

Leelanau County Board of Commissioners
Committee of the Whole – Monday, September 26, 2022
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=2383#video>

Meeting called to order by Chairman Ty Wessell at 1:30 p.m. Today's meeting is being held at the Government Center, 8527 E. Government Center Drive, Suttons Bay, Michigan.

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

Roll Call:	District #1	Rick Robbins	PRESENT
	#2	Debra L. Rushton	ABSENT (arrived at 2:00 p.m.)
	#3	Lois Bahle	PRESENT
	#4	Ty Wessell	PRESENT
	#5	Patricia Soutas-Little	PRESENT (via Zoom, Leland Twp)
	#6	Gwenne Allgaier	PRESENT
	#7	Melinda C. Lautner	PRESENT

Guests present.

Public Comment:

None.

Commissioner Comment:

None.

Purpose of Meeting – Discussion –

Motor Pool Fund (#661) Funding:

Sheriff's Office Undersheriff James Kiessel was present and updated the Board on the request for three patrol vehicles and one marine truck. Kiessel gave a brief history on the rotation of vehicles before they are sold and how many vehicles are part of the current fleet.

Chief Deputy County Clerk Jennifer Zywicki said she and Finance Director Jared Prince this morning discussed the current fund balance in the Motor Pool Fund for 2022. She commented there will need to be a little more investigation for 2023 because there are a couple of concerns regarding the cost allocation for vehicles and 2022 is short on funds due to replacing the Buildings & Grounds vehicle and the State of Michigan no longer provides a TNT vehicle, so one will be need to be purchased. Zywicki continued stating by moving \$94,800.00 from the General Fund Contingency to create a transfer out to move funds to the Motor Pool Fund it will then ensure there is a fund balance to build on in 2023.

Commissioner Rushton arrived at 2:00 p.m.

Undersheriff Kiessel explained the marine patrol truck will not have a police package, and discussed the purchase of the patrol vehicles and how they are outfitted. Kiessel answered Commissioner questions regarding when vehicles are sold and disposed.

Chief Deputy Zywicki said back before the Board decided to cost allocate, to departments per mile to replace, that the actual costs to purchase vehicles were budgeted directly from the department's budget. She further explained how the cost allocation charges per mile depending on the miles on the vehicle. Zywicki suggested that in the future there will need to be an assessment of the current rates to ensure they still work to recoup the replacement value since vehicles prices have increased and the cost allocation charge has not.

Commissioner discussion ensued regarding the mileage at which a vehicle should be disposed and replaced within the fleet. Undersheriff Kiessel commented that typically patrol vehicles are sold for between \$8,000.00 to \$10,000.00.

Chairman Wessell stated no decisions are being made today and thanked Undersheriff Kiessel for his time. Wessell requested Finance Director Prince to stay at the table for more discussions to come.

Capital Projects Building Fund (#470) Requests – Dispatch/9-1-1 Consoles:

Emergency Management/9-1-1 Director Matt Ansoerge was present and stated that currently the carpet is being replaced in the Law Enforcement Center. Maintenance Director Jerry Culman has been working to get the carpet changed throughout the building starting with the Sheriff's Office side, which is supposed to be this year but it has been delayed a little bit. Ansoerge said currently the squad room should be done in the next month or two, and that he has a lot reservations that the rest of the building is going to be done in 2023. He had a conversation with Culman and he would feel better if a portion of the Law Enforcement Center is done before so he can see how the carpet holds up before it goes into the Dispatch Center. Ansoerge commented he does not see this being a 2023 project and would move it to 2024.

Commissioner Lautner asked if the consoles should still be budgeted to purchase in 2023 or should it be held off for another year?

Ansoerge replied that was the goal but that he thinks we will push this to 2024, and stated it gives him more time to look at other vendors. Ansoerge commented there's some functionality that's starting to fail with the current ones, and the controls on the lifts are all broken, which means the staff has to be very careful when using them. He stated he does think they can make it another year and the consoles have been in operation since 2005 outliving the warranty.

Commissioner Lautner asked if we should purchase in 2023 and hold onto them so you have them? Ansoerge responded that he has another demo coming next week, and he can get information from the vendors to see how the supply chain is looking. Ansoerge commented he didn't have any indication from the first vendor that there would be any delay.

Commissioner Rushton asked what the timeline for delivery is? Ansoerge replied, four to six weeks to implement.

Commissioner Rushton stated you would have to coordinate the flooring first and then at the same time of the consoles for a 6–8-week delivery. And if you need to order in 2023 and take delivery for 2024 it still could come out of the 2024 budget by the time it gets paid.

Commissioner Lautner asked how do you function if you're pulling your consoles out to carpet?

Ansorge replied they would move to the Mobile Command Vehicle. You would have radio and telephone capabilities inside the Command Vehicle. The nomad positions that were purchased for global 9-1-1 can be utilized and there is a network connection into the server. Ansorge stated Grand Traverse County is always considered as a fall back.

Chairman Wessell stated the Mobile Command Vehicle needed updates and repair. Have those been taken care of?

Ansorge replied it has. The generator had some issues, but when the vehicle is running we don't need that capability.

Chairman Wessell asked if there was anything further? Commissioner Lautner replied this topic should be brought back before the budget is finalized for further discussion.

Capital Projects Building Fund (#470) Requests – Annual CAD Software Maintenance Renewal:
Emergency Management/9-1-1 Director Matt Ansorge was present and stated he was thinking ahead and put the annual maintenance into this year's budget. He contacted Motorola before the invoices came due and they provided a quote, which he placed in as a budget request. Ansorge said that unfortunately, they included only 1/3 of what we use and the invoice was much larger than expected. He has since then had discussions with Motorola who agreed to just move forward with what is budgeted so that is what was paid. He is working on agreements to spread out the difference over the next few years. Right now, over the next two years, there will be an increase of \$8,500.00, along with the normal amount. Ansorge is working with Motorola to get into a five-year maintenance agreement, and should have this in place with our radio equipment and our consoles in Dispatch. This is not a new concept for Motorola, unfortunately, it is a new concept for the CAD product, which they are working that out internally. He commented he is confident next year there will be a five-year agreement and we will have that additional money spread out over five years instead of two. Ansorge concluded that right now, we do have the additional money of \$8,500.00 budgeted into 2023.

Finance Director Prince confirmed it is included.

Parks and Recreation Commission Requests:

Drain Commissioner/Parks and Recreation member Steve Christensen was present and stated that this year's request includes a special item of the paved loop trail at Myles Kimmerly Park, which has been talked about and on the minds of the committee for years. Christensen said there was a decision this year to ask the County Board and see if the ball can get rolling. There is a quote from Elmers and it is obvious it will not get the whole loop done, but the idea would be to do as much as possible with what we get.

The handout can be found at the following link:

https://www.leelanau.gov/downloads/06012022_parks_executive_committee_minutes_1.pdf

Commissioner Allgaier asked if everything but the Loop trail is within the proposed budget for this year? In that list, you were exceeding what you were allocated by \$9,500? Christensen replied that for 2022 it is \$25,000, and correct, it would be an increase.

Finance Director Prince stated you would have a new capital outlay for 2023 of \$54,500.00, and that what Christensen was looking at was 2022.

Commissioner Lautner explained the \$54,500.00 is the request for 2023, which is the request for all projects, such as: Myles Kimmerly Park and plan design standalone kiosk; Old Settlers Park needs new docks; sideline parking for safety; portable toilet enclosure for Veronica Valley; Prairie Grass; viewing platform, which comes to a total of \$54,500. She stated the hope is to have a gift of the funds to get a loop at Myles Kimmerly, or perhaps out of ARPA dollars, because it is a highly requested and popular idea. Lautner stated the Elmer's quote came in around \$235,000.00.

Commissioner Allgaier asked if the dock sections are rotten?

Christensen commented without Maintenance worker Scott Bradley here he believes what was said was that they were old wood and heavy and he was under the impression it was at the end of its life.

Commissioner Allgaier stated if someone feels that is true, she would trust that comment. She said she thinks that \$10,000 for a dock is too much money. Her comment on the loop is as long as District 6 doesn't have broadband, she cannot support a walking trail.

Chairman Wessell asked what is the increase to the amount? Commissioner Lautner stated \$9,500.00.

Chief Deputy Zywicki clarified the request would be for \$10,000 more, going from \$45,000 in 2022 to \$55,000.00 for 2023.

Commissioner Bahle said at the MAC conference they were talking about grants for park improvements and it seems like trails were included in that. She asked if anyone has contacted anyone regarding grants? Christensen replied, no.

Chairman Wessell stated we have not fared very well with the grants for Parks and Recreation. We've spent a lot of time over the last several years and he doesn't think we have anyone's attention.

Commissioner Robbins stated that regarding the loop trail when he first approached Elmers it was \$130,000.00 and that came from one of their main guys there.

Christensen said he found it interesting that there was a scrape off of 12 inches of topsoil and stock pile it, which seems like an awful lot of top soil.

Commissioner Robbins replied that would total a lot of yards and if we stock pile the topsoil on the property and re-sell it that could recoup a lot of that cost and make up the \$30,000.00 or \$40,000.00 difference from the \$190,000.00 to the \$234,000.00.

Drain Commissioner – Drainage District Request, Proposed County Allocation:

Drain Commissioner Steve Christensen and Brian Cenci, Senior Project Manager of GEI Consultants. Christensen stated the Lake Bluffs Drainage District will go out for bids at the end of December through end of February. He continued that the Timberlee Drainage District is at the easement phase, which three easements will be necessary and can take a long time to acquire.

Christensen and Cenci responded to Commissioner questions on how a drainage district is setup and what the County's responsibilities are financially.

Chief Deputy Clerk Jennifer Zywicki recapped for the drainage district expenses year-to-date for Commissioners.

Chairman Wessell stated there is no amount to budget for in 2023 because the districts are a challenge. Wessell said it is hard to budget for something when you have no control. He asked Christensen if he wanted to discuss his compensation at this time.

Christensen stated the districts have been generating and are starting to consume a big part of his daily life within the last two years and has steadily increased so now they are taking an extraordinary amount of time to handle. He continued that if he didn't ask for a raise, he wouldn't be fair to himself. Christensen said his current annual salary is \$14,500.00 and he is working as the Drain Commission about 15 hours weekly or more, with some of the larger soil erosion projects also including drainage.

Commissioner Allgaier asked Christensen if he is receiving per diem as well, and Christensen answered, no.

Chief Deputy Clerk Zywicki stated the annual salary divided by the number of hours equates to an estimate of \$18.00/hour.

Commissioner Lautner stated the position does have health care and full benefits.

Commissioner Allgaier asked Christensen what figure he feels is fair?

Christensen replied, \$19,500.00.

Chairman Wessell stated there is a possibility of a recommendation to add an additional \$5,000.00 at a later meeting.

Information Technology – Revised Capital Outlay Plan:

Liana Wilson reviewed the capital outlay proposal for the I.T. Department and answered Commissioner questions.

The handout can be found at the following link:

https://www.leelanau.gov/downloads/09262022_cotw_it_request.pdf

FY 2023 Budget:

Finance Director Prince said that he confirmed with Chief Deputy Clerk Zywicki that there will be a proposed budget amendment in May of 2023 to the adopted 2023 Budget to offset the 3% off cycle wage increases because they are not currently reflected in the 2023 budget. Prince stated the work it would take to re-create the staffing levels would be very time consuming and the revenues to be reflected in May through the L-4029 should be about \$1,000,000.00 more and exact. Prince said the 3.25% increase to wages is already projected in the proposed to adopt 2023 Budget, so it is showing an increase to the wage and fringe expenditure lines within all the departments and funds.

Commissioner Allgaier stated you (Prince) have your hands full and it would be more accurate in May of 2023.

Future Meeting Dates:

Chairman Wessell proposed the next budget meeting date will be October 12, 2022, at 9:00 a.m. to noon and October 19, 2022, at 9:30 a.m. to 4:00 p.m.

Future Meeting Topics:

Chairman Wessell stated that Administrator Janik will set the topics for the October 12, 2022, meeting and the October 19, 2022, will be used for decisions.

Public Comment:

None.

Commissioner Comment:

None.

Adjournment:

Chairman Wessell adjourned the meeting at 3:32 p.m.

Ty Wessell, Chairman
Leelanau County Board of Commissioners

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