

TUESDAY, APRIL 26, 2016

Pursuant to law, the Board of Commissioners met on Tuesday, April 26, 2016 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 Jill M. Nowak, County Clerk:

PRESENT: Mark Bergstrom, Jeff Dontz, Karen Goodman, Ken Hilliard, Alan W. Marshall and Brook Shafer

ABSENT: Richard Schmidt

APPROVE MEETING AGENDA

Moved by Shafer, seconded by Marshall to approve the Meeting Agenda as presented.

Motion Carried

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CONSENT AGENDA

Moved by Hilliard, seconded by Bergstrom to approve the Consent Agenda which includes the minutes of the March 15, 2016 Regular Board Meeting and the April 2016 monthly appropriations and fund transfers.

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

NAYS: 0 None

ABSENT: 1 Schmidt

Motion Carried

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PUBLIC COMMENT

None.

RECOGNITION, ANNOUNCEMENTS & CORRESPONDENCE

Mr. Kaminski indicated to the Board that there were closed session minutes from April 20, 2016 that was a portion of the Personnel Meeting that went into closed session. The Board is to review the minutes and return them to the County Clerk.

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Mr. Kaminski thanked Julie Schmeling, Administrative Secretary, for her work on National County Government Month. He also thanked Dylan Savela, Manistee News Advocate Reporter, for the newspaper coverage of the activities during the month and the feature stories of different offices in the Courthouse and Government Center.

TREASURER’S REPORT

Russell Pomeroy, County Treasurer, distributed a Forfeiture List for Manistee County for 2015 Forfeiture of 2013 and prior taxes. There are 26 parcels being foreclosed on. The State has first right of refusal, then the local municipality has the right to purchase it for public purpose and then finally, the County has last right of refusal. The Auction will be held on August 18, 2016 at the Little River Casino Resort at Noon.

Mr. Pomeroy reported on the delinquent tax settlement. For the first time since 2009, delinquent taxes have increased one half of one percent or approximately \$14,000 for the entire County. There is enough money in the Delinquent Tax Revolving Fund to fund the delinquent taxes. The County pays the local units to make them whole and then the County collects the delinquent taxes. The local units will be paid in May 2016.

FINANCE COMMITTEE REPORT

Board of Commissioners
Manistee County
Manistee, Michigan 49660

Board of Commissioners:

We do hereby submit our claims from February 29, 2016, through April 20, 2016:

General Fund:.....	\$512,615.01
Recycling Fund:	9,562.20
Maintenance of Effort Fund:.....	23,698.00
Township Improvement Fund:.....	9,250.00
Remonumentation Fund:.....	1,400.00
Register of Deeds Automation Fund:	12,610.72
Health Insurance Fund:	290,718.52
Law Enforcement Training Fund:.....	999.94
Concealed Pistol Licensing Fund:	183.69
Homeland Security Grant Fund:	18,201.81
Law Library Fund:	5,144.98
Corrections Officer Training Fund:	990.00
OHSP Grant Fund:.....	10,588.00
Housing Fund:.....	1,554.99
Community Corrections Fund:	1,500.00
Juvenile Accountability Fund:	450.00
Child Care Fund:.....	30,815.67
Soldiers & Sailors Fund:	1,411.09
Airport Authority Fund:.....	69,553.00
Compensated Services Fund:.....	178,182.20
Building Authority Debt Fund:.....	140,995.00
Tax Revolving – State Sales:	1,621.08
Drain Fund:	27,555.98

Total Claimed and allowed April 26, 2016\$1,349,601.88

Total Payroll for the period of February 29, 2016, through April 20, 2016\$662,879.39
(Includes 3 payrolls)

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Moved by Bergstrom, seconded by Shafer to accept the same be paid in the amount of \$1,349,601.88.

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

Motion Carried

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WAYS & MEANS COMMITTEE MINUTES/APRIL 20, 2016

Mark Bergstrom presented the Ways & Means Committee Minutes of April 20, 2016.

PAYMENT OF UNUSED ACCUMULATED VACATION AND PERSONAL HOURS

Moved by Hilliard, seconded by Bergstrom to approve the payment of unused vacation and personal hours to Zachary Riley in the amount of \$2,811.20; to be paid from the Employees Separation Fund.

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

Motion Carried

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2016 LAWN MOWING BIDS FOR COUNTY BUILDINGS

Moved by Bergstrom, seconded by Hilliard to approve the bid from Grimm’s Lawn Care for the purpose of lawn mowing for the 2016 season for County Buildings including the County Court House, County Sheriff Facility, County Health Department and the AES Building.

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

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Motion Carried

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**WALL REPLACEMENT ABOVE/BEHIND THE JUDGE'S BENCH IN THE
CIRCUIT COURTROOM**

Moved by Hilliard, seconded by Marshall to approve the bid from Carpenter's Sons Construction Company for the purpose of demolition and reconstruction of the wall above/behind the Judges bench in the Circuit Courtroom and installation of carpeting under the bench, in the amount of \$4,400.

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

NAYS: 0 None

ABSENT: 1 Schmidt

Motion Carried

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REMOVE, RELOCATE AND RE-INSTALL FILING SYSTEM

Moved by Bergstrom, seconded by Hilliard to approve the bid from Modern Office Interiors for the filing system relocation project from the County Sheriff's Facility to the District Court Offices for an amount not to exceed \$4,300; to be paid from the District Court Contingency Surplus Fund and the Sheriff's Office Contingency Surplus Fund.

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

NAYS: 0 None

ABSENT: 1 Schmidt

Motion Carried

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**CONSULTING SERVICES AGREEMENT BETWEEN MANISTEE COUNTY
AND TENURGY, LLC**

Moved by Bergstrom, seconded by Hilliard to the approve the thirty-six (36) month Consulting Services Agreement between Manistee County and Tenurgy, LLC which will

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enable Tenurgy, LLC to perform a utility bill audit on all County Buildings pending review and approval from the Prosecuting Attorney.

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

NAYS: 0 None

ABSENT: 1 Schmidt

Motion Carried

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LEASE AGREEMENT BETWEEN MANISTEE COUNTY AND THE ALLIANCE FOR ECONOMIC SUCCESS (AES) BUILDING

Moved by Bergstrom, seconded by Hilliard to approve the three (3) year lease agreement, June 1, 2016 through May 31, 2019, between Manistee County and the Alliance for Economic Success for the building at 395 Third St., Manistee.

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

NAYS: 0 None

ABSENT: 1 Schmidt

Motion Carried

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BIDS FOR TWO USED COUNTY SHERIFF VEHICLES

Moved by Bergstrom, seconded by Hilliard to approve the highest bids for the sale of two (2) former Sheriff vehicles from Robert H. Miehke; Item #1 - 2011 Ford Crown Victoria (VIN#152112) in the amount of \$3,156.56 and; Item #2 - 2005 Ford Explorer (VIN#UA28801) in the amount of \$2,156.56.

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

NAYS: 0 None

ABSENT: 1 Schmidt

Motion Carried

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2016 EQUALIZATION REPORT

Roger Elbers, Equalization Director, presented the Board with the 2016 Manistee County

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Equalization Report and requested approval of a Resolution #2016-13 to adopt the 2016 County Equalization Report as submitted with Accompanying Statements.

**Resolution #2016-13
Manistee County Board of Commissioners**

**RESOLUTION TO ADOPT THE 2016 COUNTY EQUALIZATION REPORT
AS SUBMITTED WITH THE ACCOMPANYING STATEMENTS**

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 26th day of April, 2016.

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

ABSENT: Schmidt

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

WHEREAS, the Equalization Department has examined the assessment rolls of the 14 townships and one city within Manistee County to ascertain whether the real and personal property in the respective townships and cities has been equally and uniformly assessed at true cash value; and

WHEREAS, based on its studies, the Equalization Department has presented to the Equalization Sub-Committee the 2016 Equalization data that equalizes the townships' and cities' valuations, by adding to or deducting from the valuations of the said taxable property in the 14 townships and one city, an amount which represents the true cash value; and

WHEREAS, the attached report is the result of the forgoing process.

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the County of Manistee, that the accompanying statements be, and the same hereby are, approved and adopted by the Board of Commissioners of the County of Manistee as the equalized value of all taxable property, both real and personal, for each of the 14 townships and one city in said County for real property values equalized at \$1,267,951,170 and personal property values equalized at \$92,408,850 for a total equalized value of real and personal property at \$1,360,360,020 pursuant to Section 211.34 M.C.L., 1948, as amended.

Moved by Bergstrom, seconded by Hilliard to approve the 2016 Equalization Report which includes Resolution #2016-13; to Adopt the 2016 County Equalization Report as Submitted with the Accompanying Statements; and authorize the County Board Chair and the County Clerk to sign the same.

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

NAYS: 0 None

ABSENT: 1 Schmidt

Motion Carried

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Mr. Elbers requested the Board to approve the L-4037 State Tax Commission Assessment Roll Certification Forms for each local unit of government and authorize the County Board Chair and the County Clerk to sign the same.

Moved by Bergstrom, seconded by Hilliard to approve the L-4037 State Tax Commission Assessment Roll Certification Forms for each local unit of government and authorize the County Board Chair and the County Clerk to sign the same.

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

NAYS: 0 None

ABSENT: 1 Schmidt

Motion Carried

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

Minutes of April 20, 2016.

Motion Carried

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COUNTY CHILD CARE FUND UPDATE

Cameron Clark, Youth Services Director for the 19th Judicial Circuit Juvenile Division appeared before the Board to give a brief update on the financial status of the County Child Care Fund.

Mr. Clark also introduced a Volunteer Service Program that the 19th Circuit Court for Manistee & Benzie Counties, Family Division is developing. Mr. Clark explained that the Court Social Worker position is vacant and this is giving the Court an opportunity to re-evaluate its resources to best impact the lives of the youth and families they serve. The cost of the program will cost less to both Counties. However, the Court would like to keep the Social Worker position open for at least 18-24 months while the development and implementation of the Volunteer Program gets underway and the results of the program are reviewed.

Moved by Marshall, seconded by Bergstrom to support the creation of the Volunteer Service Program as an alternative to hiring a Social Worker on a trial basis.

Motion Carried

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MANISTEE COUNTY BROWNFIELD AUTHORITY APPOINTMENTS

Moved by Hilliard, seconded by Marshall to appoint the following seven (7) members of the Manistee County Planning Commission to serve as a seven (7) member Manistee

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County Brownfield Authority with terms to follow that of the Planning Commission

Appointments:

- Ms. Clara Kraus Saari Term expires June 10, 2018
- Mr. Phillip Landis Term expires June 10, 2017
- Ms. Kimberly Ware Term expires June 10, 2017
- Mr. Robert Rishel Term expires June 10, 2016
- Mr. Richard Schmidt Elected Board Term
- Mr. Roger Smithe Term expires June 10, 2016
- Ms. Rosemary Daniels Term expires June 10, 2018

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

NAYS: 0 None

ABSENT: 1 Schmidt

Motion Carried

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MANISTEE COUNTY ROAD COMMISSION’S ANNUAL REPORT

Mark Sohlden, Manager of the Manistee County Road Commission appeared before the Board to present the Road Commission’s Annual Report for fiscal year October 1, 2014 through September 30, 2015.

HOUSING REVIEW COMMITTEE MINUTES/MARCH 29, 2016

Jeff Dontz presented the Housing Review Committee Minutes of March 29, 2016.

The Housing Review Committee has Power to Act on Emergency projects and did so on Emergency Project # 14-7-16.

Moved by Bergstrom, seconded by Hilliard to accept the Housing Review Committee Minutes of March 29, 2016.

Motion Carried

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PERSONNEL COMMITTEE MINUTES/APRIL 20, 2016

Ken Hilliard presented the Personnel Committee Minutes of April 20, 2016.

Closed Session minutes of the Ways and Means Committee of April 20, 2016 regarding POLC Grievance #15-57, were distributed for the Boards review and collected by the County Clerk. No action was needed.

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**EQUALIZATION DEPARTMENT JOB TITLE/JOB DESCRIPTION UPDATE
AND PAY GRADE INCREASE FOR THE APPRAISER/ASSISTANT TO
DIRECTOR POSITION**

Moved by Hilliard, seconded by Bergstrom to send the Job Description for the Appraiser/Assistant to Director position located in the Equalization Department to Mark Nottley for review of the job description, pay grade and title change.

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

NAYS: 0 None

ABSENT: 1 Schmidt

Motion Carried

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**RESOLUTION FOR THE MEDICAL CARE TO CHANGE THE MERS
BENEFIT FOR 2016**

Moved by Hilliard, seconded by Bergstrom to recommend the approval of the Medical Care Facility's Defined Benefit Plan Adoption Agreement to change the employee contribution rate to 4.85% effective October 1, 2016.

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

NAYS: 0 None

ABSENT: 1 Schmidt

Motion Carried

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Moved by Shafer, seconded by Marshall to accept the Personnel Committee Minutes of April 20, 2016.

Motion Carried

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PUBLIC SAFETY COMMITTEE MINUTES/APRIL 20, 2016

Ken Hilliard presented the Public Safety Committee Minutes of April 20, 2016.

No Items Requiring Board Action.

Non Action Items.

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Dispatch protocol for call outs was discussed and it was determined this protocol is dictated by the Medical Control Board. Individual Townships can direct the number of people called out on calls.

Discussion as to the JAWS truck that is located in Onekama Township took place. Costs for the operation and call outs are being addressed.

Moved by Hilliard, seconded by Bergstrom to accept the Public Safety Minutes of April 20, 2016.

Motion Carried

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TECHNOLOGY/INFORMATION COMMITTEE MINUTES/APRIL 20, 2016

Mark Bergstrom presented the Technology/Information Committee Minutes of April 20, 2016.

REGISTER OF DEEDS UPGRADE

Moved by Bergstrom, seconded by Marshall to approve the contract with Fidlar Technologies to purchase the LifeCycle Software for the Register of Deeds office at a cost of \$34,500. In addition to the LifeCycle Software, the committee agreed to authorize the purchase of the image and data replication service from Fidlar Technologies at an initial costs of \$4,500. The amounts are to be paid from the Register of Deeds Technology Fund.

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

Motion Carried

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Moved by Bergstrom, seconded by Hilliard to accept the Technology/Information Committee Minutes of April 20, 2016.

Motion Carried

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REGIONAL SUMMIT COMMITTEE MINUTES/APRIL 1, 2016

Brook Shafer presented the Regional Summit Committee Minutes of April 1, 2016.

There was not a quorum present and therefore no Action Items.

Items Not Requiring Board Action.

The location of the 13th Regional Summit are still be reviewed. The agenda will be different this year with networking in the morning and speakers in the afternoon. Details are still being worked on.

Discussion is taking place toward a County-wide activities week in 2017.

Moved by Bergstrom, seconded by Marshall to accept the Regional Summit Committee Minutes of April 1, 2016.

Motion Carried

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MISCELLANEOUS CONTROLLER AND BOARD ITEMS

Mr. Shafer reported that the paperwork in reference to Blacker Airport ownership will be completed soon. The hanger at the Airport has expanded in size and it is still being worked on.

Mr. Hilliard reported that the Bear Lake Improvement Board has had their first meeting this year and future meetings are scheduled for the 3rd Thursday of each month at 7 p.m. at Bear Lake Township Hall.

Mr. Dontz reported that the Bar Lake Improvement Board has had their first meeting this year. Mr. Dontz also reported that the \$7,500 loan from Manistee County to the Bar Lake Improvement Board has been repaid to the County.

The Hospital Ad Hoc Committee met with Mr. Ness, CEO of Munson. Another meeting will be held on May 11, 2016. Negotiations are moving forward.

Mr. Dontz reported that the Council on Aging voted not to pursue the Armory purchase and therefore there is no reason for the County Board to be involved.

PUBLIC COMMENT

Margaret Batzer, District 7 County Commissioner candidate, introduced herself and addressed the Board.

Adjourn at the Call of the Chair.

_____ Clerk