

## MINUTES

Monday, June 14, 2021  
5:00 P.M.

Manistee County Courthouse and Government Center via Zoom  
415 Third Street, Manistee, MI 49660

Members Present: James Henderson, Chair; Jeff Dontz, Vice Chair; Roger Zielinski, Secretary

Members Absent: None

Others Present: Lisa Sagala, Administrative Support; Julie Schmeling, Recording Secretary; and numerous audience members representing Manistee County, the City of Manistee, Law Enforcement, the Townships, Villages, and the Public.

The meeting was called to order at 5:00 P.M. Roll call was taken and the Pledge of Allegiance was recited.

The Chairman requested approval of the meeting agenda.

**There was a motion by Mr. Zielinski, supported by Mr. Dontz, to approve the Monday, June 14, 2021, meeting agenda. Motion carried.**

The Chairman then requested approval of the minutes from the Monday, April 12, 2021, meeting of the Manistee Local Revenue Sharing Board.

**There was a motion by Mr. Dontz, supported by Mr. Zielinski, to approve the Monday, April 12, 2021, meeting minutes of the Manistee Local Revenue Sharing Board, as presented. Motion carried.**

The Chairman next requested the Board's consideration to approve payment to Manistee County in the amount of \$12,500, which represents 50% of the annual Administrative fees, per agreement.

**There was a motion by Mr. Zielinski, supported by Mr. Dontz, to approve payment of \$12,500 to the County of Manistee, which is 50% of the annual Administrative fees, per agreement.**

**A roll call vote was taken:**

**Yeas: 3 (Henderson, Dontz, Zielinski)**

**Nays: 0**

**Absent: 0**

**Motion carried.**

The Board considered payment to Municipal Underwriters of Michigan, Inc., for the liability insurance renewal for 5/1/21 - 5/1/22, invoice #15018, in the amount of \$4,557.00 (APPENDIX A).

**There was a motion by Mr. Zielinski, supported by Mr. Dontz, to approve the payment to Municipal Underwriters of Michigan, Inc., for the liability insurance renewal in the amount of \$4,557.00.**

**A roll call vote was taken:**

**Yeas: 3 (Henderson; Dontz; Zielinski)**

**Nays: 0**

**Absent: 0**

**Motion carried.**

The Chairman requested that Ms. Sagala provide the Board with a detailed explanation of the financial report prepared for the Monday, June 14, 2021, meeting (APPENDIX B). Ms. Sagala stated that \$82,235.73 is the minimum amount required for distribution in the form of Public Safety grants, and no funds will be available for distribution in the form of Offset, Other, and additional Public Safety grants. The payment in the amount of \$614,229.27 was received by the Casino in May of 2021.

**There was a motion by Mr. Zielinski, supported by Mr. Henderson, to award \$13,376.00 to the City of Manistee to purchase eight (8) body-worn cameras for the City of Manistee Police Department.**

**A roll call vote was taken:**

**Yeas: 3 (Henderson, Dontz, Zielinski)**

**Nays: 0**

**Absent:0**

**Motion carried.**

**There was a motion by Mr. Zielinski, supported by Mr. Dontz, to award \$8,000.00 to the City of Manistee for partial funding to purchase a Lucas 3 Mechanical CPR device for the City of Manistee Fire Department.**

**A roll call vote was taken:**

**Yeas: 3 (Dontz, Henderson, Zielinski)**

**Nays: 0**

**Absent: 0**

**Motion carried.**

**There was motion by Mr. Henderson, supported by Mr. Dontz, to award \$12,969.00 to Manistee County to send two divers to the advanced open water training, two divers to the rescue training, one diver to Divemaster training and also various equipment for the Manistee County Sheriff's Office Dive Team.**

**A roll call vote was taken:**

**Yeas: 3 (Zielinski, Dontz, Henderson)**

**Nays: 0**

**Absent: 0**

**Motion carried.**

**There was a motion by Mr. Dontz, supported by Mr. Zielinski, to award \$11,775.00 to Manistee County to purchase a video surveillance system at the Manistee Blacker Airport.**

**A roll call vote was taken:**

**Yeas: 3 (Henderson, Dontz, Zielinski)**

**Nays: 0**

**Absent: 0**

**Motion carried.**

**There was a motion by Mr. Dontz, supported by Mr. Zielinski, to award \$8,800.00 to Manistee Township to purchase a 4500psi RIT Kit (emergency air) for the Manistee Township Fire Department to be used jointly with Eastlake Fire Department.**

**A roll call vote was taken:**

**Yeas: 3 ( Henderson, Zielinski, Dontz)**

**Nays: 0**

**Absent: 0**

**Motion carried**

**There was a motion by Mr. Zielinski, supported by Mr. Henderson, to award \$2,230.00 to Manistee Township to purchase a battery-operated tool package for use at Manistee Township Fire Department.**

**A roll call vote was taken:**

**Yeas: 3 (Dontz, Henderson, Zielinski)**

**Nays: 0**

**Absent: 0**

**There was a motion by Mr. Dontz, supported by Mr. Henderson to award \$33,000 to purchase 52 pairs of leather structure boots and 128 pairs of leather firefighting gloves for the Manistee County Firefighters Association to be distributed throughout 10 Manistee County Fire Departments.**

**A roll call vote was taken:**

**Yeas: 3 (Zielinski, Henderson, Dontz)**

**Nays: 0**


**Absent: 0**

The meetings for the remainder of 2021 will be held at the Manistee County Courthouse, in the Commissioners Board Room. The room is equipped to continue offering a Zoom option.

The deadlines for the 2021 Cycle II Grant Applications will be Friday, August 27, 2021 for County applications and all others are due Friday, September 3, 2021.

There being no further business to come before the Local Revenue Sharing Board, the meeting was adjourned at 5:17 P.M.

Respectfully Submitted,



Mick Szymanski, Secretary



**Municipal Underwriters of Michigan, Inc.**  
 PO Box 400  
 Houghton Lake, MI 48629  
 (800) 241-8398  
 adamg@muminc.net  
 www.muminc.net

# APPENDIX A

**BILL TO**

Manistee Local Revenue Sharing  
 Board  
 C/O Tom Kaminski, Secretary  
 415 3rd Street  
 Manistee, MI 49660

**INVOICE 15018**

**DATE 04/21/2021**

**DUE DATE 05/01/2021**

**POLICY NUMBER**  
 HMTP-222573

**EFFECTIVE DATE**  
 05/01/2021

**EXPIRATION DATE**  
 05/01/2022

DATE	ACTIVITY	AMOUNT
	<b>MTPP</b> Municipal Package Policy - Renewal	4,557.00

Please visit us at [www.muminc.net](http://www.muminc.net) where you can find helpful links and claim submission information.

**4,557.00**



You are a valued customer and we appreciate your business. Please contact us if you have any questions or concerns. We are here for you.

**MANISTEE LOCAL REVENUE SHARING BOARD  
FINANCE REPORT  
(Prepared for Monday, June 14, 2021 meeting)**

**APPENDIX B**

Total 2% funds received by the County Treasurer:

11/30/99 - 12/29/17 (underpay 3/31/16)	=	\$ 33,360,977.90	
6/1/2018	=	\$ 737,836.64	
11/30/18 =	=	\$ 960,976.00	
5/29/19 =	=	\$ 775,502.78	
12/3/19 =	=	\$ 966,852.93	
5/31/20 =	=	\$ 729,683.74	
12/1/2020=	=	\$ 648,925.21	
5/24/2021 =	=	\$ 614,299.27	
			\$ 38,795,054.47

ADD: Interest Earnings:

12/99 - 8/31/19 =	=	\$ 402,715.90	
9/1/19 - 2/29/20 =	=	\$ 17,474.66	
3/1/20 - 5/31/20 =	=	\$ 626.83	
6/1/20 - 8/31/20=	=	\$ 16.32	
9/1/20 - 12/1/20=	=	\$ 6,510.36	
4/1/21 - 5/31/21=	=	\$ 21.92	
			\$ 427,365.99

LESS: Grant Awards:

5/8/00 - 6/12/17 =	=	\$ 30,427,220.00	
12/11/17 =	=	\$ 1,477,969.10	
6/11/18 =	=	\$ 126,457.00	
12/10/18 & 2/11/19 =	=	\$ 1,499,890.14	
6/10/19 =	=	\$ 129,480.00	
12/9/2019=	=	\$ 1,603,786.36	
6/8/20=	=	\$ 120,900.62	
12/14/20=	=	\$ 1,559,347.77	
			\$ (36,945,050.99)

ADD: Grant Reimbursements received from 9/21/07 through 12/31/20

Airport unused \$81 Cycle I 2018 + \$84.50 Sheriff's Office 954.58 City of Manistee (All funds have been redistributed as grants)	=		\$ 98,770.25
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LESS: Administrative Fees and other invoices approved for payment through 12/14/20

	=		(\$1,100,325.87)
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**ACCOUNT BALANCE AS OF 3/31/21**

**\$ 1,275,813.85**

**2021 CYCLE I ESTIMATED GRANT DISTRIBUTION**

CURRENT ACCOUNT BALANCE	=	\$ 1,275,813.85
(Includes interest earned through 11/30/20)		
LESS: 2% payment received from the Casino in May 2021	=	(614,299.27)
(for distribution in December 2021)		
LESS: Estimate of invoice scheduled to be paid on 6/14/21	=	(12,500.00)
(50% of annual Administrative fee = \$12,500)		
LESS: Approximate amount which will remain in the account for		
operating expenses	=	<u>(10,000.00)</u>
Balance remaining for grant distribution		<u>\$ 639,014.58</u>
LESS: Minimum amount required for distribution in the form of Public Safety Grants		
(\$648,925.21 x 12.5%) + \$81.00+\$954.58+\$84.50 reimbursement	=	<u>(\$82,235.73)</u>
Amount remaining for distribution in the form of "Offset", "Other"		
and additional "Public Safety" grants		
(Note: P.I.L.T. grants distributed in Cycle II)		<u>\$ 556,778.85</u>

**NOTE:** The Board may consider reserving a portion of the account balance for P.I.L.T. payments awarded in December 2021 and paid in February 2022. The following is an estimate of the amount that may be needed to pay the 2021 P.I.L.T. obligation:

2 % payment to be received from the casino for May 2021	=	\$ 614,299.27
Less: Minimum Public Safety grant obligation in December 2021		
(\$614,299.27 X 12.5%)	=	(\$76,787.41)
Less: Estimated Administrative expenses, per diem, etc (6/21 - 12/21)	=	\$ (15,000.00)
Add: Estimated interest earnings 6/20 thru 12/20. (Interest estimated at		
\$150 per month)		\$ 900.00
Less: Normal reserved account balance	=	\$ (10,000.00)
Less: Total estimated 2021 P.I.L.T. payment:		
(2020 taxable value of casino; real and personal property as of		
12/31/20 = \$34,545,600.00)		
(Source: 2021 Appraisal)		
(Millage estimated and based on 2020):		
West Shore College (3.0907 mills)	=	\$ (106,770.09)
Intermediate School District (2.3000 mills)	=	\$ (79,454.88)
Manistee Area Public Schools (20.2500 mills)	=	\$ (699,548.40)
Manistee County (8.7300 mills)	=	\$ (301,583.09)
Manistee Township (1,5000 mills + 1% tax admin fee)	=	\$ (67,344.35)
		<u>\$ (1,254,700.81)</u>

Estimated amount which will be available for "Offset", "Other",  
And additional "Public Safety" grants in December 2021 = \$ (741,288.95)

**Based on the above estimates, it is recommended that 100% of the estimated (non-Public Safety) balance be reserved for the 2021 - Cycle II grant process to meet P.I.L.T. payments. If the Board takes this action, the following is available in this cycle for distribution:**

<b>Public Safety Grants</b>	=	<b>\$ 82,235.73</b>
<b>Other Grants/Additional (Public Safety Grants</b>	=	<b>\$ -</b>
		<u><b>\$ 82,235.73</b></u>