

GRAND TRAVERSE COUNTY
BOARD OF COMMISSIONERS

Regular Meeting
February 21, 2018

Chairwoman Crawford called the meeting to order at 5:33 p.m. at the Governmental Center.

OPENING CEREMONIES OR EXERCISES

The Pledge of Allegiance to the Flag of the United States of America was recited.

PRESENT: Tom Mair, Addison Wheelock, Jr., Ron Clous, and Carol Crawford

EXCUSED: Cheryl Gore Follette, Bob Johnson and Dan Lathrop

APPROVAL OF MINUTES

Minutes of February 7, 2018 – Regular Meeting

Minutes of February 14, 2018 – Special Meeting

Moved by Wheelock seconded by Mair to approve the minutes as presented. Motion carried.

PUBLIC COMMENT

None

APPROVAL OF AGENDA

Moved by Wheelock, seconded by Clous to approve the agenda as presented.

Motion carried.

CONSENT CALENDAR

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item on the consent calendar be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected.

If any item is not removed from the consent calendar, the action noted (receive & file or approval) is approved by a single Commission action adopting the consent calendar.

A. RECEIVE AND FILE

1. Northern Lakes Community Mental Health Minutes of January 18, 2018
2. Conservation District January Report
3. Medalie Park Business Plan – *Removed from Calendar.*

B. APPROVALS

- 1. Resolution 23-2018
Policies and Procedures
Amended Purchasing Policy

WHEREAS, The Grand Traverse County Board of Commissioners met in regular session on February 21, 2018 and reviewed amendments made to the Purchasing Policy as requested by the board and recommended by staff, and,

WHEREAS, The primary change in this amendment can be found under purchasing guidelines and provides updated requirements according to Total Purchase Amount; and,

WHEREAS, The changes to this policy shall be put in effect immediately upon approval.

NOW THEREFORE BE IT RESOLVED BY GRAND TRAVERSE COUNTY, That this Board of Commissioners approves the Amended Purchasing Policy attached hereto and hereby becoming a part of this resolution. (See File for attachment)

- 2. Resolution 24-2018
Resource Recovery
2018 Hauler License

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on February 21, 2018 and reviewed requests to approve the Hauler Licenses for 2018 as follows:

Yard Waste Haulers:	Landscape Management
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WHEREAS, the above applications have been found to be administratively complete and approval is recommended.

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT Grand Traverse County approve Hauler Licenses for 2018 as identified above.

BE IT FURTHER RESOLVED THAT, the Board of Commissioners authorizes the Board Chair or County Administrator to effectuate the necessary documents to implement the Board authorized action.

- 3. Resolution 25-2018
Health Department
Health Department of Northwest Michigan
Dental Service Agreement
Amendment #20 – Renewal

WHEREAS, The Grand Traverse County Board of Commissioners met in regular session on February 21, 2018 and reviewed request to renew the Dental Service Agreement with the Health Department Northwest Michigan , and,

WHEREAS, The amendment provides for an extension of the previous agreement to provide dental care for the uninsured; and,

WHEREAS, The current funding received under this agreement is \$60,300.00 designated for oral health outreach in Grand Traverse County and the amount is the same; and,

WHEREAS, The terms of the agreement are January 1, 2018 through December 31, 2018; and,

NOW THEREFORE BE IT RESOLVED BY GRAND TRAVERSE COUNTY, That this Board of Commissioners approve the renewal of the Dental Services Agreement, amendment #20 for \$60,300.00 with the Health Department of Northwest Michigan for the period January 1, 2018 through December 31, 2018.

- 4. Resolution 26-2018
County Clerk
Printing Systems, Inc.
2018 Ballot Printing

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on February 21, 2018 and reviewed request to approve ballot printing proposal; and,

WHEREAS, bids were sent out to 3 vendors on January 12, 2018, placed on BidNet and advertised in the Record Eagle with two responses received; and,

WHEREAS, the Election Commission met on February 6, 2018 and recommend accepting the proposal from Printing Systems, Inc (PSI) for the 2018 ballot printing for the costs quoted, \$0.24/regular ballot, \$0.35/pre-marked test ballots, and \$0.06/ballot to fold Absentee Voter (AV) Ballots; and,

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT Grand Traverse County accept the proposal from Printing Systems, Inc (PSI), at the rates identified above.

BE IT FURTHER RESOLVED THAT, the Board of Commissioners authorizes the Board Chair or County Clerk to effectuate the necessary documents to implement the Board authorized action.

ACTION ON THE CONSENT CALENDAR

After the County Clerk read the Consent Calendar for the record, the following item was removed:

A-3 Page 24 By Mair

Moved by Mair, seconded by Wheelock to approve the Consent Calendar minus Item A-3. Motion carried.

SPECIAL ORDERS OF BUSINESS

a. Public Hearing and Approval – Regional Revolving Loan Fund Application – Food for Thought

Jean Derenzy, Interim County Administrator, Karen McIntyre, Community Development, and Laura Galbraith, Venture North Executive Director, provided information about the Food for Thought project and the loan request.

Chairwoman Crawford opened the public hearing at 5:43 p.m.

Lee Dake, Food for Thought Operations Manager, provided more information about the new project.

There being no further discussion or correspondence, the public hearing was closed at 5:46 p.m.

Resolution 27-2018
Community Development
Community Development Block Grant (CDBG)
Food For Thought
Regional Revolving Loan Fund Application

WHEREAS, Food for Thought has expanded its production capabilities as a value-added manufacturer of local, organic and natural Michigan products within the Long Lake Culinary Campus; and CDBG funds will also be used to purchase machinery and equipment for the manufacturing process; and

WHEREAS, Food for Thought is requesting a working capital loan from the Community Development Block Grant Loan Fund in the amount of \$245,000 to be used to purchase machinery and equipment for the manufacturing process and to hire seven (7) full-time positions over the course of two years; and

WHEREAS, at least 51% of these newly created positions will be held by low to moderate income individuals; and

WHEREAS, the project is consistent with Grand Traverse County’s community development plans; and

WHEREAS, no project costs (CDBG or non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by the CDBG project manager; and

WHEREAS, all requirements of the Grand Traverse County Citizen Participation Plan (CPP) have been met.

THEREFORE, BE IT RESOLVED, that the Grand Traverse County Board of Commissioners authorizes submittal of the application. Furthermore, that

Carol Crawford, Chair of the Grand Traverse County Board of Commissioners, is authorized to sign the Part 1 Application and all attachments; Part 2 Application and all attachments; Environmental Review; and, Loan Disbursement Request.

Moved by Mair, seconded by Clous to approve Resolution 27-2018. Motion carried.

ITEMS REMOVED FROM CONSENT CALENDAR

A-3 – Medalie Park Business Plan

Kris Erickson, Parks and Recreation Director, answered Commissioners’ questions.

Moved by Mair, seconded by Wheelock to Receive and File the Medalie Park Business Plan. Motion carried.

DEPARTMENT ACTION ITEMS

a. Parks and Recreation

1. Request for Adoption of the 2018-2023 Grand Traverse County Parks & Recreation Plan

Kris Erickson, Parks and Recreation Director, updated the Commissioners on the 2018-2023 Parks and Recreation Plan.

Resolution 28-2018

Parks and Recreation

Adoption of the 2018-2023 Grand Traverse County
Parks & Recreation Plan

WHEREAS, the Grand Traverse County Parks and Recreation Commission has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five-year period, between 2018 through 2023, and

WHEREAS, the Grand Traverse County Parks and Recreation Commission began the process of developing a community recreation and natural resource conservation plan, the *2018-2023 Grand Traverse County Parks and Recreation Plan*, in accordance with the most recent guidelines developed by the Michigan Department of Natural Resources and made available to local communities, and

WHEREAS, residents of the Grand Traverse County were provided with well-advertised opportunities during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of thirty-one days, and

WHEREAS, a final public hearing was held on February 15, 2018 during the regular meeting of the Grand Traverse County Parks and Recreation meeting at the Grand Traverse County Governmental Center, 400 Boardman Avenue,

Traverse City, to provide an opportunity for all who reside in the county (the planning area) to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS, the Grand Traverse County Parks and Recreation Commission has developed the plan as a guideline for improving recreation and enhancing natural resource conservation in Grand Traverse County’s parks, and to qualify for grants to do so through the Michigan Department of Natural Resources, and

WHEREAS, following the public hearing on February 15, 2018, the Grand Traverse County Parks and Recreation Commission voted to adopt said recreation and natural resources conservation plan, the *2018-2023 Grand Traverse County Parks and Recreation Plan*.

NOW, THEREFORE BE IT RESOLVED by Grand Traverse County that this Board of Commissioners hereby approves the plan as identified above and provided by the Parks and Recreation Commission, and adopts the same, in its entirety.

Moved by Mair, seconded by Clous to approve Resolution 28-2018.
Motion carried.

b. Drain Commissioner

- 1. Cass Road Drain Project Update
Steve Largent, Drain Commissioner, gave a report on the status of the Cass Road Drain Project.

c. Finance

- 1. January 2018 Claims Approval
Dean Bott, Finance Director, explained the Claims for January 2018.

Resolution 29-2018
Finance
January 2018 Claims Approval

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on February 21, 2018, and reviewed claims and payroll disbursements for the month of January 2018 that were requested by the Director of Finance and are recommended for approval; and,

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT the attached CLAIMS AND PAYROLL DISBURSEMENT FOR THE MONTH OF January 2018 are hereby approved. (See file for attachments.)

Moved by Wheelock, seconded by Clous to approve Resolution 29-2018.
Motion carried.

2. FY 2018 Budget Amendments

Dean Bott, Finance Director, explained the budget amendments.

Resolution 30-2018
Finance
Budget Amendments

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on February 21, 2018, and reviewed budget amendments for Fiscal Year 2018 that have been requested by the Director of Finance and are recommended for approval; and,

WHEREAS, Public Act 2 of 1968, the Uniform Budgeting and Accounting Act for Local Units of Government, provides for amendments to the adopted budget upon anticipation of a variance in revenues and/or expenditures; and,

WHEREAS, The Finance Department and Department Heads monitor current year activity on an ongoing basis to identify such variances; and,

WHEREAS, Consistent with County policy, departments have prepared and the Finance Department has reviewed the attached FY2018 budget amendment requests; and,

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT the attached budget amendments for the Fiscal Year 2018 budget are hereby approved. (See file for attachments.)

Moved by Mair, seconded by Clous to approve Resolution 30-2018.
Motion carried.

d. Administration

1. Planning – Resolution from Garfield Township

Jean Derenzy, Interim County Administrator, explained the resolution request which waives Grand Traverse County’s right to review township ordinances and amendments.

Rob Larrea, Garfield Township Planning Director, answered Commissioners questions regarding the proposed resolution.

Resolution 31-2018
Planning Commission
Resolution to Waive Grand Traverse County’s Right
To Review Township Ordinances and Amendments

A RESOLUTION TO WAIVE GRAND TRAVERSE COUNTY’S RIGHT TO REVIEW TOWNSHIP ORDINANCES AND AMENDMENTS in accordance with the provisions of Act 110 of the Public Acts of 2006, as amended.

WHEREAS the Grand Traverse County Board of Commissioners is tasked with reviewing township zoning ordinances and amendments to adopted ordinances pursuant to the authority of the Michigan Zoning Enabling Act, Act 110 of 2006, as amended;

WHEREAS the Michigan Zoning Enabling Act, Act 110 of 2006, under MCL 125.3307 (1) requires any township, city or village to submit for review and recommendation of any proposed zoning ordinance, including any zoning maps, to the County Planning Commission in which the township is located: and

WHEREAS the Michigan Zoning Enabling Act, Act 110 of 2006, under MCL 125.3307 (3) states the county will have waived its right for review and recommendation of an ordinance if the recommendation of the county planning commission, has not been received by the township within 30 days from the date the proposed ordinance is received by the county; and

WHEREAS the Michigan Zoning Enabling Act, Act 110 of 2006, under MCL 125.3307 (4) specifically allows the legislative body, being the Grand Traverse County Board of Commissioners, to waive its right to review township ordinances and amendments; and

WHEREAS the Grand Traverse County Planning Commission convenes on a quarterly basis therefore the Grand Traverse County Planning Commission cannot meet the 30 day timeframe required under MCL 125.3307 (3) causing a burden on municipalities and applicants;

NOW THEREFORE:

The Grand Traverse County Board of Commissioners ORDAINS:
Grand Traverse County hereby waives its right to review township ordinances and amendments as permitted under MCL 125.3307 (4).

Moved by Wheelock, seconded by Clous to approve Resolution 31-2018.
Motion carried.

OLD/UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

COMMISSIONER/DEPARTMENT REPORTS

Jean Derenzy, Interim Administrator indicated that the new Facilities Director will start work on Monday, February 26th. She also indicated that they will be doing more interviews for a Resource Recovery Manager since the candidate they planned to offer the job to has taken another position.

NOTICES

None

CLOSED SESSION

None

Meeting adjourned at 6:45 p.m.

Bonnie Scheele, County Clerk

Carol Crawford, Chairwoman

APPROVED: _____ _____
 (Date) (Initials)