

**HOUGHTON COUNTY BOARD OF COMMISSIONERS
ORGANIZATIONAL/REGULAR MEETING
JANUARY 14, 2025**

The Houghton County Board of Commissioners held an Organizational/Regular Meeting on Tuesday, January 14, 2025 at 4:00 p.m. in the 5th Floor Conference Room of the Courthouse, City of Houghton with the public viewing in person and by Microsoft Teams.

Call to Order:

The meeting was called to order by County Clerk, Jennifer Kelly at 4:00 p.m.

Pledge of Allegiance:

The Pledge of Allegiance was led by County Clerk, Jennifer Kelly.

Roll call:

The following Commissioners responded to roll call:

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

Election:

1. Chairperson-2 Year Term

Clerk Kelly, asked for nominations for Chairman. A nomination was made by Commissioner Anderson, and seconded by Commissioner Janssen for Tom Tikkanen. Clerk Kelly, asked for any other nominations. No other nominations were made.

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

Clerk Kelly, turned the meeting over to Chairman Tikkanen.

2. Vice Chairperson-1 Year Term

Chairman Tikkanen asked for nominations for Vice Chair. A nomination was made by Commissioner Anderson, and seconded by Commissioner Janssen for Roy Britz. Chairman Tikkanen asked for any other nominations. No other nominations were made.

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

Approval of Minutes:

A Motion was made by Commissioner Anderson and seconded by Commissioner Keranen to approve the minutes of the December 10, 2024 meeting as presented.

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

Approval of Agenda/Additions:

Clerk Kelly asked that Organizational be added to the heading of the Agenda.

Chairman Tikkanen asked that #11 be added for the appointments to the CCMH and Health Department Boards.

A Motion was made by Commissioner Britz and seconded by Commissioner Anderson to accept the Agenda with the two (2) additions as presented. The Motion carried by a voice vote. Ayes 5, Nays 0.

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

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

None.

Approval of Bills:

A Motion was made by Commissioner Janssen seconded by Commissioner Britz to approve paying the bills submitted of \$1,584,804.17.

The Motion carried by the following vote.

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

NO: None 0.

Correspondence:

None.

Reports:

Standing Committee:

Commissioner Britz reported to the Board on the following:

Houghton County Road Commission: November snow total was 27". They are still waiting on \$3.23 million from the State.

Commissioner Anderson had nothing to report to the Board.

Commissioner Janssen reported to the Board on the following:

Material Management: They had their Organizational meeting.

Commissioner Keranen reported to the Board on the following:

Houghton County Planning Commission: There is 1 opening on the Planning Commission. They have received 2 names. They will discuss the opening at the next meeting and then make a recommendation to the Board of Commissioners.

County Departments: He discussed the reports the County Department Heads have submitted.

Chairman Tikkanen reported to the Board on the following:

Veteran's Office: He stated the Omega House is not an option for Veteran Care. The Veteran Board did a letter to Senator Bergman and Peters, and the State Representatives.

County Officers:

Clerk Kelly informed the Board that she will be implementing a free search for people looking to see if Houghton County has their birth, death, marriage, CPL, DBA. Cost was \$0 to implement it.

Sheriff Saaranen stated there are 18. The next Jail Committee meeting for members only will be on January 16th at 9:00 am and planned to last 3 hours. He discussed the budgeted amount to have two (2) recruits to attend the police academy.

Todd LaRoux, Building Inspector, showing the Annual totals for the Building Department from 2017-2024.

Bernard Kluskens, IT Manager, stated the final telephone upgrades will be completed next week including the Jail

Old Business:

None.

New Business:

1. Rules of Order

A Motion to adopt the Rules of Order as presented was made by Commissioner Janssen and seconded by Commissioner Anderson as presented.

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

2. Update from Copper Country Great Start Collaborative

Iola Brubaker and Abby Carlson stated that 18 new slots for daycare have opened for 3 new in home daycare centers. 67 slots will be coming soon. From 2020-2021, there were approximately 600 children not in daycare programs. That number could be higher now.

3. HR & Operations Manager news update

Teresa Hill, HR & Operations Manager, stated 1996 was the last wage study that was done for Houghton County. The Attorney working on Union negotiations recommended a new wage study be done. She will provide a copy of the 1996 wage study to the Board of Commissioners. She has requested job descriptions from the County Department Heads for all employees.

4. Statement of Appointment(s), Prosecutor's Office

Administrator Rheault explained the Appointments Prosecutor Helmer made in the Prosecutor's Office for Hillary Baker-Chief Assistant Prosecutor, Rebecca Wakeham-Office Manager & Child Support Specialist, Jennifer Kivela-Victim Advocate, and Angela Miles-Legal Assistant. The authorized Assistant Prosecuting Attorney position remains vacant.

5. Upper Peninsula Michigan Works! Locate Elected Officials Board 2025

A Motion was made by Commissioner Keranen and seconded by Commissioner Britz to appoint Commissioner Janssen to the Upper Peninsula Michigan Works Local Elected Officials Board for 2025.

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

6. Materials Management Aging Accounts Policy

Administrator Rheault discussed the late fees of 2.5% that are charged for past due accounts within 30 days of the date of the invoice, and that accounts 45 days past due will result in services being cut off. Customers would be notified of the pending suspension if payments are not made.

A Motion was made by Commissioner Janssen and seconded by Commissioner Keranen to approve the Materials Management Aging Accounts Policy as presented.

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

7. Preliminary Generator Discussion/Approval to for bid

Todd LaRoux, Building Department Manager, stated UPEA and Bernard, IT Manager, have planned out everything for the server room. Drawings should be ready by the end of January 2024.

A Motion was made by Commissioner Janssen and seconded by Commissioner Anderson to approve UPEA to put the generator project out for bid.

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

8. Materials Management Compactor Control Room-\$7,872.00

The Board discussed the bid from Wuebben Construction for \$7,872.00.

A Motion was made by Commissioner Anderson and seconded by Commissioner Janssen to approve the proposal from Wuebben Construction for \$7,872.00 as presented.

The Motion carried by the following vote.

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

NO: None. 0

9. Travel

None.

10. Appropriations

- a. UPEDA Annual Membership-\$500.00*
- b. CCMHS Monthly Appropriation-\$13,707.91*
- c. Comprehensive Risk Services-\$86,486.00*
- d. Western UP Health Department-\$68,960.00*

A Motion was made by Commissioner Britz and seconded by Commissioner Janssen to approve the above-mentioned Appropriations as presented.

The Motion carried by the following vote.

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

NO: None. 0

11. Appoint Copper Country Mental Health and Health Department Board Members

A Motion was made by Commissioner Anderson and seconded by Commissioner Janssen to appoint Commissioner Britz to the Copper Country Mental Health Board.

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

A Motion was made by Commissioner Anderson and seconded by Commissioner Janssen to appoint Commissioners Keranen, Anderson and Britz to the Health Department Board.

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

Public Comments:

Rich Rosaway from Jack Bergmans' Office spoke by Microsoft Teams and stated he would look into the VA issue with the Omega House.

Announcements:

None.

Adjournment:

A Motion was made by Commissioner Keranen and seconded by Commissioner Anderson to adjourn at 4:50 p.m.

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

Tom Tikkanen, Chairman

Jennifer Kelly, County Clerk