



MINUTES

Monday, April 11, 2022
3:00 P.M.

Manistee County Courthouse & Government Center
Board of Commissioners' Meeting Room

Members Present: Rachel Nelson, Chair; Gary Buren, Vice Chair; Pauline Jaquish, Secretary/
Treasurer; Julie Griffis; and Tamara Buswinka

Members Absent: none

Others Present: George Butler, Tiny Developers; Vanessa Buhs, Manistee County Habitat for
Humanity; Mike Szokola, Planning Director; and Lindsey Traeger, Recording
Secretary

Rachel Nelson, Chair, called the meeting to order at 3:00 P.M. Roll was taken by the Recording Secretary.

There was a motion by Mr. Buren, supported by Ms. Jaquish, to approve the meeting agenda as presented. Motion carried by unanimous vote.

No public comment.

The Chair confirmed that each member had received a copy and had an opportunity to review the minutes from the regular meeting of the Land Bank Authority held on Monday, March 14, 2022.

There was a motion by Mr. Buren, supported by Ms. Buswinka, to approve the Manistee County Land Bank Authority regular meeting minutes of Monday, March 14, 2022, as presented. Motion carried by unanimous vote.

Ms. Nelson presented the Finance Report (APPENDIX A).

There is potential collaboration with Habitat on the properties that they have recently acquired if they decide it would be beneficial to do a Brownfield Plan. Ms. Nelson used a template from the State Land Bank to draft an agreement that would allow Habitat to transfer the properties to the Land Bank, and then have the assurance that the properties would be transferred back to Habitat. Ms. Buswinka recommended a few changes. Ms. Nelson will send the updated document to Ms. Buhs for their review.

There is nothing new to report on the Bear Lake (US-31) property. There was no update in regard to the sewer project. Ms. Nelson mentioned that with the sewer project on hold at the time being, she would like to do something in the summer with that space. Examples include a farmers' market, gardening plots, food trucks, and live music during Bear Lake Days. We'd want to make sure the community know it's not permanent, but something beneficial for the community before development occurs. Ms. Nelson will look into liability issues. Ms. Jaquish will come up with potential ideas for flowers/plants.

Mr. Butler from Tiny Developers came with exciting news and many improvements on the Bear Lake Maple Street project. He was introduced to someone that was able to help move things along. Also, the garage will be framed in the next couple of weeks. Tiny Developers is continuing to look for the next, right property/project but would like to take on something bigger.

The American Rescue Plan Act (ARPA) Grant Application is due to Manistee County on April 22, 2022. After discussion, it was decided to apply for \$2 million for Land Bank development. Various details were discussed. The Land Bank also needs to submit a letter authorizing the application.

There was a motion by Ms. Buswinka, supported by Mr. Buren, for the Land Bank to apply for Manistee County's American Rescue Plan Act Grant in the amount of \$2 million, and to submit a letter authorizing the application.

A roll call vote was taken:

Yeas: 4 (Nelson, Buren, Jaquish, Buswinka)

Nays: 0

Absent: 1 (Griffis)

Motion carried.

Ms. Nelson presented a press release from Manistee Area Public Schools (MAPS) regarding potential collaboration with the Jefferson school property (APPENDIX B). MAPS plans to use Jefferson for two more school years, and then demolition would occur in the spring of 2025. Ms. Nelson and Ms. Buswinka met with the neighborhood sub-committee to explain how the Land Bank could be involved. The next step would be a public forum.

There was no update regarding private owner rehab.

Ms. Nelson reported that 15 parcels were foreclosed on April 1, 2022, due to unpaid 2019 property taxes. Ms. Nelson reminded the Authority that interest holders have until July 1, 2022, to file the Notice of Intention to Claim Interest in Foreclosure Sales Proceeds. The first right of refusal can only be used on parcels that don't have a notice filed. Ms. Nelson suggests we review the parcels in June, but noted that most are vacant and not sure the Land Bank would be interested.

Ms. Buswinka informed the Authority that her husband is losing his job effective August 4, 2022. She noted that she will stay on the Land Bank as long as she's a resident of Manistee County, but she's not sure what the future holds.

There being no further business to come before the Authority, the meeting was adjourned at 4:52 P.M.

Respectfully Submitted,

Pauline Jaquish, Land Bank Authority Secretary/Treasurer

APPENDIX A

Fund 238 - LAND BANK AUTHORITY FUND

Account	Description	2021-22 Amended Budget	YEAR-TO-DATE THRU 03/31/22	Available Balance	Used
Revenues					
Department 000: GENERAL					
404.000	TAX CAPTURE - LAND BANK				
10/12/2021	CR CLEON TOWNSHIP/2021 SUMMER TAX DISBURSEMENT BLOCK: 1- 8		1.72 Receipt #: 70666		
12/28/2021	CR NORMAN TOWNSHIP/2021 TAX DISBURSEMENT WINTER: 11/30/21		180.09 Receipt #: 71497		
01/14/2022	CR MAPLE GROVE TOWNSHIP/2021 WINTER DISTRIBUTION - LAND BA		268.06 Receipt #: 71691		
01/24/2022	CR CLEON TOWNSHIP/2021 WINTER TAX DISBURSEMENT BLOCK: 1- 3		1.89 Receipt #: 71802		
404.000	TAX CAPTURE - LAND BANK	500.00	451.76	48.24	90.35
647.000	SALE OF LAND				
01/04/2022	CR MOREL DEIDRA/PURCHASE OF LAND BANK PARCEL PARCEL NO.		380.00 Receipt #: 71568		
647.000	SALE OF LAND	0.00	380.00	(380.00)	100.00
668.000	LAND CONTRACT				
10/04/2021	GJ JE# 6440		253.20 JE# 6440		
11/03/2021	GJ JE# 6503		253.20 JE# 6503		
12/31/2021	GJ JE# 6618		253.20 JE# 6618		
01/07/2022	GJ JE# 6648		1,300.00 JE# 6648		
01/07/2022	GJ JE# 6649		253.20 JE# 6649		
02/28/2022	GJ JE# 6803		253.20 JE# 6803		
03/31/2022	GJ JE# 6802		253.20 JE# 6802		
668.000	LAND CONTRACT	3,038.00	2,819.20	218.80	92.80
Total - Dept 000		3,538.00	3,650.96	(112.96)	103.19
Total Revenues		3,538.00	3,650.96	(112.96)	103.19
Expenditures					
Department 000: GENERAL					
727.000	OFFICE SUPPLIES	500.00	0.00	500.00	0.00
800.000	CONTRACTED SERVICES	500.00	0.00	500.00	0.00
806.000	ATTORNEY FEES	1,000.00	0.00	1,000.00	0.00
812.000	DUES AND FEES				
10/21/2021	AP MICHIGAN ASSOCIATION OF LAND BANKS/2021 MALB SUMMIT VIT		50.00 Inv #: '2016' Vendor '4595'		
03/24/2022	AP MICHIGAN ASSOCIATION OF LAND BANKS/2022 - MEMBERSHIP DU		125.00 Inv #: '2022' Vendor '4595'		
812.000	DUES AND FEES	125.00	175.00	(50.00)	140.00
860.000	TRAVEL	500.00	0.00	500.00	0.00
901.000	ADVERTISING	500.00	0.00	500.00	0.00
995.000	MISC. EXPENSE				
01/04/2022	CD RECORD DEED (MOREL)		30.00 Check #: '58922 GENWS' Vendor '4205'.		
995.000	MISC. EXPENSE	413.00	30.00	383.00	7.26
Total - Dept 000		3,538.00	205.00	3,333.00	5.79

04/06/2022 10:31 AM
User: RANELSON
DB: Manistee

REVENUE AND EXPENDITURE REPORT FOR MANISTEE COUNTY
Balances as of 03/31/2022

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Fund 238 - LAND BANK AUTHORITY FUND

Account	Description	2021-22 Amended Budget	YEAR-TO-DATE THRU 03/31/22	Available Balance	± Used
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Expenditures					
Total Expenditures		3,538.00	205.00	3,333.00	5.79
NET OF REVENUES AND EXPENDITURES		0.00	3,445.96	(3,445.96)	

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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	BALANCE DEBIT	BALANCE CREDIT
Fund 238 - LAND BANK AUTHORITY FUND				
238-000-001.000	CASH		28,557.47	
238-000-202.000	ACCOUNTS PAYABLE			
238-000-214.000	DUE TO OTHER FUNDS			
238-000-390.000	FUND BALANCE			25,111.51
238-000-400.000	REVENUE CONTROL	0.00		
238-000-404.000	TAX CAPTURE - LAND BANK	500.00		451.76
238-000-540.000	STATE REIMBURSEMENTS	0.00		
238-000-647.000	SALE OF LAND	0.00		380.00
238-000-668.000	LAND CONTRACT	3,038.00		2,819.20
238-000-699.020	TRANSFER IN - OTHER FUNDS	0.00		
238-000-727.000	OFFICE SUPPLIES	500.00		
238-000-800.000	CONTRACTED SERVICES	500.00		
238-000-806.000	ATTORNEY FEES	1,000.00		
238-000-807.000	DUES	0.00		
238-000-812.000	DUES AND FEES	125.00	175.00	
238-000-860.000	TRAVEL	500.00		
238-000-901.000	ADVERTISING	500.00		
238-000-995.000	MISC. EXPENSE	413.00	30.00	
Total Fund 238 - LAND BANK AUTHORITY FUND		0.00	28,762.47	28,762.47



Manistee Area PUBLIC SCHOOLS

550 Maple Street | Manistee, MI 49660
Phone: 231-723-3521 | Fax: 231-723-1507 | Web: ChipsLead.org

Superintendent: Ronald J. Stoneman
Business Manager: Howard J. Vaas

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Date: 4/8/22

FOR IMMEDIATE RELEASE

MAPS EXPLORES OPTIONS FOR JEFFERSON PROPERTY FUTURE

As Manistee Area Public Schools works through implementation of the bond project, considerations for the Jefferson Elementary property continue to be at top of mind. In November, Superintendent Ron Stoneman was contacted by Manistee County Treasurer, Rachel Nelson, regarding opportunities that may exist in partnership with the Manistee County Land Bank Authority.

The Manistee County Land Bank Authority was created in 2018 for the purpose of managing inventory of surplus land for the purpose of future sales or development.

“When Rachel reached out to us, she expressed interest in meeting to discuss the role of the Land Bank in property acquisition and infrastructure preparation for potential property development. We met and gained a base understanding of the opportunity and then engaged our, previously formed, Jefferson Neighborhood Advisory Committee to be a part of our learning process with the Land Bank,” said Superintendent Ron Stoneman.

Prior to the bond vote, MAPS worked with the Jefferson Neighborhood Advisory Committee to learn about the vision of the neighborhood for potential future uses of the Jefferson property. They also explored restrictions of the use of treasury funds, the role of the district in managing vacated school properties, and the needs of the greater community. Although the language for this work evolved through this process, leading up to the vote, the following narrative was used to frame the impact the bond would have on the Jefferson property:

Repurpose Jefferson Elementary Site, with guidance from the Jefferson Neighborhood Advisory Committee:

- Demolish 1954 Jefferson Elementary building
- Green space, residential home sites, and MAPS athletic field considerations are all in discussion with the committee

“As both a member of the Board of Education and a property owner adjacent to Jefferson Elementary, I have served on the Jefferson Neighborhood Advisory Committee. Since 2020, this committee has met numerous times to discuss options for the future of the property considering not only the needs of the neighborhood, but also greater needs within our community for both housing and recreational space. Understanding that the district has limitations with regard to what can be done with the land when

bond funds are used, we knew we needed to explore all avenues to find the best option for the property once it is no longer in use as a school facility,” explained Theresa Anderson, Vice President of the MAPS Board of Education.

“With representatives of the committee, we have explored potential deed restrictions to ensure that any development that may occur on the vacated property would be in alignment with the existing character of the neighborhood,” shared Anderson. “We learned from Rachel Nelson, that the Land Bank makes community input a priority in the work that they do in communities they serve. It will be important that we continue to communicate through this process, so that we are able to find a solution that serves both the neighborhood and community.”

The Board of Education has an appointed Facilities Committee that is responsible for reviewing all potential options that have been considered for the property. The Board Facilities Committee then reports findings and recommendations with the full Board of Education.

MAPS will be hosting a Jefferson Neighborhood meeting to be held in the near future. All neighbors will be invited to attend a presentation and will have an opportunity to share their ideas and any concerns they may have regarding the future use of the property. Additional details regarding this meeting will be forthcoming as soon as arrangements are finalized.

As of today, the Jefferson Elementary building is planned to stay in service as a learning facility through the next two full school years, allowing time for development options to be explored and decisions to be carefully considered.

As for the other elements of the project, the architectural and engineering team is completing the final design schematics for the Kennedy Elementary building renovation and the Middle School gym. Finalized drawings are anticipated in the upcoming summer months, and demolition plans for the 1927 building at the Kennedy Elementary site will be scheduled soon after. The first construction projects are expected to begin in the fall of 2022.

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