

TUESDAY, FEBRUARY 21, 2023

Pursuant to law, the Board of Commissioners met on Tuesday, February 21, 2023 at 9:00 a.m. in the Board of Commissioner's Room and were called to order by the Chairperson.

Pledge of Allegiance

Invocation

PRESENT: Margaret Batzer, Jeff Dontz, Karen Goodman, Richard Schmidt

ABSENT: Eric Gustad, Nikki Koons, Janice McCraner

APPROVE MEETING AGENDA

Moved by Goodman, seconded by Batzer to approve the Meeting Agenda as amended.

Motion Carried

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CONSENT AGENDA

Moved by Schmidt, seconded by Batzer to approve the Consent Agenda which includes the minutes of the January 17, 2023 Board meeting and the February monthly appropriations and fund transfers.

YEAS: 4 Batzer, Dontz, Goodman, Schmidt

NAYS: 0 None

ABSENT: 3 Gustad, Koons, McCraner

Motion Carried

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PUBLIC COMMENT

Bob Rishel
Jeff Seng

*Nikki Koons present at 9:04 a.m.

RECONGNITION & ANNOUNCEMENTS

Manistee County Sheriff Brian Gutowski appeared before the county's board of commissioners on Tuesday to recognize corrections officer Kenneth Wilson and animal control deputy Dillon Rosa for their life-saving actions in the last year.

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On May 7, 2022, Wilson was on duty at the Manistee County Jail conducting his hourly well-being check on inmates at the facility, Gutowski reported. During that round, he noticed that there was an inmate who was in the shower for a significantly longer time than you would expect. Wilson found that the man was attempting suicide. He then was able to help the man. The Sheriff had no doubt that his actions that day, taking that extra time to check on that individual for something that just didn't seem right, resulted in deputy Wilson saving his life that day.

Rosa was on duty on Dec. 7, 2022 when Manistee County Central Dispatch reported a dog attack at the Homeward Bound Animal Shelter in Manistee. Gutowski said that Rosa took it upon himself to respond to the incident, and when he arrived found one of the volunteers had "significant injuries" from the dog bite. Deputy Rosa never hesitated, he applied a tourniquet to that volunteer and was able to stop the significant blood loss that was happening. Gutowski reported that the dog attack victim lost several liters of blood and that he believed Rosa's actions had saved the volunteer's life.

SENATOR VANDERWALL

Senator Curt VanderWall addressed the Board.

WAYS & MEANS COMMITTEE REPORT/FEBRUARY 1, 2023

Richard Schmidt presented the Ways & Means Committee Report of February 1, 2023.

FINANCE REPORT

Board of Commissioners
Manistee County
Manistee, Michigan 49660

We hereby submit claims for January 1, 2023 through January 31, 2023 and a summary of the On-Demand checks for their review and approval. The totals are as follows:

FUND #	FUND NAME	1/01/2023 THRU 1/31/2023	ON DEMAND	TOTAL
101	GENERAL FUND	\$ 438,625.35	2,284.97	\$ 440,910.32
102	BUDGET STABILIZATION FUND			\$ -
201	COUNTY ROAD FUND			\$ -
208	PARK/RECREATION FUND-TRAILS			\$ -
213	AIS GRANT FUND			\$ -
214	BEAR LAKE IMPROVEMENT FUND	\$ 3,650.00		\$ 3,650.00
215	FRIEND OF THE COURT FUND			\$ -
216	DEPARTMENT CONTINGENCY FUND			\$ -
217	LOCAL REVENUE SHARING GRANT FUND	\$ 25,325.00		\$ 25,325.00
225	RECYCLING FUND	\$ 12,851.00		\$ 12,851.00
232	MANISTEE COUNTY DIVE EQUIPMENT FUND			\$ -
233	SHERIFF DEPT. FORFIET ASSETS FUND			\$ -
234	FAMILY COUNSELING SERVICES FUND			\$ -
235	MEDICAL SUPPORT INCENTIVE FUND			\$ -
236	MAINTENANCE OF EFFORT FUND	\$ 6,363.61		\$ 6,363.61
237	HOMELAND SECURITY GRANT FUND			\$ -
238	LAND BANK AUTHORITY FUND	\$ 103.00		\$ 103.00
239	US FISH & WILDLIFE GRANT			\$ -

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242	BROWNFIELD REDEVELOPMENT-JOSLIN COVE			\$	-
243	BROWNFIELD REDEVELOPMENT AUTHORITY FUND			\$	-
245	OHSP GRANT FUNDS			\$	-
251	CAPITAL IMPROVEMENT FUND	\$	6,502.00	\$	6,502.00
252	PRE AUDIT FUND			\$	-
253	REMOUMENTATION FUND			\$	-
256	REGISTER OF DEEDS AUTOMATION FUND	\$	3,219.53	\$	3,219.53
260	INDIGENT DEFENSE FUND	\$	5,412.19	\$	5,412.19
263	CONCEALED PISTOL LICENSING FUND			\$	-
266	LAW ENFORCEMENT TRAINING FUND			\$	-
269	LAW LIBRARY FUND	\$	2,137.94	\$	2,137.94
272	COMMUNITY CORRECTIONS - 511	\$	687.50	\$	687.50
277	AIR PHOTO FUND			\$	-
280	HEALTH INSURANCE FUND	\$	182,425.42	\$	184,367.67
292	CHILD CARE FUND	\$	1,725.24	\$	1,725.24
293	SOLDIERS & SAILORS RELIEF FUND	\$	601.34	\$	601.34
295	AIRPORT AUTHORITY FUND	\$	40,304.33	\$	40,304.33
296	JUVENILE JUSTICE FUND	\$	4,333.00	\$	4,330.00
297	COMPENSATED SERVICES FUND			\$	164,644.80
299	UNEMPLOYMENT FUND	\$	724.00	\$	724.00
516	DELINQUENT TAX FUND	\$	460.86	\$	460.86
620	FORECLOSURE FUND	\$	164.97	\$	164.97
701	TRUST AND AGENCY FUND	\$	6,033.24	\$	6,033.24
737	OPEB TRUST FUND	\$	21,858.16	\$	22,183.99
	TOTALS	\$	763,507.68	\$	169,197.85
	(Includes 2 accounts payable runs; on demand checks)			\$	932,705.53
	TOTAL PAYROLL FOR 1/01/23 THRU 1/31/23			\$	610,902.15
	(includes 2 payrolls)				
	Employee Separation Payouts				
	Kyle Ramirez 9-1-1				
	GRAND TOTAL			\$	1,543,607.68

Moved by Schmidt, seconded by Batzer to approve the on-demand checks, bills and payroll, be accepted in the amount of \$1,543,607.68 and that the same be placed on file.

YEAS: 5 Dontz, Goodman, Koons, Schmidt, Batzer

NAYS: 0 None

ABSENT: 2 Gustad, McCraner

Motion Carried

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BUDGET AMENDMENT FOR THE CHILD CARE FUND

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Moved by Schmidt, seconded by Batzer to approve amending the County Child Care Budget in the amount of \$56,520.00.

YEAS: 5 Goodman, Koons, Schmidt, Batzer, Dontz
NAYS: 0 None
ABSENT: 2 Gustad, McCraner

Motion Carried

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HOUSING NORTH REQUEST TO WAIVE FEES ASSOCIATED WITH GIS DATA

Moved by Schmidt, seconded by Batzer to approve the reimbursement of \$150 to Housing North paid toward GIS Data and to provide the additional data requested at no cost.

YEAS: 5 Koons, Schmidt, Batzer, Dontz, Goodman
NAYS: 0 None
ABSENT: 2 Gustad, McCraner

Motion Carried

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Moved by Schmidt, seconded by Batzer to accept the Ways & Means Committee Minutes of February 1, 2023.

Motion Carried

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ROAD COMMISSION APPOINTMENT

One (1) vacancy to fill an unexpired term commencing immediately and expiring December 31, 2026.

Todd Humphrey addressed the Board.

Two (2) Applicants:

Todd Humphrey
Jeffrey Seng

An Applicant must receive at least four (4) votes to be appointed.

Schmidt - Jeffrey Seng
Batzer - Jeffrey Seng
Dontz - Jeffrey Seng
Goodman - Jeffrey Seng

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Koons - Jeffrey Seng

Gustad - ABSENT

McCraner - ABSENT

Mr. Seng received at least four (4) votes. Therefore, Jeffrey Seng is appointed to the Road Commission to fill an unexpired term commencing immediately and expiring December 31, 2026.

PARKS AND RECREATION COMMISSION APPOINTMENT

One (1) vacancy to fill an unexpired term commencing immediately and expiring December 31, 2024.

No Applicants.

The Clerk will readvertise with deadline and with additional wording “or until the position is filled”.

PUBLIC SAFETY COMMITTEE MINUTES/FEBRUARY 3, 2023

Karen Goodman presented the Public Safety Committee meeting minutes of February 3, 2023.

No Action Items.

Sheriff Gutowski addressed the board.

Moved by Goodman, seconded by Batzer to approve the Public Safety Committee meeting minutes of February 3, 2023.

Motion Carried

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TECHNOLOGY COMMITTEE MINUTES/JANUARY 26, 2023

Richard Schmidt presented the Technology Committee meeting minutes of January 26, 2023.

COURTHOUSE/GOVERNMENT CENTER INTERNET

Moved by Schmidt, seconded by Batzer to approve the purchase and installation of supplemental internet coverage with Charter Spectrum for the Courthouse/Government Center in the amount up to \$120 plus taxes and fees per month with a \$99 installation fee.

YEAS: 5 Batzer, Dontz, Goodman, Koons, Schmidt

NAYS: 0 None

ABSENT: 2 Gustad, McCraner

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Motion Carried

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DEVICE REPLACEMENT FOR BOARD OF COMMISSIONERS

Moved by Schmidt, seconded by Batzer to approve the purchase up to 9 Chromebooks in the amount not to exceed \$4,100 for the Board of Commissioners and County Clerk.

YEAS: 5 Dontz, Goodman, Koons, Schmidt, Batzer

NAYS: 0 None

ABSENT: 2 Gustad, McCraner

Motion Carried

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Moved by Schmidt, seconded by Batzer to approve the Technology Committee meeting minutes of January 26, 2023.

Motion Carried

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GREEN TEAM/RECYCLING COMMITTEE MINUTES/JANUARY 26, 2023

Margaret Batzer presented the Green Team/Recycling Committee Minutes of January 26, 2023.

No Action Items.

Moved by Batzer, seconded by Schmidt to accept the Green Team/Recycling Committee meeting minutes of January 26, 2023.

Motion Carried

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REGIONAL SUMMIT COMMITTEE MINUTES/FEBRUARY 3, 2023

Nikki Koons presented the Regional Summit Committee meeting minutes of February 3, 2023.

DESCRIPTION AND DUTIES OF THE REGIONAL SUMMITT COMMITTEE

Moved by Koons, seconded by Goodman to remove the Employee Recognition reference from the description and duties of the Regional Summit Committee and allow Administrator to facilitate this process.

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Moved by Koons, seconded by Schmidt to approve the Regional Summit Committee meeting minutes of February 3, 2023.

Motion Carried

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CHARTER SPECTRUM BROADBAND BUILD OUT UPDATE

Marilyn Passmore, Director, State Government Affairs, with Charter Spectrum appeared before the Board to provide information regarding the Realizing Opportunities with Broadband Infrastructure Networks (ROBIN) Grant. This grant would allow Charter Spectrum to expand to approximately 4,000 homes in the east and northeast portions of Manistee County. Ms. Passmore is looking for a letter of support to add to their ROBIN Grant application.

Moved by Goodman, seconded by Batzer to provide a letter of support for Charter Spectrum for their ROBIN Grant application and allow the Chairperson to sign on behalf of the Board.

Motion Carried

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VETERAN'S OFFICE UPDATE

Rick Rowe, Veterans Service Officer, appeared before the Board to provide an update for the Veteran's Office.

MISCELLANEOUS CONTROLLER AND BOARD ITEMS

RESOLUTION #2023-3

Honoring the Michigan Association of Counties

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 21st day of February, 2023.

PRESENT: Batzer, Dontz, Goodman, Koons, Schmidt

ABSENT: Gustad, McCraner

The following resolution was offered by Schmidt and seconded by Goodman:

WHEREAS, Michigan's 83 county governments play a central role in the proper delivery of, and oversight for, critical public services for the state's approximately 10 million residents; and

WHEREAS, Michigan county governments are led by Boards of Commissioners, who are elected from their communities; and

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WHEREAS, the State Association of Supervisors of Michigan was formed by representatives of 16 counties on Feb. 1, 1898, in the Senate chamber of the Michigan State Capitol in Lansing; and

WHEREAS, the association’s name was changed to the Michigan Association of Counties on July 17, 1969; and

WHEREAS, the Michigan Association of Counties is the oldest association representing local governments in Michigan; and

WHEREAS, 48 of Michigan’s 83 counties have had at least one of their commissioners (or supervisors prior to 1968) serve as president of the association’s Board of Directors; and

WHEREAS, the association created the Michigan Counties Workers’ Compensation Fund in 1979 to help county members provide workplace safety and injury insurance services to its employees; and

WHEREAS, the association created the Michigan Association of Counties Service Corporation in 1986 to partner with service providers to help counties save money on everything from health insurance to telecommunications services; and

WHEREAS, the association hosts two major conferences every year to bring together county leaders for briefings on trending public policy issues and to hear from state newsmakers and others; and

WHEREAS, the association’s advocacy work in Lansing and beyond has advanced the interests of county governments and the residents they serve; and

WHEREAS, no fewer than five association presidents have served or are serving in the Michigan Legislature in the 21st century, a testament to the culture of public service inculcated by the association

THEREFORE, BE IT RESOLVED that MANISTEE COUNTY wishes to commend and honor the Michigan Association of Counties on its 125th Anniversary year.

Moved by Schmidt, seconded by Goodman to approve Resolution #2023-3 Resolution Honoring the Michigan Association of Counties.

YEAS: 5 Goodman, Koons, Schmidt, Batzer, Dontz
NAYS: 0 None
ABSENT: 2 Gustad, McCraner

Motion Carried

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DHD #10 NARCAN VENDING MACHINE

Lisa Sagala presented an email from Kevin Hughes, Health Officer District Health Department #10. They are asking the County’s feedback on placing free Narcan refurbished newspaper vending machine thru a Harm Reduction Project outside the Health Departments for all the counties. The Board’s support will be relayed back to Mr. Hughes.

GENERATOR AT COURTHOUSE/GOVERNMENT CENTER

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Gordon McClellan, IT Director, presented a proposal from Graham Motor & Service for the generator at the Courthouse/Government Center.

Moved by Schmidt, seconded by Goodman to approve the quote from Graham Motor & Generator Service for the generator at the Courthouse/Government Center, in the amount not to exceed \$1,500.00.

YEAS: 5 Koons, Schmidt, Batzer, Dontz, Goodman
NAYS: 0 None
ABSENT: 2 Gustad, McCraner

Motion Carried

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PLANNING DEPARTMENT CONFERENCE ROOM AND OFFICE UPDATES

Moved by Goodman, seconded by Batzer to approve the quote from Instrumental Music, to install a speaker system in the Planning Department Conference Room, in the amount of \$3,043.00, to be paid for with ARPA funds.

YEAS: 5 Schmidt, Batzer, Dontz, Goodman, Koons
NAYS: 0 None
ABSENT: 2 Gustad, McCraner

Motion Carried

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Moved by Batzer, seconded by Schmidt to approve the quote from Allen Supply, to install the same door lock system as the Courthouse/Government Center at the Planning Department building, in the amount of \$7,969.00, to be paid for with ARPA funds.

YEAS: 5 Batzer, Dontz, Goodman, Koons, Schmidt
NAYS: 0 None
ABSENT: 2 Gustad, McCraner

Motion Carried

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BODY SCANNER AT JAIL

Sheriff Brian Gutowski appeared before the Board to discuss the need for a Body Scanner at the Jail. Sheriff Gutowski presented a proposal and an informational brochure for a Tek84 Intercept Whole Body Security Scanning System totaling \$139,000. After discussion the Board would like to seek out various options for funding the body scanner.

FEE WAIVER REQUEST FOR GIS DATA

A Fee Waiver Request for GIS Data from Public Sector Consultants who is working with Consumers Energy regarding the decommissioning of the dams. No action taken.

PROPOSAL FOR ROOF TOP UNITS FOR COURTHOUSE AND JAIL

Moved by Goodman, seconded by Batzer to accept the bid from Custom Sheet Metal & Heating, Inc for replacement of Roof Top Unit #11 at the Courthouse/Government Center in the amount of \$16,500.

YEAS: 5 Dontz, Goodman, Koons, Schmidt, Batzer

NAYS: 0 None

ABSENT: 2 Gustad, McCraner

Motion Carried

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Moved by Batzer, seconded by Koons to accept the bid from Hurst Mechanical for replacement of Roof Top Unit #1 at the Jail in the amount of \$12,590.

YEAS: 5 Goodman, Koons, Schmidt, Batzer, Dontz

NAYS: 0 None

ABSENT: 2 Gustad, McCraner

Motion Carried

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STRATEGIC PLAN UPDATE

Lisa Sagala asked the Board members to review the updated Strategic Plan. If there are any changes or corrections that need to be made, they should be sent to the Administrator's Office. A finalized Strategic Plan will be presented for approval at next month's meeting.

PUBLIC COMMENT

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Mark Sohlden, Manager Manistee County Road Commission, appeared before the Board to give an update on upcoming road projects.

Adjourn at the Call of the Chair at 11:22 a.m.

/s/ Lindsey Marquardt Clerk
Lindsey Marquardt

DRAFT