

**Leelanau County Board of Commissioners**  
**Regular Session – Tuesday, December 13, 2022**  
*Approved 01/17/2023*

*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=2423#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	Rick Robbins	PRESENT
	#2	Debra L. Rushton	PRESENT
	#3	Lois Bahle	PRESENT
	#4	Ty Wessell	PRESENT
	#5	Patricia Soutas-Little	PRESENT
	#6	Gwenne Allgaier	PRESENT
	#7	Melinda C. Lautner	PRESENT

Approval of Minutes:

*#301-12132022 Regular Session*

**MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE MEETING MINUTES OF THE ORGANIZATIONAL SESSION OF TUESDAY, JANUARY 4, 2022; EXECUTIVE SESSION OF WEDNESDAY, NOVEMBER 9, 2022; EXECUTIVE SESSION OF TUESDAY, DECEMBER 6, 2022; REGULAR SESSION OF OCTOBER 11, 2022; REGULAR SESSION OF TUESDAY, NOVEMBER 15, 2022; SPECIAL SESSION OF MONDAY, JANUARY 31, 2022; SPECIAL SESSION OF TUESDAY, APRIL 19, 2022; SPECIAL SESSION OF WEDNESDAY, OCTOBER 19, 2022; COMMITTEE OF THE WHOLE OF TUESDAY, JANUARY 4, 2022; COMMITTEE OF THE WHOLE OF FRIDAY, OCTOBER 7, 2022; COMMITTEE OF THE WHOLE OF TUESDAY, OCTOBER 11, 2022; LELAND DAM MEMBERSHIP COMMITTEE OF MONDAY, OCTOBER 17, 2022; COMMITTEE OF THE WHOLE OF TUESDAY, NOVEMBER 15, 2022; PUBLIC HEARING (CLOSEOUT/CDBG PROGRAM INCOME 2020) OF NOVEMBER 15, 2022; AND PUBLIC HEARING (CLOSEOUT/CDBG PROGRAM INCOME 2021 GRANT) OF NOVEMBER 15, 2022. SECONDED BY ALLGAIER.**

Discussion – none.

**AYES – 7 (Lautner, Robbins, Rushton, Soutas-Little, Wessell, Allgaier, Bahle)**  
**NO – 0** **MOTION CARRIED.**

Approval of Agenda / Late Additions or Deletions:

Chairman Wessell stated that he has received Late Addition #1, Human Resources, Municipal Employee Retirement System (MERS) Resolution Establishing Authorized Signatories. Wessell said that Consent Agenda Item #3, FY 2023 Recommendations to Boards and Commissions will be moved to Action Item #10, and eliminate Action Item #11, Planning/Community Development Habitat for Humanity Funding, Action Item #16 E, Public Hearing on FY 2023 Budget, and Action Item #16 G, Clarification Administrator's Retirement.

MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS DELETE ACTION ITEM #16 F, ADMINISTRATOR'S 90-DAY GOALS/PROPOSAL. SECONDED BY RUSHTON. Discussion – Commissioner Lautner asked if this is an update? Chairman Wessell replied that it is a proposal for the Michigan Leadership Institute for consulting services.

AYES – 3 (Lautner, Robbins, Rushton)

NO – 4 (Allgaier, Bahle, Soutas-Little, Wessell)

MOTION FAILS.

*#302-12132022 Regular Session*

**MOTION BY SOUTAS-LITTLE THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE AGENDA AS AMENDED. SECONDED BY ALLGAIER.**

Discussion – none.

**AYES – 7 (Soutas-Little, Wessell, Allgaier, Bahle, Lautner, Robbins, Rushton)**

**NO – 0**

**MOTION CARRIED.**

Public Comment:

The following individuals spoke in person: Dana Getsinger; Bill Wiesner; Charles Knapp and Keith Ashley.

**Public Budget Hearing –**

**Chairman Wessell recessed the Regular Session at 7:19 p.m. and opened the Public Budget Hearing:**

Staff Updates: Administrator Janik recognized Finance Director Jared Prince and Chief Deputy Clerk Jennifer Zywicki for working together to get the budget finalized. He stated the he wanted to once again thank all the staff who helped prior to Prince and Zywicki wrapping it up, as it was a group effort. Finance Director Prince gave a brief overview on the budget as a whole.

Public Comment: Stephen Mikowski

Administrator Janik replied to Stephen Mikowski's public comment and stated that every year the County Treasurer estimates the revenues lower than expected and the departments do their best to try to stay under their budgeted allotments so that is the reason Fund Balance Forward is used to balance the budget.

**Chairman Wessell closed the Budget Hearing at 7:26 p.m. and resumed the Regular Session.**

Commissioner Comments:

None.

Communications, Proclamations, Presentations –

Northern Lakes Community Mental Health Agency Update:

Brian Martinus, Interim CEO of the Northern Lakes Community Mental Health Agency, present and updated the Board with a PowerPoint and answered Commissioner questions.

The PowerPoint can be found at the following link: (pages 2-23)

[https://www.leelanau.gov/downloads/12132022\\_regular\\_session\\_pkt\\_optrev.pdf](https://www.leelanau.gov/downloads/12132022_regular_session_pkt_optrev.pdf)

Commissioner Allgaier and Commissioner Soutas-Little both thanked Martinus for the update and the work the Agency does. Chairman Wessell also thanked board member Greg McMorrow for his service with the Agency.

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.

*#303-12132022 Regular Session*

**MOTION BY SOUTAS-LITTLE THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE CONSENT AGENDA AS PRESENTED. SECONDED BY BAHLE.**

Eighty-Sixth District Court – Proposed Staffing Plan Change:

*#304-12132022 Regular Session*

**• TO APPROVE THE 86<sup>TH</sup> DISTRICT COURT PROPOSED STAFFING PLAN CHANGE REQUEST, AS PRESENTED.**

Sheriff's Office – Law Enforcement Agreement Renewal, Leelanau Township:

*#305-12132022 Regular Session*

**• TO ALLOW THE LEELANAU COUNTY SHERIFF'S OFFICE TO ENTER INTO A 4-YEAR AGREEMENT WITH LEELANAU TOWNSHIP TO SUPPLY A FULL-TIME DEPUTY FOR THE CALENDAR YEARS 2023-2026 AND FURTHER AUTHORIZE THE SHERIFF AND THE BOARD CHAIRMAN TO SIGN THE AGREEMENT.**

Senior Services – Contract Renewals:

*#306-12132022 Regular Session*

**• TO WAIVE BID POLICY AND TO APPROVE RENEWING CONTRACTS BETWEEN THE LEELANAU COUNTY SENIOR SERVICES AND:**

- ▶ MEDICATION MANAGEMENT SERVICES, FLOWERS HELP SERVICES.
- ▶ LAUNDRY PROJECT, LEELANAU COUNTY FAMILY COORDINATING COUNCIL (LCFCC)
- ▶ MEALS ON WHEELS, NORTHWEST MICHIGAN COMMUNITY ACTION AGENCY (NMCAA)
- ▶ DENTAL CLINICS/DENTAL SERVICES, HEALTH DEPARTMENT OF NORTHWEST MICHIGAN
- ▶ VOLUNTEER COORDINATION SERVICES, SHARECARE OF LEELANAU INC.
- ▶ FOOT CARE SERVICES, LINDA LINGAUR

Senior Services – Acceptance of Anonymous Donation:

*#307-12132022 Regular Session*

**• TO APPROVE THE LEELANAU COUNTY SENIOR SERVICES TO ACCEPT A CONTRIBUTION FROM AN ANONYMOUS DONOR TOTALING \$500.00 AND PLACED INTO THE LEELANAU COUNTY SENIOR SERVICES CHRISTMAS STOCKINGS ACCOUNT #281.000.000.675.001.**

Building Safety – Tuition Reimbursement – Administrative Secretary Molly Steck:

*#308-12132022 Regular Session*

- **TO APPROVE 50% TUITION REIMBURSEMENT FOR MOLLY STECK FOR CLASSES ATTENDED DURING THE SPRING, SUMMER AND FALL SEMESTERS AT NORTHWESTERN MICHIGAN COLLEGE AS OUTLINED IN THE TEAMSTER'S BARGAINING AGREEMENT. FUNDS TO COME FROM EDUCATION #542.000.000.960.000.**

Building Safety – BS&A Software Training Request:

*#309-12132022 Regular Session*

- **TO APPROVE THE COST OF TRAINING NOT TO EXCEED THE AMOUNT OF \$2,400.00, WITH FUNDS TO COME FROM ACCOUNT #542.000.000.960.000.**

Building Safety – Proposed Vehicle Purchase Request:

*#310-12132022 Regular Session*

- **TO APPROVE THE PURCHASE OF TWO 2022 FORD RANGERS SUPER CREW XL AT A COST NOT TO EXCEED \$70,278.00 WITH FUNDS TO COME FROM ACCOUNT #542.000.000.970.000**

Probate Court Register Compensation Adjustment:

*#311-12132022 Regular Session*

- **TO APPROVE TO MOVE THE PROBATE REGISTER POSITION TO THE SALARY OF \$70,870.80 FOR 2022 AND TO SIGN THE SALARY AGREEMENT WITH KRISTINA MATTIS FOR RETROACTIVE COMPENSATION IN THE AMOUNT OF \$32,964.15 FOR THE YEARS OF 2020, 2021 AND 2022.**

Finance Department – Year End Adjustments:

*#312-12132022 Regular Session*

- **TO APPROVE/AUTHORIZE THE FINANCE DEPARTMENT TO MAKE ANY YEAR-END ADJUSTMENTS AND TRANSFERS DEEMED NECESSARY TO AVOID YEAR-END DEFICITS IN THE VARIOUS DEPARTMENT BUDGETS WITHIN THE GENERAL FUND. NO TRANSFERS/ADJUSTMENTS TO GO BEYOND FUNDS IN CONTINGENCY. ALL TRANSFERS/ADJUSTMENTS REQUIRE THE SIGNATURE OF THE FINANCE DIRECTOR.**

Human Resources – Municipal Employee Retirement System (MERS), Employee Service Credit Purchase, Liana Wilson:

*#313-12132022 Regular Session*

- **TO APPROVE BY RESOLUTION (#2022-011) FOR LIANA WILSON TO PURCHASE 5 YEARS OF GENERIC SERVICE CREDIT FROM MERS, AS DESCRIBED IN THE APPLICATION FOR ADDITIONAL SERVICE CREDIT PURCHASE, AT A COST OF APPROXIMATELY \$61,905.00 TO BE PAID BY THE EMPLOYEE.**

MERS – Governing Body Resolution  
Resolution #2022-011

By Resolution of its Governing Body, at its meeting on December 15, 2022, as provided by the MERS Plan Document, and in accordance with the employer's policy, the employer hereby authorizes the participant named above to make a service credit purchase from MERS as described above. The employer understands this is an estimated cost, calculated using actuarial

assumptions approved by the Retirement Board. Any difference between the assumptions and actuarial experience will affect the true cost of the additional service to the employer. The calculation assumptions are outlined above and the employer understands and agrees it is accountable for any difference between estimated and actual costs.

Administration – Indigenous Peoples Day Resolution Plaque:

*#314-12132022 Regular Session*

- **TO ACCEPT THE ESTIMATE FROM IMAGE 360 IN THE AMOUNT OF \$1,627.00.**

Administration – FY 2023 MA Copier Agreements, Netlink Business Solutions:

*#315-12132022 Regular Session*

- **TO WAIVE ITS POLICY ON BID REQUIREMENTS AND APPROVE RENEWING THE SERVICE MAINTENANCE AGREEMENTS WITH NETLINK FOR 2023 AT A COST NOT TO EXCEED \$15,228.90, WITH \$13,878.90 TO COME FROM #645.000.000.801.000, AND \$1,350.00 TO COME FROM #542.000.000.801.000.**

Administration – Board of Public Works:

*#316-12132022 Regular Session*

- **TO APPROVE RESOLUTION #2022-012, A RESOLUTION TO RESTRUCTURE THE COMPOSITION OF THE LEELANAU COUNTY BOARD OF PUBLIC WORKS.**

**LEELANAU COUNTY RESOLUTION #2022-012  
RESOLUTION TO RESTRUCTURE THE COMPOSITION  
OF THE COUNTY BOARD OF PUBLIC WORKS**

**WHEREAS**, the Leelanau County Board of Commissioners previously adopted a Resolution pursuant to MCL 123.732(3)(a), in which the County Board established the County Board of Public Works as being comprised of the three (3) members of the Leelanau County Board of County Road Commissioners (“Road Commission”); and

**WHEREAS**, the County Board of Commissioners by separate Resolution expanded the composition of the Road Commission from three (3) members to five (5) members effective January 1, 2019; and

**WHEREAS**, in 2018, the County Board of Commissioners by separate Resolution expanded the composition of the County Board of Public Works to include the five (5) members of the Road Commission, effective January 1, 2019; and

**WHEREAS**, the County Board of Commissioners desires to restructure the composition of the County Board of Public Works.

**NOW, THEREFORE, BE IT RESOLVED**, pursuant to MCL 123.732(3)(a), the County Board of Commissioners by a 2/3 majority vote hereby removes the Board of County Road Commissioners as the County Board of Public Works; and

**BE IT FURTHER RESOLVED**, pursuant to MCL 123.732(2), the Board of Commissioners restructures the composition of the Leelanau County Board of Public Works to be a nine-member body, consisting of the seven (7) members of the County Board of Commissioners, the

County Drain Commissioner, and the County Treasurer, effective January 1, 2023; and

**BE IT FURTHER RESOLVED**, that the restructured County Board of Public Works shall have all of the authority, powers, and duties conferred by law upon a Board of Public Works under 1957 PA 185, as amended, being MCL 123.731 *et seq.*;

**BE IT FURTHER RESOLVED**, that upon its initial meeting, the newly restructured County Board of Public Works shall elect from its membership a Chairman, a Vice-Chairman, a Secretary, and other officers as it considers necessary, which officers shall hold office until the following January, and until their successors are elected and qualified; and

**BE IT FURTHER RESOLVED**, that the compensation for the members of the County Board of Public Works shall be fixed by the County Board of Commissioners; and

**BE IT FURTHER RESOLVED**, that all resolutions and parts of resolutions insofar as they conflict with this Resolution are hereby repealed.

Discussion – none.

**AYES – 7 (Soutas-Little, Wessell, Allgaier, Bahle, Lautner, Robbins, Rushton)**

**NO – 0**

**MOTION CARRIED**

## Action Items:

FY 2023 Recommendations to Boards and Commissions – Reconsideration of Board Motion #151-05172022, Commissioner Appointments:

Administrator Allen gave a brief description regarding the reconsideration format for the Solid Waste Council.

*#317-12132022 Regular Session*

**MOTION BY ALLGAIER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS RESCIND MOTION #151-0517022 AND ADOPT THE FOLLOWING APPOINTMENT STRUCTURE:**

- **One (1) Commissioner Appointee**
- **Two (2) Ex-Officio, Non-Voting appointees**
- **Eight (8) At-Large Citizen appointees**

**SECONDED BY BAHLE**

Discussion – none.

**AYES – 7 (Allgaier, Bahle, Lautner, Robbins, Rushton, Soutas-Little, Wessell)**

**NO – 0**

**MOTION CARRIED.**

FY 2023 Recommendations to Boards and Commissions:

*#318-12132022 Regular Session*

**MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE COMMITTEE OF THE WHOLE RECOMMENDATIONS FOR VARIOUS BOARDS AND COMMISSIONS AS PRESENTED FOR FY 2023.**

Area Agency on Aging of Northwest Michigan:

- Reappoint Elizabeth A. Wagner, two-year term, expiring December 31, 2024.

Benzie/Leelanau District Board of Health:

- Reappoint Barbara Conley, two-year term, expiring December 31, 2024.

Benzie/Leelanau District Environmental Health Board of Appeals:

- Reappoint Don Barrows, two-year term, expiring December 31, 2024.

Construction Board of Appeals:

- Reappoint F. Jon Walter, Architecture category, five-year term, expiring December 31, 2027.

Department of Health & Human Services:

- Appoint Terrance Mulvihill, three-year term, expiring December 31, 2025.

Land Bank Fast Track Authority:

- Reappoint Dan Heinz three-year term, expiring December 31, 2025.

Parks and Recreation Commission:

- Reappoint F. John Walter, three-year term, expiring December 31, 2025.

Planning Commission:

- Reappoint Tom Nixon, Municipal Government Category, three-year term, expiring December 31, 2025.
- Appoint Thomas MacDonald, Business Category, three-year term, expiring December 31, 2025.
- Appoint Rodney M. Brush, Tourism Category, three-year term, expiring December 31, 2025.
- There are two openings that remain — one in the category of Transportation and the other in the category of Agricultural.

Soil Erosion, Sedimentation, and Stormwater Runoff Control Ordinance Board of Appeals (SESSRC):

- Appoint Richard Isphording, three-year term, expiring December 31, 2025.
- Reappoint Forrest "Bud" Welch, three-year term, expiring December 31, 2025.

Solid Waste Council:

- Appoint Kathleen Cavanaugh, two-year term, expiring December 31, 2024.
- Appoint Thomas Petersen, two-year term, expiring December 31, 2024.
- Appoint Lois Bahle, two-year term commencing January 1, 2023, expiring December 31, 2024.
- Reappoint Andrew Gale, two-year term, expiring December 31, 2024.
- Reappoint Carrie Sharp, two-year term, expiring December 31, 2024.

Veterans Affairs Administrative Committee:

- Appoint Steve Stanton, partial term ending December 31, 2024.

**SECONDED BY SOUTAS-LITTLE.**

Discussion – none.

**AYES – 7 (Lautner, Robbins, Rushton, Soutas-Little, Wessell, Allgaier, Bahle)**

**NO – 0**

**MOTION CARRIED.**

Benzie/Leelanau District Health Department – Government Center Lower-Level Options:

Benzie/Leelanau District Health Department Health Officer Dan Thorell was present and Administrator Janik gave a brief update.

*#319-12132022 Regular Session*

**MOTION BY ALLGAIER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS PROCEED WITH THE DESIGN OF ARCHITECTURAL, MECHANICAL ENGINEERING, ELECTRICAL ENGINEERING, PLUMBING ENGINEERING, AND STRUCTURAL ENGINEERING AND ACCEPT THE PROPOSAL/AGREEMENT BID WITH FAH ARCHITECTURE, PPLC, AND NOT TO EXCEED \$36,628.00. SECONDED BY BAHLE.**

Discussion – Administrator Janik stated that in 2023 the funds will come from the Capital Improvement Fund #470.

**ROLL CALL: Allgaier – YES; Bahle – YES; Lautner – NO; Robbins – YES;**

**Rushton – NO; Soutas-Little – YES; Wessell – YES.**

**AYES – 5      NO – 2**

**MOTION CARRIED.**

Benzie/Leelanau District Health Department – District Sanitary Code/Septic Ordinance:

*#320-12132022 Regular Session*

**MOTION BY BAHLE THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS ADOPT THE BENZIE/LEELANAU DISTRICT HEALTH DEPARTMENT DISTRICT SANITARY CODE/SEPTIC ORDINANCE AS PRESENTED. SECONDED BY ALLGAIER.**

Discussion – Health Officer Dan Thorell answered Commissioner questions.

**ROLL CALL: Bahle – YES; Lautner – NO; Robbins – YES; Rushton – NO;**

**Soutas-Little – YES; Wessell – YES; Allgaier – YES.**

**AYES – 5      NO – 2**

**MOTION CARRIED.**

Commissioner Allgaier thanked everyone who has worked on this ordinance.

Senior Services – Director's Salary:

Administrator Janik gave a brief overview regarding the Senior Services Director salary.

*#321-12132022 Regular Session*

**MOTION BY WESSELL THAT EFFECTIVE JANUARY 1, 2023, THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE INCREASING THE SENIOR SERVICES DIRECTOR'S STARTING SALARY ON THE NON-UNION PAY SCALE TO \$66,718.98. SECONDED BY ROBBINS.**

*MOTION BY SOUTAS-LITTLE TO AMEND THAT EFFECTIVE JANUARY 1, 2023, THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE INCREASING THE SENIOR SERVICES DIRECTOR'S STARTING SALARY ON THE NON-UNION PAY SCALE TO \$73,426.21. SECONDED BY ALLGAIER.*



Discussion – Commissioner Robbins asked if the job description has been re-written and if it states there has to be a Master’s Degree for the position?

Commissioner Soutas-Little and Commissioner Allgaier stated that the job description does state that a Master’s Degree is preferred for the position.

Commissioner Robbins said that if that is the case then the Board should give Human Resources Director Darcy Weaver a chance to review and she is trying to get to everything. Commissioner Wessell stated it accurately last year when the Assistant Prosecutor received a raise and have opened a can of worms.

Commissioner Allgaier stated that she would like to see the equity of responsibility and pay be similar to the other Department Heads and she fully supports Commissioner Soutas-Little motion.

Commissioner Rushton asked why not consider to postpone and have the Human Resources Director look further and bring forward to the next Board. There needs to be more homework for a decision to be made and the point with Senior Services is that the department is growing.

Commissioner Lautner stated that she wanted to point out that this is a recommendation from the Human Resources and Administrator Janik and this is more than generous with the first motion.

Chairman Wessell requested for the Chief Deputy Clerk read the motion.

*MOTION BY SOUTAS-LITTLE TO AMEND THAT EFFECTIVE JANUARY 1, 2023, THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE INCREASING THE SENIOR SERVICES DIRECTOR'S STARTING SALARY ON THE NON-UNION PAY SCALE TO \$73,426.21. SECONDED BY ALLGAIER.*

Discussion – Commissioner Soutas-Little said that this is simply about the position versus the person. She stated that she asked for a classification study way back in September or October and it was determined it wasn’t the way the Board wanted to go. If you are going to look at adjusting the position in terms of the appropriate classification then you have to look at the requirements of that particular position. There is no way that you can look at Human Resources Director and Senior Services Director and feel that the job requirements, and not the people, the job requirements fall the same because they do not. The positions are very, very different and it falls more in line with the Building Safety Building Official or Planning Department Director but definitely the requirements of that position are different.

Chairman Wessell called for a roll call vote on the amendment.

*ROLL CALL: Soutas-Little – YES; Wessell – NO; Allgaier – YES; Bahle – YES; Lautner – NO; Robbins – NO; Rushton – NO.*

*AYES – 3      NO – 4*

*MOTION FAILS.*

*#321-12132022 Regular Session*

**MOTION BY WESSELL THAT EFFECTIVE JANUARY 1, 2023, THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE INCREASING THE SENIOR SERVICES**

**DIRECTOR'S STARTING SALARY ON THE NON-UNION PAY SCALE TO \$66,718.98.  
SECONDED BY ROBBINS.**

Discussion – none.

**ROLL CALL: Wessell – YES; Allgaier – YES; Bahle – YES; Lautner – NO;  
Robbins – YES; Rushton – YES; Soutas-Little – YES.**

**AYES – 6 NO – 1**

**MOTION CARRIED.**

Drain Commissioner – Proposed Contract Renewal, GEI Consultants, Inc.:

*#322-12132022 Regular Session*

**MOTION BY WESSELL THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO WAIVE ITS POLICY ON BID REQUIREMENTS AND APPROVE THE AS-NEEDED CONSULTING AND ENGINEERING SERVICES AGREEMENT FOR YEAR 2023 FOR GENERAL DRAIN CONSULTING BETWEEN THE COUNTY OF LEELANAU FOR THE LEELANAU COUNTY DRAIN COMMISSIONER AND GEI CONSULTANTS OF MICHIGAN, P.C., AS PRESENTED; FUNDS TO COME FROM #101.690.275.801.000, PENDING COUNSEL REVIEW/APPROVAL. SECONDED BY ALLGAIER.**

Discussion – none.

**AYES – 6 (Wessell, Allgaier, Bahle, Robbins, Rushton, Soutas-Little)**

**NO – 1 (Lautner)**

**MOTION CARRIED.**

Late Addition #1 – Human Resources, Municipal Employee Retirement System (MERS) – Resolution Establishing Authorized Signatories:

Human Resources Director Darcy Weaver updated Commissioners and said that this request came directly from MERS. Administrator Janik said that the document can always be amended when necessary.

Commissioner Soutas-Little requested that not only would the Administrator be allowed but also could the motion reflect the Chairman of the Board.

*#323-12132022 Regular Session*

**MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE RESOLUTION #2022-013 ESTABLISHING AUTHORIZED SIGNATORIES FOR MERS CONTRACTS AND SERVICE CREDIT PURCHASE APPROVALS AND THAT THE COUNTY ADMINISTRATOR AND THE CHAIRMAN OF THE BOARD POSITIONS BE NAMED THE AUTHORIZED OFFICIALS FOR SIGNING.**

**SECONDED BY RUSHTON.** Discussion – none.

**ROLL CALL: Lautner – YES; Robbins – YES; Rushton – YES; Soutas-Little – YES;  
Wessell – YES; Allgaier – YES; Bahle – YES.**

**AYES – 7 NO – 0**

**MOTION CARRIED.**

*(Resolution #2022-013 is on file in the County Clerk's Office)*

Administration – Approval of FY 2023 Appropriations Act Resolution and 2023 Budget Rules:

*#324-12132022 Regular Session*

**MOTION BY ALLGAIER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE 2023 BUDGET RULES. SECONDED BY BAHLE.**

Discussion – none.

**AYES – 7 (Allgaier, Bahle, Lautner, Robbins, Rushton, Soutas-Little, Wessell)**

**NO – 0**

**MOTION CARRIED.**

#325-12132022 Regular Session

**MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE FY 2023 APPROPRIATIONS ACT RESOLUTION #2022-014. SECONDED BY ALLGAIER.**

Discussion – none.

**ROLL CALL: Lautner – YES; Robbins – YES; Rushton – YES; Soutas-Little – YES; Wessell – YES; Allgaier – YES; Bahle – YES.**

**AYES – 7      NO – 0**

**MOTION CARRIED.**

**Leelanau County Resolution #2022-014  
FY 2023 GENERAL APPROPRIATIONS ACT RESOLUTION**

A resolution to appropriate monies and adopting the 2023 Leelanau County Budget, including the General Fund budget and the several Special Revenue Fund budgets.

It being the finding and opinion of the Leelanau County Board of Commissioners:

**WHEREAS**, the Uniform Budgeting and Accounting Act, Public Act 621 of 1978, requires that each local unit of government adopt a balanced budget for all required funds; and

**WHEREAS**, county offices, the courts, county departments, and others have submitted requests for a county appropriation in the 2023 budget; and

**WHEREAS**, the Board of Commissioners Executive Board has had under consideration the taxes for the local units of government and the budgetary needs of various county departments and other budgetary units; and

**WHEREAS**, the Board of Commissioners has taken into consideration the fact that there are certain required functions of county government or operations which must be budgeted at serviceable levels in order to provide statutory and constitutionally required services and programs; and

**WHEREAS**, the Board of Commissioners annually adopts a balanced budget and authorizes appropriations subject to the conditions set forth in its annual General Appropriations Act Resolution; and

**WHEREAS**, the budget contains anticipated revenues and expenditures from certain grant programs, which will also require approval of agreements with granting agencies at various times during the fiscal year; and

**WHEREAS**, the Board of Commissioners Executive Board, after considerable deliberation, has recommended adoption of the budgets and reports attached to and made part of this Appropriations Act.

In recognition of the above listed findings and opinions:

**NOW, THEREFORE, BE IT RESOLVED**, that the attached 2023 Leelanau County General Fund Operating Budget, the 2023 Special Revenue Fund Budgets, and the 2023 Budget Rules, as set forth in the Board of Commissioners Executive Board Recommended Budget, is hereby

adopted on a basis consistent with Leelanau County's budget process and subject to all county policies regarding the expenditure of funds and the conditions set forth in this resolution.

**BE IT FURTHER RESOLVED**, the Leelanau County Board of Commissioners appropriates monies supported by various 2023 revenues and to authorize expenditures within the lump sum Activity Level totals for each of the various General and Special funds.

**BE IT FURTHER RESOLVED**, that the adopted budget is based on current estimates of revenues and expenditures, and that the Board of Commissioners may find it necessary to adjust budgeted revenues and expenditures from time to time during the year, provided the budget remains in a balanced state.

**BE IT FURTHER RESOLVED**, the Leelanau County Board of Commissioners, for purposes of the Truth in Budgeting Act, establishes a levy of 4.3825 mills, of which 3.3580 mills are allocated operational purposes, .5000 mills are voted road funds<sup>i</sup>, .3134 are voted senior services<sup>ii</sup>, and .2111 are voted Early Childhood<sup>iii</sup>.

**BE IT FURTHER RESOLVED**, that all county elected officials and county department heads shall abide by the 2023 Budget Rules, as adopted and amended by this Board and that the budgeted funds are appropriated contingent upon compliance with all approved county policies and procedures; and

**BE IT FURTHER RESOLVED**, that the 2023 Authorized Staffing Levels contained in the budget shall limit the number of permanent employees who can be employed in all departments, offices, and the courts, and no funds are appropriated for any permanent position or employee not on the approved 2023 Authorized Staffing Levels.

**BE IT FURTHER RESOLVED**, the Board of Commissioners authorizes the use of budgeted funds as herein governed by the 2023 Authorized Vehicle Levels for the purchase of vehicles and necessary equipment.

**BE IT FURTHER RESOLVED**, that an appropriation is not a mandate to spend, but shall limit the amount which may be spent for such purposes as are defined by the Board of Commissioners and which shall be limited to the 2023 calendar year.

**BE IT FURTHER RESOLVED**, that any county department, agency, board, commission or unit of government that accepts a County appropriation shall do so, subject to the understanding that they will be subject to an inspection and/or audit by the Leelanau County Board of Commissioners or its designee.

**BE IT FURTHER RESOLVED**, that the County Administrator is hereby re-appointed as Chief Administrative Officer, pursuant to the Uniform Budget and Accounting Act, with power to administer those duties in connection with the County budget, to prepare, present, and monitor the annual operating budget jointly with the Accounting/Finance Department, and County Treasurer, and other duties as may be from time to time delegated to the Office of Administrator by this Board; and

**BE IT FURTHER RESOLVED**, that, in the event the United States Government or State of Michigan fails to provide certain revenue transfer payments as required by law and/or contractual agreements between the United States Government or State of Michigan and Leelanau County, the specific programs funded by such state revenue transfer payments shall bear the full impact of such revenue reduction. In the event the United States Government or State of Michigan defaults or otherwise fails to provide general, unrestricted revenue transfer payments, the Board, upon the recommendation of the Executive Board of the Leelanau County Board of Commissioners, shall allocate said revenue reduction in its legislative judgment. The Leelanau County Board of Commissioners cannot, and will not, absorb the program costs created by revenue transfer payment defaults by the United States Government or State of Michigan.

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- i – As approved by voters at the August 2, 2022, Primary Election*
  - ii – As approved by voters at the August 4, 2020, Primary Election*
  - iii – As approved by voters at the November 5, 2019, General Election*

Administration – Administrator’s 90-day Goal/Proposal:

Administrator Allen gave a brief description of the Michigan Leadership Institute consulting proposal and answered Commissioner questions.

Chairman Wessell said that most professionals have a transition plan and he will support the proposal. He stated that the new Court Administrator that came aboard had an overlap and they were allowed to work together. Wessell stated that even the Sheriff’s Office Road Deputies are assigned to a mentor and so it makes perfect sense to him.

*#326-12132022 Regular Session*

**MOTION BY SOUTAS-LITTLE THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS ENTER INTO AN AGREEMENT WITH THE MICHIGAN LEADERSHIP INSTITUTE TO PROVIDE UP TO 120 DAYS OF CONSULTING SUPPORT TO THE LEELANAU COUNTY ADMINISTRATOR AND ESTABLISHED BOARD COMMITTEES TO TRANSITION ACCOUNTABILITY OF FIVE CRUCIAL BOARD OF COMMISSIONER APPROVED PROJECTS, PENDING LEGAL COUNSEL REVIEW. SECONDED BY ALLGAIER.**

Discussion – none.

**ROLL CALL: Soutas-Little – YES; Wessell – YES; Allgaier – YES; Bahle – YES; Lautner – NO; Robbins – YES; Rushton – NO.**

**AYES –5      NO – 2**

**MOTION CARRIED.**

Review of Financials:

Commissioner Lautner asked questions of Finance Director Jared Prince.

Finance Director Prince handed out to Commissioners BA#22-011 and explained the reason behind the amendment, and gave a brief description of FT#22-007.

Chairman Wessell requested that proposed BA#22-011 and FT#22-007 be moved for approval to the Special Session on December 30, 2022.

Committee Reports, Recommendations, and Resolutions:

Chairman Wessell acknowledged Commissioner Robbins, Commissioner Rushton, Commissioner Soutas-Little, and Commissioner Bahle and presented each of them with a gift bag.

Administrator Janik asked the audience to stand with him and give a round of applause to the departing Commissioners.

Special Reports by Staff, Commissioners, and Affiliated Agencies:

None.

Public Comment:

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

Commissioner Comment:

- Commissioner Robbins said that he wanted to wish the new board good luck. He congratulated Jamie Kramer and he is behind her.
- Commissioner Allgaier thanked Administrator Janik and is excited for his next chapter.
- Commissioner Soutas-Little thanked Sam (Dana) Getsinger for her kind comments, and said to the next board of Commissioners that she knows that they will enjoy the position and helping the people of the community. She wished the next board good luck.
- Commissioner Rushton said she has parting words for the next Board of Commissioners and that she is a firm believer that we have to determine where our personal principles are and we have to stand by them whether you sit in the audience or sit on the bench, as she calls it. Honesty is your best policy. We know when new commissioners come in that they have a learning curve and that honesty and truth are the best policy. She said good luck and she will be watching.
- Chairman Wessell thanked the Board members for their support.

Approval of Financials —  
Amendments & Transfers:

None.

Miscellaneous Fund Transfers and Amendments:

None.

Claims and Accounts:

*#327-12132022 Regular Session*

**MOTION BY LAUTNER THE LEELANAU COUNTY BOARD OF COMMISSIONERS  
APPROVE CLAIMS AND ACCOUNTS IN THE AMOUNT OF \$167,986.86. SECONDED BY  
RUSHTON.**

Discussion – none.

**AYES – 7 (Lautner, Robbins, Rushton, Soutas-Little, Wessell, Allgaier, Bahle)**

**NO – 0**

**MOTION CARRIED.**

Post Audit Claims and Accounts:

*#328-12132022 Regular Session*

**MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE POST AUDIT CLAIMS AND ACCOUNTS IN THE AMOUNT OF \$2,438,493.63. SECONDED BY RUSHTON.**

Discussion – none.

**AYES – 7 (Lautner, Robbins, Rushton, Soutas-Little, Wessell, Allgaier, Bahle)**

**NO – 0**

**MOTION CARRIED.**

Adjournment:

Chairman Wessell adjourned the meeting at 9:16 p.m.

\_\_\_\_\_  
Ty Wessell, Chairman  
Leelanau County Board of Commissioners  
\_\_\_\_\_

/s/ Jennifer L. Zywicki  
\_\_\_\_\_  
Jennifer L. Zywicki, Chief Deputy Clerk for  
Michelle L. Crocker, Leelanau County Clerk