

Leelanau County Board of Commissioners
Regular Board Session – Tuesday, April 16, 2024
Tentative Minutes

Proceedings of the meeting are being recorded (audio and video). The video of the meeting can be found at the following link:
<https://www.leelanau.gov/meetingdetails.asp?MAId=2729#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:

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 Board Minutes:

#103-04162024 Regular Session

MOTION BY REXROAT THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE MINUTES OF REGULAR SESSION, TUESDAY, JANUARY 16, 2024; JOINT STUDY SESSION, WEDNESDAY, MARCH 13, 2024; CLOSED SESSION, TUESDAY, MARCH 19, 2024; SPECIAL SESSION, TUESDAY, MARCH 19, 2024; SPECIAL SESSION, MARCH 22, 2024; EXECUTIVE SESSION, TUESDAY, APRIL 9, 2024; SPECIAL SESSION, TUESDAY, APRIL 9, 2024. SECONDED BY O'ROURKE.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Approval of Agenda / Late Additions or Deletions:

#104-04162024 Regular Session

Chairman Wessell stated that Late Addition #1 – Senior Services – MMAP, Inc., - Acceptance of Contribution will be added to the agenda as Action Item 4d.

MOTION BY REXROAT THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE AGENDA AS AMENDED. SECONDED BY ROSS.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Communications, Proclamations, Presentations –

Interim Administrator Update – Leelanau Tower Construction Update, Sheriff’s Office Employee Recruit Implementation Plan, Point Broadband Update, Motor Pool Fixed Asset Disposal:

- ▶ Leelanau Tower Construction Update – Leelanau Township Meeting will be attended by Chairman Wessell, and the main issue is zoning, which will be on the April 25th agenda for the township to move forward. Lewis is looking for the steps forward and will be putting out an RFP for the driveway access construction, but will wait until the Zoning meetings have concluded.
- ▶ Sheriff’s Office Employee Recruit Implementation Plan – Staff will be meeting to get a complete plan in preparation for the May 14, 2024, Executive meeting.
- ▶ Point Broadband Update – The July 30th deadline will not be met and the company has reorganized but has extra crews ready to start and do the work. The hope is to have 90% completed by year end, with Bingham and Elmwood Townships being the last, since there are other services residents can choose from for internet access. There will be more of an update at the May 14, 2024, Executive meeting.
- ▶ Motor Pool Fixed Asset Disposal – He will review the assets the County currently has and will update the Board at the May 14, 2024, Executive meeting.

Chairman Wessell reminded the public in the audience that the Dam Authority will be meeting tomorrow April 17, 2024, at 10:00 a.m.

Public Comment:

The following individuals spoke in person: Jill Wellman; Keith Ashley; Scott Perry; Kathy Dawkins; Renee Wyler, and Sam Getsinger.

The written comments can be found at the following link:

<https://www.leelanau.gov/meetingdetails.asp?MAId=2729#handouts>

Commissioner Comments:

- Commissioner O’Rourke thanked the Emergency 911 Dispatchers and Dispatcher Jessica Ruley, who was present in the audience, who stood for a round of applause.
- Commissioner Allgaier thanked all of our Emergency 911 Dispatchers for all their work.

Consent Agenda 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.

#105-04162024 Regular Session

MOTION BY ROSS THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS ACCEPT THE CONSENT AGENDA. SECONDED BY REXROAT.

Human Resources Department– National Public Service Employee Recognition Week May 5-11 (May 7th Event):

#106-04162024 Regular Session

● TO APPROVE THE PROPOSAL AS PRESENTED, RECOGNIZING TUESDAY, MAY 7TH 2024 AS PUBLIC SERVICE RECOGNITION DAY FOR LEELANAU COUNTY.

Sheriff's Office – Sheriff's Employee Recruit/Sponsorship Grant Program:

#107-04162024 Regular Session

- **TO ALLOW THE SHERIFF'S OFFICE TO DEVELOP A SPONSORED EMPLOYER RECRUIT PROGRAM IN CONJUNCTION WITH THE HUMAN RESOURCES DIRECTOR AND NORTHWESTERN COMMUNITY COLLEGE TO SPONSOR AND EMPLOY INDIVIDUALS FOR LAW ENFORCEMENT EMPLOYMENT.**

Emergency Management/911 Department– 911 Surcharge Review/Approval:

#108-04162024 Regular Session

- **TO APPROVE STAYING STATUS QUO FOR THE ANNUAL SNC-500 COLLECTIONS AND REMITTANCE REPORT AND HAVE THE 9-1-1 DIRECTOR AND COUNTY CLERK DIGITALLY COMPLETE, SIGN, AND SUBMIT THE NECESSARY DOCUMENTS ONLINE AS REQUIRED.**

Senior Services Department – Agreement with Area Agency on Aging (AAA) for Dementia Caregiver Series:

#109-04162024 Regular Session

- **TO APPROVE THE AGREEMENT BETWEEN AREA AGENCY OF AGING OF NORTHWEST MICHIGAN (AAANM) AND LEELANAU COUNTY SENIOR SERVICES TO SUPPORT AAANM CAREGIVER SUPPORT PROGRAMMING THROUGH THE DEMENTIA CAREGIVER SERIES. THE CONTRACT AGREEMENT IS MARCH 21, 2024 TO SEPTEMBER 30, 2024, PENDING LEGAL COUNSEL REVIEW AND APPROVAL.**

Senior Services Department– Memorandum of Agreement (MOA) with the Michigan Department of Health and Human Services (MDHHS) Regarding Senior Fresh:

#110-04162024 Regular Session

- **TO ACCEPT THE MEMORANDUM OF AGREEMENT BETWEEN THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES (MDHHS) AND BEHAVIORAL AND PHYSICAL HEALTH AND AGING SERVICES ADMINISTRATION (BPHASA) AND LEELANAU COUNTY SENIOR SERVICES FOR SENIOR PROJECT FRESH, PENDING LEGAL REVIEW.**

Senior Services Department – Senior Expo Catering Contracts/Agreements:

#111-04162024 Regular Session

- **TO ACCEPT THE CATERING CONTRACT BETWEEN AROUND THE CORNER FOODS AND LEELANAU COUNTY SENIOR SERVICES FOR THE PURPOSE OF PROVIDING 200 SACK LUNCHES FOR THE SENIOR EXPO TO TAKE PLACE ON JUNE 18, 2024, NOT TO EXCEED A COST OF \$1,200.00, PENDING LEGAL REVIEW.**

Planning Department – 2024 Re-monumentation Grant Acceptance:

#112-04162024 Regular Session

- **TO APPROVE THE 2024 REMONUMENTATION GRANT IN THE AMOUNT OF \$31,996.00.**

Parks and Recreation Department – Veronica Valley Fish Purchase Request:

#113-04162024 Regular Session

- **TO APPROVE THE PURCHASE OF FISH FROM LAGGIS FISH FARMS TO RESTOCK PONDS AT VERONICA VALLEY PARK IN PREPARATION FOR KIDS FISH DAY, IN AN AMOUNT NOT TO EXCEED \$8,566.00. FUNDS TO COME FROM #101.850.756.727.000.**

Administration – Michigan Indigent Defense Commission (MIDC):

#114-04162024 Regular Session

- **TO APPROVE THE MIDC FY25 COST ANALYSIS FOR SUBMISSION.**

Finance – Motor Pool Budget Amendment:

#115-04162024 Regular Session

- **TO DIRECT THE FINANCE DEPARTMENT TO PROVIDE A BUDGET AMENDMENT AND SUBSEQUENT FUND TRANSFER OF \$25,000.00 FROM GENERAL FUND CONTINGENCY #101.891.891.965.000 TO MOTOR POOL #661.000.000.699.101.**

Discussion – none.

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

NO – 0

MOTION CARRIED.

Action Item:

Probate Court Office – Technology Request:

Interim Administrator Lewis was present for the Agenda Item.

#116-04162024 Regular Session

MOTION BY KRAMER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS WAIVE BID POLICY AND ALLOW THE PURCHASE AND INSTALLATION IN THE NECESSARY VIDEO AND AUDIO RECORDING EQUIPMENT UPGRADES NEEDED IN COURTROOM C, WHICH SERVES BOTH THE PROBATE AND FAMILY COURTS IN LEELANAU COUNTY. THE COSTS FOR THE PROJECT WOULD BE INCLUDED IN EQUAL PARTS FROM WITHIN THE PROBATE AND FAMILY COURT BUDGETS WITH FUNDS TO COME FROM THE GENERAL FUND. SECONDED BY ALLGAIER.

Discussion – Commissioner Rexroat commented that the Board is always waiving bid policies and he hopes that in the future will be handled better.

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

NO – 0

MOTION CARRIED.

Soil Conservation District – Request for Increase in Fees:

Soil Erosion & Sediment Control Inspector/Drain Commissioner Steve Christensen was present for the Agenda Item.

#117-04162024 Regular Session

MOTION BY ROSS THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE LEELANAU CONSERVATION DISTRICT'S REVISED SOIL EROSION AND SEDIMENT CONTROL FEE SCHEDULE AS PRESENTED. SECONDED BY KRAMER.

Discussion – Commissioner Lautner stated she will not support raising fees.

Commissioner Ross said she is in favor and will support raising fees.

Christensen commented that perhaps the General Fund should absorb the salaries and personnel costs of the Soil Conservation District to avoid having to raise fees to cover all of the expenses. Commissioner discussion ensued.

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

NO – 1 (Lautner)

MOTION CARRIED.

Parks and Recreation Department – Myles Kimmerly Park Playground Wood Chips (prior RAP Grant submission approved):

Interim Administrator Lewis was present for the Agenda Item.

MOTION BY ALLGAIER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS WAIVE BID POLICY AND APPROVE THE PURCHASE OF ENGINEERED WOOD FIBER MULCH, FOR THE MYLES KIMMERLY PARK FROM DEERING TREE SERVICES, AS QUOTED, IN AN AMOUNT NOT TO EXCEED \$5,732.50. SECONDED BY ROSS.

Discussion – Commissioner Lautner thanked Interim Administrator Lewis for following process and she hopes to get projects in place.

Interim Administrator Lewis stated he would prefer the motion to read not to exceed \$6,000.00.

Commissioner Allgaier and Commissioner Ross agreed to the change of the motion amount.

#118-04162024 Regular Session

MOTION BY ALLGAIER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS WAIVE BID POLICY AND APPROVE THE PURCHASE OF ENGINEERED WOOD FIBER MULCH, FOR THE MYLES KIMMERLY PARK FROM DEERING TREE SERVICES, AS QUOTED, IN AN AMOUNT NOT TO EXCEED \$6,000.00. SECONDED BY ROSS.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Administration – Lower-Level Build Out Project with BLDHD (Cost Sharing Agreement) (Admin/Finance):

Interim Administrator Lewis was present for the Agenda Item.

#119-04162024 Regular Session

MOTION BY ALLGAIER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE CHANGE ORDER AND DIRECT INTERIM FINANCE DIRECTOR TO PROVIDE THE BOC WITH A BUDGET AMENDMENT FOR FUND #470 TO INCREASE THE BUDGETED REVENUE "CONTRIBUTION BY LOCAL UNIT" IN THE AMOUNT OF \$4,387.57, FUND BALANCE FORWARD IN THE AMOUNT OF \$4,387.57 (EACH COVERING 50%) AND INCREASE PROJECT EXPENSE IN THE AMOUNT OF \$8,775.13 AND AUTHORIZE LEELANAU COUNTY TO REIMBURSE THE BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT. SECONDED BY O'ROURKE.

Discussion – Commissioner Lautner reminded the Board that prior Administrator Deb Allen did not have the authority to approve a change order and it was not within her purview.

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

NO – 0

MOTION CARRIED.

Administration – Lower-Level Cleaning Service:

Interim Administrator Lewis was present for the Agenda Item.

#120-04162024 Regular Session

MOTION BY ROSS THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE ADDITION OF CLEANING SERVICES PROVIDED BY SOLUTIONS FOR YOU TO MAINTAIN THE BENZIE LEELANAU DISTRICT ENVIRONMENTAL HEALTH DEPARTMENT SPACE AT THE QUOTED RATE OF \$1,500.00 ON A MONTH-TO-MONTH BASIS UNTIL THERE IS FURTHER CLARIFICATION; WITH FUNDS TO COME FROM #631.000.000.801.002. SECONDED BY ALLGAIER.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Interim Administrator Lewis asked for #4d to be moved up so the Director didn't have to wait through the rest of the agenda.

Late Addition #1 – Senior Services – MMAP, Inc – Acceptance of Contribution:

Senior Services Director Lena Vander Muellen was present for the Agenda Item.

The Late Addition handout can be found at the following link:

https://www.leelanau.gov/downloads/late_addition_1_04162024.pdf

#121-04162024 Regular Session

MOTION BY REXROAT THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS ACCEPT A CONTRIBUTION FROM MMAP, INC. TOTALING \$1,400.00 AND BE PLACED INTO LEELANAU COUNTY SENIOR SERVICES ACCOUNT #281.000.000.677.000. SECONDED BY O'ROURKE.

Discussion – none.

AYES – 7 (Rexroat, Ross, Wessell, Allgaier, Kramer, Lautner)

NO – 0

MOTION CARRIED.

Administration – Northwest Regional Airport Authority (NRAA) Recommended Language for Airspace Zoning:

Northwest Regional Airport Engineer Bob Nelesen, PE, State of Michigan Office of Aeronautics Planning and Land Project Manager Jennifer Moore, and Attorney and Property Appraiser Karrie Zeits were present for the Agenda Item.

The handout can be found at the following link:

https://www.leelanau.gov/downloads/01_airportzoning_20240416_readonly.pdf

#122-04162024 Regular Session

MOTION BY REXROAT THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS REQUEST THE MICHIGAN AERONAUTICS COMMISSION TO DEFINE AND DETERMINE THE AIRPORT HAZARD AREA FOR THE CHERRY CAPITAL AIRPORT (TVC) AND CERTIFY SUCH DETERMINATION TO THE COUNTY BOARD OF COMMISSIONERS FOR THE COUNTIES OF LEELANAU AND GRAND TRAVERSE AND THE NORTHWEST REGIONAL AIRPORT AUTHORITY AS AUTHORIZED BY SECTION 17 OF THE MICHIGAN AIRPORT ZONING ACT, MCL 259.447. SECONDED BY ROSS/O'ROURKE.

Discussion – Commissioner discussion ensued.

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

NO – 0

MOTION CARRIED.

Board of Commissioners – Recommendation to Extend Stipends for Finance Support:

#123-04162024 Regular Session

MOTION BY ROSS THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS CONTINUE THE STIPEND OF 10 HOURS A WEEK FOR THE CHIEF DEPUTY CLERK AND 10 HOURS A WEEK FOR THE COUNTY CLERK UNTIL AN ADMINISTRATOR/CFO IS IN PLACE AND THE PLAN IS IMPLEMENTED. SECONDED BY ALLGAIER.

Discussion – Commissioner discussion ensued.

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

NO – 1 (Rexroat)

MOTION CARRIED.

Board of Commissioners – Request to Increase Commissioner Compensation:

#124-04162024 Regular Session

MOTION BY O'ROURKE THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS INCREASE THE SALARY OF THE BOARD OF COMMISSIONERS TO \$8,000.00 AND THE CHAIRMAN SALARY BE INCREASED TO \$10,000.00 TO START IN 2025. PER DIEM FOR A HALF DAY WILL GO FROM \$40.00 TO \$70.00 AND PER DIEM FOR A FULL DAY WILL GO FROM \$70.00 TO \$120.00. SECONDED BY ROSS.

Discussion – Commissioner discussion ensued.

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

NO – 1 (Lautner)

MOTION CARRIED.

Review Of Financials:

Interim Finance Director Cathy Hartesvelt was present and answered questions.

Special Reports by Staff, Commissioners, and Affiliated Agencies:

► Commissioner Allgaier commented that within the Brownfield Authority and Land Bank Authority there will be a disposal of all properties that have been foreclosed on because they are now all sold.

► Chairman Wessell stated there a is Housing North survey, which has been posted on their website. He said that all Board members have received correspondence requesting to share the information, when possible, with as many people as possible.

► Commissioner O'Rourke stated the Northwest Regional Airport Authority has signed a three-year agreement with the National Cherry festival, which recently has been reported in the Traverse City Record Eagle. If someone would like more information, he has the article with him that he can share.

Public Comment:

The following individuals spoke in person: Lois Bahle; Keith Ashley; Bill Wiesner; Steve Mikowski, and Sharon Kalchik.

The written comments can be found at the following link:

<https://www.leelanau.gov/meetingdetails.asp?MAId=2729#handouts>

Commissioner Comment:

- Commissioner Kramer thanked Ms. Sharon Kalchik for her public comment.
- Commissioner Ross invited everyone to the panel discussion given by the Leelanau County Energy Taskforce at the Munnecke Room located within the Leland Township Library for discussion on planets versus plastics in observation of Earth Day on Monday, April 22, 2024.
- Commissioner Allgaier thanked Ms. Sharon Kalchik for her public comment. She commented that the strength of the County gets stronger when everyone works together.
- Chairman Wessell thanked Interim Administrator Lewis for being here.

Approval of Financials —

Amendments & Transfers:

#125-04162024 Regular Session

MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE BUDGET AMENDMENT #24-004 AND #24-005. SECONDED BY REXROAT.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Interim Finance Director Hartesvelt stated that since a motion was passed to transfer funds from the General Fund to the Motor Pool Fund, she has amended Fund Transfer #24-002 to reflect the motion.

#126-04162024 Regular Session

MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE FUND TRANSFER #24-002, AS AMENDED. SECONDED BY REXROAT.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Miscellaneous Fund Transfers and Amendments:

None.

Claims and Accounts:

#127-04162024 Regular Session

MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE CLAIMS AND ACCOUNTS IN THE AMOUNT OF \$558,767.66. SECONDED BY REXROAT/ALLGAIER.

Discussion – none

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

NO – 0

MOTION CARRIED.

Post Audit Claims and Accounts:

#128-04162024 Regular Session

MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE POST AUDIT CLAIMS AND ACCOUNTS IN THE AMOUNT OF \$3,611,422.17. SECONDED BY REXROAT/ALLGAIER.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Adjournment:

Chairman Wessell adjourned the meeting at 8:49 p.m.

Ty Wessell, Chairman
Leelanau County Board of Commissioners

Jennifer L. Zywicki, Chief Deputy Clerk for
Michelle L. Crocker, Leelanau County Clerk