



c/o Manistee County Controller/Administrator's Office  
415 Third Street • Manistee, MI 49660  
Telephone: (231) 398-3500 • Fax: (231) 723-1795

**MEMBERS:**  
Dennis Bjorkquist, Chairperson  
B. Allan O'Shea, Vice-Chairperson  
Colleen Kenny, Secretary

## AGENDA

Monday, April 12, 2010  
5:00 P.M.

Road Commission Building  
8946 Chippewa Highway, Bear Lake, MI 49614

- 1) Call to order by the Chairperson.
- 2) Pledge of Allegiance.
- 3) Roll call.
- 4) Approval of Meeting Agenda.
- 5) Approval of the special meeting minutes from Monday, March 15, 2010.
- 6) Public comment.
- 7) Review of correspondence.
- 8) Consideration to approve payment of outstanding invoices:
  - A) Legal fee invoice #1325064; dated March 8, 2010 from Dykema Gossett, PLLC for February 2010 = \$8,049.54 (APPENDIX A)
  - B) Initial Retainer fee to Heinowski/Frischman Appraisal and Consulting, LLC for task II of casino appraisal as approved by the Board on 3/15/10 = \$12,000.00 (APPENDIX B)
    - 1) In addition, the Board must determine who approves additional out-of-pocket expenses greater than \$250.00 in task II of the appraisal, pursuant to the quote.
    - 2) Determination of the County's portion of the appraisal expense.
- 9) Review of Financial Report (attached to Cycle I-2010 Synopsis).
- 10) Review of Cycle I-2010 grant applications. During this agenda time, Board members and grant applicants will be given an opportunity to discuss individual applications in greater detail.
- 11) Next meeting date - **Monday, June 14, 2010 at 5:00 P.M. (Grant award meeting).**
- 12) Miscellaneous Board Member comment.
- 14) Adjournment.

VISIT: [www.manisteecountymi.gov](http://www.manisteecountymi.gov)

To view calendar of events, meeting minutes, Revenue Sharing Board Grant Application (downloadable version), etc.

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(APPENDIX A)

400 Renaissance Center • Detroit, MI 48243 • EIN# 38-1446628

DUE UPON RECEIPT

MANISTEE LOCAL REVENUE SHARING BOARD  
THOMAS KAMINSKI  
C/O MANISTEE COUNTY ADMINSTRATORS OFFICE  
415 THIRD STREET  
MANISTEE, MI 49660

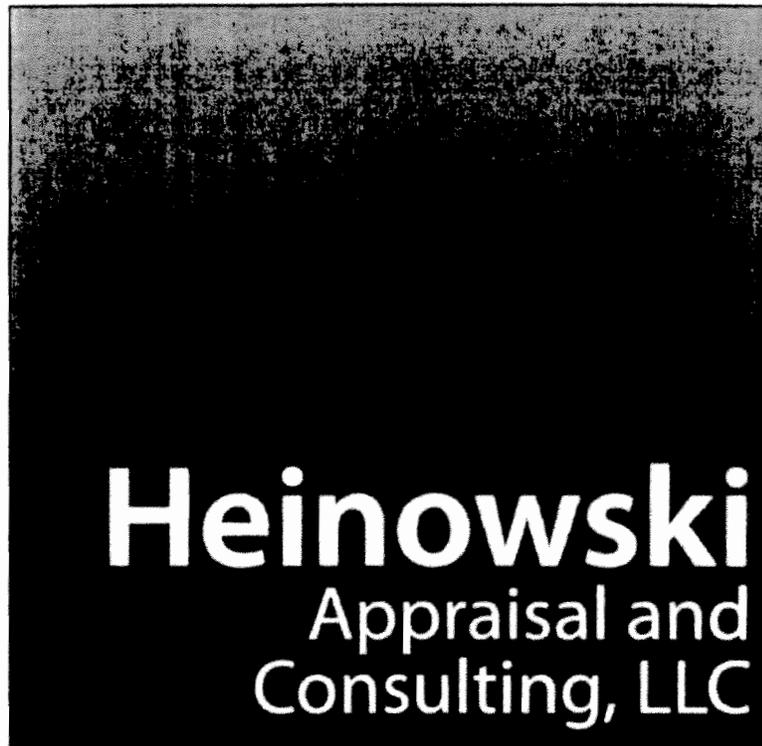
MARCH 8, 2010  
CLIENT-MATTER NO. 105518-0001  
INVOICE NO. 1325064

*FOR PROFESSIONAL SERVICES RENDERED*

**RE: GENERAL REPRESENTATION**

FEEs.....	\$	6,862.00
DISBURSEMENTS .....		1,187.54
<b>TOTAL AMOUNT DUE .....</b>	<b>\$</b>	<b><u>8,049.54</u></b>

(APPENDIX B-1)



**Partnering to provide Professional Appraisal and  
Consulting Services for the**

**Manistee Local Revenue Sharing Board**

(B-2)

## Task 2

**Heinowski Appraisal and Consulting, LLC** in partnership with **Frischman Appraisal & Consulting, LLC** propose to provide professional appraisal and consulting services as described above to be divided into the following steps and payment schedules:

Jointly **Heinowski Appraisal and Frischman Appraisal** proposes to perform the Real Property appraisal for \$24,000.00 plus reasonable out of pocket expenses. This total includes a single valuation date, December 31, 2009, for the 2010 tax year. A breakdown of the fees is as follows

1. **Retainer.** Step One: A retainer of one half of the total fee, of \$12,000, will be required at the execution of this agreement and prior to the start of work.
2. **Phase One (1) of the Real Property Appraisal.** Step Two. This Phase of the real property appraisal assignment will include a complete appraisal report in a summary format (as itemized below). Upon completion of this step, half of the overall appraisal fee, \$12,000.00 is due and payable

Any out of pocket expense greater than \$250.00 must be approved by the client or its representative prior to the expenditure being made in order for reimbursement to be sought.

The payments shall become due and payable within 30 days of invoice and will be invoiced upon completion. Any late payment without prior consent will incur a 10% late fee based on the total agreement price plus an interest charge of 1.0% per month

Please note that this proposal covers a single valuation date including the "as-is" true cash value determination as of December 31, 2009 for the 2010 tax years which will be documented in a complete appraisal in a summary format.

The appraisal report will be consistent with USPAP SR 2-2(b) and outlined as follows.

### Letter of Transmittal

#### Introduction

- Summary of Salient Facts and Conclusions
- Identification of the Subject Property
- Property Rights being Appraised
- Scope of work
- Statement of Competency
- Identification and Definition of Interest being Appraised
- Purpose of Function of the Appraisal
- Date of Report and Date(s) of Valuation
- Sales History of the Property
- Statement of Assumptions and Limiting Conditions



**FINANCIAL REPORT AND SYNOPSIS OF  
REVENUE SHARING BOARD GRANT APPLICATIONS  
2010-Cycle I (DEADLINE 03/05/10)  
(PREPARED APRIL 7, 2010)**

**FINANCIAL REPORT**

Total 2% funds received by the County Treasurer:

11/30/99 =	\$ 337,155.00
06/01/00 =	\$ 418,077.00
12/01/00 =	\$ 770,966.49
05/31/01 =	\$ 644,164.97
11/28/01 =	\$ 839,976.85
05/30/02 =	\$ 728,727.53
11/22/02 =	\$ 986,490.63
05/30/03 =	\$ 872,249.88
12/01/03 =	\$1,083,331.66
05/28/04 =	\$ 939,676.94
11/05/04 =	\$1,189,353.37
01/28/05 =	\$ 37,139.00
05/31/05 =	\$ 919,301.62
12/01/05 =	\$1,184,361.59
06/21/06 =	\$1,013,458.47
12/13/06 =	\$1,154,104.36
06/08/07 =	\$ 991,392.41
12/07/07 =	\$1,104,684.17
05/29/08 =	\$ 933,889.32
01/06/09 =	\$ 968,266.28
07/22/09 =	\$ 755,104.24
12/18/09 =	\$ 913,129.21
02/10/10 =	\$ 498,931.75 (08/09 Recalculation of Base)

\$19,283,932.74

ADD: Interest Earnings:

12/99-12/31/99 =	\$ 1,108.43
01/00-12/31/00 =	\$ 18,823.29
01/01-12/31/01 =	\$ 33,676.12
01/02-12/31/03 =	\$ 50,560.83
01/04-12/31/04 =	\$ 21,013.84
01/05-12/31/05 =	\$ 31,347.46
01/06-12/31/06 =	\$ 35,824.17
01/07-12/31/07 =	\$ 105,910.11
01/08-04/30/08 =	\$ 40,695.79
05/01/08-02/28/09 =	\$ 28,923.54
03/01/09-11/30/09 =	\$ 4,795.95
12/01/09-02/28/10 =	\$ 2,257.73

\$374,937.26

LESS: Grant Awards:

May 8, 2000 =	\$ 297,527.47
October, 9, 2000 =	\$ 405,173.66
December 11, 2000 =	\$ 2,257.83
May 14, 2001 =	\$ 747,246.00
November 5, 2001 =	\$ 635,405.82
May 6, 2002 =	\$ 578,616.00
October 28, 2002 =	\$ 970,410.94
May 12, 2003 =	\$ 385,480.00
November 10, 2003 =	\$ 395,185.96
December 8, 2003 =	\$ 198,773.01
December 19, 2003 =	\$ 838,983.71
May 10, 2004 =	\$ 405,517.12
November 8, 2004 =	\$1,559,776.68
May 16, 2005 =	\$ 561,450.60
November 7, 2005 =	\$1,552,976.22
May 8, 2006 =	\$ 238,820.98
November 6, 2006 =	\$1,976,342.94
May 7, 2007 =	\$ 133,488.89
November 5, 2007 =	\$2,039,267.85
May 12, 2008 =	\$ 138,086.00

December 8, 2008 = \$1,894,835.01  
 June 8, 2009 = \$ 129,436.00  
 December 14, 2009 = \$ 101,261.00

(\$16,186,319.69)

ADD: Grant Reimbursements received from 9/21/07 through 10/14/09  
 (all funds redistributed as Public Safety grants on December 14, 2009) = \$6,872.56

ADD: Grant Reimbursement from Village of Eastlake  
 (Check #11331, dated 3/10/10) = \$42.00

ADD: Grant Reimbursement from the Manistee County Library  
 (Check #037149, dated 3/10/10) = \$6,577.77

LESS: Administrative Fees and other invoices  
 approved for payment through 04/11/10 = (\$662,543.41)

**ACCOUNT BALANCE AS OF 04/11/10 = \$2,823,499.23**

(Note: Balance does not include interest earnings from 03/01/10 to present)

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### ESTIMATED 2009 CYCLE II AVAILABLE PILT GRANT FUNDS

CURRENT ACCOUNT BALANCE = \$2,823,499.23  
 (Includes interest earned through 02/28/10)

LESS: December 14, 2009 2% Payment from Casino = (\$913,129.21)

LESS: February 10, 2010 08/09 Recalculation of Base Payment from Casino = (\$498,931.75)

LESS: March 10, 2010 Grant Reimbursements = (\$6,619.77)

Amount available for 2009 P.I.L.T. Grant distribution = \$1,404,818.50

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### 2010 CYCLE I ESTIMATED GRANT DISTRIBUTION

CURRENT ACCOUNT BALANCE = \$2,823,499.23  
 (Includes interest earned through 02/28/10)

LESS: Amount reserved for 2009 P.I.L.T. Grant distribution = (\$1,404,818.50)

LESS: Estimate of Outstanding Invoices scheduled to be paid 04/12/10 and 06/14/10  
 (Admin. Fee = \$25,000.00; Liability Insurance Premium = \$3,827;  
 Legal Fees Estimate = \$25,000; Casino Appraisal = 31,500) = (\$85,327.00)

LESS: Approximate amount which will remain in the  
 account for operating expenses = (\$10,000.00)

ADD: Interest earnings 03/01/10 through 2010 Cycle I grant distribution date = ?

Approximate balance remaining for grant distribution = \$1,323,353.73

LESS: Minimum amount required for distribution in the form of Public Safety Grants  
 (\$913,129.21 X 12.5%) + (\$498,931.75 x 12.5%) + (\$6,619.77 reimbursements received  
 from grant recipients from 3/10/10 through 3/10/10) = (\$183,127.39)

Amount remaining for distribution in the form of "Offset", "Other" and  
 additional "Public Safety" grants = \$1,140,226.34  
 (Note: P.I.L.T. Grants distributed in Cycle II)

(Note: The Board may consider reserving a portion of the account balance for P.I.L.T.  
 payments awarded in November/December 2010 and paid in February 2011.)

**GRANT APPLICATION SYNOPSIS - 2010 CYCLE I  
(Grant Application Deadline Friday, March 5, 2010)**

**All grant applications are listed in the approximate order they were received.**

**A) CATEGORY I - Local Public Safety**

	<b>NAME OF APPLICANT</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>A1)</b>	Manistee County Road Commission 8946 Chippewa Highway Bear Lake, MI 49614	This application requests partial funding for the purchase of new stop signs, stop ahead signs and yield signs that approach intersections throughout the County. Although this purchase will not complete the entire County, it will complete the primary road system that is being mandated to change to a new prismatic sign material. Specifically, the following items will be purchased in order of priority. (1) 600 new stop signs (2) 600 new stop ahead signs (3) 200 new yield signs The total budget for this project is \$55,000, with \$15,000 being funded by the applicant.	\$40,000.00
<b>A2)</b>	Manistee Township 410 Holden Street Manistee, MI 49660 (On behalf of the Manistee Township Fire Department)	This application requests partial funding to purchase two sets of turnout gear for the Township Fire Department and a gas monitor to check four different types of gases in homes, businesses and in the open air. The total budget for this project is \$4,500, with \$500 being funded by the applicant.	\$4,000.00
<b>A3)</b>	Maple Grove Township 9213 Aura Street P.O. Box 48 Kaleva, MI 49645-0048 (On behalf of the Maple Grove Township Fire Department)	This application requests funds to purchase the following items to outfit Township firefighters: 4 Mifflin Valley smoke jumper pants = \$480.00 4 Thorogood leather boots = \$1,100.00 4 helmet mounts = \$86.00 4 Janesville 32" coats = \$3,932.44 4 Janesville superpant = \$2,581.08 4 suspenders = \$120.00 4 Stealthlite with photo luminescent shroud = \$164.80 4 Mifflin Valley coats = \$576.00	\$9,041.00
<b>A4)</b>	Stronach Township 2471 Main Street P.O. Box 356 Manistee, MI 49660 (On behalf of the Stronach Township Fire Department)	This application requests funds to purchase five adult/child CPR mannequins, five infant CPR mannequins, 200 replicable lung bags, and a multi-media projector. This equipment will ensure that all members of the Stronach Township Fire Department stay current on lifesaving techniques that are required by the State of Michigan and the Federal Government.	\$1,200.00
<b>A5)</b>	Onekama Township 5435 Main Street P.O. Box 458 Onekama, MI 49675 (On behalf of the Onekama Township Fire Department)	This application requests funds to purchase the following fire/emergency safety equipment, which will be used in emergency response calls. These items are listed in order of priority. 1. 40 public safety vests = \$1,198.00 2. 4 fold and roll signs = \$1,175.80 3. 2 A-frame barricades = \$273.90 4. 30 traffic cones with reflective strips = \$658.50 5. 4 stop/slow signs = \$59.80 6. 4 LED light batons = \$115.80 7. 2 cases of 30 minute flares = \$125.90 8. 4 flare containers = \$47.80 The purchase of these items is necessary for the department to be in compliance with the Michigan Move Over Law, Act 300 of 1949.	\$3,655.50

	<b>NAME OF APPLICANT</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>A6)</b>	Onekama Township 5435 Main Street P.O. Box 458 Onekama, MI 49675 (On behalf of the Onekama Township Fire Department)	This application requests partial funding for the purchase of a new primary pumper fire truck for the Township. The last pumper vehicle purchased was in 1989, and the growth of the Township's fleet has not corresponded with the growth of residents in the service area. The Onekama Township Fire Department has determined that the best solution to the identified risk is to retire the oldest, most outdated vehicle and purchase a new firefighting vehicle. The 2009 foam pumper will include a four wheel drive chassis, with a 1,000 gallon tank capacity and a 1,350 gallons per minute pump, and will be compliant with all current NFPA standards. The total budget for the project is \$287,000, with \$252,000 being funded by the applicant.	\$35,000.00
<b>A7)</b>	Manistee County 415 Third Street Manistee, MI 49660	This application requests funds to partially pay for specific Courthouse security improvements. The Sheriff currently employs a Courthouse Security Officer that staffs the courtrooms and provides Courthouse & Government Center security when available. The improvements being proposed are to provide a bullet-resistant barrier at the County Clerk and County Treasurer's offices. This includes the replacement of doors, counters, etc. to provide a safe environment for employees of these two departments. The project also includes securing the Juvenile Division office waiting area by installing a secure door and electronic locking system. The need for the project was determined by a security assessment, which was performed by Landmark Design Group PC. The assessment was completed in August 2009. The total budget for this project is \$75,000, however, \$65,000 will be funded by the applicant.	\$10,000.00
<b>A8)</b>	Manistee County 415 Third Street Manistee, MI 49660 (On behalf of the Manistee County Sheriff's Office)	This application requests funds to purchase the necessary equipment and safety supplies to perform rescue operations on vehicles within the County. The Sheriff's Office needs to equip the JAWS Department with a set of spreaders, quick connect couplers and protective clothing. This equipment would allow the ability to save time while performing rescue operations on vehicles. It would provide added personal safety equipment for the emergency volunteers. The following items are being requested in order of priority: 1. 10 Fire-Dex two piece extrication suits. The suits provide protection from sparks, fire and heat. = \$4,299.80 2. An ML-28 Defender spreader, which has a spreading force of up to 44,000 lbs and a pulling force of up to 20,000 lbs. It has a star grip control valve that permits tool actuation from almost any gripping position. The spreader also has a deadman control valve that reverts back to the neutral position if the operator's hand slips from the control. = \$7,850.00 3. A Hurst streamline fitting and coupling kit, which provide a quick disconnect capability by converting the current two hose system to a one hose system. The extrication unit will be able to change out tools without powering down the entire system. = \$2,611.00	\$14,760.80

	<b>NAME OF APPLICANT</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>A9)</b>	Manistee County 415 Third Street Manistee, MI 49660 (On behalf of the State Sheriff's Chief's Enforcement of Narcotics Team [SSCENT])	This application requests funding to operate a Silent Observer program in Manistee, Mason and Oceana Counties, which provides information or tips to law enforcement to help solve crimes. Silent Observer provides a toll free telephone number that citizens can call anonymously if they chose to report information in regards to serious crimes. Maintaining the telephone line needed to facilitate the main function of the program would be the number one priority for spending grant funds. Another part of the program is to purchase posters with the Silent Observer information and telephone number, which will be distributed throughout the three county area. The final aspect of this grant proposal seeks funding for a website for the Silent Observer program that would allow citizens to send email or text messages to the program. The total budget for the program includes the telephone line for a 24 month period (\$1,560), advertising costs (\$1,000) and a Silent Observer website for two years (\$2,097.80).	\$4,657.80
<b>A10)</b>	Manistee County 415 Third Street Manistee, MI 49660 (On behalf of the Manistee County Prosecuting Attorney's Office and the Manistee County Child Advocacy Center)	The Manistee County Prosecuting Attorney's Office is making application on behalf of the Manistee County Child Advocacy Center. The Child Advocacy Center was established to be a resource for the Prosecutor, law enforcement and Child Protective Services to combine interviews and have collaborative investigations in cases of child sexual abuse or severe physical abuse. This application, if awarded, will partially fund the acquisition of more space for the forensic interviewing segment of the Center. Specifically, the Center would rent and renovate a room across the hall from its current location. The total budget for this project is \$10,800, with \$3,600 being funded by the applicant.	\$7,200.00
<b>A11)</b>	Village of East Lake 175 Main Street P.O. Box 129 East Lake, MI 49626-0129	This application requests funds for the purchase of six type III road barricades, which are needed for daily safety situations.	\$864.89
<b>A12)</b>	Charter Township of Filer 2505 Filer City Road Manistee, MI 49660 (On behalf of the Filer Township Fire Department)	This application requests partial funding to purchase breathing air bottles, which are used during fires and emergencies where dangerous atmospheres are present. The township's current backup bottles are outdated and can no longer be refilled. The purchase of new bottles will provide a second bottle for each SCBA. The total budget for the project is \$9,320, with \$1,000 being funded by the applicant.	\$8,320.00
<b>A13)</b>	City of Manistee 70 Maple Street P.O. Box 358 Manistee, MI 49660 (On behalf of the Manistee City Police Department)	This application requests partial funding for the purchase of replacement bullet-proof vests for members of the City Police, as well as the chaplain. According to the manufacturer's warranty, and the U.S. Department of Justice, a bullet-proof vest has a life of five years. All of the 14 vests currently used by the City are at the end of their five year life and in need of replacement. A U.S. Department of Justice grant has been awarded to the City to partially pay for these vests. A total of 14 vests are needed at a cost of \$750 each. The total budget for this project is \$10,500, with \$4,900 being paid through a U.S. Department of Justice grant.	\$5,600.00
<b>A14)</b>	City of Manistee 70 Maple Street P.O. Box 358 Manistee, MI 49660 (On behalf of the Manistee City Fire Department)	This application requests funds for the purchase of two mobile data terminals, including associated costs of installing the terminals in Fire Department vehicles. Fire and EMS delivery can be greatly improved with the use of mobile data terminals. Dispatching is improved by the use of these units, resulting in quicker and more efficient response to those in need. Data management is improved, allowing the Department to better respond to community needs. MDT's allow GIS information to be used during emergencies and pre-fire plans can be developed and maintained on these units, allowing a more effective response to high hazard fires. Building inspections can also be integrated into these units.	\$12,000.00

	NAME OF APPLICANT	DESCRIPTION	AMOUNT
<b>A15)</b>	Village of East Lake 175 Main Street P.O. Box 129 East Lake, MI 49626-0129 (On behalf of the East Lake Village Fire Department)	This application requests funds to purchase 7 sets of turnout gear for firefighters.	\$9,600.00
<b>A16)</b>	Cleon Township 16505 Imhoff Drive Copemish, MI 49625 (On behalf of the Cleon Township Fire Department)	This application requests partial funding to purchase turnout gear for 6 firefighters. Specific items include: 1. 6 coats = \$6,000.00 2. 6 pants = \$4,200.00 3. 6 helmets = \$1,800.00 4. 6 pairs of gloves = \$222.00 5. 6 hoods = \$180.00 The total budget for the project is \$12,402, with \$2,402 being funded by the applicant.	\$10,000.00
<b>A17)</b>	West Shore Medical Center 1465 E. Parkdale Avenue Manistee, MI 49660 (On behalf of West Shore Medical Center - Fund Development)	This application requests partial funding for the purchase of an infant security system, which will improve the safety and security of infants at West Shore Medical Center. In a recent International Standards Organization audit, West Shore Medical Center was cited for issues relating to infant abduction. While the risk of abduction is not great, it does happen and infant security systems are recommended by the National Center for Missing and Exploited Children. The total budget for this project is \$45,000, with \$10,000 being funded by the applicant.	\$35,000.00

**TOTAL CATEGORY I - Local Public Safety Applications (17) = \$210,899.99**

**B) CATEGORY II - 2010 Payment in Lieu of Taxes**

**TOTAL CATEGORY II - 2010 Payment in Lieu of Taxes (0) = \$0.00**

**C) CATEGORY III - Offset of Actual Operating Expenses**

**TOTAL CATEGORY III - Offset of Actual Operating Expenses (0) = \$0.00**

**D) CATEGORY IV - Other Lawful Local Government Purposes**

	NAME OF APPLICANT	DESCRIPTION	AMOUNT
<b>A1)</b>	Manistee County 415 Third Street Manistee, MI 49660 (On behalf of Manistee-Benzie Community Mental Health Agency)	This application requests funds to purchase a wheelchair access van to transport individuals who must travel with an attendant. Specifically, a 2010 Dodge Grand Caravan SE V6 handicap van with lift compatible for two wheel cars.	\$35,000.00

**TOTAL CATEGORY IV - Other Lawful Local Government Purposes  
Applications (1) =**

**\$35,000.00**

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**GRANT APPLICATION SYNOPSIS - 2010 Cycle I  
RE-CAP**

TOTAL CATEGORY I - Local Public Safety Applications (17) = **\$210,899.99**

TOTAL CATEGORY II - Payment in Lieu of Taxes (0) = **\$0.00**

TOTAL CATEGORY III - Offset of Local Operating Costs Application (0) = **\$0.00**

TOTAL CATEGORY IV - Other Lawful Local Government  
Purpose Applications (1) = **\$35,000.00**

**TOTAL APPLICATIONS AMOUNT ALL CATEGORIES  
Cycle I-2010 (18) =**

**\$245,899.99**

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