

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

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

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

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

*(Proceedings of the meeting are being recorded and are not the official record of the meeting; the formally approved/accepted written copy of the minutes will be the official record of the meeting.)*

**AMENDED TENTATIVE AGENDA**

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

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL (01:38)**

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

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

**COMMISSIONER COMMENTS (11:30)**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS:**

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

**ACTION ITEMS**

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

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

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

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

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

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

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

**ADJOURNMENT**