

Leelanau County Board of Commissioners
Executive Board Session – Tuesday, January 14, 2025
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=2808#video>

Meeting called to order by Chairman Steve Yoder at 9:30 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.

<u>Roll Call:</u>	District #1	Rick Robbins	PRESENT
	#2	Mark Walter	PRESENT
	#3	William Bunek	PRESENT
	#4	Ty Wessell	PRESENT
	#5	Alan Campbell	PRESENT
	#6	Gwenne Allgaier	PRESENT
	#7	Steve Yoder	PRESENT

Guests present.

Approval of Agenda / Late Additions or Deletions:

Interim Administrator Richard Lewis stated he has two Late Addition requests. He requested the Late Addition Agenda Item– Human Resources – Orion Portfolio Solutions (FTJ) be placed as #1a and Late Addition Agenda Item – Building Safety – Amended Staffing Levels Request as #7b.

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

Discussion – none.

AYES – 7 (Allgaier, Bunek, Campbell, Robbins, Walter, Wessell, Yoder)

NO – 0

MOTION CARRIED

Communications, Proclamations, Presentations –
Administrator Update:

► Interim Administrator Richard I. Lewis updated the Board regarding the Leelanau Tower site that the Public Hearing for the Special Land Use Permit will take place on January 23, 2025, with a possible extension. ●Lewis stated the Teamsters General 214 Union and the Board have an agreement and both parties have ratified, which went into effect on Saturday, January 11, 2025. ●The Grand Traverse Band 2% Grant allocations from the fall requests have not been awarded as of yet and he said in looking back last year the notifications went out at the end of January, which means the Board will see those in February. ●Lewis explained the project of the removal of the pit toilets at Old Settlers and Myles Kimmerly is under way and the only hold up is a Consumers Power Company meter that has to be moved, which should take place at the end of the month. He said that once the project of the removal of the pit toilets is completed that in the spring of the year porta potty's will be delivered.

Soil Conservation District Update:

Soil Conservation District Executive Director Buzz Long and Communications/Outreach Specialist Jacob Moord were present and distributed a handout to review with the Board.

The Conservation District Update handout can be found at the following link:

<https://www.leelanau.gov/meetingdetails.asp?MAId=2808#handouts>

Commissioners congratulated Long on his upcoming retirement and thanked Long and Moord for the update.

Public Comment (Agenda Specific 3 minutes):

The following individuals spoke in person: Tristian Chamberlain, Lois Bahle, Kathy Dawkins, and Jill Wellman.

The written comments can be found at the following link:

<https://www.leelanau.gov/meetingdetails.asp?MAId=2808#handouts>

Commissioner Comments:

Commissioner Bunek stated he appreciated the update.

Commissioner Campbell stated that he wanted to carve out presentations and was more directed about regional presentations.

Human Resources – Employee Health Plan Renewal Approval – C&M Insurance Agent Lew Wolters:

C&M Insurance Health/Employee Benefit Agent Lew Wolters was present and explained the County's Blue Cross and Blue Shield Self Insurance Plan and how the finances work pertaining to stop loss premiums and the stop loss pool. Wolters replied to Commissioner's questions regarding the impact to employees and the County's plan if a five (5) tiered prescription change is implemented from the current \$10/\$40 plan in 2025. Commissioner discussion ensued.

MOTION BY BUNEK TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO CHANGE TO A 5-TIER COPAY FOR PRESCRIPTION DRUGS AS FOLLOWS: \$10.00 COPAY FOR GENERIC DRUGS; \$40.00 COPAY FOR PREFERRED BRAND NAME DRUGS; \$80.00 COPAY FOR NON-PREFERRED BRAND NAME DRUGS; \$15% COPAY TO A MAX OF \$150.00 FOR PREFERRED SPECIAL DRUGS; 25% COPAY TO A MAX OF \$300.00 FOR NON-PREFERRED SPECIALTY DRUGS. SECONDED BY WALTER.

Discussion ensued.

Wolters informed the Board that once the five (5) tier copay for prescriptions drugs is written into the renewal contract that it cannot be undone and there is no going back to the \$10/\$40 because it does not exist.

Commissioner Bunek withdrew the motion with support from Commissioner Walter as the second.

MOTION BY BUNEK TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE RENEWAL OF THE FY2025 BLUE CROSS AND BLUE SHIELD CONTRACT AS PRESENTED. SECONDED BY WALTER.

Discussion ensued.

AYES – 7 (Bunek, Campbell, Robbins, Walter, Wessell, Yoder, Allgaier)

NO – 0

RECOMMENDATION PASSES.

Human Resources – Orion Portfolio Solutions Agreements (Late Addition):

Interim Administrator Richard Lewis was present and explained the Agenda Item.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE RESOLUTION #2025-XXX, ADOPTING RESOLUTION, THE ADOPTION AGREEMENT FOR ELIGIBLE GOVERNMENTAL 457 PLAN, THE QUALIFIED DOMESTIC RELATIONS ORDER (QDRO) PROCEDURE, SERVICE FEE AGREEMENT, AND EMPLOYER SPONSORED PLAN/TPA INFORMATION FORM AND AUTHORIZE PLAN SPONSOR COUNTY CLERK MICHELLE L. CROCKER TO SIGN. SECONDED BY WALTER.

Discussion – none.

ROLL CALL: Allgier – YES; Bunek – YES; Campell – YES; Robbins – YES; Walter – YES; Wessell – YES; Yoder – YES.

AYES – 7 NO – 0

RECOMMENDATION PASSES.

Sheriff's Office – Donation Acceptance:

Sheriff Michael Borkovich and Undersheriff James Kiessel were present and explained the Agenda Item.

MOTION BY BUNEK TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO ACCEPT THE ANONYMOUS DONATION TO THE SHERIFF'S OFFICE IN THE AMOUNT OF \$12,000.00 WITH FUNDS TO BE PLACED IN THE SHERIFF DONATION ACCOUNT #101.000.000.674.000. SECONDED BY ALLGAIER.

Discussion – none.

AYES – 7 (Bunek, Campbell, Robbins, Walter, Wessell, Yoder, Allgaier)

NO – 0

RECOMMENDATION PASSES.

Sheriff's Office – K9 Golf Outing:

Sheriff Michael Borkovich and Undersheriff James Kiessel were present and explained the Agenda Item.

MOTION BY WESSELL TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE AND ALLOW THE LEELANAU COUNTY SHERIFF'S OFFICE TO HOLD A CHARITY GOLF OUTING IN 2025 TO BENEFIT AND MAINTAIN THE K-9 PROGRAM. SECONDED BY ROBBINS.

Discussion ensued.

AYES – 7 (Wessell, Yoder, Allgaier, Bunek, Campbell, Robbins, Walter)

NO – 0

RECOMMENDATION PASSES.

Sheriff's Office – Marine Safety Grant:

Sheriff Michael Borkovich and Undersheriff James Kiessel were present and explained the Agenda Item.

MOTION BY WALTER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO ALLOW THE SHERIFF'S OFFICE TO APPLY FOR THE 2025 MARINE SAFETY GRANT THROUGH THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES TO COVER A PERCENTAGE OF THE COSTS OF THE LEELANAU COUNTY SHERIFF'S OFFICE MARINE SAFETY PROGRAM. SECONDED BY ROBBINS.

Discussion ensued.

AYES – 7 (Walter, Wessell, Yoder, Allgaier, Bunek, Campbell, Robbins)

NO – 0

RECOMMENDATION PASSES.

Interim Administrator Lewis stated next week at the Regular Board meeting there will be a Late Addition added for the Sheriff's Office requesting to sell the K-9 Officer that regretfully has to be sold. Lewis said he forwarded the email yesterday to the Board from the Sheriff's Office.

Commissioner Allgaier asked if no other Police Department wanted that dog.

Sheriff Borkovich stated we are very fortunate to have a master boarder/trainer who has done a lot in the County and a lot of work for the Sheriff's Office, who will be purchasing the K-9 Officer.

Emergency Management – Agri-Valley Tower Lease Termination Update (Discussion Only):

Emergency Manager/911 Director Matthew Ansoerge was present and explained that Agri-Valley will be removing their equipment from all County towers because they have not been able to establish the customer base they needed. Ansoerge answered Commissioner's questions and discussion ensued.

Conservation District – 2025 Work Agreements – Conservation Education and Technical Assistance:

Soil Conservation District Executive Director Buzz Long was present and explained the Agenda Item.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE FY2025 CONSERVATION DISTRICT WORK ORDER #1, CONSERVATION EDUCATION AND TECHNICAL ASSISTANCE IN THE AMOUNT OF \$47,000.00; FUNDS TO COME FROM ACCOUNT #101.630.280.801.000. SECONDED BY WALTER.

Discussion – Commissioner Wessell asked if the budget amount is correct and Chief Deputy Clerk Jennifer Zywicki confirmed that it is.

AYES – 7 (Allgaier, Bunek, Campbell, Robbins, Walter, Wessell, Yoder)

NO – 0

RECOMMENDATION PASSES.

Conservation District – 2025 Work Agreements – Soil Erosion and Sedimentation Control:
Soil Conservation District Executive Director Buzz Long was present and explained the Agenda Item.

MOTION BY WESSELL TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE FY2025 CONSERVATION DISTRICT WORK ORDER #2, SOIL EROSION AND SEDIMENT CONTROL, FUNDS TO COME FROM THE COLLECTION OF COUNTY-APPROVED EROSION PERMIT FEES. SECONDED BY ROBBINS.

Discussion – none.

AYES – 7 (Wessell, Yoder, Allgaier, Bunek, Campbell, Robbins, Walter)

NO – 0

RECOMMENDATION PASSES.

Conservation District – 2025 Work Agreements – Water Quality Monitoring:

Soil Conservation District Executive Director Buzz Long was present and explained the Agenda Item.

MOTION BY WESSELL TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE FY2025 CONSERVATION DISTRICT WORK ORDER #3, WATER QUALITY MONITORING, IN AN AMOUNT NOT TO EXCEED \$5,000.00; FUNDS TO COME FROM ACCOUNT #101.630.280.801.000. SECONDED BY ROBBINS.

Discussion ensued.

AYES – 6 (Wessell, Yoder, Allgaier, Campbell, Robbins, Walter)

NO – 1 (Bunek)

RECOMMENDATION PASSES.

Chairman Yoder called for a break at 10:50 a.m. and called the meeting back to order at 11:00 a.m.

Parks and Recreation – Adoption of Resolution for Five-year Master Plan:

Interim Administrator Richard Lewis was present and explained the Agenda Item.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE AND ADOPT RESOLUTION #2025-XXX ADOPTING THE 2025-2029 LEELANAU COUNTY COMMUNITY PARKS AND RECREATION PLAN. SECONDED BY ROBBINS.

Discussion none.

ROLL CALL: Allgaier – YES; Bunek – YES; Campbell – YES; Robbins – YES; Walter – YES; Wessell – YES; Yoder – YES.

AYES – 7 NO – 0

RECOMMENDATION PASSES.

IT – Barracuda Renewal:

IT Director Liana Wilson was present and explained the Agenda Item. Wilson stated she did not budget for a three-year contract and she is asking for two-year contract.

MOTION BY WESSELL TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE RENEWAL OF THE ANNUAL MAINTENANCE CONTRACT FOR THE BARRACUDA ESSENTIALS SOFTWARE IN THE AMOUNT OF \$10,440.00 FROM REHMANN, WITH FUNDS TO COME FROM DATA PROCESSING FUND #636. SECONDED BY ROBBINS.

Discussion – Commissioner Campbell asked Wilson why the approval is for a two-year contract when a three year is a better deal? Wilson explained she did not have the amount budgeted within the 2025 budget. Finance Director Hartesvelt stated the 2025 IT budget can be amended if the Board wishes to proceed with a three-year contract.

Commissioner Wessell stated he would like to change the motion to reflect a three-year contract and Commissioner Robbins supported the change.

MOTION BY WESSELL TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE RENEWAL OF THE ANNUAL MAINTENANCE CONTRACT FOR THE BARRACUDA ESSENTIALS SOFTWARE IN THE AMOUNT OF \$31,320.00 FOR A RENEWAL TERM OF JANUARY 25, 2025 TO JANUARY 24, 2028, FROM REHMANN, WITH FUNDS TO COME FROM DATA PROCESSING FUND #636. SECONDED BY ROBBINS.

Discussion – Commissioner Bunek stated that with other contracts like this in the future if there is an option for multiple contract years for those to be listed as part of the request would be helpful.

AYES – 7 (Wessell, Yoder, Allgaier, Bunek, Campbell, Robbins, Walter)
NO – 0 **RECOMMENDATION PASSES.**

Building Safety – Construction Board of Appeals Vacancy – Consideration of Two Applications and Appointment:

Interim Administrator Lewis was present and explained the Agenda Item.

MOTION BY BUNEK TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPOINT SCOTT EARL TO THE LEELANAU COUNTY CONSTRUCTION BOARD OF APPEALS, FOR A FIVE-YEAR TERM EXPIRING ON DECEMBER 31, 2029. SECONDED BY CAMPBELL.

Discussion – none.

AYES – 7 (Bunek, Campbell, Robbins, Walter, Wessell, Yoder, Allgaier)
NO – 0 **RECOMMENDATION PASSES.**

Building Safety – Amended Staffing Levels Request for 2025 (Late Addition):

Interim Administrator Lewis was present and explained the Agenda Item.

MOTION BY WESSELL TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO ACCEPT THE AMENDED STAFFING LEVELS FOR BUILDING SAFETY. SECONDED BY ALLGAIER.

Discussion ensued.

AYES – 7 (Wessell, Yoder, Allgaier, Bunek, Campbell, Robbins, Walter)
NO – 0 **RECOMMENDATION PASSES.**

Senior Services – Agreement With Area Agency on Aging of Northern Michigan (AAANM):

Senior Services Director Lena Vander Meulen and Area Agency on Aging of Northern Michigan Executive Director Heidi Gustine were present and explained the Agenda Item.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE LEELANAU COUNTY SENIOR SERVICES TO ENTER INTO AN AGREEMENT WITH AREA AGENCY ON AGING OF NORTHWEST MICHIGAN TO PROVIDE MIPPA BENEFICIARY OUTREACH AND ASSISTANCE SERVICES FOR

SENIORS. THE CONTRACT AGREEMENT WILL BEGIN SEPTEMBER 1, 2024 AND CONTINUE THROUGH AUGUST 31, 2025, PENDING LEGAL COUNSEL REVIEW AND APPROVAL. SECONDED BY ROBBINS.

Discussion ensued.

AYES – 7 (Allgaier, Bunek, Campbell, Robbins, Walter, Wessell, Yoder)

NO – 0

RECOMMENDATION PASSES.

Senior Services – Michigan Medicare Assistance Program (MMAP) Update:

Senior Services Director Lena Vander Meulen and Area Agency on Aging of Northern Michigan Executive Director Heidi Gustine were present and explained that the State of Michigan is changing the platform for Medicare Assistance and a bid has been awarded to a third party. Gustine further commented that means for Leelanau County residents the MMAP will be ending here within the building on February 28, 2025.

Interim Administrator Lewis stated he received a recommendation from the Area Agency on Aging of Northern Michigan Board to have a County Commissioner member appointed the board.

Planning – Materials management Plan Committee amended Member List:

Planning Director Gail Meyer was present and explained she is presenting for approval the revised member list. She stated the prior list included Commissioner Kama Ross and now her vacancy will be filled with Bill Perkins from the Village of Suttons Bay. Meyer answered Commissioner's questions and discussion ensued.

MOTION BY WALTER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPOINT THE REVISED MATERIALS MANAGEMENT PLANNING COMMITTEE UNDER PART 115, MORE SPECIFICALLY, UNDER MCL 324.115.72. SECONDED BY ALLGAIER.

Discussion ensued.

ROLL CALL: Walter – YES; Wessell – NO; Yoder – YES; Allgaier – YES; Bunek – NO; Campbell – YES; Robbins – YES.

AYES – 5 NO – 2

RECOMMENDATION PASSES.

Facilities/Maintenance – Truck Purchase via MIDEAL:

Facilities Director Patrick Roach and Finance Director Cathy Hartesvelt were present and explained the Agenda Item.

MOTION BY WESSELL TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE PURCHASE OF THE 2025 CHEVROLET SILVERADO 2500HD FROM TODD WENZEL CHEVROLET IN THE AMOUNT OF \$54,172.50 WITH FUNDS TO COME FROM MOTOR POOL ACCOUNT #661.000.000.970.000. SECONDED BY ALLGAIER.

Discussion – none.

AYES – 7 (Wessell, Yoder, Allgaier, Bunek, Campbell, Robbins, Walter)

NO – 0

RECOMMENDATION PASSES.

Facilities/Maintenance – Tractor/Mower RFP Request:

Facilities Director Patrick Roach and Finance Director Cathy Hartesvelt were present and explained the Agenda Item.

MOTION BY BUNEK TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE REQUEST FOR THE MAINTENANCE DEPARTMENT TO PREPARE AND PUBLISH A REQUEST FOR PROPOSALS FOR A NEW MOWER. SECONDED BY WALTER.

Discussion – none.

AYES – 7 (Bunek, Campbell, Robbins, Walter, Wessell, Yoder, Allgaier)

NO – 0

RECOMMENDATION PASSES.

Facilities/Maintenance – Maintenance Tracking software Agreement – Limble Solutions, Inc:

Facilities Director Patrick Roach and Finance Director Cathy Hartesvelt were present and explained the Agenda Item.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE CONTRACT WITH LIMBLE SOLUTIONS, INC. FOR COMPUTERIZED MAINTENANCE MANAGEMENT SOFTWARE FOR A TERM OF TWO YEARS. SECONDED BY WESSELL.

Discussion ensued.

AYES – 7 (Allgaier, Bunek, Campbell, Robbins, Walther, Wessell, Yoder)

NO – 0

RECOMMENDATION PASSES.

Facilities/Maintenance – HVAC Engineering Services RFP Request:

Facilities Director Patrick Roach, Finance Director Cathy Hartesvelt, and D&W Mechanical Inc. Technician Gary O'Connor were present and explained the Agenda Item. Roach, Hartesvelt and O'Connor answered Commissioner's questions.

MOTION BY BUNEK TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE PREPARATION AND ISSUING OF A REQUEST FOR PROPOSALS FOR MECHANICAL ENGINEERING SERVICES REGARDING THE GOVERNMENTAL CENTER COOLING TOWER AND AIR HANDLER AND HUMIDIFICATION AT THE JAIL AND GOVERNMENTAL CENTER. SECONDED BY ALLGAIER.

Discussion ensued.

AYES – 7 (Bunek, Campbell, Robbins, Walter, Wessell, Yoder, Allgaier)

NO – 0

RECOMMENDATION PASSES.

Facilities /Maintenance – Leland Dam Walkway Project – Machin Contract – Leland Dam Project Management:

Interim Administrator Lewis was present and explained the Agenda Item.

MOTION BY BUNEK TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE AGREEMENT FOR PROFESSIONAL SERVICES WITH MACHIN ENGINEERING, INC, FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE LELAND DAM PEDESTRIAN PROJECT IN THE AMOUNT NOT TO EXCEED \$4,000.00 WITH FUNDS TO COME FROM #805.000.000.801.000. SECONDED BY WESSELL.

Discussion – none.

AYES – 7 (Bunek, Campbell, Robbins, Walter, Wessell, Yoder, Allgaier)
NO – 0 **RECOMMENDATION PASSES.**

Facilities/Maintenance – Leland Dam Walkway Project – Easling Construction – Leland Dam Walkway Change Order:

Interim Administrator Lewis was present and explained the Agenda Item.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE CHANGE ORDER #1 WITH EASLING CONSTRUCTION COMPANY REGARDING THE LELAND DAM PEDESTRIAN BRIDGE PROJECT IN THE AMOUNT OF \$5,902.00 WITH FUNDS TO COME FROM #805.000.000.775.000. SECONDED BY WESSELL.

Discussion ensued. –

AYES – 5 (Allgaier, Campbell, Robbins, Wessell, Yoder)
NO – 2 (Bunek, Walter) **RECOMMENDATION PASSES.**

Administration – Boards and Commissions – Commissioner Appointments:

MOTION BY BUNEK TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO MOVE FORWARD AGENDA ITEM – ADMINISTRATION – BOARDS AND COMMISSIONS – COMMISSIONER APPOINTMENTS TO THE REGULAR SESSION TO BE HELD ON TUESDAY, JANUARY 21, 2025. SECONDED BY WESSELL.

Discussion – none.

AYES – 7 ((Bunek, Campbell, Robbins, Walter, Wessell, Yoder, Allgaier)
NO – 0 **RECOMMENDATION PASSES.**

Chairman Yoder called for a break at 12:29 p.m. and called the meeting back to order at 12:40 p.m.

Administration – Stipend Taper Review:

Interim Finance Director Cathy Hartesvelt was present for the Agenda Item.

Commissioner Allgaier explained that two to two and a half years ago an abrupt decision was made that put the financial handling kind of up in the air with no plan, no planning, nothing. She said we have had lots of changes, and this has been a long process, which has caused a difficult process to do our planning afterwards. She would hope this Board would have the wisdom as we discuss any changes or any actions that we ensure that our Finance Department is solid, they feel comfortable, and they have people they have trained who feel experienced enough so that the transition can be looked at as complete. She would hope that the Board would not make any changes to make them feel better without the recommendation of the Finance Department that they are ready. She would like to see a recommendation from our Administrator with the advice of the Finance Department of what they need before the Board makes any changes to the stipends, instead of using the word stipends, she would say when they feel ready and solid to function completely independently without the assistance of the Clerk and Chief Deputy Clerk. She doesn't see the Board's role in dictating stipends to just make us feel better. This has been a long and miserable process. Allgaier continued that she wants to see that they are solid and doesn't want to do anything without a recommendation and assurance that they're ready and doesn't want to take any action.

Interim Administrator Lewis replied respectfully that the Board took action on the 4-2 vote. He continued the Board took action and the way he read it to take action to the scaling back of the stipends as of beginning of January, and we are down to 5 hours a week at \$25.00 an hour. The reductions have already started to take place and if you want to freeze them then it is up to Board who will have to take action. Lewis said by his recollection at least that's the way the motion was written and that's the way it was approved. He continued that if you want to stop where we are right now, you are going to have to make a separate motion.

Commissioner Walter stated there is no motion on the floor.

Interim Administrator Lewis said we do not, but the prior Board had asked that this agenda item be placed back on for discussion.

Commissioner Walter replied that he understands that, but we need a motion to be able to discuss and make this decision as this Board and not the last Board.

Interim Administrator Lewis stated he agrees with Commissioner Walter and that he is just letting Commissioner Allgaier know where we are.

Commissioner Allgaier commented she would move that stipends continue as previously moved and continue until the Finance Department states that they are ready for them to be removed.

Interim Administrator Lewis asks at what level? Commissioner Allgaier replied that they would continue at the five hours a week with any other change being suggested by the Finance Director.

Chairman Yoder announced the motion failed for lack of second.

Chairman Yoder said from his understanding after talking with Interim Administrator Lewis this is simply on the agenda because it was requested by the previous Board and it was literally just discussion with no motion.

Commissioner Bunek states he appreciates the information and that it was given to them and he thinks that we need to move on and we have been informed about it and we need to know what will happen.

Commissioner Allgaier stated except we do know this isn't terminated until advised by the Finance Department.

Interim Administrator Lewis said, No Mam. He continued that is happened back in November following action taken by a prior Board and he was charged with implementing it. He stated he does not feel that implemented the motion to reduce the stipends incorrectly.

Commissioner Wessell stated as one member of last year's Board it is his understanding that this has been approved and passed and come 2/21/2025 it will be done.

Commissioner Allgaier said except we knew that this Board could change it.

Chairman Yoder said correct, and based on the motion that did not occur.

Interim Administrator Lewis stated this Board is not making any changes. Commissioner Allgaier said she is deeply concerned the Board is making high handed judgements and repeating what happened from three years ago and any action should be done with the advice from the Finance Department.

Chairman Yoder stated the Board appreciates Commissioner Allgaier's comments but we are going to move forward.

Administration – Chairs – Declare as Surplus:

Interim Finance Director Cathy Hartesvelt was present for the Agenda Item.

MOTION BY WESSELL TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO DECLARE THAT THE APPROXIMATELY 130 OLD DESK CHAIRS AT THE GOVERNMENT CENTER AND SHERIFF'S OFFICE BE SURPLUS, WITH THE FUNDS FROM THE SALES BE PLACED INTO THE CAPITAL BUILDING FUND #470.00.000.673.000 as Sale of a Fixed Asset. SECONDED BY BUNEK.

Discussion – none.

AYES – 7 (Wessell, Yoder, Allgaier, Bunek, Campbell, Robbins, Walter)

NO – 0

RECOMMENDATION PASSES.

Administration – Office Buildout – Drain Commissioner:

Interim Administrator Richard Lewis and Drain Commissioner Tim O'Non were present to explain the Agenda Item.

Drain Commissioner O'Non explained that the Soil Conservation District office space was shared with retired Drain Commissioner Steve Christensen and that the Soil Conservation District would like to solely use the space now for their department. He said that if that is the case and the Soil Conservation District Office is going to do that, then he would like to request that he is not sharing office space with other departments, like within the Planning Department, and that he has his own designated space with a door. He has researched the Office of Drain Commissioner Statute - The Drain Code of 1956 (MCL-40-1956-2, Establishing the Office of the Drain Commissioner) and the statute does reflect that as an Elected Official he is to have an office with a door, regular office hours, and his name posted on the door.

Interim Administrator Lewis stated there is no room within the Governmental Center for the Drain Commissioner to occupy without looking into a buildout project of the only remaining space left in the lower level and that is a Board decision on how to proceed with this space issue.

Chairman Yoder announced there will be a break in the meeting and the Board is going on a walking tour to assess the space within the Governmental Center. The tour began at 12:55 p.m. and ended at 1:06 p.m.

Facilities Director Patrick Roach joined Drain Commissioner O'Non at the presentation table. Roach discussed options of the room and the big picture that the Board is looking for space and available room. Roach answered Commissioner questions and discussion ensued.

Drain Commissioner O'Non discussed with the Board that in the future he would like to request to hire a part-time Deputy Drain Commissioner and that the space he is looking for will need room for that individual as well. O'Non answered Commissioner questions and discussion ensued.

Commissioner Campbell asked if we have eliminated the use of the current office (retired Drain Commissioner Christensen space) as a possibility?

Interim Administrator Lewis said the Board would have to talk to the Soil Conservation District but they have every intention of using that office to put some of their personnel in there. Lewis stated that is all considered their space.

Commissioner Campbell replied okay, but it was our space when we had an agreement with them.

Chief Deputy Clerk Zywicki clarified that Finance Director Cathy Hartesvelt didn't hear Commissioner Campbell's question. Zywicki restated that Commissioner Campbell asked about the space designated for the Drain Commissioner along with Soil Conservation. Zywicki clarified for the Board that the space allocations within the building are all budgeted accordingly to where the personnel are located. The Drain Commissioner budget has an office dedicated to him and is charged per the square footage being occupied. Zywicki explained that the square footage of the Soil Conservation is allocated the same way and it is up to the Board to decide who gets dedicated what space within the building.

Interim Administrator Lewis said he was unaware of all the arrangements within the building. Zywicki clarified that the Soil Conservation District does not own the area they are designated in and it is a rental charge to their budget for the space allocation. Lewis replied that the Soil Conservation believes they own the square footage and that it is theirs to do what they wish with.

Commissioner discussion ensued regarding the space within the building.

MOTION BY BUNEK TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO MOVE FORWARD AGENDA ITEM – ADMINISTRATION – OFFICE BUILDOUT – DRAIN COMMISSIONER TO THE REGULAR SESSION TO BE HELD ON TUESDAY, JANUARY 21, 2025. SECONDED BY WESSELL.

Discussion ensued.

AYES – 7 (Bunek, Campbell, Robbins, Walter, Wessell, Yoder, Allgaier)

NO – 0

RECOMMENDATION PASSES.

Administration – 2025 Board Rules Review:

Interim Administrator Richard Lewis was present and explained the Agenda Item.

Commissioner Bunek requested Interim Administrator Lewis to add under Article V – Committees under Section C. #5 the language of "created or commissioned by" instead of just created

Interim Administrator Lewis updated the page per the request of Commissioner Bunek.

MOTION BY BUNEK TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE 2025 BOARD RULES AS AMENDED. SECONDED BY ALLGAIER.

Discussion – none.

AYES – 7 (Bunek, Campbell, Robbins, Walter, Wessell, Yoder, Allgaier)

NO – 0

RECOMMENDATION PASSES.

Review Of Financials:

Finance Director Cathy Hartesvelt was present and answered Commissioner questions.

Special Reports by Staff, Commissioners, and Affiliated Agencies:

- ▶ Commissioner Campell requested of Finance Director Cathy Hartesvelt a report on the cost that will result from the new union contract so that he has a feel for that. He would prefer to get those figures in the budget and he is aware the Board has talked about a press release on that.
- ▶ Interim Administrator Lewis stated he made that announcement today that it [the Teamsters Union Contract] has been ratified.
- ▶ Finance Director Hartesvelt explained the wage increases will be calculated and budget amendments happen in May when the taxable value is known and adjustments to the budgets take place.
- ▶ Commissioner Campbell said he would like to see the cost factor with what will the new contract cost.
- ▶ Finance Director Hartesvelt stated she will produce the report after discussing with Interim Administrator Lewis on how to provide that to the Board.

Public Comment (5 minutes):

The following individuals spoke in person: Kathy Dawkins and Steve Mikowski.

The written comments can be found at the following link:

<https://www.leelanau.gov/meetingdetails.asp?MAId=2808#handouts>

Commissioner Comment:

- Commissioner Robbins stated that he attended the Elmwood Township Board meeting and the roundabout construction at the M-72 and M-22 intersection will be shut down for a period of three months. He said on another note, he would like to comment on stipends and it has been long almost four years. First of all, he wanted to thank Chief Deputy Clerk Jennifer Zywicki, County Clerk Michelle Crocker for providing the support this last one and half to two years. He thanked Interim Administrator Lewis. Robbins thanked Finance Director Cathy Hartesvelt and stated he has a lot of faith in the Finance Department, which is moving forward and will continue to move forward. He commented that he knows we stopped the stipends today but we are still here to support you and we are going to support you. Robbins continued that whatever training your people needs that you can come to us and we will discuss it. We are not going to let you fail and he doesn't want this to fail, because remember he started it. Robbins reiterated that the stipends have ended and if you (Hartesvelt) need something then please talk with Interim Administrator Lewis, Administrator James Dyer when he comes in, or Chairman Yoder because

we are here to support you and we are going to make this department work. Thank you for your time.

- Commissioner Allgaier said she firmly believes that we have to make sure and get the advice from the Finance Director about any termination of assistance. She continued that Hartesvelt did say that she has new employees and it is in everyone's best interest that she (Hartesvelt) feels prepared for that transition. Allgaier stated she sure would hope that we will always get the advice and hear the need from the Finance Director about what is appropriate and when they are ready to make this change.

- Commissioner Campbell said let us know and that we have open ears here. He continued that he didn't see anything as far as communication that was forwarded to this Board other than the last meeting. He stated that he and Hartesvelt haven't talked about it personally, but maybe other people have. Campbell continued that if that doesn't work than he agrees that we need to look at what does work. He said he appreciates all of Hartesvelt's efforts and knows her hours are long and that should not go on.

Approval of Financials —
Amendments & Transfers:
None.

Miscellaneous Fund Transfers and Amendments:
None.

Claims and Accounts:

MOTION BY BUNEK TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE CLAIMS AND ACCOUNTS IN THE AMOUNT OF \$358,196.14. SECONDED BY CAMPBELL/ALLGAIER.

Discussion – none.

AYES – 7 (Bunek, Campbell, Robbins, Walter, Wessell, Yoder, Allgaier)

NO – 0

RECOMMENDATION PASSES.

Post Audit Claims and Accounts:

MOTION BY BUNEK TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE POST AUDIT CLAIMS AND ACCOUNTS IN THE AMOUNT OF \$1,796,982.17. SECONDED BY ALLGAIER.

Discussion – none.

AYES – 7 (Bunek, Campbell, Robbins, Walter, Wessell, Yoder, Allgaier)

NO – 0

RECOMMENDATION PASSES.

Adjournment:

Chairman Yoder adjourned the meeting at 1:43 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