

Approved 6-3-25

DELTA COUNTY BOARD OF COMMISSIONERS MEETING
May 20, 2025

Escanaba, Michigan

A Regular meeting of the Delta County Board of Commissioners was held this date, pursuant to the following call:

May 15, 2025

The Honorable Members of the Delta
County Board of Commissioners

Dear Commissioners:

A Regular Meeting of the Delta County Board of Commissioners is scheduled for Tuesday May 20, 2025, at 5:15 p.m. in the Boardroom of the Delta County Service Center.

Sincerely yours,
Nancy J. Przewrocki
Delta County Clerk

ROLL CALL

PRESENT: Commissioners Malnar, Johnson, Williams, van Ginhoven, and Jensen.

ABSENT: None.

The meeting was called to order at 5:15 p.m. in the Boardroom of the Delta County Service Center by Delta County Clerk, Nancy Przewrocki.

V. APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Commissioner van Ginhoven and seconded by Commissioner Jensen to approve the minutes of the May 6, 2025 meeting and May 15, 2015 Special meeting. MOTION CARRIED.

VI. APPROVAL OF AGENDA

Moved by Commissioner Johnson and seconded by Commissioner Williams to approve the agenda, as amended, adding Item 23. Hiring an Administrator - Review of Applicants Process and Scheduling Interviews. MOTION CARRIED.

VII. PRESENTATION OF WRITTEN COMMUNICATIONS

- A. Received: No communications were received.
- B. Forwarded: No communications were forwarded.

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VIII. REPORTS OF STANDING AND STATUTORY COMMITTEES

IX. PUBLIC COMMENT ON AGENDA ITEMS

None.

X. COMMITTEE REPORTS:

1. Administrator's Report.

Moved by Commissioner Johnson and seconded by Commissioner Jensen to receive the Administrator's Report and place on file. MOTION CARRIED.

2. IT Committee minutes of 5-20-25.

None.

3. Department Updates.

None.

XI. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS

B. NEW BUSINESS

1. Payment of Bills.

Moved by Commissioner Johnson seconded by Commissioner Williams to pay bills in the amount of \$ 384,941.80 and Commissioners expenses of \$ 2,367.30.

ROLL CALL	JOHNSON	YES
	WILLIAMS	YES
	VAN GINHOVEN	YES
	JENSEN	YES
	MALNAR	YES

MOTION CARRIED.

2. RFP - Folding Machine Award.

Moved by Commissioner Williams and seconded by Commissioner Jensen to award the RFP to Pitney Bowes. MOTION CARRIED.

3. Master Plan - Recommendation on a Planning Consultant.

Moved by Commissioner Williams and seconded by Commissioner van Ginhoven to hire CUPPAD as a consultant for the Master Plan Development. MOTION CARRIED. Johnson opposed.

4. Proposed Requirements for Accepting Documents from Outside Sources.

Moved by Commissioner van Ginhoven and seconded by Commissioner Williams to defer to July 1, 2025. MOTION CARRIED

5. Streaming All County Board Meetings.

Moved by Commissioner van Ginhoven and seconded by Commissioner Williams to approve purchasing a Meeting Owl 4 to stream all County Board meetings, not to exceed \$2,900.

ROLL CALL	JOHNSON	NO
	WILLIAMS	NO
	VANGINHOVEN	NO
	JENSEN	NO
	MALNAR	NO

MOTION FAILED.

6. Resignation of J. Plumley, Request for Lump Sum Payout and to Fill part time Client Services/Support Clerk Position.

Moved by Commissioner Johnson and seconded by Commissioner Williams to accept the resignation of J. Plumley, approve the request for lump sum payout, fill part time Client Services/Support Clerk position and send a letter of appreciation. MOTION CARRIED.

7. Resignation of J. LaCarte, Request for Lump Sum Payout and to Fill the Magistrate Position.

Moved by Commissioner Johnson and seconded by Commissioner Williams to accept the resignation of J. LaCarte, approve the request for Lump Sum Payout, fill the Magistrate position and send a letter of appreciation. MOTION CARRIED.

8. Request Files from Burkhart.

Moved by Commissioner Johnson and seconded by Commissioner van Ginhoven to defer. Waiting for response to Prosecuting Attorney's letter.

9. Update of S. Graham Request for FOIA Information.

Moved by Commissioner Williams and seconded by Commissioner Johnson to defer until we receive a response. MOTION CARRIED.

10. Planning Commission Ordinance.

Moved by Commissioner Jensen and seconded by Commissioner Johnson to move forward with the proposed change to the Planning Commission Ordinance - changing the Planning Commission from two to one County Commissioner and adding a township representative from a township that has County zoning, correcting Delta Township Association to Delta County Township Association and publishing a Notice of Hearing in the newspaper. MOTION CARRIED.

Moved by Commissioner van Ginhoven and seconded by Commissioner Jensen to hold the Public Hearing at the County Board meeting on June 17 at 5:15 p.m. MOTION CARRIED.

11. Materials Management Planning Grant Agreement - EGLE.

Moved by Commissioner Johnson and seconded by Commissioner van Ginhoven to approve the Materials Management Planning Grant Agreement with the Michigan Department of Environment, Great Lakes and Energy for \$38,944, as presented and authorize the Board Chair to sign. MOTION CARRIED.

12. FY24 Audit Agreement - Anderson, Tackman & Co., PLC.

Moved by Commissioner Williams and seconded by Commissioner Johnson to approve the FY24 Audit Agreement with Anderson, Tackman & Co. for \$43,900 with a cap of \$45,000 for audit services. MOTION CARRIED.

13. CMDA - Third Party Council.

Moved by Commissioner Johnson and seconded by Commissioner Williams to approve hiring Attorney Grant as a third party council at \$195/hour, as presented. MOTION CARRIED.

14. RFP - Medical Examiner.

Moved by Commissioner Williams and seconded by Commissioner Johnson to post and open for bids the RFP for a Medical Examiner. MOTION CARRIED.

15. Administrator - Transfer to Airport Manager Position/Contract Amendment.

Moved by Commissioner Johnson and seconded by Commissioner van Ginhoven to compel the Board Chair to sign the Transfer to Airport Manager Position Administrator Contract Amendment, as presented. MOTION CARRIED.

16. Mead & Hunt Contract Amendment #1 - Airfield Pavement Marking.

Moved by Commissioner Williams and seconded by Commissioner Jensen to authorize the Mead & Hunt Contract Amendment #1 - Airfield Pavement Marking, as presented, and authorize Board Chair to sign. MOTION CARRIED.

17. Mead & Hunt Contract Amendment #1 - Terminal Apron Reconstruction, Airfield NAVAIDs & Perimeter Fence Improvements.

Moved by Commissioner Johnson and seconded by Commissioner van Ginhoven to authorize the Mead & Hunt Contract Amendment #1 - Terminal Apron Reconstruction, Airfield NAVAIDs & Perimeter Fence Improvements, as presented, and authorize Board Chair to sign. MOTION CARRIED.

18. Mead & Hunt PFC Services Contract.

Moved by Commissioner van Ginhoven and seconded by Commissioner Jensen to approve the Mead & Hunt PFC Services contract for \$50,000 for PFC Services, as presented, and authorize Board Chair to sign. MOTION CARRIED.

19. LOA with the Airport Advisory Board.

Moved by Commissioner van Ginhoven and seconded by Commissioner Johnson to approve the Letter of Agreement with the Airport Advisory Board, as amended. MOTION CARRIED.

20. Municipal Counsel - S. Graham, Release from Contract.

Moved by Commissioner Williams and seconded by Commissioner van Ginhoven to notify S. Graham to terminate contract with a 30 day notice in writing.

ROLL CALL	JOHNSON	NO
	WILLIAMS	YES
	VANGINHOVEN	YES
	JENSEN	NO
	MALNAR	NO

MOTION FAILED.

Moved by Commissioner Johnson and seconded by Commissioner Jensen to refer to the Prosecuting Attorney for opinion. MOTION CARRIED. van Ginhoven opposed.

21. Appointment to Parks and Recreation Commission (1 opening).

Moved by Commissioner Williams and seconded by Commissioner van Ginhoven to appoint Gaylene Bradley to the Parks and Recreation Commission.

ROLL CALL	JOHNSON	NO
	WILLIAMS	YES
	VANGINHOVEN	YES
	JENSEN	YES
	MALNAR	NO

MOTION CARRIED.

22. Closed Session - Administrator's Evaluation.

Moved by Commissioner van Ginhoven and seconded by Commissioner Williams to move into closed session at 6:24 p.m. for the purpose of discussing the Administrator's Evaluation under OMA Section 15.268(8)(a) at the request of the Administrator.

ROLL CALL	JOHNSON	YES
	WILLIAMS	YES
	VANGINHOVEN	YES
	JENSEN	YES
	MALNAR	YES

MOTION CARRIED.

Moved by Commissioner van Ginhoven and seconded by Commissioner Jensen to reconvene into regular session at 7:12 p.m.
MOTION CARRIED.

No actions were taken during executive session.

23. Hiring an Administrator - Review of Applicants Process and Scheduling Interviews.

Moved by Commissioner Johnson and seconded by Commissioner Jensen to set meeting times and start the process.
MOTION CARRIED. Committee of the Whole meetings will be scheduled on Thursday May 29, Friday May 30, and Monday June 2, 2025

XII. PUBLIC COMMENT

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None.

XIII. COMMISSIONERS CONCERNS

Commissioner Johnson: Pleased with the Administrator - review did very well - looks to the future.

Commissioner Williams: Women of Valor Honor Flight tomorrow. Concluded 5-year Rec Plan survey - received 800 responses. Continuing the Parks Manager interviews.

Commissioner van Ginhoven: None.

Commissioner Jensen: Wells Public Hearing - expansion of water line - a lot of information to give out - answer questions.

Commissioner Malnar: None.

Administrator Young: Thanked the Commissioners for their evaluations.

XIV. MEETING SCHEDULE

June 3 rd	5:15 p.m.	Board meeting.
June 17 th	5:15 p.m.	Board meeting.
July 2 nd	5:15 p.m.	Board meeting.

XV. NOTICES

30 day notice of appointments: None.

XVI. ADJOURNMENT

Moved by Commissioner Williams and seconded by Commissioner Jensen to adjourn at 7:29 p.m.

Respectfully Submitted,

Nancy J. Przewrocki, County Clerk

John Malnar, Chair