



STATE OF MICHIGAN

GRETCHEN WHITMER  
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

**STATE SURVEY AND REMONUMENTATION COMMISSION**

Virtual Zoom Meeting Pursuant to MCL 15.263 and MCL 15.263a

Web Link: <https://us02web.zoom.us/j/89650135660?pwd=akN4UVJDY3pWWSsyUnZxV1c2V1hIUOT09>

Phone Number: 877-873-8017 (US Toll Free)

Password/Conference Code: 109987

**MINUTES**

March 30, 2021

10:00 a.m.

**MEMBERS ATTENDING REMOTELY\***

- Ms. Victoria Brown, City of Leland, Leelanau County, MI
- Ms. Karen Hahn, City of Big Rapids, Mecosta County MI
- Mr. Andrew Hartwick, Township of Orangeville, Barry County, MI
- Mr. William Karr, Township of Pickford, Chippewa County, MI
- Ms. Amy Klann, Township of Dryden, Lapeer County, MI
- Mr. Jack Owens, City of Munising, Alger County, MI
- Mr. Morris Thomas, City of Lansing, Ingham County, MI

**MEMBERS ABSENT**

None

\*Each attending member stated they were attending remotely.

**DEPARTMENT PERSONNEL ATTENDING**

- Ms. Alesha Gensler, Deputy Director, Administration, BCC
- Mr. Mike Barger, Director, Office of Land Survey and Remonumentation, BCC
- Ms. Tracie Pack, Departmental Analyst, Administrative Services Division, BCC
- Ms. Hillary Millen, Departmental Analyst, Administrative Services Division, BCC

**1. CALL TO ORDER AND DETERMINATION OF QUORUM**

William Karr called the meeting to order at 10:06 a.m. A quorum was present at that time.

**2. COMMUNICATION PROCEDURES**

Ms. Pack informed the meeting participants of the Communication Procedures.

**3. APPROVAL OF AGENDA**

A **MOTION** was made by Commissioner Hartwick and **SECONDED** by Commissioner Hahn to approve the agenda. (Aye: Commissioners Brown, Hahn, Hartwick, Karr, Klann, and Thomas; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

#### **4. APPROVAL OF MINUTES**

##### A. October 17, 2019

A **MOTION** was made by Commissioner Hahn and **SECONDED** by Commissioner Hartwick to approve the minutes of the October 17, 2019 meeting. (Aye: Commissioners Brown, Hahn, Hartwick, Karr, and Thomas; Abstain: Klann; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

#### **5. NOMINATION AND ELECTION OF OFFICERS**

##### A. Chairperson

A **MOTION** was made by Commissioner Hahn and **SECONDED** by Commissioner Morris to nominate Commissioner Karr as Chairperson. (Aye: Commissioners Brown, Hahn, Hartwick, Klann, and Thomas; Abstain: Karr; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

Commissioner Owens joined the meeting at 10:16 a.m.

##### B. Vice Chairperson

A **MOTION** was made by Commissioner Hartwick and **SECONDED** by Commissioner Karr to nominate Commissioner Karen Hahn as Vice Chairperson. (Aye: Commissioners, Brown, Hartwick, Karr, Klann, Owens, and Thomas; Abstain: Hahn; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

The Commissioners introduced themselves and provided background information relative to the Commission.

#### **6. UNFINISHED BUSINESS**

##### A. County Plan Update

Director Barger provided an update on the revised county plan submittals.

County plans were due to the Bureau by March 1, 2020. There is only one (1) outstanding county. Members had discussion regarding county markers being proposed, added, and removed from plans. The hope is with having proposed markers in plans that this will assist future governmental representatives know where their plan stands and know how they will need to prepare for future plans.

##### B. Auditor General Report Update

Director Barger summarized the findings of the performance audit conducted by the Office of the Auditor General. The audit of the Bureau's Office of Land Survey and

Remonumentation began in June 2019 and was completed in March 2020. The Bureau is in the process of addressing the items in the report.

C. Indiana Michigan State Line Update

Director Barger provided background on state lines surrounding Michigan. Ohio and Wisconsin lines are complete with the use of local surveyors on both sides of the lines. There has been some difficulty syncing with Indiana and approximately 1-1/2 years ago Michigan was notified Indiana put a law together where additional legislature on the Michigan side would need to be done. It was necessary for Indiana and Michigan to have their funds available for the surveying at the same time or neither could proceed. Recently, a decision was made in order to avoid this issue Indiana would retrace mile markers on the Indiana-side and move east (moving west to east). Then, when Michigan's funds are available, it will begin retracing mile markers on the Michigan-side and move west (moving east to west). In doing so, progress is beginning to be made.

**7. NEW BUSINESS**

A. Surveyor Selections

Director Barger provided an update on surveyor selections. The Bureau asked counties to provide their selections with their processes for review. The point was to keep the Bureau from providing guidelines to them that they should not be doing. Once complete, the Bureau will issue the guidelines.

B. Late Grant Applications

Director Barger summarized the Late Grant Application Procedure.

The Bureau has six (6) counties that were late providing grant applications. The last time the Bureau had this issue was in 2012 and the county did not receive a grant. However, in this instance, three (3) of the six (6) counties appealed the decision and it was determined there was confusion in the deadlines for the new process which separated the grant agreement and grant application. After further review, it was determined four (4) of the counties had submitted their agreements on time thinking they had met the deadline. The two (2) remaining counties were late due to COVID-19 issues. All six (6) counties were allowed to receive grants, and the grant agreement is being amended for clarity.

**8. BUREAU QUARTERLY REPORT**

Deputy Director Gensler reported on the following:

Board and commission meeting information is transitioning to Egress and members have already been emailed information.

Mr. Dean Austin, Electrical Chief, retired on January 9, 2021. Mr. Lance Ash is the Acting Electrical Chief until the position is filled.

Mr. Pete Ingalls, Plumbing Inspector and Plan Reviewer, retired on December 31, 2020.

Bureau's Elevator and Ski/Amusement Division have hired new elevator inspectors.

Mr. Jon Paradine, Building and Permits Division Chief, was admitted to the International Code Council 400 Log Standard Committee.

The Bureau has had to reassign some of its staff to assist with a complaints backlog in its Licensing and Compliance Division. The reassignments are temporary and the Bureau is hoping to wrap up the project by August 31, 2021.

The Ski Area Safety General Rules were filed with the Office of the Great Seal and are in effect as of December 10, 2020.

Director Lambert and Deputy Director Gensler will begin to have quarterly meetings with the Chairperson and Vice Chairperson of each of the Bureau's Boards and Commissions. That went well earlier this week with both.

#### **9. PUBLIC COMMENT**

None.

#### **10. NEXT MEETING DATE - OCTOBER 21, 2021**

The Commission is scheduled to meet next at 10:00 a.m. at 702 West Kalamazoo Street, Lansing, MI 48915 in the 1<sup>st</sup> Floor Forum on October 21, 2021.

#### **11. ADJOURNMENT**

A **MOTION** was made by Commissioner Klann and **SECONDED** by Commissioner Owens to adjourn the meeting at 11:51 a.m. (Aye: Commissioners Brown, Hahn, Hartwick, Karr, Klann, Owens, and Thomas; Nay: None) **MOTION CARRIED UNANIMOUSLY.**