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1/1/2018

# Agendas and Minutes of the Board

Presque Isle County, MI

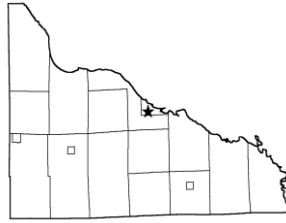
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**Board of Commissioners**  
PRESQUE ISLE COUNTY MICHIGAN

# Presque Isle County Board of Commissioners

## COMMISSIONERS

District 1 – Robert D. Schell  
District 2 – Lee Gapczynski  
District 3 – Michael Darga  
District 4 – Carl L. Altman  
District 5 – Stephen Lang



CHAIRMAN  
Carl L. Altman

VICE-CHAIRMAN  
Robert D. Schell

COUNTY CLERK &  
CLERK TO THE BOARD OF  
COMMISSIONERS  
Ann Marie Main

## **AGENDA** **Board of Commissioner's Meeting** **Wednesday,** **January 11, 2018** **7:00 p.m.**

**Call to Order**  
**Pledge, Prayer and Roll Call**  
**Approval of the Agenda – Additions/Deletions**  
**Minutes of the Meeting of December 29, 2017**  
**Minutes of Organizational Meeting January 8, 2018**  
**Claims Audit**

### **Citizens Appearing Before the Board**

#### **Unfinished Business:**

1.

#### **New Business:**

1. HCSP participation agreement.
2. Resolution to Borrow
3. Resolution of Agency

**Committee Reports**  
**Other Government Officials**  
**Commissioner Comment**  
**District Commissioner Reports**  
**Correspondence**  
**Payroll**  
**Adjourn**

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January 8, 2018

The Board of Commissioners for the County of Presque Isle met in the Commissioner's Room of the Courthouse in the City of Rogers City on Thursday, January 8, 2018, at 9:00 a.m. for the purpose of organizing.

County Clerk Ann Marie Main called the meeting to order and Commissioner Darga led the Board in the Pledge of Allegiance. Commissioner Altman gave the prayer and the Clerk called the roll.

Commissioners present: Robert D. Schell, Lee Gapczynski, Michael Darga, Carl L. Altman and Stephen Lang.

Commissioners excused: None

### **ELECTION OF A VICE-CHAIRMAN**

Commissioner Darga nominated Robert Schell for vice-chairman. After three calls for further nominations and there being none, a motion was made by Commissioner Lang and seconded by Commissioner Darga to close the nominations and the clerk be instructed to cast a unanimous ballot electing Robert Schell as vice-chairman for 2018.

Motion carried by a majority vote.

Commissioner Schell took his seat as vice-chairman.

### **PRESQUE ISLE COUNTY BOARD OF COMMISSIONERS RULES OF ORDER AS AMENDED**

Motion by Commissioner Lang and seconded by Commissioner Gapczynski to adopt the 2018 Presque Isle County Board of Commissioners Rules of Order with the changes to language under 2.1.

Ayes: Gapczynski, Darga, Altman, Lang, Schell.

Nays: None

Motion carried by roll call vote.

### **RESOLUTION – DESIGNATION OF DEPOSITORIES**

WHEREAS, under the laws of the State of Michigan, Act No. 40 of the Michigan Public Acts of 1932, 1<sup>st</sup> Extra Session, as amended (MCL 129.12), this Board is required to provide, by resolution, for the deposit of all public monies, including tax monies belonging to or held for the State, County or other political units coming into the hands of the County Treasurer in one or more financial institutions within the State, and

THEREFORE, BE IT RESOLVED by the Presque Isle County Board of Commissioners as follows:

January 8, 2018

1. The Presque Isle County Board of Commissioners hereby provides for the designation and deposit of all public money including tax money by the Presque Isle County Treasurer in the following financial institutions:

Huron National Bank of Rogers City as General Depository  
Calcite Credit Union  
Awakon f/n/a Onaway Community Federal Credit Union  
Chemical bank f/n/a Independent Bank  
Bank of Alpena  
First Federal of Northern Michigan – Alpena and Cheboygan

2. The Treasurer and Finance Committee are authorized to enter into and execute on behalf of the County any contracts with any bank or trust company for the safekeeping or their party custodianship of any of the County's securities which will be the subject of such safekeeping or third party custodianship arrangements, on such terms and conditions as the County Treasurer shall require, and
3. The County Treasurer is authorized to rely on the continuing effect of this Resolution until amended or repealed by a subsequent resolution of this or a successor Board of Commissioners.

Motion by Commissioner Darga and seconded by Commissioner Lang to adopt the above resolution.

Ayes: Darga, Altman, Lang, Schell, Gapczynski.

Nays: None

Motion carried by roll call vote.

#### **MEETING DATES FOR 2018 ESTABLISHED**

Motion by Commissioner Darga and seconded by Commissioner Lang that the 2018 regular meetings of the Board of Commissioners for the County of Presque Isle will be held on the second Wednesday at 7:00 p.m. and the last Friday at 9:30 a.m., a change due to a holiday, or unless otherwise called by the Chairman.

Ayes: Motion carried by majority vote.

#### **DISCLOSURE RESOLUTION – COMMISSIONER SCHELL**

Motion by Commissioner Darga and seconded by Commissioner Gapczynski to adopt the following resolution:

WHEREAS, Robert D. Schell of Onaway, Michigan has been elected to the Board of Commissioners for a term of two years effective January 1, 2017, and

WHEREAS, Mr. Schell is owner of Schell's Resort on Black Lake and a stockholder in Huron National Bank and Citizens National Bank of Cheboygan and account member with Awakon Federal Credit Union,

January 8, 2018

WHEREAS, Huron National Bank, and Awakon Federal Credit Union are used as depositories for funds of said county;

THEREFORE, the Presque Isle County Board of Commissioners are fully cognizant of the fact that Mr. Schell is owner Schell's Resort on Black Lake and a stockholder of said bank and member of said credit union and does desire to continue business as usual with said businesses, banks and credit union.

Ayes: Altman, Lang, Schell, Gapczynski, Darga.

Nays: None

Motion carried by roll call vote.

### **DISCLOSURE RESOLUTION – COMMISSIONER GAPCZYNSKI**

Moved by Commissioner Darga and supported by Commissioner Lang to adopt the following resolution:

WHEREAS, Lee Gapczynski of Rogers City, Michigan has been elected to the Board of Commissioners for a term of two years effective January 1, 2017, and

WHEREAS, Mr. Gapczynski is a stockholder in Concrete Alternatives INC of Rogers City, Michigan, member of 23 North Properties LLC, Rogers City, Michigan, a stockholder and member of the Board of Directors of Huron National Bank Corp. of Rogers City and account member of Calcite Credit Union of Rogers City, and

WHEREAS, Huron National Bank and Calcite Credit Union are used as depositories for funds of said county;

THEREFORE, the Presque Isle County Board of Commissioners are fully cognizant of the fact that Ms. Gapczynski is stockholder in Concrete Alternatives, INC of Rogers City, member of 23 North Properties LLC, Rogers City, Michigan and a member of the Board of Directors at Huron National Bank, a stockholder in Huron National Bank Corp. and account member with the Calcite Credit Union and does desire to continue business as usual with said business, bank and credit union.

Ayes: Lang, Schell, Gapczynski, Darga, Altman.

Nays: None

Motion passed by roll call vote.

### **DISCLOSURE RESOLUTION – COMMISSIONER DARGA**

Motion by Commissioner Lang and seconded by Commissioner Gapczynski to adopt the following resolution:

WHEREAS, Michael Darga of Rogers City, Michigan has been elected to the Board of Commissioners for a term of two years effective January 1, 2017, and

January 8, 2018

WHEREAS, Mr. Darga is a partner in Darga Brothers of Rogers City, Michigan, and owner of Mike Darga Builders of Rogers City, Michigan, and

WHEREAS, Mr. Darga is an account member in Calcite Credit Union of Rogers City, Huron National Bank of Rogers City and Chemical Bank of Rogers City, and

WHEREAS, Calcite Credit Union, Huron National Bank and Chemical Bank are used as depositories for funds of said county;

THEREFORE, the Presque Isle County Board of Commissioners are fully cognizant of the fact that Mr. Darga is a partner in Darga Brothers of Rogers City, Michigan, owner of Mike Darga Builders and an account member in said credit union and banks and does desire to continue business as usual with said businesses, banks and credit union.

Ayes: Schell, Gapczynski, Darga, Altman, Lang.

Nays: None

Motion carried by roll call vote.

#### **DISCLOSURE RESOLUTION – COMMISSIONER ALTMAN**

Motion by Commissioner Darga and seconded by Commissioner Schell to adopt the following resolution:

WHEREAS, Carl L. Altman of Hawks, Michigan has been elected to the Board of Commissioners for a term of two years effective January 1, 2017, and

WHEREAS, Mr. Altman is owner of Night Hawk Inn of Hawks, Michigan, an account member in Huron National Bank of Rogers City and the Calcite Credit Union of Rogers City, and

WHEREAS, Huron National Bank and Calcite Credit Union are used as depositories for funds of said county;

THEREFORE, the Presque Isle County Board of Commissioners are fully cognizant of the fact that Mr. Altman is owner of Night Hawk Inn of Hawks, Michigan, and an account member in Huron National Bank and the Calcite Credit Union and does desire to continue business as usual with said business, bank and credit union.

Ayes: Gapczynski, Darga, Altman, Lang, Schell.

Nays: None

Motion carried by roll call vote.

#### **DISCLOSURE RESOLUTION – COMMISSIONER LANG**

Motion by Commissioner Darga and seconded by Commissioner Gapczynski to adopt the following resolution:

WHEREAS, Stephen Lang of Presque Isle, Michigan has been elected to the Board of Commissioners for a term of two years effective January 01, 2017, and

January 8, 2018

WHEREAS, Mr. Lang is a stockholder in First Federal of Northern Michigan of Alpena, and

WHEREAS, First Federal of Northern Michigan of Alpena is used as a depository for funds of said county;

THEREFORE, the Board of Commissioners of Presque Isle County are fully cognizant of the fact that Mr. Lang is a stockholder in First Federal of Northern Michigan of Alpena and does desire to continue business as usual with said bank.

Ayes: Darga, Altman, Lang, Schell, Gapczynski.

Motion carried by roll call vote.

### **DISCLOSURE RESOLUTION – COUNTY CLERK**

Motion by Commissioner Lang and seconded by Commissioner Darga to adopt the following resolution:

WHEREAS, Ann Marie Main of Millersburg, Michigan has been elected Presque Isle County Clerk effective January 1, 2017 for a term of four years, and

WHEREAS, Mrs. Main is an account member with the Calcite Credit Union of Rogers City, Huron National Bank of Rogers City and the Awakon Federal Credit Union, and

WHEREAS, the Calcite Credit Union, Huron National Bank of Rogers City and the Awakon Federal Credit Union are used as depositories for funds of said county;

THEREFORE, the Presque Isle County Board of Commissioners are fully cognizant of the fact that Mrs. Main is an account member with Calcite Credit Union, Huron National Bank and the Awakon Federal Credit Union and does desire to continue business as usual with said credit unions and bank.

Ayes: Altman, Lang, Schell, Gapczynski, Darga.

Nays: None

Motion carried by roll call vote.

### **DISCLOSURE RESOLUTION – COUNTY TREASURER**

Motion by Commissioner Darga and seconded by Commissioner Lang to adopt the following resolution:

WHEREAS, Bridget LaLonde of Rogers City, Michigan has been elected Presque Isle County Treasurer effective January 1, 2017 for a term of four years, and

WHEREAS, Mrs. LaLonde is an account member with Huron National Bank of Rogers City and Calcite Credit Union and

WHEREAS, Huron National Bank and Calcite Credit union are used as a depository for funds of said county;



January 8, 2018

THEREFORE, the Board of Commissioners of Presque Isle County are fully cognizant of the fact that Mrs. LaLonde is an account member with Huron National Bank of Rogers City and Calcite Credit Union and does desire to continue business as usual with said banks.

Ayes: Altman, Lang, Schell, Gapczynski, Darga.

Nays: None

Motion carried by roll call vote.

#### **POSTING MEETING DATES – APPOINTMENT**

Motion by Commissioner Lang and seconded by Commissioner Darga to appoint the County Clerk to be responsible for posting regular meeting notices and committee meeting notices of the Presque Isle County Board of Commissioners for 2018.

Motion passed by majority vote.

#### **WEATHER/EMERGENCY CLOSING – COUNTY OFFICES**

Motion by Commissioner Lang and seconded by Commissioner Darga that the chairman or the vice-chairman be responsible for closing the county offices in case of a weather emergency or any other kind of emergency and to notify the rest of the board members and the radio and local TV station of their decision.

Motion passed by majority vote.

#### **OUT-OF-STATE CONVENTIONS – FUNDING**

Motion by Commissioner Lang and seconded by Commissioner Darga that no out-of-state conventions, conferences or meetings will be funded during 2018, except by prior approval of the Board of Commissioners.

Motion passed by majority vote.

#### **SPENDING LIMITATIONS, BIDDING POLICY AND TRANSFERS**

Motion by Commissioner Lang and seconded by Commissioner Darga that it shall be the policy of this Board that continuing for 2018, the limit for spending on supplies will be \$1500.00 for any one item or group of items and if the cost exceeds \$1500.00, authorization must first be obtained from the Finance Committee or the full Board. Food and medical supplies for the jail are an exception to this directive.

Any amount in excess of \$1,500.00 must be presented to the Finance Committee in the form of a written request and must have approval by a majority of the Board of Commissioners.

January 8, 2018

It shall be the policy of this Board that two of the three members listed: the Chairman, Vice-Chairman or Finance Chairman can authorize emergency maintenance repairs or replacements up to \$8,000.00.

No adjustment or transfer of funds shall be allowed which will adjust any employee's salary, bonus, compensation, or benefits, without the approval of the Board of Commissioners.

No adjustment or transfer will be allowed so as to co-mingle funds, and no department adjustment or transfer will be allowed that requires the transfer of funds from other separate funds, either into the department budget, or out of the department budget, without prior approval of the Finance Committee. The transfer or movement of funds does not apply to separate funds established through grant monies received in accordance with grant requests prepared by each department.

Ayes: Lang, Schell, Gapczynski, Darga, Altman.

Nays; None

Motion carried by roll call vote.

### **INVITATION TO BID – LEGAL FORM**

Motion by Commissioner Schell and seconded by Commissioner Lang to adopt the following proposed form of "Invitation to Bid" which meets legal requirements:

#### **INVITATION TO BID**

Notice is given that sealed proposals will be received at the Office of the Presque Isle County Clerk, P.O. Box 110, 151 E. Huron Avenue, Rogers City, Michigan 49779, on or before \_\_\_\_ (date) \_\_\_\_ at the hour of \_\_\_\_ o'clock \_\_\_\_ p.m., to be opened \_\_\_\_ (specify date and time) \_\_\_\_ for:

(Specifications)

\*Optional – a certified check in the amount equal to 10% of the total bid and made payable to Presque Isle County must accompany each bid as evidence of good faith and as guarantee that the bidder will comply with terms of the bid.

\*Optional – the plans and specifications of the work may be examined at the Office of the County Clerk weekdays from \_\_\_\_ (time) \_\_\_\_.

The Presque Isle County Board of Commissioners reserves the right to reject any and all bids (when appropriate add: or to accept any bid as a whole or in part) as in the exercise of discretion the Board may deem to be in the best interest of the County.

Motion carried by majority vote.

### **COMMITTEE APPOINTMENTS**

Chairman Altman made the following committee appointments and special appointments. First named is committee chairperson.

January 8, 2018

Executive Committee	Altman, Schell, Darga (alternate)
Finance and Auditing Committee	Schell, Altman, Darga (alternate)
Personnel Committee	Lang, Schell, Gapczynski (alternate)
Courthouse & Grounds Committee	Gapczynski, Darga, Lang (alternate)
Public Health & Safety Committee	Darga, Gapczynski, Lang (alternate)
District Health Board	Altman, Lang, Schell (alternate) Gapczynski (alternate)

Motion by Commissioner Darga and seconded by Commissioner Lang to ratify the above committee appointments as presented by Chairman Altman for 2018.

Ayes: Schell, Gapczynski, Darga, Altman, Lang.

Nays: None

Motion carried by roll call vote.

### **SPECIAL APPOINTMENTS**

Chairman Altman made the following special appointments:

53 <sup>rd</sup> Circuit Court Advisory Committee	Gapczynski, Altman
Northern Counties Association	Altman, Schell (alternate)
Michigan Works (Consortium)	Schell, Darga (alternate)
MI Townships Association	Darga, Schell, Gapczynski (alt)
Multi County Authority for Solid Waste	Darga
Department of Human Services	Lang
Mental Health	*Nowak – *Citizen Appointment
Community Corrections Advisory Bd.	Altman, Schell
NEMCOG	Altman, Schell (alternate)
CDC/EDC/Tourism	Lang, Darga (alternate)
Transit Authority	Gapczynski
Recycling Alliance	Darga
Conservation District	Darga, Gapczynski (alt)
Senior Citizens	Darga, Lang (alternating members)
NEMCSA	Gapczynski, Altman (alternate)
Road Commission Liaison	Gapczynski, Darga (alternate)
Citizens Advisory Committee-State Parks	Lang

Motion by Commissioner Lang and seconded by Commissioner Darga to ratify the special appointments as presented by Chairman Altman for 2018.

Ayes: Gapczynski, Darga, Altman, Lang, Schell.

Nays: None

Motion carried by roll call vote.

### **CHIEF ADMINISTRATIVE OFFICER AND FINANCE AND AUDITING COMMITTEE**

Chairman Altman appointed the Chairman of the Board as Chief Administrative Officer for Presque Isle County for 2018 and he appointed Commissioner Schell and Chairman Altman to the Finance and Auditing Committee for 2018 with Commissioner Darga as alternate.

January 8, 2018

Motion by Commissioner Darga and seconded by Commissioner Lang to ratify the appointments of Chief Administrative Officer and the Finance and Auditing Committee for 2018 as presented by Chairman Altman.

Ayes: Darga, Altman, Lang, Schell, Gapczynski.

Nays: None

Motion carried by roll call vote.

### **PUBLISHING OF MINUTES**

Motion by Commissioner Darga and seconded by Commissioner Lang to post the minutes of the Board of Commissioner's minutes according to Rules of Order adopted by this Board.

Ayes: Altman, Lang, Schell, Gapczynski, Darga.

Nays: None

Motion carried by roll call vote.

### **PAYROLL**

Motion by Commissioner Darga and seconded by Commissioner Lang to authorize per diem and mileage for this meeting.

Ayes: Lang, Schell, Gapczynski, Darga, Altman

Nays: None

Motion carried by roll call vote.

### **ADJOURN**

Motion by Commissioner Darga and seconded by Commissioner Lang to adjourn until Wednesday, January 10, 2018, at 7:00 p.m., subject to the call of the chair.

Motion carried by a majority vote.

Thereupon the Board adjourned at 9:41 a.m.

DATE: January 8, 2018

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Carl L. Altman, Chairman

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Ann Marie Main, County Clerk