



Chris Cramer <ccramer@grandtraverse.org>

Fwd: Issue with the amended Board Rules as presented

2 messages

Christopher Forsyth <cforsyth@grandtraverse.org>

Mon, Jan 14, 2019 at 8:03 AM

To: Chris Cramer <ccramer@grandtraverse.org>, Nate Alger <nalger@grandtraverse.org>

Cc: Kit Tholen <ktholen@grandtraverse.org>

Nate and Chris

Please see below from Commissioner Coffia. I have revised the amended board rules to remove any references to the invocation policy and pension obligation. Unless there are any concerns or need of any other changes, I would suggest amending the packet as she has requested. Thanks

Chris

----- Forwarded message -----

From: Betsy Coffia <bcoffia@grandtraverse.org>

Date: Sun, Jan 13, 2019 at 5:50 PM

Subject: Issue with the amended Board Rules as presented

To: Christopher Forsyth <cforsyth@grandtraverse.org>, Kit Tholen <ktholen@grandtraverse.org>

Chris and Kit,

In reviewing the packet for Jan. 16 BOC meeting, I noted some edits/changes to the presented amended Board Rules that were not explained in your accompanying memo, and do not belong in a set of changes your memo represented as already affirmatively voted on by the board. To be sure my memory served of what changes we actually approved v. Tabled etc., I went back and watched the video again and reviewed Bonnie's draft minutes to double check.

In the memo you attached to the amended Board Rules, your recommended resolution is to "approve the amended County Board Rules of Order as presented." However, I am concerned that the document that is meant to represent the amended Board Rules we decided on by board vote, also contains changes that were "not" approved by the board Jan. 2 at our organizational meeting. I am further concerned that those changes were not called out or explained in any way in the memo and that the presented amended Board Rules are being recommended for approval by a single motion when they include 2 items that were specifically tabled by us Jan. 2.

The language of concern is as follows, in bold:

Packet p. 190, board rule 5.4 a

the addition of the words "or invocation." This language change was not proposed, voted on or approved by the board Jan. 2 at our organizational meeting and should not be included in the amended Board Rules in our Jan. 16 packet.

Packet p. 190 board rule 5.4 e

The item "Pension obligation informational update" has been added as item e.

While the concept of a Pension Obligation Information Update was proposed in a motion at the Jan. 2, 2019 organizational meeting by Chairman Hentschel, it was ultimately tabled by my motion, Chair Hentschel's second and a unanimous board vote, until the Jan. 16 meeting.

This language addition was not approved, and should not be included in the amended Board Rules in our Jan. 16 packet.

Packet p. 190-191 *

Under the asterisk just beneath the final item listed alphabetically for the board meeting's Order of Business, new language has been added to reflect an Invocation Policy.

Our board tabled and did not approve an invocation policy nor agree or vote to add this requested language at our Jan. 2 organizational meeting. In fact, this tabled issue appears on our Jan. 16 agenda *after* the board rules approval. It is not proper that we approve this language prior to taking up the tabled motion again; inclusion seems to presume passage of the resolution, which is not guaranteed. This language should not be included in the amended Board Rules in our Jan. 16 packet.

Packet p. 191 board rule 5.4 +

Next to the plus sign beneath the final item listed alphabetically for the board meeting's Order of Business, new language references the tabled motion by Chairman Hentschel regarding adding a pension obligation info update to our standing agenda. However that motion was tabled, not adopted. The language added next to the plus sign referencing this pension update, was not proposed nor approved by the board at our Jan. 2 organizational meeting. It should not be included in the amended Board Rules in our Jan. 16 packet.

My understanding is that the board rules are made and changed solely by vote of the board, while considering any staff requests for changes, which must also be voted on and approved. As you know, the process we followed Jan. 2 was that any proposed changes were made one at a time by a board member, with rationale given for our consideration. The changes were not to be made unless and until said changes were voted in by the majority.

Given all the above, please immediately remove the language from the amended Board Rules you've recommended for "approval as presented" Please also immediately add these specific tabled/suggested items as separate suggested changes/tabled motions to be discussed under item 10b on the Jan. 16 Board Agenda. Please immediately amend the publicly posted board packet to reflect these corrections.

Please respond to let me know you are in receipt of this request and let me know asap if there's an issue with responding to my requested adjustments.

Thank you,
Betsy Coffia
Grand Traverse County Commissioner, District 1

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Christopher J. Forsyth
Deputy County Administrator
Grand Traverse County Administration
400 Boardman Avenue
Traverse City, MI 49684
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 **Final Draft 2019 Board Rules Changes 1.14.19.docx**
44K

Chris Cramer <ccramer@grandtraverse.org>
To: Commissioners <Commissioners@grandtraverse.org>

Mon, Jan 14, 2019 at 5:22 PM

The changes requested have been made by Chris Forsyth in the attached document
[Quoted text hidden]

—
Christine J. Cramer, Administrative Assistant
Grand Traverse County Administration and
Board of Commissioner's Office
400 Boardman Avenue
Traverse City, MI 49684
231-922-4797

 **Final Draft 2019 Board Rules Changes 1.14.19.docx**
44K

boards, commissions and authorities, and other matters that the Board of Commissioners is required by statute or Board Rule to approve.

5.3.2 Consent Calendar – Procedure

The County Administrator, in preparing the meeting agenda, shall list those matters under the heading of “consent calendar” and include the associated materials with those distributed to the members in accordance with rule 5.2. At a meeting of the Commissioners where a consent calendar has been prepared, the Board, upon the motion of a Commissioner, shall vote on the approval of the matters included under the consent calendar. Before putting the question to the Commissioners, any member of the Board, the public, or staff may request that an item or items be removed from the consent calendar and such request shall be granted. The Chairperson shall then direct the County Clerk to remove such matters and place them in their usual place on the meeting’s agenda. A vote shall not be required to remove a matter from the consent calendar. The Chairperson shall then call a roll call vote to approve or disapprove the consent calendar.

5.4 Order of Business

After the Chairperson calls the meeting to order, the following shall be the order of the business for all regular meetings of the Board:

- a. Opening Ceremonies, or Exercises*
- b. Roll Call
- c. Approval of Minutes of Last Regular (and/or special) Meeting(s) of the body (reading aloud is waived as long as the Board has been furnished a copy in the packet prior to the meeting)
- d. First public comment†
- e. Approval of the agenda
- f. Action on consent calendar
- g. Special orders of business
- h. Items removed from consent calendar
- i. Department Action Items (includes Administration)
- j. Unfinished business
- k. New business
- l. Second public comment†
- m. Commissioner committee reports++
- n. Notices
- o. Closed session, if needed
- p. Adjournment

*If the opening ceremonies include an invocation, the invocation should precede all other ceremonies, such as the singing of the National Anthem or Pledge of Allegiance.

†Public comment may be allowed during the meeting in accordance with rule 6.3.2.6.

++ At the 2nd Board meeting of the month, each department director or appropriate staff member, on a rotating basis, will provide a 5 minutes report to the board.

6. CONDUCT OF MEETINGS

6.1 Chairperson

The person elected Chairperson in each odd numbered year shall preside at all meetings of the Board. In the absence of the Chairperson, the person elected to the position of vice-chair in the first meeting each year shall preside. If neither the Chairperson nor Vice-Chair is present, the County Clerk shall preside until the Commissioners present elect a Commissioner to preside during the absence of the Chairperson and Vice-Chair. The Chairperson shall have all the same rights as other members with respect to procedural matters, debate and voting.

6.2 Rights and Duties of Board Members

- o All Board members who wish to speak on a motion subject to debate shall be permitted to speak once before any Board members shall be allowed to speak a second time.
- o When a Board member is speaking on any question before the Board, the Board member shall not be interrupted except to be called to order.
- o When a Board member is called to order, the Board member shall immediately cease speaking. The Board, if appealed to, shall decide the case. If there is no appeal, the ruling of the Chairperson shall be final.
- o When a Board member is commenting on a question before the Board, the Board member cannot conclude their comments by moving the previous question.
- o Board members shall not engage in dialogue with members of the public who address the Board, however, questions are permitted.
- o The Chairperson shall vote on all questions except on an appeal from his or her own decision.

6.3 Rights of the Public

6.3.1 Right of the Public to be Present

All persons shall be permitted to attend any meeting unless a closed meeting may be held in accordance with the provisions of sections 7 and 8 of the Open Meetings Act. No conditions on attendance may be placed on the public such as requiring that an attending person provide his name or other information. A person shall not be excluded from a public meeting except for a breach of the peace actually committed at the meeting.

6.3.2 Right of the Public to Address the Meeting. Any person shall be permitted to address a meeting of the Board which is required to be open to the public under the