

TUESDAY, FEBRUARY 17, 2015

Pursuant to law, the Board of Commissioners met on Tuesday, February 17, 2015 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, Karen Goodman, Ken Hilliard, Alan Marshall, Richard Schmidt, Brook Shafer

ABSENT: Jeff Dontz

APPROVE MEETING AGENDA

Moved by Bergstrom, seconded by Schmidt to approve the Meeting Agenda with the addition of adding to the Miscellaneous Controller and Board Items; Item D, to discuss a Letter of Support to abandon and vacate the Kettle Hole Drainage District; add Item E, a Resolution Proclaiming April 2015 Social Host Awareness Month; and add Item F, the Cooperative Law Enforcement Annual Operating Plan & Financial Plan Between Sheriff's Department and the USDA Forest Service.

Motion Carried

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CONSENT AGENDA

Moved by Shafer, seconded by Schmidt to approve the Consent Agenda which includes the minutes of the January 20, 2015 Regular Board Meeting, the Closed Session minutes of January 20, 2015 and the February 2015 monthly appropriations and fund transfers.

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

NAYS: 0 None

ABSENT: 1 Dontz

Motion Carried

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TUESDAY, FEBRUARY 17, 2015

PUBLIC COMMENT

None.

RECOGNITION, ANNOUNCEMENTS & CORRESPONDENCE

Mr. Kaminski reminded the Commissioners of a Governor’s Recycling Summit in Kalamazoo in May 2015 and Ken Falk, Emergency Management Director, is encouraging attendance at a Public Officials Workshop being held in Benzie County on February 25, 2015 for Commissioners and Administrators. Information for both of these educational opportunities have been distributed at today’s meeting.

FINANCE COMMITTEE REPORT

Board of Commissioners
Manistee County
Manistee, Michigan 49660

Board of Commissioners:

We do hereby submit our claims from January 7, 2015, through February 4, 2015:

General Fund:.....	\$353,008.41
Recycling Fund:	11,818.03
Maintenance of Effort Fund:.....	12,615.70
Bear Lake Improvement Fund:	3,125.00
Capital Improvement Fund:	487.50
PRE Audit Fund:.....	25.00
Remonumentation Fund:.....	6,821.68
Health Insurance Fund:	144,055.69
Manistee County Dive Equipment Fund:	43.98
Law Enforcement Training Fund:.....	1,019.88
Law Library Fund:	736.50
Housing Fund:.....	30.00
Community Corrections Fund:	261.07
Juvenile Intervention Fund:	572.38
Child Care Fund:.....	8,201.44
Soldiers & Sailors Relief Fund:	1,018.97
Airport Authority Fund:	46,998.27
Compensated Services Fund:.....	87,322.93
Unemployment Fund:	13,754.54
2010 Tax Revolving Fund:	450.00
Tax Revolving – State Sales:	903.79
Trust & Agency Fund:	1,611.83

Total Claimed and allowed February 17, 2015\$694,882.59

Total Payroll for the period of January 7, 2015, through February 4, 2015\$479,969.01
(Includes 2 payrolls)

Moved by Bergstrom, seconded by Schmidt to approve and the same to be paid in the amount of \$ 694,882.59.

TUESDAY, FEBRUARY 17, 2015

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

Motion Carried

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WAYS & MEANS COMMITTEE REPORT/FEBRUARY 4, 2015

Mark Bergstrom presented the Ways & Means Committee Report of February 4, 2015.

**PAYMENT OF UNUSED ACCUMULATED VACATION
AND PERSONAL HOURS**

Moved by Bergstrom, seconded by Schmidt to approve payment of unused accumulated vacation and personal hours to Kris Randall in the amount of \$10,847.24; and the payment of unused accumulated vacation and personal hours to Christine Lyster in the amount of \$4,645.98; to be paid from the Separation Fund.

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

Motion Carried

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**CONTRACT WITH OTIS ELEVATOR COMPANY TO UPGRADE THE
COURTHOUSE ELEVATOR**

Moved by Bergstrom, seconded by Schmidt to enter into a contract with Otis Elevator Company for \$70,311 to upgrade the Courthouse elevator, and approving up to an additional \$4,689 for incidentals related to the project.

Moved by Bergstrom to withdraw the above motion, seconded by Mr. Schmidt to withdraw the motion.

TUESDAY, FEBRUARY 17, 2015

Moved by Mr. Shafer, seconded by Mr. Marshall to enter into a contract with Otis Elevator Company for \$70,311 to upgrade the Courthouse elevator, approving up to an additional \$4,689 for incidentals related to the project; and approving up to an additional \$4000 if necessary, for night and weekend work hours in an effort to minimize the inconvenience to the public which will be at the discretion of Bruce Schimke, Maintenance Supervisor.

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

Motion Carried

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COUNTY EQUALIZATION SERVICES

Moved by Bergstrom, seconded by Schmidt to approve that the County’s Equalization Department proceed with offering assessing services to local municipalities when vacancies occur or when assistance is requested. This assistance is consistent with the County’s Strategic Plan regarding offering potential cooperative opportunities.

Motion Carried

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Moved by Bergstrom, seconded by Shafer to accept the Ways & Means Committee Report of February 4, 2015.

Motion Carried

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INTERAGENCY AGREEMENT BETWEEN THE COUNTY BOARD OF COMMISSIONERS, THE VARIOUS JURISDICTIONS OF THE CRIMINAL JUSTICE SYSTEM AND CENTRA WELLNESS NETWORK

Joseph “Chip” Johnston, Executive Director of the Centra Wellness Network appeared before the Board to request approval of an Interagency Agreement between the County board of Commissioners, the various jurisdictions of the criminal justice system, and the

TUESDAY, FEBRUARY 17, 2015

Centra Wellness Network, for the purpose of coordinating efforts regarding mental health services for persons with serious mental illness who are in or at risk of becoming involved in the criminal justice system. This requirement was passed by the State Legislature in late 2014 (Senate Bill 558).

Moved by Schmidt, seconded by Marshall to approve an Interagency Agreement between the County Board of Commissioners, the various jurisdictions of the criminal justice system, and the Centra Wellness Network.

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

NAYS: 0 None

ABSENT: 1 Dontz

Motion Carried

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RESOLUTION SUPPORTING THE DEVELOPMENT OF THE MANISTEE

COUNTY-WIDE PARK AND RECREATION PLAN

#2015-5

**Resolution Supporting the Development of the
Manistee County-Wide Park and Recreation Plan**

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 17th day of February, 2015.

PRESENT: Bergstrom, Goodman, Hilliard, Marshall, Schmidt, Shafer

ABSENT: Dontz

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

WHEREAS, the State of Michigan Department of Natural Resources has outlined a process with which to follow to receive State approval of a locally developed Park and Recreation Plan; and

WHEREAS, the State of Michigan Department of Natural Resources requires that a locally developed Park and Recreation Plan meet State guidelines and approval to be eligible for grant funding through the Natural Resources Trust Fund; and

WHEREAS, the Manistee County Planning Department and the Alliance for Economic Success are leading a planning process to develop a Manistee County-Wide Park and Recreation Plan which will meet the requirements and approval of the State of Michigan Department of Natural Resources; and

WHEREAS, the DNR requirements met by the Manistee County-Wide Park and Recreation Plan will also do so for each participating municipality within Manistee

TUESDAY, FEBRUARY 17, 2015

County, creating a total of 20 approved plans under the umbrella of the County-Wide Plan; and

WHEREAS, Manistee County recognizes that recreation is a major economic driver for Manistee County and all local municipalities contained within; and

WHEREAS, the development, improvement and creation of recreational sites and assets provides avenues for increased tourism and recreation site participation, as well as building a sense of community and providing access for increased healthy activities; and

WHEREAS, Manistee County supports development of the plan by Staff of the County Planning Department and the Alliance for Economic Success as directed by goals and objectives within the Manistee County Strategic Plan; and

WHEREAS, Manistee County recognizes that a grassroots bottom-up approach to the planning process will be used focusing on stakeholder inclusion and sound public input, seeking consensus for the fundamental development of the plans, goals and recommendations;

NOW THEREFORE BE IT RESOLVED that Manistee County supports the development of the Manistee County-Wide Park and Recreation Plan and seeks to participate throughout the process ultimately adopting said plan if it meets the intent and desire of the residents of Manistee County.

Moved by Marshall, seconded by Shafer to approve the above Resolution supporting the Development of the Manistee County-Wide Park and Recreation Plan with the addition of stating the Plan is consistent with the Manistee County Strategic Plan.

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

NAYS: 0 None

ABSENT: 1 Dontz

Motion Carried

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PERSONNEL COMMITTEE REPORT/FEBRUARY 4, 2015

Ken Hilliard presented the Personnel Committee Report of February 4, 2015.

No Action Items.

Items Not Requiring Board Action.

A Representative from Michigan Employees Retirement System (MERS) attended the Personnel Committee meeting and discussed some ideas to reduce the county's OPEB liability.

TUESDAY, FEBRUARY 17, 2015

Moved by Bergstrom, seconded by Schmidt to accept the Personnel Committee Report of February 4, 2015.

Motion Carried

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PUBLIC SAFETY COMMITTEE REPORT/FEBRUARY 4, 2015

Ken Hilliard presented the Public Safety Committee Report of February 4, 2015.

No Action Items.

Items Not Requiring Board Action.

Sheriff Kowalkowski continued discussion regarding the issues with Tribal Police.

A Courthouse Security Assessment was recently completed by Deputy Blake Fitch. A meeting with the Judges would be the next step to review the Plan.

A grant of \$12,000 was recently received from the State of Michigan to begin mitigation efforts outlined in the Community Wildfire Protection Plan.

Moved by Schmidt, seconded by Shafer to accept the Public Safety Committee Report of February 4, 2015.

Motion Carried

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WEST SHORE MEDICAL CENTER BOARD OF TRUSTEE APPOINTMENT

Effective October 8, 2014, Susan Myers resigned from her position on the West Shore Medical Center Board of Trustees. On January 22, 2015, in conformance with Public Act 230, the Board of Trustees of West Shore Medical Center voted to present Brian Postma to the County Board of Commissioners for advice and consent to fill the remainder of Susan Myers' term effective immediately and expiring on December 31, 2015.

Moved by Bergstrom, seconded by Marshall to consent to the appointment of Brian Postma to fill the remainder of Susan Meyers' term effective immediately and expiring on December 31, 2015.

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

TUESDAY, FEBRUARY 17, 2015

Motion Carried

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LIBRARY BOARD APPOINTMENT

One (1) individual to serve a five (5) year term of office beginning immediately and expiring December 31, 2019.

Vote:

Barry Lind	6 votes	H. Marcia McElrath, RN, BS	0 votes
Kari N. Rozmarek	0 votes		

Barry Lind was appointed to serve a five (5) year term of office beginning immediately and expiring December 31, 2019.

MISCELLANEOUS CONTROLLER AND BOARD ITEMS

COUNTY’S COMMUNITY WILDFIRE PROTECTION PLAN FACILITATOR

Review and consideration of a proposed service agreement between Manistee County and Jed Jaworski, to serve as the County’s Community Wildfire Protection Plan Facilitator. Mr. Jaworski will provide CWPP Phase I implementation services through a \$12,000 Department of Natural Resources grant recently received by Manistee County.

Moved by Bergstrom, seconded by Schmidt to approve the service agreement between Manistee County and Jed Jaworski to serve as the County’s Community Wildfire Protection Plan Facilitator.

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

NAYS: 0 None

ABSENT: 1 Dontz

Motion Carried

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LEASE AGREEMENT FOR BUILDING AT THE

MANISTEE COUNTY FAIRGROUNDS

Review and consideration of a proposed lease renewal agreement between Manistee County, the Manistee County Agricultural Society and the Onekama Lions Club for use of the General Exhibition Building at the Manistee County Fairgrounds, for a three (3) year term retroactive to October 1, 2014.

TUESDAY, FEBRUARY 17, 2015

Moved by Schmidt, seconded by Shafer to approve the lease renewal agreement between Manistee County, the Manistee County Agricultural Society and the Onekama Lions Club for use of the General Exhibition Building at the Manistee County Fairgrounds, for a three (3) year term retroactive to October 1, 2014.

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

Motion Carried

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TECHNOLOGY/INFORMATION COMMITTEE REPORT/

FEBRUARY 3, 2015

Richard Schmidt presented the Technology/Information Committee Report of February 3, 2015.

NETWORK INFRASTRUCTURE UPGRADE

Gordon McLellan, Manistee County Network Administrator, introduced Michael K. Grady, Chairman of Gracon Services, Inc. who presented a revised proposal to upgrade the current network infrastructure in the Manistee Courthouse and Government Center. Mr. McLellan and Mr. Grady explained a plan of technology initiatives that would be implemented in steps. The first step has already been taken which was to establish licensing requirements and agreements so the County is Microsoft compliant. The second step is to upgrade the current network infrastructure which is the proposal presented at today's meeting. This step will enable the third step which is to replace the current telephone system with an integrated Voice-over-IP (VOIP) Communication System. The final step will be to upgrade and improve the current data processing platform. These steps will be implemented as funds are available.

Moved by Shafer, seconded by Schmidt to approve the revised proposal from Gracon Services, Inc. to upgrade the current network infrastructure in the Manistee County Courthouse and Government Center in preparation for the new phone system in an amount not to exceed \$41,538.00.

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

Motion Carried

TUESDAY, FEBRUARY 17, 2015

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**REPLACE FIFTEEN (15) COMPUTERS IN THE COURTHOUSE &
GOVERNMENT CENTER ACCORDING TO THE ROTATION SCHEDULE**

Moved by Schmidt, seconded by Bergstrom to replace fifteen (15) computers in the Manistee County Courthouse & Government Center according to the rotation schedule that is in place at a cost not to exceed the budgeted amount of \$15,000.

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

Motion Carried

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Moved by Schmidt, seconded by Bergstrom to accept the Technology/Information Committee Report of February 3, 2015.

Motion Carried

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GREEN TEAM/RECYCLING COMMITTEE REPORT/JANUARY 29, 2015

Brook Shafer presented the Green Team/Recycling Committee Report of January 29, 2015.

BUSINESS SPONSORSHIP PROGRAM

Moved by Shafer, seconded by Bergstrom to implement the Manistee County Recycling Business Sponsorship Program in an attempt to have businesses sponsor the PA 69 recycling program.

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

Motion Carried

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TUESDAY, FEBRUARY 17, 2015

Moved by Marshall, seconded by Bergstrom to accept the Green Team/Recycling Committee Report of January 29, 2015.

Motion Carried

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MISCELLANEOUS CONTROLLER AND BOARD ITEMS (con't.)

**PAYMENT OF UNUSED ACCUMULATED VACATION
AND PERSONAL HOURS**

Moved by Schmidt, seconded by Bergstrom to approve payment of unused accumulated vacation and personal hours to Benjamin Dost in the amount of \$3,297.26; to be paid from the Separation Fund.

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

Motion Carried

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KETTLE HOLE DRAINAGE DISTRICT

Moved by Bergstrom, seconded by Shafer to send a Letter of Support to abandon and vacate the Kettle Hole Drainage District and authorize the Chair to sign the same.

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

Motion Carried

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TUESDAY, FEBRUARY 17, 2015

JOINT COURT MANISTEE-BENZIE COMMITTEE

MINUTES/JANUARY 27, 2015 AND FEBRUARY 10, 2015

Richard Schmidt presented the Joint Court Manistee-Benzie Committee Minutes of January 27, 2015 and February 10, 2015.

No Action Items in the January 27, 2015 Joint Court Manistee-Benzie Committee Minutes.

Items requiring Board Action in the February 10, 2015 Joint Court Manistee-Benzie Committee Minutes are as follows:

PART-TIME CLERK IN DISTRICT COURT

Moved by Schmidt, seconded by Bergstrom to authorize funding to hire a part-time District Court Clerk in Manistee County for 22.5 hours per week at a salary of \$14.09 per hour, totaling \$19,270.34 in annual wages and fringes.

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

Motion Carried

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STAFF AND BUDGET CHANGES IN THE COURTS

Moved by Schmidt, seconded by Shafer to approve the staff and budget changes as presented by the Court with the exception of the Part-time District Court Clerk positions, as these positions were addressed in the previous motion, with job descriptions to follow.

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

Motion Carried

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Moved by Schmidt, seconded by Bergstrom to accept the Joint Court Manistee-Benzie Committee Minutes of January 27, 2015 and February 10, 2015.

TUESDAY, FEBRUARY 17, 2015

Motion Carried

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MISCELLANEOUS CONTROLLER AND BOARD ITEMS (con't.)

RESOLUTION PROCLAIMING APRIL 2015 SOCIAL

HOST AWARENESS MONTH

Mr. Kaminski presented to the Board a proposed Resolution Proclaiming April 2015 Social Host Awareness Month. It was a consensus of the Board to contact the Up North Prevention Group and invite them to attend the next County Board meeting as the Board supports the concept of the Resolution but is unaware of who is promoting it.

COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN &

FINANCIAL PLAN BETWEEN THE SHERIFF'S DEPARTMENT AND THE

USDA FOREST SERVICE

Moved by Schmidt, seconded by Bergstrom to approve the Cooperative Law Enforcement Annual Operating Plan & Financial Plan Between Sheriff's Department and the USDA Forest Service.

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

NAYS: 0 None

ABSENT: 1 Dontz

Motion Carried

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Adjourn at the Call of the Chair.

_____ Clerk