

TUESDAY, DECEMBER 16, 2014

Pursuant to law, the Board of Commissioners met on Tuesday, December 16, 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, Richard Schmidt, Brook Shafer

ABSENT: Alan Marshall

APPROVE MEETING AGENDA

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

Motion Carried

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CONSENT AGENDA

Moved by Bergstrom, seconded by Schmidt to approve the Consent Agenda which includes the minutes of the November 18, 2014 Regular Board Meeting, the closed session minutes of November 18, 2014 and the December 2014 monthly appropriations and fund transfers.

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

NAYS: 0 None

ABSENT: 1 Marshall

Motion Carried

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PUBLIC COMMENT

Alec Kuuttila stated there are two Road Commission Members terms expiring soon. He asked that all applicants be looked at for accountability.

Mark Sohlden, County Road Commission Manager, updated the Board on activities at the Road Commission. Current snowfall is only 33” so far this year. The scarce snowfall

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has allowed for tree trimming and additional maintenance work. Mr. Sohlden discussed seasonal staffing vacancies and various road projects for the upcoming year. A letter from the Road Commission concerning an invoice for \$439.09 for work completed on the Udell Hills Drain was discussed. Mr. Hilliard requested an invoice that can be provided to accounts payable to be paid out of the Drain Commissioner's budget under contractual services since there is no Udell Hill Drainage Fund at this time.

RECOGNITION, ANNOUNCEMENTS & CORRESPONDENCE

On December 31, 2014, Jim Krolczyk will complete his term of office as County Commissioner after serving six (6) years on the Board (January 1, 2009 – December 31, 2014). During this time, Mr. Krolczyk served as Chairman of the Board for three (3) years (January 1, 2011 – December 31, 2013). Mr. Hilliard, County Board Chairman recognized Mr. Krolczyk for his six (6) years of unselfish and distinguished service to the citizens of Manistee County and presented him with a plaque on behalf of the Board recognizing his service.

The Manistee County Board of Commissioners recognize County/Court employees and Elected Officials who have achieved landmark years of service with the County. The following individuals were recognized by the Board of Commissioners and receive awards based on years of service at the employee recognition luncheon immediately following the Board meeting:

10 Year Awards

Gary Block, Branch Manager, Manistee County Library
Sonja Ratliff, Dispatcher, Manistee County Central Dispatch
Bridget Sibary, Police Clerk, Manistee County Sheriff's Office
Eric Sovereign, Corrections Officer, Manistee County Sheriff's Office

15 Year Awards

Neil Assante, Manistee/Benzie Community Corrections Director, 19th Judicial Circuit Court
Robin Christensen, Circulation Clerk, Manistee County Library
Kim Jankowiak, Reference Librarian, Manistee County Library
Alvin Rischel, Dispatcher, Manistee County Central Dispatch
Jason Torrey, Deputy – K-9 Officer, Manistee County Sheriff's Office

20 Year Awards

Carol Benitez, Deputy Friend of the Court – Investigator, 19th Judicial Circuit Court
Bruce Johnson, Maintenance Custodian, Manistee County Library
Lori Kolanowski, Chief Deputy, Manistee County Register of Deeds
Robert Montgomery, Corrections Officer, Manistee County Sheriff's Office
Jill Nowak, County Clerk, Manistee County Clerk's Office

25 Year Awards

Marcella Guinan, Branch Manager, Manistee County Library
John O'Hagan, Undersheriff, Manistee County Sheriff's Office

2014 Retirees

Christine Goodrich – former Library Circulation Clerk and 85th District Court Deputy Clerk; retired on February 21, 2014, after 11 years of service.

Patricia Veach – former Juvenile Probation Officer with the 19th Judicial Circuit Court – Family Division; retired on February 27, 2014, after 27 years and 6 months of service.

Robert Lancaster – former Corrections Officer, Lieutenant Jail Administrator and Captain Jail Administrator, with the Sheriff's Office; retired on May 30, 2014 after 25 years and 5 months of service.

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James Doering – former Sheriff Deputy and Detective Sergeant, with the Sheriff’s Office; retired on June 27, 2014 after 24 years and 7 months of service.

Jane Diesing – former Library Branch Manager; retired September 26, 2014 after 26 years of service.

Honorable James M. Batzer – 19th Judicial Circuit Chief Judge; retiring December 31, 2014 after 30 years of service.

ANNUAL FAIR HOUSING RESOLUTION # 2014-20

Rachel Nelson, Finance Assistant/Housing Program Administrator, appeared before the Board to request approval of the annual Fair Housing Resolution #2014-20, as required by the MSHDA Housing grant program.

RESOLUTION # 2014-20

FAIR 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 16th day of December, 2014.

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

ABSENT: Marshall

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

WHEREAS, under the Federal Fair Housing Law, Title VIII of the Civil Rights Act of 1968, it is illegal to deny housing to any person because of race, color, religion, gender, physical or mental disabilities or national origin; and

WHEREAS, under the Michigan Elliott-Larsen Civil Rights Act, PA 453 of 1976, as amended, it is illegal to deny the opportunity to obtain housing to any person because of religion, race, color, national origin, age, sex, height, weight, familial status, or marital status;

THEREFORE, LET IT BE KNOWN TO ALL PERSONS, that it is the policy of Manistee County to implement programs to ensure equal opportunity in housing for all persons regardless of religion, race, color, national origin, age, sex, height, weight, familial status, or marital status. Therefore, Manistee County does hereby pass the following Resolution:

BE IT RESOLVED that Manistee County shall not discriminate in the sale, rental, leasing, or financing of housing because of religion, race, color, gender, physical or mental disabilities, national origin, age, height, weight, familial status, or marital status;

Manistee County will assist all persons who feel they have been discriminated against because of religion, race, color, gender, physical or mental disabilities, national origin, age, height, weight, familial status, or marital status to seek equity under federal and state laws by providing information to said persons on how to file a complaint with the Michigan Department of Civil Rights.

Manistee County will, at a minimum, post this policy or the Fair Housing poster or other posters, flyers or other information which will bring to the attention of

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owners of real estate, developers and builders their respective responsibilities and rights under the Federal Fair Housing Law and Michigan Elliott Larsen Act.

Moved by Dontz, seconded by Bergstrom to approve the above annual Fair Housing Resolution #2014-20 as required by the MSHDA Housing grant program.

YEAS: 6 Dontz, Hilliard, Krolczyk, Schmidt, Shafer, Bergstrom
NAYS: 0 None
ABSENT: 1 Marshall

Motion Carried

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COUNTY TREASURER’S REPORT

Russell Pomeroy, County Treasurer, reported that year-end closing and audit preparation for 2013/14 are continuing. Preliminary numbers show that the 2013/14 budget year will end in the positive of approximately \$140,000 (\$40,000 fund balance and no need to transfer the approximately \$101,000 that was budgeted from the Budget Stabilization Fund). Mr. Pomeroy will give a full financial report at the January 2015 Board meeting.

Mr. Pomeroy also informed the Board that the \$10,000 the Board appropriated from the Legal Defense Fund on a lawsuit involving tax issues is exhausted. He stated that this is a very complicated and important case that will have statewide implications. Mr. Pomeroy indicated that he is confident of a positive outcome for the County but the big winners would be the schools. Mr. Pomeroy requested an additional \$15,000 be allocated from the Legal Defense Fund. An inquiry was made if the Michigan Association of County Treasurer’s would be able to help fund the legal defense for this issue. Mr. Pomeroy will investigate that possibility.

Moved by Bergstrom, seconded by Shafer to allocate an additional \$15,000 from the Legal Defense Fund to defend this tax issue.

YEAS: 6 Dontz, Hilliard, Krolczyk, Schmidt, Shafer, Bergstrom
NAYS: 0 None
ABSENT: 1 Marshall

Motion Carried

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FINANCE COMMITTEE REPORT

Board of Commissioners
Manistee County
Manistee, Michigan 49660

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Board of Commissioners:

We do hereby submit our claims from November 5, 2014, through December 3, 2014:

General Fund:.....	\$176,255.87
Recycling Fund:.....	8,800.11
Maintenance of Effort Fund:.....	15,856.75
Bear Lake Improvement Fund:.....	195.00
Township Improvement Revolving Fund:.....	5,775.00
Capital Improvement Fund:.....	1,783.75
PRE Audit Fund:.....	25.00
Remonumentation Fund:.....	20,300.00
Register of Deeds Automation Fund:.....	459.99
Health Insurance Fund:.....	164,278.24
Law Enforcement Training Fund:.....	2,479.67
Law Library Fund:.....	528.00
Air Photo Fund:.....	892.00
Housing Fund:.....	12,325.50
Community Corrections Fund:.....	62.50
Juvenile Intervention Fund:.....	995.36
Child Care Fund:.....	4,408.20
Airport Authority Fund:.....	34,431.19
Compensated Services Fund:.....	87,439.28
Building Authority Debt Fund:.....	1,000.00
Tax Revolving – State Sales:.....	418.77
Drain Fund:.....	359.72

Total Claimed and allowed December 16, 2014\$539,069.90

Total Payroll for the period of November 5, 2014, through December 3, 2014\$449,937.42
(Includes 2 payrolls)

Moved by Bergstrom, seconded by Schmidt to approve and the same to be paid in the amount of \$ 539,069.90.

- YEAS: 6 Krolczyk, Schmidt, Shafer, Bergstrom, Dontz, Hilliard
- NAYS: 0 None
- ABSENT: 1 Marshall

Motion Carried

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WAYS & MEANS COMMITTEE REPORT/DECEMBER 3, 2014

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

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VEST AND SHOCK SHIELD PURCHASE FOR THE JAIL

Moved by Schmidt, seconded by Krolczyk that \$2,550.00 be transferred from the Jail Contingency Surplus Fund line item #216.000.390.021 to the General Fund to purchase a vest and shock shield for the Jail.

YEAS: 6 Schmidt, Shafer, Bergstrom, Dontz, Hilliard, Krolczyk
NAYS: 0 None
ABSENT: 1 Marshall

Motion Carried

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FINANCING OF THE LIBRARY RENOVATION PROJECT

Discussion took place concerning the options that are available for financing the Library Renovation Project as well as different types of bonds that are available. The Library Board will be considering Board action at a meeting held later in the day. A consensus was reached to table the matter until the Library Board took action and until more information could be gathered. At that time a Resolution may be presented for adoption.

Items Not Requiring Board Action.

New chairs for the Board Room are being considered. Quotes are being gathered and various sample chairs will be presented.

The City of Manistee is exploring options since the City Assessor is retiring. The County has presented a draft proposal to the City for the possibility of contractual assessment services. The City is still considering their options.

The Strategic Plan for the Alliance for Economic Success (AES) is completed and it is anticipated that the Plan will be presented to the County Board at the January 2015 meeting. A multi-year contract with AES may also be presented.

An intergovernmental committee consisting of representatives of the County, City, Manistee Township and the Tribe has been meeting monthly to discuss common issues. Among those issues is the McGuineas /Crommer Drain project.

There are still some invoices for the Kettle Hole Drain District that are outstanding. Resolution for these invoices are being worked on.

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

Motion Carried

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MANISTEE COUNTY TRANSPORTATION, INC. AMENDATORY

OPERATIONS CONTRACT

COMMENCING OCTOBER 1, 2014 THROUGH SEPTEMBER 30, 2015.

Richard Strevey, General Manager of Manistee County Transportation, Inc. appeared before the Board to request consideration of a Resolution which approves the Amendatory Operations Contract commencing October 1, 2014 through September 30, 2015. This is an extension of the Operations Contract which has been in existence since the organization was formed. Mr. Strevey also provided information on the MCTI Board appointment process which indicated that terms for County Commissioners are for one (1) year due to a recent change in the Manistee County Transportation, Inc. by-laws.

CONTRACT RESOLUTION

WHEREAS Manistee County Transportation, Inc. does hereby approve the Amendatory Contract and recommends its approval to the Manistee County Board of Commissioners.

BE IT FURTHER RESOLVED that Ken Hilliard, Chairman of the Board of Commissioners, Jill M. Nowak, Clerk of the County of Manistee, Roger Cody, President of the Board of Directors of Manistee County Transportation, Inc. and Richard Strevey, General Manager of Manistee County Transportation, Inc. be authorized to execute this contract for and on behalf of the Manistee County Board of Commissioners and Manistee County Transportation, Inc.

AND WHEREAS, this resolution shall also approve execution of project authorizations for any programs designated by Manistee County Transportation, Inc. and Manistee County and/or Project Authorizations for any amount determined by Manistee County Transportation, Inc. and Manistee County with the Michigan Department of Transportation which are issued under Master Agreement Number 2012-0124.

THEREFORE, be it resolved that Richard Strevey, General Manager of Manistee County Transportation, Inc. be authorized to enter into and execute on behalf of Manistee County Transportation, Inc. and Manistee County all such project authorizations with the Michigan Department of Transportation for passenger transportation related services for the Agreement period.

I, Nancy Batzer, Recording Secretary of Manistee County Transportation, Inc. do hereby certify that this resolution was adopted by the MCTI Board on November 13th, 2014.

By: _____
Nancy Batzer, MCTI Recording Secretary

I, Jill M. Nowak, Clerk of the County of Manistee, having custody of the records and proceedings of the Manistee County Board of Commissioners, do hereby certify that this resolution was adopted by the Board of Commissioners at the December 16th, 2014 meeting. □

By: _____
Jill M. Nowak, Manistee County Clerk

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Moved by Dontz, seconded by Shafer to approve the above Amendatory Operations Contract between Manistee County and Manistee County Transportation, Inc. commencing October 1, 2014 through September 30, 2015.

YEAS: 6 Shafer, Bergstrom, Dontz, Hilliard, Krolczyk, Schmidt
NAYS: 0 None
ABSENT: 1 Marshall

Motion Carried

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**WEST SHORE MEDICAL CENTER ANNUAL REPORT FOR
FISCAL YEAR ENDING JUNE 30, 2014**

James Barker, President of West Shore Medical Center, John Hoch, Chairman of the Board of West Shore Medical Center, and Donn Lemmer, Chief Operating Officer, appeared before the Board to present the West Shore Medical Center Annual Report for Fiscal Year ending June 30, 2014.

**TECHNOLOGY/INFORMATION COMMITTEE REPORT/
NOVEMBER 20, 2014**

Richard Schmidt presented the Technology/Information Committee Report of November 20, 2014.

COURTHOUSE TELEPHONE SYSTEM REQUEST FOR PROPOSALS (RFP)

Moved by Schmidt, seconded by Shafer to proceed with issuing the Courthouse Telephone System Request for Proposals (RFP) as presented by Abilita.

YEAS: 6 Bergstrom, Dontz, Hilliard, Krolczyk, Schmidt, Shafer
NAYS: 0 None
ABSENT: 1 Marshall

Motion Carried

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Moved by Schmidt, seconded by Bergstrom to accept the Technology/Information
Committee Report of November 20, 2014.

Motion Carried

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GREEN TEAM/RECYCLING COMMITTEE REPORT/NOVEMBER 20, 2014

Jim Krolczyk presented the Green Team/Recycling Committee Report of November 20,
2014.

No Action Items.

Items Not Requiring Board Action.

Ms. Archer presented her recycling report for November 2014.

Mr. Kaminski reported that the person who contaminated one of the recycling trailers has
been prosecuted. When the restitution is paid, that money will be placed in the Recycling
Fund.

The City of Manistee may be interested in joining the County Recycling Program as
options are being discussed. Pleasanton Township may be interested and will be
contacted as well.

Moved by Schmidt, seconded by Krolczyk to accept the Green Team/Recycling
Committee Report of November 20, 2014.

Motion Carried

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MISCELLANEOUS CONTROLLER AND BOARD ITEMS

ORGANIZATIONAL MEETING FOR 2015

Schedule date and time of the annual Organizational Meeting (first business day in
January 2015 is Friday, January 2, 2015).

Moved by Schmidt, seconded by Dontz to schedule the annual Organizational Meeting
on Friday, January 2, 2015 at 10:00 a.m. in the Board of Commissioners Room at the
Courthouse and Government Center.

Motion Carried

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RENEWAL OF THE COUNTY’S PROPERTY AND LIABILITY INSURANCE

WITH MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY

(MMRMA) FOR 2015

Review and consideration of renewing the County’s property and liability insurance with the Michigan Municipal Risk Management Authority (MMRMA) for calendar year 2015. Mr. Kaminski presented and reviewed with the Board the liability and property coverage premiums, stop loss coverage, asset allocation and fund balance in the Member Retention Fund.

Moved by Schmidt, seconded by Shafer to approve the County’s property and liability insurance with the Michigan Municipal Risk Management Authority (MMRMA) for the calendar year 2015.

YEAS: 6 Dontz, Hilliard, Krolczyk, Schmidt, Shafer, Bergstrom
NAYS: 0 None
ABSENT: 1 Marshall

Motion Carried

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COMMUNITY WILDFIRE PROTECTION GRANT APPLICATION

Review and consideration of authorizing the submission of a Community Wildfire Protection Grant Application to the State of Michigan, for the purpose of focusing on mitigation work toward projects identified in the recently adopted Community Wildfire Protection Plan.

Moved by Bergstrom, seconded by Schmidt to approve the submission of the Community Wildfire Protection Grant Application to the State of Michigan, for the purpose of focusing on mitigation work toward projects identified in the recently adopted Community Wildfire Protection Plan.

YEAS: 6 Hilliard, Krolczyk, Schmidt, Shafer, Bergstrom, Dontz
NAYS: 0 None
ABSENT: 1 Marshall

Motion Carried

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APPOINTMENT AND TERMS OF OFFICE

Medical Examiner and Veterans Counselor appointment and term of office discussion.

Mr. Kaminski requested direction on how the Board would like to fill the Veterans Counselor position. A consensus of the Board was to send a letter to the United Veteran's Council for a recommendation as it had been done in the past.

The Board also agreed to seek the County Prosecutor's opinion on the term for the Medical Examiner and asked that the Medical Examiner be contacted as well.

Adjourn at the Call of the Chair.

_____ Clerk