

KIRTLAND COMMUNITY  
COLLEGE  
Board of Trustees Goal Setting  
Retreat Meeting Minutes  
July 15, 2021

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Date: Thursday, July 15, 2021

Time: 5:30 p.m.

Location: Kirtland Community College, Grayling &  
Via Zoom Software

Type: Regular Meeting

Notice Provided in Advance: Yes

Quorum: Satisfied (minimum of four required)

Present: Mary Ann Ferrigan, Chairman  
Jack Kramer, Vice Chair  
Ed Pearen, Secretary  
Tom Ritter, Trustee  
Alan Bruder, Trustee  
Roy Spangler, Trustee  
Amy Knepp, Trustee

Kirtland Community College Guest:

Dr. Tom Quinn – President

Matt Biermann – IT staff

Nathan Sutton

Michelle Vyskocil

Chris Bowman

Gina Moya - Zoom

Marj Esch - Zoom

I. ROUTINE

- Call to Order: 5:33 p.m. by Dr. Tom Quinn, College President
- Discussion of Board Meeting – Minutes from the June Boarding Meeting will be left off of the agenda; Board members will review and placed on the August agenda. Documents for the tower company to be voted on at Board meeting.

II. Sale of the Perpetual Easement – American Tower Company

Dr. Quinn shared the executable document from American Tower company (buyer) for the sale of the Permanent Perpetual Easement to the tower located on the Roscommon campus. Discussion ensued regarding the buyer placing Dr. Quinn's name on the document for signature, a Resolution appointing an individual to sign the Perpetual Easement contract document in Dr. Quinn's absence, and a personal Affidavit attesting non-ownership from each Board member – all of which will be presented at the 7 p.m. Regular Board Meeting.

Dr. Quinn will be on vacation beginning Friday, July 16, and suggests to the Board that either Chris Bowman or Ed Pearen be appointed to sign the document during the Board meeting. Also discussed was the detailed paperwork process the company requires and that Chris Bowman is best suited to provide the detailed paperwork to the buyer as required. Michelle V. will be acting president during Dr. Quinn's absence.

Further discussed was a sentence/word in the document that Dr. Quinn and Chairperson MaryAnn Ferrigan did not agree with and was therefore changed.

A 100 x 100-foot Buffer Zone around the tower – Discussion ensued regarding the buyer's request for a buffer zone (100 x 100 ft.) around the tower giving the buyer the ability to approve access around the tower area for construction or repair. Discussion ensued by Dr. Quinn and the Board members regarding the area footage from the fence line to the tower and reasons for access to the tower. Kirtland will agree to a 300 ft. buffer zone to the tower which allows the buyer 3.67 acres.

180 Day Notification – Dr. Quinn discussed the buyer's request for 180-day notification of any request to access or move the tower. Kirtland has agreed to this condition.

Further discussion ensued between Dr. Quinn and members of the Board regarding the number of easements located on the Roscommon Campus; a need to pass a Resolution appointing an individual to sign the perpetual easement document and a Personal Affidavit signed by each Trustee at tonight's Board Meeting.

Dr. Quinn discussed the next steps in selling the Roscommon Campus to Prime Rock and the confidential sale price along with the confidential sale price of the tower to the tower company. Dr. Quinn informed the trustees of the attorney's advice to share tower information with Prime Rock and to give Prime Rock time to consider the sale of the tower to the tower company. Prime Rock has 60-days to accept or reject the offer and complete their due diligence.

Chairperson MaryAnn Ferrigan discussed safety hazardous materials that were of concern with the Roscommon campus regarding fire chemicals. Dr. Quinn discussed Kirtland's ownership of responsibilities regarding hazardous chemicals with regards to Michigan law. Questions from the Board members regarding insurance coverage for hazardous materials donated property to Kirtland and conditions placed on donated property, the wording on Deeds to property that might restrict the sale of the property.

Discussed was the shared drive where documents are being shared with Prime Rock in regards to the sale of the Roscommon campus.

### III. County Commissioners – Mill Levies

- Dr. Quinn provided trustees with a video from the Ogemaw county attorney. Dr. Quinn has prepared a FAQ and discussed the questions and answers with the trustees. Dr. Quinn discussed the mills paid by taxpayers – two mill levies, the expired mill in 1995, and the current.12 mill that was passed by the county, and services provided to Ogemaw county. Further discussed were the allegations made by Ogemaw county towards Kirtland that were incorrect statements.

### VIII. ADJOURNMENT

With no further business to discuss, Dr. Quinn adjourned the meeting at 6:33 p.m.

Minutes submitted by:  
Gina Moya

Adopted by the Board during the meeting on

\_\_\_\_\_  
Date

\_\_\_\_\_  
/s/

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President's Signature