

**MINUTES OF REGULAR MEETING – TUESDAY, JANUARY 3, 2012 – 6:00 P.M. – ROOM 231,  
HENRY A. SKEWIS ANNEX, MARQUETTE, MI 49855.**

**1. CALL TO ORDER – SALUTE TO THE FLAG – PLEDGE OF ALLEGIANCE.**

- Call to Order by Chair at 6:00 p.m. – Room 231 Henry A. Skewis Annex, Marquette.
- Roll Call: Present: Commissioner Arsenault, Commissioner Bergdahl, Commissioner Cihak, Commissioner Corkin, Commissioner Heikkila, Commissioner Joseph, Commissioner Nordeen, Commissioner Pellow, and Commissioner Quayle.  
Absent: None.

- **SALUTE TO THE FLAG AND PLEDGE OF ALLEGIANCE.**

- **ADMINISTRATION OF OATH OF OFFICE BY COUNTY CLERK.**

- **ELECTION OF CHAIRPERSON CONDUCTED BY COUNTY CLERK.**

The Deputy County Clerk opened the meeting for nominations for Chairperson. Commissioner Cihak nominated Commissioner Pellow. No other nominations were forthcoming.

**Board Action:** Commissioner Cihak moved to elect Commissioner Pellow as Chairperson of the County Board of Commissioners. A roll call vote was conducted. Ayes: Commissioners Cihak, Quayle, Heikkila, Corkin, Joseph, Arsenault, Pellow, Nordeen and Bergdahl. Nays: None. Motion approved.

- **ELECTION OF VICE-CHAIRPERSON.**

Chairperson Pellow opened the meeting for nominations for Vice-Chairperson. Commissioner Nordeen nominated Commissioner Heikkila. No other nominations were forthcoming.

**Board Action:** Commissioner Pellow moved to elect Commissioner Cihak as Vice-Chairperson of the County Board of Commissioners. A roll call vote was conducted. Ayes: Commissioners Cihak, Quayle, Heikkila, Corkin, Joseph, Arsenault, Nordeen, Bergdahl and Chairperson Pellow. Nays: None. Motion approved.

*Commissioners applauded Commissioner Bergdahl for his service as Chairperson of the County Board of Commissioners.*

**2. APPROVAL OF THE MINUTES OF THE COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETINGS HELD ON DECEMBER 7, 2011.**

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**Board Action:** Commissioner Corkin moved to approve the minutes of the County Board of Commissioners Regular Meetings held on December 7, 2011 with the following corrections: Commissioner Heikkila did not leave the meeting at 5:25 p.m. Second by Commissioner Arsenault. Motion adopted.

**3. PROCLAMATION, PRESENTATIONS AND AWARDS:**

a. Resolution Honoring James Peterson on his Retirement. The following resolution was read by Commissioner Nordeen:

*MARQUETTE COUNTY BOARD OF COMMISSIONERS  
RESOLUTION HONORING SERVICE OF JAMES PETERSON  
ON HIS RETIREMENT*

*WHEREAS, Government has an obligation to provide its citizens with services of the highest quality; and  
WHEREAS, quality services can only be provided by employees of the highest caliber; and  
WHEREAS, James Peterson began his career with the Marquette County on October 11, 1999, as an  
Equipment Operator and Maintenance Mechanic for the Public Works Division at Sawyer; and*

*WHEREAS, Jim has been an employee of the maintenance division at Sawyer International Airport since 2005. He has been an Airport Technician Five (AT-5) since 2008, certified in Aircraft Rescue Fire Training; and*

*WHEREAS, as a Marquette County employee and as a member of the Civil Engineering Squadron, James served over 22 years at K.I. Sawyer. He has been a valued member of a larger team of maintenance employees responsible for operating and maintaining equipment and buildings at Sawyer International Airport; and*

*WHEREAS, Jim's dedication to keeping the runways and other airport areas free of snow and ice during the long winter season has been an essential service to the safety, certification, and compliance of the airport for the benefit of Marquette County residents, and for passengers traveling to or from Sawyer.*

*WHEREAS, the County of Marquette thanks Jim for his hard work to provide a safe airport environment for airlines to operate to and from Sawyer International Airport.*

*THEREFORE, BE IT RESOLVED, that the County Board of Commissioners gratefully expresses its appreciation to James Peterson for over 12 years of dedicated service to Marquette County; and*

*BE IT FURTHER RESOLVED, that the County Board, on behalf of all County Citizens, wishes James and his wife Linda a long, healthy, and happy retirement.*

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b. Resolution Honoring Jesse M. Carlson on his Retirement. The following resolution was read by Commissioner Corkin:

*MARQUETTE COUNTY BOARD OF COMMISSIONERS  
RESOLUTION HONORING SERVICE OF JESSE M. CARLSON  
ON HIS RETIREMENT*

*WHEREAS, Government has an obligation to provide its citizens with services of the highest quality; and  
WHEREAS, quality services can only be provided by employees of the highest caliber; and*

*WHEREAS, Jesse began his career on January 27, 1987, as a Public Safety Officer at the former Marquette County Airport in Negaunee; and*

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*WHEREAS, on September 16, 1989, he was promoted to the position of Airport Technician Five (AT-5), and then selected as Fire Training Officer on April 20, 1999; and*

*WHEREAS, during the summer of 1999, he was an integral member of the team that made the transition and relocation of all airport operations to the former K.I. Sawyer Air Force Base, and the current Sawyer International Airport in Gwinn; and*

*WHEREAS, as an AT-5 and Fire Training Officer, Jesse has extensive knowledge of the aircraft fire service and has been commended in the past for his expeditious response and alertness in preventing potentially disastrous fire and explosion incidents; and*

*WHEREAS, Jesse's efforts to keep the airport operational under extremely challenging conditions such as winter snow storms in the Upper Peninsula has been appreciated by airline personnel and travelers; and*

*WHEREAS, the County of Marquette thanks Jesse for a job very well done.*

*THEREFORE, BE IT RESOLVED, that the County Board of Commissioners gratefully expresses its appreciation to Jesse Carlson for nearly 25 years of dedicated service to Marquette County; and*

*BE IT FURTHER RESOLVED, that the County Board, on behalf of all County Citizens, wishes Jesse and his wife Kathleen a long, healthy, and happy retirement.*

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**4. APPROVAL OF THE AGENDA.**

**Board Action:** Commissioner Nordeen moved to approve the Agenda with the following change: Move 10c) Severance Tax Proposed Legislation following 5) Public Comment. Second by Commissioner Heikkila. Motion adopted.

**5. PUBLIC COMMENT.**

Chairperson Pellow opened the meeting for public comment.

- Joseph Derocha, Humboldt Township Supervisor, requested to speak to Item 10c) Severance Tax Proposed Legislation.
- Pete Mackin, Chocolay Township, requested to speak to Item 10c) Severance Tax Proposed Legislation.
- Anne Giroux, Marquette County Treasurer, spoke regarding 10c) Severance Tax Proposed Legislation.
- Bill Luetzow, President of the MTA (Michigan Township Association), invited Representative Matt Huuki to attend a meeting at the Negaunee Township Hall on Wednesday, January 18, 2012 at 7:00 p.m. Mr. Luetzow was also present to assist Michigamme and Humboldt Township in their opposition against the Severance Tax Proposed Legislation.

**10. ACTION ITEMS.**

**c. Severance Tax Proposed Legislation.**

Representative Matt Huuki, 110<sup>th</sup> District, was present to explain the Severance Tax Proposed Legislation for the mining industry. Rep. Huuki explained how the mines are taxed.

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Chairperson Pellow requested that Representative Huuki find a location either in Lansing or in the U.P. where a committee made up of local individuals including (County Equalization, Township Assessors, Township Supervisors, etc.) can meet with State Officials and Geologists who were involved in drafting the bill.

- Joe Derocha, provided shredder to Rep. Huuki to take back to Lansing for his bill.
- Karl Numinen spoke in opposition on behalf of Humboldt Township.
- Pete Mackin expressed his concerns on the matter.
- Bill Luetzow presented Rep. Huuki with his business card and requested he keep him informed on the status of the proposed bill.

Chairperson Pellow asked Representative Huuki does the County have his assurance that the bill will not move forward until a meeting can be held. Representative Huuki stated – yes.

After discussion and debate. No action was taken.

**6. REVIEW OF CLAIMS AND ACCOUNTS.**

**Board Action:** Commissioner Arsenault moved to approve Claims and Accounts for the period December 23, 2011 through December 29, 2011 in the amount of \$95,821.88; Bi-weekly Payroll for the period ending December 24, 2011 in the amount of 683,083.73. Second by Commissioner Nordeen. Motion adopted.

**7. PUBLIC HEARINGS. None.**

**8. PRIVILEGED COMMENT. None.**

**9. INFORMATIONAL ITEMS.**

- a. Correspondence from Michigamme Township re: Tax Increment Finance Plan.

**Board Action:** Commissioner Corkin moved to accept and place on file. Second by Commissioner Cihak. Motion adopted.

**10. ACTION ITEMS CON'T.**

**a. 2012 Meeting Schedules.**

**Board Action:** Commissioner Corkin moved to approve the following 2012 County Board of Commissioners Regular and Committee of the Whole Meetings Schedules with the following changes: April 30, July 3, November 27 and December 26, 2012 to be removed from the schedule. Second by Commissioner Arsenault. (Commissioner Cihak and Commission Quayle voted no). Motion adopted.

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**MARQUETTE COUNTY BOARD OF COMMISSIONERS  
2012 REGULAR MEETING SCHEDULE**

(All meetings on Tuesday at 6:00 P.M. in Room 231 of the Henry A. Skewis Courthouse Annex, Marquette, Michigan, unless otherwise noted)

January 3, 2012 ( <i>Organizational Meeting</i> )	July 17, 2012
January 17, 2012	August 7, 2012
February 7, 2012	August 21, 2012
February 21, 2012	September 4, 2012
March 6, 2012	September 19, 2012 ( <i>Wednesday</i> )
March 20, 2012	October 2, 2012
April 10, 2012 ( <i>Equalization Meeting</i> )	October 9, 2012 ( <i>Annual Meeting</i> )
April 17, 2012	October 16, 2012
May 1, 2012	November 6, 2012
May 15, 2012	November 20, 2012
June 5, 2012	December 4, 2012
June 19, 2012	December 18, 2012

**MARQUETTE COUNTY BOARD OF COMMISSIONERS  
2012 COMMITTEE OF THE WHOLE MEETING SCHEDULE**

(All meetings on Tuesday at 6:00 P.M. in Room 231 of the Henry A. Skewis Courthouse Annex, Marquette, Michigan, unless otherwise noted)

January 10, 2012	June 26, 2012
January 24, 2012	July 10, 2012
February 14, 2012	July 24, 2012
February 28, 2012	August 14, 2012
March 13, 2012	August 28, 2012
March 27, 2012	September 11, 2012
April 10, 2012 ( <i>Also Equalization Meeting</i> )	September 25, 2012
April 24, 2012	October 9, 2012 ( <i>Also Annual Meeting</i> )
May 8, 2012	October 23, 2012
May 22, 2012	November 13, 2012
June 12, 2012	December 11, 2012

**b. Review of Board of Commissioners Rules of Order.**

**Board Action:** Commissioner Corkin moved to adopt the following Rules of Order for the County Board of Commissioners. Second by Commissioner Cihak. Motion adopted.

**INDEX TO RULES OF ORDER OF THE**

**MARQUETTE COUNTY BOARD OF COMMISSIONERS**

**SECTION I - BOARD ORGANIZATION**

1. Chair Pro-Tem; January Organizational Meeting; Election of Chair and Vice-Chair.
2. January Organizational Meeting; Review and Revision of Rules; Meeting Schedule.

**SECTION II - COMMITTEES**

1. Statutory Finance Committee.
2. Special and Select Committees.
3. Committee of the Whole.
4. Structure of Committee of the Whole.
5. Rights and Duties of Committees.
6. Scheduled Committee Meetings.

**SECTION III - CHAIR AND VICE-CHAIR**

1. Powers and Duties of the Chair.
2. Emergency Meetings.
3. Disorderly Conduct.
4. Authorizing Attendance at other Meetings.
5. Powers and Duties of the Vice-Chair.
6. Temporary Chair.

**SECTION IV - MEETINGS; PROCEDURE**

1. Quorum.
2. Agenda.
3. Order of Business.
4. Clerk; Minutes.
5. Order of Speaking.
6. Simultaneous Speaking.
7. Right of Speaking.
8. Member Called to Order.
9. Division of Question.
10. Suspension of Rules; Amendments.
11. Robert's Rules of Order.
12. Privileged Comment.
13. Public Comment.
14. Closed Sessions.
15. Special Meetings

**SECTION V - MOTIONS**

1. Privileged Motions.
2. Motion to Table; Motion to Adjourn.
3. Motion for Reconsideration.
4. Motion to Rescind.
5. Seconds; Written Motions.
6. Withdrawal of Motion.

**SECTION VI - DEBATE**

1. Debate Procedure
2. Debate.
3. Decorum.

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**SECTION VII - VOTING**

1. Roll Call Vote; Commissioners Present; Excuse.
2. Roll Call Votes.
3. Roll Call Votes; Entry Upon Minutes.
4. Chair Vote.

**SECTION VIII - HEARINGS**

1. Public Hearings Rules of Procedure.

**RULES OF ORDER  
BOARD OF COMMISSIONERS  
MARQUETTE COUNTY, MICHIGAN  
(Adopted January 3, 2012)**

Adopted pursuant to authority granted by MCLA 46.11(p).

The great purpose of all rules and forms is to subserve the will of the assembly, rather than to restrain it; to facilitate, and not to obstruct, the expression of its deliberate sense.

**SECTION I  
BOARD ORGANIZATION**

**I-1. CHAIR PRO TEM; JANUARY ORGANIZATIONAL MEETING; ELECTION OF CHAIR AND VICE-CHAIR.**

At the last meeting of each year, the Board shall designate by a majority vote a Chair Pro Tem to serve from December 31 to the opening of the organizational meeting if the present chair shall be ineligible to serve on the Board during the next term. In the absence of such ineligibility, the present chair shall serve until the opening of the organizational meeting. At the first meeting of the Board of Commissioners held in January of each year, the Chair Pro Tem shall open the meeting, the County Clerk shall call the roll, and if a quorum is found to be present, the Board shall proceed to nominate and elect one of their number as chair. The commissioner receiving the majority of all votes cast shall be Chair of said Board and immediately assume the duties thereof. The Chair shall first proceed to the election of a Vice-Chair by a roll call vote.

**I-2. JANUARY ORGANIZATIONAL MEETING; REVIEW AND REVISION OF RULES; MEETING SCHEDULE.**

During the January organizational meeting, the Commission shall review and revise, if deemed necessary, the Rules and Procedure Manual and shall set the schedule for all regular board meetings and standing committee for the year.

**SECTION II  
COMMITTEES**

**II-1. STATUTORY FINANCE COMMITTEE.**

II-1.1 The Chair of the Board shall appoint three commissioners to the Statutory Finance Committee no later than the Monday following the organizational meeting.

II-1.2 The Statutory Finance Committee shall elect a Chair and a Vice-Chair at its first meeting.

**II-2. SPECIAL AND SELECT COMMITTEES.**

The Chair shall appoint all special and select committees unless otherwise ordered by the Board. The Chair of the Board will be a member of all committees so appointed.

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**II-3. COMMITTEE OF THE WHOLE.**

All members of the Board may meet as a Committee of the Whole when necessary for the informal discussion of matters that may come before the Board of Commissioners or any committee of the Board.

**II-4. STRUCTURE OF COMMITTEE OF THE WHOLE.**

II-4.1 The Chair of the Board shall be Chair of the Committee of the Whole and shall call the Committee of the Whole to order at the time, place, and date set for its meeting.

II-4.2 The Chair shall conduct the order of the Committee in a reasonable manner so as to permit free and informal discussions of all matters by all members of the Committee. On motions to refer matters to the Board or other committees, the Chair shall state the motion and call for a vote.

II-4.3 When meeting as a Committee of the Whole, the Board is cautioned from taking any formal final action on any business then before the Board of any committee of the Board without the express approval, made in the form of a motion and approved by a majority of the board present

II-4.4 The Committee of the Whole may vote to refer any matter to any other committee of the Board or to the Board of Commissioners for formal or final action. Such reference to a committee of the Board may be accompanied by a recommendation as to policy or disposition.

**II-5. RIGHTS AND DUTIES OF COMMITTEES.**

Any matter referred to committee remains the property of that committee until reported to the full Board, or another committee, either by a date specified in the motion or at the earliest convenience of said committee. Any matter not reported to the Board within a reasonable length of time may be brought upon the floor for consideration by a majority vote of those present.

**II-6. SCHEDULED COMMITTEE MEETINGS.**

All committee meetings shall be noticed and posted in accordance with the Open Meetings Act. No scheduled committee meeting shall be changed to another time or date unless all members of the committee are polled and a majority agree to the change.

**SECTION III  
CHAIR AND VICE-CHAIR****III-1. POWERS AND DUTIES OF THE CHAIR.**

The Chair shall take the Chair precisely on the day and at the hour to which the Board adjourned at the preceding session. He/she shall immediately call the members to order, and on the appearance of a quorum from a call of the roll, he/she shall cause the minutes of the preceding session to be read unless otherwise ordered by the Board. Authority for the execution of all documents requiring signature as a result of action taken by the Board of Commissioners shall be expressly vested in the Chair or the Vice-Chair in the Chair's absence; said signature shall be affixed in the presence of the Clerk or his/her deputy.

**III-2. EMERGENCY MEETINGS.**

A previously scheduled regular meeting may be cancelled and rescheduled, or a meeting may be called, by the Chair when in his or her discretion, and emergency exists, provided notice is given to each member and such additional notice is given as required by the Open Meetings Act. An emergency is defined as a sudden and unexpected turn of events requiring immediate action.

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**III-3. DISORDERLY CONDUCT.**

It shall be the duty of the Chair to preserve order, and to call to his/her aid for that purpose the Sheriff of the County or his Deputy. The Chair shall suppress any disorderly conduct and shall strictly enforce the rules and regulations of the Board.

**III-4. AUTHORIZING ATTENDANCE AT OTHER MEETINGS.**

III-4.1 The Chairperson of the Board is authorized to send to any meeting, or convention or function deemed important to the conduct of County business, those persons deemed necessary in numbers appropriate to the occasion. Said members shall travel by the mode of transportation most suited to the situation, and action taken by the Chair shall be subject to later review by the County Board of Commissioners. It is expected that a written or oral report concerning participation in such activities will be submitted to the full Board by the designated participating delegate. Failure to report those activities to the County Board will result in loss of the privilege to represent the Board at such functions.

III-4.2 In addition, Board members serving in the capacity as commissioners on other boards and commissions will be expected to periodically report to the County Board on the activities of that board or commission.

**III-5. POWERS AND DUTIES OF THE VICE-CHAIR.**

When the chair is absent from Board meetings or otherwise incapacitated during the interim, the Vice-Chair shall assume all the duties and obligations of the Chair.

**III-6. TEMPORARY CHAIR.**

Both the Chair and Vice-Chair, when presiding, shall have the right to name any member of the Board to perform the duties of the Chair temporarily.

**SECTION IV  
MEETINGS; PROCEDURE**

**IV-1. QUORUM.**

A majority of all the Commissioners duly elected and/or qualified shall constitute a quorum for the transaction of business.

**IV-2. AGENDA.**

The agenda for each regular and committee of the whole meeting and any special or emergency meeting shall be prepared by the Chair or his designee. Prior to the meeting, any items for discussion shall be placed on the agenda at the request of a Commissioner or county official. Such requests shall be made by 5:00 p.m. on the Thursday preceding the meeting. At any meeting when the agenda is being considered for approval, agenda items may be advanced to the Privileged Comment section upon request of a Commissioner or upon request of any person with approval of the Board. Items not appearing on the published agenda may be added at a meeting under Late Additions upon a majority vote of the Board.

**IV-3. ORDER OF BUSINESS.**

The order of business of the Board of Commissioners shall be as follows:

1. Call to Order – Salute to the Flag – Pledge of Allegiance.

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2. Reading of the minutes of preceding regular and special meetings.
3. Proclamations, Presentations, and Awards.
4. Approval of Agenda.
5. Public Comment (time limit 20 minutes total).
6. Review of Claims and Accounts.
7. Public Hearings.
8. Privileged Comment.
9. Informational Items.
10. Action Items.
11. Late Additions.
12. Public Comment.
13. Commissioner Comments, Staff Comments and Announcements.
14. Adjournment.

**IV-4. CLERK; MINUTES.**

The County Clerk or his/her Deputy shall attend all meetings of the County Board and its various Committees. He/She shall keep correct minutes of the Board's proceedings.

**IV-5. ORDER OF SPEAKING.**

No member shall speak a second time on a question until all others who wish to, have had an opportunity to speak once.

**IV-6. SIMULTANEOUS SPEAKING.**

When two or more members address the Chair at the same time, the Chair shall designate the member who is first to speak; but in all other cases the member who shall first address the Chair shall speak first.

**IV-7. RIGHT OF SPEAKING.**

Only members of the Board of Commissioners shall be given the right to speak during any Board meeting except:

1. Any person with the consent of the majority of the Board members present.
2. Any member of the public speaking under the privilege of Public Comment.
3. Any staff person, when requested by a member of the Board.
4. Any member of the public, speaking during a Public Hearing.

**IV-8. MEMBER CALLED TO ORDER.**

A member called to order shall immediately relinquish the floor, unless permitted to explain, and the Board, if appealed to, shall decide the case. If an appeal is not made, the decision of the Chair shall stand. On an appeal, no member shall speak more than once without the consent of the Board.

**IV-9. DIVISION OF QUESTION.**

If a question in debate contains several points, any member may ask for and have the same divided.

**IV-10. SUSPENSION OF RULES; AMENDMENTS.**

No rule of the Board shall be suspended, altered or amended without the concurrence of two-thirds of the members present at the meeting.

**IV-11. ROBERT'S RULES OF ORDER.**

The rules of parliamentary practice set forth in Robert's Rules of Order Revised shall govern the Board in all cases to which they are applicable, providing they are not in conflict with the Board's rules or the laws of the State of Michigan.

**IV-12. PRIVILEGED COMMENT.**

Upon a motion approved by the majority of the Board or Committee, Privileged Comment may be granted to members of the public desiring to address specified agenda items at any regular or special meeting of the Board or Committee of the Whole. These identified agenda items shall then be moved forward to Privileged Comment to allow interested persons to speak to those items without delay and the Board to take whatever action is necessary. The Chair may specify and limit the time allowed for each speaker.

**IV-13. PUBLIC COMMENT.**

Public Comment is an opportunity for citizens of the County to voice their opinions concerning issues regarding the operation of County government in Marquette County.

Individuals will be limited to five minutes per person, with a one minute warning issued by the Chairperson that time is about to expire, not to exceed 20 minutes in total unless waived by the majority of Board present. The County Clerk will be responsible to keep time on individuals and inform the Board Chairperson when time limits have expired. At the close of Public Comment County Board members may address issues raised by citizens during the Public Comment Session.

**IV-14. CLOSED SESSIONS**

IV-14.1 When possible, the purpose of a closed session should be clearly stated on the meeting agenda, and stated in the motion to call a closed session.

IV-14.2 When a closed session is added to the agenda as a late addition, the County Administrator and/or Civil Counsel shall provide the purpose of the closed session in writing so it can be stated as part of the motion to call a closed session.

IV-14.3 A roll call vote shall be required to call a closed session and the roll call vote and purpose for calling the closed session shall be entered into the minutes as per the Open Meetings Act.

**IV-15. SPECIAL MEETINGS**

IV-15.1 Pursuant to MCL 46.10, as amended, a Special Meeting of the Board shall be held only when requested by at least one-third (1/3) of the members of the Board. Such request shall be in writing, shall be addressed to the County Clerk, and shall specify the time, date, place, and purpose of the meeting.

IV-15.2 Upon receipt of such a request, the County Clerk shall schedule the requested Special Meeting, and shall prepare a written Notice of the scheduled Special Meeting which shall contain, at a minimum, the time, date, place, and purpose of the scheduled Special Meeting.

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- IV-15.3 The Clerk shall thereupon cause Notice of the scheduled Special Meeting to be given to each of the Commissioners not less than twenty-four (24) hours prior to the scheduled Special Meeting, by the following methods:
  - a. by causing a copy of the written Notice to be delivered personally or via e-mail to the Commissioners; or,
  - b. by causing a copy of the written Notice to be left at the residence of the Commissioner; or,
  - c. verbally, either in person or by telephone, or cell phone, at which time the written Notice shall be read to the Commissioners verbatim. If this method of notice is used, the verbal notice may be given to a Commissioner personally, or a message left with another person, or on a telephone answering device, will be considered sufficient notice for purposes of this Section. The Clerk shall cause to be made, contemporaneously with the delivery of such Notice, a record indicating the method, location, date and time that such Notice was provided to each Commissioner, and, if by telephone, the number at which such Commissioner was reached.
  
- IV-15.4 Timely Notice given to any Commissioner by any of the methods above described Shall be deemed to be sufficient notice to such Commissioner, whether or not actually received by such Commissioner.
  
- IV-15.5 Notwithstanding these Notice requirements, a Commissioner may, but is not required to, waive the requirement of timely Notice of a Special Meeting, provided that such waiver is made on the record, at the commencement of the meeting.

**SECTION V  
MOTIONS**

**V-1. PRIVILEGED MOTIONS.**

When a question is under debate, no motion shall be received or entertained but the following:

- To adjourn.
- To close debate on the pending question.
- To lay on the table.
- To postpone to a certain day.
- To commit, amend or substitute.
- which several motions shall have precedence in the order in which they stand arranged.

**V-2. MOTION TO TABLE; MOTION TO ADJOURN.**

The motion to adjourn shall always be in order; that and the motion to lay on the table, shall be decided without debate.

**V-3. MOTION FOR RECONSIDERATION**

A motion for reconsideration of a decision shall be in order when:

1. The motion is made at the same meeting or the following meeting and by one who voted with

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- the prevailing side on the original motion; or,
2. Made by a commissioner who was absent at the time of the vote on the original motion, at the first meeting attended by that commissioner subsequent to the meeting at which the vote on the original motion was taken; or,
  3. Made by a new commissioner seated subsequent to the vote on the original motion, within sixty (60) days after the filing of his/her oath of office.

**V-4. MOTION TO RESCIND.**

A motion to rescind a previous action requires a two-thirds vote, or a majority vote when notice or intent to make the motion, stating the complete substance of the proposed change has been given at the previous meeting or in the call of the present meeting. A motion to rescind a previous action is not in order when:

1. It has been previously moved to reconsider the vote on the original motion; or
2. When something has been done, as a result of the vote on the original motion, that is impossible to undo; or
3. The original motion accepted a resignation or made an appointment, and the other party has already been informed of the action.

**V-5. SECONDS; WRITTEN MOTIONS.**

No motion or resolution shall be debated or put to the Board unless the same has been seconded and, before voting, stated by the Chair, and any such motion or resolution shall be reduced to writing if the Chair, Clerk, or any member so desires. Any motion or resolution reduced to writing by a member of the Board of Commissioners shall be spread verbatim on the minutes of the meeting.

**V-6. WITHDRAWAL OF MOTION.**

After a motion shall be stated by the chair, it shall be deemed to be in the possession of the Board, but may be withdrawn at any time before amended or otherwise acted upon.

**SECTION VI  
DEBATE****VI-1. DEBATE PROCEDURE.**

In debate, members shall confine their remarks to the merits of the pending questions. Members shall address all remarks through the Chair and not to one another directly. Members shall always be referred to by their official titles.

**VI-2. DEBATE**

When an agenda item is pending, a member may make a motion to have the clerk read the packet materials concerning that item into the record. Such a motion may also be made after voting on an item.

**VI-3. DECORUM.**

When a question is pending, a member can condemn the nature or likely consequences of the proposed measure in strong terms, but shall avoid personalities, and under no circumstances, attack or question the motives of another member. The measure, not the person, is the subject of debate.

**SECTION VII  
VOTING****VII-1. ROLL CALL VOTE: COMMISSIONERS PRESENT; EXCUSE.**

A roll call vote shall proceed by district from the person making the motion, with the Chair voting last. Every member who shall be present when a question is last stated by the Chair, and no others, shall vote for or against the same, unless the Board shall excuse him/her, or unless he/she be prohibited by law from voting on the question.

**VII-2. ROLL CALL VOTES.**

A roll call vote shall be taken on any question when called for by any member of the Board, and on any question upon which the vote is not unanimous. Otherwise, all votes shall be by acclamation. The Chair shall determine and announce the outcome of each vote.

**VII-3. ROLL CALL VOTES; ENTRY UPON MINUTES.**

Upon a roll call vote, the names of those who voted for or against the same shall be entered by district in the minutes, and each member called upon, unless for special reasons he/she shall be excused by unanimous consent of the Board, shall declare openly and without debate his/her assent or dissent to the question.

**VII-4. CHAIR VOTE.**

The Chair must vote on all roll call questions unless excused by a unanimous vote of the Board. He/she may vote on all questions before the Board, except on appeal from his/her own decisions.

**SECTION VIII  
HEARINGS****VIII. PUBLIC HEARINGS RULES OF PROCEDURE.**

- VIII-1.1 Whenever a public hearing on any issue is convened by the Marquette County Board of Commissioners or committee thereof, the Chair shall commence the public hearing by:
- a. Stating the purpose of the hearing.
  - b. Advising the public in attendance on the rules procedure set forth in this rule.
- VIII-1.2 The Chair shall be responsible for order and procedure at all public hearings, and enforce this rule, as well as the general rules of order of the County Board of Commissioners to the extent applicable.
- VIII-1.3 All persons, organizations, firms, partnerships, corporations, or other such entities shall have the right to address the Board either individually or by agent or representative. Each person addressing the Board must give his name and the name of any organization if he is speaking on behalf of that organization.
- VIII-1.4 All presentations to the Board during a public hearing shall be limited to a reasonable time length.
- VIII-1.5 The Board of Commissioners may specifically limit the length of time for each presentation if necessary.
- VIII-1.6 Those parties addressing the Board may also submit such written materials, documents, petitions, and exhibits to support their presentations.

VIII-1.7 Following each presentation, each Board member may question the individual making the presentation.

**d. Interim Administrator's Report of meeting with Sheriff Lovelace re: Communication from Corrections Officer.**

No Action was taken. Commissioner Quayle requested this agenda item be added to the January 10, 2012 meeting.

**e. Delta County Equalization Contract Amendment.**

*At the December 27, 2011, meeting, the Board discussed a request from Delta County regarding amending the Agreement Between Marquette County and Delta County for Equalization Services.*

*According to Ms. Viau, Delta County Administrator, the office manager in their Equalization Department will be retiring effective December 31, 2011, and anticipates that an appointment for the vacancy will occur shortly after December 27.*

*Ms. Viau would like the Marquette County Board to modify the existing Agreement to include a provision whereby Marquette County would provide training to the new Equalization office manager during the transitional period. Specifically, this would incorporate limited training at the Marquette County Equalization office and hiring the recently retired Delta County office manager for training assistance in Delta County's Equalization office.*

*It is likely that the training period could be several months to the end of the current contract period in July 2012.*

*Staff has discussed with Administrator Viau the fact that Marquette County's cost to hire and provide training under this scenario would exceed Delta County's outlay in accomplishing the same goal. Administrator Viau asserts that they would not be able to bring this person on for at least 30 days and that this would be valuable time lost for the transition.*

**Board Action:** Commissioner Corkin moved to approve the Delta County Equalization Contract Amendment. Second by Commissioner Nordeen. (Commissioner Heikkila and Commissioner Quayle –voted No). Motion adopted.

**11. LATE ADDITIONS:**

a. Renewafuel Update.

**Board Action:** Commissioner Bergdahl moved to approve the Consents of Lessor to the assignment of first amended and restated lease agreement from Renewafuel, LLC to RNFL Acquistion, LLC and the County of Marquette. Second by Commissioner Arsenault. (Commissioner Joseph and Commissioner Quayle voted no). Motion adopted.

**ACTION ITEM CON'T.****f. Civil Counsel Contract.**

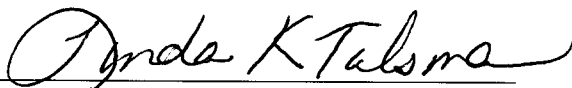
**Board Action:** Commissioner Cihak moved to request the presence of Attorney Chris Cook (by phone) and Attorney Stephen Adamini (in person) to the next County Board meeting to be held January 10, 2012. The contract will be discussed by Commissioners even if the parties are not present. Second by Commissioner Joseph. Motion adopted.

**12. PUBLIC COMMENT. None.****13. COMMISSIONERS COMMENTS, STAFF COMMENTS AND ANNOUNCEMENTS.**

- Commissioner Cihak announced Dennis Aloia, Grand Traverse County Administrator, is resigning in mid February and has accepted a similar position in Oregon.
- Commissioner Corkin congratulated Chairperson Pellow and Vice-Chairperson Heikkila on their new positions.
- Commissioner Joseph also congratulated Chairperson Pellow and Vice-Chairperson Heikkila.
- Commissioner Bergdahl congratulated Chairperson Pellow and Vice-Chairperson Heikkila. And thanked all fellow Commissioners for their support this last year.
- Commissioner Heikkila thanked Commissioner Bergdahl and Commissioner Cihak for their service.
- Chairperson Pellow thanked Commissioner Bergdahl and Commissioner Cihak for their service. Chairperson Pellow reminded Commissioners to provide her with their committee preferences for the various Boards and Commissions.

**15. ADJOURNMENT.**

There being no further business to come before the County Board, the meeting adjourned at approximately 8:42 p.m.



Linda K. Talsma  
Deputy County Clerk

Deborah Pellow, Chairperson  
Marquette County Board of Commissioners

Minutes Proposed for Approval on January 17, 2012.