

# COMMITTEE OF THE WHOLE

Tuesday ~ June 8, 2010  
Harris Township Hall  
Wilson, MI

## **APPROVED 7.13.2010**

The meeting was called to order at 6:00 p.m. (CST) by Chairman, Gary Eichhorn

The Pledge of Allegiance was recited.

Com. Eichhorn welcomes everyone to Harris Township Hall and thanks them for coming.

Roll call was taken with the following in attendance:

Present: Commissioners Furlong, Anderson, Lang, Eichhorn & Meintz

Excused:

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**Public Comment:** No public comment

**Department Head Reports/Comments:** Mike Erdman, Extension Director – Update on the Redesign of the MSU Extension. On July 1, 2010 all county extension director positions will go away. They will be called educators and will continue with educational programming. The administrative functions will leave them. The University is coming up with four institute directors and those directors are of major areas of research that we use; Youth, 4-H, Agriculture, industries, and health and welfare. Those directors will be directing the organization in a Matrix form. Also, the state is being divided into 13 districts. The U.P. used to be one region. Now we're divided into two districts. Menominee County, Marquette County and West will be district one. Alger County, Delta County and East will be District 2. One individual will be doing all of the things the extension directors did, for the whole district. I will be doing it for District One. You will be dealing with the memorandum of agreement issue; they're trying to standardize it for the whole state. There's a meeting on the 21<sup>st</sup> for district 2 and also a meeting on the 22<sup>nd</sup> in Crystal Falls. Erdman urges the commissioners to attend this meeting. What will happen from all of this, we should see increased educational programming throughout the state. We'll be using some newer technology to try to advance the educational programming. Diane Lesperance: An Annual Report of PA-123 Foreclosure Fund was given to the commissioners at the meeting. Ms. Lesperance explained to the board that this report is for two years prior, for properties that were sold for tax foreclosure from 2008. The fund Balance from that year was \$256,672.31. There are some liabilities that are paid to the ROD and to the fund equity. The state recommends that we keep a certain amount of money in there in case of a lawsuit, which I noted as \$60,000. After liabilities the Fund Equity balance is \$169,425.31. Lang: What does that mean, can we spend the money? Diane: In the past you couldn't, it was actually up to the treasurer where to spend the money. It was usually only used for items needed in the treasurer's office. Now the law has changed; the county can come in and use it. The auditor is checking into it. Since it's such a new law, he needs to gain more information for me. Furlong: This is the money that people pay for the penalty of delinquent taxes? Diane: NO, this is the money from the **sale** of houses from people who didn't pay their taxes. Meintz: But this is still money that we were shorted originally that we had to budget around because taxes weren't being paid; It's just coming back to us at a later date. Diane: Yes, but we've paid all of the entities out of our DTRF, so now it's ours to keep. Anderson: Years after this, up to the current year, do we know how much money is in there. Diane: I don't have the exact number. It's around \$260,000, minus the \$60,000 for lawsuits. Anderson: So we have approx. \$250,000 plus \$169,000? Diane: No, not plus the \$169,000. That's the running total, approx. \$200,000. Lang: Is this \$160,000 windfall for the county. Can we use this in the budget process? Diane: You can, but they don't recommend you do that. I

wouldn't take it all in one year and blow it. You won't have any reserve to fall back on in case of an emergency. Anderson: So the \$169,000 could be used, if the county board chooses to do so, they could spend it, we could use it in the budget I think for specific items. Furlong: It's like the sheriff dept. with the prisoner board fund. The sheriff was able to use this money at his discretion. It should go back into the general fund so the county can use it. Lang: Can we take a specific amount of this fund and move it into the general fund? Diane: To the best of my knowledge, yes. Meintz: I can't agree with moving that money to the general fund? It should be used when we are short handed. Diane: This year we have thirteen parcels that we are going to sell, so we'll have more money going in there, but again, you don't want to use all of this at once. Anderson: We have \$369,000 in there, but we have to go back every two years. Diane: NO we only have about \$200,000 of accumulative funds in there. Diane: last year after March. 1<sup>st</sup>, we sold 42 dog licenses this year we sold 311. It made a difference with the treasurer's office going out to sell the licenses. We sold \$1867 in 08/09 and this year we sold \$4567 so far.

**Approval of the Agenda:** Anderson moved to approve the agenda. Meintz supported. Motion carried 5/0.

**Approval of the Previous Meeting Minutes:** Com. Furlong moved to approve the previous minutes (May 11, 2010), support by Com. Lang. Motion carried 5/0.

**Presentations:** Nancy Douglas – Menominee Business development Corporation – History: Back in the late 80's, there was a partnership formed with the county of Menominee, the city of Menominee and the Menominee chamber of commerce. Each entity helped to fund the economic development activities for the city and county of Menominee. In about 2002, the chambers decided to merge and become the Marinette/Menominee Chamber of Commerce. That's when they dropped their economic development efforts. In about 2005, the City and County agreed to form the Menominee Business development corporation. It's funded currently by the City, the County and some private sector funding. In 2006/07, the City and county each put in \$20,000 and about \$15,000 from the private sector. There were some staffing issues and not much was done in 2008/09. The corporation did not bill the city or county for this time. In June, 2009 I was hired as the staff person. Last year the city put in \$20,000 and the County put in \$10,000 which was budgeted. That's where we stand. I work closely with the state and federal offices. Private sector businesses looking to close or move to a new area, we find other alternatives to try to keep them in the County. (Lloyd Flanders, New View, Enstrom, Marinette Marine) We have a program now for defense contracting in the state. To help subcontractors understand working with Marinette Marine in governmental contracting. Currently Marinette Marine's workforce is about 48% of MI people. Lockheed Martin did an economic dev. study which predicted 17% of the people of Menominee County will be in some way connected to Marinette Marine. (If they get the LCS contract) M-35 Heritage Route between Men. and Escanaba – The corporation has been working with CUPPAD to develop video of the route. We currently are having discussions with a company who wishes to remain undisclosed at this time. This is a \$120 million dollar project, located in the City of Menominee. Hopefully the company will announce the project in early fall. Eichhorn: Is there anything happening North of the City? Nancy: I don't look at it as North or South County, to me it's Menominee County as a whole. Meintz: The 17% county wide involvement, would be if they do get the LCS contract? Which will increase production by 100%, 10% or what, if they receive this contract? Nancy: They currently have about 900 employees; they're talking about 1200 more. It looks like the workforce will double for Marinette Marine, if the LCS contract goes through.

**Agenda Items:**

**1. Personnel Items:**

- a. Administrator six month performance review: Did everyone receive the evaluation form? We're asking to have this completed by the 16<sup>th</sup> for Sherry to compile everything. Then we'll have a closed session at the next County board meeting to

review it. Consensus is to move forward to the CB.

- b. Advertise for a part time temporary (summer hire) Office Assistant position in the Administrative office, 20 hours per week with the pay rate of \$8.00 per hour: What we're looking for is, we have some minutes that didn't get done from last year. We're looking for someone to get us caught up on these and get them on the web. Eichhorn: How strict are your requirements for the program? If the duties aren't too excessive, maybe we can get a summer youth/person to help out. Meintz: how many minutes are we behind on? Bousley: Sherry just finished the September ones from last year. Smith: It was during the budget process when we fell behind. Everything is caught up with the exception of some minutes from Sept. 11, 2009 to the end of the budget process. Furlong: Now we're in the budget process again, so the potential of falling behind again is possible. Bousley: yes. Anderson: One of the concerns I have is having somebody there, If Sherry goes on vacation, there's no one there at the office. Bousley: Yes, that would be a good thing, if Sherry's on vacation; we'll have someone there to answer phones and things as I'm running around the county. Maybe we can use MIWorks to help us with testing, we someone who can listen and type what's heard. Eichhorn: I know you want to get on the fast track, we don't wanna drag it. Consensus is to move forward.

**2. Building and Grounds/ Parks Items:**

- a. Bids for the upgrade of the Jail telecommunications system: Bousley: We talked about this before. I've called twin city electric. They'll put some specs together so we can go out for bids for the telecommunications system. Furlong: The sheriff already has the specs? Bousley: Yes, but we have to make sure it's up to date. Lang: I think it's important to get this back into motion. Consensus is to move this forward to the CB.
- b. Bids for startup construction of a dump station and bath house at Shakey Lakes park: Bousley: We talked about this at the last meeting. We've got that 90 some + thousand sitting there, what we want to do is go in, get the dumpstation in and septic bidded out so we can start working on that. Otherwise summer will be gone and we won't be able to do it till spring again. We have a parks committee meeting tomorrow, I'll bring it up to the committee let them know what we have in mind, and go from there. Charlie and I have already been out to the site and know what we want to do. Anderson: Have you gone out to Wells Park to look at theirs? Bousley: Not yet, It's just when Charlie and I have time to look at everything. Meintz: Maybe tomorrow before the meeting. Bousley: We basically have an idea of what we want to do. The blueprints are going to cost us. Maybe the state has some blueprints we can use. Anderson recommends we move this forward.

**3. Miscellaneous Items:**

- a. Menominee County Bylaws, Board Rules, County Policies & Charters of standing committees: Bousley: At our last executive board meeting Coms. Furlong, Eichhorn and Anderson went through this. All changes have been highlighted. Dan has a copy of it. We will need to have another executive meeting to clean this up. There's enough on here that we can discuss the changes that we want to make at this time. Crunch time. Meintz: Is it possible to have another exec. meeting before the board meeting? Is this something that the Exec. Committee can do? Eichhorn: Oh we certainly can do it, it's a matter of time to clean it up and have time for Dan to look it over. Anderson: I'd like to see the commission have some time to go through it and look it all over. Lang: It looks to me like this is a major change in the way we do business. To reinforce the committee structure. It looks like we're disregarding the Committee of the whole. Bousley: We want to conduct business at every meeting. Lang: With a five member board, it seems redundant to have a two man committee refer to a five man board.

That's why I personally like the COW. All five board members should deal with issues on a committee level and not play around with two man committees. As long as we're stuck with a five member board, I feel the COW structure works better.

Eichhorn: Under the item J, "New Business"; this is for discussion only, what we're trying to do is take care of the business that the board worked on two weeks prior.

This is a start to get it moving so that every two weeks we can take care of business and then under item J, New business for discussion only, if anything is to come out of there for the board to act on, it has to be a unanimous vote. So there can't be any small delegation of people trying to push something through the board. Lang: So the COW will be bypassed then? These standing committees will report directly to the board?

Eichhorn: the committees that are standing right now, otherwise everything else that comes to the board will be under "new business" for discussion only. Lang: So do you intend to have a scheduled meeting of the COW or called as needed. Eichhorn: No that will be incorporated every two weeks. If there is a specific item that comes up that needs the direction of the COW, we can call a COW if necessary. Lang: R91-2 The committees are required to report once per year. Eichhorn: This was changed to "all committees are required to report meeting minutes to the full board in order to remain a committee". Move forward to the executive committee, clean it up and bring it back to the board for approval.

- b. Video Teleconferencing – The county put in for a grant for a video teleconferencing system for the District and Circuit courts, approx. two years ago. It's finally been approved. June 21, they'll be here to meet for where the equipment will be placed in courtroom A. One mobile device for use in the District/circuit courts. Anderson: We already budgeted the money to do our end of it, we were just waiting for the grant. Bousley: With this grant approval, we don't have to pay for District court now. Now we can concentrate on Courtroom B and Judge Hupy's office and the jail. Hopefully we can get the whole county system up and running. Meintz: To make this better, maybe we can look into getting connected with the Townships. Maybe the board meetings can be interconnected with the townships so the public can have the meetings available (interactively) at their town halls. Public participation can also happen through this process.

#### 4. **Finance Items:**

- a. Resolution 2010-13 ~ Balancing of Banking Reconciliations with the General Ledger: Lesperance: The auditors have stated that the general ledger has had a difference in bank reconciliations. If the dollar amount stays consistent for approx. six months, the treasurer should ask the board to allow a balance of the ledger to the reconciliations. Recommendation is to move forward to the County Board.
- b. Agreement with Menominee Business Development Corporation, appropriation: When this was started the county put in \$20,000 per year for Business Development. Our agreement in the past was for \$20,000. Lang: With Nancy Douglas in charge, I think we'll be moving at full speed ahead on this project again, I'm for the \$20,000. Furlong: There is no other economic development other than this one for Menominee County. Without this we basically stay the same. Anderson: I think the way the economic system is now; we have to do everything we can. Meintz: What is the plan to go out and recruit industry? Furlong: There is no plan for recruiting. Nancy's job is to assist anyone who would like to open a business. Meintz: We should be looking at \$10,000 for her group and \$10,000 for a recruiting group? To look at both avenues. Furlong: I feel we have something right now that is working. Lang: If Nancy Douglas got in the wind somewhere that someone is thinking of setting up a business in the community. I'm sure she wouldn't say "well that's not part of our mission". I recommend we move forward with the \$20,000 for Menominee Bus. Dev. Corp.

Consensus is to move this forward to the County Board.

- c. Commissioner Per Diems/Expenses: consensus is to move forward to the board for a vote.
- d. Miscellaneous Bills: Com. Anderson makes a recommendation to move forward to the board for approval of payment.

**Other Items Members may wish to present:**

- a. Eichhorn: Where are we at with the jail bids? (for the HVAC). Bousley: We're holding on the state to allow us to go out for bids. Anderson: Why did we send Mr. Erdman a letter asking him to return anything that he's got or whatever? Bousley: that was just to cover us for any loose ends if anything comes up. If there's nothing, then there's nothing. Furlong: What's going on with the security sweep? Bousley: I'm talking with Cyberzone right now for a price. Within the next week or two we should have a sweep done. Probably in a couple different phases. They should have a report by mid July. Furlong: How about the Computer Usage Policy, was that given out to the Department heads/employees. Bousley: I gave them out to the Department heads and they're trickling in right now. Meintz: Brian has been discussing with Marinette about some vehicles. Brian: Yes, two vehicles. We need to look into having a smaller four wheel drive vehicle for building code. 2005 Dodge Dakota for this, and also a 2001 for buildings and grounds. For a plow truck. He can send a letter to Marinette county, pending board approval and offer \$13,000 for both trucks. Anderson recommends to move this item forward to the county board.

**Correspondence:** Meyer Township, needs us to waive public input if we don't have any comments on their project. This will allow them to continue with their Hermansville pond project.

**Public Comment:** Patrick Kleicamp – In Aug. 2009 Mr. Kleicamp approached the board of a problem he has been having with local farmers. The farm vehicles are driving too fast and spilling waste on the roadways with no cleanup. The board never responded to his many phone calls. He requests the board to acknowledge that they are aware of the problem and what can be done, if anything. Bob Desjaralis: Informed the board that he is upset that the Parks dumpstation was never discussed with the parks committee. Why weren't the parks committee members informed of a walk through? Nancy Douglas: Interest in recovery bonds. If you're interested, you should put it on the agenda for the next meeting. There is a timeline if you're interested. You understand it's borrowing.

**Adjournment:** Moved by Comm. Lang, supported by Comm. Meintz to adjourn this meeting at 7:35 pm. Motion carried, 5-0.