

**TUESDAY, SEPTEMBER 23, 2014**

Pursuant to law, the Board of Commissioners met on Tuesday, September 23, 2014 at 9:00 a.m. in the Board of Commissioner's Room and were called to order by the Chairperson.

Pledge of Allegiance.

Invocation

Roll Call was taken by the Clerk:

PRESENT: Mark Bergstrom, Jeff Dontz, Ken Hilliard, Alan Marshall, Richard Schmidt

ABSENT: Jim Krolczyk, Brook Shafer

**APPROVE MEETING AGENDA**

Moved by Bergstrom, seconded by Schmidt to approve the Meeting Agenda.

Motion Carried

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**CONSENT AGENDA**

Moved by Bergstrom, seconded by Marshall to approve the Consent Agenda which includes the minutes of the August 19, 2014 Regular Board Meeting, the minutes of the September 9, 2014 Special Meeting with the Alliance for Economic Development (AES), the minutes of the September 9, 2014 Special Meeting with the Library Board, the and the September 2014 monthly appropriations and fund transfers.

YEAS: 5 Bergstrom, Dontz, Hilliard, Marshall, Schmidt

NAYS: 0 None

ABSENT: 2 Krolczyk, Shafer

Motion Carried

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**PUBLIC COMMENT**

None.

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**RECOGNITION, ANNOUNCEMENTS & CORRESPONDENCE**

Tom Kaminski, County Administrator/Controller explained the handouts that were on the desks which included a letter from West Shore Medical Center on upcoming appointments, a letter from Northern Michigan Substance Abuse Services, Inc. (NMSAS) regarding distribution of Manistee County's portion of FY 2013 Liquor Tax Fund balance and a revised Kettlehole Drain Financing Agreement. These items will be addressed throughout the meeting.

**FY 2013 LIQUOR TAX FUND BALANCE**

Moved by Schmidt, seconded by Marshall to notify Northern Michigan Substance Abuse Services, Inc. that Manistee County's portion of the FY 2013 Liquor Tax Fund balance be distributed to Northern Michigan Regional Entity who will now be responsible for the management of substance abuse disorder services.

YEAS:        5        Dontz, Hilliard, Marshall, Schmidt, Bergstrom  
NAYS:        0        None  
ABSENT:     2        Krolczyk, Shafer

Motion Carried

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**KETTLEHOLE DRAIN FINANCING AGREEMENT BETWEEN THE COUNTY  
OF MANISTEE AND THE TOWNSHIP OF STRONACH**

Moved by Bergstrom, seconded by Dontz to table the review and consideration of a Kettlehole Drain financing agreement between the County of Manistee and the Township of Stronach until all members of the County Board are present.

YEAS:        4        Hilliard, Schmidt, Bergstrom, Dontz  
NAYS:        1        Marshall  
ABSENT:     2        Krolczyk, Shafer

Motion Carried

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**RESOLUTION #2014-16 REMONUMENTATION PEER GROUP  
MEMBERS AND CONTRACTORS**

**TUESDAY, SEPTEMBER 23, 2014**

RESOLUTION #2014-16

MANISTEE COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ACCEPTING MANISTEE COUNTY REMONUMENTATION PEER GROUP MEMBERS AND CONTRACTORS**

At a regular meeting of the Manistee County Board of Commissioners held in the Manistee County Courthouse & Government Center, 415 Third Street, Manistee, Michigan, on the 23<sup>rd</sup> day of September, 2014.

PRESENT: Bergstrom, Dontz, Hilliard, Marshall, Schmidt

ABSENT: Krolczyk, Shafer

The following resolution was offered by Schmidt and seconded by Marshall:

**WHEREAS**, Senate Bill 472, which amends PA 345 of 1990 (Remonumentation Act), was signed into law by Governor Snyder in 2014, and

**WHEREAS**, this statute requires that each County officially accept Remonumentation Program Peer Group members and contractors,

**NOW THEREFORE BE IT RESOLVED** that the Manistee County Board of Commissioners accept the following individuals to be paid members of the Remonumentation Program Peer Group retroactive to April 1, 2014:

- 1.) Wendy Papineau, PS
- 2.) Patrick Johnson, PS
- 3.) Sam Barnett, PS

**BE IT FURTHER RESOLVED** that the Manistee County Board of Commissioners accept the following individuals to be unpaid members of the Remonumentation Program Peer Group retroactive to April 1, 2014:

- 1.) Carol Waite, PS – representing the United States Forest Service
- 2.) Craig McVean, PS – representing the Michigan Department of Natural Resources

**BE IT FURTHER RESOLVED** that the Manistee County Board of Commissioners accept the following individuals to be paid contractual Remonumentation Program Surveyors retroactive to April 1, 2014:

- 1.) Wendy Papineau, PS
- 2.) Robert Mitchell, PS
- 3.) James Nordlund, PS
- 4.) Patrick Bentley, PS

Moved by Schmidt, seconded by Marshall to approve the above Resolution #2014-16

which accepts Manistee County Remonumentation Peer Group Members and Contractors

Pursuant to Recent Legislation Signed by the Governor.

YEAS: 5 Marshall, Schmidt, Bergstrom, Dontz, Hilliard

NAYS: 0 None

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ABSENT: 2 Krolczyk, Shafer

Motion Carried

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**REVIEW AND CONSIDERATION OF TENTATIVE COLLECTIVE  
BARGAINING AGREEMENT BETWEEN MANISTEE COUNTY AND THE  
GEA/TPOAM EMPLOYEE BARGAINING UNIT**

**MOTION TO ENTER INTO CLOSED SESSION**

Moved by Bergstrom, seconded by Schmidt to enter into Closed Session for the purpose of discussing a tentative collective bargaining agreement between Manistee County and the GEA/TPOAM Employee Bargaining Unit (Courthouse/Library Employees), pursuant to Section 8(c) of Michigan Open Meetings Act. Tom Kaminski, County Administrator/Controller; Lisa Sagala, Personnel Officer/Administrative Assistant; and Jill Nowak, County Clerk, are granted permission to remain in the room to participate in the closed session discussion.

YEAS: 5 Schmidt, Bergstrom, Dontz, Hilliard, Marshall

NAYS: 0 None

ABSENT: 2 Krolczyk, Shafer

Motion Carried

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(entered into closed session)

**RETURN TO OPEN SESSION**

Moved by Marshall, seconded by Bergstrom to return to Open Session of the County Board of Commissioners.

YEAS: 5 Bergstrom, Dontz, Hilliard, Marshall, Schmidt

NAYS: 0 None

ABSENT: 2 Krolczyk, Shafer

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Motion Carried

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(Returned to Open Session of the Manistee County Board of Commissioners)

**APPROVAL OF THE COLLECTIVE BARGAINING AGREEMENT BETWEEN  
MANISTEE COUNTY AND THE GEA/TPOAM EMPLOYEE BARGAINING  
UNIT**

Moved by Schmidt, seconded by Dontz to approve the Collective Bargaining Agreement between Manistee County and the GEA/TPOAM Employee Bargaining Unit

(Courthouse/Library Employees) effective October 1, 2014 through September 30, 2017.

- YEAS: 5 Dontz, Hilliard, Marshall, Schmidt, Bergstrom
- NAYS: 0 None
- ABSENT: 2 Krolczyk, Shafer

Motion Carried

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**FINANCE COMMITTEE REPORT**

Board of Commissioners  
Manistee County  
Manistee, Michigan 49660

Board of Commissioners:

We do hereby submit our claims from August 6, 2014, through September 3, 2014:

General Fund:.....	\$153,517.60
Recycling Fund:.....	8,188.57
Maintenance of Effort Fund:.....	16,553.75
AIS Grant Fund:.....	25.76
Capital Improvement Fund:.....	86,767.00
Remonumentation Fund:.....	6,400.00
Brownfield Site Assessment Grants Fund:.....	2,721.50
Health Insurance Fund:.....	162,108.09
Law Enforcement Training Fund:.....	1,015.00
Law Library Fund:.....	1,246.59
Housing Fund:.....	16,835.99
Community Corrections Fund:.....	216.87
Juvenile Intervention Fund:.....	1,074.71
Child Care Fund:.....	8,790.13
Veterans Trust Fund:.....	182.25
Airport Authority Fund:.....	38,407.30
Compensated Services Fund:.....	87,237.88
County Road Building Debt Fund:.....	76,337.50

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Tax Revolving – State Sales: .....230.16  
Trust & Agency Fund: .....15,935.80

**Total Claimed and allowed September 23, 2014.....\$683,792.45**

Total Payroll for the period of August 6, 2014, through September 3, 2014 ....\$454,311.98  
(Includes 2 payrolls)

Moved by Bergstrom, seconded by Schmidt to approve and the same to be paid in the amount of \$ 683,792.45.

YEAS: 5 Hilliard, Marshall, Schmidt, Bergstrom, Dontz  
NAYS: 0 None  
ABSENT: 2 Krolczyk, Shafer

Motion Carried

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**WAYS & MEANS COMMITTEE REPORT/SEPTEMBER 3, 2014**

Mark Bergstrom presented the Ways & Means Committee Report of September 3, 2014.

**REMOVAL OF TREE ON COURTHOUSE LAWN**

Moved by Bergstrom, seconded by Schmidt to accept the bid from Macs Tree Service to remove the large Maple tree on the northwest section of the County Courthouse lawn at a cost of \$1,150.00.

YEAS: 5 Marshall, Schmidt, Bergstrom, Dontz, Hilliard  
NAYS: 0 None  
ABSENT: 2 Krolczyk, Shafer

Motion Carried

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**COMPUTER FOR THE ANIMAL CONTROL OFFICER**

Moved by Bergstrom, seconded by Schmidt to transfer up to \$1,100.00 from the Animal Control’s Contingency Surplus Fund line item #216-000-390.015 to the General Fund to purchase a computer for the Animal Control Officer.

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YEAS: 5 Schmidt, Bergstrom, Dontz, Hilliard, Marshall  
NAYS: 0 None  
ABSENT: 2 Krolczyk, Shafer

Motion Carried

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**UPDATED DIGITAL FEE SCHEDULE FOR THE EQUALIZATION**

**DEPARTMENT AND THE PLANNING DEPARTMENT**

Moved by Bergstrom, seconded by Schmidt to approve the updated digital fee schedule for the Equalization Department and the Planning Department.

YEAS: 5 Bergstrom, Dontz, Hilliard, Marshall, Schmidt  
NAYS: 0 None  
ABSENT: 2 Krolczyk, Shafer

Motion Carried

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**LOCAL REVENUE SHARING GRANTS SUBMITTED BY THE COUNTY FOR**

**THE 2014 CYCLE II GRANT PROCESS**

The committee reviewed the grant applications to be submitted by the County to the Local Revenue Sharing Board in the 2014-Cycle II grant process. The Ways & Means Committee has the power to act on these issues because of time constraint deadlines. Below are the Revenue Sharing Grant Applications:

Public Safety Grant Applications:

- 1) District Health Department #10 (Manistee County Beach Monitoring) \$10,000;
- 2) Manistee County Sheriff’s Office (Body Cameras) \$5,363;
- 3) Manistee County Sheriff’s Office (Replacement/Upgrade of TASERS) \$5,832;
- 4) State, Sheriff’s, Chief’s Enforcement of Narcotics Team (SSCENT) (Prescription pill collection and disposal) \$6,300
- 5) Manistee County Council on Aging (Parking Lot) \$36,000;
- 6) Manistee Blacker Airport Authority (For full-scale emergency response exercise) \$5,000.

Total Public Safety Grant Applications (6) = \$68,495.

“Other” Grant Applications:

- 1) Manistee County Medical Care Facility (Purchase Hi-Lo Stand-In Table) \$5,247.

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Total "Other" Grant Applications (1) = \$5,247

Total Grant Applications submitted by Manistee County (7) = \$73,742

Motion by Bergstrom, seconded by Schmidt to submit all six (6) Cycle II-2014 "Public Safety" grant applications and one (1) Cycle II-2014 "Other" grant applications to the Manistee Local Revenue Sharing Board.

YEAS: 5 Dontz, Hilliard, Marshall, Schmidt, Bergstrom

NAYS: 0 None

ABSENT: 2 Krolczyk, Shafer

Motion Carried

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Moved by Schmidt, seconded by Bergstrom to accept the Ways & Means Committee Report of September 3, 2014.

Motion Carried

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**PERSONNEL COMMITTEE REPORT/SEPTEMBER 3, 2014**

Mark Bergstrom presented the Personnel Committee Report of September 3, 2014.

**EMPLOYMENT AGREEMENT RENEWAL/COUNTY CONTROLLER**

Moved by Bergstrom, seconded by Dontz that effective October 1, 2014, the Employment Agreement with the County Controller/Administrator be renewed for a three-year period, renewed annually, and authorize the County Board Chairperson to sign the same.

YEAS: 5 Hilliard, Marshall, Schmidt, Bergstrom, Dontz

NAYS: 0 None

ABSENT: 2 Krolczyk, Shafer

Motion Carried

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**EMPLOYMENT AGREEMENT RENEWAL/COUNTY PLANNER**

Moved by Bergstrom, seconded by Dontz that effective October 1, 2014, the Employment Agreement with the County Planner be renewed for a two-year period, renewed annually, and authorize the County Board Chairperson to sign the same.

YEAS: 5 Marshall, Schmidt, Bergstrom, Dontz, Hilliard

NAYS: 0 None

ABSENT: 2 Krolczyk, Shafer

Motion Carried

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**EMPLOYMENT AGREEMENT RENEWAL/COUNTY**

**EQUALIZATION DIRECTOR**

Moved by Bergstrom, seconded by Dontz that effective October 1, 2014, the Employment Agreement with the County Equalization Director be renewed for a two-year period, renewed annually, and authorize the County Board Chairperson to sign the same.

YEAS: 5 Schmidt, Bergstrom, Dontz, Hilliard, Marshall

NAYS: 0 None

ABSENT: 2 Krolczyk, Shafer

Motion Carried

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**EMPLOYMENT AGREEMENT RENEWAL/PERSONNEL**

**OFFICER/ADMINISTRATIVE ASSISTANT**

Moved by Bergstrom, seconded by Schmidt that effective October 1, 2014, the Employment Agreement with the Personnel Officer/Administrative Assistant be renewed

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for a two-year period, renewed annually, and authorize the County  
Controller/Administrator to sign the same.

YEAS: 5 Bergstrom, Dontz, Hilliard, Marshall, Schmidt  
NAYS: 0 None  
ABSENT: 2 Krolczyk, Shafer

Motion Carried

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Moved by Schmidt, seconded by Bergstrom to accept the Personnel Committee Report of  
September 3, 2014.

Motion Carried

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**PUBLIC SAFETY COMMITTEE REPORT/SEPTEMBER 3, 2014**

Jeff Dontz presented the Public Safety Committee Report of September 3, 2014.

No Action Items.

Items Not Requiring Board Action.

A letter from Lt. Pizzala concerning pricing and availability of prisoner items, meals and  
new ideas that could generate revenue for the general fund.

Sheriff Kowalkowski informed the Committee that the County Animal Control Officer  
has no ability to catch stray cats nor are there any laws that govern stray cats.

Sheriff Kowalkowski reported that Tribal Police do have local authority in five sections  
of Manistee Township.

Moved by Dontz, seconded by Schmidt to accept the Public Safety Committee Report of  
September 3, 2014.

Motion Carried

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**TECHNOLOGY/INFORMATION COMMITTEE REPORT/AUGUST 28, 2014**

Richard Schmidt presented the Technology/Information Committee Report of August 28,  
2014.

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**LIDAR PARTNERSHIP IMAGE PROGRAM**

Moved by Schmidt, seconded by Bergstrom to support the idea of a partnership with State and Federal Government LiDAR partnership image capturing program with a commitment of up to \$18,032.31 to be paid from the air photo fund, pending review of the agreement by the County Prosecutor and authorize the County Board Chair to sign the same.

YEAS: 5 Dontz, Hilliard, Marshall, Schmidt, Bergstrom

NAYS: 0 None

ABSENT: 2 Krolczyk, Shafer

Motion Carried

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Moved by Schmidt, seconded by Bergstrom to accept the Technology/Information Committee Report of August 28, 2014.

Motion Carried

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**GREEN TEAM/RECYCLING COMMITTEE REPORT/AUGUST 28, 2014**

Alan Marshall presented the Green Team/Recycling Committee Report of August 28, 2014.

No Action Items.

Items Not Requiring Board Action.

Ms. Archer reported the year to date volume of recyclables from 2013 to 2014 is increased 47.7%.

Moved by Marshall, seconded by Schmidt to accept the Green Team/Recycling Committee Report of August 28, 2014.

Motion Carried

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**TUESDAY, SEPTEMBER 23, 2014**

**MANISTEE COMMUNITY WILDFIRE PROTECTION PLAN**

Jed Jaworski, Michigan State University Extension Fire wise Field Assistant appeared before the Board to present and request approval of the proposed Manistee Community Wildfire Protection Plan.

RESOLUTION #2014-17

MANISTEE COUNTY BOARD OF COMMISSIONERS

**DECLARATION OF AGREEMENT AND CONCURRENCE COUNTY RESOLUTION**

At a regular meeting of the Manistee County Board of Commissioners held in the Manistee County Courthouse & Government Center, 415 Third Street, Manistee, Michigan, on the 23<sup>rd</sup> day of September, 2014.

PRESENT: Bergstrom, Dontz, Hilliard, Marshall, Schmidt

ABSENT: Krolczyk, Shafer

The following resolution was offered by Schmidt and seconded by Bergstrom:

**WHEREAS**, Manistee County is a fire dependent ecosystem and wildfire occurs.

**WHEREAS**, development in Manistee County must exist within and alongside this fire dependent ecosystem.

**WHEREAS**, there is inherent danger to the public, said development and natural resources from wildfire in Manistee County and surrounding areas.

**WHEREAS**, the best defense is public education and preparedness.

**WHEREAS**, a Community Wildfire Protection Plan (CWPP) is authorized under the provisions outlined in Title 1 of the Healthy Forests Restoration Act of 2003.

**WHEREAS**, A CWPP is a written document, mutually agreed upon by local, state and federal representatives and stakeholders that identifies how a community will reduce risk from wildfire.

**WHEREAS**, the development of a CWPP gives a community the opportunity to influence the manner in which hazardous fuels are reduced on federal land in proximity to communities.

**WHEREAS**, a CWPP is the best solution for communities at risk of wildfire to mitigate said risks.

**WHEREAS**, a community with a CWPP will be given priority when state and federal funding is allocated for mitigation.

**NOW THEREFORE BE IT RESOLVED**, that the Manistee County Board of Commissioners in accordance with the Healthy Forests Restoration Act, hereby adopt the Manistee County Wildfire Protection Plan, and urges all citizens of the County to participate with its continued development and implementation.

Moved by Schmidt, seconded by Bergstrom to approve the above Resolution #2014-17,

Declaration of Agreement and Concurrence County Resolution.

YEAS: 5 Hilliard, Marshall, Schmidt, Bergstrom, Dontz

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NAYS: 0 None  
ABSENT: 2 Krolczyk, Shafer

Motion Carried

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**MANISTEE COUNTY BOARD OF COMMISSIONERS STRATEGIC PLAN**

Tim Ervin and Tamara Buswinka, Alliance for Economic Success (AES), appeared before the Board to present the recently adopted Manistee County Board of Commissioners Strategic Plan. Mr. Ervin and Ms. Buswinka presented a Power Point presentation which included the purpose of the Strategic Plan, Vision, Mission Statements and Values. The presentation also included the roles and responsibilities of the County Board of Commissioners, an Organizational Structure of the County, seven (7) Goals with Strategies and Actions.

Mr. Ervin and Ms. Buswinka thanked and congratulated the Board of Commissioners for their important work during the strategic planning process. A copy of the Strategic Plan will be available to whoever would like one.

**REGIONAL SUMMIT COMMITTEE REPORT/SEPTEMBER 5, 2014**

Mark Bergstrom presented the Regional Summit Committee Report of September 5, 2014.

No Action Items.

Items Not Requiring Board Action.

A brief discussion concerning the 11<sup>th</sup> Regional Summit that was held on Thursday, September 18, 2014. Approximately 80 people were in attendance and many positive comments have been received. A full report will be given at the next Committee meeting.

Moved by Dontz, seconded by Bergstrom to accept the Regional Summit Committee Report of September 5, 2014.

Motion Carried

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**JOINT MANISTEE-BENZIE COURT COMMITTEE**

**MINUTES/SEPTEMBER 12, 2014**

Jeff Dontz presented the Joint Manistee-Benzie Court Committee Minutes of September 12, 2014.

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**SALARY/WAGE INCREASE FOR COURT EMPLOYEES**

Moved by Dontz, seconded by Marshall to approve a 1% increase on the Manistee County portion of the salary/wage for Manistee Court employees for FY 2014/15.

YEAS: 5 Marshall, Schmidt, Bergstrom, Dontz, Hilliard  
NAYS: 0 None  
ABSENT: 2 Krolczyk, Shafer

Motion Carried

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Moved by Dontz, seconded by Schmidt to approve the Joint Manistee-Benzie Court Committee Minutes of September 12, 2014.

Motion Carried

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**SALARY/WAGE INCREASE FOR NON-UNION, NON-COURT AND FIVE (5)**

**FULL-TIME ELECTED OFFICIALS**

Moved by Dontz, seconded by Marshall to approve a 1% salary/wage increase for non-union, non-court employees and the five (5) full-time Elected Officials: Prosecutor, Treasurer, Register of Deeds, Sheriff and Clerk for FY 2014/15.

YEAS: 5 Schmidt, Bergstrom, Dontz, Hilliard, Marshall  
NAYS: 0 None  
ABSENT: 2 Krolczyk, Shafer

Motion Carried

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**MISCELLANEOUS CONTROLLER AND BOARD ITEMS**

**EAST ANNEX ROOF PROJECT**

**TUESDAY, SEPTEMBER 23, 2014**

Moved by Bergstrom, seconded by Dontz to schedule a Special Board meeting on Friday, October 10, 2014 at 11 a.m. to review bids and discuss the status of the East Annex Roof Project.

YEAS: 5 Bergstrom, Dontz, Hilliard, Marshall, Schmidt  
NAYS: 0 None  
ABSENT: 2 Krolczyk, Shafer

Motion Carried

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Mr. Kaminski reviewed HB 5785 which is a fix to the Cunningham court case which concerns legislation that could reinstate revenue in regards to court costs etc.

Legislation concerning TIF and DDA financing is also being considered. Both of these bills are very important to County government.

**LETTER URGING STATE LEGISLATION ON ROAD FUNDING**

Moved by Marshall, seconded by Bergstrom to direct the County Controller to prepare a letter urging State Legislators to support increased, comprehensive funding for the state and local road network in Manistee County and the State of Michigan. The letter is to be reviewed by the County Board at the Special Meeting scheduled for Friday, October 10, 2014.

YEAS: 5 Dontz, Hilliard, Marshall, Schmidt, Bergstrom  
NAYS: 0 None  
ABSENT: 2 Krolczyk, Shafer

Motion Carried

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Alan Marshall reported that on Saturday, September 20, 2014 at the Manistee Blacker Airport Fly In, the County received a plaque with a Proclamation signed by Governor Snyder in honor of the community support of Manistee Blacker Airport.

Adjourn at the Call of the Chair.

\_\_\_\_\_ Clerk