

TUESDAY, JUNE 21, 2022

Pursuant to law, the Board of Commissioners met on Tuesday, June 21, 2022 at 9:00 a.m. in the Board of Commissioner's Room and were called to order by the Chairperson.

Pledge of Allegiance

Invocation

Moment of silence for Susan Zielinski and her family.

PRESENT: Margaret Batzer, Jeff Dontz, Eric Gustad, Pauline Jaquish, Nikki Koons and Richard Schmidt

ABSENT: Karen Goodman

APPROVE MEETING AGENDA

Moved by Koons, seconded by Schmidt to approve the Meeting Agenda, as amended, to include the request for the appointment of the Manistee County Veterans Counselors.

Motion Carried

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CONSENT AGENDA

Moved by Gustad, seconded by Koons to approve the Consent Agenda which includes the minutes of the May 17, 2022 Board meeting, the minutes of the June 13, 2022 Special Board Meeting, and the June 2022 monthly appropriations and fund transfers.

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

NAYS: 0 None

ABSENT: 1 Goodman

Motion Carried

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PUBLIC COMMENT

None.

RECOGNITION AND ANNOUNCEMENTS

None.

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MANISTEE COUNTY VETERANS COUNSELOR APPOINTMENT

Moved by Jaquish, seconded by Koons to appoint Tony Covell as the Manistee County Veterans Counselor as recommended by the United Veterans Council of Manistee County, Michigan.

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

Motion Carried

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RETROACTIVE APPOINTMENT OF MANISTEE COUNTY VETERANS COUNSELOR

Moved by Jaquish, seconded by Koons to approve that Tony Covell be reimbursed Director Wages retroactive to May 23, 2022.

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

Motion Carried

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MANISTEE COUNTY ASSISTANT VETERANS COUNSELOR APPOINTMENT

Moved by Schmidt, seconded by Koons to appoint Rick Rowe as Assistant Veterans Counselor and VSO for Manistee County.

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

Motion Carried

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FINANCE REPORT

Board of Commissioners
Manistee County
Manistee, Michigan 49660

We hereby submit claims for May 1, 2022 through May 31, 2022, and a summary of the On-Demand checks for their review and approval. The totals are as follows:

101 General Fund	\$217,257.92
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.....	5,000.00
234 Judicial Technology Fund	0.00
235 District Court Services Fund	0.00
236 Maintenance of Effort Fund	8,329.15
238 Land Bank Authority Fund.....	0.00
239 US Fish & Wildlife Fund	13,595.61
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.....	3,856.96
245 Public Improvement Fund	0.00
246 Township Improvement Revolving Fund.....	0.00
251 Capital Improvement Fund.....	0.00
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.....	2,275.89
257 Budget Stabilization Fund	0.00
258 Community Emergency Response Team (CERT)	0.00
259 Indigent Defense Fund	1,845.60
260 Health Insurance Fund.....	148,726.72
261 9-1-1 Service Fund	0.00
262 Dive Equipment Fund.....	0.00
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	446.25
267 Concealed Pistol Licensing Fund	0.00
268 Homeland Security Grant Fund.....	0.00
269 Law Library Fund.....	4,230.28
270 Corrections Officer Training Fund.....	0.00
271 County Library Fund	0.00
272 County Library Trust Fund.....	0.00
273 Technology 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	30.00
280 MSHDA Grant Fund	0.00
281 American Rescue Plan Act.....	0.00
282 Care Act Fund.....	0.00
283 F.I.A. Benzie County.....	0.00
284 Community Corrections Fund	177.08

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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	3,448.97
293 Soldiers & Sailors Relief Fund.....	621.46
294 Veterans Trust Fund	0.00
295 Airport Authority Fund.....	33,873.88
296 Juvenile Justice Fund.....	1,250.00
297 Compensated Services Fund.....	170,169.09
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	2,627,574.82
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
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.....	177.84
701 Trust and Agency	0.00
702 OPEB Trust Fund	25,349.72
801 Drain Fund.....	81,220.67

Total: \$3,349,457.91
(includes 2 acct. payable runs; on demand checks):

Payroll for the period of May 1, 2022 thru May 31, 2022 + \$527,733.57
(includes 2 payrolls)

Employee Separation Payouts
Deidre Robison - \$8,817.20

Total to be Claimed and allowed June 21, 2022 \$3,877,191.48

Moved by Schmidt, seconded by Batzer to approval the on-demand checks, bills and payroll, be accepted in the amount of \$3,877,191.48; and that the same be placed on file.

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

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NAYS: 0 None

ABSENT: 1 Goodman

Motion Carried

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WAYS & MEANS COMMITTEE MINUTES/JUNE 1, 2022

Richard Schmidt presented the Ways & Means Committee Minutes of June 1, 2022.

COUNTY MAP FEE WAIVER

Moved by Batzer, seconded by Gustad to approve 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.

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

NAYS: 0 None

ABSENT: 1 Goodman

Motion Carried

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CENTRA WELLNESS BOARD OF DIRECTORS APPOINTMENTS

Two (2) individuals to each serve a three (3) year term which will begin immediately and expire March 31, 2025.

One (1) vacancy is for a Primary Consumer and one (1) vacancy is for a Secondary Consumer.

Brian Gutowski

Moved by Jaquish, seconded by Schmidt to appoint Brian Gutowski to the Central Wellness Board of Directors-Secondary Consumer, to serve a three (3) year term which will begin immediately and expire March 31, 2025.

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

NAYS: 0 None

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ABSENT: 1 Goodman

Motion Carried

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The Clerk will readvertise for the one (1) vacancy.

MANISTEE COUNTY PLANNING COMMISSION APPOINTMENTS

Two (2) vacancies to fill three (3) year terms beginning June 10, 2022 and expiring June 9, 2025. One (1) vacancy is for a person representing Agricultural, Forestry, and Land Use interest in the County. One (1) vacancy is for a person representing Environmental and Recreational interest in the County.

There were no applicants.

The Clerk will readvertise for the two (2) vacancies.

WAYS & MEANS COMMITTEE MINUTES/JUNE 1, 2022 (cont.)

STORAGE REFRESH PROJECT

Moved by Schmidt, seconded by Gustad to approve the quote from Gracon Services, Inc. in the amount of \$89,546.92 for the Storage Refresh Project and that the committee review the process for future bids.

YEAS: 4 Dontz, Gustad, Jaquish, Schmidt,

NAYS: 2 Batzer, Koons

ABSENT: 1 Goodman

Motion Carried

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COUNTY CLERK CONTIGENCY FUNDS

Moved by Schmidt, seconded by Batzer to approve the use of County Clerk contingency funds for the purchase of furniture in the County Clerk’s Office.

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

NAYS: 0 None

ABSENT: 1 Goodman

Motion Carried

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SOIL EROSION AND SEDIMENT CONTROL INSPECTOR CONTRACT

Moved by Schmidt, seconded by Gustad to approve the Manistee County Soil Erosion and Sedimentation Control Inspection-Temporary Services Agreement between Manistee County and Glenn Zaring.

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

Motion Carried

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Moved by Schmidt, seconded by Koons to accept the Ways & Means Committee Minutes of June 1, 2022, as corrected.

Motion Carried

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**MANISTEE COUNTY ANNUAL FINANCIAL REPORT YEAR ENDED
SEPTEMBER 30, 2021**

Joe Verlin, of Gabridge & Company, appeared before the Board to present an overview of the Manistee County Annual Financial Report Year Ended September 30, 2021.

Moved by Batzer, seconded by Schmidt to adopt the Manistee County Annual Financial Report Year Ended September 30, 2021.

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

Motion Carried

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MANISTEE RECREATION ASSOCIATION ANNUAL YEAR IN REVIEW

Mitch Diesch and Dursa Marshall, Manistee Recreation Association, appeared before the Board to present the 2021 Year in review & 2022 vision.

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PERSONNEL COMMITTEE MINUTES/JUNE 3, 2022

Jeff Dontz presented the Personnel Committee Minutes of June 3, 2022.

EQUALIZATION EMPLOYMENT AGREEMENT

Moved by Gustad, seconded by Jaquish to approve the Director of Equalization Employment Agreement with Heather Vasquez, with the additional wording regarding vacation, and with additional wording regarding the move to the new Paid Time off policy beginning 2023.

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

Motion Carried

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Moved by Jaquish, seconded by Gustad to accept the Personnel Committee Minutes of June 3, 2022.

Motion Carried

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PUBLIC SAFETY COMMITTEE MINUTES/JUNE 3, 2022

Pauline Jaquish presented the Public Safety Committee Minutes of June 3, 2022.

No Action Items.

Items Not Requiring Board Action.

Sheriff Gutowski indicated that 18 agencies assisted from throughout northern Michigan in response to incident on Bear Lake. The recent Public Safety event held by the City of Manistee was a big success. Sheriff Gutowski has held several active shooter classes with many more upcoming.

Moved by Jaquish, seconded by Gustad to accept the Public Safety Committee Minutes of June 3, 2022.

Motion Carried

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TECHNOLOGY COMMITTEE MINUTES/MAY 26, 2022

Richard Schmidt presented the Technology Committee Minutes of May 26, 2022.

No Action Items.

Moved by Schmidt, seconded by Batzer at accept the Technology Committee Minutes of May 26, 2022.

Motion Carried

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GREEN TEAM/RECYCLING COMMITTEE MINUTES/MAY 26, 2022

Margaret Batzer presented the Green Team/Recycling Committee minutes of May 26, 2022.

No Action Items.

Items Not Requiring Action.

The P.A. 69 Recycling Update of May 26, 2022, was given. Bear Lake has located a new site on Smith Street. The Onekama site will remain at it's current location.

Moved by Batzer, seconded by Koons to accept the Green Team/Recycling Committee Minutes of May 26, 2022.

Motion Carried

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REGIONAL SUMMIT COMMITTEE MINUTES/JUNE 3, 2022

Nikki Koons presented the Regional Summit Committee Minutes of June 3, 2022.

No Action Items.

Items Not Requiring Action.

The Wagoner Center will be hosting this year's Regional Summit. The menu and cost have been confirmed. Topics of discussion are still being determined.

Moved by Koons, seconded by Gustad to accept the Regional Summit Committee Minutes of June 3, 2022.

Motion Carried

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MISCELLANEOUS CONTROLLER AND BOARD ITEMS

HEALTH DEPARTMENT HVAC REPLACEMENT

Moved by Schmidt, seconded by Batzer to approve the bid from Custom Sheet Metal and Heating, for replacement of the HVAC unit at the Health Department, in the amount of \$7,200.

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

Motion Carried

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STRATEGIC PLAN UPDATE

This matter is moved to the July 2022 Board meeting.

PUBLIC COMMENT

None.

Adjourn at the Call of the Chair at 11:17 a.m.

Lindsey Marquardt Clerk