

**LAKE COUNTY BOARD OF COMMISSIONERS**  
**Regular Meeting**  
**July 8, 2015**  
**10:30 a.m.**

Chairman Walls called the meeting to order at 10:30 a.m.

Commissioner Fairbanks gave the prayer and the Pledge of Allegiance was said.

Deputy Clerk DeWolf called the roll with the following Commissioners present:

John Fairbanks, Dan Sloan, Barb Stenger, Chuck Vayda, Colleen Carrington-Atkins, John Brunn and Karl Walls.

Commissioner Sloan moved that the agenda be approved, seconded by Commissioner Fairbanks, by voice vote carried.

Commissioner Fairbanks moved that the minutes from the June 24, 2015 regular meeting be approved, seconded by Commissioner Vayda and by voice vote carried.

**BRIEF PUBLIC COMMENT** – *Limited to 5 minutes each, please!*

There was no one present who wished to speak.

**PERSONS SCHEDULED TO ADDRESS THE COMMISSIONERS**

**10:30 a.m.**     **Randy Howes, Judith Eversole, Don Arquette and Kim St. Onge, DHHS** were present to discuss further the appropriations that was budgeted for the DHHS Board for 2015. Mr. Howes reported how important this appropriation is to help the County with Social Needs. Mr. Howes stated that by law the County has to allocate funds for the board to attend meetings, per diems and travel. He continued to report that the Christmas Program is a very important they help with annually, and this year’s program will be reduced if not eliminated. Mr. Howes stated the board is here to request the original request of allocating \$16,500.00, which is \$10,000.00 less than previous years and will help with meetings and social needs.

Discussion followed regarding pros and cons with the allocation and the need for such along with those Commissioners who are with the DHHS Board and those that feel what was budgeted is enough for this year.

Commissioner Carrington-Atkins moved for approval to increase the DHHS Appropriations in the budget up to \$16,500.00, seconded by Commissioner Vayda. Discussion followed regarding this increase and Commissioner Stenger stated she could not support the full \$16,500.00 and by looking at their expense sheet from 2014, only \$14739.80 was spent. Commissioner Fairbanks stated this can be reviewed and looked at for the next budget year as we are spending more than what we are receiving and Clerk/Register/CFO Myers stated we are not. Roll call vote on the above motion is 3 yes and 4 NO Commissioners Sloan, Stenger, Fairbanks and Chairman Walls. Motion fails.

Commissioner Brunn moved for approval to increase the DHHS Appropriations in the budget up to \$14,740.00, seconded by Commissioner Carrington-Atkins.

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Commissioner Sloan moved for approval to move this allocation for discussion at the next Finance meeting, seconded by Commissioner Stenger, roll call vote 2 yes and 5 NO Commissioners Vayda, Carrington-Atkins, Brunn, Fairbanks and Chairman Walls. Motion fails.

Roll call vote on the above motion, to increase up to \$14,740.00 in the DHHS Allocation budget, is 5 yes and 2 NO Commissioner Sloan and Chairman Walls.

Discussion followed regarding the Board of Commissioners receiving quarterly reports and the DHHS Board members meet with the Board of Commissioners quarterly.

**11:15 a.m. Don Arquette, Building Authority** was present and explained the representative from Trinity Architect is out of town and could not attend this meeting. Mr. Arquette reported the bids that came in for the Road Patrol Office Project came in very high and the lowest bid was over \$600,000.00. He stated there is a meeting tomorrow 7/9/15 to review the 2 plans and make a decision on which plan as Commissioner Fairbanks and Sheriff Hilts agree with one plan and Undersheriff Robinson and Chief Deputy Dagen agree on another plan.

Discussion followed regarding additional costs for add on's. After discussions, it was determined that everyone is on the same page with the designs.

*Commissioner Sloan left the room at 11:19 a.m.*

Commissioner Fairbanks stated the architect is and should be the General Contractor, and all sub-contractors will be under this person.

*Commissioner Sloan returned at 11:20 a.m.*

Commissioner Brunn stated that the General Contractor reports back to the Building Authority with overall bid and proceeds to get sub-contractors to work within the budget of the bid.

**COMMITTEE REPORTS**

**FINANCE**

Commissioner Brunn moved for approval for the conference and training request for Pam Sisson, 911 Central Dispatch, to attend the "Is the Caller the Killer" plus an advance class on the same subject, in Lansing from August 3<sup>rd</sup> through August 4<sup>th</sup>, registration \$260.00, hotel cost \$214.00, meals total \$64.00 and the county vehicle is available, for a total cost of \$538.00, which is reimbursed and ETSC approved, seconded by Commissioner Sloan, roll call vote 7 yes.

Commissioner Carrington-Atkins moved for payment of bills by fund, as follows:

General Fund	\$52,697.70
Road Patrol	1,065.89
E911	246.94
RRP Center	13,743.03
Friend of the Court	231.30
Building Inspection Department	4,642.54

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Register of Deeds Automation Fund	992.00
Crime Victims Reimbursement	113.90
E911 Services Fund – Wireless	2,310.80
Concealed Pistol Licensing	61.20
Child Care-Probate	1,568.98
JABG Grant	406.83
Ambulance	27,323.00
D.H.H.S.	418.04
Commissary Fund	2,440.18

**GRAND TOTAL**

**\$108,262.33**

Seconded by Commissioner Fairbanks, roll call vote is 7 yes.

**PERSONNEL** – Commissioner Sloan reported there were two items discuss as follows:

1. Prosecuting Attorney Cooper was on the agenda to request Assistant PA Barbier return to part time with a salary of \$35,000 per year, 24 hours per week, with no benefits. Commissioner Sloan requested to discuss “old business” now as this pertains to this request. Commissioner Carrington-Atkins withdrew her reconsideration of the motion for Assistant PA Barbier’s extension of full time status.

Commissioner Sloan moved for approval and authorization of signature for Prosecuting Attorney to sign a contract between Lake County and Assistant PA Barbier to return to part time status, from full time, to a contractual basis with no fringe benefits, seconded by Commissioner Stenger.

A lengthy discussion followed regarding this request and if Title IV-E agreement is going to be extended. Roll call vote on the above motion is 5 yes and 2 NO Commissioners Vayda and Brunn.

2. Interviews for the Emergency Management Director’s position were held, and there were 6 people that were interviewed and the Personnel Committee has chosen one person on a part time contractual basis with 29 hours per week at a salary of \$27,000.00. He stated the committee did receive information from Lt. Russo, MSP, who is the director for Region 6 Homeland Security on what to look for with applicants. Commissioner Sloan stated their choice was Tammy Ghent.

Commissioner Sloan moved for approval and authorization of signature for Chair to sign the contract between Lake County and Tammy Ghent, for the Emergency Management Director, Contractual position for a salary of \$27,000.00 per year and working 29 hours per week, with no benefits, with a 30 day notice by either party to terminate the contract, seconded by Commissioner Stenger.

A lengthy discussion followed regarding other candidates that were more qualified for this position and the reasons why the Personnel Committee would choose Ms. Ghent who has no experience. Commissioner Sloan stated the reason why Ms. Ghent was offered the position as she is very organized and has great communication skills and she was the only one that has hazmat spill skills.

Commissioner Sloan reported on the importance of Damaged Assessment and our previous Director had only recruited 8-10 people throughout the County to be a part of this team.

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It was decided to finish discussing this after lunch and vote on the motion.

*The board convened for lunch at 11:71 a.m.*

*The board reconvened at 1:15 a.m.*

*Commissioner Vayda was excused for the afternoon session.*

**COMMITTEE REPORTS cont.**

**PERSONNEL cont.** – Commissioner Fairbanks stated he reviewed all the applications and resumes and likes one person that would be better qualified. Chairman Walls stated there were 3 applicants the committee liked, but with Ms. Ghent being local, has management experience and is organized and the other 2 were from other counties and no mention of moving to Lake County.

Commissioner Carrington-Atkins stated there should be clerical work needed, would this person need help and asked if the prior director did get help. Clerk/Register/CFO Myers stated Ms. DeWolf does grants and they both helped with other information the prior director would do, such as letters with her review. Commissioner Carrington-Atkins asked if the Personnel Committee voted on this applicant and Commissioner Stenger stated, unanimously they did.

Discussion followed regarding this position and if the County is mandated to have an Emergency Management Director. Also discussed was that approximately 38% of wages and fringes are reimbursed through a grant. Roll call vote on the motion above to hire Tammy Ghent as the Emergency Management Director is 5 yes, 1 NO Commissioner Fairbanks and 1 absent and excused Commissioner Vayda.

Chairman Walls asked if everyone received the information regarding the Open Meetings Act and the upcoming Special Meeting to review the applications for the Administrator's position. He stated when the meeting comes to order, it could be requested to go into closed session for the sole purpose of reviewing the applications, only if an applicant has requested such.

*Commissioner Brunn left the room at 1:32 p.m.*

**PROPERTIES** – Commissioner Fairbanks reported on the Pole Barn at the RRP and what issues they are facing to build it.

*Commissioner Brunn returned at 1:34 p.m.*

Discussion followed regarding the Building Authority.

*Commissioner Stenger left the room at 1:35 p.m.*

*Commissioner Sloan left the room at 1:36 p.m.*

Commissioner Fairbanks reported that both the Sheriff and Undersheriff won't be at the Building Authority meeting 7/9/15, and Undersheriff Robinson spoke with Sheriff Hiltz, who agrees with Undersheriff Robinson and Chief Deputy Dagen's plan.

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*Commissioners Sloan and Stenger returned at 1:37 p.m.*

**AGENCY REPORTS**

**DISTRICT HEALTH DEPARTMENT #10** – Commissioner Carrington-Atkins reported on the following: - *See Exhibit “A”*

**FIVE CAP** – Commissioner Stenger reported things are going well with the homes for sale, closed the Bitely office, which affects 22 kids and in the month of May 6,369 children meals were served and 1,187 adult meals were served.

**MICHIGAN NORTHERN COUNTIES** – Commissioner Fairbanks reported he was invited to tour the Camp Grayling facility and accepted and feels this committee is not for Lake County. Discussion followed regarding to remove this committee from Lake County having a representative attend.

**MSU DISTRICT 5 EXTENSION COUNCIL** – Commissioner Fairbanks reported “Breakfast on the Farm” is July 11<sup>th</sup> and there are various locations where these will be held.

**ORV PROMOTIONAL GRANT COMMITTEE** – Commissioner Sloan reported there is help to help promote the event that is the 3<sup>rd</sup> weekend in August to boost postings for the turnout. 7,000 fans on Facebook and there is more activity on the trails and businesses are doing better.

**APPOINTMENTS MADE BY THE CHAIRMAN OF THE BOARD AND COMMITTEE**

**APPOINTMENTS** – Chairman Walls stated Commissioner Vayda has requested to be removed from some committees he’s appointed to, to have someone else appointed and will make a decision at the next meeting. Commissioner Sloan did request if Commissioner Vayda could not be on the Ambulance Ad-Hoc Committee, he would recommend Commissioner Fairbanks to be appointed in Commissioner Vayda’s place.

**CORRESPONDENCE** – *see Exhibit “B”*

Item #2 – Area Agency on Aging Proposed Annual Implementation Plan (AIP) for Fiscal Year 2016. Commissioner Carrington-Atkins moved for approval to approve and accept the 2016 Annual Implementation Plan for the Area on Aging of Western Michigan, seconded by Commissioner Sloan, roll call vote 6 yes and 1 absent and excused.

At 2:00 p.m. Commissioner Carrington-Atkins moved to open the Public Hearing, seconded by Commissioner Sloan.

Public Hearing  
2:00 p.m.

Solid Waste Management Planning Commission – Public Comments on the Amendment

Chairman Walls opened the floor to anyone present who wished to comment on the amendment to the Lake County Solid Waste Management Plan to allow export of Lake County solid waste into Wexford County. Commissioner Sloan asked if this suites the need to help open the amendment and help get the northern part of the county to export their waste to Wexford County and Commissioner Carrington-Atkins stated this will be open to all townships. There were no other comments made on this matter.

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At 2:05 p.m. Commissioner Fairbanks moved to close the Public Hearing and move back into regular session, seconded by Commissioner Carrington-Atkins, and by voice vote carried.

**CFO REPORT** – Clerk/Register/CFO Myers was present and reported on the following:

1. Has 2 Budget Amendments #13345 – to carry over the balance of the ORV Promotional Grant from 2014

Commissioner Sloan moved for approval Budget Amendment #13345 as follows:

<b>BA #13345</b>		
Debit	101-000.00-544.007	\$39,868.40
	Credit 101-101.01-700.000	37,868.40
	Credit 101-101.01-802.000	2,000.00
Description:	to carry over the ORV Promotional Grant balance from 2014	

Seconded by Commissioner Fairbanks, roll call vote 6 yes and 1 absent and excused Commissioner Vayda.

Commissioner Sloan moved for approval Budget Amendment #13346 as follows:

<b>BA #13346</b>		
Debit	292-000.00-563.000	\$10,000.00
	Credit 292-665.01-802.000	6,032.00
	Credit 292-665.01-860.000	\$320.00
	Credit 292-665.01-727.000	300.00
	Credit 292-665.01-955.000	3,348.00
Description:	to amend to actual for the two Lake County Community Foundation Grants received in the amount of \$5,000.00 each for the Child Care Fund.	

Seconded by Commissioner Stenger, roll call vote 6 yes and 1 absent and excused Commissioner Vayda.

2. Balance in General Fund per the Auditors is \$858,754.00 and we must over spend this year's budget to get that spent down.
3. July 22, 2015 the Auditors are on the agenda to report on the 2014 Audit.

Commissioner Sloan requested to reopen the Committee Reports to discuss the Economic Development Committee. Commissioner Sloan reported on the EDA Application and issues that were found, such as the grant will not pay for staffing and has been working with Erin Kuhn, Director, West Michigan Shoreline Regional Development Committee and they have come up with a solution to have a grant that will support staff. Commissioner Sloan stated that Valerie Handy, USDA, stated the whole amount should be stated in the resolution over the three years. They have started on a Regional Community Development Incentive Grant (RCDI), which is a better grant with 50% grant and 50% match from all agencies.

Discussion followed and Commissioner Sloan presented Resolution #07/08/15 1333, which includes the total amount the County would contribute towards the project over the next three years not to exceed

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\$75,000.00 and moved for approval, seconded by Commissioner Stenger, roll call vote 6 yes and 1 absent and excused Commissioner Vayda. *See Exhibit "C"*

Discussion followed and Commissioner Sloan stated he will have more information at the July 22, 2015 meeting.

**OLD BUSINESS** – There was no old business

**RESOLUTIONS-** Already done above.

**BRIEF PUBLIC COMMENT** – *Limited to 5 minutes each, please!*

Mr. Bryan Russell was present and reported he was one of the candidates that was interviewed for the Emergency Management Director and felt he did not receive the adequate amount of time needed for the interview. He was very disappointed with the process and stated that he had numerous certificates for anyone to review.

Chief Deputy Dagen reported he has contacted many vendors regarding the repairs to the District Health Department #10 and received 1 quote, \$6,800.00 from M-R Digging.

**COMMISSIONERS PERSONAL PRIVILEGE**

Commissioner Sloan responded to Mr. Russell's comment. He also would like to take this time to recognize Erin Kuhn, Director of WMSRDC and the work she does for Lake County.

Commissioner Stenger stated they had many qualified applicants for the Emergency Management Director Position.

Chairman Walls agrees with what Commissioner Stenger stated and commented on the Department of Health and Human Services and their budget and their social responsibilities along with the responsibilities with their budget.

There being no further business, the meeting was adjourned at 2:52 p.m.

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Shelly Myers, Clerk of the Board

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Karl Walls, Chairman of the Board

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### ***Exhibit “A”***

#### Building Healthy Communities

A new volleyball court, wayfinding signage, and a playground climber was added to the Community Family Youth Park. A 4 hole beginner disc golf course and outdoor exercise stations will be added by the end of this month. They also reported that events are being held at the park to promote the park and physical activity with our residents here in Lake County. A guided exercise hike is planned for July 29.

The RX for Health Program started May 1st. As a pilot program under a grant - Family Health Care are referring non SNAP eligible persons to DHD #10 for the program. Participants in the program receive weekly farmer's market education and those who are non-SNAP eligible receive \$10 vouchers for Circle R Farms (Family Dollar Store Parking Lot) here in Baldwin. If successful, this program will be expanded in the future.

SNAP education is taking place in 5 counties, one is Lake County. Children are receiving 8 lessons with food demos & tasting.

Substance Abuse Prevention - A grant for 2016 was submitted to Lakeshore Regional Partners. Reward announcements are due in September

Girls on the Run - was provided in Lake County along with 6 other counties. The girls completed a 10 week after school character building program with community 5k races.

Lakefront Inspections: There have been a significant increase in the number of homes requesting well and septic inspections. Many of these are for lakefront homes which poses a challenge for the environmental department. Often the septic and well evaluations take a considerably longer time and problems are normally found. Since there is a lack of personnel in this department some employees.

West Nile Virus has been detected in Michigan in crows from Ingham County. Everyone should apply repellants during peak mosquito biting periods and drain any standing water near their homes to remove mosquito breeding sites. Adults 50 years and older and those who work outside have the highest risk of illness.

Tobacco 21 - Efforts are underway to change the law so that individuals would need to be age 21 in order to purchase tobacco products. (this includes e cigarettes)

DNR and Agriculture and Rural Development (MDARD) reported Highly pathogenic avian influenza in free-ranging geese in Michigan. Three gosling were collected in early June and they tested positive for this flu. It was stressed that this avian flu has not been identified in Michigan's domestic poultry flocks.

Establishment of an Academic Health Department - A formal partnership agreement is being established between Ferris State and District #10. This agreement will help strengthen the link between Academic and Practice.



*Exhibit “B”*

**NUMBERED CORRESPONDENCE**

- #1 Lake County Permit Summary Report For June 2015**
- #2 Area Agency On Aging (FULL CORRESPONDENCE IN CLERKS OFFICE)**

**DRAFT**

*Exhibit “C”*

**STATE OF MICHIGAN  
COUNTY OF LAKE  
Resolution #7/8/15 1333**

**WHEREAS**, the Lake County Board of Commissioners and the people of Lake County have an interest in furthering economic development and creating jobs in Lake County; and,

**WHEREAS**, the Lake County Board of Commissioners has established and tasked an Economic Development Committee with pursuing matching funds from business service organizations, community groups, local governments, businesses and others for an economic development capacity building grants; and,

**WHEREAS**, the Economic Development Committee has secured matching fund commitments totaling 119,550.00 to date; and,

**WHEREAS**, the Lake County Board of Commissioners has appropriated \$25,000.00 for the 2015 fiscal year for economic development; and

**THEREFORE, BE IT RESOLVED**, the Lake County Board of Commissioners shall apply the above mentioned appropriation and like appropriations not to exceed \$75,000.00 over the three year term of the grants to partner with business service organizations, community groups, local governments, businesses and others toward the local match.

**STATE OF MICHIGAN)**

**) SS**

**COUNTY OF LAKE )**

I, Shelly Myers, Clerk of the Board of Commissioners for the County of Lake, do hereby certify that the above and foregoing is a true and correct copy of a resolution passed by the Lake County Board of Commissioners at a regular meeting held on July 8, 2015.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and affixed the official seal at Baldwin, Michigan, this 8<sup>th</sup> day of July 2015.

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Shelly Myers, Clerk of the Board