

Leelanau County Board of Commissioners
Executive Board Session – Tuesday, April 11, 2023
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=2505#video>

Meeting called to order by Chairman Ty Wessell at 9:00 a.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.

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| <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 |

Approval of Agenda / Late Additions or Deletions:

Commissioner Lautner said that she would like to see Agenda Item #13, Human Resources – HR Policies Update removed for action and rather have it for just discussion. Administrator Allen replied that she intended it to be just discussion and not to be an approval and she apologized if the EDS implied approval. Allen said she thinks it behooves everyone to spend some time looking at the document and offering feedback and getting feedback from the Department Heads. She continued and stated that it was an error on her part with the EDS and she should have just said to make it a review process and she apologized for any oversight on her part on that. Chairman Wessell stated that the Agenda Item #13, Human Resources – HR Policies Update will be discussion only.

MOTION BY O'ROURKE THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE AGENDA AS AMENDED. SECONDED BY ALLGAIER.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Public Comment:

The following individuals spoke in person: Bill Wiesner and Charles Knapp.

The written comments can be found at the following link:

<https://www.leelanau.gov/meetingdetails.asp?MAId=2505#handouts>

Commissioner Comment:

None.

Communications, Proclamations, Presentations –
Administrator Update:

- Administrator Allen gave a report to the Board of Commissioners.

The report can be found at the following link:

https://www.leelanau.gov/downloads/county_administrators_report_4_11.pdf

Commissioner Allgaier stated that there are grants for local roads to have EV (Electric Vehicle) charging stations, and if there is funding, she would appreciate Administrator Allen looking into it.

Northern Michigan Regional Entity Agency Update:

Northern Michigan Regional Entity Agency Executive Director Eric Kurtz was present and gave an update. Kurtz responded to questions.

The PowerPoint can be viewed at the following link: (pages 2-11)

https://www.leelanau.gov/downloads/04112023_executive_board_pkt_opt.pdf

Human Resources Department Update:

Human Resources Director Darcy Weaver was present and gave an update. Weaver responded to questions.

The PowerPoint can be viewed at the following link: (pages 12-18)

https://www.leelanau.gov/downloads/04112023_executive_board_pkt_opt.pdf

Action Items:

Traverse Transportation Coordinating Initiative (TTCI) – Update on Establishment of Metropolitan Planning Organization:

Networks Northwest Regional Director of Community Development Rob Carson, AICP, was present via ZOOM. Carson gave an update and answered questions.

The PowerPoint can be viewed at the following link: (pages 19-37)

https://www.leelanau.gov/downloads/04112023_executive_board_pkt_opt.pdf

Chairman Wessell stated that he would like Administrator Allen to contact [Elmwood Township Supervisor] Jeff Shaw and see what role, what opportunity or what input the Board would have.

Administrator Allen thanked Carson for a thorough report.

Leelanau County Substance Abuse Prevention Coalition – Acceptance of Prevention Network C3 Grant:

Audrey Sharp, Associate Director of LIFT in Suttons Bay and Co-Chairman of Leelanau County Substance Abuse Coalition was present before the Commissioners.

MOTION BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO ACCEPT THE \$57,000.00 C3 GRANT AWARD FROM THE SUBSTANCE ABUSE PREVENTION AND TREATMENT BLOCK GRANT, AS PRESENTED. SECONDED BY O'ROURKE.

Discussion – none.

AYES – 7 (Rexroat, Ross, Wessell, Allgaier, Kramer, Lautner, O'Rourke)
NO – 0 **RECOMMENDATION PASSES.**

Sheriff's Office – Fingerprint Service Fees:

Sheriff Michael Borkovich and Undersheriff James Kiessel were present to explain the request.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO ALLOW THE SHERIFF'S OFFICE TO RAISE FINGERPRINTING FEES FOR COUNTY RESIDENTS TO \$20.00 + \$5.00 FOR ANY ADDITIONAL CARDS AND FOR NON-RESIDENTS TO \$40.00 + \$5.00 FOR ANY ADDITIONAL CARDS. SECONDED BY REXROAT.

Discussion – none.

AYES – 7 (Allgaier, Kramer, Lautner, O'Rourke, Rexroat, Ross, Wessell)
NO – 0 **RECOMMENDATION PASSES.**

Sheriff's Office – Approval of Five-Year Renewal Agreement for Inmate Phone Services with Stellar Services, LLC.:

Sheriff Michael Borkovich and Undersheriff James Kiessel were present to explain the request.

MOTION BY LAUTNER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO WAIVE ITS BID POLICY AND APPROVE THE FIVE-YEAR SERVICE AGREEMENT WITH STELLAR SERVICES FOR INMATE PHONES, VIDEO VISITATION, AND INMATE TABLET SERVICES, AND APPROVE THE BOARD CHAIRPERSON TO SIGN SAME, PENDING CORPORATE COUNSEL REVIEW AND APPROVAL. SECONDED BY O'ROURKE.

Discussion – none.

AYES – 7 (Lautner, O'Rourke, Rexroat, Ross, Wessell, Allgaier, Kramer)
NO – 0 **RECOMMENDATION PASSES.**

Chairman Wessell called for a break at 10:35 a.m. and the meeting resumed at 10:45 a.m.

Proposed Façade Project Assessment Agreement:

Administrator Allen was present before Commissioners to explain the request.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO WAIVE ITS BID POLICY AND APPROVE AN AGREEMENT WITH MACHIN ENGINEERING FOR THE ASSESSMENT OF THE GOVERNMENT CENTER NORTH WALL FACADE, PENDING COUNSEL REVIEW AND APPROVAL; FUNDS TO COME FROM #101.100.101.967.000. SECONDED BY ROSS.

Discussion – none.

AYES – 7 (Allgaier, Kramer, Lautner, O'Rourke, Rexroat, Ross, Wessell)
NO – 0 **RECOMMENDATION PASSES.**

Maintenance – Mini Splits Cooling System for the Law Enforcement Center – Sergeant's Room:

Administrator Allen was present, along with Maintenance Director Jerry Culman, and addressed the Agenda Item and responded to questions.

MOTION BY LAUTNER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE PURCHASE OF A MITSUBISHI COOLING ONLY SYSTEM FOR INSTALLATION AFFECTING THE SHERIFF'S OFFICE SERGEANT'S ROOM, FROM D&W MECHANICAL OF TRAVERE CITY, AS PRESENTED; FUNDS TO COME FROM

THE CAPTIAL PROJECTS BUILDING FUND #470.000.000.970.010. SECONDED BY O’ROURKE.

Discussion – none.

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

NO – 0

RECOMMENDATON PASSES.

Maintenance – Mini Splits Cooling System for the Law Enforcement Center – Computer Room:
Administrator Allen was present, along with Maintenance Director Jerry Culman, and addressed the Agenda Item and responded to questions.

MOTION BY O’ROURKE TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO MOVE THE REQUEST FOR A MINI-SPLIT COOLING SYSTEM FOR THE LAW ENFORCEMENT CENTER COMPUTER ROOM FORWARD TO THE REGULAR SESSION. SECONDED BY ALLGAIER.

Discussion – Commissioner Lautner asked why this is being moved forward? Administration Executive Assistant Laurel Evans explained to the Board that she provided them with an updated EDS for the Lutz Roofing bid portion that wasn’t originally provided in the packet this morning and that they should have it in front of them. Evans stated that the information could be found on page four of the revised document.

Chairman Wessell asked Commissioner O’Rourke if he would like to withdraw the motion? Commissioner O’Rourke replied, yes, he would like to withdraw the motion. Chairman Wessell asked Commissioner Allgaier if as the person who seconded it, if she was ok with the withdrawal? Commissioner Allgaier replied, yes.

MOTION BY O’ROURKE TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS WAIVE ITS BID POLICY AND APPROVE THE QUOTE FROM LUTZ ROOFING OF SHELBY TOWNSHIP, MI, TO INSTALL ONE PITCH PLAN AS PRESENTED, IN AN AMOUNT NOT TO EXCEED \$1,200.00; FUNDS TO COME FROM TO BE DETERMINED. [#470.000.000.970.000] SECONDED BY ALLGAIER.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

MOTION BY O’ROURKE TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO WAIVE ITS BID POLICY AND APPROVE THE QUOTE FROM D&W MECHANICAL INC., OF TRAVERSE CITY, TO INSTALL A MINI SPLIT COOLING SYSTEM WITHIN THE LAW ENFORCEMENT CENTER COMPUTER ROOM, IN AN AMOUNT NOT TO EXCEED \$7,681.00; FUNDS TO COME FROM TO BE DETERMINED.

[#470.000.000.970.000]. SECONDED BY ALLGAIER.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Maintenance – Lawn Care RFP Update:

Administrator Allen was present, along with Maintenance Director Jerry Culman, and addressed the Agenda Item and responded to questions. Administration Executive Assistant Evans, from the audience, clarified that the RFP’s will be collected by April 14, 2023.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO MOVE FORWARD THE MAINTENANCE – LAWN CARE RFP UPDATE TO THE REGULAR SESSION. SECONDED BY O’ROURKE.

Discussion – none.

AYES – 7 (Allgaier, Kramer, Lautner, O’Rourke, Rexroat, Ross, Wessell)
NO – 0 RECOMMENDATION PASSES.

Maintenance – Drinking Fountain/Water Bottle Purchase:

Administrator Allen was present, along with Maintenance Director Jerry Culman, and addressed the Agenda Item and responded to questions.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE PURCHASE OF TWO ELKAY WATER BOTTLE/DRINKING FOUNTAINS SYSTEMS FROM PRO DRINKING FOUNTAINS FOR THE GOVERNMENTAL CENTER AND THE LAW ENFORCEMENT CENTER, MODEL #LZS8WSLK AS PRESENTED; FUNDS TO COME FROM #101.100.101.970.010. SECONDED BY ROSS/REXROAT.

Discussion – Commissioner Lautner asked Director Culman what the installation costs would be? Culman replied that it should be around \$300.00 to \$500.00 per unit.

AYES – 7 (Allgaier, Kramer, Lautner, O’Rourke, Rexroat, Ross, Wessell)
NO – 0 RECOMMENDATION PASSES.

13TH Judicial Circuit Court – MMRMA RAP (Risk Avoidance Program) Grant – Acceptance of Grant:

MOTION BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO ACCEPT THE RAP GRANT FROM MMRMA IN THE AMOUNT OF \$19,280.15. SECONDED BY O’ROURKE.

Discussion – none.

AYES – 7 (Rexroat, Ross, Wessell, Allgaier, Kramer, Lautner, O’Rourke)
NO – 0 RECOMMENDATION PASSES.

13TH Judicial Circuit Court – Proposed Agreement with BIS Digital:

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO WAIVE THE BID POLICY AND APPROVE THE 13TH CIRCUIT COURT TO PURCHASE VIDEO & AUDIO RECORDING EQUIPMENT FROM BIS DIGITAL IN THE AMOUNT OF \$38,560.29. FUNDS TO COME FROM #101.325.131.970.000. SECONDED BY ROSS.

Discussion – none.

AYES – 7 (Allgaier, Kramer, Lautner, O’Rourke, Rexroat, Ross, Wessell)
NO – 0 RECOMMENDATION PASSES.

13th Judicial Circuit Court – Youth Residential Treatment/Short Term Detention Facility Funding Update:

Family Court Administrator Cameron Clark was present and addressed the Agenda Item and responded to questions.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE UP TO \$3,866.00 TO APPROPRIATED FOR THE PURPOSE OF PAYING FOR LEELANAU COUNTY’S SHARE OF A SPACE NEEDS ANALYSIS FOR A

PROPOSED YOUTH TREATMENT/DETENTION FACILITY CONDUCTED BY REDSTONE ARCHITECTS, INC. SECONDED BY ROSS.

Discussion – Commissioner Rexroat questioned why certain counties have different amounts to pay for the analysis?

Family Court Administrator Clark outlined the percentages between the 13th Circuit Court Tri-County, which includes Grand Traverse, Leelanau and Antrim Counties and that the percentage of caseloads is how the cost allocation is spread out within the Circuit. Clark stated that currently Grand Traverse County has the most cases with 69%, Antrim County is 17% and Leelanau County is 14%. He said that without Antrim County participating in the analysis then the total cost switched to 83% for Grand Traverse County and Leelanau County to 17% for a cost of \$3,866.00.

Commissioner discussion ensued regarding the caseload percentages.

Commissioner Ross asked Clark for an update if Antrim County will participate?

Clark stated that at a meeting a week or so ago that Judge Norman Hayes of Antrim County said that it is the State's responsibility. Judge Hays is not convinced that the Antrim County Board of Commissioners will want to participate in a Circuit wide youth treatment/detention facility.

Chairman Wessell said if the Board approves this is that really what the Board is doing is reserving the amount of money as Clark negotiates with Grand Traverse County and Antrim County? The Board is not committing to an expenditure and instead committing to a concept in reserving some funds.

Clark explained that based on the type of programming that would need to be followed in this type of facility that the analysis would provide the amount of space needed. He continued and stated that the cost of the facility will be based on the need of the square footage, so those are pieces of information to move forward.

Commissioner O'Rourke stated that he wants to know where the money is coming from, and he has told the taxpayers that there will be no county funds allocated for the facility.

Clark said not in Phase 1. He continued that if the Legislature appropriates dollars for the project there will be obviously additional architectural issues that come up and at that point the funds will come from Lansing.

Commissioner O'Rourke asked if there will be any General Fund dollars spent for the construction of the facility? Clark, replied, there will be zero construction costs.

Commissioner Rexroat said that he is trying to understand the need for this analysis because if the State of Michigan is going to appropriate money, and that is part of the appropriation process, then the State should do the needs and scope required? Clark replied, no, the County would and the State presumes that the County has done their homework to bring the information to them.

Commissioner Rexroat asked where does the \$30 million number come from then for construction? Clark replied, it is a guess. Clark continued that it is an educated estimate based on other projects of this type in the State of Michigan.

Commissioner Rexroat said that it is his opinion that we as the County are way too far in front and involved in this project in relationship to the need in the County. He stated that it's not that he disputes the need or facility, or for people to be served and it is no reflection on Clark's efforts; however, he believes we are in way too much of an "out-front leadership", and he personally can't support this proposal.

Commissioner Allgaier stated that there is a Youth Treatment/Detention Facility Task Force and it does include Grand Traverse County. She said that she thinks that it is important that Judge Kromkowski and Clark are advocating for the youth in the county. There is a definite need and the numbers show that we will actually be saving a lot of money, but most importantly the children who need help will receive quality care. Allgaier continued that there is an opportunity right now that is not going to stick around because there is a surplus currently at the State that could be allocated to this, so this is an opportunity and she supports going to the State of Michigan with as much data as needed to make it look like a well thought out appropriate request for these dollars. She said the State of Michigan will respond just as this Board responds when people come before us with good information and when they don't have it, we ask them for it, which the Legislature is going to do the same thing. This is a real opportunity for the County and this is part of the Task Force request to keep moving forward.

Commissioner Kramer stated that she echo's Commissioner Allgaier's sentiment. She said that she does think it is very telling that Clark is putting so many resources, time, and effort into this project and Clark works directly with these youth, and the Board should take that all into consideration when moving forward. Kramer continued that if the people most involved with this project think it's necessary then she feels the Board should really examine our viewpoints moving forward.

Chairman Wessell commented that he has three quick questions. First being that this vote commits this Board to nothing more than \$3,866.00, and it won't be spent if Grand Traverse County doesn't buy into the analysis? Clark replied, correct. This is a message to you (Clark) that this Board wants the planning done if we have community partners? Clark replied, correct. The intention is that the State of Michigan will pay for a facility? Clark replied, correct. Does the Board's action today increase the chances of getting an allocation from the State of Michigan? Clark replied, yes. Chairman Wessell said that he supports the motion today.

Commissioner Lautner stated that she is not going to support this motion and it is only because "I don't appreciate everything being done nor do I appreciate the idea of this large gift from the State of Michigan." She said she also feels that this is something the State should be taking a lead on and not little Leelanau County. Lautner continued that from the very beginning we didn't think this was supposed to cost anything and now it is potentially almost \$4,000.00 out of the County's budget. She commented that it has not been budgeted for, and then what? She said that if this is just looking at needs, then where is the study that to tell us the future use of the building? Because there is also going to be and there is not current idea of the cost of operating the building, and that could fall onto this County if we come on board with this project and that really alarms her. Lautner continued that we don't know the number of kids and how many kids

do we have in beds today? Clark replied, three in beds right now. Lautner stated that this is the type of math that has to be done.

Clark stated that one of the kids that is in a facility cost \$10,000.00 per month.

Commissioner O'Rourke stated that he supports Commissioner Rexroat and that he wishes that Cameron (Clark) was in Grand Traverse County pushing them as hard as he pushes this Board. He commends Clark for his work. O'Rourke said that he has promised a lot of people that this wouldn't be County money and he knows this is needed. He stated that he just wishes there was a different leader or maybe even the State. O'Rourke said that he has talked with a few people from the New Campus School and he has workers there that are local and that have said to him that if we had this place there would be more kids in it. He is not sure about all the income that will come in if there are just three to four kids and there are a whole bunch of questions here that still are not answered.

Clark said that he is trying to get the answers but he just needs a little bit of funding to help fill in some of those gaps.

Commissioner Kramer commended Clark for what he is doing. One of the reasons that she herself stepped into this roll is because she believes that this Board votes with values and the tax payer's dollars and trying to give children any sort of leg up, whether it be from \$1, \$2, \$3 to \$3000 she thinks is very important. Kramer commended Clark for taking this work on because it seems like it has been a lot and maybe at times is not always super fulfilling. She said she just wants to remind everyone that is the direction we are heading on and if this Board can spend \$5,000 for a water cooler that maybe taking a chance on this is a worthwhile endeavor.

Chairman Wessell called for a vote.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE UP TO \$3,866.00 TO BE APPROPRIATED FOR THE PURPOSE OF PAYING FOR LEELANAU COUNTY'S SHARE OF A SPACE NEEDS ANALYSIS FOR A PROPOSED YOUTH TREATMENT/DETENTION FACILITY CONDUCTED BY REDSTONE ARCHITECTS, INC. SECONDED BY ROSS.

Discussion – none.

AYES – 4 (Allgaier, Kramer, Ross, Wessell)

NO – 3 (Lautner, O'Rourke, Rexroat)

RECOMMENDATION PASSES.

Information Technology Update:

Information Technology Technician Liana Wilson was present with an update of the department and answered Commissioner questions. Wilson stated that she would like to be named the I.T. Director Department Head. Administrator Allen said that during the budget process she would like to look into the staffing level of the Information Technology Department.

Parks and Recreation – Proposed Termination of Maple Valley Nursing Home License for Use of Park Property as a Septic Field:

Drain Commissioner and Parks and Recreation member Steve Christensen, along with John Kasben, owner of the Maple Valley Nursing Home present and addressed the Agenda Item for questions. Administration Executive Assistant Laurel Evans distributed the Myles Kimmerly

Park/Maple Valley Nursing Home Easement Expiration to the Board. Christensen clarified that the section being discussed is a drain field.

The handout can be found at the following link:

https://www.leelanau.gov/downloads/myles_kimmerly_park_mvnh_04112023.pdf

Commissioner Allgaier asked what would happen if this motion goes through and Kasben is unable to meet the deadline?

Kasben responded that he had hired an engineering firm; however, the firm has yet to come up with plans so he can't go out for bids on a project without plans. He continued that the Environmental Health Department is unable to assist him without having engineered plans.

Commissioner Rexroat asked does this location right now preclude any park plans for the next twelve months? Commissioner Lautner replied, yes.

Christensen said that currently the drain field is sectioned off from the rest of the park.

Commissioner Rexroat stated that he feels that even with plans in hand this deadline would not be met and this does not seem practical to ask them to meet the timeline.

Kasben stated that he would like to purchase the property from the County where the drain field is located and that he may or may not have the original plans from years ago.

Commissioner discussion ensued regarding the plans for Myles Kimmerly Park.

MOTION BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO GIVE JOHN KASBEN, OWNER OF THE MAPLE VALLEY NURSING HOME OF MAPLE CITY, MI, 90 DAYS TO COME UP BIDS AND WITH A PLAN AND RETURN WITH AN APPROVED SET OF CONSTRUCTION DOCUMENTS TO BE READY TO GO OUT FOR BIDS TO MOVE FORWARD WITH OR RECONSIDER THE OCTOBER DEADLINE. THE PLANS TO BE APPROVED BY THE HEALTH DEPARTMENT. SECONDED BY O'ROURKE.

Discussion – Commissioner O'Rourke stated that the County will never sell any park land.

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

NO – 0

RECOMMENDATION PASSES.

Drain Commissioner – Request for Upfront Payment of Lake Bluffs Drainage District:

Drain Commissioner Steve Christensen, County Treasurer John Gallagher III, Interim Finance Director Cathy Hartesvelt and GEI Consultants Senior Project Manager Brian Cenci were present for the Agenda Item.

The handout provided to the Board by County Treasurer John Gallagher III can be found at the following link:

https://www.leelanau.gov/downloads/1st_qtr_investments_04112023.pdf

Gallagher said that any funding for payment would need to come from the General Fund or the Delinquent Tax Revolving Fund. He stated that he has not spoken with the Finance Department

as of yet on the topic; however, he would like to see the County make payments instead to keep cash flow up.

Cenci explained the option of paying up front or making payments over time. He said that there is a built in 1% fee so that at the end of the note term there are funds in the account to ensure all payments are made.

Interim Finance Director Hartesvelt clarified that with a note of this size that by adding the 1% it should help because there will still be 20 years of interest. If the property owners, townships, or the County prepay, those funds do bring down the total loan amount.

Commissioner Rexroat asked what are the implications of paying ahead?

Cenci replied that the County would be paying less interest. He said that it is important to relay to the lending institution the County's plan so they know what the final note amount will be.

Gallagher asked if the lending institution can change the amortization?

Cenci replied, it could happen that way. He said so that everyone is aware, along with the Board, the option to prepay is somewhat of a secret and is not advertised to people. He stated that because this is a complicated process of collecting the prepays and then figuring the finance amount.

Commissioner Rexroat asked what is the impact if the County does not prepay? Can we come in year three and prepay, what exactly would be the financial impact for Leelanau County to make that decision?

Cenci replied, the County would be paying the interest amount for those years before the prepay. He explained that in year 20, whether everyone has prepaid or not, the financial institution will still require the full payments to fulfill the note and there could be a shortfall. The financial institution is still depending on the interest to be paid for the full note term and if the amount paid in has a shortfall, then there will need to be a deficiency assessment likely geared for the last few years. If that happens then the district will have to be reassessed at the same percentages to make up the difference of whatever is still yet to be owed on the note. Cenci said that he did have this type of situation happen where a township appealed their assessment and then ended up losing the appeal and instead paid it off immediately. He stated that at that point the financial institution had to adjust the payback schedule because the note would have ended up short.

Commissioner Rexroat asked what the deadline to make this decision is?

Cenci replied, with the residents the timeline decision deadline is Monday, April 17, 2023. He stated that the County and the township just need to tell them what they plan to do.

Commissioner Rexroat said that looking at John's (Treasurer Gallagher) assessment and looking at the upcoming meeting in May where there are a multitude of high dollar items that it is his inclination to not prepay it at this time. This Board is tasked with a ton of things out there to pay for and that meeting isn't until the middle of May.

Administrator Allen stated that at the May meeting there will be bids for Lower-Level project and two months after that there will be additional bids for the HVAC (heating, ventilation, and air conditioning) system.

Commissioner Lautner thanked Commissioner Rexroat and stated that these things do all tie together. She asked why is this so late to the Board if it is due Monday before this Board doesn't meet until Tuesday? She said that the same thing has been done to Solon Township, and they can't possibly even meet before Monday unless they hold a special meeting, which costs the township even more before this date. Lautner stated that Solon Township would have to wait into May for them. She said that this is very, very poorly done. Lautner asked if people are no longer able to able to build developments like this anymore?

Christensen replied, correct and that all developers have to have a permit now, which was passed by the County through Soil and Erosion and the Drain Commission. All developers are required to attain a permit and have to go through the steps with an engineering firm. He said that the processes in place now prevent these types of situations.

Commissioner Lautner said she still doesn't like this because it was already done and it was well down the road before the Board caught wind of what was going on with this. She stated this particular development was put in a long time ago. Her point is that she would rather pay this up front because this all does tie together and rather than putting the room in the basement it should be put on hold and concentrate on the HVAC and drains. Lautner said to be borrowing money and going out beyond that is really messing with the finances, and she wants to take a hold on the room in the basement. She stated that this Board need to look at the HVAC and the north wall yet, along with another drain this year means that the Board needs to slow down. Her recommendation is to prepay what the County owes.

Christensen stated that both the County and the township have time and there is no rush to have a special meeting because it can all be done at regular meetings. He said that he is waiting to hear from the County and the township and there was a hard date for the property owners so that he knew what numbers they would be working with.

Commissioner Lautner asked what the Leelanau County Road Commission will be doing for their portion?

Christensen replied, the amount is \$21,801.00 and that Brian (Cenci) sent the Leelanau County Road Commission, so they are aware. He said that the County pays the full amount and then if the County chooses to the Board invoices the Road Commission.

MOTION BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO MOVE FORWARD THE DRAIN COMMISSIONER – REQUEST FOR UPFRONT PAYMENT OF LAKE BLUFFS DRAINAGE DISTRICT TO THE REGULAR SESSION. SECONDED BY ALLGAIER.

Discussion – Commissioner O'Rourke asked Gallagher if the County should prepay or not? Gallagher responded to cash flow it and postpone the payments for now.

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

NO – 0

RECOMMENDATION PASSES.

County Clerk – Proposed Staffing Extension:

County Clerk Michelle L. Crocker said that as the EDS indicates on June 21, 2022, she was authorized to have a position that would run from July 13, 2022, to May 31, 2023. The funds allocated for 2023 are still within the budget and she is looking for an extension of the May 31, 2023, date until December 31, 2023. She stated that since October of 2022 the person she had filling the position, Cathy Hartesvelt, was redirected to audit the County's payroll records due to many irregularities, which took the focus needed in the Clerk's Office. While Cathy (Hartesvelt) was working the payroll records audit, her wages were charged to the Accounting Department budget per former Administrator Chet Janik. Crocker said that once the payroll audits were completed it was around the time when Finance Director Jared Prince resigned somewhere about the middle of December that she was approached to come back on to assist. She, Chief Deputy Clerk Zywicki and Hartesvelt all switched gears to help facilitate corrective measures for eight months of County books and to get the County ready for the audit. She continued that Hartesvelt was then hired as the Interim Finance Director and is currently serving in that position. With the scope of the audit and the work that is and has been done, which at times is intense, it has been pretty much seven days a week since this started in mid-December, except for taking Christmas Day off. Crocker stated that the funds for the position Hartesvelt held are still within her budget, and is now at the point where the Jury Commission data has come in. In the coming weeks the office will be preparing and mailing out 3000 juror questionnaires. As of right now, she can advertise for this position, which she will first do internally since it is a Teamster's 214 union position and there is a five-day requirement that it be posted in house should there be any applicants. Crocker stated that she can also simultaneously advertise outside the building to see if there is any interest; however, if she was to post this today, she is not really sure she wants to because after the five-day deadline she would be working with the May 31st date. She stated that she does have the funding in her budget and she would like to take the time to get the position advertised and keep the position through the whole jury cycle and complete the projects that she had the prior employee working on. Crocker stated that she is not looking for money and is simply looking for a date extension to allow her to continue with what she originally had and wasn't able to utilize.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THAT LEELANAU COUNTY MOTION #179-06212022 BE EXTENDED THRU DECEMBER 31, 2023, AND THAT THE HOURLY RATE BE INCREASED TO \$24.39 TO REFLECT THE PAY ADJUSTMENT IN THE ADOPTED UNION CONTRACT. SECONDED BY KRAMER.

Discussion – Commissioner Wessell stated that since the motion has been moved and seconded, he asked Administrator Allen if she had a recommendation or comments before he opens up the floor? Administrator Allen replied she thinks that Michelle (Crocker) has made her case here in regards to the request and she is not identifying any major concerns or anything. Allen stated she thinks there have been some questions in terms of staffing, but that it really is a board decision.

Chairman Wessell thanked Crocker for her participation in the finance role over the last six months, which has been very helpful. He also thanked Interim Finance Director Cathy Hartesvelt, Chief Deputy Clerk Jennifer Zywicki, County Treasurer John Gallagher III and Chief Deputy Treasurer Sarah Lautner for their roles for helping with finance.

Commissioner Lautner asked why hasn't Clerk Crocker used the dollars that were allocated?

Clerk Crocker replied that her focus has solely been with the needed assistance in the Finance Department, and her staff has been trying to help out but she hasn't had time to advertise.

Commissioner Lautner said that on the date we are extending it was to hire Hartesvelt?

Clerk Crocker explained that Hartesvelt was originally hired by then Finance Director Zywicki to help fill an FMLA leave in the Accounting Department. Once the FMLA leave was over in the Accounting Department the Clerk's Office had an FMLA leave that Hartesvelt filled. She said that once the FMLA leave was over is when Crocker came to the board to request the part-time position until May 31, 2023. Crocker stated that at the time she requested the position in June of 2022 that she had no idea the employee would be shifted to back to accounting in October.

Commissioner Lautner asked that up until today the wages have been being paid out of the Finance Department and the Clerk's Office?

Clerk Crocker responded that the position of the Interim Finance Director is coming from the Administration Department salaries budget. She stated that the Interim Finance Director position it not an employee of the Clerk's Office, which is very clear in all the documents that outline that position.

Commissioner Lautner said that if the Board extends the position to the end of the year it will begin to pay for who?

Clerk Crocker replied, she has to hire someone.

Commissioner Lautner asked Clerk Crocker that she would have to hire another person?

Clerk Crocker replied, yes, she would be. Crocker said that her hope was that Hartesvelt would have been able to continue you through the summer.

Commissioner Lautner asked Clerk Crocker that she wants to bring in another employee?

Clerk Crocker replied, she looking for a date extension.

Commissioner O'Rourke asked Clerk Crocker if Hartesvelt puts in for the position, will you hire her back? Clerk Crocker replied, sorry and asked if he could repeat that. Commissioner O'Rourke asked Clerk Crocker that if Hartesvelt puts in for this position will you hire her back?

Clerk Crocker replied, she has to consider anyone that applies but she hasn't heard that Hartesvelt will apply for the position. She stated that Hartesvelt currently is holding down a full-time position.

Commissioner O'Rourke stated that he has observed how well Hartesvelt and Zywicki work so well together on finance. He said for this Board that currently finance is the biggest priority we have right now.

Clerk Crocker said that at this point in time but later in the agenda is the discussion on the Finance Director. She stated that from her twenty-seven years of experience, and even longer

with the County, that Hartesvelt is doing an outstanding job and the work and effort that has been done between all of us to get to where you are today has been unbelievable. The amount of work that has been produced and put out since mid-December and to get you through the audit, which you are not out of the woods yet, will continue until even after the presentation of the audit sometime in June.

Commissioner Lautner said that she was just counting the members of the Clerk's Office staff and asked Clerk Crocker what you are asking for is to get a seventh person through the end of the year?

Clerk Crocker replied, yes. She stated that she is looking to extend the position until December 31, 2023.

Commissioner Lautner stated that she understands that. If you hire a person you would have to let them, go in December, unless the Board finances the position again?

Clerk Crocker replied, that would be correct. She said that it will be something that will need to be discussed during budget because with the Jury Commission, which she explained back in 2022, is that we keep waiting for the State Court Administrator's Office may automate the jury selection system. Crocker continued and said that jury Commission is very labor intensive and with an FMLA leave coming up that she will need to utilize a temporary office assistant to help during the busy summer season.

Clerk Crocker continued that on top of the jury commission that when you look to 2024, there will be a Presential Election in February 2024 and the Clerk's Office will be training over 200 workers. She stated with a lot of new proposals passed in 2022, where Legislature hasn't even written anything yet, those will all impact the Clerk's Office. Also, in 2024 each and every Commissioner will be filing for office as well as every County Official, Township Official, Judges and delegates.

Commissioner Rexroat asked Crocker if she thinks she will be able to find a replacement?

Clerk Crocker replied, she can only hope.

Chairman Wessell said that he wants to support this because the funding was allocated last year and then the Clerk's Office came forward and saved us. He stated that his only hesitation personally is that he doesn't want to make a decision today that will negatively impact finances. Wessell commented that Clerk Crocker knows what he is talking about and his vote today is trusting that it won't happen. He wants to make sure that the first priority is that finances move forward and we can talk further about that.

Chairman Wessell announced there was no further discussion and a vote can be taken.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THAT LEELANAU COUNTY MOTION #179-06212022 BE EXTENDED THRU DECEMBER 31, 2023, AND THAT THE HOURLY RATE BE INCREASED TO \$24.39 TO REFLECT THE PAY ADJUSTMENT IN THE ADOPTED UNION CONTRACT. SECONDED BY KRAMER.

Discussion – none.

AYES – 7 (Allgaier, Kramer, Lautner, O'Rourke, Rexroat, Ross, Wessell)
NO – 0 **RECOMMENDATION PASSES.**

Chairman Wessell called for a break at 12:28 p.m. and resumed the meeting at 12:37 p.m.

Prosecuting Attorney – Approval of MDHHS (Michigan Department of Health and Human Services) Contract Amendment #5, to the Title IV-E Reimbursement Agreement:

MOTION BY LAUTNER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE AMENDMENT NO. 5 TO THE CONTRACT BETWEEN LEELANAU COUNTY AND THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES (MDHHS), WHICH DELETES SECTION 3.4 PAYMENT AND MODIFIED THE MONTHLY PAYMENT CALCULATION IDENTIFIED ON SCHEDULE B. SECONDED BY ALLGAIER.

Discussion – none.

AYES – 7 (Lautner, O'Rourke, Rexroat, Ross, Wessell, Allgaier, Kramer)
NO – 0 **RECOMMENDATION PASSES.**

Boards and Commissions – Planning Commission Appointment Recommendation:

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPOINT MR. CRAIG BROWN TO THE LEELANAU COUNTY PLANNING COMMISSION, TRANSPORTATION CATEGORY, TO A PARTIAL TERM EXPIRING 12/31/2023. SECONDED BY LAUTNER/ROSS.

Discussion – none.

AYES – 7 (Allgaier, Kramer, Lautner, O'Rourke, Rexroat, Ross, Wessell)
NO – 0 **RECOMMENDATION PASSES.**

Human Resources – HR Policies Update:

Human Resources Director Darcy Weaver said that she and Administrator Allen attended the MMRMA workshop. One of the breakout sessions she attended was called On Boarding New Employees. She said that the workshop stressed how important it was in having an employee policy manual to help guide employees. Weaver stated hand books are important because they offer relevant information to employees so they know where to find policies, what is expected of them and when those things aren't clear you end up with potential risk. She continued that what this policy is trying to do is expose and prevent the County from extra risk. Weaver said corporate counsel has played a very interictal part in helping her develop this. Her recommendation today to the Board is to get Department Heads, Elected Officials and the Board to review the manual over the next few weeks and take a look at the issues that are covered. Weaver would like suggestions sent to her in writing and she and Administrator Allen will discuss the suggestions and come up with appropriate adjustments to present the revised document back to the Board in May.

Commissioner Rexroat would like to see a version with red lines throughout to identify the changes from the original version.

Weaver stated she will get that version out to the Board, and said that just to make a point (lifted up a stack of papers clipped together) this is the stack of county policies that are some of

the things represented in the new document that have existed and been revised in 2013 and 2014. She said that they need to be examined and brought up to date.

Commissioner Allgaier asked Human Resources Director Weaver if it would have been appropriate to come to the Board after attending the workshop to say that this is recommended and is this the course the Board wants to follow. She said before undertaking a whole bunch of work, especially since she recalls that policies have been updated in 2019 and were reviewed. It is important if there is more information for the Board to know about and also, not saying the County shouldn't have a handbook, but your statement that nobody knows what the policies are, those policies are listed on the County website.

Weaver said that one of the issues she is finding is that when you ask employees where the policies are located, they state that they don't know.

Commissioner Allgaier stated that we could have told the employee where to find them on the website because that is where they are.

Administrator Allen said there are several different issues. One issue is that there is a new law that needs to be implemented that requires some updates to the policy manual. There is a change in the Finance Department, so there are still many of the policies reflecting back to the County Clerk, which no longer would be appropriate in this current structure. Allen stated that there is also the reality of having employees sign an employee handbook that address safety issues and training issues. She said that currently training is not mandatory for the County's employees and that is a concern for her because it is a liability risk identified by MMRMA. By signing the policy manual, you are basically indicating to the employees what the expectations, and policy processes are so that there is no ability for employees to say they didn't know, which becomes part of their obligation to know. Allen continued that there is more than just updating a few policies and there is a variety of different issues that came out of the discussion. She stated that she will take responsibility because it was her that directed Weaver to start the process because of realizing what some of these issues were. Allen said that this will be a living document and so these processes will continue from now on going forward.

Commissioner Allgaier said that she thinks these things come to the Board first.

Chairman Wessell said that he has a different view than Commissioner Allgaier, because he wants the County Administrator, Elected Officials, and Department Heads to bring to the Board what needs to be considered. He stated that he likes the idea of taking time and react, along with final approval but he doesn't want everything to depend on the Board of Commissioners initiating it.

Commissioner Allgaier said that would have happened is that when someone comes to the Board and says that this would be helpful and should we do it. Because this is a whole bunch of work, and it looks like hours and hours of work that we paid for.

Commissioner Kramer stated that she likes this being brought before the Board and she likes that this is a working document, and that the Board can help with structure. Commissioner Ross asked about the reference to the Elected Officials and how they will relate to this policy manual?

Weaver responded that Elected Officials are not bound by County Policies their employees may be bound by some of these issues but the actual Elected Official is not.

Commissioner Ross asked if that is when corporate counsel is more involved?

Administrator Allen said that between unions and making sure that the language is appropriate with the union because union contracts supersede what the policy manual would be.

Commissioner Ross asked that this policy is a lot of information and it will be approved in May?

Weaver said that it may not be May and could be when the Board is comfortable. This document is going to continue to change and is not going to be a document that sits on the shelf and forgotten about and visit in five years. She said that the laws are constantly changing and there are some laws that were coming down since 2018 that have gone into effect.

Commissioner Rexroat thanked Weaver for her input on this and he agrees with Chairman Wessell that as a business owner, yearly they would look at policies and law changes.

Chairman Wessell stated the task before the Board is to review and give ideas to Allen and Weaver, and bring back the ideas that need discussion if it is on a particular issue from the manual. Wessell said that at some point when all the input is ready it can be brought back and placed on the agenda.

Human Resources – Job Description Review – Assistant Finance Director:

Human Resources Director Darcy Weaver was present.

MOTION BY LAUTNER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE JOB DESCRIPTION FOR THE ASSISTANT FINANCE DIRECTOR AS PRESENTED, PENDING REVIEW AND APPROVAL BY LEGAL COUNSEL. SECONDED BY REXROAT.

Discussion – Chairman Wessell asked if legal counsel reviews all job descriptions? Weaver replied, yes.

Commissioner Ross stated that under experience it says a minimum of three years in governmental accounting and asked what the experience says for the Finance Director?

Administrator Allen answered the Finance Director position states a minimum of five years is recommended.

Commissioner Ross asked of government experience?

Administrator Allen replied, or similar.

Commissioner Allgaier stated that this is for the Assistant Finance Director.

Commissioner Ross said that this says specifically government accounting or related experience. Commissioner Allgaier asked for clarification on how the position is paid?

Administrator Allen said the position was approved last month.

Weaver stated that the salary scale is \$60,555.33 to \$67,103.00.

Administrator Allen said the salary scale falls in line with the Assistant 911 Director.

Commissioner Kramer asked that within competition in the finance sector, as a whole, is that a competitive wage?

Administrator Allen replied, it is.

Commissioner Allgaier said it reads they have to lift 15 pounds.

Administrator Allen stated that now that we have this in process that she will now have the ability to offer this position to a candidate, who she thinks everyone would very much like to see be involved ongoing in the Finance Department but this will be the next step.

Commissioner Allgaier asked Administrator Allen if she has eliminated an Account Clerk in that department?

Administrator Allen replied, correct. She said that helped to justify the expenditure for the Assistant Finance Director position.

Commissioner Ross asked if in the interview process is it a committee or a group of people?

Administrator Allen replied, no. She said that the County Administrator is tasked with hiring individuals, as she understands it.

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

NO – 0

RECOMMENDATION PASSES.

Per Diem Discussion:

Chairman Wessell stated that after reading the Traverse City Record Eagle article referencing Grand Traverse County, he feels that this Board does a great job with per diem. Administrator Allen handed out to Commissioners the Leelanau County Board Per Diem Policy.

The handout can be found at the following link:

https://www.leelanau.gov/downloads/per_diem_discussion_rev_04112023.pdf

Commissioner Lautner said that the Board should consider a board member or citizen on a board or committee that this Board has directed to receive per diem. It was pointed out to her today that the Housing Action Committee that she is appointed to sit on through the Planning Commission is not on the list of commissioner appointments. Lautner stated that she would like to the Housing Action Committee added to the list of appointments under the Planning Commission.

Chairman Wessell said that we have a lot of citizens on committees that are not getting compensated. Chairman Wessell asked Commissioner Lautner that if the citizen is taking a place of a commissioner that they should be compensated?

Commissioner Lautner replied, no, not necessarily. She said that before appointing citizens to a board and asking them to represent us on a board then she thinks they should receive compensation.

Commissioner Rexroat asked if that is current policy?

Chairman Wessell replied, it is not current policy, and Administrator Allen stated it is not addressed in the policy.

Chairman Wessell said that he doesn't believe there are any county paid per diems to non-commissioners or non-staff. Right?

Chief Deputy Clerk Jennifer Zywicki answered that there are at least three commissions or committees that the County does pay the members. Zywicki explained that if it is the Leelanau County Planning Commission, Leelanau County Solid Waste Commission and Leelanau County Parks & Recreation Commission. The members appointed can request per diem and mileage and be paid. She stated that the members receive compensation because they are Leelanau County Boards, Commissions and Committees. Zywicki said that BATA (Bay Area Transportation Authority) pays the citizens representing the county on that board, as well as the Northwest Regional Airport Authority (NRAA).

Commissioner Lautner stated that if an appointed citizen received compensation from the entity they are serving on, then they are not allowed to ask the County to compensate as well.

Chief Deputy Clerk Zywicki explained that typically over the years the County pays the Commissioners on those boards. If a commissioner attends a meeting according to the appointment list, and even though BATA pays the members, we have paid per the County Per Diem policy. One reason the County has paid for all these years is because the wages earned are reported to the County's pension plan and if the agency or entity were to pay the member or Commissioner then they would not be reportable. Zywicki said that we believe that it has been past practice that the compensation comes through the County if the appointment is listed on the Board approved appointment list for commissioners as part of the County compensation package. Zywicki clarified that currently the Housing Action Committee is not listed on the Board of Commissioners approved appointment list.

Chairman Wessell said that there is one official representative to the Housing Action Committee, which is the Commissioner who is appointed to the Planning Commission. He stated that the rest of the Commissioners who are attending as citizens and are not there as County Commissioners representing the County, and he doesn't think by him attending he would receive per diem.

Commissioner Allgaier stated that to be consistent if there is a citizen appointment to the Housing Action Committee and a Commissioner appointment then because it has been around for two to three years it should be made official, as well as Leelanau County Brownfield Authority and Leelanau County Land Bank Authority.

Commissioner Lautner said that she doesn't understand why either the Brownfield Authority and Lank Bank Authority do not receive per diem.

Commissioner Allgaier said that there should be a citizen appointment for both authorities and pay them as well to be consistent. She stated she has been appointed to the MAC (Michigan Association of Counties) Agriculture & Tourism Committee and it is not on the list as a Board approved appointment. She stated the MAC Agriculture & Tourism Committee should be added to the approved list so she can receive compensation. Allgaier said she is attending the MAC meeting and per the policy she read that she can get a per diem for that if there is Board approval. She would like support from the Board and for motion to receive compensation.

Commissioner Rexroat said there seems to be a ton of questions here and concerns. He stated that maybe this policy should be moved to another time.

Commissioner Allgaier stated that she doesn't think this is really complicated and the Board could vote next week on the policy to achieve consistency.

Commissioner Rexroat asked if the policy should be moved as an action item for Tuesday night?

Chairman Wessell stated that the County Administrator could bring back a recommendation on the policy based on what has been discussed here today.

MOTION BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS THAT COMMISSIONER GWEN ALLGAIER RECEIVE PER DIEM FOR THE MAC (MICHIGAN ASSOCIATION OF COUNTIES) AGRICULTURE & TOURISM COMMITTEE AND ATTENDANCE AT THE CONFERENCE. SECONDED BY LAUTNER.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Commissioner Rexroat asked for clarification on the Board approved appointment list, and from the audience Administration Executive Assistant Laurel Evans answered.

Chairman Wessell requested the Board submit suggestions to County Administrator Allen by the end of the week.

Commissioner discussion ensued about citizen appointments and per diem.

MOTION BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO MOVE FORWARD AGENDA ITEM #14 PER DIEM DISCUSSION TO THE REGULAR SESSION ON TUESDAY, APRIL 18, 2023. SECONDED BY ALLGAIER.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Administration – Bay Area Transportation Authority (BATA) Update:

Administrator Allen stated that she will be meeting on Friday and from the meeting there will most likely be a request for a full Board meeting within the next two to three weeks.

Administration – Northern Lakes Community Mental Health Authority (NLCMHA) Update:
Administrator Allen stated that by signing the proposed agreement does show support.

Commissioner Lautner said this is the time, because the Board has been asking for a number of years, to revisit what this County contributes. She stated that Leelanau County pays a disproportional amount versus Grand Traverse County and now can be the time to say we approve the agreement; however, the amount contributed needs to be rolled back by about \$60,000.00 because we are paying way too much for services and it isn't fair.

Chairman Wessell stated that it seems every county is saying the same thing and maybe it will have to be looked.

Commissioner Lautner commented that she disagrees because Leelanau County does not have the clientele that the other counties have.

Commissioner Kramer stated is it population or client served because she thinks they have to go off the population of the county versus client served. She continued that no one could know what that number could be each year for people who will be served.

Commissioner Lautner said that it is not clients served and she does know that. She stated that she thinks at the time it was setup the population and maybe S.E.V. (State Equalized Value) but she doesn't remember for sure. Lautner stated that the Board was not in on that and thinks that the County received a bill and the County continues to pay it all along. She said she thought at some point it was discussed if there was going to be a restructure that the fees would also be looked at.

Chairman Wessell requested the meeting be turned over to Vice-Chairman Rexroat.

Commissioner Wessell stated that his experience as the representative on the NLCMHA Board for several years thinks this is the best thing that has come from it. The agreement addresses the representation with monthly and quarterly reporting and is essential that it is endorsed.

MOTION BY WESSELL TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO SUPPORT THE AGREEMENT AND SIGN IT AND FORWARD IT TO THE FOUR [FIVE] OTHER COUNTIES. SECONDED BY ALLGAIER.

Discussion – Commissioner Lautner said that she agrees with everything except for the funding by Leelanau County. She stated that if this goes through as is with the funding number in there then we will just get kicked in the “behind” again and it has been about 15 years.

Commissioner Wessell suggested that after the vote on the motion on the floor that another motion be to authorize the County Administrator to share the Board's concern and request information about the process for ensuring equal funding and equity.

Vice-Chairman Rexroat called the question.

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

NO – 1 (Lautner)

RECOMMENDATION PASSES.

MOTION BY WESSELL TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO DIRECT THE ADMINISTRATOR TO WORK WITH ERIC AND THE AUTHORITY REPRESENTATIVE TO ASSESS FUNDING AND ENSURING EQUITY. SECONDED BY O'ROURKE.

Discussion – Commissioner O'Rourke stated that it is pretty well laid out in MCL 330.1308 (Mental Health Code, Act 258 of 1974, 330.1308 Financial liability of state)

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

NO – 0

RECOMMENDATION PASSES.

Vice-Chairman Rexroat turned the meeting back over to Chairman Wessell.

Administration – Finance Director Update:

Administrator Allen stated after several weeks of negotiation and it was when she started doing her weekly reports it was already at a point where she was moving significantly forward with a particular candidate. Those discussions were actually initiated in late February, and an interview she believes was held by phone the first week of March. An actual face to face interview was held on March 17, 2023, and a verbal offer was made on Monday, March 20, 2023. Allen continued that the Board of Commissioners approved the Finance structure on Tuesday, March 21, 2023, and on March 22, 2023, a formal offer letter was extended and approved. So, then what occurred after, for the timeline, was that she initiated a formal background check with the Sheriff's Office, who did a thorough job. She checked the candidate's references and found them to be outstanding. There was one issue identified during the process of the background check, which was that a Michigan certification had expired; however, she did contact the individual and they paid the fee and got their certification reinstated, so there was a little bit longer of a delay in the process than what normally would have been in terms of her announcing this. So, that was the process that was held, and there was a total of 15 applicants that had submitted their resume and credentials for the Finance Director position. Of those applicants she said there were maybe three that had, and she stated that was more like two, that had any government experience and neither of those had the qualifications that would be necessary for this level of a position. She stated that this is what she can share with the Board, and that was the decision that she had been directed to hire the most qualified candidate for a Finance Director position. On several occasions there were conversations about the importance of hiring somebody that had CPA, although it was not a specific requirement of the job description, it was identified as a finding in the County audit that a CPA would be beneficial, so that is one of the key criteria that helped her to move her decision forward.

Commissioner Allgaier said that her biggest concern is his apparent lack of government accounting experience. She heard Allen say CPA; however, the job description said experience with governmental accounting. Allgaier said are we putting ourselves back in a position we had before and needing months of training, because she thinks the governmental experience, which is part of the job description, is huge. Allgaier asked Allen what is his experience with government?

Administrator Allen replied that when you look at financial accounting there are two different schools. There is GAP, which are the standard accounting principles for most business, and then there is GASB, which is the standard principle for government accounting. She said there are nuances in both but she thinks it is a fair statement that while there are nuances in both, the general principles she thinks are consistent and he is currently looking through information on

GASB to bring himself up to speed on that. Will there be time, as anyone would need time for training? Yes, there will be and this is a huge job, and that is undeniable but she thinks with somebody that has proven skill sets, MBA, CPA, and 20+ years' experience in a high leadership field that she would feel most comfortable that he would have the ability to adapt to the process.

Commissioner Allgaier stated that we have somebody that we have already invested in for four months of training in the position, who could do the job, so that was her question as to why are we starting all over again?

Administrator Allen replied, that is true.

Commissioner Ross said that she is concerned that there was three or maybe two candidates that had government experience, and are you including this gentleman in that one or two?

Administrator Allen replied, no.

Commissioner Ross continued and said that she too has a problem with that. We specifically wanted to have someone with that kind of experience, and even though he sounds great, she is just not seeing that. Ross commented that she is a little hesitant to change what is working for us now, and this is a very huge unknown.

Administrator Allen stated that what she can tell the Board is that systems change is something that this County is going to have to deal with significantly. Systems change computer systems, getting a whole new chart of accounts, variety of different components, so having somebody that has had that experience was what she was looking for to help guide this change process, the systems change process. She certainly hopes that it is her intent to offer this position to someone that does have extensive experience, offer the Assistant Finance Director position that is, who has been doing the job that aligns most directly with that position.

Chairman Wessell said that the Administrator has come forward that she has made an offer on and it the job of the Board to work together and applaud her.

Commissioner Allgaier said that she hopes that we have not put ourselves back where we were several months ago.

Commissioner O'Rourke commented to let her (Administrator Allen) do her job. He said that if it falls apart then we fix it again, but let's move forward.

Commissioner Ross said that she doesn't agree with Commissioner O'Rourke and that letting things fall apart again. The constituents have expressed a lot of concern about where we have been over the last six months and she just doesn't feel really good that this was the best way.

Chairman Wessell said to Commissioner Ross that since she has expressed that there is nothing to be gained by continuing to sit here and worry about something we have no control over now. He stated that the only control we have is to work with the system to make it work and that is what we must do.

Commissioner Lautner stated that she totally agrees and that this is a totally different set of skill sets. Lautner congratulated Administrator Allen on finding someone and she is excited for them and for the County. She said we need to give them an opportunity to succeed here and help them in any way we can. She continued that this is a totally different set of skill sets than previous.

Commissioner Kramer stated that just moving forward, since that is what we need to do. She said the Commission should be able to keep an open communication, as to how we can assist you (Administrator Allen) and the new applicant for this new position in any way. She continued that we need to make sure and ensure that the things that happened in the past don't come up again, so we can start this new path, new fresh journey all together.

Administrator Allen stated that is a beautiful segway because she wanted to take this opportunity to again recognize the incredible support that we have received from both the Clerk, Chief Deputy Clerk, Interim Finance Director Cathy Hartesvelt, who has done an amazing job of maintaining during the last four months. She continued and said maintaining key elements of payroll, accounting principles, helping to track staff and she can't express her gratitude to them for the support they have given. Allen commented that she truly was looking at this other position as different than what that current role is and so with that said she does not want anyone to feel and she knows people will feel what they will feel but she truly wants people to understand that she is incredibly grateful for the work that has been done. Allen said that she would certainly ask that the work continue to be done, because as you have mentioned this is not that when this person walks in the door, it is not a flip of a switch. She stated that they will need continuing on with ongoing support and communication, which is why we are bringing in Rehmann, which is our auditing firm and doing the accounting. Allen said that she will be having a conversation with them this Friday to start the process and all of these players are critical to the success going forward. Allen thanked the Board for allowing her to say that.

Administration – Michigan Indigent Defense Commission (MIDC) – Proposed Fee Increase:
Attorney Paul Jarboe, of Jarboe & Pfeil, was present regarding the Michigan Indigent Defense Commission – Proposed Cost Analysis – Leelanau County FY24. Jarboe answered questions.

MOTION BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONER TO APPROVE THE PROPOSED MIDC FY24 COST ANALYSIS FOR SUBMISSION BY APRIL 26, 2023. SECONDED BY ALLGAIER/O'ROURKE.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Administrator Allen and Attorney Jarboe thanked County Clerk Michelle Crocker for all her support.

Review Of Financials:

Interim Finance Director Cathy Hartesvelt answered Commissioner questions.

Commissioner Allgaier thanked Hartesvelt for all her hard work to fix and maintain the County finances, along with the Clerk's Office. Allgaier stated that Hartesvelt has done impeccable work and thank you.

Chairman Wessell said that he wants to piggy back on that and also recognize the Treasurer's Office for being part of the finance team.

Special Reports by Staff, Commissioners, and Affiliated Agencies:

None.

Public Comment:

The following individuals spoke in person: Bill Wiesner, Steve Mikowski and John Harbottle.

Commissioner Comment:

- Commissioner O'Rourke said that the per diem article that was in the *Traverse City Record Eagle* stated that if one commissioner talks with another commissioner, he or she received per diem of \$65.00. He stated that he wants everyone to know that this Board does not pay per diem for that, nor do we get per diem for attending township meetings.

- Commissioner Allgaier stated we are squeaky clean and do not charge for all those per diems.

- Commissioner Kramer said it was really nice to have the documentation in front of us that states what exactly what we get paid for because as a new commissioner you are always just looking around calling other people trying to figure it out. She stated it is nice now reference something.

- Chairman Wessell stated that he wanted to give his commissioner comment to Interim Finance Director Cathy Hartesvelt, because she made the comment about per diems that he would like everyone to hear. Wessell asked Hartesvelt if this County has a problem with per diems. Hartesvelt responded that this County does not have problems with per diem. She explained that when a commissioner or citizen requests per diem compensation that during the submission and payroll process the staff checks to see if the compensation is for a posted meeting and the Board approved appointments lists. She stated that the request must also follow the Board approved Budget Rules.

Approval of Financials —
Amendments & Transfers:

None.

Miscellaneous Fund Transfers and Amendments:

None.

Claims and Accounts:

MOTION BY LAUTNER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE CLAIMS AND ACCOUNTS IN THE AMOUNT OF \$107,835.15. SECONDED BY O'ROURKE/REXROAT.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Post Audit Claims and Accounts:

MOTION BY LAUTNER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE POST AUDIT CLAIMS AND ACCOUNTS IN THE AMOUNT OF \$3,244,787.76. SECONDED BY O’ROURKE/REXROAT.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Adjournment:

Chairman Wessell adjourned the meeting at 1:52 p.m.

Ty Wessell, Chairman
Leelanau County Board of Commissioners

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