



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CHAIRPERSON
Jeffrey Dontz
VICE-CHAIRPERSON
Karen Goodman

Margaret Batzer
Mark Bergstrom
Pauline Jaquish
Gene Lagerquist
Richard Schmidt

CLERK
Jill Nowak
(231) 723-3331
CONTROLLER/ADMINISTRATOR
David A. Kieft, Jr.
(231) 398-3504

PUBLIC SAFETY COMMITTEE

Friday, June 5, 2020
2:00 P.M.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

MINUTES

Members Present: Pauline Jaquish, Chairperson, Margaret Batzer and Gene Lagerquist

Members Absent: None

Others Present: Lisa Sagala, Interim Administrator/Controller; Sheriff Kenneth Falk; Undersheriff Brian Gutowski; Jason Sopha, North Flight; Lt. Ryan Tabaczka, Michigan State Police; Jim Espvik, 911 Director; Lt. Jason Torrey, Emergency Management Coordinator; Jeff Dontz, County Commissioner and Jill M. Nowak, County Clerk.

The meeting was called to Order at 2:09 p.m.

The County Board and its Committees are operating remotely and electronically by Zoom under Executive Order #2020-75 issued by Governor Gretchen Whitmer due to the COVID-19 pandemic.

NOTE – Items requiring Board Action are indicated in BOLD

PUBLIC COMMENT

None.

SHERIFF ITEMS

SHERIFF'S OFFICE STATISTICS

Undersheriff Brian Gutowski reported that there are three (3) Monthly Statistic Reports (Appendix A) for March, April and May 2020 included for this month's meeting. Most statistics decreased because of the COVID-19 Stay Home Order. Most complaints were

handled by phone if possible and when they had to go on site, they tried to stay outside. Bailiff hours for court were diminished also because the courts were operating remotely as well. Bailiffs have been doing screenings at the door approximately 60% of the time but the time could become less at the door as courts start running in person hearings again. Alternate schedules were in effect for Sheriff Department employees to lessen the possible exposure to COVID-19. The normal schedule will be implemented on June 7, 2020. Sheriff Falk reported his office was informed of protests and potential threats. A Mutual Aid Agreement is being looked at with neighboring counties in Region 7. Other matters the Sheriff mentioned were CPR, Laser and new pistol training is happening soon with implemented safety protocols; interviews for four (4) Road Patrol Sergeant candidates. Conducting the interviews will be Deputies from Oceana, Lake and Benzie Counties. The lobby at the Sheriffs Office is opening the week of June 8th. There was a homicide on Potter Road in the County then the suspect traveled to Brethren and tried to carjack another vehicle, he was then confronted by State Police and committed suicide. There was an ATM theft in Wellston and three (3) individuals have been arrested. There are no updates on the Dublin Store suspected arson case. A new bill just passed regarding Police Officer Training. Undersheriff Gutowski has been in contact with Interim Chief Glass from the City of Manistee, to get information on the fair and impartial policing instructor training.

CITY OF MANISTEE PUBLIC SAFETY ITEMS

Interim Chief Josh Glass, City of Manistee, was unable to attend the meeting.

MICHIGAN STATE POLICE REPORT

Lt. Ryan Tabaczka, Michigan State Police, appreciates the hard work and collaboration of the Sheriff's Office and Michigan State Police including the debriefing from the recent murder in the County. In regard to the civil unrest, MSP is ready and able to serve Manistee County if needed. Squads have been sent to Grand Rapids, Cadillac and Traverse City so far and more squads are ready to serve. Hopefully, there will be peaceful protests.

LITTLE RIVER BAND OF OTTAWA INDIANS REPORT

No Report. Sheriff Falk noted that the Tribal Police are a great asset to Manistee County.

NORTH FLIGHT EMS

Jason Sopha, North Flight EMS, also thanked the Sheriff's Department and Michigan State Police for the great interdepartmental cooperation during COVID-19 and the recent homicide. This includes Fire, First Responders, EMS and all law enforcement. The one team approach by everyone is commended.

Mr. Sopha reviewed the data provided for February, March and April (Appendix B). Beginning April 1st, a third advanced life support truck was put on the road five (5) days

per week with a goal of seven (7) days per week within a few months. Mr. Sopha reported that out of 130 employees of Northflight, 14-16 were tested for COVID-19 and all were negative. The shows that safety recommendations and PPE's that were put in place were very effective which is so important with patient care contact. Northflight has not lifted these restrictions and they continue to monitor trends of the virus. At the end of March, a Regional COVID-19 transfer ambulance was set up and located in Kaleva. It was set up to specifically handle highly suspected or confirmed cases of COVID-19. Transfers from Manistee to Cadillac and then to Traverse City. There were only 4-6 transfers for the month of April, and it was then deemed no longer necessary.

On financials, due to COVID-19, there was a big impact. Write-offs for three (3) months were \$635,364 and \$33,413 in uncompensated care with a net revenue of \$-126,700. However, things are picking up with calls and transfers, so it is expected call volume will return to normal soon.

JAIL ADMINISTRATOR ITEMS

Sheriff Falk reported for Lt. Chris Banicki, Jail Administrator, that the jail passed the MDOC inspection and the jail is in full compliance to allow parole detainees to be transported to the prison. Lt. Banicki has ordered a Clorox 360 machine to arrive within the next few weeks. Jail population has been approximately 10-13 inmates, for the monthly population it averaged 9.7 inmates last month due to inmates being released per court order. Sheriff Falk will be meeting with the Judges next week to review criteria for incarceration as the jail is brought back slowly. HALO Systems will be installed soon to continue to help mitigate the spread. Sgt. Banicki purchased an iPad that Catholic Human Services and Centra Wellness use to speak to the inmates, all for less in person contacts.

9-1-1 DIRECTOR ITEMS

Jim Espvik, 911 Director, reported that March was a fairly busy month, April was slower and the when the Governor started opening things up, May picked up. Dispatch is still on lockdown and they are training two (2) new dispatchers. One (1) more dispatcher is still needed, and 50 applications have been received. Deb Anderson will be retiring June 20, 2020. Mr. Espvik indicated that they are close to being fully staffed. There have been no COVID-19 incidents as they continue to follow CDC guidelines.

The generator at the North Tower failed but it is back up and running. There was a leak at the Dispatch Center was it was not the roof but rather a bad connection on a flange in plumbing. Would that repair be under warranty since the roof is just a few years old? Ms. Sagala will follow up on that question.

EMERGENCY MANAGEMENT COORDINATOR ITEMS

Lt. Jason Torrey, Emergency Management Coordinator, reported that he is happy with only eleven (11) cases in the County. PPE distribution has been supplied to fire, EMS,

Police Agencies, Courthouse, Jail, Centra Wellness, Medical Care and some private practices. Sanitizer was donated by Iron Fish Distillery and Lt. Torrey had a partnership with Seamstresses for Safety, with the drop/pick up point being the Sheriff's Office. He has also applied for grant money to the Community Foundation for materials for this cause.

Lt. Torrey also went out with the Marine Patrol to visit erosion sites from First Street south towards Merkey Road and the end of the County. The house is still there at the end of Merkey Road and other erosion issues are still in danger. Lt. Torrey shared this information with EGLE.

MANISTEE COUNTY FAIR

Commissioner Jaquish reported that the Fair Board still wants to have the County Fair. The next Fair Board Meeting is July 7, 2020 at 6:30 p.m. at the Fairgrounds. Ms. Jaquish asked for thoughts from the Public Safety Community on having a fair. Sheriff Falk said he was concerned about cleaning, self-distancing and mask wearing. Even though the Governor is opening things up, the County still needs to be proactive to not be liable. Sheriff Falk recommends that there not be a fair this year.

Also, the concern of grandstand events and policing the six (6) foot measure. Does the Health Department/Public Health have an opinion? Mr. Sopha stated this is a droplet based virus and not being able to curtail social distancing, it is really a set up for failure. Since this is on County property, Ms. Sagala will contact MMRMA for an opinion? Concerns as to bringing in amusement rides and cleaning are also an issue. Ms. Jaquish reported that 38% of fairs have been cancelled and more may happen as fair time gets closer. 4-H will not be featured as participants have been selling their animals and business participants/sponsorships have been closed. An on-line auction would be minimal if at all due to the outright selling of animals. Ms. Jaquish would appreciate any input.

PUBLIC COMMENT

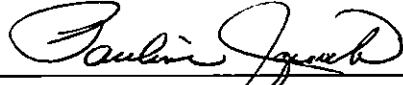
Jeff Dontz, these are unusual times not just for COVID-19. Mr. Dontz is frustrated to watch people in law enforcement have been labeled. There is room for improvement in everybody and every function of life, we all can improve and get better. Mr. Dontz thanks the law enforcement community for their work in trying to keep Manistee County calm and a law abiding community.

Commissioner Lagerquist stated he is not in favor of having a County Fair. Even the public is tired of sitting at home, not having a fair is an investment in public health if we stay home a little longer.

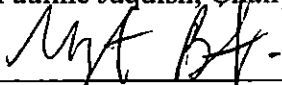
OTHER ITEMS FROM COMMITTEE MEMBERS

None.

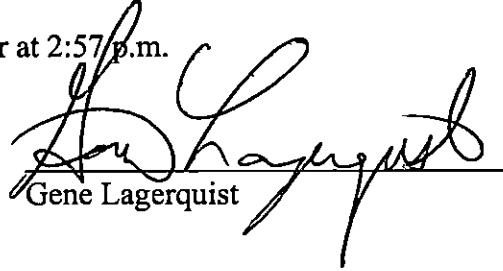
The meeting was adjourned at the Call of the Chair at 2:57 p.m.



Pauline Jaquish, Chairperson



Margaret Batzer



Gene Lagerquist

A-2

Manistee County Sheriff's Department
Manistee County Station Daily

Month	APRIL 2020												Monthly																	
	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH														
Day:	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
Date	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
Totals																														

Officers on duty:

Officers	4	4	4	4	4	4	4	4	4	4	4	5	4	4	3	5	5	6	5	4	5	5	6	3	4	4	5	7	5	4
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Daily Activities:

Patrol	16.5	19.0	15.5	16.5	22.0	30.5	18.0	19.0	20.5	28.0	33.0	9.0	19.0	22.5	9.0	27.0	26.0	17.5	18.5	20.5	24.0	9.5	20.5	8.0	5.5	13.0	2.5	11.5	21.5	21.0
Complaint	9.0	11.0	10.5	6.5	10.5	8.0	3.5	3.5	4.0	9.0	14.0	9.5	5.0	2.0	10.0	4.5	6.5	20.5	12.5	14.5	10.0	10.0	6.0	6.5	18.5	9.5	12.0	10.5	7.0	
Report Writing	20.5	14.5	16.0	18.5	8.5	17.5	21.0	10.0	16.5	17.0	11.0	7.0	8.5	7.0	11.0	14.0	12.0	13.0	13.0	4.0	4.5	4.5	5.5	4.0	4.0	5.0	8.0	29.0	15.0	16.0
Court													0.5											0.5						
Transport	2.0											19.0																		
Airport																														
ZTP																														
ACO																		1.0							2.0					
Inmate Services																														
Liquor Inspection																														
Civil Process																														
Community Policing																														
Training																														
Administrative	2.0	16.0	6.5	5.0	7.0	4.0	5.5	14.0	7.0	6.0	2.0	17.5	15.5	3.5	19.0	25.5	12.5	15.0	13.0	7.0	34.0	34.0	17.5	30.0	16.0	38.0	24.5	13.0	2.0	
Total Hours Daily:	38.0	62.5	39.0	47.5	48.0	60.0	48.0	48.0	48.0	60.0	62.0	62.0	48.0	36.0	60.0	82.0	70.0	65.0	60.0	49.0	62.0	58.0	70.0	36.0	48.0	52.5	58.0	64.0	60.0	100.0

Daily Stats:

Verbal Warnings	2.0	2.0	1.0																											
Traffic																														
Misd.	1.0																													
Felony																														
Property Inspections	10.0	8.0	4.0	7.0	4.0	9.0	7.0	9.0	5.0	9.0	12.0																			
Civil Papers																														
Traffic Stops	2.0	3.0	1.0																											
Persons Investigated	13.0	10.0	24.0	15.0	22.0	9.0	4.0	6.0	7.0	8.0	12.0	10.0	9.0	6.0	14.0	4.0	6.0	5.0	4.0	7.0	10.0	14.0	12.0	11.0	17.0	20.0	12.0	5.0	3.0	
Vehicles Assisted	2.0	2.0	1.0	2.0	4.0	1.0	1.0	1.0	1.0	1.0	5.0	4.0	1.0	1.0	3.0	4.0	4.0	3.0	1.0	4.0	1.0	1.0	1.0	1.0	2.0	3.0	5.0	2.0	2.0	
Mileage	594	653	430	476	570	798	521	285	448	568	993	833	436	365	325	613	597	600	548	474	645	153	260	239	359	434	183	478	576	478
PT / OWI																														
OWI	1.0																													
PIA ONLY																														
PDA	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	2.0																				
Totals	12.0	2.0	5.0	0.0	102.0	4.0	16.0	306.0	65.0	14932.0	0.0	2.0	0.0	7.0																

A-4

Manistee County Sheriff's Department Bailiff Daily Stats

Month	MARCH 2020																															Monthly	
	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	Totals	
Day:	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Totals	
Date:																																	
Officers on duty:																																	
Officers																																	
Daily Activities:																																	
Court Duties	12.5	16.0	12.5	7.5	0.5				8.0	15.0	9.0	6.5				5.0	1.0						3.0										96.5
Inmate Services																																	0.0
Transport																																	0.0
Report Writing																																	0.0
Training																																	0.0
Court Security	13.5	13.0	21.5	17.0	16.5			14.0	18.0	20.0	15.5	15.5			17.5	27.0	28.0	19.0	18.5				23.0	18.0	11.0	17.0	18.5		22.0	20.0	404.0		
Total Hours Daily:	100	260	290	340	24.5	17.0	100	22.0	33.0	29.0	22.0	15.5	100	100	22.5	27.0	29.0	19.0	18.5	100	100	100	24.0	18.0	11.0	17.0	18.5	100	22.0	20.0	500.5		

Manistee County Sheriff's Department Bailiff Daily Stats

Month	APRIL 2020																															Monthly
	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	Totals	
Day:	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Totals	
Date:																																Totals
Officers on duty:																																
Officers																																
Daily Activities:																																
Court Duties	1.5					4.0	0.5					4.0							2.5													
Inmate Services																																
Transport																																
Report Writing																																
Training																																
Court Security	18.5	16.5	17.5			17.0	17.5	16.5	18.0	14.0		17.5	16.0	16.0	17.5	17.0			17.5	17.5	16.5	16.5	17.0	18.0		14.0	15.5	17.5	15.5		368.5	
Total Hours Daily:	18.5	18.0	17.5	0.0	0.0	21.0	18.0	16.5	18.0	14.0	0.0	21.5	15.0	16.0	17.5	17.0	0.0	0.0	20.0	17.5	16.5	16.5	17.0	18.0	0.0	19.0	18.5	17.5	15.5	100	386.0	

Manistee County Sheriff's Department Bailiff Daily Stats

Month	MAY 2020																															Monthly
	F	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	Month	
Day:	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Totals
Date																																Totals
Officers on duty:																																
Officers																																
Daily Activities:																																
Court Duties																																4.5
Inmate Services																																0.0
Transport																																5.0
Report Writing																																0.0
Training																																4.0
Court Security																																35.0
Total Hours Daily:	18.0	15.5	19.5	19.0	17.5	15.0	15.0	15.0	15.0	18.5	17.5	16.5	17.0	15.5	10.0	10.0	26.5	27.0	17.0	16.5	18.0	10.0	0.0	0.0	22.5	20.5	18.0	19.0	19.0	357.5		
	19.0	10.0	10.0	20.0	19.5	19.0	17.5	15.0	15.0	18.5	17.5	16.5	17.0	15.5	10.0	10.0	26.5	27.0	17.0	16.5	18.0	10.0	0.0	0.0	22.5	20.5	18.0	19.0	19.0	379.0		

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**Manistee County Sheriff's Department
Animal Control Officer Station Daily**

Month	April 2020																															Monthly
	Date	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Totals

Daily Stats/Monthly:

Patrol							6.0	4.0	3.0	5.0	5.0																					4.0				44.0
Complaint								1.0	1.0	2.0				1.0	1.0																1.0	5.0			12.0	
Report Writing								1.0	2.0	1.0				1.0	3.0																1.0				9.0	
Assist Other Agency																																			0.0	
Pound (Misc.)							4.0	4.0	4.0	5.0	2.0			10.0	3.0	3.0	5.0	10.0					10.0	10.0	10.0						4.0	4.0	5.0	6.0	105.0	
Total Hours Daily:	0.0	0.0	0.0	0.0	0.0	0.0	10.0	10.0	10.0	10.0	10.0	0.0	0.0	10.0	10.0	10.0	10.0	10.0	0.0	0.0	0.0	10.0	10.0	10.0	10.0	0.0	0.0	0.0	0.0	10.0	10.0	10.0	10.0	10.0	170.0	

Monthly Stats Only:

Citations Issued									1.0																											3.0
Verbal Warnings								3.0			2.0				1.0	3.0																				9.0
Warrant Arrests																																				0.0
Impounds																																				0.0

Monthly Township

Arcadia Township									1.0																												1.0
Bear Lake Township										2.0																											2.0
Brown Township										1.0					1.0																						2.0
Cleon Township																																					1.0
Dickson Township										1.0	1.0	1.0	2.0		1.0	2.0	1.0																				11.0
Filer Township											0.5	1.0																								2.5	
Manistee Township									1.0		0.5	1.0			1.0	1.0	1.0																			7.5	
Maple Grove Twp										1.0					1.0	1.0	1.0														5.0				8.0		
Marilla Township											1.0				1.0	1.0																				3.0	
Narman Township											1.0				1.0	1.0														1.0						4.0	
Onokama Township									1.0	1.0																										2.0	
Pleasanton Township									1.0	2.0																										3.0	
Springdale Township																																				1.0	
Stronach Township											1.0	2.0																								5.0	
Manistee City																															1.0	1.0			1.0		



NORTH FLIGHT EMS

To: Manistee County Board of Commissioners
From: Paul Owens, General Manager
Date: March 17, 2020
SUBJECT: 911 Requests/Response Time Average Report

Attached is the *911 Requests/Response Time Average Report*.

Operations: There were no customer concerns for February 2020.

Financials:

- Year-to-date total unrestricted revenue was \$1,019,942. The budgeted amount was \$1,059,036, which resulted in a negative variance of (\$39,094).
- The total "requests for service" for February 2020 was 271.
- The total "billable requests for service" for February 2020 was 200.

Miscellaneous:

- Total transfers out of Manistee Hospital: 49.
- Monthly contractual write offs for February 2020 totaled \$250,839.
- Uncompensated care write off for February 2020 totaled \$11,941.

Rationale Current Month Data
Feb 2020

911 Requests by Township/City and 911 Response Time Avg

Township	Requests	Minutes
Arcadia	6	20.09
Bear Lake	7	8.28
Brown	2	10.63
Cleon	6	12.95
Dickson	10	11
Filer	19	8.42
Manistee	72	16.5
Maple Grove	15	7.11
Marilla	4	10.01
Norman	22	18.53
Onkama	14	7.39
Pleasanton	1	12.22
Springdale	12	15.28
Stronach	3	7.32
Manistee City	7	5.97
Eastlake City	0	0

Total Requests = 197

9.35



NORTH FLIGHT EMS

To: Manistee County Board of Commissioners
From: Paul Owens, General Manager
Date: April 22, 2020
SUBJECT: 911 Requests/Response Time Average Report

Attached is the *911 Requests/Response Time Average Report*.

Operations: There were no customer concerns for March 2020.

Financials:

- Year-to-date total unrestricted revenue was \$1,113,077. The budgeted amount was \$1,198,798, which resulted in a negative variance of (\$85,721).
- The total "requests for service" for March 2020 was 211.
- The total "billable requests for service" for March 2020 was 155.

Miscellaneous:

- Total transfers out of Manistee Hospital: 36.
- Monthly contractual write offs for March 2020 totaled \$176,792.
- Uncompensated care write off for March 2020 totaled \$10,178.

Rationale Current Month Data
March 2020

911 Requests by Township/City and 911 Response Time Avg

Township	Requests	Minutes
Arcadia	18	12:71
Bear Lake	15	11.49
Brown	2	8:93
Cleon	7	12.48
Dickson	10	12:56
Filer	16	8.47
Manistee	45	14:78
Maple Grove	16	7.63
Marilla	10	10:10
Norman	15	17.44
Onkama	13	10:39
Pleasanton	2	9.23
Springdale	4	13:8
Stronach	8	12.2
Manistee City	2	19:74
Eastlake City	0	0

Total Requests: 163 9.74



NORTH FLIGHT EMS

To: Manistee County Board of Commissioners
From: Paul Owens, General Manager
Date: May 18, 2020
SUBJECT: 911 Requests/Response Time Average Report

Attached is the *911 Requests/Response Time Average Report*.

Operations: There were no customer concerns for April 2020.

Financials:

- Year-to-date total unrestricted revenue was \$1,213,636. The budgeted amount was \$1,340,315, which resulted in a negative variance of (\$126,679).
- The total "requests for service" for April 2020 was 206.
- The total "billable requests for service" for April 2020 was 160.

Miscellaneous:

- Total transfers out of Manistee Hospital: 54.
- Monthly contractual write offs for April 2020 totaled \$207,233.
- Uncompensated care write off for April 2020 totaled \$11,294.

B-6

Rationale Current Month Data
April 2020

911 Requests by Township/City and 911 Response Time Avg

Township	Requests	Minutes
Arcadia	7	16.19
Bear Lake	8	15.51
Brown	1	12.22
Cleon	13	17.27
Dickson	5	15.17
Filer	14	9.93
Manistee	25	7.2
Maple Grove	12	8.43
Marilla	3	25.26
Norman	15	17.27
Onkama	8	12.17
Pleasanton	2	17.84
Springdale	14	15.52
Stronach	5	10.15
Manistee City	9	15.55
Eastlake City	4	5.8

Total Request: 145 12.14