

**Leelanau County Board of Commissioners**  
**Annual Session – Tuesday, October 10, 2023**  
*Approved 11/21/2023*

*Proceedings of the meeting are being recorded (audio and video). The video of the meeting can be found at the following link: <https://leelanau.gov/meetingdetails.asp?MAId=2569#video>*

Meeting called to order by Chairman Ty Wessell at 7:00 p.m. Today's meeting is being held at the Government Center, 8527 E. Government Center Drive, Suttons Bay, Michigan.

Pledge of Allegiance/Moment of Silence:

Commissioner Rexroat led the Pledge of Allegiance to the Flag of the United States of America was recited, followed by a moment of silence.

<u>Roll Call:</u>	District #1	Jamie Kramer	PRESENT
	#2	James O'Rourke	PRESENT
	#3	Doug Rexroat	PRESENT
	#4	Ty Wessell	PRESENT
	#5	Kama Ross	PRESENT
	#6	Gwenne Allgaier	PRESENT
	#7	Melinda C. Lautner	PRESENT

Guests present.

Approval of Minutes:

*#295-10102023 Annual Session*

**MOTION BY ALLGAIER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE MINUTES FROM: PUBLIC HEARING, TUESDAY, SEPTEMBER 19, 2023; REGULAR SESSION, TUESDAY, SEPTEMBER 19, 2023; BUDGET WORK SESSION, TUESDAY, SEPTEMBER 19, 2023; BUDGET WORK SESSION, MONDAY, SEPTEMBER 25, 2023; CLOSED SESSION, MONDAY, SEPTEMBER 25, 2023; AND SPECIAL SESSION, MONDAY, OCTOBER 2, 2023. SECONDED BY REXROAT.**

Discussion – none.

**AYES – 7 (Allgaier, Kramer, Lautner, O'Rourke, Rexroat, Ross, Wessell)**

**NO – 0**

**MOTION CARRIED.**

Approval of Agenda / Late Additions or Deletions:

*#296-10102023 Annual Session*

**MOTION BY REXROAT THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE AGENDA AS PRESENTED. SECONDED BY O'ROURKE.**

Discussion – Commissioner Lautner would like Action Item #7, Grand Traverse Band Climate Resilience Proposal, Letter of Support, removed. She understands the letter and knows where Commissioner Wessell is coming from and it should come from him as that area is part of his District; however, for the rest of the County – we have not done these where we pledge the whole County support. Commissioner Wessell responded that he believes that it benefits the whole County and will not support taking it off the agenda.

*Motion by Lautner to Amend the Agenda to remove Action Item #7 – Grand Traverse Band Climate Resilience Proposal, Letter of Support. No support received.*

**AYES – 6 (Rexroat, Ross, Wessell, Allgaier, Kramer, O'Rourke)**

**NO – 1 (Lautner)**

**MOTION CARRIED.**

Communications, Proclamations, Presentations –

Administrator's Report – Administrator Allen offered kudos to Chairman Wessell for attending the New Waves' Church and Habitat for Humanity ribbon cutting and she received several emails from Planning & Community Development Director Trudy Galla as well as the County's former Administrator Chet Janik that Wessell did a very nice job; the Prosecuting Attorney wanted to thank the Commissioners for raising the salary for the Assistant Prosecutor's position and he was able to offer the employment to a career prosecutor, Chief Assistant for Kalkaska County, Daniel L. Short, who has accepted the position. Allen continued that Galla let her know that Leelanau Township approved the Brownfield Plan and will be need a Public Hearing either prior to or following the Executive Session in November; Galla also asked her to share that from 2:30 – 4:00 her staff will be taking part in a training called "People Speak."

Chairman Wessell offered brief comments on the New Waves' Habitat Project.

MSU/4-H Update:

Everett Howell, Student, Greenspire High School

Commissioner Ross introduced Howell and gave his background. Howell presented a short video he produced on his recent journey to Japan and responded to questions from Commissioners.

Leelanau County Family Coordinating Council, Sharon Vreeland, Coordinator:

Unable to attend.

Public Comment:

The following individuals spoke in person:

Steve Mikowski placed the Ticker article; Tom Peterson; Jerry Culman; Dana Getsinger; and Bill Weisner.

The written comments can be found at the following link:

<https://leelanau.gov/meetingdetails.asp?MAId=2569#handouts>

Commissioner Comments:

- Commissioner O'Rourke thanked Maintenance Director Jerry Culman, III, for speaking and let Culman know that he has done a fantastic job. He said that when Culman reached him, it was too late to look at the space. O'Rourke didn't look at it and it had been in the work for a couple of years. O'Rourke said that anyone out there can call him with concerns.
- Commissioner Lautner commented that a lot was said yesterday and clearly we are getting nowhere. She spoke about her request to have the Builder and the Health Department contacted about the possibility of backing up and that did not happen. Only the Health Department was contacted and of course they need all the room – that should not be a surprise. Lautner commented on the number of private offices that will be allowed for the Environmental Health together, which will now have more space than our Administrator and Equalization with six private offices. No one has those private offices and those numbers. This is a disservice to the County employees and the County citizens. She continued 2600 square feet for five employees,

three of which are part-time. It is too late to do anything and it is too late and has asked for reconsideration. County offices have 800 square feet for six employees. It is a boondoggle to say the least and there is no space left now for expansion of County business. We now have a problem with where to locate items that are important for our Courts, which are tools that are used for diversion for our youth. We have camping equipment, bikes, kayaks and yesterday the comment was even made that "I don't know if we are even responsible for storing their stuff" and it is a division of our Courts. So now there is consideration to place a shipping container on the beautiful campus. It is now done and it is a disservice and it is sad it happened that way.

Consent Items:

Chairman Wessell read the following statement: The purpose of the Consent Agenda is to expedite business by grouping non-controversial items together to be dealt with by one motion without discussion. Any Commissioner may ask that any item on the Consent Agenda be removed and placed elsewhere on the agenda for full discussion. Such request(s) will be automatically respected and will not need a second.

No requests were received to remove any items.

*#297-10102023 Annual Session*

**MOTION BY REXROAT THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE CONSENT ITEM AGENDA ITEMS AS PRESENTED. SECONDED KRAMER.**

Sheriff's Office – Animal Control Boarding Contract Renewal, Cherryland Humane Society:

*#298-10102023 Annual Session*

● **TO APPROVE A ONE-YEAR CONTRACT FOR 2024 BETWEEN THE LEELANAU COUNTY SHERIFF'S OFFICE AND THE CHERRYLAND HUMANE SOCIETY FOR BOARDING AND ANIMAL SERVICES, AT A COST OF \$3,600.00; FUNDS TO COME FROM #101.225.430.814.000, WITH THE BOARD CHAIRMAN AND SHERIFF AS AUTHORIZED SIGNATORIES.**

Sheriff's Office – Approval of Secondary Road Patrol Grant Agreement:

*#299-10102023 Annual Session*

● **TO APPROVE ACCEPTANCE OF THE SECONDARY ROAD PATROL GRANT FROM THE MICHIGAN OFFICE OF HIGHWAY SAFETY AND PLANNING FOR FISCAL YEAR 2024 [OCTOBER 1, 2023, TO SEPTEMBER 30, 2024, IN THE AMOUNT OF \$54,474.00]. THE BOARD FURTHER AUTHORIZES THE BOARD CHAIR, FINANCE DIRECTOR AND SHERIFF TO SIGN THE GRANT.**

Finance/Human Resources – Non-Union Uniform/Gun Allowance Request:

*#300-10102023 Annual Session*

● **TO APPROVE THE UNIFORM AND GUN ALLOWANCE FOR THE NON-UNION PERSONNEL (SHERIFF, UNDERSHERIFF, AND MARINE DEPUTIES) THROUGH PAYROLL, WITH APPROPRIATE TAXES WITHHELD, IF RECEIPTS ARE NOT PROVIDED: SHERIFF / \$250.00 GUN / \$575.00 UNIFORM – FOR A TOTAL OF \$825.00; UNDERSHERIFF KIESSEL / \$250.00 GUN / \$575.00 UNIFORM – FOR A TOTAL OF \$825.00; THREE (3) COURT BAILIFFS / \$225.00 UNIFORM – 3 @ \$75.00 UNIFORM EACH WITH EXPENSES TO COME FROM #101.225.301.703.742**

**MARINE DEPUTIES:**

**ONE (1) SENIOR OFFICER @ \$150.00**

**THREE (3) JUNIOR OFFICERS @ \$100.00 EACH FOR A TOTAL OF \$300.00 WITH EXPENSES TO COME FROM #101.225.331.703.742**

Solid Waste Council – Approval of Recycling Host Site Agreements:

*#301-10102023 Annual Session*

**• TO APPROVE THE FIVE-YEAR RECYCLING AGREEMENTS WITH LEELANAU COUNTY AND ELMWOOD TOWNSHIP, EMPIRE VILLAGE, NORTHPORT VILLAGE, GLEN LAKE SCHOOL, THE LEELANAU SCHOOL, AND THE GRAND TRAVERSE BAND OF OTTAWA & CHIPPEWA INDIANS, AS PRESENTED.**

County Clerk – Elections Board of Canvassers Appointments:

*#302-10102023 Annual Session*

**• TO REAPPOINT JOHN HARBOTTLE AND ERIC LIND TO THE LEELANAU COUNTY BOARD OF CANVASSERS EACH TO A FOUR-YEAR TERM NOVEMBER 1, 2023, THROUGH OCTOBER 31, 2027.**

Information Technology – Purchase of Desktop Computers, Dell Technologies:

*#303-10102023 Annual Session*

**• TO WAIVE COUNTY BID POLICY AND APPROVE THE PURCHASE OF 10 NEW DELL COMPUTERS AT A COST NOT TO EXCEED \$11,318.40, WITH FUNDS TO COME FROM DATA PROCESSING FUND #636.**

Administration – MAC (Michigan Association of Counties) Dues:

*#304-10102023 Annual Session*

**• TO APPROVE THE 2023/2024 MICHIGAN ASSOCIATION OF COUNTIES DUES IN THE AMOUNT OF \$12,000.00 WITH FUNDS TO COME FROM THE BOARD OF COMMISSIONERS MEMBERSHIP DUES AND FEES #101.100.101.807.000**

Employment Agreement Sean Cowan:

*#305-10102023 Annual Session*

**• TO ACCEPT THE EMPLOYMENT AGREEMENT BETWEEN THE LEELANAU COUNTY BOARD OF COMMISSIONERS AND SEAN COWAN, AS PRESENTED.**

Discussion – none.

**AYES – 7 (Rexroat, Ross, Wessell, Allgaier, Kramer, Lautner, O'Rourke)**

**NO – 0**

**MOTION CARRIED.**

Action Items:

Grand Traverse Band Climate Resilience Proposal, Letter of Support:

Chairman Wessell offered opening comments on the topic. The Grand Traverse Band had reached out to Wessell regarding a letter of support from him and his fellow Commissioners as they were hopeful that it would provide further evidence of board community support for their Grant Application. Wessell said he really likes the purpose of the Grant request and it is regarding to inventory and begin their planning for renewable energy and climate friendly resources. Wessell asked for a motion to support him signing the letter as Board Chairman.

#306-10102023 Annual Session

**MOTION BY O'ROURKE THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO SUPPORT THE LETTER FOR THE GRAND TRAVERSE BAND CLIMATE RESILIENCE PROPOSAL AND THAT THE CHAIRMAN BE AUTHORIZED TO SIGN. SECONDED BY ROSS.**

Brief discussion.

**AYES – 6 (O'Rourke, Rexroat, Ross, Wessell, Allgaier, Kramer)**

**NO – 0**

**ABSTAIN – 1 (Lautner)**

**MOTION CARRIED.**

Equalization – Approval of the Leelanau County Apportionment Report, L-4402:

Chairman Wessell extended sympathies to Equalization Director Giguere and thanked him for being present this evening.

Giguere commented that in the past, his predecessor would go through the report page by page and that is not the approach that he is going to take today. He would like to take a briefer approach that he hopes will be educational with a focus on hitting the highlights of the report itself. He is always available to Commissioners to address any questions they may have.

Giguere noted that the General Property Act lays out two chief responsibilities for Boards and Commissioners when it comes to property assessment and taxation. The first responsibility of the Board is the process of Equalization, which happens in the spring and is the process through which the Board ensures fairness and uniformity in assessing by making sure that all property is assessed at 50% of its True Cash Value. The second responsibility of the Board is the process of Apportionment and what that basically means is that the Board of Commissioners exercises oversight on how the overall taxable value of the county and the revenue generated by that taxable value is distributed across the various governmental units as well as tax levying authorities that operating with the county.

Giguere continued with his presentation and responded to questions by Commissioners.

The report can be found at the following link (beginning at page 24):

[https://leelanau.gov/downloads/10102023\\_annual\\_meeting\\_pkt\\_opt.pdf](https://leelanau.gov/downloads/10102023_annual_meeting_pkt_opt.pdf)

#307-10102023 Annual Session

**MOTION BY ALLGAIER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE COUNTY APPORTIONMENT REPORT (L-4402), AS PRESENTED. SECONDED BY REXROAT.**

Discussion – none.

**AYES – 7 (Allgaier, Kramer, Lautner, O'Rourke, Rexroat, Ross, Wessell)**

**NO – 0**

**MOTION CARRIED.**

Leelanau Township Tower Update:

Administrator Allen gave an update that by the end of the week she anticipates that there will be a finalized contract with the Property owner for the Leelanau Tower. Things are moving forward and confirmation was received from the property owner and they are doing final review.

Commissioner Lautner requested that commissioners see the contract before they are signed and Allen responded that she believes that Commissioners have already approved them, however she could forward them to Commissioners. Lautner again asked for confirmation that they be

forwarded and Allen said that she does not believe that there was anything that was structurally changed, but she can send out redlined documents.

Government Center Projects – FAH Architecture, PPLC, Project Manager Proposal, Lower-Level Buildout:

Chairman Wessell said there are two suggested motions. One motion is on the yellow sheet as Item #10A and the other is on the white sheet.

Administrator Allen said regarding the FHA Architecture Management Proposal, it was submitted during the Executive Committee meeting and was pulled as there was a question regarding the cost sharing agreement that was initially presented and reviewed by the Lessee, have they agreed to the cost. Allen continued that clearly on page 1, section 2, Sharing of Costs, it specifically states that they agree to pay 50% of project management costs, which were set at 3.25% of total project costs.

*#308-10102023 Annual Session*

**MOTION TO ROSS THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE AGREEMENT BETWEEN LEELANAU COUNTY AND FAH ARCHITECTURE, PLLC, OF HARBOR SPRINGS, MICHIGAN, TO ACT AS PROJECT MANAGER OF THE BENZIE/LEELANAU DISTRICT HEALTH DEPARTMENT ENVIRONMENTAL OFFICE LOWER-LEVEL CONSTRUCTION PROJECT, AS PRESENTED, AT A COST NOT TO EXCEED \$12,469.63; FUNDS TO COME FROM FUND #470. SECONDED BY ALLGAIER.**

Discussion – none.

**AYES – 6 (Ross, Wessell, Allgaier, Kramer, O'Rourke, Rexroat)**

**NO – 1 (Lautner)**

**MOTION CARRIED.**

Administration – RCI/Richter Construction:

*#309-10102023 Annual Session*

**MOTION BY ROSS THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE AGREEMENT BETWEEN THE COUNTY OF LEELANAU AND RCI / RICHTER CONSTRUCTION INC., FOR THE PURPOSE OF CONSTRUCTING THE BUILDOUT OF THE LOWER-LEVEL ENVIRONMENTAL HEALTH DEPARTMENT SPACE IN THE AMOUNT NOT TO EXCEED \$356,275.00 AND THAT THE CHAIRMAN BE AUTHORIZED TO SIGN THE AGREEMENT. FUNDS TO COME FROM FUND #470 CAPITAL IMPROVEMENTS FUNDS WITH A TRANSFER OF \$368,745.00 FROM FUND #516 DELINQUENT TAX REVOLVING . SECONDED BY KRAMER.**

Discussion.

**AYES – (Ross, Wessell, Allgaier, Kramer, O'Rourke, Rexroat)**

**NO – 1 (Lautner)**

**MOTION CARRIED.**

Review Of Financials:

Chief Finance Officer Sean Cowan and Assistant Finance Director Cathy Hartesvelt were present and responded to questions.

Special Reports by Staff, Commissioners, and Affiliated Agencies:

- Commissioner Ross commented on the Solid Waste Council and said they toured the GFL Recycling center and 99% of the materials that are accepted are reused, and recycled and not put in the landfill and Ross thanked Planning & Community Development Director Trudy Galla for clearing up a lot of information.

Public Comment:

The following individuals spoke in person: Tim McCalley, Bill Wiesner, and Steve Mikowski, Renee Wyler; Tom Peterson; Jim Kobberstad of Lake Leelanau; Keith Padough;

The written comments can be found at the following link:

<https://leelanau.gov/meetingdetails.asp?MAId=2569#handouts>

Commissioner Comment:

- Commissioner Wessell commented on Committee membership and how the public can apply.
- Commissioner Ross replied to public comment speaker, Ms. Wyler, and that it was agreed upon by the Commissioners for 14 members on the Energy Task Force and for this year we are set. She would encourage people to fill out an application and it will be reviewed at the time others are. She also said that there are others on the Committee and Commissioner Lautner is one of them and hopefully she will be able to make the next meeting.
- Commissioner O'Rourke commented on fictitious names and the County Prosecutor, Joseph Hubbell, is the people's attorney and you can walk into his office and get an appointment and run it by his office. O'Rourke encouraged Ms. Wyler to set up an appointment with him.
- Commissioner Allgaier said it is a good idea to make the plan downstairs flexible and the plan is very flexible space already.
- Commissioner Lautner responded that hard walls in the lower level are not flexible and she also sensed a dig about herself hopefully being able to make the next Energy Task Force meeting and she is happy to announce she is expecting a grandchild nearly any day and there was an emergency and she did not make the first organizational meeting of the Emergency Task Force as she was where she needed to be for her daughter and her other two children. Unless the baby does come on the day of the next meeting, she will certainly be there. Lautner said that Commissioners will do our best to get every representation on our Boards and obviously sometimes they are not as successful as they would personally hope. Lautner thanked Tom Peterson and heard when it was added a Democrat Senator that added "under God" and thanked him. Brief comments.

Approval of Financials —  
Amendments & Transfers:

None.

Miscellaneous Fund Transfers and Amendments:

None.

Claims and Accounts:

*#310-10102023 Annual Session*

**MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE CLAIMS AND ACCOUNTS IN THE AMOUNT OF \$223,037.04. SECONDED BY ROSS & ALLGAIER.**

Discussion – none.

**AYES – 7 (Lautner, O'Rourke, Rexroat, Ross, Wessell, Allgaier, Kramer)**

**NO – 0**

**MOTION CARRIED.**

Post Audit Claims and Accounts:

*#311-10102023 Annual Session*

**MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE POST AUDIT CLAIMS AND ACCOUNTS IN THE AMOUNT OF \$6,362,112.58. SECONDED BY ALLGAIER.**

Discussion – none.

**AYES – 7 (Lautner, O'Rourke, Rexroat, Ross, Wessell, Allgaier, Kramer)**

**NO – 0**

**MOTION CARRIED.**

Adjournment:

Motion by Rexroat to adjourn.

Chairman Wessell adjourned the meeting at 8:20 p.m.

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Ty Wessell, Chairman  
Leelanau County Board of Commissioners

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Michelle L. Crocker, Leelanau County Clerk  
Clerk, Leelanau County Board of Comm.