

MINUTES

Monday, June 10, 2013
5:00 P.M.

Manistee Township
410 Holden Street, Manistee, MI

Members Present: Dennis Bjorkquist, Chairperson; Ken Hilliard, Vice-Chairperson; and Colleen Kenny, Secretary

Others Present: Thomas Kaminski, Recording Secretary; Rachel Nelson, Finance Assistant; and numerous audience members representing Manistee County, the City of Manistee, Law Enforcement, the Townships, Villages, School Districts, the Public, and the Media

The meeting was called to order at 5:00 P.M. The Pledge of Allegiance was recited. Roll call was taken.

The Chairman requested approval of the meeting Agenda.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to approve the Monday, June 10, 2013, meeting agenda, as presented. Motion carried.

The Chairman then requested approval of the minutes from the Monday, April 8, 2013, meeting of the Manistee Local Revenue Sharing Board.

There was a motion by Mr. Hilliard, supported by Ms. Kenny to approve the Monday, April 8, 2013, minutes of the Manistee Local Revenue Sharing Board, as presented. Motion carried.

There was no public comment.

The Chairman next requested the Board's consideration to approve payment to Manistee County in the amount of \$12,500.00, which represents 50% of the annual Administrative fees, per agreement.

There was a motion by Ms. Kenny, supported by Mr. Hilliard to approve payment of \$12,500.00 to the County of Manistee, which is 50% of the annual Administrative fees, per agreement.

A roll call vote was taken:

Yeas: 3 (Hilliard; Kenny; Bjorkquist)

Nays: 0

Absent: 0

Motion carried.

The Board considered payment to the Municipal Underwriters of Michigan, Inc., for the Liability Insurance renewal, invoice #12804R in the amount of \$3,630.00. (APPENDIX A)

There was a motion by Mr. Hilliard, supported by Ms. Kenny to approve the payment to Municipal Underwriters of Michigan, Inc., for the Liability Insurance renewal in the amount of \$3,630.00.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Kenny; Hilliard)

Nays: 0

Absent: 0

Motion carried.

The Chairman requested that Mr. Kaminski provide the Board with a detailed explanation of the financial report prepared for the Monday, June 10, 2013 meeting (APPENDIX B). He announced that a check for \$732,150.20 representing the 2% funds was received on May 29, 2013, which was significantly less than anticipated. The total account balance as of June 10, 2013, is \$1,637,939.12, which includes all grants awarded through December 2012, grant reimbursements received, Administrative fees and other invoices approved for payment through June 9, 2013. Mr. Kaminski explained that this amount does not include any invoices that were approved for payment this evening, or any interest earned from May 1, 2013. Mr. Kaminski then explained that the approximate balance available for grant distribution this evening is \$879,703.92, of which \$112,684.32 is the minimum amount required for distribution in the form of Public Safety grants. This leaves \$767,019.60 to be distributed in the form of Offset, Other, and additional Public Safety grants. Mr. Kaminski noted that the Board may want to set aside \$723,033 as a P.I.L.T. reserve for 2013 Cycle II.

The Chairman then announced that the Board would proceed to consider authorizing grant payments based upon Cycle I-2013 Grant Applications. Throughout the grant award process, Mr. Kaminski kept track of the total amount of funds dispersed. The Chairman suggested beginning with those applications that appeared on each of the Board member's priority lists as grants they would like to see funded.

There was a motion by Mr. Hilliard, supported by Ms. Kenny, to award \$9,130.00 to the City of Manistee to purchase, install, and operate a video surveillance system at Century Terrace.

A roll call vote was taken:

Yeas: 3 (Kenny; Bjorkquist; Hilliard)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Ms. Kenny, supported by Mr. Hilliard, to award \$11,310.00 to Manistee County for the Sheriff's Office to purchase 28 firearms to replace the current weapons carried by several Corrections Officers and sworn officers.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; Kenny)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Mr. Hilliard, supported by Ms. Kenny, to award \$590.00 to Manistee County for the Prosecutor's Office to purchase and install an outside entrance light at the Manistee County Child Advocacy Center.

A roll call vote was taken:

Yeas: 3 (Hilliard; Bjorkquist; Kenny)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Ms. Kenny, supported by Mr. Hilliard, to award \$12,000.00 to the City of Manistee for the Fire Department for the tuition, books, and clinical time necessary to place two members of their full time staff in the Paramedic Program at West Shore Community College.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; Kenny)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Mr. Hilliard, supported by Mr. Bjorkquist, to award \$4,400.00 to Bear Lake Township and Onekama Township to jointly purchase four multi-gas detector units and two hose washing units that would be compatible and shared for both Township Fire Departments.

A roll call vote was taken:

Yeas: 3 (Kenny; Bjorkquist; Hilliard)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Mr. Bjorkquist, supported by Ms. Kenny, to award \$10,500.00 to the Village of Eastlake for the Village Fire Department to purchase a used vehicle for EMS, ice rescue, search and rescue, and wild land firefighting gear.

A roll call vote was taken:

Yeas: 3 (Hilliard; Kenny; Bjorkquist)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Ms. Kenny, supported by Mr. Hilliard, to award \$9,500.00 to Cleon Township for the Township Fire Department to replace a stainless steel tank for the tanker truck #202 along with new emergency

lighting and identification work.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; Kenny)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Ms. Kenny, supported by Mr. Bjorkquist, to award \$29,428.00 to the Charter Township of Filer for the Township Fire Department to purchase a 2013 Ford F250 crew cab pickup truck with brush guard and winch.

A roll call vote was taken:

Yeas: 3 (Hilliard; Bjorkquist; Kenny)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Ms. Kenny, supported by Mr. Bjorkquist, to award a partial grant of \$20,000.00 to Manistee Township for the Township Fire Department to help fund an addition to the fire station and an update to the station.

A roll call vote was taken:

Yeas: 3 (Bjorkquist; Hilliard; Kenny)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Mr. Hilliard, supported by Ms. Kenny, to award a partial grant of \$11,525.00 to Manistee County for books, handouts, instructor books, DVD's, shipping, and State paperwork for new fire training classes for all fire departments located in Manistee County.

A roll call vote was taken:

Yeas: 3 (Kenny; Bjorkquist; Hilliard)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Mr. Hilliard, supported by Ms. Kenny, to award a partial grant of \$25,500.00 to Manistee County for the Clerk's Office to purchase scanning equipment, software, and server space to be used for backscanning and maintaining court files.

A roll call vote was taken:

Yeas: 3 (Kenny; Bjorkquist; Hilliard)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Ms. Kenny, supported by Mr. Bjorkquist, to award \$5,000.00 to the City of Manistee to help with renovating the City's Teen Center restrooms.

A roll call vote was taken:

Yeas: 3 (Hilliard; Bjorkquist; Kenny)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Mr. Hilliard, supported by Ms. Kenny, to award \$2,585.00 to Manistee County for the Manistee County Humane Society to fix their roof and repair drywall inside the building.

A roll call vote was taken:

Yeas: 3 (Kenny; Bjorkquist; Hilliard)

Nays: 0

Absent: 0

Motion carried.

There was a motion by Mr. Hilliard, supported by Ms. Kenny, to award a partial grant of \$5,200.00 to the Village of Onekama to help extend the current boat launching ramp in the Onekama Village Park and to remove and replace two damaged concrete planks.

A roll call vote was taken:

Yeas: 3 (Kenny; Hilliard; Bjorkquist)

Nays: 0

Absent: 0

Motion carried.

Mr. Kaminski announced that a total of \$156,668 was awarded this evening in the form of Public Safety and Other grants.

Mr. Kaminski explained that the October meeting had been posted as the first Monday in October instead of the second Monday.

There was a motion by Mr. Hilliard, supported by Ms. Kenny, to change the Cycle II-2013 verbal presentation meeting from Monday, October 7, 2013, to Monday, October 14, 2013, at 5:00 P.M. at Manistee Township Hall. Motion carried.

The Chairman announced that the scheduled meetings of the Manistee Local Revenue Sharing Board

are as follows:

Monday, October 14, 2013 (Cycle II-2013 Verbal Presentations)

Monday, December 9, 2013 (Cycle II-2013 Grant Awards)

Monday, February 10, 2014 (Annual Organizational Meeting pursuant to Section 6.7 of the Bylaws, as amended)

The Board previously set the deadline for the 2013-Cycle II grant applications for Friday, September 6, 2013, at 5:00 P.M.

There being no further business to come before the Revenue Sharing Board and with no other concerns from Board members, the meeting was adjourned at 5:45 P.M.

Respectfully submitted,

Colleen Kenny, Secretary

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Municipal Underwriters of Michigan, Inc.

P.O. Box 400
Houghton Lake, MI 48629-0400

Original Invoice

(APPENDIX A)

Manistee Local Revenue Sharing Board
C/O Tom Kaminski, Secretary
415 3rd Street
Manistee, MI 49660

INVOICE DATE	INVOICE #
4/12/2013	12804R

POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE
HMTP-142573	05/01/2013	05/01/2014

POLICY TYPE	DESCRIPTION	CHARGE
MTPP	Municipal Package Policy - Renewal	3,630.00

RECEIVED
MAY 1 2013

If your office has an email to conduct business, please include with payment so we can up date our records. Thank you for your business. We are here to serve you.	Total Due: \$3,630.00
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Phone #	Fax #
800-241-8398	989-422-6597

FINANCIAL REPORT

(Prepared for Monday, June 10, 2013 Meeting)

Total 2% funds received by the County Treasurer:

11/30/99 =	\$ 337,155.00
06/01/00 =	\$ 418,077.00
12/01/00 =	\$ 770,966.49
05/31/01 =	\$ 644,164.97
11/28/01 =	\$ 839,976.85
05/30/02 =	\$ 728,727.53
11/22/02 =	\$ 986,490.63
05/30/03 =	\$ 872,249.88
12/01/03 =	\$1,083,331.66
05/28/04 =	\$ 939,676.94
11/05/04 =	\$1,189,353.37
01/28/05 =	\$ 37,139.00
05/31/05 =	\$ 919,301.62
12/01/05 =	\$1,184,361.59
06/21/06 =	\$1,013,458.47
12/13/06 =	\$1,154,104.36
06/08/07 =	\$ 991,392.41
12/07/07 =	\$1,104,684.17
05/29/08 =	\$ 933,889.32
01/06/09 =	\$ 968,266.28
07/22/09 =	\$ 755,104.24
12/18/09 =	\$ 913,129.21
02/10/10 =	\$ 498,931.75 (08/09 Recalculation of Base)
04/29/10 =	\$1,015,869.00
11/10/10 =	\$1,165,579.00
5/12/11 =	\$1,009,017.00
11/10/11 =	\$1,070,632.32
5/25/12 =	\$ 968,021.33
11/30/12 =	\$ 893,145.07
5/29/13 =	<u>\$ 732,150.20</u>

\$26,138,346.66

ADD: Interest Earnings:

12/99-12/31/99 =	\$ 1,108.43
01/00-12/31/00 =	\$ 18,823.29
01/01-12/31/01 =	\$ 33,676.12
01/02-12/31/03 =	\$ 50,560.83
01/04-12/31/04 =	\$ 21,013.84
01/05-12/31/05 =	\$ 31,347.46
01/06-12/31/06 =	\$ 35,824.17
01/07-12/31/07 =	\$ 105,910.11
01/08-04/30/08 =	\$ 40,695.79
05/01/08-02/28/09 =	\$ 28,923.54
03/01/09-11/30/09 =	\$ 4,795.95
12/01/09-10/31/10 =	\$ 8,214.55
11/01/10-04/30/11 =	\$ 1,091.22
05/01/11-04/30/12 =	\$ 1,079.00
05/01/12-04/30/13	<u>\$ 545.37</u>

\$383,609.67

LESS: Grant Awards:

May 8, 2000 =	\$ 297,527.47
October, 9, 2000 =	\$ 405,173.66
December 11, 2000 =	\$ 2,257.83
May 14, 2001 =	\$ 747,246.00
November 5, 2001 =	\$ 635,405.82
May 6, 2002 =	\$ 578,616.00
October 28, 2002 =	\$ 970,410.94
May 12, 2003 =	\$ 385,480.00
November 10, 2003 =	\$ 395,185.96
December 8, 2003 =	\$ 198,773.01
December 19, 2003 =	\$ 838,983.71

May 10, 2004 =	\$ 405,517.12
November 8, 2004 =	\$1,559,776.68
May 16, 2005 =	\$ 561,450.60
November 7, 2005 =	\$1,552,976.22
May 8, 2006 =	\$ 238,820.98
November 6, 2006 =	\$1,976,342.94
May 7, 2007 =	\$ 133,488.89
November 5, 2007 =	\$2,039,267.85
May 12, 2008 =	\$ 138,086.00
December 8, 2008 =	\$1,894,835.01
June 8, 2009 =	\$ 129,436.00
December 14, 2009 =	\$ 101,261.00
June 14, 2010 =	\$ 183,513.49
October 11, 2010 =	\$1,346,163.91 (2009 PILT)
December 13, 2010 =	\$1,520,362.31
February 14, 2011 =	\$ 212,372.01 (Supplemental 2007 & 2008 recalculated PILT)
June 13, 2011 =	\$ 886,198.00
December 12, 2011 =	\$1,752,525.55
June 11, 2012 =	\$ 511,090.00
December 10, 2012 =	<u>\$1,507,324.07</u>

(\$24,105,869.03)

ADD: Grant Reimbursements received from 9/21/07 through 6/5/13
 (All funds, except \$58.57 received on 2/21/13 from the Village of Eastlake, and \$613.62 received on 6/5/13 from Cleon Township, have been redistributed as Public Safety grants on 12/14/09, 6/14/10, 12/12/11, 6/11/12 and 12/10/12). (Received \$13,450.00 from Pleasanton Township in December 2012 as reimbursement for balance remaining from a previous "Other" grant.) = \$36,378.65

LESS: Administrative Fees and other invoices approved for payment through 6/9/13 = (\$814,526.83)

ACCOUNT BALANCE AS OF 6/10/13 = \$1,637,939.12

(Note: Balance does not include interest earnings from 05/01/13 to present)

2013 CYCLE I ESTIMATED GRANT DISTRIBUTION

CURRENT ACCOUNT BALANCE = \$1,637,939.12
(Includes interest earned through 04/30/13)

LESS: 2% payment received from the casino in May 2013 (for distribution in Dec. 2013) = (\$732,150.20)

LESS: Outstanding invoices scheduled to be paid on 6/10/13 = (\$16,130.00)
(Liability Insurance Premium = \$3,630.00) (Admin. Fees = \$12,500.00)

LESS: Approximate amount which will remain in the account for operating expenses = (\$10,000.00)

ADD: Interest earnings 05/01/13 through 2013 Cycle I grant distribution date = \$45.00
(Estimate of \$45 x 1 month)

Balance remaining for grant distribution = \$879,703.92

LESS: Minimum amount required for distribution in the form of Public Safety Grants
(\$893,145.07 x 12.5%) + \$58.57 (reimb.) + \$613.62 (reimb.) + \$369 (bal from Cycle II - 2012) = (\$112,684.32)

Amount remaining for distribution in the form of "Offset", "Other" and additional "Public Safety" grants = \$767,019.60
(Note P.I.L.T. grants distributed in Cycle II)

NOTE: The Board may consider reserving a portion of the account balance for P.I.L.T. payments awarded in December 2013 and paid in February 2014. The following is an estimate of the amount that may be needed to pay the 2013 P.I.L.T. obligation:

Actual 2% payment received from the casino in May 2013 =	\$732,150.20
Less: Estimated Minimum Public Safety grant obligation in December 2013 (\$732,150.20 x 12.5%) =	(\$91,518.78)
Less: Estimated Administrative expenses, insurance premiums, legal fees, per diem, etc (6/13 thru 12/13) =	(\$15,000.00)
Add: Estimated interest earnings (6/13 thru 11/13) (Interest estimated at \$45 per month) =	\$270.00
Less: Normal reserved account balance =	(\$10,000.00)
Less: Total estimated 2013 P.I.L.T. payment: (2013 taxable value of casino; real and personal property as of 12/31/12 = \$37,135,574) (Source: 2013 Appraisal) (Millage estimated and based on 2012):	
West Shore College (3.0907 mills) =	(\$ 114,775)
Intermediate School District (2.3000 mills) =	(\$ 85,412)
Manistee Area Public Schools (20.3800 mills) =	(\$ 756,823)
Manistee County (8.4276 mills) =	(\$ 312,964)
Manistee Township (1.5000 mills + 1% tax admin fee) (\$ 68,960)	
	(\$1,338,934.00)

Revised estimate of the amount which will be available for "Offset", "Other", and additional "Public Safety" grants in December 2013 = - (\$723,032.58)

Based on the revised estimates above, it is recommended that \$723,033 be reserved for the 2013 - Cycle II grant process to meet P.I.L.T. payments. If the Board takes this action, the following is available in this cycle for distribution:

1) Public Safety Grants =	\$112,685
2) Other Grants =	\$ 43,986
(\$767,019 - \$723,033)	