



CLERK

Jill M. Nowak
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Lisa Sagala
(231) 398-3504

AGENDA

THE MANISTEE COUNTY BOARD OF COMMISSIONERS WILL HOLD THEIR REGULAR MEETING ON TUESDAY, SEPTEMBER 21, 2021 AT 5:00 P.M. IN THE BOARD OF COMMISSIONERS' MEETING ROOM LOCATED IN THE MANISTEE COUNTY COURTHOUSE AND GOVERNMENT CENTER, 415 THIRD STREET, MANISTEE, MICHIGAN.

CALL TO ORDER BY THE CHAIRPERSON

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL

APPROVAL OF MEETING AGENDA

CONSENT AGENDA

- A) The minutes of the August 24, 2021 Board meeting.
- B) September 2021 monthly appropriations and fund transfers which are attached under APPENDIX A.

PUBLIC COMMENT

RECOGNITION & ANNOUNCEMENTS

COMMITTEE REPORTS - (Reports may be given at any time during the meeting as time allows).

- A) Policy Committee Report
- * B) Ways & Means/Finance/Equalization/Physical Resources/Investment Committee
- C) Housing Review Committee Report
- D) Personnel Committee Report
- * E) Public Safety Committee Report & Sheriff Report
- F) Technology/Information Committee Report
- G) Human Services Committee Report
- H) Executive Committee Report (Joint Court Committee)
- I) Public Defender Committee Report
- * J) Green Team/Recycling Committee Report
- K) Regional Summit Committee Report
- * L) Reports from individual Commissioners on various special assignments.
- M) Road Commission Update (Nikki Koons)
- N) Airport Authority Update

(* = Committee meetings held this month)

5:00 P.M. – PUBLIC HEARING ON AMENDMENT TO THE MANISTEE COUNTY PLANNING COMMISSION ORDINANCE OF DECEMBER 2008.

This agenda item includes a Public Hearing to amend the Manistee County Planning Commission Ordinance of December 2008.

IMMEDIATELY FOLLOWING THE PUBLIC HEARING, the Board will consider approval of the amendments as presented.

5:15 P.M. - BOARD/COMMISSION APPOINTMENTS

MANISTEE COUNTY PARK AND RECREATION COMMISSION

One (1) at-large position to fill an unexpired three (3) year term beginning immediately and expiring December 31, 2023.

Applicants for this position are as follows:

1. Robert Schuelke
12594 Creek Drive
Kaleva, MI 49645

COUNTY BOARD OF CANVASSERS

Two (2) individuals, one (1) Democrat and one (1) Republican, will be considered for a four (4) year term of office beginning November 1, 2021 and expiring October 31, 2025. Michigan election law provides that the expired terms must be filled as follows:

- The County committee of each political party is required to provide the County Clerk with the names of three nominees for the party's expiring seat on the Board no later than September 1, 2021. (MCL 168.24c)
- The County Board of Commissioners is required to fill the two vacancies on the Board by electing a Republican member and a Democratic member from the submitted names. Michigan election law specifies that the County Board of Commissioners use ballots when filling the seats. (MCL 168.24c) (Note: As the Open Meetings Act prohibits a voting procedure at a public meeting which prevents citizens from knowing how members of the public body have voted, a "secret" balloting process cannot be employed by the Board of County Commissioners when filling the positions.)
- The County Clerk is required to notify the appointees within five days. (MCL 168.24a(2)).

The names of the applicants submitted by the Democratic Party are as follows:

- 1) Shirley Madden – Incumbent
5422 Lakeshore Drive
Manistee, MI 49660
- 2) John Helge
450 Cedar Street
Manistee, MI 49660
- 3) Mary Ortiz
252 Lakeshore Drive
Manistee, MI 49660
(Note: No application for appointment received)

The names of the applicants submitted by the Republican Party are as follows:

- 1) Anthony (Tony) Gagliardo
(Note: No application for appointment received)
- 2) Jim Mowry
1700 Lakeshore Road
Manistee, MI 49660
- 3) Colleen Tucker
(Note: No application for appointment received)

5:30 P.M. – JENNIFER BERKEY, DISTRICT DIRECTOR – DISTRICT 3, MICHIGAN STATE UNIVERSITY EXTENSION, will appear before the board to give their annual report.

6:00 P.M. – PUBLIC HEARING ON THE FY 2021/22 COUNTY BUDGET:

The purpose of this hearing is to receive public comment on the Manistee County FY 2021/22 budget and the proposed tax millage rate to be levied to support the budget and County entity budgets which are supported by special millages

On Tuesday, August 24, 2021, the Board of Commissioners adopted a FY 2021/22 tentative General Fund budget totaling \$12,322,881, and tentative Supplemental Fund budgets totaling \$11,569,484. Since that time, the tentative budget and maximum property tax millage rate of 8.8319 mills has been available for public inspection in the County Clerk’s office and on the County’s website. The County Board has reviewed the financial statements of all County entities receiving special voted millage to determine whether millage reductions should occur. The Board, during its budget study sessions have reached consensus that the following Manistee County millage should be levied in accordance with the General Property Tax Act.

ENTITY	2020 MILLAGE LEVY	MAXIMUM 2021 MILLAGE LEVY	RECOMMENDED 2021 MILLAGE LEVY
County Allocated Operating (levied in July 2020)	5.5000	5.4708	5.4708
Library Operations	1.0000	.9947	.9947
Medical Care Operations	.5000	.4973	.4973
9-1-1 Emergency Response	.8000	.9947	.8000
Dial-A-Ride Operations	.3300	.4973	.4973
Council on Aging Operations	.3000	.4724	.4724
Conservation District	.1000	.0994	.0994
TOTAL	8.5300	9.0266	8.8319

In addition to public input, County Administration will provide a brief overview of recommended changes to the tentative budget and answer any questions from the public and/or Board members. (A copy of the Public Comment Rules of Procedure is attached under APPENDIX B.)

IMMEDIATELY FOLLOWING THE PUBLIC HEARING, the Board will consider adoption of the 2020 General Fund Appropriations Act Resolution. This resolution adopts the FY 2020/21 General Fund and Supplemental Fund budgets. This resolution also levies under the General Property Tax Act, a total millage of 8.5300 mills for 2020 operations, and sets specific policies and procedures regarding the FY 2020/21 budget.

MISCELLANEOUS CONTROLLER AND BOARD ITEMS. (These items may be considered at any time during the meeting as time allows).

- A) Local Revenue Sharing Grant Application Approval – Manistee County Sheriff’s Office
- B) Approval of Veteran’s Services Fund Contract
- C) Planning Department Report
- D) Strategic Plan Update – Please review the changes that were made to goal #1. Please review goal #2 and plan discuss any updates that need to happen with this goal.
- E) Resolutions from various counties.

CORRESPONDENCE

PUBLIC COMMENT

ADJOURNMENT

visit: www.manisteecountymi.gov to view the County Directory, Calendar of Events, Meeting Reports (under Board of Commissioners), etc.

APPENDIX A

2021 CONSENT AGENDA

MONTHLY APPROPRIATIONS – SEPTEMBER 2021

District Health Dept. #10 Appropriation	\$13,088.87
Centra Wellness Network	<u>\$14,337.62</u>
TOTAL	<u>\$27,582.67</u>

FUND TRANSFERS – SEPTEMBER 2021

Transfer from General Fund Line Item #101 103 999.013 "Transfer-Airport Fund" to the Airport Fund #295 (1/12)	\$10,000.00
Transfer from General Fund Line Item #101 131 999.002 "Transfer-Law Library Fund" to the Law Library Fund #269 (100%)	\$0.00
Transfer from General Fund Line Item #101 265 999.008 "Transfer-Capital Improvement Fund" to the Capital Improvement Fund #251 (100%)	\$0.00
Transfer from General Fund Line Item #101 142 999.015 "Transfer Out-Child Care" to the Child Care Fund #292 (1/12)	\$15,946.88
#101 265 999.009 "Transfer Out-Building Authority Fund" to the Building Authority Debt Fund #369 (1/12)	\$13,083.37
Transfer from General Fund Line Item #101 103 999.024 "Transfer Out-Recycling Fund" to the Recycling Fund #225 (100%)	\$0.00
Transfer from General Fund Line Item #101 351 999.010 "Jail Loan Payment Fund Transfer" to the Tax Revolving Fund (100%)	\$0.00
Transfer from General Fund Line Item #101 682 999.020 "Transfer Out-Other Funds" to the Soldiers & Sailors Relief Fund #293 (100%)	\$0.00

APPENDIX A-2

Transfer from General Fund Line Item #101 131 999.001 "Transfer Out - Community" Corrections Fund #284 (100%)	\$0.00
Transfer from General Fund Line Item #101 103 999.014 "Transfer Out-OPEB Trust" to the "OPEB Trust Account" (1/12)	\$13,909.13
Transfer from General Fund Line Item #101 172 999.023 "Transfer Out - Indigent Defense Fund" Indigent Defense Fund #259 (100%)	\$0.00
Transfer from General Fund Line Item #101 301 999.017 "Transfer Out - Law Enforcement Fund" Law Enforcement Training Fund #266 (100%)	\$0.00
TOTAL	<u>\$52,939.38</u>
Total Appropriations and Fund Transfers =	<u>\$80,522.05</u>

The County Board also approves the monthly budgeted transfer of funds from each individual departmental line item for Health Insurance, Life Insurance, Dental Insurance, and Workers' Compensation to the Employee Fringe Benefits Fund #260; the transfer of funds from individual departmental line items for Retirement to the Compensated Services Fund #297; and the transfer of funds from the individual departmental line items for sick and vacation payouts to the Employee Separation Fund #298.

APPENDIX B

MANISTEE COUNTY BOARD OF COMMISSIONERS PUBLIC COMMENT PROCEDURE

The Manistee County Board of Commissioners welcomes public comment in support of its decision-making process. To assure an orderly, fair and balanced process, the Board asks that participants observe the following rules of procedure:

- 1) Please reserve your time to speak by listing your name and address on the Public Hearing sign-up sheet.
- 2) The Chairman will recognize each speaker. When a speaker has the floor, he/she is not to be interrupted unless time has expired. Persons speaking without being recognized shall be out of order.
- 3) Speakers shall address all comments and questions to the Board Chairman.
- 4) Public comment shall be limited to five (5) minutes per speaker, one time only. If a group of people wish to be heard, a spokesperson may be designated who may request that more than five (5) minutes be permitted for the collective comments of that group as presented by that speaker.
- 5) The Chairman may request that repetitive comments be limited or abbreviated in the interest of saving time and allowing others to speak.
- 6) Normal civil discourse and decorum is expected at all times. Applause, shouting, outbursts, demonstrations, name-calling or other provocative speech or behavior is not helpful to the decision-making process and may result in removal from the hearing or an adjournment.

Thank you for your interest in the work of the Manistee County Board of Commissioners and for your cooperation with these rules.

{m to Board/PUBLIC COMMENT}