

# **MACKINAC COUNTY BOARD OF COMMISSIONERS PROCEEDINGS**

**Thursday, January 25, 2018**

The Mackinac County Board of Commissioners held their regular meeting on Thursday, January 25, 2018 in the County Annex Building, Board Room, 100 S. Marley St., St. Ignace, MI.

The meeting was called to order by Chair Patrick at 4:30 pm.

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

Roll Call: Jim Hill, Paul Krause, Dan Litzner, Bucky McPhee, Diane Patrick.  
Absent: None.

**Agenda Approval** – It was moved by Commissioner Hill with support by Commissioner Litzner to accept the agenda as amended. VVMC

**Approval of Minutes** – It was moved by Commissioner McPhee second by Commissioner Litzner to approve the minutes of January 11, 2018. VVMC

## **Public Comment:**

Animal Shelter Administrator Newsome introduced Kendra Kacel, the newly hired Shelter Worker to the board.

**Elected Officials/Staff Reports:** None

## **Business:**

**Opioid Litigation** – The board discussed the Opioid litigation and after a lengthy discussion decided that Mackinac County would not be participating in the litigation as the board does not believe there would be any benefit to the County or any citizen of the county. There was no support given and no action was taken.

**2017 and 2018 Food Pantry Agreements – The** board reviewed the 2017 and 2018 Food Pantry Agreements. After a brief discussion, it was moved by Commissioner Hill second by Commissioner Litzner to approve the 2017 Food Pantry agreements for St. Ignace Food Pantry in the amount of \$1,200; Curtis Baptist Food Pantry in the amount of \$500, and Love Inc. in the amount of \$500.00. Roll Call: YES: Hill, Krause, Litzner, McPhee, Patrick; NO: none; Absent: none. (Agreements attached)

It was moved by Commissioner Litzner second by Commissioner Krause to approve the 2018 Food Pantry agreements for St. Ignace Food Pantry in the amount of \$1,200; Curtis Baptist Food Pantry in the amount of \$500, and Love

Inc. in the amount of \$500. Roll Call: YES: Hill, Krause, Litzner, McPhee, Patrick; NO: none; Absent: none. (Agreements attached)

Chair Patrick requested to include Cedar Post Food Pantry in the amount of \$500 for 2018. It was moved by Commissioner Litzner second by Commissioner Krause to increase the 2018 food pantry budget and approve the 2018 Food Pantry agreement for Cedar Post Food Pantry in the amount of \$500.00. Roll Call: YES: Hill, Krause, Litzner, McPhee, Patrick; NO: none; Absent: none. (Agreement attached)

**Annex Break Room Countertop Replacement** - The board discussed the bid from Quality Installations to replace the break room countertop and leaky faucet. After the Commissioners inspected the break room, it was moved by Commissioner Hill second by Commissioner Krause to authorize Quality Installations to center and replace the countertop and faucet and remove the hot plate. Roll Call: YES: Hill, Krause, Litzner, McPhee, Patrick; NO: none; Absent: none. (Bid attached)

**Request for Part Time Employee** – The board reviewed Clerk Johnston request to hire a part time employee to assist the Circuit Court Clerk at 25 hours per week, Pay Grade 6 Step Hire. The board discussed various other options with the Clerk. The board recommended increasing the Administrative Clerk salary to Pay Grade 6 and hire a part time employee to fill her duties. The decision was tabled.

**Review Revised Animal Shelter Administrator Job Description** – Commissioner Krause discussed the revised Animal Shelter Administrator job description with the board. After a brief discussion, it was moved by Commissioner Litzner second by Commissioner Hill to accept the revised Shelter Administrator job description. VVMC (Job Description attached)

**2% Funding Request** – The board discussed a 2% funding request from Mackinac Animal Aid Association to Sault Ste. Marie Tribe of Chippewa Indians for the Spay/Neuter Program-Litter in the amount of \$10,000. It was moved by Commissioner Hill second by Commissioner Litzner to authorize Mackinac Animal Aid Association to submit the 2% Funding Request. VVMC

**Additional Board Member Business:**

Commissioner McPhee discussed the heating/cooling issues in the Courthouse Annex. The \$80,000 to replace the heating valves does not cover the equipment and the contract will not expire for three years.

Chair Patrick requested to assign a commissioner to gather information on a company that can review the job classifications/compensation. Commissioner Litzner was appointed to find a company and report back to the board by the first meeting in March.

Commissioner Hill discussed the appropriation from the County to the City of St. Ignace for the Pocket Park in the amount of \$1,000 and Little Bear Recreation Park in the amount of \$10,000. The board agreed that since no construction was being done, the county should request that the appropriation be returned to the County. Commissioner Hill will prepare a letter for the Downtown Development Association to request the return of those funds.

Commissioner Krause discussed the Upward Talent Council meeting on January 18 in Escanaba. The council has a vacancy on their board and Commissioner Krause suggested the board find an interested person from this area to fill this vacancy.

Commissioner McPhee discussed a donation to the Escanaba State Fair in the amount of 1.5 million to build a veteran museum.

**Public Comment:** None

**Communications:**

The board discussed a letter from Court Reporter Kelly Moran requesting water be supplied to the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the courthouse. After a brief discussion, it was moved by Commissioner Hill second by Commissioner Litzner to appoint Commissioner McPhee to check on the availability and cost of a Culligan water cooler for each floor. (Letter attached) VVMC

**Approval of Bills/Budget Amendments:**

The board reviewed the bills for approval in the amount of \$24,585.89 and the manual bills in the amount of \$387,672.56. It was moved by Commissioner Hill second by Commissioner McPhee to approve the bills. VVMC (bills attached)

**Adjournment** – Chair Patrick adjourned the meeting at 6:20 p.m.

Lori Johnston  
County Clerk