

**TUESDAY, JUNE 15, 2021**

Pursuant to law, the Board of Commissioners met on Tuesday, June 15, 2021 at 9:00 a.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 (on-line, City of Manistee), Eric Gustad (on-line, Filer Township), Pauline Jaquish, Nikki Koons (on-line, Norman Township), Richard Schmidt (on-line, Maple Grove Township)

ABSENT: None

The County Board and its Committees are operating remotely and electronically by Zoom under the Manistee County Board of Commissioners Resolution #2020-17, which declared a Local State of Emergency through December 31, 2021 due to the COVID-19 pandemic.

**APPROVE MEETING AGENDA**

Moved by Goodman, seconded by Jaquish to approve the Meeting Agenda, as presented.

Motion Carried

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**CONSENT AGENDA**

Moved by Goodman, seconded by Schmidt to approve the Consent Agenda which includes the minutes of the May 18, 2021 Board meeting, and June 2021 monthly appropriations and fund transfers.

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

NAYS: 0 None

Motion Carried

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**PUBLIC COMMENT**

Elaine Bossingham, Secretary, Manistee County Fair Board, updated the Board of Commissioners on projects at the fairgrounds, and current and upcoming events, as well as the location for a recycling site.

**COUNTY PLANNING COMMISSION**

One (1) appointment to the Planning Commission to fill an unexpired three (3) year term, beginning immediately and ending on June 9, 2022. This position will be filled by a person representing Agriculture, Forestry and Land Use Interests. Applicant for the position is Eleanor A. DeYoung.

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Moved by Schmidt, second by Jaquish to appoint Eleanor A. DeYoung to the County Planning Commission to fill an unexpired three (3) year term, beginning immediately and ending on June 9, 2022.

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

Motion Carried

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**CENTRA WELLNESS BOARD APPOINTMENT**

One (1) vacancy on the Centra Wellness Board of Directors. This vacancy will be to fill an unexpired three (3) year term beginning immediately and expiring March 31, 2022.

There were no applicants, and the Clerk was asked to re-advertise again.

**RECOGNITION AND ANNOUNCEMENTS**

None.

**WAYS & MEANS COMMITTEE REPORT/JUNE 2, 2021**

Richard Schmidt presented the Ways & Means Committee Report of June 2, 2021.

**FINANCE REPORT**

Board of Commissioners  
Manistee County  
Manistee, Michigan 49660

We hereby submit claims for May 4, 2021 through June 1, 2021, and a summary of the On-Demand checks for their review and approval. The totals are as follows:

101 General Fund .....	\$232,287.20
201 County Road Fund.....	0.00
208 Parks/Recreation Trails Fund .....	0.00
215 Friend of the Court Fund .....	0.00
216 Department Contingency Fund.....	0.00
220 Local Revenue Sharing Grant Fund .....	0.00
225 Recycling Fund.....	3,320.00
234 Judicial Technology Fund .....	0.00
235 District Court Services Fund .....	0.00
236 Maintenance of Effort Fund .....	9,465.78
238 Land Bank Authority Fund.....	155.00
239 NF&W Foundation Grant.....	0.00
241 AIS Grant Fund .....	0.00
242 Bear Lake Improvement Fund.....	0.00
243 Brownfield Redevelopment Authority Fund .....	0.00
244 Brownfield Redevelopment-Joslin Cove.....	0.00
245 Public Improvement Fund .....	0.00
246 Township Improvement Revolving Fund.....	0.00
251 Capital Improvement Fund.....	3,100.00

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252 PRE Audit Fund .....	0.00
253 Remonumentation Fund .....	0.00
254 Medical Care Depreciation Fund.....	0.00
255 Brownfield Site Assessment Fund.....	0.00
256 Register of Deeds Automation Fund .....	4,051.38
257 Budget Stabilization Fund .....	0.00
258 Mounted Search and Rescue .....	0.00
259 Indigent Defense Fund .....	5,084.20
260 Health Insurance Fund.....	161,516.78
261 9-1-1 Service Fund .....	0.00
262 Dive Equipment Fund.....	12.00
263 Sheriff's Office Forfeited Assets Fund.....	0.00
264 Family Counseling Services Fund.....	0.00
265 Juvenile Drug Court Fund .....	0.00
266 Law Enforcement Training Fund .....	913.80
267 Concealed Pistol Licensing Fund .....	92.65
268 Homeland Security Grant Fund.....	0.00
269 Law Library Fund.....	4,429.16
270 Corrections Officer Training Fund.....	0.00
271 County Library Fund .....	0.00
272 County Library Trust Fund.....	0.00
274 OHSP Grant Funds .....	0.00
275 Dial-A-Ride Fund.....	0.00
276 Forestry Fund.....	0.00
277 Air Photo Fund .....	0.00
278 LEPC Grant Fund.....	0.00
279 Economic Development - Housing Fund .....	0.00
280 MSHDA Grant Fund .....	0.00
281 Law Enforcement Technology Fund .....	0.00
282 Care Act Fund.....	0.00
283 F.I.A. Benzie County.....	0.00
284 Community Corrections Fund .....	770.83
285 Drunk Driving Case Flow Fund.. ..	0.00
286 Juvenile Intervention Fund.....	0.00
287 Juvenile Accountability Fund.....	0.00
290 Department of Human Services Fund .....	0.00
292 Child Care Fund .....	2,529.76
293 Soldiers & Sailors Relief Fund.....	0.00
294 Veterans Trust Fund .....	0.00
295 Airport Authority Fund.....	32,091.86
296 Juvenile Justice Fund.....	1,250.00
297 Compensated Services Fund.....	150,183.02
298 County Employee Separation Fund.....	0.00
299 Unemployment Fund.....	0.00
356 Fair Board Debt Fund.....	0.00
360 9-1-1 Expansion Construction Fund.....	0.00
361 Jail Expansion Construction Fund.....	0.00
362 Jail Building Bond.....	0.00
368 Library Loan Fund.....	0.00
369 Building Authority Debt Fund.....	0.00
370 County Road Building Debt Fund.....	0.00
461 Building Authority Construction Fund.....	0.00
462 County Road Construction Fund .....	0.00
512 Medical Care Facility Fund .....	0.00
516 Delinquent Tax Revolving Fund .....	2,463,783.76
606 Tax Revolving Fund.....	0.00
609 2009 Tax Revolving Fund .....	0.00
610 2010 Tax Revolving Fund.....	0.00
611 2011 Tax Revolving Fund .....	0.00
612 Delinquent Taxes.....	0.00
613 2013 Tax Revolving Fund.....	0.00
614 2014 Tax Revolving Fund .....	0.00

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615 2015 Tax Revolving Fund.....	0.00
616 2016 Tax Revolving Fund.....	0.00
617 2017 Tax Revolving Fund.....	0.00
618 2018 Tax Revolving Fund.....	0.00
618 2018 Tax Revolving Fund.....	0.00
619 2019 Tax Revolving Fund.....	0.00
620 Foreclosure Fund.....	483.36
701 Trust and Agency.....	0.00
702 OPEB Trust Fund.....	0.00
801 Drain Fund.....	82,967.73
Total: .....	<u>\$3,158,488.27</u>

(includes 2 acct. payable runs; on demand checks):

Payroll for the period of May 4, 2021 thru June 1, 2021 + \$510,344.34  
(includes 2 payrolls)

Total to be Claimed and allowed June 15, 2021 \$3,668,832.61

Moved by Schmidt, seconded by Batzer to approve the on-demand checks, bills and payroll, be accepted in the amount of \$3,668,832.61; and that the same be placed on file.

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

NAYS: 0 None

Motion Carried

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**CONSULTING SERVICES AGREEMENT  
WITH MANISTEE-BENZIE COUNTIES  
AND MGT OF AMERICA CONSULTING, LLC**

Moved by Schmidt, seconded by Batzer to approve the Consulting Services Agreement with Manistee-Benzie Counties and MGT of America Consulting, LLC in the amount of \$16,500.00 effective October 1, 2020.

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

NAYS: 0 None

Motion Carried

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**MANISTEE COUNTY MEDICAL CARE  
BALLOT PROPOSAL**

The Ways & Means Committee reviewed two (2) different versions of the revised ballot language for the proposed Manistee County Medical Care ballot proposition. Both versions were presented to the full Board for their review. One proposal is for 20 years, or a second proposal is for 30 years.

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**COUNTY-WIDE PARCEL AND ADDRESS DATA FEE WAIVER FOR WESTERN LAND SERVICES INC AND THE 501c3 PENNIES FROM HEAVEN**

The County Board reviewed the Data Fee Waiver Request and placed the request on file. No action was taken.

**ZONING SERVICES CONTRACT BETWEEN MANISTEE COUNTY AND THE VILLAGE OF BEAR LAKE**

Moved by Schmidt, seconded by Koons to approve the Zoning Services Agreement between the County of Manistee and the Village of Bear Lake for a three-year contract for planning and zoning services totaling \$4,250.00 for the first year with a 2% increase each year after for the remainder of the contract.

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

Motion Carried

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**MAC CONSULTING SERVICES REGARDING BROWNFIELD/JOSLIN COVE**

Moved by Schmidt, seconded by Batzer to approve up to \$8,000 for attorney fees for the Brownfield/Joslin Cove matter, to Mac McLellan with Mac Consulting Service, LLC and Jared Belka with Warner, Norcross and Judd to be paid from the Brownfield Authority Joslin Cove fund.

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

Motion Carried

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**2021 REMONUMENTATION GRANT AND CONTRACTS**

Moved by Schmidt, seconded by Batzer to approve the 2021 Remonumentation Grant and Contracts, as presented.

YEAS: 7 Schmidt, Batzer, Dontz, Goodman, Gustad, Jaquish, 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 Marla Evans, who resigned from the Probate Court Office effective May 7, 2021 = \$982.94; to be paid from the Employee Separation Fund.

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

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 Lucas Balmer, who resigned from the Equalization/Register of Deeds offices effective May 7, 2021 = \$1,988.92; to be paid from the Employee Separation Fund.

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

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 Alyssa Wahr, who resigned from the Manistee County Jail effective May 17, 2021 = \$1,268.60; to be paid from the Employee Separation Fund.

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

NAYS: 0 None

Motion Carried

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**PROJECT 19**

Moved by Schmidt, seconded by Batzer to approve up to \$112,000 for 1 full-time and 1 part-time positions for Project 19 in the 19<sup>th</sup> Circuit Court-Family Division. These positions

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will be changed from the current contractual line item to the salary and benefits line item to be paid from the Child Care Fund.

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

Motion Carried

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**MANISTEE COUNTY FAIRGROUNDS PAVILION**  
**EXHIBIT HALL**

Moved by Schmidt, seconded by Gustad to approve the completion of all the necessary repairs at the Manistee County Fairgrounds Pavilion Exhibit Hall in the amount not to exceed \$24,817.00, to be paid from the County Contingency Fund. A meeting with the Fairgrounds Ad Hoc Committee and other interested persons will be arranged to discuss contract details that may need to be restructured for the future.

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

Motion Carried

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**COUNTY GRANT WRITER POSITION**

Moved by Schmidt, seconded by Gustad to add a Grant Writer position as an employed County position in the 2021/22 Fiscal Year budget.

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

Motion Carried

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Moved by Schmidt, seconded by Batzer to accept the Ways & Means Committee Minutes of June 2, 2021.

Motion Carried

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**PERSONNEL COMMITTEE MINUTES/JUNE 4, 2021**

Karen Goodman presented the Personnel Committee Minutes of June 4, 2021.

**SCHOOL RESOURCE OFFICER**

Moved by Goodman, seconded by Schmidt to approve the hiring of a School Resource Officer where the cost would be split 50/50 with the Manistee ISD paying half and the County of Manistee paying half, with the elimination of the Lieutenant Emergency Management position.

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

NAYS: 0 None

Motion Carried

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Items Not Requiring Board Action.

An updated Preparedness Plan has been sent out to employees. The Courthouse and Government Center opened to the public on June 7, 2021.

Moved by Goodman, seconded by Batzer to accept the Personnel Committee Minutes of June 4, 2021.

Motion Carried

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**PUBLIC SAFETY COMMITTEE MINUTES/JUNE 4, 2021**

Pauline Jaquish presented the Public Safety Committee Minutes of June 4, 2021.

No Action Items.

Items Not Requiring Board Action.

The City of Manistee recognized the young women who saved three (3) children from the waters of Lake Michigan. Ms. Jaquish recommended the County do so as well.

MMR had 201 service calls and 119 transports. A third unit is on a part-time basis.

Commissioner Goodman is concerned about the service provided from MMR as a Commissioner, but also as a mother.

Moved by Batzer, seconded by Koons to accept the Public Safety Committee minutes of June 4, 2021.

Motion Carried

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**TUESDAY, JUNE 15, 2021**

**TECHNOLOGY/INFORMATION COMMITTEE MINUTES/MAY 27, 2021**

Margaret Batzer presented the Technology/Information Committee Minutes of May 27, 2021.

No Action Items.

Items Not Requiring Board Action.

American Rescue Plan Act (ARPA) monies were discussed and what type of projects the money could be used for. These monies have to be used to mitigate risk or transmission of Covid. Clarification on the subject is still forthcoming. Mr. McLellan has a list of projects and upgrades for technology purposes. Ms. Sagala noted we have 50% of the ARPA monies in our possession.

Moved by Batzer, seconded by Gustad to accept the Technology/Information Committee Minutes of May 27, 2021.

Motion Carried

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**GREEN TEAM/RECYCLING COMMITTEE MINUTES/MAY 27, 2021**

Margaret Batzer presented the Green Team/Recycling Committee Minutes of May 27, 2021.

**SERVICE AGREEMENT FOR EXTRA SUMMER SERVICE**

Moved by Batzer, seconded by Koons to approve the Service Agreement for Extra Summer Service with Area 31 Recycling & Disposal with the cost increase for the service to \$475 per week, per location.

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

NAYS: 0 None

Motion Carried

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Moved by Batzer, seconded by Gustad to accept the Green Team/Recycling Committee Minutes of May 27, 2021.

Motion Carried

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**REGIONAL SUMMIT COMMITTEE MINUTES/JUNE 4, 2021**

Karen Goodman presented the Regional Summit Committee Minutes of June 4, 2021.

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No Action Items.

The Regional Summit Committee is continuing to organize and work on the 17<sup>th</sup> Regional Summit details. 2020 was a tough year but positive things came out of it. This will be the theme throughout the Summit.

Moved by Goodman, seconded by Koons to accept the Regional Summit Committee

Minutes of June 4, 2021.

Motion Carried

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(Break 10:42 a.m.)

(In Session 10:50 a.m.)

**MISCELLANEOUS CONTROLLER AND BOARD ITEMS**

**STRATEGIC PLAN UPDATE**

The County Board reviewed the Table of Contents and Goal #1 of the current Manistee County Board of Commissioners Strategic Plan dated 2014-2019. Numerous Committees were added/deleted to the list, including Land Bank, Recreation Commission, Public Defender’s Office, EDC, Conservation District, Prison Liaison Committee, Housing Review Committee (delete as it is no longer active), Policy Committee, AES (delete), the Solid Waste Advisory council is now the Materials Management Advisory Council, the Household Hazardous Waste Committee is part of the Conservation District. Also, list the date of the most current updates in the Plan.

Goal #1: Strategy 1.1 EDC/Chamber; 1.1.4 oversight regarding community leaders but remain involved; 1.1.5 we are currently doing this, now we continue to encourage, promote and discuss. The City, ARM and Land Bank could be discussed at the next Land Bank Meeting. 1.4.1 not necessarily “one stop” shop but more of a central location to Land Bank. 1.5 agriculture is very important in the County and needs to be expanded on.

Ms. Sagala will make changes and highlight them and bring back to the Board. Then the Board will review Goal #2.

The Veterans Office has sent in their Letter of Intent to apply for their upcoming grant.

Consumers Energy will be awarding Prosperity Awards. The Land Bank will be submitting a Letter of Intent for one of those awards.

**PUBLIC COMMENT**

Nikki Koons, back to the Strategic Plan, on the list, it is showing Conservation Resource Alliance and she would like to be put back on the list as a liaison. Ms. Sagala will double check the list.

Eric Sullivan, Veterans Counselor, reported that he will begin working on the grant. Veteran outreach has been very busy. Within a few weeks, it is hoped that the kickoff of the food box canned good drive will take place. Nine of the twelve food boxes were completed by the schools. Emergency help for Veterans has been on the uptick.

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Adjourn at the Call of the Chair at 11:41 a.m.

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Jill M. Nowak Clerk