

Leelanau County Board of Commissioners
Executive Board Session – Tuesday, October 1, 2024
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=2788#video>

Meeting called to order by Chairman Ty Wessell at 9:36 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	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 Agenda / Late Additions or Deletions:

MOTION BY REXROAT THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVE THE AGENDA. SECONDED BY O’ROURKE.

Discussion – none.

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

NO – 0

MOTION CARRIED.

Communications, Proclamations, Presentations –
Administrator Update:

► Interim Administrator Richard I. Lewis introduced Human Resources Manager Jennifer Kain and Assistant Finance Director Michael Birkmeier who both started employment with Leelanau County on Monday, September 30, 2024.

Networks Northwest:

Networks Northwest Chief Executive Officer Janie McNabb was present and gave an update with a PowerPoint.

The Presentation can be found at the following link: (pages 2 – 21)

https://www.leelanau.gov/downloads/10012024_es_packet_optimized.pdf

McNabb answered questions from Commissioners and Commissioners thanked McNabb for the update.

Housing North:

Housing North Executive Director Yarrow Brown was present and gave an update with a PowerPoint.

The Presentation can be found at the following link: (pages 22 – 33)

https://www.leelanau.gov/downloads/10012024_es_packet_optimized.pdf

Brown answered questions from Commissioners and Commissioners thanked Brown for the update.

Public Comment (agenda specific):

The following individuals spoke in person: Stephen Mikowski

The written comments can be found at the following link:

<https://www.leelanau.gov/meetingdetails.asp?MAId=2788#handouts>

Commissioner Comments:

- Chairman Wessell explained to the public that within the Executive Session packet, which is posted on the County’s website, both presentations can be seen there.
- Commissioner Allgaier stated she thinks it is valuable for each township to have a Short-Term Rental (STR) Ordinance that protects our housing and neighborhoods. She said within her township of Cleveland there is an ordinance.

Sheriff’s Office – RAP Grant Acceptance (Safety Restraint Chair):

Undersheriff James Kiessel was present and explained the Agenda Item.

MOTION BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO ACCEPT THE MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY (MMRMA) RISK AVOIDANCE PROGRAM (RAP) GRANT FUNDS IN THE AMOUNT OF \$1,000.00 TO BE USED TO OFFSET THE COST OF THE APPROVED PURCHASE OF A SAFETY RESTRAINT CHAIR FOR THE LEELANAU COUNTY SHERIFF’S OFFICE. SECONDED BY O’ROURKE.

Discussion ensued.

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

NO – 0

RECOMMENDATION PASSES.

Emergency Management – T-Mobile Bill of Sale:

Interim Administrator Richard Lewis and Emergency Management Director Matt Ansorge were present and explained the Agenda Item.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE BILL OF SALE BETWEEN LEELANAU COUNTY AND T-MOBILE FOR THE EQUIPMENT SHELTER AT THE CENTRAL TOWER SITE AND ALLOW THE BOARD CHAIRMAN TO SIGN THE AGREEMENT, PENDING APPROVAL FROM LEGAL COUNSEL. SECONDED BY REXROAT.

Discussion ensued.

AYES – 5 (Allgaier, O’Rourke, Rexroat, Ross, Wessell)

NO – 1 (Lautner)

RECOMMENDATION PASSES.

Emergency Management – Emergency Management Performance Grant (EMPG) Work Agreement:

Emergency Management Director Matt Ansorge was present and explained the Agenda Item.

MOTION BY ROSS TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO ALLOW THE CHAIRMAN OF THE BOARD TO SIGN THE EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) WORK AGREEMENT AND ANY OTHER DOCUMENTS RELATED TO THIS GRANT AGREEMENT, AND ALLOW THE LEELANAU COUNTY OFFICE OF EMERGENCY MANAGEMENT TO SUBMIT ELECTRONIC SIGNATURES FOR THE REQUIRED QUARTERLY REPORTS. SECONDED BY REXROAT.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Equalization – Approval of the Leelanau County Apportionment Report, L-4402:

Equalization Director Andrew Giguere was present and explained the Agenda Item.

The Leelanau County Apportionment Report, L-4402 can be found at the following link:

(pages 60 – 146) https://www.leelanau.gov/downloads/10012024_es_packet_optimized.pdf

MOTION BY ROSS TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPROVE THE LEELANAU COUNTY APPORTIONMENT REPORT (L-4402). SECONDED BY ALLGAIER.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Planning – Termination of Westshore Brownfield Plan:

Planning Director Gail Myer was present and explained the Agenda Item.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO MOVE FORWARD RESOLUTION #2024-XXX A RESOLUTION TO TERMINATE THE BROWNFIELD PLAN FOR WEST BAY/WEST SHORE HOTEL DEVELOPMENT FOR FINAL ACTION AFTER THE SCHEDULED PUBLIC HEARING. SECONDED BY REXROAT.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Planning – Materials Management Plan and Designated Planning Agency:

Planning Director Gail Myer was present and explained the Agenda Item.

MOTION BY LAUTNER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPOINT LYDIA GULOW, RESOURCE RECOVERY DIRECTOR, GRAND TRAVERSE COUNTY, AS THE DESIGNATED PLANNING AGENCY (DPA) AS REQUIRED UNDER PART 115, AND APPOINT THE MATERIALS MANAGEMENT PLANNING COMMITTEE UNDER PART 115, MORE SPECIFICALLY, UNDER MCL 324.115.72. SECONDED BY O’ROURKE.

Discussion ensued.

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

NO – 0

RECOMMENDATION PASSES.

Chairman Wessell called for a break at 10:52 a.m. and called the meeting back to order at 10:59 a.m.

Administration – Leland Dam Walkway RFP Bid Update:

Interim Administrator Richard Lewis was present and explained the Agenda Item. Lewis stated the Leelanau County Dam Authority will be meeting to make a recommendation for the Regular Session on Tuesday, October 8, 2024. Lewis answered Commissioner questions.

MOTION BY ROSS TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO MOVE FORWARD AGENDA ITEM ADMINISTRATION – LELAND DAM WALKWAY RFP BID UPDATE TO THE REGULAR SESSION ON TUESDAY, OCTOBER 8, 2024. SECONDED BY O’ROURKE.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Administration – LEC Jail Humidification Replacement:

Interim Administrator Richard Lewis, Maintenance Director Jerry Culman, and D&W Mechanical Technician Gary O’Conner were present and explained the Agenda Item.

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO WAIVE ITS BID POLICY FOR THE LAW ENFORCEMENT CENTER JAIL HUMIDIFICATION REPLACEMENT PROJECT AND APPROVE AN AGREEMENT WITH MCCARDEL CULLIGAN IN AN AMOUNT NOT TO EXCEED \$16,450.28 AND FUNDS TO COME FROM #101.225.351.970.000 (CAPITAL OUTLAY). SECONDED BY O’ROURKE. Discussion ensued.

AYES – 3 (Allgaier, O’Rourke, Wessell)

NO – 3 (Lautner, Rexroat, Ross)

RECOMMENDATION FAILED.

Administration – DTE Re-Leaf Tree Planning Program:

Interim Administrator Richard Lewis was present and explained the Agenda Item. Commissioner Ross requested to be recused because she intends to be the Project Manager for this program.

MOTION BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO ACCEPT THE OFFER FROM DTE FOR TWENTY TREES TO BE PLANTED AT VERONICA VALLEY PARK AS OUTLINED. SECONDED BY ALLGAIER.

Discussion ensued.

Commissioner O’Rourke requested to Call the Question. ***[No second received to the motion to call the question.]***

Chairman Wessell called for a vote on Call the Question:

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

NO – 0

MOTION CARRIED.

MOTION BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO ACCEPT THE OFFER FROM DTE FOR TWENTY TREES TO BE PLANTED AT VERONICA VALLEY PARK AS OUTLINED. SECONDED BY ALLGAIER

AYES – 4 (Rexroat, Wessell, Allgaier, O'Rourke)
NO – 1 (Lautner) Recused – 1 (Ross)

RECOMMENDATION PASSES.

Administration – Appointments – Traverse Transportation Coordinating Initiative (TCCI) and a Deputy Medical Examiner:

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

Commissioner Lautner requested to divide the question.

MOTION BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO REQUEST THAT THE GRAND TRAVERSE COUNTY MEDICAL EXAMINER CONTRACT TIMELINE BE USED FOR THE END DATE OF THE APPOINTMENT AND TO MOVE FORWARD AGENDA ITEM – ADMINISTRATION – DEPUTY MEDICAL EXAMINER APPOINTMENT TO THE REGULAR SESSION ON TUESDAY, OCTOBER 8, 2024. SECONDED BY ROSS.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

MOTION BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO APPOINT OF THE COUNTY ADMINISTRATOR TO THE TCCI TECHNICAL COMMITTEE AND COMMISSIONER JAMES O'ROURKE TO THE TRAVERSE TRANSPORTATION COORDINATING INITIATIVE (TCCI) POLICY BOARD FOR THE REMAINDER OF 2024. SECONDED BY ROSS.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Administration – 2% Grants – Fall Application Intention:

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

MOTION BY ALLGAIER TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO ALLOW "INTENT TO APPLY" LETTERS AUTHORIZING THE

- SHERIFF'S OFFICE – BODY CAMERA AND SUBSCRIPTION
- EMERGENCY SERVICES – DISPATCH CONSOLE STATIONS
- SENIOR SERVICES – LEELANAU CHRISTIAN NEIGHBORS FOOD PANTRY
- PARKS & RECREATION – DISC GOLF COURSE UPDATE
- BOC – ELECTRIC VEHICLE CHARGING STATIONS
- PLANNING – SOLID WASTE – TIRE AND MATTRESS COLLECTION

TO PROCEED WITH PREPARATION OF WRITING GRANT APPLICATIONS TO BE SUBMITTED TO THE BOARD OF COMMISSIONERS IN NOVEMBER OF 2024.

Motion failed for lack of a second.

Commissioner discussion ensued with Lewis answering questions from Commissioners.

MOTON BY REXROAT TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO MOVE FORWARD AGENDA ITEM ADMINISTRATION – 2 % GRANTS – FALL APPLICATION INTENTION TO THE REGULAR SESSION ON TUESDAY, OCTOBER 8, 2024. SECONDED BY ROSS.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Review Of Financials:

Finance Director Hartesvelt introduced Account Clerk Jodi Logan, who started her employment on September 16, 2024, to the Board of Commissioners. Hartesvelt answered Commissioner questions.

Special Reports by Staff, Commissioners, and Affiliated Agencies:

Chairman Wessell stated that the Leelanau County Road Commission has requested that the County participate in a joint resolution to request special state aid for a traffic signal at Gray Road and Cedar Run Road due to construction on M-22 at the M-72 intersection.

Public Comment:

The following individuals spoke in person: Stephen Mikowski and Bill Wiesner.

The written comments can be found at the following link:

<https://www.leelanau.gov/meetingdetails.asp?MAId=2788#handouts>

Commissioner Comment:

- Commissioner O’Rourke thanked Administrator Lewis for getting the staff in place within the Finance Department.
- Commissioner Allgaier gave an example of how wonderful the staff is at BATA (Bay Area Transportation Authority) and how they go above and beyond their normal duties.
- Commissioner Ross mentioned there is a Parks and Recreation survey and the QRL code to participate can be found on the County Website.
- Commissioner Wessell thanked all the staff who helped with getting the Finance Department fully staffed.

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 \$109,491.02. SECONDED BY REXROAT.

Discussion – none.

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

NO – 0

RECOMMANDATION 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 \$5,899,753.11. SECONDED BY REXROAT/ROSS.

Discussion – none.

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

NO – 0

RECOMMENDATION PASSES.

Adjournment:

Chairman Wessell adjourned the meeting at 12:01 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