

Beaver Island Emergency Services Authority  
Peaine Township Hall  
36825 Kings Highway  
Beaver Island, Michigan 49782  
Telephone (231) 448 2389

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**Minutes**

Present: William Kohls; Bill Turner; Kathleen McNamara  
Conferenced in Krys Lyle: Jim McDonough (Board Member); Cody Randall; Nichol Olsen; Myles Rehkopf  
Rick Speck, Joe Moore, Angel Welke; Sally Rehkopf, Frank D'Andraia, Bob Hamel; Tammy Radionoff; (Board Member) Pam Moxam; Jerry LaFreniere

The Special Meeting of the Beaver Island Emergency Services Authority held on Thursday, March 19, 2020 at 2:05 p.m. at the Peaine Township Hall. Chairman Bill Kohls established a quorum and called the meeting to order. Krys Lyle will be recording minutes remotely. Notices were posted in accordance with OMA.

A Resolution establishing procedures to allow telephonic attendance by board members and members of the public at meetings due to Coronavirus Pandemic. Township council, Karrie Zeits drafted the resolution. Votes and adjournment will be by roll call. No texting, or email is allowed during the meeting unless shared with the meeting. Any questions comments from the pubic. Motion Kohls, 2<sup>nd</sup> McNamara. Roll call Kohls, McNamara, Turner, McDonough, Radionoff (5 Ayes) Motion adopted.

**PEAINE TOWNSHIP BOARD  
RESOLUTION \_\_\_\_\_**

**RESOLUTION ESTABLISHING PROCEDURES TO ALLOW TELEPHONIC ATTENDANCE  
BY TOWNSHIOP BOARDS, COMMISSIONS, AND COMMITTEES MEMBERS AND  
MEMBERS OF THE PUBLIC AT MEETINGS DUE TO CORONAVIRUS PANDEMIC**

WHEREAS, on March 10, 2020, Governor Whitmer declared a state of emergency as a result of the Coronavirus outbreak; and

WHEREAS, on March 11, 2020, the World Health Organization declared the Coronavirus outbreak a pandemic; and

WHEREAS, on March 13, 2020, the President declared a National Emergency as a result of the Coronavirus outbreak; and

WHEREAS, the Michigan Department of Health and Human Services (MDHHS) has issued Interim Recommendations for COVID-19 Community Mitigation Strategies; and

WHEREAS, such strategies include encouraging staff to tele-work when feasible and implementing social distancing measures as feasible, including limiting in-person meetings, and to limit large work-related gatherings; and

WHEREAS, on March 14, 2020, Governor Whitmer issued Executive Directive 2020-15 to suspend rules and procedures relating to physical presence at meetings and hearings of public bodies to allow for public bodies to continue to conduct public business during the COVID-19 emergency and the general public to continue to participate in government decision making without unduly compromising public health, safety, and welfare;; and

WHEREAS, to implement such mitigation strategies, allow the Board to continue public business, and to allow the public to attend meetings of the Peaine Township's board, commissions, or committees remotely if they desire, the Peaine Township Board desires to authorize board, commission, and committee members and members of the public to attend meetings of the Board or other commissions, boards, or committees of the Township by telephone as set forth in this Resolution;

NOW THEREFORE BE IT RESOLVED, that the Peaine Township Board immediately authorizes its board, commission, and committee members and members of the public to attend all meetings of the Board or committees, boards, or commissions of the Township by telephone as follows:

A. BOARD, COMMISSION, OR COMMITTEE MEMBERS:

1. A member of a board, commission, or committee of the Township who will be participating by phone shall inform the Township Clerk not later than 18 hours prior to the meeting.
2. The telephone system being utilized shall allow the member to communicate to any other member in attendance, any member of the public, or staff participating by phone or present at the posted physical location of the meeting and shall allow any member, any member of the public, or staff on the phone or present at the posted physical location of the meeting to communicate with any member participating by phone.
3. A members' attendance by phone shall be considered attendance for the purpose of establishing a quorum.
4. Any vote by a member participating by phone pursuant to this resolution shall be counted in the total number of votes for any matter and shall not be held invalid for the reason that it was cast by a member on the phone.
5. If any member is participating by phone, all votes on any matter shall be taken by roll call vote.
6. Adjournment of a meeting shall occur only on a roll call vote of the board, commission, or committee.
7. A member participating by phone shall disclose any person or persons present in the same room as the member during their attendance by phone.
8. Emails, texting, or other forms of electronic communication by or between members during the meeting shall not be allowed.
9. If an email, text or other form of electronic communication is received by a member, the board, committee, or commission prior to the meeting or during the meeting related to any item on the agenda for the meeting, the email, text, or other electronic communication shall be read by the board, committee, or commission or the member receiving the communication during the agenda item and it shall be addressed by the board, committee, or commission as appropriate during the meeting.

B. MEMBERS OF THE PUBLIC:

1. All public notices or postings of a meeting of the board, commission, or committee shall include in addition to the physical location of the meeting, a dial-in conference number for the meeting for members of the public to utilize to call in for the meeting. The public notice shall at a minimum be posted at the Township offices and on the homepage of the Township's website in a conspicuous location.
2. The dial-in conference number shall allow for members of the public to hear the discussion of the board, commission, or committee and for the board, commission, or committee to hear any comment of the members of the public.
3. The agenda for the meeting shall be made available on the homepage of the Township's website in a conspicuous location and at the Township offices at least 18 hours prior to the meeting. The agenda shall also include the dial-in conference number, an explanation of the reason why the Township board, commission, or committee is meeting electronically, contact information for board, commission, or committee members participating remotely, procedures by which persons with disabilities may participate in the meeting.
4. If any meeting includes a public hearing, all material that will be considered by the board, commission, or committee at the public hearing shall be posted or linked on the homepage of the Township's website in a conspicuous location as well as available for inspection at the Township offices not less than 18 hours prior to the public hearing or as otherwise required by law. This provision shall not apply to written public comments received by the board, committee, or commission for the public hearing.
5. Immediately after calling the meeting to order, the chair of the meeting shall insure that the dial-in number is working. If the dial-in number is not working, the meeting shall be immediately adjourned by the chair of the meeting without any decision or deliberation on any matter.
6. If the dial-in number is working, attendance shall be taken for all persons on the phone and attending the meeting at the physical location of the meeting, including members of the public. If members of the public call in during the course of the meeting, they will be asked to identify themselves and shall be added to the public attendance list for the meeting. No member of the public shall be required to identify themselves except as necessary to permit the person to participate in public comment.
7. If any member of the public is attending by phone, each member of the public on the phone shall be provided an opportunity to provide public comment during the public comment portion of the agenda pursuant to the rules of the board, commission, or committee on public comment. Such opportunity shall be given by the chair of the meeting or such other person as designated by the chair asking each individual participating on the phone by name whether they have any public comment. The chair of the meeting or person designated by the chair shall not move to the next name or person for public comment unless the person verbally confirms that they have no comment or there is no response after at least thirty (30) seconds. After completing public comment using the attendance list, the chair or person designated by the chair shall make a general call for public comment from any member of the public not identified in the roll. Any member of the public not already called desiring to give public comment shall be permitted to provide public comment.

8. If any member of the public is attending by phone, and a closed session is called by the commission, board, or committee as permitted by the Open Meetings Act, a separate call in number shall be available for the board, commission, or committee to utilize for a closed session that is not available to the public, the chair of the meeting shall clearly indicate at what point in the agenda the closed session will occur, the projected length of the closed session, that the public will not be able to hear the board, commission, or committee or provide comment during the closed session, and the board, commission, or committee shall return to the public conference call following closed session to adjourn the meeting or take other action as necessary.

This Resolution is intended to authorize participation by remote access by members of the Township's boards, commissions, and committees and members of the public in the interest of the public health, safety, and welfare during the Coronavirus outbreak while preserving meaningful access and communication for board, commission, and committee members and members of the public.

This Resolution shall be effective immediately and shall remain in effect until April 15, 2020 at 11:59 pm.

Ayes:

Opposed:

I, Carla Martin, Clerk for the Township of Peaine, do hereby certify that on March \_\_\_\_, 2020, the preceding resolution was adopted by the Peaine Township Board.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Carla Martin, Clerk

To consider and approve budgets for the Beaver Island Fire Department (BIFD) and Beaver Island Emergency Services (BIEMS). Motion by McNamara, to adopt the two budgets as amended, 2<sup>nd</sup> by Kohls. Roll Call vote Roll call Kohls, McNamara, Turner, McDonough, Radionoff (5 Ayes) Motion Adopted.

Discuss contingencies for COVID-19

A press release was drafted by committee of Radionoff, Randall, McNamary, and Kohls and was posted on the townships websites. General and Current information coming from the state will be updated to the websites.. Call medical center before showing up if you have concerns about your health. Island seasonal residents should not denied returning to their homes. Turner stated, general public and seasonal residents should self-isolate for 2 weeks. The island does not have the resources available to treat the virus. McNamara stated the document from Bois Blanc Island was well written. The Bois Blanc community has given permission to use their document in whole or in part for Beaver Island. Link: [http://www.boisblanc township.org/downloads/bbi\\_covid19\\_response\\_rev\\_20200318.pdf](http://www.boisblanc township.org/downloads/bbi_covid19_response_rev_20200318.pdf)

When permanent and seasonal residents plan a return to the island self-isolation would be prudent. If you have any of the requisite symptoms you should not travel to the island. Welke (Island Airways) aviation informed the group they are receiving regulatory information which will be made available to the public. Kohls. Stated consistent information should be share once it has been vetted as accurate. McDonough commented Beaver Island is not a safe haven for everyone who are coming from populated areas where the virus could be present. Radionoff stated, returning to the island should include self-isolation for 14 days. Grocery delivery may be put in place. Severity of illness with presenting symptoms of the virus should be addressed by phone with the medical center. A separate entrance to the Med Center has been designated for potential patients. There is a designated room assigned to such patients. Kohls mentioned updating the BIRHC website with links to the township webpages. McNamara asked who would be editing the Bois Blanc document. The committee who drafted the press release: McNamara, Kohls, Radionoff, Randall, and Turner will review and edit the document MacNamara, supported by Welke, stated the document should be informational and not policy to conform with the OMA. McDonough and Radionoff stated this needs to get out to the public in a timely manner. Motion by McNamara to draft the document with a similar version of the Bois Blanc which is specific to Beaver Islands needs 2<sup>nd</sup> by Kohls.

#### **Public Comment:**

Nichol Olsen inquired that travelers be asked where they traveled from. LaFreniere: Committee should not limit the breadth of the document. Moore: A list of all telephone numbers for response team and qualifications to serve should be available to BIRHC. This list should be directed to Radionoff. Welke has concerns regarding people wanting answers on travel. Island Airways will not cease service unless there is a federal directive that changes. There is no travel ban at this time.

Kohls read a portion of the document being discussed. Email from D'Andraia offered to assist with draft theing document. Welke is offering housing and hanger space if needed. Roll call Kohls, McNamara, Turner, McDonough, Radionoff (5 Ayes) Motion Adopted

Isolation room and separate entrance is available at the health center but treatment is not available. The health center is in possession of two test kits. Dennis Halvorson is in contact with Kitty. May be a time when other communities may have a quarantine facility Is there a location. Make sure there is a life line to the elderly. More screening at the airports if virus escalates. (Thermometer). Randall will update and new information from the State. Radionoff mentioned possible airport and boat temperature screening.

#### **Adjournment**

Roll call Kohls, 2<sup>nd</sup> McNamara, Turner, McDonough, Radionoff (5 Ayes) Motion Carries.  
3:03PM

Motion from Kohls to adjourn at 2:23 p.m. Motion passed unanimously.