

**HOUGHTON COUNTY BOARD OF COMMISSIONERS
SPECIAL MEETING
FEBRUARY 7, 2022**

The Houghton County Board of Commissioners held a Special meeting on Monday, February 7, 2022 at 3:00 p.m. in the 5th Floor Conference Room of the Courthouse, City of Houghton and public viewing by Zoom.

Call to Order:

The meeting was called to order by Chairman Albert Koskela at 3:00 p.m.

Pledge of Allegiance:

The Pledge of Allegiance was led by Chairman Koskela.

Roll call:

The following Commissioners responded to roll call done by the County Clerk, Jennifer Kelly:

Tom Tikkanen, District 1; Albert Koskela, District 2; Glenn Anderson, District 3; Gretchen Janssen, District 4; Roy Britz, District 5.

Approval of Minutes:

A Motion was made by Commissioner Britz and seconded by Commissioner Janssen to approve the minutes of the January 11, 2022 meeting as presented.

The Motion carried by a voice vote. Ayes 5, Nays 0.

Approval of Agenda/Additions:

Elizabeth Bjorn, Administrator, requested a MMRMA Renewal Proposal be added to #4 of the Agenda.

A Motion was made by Commissioner Tikkanen, seconded by Commissioner Janssen to approve the Agenda with the one (1) addition as presented.

The Motion carried by a voice vote: Ayes 5, Nays 0.

Public Comments-Agenda Items only *(5 minute limit):

None.

New Business:

1. Sale of Lot #2, Houghton County Airport Airpark
Resolution #22-2

Commissioner Tikkanen commented on the Purchase Agreement and letter from Greg Kangas with Hawk Technologies requesting to purchase Lot 2 at the Airpark for an agreed upon price of \$40,000.00 (cash). The Airport Committee recommends approval the sale. The closing date is February 8, 2022.

Commissioner Anderson asked if the County still retains resale rights. Commissioner Tikkanen said yes.

A Motion was made by Commissioner Anderson, seconded by Commissioner Janssen to approve the Resolution #22-2 authorizing the sale of Lot #2 for \$40,000 as presented.

The Motion carried by the following vote:

YES: Anderson, Janssen, Tikkanen, Koskela, Britz 5.

NO: None 0.

Sale of Lot 2 to Greg A. Kangas and MaryKay E. Kangas
RESOLUTION #22-2

WHEREAS, The Houghton County Board of Commissioners, as successor in interest to the dissolved Houghton County Airport Authority on July 24, 1989 is authorized to all rights of interest and statutory authority granted to the dissolved Houghton County Airport Authority.

WHEREAS, The Houghton County Memorial Airport Committee, created on July 26, 1989, under the Authority of the Houghton County Board of Commissioners, pursuant to Act 73 of the Public Acts of 1970 and Act 327 of the Public Acts of 1945, and pursuant to the authority vested in the County of Houghton by the Aeronautics Code of the State of Michigan has the authority to adopt rules and regulations for the management, government and the use of said airport property.

NOW THEREFORE, BE IT RESOLVED, Tom Tikkanen, Houghton County Board Vice-Chairman, is authorized to sign all closing documents for the sale of Lot 2 of Houghton County Airpark Plat, to Greg A. Kangas and MaryKay E. Kangas, husband and wife.

BE IT FURTHER RESOLVED, at a Special Houghton County Board of Commissioners Meeting held on February 7, 2022, a resolution was adopted to approve the conditions set forth in the purchase agreement presented on February 2, 2022 with final acceptance of February 7, 2022 from Greg A. Kangas and MaryKay E. Kangas, husband and wife, for Lot 2 Airpark Plat, for the purchase price of \$40,000.00 pursuant to the Airport Industrial Park Covenants Section 5, Resale Rights, contained within the Houghton County Airpark Plat, September 12, 1973, in Liber 23 of Miscellaneous Records, Page 157, Houghton County Register of Deeds Records.

Motion Moved By:

Motion Supported By:

Roll Call Vote: Yes:_____

No:_____

Motion Carried:

RESOLUTION DECLARED ADOPTED.

Albert Koskela, Chairman
Houghton County Board of Commissioners

Date

STATE OF MICHIGAN)
) ss.
COUNTY OF HOUGHTON)

I hereby certify that the foregoing is true and complete copy of a Resolution adopted by the County of Houghton, Michigan at a special meeting of its Board of

Commissioners on the _____ day of February, 2022 the original of which Resolution is on file in my office. I further certify that the meeting was held and the minutes therefore were filed in compliance with Act No. 267 of the Public acts of 1976.

_____ IN WITNESS WHEREOF, I have hereinto affixed my official signature this _____ day of February, 2022.

JENNIFER KELLY, COUNTY CLERK
County of Houghton

2. 2022 Michigan Counties Legislative Conference

Elizabeth Bjorn, Administrator, discussed the course view for the County Conference in Lansing on March 21-23, 2022.

Commissioner Janssen and Commissioner Anderson said they would like to attend.

A Motion was made by Commissioner Tikkanen, seconded by Commissioner Britz to authorizing expenditures for all Commissioners who are able to attend the Legislative Conference on March 21-23, 2022.

The Motion carried by the following vote:

YES: Tikkanen, Britz, Koskela, Anderson, Janssen 5.

NO: None 0.

3. Office Closures During Normal Courthouse Open Hours

Chairman Koskela discussed the unauthorized closing of the County Clerk's Office.

Elizabeth Bjorn, Administrator, explained the Clerk's Office closed on a Wednesday. She explained Clerk Kelly left for a family medical problem. She stated nothing was on the Clerk's door. She spoke with Renee Cunningham, Deputy County Clerk the next day. She also spoke with Clerk Kelly. She said she had a handful of complaints regarding the Clerk's Office closing. Administrator Bjorn suggested moving someone from the Register of Deeds Office to the Clerk's Office when there is only one (1) person in the Clerk's Office to answer phones or track foot traffic but, the Board has the authority to decide.

Commissioner Anderson discussed how comp time is able to be used by the Union.

Commissioner Tikkanen asked if there is enough staff in the Clerk's Office.

Clerk Kelly explained that Renee Cunningham, Deputy County Clerk has asked to meet with the Personnel Committee about the office being short staffed since November. She reminded the Board she brought this to the Board and public's attention that the Clerk's Office would be closing due to lack of staff many months ago. Clerk Kelly stated one (1) person cannot handle the office alone due to errors being done. Clerk Kelly informed the Board that the Clerk's Office will be closed on March 24th as the Clerk and Deputy Clerk will be in Marquette for mandatory training. Clerk Kelly stated she discussed what Administrator Bjorn proposed for one (1) of the staff from the Register of Deeds Office to come over to the Clerk's Office to answer phones or track foot traffic when they are shorthanded. Clerk Kelly stated the workers in the Register of Deeds Office are not in agreement. Clerk Kelly informed the Board she had the right to shut down the office. Clerk Kelly informed the Board shutting down the office was the only choice.

Commissioner Tikkanen questioned if HR could be moved to the Administrator's Office.

Jennifer Kelly, County Clerk, asked if hiring a high school student for on the job training is an option so there is an extra body in the Clerk's Office.

Commissioner Tikkanen discussed looking at a long term solution to lessen the work load in the Clerk's Office.

Commissioner Britz asked Jennifer Kelly, County Clerk, how much time Renee Cunningham, Deputy County Clerk works on HR. Clerk Kelly explained the HR work depends on new hires and what needs to be done with insurance. She stated Renee Cunningham has done a wonderful job handling all HR.

Chairman Koskela said to look at reorganizing departments and brought up the Clerk's Office trying to begin doing CPL Fingerprinting in their office and how the workers would have time to do that. Clerk Kelly said the work is getting done in the office, and CPL holders were angry for the last three (3) weeks because they could not be fingerprinted at the Houghton County Sheriff Department, and had the Clerk's Office been able to provide that service, the fingerprinting could have been done.

Chairman Koskela asked Clerk Kelly how she can close the office and fall behind with work. Clerk Kelly responded that is not the issue that work is not falling behind.

Commissioner Tikkanen recommended coming up with a solution or options. Administrator Bjorn said she would work with Clerk Kelly and present something to the Board next week.

4. MMRMA Proposal

Elizabeth Bjorn, Administrator, explained the proposal which would be from March 1, 2022-March 1, 2023 is for \$173,982. It is an increase of approximately \$13,000.00 in the premium due to several factors such as contribution. Increased claims to include the Father's Day flood will affect Houghton County for five (5) years beginning 2018. Land Bank risks from larger municipalities downstate or claim losses from below the bridge can also affect our premium. Houghton County has had an increase of assets due to the breakout of the dam properties for the three (3) dam properties in Twin Lakes, Torch Lake, and Otter Lake and a dam site over at the Airport. There is a potential for a \$13,000-\$14,000 rebate.

A Motion was made by Commissioner Britz, seconded by Commissioner Janssen to accept the proposal as presented.

The Motion carried by the following vote:

YES: Britz, Janssen, Tikkanen, Koskela, Anderson 5.
NO: None 0.

Announcements:

None.

Adjournment:

A Motion was made by Commissioner Tikkanen and seconded by Commissioner Anderson to adjourn at 3:30 pm.

The Motion carried by a voice vote. Ayes 5, Nays 0.

Albert Koskela, Chairman

Jennifer Kelly, County Clerk