

# Public Meeting Notice & Agenda

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Iron County Board of Commissioners

Tuesday, May 14, 2019 - 4:00 p.m.

Iron County Courthouse Annex, Commissioners Room, Crystal Falls, Michigan

1. Call to Order
2. Pledge of Allegiance to the Flag
3. Roll Call
4. Approval of the Minutes of the April 12, 2018, regular meeting.
  - a. Correction to the minutes of the March 12, 2019 meeting of the Board
5. Approval of the Agenda
6. Public Comment Regarding Agenda Items Only.
7. Review and Action upon: bills paid, payroll, journal entries, and administratively authorized budget amendments.
8. Commissioner Reports: Aho, Coates, Leonoff, Peretto and Stafford
9. Department Reports:, Central Dispatch, Clerk/Register, Construction Code, Civil Counsel, Drain Commissioner, Emergency Management Director, Equalization Director, Facilities & Parks Manager, Fair Board, Friend of the Court, ICECA, Medical Examiner (Report Attached), MSU Extension, Parks and Recreation Commission, Prosecuting Attorney, Sheriff, Treasurer, Youth Camp Director, Veterans Service Office, Soil Conservation District, County Administrator
10. Old Business - Discussion and Possible Action Upon:
  - a. Policies and Procedures Related to CDBG Administration
11. New Business - Discussion and Possible Action Upon:
  - a. Authority on Aging Board Appointment
  - b. Courthouse Security Committee Member Appointment
  - c. Acquisition of Tax Forfeit Parcels
  - d. 2020 Budget Preparation Calendar and Guidelines
  - e. County Administrator Employment Agreement
  - f. Release of Request for Proposal for Remodeling of the Ambulance Garage
12. Public Comments (3 minutes per person / 20 minutes in Aggregate)
13. Announcements:

The courthouse will closed on Memorial Day, Monday May 27<sup>th</sup>

The next regular meeting of the county board will be on Tuesday June 11, 2019
14. Adjournment

Reports: Treasurer, 2018 Tax Settlement report  
County Clerk April report  
Register of Deeds April report  
Construction Code April report  
Medical Examiner, 1<sup>st</sup> quarter 2019 report  
Iron County Veteran's office, April report  
Board of Health Meeting Minutes 4/1 and 4/24/19  
Northpointe Minues 3/7 and 3/21/19  
Fair Association 1/9, 1/31, 2/28,/ 3/28 and 4/25/19  
MSU 4-H report for April

## **April 9, 2019 Regular Meeting**

T-420

On Tuesday, April 9, 2019, at 4:00 p.m., Chairperson Patti Peretto called the meeting to order. The meeting was held in the Board of Commissioners Room of the Courthouse. The Pledge of Allegiance was recited. Roll call was taken with the following members present: Chairperson Patti Peretto, Commissioners Tim Aho, Ray Coates, Sharon Leonoff and Mike Stafford.

Also present: Administrator Gene Smith, Under Sheriff Ryan Boehmke, Administrative Assistant (Sheriff Department) Linda Cross, Prosecutor Melissa Powell, Equalization Director Amy Marinoff, Treasurer Melanie Camps, Friend of the Court Heidi VanSlooten, Administrative Assistants Mary Dalpra and Lynette Lorenz, Chamber Alliance Executive Director Paul Schuytema, Civil Counsel Steve Tinti and Clerk/Register Joetta Greig.

Moved by Stafford, supported by Coates to approve the March 12, 2019 Regular Meeting minutes. Voice vote, motion carried.

Moved by Leonoff, supported by Stafford to approve the agenda with one addition requested by Sheriff Valesano to revisit compensation for elected and appointed employees. Voice vote, motion carried.

Chairperson Peretto called for Public Comment. Chamber Alliance Executive Director Schuytema requested the board consider allowing the Watershed Coalition to put a more detailed map in future Plat Books. Peretto called for public comment two more times. No more comments voiced.

Moved by Stafford, supported by Coates to approve the monthly payables in the amount of \$1,152,044.37 and payroll in the amount of \$363,858.51. Roll call vote: Ayes 5. Nays 0. Motion Carried.

Moved by Stafford, supported by Coates to approve journal entries in the amount of \$10,494,295.81 submitted by Treasurer Camps and \$64,999.35 submitted by Administrator Smith. Roll call vote: Ayes 5. Nays 0. Motion carried.

Moved by Stafford, supported by Leonoff to approve budget amendments in the amount of \$4,826.00. Roll call vote: Ayes 5. Nays 0. Motion carried.

### **Commissioner Reports:**

Stafford reported the short fall in this year's budget for the MERS Defined Benefit Plan is significant, increasing each year. The Aspirus ambulance garage will have some changes.

Peretto reported there has been a lot of work being done at the fairgrounds.

### **Department Reports:**

Clerk/Register Greig reported she is retiring and her last day will be May 31, 2019.

Chamber Alliance Executive Director Schuytema reported there will be a restaurant collaborative Member awards banquet May 2, 2019. He also mentioned the Shopko store in Iron River has been very successful, one of the best in the nation.

Treasurer Camps gave a report on the 2019 Foreclosed Properties. The property manager has been checking the properties. Title Check will be holding the first public auction for the foreclosed properties August 10, 2019 at the Casino in Watersmeet.

Moved by Leonoff, supported by Stafford to approve the Commissioner and Department Head Reports. Voice Vote, motion carried.

### **Old Business:**

Cook's Run was discussed. Moved by Coates, supported by Leonoff to authorize Chairperson Peretto, to sign on behalf of board a letter to Superior Watershed Partnership and Land Trust seeking grant money for Cook's Run renovation. Voice vote: motion carried.

**January 8, 2019 Regular Meeting continued**

**T-421**

### **New Business:**

Equalization Administrator Amy Marinoff gave a detailed report on the Iron County 2019 Equalization Department study. Moved by Stafford, supported Leonoff to accept the 2019 Equalization Department Report. Voice vote: motion carried.

Plat Book proposals. Chamber Alliance Executive Director Schuytema requested a more detail watershed map be in the new plat book. This would not require a new page it would replace the map already in the plat book. Moved by Coates, supported by Stafford to choose Mapping Solutions to do a new plat book for the county, with several conditions including allowing 21 days for proofing a digital copy of the new plat book, including government lot numbers, the names of all public roads and the substitution of a new watershed map. Roll call vote: Ayes 5. Nays 0. Motion carried.

Moved by Leonoff, supported by Coates to approve the rebuilding of the entrance to Pentoga Park. The cost being divided equally between the County, the Road Commission and the Township, and approve the budget adjustment required. Roll call vote: Ayes 5. Nays 0. Motion carried.

Moved by Leonoff, supported by Coates to approve Pentoga Park Admission and Camping rates. Roll call vote: Ayes 5. Nays 0. Motion carried.

Moved by Stafford, supported by Leonoff to deny the request for permission to pick up or harvest fire wood on county owned property. Voice vote: Motion carried.

Moved by Coates, supported by Stafford to table Policies and Procedures Related to the CDBG Administration to execute upon written approval from legal counsel at the next scheduled meeting. Voice vote: Motion carried.

Moved by Stafford, supported by Coates to approve the Standard Operating Policy and Procedure for Building Closures. SOPP stating employees will not get paid in the event of the courthouse being closed. Employees choosing to leave work, can use their PTO or take unpaid leave. Roll call vote: Ayes 4. Nays 1, with Leonoff opposing. Motion carried.

Moved by Coates, supported by Stafford to approve Administrator Smith for the 2 years WUPPDR appointment. Roll call vote: Ayes 3. Nays 2, with Aho and Leonoff opposing. Motion carried.

Moved by Stafford, supported by Coates to approve dues for the Upper Peninsula Resource Conservation and Development Council. Roll call vote: Ayes 5. Nays 0. Motion carried.

Undersheriff Boehmke read a letter written by Sheriff Valesano requesting the board to revisit the compensation for appointed and elected requesting retroactive pay for time between the lapsed and new agreements. The previous vote was Ayes 2. Nays 2. Commissioner Aho absent. The motion to revisit the request had to be made by one of the commissioners who had voted no. No motion was made.

### **Public Comment:**

Chairperson Peretto called for Public Comment:

The change in leadership on the board of commissioners was mentioned.

Chamber Alliance Executive Director Schuytema reported single track bike trails on county property is being considered.

Aho mentioned the changes with the ambulance garage will not be an expense to the taxpayers.

Peretto asked for public comments. No more comments voiced.

### **April 9, 2019 Regular Meeting continued**

T-422

### **Announcements:**

The next regular meeting of the county board will be on Tuesday May 14, 2019.  
The courthouse will be closed on Friday April 19th in observance of Good Friday.

Moved by Stafford, supported by Coates to adjourn. All in favor. Meeting adjourned at 5:25 p.m.

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Chairperson Patti Peretto

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Clerk/Register Joetta Greig

DRAFT

Corrected  
Minutes

March 12, 2019 Regular Meeting

T-417

w/ Public Hearing

**\*Correction**

On Tuesday, March 12, 2019, at 4:00 p.m., Chairperson Patti Peretto called the meeting to order. The meeting was held in the Board of Commissioners Room of the Courthouse. The Pledge of Allegiance was recited. Roll call was taken with the following members present: Chairperson Patti Peretto, Commissioners Ray Coates, Sharon Leonoff and Mike Stafford. Absent: Commissioner Tim Aho.

Also present: Administrator Gene Smith, Sheriff Mark Valesano, Treasurer Melanie Camps, Friend of the Court Heidi VanSlooten and Caseworker/Enforcement Officer Leah Antilla, Administrative Assistants Mary Dalpra and Lynette Lorenz, Executive Director of Iron County Alliance Paul Schuytema, MSU Extension Program Coordinator Deb Divoky and Deputy Clerk Julie Kezerle.

**\*The Board conducted a Public Hearing on the closeout of the Community Development Block Grant for Ottawa Forest Products, Inc. Chuck Hearst of Northern Initiatives stated the 2017 loan to Ottawa Forest Products created eleven jobs. This loan will be closed out on August 31, 2019. Chairperson Peretto called for public comment three times. No comments voiced.**

Moved by Stafford, supported by Coates to approve the February 19, 2019, Regular Meeting minutes. Voice vote, motion carried.

Moved by Leonoff, supported by Coates to approve the agenda (adding the WUPPDR appointment to the agenda). Voice vote, motion carried.

Chairperson Peretto called for Public Comment three times. No comments voiced.

Moved by Stafford, supported by Coates to approve \$737,690.03 in payables, and \$252,038.38 in payroll. Roll call vote: Ayes 4, Nays 0. Aho absent. Motion carried.

Moved by Stafford, supported by Leonoff to approve journal entries. Roll call vote: Ayes 4. Nays 0. Aho absent. Motion carried.

Moved by Stafford, supported by Coates to approve administratively authorized budget amendments. Roll call vote: Ayes 4, Nays 0. Aho absent. Motion carried.

**Commissioner Reports:**

Aho: Absent.

Coates: Attended a Fair Board meeting. The main topic of discussion at the meeting was capital improvements. Also discussed at the meeting was the demo derby and the rodeo.

Leonoff: Attended the Crystal Falls City Council meeting last night and the new City Manager Gerard Valesano was named.

Stafford: Talked about MERS regarding the appropriation increase and met with Tara at MERS.

Peretto: Noted comments from the public that the Iron County Road Commission is doing an amazing job this winter and agrees.

**Department Head Reports:**

Friend of the Court: Heidi VanSlooten gave a report on the Friend of the Court office for 2018, and how they have modified office procedures and proper enforcement and are committed to seeing continued improvement for 2019.

Iron County Economic Chamber Alliance: Director Paul Schuytema gave a report regarding Cook's Run, i.e., clean up, best possible use for the property, etc. He also announced there will be a Live, Work, Play show on April 13, 2019. He stated they are wrapping up the 2019 playbook and will share more at the next meeting.

Sheriff: Sheriff Mark Valesano attended a UP911 committee meeting last week and talked about House Bill 4249.