



**CLERK**

Lindsey Marquardt  
(231) 723-3331

**CONTROLLER/ADMINISTRATOR**

Lisa Sagala  
(231) 398-3504

**WAYS & MEANS COMMITTEE MINUTES**

Wednesday, June 1, 2022  
9:00 a.m.

Manistee County Courthouse & Government Center  
Board of Commissioners Meeting Room

**MINUTES**

Members Present: Margaret Batzer, Eric Gustad and Richard Schmidt, Chairperson

Members Absent: None

Others Present: Heather Vasquez, Equalization Director; Sheriff Brian Gutowski; Gordon McLellan, IT Contractor; Mike Szokola, Planning Director; Julie Griffis, HR Generalist; Lisa Sagala, County Administrator/Controller; and Lindsey Marquardt, County Clerk.

The meeting was called to Order at 9:00 a.m.

**NOTE - Items requiring Board Action are indicated in BOLD**

**PUBLIC COMMENT**

None.

**COUNTY MAP FEE WAIVER**

Heather Vasquez presented a request from the Kaleva Norman Dickson School District, Bear Lake Schools and Onekama Consolidated Schools, requesting a fee waiver for county maps. (APPENDIX A) The cost to purchase the maps would total \$3,750. The maps are used by their bus routing software system, Transfinder. This greatly helps the district create more efficient bus routes.

**Moved by Batzer, seconded by Gustad to recommend that the \$3,750 fee for County maps be waived for the Kaleva Norman Dickson School District, Bear Lake Schools and Onekama Consolidated Schools, for the purpose of bus routing software and that the**

**schools and third-party software company sign a data agreement. Ayes. All. Motion Carried**

### **STORAGE REFRESH PROJECT**

Gordon McLellan appeared before the committee to present quotes for the storage refresh project. (APPENDIX B) These bids were previously on the agenda at the Technology Committee meeting but were tabled until today due to an error with one of the submitted quotes. Discussion followed regarding the submission of late or corrected quotes. The committee also discussed whether to have quotes as part of the agenda or only available to committee members so that vendors do not have a chance to review and submit corrected quotes.

**Moved by Gustad, seconded by Schmidt to recommend approval of the quote from Gracon Services, Inc. in the amount of \$89,546.92 and that the committee review the process for future bids. Ayes. All. Motion Carried.**

### **COUNTY CLERK CONTINGENCY FUNDS**

Lindsey Marquardt presented a request for the use of County Clerk contingency funds for the purchase of office furniture in the County Clerk's Office. (APPENDIX C)

**Moved by Batzer, seconded by Gustad to recommend the approval of County Clerk contingency funds for the purchase of furniture in the County Clerk's Office. Ayes. All. Motion Carried.**

### **SOIL EROSION AND SEDIMENT CONTROL INSPECTOR CONTRACT**

Mike Szokola presented the Manistee County Soil Erosion and Sedimentation Control Inspection-Temporary Services Agreement. (APPENDIX D) Glenn Zaring currently holds this certification. Margaret Batzer indicated that Mr. Zaring is currently on the Planning Commission and if questioned if this would pose a conflict of interest. Mr. Szokla informed the committee that there is a process in place to handle any potential conflicts of interest during Planning Commission meetings.

**Moved by Batzer, seconded by Gustad to recommend the approval of the Manistee County Soil Erosion and Sedimentation Control Inspection-Temporary Services Agreement between Manistee County and Glenn Zaring. Ayes. All. Motion Carried.**

### **OTHER ITEMS FROM COMMITTEE MEMBERS**

Lisa Sagala addressed not having a finance report for this month's meeting. She wanted to extend a thank you to all law enforcement personnel and agencies that responded and assisted

with the recent incident on Bear Lake. Ms. Sagala asked for a moment of silence for Susan Zielinski and her family.

Richard Schmidt inquired of the maintenance that is needed at the Planning Building. Lisa Sagala informed the committee that Eric Ross, Maintenance Supervisor, is working with Carpenter and Sons on completing those projects.

The meeting was adjourned at the Call of the Chair at 9:50 a.m.

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Richard Schmidt, Chairperson

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Margaret Batzer

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Eric Gustad

DRAFT

Kaleva Norman Dickson 4400 N. High Bridge Rd. Brethren, MI 49660 231-477-5353	Bear Lake School 7748 Cody Street Bear Lake, MI 49614 231-864-3434	Onekama Consolidated Schools 5016 Main Street Onekama, MI 49675 231- 889-5521
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May 4, 2022

Attention: Manistee County Board of Commissioners

In partnership with Onekama Consolidated Schools, Bear Lake Schools, and Kaleva Norman Dickson, we are requesting a fee waiver for the county maps available which would be released to our bus routing software system, Transfinder. This will greatly help our districts create more efficient bus routes for the 2022-23 school year and take away the burden of additional costs. For more information, please feel free to contact Gina Hagen, Jake Veith, Donna Korzeniewski, or Jeff Kamaloski.

Sincerely,



Jake Veith  
 Bear Lake & KND Schools  
 Superintendent

CC: Ms. Gina Hagen, OCS Superintendent  
 Mrs. Donna Korzeniewski, Manistee ISD  
 Mr. Jeff Kamaloski, Data Support Specialist



VENDOR	GRACON SERVICES INC
END USER	MANISTEE COUNTY
RFQ	STORAGE REFRESH (5YR)
DATE	19-May-22

 **Hewlett Packard  
Enterprise**

Qty	Model	Description	Unit Price	Total
2	ROQ82A	HPE MSA 2062 10GbE iSCSI SFF Strg	\$ 10,577.26	\$ 21,154.53
4	ROQ67A	HPE MSA 14.4T SAS 10K SFF M2 6pk HDD Bdl	\$ 5,241.81	\$ 20,967.25
8	ROQ47A	HPE MSA 1.92TB SAS RI SFF M2 SSD	\$ 1,701.60	\$ 13,612.80
4	AF556A	HPE 1.83m 10A C13-UL Dom Pwr Cord	\$ 8.63	\$ 34.50
2	HU4A6A5	HPE 5Y Tech Care Essential SVC	\$ 4,297.79	\$ 8,595.58
8	J9283D	Aruba 10G SFP+ to SFP+ 3m DAC Cable	\$ 73.94	\$ 591.50
2	JL703A	Aruba 8360-16Y2C Pwr2Prt3F2PS Bdl	\$ 12,236.56	\$ 24,473.13
4	TBD	Non HPE part: 1.82m / 6ft 5-15P to C15 Power Cord	\$ 29.41	\$ 117.65
<b>TOTAL</b>			<b>\$</b>	<b>\$ 89,546.92</b>

Customer Number 2305818	Quotation Number 8912227	Issue Date 05/19/22	Terms Net 30 days	Customer Reference None
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Issued by: Chad Heddleston 330-433-2628 chadh@provantage.com

<p>ACCTS PAYABLE MANISTEE COUNTY COURTHOUSE 415 THIRD ST MANISTEE, MI 49660</p> <p>(231)398-3500 szielinski@manisteecountymi.gov</p>	<p><b>QUOTATION</b></p> <p>Shipping RECEIVING PO# None MANISTEE COUNTY COURTHOUSE 415 THIRD ST MANISTEE, MI 49660</p> <p>(231)398-3500 gordon@manisteecountymi.gov</p> <p>Via Ground Service</p>
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Attention: (231)398-3500 gordon@manisteecountymi.gov

SKU	Product Name	Part Number	Quantity	Each	Total
CMP6TH6U	HPE MSA 2062 10GbE iSCSI SFF Storage	R0Q82A	2	7,699.00	15,398.00
CMP6TH79	Hpe MSA 14.4T SAS 10K SFF M2 6PK HDD BDL PL-li	R0Q67A	4	3,799.00	15,196.00
CMP6TH6Y	Hpe MSA 1.92TB SAS Ri SFF M2 SSD PL-li	R0Q47A	8	2,135.00	17,080.00
CMPT13N	HPE 1.83m 10A C13-UL Power Cord	AF556A	4	6.75	27.00
HPE93WN	HPE Aruba 10G SFP+ To SFP+ 3m DAC CBL	J9283D	8	99.00	792.00
HEWN67W	HPE Aruba 8360-16Y2C PWR2PRT3F2PS BDL	JL703A	2	21,599.00	43,198.00
HPEC0TV	HPE 5yr Tech Care Essentials MSA 2062 Storage Service	H28P2E	2	3,999.00	7,998.00

Subtotal: 99,689.00  
Shipping: FREE  
**Total: \$99,689.00**

**Provantage Sales**  
7576 Freedom Ave NW  
North Canton, OH 44720

To place your order, email chadh@provantage.com or call 330-433-2628.

Please note that prices on this quotation cannot be guaranteed beyond the issue date.

**SOLD-TO PARTY 10957431**

MANISTEE COUNTY  
 415 3RD ST  
 MANISTEE MI 49660-1624

**SHIP-TO**

MANISTEE COUNTY  
 415 3RD ST  
 MANISTEE MI 49660-1624

Quotation	
<b>Quotation Number</b>	: 225064182
<b>Document Date</b>	: 24-MAY-2022
<b>PO Number</b>	:
<b>PO Release</b>	:
<b>Sales Rep</b>	: Ronald Walters
<b>Email</b>	: RONALD.WALTERS@INSIGHT.COM
<b>Telephone</b>	: +19374159463

**We deliver according to the following terms:**

**Payment Terms** : Net 30 days  
**Ship Via** : Insight Assigned Carrier/Ground  
**Terms of Delivery:** : FOB DESTINATION  
**Currency** : USD

Quote valid until August 31st, 2022

Material	Material Description	Quantity	Unit Price	Extended Price
<u>JL703A#ABA</u>	HPE Aruba CX 8360-16Y2C - switch - 16 ports - managed - rack-mountable - TAA Compliant  OPEN MARKET	2	18,064.68	36,129.36
<u>J9283D</u>	HPE Aruba Direct Attach Copper Cable - 10GBase direct attach cable - 10 ft  OPEN MARKET	8	98.06	784.48
<u>FAFLASHEXPRESSSUITE</u>	FLASHEXPRESS BUNDLE INCLUDING X20 CHASSIS, 22TB DFM DATA PACK & 10 TIBS OF CLOUD BLOCK STORE FOR 12 MONTHS  OPEN MARKET Array 1	1	32,248.44	32,248.44
<u>FAFLASHEXPRESSSUITE</u>	FLASHEXPRESSSUITE- 22TB-BUNDLE 1 MONTH EVERGREEN SILVER SUBSCRIPTION, NBD DELIVERY, 24/7 SUPPORT  OPEN MARKET	12	734.79	8,817.48
<u>P019-008</u>	Tripp Lite 8ft Power Cord Cable 5-15P to C15 Heavy Duty 15A 14AWG 8' - power cable - NEMA 5-15 to IEC 60320 C15 - 8 ft  OPEN MARKET	4	19.99	79.96
<u>PKG-SVC-PUREFLASH</u>	NSIT - PURESTORAGE FLASHARRAY  OPEN MARKET	1	3,688.20	3,688.20
<u>FAFLASHEXPRESSSUITE</u>	FLASHEXPRESS BUNDLE INCLUDING X20 CHASSIS, 22TB DFM DATA PACK & 10 TIBS OF CLOUD BLOCK STORE FOR 12 MONTHS  OPEN MARKET Array 2	1	32,248.44	32,248.44

Material	Material Description	Quantity	Unit Price	Extended Price
FAFLASHEXPRESSSUITE	FAFLASHEXPRESSSUITE- 22TB-BUNDLE 1 MONTH EVERGREEN SILVER SUBSCRIPTION, NBD DELIVERY, 24/7 SUPPORT  OPEN MARKET Array 2	12	734.79	8,817.48
PKG-SVC-PUREFLASH	NSIT - PURESTORAGE FLASHARRAY  OPEN MARKET Array 2	1	3,688.20	3,688.20

Product Subtotal	101,490.68
Services Subtotal	25,011.36
TAX	0.00
<b>Total</b>	<b>126,502.04</b>

Thank you for choosing Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

Ronald Walters  
 +19374159463  
 RONALD.WALTERS@INSIGHT.COM

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

This purchase is subject to Insight's online Terms of Sale unless you have a separate purchase agreement signed by you and Insight, in which case, that separate agreement will govern. Insight's online Terms of Sale can be found at the "terms-and-policies" link below.

Effective Oct. 1, 2018, the U.S. government imposed tariffs on technology-related goods. Technology manufacturers are evaluating the impact on their cost and are providing us with frequent cost updates. For this reason, quote and ecommerce product pricing is subject to change as costs are updated. If you have any questions regarding the impact of the tariff on your pricing, please reach out to your sales team.

**SOFTWARE AND CLOUD SERVICES PURCHASES:** If your purchase contains any software or cloud computing offerings ("Software and Cloud Offerings"), each offering will be subject to the applicable supplier's end user license and use terms ("Supplier Terms") made available by the supplier or which can be found at the "terms-and-policies" link below. By ordering, paying for, receiving or using Software and Cloud Offerings, you agree to be bound by and accept the Supplier Terms unless you and the applicable supplier have a separate agreement which governs.  
<https://www.insight.com/terms-and-policies>





**CLERK**

**Jill M. Nowak**

231-723-3331 | Fax 231-723-1492  
jnowak@manisteecountymi.gov

Manistee County Courthouse  
415 Third Street • Manistee, Michigan 49660

**TO:** Manistee County Board of Commissioners

**FROM:** Lindsey Marquardt, Chief Deputy County Clerk

**DATE:** May 24, 2022

**SUBJECT:** Request for Contingency Funds

The County Clerk's Office would like to utilize some of the County Clerk contingency funds for the purchase of additional office furniture. Attached is a quote from Modern Office interiors. The furniture is \$685.66, and installation is \$365.00 for a total of \$1,050.66. The balance of the County Clerk's contingency fund is currently \$9,442.33.

Thank you for your consideration.



**Rick Barber**  
 1354 West Randall  
 Coopersville MI 49519  
 PH. 616 997 8608  
 FAX. 616 997 7263

Quote #:

Expires: 6/6/2022

www.modernofficeinteriors.com

Manistee County  
 Lindsey Marquardt  
 415 3rd St  
 Manistee MI 49660  
 PH. 231 398 3552  
 FAX.

Materials & Finishes  
 -Laminate: Stipple Birch  
 -Edge/Trim Color: Pebble  
 -Fabric: Galleria, Desert Sand

## ADMIN OFFICE AND FRONT DESK

Line #	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
<b>ADMIN OFFICE</b>						
1	MIS	DWM36	DUAL WALL MOUNT, 36H	1	\$ 22.40	\$ 22.40
2	MIS	FD36	FLIPPER DOOR UNIT, 36W	1	\$ 164.00	\$ 164.00
3	MIS	TB3620	TACKBOARD, 36W X 20H	1	\$ 85.00	\$ 85.00
4	JHM	WSE-2448	WORK SURFACE, RECTANGULAR NO GMT 24D X 48W	1	\$ 142.86	\$ 142.86
		NOTE:	MOI TO APPLY PEBBLE BANDING			
		NOTE:	ROUNDED CORNERS			
<b>SUBTOTAL:</b>						<b>\$ 414.26</b>
<b>FRONT DESK</b>						
5	MIS	TA3030B.S	FABRIC-COVERED ACOUSTICAL PANEL, 30W X 30H	1	\$ 114.00	\$ 114.00
6	MIS	TA4842B.S	FABRIC-COVERED ACOUSTICAL PANEL, 48W X 42H	1	\$ 155.00	\$ 155.00
7	MIS	WSBKR	CHOICES WORKSURFACE SUPPORT BRACKET, RIGHT HAND	1	\$ 2.40	\$ 2.40
<b>SUBTOTAL:</b>						<b>\$ 271.40</b>
<b>TOTAL</b>						<b>\$ 685.66</b>
III			MOI Installation - based on signed drawing. Any additional work will be billed at \$50.00 per hour.		\$ 275.00	\$ 275.00
FFF			MOI Delivery		\$ 90.00	\$ 90.00
			Sales Tax 6% - EXEMPT		\$ 0.00	\$ 0.00
<b>GRAND TOTAL:</b>						<b>\$ 1,050.66</b>

Respectfully Submitted by: Rick BarberDate: 5/6/2022

rick.barber@modernofficeinteriors.com

Accepted by: \_\_\_\_\_

Date: \_\_\_\_\_

ADMIN OFFICE AND FRONT DESK

Line #	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
<p><b>Terms:</b> 50% Deposit on new customers with approved credit. Net 15 Days on approved accounts only. All other payments must be made in full prior to order process. Payment must be made by Company Check, Visa, Mastercard, Discover, or American Express. Finance Charges are based on a 1.5% monthly (18%APR) rate. To avoid paying finance charges, pay the total due. Modern Office Interiors retains a security interest in the above merchandise to secure payment (including interest, collection, and attorney's fees). <b>Returns:</b> Chairs &amp; "Special Orders" are non-refundable and may not be cancelled. <b>Parts:</b> Replacement parts are non-refundable. No Merchandise may be returned for credit without prior authorization. Authorized returns will have a 30% restocking fee, less shipping. <b>Shipping:</b> Non-UPS residential deliveries subject to a Residential Delivery Fee. //</p>						



Manistee County Courthouse 415 Third Street Manistee, Michigan 49660

## MANISTEE COUNTY SOIL EROSION AND SEDIMENTATION CONTROL INSPECTION-TEMPORARY SERVICES AGREEMENT

**THIS AGREEMENT**, made and entered into on June 21, 2022, by and between Manistee County (hereinafter referred to as the “*County*”), and Glenn Zaring 321 Fifth Street Manistee, MI 49660 (hereinafter referred to as the “*Inspector*”);

Manistee County requires, on a temporary contractual basis, the services of an individual who has the qualifications and experience to perform the responsibilities of Soil Erosion and Sedimentation Control Program Inspector, pursuant to the provisions of Part 91, Soil and Sedimentation Control of the Natural Resources and Environmental Protection Act 451 of 1994, as amended;

**IT IS HEARBY AGREED**, that the temporary Inspector will perform the following services for the County:

- 1) In assistance of Michael Szokola, SESC State Certified Inspector for Manistee County, the *Inspector* will assist with the review of permit applications and plans, conduct inspections in a timely manner to not impede the natural flow of a project, take before, during, and after pictures of projects, and stop all work that is substandard by the requirements of Part 91, until corrected.
- 2) The *Inspector* shall work together with the Planning Assistant to process, from start to finish, the entire permit application.
- 3) The *Inspector* shall keep accurate records of time spent on each permit, general office hours, mileage of vehicle travel, and other records required to complete each project.
- 4) The *Inspector* will conduct himself in a professional manner while acting on behalf of Manistee County.
- 5) The *Inspector* shall work with the Planning Department personnel to resolve all complaints regarding the program in a timely manner.
- 6) The *Inspector* shall be required to remain certified to perform the work required under the Soil Erosion and Sedimentation Control Program.
- 7) The *Inspector* agrees to make himself available for office hours and/or inspections on an as-needed basis. The *County* agrees to provide the *Inspector* with sufficient space to meet with the public and complete necessary paperwork. The County Planning Department personnel shall process all paperwork, serve as a message center, review applications, issue permits and perform inspections during times the *Inspector* is unavailable.

**COMPENSATION:** For services rendered, the temporary *Inspector* shall:

- Receive the sum of Twenty (\$20.00) dollars per hour for all hours worked processing permit applications, meeting with the public and completing inspections.
- The *Inspector* shall be paid for all mileage at the current county government rate, while doing Soil Erosion and Sedimentation Control related business on behalf of Manistee County in their own vehicle. If a county vehicle is available, The *Inspector*, must utilize

- the County Vehicle and no government rate will be allowed to be charged.
- The *Inspector's* billable time for office hours begins at the time the *Inspector* arrives at the County Planning Department through the time office hours are concluded.
- Any hours worked by the *Inspector* in excess of 16 hours per week shall require advance permission to proceed by the Manistee County Planning Director.
- At no point shall the total compensation of the contract exceed \$10,000.00.
- It is expressly understood and agreed by the County and the *Inspector* that the payment of compensation as set forth in this section has been based on their intent and belief that the *Inspector* is an independent contractor.
- The *Inspector* shall keep itemized accurate records of all billable time and mileage and submit an itemized invoice to the Manistee County Planning Director on a bi-weekly basis. It is expected that this contract will terminate on November 15<sup>th</sup>, 2022, however, the contract may be terminated by the *County* upon seven days advance written notice to the *Inspector* or by the *Inspector* upon seven days written notice to the *County*.
- The contract may also be extended, with mutual consent by both parties.

Manistee County hereby agrees to defend, pay on behalf of, indemnify and hold harmless Glenn Zaring for any and all claims, demands, suits or losses which may be asserted or claimed against him while acting only within the scope of duty as the Manistee County Soil Erosion and Sedimentation Control Program Inspector. This agreement does not apply to any other work or job performed by Glenn Zaring for any other governmental entity, corporation, partnership, business venture or self-employment opportunity.

The *Inspector* shall not assign this agreement to any other contractor.

This contract may be terminated by the *Inspector* with fourteen days advance written notice to Manistee County.

If any provision of this agreement is held to be invalid, it shall be deleted, and the remainder of this agreement shall not be affected hereby.

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Glenn Zaring  
Soil Erosion & Sedimentation Control Inspector

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Date

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Jeff Dontz  
Chairman, Manistee County Board of Commissioners

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Date

## **Application for SESC Inspector position**

**Licensing:** per the requirements from the position, I am licensed by the State of Michigan, Department of Environment, Great Lakes, and Energy as a Storm Water Management-Construction site inspector. Certificate #C-22895, with expiration date of July 1st, 2027

**Background:** As a board member of the Manistee County Planning Commission and the County Brownfield Authority, I have become even more aware of the need for protection of our water as a critical need. To that end, I studied and received my certificate so that I can assist in achieving the goals in enforcing the laws and rules.

In addition, I studied Water Protection as a cultural necessity while working as the Director, Office of Public Affairs for the tribal government of the Little River Band of Ottawa Indians. In tribal culture, we have the Kwewok, who are the women of tribal nations dedicated to protecting water, as life. As a man with similar interests, we are called the Nbiish Ogichidaa... Water Protector.

Therefore, I am applying for this position with the Manistee County Planning Commission.

It would be an honor to serve my state, county and people in this position. As a retired government official, I have the time, desire and willingness to serve.

Sincerely,

Glenn C. Zaring