

May 14, 2019

APPROVED on 5/28/19

Proceedings of a Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held in Courtroom B, Courthouse, Menominee, Michigan.

Chairman Piche called the meeting to order at 6:00 P.M. followed by the Pledge of Allegiance and a moment of silence.

A call of the roll indicated that the following Commissioners were present/absent:

Present: Commissioners: William Cech, Steven Gromala, Jan Hafeman, Larry Johnson Jr., Bernie Lang, Larry Phelps, Gerald Piche, David Prestin, and Larry Schei.

Absent: None.

Moved by Com. Cech, seconded by Com. Hafeman to amend the agenda by adding New Business Miscellaneous Items (f. Airport culvert discussion). Motion was approved 9-0.

Moved by Com. Cech, seconded by Com. Hafeman to approve the agenda as amended. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Johnson Jr. to approve the minutes from the April 23, 2019 Regular County Board Meeting. Motion was approved 9-0.

Public Comment: None.

Presentations: None.

Department Head/Elected Officials Reports:

- Jason Carviou, County Administrator – Gave Administrator’s Report with updates and announcements.

Action Items:

Moved by Com. Lang, seconded by Com. Hafeman to approve a recommendation from the Executive Committee to amend the County Bylaws (Charter of Standing Committees) to create an Economic Development Committee as presented. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Gromala to approve a recommendation from the Executive Committee to amend the County Bylaws (Charter of Standing Committees) to add two (2) additional members to the Airport Advisory Committee as presented. Motion failed on a roll call vote 5-4. (Amendments to the County Bylaws require a 2/3 majority vote to approve.)

Moved by Com. Gromala, seconded by Com. Phelps to approve a Menominee Regional Airport Private Tenant Land Lease with the Civil Air Patrol (hangar #27) as executed on Jan 1, 2019. Motion was approved by a roll call vote 9-0.

Moved by Com. Cech, seconded by Com. Lang to approve MDOT Contract No. 2019-0400 “Rehabilitate Runway – Airfield Paint Marking Project”. The County share of the costs (\$3,250) will be paid from the ACIP account, #216-585-970.00. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve Resolution 2019-11 ~ Menominee Regional Airport Official Signatory for the Rehabilitate Runway – Airfield Paint Marking Project – Contract 2019-0400, from the MDOT. Motion was approved by roll call vote 9-0. (Attachment A)

Moved by Com. Cech, seconded by Com. Phelps to approve a Commercial Operating Agreement with M & M Aviation LLC to provide Airframe and Power Plant Repair/Maintenance and Flight Instruction/Training at the Menominee Regional Airport and to rent space in the Community Hangar for said commercial operation. Motion was approved by roll call vote 9-0.

Moved by Com. Hafeman, seconded by Com. Gromala to approve Phase 2 of the Telecommunications System Consultation proposal from Abilita. Cost of Phase 2 in the amount of \$3,000 (+ travel and incidental expenses, if any) will be paid from account #101-103-970.19. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Gromala to approve miscellaneous bills paid on April 10 & 17, 2019 in the combined amount of \$103,390.90. Motion was approved 9-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion was approved 9-0.

New Business (discussion only)

Personnel Items:

- a. Personnel Manual Amendments.
 - a. Family and Medical Leave Act (section 20). – Administrator Carviou explained that this is something that the County needs to add to the Personnel Manual to be complaint with Labor Law. The consensus of the board is to move this item forward for a vote at the next meeting.
 - b. Employee Parking (section 23; (R)). – Administrator Carviou explained how he would like to change the parking at the courthouse to better accommodate the public and require the county employees to not park in the first row of parking lot facing the courthouse. The consensus of the board is to move this item forward for a vote at the next meeting.

Building and Grounds/Parks Items:

- a. Parks request an additional seasonal worker – Administrator Carviou explained that the County Board approved the current budget with 5 seasonal workers at the parks (plus Karen and Jim Q). Jim and Karen are requesting one more seasonal worker to be added for the 2019 camping season. The consensus of the board is to move this item forward for a vote at the next meeting.

Miscellaneous Items:

- a. Resolution 2019-12 ~ Land Division & Combination Procedures. – The Equalization Director, Kandace Curran, had a meeting with all township assessors on May 1st. The original cost for her office to do these procedures was set at \$30. The assessors did some research and felt that a \$250 fee was more appropriate. Administrator Carviou stated that we could be looking at an additional \$65,000 in revenues. If the County Board approves this resolution, Kandace will provide every township/city board with a resolution that they will need to approve. The consensus of the board is to move this item forward for a vote at the next meeting.
- b. 2019 Tax Rate Request, L-4029 – Equalization Director Kandace Curran explained that each year the County Board has to authorize the L-4029 showing the tax rates for levy on the Tax Roll. The consensus of the board is to move this item forward for a vote at the next meeting.
- c. MERS 457 Plan – Administrator Carviou explained that the county currently offers two 457 plans. This can be offered at no cost to the county. Jason explained the benefits of adding this. Jason recommends that the board approves this. The consensus of the board is to move this item forward for a vote at the next meeting.
- d. Microsoft Windows 10 Operating System. – Administrator Carviou explained that Microsoft will no longer offer security updates or technical support for computers running Windows 7. UES informed us that the free upgrade from Microsoft will end at the end July. Jason explained that we budgeted \$40,000 for this upgrade this year. Jason would like the board to know that he will be moving forward with upgrading the additional 18 computers to Windows 10 before the free upgrade is no longer available. This will have an additional labor cost from UES of approximately 3 hours per computer at \$70/hour.
- e. Courthouse/Jail Camera System. – Administrator Carviou explained that we are still experiencing issues with our camera system. Jason explained what the county's different options are. The consensus of the board is to have Jason continue pursuing the options to fix this problem.
- f. Airport culvert – Administrator Carviou discussed a sink hole that is forming out at the airport on a heavily traveled portion of the south end hangar aprons. M&M trucking looked at this and the cost to repair would be less than \$5,000. There currently is not money budgeted for this in the Airport's budget but this is an item that should be taken care of immediately. The board would like to move this item forward tonight.

Moved by Com. Hafeman, seconded by Com. Prestin to move this item forward as an action item at this meeting. Motion was approved by a roll call vote 9-0.

Moved by Com. Prestin, seconded by Com. Hafeman to allow Administrator Carviou to exceed the budgeted amount of the airfield maintenance/repair line item (216-585-981.01) in the Airport's budget to repair the culvert. Motion was approved by a roll call vote 9-0.

Finance Items:

- a. Commissioner Per Diems and Expenses. – The consensus of the board is to move this item forward to the next meeting for approval.
- b. Miscellaneous bills paid on April 23, May 2 & 3, 2019 in the combined amount of \$133,564.10. The consensus is to move this item forward for approval at the next meeting.

Misc. Boards/Committees/Commissions Reports:

- The consensus is to move this item forward for approval at the next meeting.

Public Comment:

- Nancy Douglas – Commented that she would like to thank the board for approving the Economic Development Committee.
- Kandace Curran, Equalization Director – Commented that her office is heading out tomorrow to start working on field studies. They usually go out every Wednesday. She also invited all commissioners to ride along if they would like.

Commissioner Comment:

- Com. Lang – Commented on the letter that was received from Gift of Life Michigan.
- Com. Gromala – Commented on the Northcare Substance Abuse Board grant issued to Bark River Harris Schools.
- Com. Piche – Commented that this week is Police Officers Appreciation Week.

Moved by Com. Cech, seconded by Com. Lang to adjourn at 7:58 p.m. Motion was approved 9-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk