

**TUESDAY, OCTOBER 28, 2014**

Pursuant to law, the Board of Commissioners met on Tuesday, October 28, 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, Jim Krolczyk, Alan Marshall,  
Richard Schmidt, Brook Shafer

ABSENT: None

**APPROVE MEETING AGENDA**

Moved by Schmidt, seconded by Dontz to approve the Meeting Agenda with the addition under Miscellaneous Controller and Board Items to add Item C – SSCENT Contract.

Motion Carried

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**CONSENT AGENDA**

Moved by Bergstrom, seconded by Shafer to approve the Consent Agenda which includes the minutes of the September 23, 2014 Regular Board Meeting, the minutes of the September 23, 2014 Closed Session Meeting, the minutes of the October 10, 2014 Special Board Meeting, and the October 2014 monthly appropriations and fund transfers.

YEAS: 7 Bergstrom, Dontz, Hilliard, Krolczyk, Marshall, Schmidt, Shafer

NAYS: 0 None

Motion Carried

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**PUBLIC COMMENT**

Mary Ann Behm, Program Coordinator for Launch Manistee which is a cradle to career initiative in Manistee County, spoke to the Board concerning this initiative and explained the Resolution that is to be considered later in the meeting which recognizes November 3-7, 2014 as College Application Week in Manistee County.

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**RECOGNITION, ANNOUNCEMENTS & CORRESPONDENCE**

Tom Kaminski, County Administrator/Controller explained the handouts that were distributed prior to the meeting which will be referenced throughout the meeting.

**KETTLE HOLE FINANCING AGREEMENT BETWEEN THE COUNTY OF  
MANISTEE AND THE TOWNSHIP OF STRONACH**

Moved by Bergstrom, seconded by Shafer to approve the Kettle Hole Financing Agreement between the County of Manistee and the Township of Stronach; and authorize the Board Chair to sign the same.

YEAS: 5 Dontz, Hilliard, Krolczyk, Shafer, Bergstrom

NAYS: 2 Marshall, Schmidt

Motion Carried

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**2014 COUNTY APPORTIONMENT REPORT**

Moved by Schmidt, seconded by Bergstrom that the 2014 Apportionment Report be accepted as prepared and presented by the Equalization Department and recommended that the same be approved and the millage rates within the report be thereby ordered levied on the taxable value of their respective taxing jurisdictions and that form L-4402 be approved as Manistee County’s Official Apportionment Report.

YEAS: 7 Hilliard, Krolczyk, Marshall, Schmidt, Shafer, Bergstrom, Dontz

NAYS: 0 None

Motion Carried

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**FINANCE COMMITTEE REPORT**

Board of Commissioners  
Manistee County  
Manistee, Michigan 49660

Board of Commissioners:

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We do hereby submit our claims from September 3, 2014, through October 15, 2014:

General Fund:.....	\$318,847.07
Recycling Fund: .....	10,167.65
Maintenance of Effort Fund:.....	14,671.85
AIS Grant Fund:.....	73.36
Bear Lake Improvement Fund: .....	8,385.00
Capital Improvement Fund: .....	10,887.25
Remonumentation Fund:.....	1,583.80
Register of Deeds Automation Fund: .....	204.25
Health Insurance Fund: .....	167,255.42
Law Enforcement Training Fund:.....	770.85
Law Library Fund: .....	4,921.50
Housing Fund:.....	15,635.50
Community Corrections Fund: .....	59.43
Juvenile Intervention Fund: .....	1,364.80
Child Care Fund:.....	8,586.46
Soldiers & Sailors Relief Fund: .....	530.00
Veterans Trust Fund:.....	8,822.00
Airport Authority Fund: .....	73,554.12
Compensated Services Fund:.....	97,125.27
Building Authority Debt Fund:.....	28,295.00
Tax Revolving – State Sales: .....	2,191.39

**Total Claimed and allowed October 28, 2014 .....\$773,931.97**

Total Payroll for the period of September 3, 2014, through October 15, 2014. \$707,477.44  
(Includes 3 payrolls)

Moved by Bergstrom, seconded by Shafer to approve and the same to be paid in the amount of \$ 773,931.97.

YEAS: 7 Krolczyk, Marshall, Schmidt, Shafer, Bergstrom, Dontz, Hilliard

NAYS: 0 None

Motion Carried

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**WAYS & MEANS COMMITTEE REPORT/OCTOBER 15, 2014**

Mark Bergstrom presented the Ways & Means Committee Report of October 15, 2014.

**KETTLE HOLE UNPAID INVOICES**

No action was taken by the Board on three (3) outstanding invoices for Koerner Law Group and Spicer Group in regards to the Kettle Hole Drain project. Mr. Kaminski was directed to consult with legal counsel concerning these invoices.

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**EQUIPMENT FOR HAZ-MAT DECONTAMINATION TRAILER**

Moved by Bergstrom, seconded by Schmidt to transfer \$1,000 from the Emergency Management Contingency Surplus Fund line item #216.000.390.004 to the General Fund to purchase equipment for the Haz-Mat Decontamination Trailer.

YEAS: 7 Marshall, Schmidt, Shafer, Bergstrom, Dontz, Hilliard, Krolczyk  
NAYS: 0 None

Motion Carried

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**2014/15 SNOW REMOVAL BIDS**

Moved by Bergstrom, seconded by Schmidt to accept the bid from Grimm’s Snow Removal, LLC, to provide snow plowing services for the County Courthouse and Health Department parking lots, and accepting the bid from Cornerstone Lawn Maintenance to provide snow plowing services for the Sheriff’s Department parking lot for the 2014/15 winter season.

YEAS: 7 Schmidt, Shafer, Bergstrom, Dontz, Hilliard, Krolczyk, Marshall  
NAYS: 0 None

Motion Carried

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**MSU EXTENSION ANNUAL WORK PLAN FOR FY 2015**

Moved by Schmidt, seconded by Shafer to approve of the Fiscal Year 2015 Michigan State University Extension Annual Work Plan, and to authorize the County Board Chair to sign the same.

YEAS: 7 Shafer, Bergstrom, Dontz, Hilliard, Krolczyk, Marshall, Schmidt  
NAYS: 0 None

Motion Carried

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**AMENDMENT OF THE FY 2014/15 GENERAL FUND AND SUPPLEMENTAL  
FUND BUDGET**

Moved by Bergstrom, seconded by Dontz to recommend that the County Board amend the FY 2014/15 General fund Budget from \$10,573,580 to \$10,637,649, and to amend the FY 2014/15 Supplemental Fund Budgets from \$7,460,517 to \$7,479,374.

YEAS: 7 Bergstrom, Dontz, Hilliard, Krolczyk, Marshall, Schmidt, Shafer  
NAYS: 0 None

Motion Carried

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Moved by Schmidt, seconded by Bergstrom to accept the Ways & Means Committee Report of October 15, 2014.

Motion Carried

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**HOUSING REVIEW COMMITTEE REPORT/SEPTEMBER 25, 2014**

Jeff Dontz presented the Housing Review Committee Report of September 25, 2014

**UPDATE OF THE HOMEOWNER REHABILITATION  
PROGRAM GUIDELINES**

Moved by Dontz, seconded by Bergstrom to update the Homeowner Rehabilitation Program Guidelines as presented, pending MSHDA approval.

Motion Carried

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Moved by Schmidt, seconded by Dontz to accept the Housing Review Committee Report of September 25, 2014.

**HOUSING REVIEW COMMITTEE REPORT/OCTOBER 21, 2014**

Alan Marshall presented the Housing Review Committee Report of October 21, 2014.

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**PROJECT # 12-8-13**

Moved by Schmidt, seconded by Dontz to accept the bid submitted by Scott Adamczak Construction on Project #12-8-13, which is located in the City of Manistee, and to allow \$50,000 of program funds to be spent on the project.

YEAS: 7 Dontz, Hilliard, Krolczyk, Marshall, Schmidt, Shafer, Bergstrom  
NAYS: 0 None

Motion Carried

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**MOTION TO ENTER INTO A PUBLIC HEARING ON THE  
MICHIGAN DEVELOPMENT AUTHORITY’S (MSHDA) COMMUNITY  
DEVELOPMENT BLOCK GRANT (CDBG) DEFERRED LOAN PROGRAM**

Moved by Schmidt, seconded by Shafer to enter into a Public Hearing to receive Public Comment on the Michigan State Housing Development Authority’s (MSHDA) Community Development Block Grant (CDBG) Deferred Loan Program.

YEAS: 7 Hilliard, Krolczyk, Marshall, Schmidt, Shafer, Bergstrom, Dontz  
NAYS: 0 None

Motion Carried

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**PUBLIC HEARING ON THE  
MICHIGAN DEVELOPMENT AUTHORITY’S (MSHDA) COMMUNITY  
DEVELOPMENT BLOCK GRANT (CDBG) DEFERRED LOAN PROGRAM**

This is a Public Hearing for the purpose of receiving public comment on the Michigan State Housing Development Authority’s (MSHDA) Community Development Block Grant (CDBG) Deferred Loan Program in the amount of \$ 175,000, which is proposed to be submitted for funding to operate single family rehabilitation projects and emergency repairs in Manistee County.

**PUBLIC COMMENT**

None.

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**MOTION TO CLOSE THE PUBLIC HEARING ON THE  
MICHIGAN DEVELOPMENT AUTHORITY’S (MSHDA) COMMUNITY  
DEVELOPMENT BLOCK GRANT (CDBG) DEFERRED LOAN PROGRAM**

Moved by Schmidt, seconded by Shafer to close the Public Hearing on the Michigan Development Authority’s (MSHDA) Community Development Block Grant (CDBG) Deferred Loan Program.

YEAS: 6 Marshall, Schmidt, Shafer, Bergstrom, Dontz, Hilliard

NAYS: 0 None

ABSENT: 1 Krolczyk

Motion Carried

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**TARGET AREAS FOR THE MICHIGAN STATE HOUSING DEVELOPMENT  
AUTHORITY’S HOUSING RESOURCE FUND GRANT**

Moved by Bergstrom, seconded by Shafer to select the City of Manistee, the Village of Bear Lake, and the Village of Eastlake as the targeted area for the Michigan State Housing Development Authority’s Housing Resource Fund Grant.

YEAS: 7 Marshall, Schmidt, Shafer, Bergstrom, Dontz, Hilliard, Krolczyk

NAYS: 0 None

Motion Carried

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**MANISTEE COUNTY HOUSING RESOLUTION**

Resolution #2014-18 accepts a recommendation from Rachel Nelson, Housing Program Administrator, to make application in the amount of \$175,000 to the Michigan State University Housing Development authority to operate single family rehabilitation projects and emergency repairs in Manistee County. This Resolution also includes the approval of Manistee County’s Community Development and Housing Needs Assessment which has been reviewed by the Board.

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**RESOLUTION # 2014-18**

**MANISTEE COUNTY HOUSING 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 28<sup>th</sup> day of October, 2014.

PRESENT: Bergstrom, Dontz, Hilliard, Krolczyk, Marshall, Schmidt, Shafer

ABSENT: None

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

**WHEREAS**, Manistee County is interested in the continuing effort to provide affordable housing opportunities for its low and very low income residents; and

**WHEREAS**, said Manistee County Board of Commissioners has reviewed and understands the content of the application of funding; and

**WHEREAS**, said Manistee County Board of Commissioners accepts the recommendation of the Housing Program Administrator to apply for \$175,000; and

**WHEREAS**, said Manistee County Board of Commissioners authorizes the chief elected official to sign the application form as required;

**NOW, THEREFORE, BE IT RESOLVED**, that the Manistee County Board of Commissioners authorizes the Manistee County Housing Program Administrator to prepare and submit the application for funding through the Michigan State Housing Development Authority’s Housing Resource Fund; and

**BE IT FURTHER RESOLVED**, that the Manistee County Board of Commissioners has reviewed and approves the Manistee County Community Development and Housing Needs Assessment as presented by the Housing Program Administrator.

Moved by Shafer, seconded by Schmidt to approve the above Resolution #2014-18 as written.

YEAS: 7 Schmidt, Shafer, Bergstrom, Dontz, Hilliard, Krolczyk, Marshall

NAYS: 0 None

Motion Carried

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Moved by Schmidt, seconded by Bergstrom to accept the Housing Review Committee Report of October 21, 2014.

Motion Carried

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**TECHNOLOGY/INFORMATION COMMITTEE**

**REPORT/SEPTEMBER 25, 2014**

Richard Schmidt presented the Technology/Information Committee Report of September 25, 2014.

No Action Items.

Items Not Requiring Board Action.

Discussion regarding technology issues in the County Clerk's Office and the possibility of Gracon being called in to help. Gracon is the tech support that has helped the Courthouse in the past on an emergency basis and Centra Wellness also uses them for some of their technology needs.

Moved by Schmidt, seconded by Bergstrom to accept the Technology/Information Committee Report of September 25, 2014.

Motion Carried

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**TECHNOLOGY/INFORMATION COMMITTEE**

**REPORT/OCTOBER 23, 2014**

Richard Schmidt presented the Technology/Information Committee Report of October 23, 2014.

**ANNUAL NETWORK SUPPORT SERVICES AGREEMENT CONTRACT WITH  
GRACON SERVICES, INC.**

Moved by Schmidt, seconded by Bergstrom to approve the Annual Network Support Services Agreement contract with Gracon Services, Inc. to provide support and backup IT services on an annual basis. Total cost of the Agreement is \$10,420, which provides services from November 1, 2014 through October 31, 2014.

YEAS: 7 Shafer, Bergstrom, Dontz, Hilliard, Krolczyk, Marshall, Schmidt  
NAYS: 0 None

Motion Carried

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Moved by Schmidt, seconded by Bergstrom to accept the Technology/Information  
Committee Report of October 23, 2014.

Motion Carried

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**WEST SHORE MEDICAL CENTER BOARD OF TRUSTEES APPOINTMENTS**

The terms of three (3) trustees expire December 31, 2014. On August 28, 2014, in conformance with Public Act 230, the Board of Trustees of West Shore Medical Center voted to present the following nominations to the County Board of Commissioners for advice and consent to fill three (3) trustee positions for terms beginning January 1, 2015 and expiring December 31, 2017 (3 years).

- 1) Dr. Benjamin Hengy
- 2) Beth McCarthy
- 3) Kellie Parkes

Moved by Bergstrom, seconded by Dontz to consent to the appointments of Dr. Benjamin Hengy, Beth McCarthy and Kellie Parkes to fill the three (3) trustees positions for the terms beginning January 1, 2015 and expiring December 31, 2017.

YEAS: 7 Bergstrom, Dontz, Hilliard, Krolczyk, Marshall, Schmidt, Shafer  
 NAYS: 0 None

Motion Carried

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Effective September 1, 2014, Theodore Batzer, MD, resigned from his position on the Board of Trustees. On September 25, 2014, in conformance with Public Act 230, the Board of Trustees of West Shore Medical Center voted to present the following nomination to the County Board of Commissioners for advice and consent to fill the remainder of Dr. Batzer's term effective immediately and expiring on December 31, 2015.

- 1) Bryan J. Dunlop, MD

Moved by Bergstrom, seconded by Dontz to consent to the appointment of Dr. Bryan J. Dunlop to fill the remainder of Dr. Batzer's term effective immediately and expiring on December 31, 2015.

YEAS: 7 Dontz, Hilliard, Krolczyk, Marshall, Schmidt, Shafer, Bergstrom  
 NAYS: 0 None

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Motion Carried

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**DEPARTMENT OF HUMAN SERVICES BOARD APPOINTMENT**

One (1) individual to serve a three (3) year term beginning November 1, 2014 and expiring October 31, 2017.

Moved by Bergstrom, seconded by Krolczyk to appoint Dena A. Thompson to serve a three (3) year term beginning November 1, 2014 and expiring October 31, 2017.

YEAS: 7 Hilliard, Krolczyk, Marshall, Schmidt, Shafer, Bergstrom, Dontz  
NAYS: 0 None

Motion Carried

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**GREEN TEAM/RECYCLING COMMITTEE REPORT/SEPTEMBER 25, 2014**

Alan Marshall presented the Green Team/Recycling Committee Report of September 25, 2014.

No Action Items.

Items Not Requiring Board Action.

Ms. Archer presented the recycling report for September 2014.

The City of Manistee’s current contract for recycling expires June 31, 2014. The City may be interested in making changes to their recycling program. The County will provide information to Mr. Deisch to keep him informed of the volume of recycling in the County program and as to possibly working jointly together in the future.

Moved by Bergstrom, seconded by Shafer to accept the Green Team/Recycling Committee Report of September 25, 2014.

Motion Carried

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**REGIONAL SUMMIT COMMITTEE REPORT/OCTOBER 10, 2014**

Mark Bergstrom presented the Regional Summit Committee Report of October 10, 2014.

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**EMPLOYEE RECOGNITION LUNCHEON**

Moved by Bergstrom, seconded by Shafer to approve the budget not to exceed \$700 for the Employee Recognition Luncheon to be held Tuesday, December 16, 2014 and to also extend the employees lunch hour from 12:00 p.m. – 1:30 p.m.

YEAS: 7 Krolczyk, Marshall, Schmidt, Shafer, Bergstrom, Dontz, Hilliard  
NAYS: 0 None

Motion Carried

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Moved by Schmidt, seconded by Bergstrom to accept the Regional Summit Committee Report of October 10, 2014.

Motion Carried

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**MISCELLANEOUS CONTROLLER AND BOARD ITEMS**

**BIDS FOR TWO (2) USED COUNTY VEHICLES**

Moved by Schmidt, seconded by Marshall to accept the bid from Roger Piechowiak in the amount of \$1,836.00 for the purchase of the 2005 Ford Crown Victoria, 4-door, black, approximately 123,243 miles (VIN #119241). (Some issues with headlight operation, spotlight operation, spotlights are not operational, some dents in vehicle, old battery)

YEAS: 7 Marshall, Schmidt, Shafer, Bergstrom, Dontz, Hilliard, Krolczyk  
NAYS: 0 None

Motion Carried

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Moved by Marshall, seconded by Shafer to accept the bid from Ryan Fugere in the amount of \$215.00 for the purchase of the 2001 Ford F150XL Truck, white,

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approximately 145,700 miles, (VIN #886446). (Needs exhaust manifold, needs driver's side door hinge replacement, radio not operational, new battery in 2013, good tires)

YEAS: 6 Shafer, Bergstrom, Dontz, Hilliard, Krolczyk, Marshall

NAYS: 1 Schmidt

Motion Carried

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**JAIL SERVICES CLINICIAN AT THE MANISTEE COUNTY JAIL**

Paula Chouinard-Rinal, LMSW, Jail Diversion Clinician at the Manistee County Jail Facility appeared before the Board to outline the services being provided to inmates pursuant to the contract between the Centra Wellness Network and Manistee County.

**COUNTY TREASURER'S REPORT**

Russell Pomeroy, County Treasurer, reported on the Kettle Hole Drain Project. Mr. Pomeroy itemized the assessments of those involved as well as the amount in the Kettle Hole Drainage District Bank Account, expenses paid and the balance available.

Mr. Pomeroy also reported on the activities in his office. The second auction was held on September 25, 2014 for Tax Reverted Property Sale. Seven of the eleven parcels sold for a total of \$3,950.00 which brings the total net gain after delinquent taxes are paid for the 2014 property sale to \$232,050.00.

Mr. Pomeroy also reviewed the Principal Residence Exemption (PRE) audit inventory activity in his office. In the last three months there have been an additional 33 PRE denials which has reclaimed an additional \$37,703.27 in school operating funds.

Year-end closing and audit preparation for 2013/14 have already begun.

**RESOLUTION RECOGNIZING THE WEEK OF NOVEMBER 3 – 7, 2014 AS**

**“COLLEGE APPLICATION WEEK” IN MANISTEE COUNTY**

**RESOLUTION # 2014-19**

**RESOLUTION RECOGNIZING THE WEEK OF NOVEMBER 3-7, 2014 AS “COLLEGE APPLICATION WEEK” IN MANISTEE COUNTY**

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 28<sup>th</sup> day of October, 2014.

PRESENT: Bergstrom, Dontz, Hilliard, Krolczyk, Marshall, Schmidt, Shafer

ABSENT: None

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

**WHEREAS**, College Application Week is a national initiative with the goal to provide every graduating high school senior the opportunity to apply to college; and

**WHEREAS**, special focus is placed on assisting students who would be the first in their families to attend college and students who may not have otherwise seriously considered applying to college; and

**WHEREAS**, College Application Week began in North Carolina as a pilot effort at a single high school in Siler City, NC in 2005 and has since grown to a statewide effort in North Carolina; and

**WHEREAS**, since then, all 50 states are engaged in the College Application Campaign to meet the needs of their respective states with a common goal of increasing the percentage of first-generation and low-income students that pursue a postsecondary education; and

**WHEREAS**, College Application Week can open the door for students by encouraging them to take a significant step toward college in their senior year; and

**WHEREAS**, over 300 schools across Michigan participate in this great event including the following Manistee County schools: Bear Lake High School, Brethren High School, CASMAN Academy, Manistee Catholic Central High School, Manistee High School and Onekama High School.

**WHEREAS**, in their recent Strategic Plan, the Manistee County Board of Commissioners specifically identified the "cradle to career" goals of Launch Manistee County as a significant county-wide priority; and

**WHEREAS**, Michigan College Application Week is November 3- 7, 2014.

**THEREFORE BE IT RESOLVED** that the Manistee County Board of Commissioners hereby recognizes the week of November 3 – 7, 2014 as College Application Week and encourages all Manistee County schools and students to participate in this initiative.

Moved by Schmidt, seconded by Shafer to approve the above Resolution 2014-19,

Resolution Recognizing the Week of November 3 – 7, 2014 as “College Application Week” in Manistee County.

YEAS: 7 Shafer, Bergstrom, Dontz, Hilliard, Krolczyk, Marshall, Schmidt

NAYS: 0 None

Motion Carried

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**MISCELLANEOUS CONTROLLER AND BOARD ITEMS (cont.)**

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**S.S.C.E.N.T. CONTRACT FOR FY 2014/15**

Moved by Schmidt, seconded by Shafer to approve the contract between Manistee County and S.S.C.E.N.T. for the FY 2014/15 in the amount of \$10,348.00.

YEAS:        7        Shafer, Bergstrom, Dontz, Hilliard, Krolczyk, Marshall, Schmidt

NAYS:        0        None

Motion Carried

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Mr. Kaminski reported that the large tree in the front of the Courthouse had been removed as approved previously by the Board.

The President of Baker College will be at the Ramsdell Theatre from 12 p.m. to 1 p.m. on Thursday, October 30, 2014 if anyone would be interested in attending. Attending this gathering would be consistent with one of the goals in the County Strategic Plan in supporting cradle to career education in Manistee County.

Adjourn at the Call of the Chair.

\_\_\_\_\_ Clerk