

Kalkaska County Board of Commissioners  
Regular Meeting Minutes  
January 18, 2023  
(UNAPPROVED)

Meeting called to order by Chair Fisher at 7:25 PM, Commissioner Chambers, Administration Building, 605 N Birch Street, Kalkaska, MI. Present Commissioners Robert Baldwin, Truman Bicum, David Comai, Craig Crambell, Jeff Sieting, Kohn Fisher, James Sweet and County Clerk Deborah Hill.

**Call for Conflict:** None

**Approval of Agenda:**

**Motion** by Baldwin to approve the Agenda as amended; add Closed Session Minutes of 12-21-2023; correct effective date in 11-30-2022 Meeting Minutes; move Closed Session to beginning of Agenda before Approval of Minutes; add KEO snowplow bill for approval and Grant discussion to New Business. Supported by Sieting. Discussion. 7 yeas. 0 nays. **Carried.**

**Appointments:**

Closed Session with County Counsel: **Motion** by Baldwin to enter into Closed Session for discussion with County Counsel as permitted by MCL 15.268 c, regarding POLC union negotiations. Supported by Comai. Roll call vote: Baldwin, yes; Comai, yes; Bicum, yes; Crambell, yes; Sieting, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.**

**Motion** by Sieting to return to Open Session at 7:58 PM. Supported by Sweet. 7 yeas. 0 nays. **Carried.**

**Motion** by Crambell to approve the Letter of Understanding regarding the POLC and COLC as approved as to form by County Counsel, effective 1-15-2023, and authorize the Chair to sign. Supported by Sweet. Roll call vote: Crambell, yes; Sweet, yes; Baldwin, no; Bicum, yes; Comai, no; Sieting, no; Fisher, yes. 4 yeas. 3 nays. **Carried.**

**Approval of Minutes:**

**Motion** by Bicum to approve Regular Meeting Minutes of 12-21-2022. Supported by Sieting. 7 yeas. 0 nays. **Carried.**

**Motion** by Sieting to approve Organizational Meeting Minutes of 1-3-2023 with correction. Supported by Baldwin. 7 yeas. 0 nays. **Carried.**

**Motion** by Baldwin to approve County Affairs Special Committee Meeting Minutes of 1-9-2023. Supported by Crambell. 7 yeas. 0 nays. **Carried.**

**Motion** by Sieting to approve Finance Committee Meeting Minutes of 1-10-2023. Supported by Comai. 7 yeas. 0 nays. **Carried.**

**Motion** by Sweet to approve the Committee Meeting Minutes of 1-11-2023 with corrections. Supported by Comai. 7 yeas. 0 nays. **Carried.**

**Motion** by Baldwin to approve Closed Session Meeting Minutes of 12-21-2022 as amended. Supported by Bicum. 7 yeas. 0 nays. **Carried.**

**Motion** by Sieting to correct the effective date to 1-1-2023 (not 1-1-2022) in the 11-30-2022 Special Meeting Minutes. Supported by Comai. 7 yeas. 0 nays. **Carried.**

**Public Input:** None

Pat Whiteford, Al Parker and Jeff Leffew

By ZOOM, Seth Phillips, Valerie Thornburg, Gayenell Gentelia (none)

**Motion** by Baldwin to recess at 8:22 PM. Supported by Comai. 7 yeas. 0 nays. **Carried.**  
Meeting reconvened at 8:27 PM.

**Appointments:**

Sheriff Patrick Whiteford: Whiteford addressed Board regarding Personnel vacancy requests, request for license for Commissioner tablet, permission to work with county counsel for law enforcement agreements, reimbursement charges and jail RFP for jail repairs, noted Jail Steering Committee meeting 1-30-2023 at 6:00 PM; Planning Commission Meeting to address Hazard Mitigation Plan 1-25-2023 at 6:00 PM. Whiteford noted looking to State of Michigan for collaborative efforts regarding facilities/resources; noted Enterprise presentation to include options due to shortages of specific vehicles (will bring back to Finance Committee). Sheriff Whiteford also noted he is the Northwest Representative for the National Sheriff's Association.

**Committee Appointments:** Chair Fisher noted the following appointments:

ARPA Committee: Annie Wallace, Julie Musial-Woods, Jacob Martindale, Deborah Hill, Kohn Fisher, Robert Baldwin, James Sweet. (Discussion, Clerk to check by-laws)

Commission on Aging: Cate Mathis, Patty Cox and Bonnie King as Alternate.

Construction Codes Board of Appeals: Ricky Hulwick, Mark Priest, Marc Archambeau, Ralph Kinglsey, Stuart McKinnon, Robert Dunn and Craig Crambell.

Damage Assessment Team: Building Official Raymond, Drain Commissioner Phillips and Equalization Director Daniels.

DHS Board: Leah Spencer

EDC: Katina Banko, Truman Bicum, Jeff Sieting; 1 vacancy remains.

Housing Committee: James Garrow, Stuart McKinnon, Building Official Mark Raymond, Board Rep Kohn Fisher and bank representative vacant.

MIDC: Chief Judge, Sheriff, Prosecutor.

IT Committee: Clerk Hill, Chair of County Affairs Baldwin, Sheriff Whiteford and one vacancy.

Jail Steering Committee: Sheriff Whiteford, Commissioner Jeff Sieting, DPW Supervisor, Dispatch Sgt Scott Griffith, Corrections Deputy Trent Yantz, Jail Sergeant Michael Tilley.

Kaliseum Steering Committee: to review by-laws and return to February meetings.

Library: Randy Lucyk.

Natural Rivers: Sally Vooches and Seth Phillips.

NCCMH: Review

Planning Commission: Robert Mickevicius, Stuart McKinnon; 1 vacancy remains.

Road Commission: Daniel Maue and Dave Simpson.

Rugg Pond: Matt Brenner, Terry Bertrand, Todd Chwastek. (Discussion regarding Randolph, to review by-laws)

Tax Allocation: McKinnon.

Veterans Affairs Committee: James Sweet.

Zoning Board of Appeals: Dave Simpson, Robert Mickevicius and Stuart McKinnon Alternate; 2 vacancies remain.

**Motion** by Sieting to accept the Chairs Appointments to the Boards and Committees as presented. Supported by Baldwin. 7 yeas. 0 nays. **Carried**.

### **Budget and Bills:**

Sieting noted request to include the KEO Bill of \$8,232.40 for payment following his communication with vendor. **Motion** by Sieting to approve Post Approved Bills of \$1,839,515.45; General Fund Bills of \$13,846.62; Payroll #25 of \$191,439.81; Payroll #26 of \$179,013.58; and Commissioners Per-Diem (\$750.00) and Salary (\$3,340.00) of \$4,090.00. Supported by Comai. Roll call vote: Sieting, yes; Comai, yes; Baldwin, yes; Bicum, yes; Crambell, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried**.

**Unfinished Business:** None.

### **Committee Reports:**

Judiciary and Public Safety: Sweet reported; noted Emergency Services trainee Ballard attended and noted concern with replacement of Thompson. Discussion.

Health and Welfare: Bicum reported Commission on Aging partnering with PACE for senior services and Library locating satellite services in other townships.

DPW: Comai reported; noted Soil Conservation is adding a 3<sup>rd</sup> staff; Rugg Pond from Spicer Group to be available in January. Noted Kaliseum Director reported status of events and needs for compressors. **Motion** by Comai to approve proposed Kaliseum Fee schedule. Supported by Sieting. Roll call vote: Comai, yes; Sieting, yes; Baldwin, yes; Bicum, yes; Crambell, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried**. Discussion regarding Kaliseum Director job description; consensus to take back to Committee.

Personnel: Crambell reported. **Motion** by Crambell to approve Resolution 2023-01 to lift the hiring freeze to allow the Sheriff to fill the FT Corrections Deputy vacancy. Supported by Sieting. Roll call vote: Crambell, yes; Sieting, yes; Baldwin, yes; Bicum, yes; Comai, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried**. **Motion** by Crambell to approve Resolution 2023-02 to lift the hiring freeze to allow the Sheriff to fill the FT Dispatcher vacancy. Supported by Comai. Roll call vote: Crambell, yes; Comai, yes; Baldwin, yes; Bicum, yes; Sieting, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried**. **Motion** by Crambell to approve Resolution 2023-03 to lift the hiring freeze to allow the Sheriff to fill the PT Bailiff/Court Officer vacancy. Supported by Comai. Roll call vote: Crambell, yes; Comai, yes; Baldwin, yes; Bicum, yes; Sieting, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried**. **Motion** by Crambell to approve Resolution 2023-04 to lift the hiring freeze to allow the COA Director to fill the PT Commission on Aging In-Home Service

worker vacancy. Supported by Comai. Roll call vote: Crambell, yes; Comai, yes; Baldwin, yes; Bicum, yes; Sieting, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Crambell to approve Resolution 2023-05 to lift the hiring freeze to allow the COA Director to fill the FT Commission on Aging Assistant Cook vacancy. Supported by Comai. Roll call vote: Crambell, yes; Comai, yes; Baldwin, yes; Bicum, yes; Sieting, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.**

Finance: Sieting reported. **Motion** by Sieting to approve Resolution 2023-06 Depositories for Kankaska County. Supported by Comai. Roll call vote: Sieting, yes; Comai, yes; Baldwin, yes; Bicum, yes; Crambell, yes; Sieting, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Sieting to move \$10,493.00 from 2022 Sheriff auction sales revenue 101-301-627.100 to 2023 budget 101-334-977.000 capital outlay. Discussion. Supported by Comai. Roll call vote: Sieting, yes; Comai, yes; Baldwin, yes; Bicum, yes; Crambell, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.** **Motion** by Sieting to approve the Sheriff to purchase a snowmobile of \$13,600.00; \$10,000.00 from #101-332-997.000 and \$3,600.00 from #101-334-977.000. Supported by Comai. Roll call vote: Sieting, yes; Comai, yes; Baldwin, yes; Bicum, yes; Crambell, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.**

County Affairs: Baldwin reported. **Motion** by Baldwin to purchase 1 Power PDF Pro license for the county laptop for Commissioner Baldwin of \$179.00 from the IT budget. Supported by Comai. Roll call vote: Baldwin, yes; Comai, yes; Bicum, yes; Crambell, yes; Sieting, yes; Sweet, yes; Fisher, yes. **Carried.** **Motion** by Baldwin to waive Policy #400 RFP purchasing requirement for Animal Control floor repairs. Discussion, noted quotes received. Supported by Sieting. Roll call vote: Baldwin, yes; Sieting, yes; Bicum, yes; Comai, yes; Crambell, yes; Sweet, yes; Fisher, yes. **Carried.** **Motion** by Baldwin to approve payment of up to \$300.00 to Remonumentation Peer Group (corrected from the \$250.00) from the 2023 grant funds. Supported by Comai. Discussion. Roll call vote: Baldwin, yes; Comai, yes; Bicum, yes; Crambell, yes; Sieting, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.**

**Motion** by Baldwin not to pay Story Roofing until the leaks have been addressed and until we received the 20 years NDL Warranty from Duro-Last. Supported by Comai. Discussion; Board noted the months of excessive leaking and damage inside the Court and Admin buildings since the new roof was installed; concern of damage between the roof and ceilings; no warranty has been received. Roll call vote: Baldwin, yes; Comai, yes; Bicum, yes; Crambell, yes; Sieting, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.**

**Motion** by Baldwin to advertise for an RFP from an engineering group to recommend land use modifications for Log Lake Park proposed changes. Supported by Sieting. Discussion; **Motion and support withdrawn.** Consensus more information needed; Crambell noted he would communicate with the State, Zoning, communication with other campgrounds; return to Committee.

**Motion** by Baldwin to accept the proposed Kaliseum Repairs and Alternations dated 12-30-2022 from architect Skendzel. Supported by Comai. Roll call vote: Baldwin, yes; Comai, yes; Bicum, yes; Crambell, yes; Sieting, yes; Sweet, yes; Fisher, yes. 7 yeas. 0 nays. **Carried.**

#### **Sub-Committee Reports:**

Baldwin reported attendance at League of Women Voters meeting; Rugg Pond preliminary report to be available 1-26-2023; status of Road Commission building site; noted Power Wellness research for KMHC.

**Correspondence and Resolutions:** Chair Fisher noted items addressed during meeting.

**New Business:** Commissioner Sweet noted communication with a source to assist with grants.

**Other Business:** Commissioner Sweet noted need for a marketing director at the Kaliseum. Discussion/disagreement regarding previous approvals for changes with Director duties and job descriptions.

**Public Input:**

By ZOOM

Seth Phillips: None

Sheriff Patrick Whiteford: Noted meeting with engineer Nealis 1-19-2023.

Lauren Clark: Noted appreciation for Boards work and need for County Administrator.

Al Parker: None

**Motion** to adjourn by Comai at 11:10 PM. Supported by Sieting. 7 yeas. 0 nays. **Carried.**

Respectfully submitted:

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Deborah Hill, Kalkaska County and  
Clerk of the Board of Commissioners

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Kohn Fisher, Chair of  
Kalkaska County Board of Commissioners

These minutes are not official until they are approved at the next Regular Board of Commissioners meeting.