

January 5, 1976

A meeting of the Committee of the Whole was duly called and held on Wednesday, January 5, 1976, at approximately 2:30 p.m. at the Court-house following the regular meeting of the Board of Commissioners as prescribed in Rule 8 of the Procedure Manual.

Present: Commissioners Agnoli, Alderton, Anderson, Cheatham, Coombs, Doucette, Gaboury, Goldsworthy, Leadbetter, May, Racine and Trapp.

Absent: None.

In Attendance: County Clerk Skewis and County Treasurer Sodergren.

The meeting was called to order by Chairman Anderson.

The Committee discussed with Mr. Sodergren the matter of a replacement for his Deputy Treasurer who is retiring on January 10, 1976. He has met with the Controller to discuss replacement and feels he has basically three choices: 1) hire an Assistant Controller and deputize that person as his Deputy Treasurer; 2) hire an Assistant Controller to work in the office and do the book work and appoint one of his present office staff as his deputy; 3) appoint one of his office staff as his deputy and remove the general ledger and related material to the office of the Controller. He mentioned that in counties that have a Controller the general ledger is to be handled by the Controller's Office. This was not done as there was no reason to remove it from his office. He stated that his deputy has done an outstanding job. He also mentioned that in discussing a replacement with present office personnel they seemed to be hesitant about assuming the responsibility. There is some urgency in finding a replacement.

During discussion of the matter it was felt that this matter is something that should not be decided in haste. If it is rushed into it could cause more problems than it is solving. In approximately 1½ years an accounting division will be established and the general ledger put under the control of the Controller's Office. It was felt that until a permanent solution could be found the Assistant Controller may be able to help out in the Treasurer's Office. It was moved by Commissioner May that the Board give permission to the Controller and Treasurer to find a solution to the problem with existing personnel until a permanent solution can be found. After discussion the motion was withdrawn and Chairman Anderson directed the Controller to help the Treasurer's Office and recommend a solution on hiring to the proper Committee of the Board. The County Treasurer then left the meeting.

County Clerk Skewis then discussed with the Committee the matter of county directories. The county directory now in use has very limited information. Other county directories (copies of which were distributed for review) have quite a bit more information than is in the present directory. Marquette County's directory does not show state and federal officers, township and city officers, equalized valuation tables, the Plat Board, Commission on Aging, Tax Allocation Board, and some others. Mr. Skewis mentioned that he would like some direction from the Board as to what they do or do not want in the County directory. He mentioned that there are some appointments to be made on February 18th, after which time he will proceed with the printing of the directory. It was generally felt that he should print the directory with the information that he feels necessary, and if any Commissioner has suggestions they will be made to the Clerk. County Clerk Skewis then left the meeting.

The Committee then proceeded with a study of the Procedure Manual on a rule-by-rule basis. The following recommendations were adopted for approval by the Board at its next regular meeting:

Moved by Commissioner Coombs, supported by Commissioner Trapp and unanimously adopted that Rule 2 be amended to read as follows:

"The following standing committees shall consist of that number of Commissioners that the Committee on Committees sees fit to appoint, following Rule 21 regarding committee appointments:

Major - Budget and Executive Committee  
County Lands and Buildings Committee  
Personnel Committee

Minor - Audit Committee  
Environmental Quality Committee  
Transportation and Welfare Contact Committee

Annual - Equalization Committee  
Finance and Taxation Committee

Moved by Commissioner May, supported by Commissioner Leadbetter and unanimously adopted that Rule 6 be amended to read as follows:

ORDER OF BUSINESS

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

1. Calling the roll by the County Clerk.
2. Pledge of Allegiance.
3. Reading the minutes of preceding regular and special meetings.
4. Presentation of Claims, Petitions and Communications.
5. Reports of Standing Committees in the order as contained in RULE 2.
6. Reports of Special Committees.
7. Reports of County Officers.
8. Motions and Resolutions.
9. Public Comment.
10. Unfinished Business.
11. New Business.

Moved by Commissioner Agnoli, supported by Commissioner Doucette and unanimously adopted that in Rule 19 wording in the last sentence be changed from "consideration being 2/3 vote of those present" to "consideration being a majority vote of those present."

Moved by Commissioner May, supported by Commissioner Trapp and unanimously adopted that the following new rule be added as Rule 21 under the section entitled "Rights and Duties of Committees". This rule will read as follows:

In order to equalize committee appointments and responsibilities, the Committee on Committees shall:

1. Appoint each Commissioner to at least one, but no more than two major committees as listed and designated in Rule 2;
2. Appoint each Commissioner to four (4) committees, one of which shall be either Finance and Taxation or Equalization.

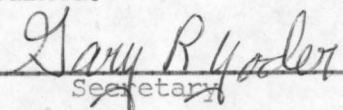
Moved by Commissioner May, supported by Commissioner Leadbetter and unanimously adopted that the following be substituted for Rule 36:

Only members of the Board of Commissioner shall be given the floor to speak during any Board meeting except:

1. County officials who may speak with the consent of the majority of the Board members present.
2. Any person who with the consent of a majority of any Board Committee has been given permission to be listed in an appropriate place on the agenda for the purpose of addressing the Commission.
3. Any member of the public speaking under the privilege of "Public Comment."

The Controller was instructed to have the Procedure Manual as revised reprinted.

There being no further business, the meeting adjourned.

  
Secretary



January 29, 1976

A special meeting of the Committee of the Whole was duly called and held on Thursday, January 29, 1976, at 7 p.m. at the Courthouse.

Present: Commissioners Alderton, Anderson Cheatham, Coombs, Doucette, Gaboury, Leadbetter, May, Racine and Trapp.

Absent: Commissioners Agnoli and Goldsworthy.

In Attendance: Ms. Kitzman, representing the Press.

The meeting was called to order by Chairman Anderson.

The Chairman mentioned that at the previous meeting of this committee, the Rules and Procedures Manual was reviewed on a rule by rule basis. Since that time, some suggestions have been made as to possible corrections. It was generally felt by the Commissioners present that it would not be necessary to review the manual on a rule by rule basis, but only the areas of concern should be reviewed.

Commissioner Goldsworthy, who could not be in attendance, relayed his views to the Committee through Commissioner Doucette. Commissioner Goldsworthy feels that, at the most, a committee should be made up of 4 members plus the chairman. The Annual Committee could be made up of 5 or 6.

The Committee then proceeded with a lengthy discussion of the size and number of committees. In discussing the Transportation and Welfare Contact Committee, it was generally felt that this committee should revert to its former status of being two separate committees. These two committees could meet directly with The County Road Commission and the Social Welfare Board. If this were done, any problems brought by Board members could be handled on that day rather than waiting for action at the next meeting. Committee members mentioned that there could be a problem in that if the meetings were held jointly there would be two groups running the same meeting. The Board members could attend the meeting and then hold their meeting directly afterwards. This matter should be looked into.

In discussing the matter, it was mentioned that if committee membership is lowered to 3 or 4 members, then each Commissioner would necessarily be on one less committee. They would then be on one major, one minor, and one annual committee. Advantages of this would be:

1. It would be absolutely fair and equal with each Commissioner on the same number of committees.
2. With smaller committee size per diem, payments saved would total about \$5,000.00.

Disadvantages of this would be:

1. The scope of interest by each of the Commissioners would be lessened.
2. With the smaller committees, two Board meetings may be required as the information presented to the Board by each committee would draw more discussion.

In this regard, it was also mentioned that the Budget and Executive Committee may require two meetings per month regardless of the number of Commissioners. This is due to the large volume of business being handled by the Committee.

There was some discussion on the possibility of having all committees except the Annual, Welfare and Transportation meet as a Committee of the Whole.

It was mentioned, that in the future, Committee meeting notices should be sent to all Commissioners. Also, if possible, the Controller's office should prepare brief agendas for each Committee to be mailed to the Commissioners. In this way, they would know what items were to be discussed at the meeting and if interested, could attend.

After some discussion on the committee size, it was moved by Commissioner Coombs, supported by Commissioner May that the standing committees have membership as follows: Budget and Executive - 4; County Lands and Buildings - 3; Personnel - 4; Audit - 3; Environmental Quality - 4; Transportation - 2; Welfare Contact - 2; Equalization - 5; and Finance and Taxation - 6.

January 29, 1976

In discussing the motion, it was generally felt that County Lands and Personnel Committees should have more members than designated in the motion. It was felt that the committees should be maintained as was previously decided except for the splitting of Transportation and Welfare into two separate committees. After discussion, the motion and support were withdrawn.

It was then moved by Commissioner Trapp, supported by Commissioner Leadbetter and unanimously adopted that the committee system be retained as it is now in terms of numbers, Welfare Contact and Transportation be restructured into two separate committees, and Procedure Manual Rule 2 be changed to separate the two committees. It was felt that the membership on the Welfare Contact and Transportation Committee should make their preference known as to which of the two separate committees they would like to be on. The Committee on Committees will meet after this meeting to set the membership.

The Committee then discussed the matter of public comment. It was generally felt that this item appears very late in the agenda. The MAC Manual suggests that public comment be inserted on the agenda in two places; once earlier in the meeting, and again right before adjournment. The City of Marquette now follows this procedure and for the first public comment there is a time limit of 20 minutes. After discussion, it was moved by Commissioner May, supported by Commissioner Trapp and unanimously adopted that public comment be placed on the agenda between present Number 4, "Presentation of Claims, Petitions, and Communications," and Number 5, "Reports of Standing Committees in the Order as Contained in Rule 2," with a time limit of 20 minutes and also toward the end of the meeting after "New Business."

The Committee then discussed the wording for Rule 36. This rule establishes who may or may not speak before the Board. After discussion, it was moved by Commissioner May, supported by Commissioner Leadbetter and unanimously adopted that Rule 36 read as follows:

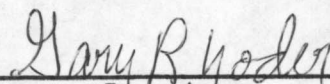
"Only members in the Board of Commissioners shall be given the right to speak except:

1. Any person with the consent of a majority of the Board members present.
2. Any member of the public speaking under the Privilege of Public Comment."

The Committee then briefly discussed the request of Mr. Roy made at the last Board meeting. He had requested a response from the Board to his request for all Board meetings to be held in the evening. In discussing this request, it was mentioned that the MAC Manual suggests that the meeting times be staggered. This would allow for a majority of the citizens to attend at least every other meeting. This matter will be discussed at the next regular meeting of the Board.

The Committee then discussed the matter of having the Committee meeting dates available to the public. The Controller was directed to prepare a listing of the various committee dates for all committees except Personnel, as Personnel considers privileged and confidential information. This listing should be posted in the Clerks office and have copies available for the public. After discussing this matter, it was moved by Commissioner Leadbetter, supported by Commissioner Trapp and unanimously adopted that this Committee recommend that the Board goes on record stating that the Personnel Committee meetings are closed meetings.

There being no further business, the meeting adjourned.

  
Secretary



January 7, 1976

A special meeting of the Committee on Standing Committees for 1976 was duly called and held on January 7, 1976, at 7 p.m. at the Courthouse.

Present: Commissioners Anderson, May, Racine and Trapp.

Absent: None.

The meeting was called to order.

The Committee discussed at length the new policy regarding committee membership. In following the guidelines of the new rule, the committees are quite large. With the requirement that each Commissioner be on four committees, some committees have a total membership of seven including the Chairman of the Board. An alternate plan would be to change the required number of committees to three. This would, in effect, allow each Commissioner to be on one major, one minor, and one annual committee and would lower membership on the committees to four or five instead of six or seven. If this change were made, each Commissioner would be assigned to 1/3 rather than 1/2 of the standing major and minor committees. Noting that the committees are large as per a mandate of the Committee of the Whole in the proposed Rule 21 change and further noting that if membership is cut to three committees it would limit the scope of participation, the Committee then proceeded to arrange the membership on the various committees. When completed it was moved by Commissioner Racine, supported by Commissioner May and unanimously adopted that the standing committees for the year 1976 be as follows:

STANDING COMMITTEES OF THE BOARD

As Adopted on

January 7, 1976

BUDGET AND EXECUTIVE -- Hope Trapp, CHAIRMAN; Sally May, VICE CHAIRMAN; Orrin Doucette, Kenneth Goldsworthy, Joseph Racine.

PERSONNEL -- James Alderton, CHAIRMAN; Jack Leadbetter, VICE CHAIRMAN; Ruby Cheatham, Samuel Gaboury, Kenneth Goldsworthy, Hope Trapp.

COUNTY LANDS & BUILDINGS -- Sally May, CHAIRMAN; Orrin Doucette, VICE CHAIRMAN; James Alderton, Bertil Agnoli, Richard Coombs, Jack Leadbetter.

AUDIT -- Orrin Doucette, CHAIRMAN; Joseph Racine, VICE CHAIRMAN; Bertil Agnoli, Richard Coombs, Jack Leadbetter.

ENVIRONMENTAL QUALITY -- Richard Coombs, CHAIRMAN; Ruby Cheatham, VICE CHAIRMAN, Samuel Gaboury, Sally May, Hope Trapp.

TRANSPORTATION & WELFARE -- Joseph Racine, CHAIRMAN; Kenneth Goldsworthy, VICE CHAIRMAN; James Alderton, Bertil Agnoli, Ruby Cheatham, Samuel Gaboury.

EQUALIZATION -- Kenneth Goldsworthy, CHAIRMAN; James Alderton, VICE CHAIRMAN; Bertil Agnoli, Ruby Cheatham, Sally May.

FINANCY & TAXATION -- Hope Trapp, CHAIRMAN; Joseph Racine, VICE CHAIRMAN; Richard Coombs, Orrin Doucette, Samuel Gaboury, Jack Leadbetter.

There being no further business, the meeting adjourned.

*Gary R Godes*  
Secretary

January 29, 1976

A special meeting of the Committee on Standing Committees for 1976 was held on Thursday, January 29, 1976, at approximately 9 p.m. at the Courthouse.

Present: Commissioners Anderson, May, Racine and Trapp.

Absent: None

In Attendance: Commissioners Alderton, Cheatham, Doucette, Gaboury, and Ms. Kitzman representing the Press.

The meeting was called to order by Chairperson Trapp.

The Committee proceeded to set the membership on the Welfare Contact and Transportation Committees. After some discussion, it was moved by Commissioner May, supported by Commissioner Anderson and unanimously adopted that the Welfare Contact Committee would be made up as follows: Joseph Racine, Chairman; E. Kenneth Goldsworthy, Vice Chairman; and Ruby Cheatham.

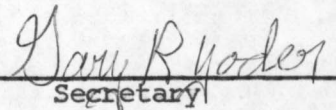
It was then moved by Commissioner Racine, supported by Commissioner May and unanimously adopted that the Transportation Committee membership be as follows: James Alderton, Chairman; Samuel Gaboury, Vice Chairman; and Bert Agnoli

Commissioner Alderton then discussed with the Committee his appointment as Chairman of the Personnel Committee. He mentioned that he would enjoy being Chairman of the Committee and appreciates the fact that he was named Chairman, but he feels that he is in a very bad position with his job. The work load is increasing and he feels that he would not have enough time to do justice to the chairmanship of the Committee. He mentioned that he would like to remain a member of the Personnel Committee and asked the Committee on Committees to reconsider the appointment of Chairman for Personnel. The Personnel Committee needs a person who can devote more time to the job than he can. After discussion of this matter, it was moved by Commissioner May, supported by Commissioner Racine and unanimously adopted that in consideration of the fact that James Alderton will have time difficulties, the Chairman of the Personnel Committee be Jack Leadbetter and the Vice Chairperson will be Cheatham.

After briefly reviewing the other Committee appointments, it was moved by Commissioner Racine, supported by Commissioner Anderson and unanimously adopted that the other committee memberships remain as constituted at the January 7, 1976 meeting of this Committee.

The Committee then discussed the matter of the Chairman of the Board being on all of the Committees. The Procedure Manual makes no mention of his status on the Committees. It was moved by Commissioner Racine, supported by Commissioner May and unanimously adopted that the Chairman of the Board be a member of all Committees.

There being no further business, the meeting adjourned.

  
Secretary



October 25, 1976

The Committee of the Whole met October 25, 1976 in the Commissioners Room in conjunction with the Special Meeting held at 7:00 p.m.

Present: Commissioners Alderton, Cheatham, Coombs, Gaboury, Goldsworthy, Leadbetter, May, Racine and Anderson.

Absent: Commissioners Agnoli, Doucette, and Trapp.

After the Board had acted upon the items on the Special Meeting agenda members of the Planning Commission discussed with the Committee of the Whole the proposed Marquette County Zoning Ordinance. Mr. Farrell stated the next Planning Board meeting will be November 4, 1976.

Mr. Farrell stated the ordinance will cover all townships not covered by their own Zoning Ordinance. The Planning Board has met with townships and other organizations regarding the proposed ordinance. At least two workshops have been held for each township without an ordinance.

Mr. Farrell stated most people who attended the workshops were pleased with the material presented. He added the Board also met with the eight townships who have their own ordinances to discuss what would happen if the State over-turned their ordinances.

A Public Hearing on the ordinance was held October 21, 1976 and all but three comments were positive. The negative views were received from mining interests and a land developer.

Mr. Farrell requested that the Zoning Ordinance be considered at the next County Board meeting. He noted the ordinance currently on the books has to be repealed before a new ordinance can be adopted.

Mr. Farrell stated mining companies are objecting to required permits and added permits require that Public Hearings be held. He would like a forum in the County where the public can state their likes and dislikes.

The 1971 Reclamation Act passed by the State does not provide rules for operation. Under the proposed ordinance companies will have to submit a plan for reclamation as the Planning Board wants to have an idea of what the companies intend to do with land when they stop mining.

A Zoning Board of Appeals will handle variances, zoning changes, etc. according to Pat Farrell.

Henry Skewis was concerned about the affect the ordinance would have on the operations of the Plat Board and requested the Plat Board meet with the Planning Commission regarding this matter.


Commissioner Alderton asked about the cost of the mining permits. Lyn Johnson stated there is a \$50.00 minimum.

It was suggested by Commissioner May that commissioners contact members of the Planning Board if they have any questions. She stated a study is being done concerning the affect of the ordinance on County lands.

Commissioner Anderson informed the Board that Orvo Krook is hospitalized. It was moved by Commissioner Coombs, supported by Commissioner Racine and carried that a card be sent to Mr. Krook.

It was moved by Commissioner Racine, supported by Commissioner Leadbetter and carried unanimously to adjourn.

Respectfully submitted,

  
Secretary

January 3, 1975

A Committee of the Whole meeting was held on January 3, 1975, at approximately 3 p.m., following the regular meeting of the Board of Commissioners as prescribed in Rule 8 of the Procedure Manual.

Present: Commissioners Alderton, Anderson, Cheatham, Coombs, Doucette, Gaboury, Goldsworthy, Leadbetter, Racine and Trapp.

Absent: Commissioners Agnoli and May.

The meeting was called to order by Chairman Anderson.

The Committee then proceeded with a study of the Procedure Manual on a rule-by-rule basis. The following recommendations were adopted for approval by the Board of Commissioners at its next regular meeting:

Moved by Commissioner Trapp, supported by Commissioner Racine and unanimously adopted that the following new rule be added as Rule 19 under a new section entitled "Rights and Duties of Committees". This rule will read as follows:

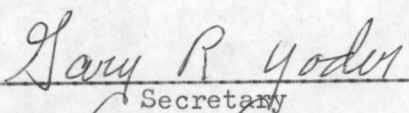
"Any matter referred to committee remains the property of that committee until reported to the full Board either by a date specified in the motion or at the earliest convenience of said committee. Any matter not reported to the Board within a reasonable length of time may be brought upon the floor for consideration by a 2/3 vote of those present and voting."

Moved by Commissioner Trapp, supported by Commissioner Goldsworthy and unanimously adopted that Rule 35, concerning the duties of the Audit Committee, be moved up and placed under the new heading as Rule 20.

Moved by Commissioner Trapp, supported by Commissioner Coombs and unanimously adopted that in Rule 38, the words "Cushing's Manual" be changed to "Robert's Rules of Order Revised".

The Controller was instructed to have the Procedure Manual as revised, reprinted.

There being no further business, the meeting adjourned.

  
Secretary



January 6, 1975

A special meeting of the Committee on Standing Committees for 1975 was duly called and held at the Courthouse on Monday, January 6, 1975, at 7 p.m.

Present: Commissioners Anderson, Racine, and Trapp.

Absent: Commissioner May.

The meeting was called to order by Chairperson Trapp.

Commissioner May, being unable to attend, phoned in her ideas and suggestions for the makeup of the various committees to Commissioner Anderson.

The Committee proceeded to arrange the membership on the various standing committees of the Board of Commissioners for the ensuing year. Moved by Commissioner Racine, supported by Commissioner Anderson and unanimously adopted that the number of members on the standing committees for 1975 be set as follows: Budget and Executive Committee, 5; Welfare Contact, 5; Transportation, 4; County Lands and Buildings, 5; Audit, 5; Equalization, 6; Finance & Taxation, 5; Environmental Quality, 4; and Personnel, 5.

The Committee then proceeded to arrange the membership of the various committees. When completed, it was moved by Commissioner Racine, supported by Commissioner Anderson and unanimously adopted that the standing committees for the year 1975 be as follows:

STANDING COMMITTEES OF THE BOARD

As Adopted on

January 6, 1975

BUDGET AND EXECUTIVE -- Hope Y. Trapp, CHAIRMAN, Sally May, VICE CHAIRMAN, Orrin G. Doucette, E. Kenneth Goldsworthy, Joseph O. Racine.

WELFARE CONTACT -- Joseph O. Racine, CHAIRMAN, E. Kenneth Goldsworthy, VICE CHAIRMAN, Bertil Agnoli, Ruby Cheatham, Richard C. Coombs.

TRANSPORTATION -- Orrin G. Doucette, CHAIRMAN, James Alderton, VICE CHAIRMAN, Bertil Agnoli, Samuel Gaboury.

COUNTY LANDS & BLDS. -- Sally May, CHAIRMAN, Joseph O. Racine, VICE CHAIRMAN, Orrin G. Doucette, John S. Leadbetter, Hope Y. Trapp.

AUDIT -- Ruby Cheatham, CHAIRMAN, Samuel Gaboury, VICE CHAIRMAN, James Alderton, Richard C. Coombs, John S. Leadbetter.

EQUALIZATION -- E. Kenneth Goldsworthy, CHAIRMAN, James Alderton, VICE CHAIRMAN, Bertil Agnoli, Ruby Cheatham, Orrin Doucette, Sally May.

FINANCE & TAXATION -- Hope Y. Trapp, CHAIRMAN, John S. Leadbetter, VICE CHAIRMAN, Richard C. Coombs, Samuel Gaboury, Joseph O. Racine.

ENVIRONMENTAL QUALITY -- Richard C. Coombs, CHAIRMAN, Bertil Agnoli, VICE CHAIRMAN, Ruby Cheatham, Samuel Gaboury.

PERSONNEL -- John S. Leadbetter, CHAIRMAN, Hope Y. Trapp, VICE CHAIRMAN, James Alderton, E. Kenneth Goldsworthy, Sally May.

ALL COMMITTEES -- Members Ex-officio -- Clayton Anderson, Chairman of the Board of County Commissioners and the County Controller.

There being no further business, the meeting adjourned.

Gary R Yoder  
Secretary

January 22, 1975

A special meeting of the Committee of the Whole was duly called and held at the Courthouse on Wednesday, January 22, 1975, at 3:30 p.m.

Present: Commissioners Agnoli, Alderton, Anderson, Cheatham, Coombs, Doucette, Gaboury, Goldsworthy, Leadbetter, May, Racine and Trapp.

Absent: None.

The meeting was called to order by Chairman Anderson.

The Committee met to discuss membership on the Building Code Board of Appeals. It was pointed out that the Planning Commission recommends that membership be as follows: one member from the Health Department; one member from the Planning Commission; one member representing the construction industry; and two members representing townships. State law requires only that one person be from the construction industry.

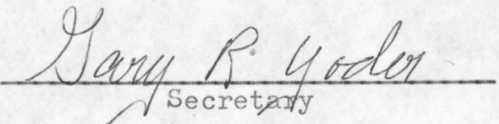
The following names were considered:

Mr. Robert Ayotte  
Dr. C. James Carlyon  
Mr. Dawson Carriere  
Mr. Robert Carter  
Mr. Pat Farrell  
Mr. Peter Juidici

Mr. Howard Kitzman  
Mr. Nestor Norkoli  
Mr. Michael Quinn  
Mr. Richard Rogers  
Mr. Joseph Sedlock  
Mr. Kenneth Walimaa

After discussion, Chairman Anderson appointed the following people to the Building Code Board of Appeals: Mr. Pat Farrell, Dr. C. James Carlyon, Mr. Joseph Sedlock, Mr. Howard Kitzman and Mr. Dawson Carriere, and directed the Controller to notify them of their appointment.

There being no further business, the meeting adjourned.

  
Secretary



all commissioners      Skevis Lodugen

Called to order by Anderson

Tras.      Le May Resigning Fri.

- Met with controller to discuss problems

1. Hire assist cont - deputize -

2. " " " - do bookwork - appoint office.

3. Appoint deputy - remove general ledger from the office - never done as never had reason to before

Florence done outstanding job - guarded closely don't have full knowledge of operation

of - Friday last day - won't take calls at home  
- Help in office seems not to want responsibility

- Agency - discussed auditors - contract calls for 7 day posting - hire accountant - asst cont is out of bargaining unit so can surmount problem -

Fresh from college -

Ad does not obligate bd in any way - does allow

Feels need to hire acct clerk under option 3

Best

- need machine accounting - 1st. clerk machine

- check it out if want to - concerned with other things

- assign Mike to duty - interim procedure -

- consultant basis to help - 1 or 2 month

look into machine accounting -

② feel not hire on short notice - rush could cause more problems than solve - assistant could help out - ask for first -

May - Bd give permission to Co & Treas to find solution to problem with existing person until permanent solution can be found with drawon

And. Controller directed to help Treas - proper meeting have recommended solution on hiring Jim left.

Directors - other counties reviewed - Mgt is missing - No state + Fed officers - No Twp + City officers, No Tables Eq. Val. etc.

No Plat Bd, Comm. Aging, Tax alloc. School bds,

Would like some direction as to what want or don't want - appointment on 18 Feb - should know by then how to proceed - probably expand to 20 pages - Point the way he wants to

- any comm. suggestion could be made to clerk  
- map of co. showing districts

Review procedure manual -

#2 best - too many committees - committee can run board - 6 members on - only need 7 to pass Welfare + Transportation are not needed - comm. of whole only - need only for special occasions - let controller administrate - recommendations from him -



③

Welfare into B+E, transportation eliminated  
Environmental not met so often

Notice to all and some idea of agenda for each  
so if you interested could attend -  
Too many meetings !!

#2 generally set at common committees - could  
change rule to state this

Committee assignments - seem to be a few on each of  
major comm. - possibility of suggesting major  
& minor comm. - specific duties for common comm.  
- suggest <sup>New #9</sup> 21 amended -  
not more than 2 appoint to major comm.

Controllers act -

Coombs Trapp ✓ move adoption of suggestions  
on rule 2

1. ~~Coombs~~ combine welfare & trans. - every other month  
May Trapp ✓, 4, 9 <sup>designated</sup> major 5, 8 & combo 2-3 minor

Name - Welfare contact & transportation committee

May lead ✓ as 2 <sup>after new business</sup> Motions & Reso.  
#6 add Pledge of allegiance & Public comment  
Comment - be ~~under~~ before

19 Agardi <sup>Dracetti</sup> ✓ = "by a ~~simple~~ majority" of those voting

(4) 20 Check to see what has to go through audit - also what has to be published -

New 21 - new rule - May Trapp ✓ - adoption of new 21

36 - amendment to read May Lead ✓ changed.

Wed 7:00 P.M. Comm on Comm. Racine, Trapp, May



The following standing Comms . . . . .

Rule 2 in the Common Com sees fit to appoint, following Rule 21 regarding Committee appointments.

~~The terms of Comms as may be imposed  
shall be subject to annual review by the  
Board. a full of the procedure~~

Rule 6: Order of Business  
#4 "Public Comment"

January 4, 1974

A Committee of the Whole meeting was held on January 4, 1974, at approximately 2:30 p.m., following the regular meeting of the Board of Commissioners as prescribed in Rule 8 of the Procedure Manual.

Present: Commissioners Anderson, Casper, Coombs, Doucette, Gaboury, Goldsworthy, Leadbetter, May, Racine, Russo, Sodergren and Trapp.

Absent: None.

The meeting was called to order by Chairman Anderson.

The Committee then proceeded with a study of the Procedure Manual on a rule-by-rule basis. The following recommendations were adopted for approval by the Board of Commissioners at its next regular meeting:

Moved by Commissioner Leadbetter, supported by Commissioner May, and unanimously adopted that a Committee entitled "Personnel Committee" be added as Committee #9 in the provisions of Rule 2.

Moved by Commissioner Trapp, supported by Commissioner Racine and unanimously adopted that a motion adopted by the Board of Commissioners on September 19, 1973 regarding the naming of a delegate to meetings important to County business be added to the Procedure Manual verbatim, as Rule 11. This rule will read as follows: "The Chairman of the Board is authorized to send to any meeting, convention or function deemed important to the conduct of county business, those persons he deems 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 Chairman shall be subject to later review by the County Board of Commissioners, and when the occasion warrants, it is expected that a written report concerning participation in such activities will be submitted to the full Board by a designated participating delegate."

Moved by Commissioner May, supported by Commissioner Racine and unanimously adopted that the second sentence of Rule 17 be changed from "secret ballot" to "roll call vote" to determine the election of a county officer when more than one nomination has been made.

Moved by Commissioner Trapp, supported by Commissioner May that the following sentence be added at the end of Rule 20: "Any motion so reduced to writing by a member of the Board of Commissioners shall be spread verbatim on the minutes of the meeting."

Moved by Commissioner May, supported by Commissioner Trapp and unanimously adopted that in Rule 22, the words "upon any question" be changed to "upon a roll call vote".

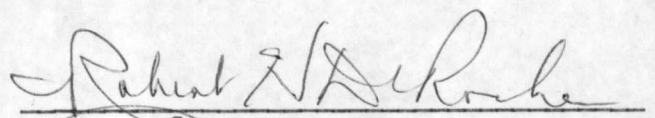
In rule 36, correct the word "confliction" to "conflict".

The Controller was instructed by the Committee to prepare a fold-out sheet of the changes made so that they may be inserted in the present supply of booklets to bring them up to date.

Discussion was held regarding the use of recording equipment at the regular meetings of the Board of Commissioners to provide back-up information for the preparation of minutes. This matter will be discussed further by the Budget and Executive Committee.

Commissioner Coombs recommended that in the future if there is more than one newly elected commissioner taking office at the beginning of the year, one of them should be appointed by the Chairman to serve as one of the three members of the Special Committee to Name Membership to the Standing Committees.

There being no further business, the meeting adjourned.

  
Secretary



January 9, 1974

A special meeting of the Committee on Standing Committees for 1974 was duly called and held at the Courthouse on Wednesday, January 9, 1974 at 7:00 p.m.

Present: Commissioners Anderson, May, Sodergren and Trapp.  
Absent: None.

The meeting was called to order by Chairman Sodergren.

The Committee proceeded to arrange the membership on the various standing committees of the Board of Commissioners for the ensuing year. Moved by Commissioner Anderson, supported by Commissioner Trapp and unanimously adopted that the number of members on the standing committees for 1974 be set as follows: Budget and Executive Committee, 5; Welfare Contact, 5; Transportation, 4; County Lands and Buildings, 5; Audit, 5; Equalization, 6, Finance & Taxation, 5; Environmental Quality, 4; and Personnel, 5.

The Committee then proceeded to arrange the membership of the various committees. When completed, it was moved by Commissioner May, supported by Commissioner Anderson, and unanimously adopted that the standing committees for the year 1974 be as follows:

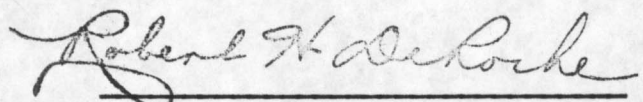
STANDING COMMITTEES OF THE BOARD

As Adopted on

January 9, 1974

- BUDGET AND EXECUTIVE -- Hope Y. Trapp, CHAIRMAN, James F. Sodergren, VICE CHAIRMAN, E. Kenneth Goldsworthy, Joseph O. Racine, Carmello Russo.
- WELFARE CONTACT -- Joseph O. Racine, CHAIRMAN, E. Kenneth Goldsworthy, VICE CHAIRMAN, Betty J. Casper, Richard Coombs, Samuel Gaboury.
- TRANSPORTATION -- John S. Leadbetter, CHAIRMAN, Samuel Gaboury, VICE CHAIRMAN, Orrin G. Doucette, Sally May.
- CO. LANDS & BLDGS. -- James F. Sodergren, CHAIRMAN, Sally May, VICE CHAIRMAN, Orrin G. Doucette, John S. Leadbetter, Carmello Russo.
- AUDIT -- Carmello Russo, CHAIRMAN, Orrin G. Doucette, VICE CHAIRMAN, Betty J. Casper, Richard C. Coombs, Hope Y. Trapp.
- EQUALIZATION -- E. Kenneth Goldsworthy, CHAIRMAN, Joseph O. Racine, VICE CHAIRMAN, Richard C. Coombs, Samuel Gaboury, Sally May, Carmello Russo.
- FINANCE & TAXATION -- James F. Sodergren, CHAIRMAN, Hope Y. Trapp, VICE CHAIRMAN, Betty J. Casper, Orrin G. Doucette, John S. Leadbetter.
- ENVIRONMENTAL QUALITY -- Richard C. Coombs, CHAIRMAN, Betty J. Casper, VICE CHAIRMAN, Samuel Gaboury, Joseph O. Racine.
- PERSONNEL -- Sally May, CHAIRMAN, Hope Y. Trapp, VICE CHAIRMAN, E. Kenneth Goldsworthy, John S. Leadbetter, James F. Sodergren.
- ALL COMMITTEES - Members Ex-officio -- Clayton Anderson, Chairman of the Board of County Commissioners and Robert H. De Roche, County Controller.

There being no further business, the meeting adjourned.

  
Secretary

February 27, 1974

A special meeting of the Board of Commissioners, meeting as a Committee of the Whole, was duly called and held on Wednesday, February 27, 1974, at 7:00 p.m., at the Courthouse for the purpose of discussing bids received for the construction of a new terminal building at the County Airport.

Present: Commissioners Anderson, Casper, Coombs, Doucette, Gaboury, Goldsworthy, Leadbetter, May, Racine, Russo, Sodergren, Trapp.

Absent: None.

In

Attendance: County Road Commissioners DeGabriele, Rombouts, Tripp, together with Superintendent Shroeger, Administrative Assistant Wentela and Airport Manager Vallela.

The meeting was called to order by Chairman Anderson.

Mr. DeGabriele stated that bids recently opened on February 21, 1974, for the construction of the Airport Terminal Building, were almost half a million dollars in excess of the estimated cost. He stated that the Board was not surprised that there had been a substantial overage, but was shocked at the actual amount. We have \$1,200,000.00 of Federal and State money tied up in this project and he believes something should be done quickly so as to hold the project. It was first thought that an estimate should be made to cut back on some of the original plans and to obtain additional monies from the County and from EDA. Contact with EDA office at Chicago, however, indicates that there are no more funds available for this project. Apparently, he stated, we will simply have to take new bids.

Mr. Shroeger made an oral presentation and submitted schedules of the bids received together with the architects estimate of the several sections of the proposed project. He also provided the Commission with a summary of the monies now available for the project. These include \$250,250.00 of State allocation, \$158,400.00 from Upper Great Lakes Regional Commission, \$792,000.00 from EDA, and County funds on hand in the sum of \$371,600.00, making a total of \$1,572,250.00. Mr. Shroeger stated further that consideration was given to the possibility of reducing the total construction cost by \$150,000.00 by awarding the contracts, then later reducing some of the less necessary portions by change order to delete. The State holds, however, that if this method is used the County would have to contract for the original amount then make the change orders. In this event the County would have to certify to the State that we had funds on hand available to cover the original contract. This, of course, is not the case. This method was being considered when it was believed there was a possibility of receiving an additional \$133,000.00 from EDA. This plan would also require additional County funds in the sum of \$144,750.00. He stated that after it was determined that no additional EDA funds are available this plan was abandoned.

Mr. Shroeger then reviewed the capital improvement funds on hand for the Airport. In addition to the \$371,600.00 ear-marked for the Terminal Building, the Counties share of approved programs for apron lighting, security fencing around the Airport property and the fire crash station and equipment will use up the remaining capital outlay fund, excepting for approximately \$63,000.00, which is needed for contingencies and for terminal building furnishings. Mr. Shroeger recommended that plans and specifications be reviewed and the building size cut down to fit within the monies now allocated. Some reduction in basement storage space can be done and some reduction can also be made in the total area of the building. We now have 2,700 square feet of space in the present terminal building. The plans upon which bids were taken called for 24,000 square feet. Revised plans would probably be in the area of 16,000 square feet of space which would provide about six times as much space as we now have. In addition, he thought the elevator could be eliminated but the shaft only



constructed. This would permit the installation of the elevator at a later date without motor construction changes. He explained further that any further expansion of the terminal building will be upward to accommodate jet-way loading. The type of construction being planned will accommodate upward expansion.

Mr. DeGabriele explained that the mechanical bids were especially high because contractors are having trouble recruiting qualified personnel. In addition, it is almost impossible to get commitments from the suppliers of mechanical equipment. These factors raised the bid prices tremendously. He also explained that the lateness in taking bids was caused by the delay in final approval of the project by EDA. This approval was required before bids could be taken to commit Federal monies.

Mr. Shroeger stated that EDA has no objection to the cutting back of the size of the building and using the total commitment toward construction of the building or revised plans.

Discussion of architects fees was held. Mr. Shroeger explained that the contract for these services was written in such a way that the total fees are based on the original estimates for construction. There will therefore be no additional architects fees involved in revising and rebidding the project.

Discussion was held regarding the operation of a fire crash station. At the present time there are no Federal funds available for the operation of such a station. Mr. Shroeger indicated that the present Airport personnel will probably have to be trained to handle these services and there will be a Federal regulation which will require that the station be manned. At the present time, the Federal Government is not insisting upon "around the clock service." If this happens it probably would mean an additional \$100,000.00 annual payroll. Hopefully, our Federal representatives will see to it that the County is not burdened with this.

It was recommended that all bids be rejected as being too high and that bid bonds be refunded. If approval is given to the re-advertising of bids on revised plans and the bids fall within the funds already allocated for this purpose, County officials should be authorized to sign contracts without delay in order to get the project underway. It is expected that the architect could revise the plans by April 15th, and bids could be opened by May 7th, or possibly, as early as May 1st. By cutting back on the plans, Mr. Shroeger feels that there is a good possibility that the Counties could still get a good project with something in the neighborhood of \$50,000.00 in additional funds. He also thought that the second round of bids would be more favorable.

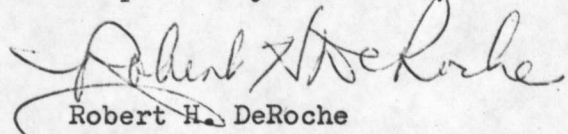
Moved by Commissioner Racine, supported by Commissioner Russo, that all bids received for the Airport Terminal Building Construction Project be reviewed and that we proceed to advertise for new bids on revised plans to secure bids not to exceed \$1,600,000.00 and that the Chairman and the Clerk of the County Board of Commissioners be authorized to sign whatever contracts are necessary. Motion carried unanimously on the following roll-call vote:

YEAS: Commissioners Anderson, Casper, Coombs, Doucette, Gaboury, Goldsworthy, Leadbetter, May, Racine, Russo, Sodergren, Trapp.

NAYS: None.

There being no further business, the meeting adjourned.

Respectfully submitted,

  
Robert H. DeRoche

December 10, 1974

A special meeting of the subcommittee of the Budget and Executive Committee to study the matter of bank depositories for county funds was duly called and held at the Courthouse on December 10, 1974, at 9:30 a.m.

Present: Commissioners Anderson, Goldsworthy and Trapp, County Treasurer Sodergren, Deputy County Treasurer LeMay, County Road Commission Chief Clerk Wentala, County Controller DeRoche and Assistant Controller Yoder.

Absent: None.

The meeting was called to order by Chairperson Trapp.

The present system of bank depositories was reviewed. In December of 1973, it was agreed that the Regular Account and the Court and Trust Account should be rotated annually between Marquette banks, the first transfer to be made on January 1, 1975. It was also agreed last December that the County Road Account should be rotated annually between the two Ishpeming banks and the First National Bank of Negaunee. At the present time the County Road Account is at the Peninsula Bank of Ishpeming; the Regular Account is at the First National Bank of Marquette and the Trust and Agency Account is at the Union National Bank of Marquette. The Committee then reviewed this policy to determine whether or not it should be changed.

Mr. Wentala reported that the Road Commission Payroll Account is currently maintained at the Miners National Bank. This account has \$35,000 which is used to pay the middle of the month payroll. At the end of the month, when the complete payroll is made, a check is drawn from the County Road Account to reimburse the Payroll Account. This fund, therefore, goes from \$35,000 at the beginning of the month to practically nothing in the middle of the month and is restored to the original figure at the end of the month. It is used for payroll purposes only. Mr. Wentala explained that plans have been made to transfer this Payroll Account on January 1, 1975, to the Peninsula Bank. Normally, 10,000 checks are printed at a time for this account. This check supply lasts about 5 years. Because of the impending transfer of this bank account to another bank, however, the order for checks was reduced to 5,000. The smaller order results in an increase in cost per check estimated to be \$25 on the whole order. He stated further that he sees no serious inconvenience because of the transfer between banks.

Mrs. LeMay, who directs the flow of bank matters in the County Treasurer's Office, explained that there are always mix-ups and problems in banking procedures with a bank during the first several months that they handle the Regular Account. There is a tremendous amount of activity in this account and during the first several months that the account is new to a bank the many problems which arise add a considerable amount of time to the work load in the County Treasurer's Office to get them straightened out. For this reason she believes the account should not be transferred annually but, probably, on a 2- or 5-year basis. She also pointed out the convenience of banking within walking distance of the Courthouse. There are usually two or three extra trips made to the bank daily to correct problems and to pick up NSF checks. If the bank is not within easy walking distance, the need for automobile travel would mean extra time and expense.

Mr. Sodergren stated that he had inquired at the Northern Michigan Bank to determine if they wanted and could handle the Regular Account. The bank stated that they do want the account. He stated that he discussed with the bank the problem of errors during the first six months when an account is new to a bank. Northern Michigan Bank officials stated that they would come to the Courthouse in case of any error at the bank. They also stated that they have an experienced staff, some of whom have been employed in other local banks in the past. Mr. Sodergren thought the idea of rotating accounts between banks on a period longer than annually has some merit.

Further discussion was held on the County Road Account and the County Road Payroll Account. Mr. Sodergren stated that he thought it would be convenient to have both accounts in one bank at the same time. When transfers are made between the County Road Account and the Payroll Account the flow between the accounts can be more easily handled if they are in the same bank.



Special Subcommittee on Bank Depositories


Page 2

December 10, 1974

Moved by Commissioner Goldsworthy, supported by Commissioner Anderson and unanimously adopted that this subcommittee recommend to the Budget and Executive Committee that the three main County bank accounts remain where they are for two more years (1975 and 1976) and that in July of 1976, the County give further consideration to the rotation of bank depositories as of January 1, 1977.

Discussion was held regarding investment procedures. The requirement of the First National Bank of Marquette, depository for the Regular Account, to allow one day between deposit and withdrawal of large sums for investment purposes was again discussed. It was agreed that the First National Bank be asked to send a representative to the next meeting of the Budget and Executive Committee to discuss this matter.

There being no further business, the meeting adjourned.

  
Secretary

Anderson, May Trapp Racine

Called to order Anderson

New policy could allow a majority of Bd to be on committee -

change to say that all comm be on 3 committees instead of 4 as previously decided - would reduce committee size to 4 or 5 plus chairman

More democratic - have 4 or 5 recommending to Bd rather than 6 or 7

Expedite business with fewer commissioners

Personel - should try to have same negotiating team

# of people to a committee 5 on 3 comm + 6 on 3 smaller would be best idea

New rule causing problems - probably need to change either so have 9 committees again or have people on only 3 rather than 4 committees

Per rules - alternative offered - but not with names - as per rule equals - if change # then comm on comm review -

as per rule - committees are large - if do not like then review + change to 3 assignment - 1 major 1 minor + annual



of whole to review -  
need to set in order to operate -  
assignments to  $\frac{1}{3}$  rather than  $\frac{1}{2}$  of standing  
major + minor -  
can not change as comm of whole mentioned  
Bd understand that reshuffling will be necessary  
from committees

Racine May <sup>the following</sup> names as placed <sup>appointed</sup> to respective committees

Noted that committees are large as per committee  
of whole mandated - proposed rules change  
21.2 requires larger -  
if cut to 3 - limit scope of membership

Mikesch - maybe tired of traveling - might  
be interested in deputy treas - with promise  
of acct division - permission to offer dicker  
\$15,000 - doesn't care if deputy gets more money  
- feels would be more than worthwhile to the  
county -

Manpower - Ludington  
Manpower Office  
Jack or Orrin - Escanaba - 7:00

To Be Fawt