

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FINANCE/BUSINESS MEETING
January 8, 2008**

The regular meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairperson Linda Socha at 9:30 a.m.

Roll called and a quorum present.

PRESENT: Commissioners Socha, Makima, Redmond, Mushlock, Page, and Bolinger

ABSENT: Commissioner Wallace (excused)

Commissioner Bolinger gave the invocation and led the Pledge of Allegiance.

Chairperson Socha moved Item C under New Business, County Treasurer Linda Cronan, to Scheduled Visitors, so that Ms. Cronan could leave to attend a funeral. Administrator Overton requested the removal of the inter-budget transfer request regarding the Probate Court 25% Fund from the Consent Agenda.

Motion by Commissioner Mushlock, seconded by Commissioner Bolinger, to approve the agenda with the above changes. Motion carried with 6 yes, 0 no and 1 absent.

Motion by Commissioner Mushlock, seconded by Commissioner Bolinger, to approve the consent agenda with the removal of the inter-budget transfer request regarding the Probate Court 25% Fund, consisting of the following items:

- A. Approve Minutes of the December 11, 2007 Finance/Business Meeting and the January 2, 2008 Organizational Meeting
- B. Approve Monthly Finance Claims – Finance = \$202,868.83; Prepaids = \$572,568.82
- C. Budget Adjustments – Inter-budget transfers for Payroll Related items in the 2007 budget for Drain Commissioner, Remonumentation, MSUE, Planning/Zoning, Straits Regional Ride, Housing and Human Resources, Sno-Mobile Safety, and Administration; and in the 2008 budget for County Fair and Administration Departments (copy on file in County Clerk's Office). Transfers >\$10,000 for 2008 budget in Remonumentation, Cash/Expenditure Control, and Health Department; and in the 2007 budget for Corrections/Sheriff's and SAYPA (copy of file in County Clerk's Office). Budget adjustments to raise revenues and expenditures for \$60,773.34 for 2007 and \$2,664.70 for 2008 (copy on file in County Clerk's Office). Inter-budget transfer of funds in the amount of \$7,700 from carried forward fund equity to 101-267-970.01 for Sheriff's Department.
- D. Communications:
 1. Isabella County Resolution to Loan Funds to Central Michigan District Health Dept.
 2. Health Board minutes of November 20, 2007
 3. North Country Community Mental Health Board minutes of November 15, 2007
 4. C.C.E. Monthly Financial Report – November 2007; Board of Directors minutes of October 17, 2007 and Director's Report
 5. Cheboygan County Housing Commission minutes of October 31, 2007
 6. Cheboygan County Road Commission minutes of November 21, 2007 and December 6, 2007
 7. Cheboygan City Council minutes of November 27, 2007 and December 11, 2007
 8. Planning Commission minutes of November 7, 2007
 9. ZBA minutes of November 28, 2007

A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

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CITIZENS COMMENTS – Tony Matelski presented a check in the amount of \$5,000 for the Sheriff Department Canine Unit. Chairperson Socha thanked the Matelskis for the generous donation and the continued support of the Canine Unit.

SCHEDULED VISITORS

County Treasurer Linda Cronan presented the annual resolution to borrow against anticipated Delinquent Real Property Taxes and the resolution of Agency. These resolutions appoint the County Treasurer as the agent for this fund and authorize the treasurer to borrow necessary funds to pay any or all delinquent real property taxes that are due and payable to the County, School Districts, Intermediate School District, City, Townships, Special Assessment Districts or any other political unit for which delinquent tax payments are due.

Motion by Commissioner Bolinger, seconded by Commission Redmond, to adopt Resolution 08-003 to Borrow against Anticipated Delinquent 2007 Real Property Taxes. (Copy of entire Resolution on file in County Clerk's Office). A roll call vote was taken. Motion carried 6 yes and 0 no and 1 absent.

Motion by Commissioner Bolinger, seconded by Commissioner Mushlock, to adopt Resolution 08-002 of Agency Pursuant to Section 87c of Act 206. (Copy of the entire Resolution is on file in County Clerk's Office). A roll call vote was taken. Motion carried 6 yes and 0 no and 1 absent.

Treasurer Cronan said that she has been contacted by Lone Star Liquidating Trust, who plans to go out of business, regarding a donation of 26 lots in the Plat of Mont Gabriel Subdivision No. 2 in Nunda Township to the County. She said that other than Spruce Drive, the roads to these lots are maintained by the County and the township assessor has indicated that the lots are buildable. Other lots in the area have sold from \$2,500 to \$6,000. She said if the County accepts the donation the properties could be sold and the money put in the general fund. Civil Counsel Bryan Graham indicated if the board's intent was to sell the properties, the lots would remain assessable. Discussion held. Chairperson Socha appointed Commissioner Redmond and Commissioner Makima to physically inspect the properties. Commissioner Bolinger and Administrator Overton expressed interest in accompanying Commissioners Redmond and Makima on the property inspection.

Treasurer Cronan said that Senate Bill 368, recently signed by the Governor, requires that county treasurers provide a written report to the Board of Commissioners each year that the treasurer is bonded for an amount that meets or exceeds one million dollars. She said she contacted Risk Management and was told the blanket bond does cover her.

FINANCE DIRECTOR'S REPORT – Finance Director Kari Kortz presented the revenue and expenditures report for the General Fund for the month ended November 30, 2007. She reported as of November 30, 2007 total revenue was of \$9,834,253.36 versus \$9,298,547.99 million last year at that time. Ms. Kortz reported expenditures were \$8,773,593.94, or 85.63% of budget, compared to \$8,255,703.55 last year as of the end of November. She said there would not be a report next month, as the December report would be included with the 2007 audit.

COMMITTEE REPORTS

Commissioner Makima recently attended the MDOT meeting and distributed the 2008 MDOT Projects list. He also attended the Health Board meeting and Road Commission meeting. He reported the Road Commission funding is down and replacements will not be made for three drivers. He also reported that Mackinaw Avenue resurfacing now is scheduled for 2010 and may include the addition of a left turn lane.

Commissioner Bolinger said he attended the December Michigan Association of Counties Board of Directors meeting in Lansing. Changes in the number of road commissioners and a proposal to create road commission districts were discussed.

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Commissioner Page attended the December EDC meeting regarding Broadband. He said a seconded meeting has been scheduled for January 16, 2008 to form a northern Michigan cooperative for the development of broadband coverage in this area. He said he plans to attend that meeting as well. Chairperson Socha said she also attended those meeting, and the meeting scheduled for the 16th is sponsored by NEMCOG and that Commissioner Redmond, Administrator Overton, Steve Schnell and Matt Hellens also plan to attend. She said Congressman Bart Stupak sponsored a Broadband Summit several months ago; Cheboygan County was represented at that by seventeen interested persons, more than any other county.

Commissioner Socha attended the Burt and Hebron Township meetings, the ribbon cutting ceremony for the recycling site, a health board meeting and an Office of Emergency Management meeting.

Commissioner Makima reminded everyone of the grand opening of the new Lincoln Avenue Bridge on Sunday, January 13, 2008 at 2 p.m.

OLD BUSINESS

Administrator Overton said the original fee resolution, Resolution 07-034 approved December 11, 2007, has to be revised to include proposed revised fares for Straits Regional Ride and Kennel fees that were omitted. SRR Director Mike Couture explained that costs to run the system continue to increase, especially fuel costs. He said by increasing fares between fifty cents and one dollar, additional revenue of approximately \$15,000 would be realized. Administrator Overton said the 2007 subsidy for SRR from the county was approximately \$89,000. Commissioner Redmond said the SRR Board felt they needed to approve these increases and recommend approval from this board. Discussion held. Mr. Couture said the focus is to continue to bridge the gap and keep costs in check to make a long term viable bus system.

NEW BUSINESS

Motion by Commissioner Redmond, seconded by Commissioner Makima, to approve the revised 2008 Fee Resolution and authorize the Chairperson to sign Resolution 08-001 (Copy on File in County Clerk's Office). Commissioner Page noted the kennel fees regarding hunting dogs are still be studied. A roll call vote was taken. Motion carried with 6 yes, 0 no and 1 absent.

President of the NLEA, Andy Hayes, recognized Brian Braddick, NLEA Board of Directors Chairman who was in attendance. Mr. Hayes presented a PowerPoint presentation on the Northern Lakes Economic Alliance. The presentation was an overview of NLEA's mission, make-up, funding, projects, and statistics. Mr. Hayes noted the NLEA works closely with MSU Extension, Michigan Small Business and Technology Development Center, Michigan Economic Development Corporation, Northwest Michigan Council of Government, as well as NEMCOG, and Char-Em Intermediate School District. Cheboygan County's representatives on the NLEA Board of Directors are Linda Socha, Michael Overton, Scott McNeil, Jim Conboy and Steve Schnell. Scott McNeil thanked the board for joining the NLEA, and said it's been a pleasure to serve on the NLEA Board of Directors. Jim Conboy said the future bodes well for NLEA and Cheboygan County. Commissioner Page asked Mr. Hayes the present status of Sovereign Deed in Emmet County. Mr. Hayes said there's not as much controversy as it may appear; the vast majority still sees that project in a positive light. NLEA has been working to develop the public infrastructure necessary for Sovereign Deed to locate there. Chairperson Socha said the Village of Pellston has been working for many years to put sewer and water in place.

Motion by Commissioner Makima, seconded by Commissioner Bolinger, to approve the Northern Lakes Economic Alliance service agreement and authorize the Chairperson to sign on behalf of Cheboygan County. Motion carried with 6 yes, 0 no and 1 absent.

Recycling Coordinator Dan O'Henley presented bids received to transport recycle containers to Emmet County's Recycling facility; empty container and return the same day were received. The bids were received: J&N - \$300 either location; Arrow Sanitation - \$250 Indian River location, \$275 City of Cheboygan location; and Republic Waste Services - \$208 Indian River location, \$222 City of

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Cheboygan location. Civil Counsel said he drafted an agreement with the hauler, but has not received it back yet. He said the bid should be awarded contingent upon agreement on language. Administrator Overton reviewed the agreement, which is a three year agreement.

Motion by Commissioner Page, seconded by Commissioner Redmond, to approve the three-year Recycle Bin Hauler Agreement with Republic Waste Services for \$208 from the Indian River location and \$222 from the City of Cheboygan location, contingent upon final agreement language approval and authorize the Chairperson to sign. Motion carried with 6 yes, 0 no and 1 absent.

Human Resource Director Tim Garey presented a Donated Leave Policy for Board approval. Mr. Garey said county employees who cannot work because of non-work-related illnesses, injuries or other physical or mental conditions do not receive a paycheck once their leave balances are exhausted. A Donated Leave policy would allow employees to donate a portion of their leave hours to other employees who have a bonafide need. He said the Sheriff's POLC and GELC unions has a similar policy; as does the Cheboygan County Road Commission, and in 2005 County employees were allowed to donate vacation hours to a fellow employee who was incapacitated.

Motion by Commissioner Page, seconded by Commissioner Bolinger, to approve the following Cheboygan County Donated Leave Policy, Policy No. 500-2, contingent upon AFSCME union approval, and authorize the Chairperson and Administrator to sign:

DONATED LEAVE

Employees may voluntarily donate vacation or sick leave to other County employees who are disabled due to a non-compensable illness, impairment, injury, or physical or mental condition.

An employee can donate any amount of vacation leave, as long as the donating employee retains a minimum balance equivalent to two weeks of vacation leave hours. An employee may also donate any amount of sick leave, as long as the donating employee retains a minimum balance equivalent to two weeks of sick leave hours. The minimum unit of donated time is four (4) hours of leave.

An employee may use the equivalent of seventy (70) days of donated leave in a 12-month period. In this case, donated leave means either vacation or sick leave, or a combination of both. The receiving employee:

1. Must use all accrued vacation leave, Comp Time, sick leave, paid personal days, and any other County sources of paid time off prior to receiving the donated hours.
2. Must have over six months of continuous regular service.
3. Cannot be on probationary or temporary status.
4. Must submit a written request to receive donated hours to the Human Resource Director. Accompanying this request must be a written statement from the employee's physician certifying the leave is necessary, the length of time needed to be absent from work, and when the leave shall begin. This medical statement should not disclose detailed information about the medical condition or any long-term prognosis for the condition.

Also accompanying this request must be a written statement from the employee's supervising Elected Official or Department Director indicating their response to the employee's request. Based on the Human Resource Director's recommendation, the County Administrator must approve a request for donated leave before Human Resources and Finance can initiate the program for the employee.

Motion carried with 6 yes, 0 no and 1 absent.

Human Resources Director Gary said additional research into five popular prescription discount card plans was done; three programs work exclusively with retail pharmacies; two programs offer mail-order service in addition to access to retail pharmacies. The following three programs to do provide mail order services: Northern Prescription Discount Plan (available through District Health Department #4 only to individuals without health insurance); FamilyWize Prescription Drug Discount Card (available through Cheboygan County United Way Cards may be used by all County residents, regardless of age, income, or existing health coverage. There is no enrollment form, membership fee, and no restrictions or limits on the frequency of use.); and MichiganRxCard (similar to

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FamilyWize program. Individuals have to apply on-line at MichiganRxCard.com and print their own cards.) Mail order service is available with National Association of Counties (NACo) Prescription Drug Discount Card Program (Cards may be used by all County residents, regardless of age, income, or existing health coverage), or CountyRxCard Program (Similar to NACo program with some minor exceptions. Individuals can print their own cards from www.CountyRxCard.com web site.) He said a comparison of prices between NACo and County Rx Card programs showed NACo offers lower prices for brand name retail and mail order medications. The CountyRxCard program has lower generic retail prices, though NACo generic costs are lower for mail order prescriptions. In addition to documented price savings, feedback from counties currently participating in the NACo program (Alpena, Branch, Montmorency, and Oakland) says the program is easy to administer and the public really likes it. Mr. Garey noted that the NACo program requires a 28-month contract between the County, NACo, and CVS Caremark, which has been submitted to Civil Counsel for review. Commissioner Page said literature should be provided to all pharmacies throughout country regarding this service.

Motion by Commissioner Page, seconded by Commissioner Redmond, to approve and authorize the Chair to sign the NACo Prescription Drug Discount Card Program contract, subject to satisfactory review by Civil Counsel. Motion carried with 6 yes, 0 no and 1 absent.

IS Director Matt Hellens advised that the Copy Maintenance contract with Williams Office Equipment has expired. The bid package, as required by the County's purchasing policy, will be released in early spring, but continued maintenance coverage for each of the copy machines within the organization is important. He said Williams has proposed an amendment to the previous maintenance agreement which would extend the agreement on a month-to-month basis, covering the county's immediate need and providing the flexibility to finalize a bid package for a longer term agreement. Administrator Overton stated that prior to 2007, there were multi-agreements throughout the departments, as a costs savings measure, they were consolidated into one agreement last year. Civil Counsel reviewed the proposed agreement as to form and function.

Motion by Commissioner Makima, seconded by Commissioner Redmond, to approve the Amendment to the Copy Maintenance Agreement with Williams Office Equipment and authorize the Chair to sign. Motion carried with 6 yes, 0 no and 1 absent.

CITIZENS COMMENTS – Wayne Duffiney, the owner of ABC Recycling, addressed the Board. Mr. Duffiney said he recently started the recycling center and has plans to hire more people in the future. He suggested placing his bins and trailers on the county's recycling site, which would save the County money. Administrator Overton stated that Mr. Duffiney's offer sounds feasible, but a business plan from Mr. Duffiney would be required. Chairperson Socha requested Mr. Duffiney meet with Administrator Overton on this matter.

BOARD MEMBER COMMENTS – Commissioner Makima said the Health Department budget is about \$217,000 less than last year.

Commissioner Page said it would be great to get publicity on the approved Prescription Drug Card Program. Chairperson Socha said the Caremark contract provides help in getting the information out. Administrator Overton stated he has been thinking that perhaps a countywide newsletter could be included with some mailings that are already going out. Discussion held, Administrator Overton said he would explore the possibility of a newsletter and report back to the board.

Commissioner Makima commented on photo id's required for county employees, but government wants to give drivers licenses to illegal aliens. Commissioner Page said these requirements have been around for a while, but only recently has been enforced.

Motion by Commissioner Redmond, seconded by Commissioner Mushlock, to adjourn. Meeting adjourned at 11:40 a.m.

Mary Ellen Tryban
Cheboygan County Clerk/Register

Linda Socha
Chairperson