



# Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CHAIRPERSON  
Ken Hilliard  
VICE-CHAIRPERSON  
Jim Krolczyk

Mark Bergstrom  
Alan Marshall  
Richard Schmidt  
Brook Shafer  
Jeff Dontz

CLERK

Jill Nowak  
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski  
(231) 398-3500

## AGENDA

**THE MANISTEE COUNTY BOARD OF COMMISSIONERS WILL HOLD THEIR REGULAR MEETING ON TUESDAY, MAY 20, 2014 AT 9:00 A.M. IN THE BOARD OF COMMISSIONERS' MEETING ROOM LOCATED IN THE MANISTEE COUNTY COURTHOUSE AND GOVERNMENT CENTER, 415 THIRD STREET, MANISTEE, MICHIGAN.**

**CALL TO ORDER BY THE CHAIRPERSON**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**ROLL CALL**

**APPROVAL OF MEETING AGENDA**

**CONSENT AGENDA**

- A) The minutes of the April 22, 2014 Board meeting.
- B) The minutes of the April 29, 2014 Board Study Session on Strategic Planning.
- C) The minutes of the May 12, 2014 Board Study Session on Strategic Planning.
- D) May 2014 monthly appropriations and fund transfers which are attached under APPENDIX A.

**PUBLIC COMMENT**

**RECOGNITION, ANNOUNCEMENTS & CORRESPONDENCE**

**COMMITTEE REPORTS** - (Reports may be given at any time during the meeting as time allows).

- \*A) Finance Report
- \*B) Ways & Means/Equalization/Physical Resources/Investment Committee Report
- C) Housing Review Committee Report
- \*D) Personnel Committee Report
- \*E) Public Safety Committee Report & Sheriff Report
- \*F) Technology/Information Committee Report
- G) Human Services Committee Report
- H) Executive Committee Report (Joint Court Committee)
- \*I) Green Team/Recycling Committee Report
- \*J) Regional Summit Committee Report
- \*K) County Controller/Administrator's Report
- \*L) Reports from individual Commissioners on various special assignments.
- M) Bear Lake Improvement Board - MILFOIL (Ken Hilliard)
- N) Bar Lake Improvement Board (Jeffrey Dontz)

(\* = Committee meetings held this month)

**9:15 A.M. - TIMOTHY MCGUIRE, EXECUTIVE DIRECTOR OF THE MICHIGAN ASSOCIATION OF COUNTIES**, will appear before the Board to present an update on M.A.C. activities.

**9:30 A.M. - TREASURER'S REPORT** (Russell A. Pomeroy)

- A) During this report, Mr. Pomeroy will provide an overview of all current County fund balances.

**10:00 A.M. - PUBLIC HEARING ON A BROWNFIELD PLAN FOR THE FORMER KENNEDY SCHOOL REDEVELOPMENT LOCATED AT 610 E. PARKDALE AVENUE IN MANISTEE TOWNSHIP.**

The purpose of this public hearing is to receive public comment on the above referenced Brownfield Plan. All citizens, taxpayers and representatives or officials from any taxing jurisdiction shall be afforded the opportunity to be heard regarding the Brownfield Plan.

Act 381 provides for the capture of the increased taxes due to investments made on contaminated, blighted or functional obsolete properties, or brownfields, for certain eligible activities with the approval of a Brownfield Plan by the Manistee County Brownfield Redevelopment Authority (MCBRA) and the Manistee County Board of Commissioners, with the concurrence of Manistee Township, and, if state taxes are being captured, approval of an Act 381 Work Plan by the MCBRA and the Michigan Department of Environmental Quality for environmental activities and the Michigan Strategic Fund for developmental activities.

Eastwood Custom Homes, Inc. Is considering acquiring the Former Kennedy School and intends to redevelop the property as a senior assisted living facility. Up to 35 new jobs are anticipated when the overall development is completed. For the purposes of the Brownfield Plan, the private investment has been conservatively estimated at \$2.25 million.

The Former Kennedy School is owned by the Manistee Area Public Schools and does not generate property taxes. With the support of brownfield incentives, the project is conservatively estimated to generate approximately \$214,480 in additional taxes for Manistee County over the 30-year life of the Brownfield Plan and will continue to accrue beyond the plan. As part of the Brownfield Plan, an estimated \$189,130 in County taxes would be captured to reimburse environmental, lead and asbestos abatement, and selective demolition costs for redeveloping the site and for the local site remediation revolving fund.

The Brownfield Plan has been approved by the Manistee County Brownfield Redevelopment Authority at their May 14, 2014 meeting, with the concurrence of Manistee Township at their May 8, 2014 meeting.

In addition to public input, Robert Carson, County Planner, and Mac McClelland, Consultant, will be present to provide further information and answer any questions from the public and/or Board members. (A copy of the Public Comment Rules and Procedure is attached under APPENDIX B).

**IMMEDIATELY FOLLOWING THE PUBLIC HEARING**, the Board will consider adoption of a resolution which approves a Brownfield Plan for the former Kennedy School property located at 610 E. Parkdale Avenue in Manistee Township.

**10:30 A.M. - BOARD/COMMISSION APPOINTMENTS**

**A) PLANNING COMMISSION**

Two (2) appointments for a three (3) year term which begins June 10, 2014 and expires June 10, 2017. One appointment is to be filled by a person representing economic and commercial interests in the County, and one appointment is to be filled by a person representing School Board interests in the County. Applicants for the position are as follows:

- 1.) No applications were received for representation of economic and commercial interests. William Pettis is the incumbent representing these interests.
- 2.) No applications were received for representation of School Board interests. Mary Becker-Witt is the incumbent representing these interests.

**11:00 A.M. - KIRSTEN SHEFFIELD, AQUATIC INVASIVE SPECIES/WATERSHED COORDINATOR**, will appear before the Board to provide a report on the activities of this grant-funded program.

**MISCELLANEOUS CONTROLLER AND BOARD ITEMS.** (These items may be considered at any time during the meeting as time allows).

- A.) Consideration of scheduling a Board Study Session(s) for the purpose of discussing the FY 2014/15 County budget. These study sessions should take place between June 12, 2014 and June 30, 2014.
- B.) Consideration of scheduling a Board study session for the purpose of discussing financing the main Library Building renovation project. This study session will be held at the main Library Building and include a tour of the Library facility, with presentations by the Architect and Mark Morrow of the Breton Group, who has been retained to conduct a financial feasibility study.

**ADJOURNMENT**

Visit: [www.manisteecountymi.gov](http://www.manisteecountymi.gov) to view the County Directory, Calendar of Events, Meeting Reports (under Board of Commissioners), etc.

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# APPENDIX A

## 2014 CONSENT AGENDA

### MONTHLY APPROPRIATIONS - May 2014

District Health Dept. #10 Appropriation	\$12,995.75
Centra Wellness Network	\$13,231.75
Alliance for Economic Success	\$7,564.00
Conservation District	\$2,313.75
<b>TOTAL</b>	<b><u>\$36,105.25</u></b>

### FUND TRANSFERS - May 2014

Transfer from General Fund Line Item #101 103 999.013 "Transfer-Airport Fund" to the Airport Fund #295 (1/12)	\$9,583.33
Transfer from General Fund Line Item #101 131 999.002 "Transfer-Law Library Fund" to the Law Library Fund #269 (100%)	\$0.00
Transfer from General Fund Line Item #101 265 999.008 "Transfer-Capital Improvement Fund" to the Capital Improvement Fund #251 (100%)	\$0.00
Transfer from General Fund Line Item #101 142 999.015 "Transfer Out-Child Care" to the Child Care Fund #292 (1/12)	\$0.00
Transfer from General Fund Line Item #101 265 999.009 "Transfer Out-Building Authority Fund" to the Building Authority Debt Fund #369 (1/12)	\$14,751.50
Transfer from General Fund Line Item #101 103 999.024 "Transfer Out-Recycling Fund" to the Recycling Fund #225 (100%)	\$0.00
Transfer from General Fund Line Item #101 351 999.010 "Jail Loan Payment Fund Transfer" to the Tax Revolving Fund (100%)	\$0.00
Transfer from General Fund Line Item #101 721 999.011 "Transfer-Re monumentation Fund" to the Re monumentation Fund #253 (100%)	\$0.00
Transfer from General Fund Line Item #101 682 999.020 "Transfer Out-Other Funds" to the Soldiers & Sailors Relief Fund #293 (100%)	\$0.00

## (APPENDIX A CONT.)

Transfer from General Fund Line Item #101 103 999.014 "Transfer Out-OPEB Trust" to the "OPEB Trust Account" (1/12)		\$16,666.66
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	TOTAL	\$41,001.49
		=====
Total Appropriations and Fund Transfers =		<u>\$77,106.74</u>

The County Board also approves the monthly budgeted transfer of funds from each individual departmental line item for Health Insurance, Life Insurance, Dental Insurance, and Workers' Compensation to the Employee Fringe Benefits Fund #260; the transfer of funds from individual departmental line items for Retirement to the Compensated Services Fund #297; and the transfer of funds from the individual departmental line items for sick and vacation payouts to the Employee Separation Fund #298.

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## **APPENDIX B**

### **MANISTEE COUNTY BOARD OF COMMISSIONERS PUBLIC COMMENT PROCEDURE**

The Manistee County Board of Commissioners welcomes public comment in support of its decision-making process. To assure an orderly, fair and balanced process, the Board asks that participants observe the following rules of procedure:

- 1) Please reserve your time to speak by listing your name and address on the Public Hearing sign-up sheet.
- 2) The Chairman will recognize each speaker. When a speaker has the floor, he/she is not to be interrupted unless time has expired. Persons speaking without being recognized shall be out of order.
- 3) Speakers shall address all comments and questions to the Board Chairman.
- 4) Public comment shall be limited to five (5) minutes per speaker, one time only. If a group of people wish to be heard, a spokesperson may be designated who may request that more than five (5) minutes be permitted for the collective comments of that group as presented by that speaker.
- 5) The Chairman may request that repetitive comments be limited or abbreviated in the interest of saving time and allowing others to speak.
- 6) Normal civil discourse and decorum is expected at all times. Applause, shouting, outbursts, demonstrations, name-calling or other provocative speech or behavior is not helpful to the decision-making process and may result in removal from the hearing or an adjournment.

Thank you for your interest in the work of the Manistee County Board of Commissioners and for your cooperation with these rules.

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