

TUESDAY, JUNE 20, 2023

Pursuant to law, the Board of Commissioners met on Tuesday, June 20, 2023 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, Eric Gustad, Nikki Koons, and
Richard Schmidt

ABSENT: Janice McCraner

APPROVE MEETING AGENDA

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

Motion Carried

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CONSENT AGENDA

Moved by Koons, seconded by Schmidt to approve the Consent Agenda which includes the minutes of the May 16, 2023 Board meeting as amended and the June 2023 monthly appropriations and fund transfers.

YEAS: 6 Batzer, Dontz, Goodman, Gustad, Koons, Schmidt

YAYS: 0 None

ABSENT: 1 McCraner

Motion Carried

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PUBLIC COMMENT

Armas Soorus and Joyce Durdel with the Little Manistee Watershed Conservation Council addressed the Board.

RESOLUTION #2023-13
MANISTEE COUNTY BOARD OF COMMISSIONERS

RESOLUTION OF SUPPORT
ENDORISING THE ABANDONMENT AND VACATING OF THE MUD LAKE
DRAINAGE DISTRICT

TUESDAY, JUNE 20, 2023

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 20th day of June, 2023.

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

ABSENT: McCraner

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

WHEREAS, the Manistee County Drain Commissioner has performed significant research into the establishment of the Mud Lake Drain, and

WHEREAS, the information obtained through his research has shown that the established drain is no longer useful for its intended purpose, and

WHEREAS, Norman Township Board of Trustees at their meeting on March 14, 2023 moved to approve the abandonment of the Drainage District along Mud Lake, and

WHEREAS, US Forest Service has provided a letter of support for the abandonment of the Drainage District along Mud Lake, and

WHEREAS, Manistee County Road Commission Board has provided a letter of support for the abandonment of the Drainage District along Mud Lake, and

WHEREAS, the Manistee County Board of Commissioners believe that the Mud Lake Drain has ceased to be of public utility and is no longer necessary or conducive to public health, convenience, or welfare; and

WHEREAS, there are no outstanding invoices or debts for the Mud Lake Drainage District; and

NOW, THEREFORE, BE IT RESOLVED, that the Manistee County Board of Commissioners hereby endorse the abandonment and vacating of the Mud Lake Drainage District in Norman Township, Manistee County.

Moved by Schmidt, seconded by Goodman to approve Resolution #2023-13 Resolution of Support Endorsing the Abandonment and Vacating of the Mud Lake Drainage District.

YEAS: 6 Dontz, Goodman, Gustad, Koons, Schmidt, Batzer

YAYS: 0 None

ABSENT: 1 McCraner

Motion Carried

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(9:18 a.m.)

MOTION TO ENTER INTO PUBLIC HEARING TO ADOPT THE MANISTEE COUNTY HAZARD MITIGATION PLAN OF 2023

TUESDAY, JUNE 20, 2023

Moved by Batzer, seconded by Koons to enter into a Public Hearing to adopt the Manistee County Hazard Mitigation Plan of 2023.

YEAS: 6 Goodman, Gustad, Koons, Schmidt, Batzer, Dontz
YAYS: 0 None
ABSENT: 1 McCraner

Motion Carried

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PUBLIC HEARING ON THE MANISTEE COUNTY HAZARD MITIGATION PLAN OF 2023

Question from Commissioner Gustad. Question from Commissioner Koons. Comment from Alvin Rischel.

PUBLIC COMMENT

None.

MOTION TO ENTER BACK INTO REGULAR SESSION OF THE COUNTY BOARD OF COMMISSIONERS

Moved by Batzer, seconded by Gustad to close the Public Hearing to receive public comment on the Hazard Mitigation Plan of 2023.

YEAS: 6 Gustad, Koons, Schmidt, Batzer, Dontz, Goodman
YAYS: 0 None
ABSENT: 1 McCraner

Motion Carried

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(9:25 a.m.)

MOTION TO ADOPT THE MANISTEE COUNTY HAZARD MITIGATION PLAN OF 2023

Moved by Batzer, seconded by Koons to adopt the Manistee County Hazard Mitigation Plan of 2023.

YEAS: 6 Koons, Schmidt, Batzer, Dontz, Goodman, Gustad
YAYS: 0 None
ABSENT: 1 McCraner

Motion Carried

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TUESDAY, JUNE 20, 2023

MANISTEE COUNTY PLANNING COMMISSION APPOINTMENT

Two (2) vacancies each to serve for three (3) year terms which will begin on June 10, 2023 and expire on June 9, 2026. One (1) vacancy will be filled by a person representing Economic and Commercial interests in the County and one (1) vacancy will be filled by a person representing School Board interests in the County.

Moved by Goodman, seconded by Schmidt to appoint Mary Becker-Witt for a three (3) year term commencing immediately and ending June 9, 2026. This appointment represents School Board Interests in the County.

YEAS: 6 Schmidt, Batzer, Dontz, Goodman, Gustad, Koons
YAYS: 0 None
ABSENT: 1 McCraner

Motion Carried

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Moved by Schmidt, seconded by Goodman to appoint Phillip Landis for a three (3) year term commencing immediately and ending June 9, 2026. This appointment represents Economic and Commercial Interests.

YEAS: 6 Batzer, Dontz, Goodman, Gustad, Koons, Schmidt
YAYS: 0 None
ABSENT: 1 McCraner

Motion Carried

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RECOGNITION & ANNOUNCEMENTS

Tony Covell, Manistee County Veterans Counselor appeared before the Board. Mr. Covell informed the Board that he will be stepping down as Veterans Counselor effective July 1, 2023. The Board thanked him for his dedication and service to the veterans of Manistee County and for his service to this country.

**MANISTEE COUNTY ANNUAL FINANCIAL REPORT YEAR ENDED
SEPTEMBER 30, 2022**

Joe Verlin, of Gabridge & Company, appeared before the Board to present an overview of the Manistee County Annual Financial Report Year Ended September 30, 2022.

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Moved by Schmidt, seconded by Batzer to adopt the Manistee County Annual Financial Report Year Ended September 30, 2022.

YEAS: 6 Dontz, Goodman, Gustad, Koons, Schmidt, Batzer
YAYS: 0 None
ABSENT: 1 McCraner

Motion Carried

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HSCB UPDATE

Rose Fosdick, HSCB Coordinator, appears before the Board to presented an update on the Manistee County Human Services Collaborative Body (HSCB).

POLICY COMMITTEE MINUTES/MAY 25, 2023

Karen Goodman presented the Policy Committee Minutes of May 25, 2023.

No Action Items. The Performance Evaluation Form was reviewed.

Moved by Koons, seconded by Goodman to approve the Policy Committee minutes of May 25, 2023.

Motion Carried

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WAYS & MEANS COMMITTEE MINUTES/JUNE 7, 2023

Richard Schmidt presented the Ways & Means Committee Minutes of June 7, 2023.

FINANCE REPORT

Board of Commissioners
Manistee County
Manistee, Michigan 49660

We hereby submit claims for May 1, 2023 through May 31, 2023 and a summary of the On-Demand checks for their review and approval. The totals are as follows:

**MANISTEE COUNTY
WAYS & MEANS REPORT**

TUESDAY, JUNE 20, 2023

FUND #	FUND NAME	05/01/2023 THRU 05/31/2023	ON DEMAND	TOTAL
101	GENERAL FUND	\$ 235,549.42	409.07	\$ 235,958.49
102	BUDGET STABILIZATION FUND			\$ -
201	COUNTY ROAD FUND			\$ -
208	PARK/RECREATION FUND-TRAILS			\$ -
213	AIS GRANT FUND			\$ -
214	BEAR LAKE IMPROVEMENT FUND	\$ 3,000.00		\$ 3,000.00
215	FRIEND OF THE COURT FUND			\$ -
216	DEPARTMENT CONTINGENCY FUND			\$ -
217	LOCAL REVENUE SHARING GRANT FUND			\$ -
225	RECYCLING FUND	\$ 9,640.00		\$ 9,640.00
232	MANISTEE COUNTY DIVE EQUIPMENT FUND			\$ -
233	SHERIFF DEPT. FORFIET ASSETS FUND			\$ -
234	FAMILY COUNSELING SERVICES FUND			\$ -
235	MEDICAL SUPPORT INCENTIVE FUND			\$ -
236	MAINTENANCE OF EFFORT FUND	\$ 7,067.58		\$ 7,067.58
237	HOMELAND SECURITY GRANT FUND			\$ -
238	LAND BANK AUTHORITY FUND			\$ -
239	US FISH & WILDLIFE GRANT			\$ -
242	BROWNFIELD REDEVELOPMENT-JOSLIN COVE			\$ -
243	BROWNFIELD REDEVELOPMENT AUTHORITY FUND			\$ -
245	OHSP GRANT FUNDS			\$ -
251	CAPITAL IMPROVEMENT FUND	\$ 25,518.94		\$ 25,518.94
252	PRE AUDIT FUND			\$ -
253	REMOUMENTATION FUND	\$ 1,222.47		\$ 1,222.47
256	REGISTER OF DEEDS AUTOMATION FUND	\$ 89.97		\$ 89.97
260	INDIGENT DEFENSE FUND	\$ 5,100.13		\$ 5,100.13
263	CONCEALED PISTOL LICENSING FUND	\$ 329.49		\$ 329.49
266	LAW ENFORCEMENT TRAINING FUND	\$ 971.00		\$ 971.00
269	LAW LIBRARY FUND	\$ 2,629.84		\$ 2,629.84
272	COMMUNITY CORRECTIONS - 511	\$ 779.34		\$ 779.34
277	AIR PHOTO FUND			\$ -
280	HEALTH INSURANCE FUND	\$ 143,876.52	1,988.14	\$ 145,864.66
283	LAND BANK FUND	\$ 10.38		\$ 10.38
292	CHILD CARE FUND	\$ 6,055.11		\$ 6,055.11
293	SOLDIERS & SAILORS RELIEF FUND	\$ 601.26		\$ 601.26
295	AIRPORT AUTHORITY FUND	\$ 46,171.05		\$ 46,171.05
296	JUVENILE JUSTICE FUND	\$ 4,333.00		\$ 4,333.00
297	COMPENSATED SERVICES FUND	\$ 1,907.82	133,916.11	\$ 135,823.93
299	UNEMPLOYMENT FUND			\$ -
369	BUILDING AUTHORITY FUND			\$ -
481	AIRPORT CAPITAL IMPROVEMENT FUND	\$ 97,783.50		\$ 97,783.50
516	DELINQUENT TAX FUND	\$ 2,642,055.13		\$ 2,642,055.13
620	FORECLOSURE FUND	\$ 162.36		\$ 162.36
701	TRUST AND AGENCY FUND	\$ 11,374.94		\$ 11,374.94
737	OPEB TRUST FUND	\$ 39,846.35	325.83	\$ 40,172.18
801	DRAIN FUND			\$ -

TOTALS \$ 3,286,075.60 136,639.15 \$ **3,422,714.75**
 (Includes 2 accounts payable runs; on demand checks)

TOTAL PAYROLL FOR 05/01/23 THRU 05/31/23

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(includes 2 payrolls)

\$ 575,983.95

Employee Separation Payouts

- Carol Shively
- Helen Grabowski
- Brian Richmond
- Patricia Heins

GRAND TOTAL

\$ 3,998,698.70

Moved by Schmidt, seconded by Batzer to approve the on-demand checks, bills and payroll, be accepted in the amount of \$3,998,698.70 and that the same be placed on file.

YEAS: 6 Goodman, Gustad, Koons, Schmidt, Batzer, Dontz
 NAYS: 0 None
 ABSENT: 1 McCraner

Motion Carried

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RESOLUTION 2023-12
TO AUTHORIZE ISSUANCE OF 2023 MEDICAL CARE FACILITY BONDS
(GENERAL OBLIGATION UNLIMITED TAX)
and RELATED MATTERS

Joe Coleman and Doug Parkes appeared before the Committee to address the Medical Care Millage and request approval of Resolution 2023-12 to Authorize Issuance of 2023 Medical Care Facility Bonds (General Obligation Unlimited Tax).

Moved by Schmidt, seconded by Gustad to adopt Resolution #2023-12 Authorize Issuance of 2023 Medical Care Facility Bonds (General Obligation Unlimited Tax).

Discussion.

A new scaled down plan was presented by Mr. Coleman and Mr. Parkes. After discussion, the Board would like to see new blueprints and costs for new plan before issuing bonds.

Motion rescinded by Schmidt, second rescinded by Gustad.

CHILD CARE FUND BUDGET

Moved by Schmidt, seconded by Batzer to approve the Child Care Fund Budget for FY 2023/24 in the amount of \$492,728.98.

YEAS: 6 Gustad, Koons, Schmidt, Batzer, Dontz, Goodman
 NAYS: 0 None

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ABSENT: 1 McCraner

Motion Carried

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911 CREDIT CARD

Moved by Schmidt, seconded by Gustad to approve that 911 receive a credit card in director Mike Machen's name.

YEAS: 6 Koons, Schmidt, Batzer, Dontz, Goodman, Gustad

NAYS: 0 None

ABSENT: 1 McCraner

Motion Carried

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HYDRO ENGINEERING WATER DECONTAMINATION SYSTEM

Moved by Schmidt, seconded by Batzer to approve that the County gift the Hydro Engineering Water Decontamination System to the City of Manistee Department of Public Works (DPW) with an agreement that states the County or its subsidiaries, to include the Manistee County Conservation District can utilize the piece of equipment when needed and scheduled in advance.

YEAS: 6 Schmidt, Batzer, Dontz, Goodman, Gustad, Koons

NAYS: 0 None

ABSENT: 1 McCraner

Motion Carried

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LANDBANK/BROWNFIELD REDEVELOPMENT CONSULTING SERVICE AGREEMENT

Moved by Schmidt, seconded by Gustad to approve the Landbank/Brownfield Redevelopment Consulting Services Agreement between Manistee County and Fishbeck.

YEAS: 6 Batzer, Dontz, Goodman, Gustad, Koons, Schmidt

NAYS: 0 None

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ABSENT: 1 McCraner

Motion Carried

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USE OF CONTIGENCY FUNDS TO PURCHASE VACUUM

Moved by Schmidt, seconded by to approve the bid from Nichols for the purchase of a vacuum in the amount of \$536.09 to be paid for from Building and Grounds Contingency Fund.

YEAS: 6 Dontz, Goodman, Gustad, Koons, Schmidt, Batzer

NAYS: 0 None

ABSENT: 1 McCraner

Motion Carried

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REPLACEMENT OF DOOR AT HEALTH DEPARTMENT

Moved by Schmidt, seconded by Batzer to approve the proposal from Northern Michigan Glass for the replacement of the door at the Health Department, in the amount not to exceed \$7,500; to be paid for from the Capital Improvement Fund.

YEAS: 6 Goodman, Gustad, Koons, Schmidt, Batzer, Dontz

NAYS: 0 None

ABSENT: 1 McCraner

Motion Carried

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LIBRARY BOOK HOUSE

Moved by Schmidt, seconded by Batzer to allow the Library Board to demolish the house at 388 First Street, to be paid for from Library Funds.

YEAS: 6 Gustad, Koons, Schmidt, Batzer, Dontz, Goodman

NAYS: 0 None

ABSENT: 1 McCraner

Motion Carried

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PAYMENT OF UNUSED ACCUMULATED PTO, VACATION AND PERSONAL TIME

Moved by Schmidt, seconded by Batzer to approve payment for unused PTO hours to Alison Glossinger, who resigned from the Juvenile Register position, effective May 12, 2023 = \$138.90; to be paid from the Employee Separation Fund.

YEAS: 6 Koons, Schmidt, Batzer, Dontz, Goodman, Gustad
NAYS: 0 None
ABSENT: 1 McCraner

Motion Carried

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Moved by Schmidt, seconded by Batzer to approve payment for unused accumulated vacation and personal hours to Connie Krusniak, who retired as the Director of Family Service/Chief Referee from the Friend of the Court Office, effective May 31, 2023 = \$14,865.97; to be paid from the Employee Separation Fund.

YEAS: 6 Schmidt, Batzer, Dontz, Goodman, Gustad, Koons
NAYS: 0 None
ABSENT: 1 McCraner

Motion Carried

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Moved by Schmidt, seconded by Batzer to approve the Ways and Means Committee minutes of June 7, 2023.

Motion Carried

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(Recess 10:50 a.m. / Back in Session 11:00 a.m.)

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INDEPENDENT CONTRACTOR GRANT ADMINISTRATOR AGREEMENT

Moved by Schmidt, seconded by Koons to approve the Independent Contractor Grant Administrator Agreement between Manistee County and Kennis Consulting, LLC.

YEAS: 5 Dontz, Goodman, Gustad, Koons, Schmidt
NAYS: 1 Batzer
ABSENT: 1 McCraner

Motion Carried

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PERSONNEL COMMITTEE MINUTES/JUNE 2, 2023

Karen Goodman presented the Personnel Committee Minutes of June 2, 2023.

**APPLICATION REQUESTS
TO PURCHASE ADDITIONAL SERVICE CREDIT FOR MERS**

Moved by Goodman, seconded by Koons to approve the applications to be submitted to MERS to allow one employee to purchase two (2) years and five (5) months of service and the second employee to purchase six (6) months of service from MERS, at no cost to the County.

YEAS: 6 Dontz, Goodman, Gustad, Koons, Schmidt, Batzer
NAYS: 0 None
ABSENT: 1 McCraner

Motion Carried

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Moved by Goodman, seconded by Batzer to approve the Personnel Committee minutes of June 2, 2023.

Motion Carried

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GREEN TEAM COMMITTEE MINUTES/MAY 25, 2023

Margaret Batzer presented the Green Team Committee minutes of May 25, 2023.

No Action Items. P.A. 69 Recycling Update.

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Moved by Batzer, seconded by Koons to approve the Green Team Committee meeting minutes of May 25, 2023.

Motion Carried

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RESOLUTION #2023-11
MANISTEE COUNTY BOARD OF COMMISSIONERS

A RESOLUTION OPPOSING SB299, SB300 & HB4479, HB4480

No action to adopt Resolution #2023-11, A Resolution Opposing SB 299, SB300 & HB4479, HB 4480.

RESOLUTION #2023-14
MANISTEE COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE FISCAL YEAR 2024 PLAN OF THE AREA
AGENCY ON AGING OF NORTHWEST MICHIGAN

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 20th day of June 2023.

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

ABSENT: McCraner

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

Be it resolved that the Manistee County Board of Commissioners have reviewed the Fiscal Year 2024 Plan of the Area Agency on Aging of Northwest Michigan and believe that the plan addresses the needs of the aging population in Region 10.

Be it further resolved that the Manistee County Board of Commissioners approves the Fiscal Year 2024 Plan of the Area Agency on Aging of Northwest Michigan.

Moved by Batzer, seconded by Schmidt to adopt Resolution #2023-14, Resolution Approving the Fiscal Year 2024 Plan of the Area Agency on Aging of Northwest Michigan.

YEAS: 6 Goodman, Gustad, Koons, Schmidt, Batzer, Dontz

NAYS: 0 None

ABSENT: 1 McCraner

Motion Carried

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TUESDAY, JUNE 20, 2023

MISCELLANEOUS CONTROLLER AND BOARD ITEMS

REQUEST FROM UNITED VETERANS COUNCIL OF MANISTEE

Ted Arens submitted a request to the County requesting a contribution of \$1,000 for the flags that are placed on veterans' gravesites throughout Manistee County for Memorial Day. The Board would like more information regarding this matter.

VETERANS AFFAIRS OFFICE UPDATE

Rick Rowe informed the Board that he is willing and able to take over the duties of the Veterans Counselor Position with the resignation of Tony Covell. Manpower and MiWorks have been contacted regarding obtaining some administrative help for the office in the interim until the UVC can make appointment for new Veterans Counselor.

Moved by Goodman, seconded by Batzer to amend the FY 2022/23 CVS Grant to allocate remaining towards temporary help.

YEAS: 6 Goodman, Gustad, Koons, Schmidt, Batzer, Dontz

NAYS: 0 None

ABSENT: 1 McCraner

Motion Carried

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PUBLIC COMMENT

None.

Adjourn at the Call of the Chair at 11:53 a.m.

/s/ Lindsey Marquardt Clerk
Lindsey Marquardt