

TUESDAY, MAY 19, 2015

Pursuant to law, the Board of Commissioners met on Tuesday, May 19, 2015 at 9:00 a.m. in the Board of Commissioner's Room and were called to order by the Chairperson.

Pledge of Allegiance

Chairman Hilliard announced during the month of May, it is Police Officers Week and Correction Officers Week. A moment of silence was observed in honor of those who have lost their lives in the line of duty as Police Officers and Corrections Officers; especially Manistee County Deputy Robin Arnold who lost her life in February 1994 and Michigan State Trooper Paul Butterfield who lost his life in September 2013. Mr. Hilliard thanked all Police Officers and Corrections Officers who serve our County, State and Country everyday.

Invocation

Roll Call was taken by the County Clerk:

PRESENT: Mark Bergstrom, Jeff Dontz, Karen Goodman, Ken Hilliard, Alan Marshall, Richard Schmidt, 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 Shafer to approve the Consent Agenda which includes the minutes of the April 28, 2015 Regular Board Meeting and the May 2015 monthly appropriations and fund transfers.

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

NAYS: 0 None

Motion Carried

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PUBLIC COMMENT

Mark Sohlden, Manistee County Road Commission Manager updated the Board of activities at the Road Commission. On going maintenance projects which include pot hole patching, tree trimming, culvert replacement and drainage fixes, blading, brining and

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graveling dirt roads. Mr. Sohlden indicated that the winter maintenance budget is less in comparison to last years winter expenditures. The Road Commission will be moving ahead with some locally funded construction projects in Onekama, Bear Lake, and Arcadia as soon as township approval is received. Some State and Federal aid projects are pending approval in Lansing for numerous areas in the County.

Dave Meister, Onekama Township Supervisor, thanked Commissioner Hilliard and Commissioner Dontz for their attendance at the Onekama Township Board meetings. Mr. Meister also requested the County Board send a letter to the Senate and Representatives concerning a road funding plan. Another option to fund roads could be a County wide millage for roads where each Township would have input on needed projects. Mr. Meister stated something needs to be done with the road situation.

RECOGNITION, ANNOUNCEMENTS & CORRESPONDENCE

Mr. Kaminski informed the Board that minutes of a joint meeting of the Ways & Means Committee and the County Library Facilities Committee of May 13, 2015 and minutes of the Joint Manistee-Benzie Court Committee meeting of May 12, 2015 have been distributed and will be addressed in today’s meeting.

Mr. Kaminski updated the Board on the new phone system. The system is installed and paid for. The new system has a lot of features that employees are getting used to. Lisa Sagala and Gordon McLellan did an excellent job of coordinating the project. Mr. Kaminski also thanked the Ways & Means Committee and Barry Lind who dedicated time and expertise to the project.

A meeting is scheduled for Thursday, May 21, 2015 at 1:00 p.m. to review safety, emergency and evacuation plans for the Courthouse and Government Center.

FINANCE COMMITTEE REPORT

Board of Commissioners
Manistee County
Manistee, Michigan 49660

Board of Commissioners:

We do hereby submit our claims from April 15, 2015, through May 6, 2015:

General Fund:.....	\$271,789.74
Recycling Fund:.....	4,696.80
AIS Grant Fund:.....	1,383.67
Bear Lake Improvement Fund:	900.00
Bar Lake Improvement Fund:.....	8,943.12
Capital Improvement Fund:	7,026.43
Register of Deeds Automation Fund:	198.12
Health Insurance Fund:	156,387.29
Law Enforcement Training Fund:.....	1,333.37
Law Library Fund:	603.00
Housing Fund:.....	22.98
Community Corrections Fund:	6.29
Juvenile Intervention Fund:	2,312.29
Child Care Fund:.....	11,490.80
Soldiers & Sailors Relief Fund:	656.69
Veterans Trust Fund:.....	196.95
Airport Authority Fund:	13,370.98
Compensated Services Fund:.....	83,370.39

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Building Authority Debt Fund:1,000.00
Tax Revolving – State Sales:482.86

Total Claimed and allowed May 19, 2015.....\$566,171.77

Total Payroll for the period of April 15, 2015, through May 6, 2015\$215,265.28
(Includes 1 payroll)

Moved by Bergstrom, seconded by Shafer to approve and the same to be paid in the amount of \$ 566,171.77.

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

Motion Carried

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WAYS & MEANS COMMITTEE MINUTES/MAY 6, 2015

Mark Bergstrom presented the Ways & Means Committee Minutes of May 6, 2015.

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

Moved by Bergstrom, seconded by Dontz to approve of the payment of unused accumulated vacation and personal hours to James Smogoleski, Youth Services Director, who retired from employment in the 19th Judicial Circuit Court, effective May 1, 2015 in the amount of \$10,872.12 to be paid from the Separation Fund.

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

Motion Carried

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**RESOLUTION IMPOSING 2015 SUMMER PROPERTY TAX PURSUANT TO
PUBLIC ACT 357 OF 2004, AND NOTICE OF CERTIFICATION OF COUNTY
ALLOCATED TAX LEVY**

RESOLUTION #2015-9

TUESDAY, MAY 19, 2015

MANISTEE COUNTY BOARD OF COMMISSIONERS

**RESOLUTION IMPOSING 2015 SUMMER PROPERTY TAX LEVY PURSUANT
TO PUBLIC ACT 357 OF 2004, AND NOTICE OF CERTIFICATION
OF COUNTY ALLOCATED TAX LEVY**

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 19th day of May, 2015.

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

ABSENT: None

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

WHEREAS, Manistee County is authorized under the General Property Tax act, Public Act 206 of 1893, as amended, to levy and collect County allocated property taxes; and

WHEREAS, the General Property Tax Act has been amended by Public Act 357 of 2004, being MCL 211.44a, to require all Michigan Counties to impose a summer tax levy, with the summer tax levies for 2005 and 2006 to be in the amount of 1/3 and 2/3, respectively, of the total County allocated tax, with the full amount of the County allocated tax to be levied and collected as a summer tax levy in 2007 and each year thereafter.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Public Act 357 of 2004, the Manistee County allocated tax shall be levied and collected on July 1, 2015, at the full amount allocated after application of the "Headlee" millage reduction fraction, or 5.5 mills; and

BE IT FURTHER RESOLVED, that Manistee County will comply with MCL 141.412, "Notice of Hearing for Proposed Budget" and Section 16 of the Uniform Budgeting and Accounting Act, MCL 141.436, to fulfill requirements for "Truth in Taxation", MCL 211.24e; and

BE IT FURTHER RESOLVED, that this Resolution constitutes certification of the levy of the County allocated tax and authorized collection of the County allocated tax on July 1, 2015 at the full amount allocated after application of "Headlee" millage reduction fraction, or 5.5 mills; and

BE IT FURTHER RESOLVED, that the Treasurer of each township and city in Manistee County is directed to account for and deliver the full amount of County allocated tax collections for 2015 in accordance with the provisions of Public Act 357 of 2004; and

BE IT FURTHER RESOLVED, that the County Clerk shall deliver a copy of this Resolution by first class mail to the Treasurer of each township and city in Manistee County.

Moved by Bergstrom, seconded by Dontz to approve the above Resolution #2015-9

Imposing 2015 Summer Property Tax Levy Pursuant to Public Act 357 of 2004, and

Notice of Certification of County Allocated Tax Levy and authorize the County Board

Chair and the County Clerk to sign the same.

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

NAYS: 0 None

Motion Carried

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Items Not Requiring Board Action.

Mr. Kaminski will be working on a 2015/16 tentative budget and will be setting up Budget Study Sessions with the full Board in order to adopt a tentative budget in July and adopt a budget in August 2015.

The Ways & Means Committee discussed the history of the main library capital improvement project and the numerous options that are available for the main library building. The Committee brainstormed numerous ideas and funding issues. The Committee also met with the Library Facilities Committee on May 13, 2015 to discuss some of these options. The minutes of that meeting follow.

Moved by Shafer, seconded by Marshall to accept the Ways & Means Committee

Minutes of May 6, 2015.

Motion Carried

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**JOINT MEETING OF THE WAYS & MEANS COMMITTEE AND THE
COUNTY LIBRARY FACILITIES COMMITTEE MINUTES/MAY 13, 2015**

Mark Bergstrom presented the Joint Meeting of the Ways & Means Committee and the County Library Facilities Committee Minutes of May 13, 2015.

No Action Items

Items Not Requiring Board Action.

There was discussion whether the Library Trustees are Advisory Members or Board Members that have decision making ability. The Prosecutor will be asked to look into that question for clarification. The Ways & Means Committee also had a list of questions for the Facilities Committee. These questions were 1) Is the current building worth renovating or should we be considering a smaller building to operate in the City? 2) What is the space requirement for the Library? If there was a move to a smaller building, what would be the space requirements? 3) What is the library's usage and for what service? What statistics does the Library have regarding usage of the Library? How does the Library know it is providing the services needed by the public? 4) The Ways & Means Committee wants the Library to provide budget and financials and to discuss what reductions would be needed to create a surplus to pay for the renovations needed now and in the future. 5) The Ways & Means Committee asks if the Library Facilities Board members have visited other Libraries to determine some best practice. Mr. Haemker stated they have some statistics and he will gather those and bring them and other information to the next meeting.

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Moved by Dontz, seconded by Schmidt to accept the May 13, 2015 minutes of the joint meeting of the Ways & Means Committee and the County Library Facilities Committee.

Motion Carried

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PERSONNEL COMMITTEE MINUTES/MAY 6, 2015

Ken Hilliard presented the Personnel Committee Minutes of May 6, 2015.

No Action Items.

Items Not Requiring Board Action.

The County Education Fund Policy still exists but it has not been funded for several years. The policy was discussed and changes have been suggested. Mr. Bergstrom had a few more suggestions concerning technical training and transferable credits. It was a consensus of the Board to send the Education Fund Policy back to the Personnel Committee for further review.

There were also seven (7) requests for step increases by numerous Department Heads and Elected Officials. These will be further reviewed and discussed at the June Personnel meeting.

Moved by Bergstrom, seconded by Schmidt to accept the Personnel Committee Minutes of May 6, 2015.

Motion Carried

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AIRPORT AUTHORITY APPOINTMENT

One (1) individual to serve the remainder of a three (3) year term previously held by Ross Spencer. The appointment will become effective immediately and expire on December 31, 2015.

William D. Bell 4 votes Gerald R. Haw 3 votes

William D. Bell was appointed to serve the remainder of a three (3) year term previously held by Ross Spencer. The appointment will become effective immediately and expire on December 31, 2015.

MSU EXTENSION ANNUAL REPORT

Jennifer Berkey, Interim District Coordinator for Michigan State University Extension, appeared before the Board to present the MSU Extension Annual Report. Also appearing before the Board was Debra Laws, 4-H Program Coordinator, Cynthia Jacobi, Nutrition

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Program Instructor, and Elaine Bush Fire wise/Tourism Educator. All presenters explained their programs and answered questions asked by the Board.

DISTRICT HEALTH DEPARTMENT #10 ANNUAL REPORT

Linda Vangills, Public Health Officer, appeared before the Board to present to present the District Health Department #10 Annual Report. Ms. Vangills also announced her retirement and this would be her last report to the Board. Ms. Vangills introduced Kevin Hughes as the new Public Health Officer for District Health Department #10 effective June 1, 2015.

GREEN TEAM COMMITTEE MINUTES/APRIL 30, 2015

Brook Shafer presented the Green Team Committee Minutes of April 30, 2015.

No Action Items.

Items Not Requiring Board Action.

Discussion concerning continuing contamination problems at Recycling sites. In particular, the Betsie Valley Site. Surveillance signs and possibly moving the recycling site were possible solutions.

The SEEDS Program in Manistee County is continuing to develop. The Manistee County Michigan Energy Office Community Energy Manager Pilot Program Report was presented to the Green Team Committee. The Courthouse and Government Center, Heath Department and Sheriff’s Office have already been provided with baseline assessments and action plans of energy consumption patterns through the SEEDS Program. This program will be offered to the County Library for possible benefits for energy assessments.

Discussions have taken place and will be ongoing as to the possibility of combining the City of Manistee and the County Recycling Program.

Moved by Schmidt, seconded by Marshall to accept the Green Team Committee Minutes of April 30, 2015.

Motion Carried

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CENTRA WELLNESS NETWORK ANNUAL REPORT

Joseph “Chip” Johnston, Executive Director of the Centra Wellness Network appeared before the Board to present the Central Wellness Network Annual Report.

PUBLIC SAFETY COMMITTEE MINUTES/MAY 6, 2015

Ken Hilliard presented the Public Safety Committee Minutes of May 6, 2015.

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VIRTUAL JAIL ORDERS PROGRAM CONTRACT

Sheriff Kowalkowski has entered into discussion with the Department of Corrections concerning the Virtual Jail Orders Program which includes the housing of low security inmates that are housed at Pugsley Correctional Facility and work daily at the Oaks Correctional Facility. The inmates would be housed at the Manistee County Jail and the jail would then invoice the Department of Corrections for an agreed upon cost which would generate revenue for the County. The Board supported the concept; however, the contract was not available for the Board's review.

It was a consensus to table the signing of the proposed contract until the contract can be reviewed by the Public Safety Committee and the Prosecuting Attorney and presented to the County Board.

Items Not Requiring Board Action.

Rob Carson, County Planner, appeared before the Board to discuss the Draft Natural Hazard Mitigation Plan of 2016. Mr. Carson addressed his concerns of the 21 Drainage Districts referred to in the Report that have not been documented yet. It has been requested of the County Drain Commissioner to map, identify, document and review the drainage Districts in the County but Drain Commissioner Smith has yet to start this process. The Natural Hazard Mitigation Plan recommends work on the drainage districts but that portion of the plan is difficult to support and include in the plan without the above mentioned work being done. Mr. Carson recommends a revised plan be adopted with modified language that limits the authority of the Drain Commissioner. This revised plan has been sent to Mike Woods and FEMA. A Resolution will be drafted and brought before the Public Safety Committee for review.

Ken Falk, Emergency Management Coordinator, indicated there will be an Emergency Response Plan meeting at the Courthouse in the County Commissioners Room on Thursday, May 21, 2015 at 1 p.m. with all Department Heads and Elected Officials. The purpose of the meeting is to discuss an Evacuation Plan and emergency Response Plan for the Courthouse and Government Center.

Moved by Dontz, seconded by Schmidt to accept the Public Safety Committee Minutes of May 6, 2015.

Motion Carried

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JOINT MANISTEE-BENZIE COURT COMMITTEE MINUTES/ MAY 12, 2015

Karen Goodman presented the Joint Manistee-Benzie Court Committee Minutes of May 12, 2015.

EVIDENCE BASED COGNITIVE RESTRUCTURING PROGRAM

Moved by Schmidt, seconded by Dontz to authorize a joint letter from Manistee and Benzie Counties to NMRE for consideration of funding an evidenced-based program for the Court.

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

NAYS: 0 None

Motion Carried

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Items Not Requiring Board Action.

Travel Reimbursement rates differ between Manistee and Benzie Counties. Manistee County has adopted the State rate for mileage and meals. Benzie County has a policy for Benzie employees however the affected employees being discussed are court employees. Benzie County will review their policy.

Moved by Schmidt, seconded by Shafer to accept the Joint Manistee-Benzie Court

Committee Minutes of May 12, 2015.

Motion Carried

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MISCELLANEOUS CONTROLLER AND BOARD ITEMS

SCHEDULE BOARD BUDGET STUDY SESSION

A Board Budget Study Session is scheduled for Monday, June 22, 2015 at 1:00 p.m. in the County Commissioner’s Room at the Manistee County Courthouse and Government Center.

Brook Shafer announced that an Open House for the new Norman Township Fire Station in Wellston will be held on Saturday, June 6, 2015 at 4:00 p.m.

Adjourn at the Call of the Chair.

_____ Clerk