
REGULAR MEETING – TUESDAY, MAY 21, 2019 – 6:00 P.M. – COMMISSIONERS ROOM 231, HENRY A. SKEWIS ANNEX, MARQUETTE, MI 49855.

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

Call to Order by Chairperson Gerald O. Corkin at 6:00 p.m. – Room 231 Henry A. Skewis Annex, Marquette. Salute to the Flag followed by the Pledge of Allegiance.

- All Present: Comm. DePetro, Comm. Adamini, Comm. Nordeen, Comm. Alholm & Chairperson Corkin
- Absent & Excused: Comm. Derocha

2. APPROVAL OF THE MINUTES:

Board action: Comm. DePetro moved to approve the minutes from the Regular Meeting held on May 7, 2019 as presented. Second by Comm. Alholm. Motion adopted (5-0)

3. PROCLAMATION, PRESENTATIONS AND AWARDS

4. APPROVAL OF THE AGENDA:

Board action: Comm. Nordeen moved to adopt the agenda with the following updates:

- Move 10f) Solid Waste Authority Appointment to 9d) as an Informational item;
- Add Informational Item 9e) Marquette Township Resolution Opposing Solid Waste Management Authority Recycling Project

Second by Comm. DePetro. Motion adopted (6-0)

5. PUBLIC COMMENT: Chairperson Corkin opened the meeting for public comment, none was forthcoming.

6. REVIEW OF CLAIMS AND ACCOUNTS:

Board action: Comm. Adamini moved to approve of the total expenditures for the period May 3, 2019 through May 16, 2019 which was \$780,304.39; (this amount does not include check payable to Alger-Delta Electric); and Bi-weekly payroll for the period ending May 4, 2019 which was \$678,346.19; and Electronic Payments for the period totaled \$46,434.12. Second by Comm. Nordeen. Motion adopted (5-0)

Board action: Comm. Nordeen moved to approve check #191453, dated 5/17/19, \$273.85 ~ Payable to Alger-Delta Co-Op Electric. Second by Comm. Adamini. Motion adopted (5-0) Abstention: Comm. Alholm

7. PUBLIC HEARING

8. PRIVILEGED COMMENT

9. INFORMATIONAL ITEMS:

- a. **Accounting Report for the Marquette County 9-1-1 Service District (Full Report is available at the Administrator's Office)**
- b. **Negaunee Township Planning Commission – Notice of Hearing**
- c. **Delta County – Master Plan Notice**
- d. **Solid Waste Authority Appointment**
- e. **Marquette Twp. Resolution Opposing Solid Waste Management Authority Recycling Project**

Board action: Comm. Alholm moved to accept informational items a – e for filing. Second by Comm. Nordeen. Motion adopted (5-0)

10. ACTION ITEMS:

a. Operating Budget Calendar Recommendation

6/11/19 Tuesday	Budget materials and call for 2020 Operating Budget Requests distributed to departments
7/5/19 Friday	Departments submit final Operating Budget requests to County Administrator
8/29/19 to 8/30/17	Administrator conducts budget conferences with departments
9/13/19 Friday	County Administrator recommends 2020 balanced Operating and Capital Budget to County Board
9/24/19 to 9/26/19	County Board working session: 1. Departmental Budget Hearings 2. Review information presented 3. Set tentative appropriations 4. County Board budget recommendation
10/4/19 Friday	Notice of Board Budget Hearing (Annual Meeting)
10/15/19 Tuesday	Truth in Taxation Hearing, Budget Hearing, Annual Meeting, adopt budget
10/17/19 Thursday	Publish notice of Budget Summary available
10/24/19 Thursday	County departments receiving General Fund appropriations submit, if necessary, adjusted 2020 Operating Budgets to the Administrator's Office for preparation of the 2020 Budget Document
12/19/19 Thursday	Distribution of the 2020 Budget Document to all users

Board action: Comm. Alholm moved to adopt the FY 2020 Budget Operating Budget Calendar. Second by Comm. DePetro. Motion adopted (5-0)

b. MDOT Airport Awareness Grant & Resolution

Duane DuRay, Airport Manager, was present to explain the following: The Michigan Department of Transportation, Aeronautics Division administers an Airport Awareness grant program to address declining local marketing funds for commercial air service at many Michigan communities. This program helps stabilize and expand commercial air service by providing the needed funding necessary to undertake activities aimed at promoting increased use of services available at local airports. Sawyer Airport applied for and received a grant award in the amount of \$6,000 with a required sponsor match of \$600. Staff is requesting the County Board approve the grant for additional marketing money. Funding breakdown below:

Michigan Department of Transportation (90% Share)	\$6,000
Marquette County (10% Share)	\$ 600
Total	<u>\$6,600</u>

The required sponsor match of \$600 has been reserved in the airport's marketing budget.

Board action: Comm. Adamini moved to enter into the Michigan Air Service Program Grant Contract No. 2019-0506 with the Michigan Department of Transportation's Office of Aeronautics; and approve the associated Resolution authorizing the Board Chair to sign the Airport Awareness contract. Second by Comm. DePetro. A roll call vote was taken: Ayes: Comm. Adamini, Comm. Nordeen, Comm. Alholm, Comm. DePetro and Chairperson Corkin. Nays: None. Absent: Comm. Derocha. Motion adopted (5-0)

c. MDOT Security Camera Purchase Grant & Resolution

Duane DuRay, Airport Manager, was present to explain the following: Sawyer International Airport submitted a grant request to the State of Michigan for a project to provide five (5) additional security cameras at the commercial air service terminal. The estimated cost of the project is \$6,000 the state approved a grant to provide \$4,000 toward the project, leaving \$2,000 as the local share. The installation of additional cameras will provide the needed safety and security coverage for areas of concern. Staff is requesting the County Board approve the grant for the purchase of the additional security cameras.

Michigan Department of Transportation	\$4,000
Marquette County	<u>\$2,000</u>
Total	<u>\$6,000</u>

The local share was budgeted for within the building repairs line item. If approved, staff will proceed with collecting quotes for the installation from various vendors.

Board action: Comm. DePetro moved to enter into the Michigan Air Service Program Grant Contract No. 2019-0514 with the Michigan Department of Transportation's Office of Aeronautics; and approve the associated Resolution authorizing the Board Chair to sign the Capital Improvement contract. Second by Comm. Alholm. ~ A roll call vote was taken: Ayes: Comm. DePetro, Comm. Adamini, Comm. Nordeen, Comm. Alholm and Chairperson Corkin. Nays: None. Absent: Comm. Derocha. Motion adopted (5-0)

d. FY 2020-2022 UPCAP – Homemaker Contracts

Sue Vercoe, Finance Manager, was present to explain the following: UPCAP has requested letters of intent to apply for funding for services to the aging Marquette County. This letter of intent will cover a three-year grant cycle for fiscal years 2020-2022 (10/1/2019 – 9/30/2022).

If Marquette County wishes to apply for Homemaker Aide funding and then enter into subcontracts with the four senior centers to provide the direct services to seniors, a letter of intent must be authorized by the county board and submitted to UPCAP by May 31, 2019.

As in prior years, the allocation to each senior center would be based on funding formula using an UPCAP approved unit rate reimbursement.

Board action: Comm. Alholm moved to authorize Chairperson Corkin to sign the letter of intent and subsequent application and acceptance for UPCAP funding for fiscal years 2020-2022. Second by Comm. Adamini. Motion adopted (5-0)

e. Safety Management System

Aaron Karlstrom, Facilities Manager, was present to explain the following: since the summer of 2018 the Safety Committee has been reviewing the need for a software based safety management system. Benefits of a safety management system include, but are not limited to, the following:

- Managing training content per job description
- Automatically notifying work force via email when training is due
- Tracking and recording scheduled safety training
- Vast database of training videos for training flexibility
- The ability to program department-specialized trainings
- Online management and tracking of training records
- Online safety data sheet (SDS) management - integrating all County Operations

The Committee contacted multiple cloud-based safety software vendors for online tutorials. It was important to the Committee to assess vendors that provided both safety and SDS management solutions. Four vendors were assessed for content and user friendliness.

Below are the vendors that were assessed and the annual fees associated with utilizing the software (deploying safety management to 320 county employees):

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- Health & Safety Institute (Vivid) \$18,092.00
 - Velocity EHS \$18,084.00
 - E-Safety This vendor does not offer online SDS management
 - UL This vendor does not offer online SDS management

Full implementation of the software will be rolled out over time making it feasible with current staffing levels and training needs. The funding source for the annual usage fee is General Fund Budget Safety Program.

* The next phase in managing safety at the work place helping to streamline and promote a safe working culture.

Board action: Comm. Alholm moved to award the bid to Velocity EHS in an amount of \$18,084.00 annually. Second by Comm. Adamini. Motion adopted (5-0)

11. LATE ADDITIONS

12. PUBLIC COMMENT: Chairperson Corkin opened the meeting for public comment, none was forthcoming.

13. COMMISSIONER COMMENTS, STAFF COMMENTS AND ANNOUNCEMENTS:

- **Chairperson Corkin** announced at 3:00 PM on May 22nd there will be a Ribbon Cutting for the new addition at the Marquette County Medical Care Facility.
- **Chairperson Corkin** updated the board on the tax tribunal case, stating a full week of hearings will be occurring the 1st week of June. More to come on this issue.
- **Comm. DePetro** stated on May 8th I along with the Administrator, Chairperson Corkin, Comm. Alholm, Comm. Adamini, Clerk Talsma, Register of Deeds L’Huillier and the Equalization Director all attended the Marquette Township Association Summer Banquet which was hosted by Michigamme Township. A very nice dinner was shared by all, it was a great opportunity to gather and exchange ideas, and a large attendance was present.
- **Also, Comm. DePetro** on May 13th the Administrator, Chairperson Corkin, Comm. Alholm and Comm. DePetro attended the Michigan Aerospace Manufacturers Association Informational presentation on the Michigan Launch Initiative held at K.I. Sawyer following the presentation there was an opportunity for a Q & A period between those in attendance and the presenters. K.I. Sawyer is one of five sites in Michigan being considered for this project.
- **Also, Comm. DePetro** congratulated United States Magistrate, Timothy Greeley, on his retirement.

14. CLOSED SESSION

15. ADJOURNMENT: There being no further business to come before the County Board, the meeting was adjourned at approximately 6:45 p.m.

Linda K. Talsma
Marquette County Clerk

Gerald O. Corkin, Chairperson
Marquette County Board of Commissioners