



Wexford County

BOARD OF COMMISSIONERS

Gary Taylor, Chair

NOTICE OF MEETING

The Wexford County Board of Commissioners will hold a regular meeting on Wednesday, August 3, 2022, beginning at 4:00 p.m. in the Commissioners Room, third floor of the Historic Courthouse, located at 437 E. Division St., Cadillac, Michigan.

PUBLIC PARTICIPATION

The meeting can be attended in person or by any one of the following three ways:

- **By Telephone:** Dial toll free 1-646-876-9923, enter Webinar ID 749 610 4141#
- **By Computer:** At the Zoom website (zoom.us) click on “Join a Meeting” using ID 749 610 4141
- **By Smartphone:** Install the Zoom application prior to the call. Launch the Zoom app at the time of the call and join using Meeting ID 749 610 4141

TENTATIVE AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLIEGIANCE
- D. ADDITIONS/DELETIONS TO THE AGENDA
- E. APPROVAL OF THE AGENDA
- F. EMPLOYEE RECOGNITION
- G. PRESENTATION AND REPORTS
- H. PUBLIC COMMENTS
The Board welcomes all public input.
- I. CONSENT AGENDA
The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission may ask that any item on the consent agenda be removed therefrom and placed elsewhere for full discussion. Such requests will be automatically respected. If any item is not removed from the consent agenda, the action noted on the agenda is approved by motion of the Commission to adopt the consent agenda.
 - 1. Approval of the July 20, 2022 Regular Meeting Minutes..... 1
 - 2. Approval of WMCCCAB Resignation and Appointment 8
 - 3. Approval of Road Commission Committee Appointment..... 9
- J. AGENDA ITEMS
 - 1. Networks Northwest 2023 Budget Request (*Finance 07/26/2022*) 10
 - 2. Website Domain Transfer (*Finance 07/26/2022*) 12
- K. ADMINISTRATOR’S REPORT
- L. CORRESPONDENCE
- M. PUBLIC COMMENT
- N. LIAISON REPORT
- O. BOARD COMMENTS
- P. CHAIR COMMENTS
- Q. ADJOURN

WEXFORD COUNTY BOARD OF COMMISSIONERS
Regular Meeting * Wednesday, July 20, 2022

Meeting called to order at 4:00 p.m by Chairman Taylor.

Roll Call: Present- Commissioners Joe Hurlburt, Mike Musta, Ben Townsend, Michael Bush, Julie Theobald, Jason Baughan, Brian Potter and Gary Taylor.

Absent- *None*.

Pledge of Allegiance.

Additions/Deletions to the Agenda-

- ADDED J1-Commissioner Vacancy**
- ADDED J2-Board Vice Chair Election**
- ADDED J3-Committee and Liaison Vacancies**

Approval of the Agenda

MOTION by Comm Theobald, seconded by Comm Bush to approve the agenda, as amended.

All in Favor.

Employee Recognition- *None*.

Presentation and Reports-*None*.

Public Comment- *None*.

Consent Agenda

1. Approval of the July 6, 2022 Regular Meeting Minutes
MOTION by Comm Theobald, seconded by Comm Musta to approve the Consent Agenda.

All in favor.

Agenda Items

1. Board of Commissioners Vacancy
MOTION by Comm Townsend, seconded by Comm Hurlburt to appoint Ms. Kathy Adams to fill the vacant District 4 office on the Board of Commissioners for the remainder of Commissioner Bengelink's unexpired term.

Roll Call: Motion approved 8-0.

Ms. Adams was sworn in by the Clerk and joined the full Board.

2. Election of Board Vice Chairperson

The floor was opened for nominations. Commissioner Bush was nominated by Commissioner Potter, seconded by Commissioner Theobald and accepted. Commissioner Townsend was nominated and graciously declined.

Roll Call: Motion passed 9-0.

3. Committee and Liaisons Vacancies

The Chair's designation of Commissioner Kathy Adams as a committee member to the Human Resources / Public Safety Committee.

The Chair's designation of Commissioner Julie Theobald as a committee member to the Finance and Appropriations Committee.

The Chair's designation of Commissioner Brian Potter as the Chair of the Human Resources/Public Safety Committee.

The Chair's designation of Commissioner Kathy Adams to serve as a liaison on the Lake Mitchell Improvement Board.

The Chair's designation of Commissioner Kathy Adams to serve as a liaison on the 9-1-1 Advisory Committee.

The Chair's designation of _____ to serve as a liaison on the Emergency Preparedness Local Planning Team.

4. Resolution 22-19 Amending Cedar Creek Connection & Services Fees

MOTION by Comm Bush, seconded by Comm Theobald to approve Resolution 22-19, Amending the Cedar Creek Connection fee to \$3,000.00, the Service Fee to \$25 per foot, and the Cedar Creek Water Supply Connection Permit Application as it is presented, beginning August 1, 2022, and to continue the 3% cost of living yearly increase.

Roll Call: Motion passed 9-0.

5. Cedar Creek Customer Water Leak Bill Reduction

MOTION by Comm Theobald, seconded by Comm Musta to reduce the presented Cedar Creek Customer bill by \$200 due to the water leak not being the fault of the consumer.

Roll Call: Motion passed 9-0.

6. MERS Agreements

MOTION by Comm Musta, seconded by Comm Bush to approve Resolution 22-14, Letter of Agreement, and the MERS Addendum Agreements as they are presented, and authorize the Chair to sign on behalf of the County.

Roll Call: Motion passed 9-0.

7. Resolution 22-18 Approving FY 2023-2025 Plan for AAANWM
MOTION by Comm Theobald, seconded by Comm Bush to approve Resolution 22-18 Approving the Area Agency on Aging of Northwest Michigan Multi-Year plan for Fiscal Year 2023 through 2025 as it is presented and authorize the Chair to sign on behalf of the County.

Roll Call: Motion passed 9-0.

8. U.S. District Court Substance Abuse Testing Services
MOTION by Comm Musta, seconded by Comm Theobald to approve the annual renewal of the U.S. District Court drug and alcohol testing contract and authorize the Chair to sign on behalf of the County.

Roll Call: Motion passed 9-0.

9. Child Care Fund Budget for Fiscal Year 2023
MOTION by Comm Theobald, seconded by Bush to approve the Child Care Fund Budget for Fiscal Year 2023 in the amount of \$651,999.56 and authorize the Chair to sign on behalf of the County.

Commissioner Potter commented that he still does not like this.

Roll Call: Motion passed 9-0.

10. Central Dispatch Parking Lot
MOTION by Comm Musta, seconded by Comm Bush to approve the proposed quote from American Asphalt Paving Inc. in the amount of \$9,695.00 to expand the parking lot at Central Dispatch.

Roll Call: Motion passed 8-0 with Comm Hurlburt abstaining from the vote.

11. District Health Department #10 Roof
MOTION by Comm Theobald, seconded by Comm Potter to approve the quote from Bigelow Exteriors for the replacement of the District Health Department #10 roof in the amount of \$40,620.00 with payment to be compensated from the ARPA fund.

Comm Musta commented that the next several items all came out of the ARPA Committee.

Roll Call: Motion passed unanimously.

12. District Health Department #10 & Courthouse Sidewalk

MOTION by Comm Potter, seconded by Comm Bush to approve the quote from Schepers Concrete Construction LLC., in the amount of \$38,697.00 for repairs and replacement of sidewalks at the District Health Department #10 and the Courthouse, with payment to be compensated from the ARPA fund.

Comm Theobald asked if this would cover the approach for handicap accessible. It was explained that this should replace any portions that are cracked.

Roll Call: Motion passed unanimously.

13. Courthouse Conveyor Belt Scanner

MOTION by Comm Musta, seconded by Comm Bush to approve the quote from Protective Technologies International in the amount of \$26,725.00 for a conveyor belt scanner at the Courthouse, with payment to be compensated from the ARPA fund.

Roll Call: Motion passed 9-0.

14. Courthouse Conveyor Belt Scanner

MOTION by Comm Theobald, seconded by Comm Bush to approve the quote from Zorpro, LLC in the amount of \$9,821.00 for a new metal detector at the Courthouse, with payment to be compensated from the APRPA fund.

Roll Call: Motion passed unanimously.

15. Jail Water Softener

MOTION by Comm Baughan, seconded by Comm Theobald to approve the quote from Durant Plumbing and Heating Inc., in the amount of \$29,500.00 for a water softener at the Jail, with payment to be compensated from the APRA fund.

Roll Call: Motion passed 9-0.

16. Clerk's Office Records Scanning

MOTION by Comm Musta, seconded by Comm Bush to approve granting the Clerk's office \$20,000.00 from the ARPA fund to be used towards record conversion scanning, in addition to the \$10,000.00 currently budgeted for the scanning and to approve the quote from Graphic Sciences to not exceed \$30,000.00.

Roll Call: Motion passed 9-0.

17. Catholic Human Services Liquor Tax Application

MOTION by Comm Thoebald, seconded by Comm Bush to approve of Judge Elmore submitting the presented Northern Michigan Regional Entity - Catholic Human Services Liquor Tax Application for a requested amount of \$82,996.00, to be used as funding for the Wexford Missaukee Substance Use Disorder Program.

Judge Elmore reminded the Board that the Wexford fee is 75%, and the Missaukee portion is 25%. He also noted this is about \$15,000 less than requested last year.

Roll Call: Motion passed unanimously.

18. Budget Amendment(s)

MOTION by Comm Theobald, seconded by Comm Bush to approve the budget amendments dated July 20, 2022 and authorize the Chair to sign.

Roll Call: Motion passed 9-0.

2022-07-20

Wexford County Board of Commissioners				
Amendments to the 2022 Budget				
Adj #	Acct	Acct Description	Revenue	Expense
2022-07-01	225-000-699.00	Appropriated Fund Balance		(\$6,078.00)
	225-000-962.06	G. Phelps Pet	\$6,078.00	
Adj #	Acct	Acct Description	Revenue	Expense
2022-07-02	573-000-390.00	Fund Balance		(\$39,330.00)
	573-000-800.00	Contracted Services	\$39,330.00	
Cedar Creek Well No. 1 cleaning and pump overhaul. Approved by BOC 03/16/2022.				

Administrator's Report-

Joe Porterfield noted that this week has been a tough one. It will be hard to fill Mike's shoes, but he thanked Kathy for doing it.

He received the hard copies of the audit in the mail that day. He noted that Steve will be presenting to the Board on August 17th.

He also noted that Flora, Adam, and he met with a juror who had some complaints about our building being ADA compliant. They came up with some great ideas and Adam will begin to get quotes for improvements.

Mr. Porterfield also is preparing to start the budget process and will be assisted by Corinna to open it up for Department Heads.

Correspondence-

1. Northern Lakes Community Mental Health Public Hearing Notice
2. Pescador 2022 Budget for the Remedial Action Plan-Wexford County Landfill

Public Comments- *None.*

Liaison Reports-

Comm Hurlburt wanted to note that Kelly Whitehead will be retiring from MMR. He is the last EMT from the old North Flight.

Comm Townsend attended a library meeting in Manton. The Manton Library is getting very close to beginning their project. The next meeting will be in Mesick.

Comm Taylor attended a Council on Aging meeting where they have a new director.

Board Comments-

Comm Theobald read an anonymous quote in honor of Commissioner Bengelink.

Comm Baughan read an anonymous quote in honor of Commissioner Bengelink also.

Comm Potter had a quote to read but couldn't bring himself to. He noted that Commissioner Bengelink was a hell of a guy.

Comm Hurlburt welcomed Kathy to the Board and also congratulated Mike Bush on being appointed Vice Chair. He noted that he was still in shock after receiving the news on Friday about Commissioner Bengelink. Mike always read quotes for him, so he read a quote titled "7 Rules of Life."

Comm Musta commented that he knew coming into the courthouse today would feel different. He didn't hear Mike's voice as he walked through the halls. He noted that he missed hearing Commissioner Bengelink say the Pledge of Allegiance. For the first time, he was able to hear himself say it. He tried to find a quote for the day, but he couldn't pick the right one. He wanted to remind the other members that Commissioner Bengelink always reminded them to represent their constituents.

Comm Townsend commented that he too was also devastated by the news. Commissioner Bengelink was a mentor to him. He felt he knew everyone because Mike knew everyone, and he knew Mike. He read a quote from John Wayne in honor of Commissioner Bengelink.

Comm Adams stated she was grateful for the people who think she is capable of fulfilling this role. She knows she has huge shoes to fill, and she will do her best.

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Comm Bush read an emotional statement he had prepared. He also commented that he would like to see a plaque displayed in the Commissioner Room with those who have passed away.

Chairman's Comments-

Comm Taylor welcomed Kathy to the Board. He noted that he and Commissioner Bengelink were great friends, and he will be missed but never forgotten.

Adjourn

MOTION by Comm Hurlburt, seconded by Comm Potter to adjourn at 4:27 p.m.

All in favor.

Gary Taylor, Chairperson

Alaina Nyman, County Clerk

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: Human Resources / Public Safety Committee
FOR MEETING DATE: August 3, 2022
SUBJECT: Wexford Missaukee Community Corrections Advisory Board
Resignation/Appointment

SUMMARY OF ITEM TO BE PRESENTED:

Cassandra Bugai has submitted her resignation from the Wexford Missaukee Community Corrections Advisory Board.

Amy Cox has submitted an application to be appointed as a member of the Wexford Missaukee Community Corrections Advisory Board, to fill a current vacancy as Mental Health, Public Health, Substance Abuse, Employment and Training, or Community Alternative Program Representative.

RECOMMENDATION:

The Human Resources / Public Safety Committee recommends the full board accept Cassandra Bugai's resignation and appoint Amy Cox to the Wexford Missaukee Community Corrections Advisory Board to fill the vacancy with term expiring December 31, 2023.

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: Human Resources / Public Safety Committee
FOR MEETING DATE: August 3, 2022
SUBJECT: Road Commission Committee Appointment Application

SUMMARY OF ITEM TO BE PRESENTED:

Robert Hilty has submitted an application to be appointed as a member of the Road Commission, to fill a current vacancy.

RECOMMENDATION:

The Human Resources / Public Safety Committee recommends the full board appoint Rob Hilty to the Road Commissioner to fill the current vacancy with term expiring December 31, 2026.

J.1.

June 28, 2022

County Administrator
437 E Division Street
Cadillac, MI 49601

RE: 2023 BUDGET REQUEST

Networks Northwest requests a year 2023 appropriation from Wexford County of \$4,695.00 which is the same appropriation requested for the years 2000 through 2022. This is for part of the required local match for the federal Economic Development Administration grant, which is what makes your county's communities eligible for federal infrastructure funds. It also helps provide the required match for other federal and state-funded programs. The return on this \$55,000 total investment by our ten counties is at least 20:1 in any given year.

The enclosed table shows how the requested amount was determined.

If you have any questions, my direct line is 231-929-5020.

Sincerely,



Darla Rowland
CFO

enclosure

cc: Ben Townsend

Northwest Michigan Council of Governments
dba Networks Northwest
Appropriation Request Calculation
 (adopted by the COG Board 7/29/99)

County	Real Property Taxable Value 1998 Tax Year	% of Total	1998 Population	% of Total Population	Combine Percent	Average Percent	Total Appropriation Request for 2000 thru 2023
Antrim	\$923,211,949	10.31%	21,522	8.14%	18.45%	9.22%	\$5,073.00
Benzie	520,672,963	5.82%	14,678	5.55%	11.36%	5.68%	3,125.00
Charlevoix	1,022,289,910	11.42%	24,436	9.24%	20.65%	10.33%	5,680.00
Emmet	1,371,664,991	15.32%	28,677	10.84%	26.16%	13.08%	7,194.00
Grand Traverse	2,117,448,190	23.65%	74,134	28.02%	51.67%	25.84%	14,210.00
Kalkaska	455,146,730	5.08%	15,568	5.88%	10.97%	5.48%	3,016.00
Leelanau	1,127,784,545	12.60%	19,142	7.24%	19.83%	9.92%	5,454.00
Manistee	569,575,878	6.36%	23,330	8.82%	15.18%	7.59%	4,174.00
Missaukee	304,492,656	3.40%	13,892	5.25%	8.65%	4.33%	2,379.00
Wexford	<u>541,038,033</u>	<u>6.04%</u>	<u>29,185</u>	<u>11.03%</u>	<u>17.07%</u>	<u>8.54%</u>	<u>4,695.00</u>
Total	<u>\$8,953,325,845</u>	<u>100.00%</u>	<u>264,564</u>	<u>100.00%</u>	<u>200.00%</u>	<u>100.00%</u>	<u>\$55,000.00</u>

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: Finance & Appropriations Committee
FOR MEETING DATE: August 3, 2022
SUBJECT: Website Domain Transfer

SUMMARY OF ITEM TO BE PRESENTED:

The current website domain of wexfordcounty.org is owned by Wild West Domains, which is a subsidiary of GoDaddy.com. The Administration office is asking that the County's website developer Shumaker Technology Group, obtain ownership of the domain to make maintenance of the domain smoother and increase security of the domain.

Shumaker Technology Group is a subsidiary ITRight/VC3 and took over the website development accounts when VC3 took ownership of ITRight.

Kyle Shumaker, President of Shumaker Technology has proposed the following:

\$50 – One time charge for transferred and get DNS records built to Shumaker Technology site.

\$25/year – Annual dues for maintenance of the domain.

RECOMMENDATION:

The Finance and Appropriations Committee recommends the full board approve Shumaker Technology Group take ownership and maintenance of the wexfordcounty.org domain.