

**TUESDAY, MAY 16, 2023**

Pursuant to law, the Board of Commissioners met on Tuesday, May 16, 2023 at 5:00 p.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, Eric Gustad, Nikki Koons, Janice McCraner and Richard Schmidt

ABSENT: None.

**APPROVE MEETING AGENDA**

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

Motion Carried

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**CONSENT AGENDA**

Moved by McCraner, seconded by Batzer to approve the Consent Agenda which includes the minutes of the April 11, 2023 Board meeting as amended and the May monthly appropriations and fund transfers.

YEAS: 7 Batzer, Dontz, Goodman, Gustad, Koons, McCraner, Schmidt

NAYS: 0 None

Motion Carried

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**PUBLIC COMMENT**

None.

**RECOGNITION & ANNOUNCEMENTS**

Sheriff Brian Gutowski appeared before the Board to recognize National Corrections Officers Week 2023 and National Police Week 2023.

In 1984, President Ronald Reagan issued Proclamation 5187 declaring the first full week in May as "National Correctional Officers Week". Here at the Manistee County Sheriff's Office we are so proud of the work done by the men and women of our corrections division on a daily basis. Sheriff Gutowski thanked the men and women of law enforcement for their hard work and dedication as Corrections Officers and Police Officers in safeguarding our community.

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In 1962, President Kennedy proclaimed May 15th as National Peace Officers Memorial Day and the calendar week in which May 15th falls, as National Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officer who have lost their lives in the line of duty for the safety and protection of others. This National Peace Officers Memorial Day, we remember our very own Detective Robin Arnold who tragically lost her life in an on-duty traffic crash on February 4th, 1994. We also remember Trooper Paul Butterfield who was shot and killed while making a traffic stop just south of Manistee County on September 9th, 2013. This week, we also want to thank the men and women of the Manistee County Sheriff's Office and all our law enforcement partners for the work they do on a daily basis to protect our community.

**WAYS & MEANS COMMITTEE REPORT/MAY 3, 2023**

Richard Schmidt presented the Ways & Means Committee Report of May 3, 2023.

**FINANCE REPORT**

Board of Commissioners  
Manistee County  
Manistee, Michigan 49660

We hereby submit claims for April 1, 2023 through April 30, 2023 and a summary of the On-Demand checks for their review and approval. The totals are as follows:

**MANISTEE COUNTY  
WAYS & MEANS REPORT**

<b>FUND #</b>	<b>FUND NAME</b>	<b>04/01/2023 THRU 04/30/2023</b>	<b>ON DEMAND</b>	<b>TOTAL</b>
101	GENERAL FUND	\$ 300,470.46	27.94	\$ 300,498.40
102	BUDGET STABILIZATION FUND			\$ -
201	COUNTY ROAD FUND			\$ -
208	PARK/RECREATION FUND-TRAILS			\$ -
213	AIS GRANT FUND			\$ -
214	BEAR LAKE IMPROVEMENT FUND			\$ -
215	FRIEND OF THE COURT FUND			\$ -
216	DEPARTMENT CONTINGENCY FUND			\$ -
217	LOCAL REVENUE SHARING GRANT FUND			\$ -
225	RECYCLING FUND	\$ 11,674.66		\$ 11,674.66
232	MANISTEE COUNTY DIVE EQUIPMENT FUND	\$ 2,382.47		\$ 2,382.47
233	SHERIFF DEPT. FORFIET ASSETS FUND			\$ -
234	FAMILY COUNSELING SERVICES FUND			\$ -
235	MEDICAL SUPPORT INCENTIVE FUND			\$ -
236	MAINTENANCE OF EFFORT FUND	\$ 5,896.62		\$ 5,896.62
237	HOMELAND SECURITY GRANT FUND			\$ -
238	LAND BANK AUTHORITY FUND	\$ 223.69		\$ 223.69
239	US FISH & WILDLIFE GRANT			\$ -
242	BROWNFIELD REDEVELOPMENT-JOSLIN COVE			\$ -
243	BROWNFIELD REDEVELOPMENT			\$ -

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AUTHORITY FUND				
245	OHSP GRANT FUNDS			\$ -
251	CAPITAL IMPROVEMENT FUND	\$ 11,261.84		\$ 11,261.84
252	PRE AUDIT FUND	\$ 29.09		\$ 29.09
253	REMOUMENTATION FUND			\$ -
256	REGISTER OF DEEDS AUTOMATION FUND	\$ 2,319.64		\$ 2,319.64
260	INDIGENT DEFENSE FUND	\$ 5,818.94		\$ 5,818.94
263	CONCEALED PISTOL LICENSING FUND	\$ 297.84		\$ 297.84
266	LAW ENFORCEMENT TRAINING FUND			\$ -
269	LAW LIBRARY FUND	\$ 1,581.50		\$ 1,581.50
272	COMMUNITY CORRECTIONS - 511	\$ 500.01		\$ 500.01
277	AIR PHOTO FUND			\$ -
280	HEALTH INSURANCE FUND	\$ 145,285.10	1,988.14	\$ 147,273.24
292	CHILD CARE FUND	\$ 10,335.67		\$ 10,335.67
293	SOLDIERS & SAILORS RELIEF FUND	\$ 631.25		\$ 631.25
295	AIRPORT AUTHORITY FUND	\$ 46,668.66		\$ 46,668.66
296	JUVENILE JUSTICE FUND	\$ 4,333.00		\$ 4,333.00
297	COMPENSATED SERVICES FUND	\$ 26,877.64	168,018.54	\$ 194,896.18
299	UNEMPLOYMENT FUND			\$ -
369	BUILDING AUTHORITY FUND	\$ 157,472.75		\$ 157,472.75
481	AIRPORT CAPITAL IMPROVEMENT FUND	\$ 22,708.96		\$ 22,708.96
516	DELINQUENT TAX FUND			\$ -
620	FORECLOSURE FUND	\$ 156.30		\$ 156.30
701	TRUST AND AGENCY FUND	\$ 18,855.93		\$ 18,855.93
737	OPEB TRUST FUND	\$ 40,245.31	325.83	\$ 40,571.14
801	DRAIN FUND	\$ 79,414.86		\$ 79,414.86

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<b>TOTALS</b>	\$ 895,442.19	170,360.45	<b>\$ 1,065,802.64</b>
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(Includes 2 accounts payable runs; on demand checks)

**TOTAL PAYROLL FOR 04/01/23 THRU 04/30/23**  
**(includes 2 payrolls)** **\$ 560,322.70**

**Employee Separation Payouts**  
 Kimberly Scarnavack  
 Carrie Griffis  
 Theron Blake  
**GRAND TOTAL** **\$ 1,626,125.34**

Moved by Schmidt, seconded by Batzer to approve the on-demand checks, bills and payroll, be accepted in the amount of \$1,626,125.35 and that the same be placed on file.

YEAS: 7 Dontz, Goodman, Gustad, Koons, McCraner, Schmidt, Batzer  
 NAYS: 0 None

Motion Carried

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**TITLE III FUND FOR THE PURCHASE OF RESCUE AIRBOAT**

Moved by Schmidt, seconded by Batzer to approve the bid from American Airboat Corporation for the purchase of a 2024 18 x 8 AirRanger RHINO L.E. Edition Air Boat in the amount of \$121,300; to be paid for using Title III Funds.

YEAS: 7 Goodman, Gustad, Koons, McCraner, Schmidt, Batzer, Dontz

NAYS: 0 None

Motion Carried

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**REQUEST FOR APPROVAL TO SUBMIT  
A PORT SECURITY GRANT FOR NEW MARINE BOAT**

Moved by Schmidt, seconded by Batzer to approve the application to the Manistee County Community Foundation Minger Fund Grant in the amount of \$10,000, to be applied toward the match funds for the Port Security Grant.

YEAS: 7 Gustad, Koons, McCraner, Schmidt, Batzer, Dontz, Goodman

NAYS: 0 None

Motion Carried

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Moved by Schmidt, seconded by Batzer to approve the submission of the Port Security Grant application in the amount of \$400,000, for the purchase of a new Marine Boat.

YEAS: 7 Koons, McCraner, Schmidt, Batzer, Dontz, Goodman, Gustad

NAYS: 0 None

Motion Carried

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**RESOLUTION #2023-9, WHICH IMPOSES 2023 SUMMER PROPERTY TAX  
LEVY PURSUANT TO PUBLIC ACT 357 OF 2004 AND NOTICE OF  
CERTIFICATE OF COUNTY ALLOCATED TAX LEVY**

**RESOLUTION # 2023-9**

**TUESDAY, MAY 16, 2023**

**MANISTEE COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION IMPOSING 2023 SUMMER PROPERTY TAX LEVY PURSUANT TO  
PUBLIC ACT 357 OF 2004, AND NOTICE OF CERTIFICATION OF COUNTY  
ALLOCATED TAX LEVY**

At a regular meeting of the Manistee Board of Commissioners held in the Manistee County Courthouse & Government Center, 415 Third Street, Manistee, Michigan, on the 16<sup>th</sup> day of May, 2023.

PRESENT: Batzer, Dontz, Goodman, Gustad, Koons, McCraner, Schmidt

ABSENT: None

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

WHEREAS, Manistee County is authorized under the General Property Tax act, Public Act 206 of 1893, as amended, to levy and collect County allocated property taxes; and

WHEREAS, the General Property Tax Act has been amended by Public Act 357 of 2004, being MCL 211.44a, to require all Michigan Counties to impose a summer tax levy, with the summer tax levies for 2005 and 2006 to be in the amount of 1/3 and 2/3, respectively, of the total County allocated tax, with the full amount of the County allocated tax to be levied and collected as a summer tax levy in 2007 and each year thereafter.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Public Act 357 of 2004, the Manistee County allocated tax shall be levied and collected on July 1, 2023, at the full amount allocated after application of the "Headlee" millage reduction fraction, or 5.5000 mills; and

BE IT FURTHER RESOLVED, that Manistee County will comply with MCL 141.412, "Notice of Hearing for Proposed Budget" and Section 16 of the Uniform Budgeting and Accounting Act, MCL 141.436, to fulfill requirements for "Truth in Taxation", MCL 211.24e; and

BE IT FURTHER RESOLVED, that this Resolution constitutes certification of the levy of the County allocated tax and authorized collection of the County allocated tax on July 1, 2023 at the full amount allocated after application of "Headlee" millage reduction fraction, or 5.5000 mills; and

BE IT FURTHER RESOLVED, that the Treasurer of each township and city in Manistee County is directed to account for and deliver the full amount of County allocated tax collections for 2023 in accordance with the provisions of Public Act 357 of 2004; and

BE IT FURTHER RESOLVED, that the County Clerk shall deliver a copy of this Resolution by first class mail to the Treasurer of each township and city in Manistee County.

Moved by Schmidt, seconded by Batzer to approve the above Resolution #2023-9 Imposing 2023 Summer Property Tax Levy, Pursuant to Public Act 357 of 2004, and Notice of Certification of County Allocated Tax Levy; asking for authorization for the County Board Chair and the County Clerk to sign the L-4029.

YEAS: 7 McCraner, Schmidt, Batzer, Dontz, Goodman, Gustad, Koons

NAYS: 0 None

Motion Carried

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**PAYMENT OF UNUSED ACCUMULATED VACATION AND PERSONAL TIME**

Moved by Schmidt, seconded by Batzer to approve payment for unused accumulated vacation and personal hours to Patricia Heins, who retired from the 19<sup>th</sup> Circuit Court, effective April 28, 2023 = \$8,586.90; to be paid from the Employee Separation Fund.

YEAS: 7 Schmidt, Batzer, Dontz, Goodman, Gustad, Koons, McCraner

NAYS: 0 None

Motion Carried

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Moved by Schmidt, seconded by Batzer to approve payment for unused accumulated vacation and personal hours to Brian Richmond, who retired from the Maintenance Department, effective March 31, 2023 = \$3,308.96; to be paid from the Employee Separation Fund.

YEAS: 7 Schmidt, Batzer, Dontz, Goodman, Gustad, Koons, McCraner

NAYS: 0 None

Motion Carried

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Moved by Schmidt, seconded by Batzer to approve the Ways and Means Committee minutes of May 3, 2023.

Motion Carried

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**MANISTEE COUNTY TOURISM AUTHORITY UPDATE**

Sammie Lukaskiewicz, Executive Director, Manistee County Tourism Authority appeared before the board to provide an update on Manistee County Tourism.

**DISTRICT HEALTH DEPARTMENT #10 ANNUAL REVIEW**

Kevin Hughes and Emily Pakorski, District Health Department #10, appeared before the Board to provide their annual review.

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**VETERANS AFFAIRS OFFICE UPDATE**

Rick Rowe appeared before the Board to provide an update from the Veterans Affairs Office.

**PUBLIC SAFETY COMMITTEE MINUTES/MAY 5, 2023**

Karen Goodman presented the Public Safety Committee Minutes of May 5, 2023.

No Action Items.

Moved by Goodman, seconded by Batzer to approve the Public Safety Committee minutes of May 5, 2023.

Motion Carried

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**JOINT MANISTEE/BENZIE PUBLIC DEFENDER COMMITTEE**

Jeff Dontz presented the Joint Manistee/Benzie Public Defender Committee minutes of April 21, 2023.

**FY 2024 MIDC GRANT APPLICATION/BUDGET**

Moved by McCraner, seconded by Batzer to approve the Application for the Michigan Indigent Defense Grant Budget for FY 2024.

YEAS: 7 Dontz, Goodman, Gustad, Koons, McCraner, Schmidt, Batzer

NAYS: 0 None

Motion Carried

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Moved by Goodman, seconded by Schmidt to approve the Joint Manistee/Benzie Public Defender Committee minutes of April 21, 2023.

Motion Carried

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**GREEN TEAM COMMITTEE MINUTES/APRIL 27, 2023**

Margaret Batzer presented the Green Team Committee minutes of April 27, 2023.

No Action Items.

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Moved by Batzer, seconded by Gustad to approve the Green Team Committee meeting minutes of April 27, 2023.

Motion Carried

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**REGIONAL SUMMIT COMMITTEE MINUTES/MAY 5, 2023**

Janice McCraner presented the Regional Summit Committee Minutes of May 5, 2023.

No Action Items.

Moved by McCraner, seconded by Koons to approve the Regional Summit Committee Minutes of May 5, 2023.

Motion Carried

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**MISCELLANEOUS CONTROLLER AND BOARD ITEMS**

**LETTER OF SUPPORT FOR FILER TOWNSHIP RECREATION CENTER**

Moved by Goodman, seconded by McCraner to approve a letter of support for the Filer Township Recreation Center’s submission of Spark Grant and allow the County Board Chair to sign.

Motion Carried

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**RESOLUTION #2023-10  
MANISTEE COUNTY BOARD OF COMMISSIONERS**

**A RESOLUTION RECOGNIZING MAY 2023 AS MENTAL HEALTH AWARENESS MONTH IN MANISTEE COUNTY.**

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 16<sup>th</sup> day of May, 2023.

PRESENT: Batzer, Dontz, Goodman, Gustad, Koons, McCraner, Schmidt

ABSENT: None

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

WHEREAS, one out of every five American adults experiences a mental health disorder during their lifetime;



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WHEREAS, one out of every ten American children has a mental illness serious enough to impair how they function at home, at school and with peers;

WHEREAS, the impact of mental illness reaches families, neighborhoods, schools and the workplace;

WHEREAS, May has been recognized as national Mental Health Awareness Month since 1949; and

NOW THEREFORE, be it resolved by the Board of Commissioners that: (1) May 2023 is recognized as Mental Health Awareness Month in Manistee County; and (2) the people of Manistee County are encouraged to take the opportunity to learn more about building mental health and preventing substance abuse.

Moved by Schmidt, seconded by Batzer to approve above resolution #2023-14 Recognizing May 2023 as Mental Health Awareness Month in Manistee County.

YEAS: 7 Goodman, Gustad, Koons, McCraner, Schmidt, Batzer, Dontz

NAYS: 0 None

Motion Carried

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**STRATEGIC PLAN UPDATE**

Moved by Batzer, seconded by McCraner to approve the Strategic Plan with updates as presented.

YEAS: 7 Gustad, Koons, McCraner, Schmidt, Batzer, Dontz, Goodman

NAYS: 0 None

Motion Carried

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**PUBLIC COMMENT**

Pam Robinson with Disabled American Veterans Salt City Chapter #43 Manistee, Michigan addressed the Board.

Adjourn at the Call of the Chair at 7:13 p.m.

\_\_\_\_\_/s/ Lindsey Marquardt\_\_\_\_\_  
Lindsey Marquardt Clerk