

**THE BENZIE COUNTY BOARD OF COMMISSIONERS  
COMMITTEE OF THE WHOLE  
April 8, 2008**

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, April 8, 2008, in the Commissioners Room, Government Center, Beulah, Michigan, 49617.

Present were: Commissioners Kelley, Roper, Sandman, Smeltzer and Walterhouse

Absent: Excused: Commissioners Damm and Pitcher

The pledge of allegiance was given with invocation by Commissioner Kelley.

**Approval of the Agenda:** Motion by Walterhouse, seconded by Kelley, to approve the agenda as amended adding: 8.d. Livestock Issue; Union Letter of Agreement; Steve Haugen – department lay off; Sheriff Letter; Parks & Rec; remove item VIII.B. Telephone System. Motion carried. Ayes: Kelley, Roper, Sandman and Walterhouse Nays: None Exc: Damm, Pitcher and Smeltzer

Comm Smeltzer arrives at 9:05 a.m.

**Approval of the Minutes:** Motion by Kelley, seconded by Walterhouse, to approve the minutes of March 14, 2008 Committee of the Whole as presented. Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

**9:07 a.m. PUBLIC INPUT -- None**

**FINANCE:** Claiming reports will be handled during the regular board meetings and ready to pick up on Friday afternoon.

**General Finance Issues:**

Ambulance Update: Craig Johnson says the ambulance is ready to be picked up next week.

Telephone System: Removed from Agenda.

Headlee Update: Chuck gives a power point presentation and informs the board of the options available. Linda says this is information only and will keep you informed as we move along.

Livestock Update: Chuck provides update on a claim filed by Amanda Fortine; the claimant has received compensation from the owner of the dog, Ms. Sauer, and Chuck feels there is no need to pursue. Motion by Kelley, seconded by Walterhouse, to recommend to the Board of Commissioners to send a letter to Ms. Fortine that no further action will be taken due to our belief that payment to her has been made and no further action will be taken. Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

**Sheriff:**

Motorcycles: Requests to purchase current cycles we have for \$15,000 each; Undersheriff Heckman to look into financing with local banks and report back on Tuesday, April 15, 2008.

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Marine Safety Grant Agreement: Grant would be in the amount of \$18,141.00 with 25% local match required (\$2,900.00). Motion by Walterhouse, seconded by Kelley, to recommend to the Board of Commissioners to accept the 2008 Marine Safety Grant Agreement in the amount of \$18,141.00 with local match to be taken from contingency, authorizing the chairman to sign. Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

Cell Phones: Jail Administrator Jeff Conquest presents information regarding cell phones and pagers with an option for Nextel; Chuck Clarke says this is a portion of the bigger picture; will bring a total county package to next month's meeting.

10:00 a.m. Interview for ZBA

Harold "Bud" Middleton is present; he has served on Benzonia Township Zoning Board of Appeals prior to moving to Joyfield Township; Reserve Officer with the Sheriff Dept; Craig Seger supports the appointment. Motion by Walterhouse, seconded by Kelley, to recommend to the Board of Commissioners to appoint Bud Middleton to the vacancy on the Zoning Board of Appeals for a three year term, to expire January 1, 2011. Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

10:15 a.m. Break

10:30 a.m. Reconvene

**Budget Issues:**

206 and 264 Funds: Motion by Walterhouse, seconded by Smeltzer, to recommend to the Board of Commissioners to amend the Sheriff's K-9 Fund (206) and Sheriff's Forfeiture Fund (264) as follows:

REVENUE:

Line Number	Description	Increase/ (Decrease)	New Amount
206-000-691.00	Budgeted Use of Fund Balance	\$ 99.00	\$231.00
	Total	\$ 99.00	\$231.00

EXPENSE:

206-000-967.00	Project Expenses	\$ 99.00	\$231.00
	Total	\$ 99.00	\$231.00

REVENUE:

264-000-691.00	Budgeted Use of Fund Balance	\$ (34.00)	\$4,484.00
	Total	\$ (34.00)	

EXPENSE:

264-000-967.00	Project Expenses	\$ (34.00)	\$4,484.00
	Total	\$ (34.00)	

Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

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214 Fund: Motion by Smeltzer, seconded by Sandman, to recommend to the Board of Commissioners to amend the 2008 budget by increasing the revenues and expenditures as follows:

REVENUES:

214-851-687.00	Refunds/Rebates Insurance	\$12,869.10
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EXPENDITURES:

214-851-828.30	Insurance Claims Paid	\$12,869.10
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Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

**Spending Issues:**

Prior year Parks & Rec Per Diem and Mileage: Motion by Walterhouse, seconded by Smeltzer, to recommend to the Board of Commissioners to pay the per diem and mileage for the Parks & Recreation Commission members for 2007 in the collective amount of \$2,211.96 from line numbers 101-751-721.00 and 101-751-860.00 respectively and transfer that amount from the General Fund's Fund Balance to cover the expense. Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

Parks & Rec Plan: The Parks & Rec Plan needs to be updated and they are seeking people to do so; the cost could run up to \$15,000; without a plan in place the Trust Fund dollars would not be available to us. Motion by Walterhouse, seconded by Kelley, to recommend to the Board of Commissioners to allow the Benzie County Parks and Recreation Commission to spend up to \$15,000 to redo the Benzie County Recreational Management Plan for Benzie County and to work out the details with the County Administrator, with funds to come from either contingency or fund balance. Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

Railroad Point: Tentative special board meeting scheduled Friday, April 11, 2008 at 5:00 p.m. for the Parks & Recreation Commission regarding Railroad Point.

**Reports:**

Treasurer's Report: Linda presents the cash fund balance report; couple of funds are in the red; presents the Tax Collection Report for 2007; will borrow \$1 million for delinquent taxes. Motion by Walterhouse, seconded by Kelley, to recommend to the Board of Commissioners to transfer \$25,000 from General Fund (101) to Child Care Fund (292) as requested by the County Treasurer. Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

Controller's Report: Auditors will be here next week to give the 2007 Audit Report.

**PERSONNEL**

**General Personnel Issues:**

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Deputy Drain Commissioners: Motion by Walterhouse, seconded by Roper, to recommend to the Board of Commissioners to appoint Craig Seger as the Deputy Drain Commissioner for Drain Code and Soil Erosion Enforcement and Bob Crossman as Deputy Drain Commissioner for Water Measurement and Recording, until December 31, 2008, as recommended by Terry Money, Drain Commissioner. Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

AFSCME Letter of Agreement: Motion by Kelley, seconded by Walterhouse, to recommend to the Board of Commissioners to adopt the Letter of Agreement with AFSCME 1804 regarding Assistant to the Zoning Administrator and Appraiser I positions, as presented, authorizing the chairman to sign. Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

Steve Haugen, Building Department: Discussion held regarding possible lay off of employee; don't want to dip into reserves; would like to lay full time secretary position off; will bring inspectors in to do the work they should be doing; this is the time to do it; looking at long-term here. Motion by Roper, seconded by Kelley, to recommend to the Board of Commissioners to allow Steve Haugen to adjust the personnel in the building department as he sees fit for a temporary lay off until financially able to increase staff. Motion carried. Ayes: Kelley, Roper, Smeltzer and Walterhouse Nays: Sandman Ex: Damm and Pitcher

### Committee Assignments:

#### Benzie Transportation Authority:

Motion by Walterhouse, seconded by Kelley, to recommend to the Board of Commissioners to reappoint Linda Davis to the Benzie Transportation Authority for a three-year term, to expire April 30, 2011. Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

Motion by Walterhouse, seconded by Kelley, to recommend to the Board of Commissioners to reappoint Ingemar Johansson to the Benzie Transportation Authority for a three-year term, to expire April 30, 2011. Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse Nays: None Exc: Damm and Pitcher

Chuck Clarke will set up interviews with Jackie McLaughlin and Kelly Thayer for the at-large position, to include Comm Walterhouse, Sandman & Roper, and Tom Stobie. Comm Roper to contact Allen Gruss to see if he is interested in reappointment.

Chuck Clarke will email Mary Weishaar regarding her forthcoming resignation from the Transportation Authority.

EDC: Linda Wilson will contact Dennis Haugen to determine his interest.

EMS: Comm Roper is inquire today of the three expired terms.

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Planning Commission: 3 openings: Comm Smeltzer to inquire of two farmers to seek their interest.

Zoning Board of Appeals: Bud Middleton appointed earlier today.

H.R. Study Committee Report: Comm Damm will be meeting with MSU on April 17.

Other General Topics Requiring Discussion and Potential Board Action:

Letter from Michael Hatty regarding Sheriff Blank: Chuck has faxed letter to Mr. Stoker for his response. Motion by Smeltzer, seconded by Kelley, to recommend to the Board of Commissioners to engage the services of David Stoker to draft a response to the letter dated April 4, 2008 from Attorney Michael Hatty. Motion carried. Ayes: Kelley, Roper, Sandman, Smeltzer and Walterhouse  
Nays: None Exc: Damm and Pitcher

Next Meeting: Tuesday, May 13, 2008 at 9:00 a.m.

12:17 p.m. PUBLIC INPUT -- None

Motion by Smeltzer, seconded by Kelley, to adjourn until May 13, 2008, or the call of the chair.  
Motion carried. Ayes: Damm, Kelley, Pitcher, Roper, Sandman, Smeltzer and Walterhouse Nays:  
None

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Mark E. Roper – Chairman

Dawn Olney -- Benzie County Clerk

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Motion by Roper, seconded by Kelley, that upon recommendation of the Committee of the Whole for Finance Consent Calendar approval:

1. Removed from Consent Calendar.
2. To accept the 2008 Marine Safety Grant Agreement in the amount of \$18,141.00 with local match to be taken from contingency, authorizing the chairman to sign.

3. To amend the Sheriff's K-9 Fund (206) and Sheriff's Forfeiture Fund (264) as follows:

REVENUE:

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EXPENSE:

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EXPENSE:

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4. To amend the 2008 budget by increasing the revenues and expenditures as follows:

REVENUES:

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EXPENDITURES:

214-851-828.30	Insurance Claims Paid	\$12,869.10
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5. To pay the per diem and mileage for the Parks & Recreation Commission members for 2007 in the collective amount of \$2,211.96 from line numbers 101-751-721.00 and 101-751-860.00 respectively and transfer that amount from the General Fund's Fund Balance to cover the expense.
6. Removed from Consent Calendar.
7. To transfer \$25,000 from General Fund (101) to Child Care Fund (292) as requested by the County Treasurer.

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Motion by Pitcher, seconded by Smeltzer, that upon recommendation of the Committee of the Whole for Personnel Consent Calendar approval:

1. To appoint Bud Middleton to the vacancy on the Zoning Board of Appeals for a three year term, to expire January 1, 2011.
2. To appoint Craig Seger as the Deputy Drain Commissioner for Drain Code and Soil Erosion Enforcement and Bob Crossman as Deputy Drain Commissioner for Water Measurement and Recording, until December 31, 2008, as recommended by Terry Money, Drain Commissioner.
3. To adopt the Letter of Agreement with AFSCME 1804 regarding Assistant to the Zoning Administrator and Appraiser I positions, as presented, authorizing the chairman to sign.
4. Removed from Consent Calendar.
5. To reappoint Linda Davis to the Benzie Transportation Authority for a three-year term, to expire April 30, 2011.
6. To reappoint Ingemar Johansson to the Benzie Transportation Authority for a three-year term, to expire April 30, 2011.
7. To engage the services of David Stoker to draft a response to the letter dated April 4, 2008 from Attorney Michael Hatty.