

Leelanau County Board of Commissioners
Regular Session – Tuesday, July 16, 2024
Approved 8/20/2024

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=2754#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	Vacant	
	#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:

#195-07162024 Regular Session

MOTION BY REXROAT THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE MINUTES OF SPECIAL SESSION, FRIDAY, JUNE 14, 2024 AND EXECUTIVE SESSION, TUESDAY, JULY 9, 2024. SECONDED BY ALLGAIER.

Discussion – none

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

NO – 0

MOTION CARRIED.

Approval of Agenda / Late Additions or Deletions:

Late Addition #1 – Approval of Agreement with Progressive AE for Tower Special Land Use Permit Review

Late Addition #2 – MERS Delegate Approval

Late Addition #3 – 2% Grant Approval/Acceptance

Late Addition #4 – E-911 Revised Resolution

Late Addition #5 – Former Commissioner Kramer Board and Commissions Assignments

Late Addition #6 – MMP Interlocal Agreement – Revised Motion

#196-07162024 Regular Session

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

Discussion – none.

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

NO – 0

MOTION CARRIED.

Communications, Proclamations, Presentations –
Administrator Update:

Interim Administrator stated his update will follow the two presentations and introduced Representative Betsy Coffia and Senator John Damoose.

Representative Betsy Coffia and Senator John Damoose Update:

Coffia and Damoose explained their joint efforts on the laws they have been working on together as well some new laws independently. Coffia and Damoose answered Commissioners questions. Commissioners thanked both Coffia and Damoose for the update.

Administrator Update Continued:

Interim Administrator Lewis commented on the auction that it is estimated all the vehicles will end up being sold by the end of this week and the boat will be gone too. He stated the annual Planning Commission 2023 report was emailed to each Board member and it is also located on the County's website. Lewis said both the Human Resources Director and Assistant Finance Director positions have been posted and they have received resumes and applications already.

Lewis announced that Catherine Hartesvelt has been appointed as Leelanau County Finance Director effective Monday, July 15, 2024.

Public Comment (agenda specific):

The following individuals spoke in person: Keith Ashley, Patty Lesch, Steve Stier, Don Spinniken, Harry Steffens, Alexis Wittman and Scott Perry.

The written comments can be found at the following link or are on file with the Clerk's Office:
<https://www.leelanau.gov/meetingdetails.asp?MAId=2754#handouts>

Chairman Wessell called for a break at 8:09 p.m. and called the meeting back to order at 8:14 p.m.

Commissioner Comments:

None.

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.

#197-07162024 Regular Session

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

Sheriff's Office – RAP Grant: Staff and Commander Reimbursement:

#198-07162024 Regular Session

**● TO ALLOW THE SHERIFF'S OFFICE TO SUBMIT A RISK AVOIDANCE PROGRAM (RAP)
GRANT WITH MMRMA IN THE AMOUNT OF \$3,923.78 TO RECOUP 75% REIMBURSE-**

MENT FOR THE COST OF SENDING SGT. CHRIS BAILEY TO THE MICHIGAN STATE UNIVERSITY SCHOOL OF STAFF AND COMMAND.

Probate/Family Court – Child Care Fund Budget:

#199-07162024 Regular Session

- **TO APPROVE THE CHILD CARE FUND ANNUAL PLAN AND BUDGET IN THE AMOUNT OF \$802,149.90 FOR LEELANAU COUNTY, FISCAL YEAR OCTOBER 1, 2024, THROUGH SEPTEMBER 30, 2025.**

Planning – West Bay / West Shore Brownfield Termination – Set Public Hearing:

#200-07162024 Regular Session

- **TO SET THE PUBLIC HEARING DATE AND TIME FOR TERMINATION OF THE WEST BAY/WEST SHORE BROWNFIELD PLAN.**

Planning – CIP Review and Acceptance:

#201-07162024 Regular Session

- **TO APPROVE THE 2025-2030 CAPITAL IMPROVEMENT PROGRAM (CIP) FOR LEELANAU COUNTY AS PRESENTED.**

Administration – FY 2023 Audit Report – Rehmann:

#202-07162024 Regular Session

- **TO ACCEPT AND APPROVE THE 2023 AUDIT OF LEELANAU COUNTY FINANCIAL STATEMENTS OF GOVERNMENTAL ACTIVITIES, THE BUSINESS-TYPE ACTIVITIES, THE AGGREGATE DISCRETELY PRESENTED COMPONENT UNITS, EACH MAJOR FUND, AND THE AGGREGATE REMAINING FUND INFORMATION FOR YEAR ENDING DECEMBER 31, 2023.**

Administration – Parks & Recreation 5 Year Master Plan – Approval of Contract with MCSA Group, Inc:

#203-07162024 Regular Session

- **TO APPROVE AN AGREEMENT WITH MCSA GROUP, INC. OF EAST GRAND RAPIDS, MI AND THAT THE UPDATE TO THE 2020-2024 LEELANAU COUNTY COMMUNITY PARKS AND RECREATION PLAN FOR 2025-2029 BE APPROVED FOR UP TO \$14,600.00 AND TO COME FROM ACCOUNT #101.850.756.801.000.**

Administration – PACE – Set Public Hearing:

#204-07162024 Regular Session

- **TO SET THE DATE OF AUGUST 20, 2024 AT 6:15 P.M. FOR A PUBLIC HEARING REGARDING THE PACE PROGRAM.**

Discussion – none.

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

NO – 0

MOTION CARRIED.

Late Agenda Item #1 – Approval of Agreement with Progressive AE for Tower Special Land Use Permit Review:

Interim Administrator Lewis was present for the agenda item and explained the request.

#205-07162024 Regular Session

MOTION BY ROSS THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE PROPOSAL FOR PROFESSIONAL PLANNING SERVICES FROM PROGRESSIVE AE FOR REVIEW OF THE LEELANAU TOWNSHIP TOWER SPECIAL LAND USE PERMIT APPLICATION AS OUTLINED IN THE PROPOSAL DATED JULY 8, 2024, AND AUTHORIZE THE COUNTY ADMINISTRATOR TO EXECUTE THE PROPOSAL, WITH FUNDS NOT TO EXCEED \$5,300.00 AND TO COME FROM ~~SPECIAL PROJECTS~~ COMMUNICATIONS TOWER FUND, CAPITAL OUTLAY #468.000.000.970.000. SECONDED BY ALLGAIER.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Late Agenda Item #2 – MERS Delegate Approval:

Interim Administrator Lewis was present for the agenda item and explained the request.

#206-07162024 Regular Session

MOTION BY REXROAT THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THAT ~~JIM STAGHNIK~~ ARMANDA KRANTZ SERVE AS THE EMPLOYEE DELEGATE AND MICHELLE CROCKER, COUNTY CLERK, SERVE AS THE OFFICER DELEGATE AT THE 78TH ANNUAL MERS CONFERENCE ON OCTOBER 10-11, 2024, AT THE AMWAY GRAND PLAZA IN GRAND RAPIDS, MI. SECONDED BY O'ROURKE.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Late Agenda Item #3 – 2% Grant Approval/Acceptance:

Interim Administrator Lewis was present for the agenda item and explained the request.

#207-07162024 Regular Session

MOTION BY ALLGAIER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS ACCEPT THE 2% GRANT AWARDS FROM THE GRAND TRAVERSE BAND OF OTTAWA AND CHIPPEWA INDIANS:

\$50,000.00 – HOUSING NORTH FOR THEIR RENTAL PRESERVATION PROGRAM.

\$15,000.00 – INLAND SEAS EDUCATION ASSOCIATION FOR THE RETROFIT OF THE TALL SHIP ALLIANCE.

\$ 3,680.00 – LEELANAU COUNTY HISTORICAL PRESERVATION SOCIETY FOR THEIR EDUCATION EXHIBITS AT THE POOR BARN.

AND ENTER INTO AGREEMENTS WITH HOUSING NORTH, INLAND SEAS EDUCATION ASSOCIATION, AND LEELANAU COUNTY HISTORICAL PRESERVATION SOCIETY IN ORDER TO DISBURSE THE FUNDS FOR THAT APPROVED PROJECTS. SECONDED BY ROSS/O'ROURKE

Discussion – none.

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

NO – 0

MOTION CARRIED.

Late Agenda Item #4 – E-911 Revised Resolution #2024-013:

Interim Administrator Lewis was present for the agenda item and explained the request.

#208-07162024 Regular Session

MOTION BY REXROAT THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE LEELANAU COUNTY RESOLUTION #2024-013 E-911 SERVICE PLAN ADOPTION RESOLUTION. SECONDED BY ALLGAIER.

Discussion – none.

ROLL CALL: Rexroat – YES; Ross – YES; Wessell – YES; Allgaier – YES; Lautner – YES; O'Rourke – YES.

AYES – 6 NO – 0

MOTION CARRIED.

**Leelanau County Resolution No. 2024-013
E911 Service Plan Adoption Resolution**

WHEREAS, Leelanau County had established an Emergency 911 (E911) Service District pursuant to the Emergency Telephone Service Enabling Act, PA 32 of 1986, as amended; and

WHEREAS, as 911 system requirements increase and technology evolves, the Leelanau County Board of Commissioners still maintain the importance and benefit of providing access to an Emergency 911 System in this community; and

WHEREAS, Leelanau County wishes to open, update and amend the Leelanau County E911 Service Plan to appropriately and accurately reflect the existing and future technical, operational, managerial, and fiscal considerations of Leelanau County's E911 Service District, within the confines of, and in compliance with the processes and requirements established in PA 32 of 1986 as amended; and

WHEREAS, the Public Hearing for the E911 Service Plan will be held at the Emergency Operations Center of the Leelanau County Law Enforcement Center on Thursday, June 27th, 2024 at 8:30am.

NOW, THEREFORE, BE IT RESOLVED, that the Leelanau County Clerk will, within five (5) days of the adoption of this resolution, forward a copy of this resolution, together with a copy of the tentative E911 Service Plan, by certified mail, return receipt requested, to the Clerk or appropriate official of each public agency located within the E911 Service District; and

BE IT FURTHER RESOLVED, that the Leelanau County Clerk will give two (2) separate notices of the Public Hearing to the public and residents of Leelanau County by publication through some form of media outlet of general circulation within the County, with the first publication notice occurring no later than May 27th, 2024 which will include the date, time, and place of the Public Hearing, a description of the boundaries of the E911 Service District, and the location where an electronic or paper copy of the tentative E911 Service Plan can be obtained; and

BE IT FURTHER RESOLVED, that the Public Hearing was held on June 27th, 2024 in the Leelanau County Emergency Operations Center and no changes were made to the E911 Service Plan. The E911 Service Plan will be adopted as the final 911 Service Plan via this board resolution by the Leelanau County Board of Commissioners, superseding all previous Leelanau County 911 Service Plans.

Late Agenda Item #5 – Former Commissioner Kramer Board and Commissions Assignments:

Chairman Wessell stated he heard from members of the Board that want to be appointed to fulfill the assignments previously held by Commissioner Kramer.

#209-07162024 Regular Session

MOTION BY REXROAT THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPOINT THE FOLLOWING COMMITTEE ASSIGNMENTS AS PRESENTED:

- **BAY AREA TRANSPORTATION AUTHORITY (BATA) – COMMISSIONER ALLGAIER**
- **SENIOR SERVICES ADVISORY – COMMISSIONER ROSS**
- **SUBSTANCE ABUSE PREVENTION COALITION – COMMISSIONER LAUTNER**

SECONDED BY ALLGAIER/ROSS.

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

NO – 0

MOTION CARRIED.

Late Agenda Item #6 – MMP Interlocal Agreement – Revised Motion:

Interim Administrator Lewis was present for the agenda item and explained the request.

#210-07162024 Regular Session

MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE INTERLOCAL AGREEMENT BETWEEN THE COUNTY OF GRAND TRAVERSE, COUNTY OF BENZIE, AND COUNTY OF LEELANAU, THE NOTICE OF INTENT SUBMISSION TO THE MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY (EGLE) AND ACCEPT THE COUNTY APPROVAL AGENCY (CAA) RESPONSIBILITIES. SECONDED BY REXROAT.

Discussion – none.

ROLL CALL: Lautner – YES; O'Rourke – YES; Rexroat – YES; Ross – YES; Wessell – YES; Allgaier – YES.

AYES – 6 NO – 0

MOTION CARRIED.

Administration – 6 Month Goals / Discussion:

Interim Administrator Lewis stated he has a couple of follow ups from last week's Executive Session meeting. The first is a handout that was provided to the Commissioners before tonight's meeting that reflects a proposed budget schedule.

The handout can be found at the following link:

https://www.leelanau.gov/downloads/administration_handout_07162024.pdf

Lewis thanked Hartesvelt for putting the proposed budget schedule together. He continued that the second follow-up was in regards to a hard stop date for the stipends and he has begun to think about it more and also discuss it with Hartesvelt. He said if he and Hartesvelt can hire an Assistant Finance Director soon enough to give that individual time to get on board so we have the "dual control" part covered, then he is sticking with the plan that the stipends end on the date the budget will be presented to the Board, which should be Tuesday, September 17, 2024. Lewis stated he feels that everything completed that needs completion will no longer make the stipends required. If the stipends can end sooner than the September date, he will keep the Board apprised of that, but the "dual control" is what the goal is to get into place because we still need that.

Lewis informed the Board that he will have another job description for approval and it will be ready to be presented in August.

Chairman Wessell stated if any Commissioner has feedback regarding the proposed budget schedule handout to please reach out to Interim Administrator Lewis.

Review Of Financials:

Interim Finance Director Hartesvelt was present and answered questions.

Special Reports by Staff, Commissioners, and Affiliated Agencies:

► Commissioner Allgaier stated she attended Northern Michigan Counties Association (NMCA) on Monday in Roscommon and there were round table discussions about County Jails and the impact of Commissioners moving to four-year terms of office.

► Chairman Wessell updated the Board that the Benzie-Leelanau District Health Department Health Board will meet on July 30, 2024, at 2:00 p.m. in the lower-level community room here at the Government Center. The agenda for the that meeting will include the search for a new Health Officer.

Public Comment:

The following individuals spoke in person: Steve Mikowski, Keith Ashley and Jackie Anderson.

The written comments can be found at the following link:

<https://www.leelanau.gov/meetingdetails.asp?MAId=2754#handouts>

Commissioner Comment:

- Commissioner Lautner stated she will be reviewing the Executive Session presentation from Senior Services because she wants clarification in the total number of need assignments from January to June. She also explained for the guests in the audience that her reference during review of financials to a “Christmas Bonus” was that employees would hold their reimbursement requests until December and collect one large amount, which ended up throwing budgets into deficits.
- Commissioner Allgaier stated she missed updating the Board that another topic discussed at the NMCA meeting was housing. She said she also spent time with Maintenance Director Jerry Culman discussing the possibility of a 2% grant request to install level 2 chargers here at the Government Center parking lot. Allgaier commented that she would like the citizens in District #1 to know that they should not feel unrepresented with the seat being left vacant and if anyone needs assistance, they call her because she would love to hear from them.
- Commissioner O’Rourke asked Lewis if the Human Resources Director interviews will be done one-on-one with him? He said long before Lewis came on board the County had a Personnel Committee and a Finance Committee that was set up at the direction of the Board. He commented that basically he just wants to know what the policy is and also to disband the Personnel Committee and the Finance Committee.

Lewis replied that any application he has working with the HR he will have a group of employees interviewing and try to make sure we get the best one. He said he may even bring in a couple of HR folks that he knows in the public sector to assist him on that so as to ensure the right questions are being asked. He will be the final decision maker, but he will have a number of people providing the input.

Chairman Wessell stated Lewis will put the Personnel Committee and Finance Committee issue on the August agenda for a final decision on that.

Approval of Financials —

Amendments & Transfers:

#211-07162024 Regular Session

MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE FUND TRANSFER #24-003. SECONDED BY REXROAT/ROSS.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Miscellaneous Fund Transfers and Amendments:

None.

Claims and Accounts:

#212-07162024 Regular Session

MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE CLAIMS AND ACCOUNTS IN THE AMOUNT OF \$366,813.38. SECONDED BY O'ROURKE.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Post Audit Claims and Accounts:

#213-07162024 Regular Session

MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE POST AUDIT CLAIMS AND ACCOUNTS IN THE AMOUNT OF \$1,826,408.69. SECONDED BY ALLGAIER.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Adjournment:

Chairman Wessell adjourned the meeting at 8:57 p.m.

Ty Wessell, Chairman
Leelanau County Board of Commissioners

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