner Allgaier. (2:55:48) 137
8. The 86<sup>th</sup> District Court – Staffing Levels (Probation) Adjustment Request. (3:14:18) 138-157
9. Information Technology/Board of Commissioners – (3:19:10)
  - a. Commissioner Meeting Room Audio Discussion.
  - b. SafetyNet, Cyber Security Recommendations:
    - i. VLANs (Virtual Local Area Networks) Planning. 158-163
    - ii. Firewalls Reconfiguration to Federal Information Processing Standards (FIPS). 164-169
10. Traverse Connect, Housing Funding Initiative Discussion – (2:02:48)
  - a. Landbank Fast Track Authority – Letter of Support, Reestablishment of the Leelanau County Economic Development Authority. 170
11. Building Safety Committee Proposed Recommendations – (3:37:48)
  - a. Construction Board of Appeals Membership Expansion. 171-172
  - b. Purchase of Retired Patrol Vehicle. 173-175
12. Board of Commissioners – Rules of Order and Procedure, Suggested Amendment. (3:47:37) 176-195
13. Administration –
  - a. Leelanau County/BLDHD Environmental Health – Lower Level Buildout Bid Recommendation. (3:50:34) 196
  - b. House Bill 4012 of 2023 (Speed Limits) Update. (4:01:27)
  - c. Approval of BATA (Bay Area Transportation Authority) Interlocal Agreement. (4:06:19) 197-207
  - d. Amendment No. 2 to the Fiber Optic Broadband Network Construction Agreement, Point Broadband Fiber Holdings, LLC. (4:07:54) 208-211
  - e. Networks Northwest – Appointment of North Region Active Transportation Plan Liaison. (4:09:55) 212
  - f. Boards and Commissions Appointments Update, *no attachment*. (4:13:48)

**REVIEW OF FINANCIALS (4:17:00)**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES (4:21:48)**

**PUBLIC COMMENT (5 Minutes) (4:28:33)**

**COMMISSIONER COMMENTS (4:39:10)**

**APPROVAL OF FINANCIALS (4:44:13)**

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

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Leelanau County Board of Commissioners will be conducting a Budget Work Session on Tuesday, August 15, 2023, at 4:00 p.m., in the Commissioner Meeting Room of the 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**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENT**

**Action Items:**

1. FY 2024 Budget Review.
  - a. Revenues and Expenditures Overview.
  - b. Overview of Select Departments Requests.
2. Future Budget Work Sessions Topics.
3. Set Future Budget Work Sessions Dates.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

Ty Wessell, Chairman

## **NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Tuesday, August 15, 2023, at 5:30 p.m., or immediately following the Budget Work Session, whichever is later, in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTgIgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTgIgcTedF2qB8floC1GQ?view_as=subscriber)

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### **AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL**

**PUBLIC COMMENT** *(3 minutes)*

**COMMISSIONER COMMENTS**

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

- Municipal Employees Retirement System (MERS), Potential County Policy.

**PUBLIC COMMENT** *(5 minutes)*

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, August 15, 2023, at 7:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

**A live streaming of this meeting will be available for viewing via the following link –**  
[https://www.youtube.com/channel/UCNQTgIgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTgIgcTedF2qB8floC1GQ?view_as=subscriber)

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**AMENDED TENTATIVE AGENDA**

	<u>Pg. No.</u>
<b>CALL TO ORDER (00:50)</b>	
<b>PLEDGE OF ALLEGIANCE</b>	
<b>MOMENT OF SILENCE/PRIVATE PRAYER</b>	
<b>ROLL CALL (01:30)</b>	
<b>APPROVAL OF BOARD MINUTES (01:59): Committee of the Whole, 9/26/22; Executive Board Sessions, 7/22/23 and 8/8/23; COTW, 7/19/23</b>	
<b>APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS (02:46)</b>	
<b>PUBLIC COMMENT (3 Minutes) (04:55)</b>	
<b>COMMISSIONER COMMENTS (07:45)</b>	
<b>COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS</b>	
• Administrator Update (08:03)	
<b>CONSENT AGENDA ITEMS (13:03)</b>	
1. Michigan Indigent Defense Commission (MIDC) – Approval of Second Amendment to Agreement, Jarboe & Pfeil.	
2. Sheriff’s Office –	
a. Credit Card Request.	
b. FY2024 Secondary Road Patrol Grant Program Application.	
c. Port Security Grant:	2
i. Acceptance of Grant.	
ii. Boat Purchase Approval, Safe Boats International.	
3. Emergency Management/9-1-1 – Consumers Energy Tower Lease Agreement Termination (Central Tower).	
4. Prosecuting Attorney – MDHHS Title IV-E Grant Agreement.	
5. Planning/Community Development –	
a. Appointment of Fair Housing Coordinator.	
b. Designation of Certifying Officer.	
c. NW Michigan Community Action Agency (NMCAA), Housing Rehabilitation, One Year Contract Extension.	3-5
6. Information Technology/Board of Commissioners – SafetyNet, Cyber Security Recommendations:	
a. VLANs (Virtual Local Area Networks) Planning.	
b. Firewalls Reconfiguration to Federal Information Processing Standards (FIPS).	
7. Building Safety Committee –	
a. Construction Board of Appeals Membership Expansion.	
b. Retired Patrol Vehicle Lease.	
8. Administration –	
a. Approval of BATA (Bay Area Transportation Authority) Interlocal Agreement.	
b. Amendment No. 2 to the Fiber Optic Broadband Network Construction Agreement, Point Broadband Fiber Holdings, LLC.	
c. Networks Northwest –Appointments of Liaison and Alternate Liaison for the North Region Active Transportation Plan.	
<b>ACTION ITEMS</b>	
9. <i>The 86<sup>th</sup> District Court – Staffing Levels (Probation) Adjustment Request (updated). (13:53)</i>	6-25
10. <i>Board of Commissioners – Rules of Order and Procedure, Suggested Amendment. (25:25)</i>	
11. Human Resources –Board Policies, Committee of the Whole Meeting Policy Recommendations. (36:10)	
a. <b>Late Addition Request – Letter of Agreement, Senior Services Aging Well Resource Coordinator.</b>	26-29
12. Renewable Energy Exploratory Group – Creation of the Leelanau County Energy Futures Task Force. (40:40)	
13. Administration – (44:05)	
a. Leelanau County/BLDHD Environmental Health – <i>Discussion only</i>	
Acceptance of Lower Level Buildout Bid.	30-40
i. <i>Lease Agreement.</i>	
ii. <i>Construction Agreement.</i>	
b. Review of County Board Credit Card Policy, 7.12. (1:09:18)	41-42
c. Closed Session Request, <i>Written Attorney/Client Privileged Legal Opinion from Civil Counsel per MCL 15.268(h)*.</i>	43
<i>(Closed session begins at 1:14:20; open session resumed at 2:13:00)</i>	
<b>REVIEW OF FINANCIALS (2:13:55)</b>	
<b>COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS</b>	
<b>SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES</b>	
<b>PUBLIC COMMENT (5 Minutes) (2:14:50)</b>	
<b>COMMISSIONER COMMENTS (2:25:15)</b>	
<b>APPROVAL OF FINANCIALS: (2:26:06)</b>	
• Amendments & Transfers	
• Claims and Accounts	
• Post Audit	
<b>ADJOURNMENT</b>	

\*Roll Call Vote required



**NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Tuesday, August 29, 2023, at 1:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

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**AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL**

**PUBLIC COMMENT** *(3 minutes)*

**COMMISSIONER COMMENTS**

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

**Page No.**

- Government Center Lower Level Build Out Project –
  - a. Acceptance of Lower Level Buildout Bid. 2-3
  - b. Lease Agreement. 4-15
  - c. Construction Agreement. 16-17

**PUBLIC COMMENT** *(5 minutes)*

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Leelanau County Board of Commissioners will be conducting a Budget Work Session on Tuesday, August 29, 2023, at 2:00 p.m., or immediately following the Special Session, whichever is later, in the Commissioner Meeting Room of the Leelanau County Government Center, Suttons Bay, Michigan

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**AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENT**

**Action Items – Discussion/Potential Recommendation:**

1. FY 2024 Budget Review.
  - a. Review of Revenues and Expenditures.
  - b. Overview of Select Departments Requests.
2. Set Future Budget Topics.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

## NOTICE OF MEETING

A Senior Services Advisory Committee Meeting will be held on Thursday, September 7, 2023,  
at 2:00 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

Election of Chairman

Approval of Agenda and Late Additions/Deletions

Public Comment

**Action Items:**

- |  | <b><u>Pg. No.</u></b> |
|--|-----------------------|
| 1. Approval of Meeting Minutes – May 9, 2022.                                | 2-4                   |
| 2. Share Care Renewal Agreement – Proposed Addition of Wellness Programming. | 5-11                  |
| 3. Fund Balance Discussion.  |                       |
| 4. Discussion on Millage Renewal.  |                       |
| 5. Other Topics.   |                       |

Discussion Items

Board Member Comment

Public Comment

Motion to Adjourn

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Executive Board Session of the Leelanau County Board of Commissioners will be held on Tuesday, September 12, 2023, at 9:00 a.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

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

**A live streaming of this meeting will be available for viewing via the following link –**  
[https://www.youtube.com/channel/UCNQTgIgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTgIgcTedF2qB8floC1GQ?view_as=subscriber)

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL**

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

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- Administrator Update
- Medical Examiner Update 2-89
- Early Childhood Program Update 90-94

**PUBLIC COMMENT** *(3 minutes, agenda-specific)*

**COMMISSIONER COMMENTS**

**ACTION ITEMS**

1. Sheriff’s Office –
  - a. K9 Program Expansion Request. 95
  - b. Out-of-State Travel Request, Cmr. Edington. 96-98
2. Michigan Municipal Risk Management Authority (MMRMA) Grant Applicants –
  - a. Probate/Family Court, RAP (Risk Avoidance Program) Grant, BIS Digital Court Recording Equipment. 99-117
  - b. Human Resources, CAP (Certification/Accreditation Program) Grant, SHRM Certification. 118-124
  - c. Planning, CAP Grant, Citizen Planner Program Certification. 125-133
3. Information Technology – Purchase of Desktop Computers, Dell Technologies. 134-139
4. Human Resources –
  - a. Personnel Policy (1.07) Update. 140-171
  - b. Voluntary Medical Leave Donation Policy. 172
    - i. Resolution To Adopt A Voluntary Medical Sick Leave Donation Policy. 173
    - ii. Voluntary Medical Sick Leave Donation Policy. 174-177
  - c. Prosecuting Attorney’s Office Staffing Levels. 178
5. Prosecuting Attorney – Memorandum of Understanding, Karpel Solutions. 179-215
6. Equalization – Approval of 2023 L-4029 Tax Rate Request. 216-218
7. Senior Services –
  - a. Sharecare of Leelanau, Inc., Renewal Agreement. 219-229
  - b. Area Agency on Aging of Northwest Michigan (AAANM) MIPPA Renewal Agreement. 230
  - c. MMAP, Inc., Renewal Agreement. 231
8. Solid Waste Council –
  - a. Electronics Recycling Contract Selection. 232-244
  - b. Household Hazardous Waste (HHW) Contractor Selection. 245-263
  - c. Recycling Fee Increase Recommendation. 264-266
9. County Clerk – Geographical Election Results System Purchase, ElectionReporting.com. 267-280
10. Boards and Commissions –
  - a. Vacancy on the Area Agency on Aging of Northwest Michigan (AAANM) Board. 281-291
  - b. Energy Futures Task Force Recommendations. 292-327
11. Veterans Affairs – Acceptance of CVSF (County Veteran Service Fund) Grant Award. 328-364
12. Lower Level Build Out Project with the BLDHD (Benzie/Leelanau District Health Department), *under separate cover* –
  - a. Lease Agreement.
  - b. Cost Sharing Agreement.
  - c. Acceptance of Lower Level Build Out Bid.
13. Administration –
  - a. Grand Traverse Band Two Percent Allocation Award Contract, YouthWorks (Invasive Species Mitigation), Child & Family Services. 365-376
  - b. Rehmann Report. 377-401
  - c. Approval of MIDC Grant Agreement. 402-447

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT** *(5 Minutes)*

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Leelanau County Board of Commissioners will be conducting a Budget Work Session on Thursday, September 14, 2023, at 2:00 p.m., in the Commissioner Meeting Room of the 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**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENT**

**Action Items – Discussion/Potential Recommendation:**

1. FY 2024 Budget Review.
  - a. Overview of Select Departments Requests –
    - i. \_\_\_\_\_.
    - ii. \_\_\_\_\_.
2. \_\_\_\_\_
3. Set Future Budget Topics.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

*Ty Wessell, Chairman*

**NOTICE OF MEETING**

The Leelanau County Board of Commissioners will be conducting a Budget Work Session on Tuesday, September 19, 2023, at 2:00 p.m., in the Commissioner Meeting Room of the 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**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENT**

**Action Items – Discussion/Potential Recommendation:**

1. Continued FY 2024 Budget Review.
2. Set Future Budget Topics.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

Ty Wessell, Chairman

### **NOTICE OF PUBLIC HEARING**

The Leelanau County Board of Commissioners will be conducting a Public Hearing on Tuesday, September 19, 2023, at 6:30 pm 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:**

Closeout of the Leelanau County | CDBG Program Income (2021).

**Purpose:** afford citizens an opportunity to submit comments and receive a final report on the completion of the CDBG Program Income 2021 Emergency Repair grant.

Adjournment

Posted: 09/19/2023; 2:00 p.m.

## **BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

### **NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, September 19, 2023, at 7:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

There are two ways to provide public comment during the meeting – you can attend in-person, or email your comments prior to the meeting to [clerk@leelanau.gov](mailto:clerk@leelanau.gov)

*(Please silence any unnecessary 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.)*

### **AMENDED TENTATIVE AGENDA**

#### **CALL TO ORDER**

#### **PLEDGE OF ALLEGIANCE**

#### **MOMENT OF SILENCE/PRIVATE PRAYER**

#### **ROLL CALL**

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

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

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

- Administrator Update
- Point Broadband Update
- Benzie/Leelanau District Health Department Agency Update

#### **PUBLIC COMMENT (3 Minutes –Agenda-Specific)**

#### **COMMISSIONER COMMENTS**

#### **CONSENT AGENDA ITEMS**

1. Sheriff's Office –
  - a. K9 Program Expansion Request.
  - b. Out-of-State Travel Request, Cmr. Edington.
2. Michigan Municipal Risk Management Authority (MMRMA) Grant Applicants –
  - a. Probate/Family Court, RAP (Risk Avoidance Program) Grant, BIS Digital Court Recording Equipment.
  - b. Human Resources, CAP (Certification/Accreditation Program) Grant, SHRM Certification.
  - c. Planning, CAP Grant, Citizen Planner Program Certification.
3. Human Resources/Prosecuting Attorney's Office – Staffing Levels.
4. Prosecuting Attorney – Memorandum of Understanding, Karpel Solutions.
5. Senior Services –
  - a. Sharecare of Leelanau, Inc., Renewal Agreement.
  - b. Area Agency on Aging of Northwest Michigan (AAANM) MIPPA Renewal Agreement.
  - c. MMAP, Inc., Renewal Agreement.
6. Solid Waste Council –
  - a. Electronics Recycling Contract Selection.
  - b. Household Hazardous Waste (HHW) Contractor Selection.
  - c. Recycling Fee Increase Recommendation.
7. County Clerk – Geographical Election Results System Purchase, ElectionReporting.com.
8. Boards and Commissions –
  - a. Vacancy on the Area Agency on Aging of Northwest Michigan (AAANM) Board.
  - b. Energy Futures Task Force Appointments.
9. Veterans Affairs – Acceptance of CVSF (County Veteran Service Fund) Grant Award.
10. Administration –
  - a. Grand Traverse Band Two Percent Allocation Award Contract, YouthWorks (Invasive Species Mitigation), Child & Family Services.
  - b. Rehmann Report.
11. Approval of MIDC Grant Agreement.

#### **ACTION ITEMS**

12. Information Technology – Purchase of Desktop Computers, Dell Technologies.
13. Human Resources/Prosecuting Attorney's Office – Assistant Prosecutor Salary.
14. Equalization – Approval of 2023 L-4029 Tax Rate Request.
15. Lower Level Build Out Project with the BLDHD (Benzie/Leelanau District Health Department) –
  - a. Lease Agreement.
  - b. Cost Sharing Agreement.
  - c. Acceptance of Lower Level Build Out Bid.
16. **Late Addition Request #1** – Creation of Ad Hoc Committee to review HVAC System.
17. **Late Addition Request #2** – Replacement of Heat Pump #233 for Circuit Court Judge's Chambers.

#### **REVIEW OF FINANCIALS**

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

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

#### **PUBLIC COMMENT (5 Minutes)**

#### **COMMISSIONER COMMENTS**

#### **APPROVAL OF FINANCIALS**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

18. **Late Addition Request #3** – Closed Session Request to Consider a Periodic Personnel Evaluation of the County Administrator  
*[as permitted by MCL 15.268(1)(a)]*

#### **ADJOURNMENT**



**BOARD OF COMMISSIONERS MEETING**

*Ty Wessell, Chairman*

**NOTICE OF MEETING**

The Leelanau County Board of Commissioners will be conducting a Budget Work Session on Monday, September 25, 2023, at 1:00 p.m., in the Commissioner Meeting Room of the 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**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENT**

**Action Items – Discussion/Potential Recommendation:**

1. Continued FY 2024 Budget Review.
2. Set Future Budget Topics.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

Ty Wessell, Chairman

## **NOTICE OF MEETING**

A Special Session of the Leelanau County Board of Commissioners will be held on Monday, October 2, 2023, at 9:30 a.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

There are two ways to provide public comment during the meeting – you can attend in-person, or email your comments prior to the meeting to [clerk@leelanau.gov](mailto:clerk@leelanau.gov)

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

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## **AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL**

**PUBLIC COMMENT** *(3 minutes)*

**COMMISSIONER COMMENTS**

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

- Finance Department – Next Steps.

**PUBLIC COMMENT** *(5 minutes)*

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

*Ty Wessell, Chairman*

**NOTICE OF MEETING**

The Executive Board Session of the Leelanau County Board of Commissioners will be held on Tuesday, October 3, 2023, at 9:00 a.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan  
*(Please silence any unnecessary cellular/electronic devices)*

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

There are two ways to provide public comment during the meeting – you can attend in-person, or email your comments prior to the meeting to [clerk@leelanau.gov](mailto:clerk@leelanau.gov)

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL**

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

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

**PAGE #**

- Administrator Update
- Northern Lakes Community Mental Health Agency Update, *Brian Martinus, Chief Executive Officer* 2-13
- Northwest Regional Airport Authority Update, *Kevin Klein, Director* 14-22

**PUBLIC COMMENT** *(3 Minutes, agenda-specific)*

**COMMISSIONER COMMENTS**

**CONSENT ITEMS**

1. Sheriff’s Office –
  - a. Animal Control Boarding Contract Renewal, Cherryland Humane Society. 23-29
  - b. Approval of Secondary Road Patrol Grant Agreement. 30-38
2. Finance/Human Resources – Non-Union Uniform/Gun Allowance Request. 39
3. Solid Waste Council – Approval of Recycling Host Site Agreements. 40-43
4. County Clerk – Elections Board of Canvassers Appointments. 44
5. Equalization – Approval of the Leelanau County Apportionment Report, L-4402, *full report is available at the following link:*  
[https://www.leelanau.gov/downloads/2023\\_apportionment\\_report\\_10032023.pdf](https://www.leelanau.gov/downloads/2023_apportionment_report_10032023.pdf) 45-46
6. Information Technology – Purchase of Desktop Computers, Dell Technologies. 47-59

**ACTION ITEMS**

7. Leelanau Township Tower Update.
8. Government Center Projects –
  - a. HVAC Project Bid Recommendation.
  - b. FAH Architecture, PLLC, Project Manager Proposal, Lower Level Buildout. 60-66
9. Administration –
  - a. Maple Valley Nursing Home Septic Field Decommissioning Update. 67
  - b. MAC (Michigan Association of Counties) Dues. 68-72

**REVIEW OF FINANCIALS**

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

**PUBLIC COMMENT** *(5 Minutes)*

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

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

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Leelanau County Board of Commissioners will be conducting a Budget Work Session on Wednesday, October 4, 2023, at 9:30 a.m., in the Commissioner Meeting Room of the 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**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENT**

**Action Items – Discussion/Potential Recommendation:**

1. Continued FY 2024 Budget Review –
  - a. Broadband.
  - b. Probate and Family Court.
  - c. Leelanau County Family Coordinating Council (LCFCC).
2. Set Future Budget Topics.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Leelanau County Board of Commissioners will be conducting a Budget Work Session on Friday, October 6, 2023, at 12:30 p.m., in the Commissioner Meeting Room of the 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**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENT**

**Action Items – Discussion/Potential Recommendation:**

1. Continued FY 2024 Budget Review –
  - a. Broadband.
  - b. Probate and Family Court.
2. Set Future Budget Topics.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

## **NOTICE OF MEETING**

The Finance Committee of the Leelanau County Board of Commissioners will be conducting a meeting at 9:30 a.m. on Monday, October 9, 2023, in the Commissioner Meeting Room of the Leelanau County Government Center, Suttons Bay, Michigan

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

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## **AGENDA**

**Call To Order**

**Roll Call**

**Pledge Of Allegiance / Moment of Silence**

**Election Of Chairman**

**Approval of Agenda and Late Additions/Deletions**

**Public Comment** *(3 minutes)*

**Commissioner Comment**

### **Action Items – Discussion/Potential Recommendation:**

1. Finance Committee/Finance Department Visions.
2. Review of Rehmann Transition Recommendations.
3. Transition Plan Framework and Resources.
4. Budget Process and Timeline.
5. Set Next Meeting Date/Future Subjects.

**Public Comment** *(5 minutes)*

**Commissioner Comments**

**Adjournment**

## NOTICE OF MEETING

The Building and Grounds Committee of the Leelanau County Board of Commissioners will be conducting a meeting at 11:00 a.m. on Monday, October 9, 2023, in the Commissioner Meeting Room of the Leelanau County Government Center, Suttons Bay, Michigan

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### **AGENDA**

**Call To Order**

**Roll Call**

**Pledge of Allegiance / Moment of Silence**

**Election of Chairman**

**Approval of Agenda and Late Additions/Deletions**

**Public Comment** *(3 Minutes)*

**Commissioner Comment**

**Action Items – Discussion/Potential Recommendation:**

**Page No.**

- |   |       |
|---|-------|
| 1. Approval of Minutes – March 9, 2023.               | 2-9   |
| 2. Review of Prior Maintenance Issues:                |       |
| a. Water Fountains Status Report.                     |       |
| b. Department Office Chairs.                          |       |
| c. Fitness Area.                                      |       |
| 3. Lower-Level Entrance Façade Repair.                |       |
| 4. Review of Security Issues:                         |       |
| a. Overall Security.                                  |       |
| b. Surveillance Cameras.                              |       |
| 5. Maintenance Work Order Ticketing Software.         |       |
| 6. Veterans Memorial Update.                          |       |
| 7. Lower Level Project (Environmental Health) Update. | 10-11 |
| 8. Potential Shipping/Storage Container Purchase.     | 12-13 |
| 9. HVAC/Heat Pump Discussion.                         |       |
| 10. Set Next Meeting Date/Future Subjects.            |       |

**Public Comment** *(5 Minutes)*

**Commissioner Comments**

**Adjournment**

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Leelanau County Board of Commissioners will be conducting a Budget Work Session on Monday, October 9, 2023, at 1:00 p.m., in the Commissioner Meeting Room of the 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**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENT**

**Action Items – Discussion/Potential Recommendation:**

1. Continued FY 2024 Budget Review –
  - a. Leelanau County Family Coordinating Council (LCFCC) and LIFT (Leelanau Investing For Teens).
  - b. Government Center HVAC/Heat Pumps.
  - c. Set Future Budget Topics.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**



## **NOTICE OF MEETING**

The Personnel Committee of the Leelanau County Board of Commissioners will be conducting a meeting at 4:00 p.m. on Tuesday, October 10, 2023, in the Commissioner Meeting Room of the Leelanau County Government Center, Suttons Bay, Michigan

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

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## **AGENDA**

**Call To Order**

**Roll Call**

**Pledge Of Allegiance / Moment of Silence**

**Election Of Chairman**

**Approval of Agenda and Late Additions/Deletions**

**Public Comment** *(3 minutes)*

**Commissioner Comment**

### **Action Items – Discussion/Potential Recommendation:**

**Page No.**

1. Organizational Culture Survey.
2. County Policy #1.07 – Update for Legal Purposes.
3. Providing Urgent Maternal Protections for Nursing Mothers (PUMP) Act Update.
4. MERS (Municipal Employee Retirement System) – Review of Data Regarding Service Credit Purchase.
5. Voluntary Medical Sick Leave Donation Policy.
6. Job Descriptions Review –
  - a. Administrator.
  - b. Chief Financial Officer.
7. FOPLC (Fraternal Order of Police Labor Council) Union Request – Executive Command Unit.

**Public Comment** *(5 minutes)*

**Commissioner Comments**

**Adjournment**

**BOARD OF COMMISSIONERS MEETING**

*Ty Wessell, Chairman*

**NOTICE OF MEETING**

The Annual Meeting of the Leelanau County Board of Commissioners will be held on Tuesday, October 10, 2023, at 7:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

***A live streaming of this meeting will be available for viewing via the following link –***

***[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)***

There are two ways to provide public comment during the meeting – you can attend in-person, or email your comments prior to the meeting to [clerk@leelanau.gov](mailto:clerk@leelanau.gov)

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**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL**

**APPROVAL OF BOARD MINUTES**

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

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS**

**Pg. No.**

- MSU/4-H Update, *Everett Howell, Student, Greenspire High School*
- Leelanau County Family Coordinating Council, *Sharon Vreeland, Coordinator*

2-23

**PUBLIC COMMENT *(3 Minutes)***

**COMMISSIONER COMMENTS**

**CONSENT AGENDA ITEMS**

1. Sheriff’s Office –
  - a. Animal Control Boarding Contract Renewal, Cherryland Humane Society.
  - b. Approval of Secondary Road Patrol Grant Agreement.
2. Finance/Human Resources – Non-Union Uniform/Gun Allowance Request.
3. Solid Waste Council – Approval of Recycling Host Site Agreements.
4. County Clerk – Elections Board of Canvassers Appointments.
5. Information Technology – Purchase of Desktop Computers, Dell Technologies.
6. Administration –
  - a. MAC (Michigan Association of Counties) Dues.
  - b. Chief Financial Officer Agreement.

**ACTION ITEMS**

7. Grand Traverse Band Climate Resilience Proposal, Letter of Support.
8. Equalization – Approval of the Leelanau County Apportionment Report, L-4402.
9. Leelanau Township Tower Agreement Update.
10. Government Center Lower Level Build Out Project –
  - a. FAH Architecture, PLLC, Project Manager Proposal.
  - a. RCI Construction Agreement.

24  
25-98

**REVIEW OF FINANCIALS**

**COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

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

**PUBLIC COMMENT *(5 Minutes)***

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

**ADJOURNMENT**

**BOARD OF COMMISSIONERS MEETING**

*Ty Wessell, Chairman*

**NOTICE OF MEETING**

The Leelanau County Board of Commissioners will be conducting a Budget Work Session on Wednesday, October 11, 2023, at 9:30 a.m., in the Commissioner Meeting Room of the 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**

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

**PUBLIC COMMENT**

**COMMISSIONER COMMENT**

**Action Items – Discussion/Potential Recommendation:**

1. Continued FY 2024 Budget Review –
  - a. Broadband Fiber Project Proposal.
  - b. Probate/Family Court.
  - c. Government Center HVAC/Heat Pumps.
2. Review of Current FY2024 Budget Status.
3. Set Future Budget Dates/Topics.

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**