



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, July 10, 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; Bruce Schimke, Maintenance Supervisor; Karen Goodman, County Commissioner; Jason Sopha, North Flight; Mike Machen, Deputy 911 Director, Lt. Jason Torrey, Emergency Manager Coordinator and Jill M. Nowak, County Clerk.

The meeting was called to Order at 2:00 p.m.

The County Board and its Committees are operating remotely and electronically by Zoom under Executive Order #2020-129 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 reviewed the Sheriff's Statistics Report (Appendix A) for June 2020 and cumulative comparisons for the year. Training hours were high as they

were able to complete numerous types of training while MSP covered road patrol. Sheriff Falk covered the detailed six (6) month Statistics Report with comparison to the last few years. One (1) new Deputy was hired, two (2) new Tahoe vehicles were received and equipment switching has been done. A third vehicle should arrive soon. Report writing hours seemed high and Sheriff Falk was asked to look into those numbers in comparison to other Police Agencies.

CITY OF MANISTEE PUBLIC SAFETY ITEMS

Undersheriff Gutowski indicated that he had spoken to the newly appointed City Police Chief Josh Glass, but he was unable to attend the meeting today.

MICHIGAN STATE POLICE REPORT

No Report.

LITTLE RIVER BAND OF OTTAWA INDIANS REPORT

No Report.

NORTH FLIGHT EMS

Jason Sopha, North Flight EMS, reviewed the data provided for May 2020 (Appendix B). Mr. Sopha reported there has been an uptick in call volume. Financials were reviewed as well as total requests for service and billable requests for service. Total transfers out of Manistee Hospital were 48. Write-offs for May were \$216,434 with uncompensated care write-off for May of \$12,039. Mr. Sopha reported that Manistee operations are going well. Mr. Sopha is the Base Coordinator for North Flight and will now be North Flight Ground Operations Coordinator of both Wexford and Manistee Divisions. Dave Graniff (sp?) of Traverse City is the General Manager over all of North Flight.

EMERGENCY MANAGEMENT COORDINATOR ITEMS

Lt. Jason Torrey, Emergency Management Coordinator, reported that the drive through testing for COVID-19 at Manistee High School tested 610 persons. As of today, it was unknown the number of positive tests. It was reported that the testing went exceptionally well, it was straight forward, streamlined and the test was not terrible to have done. The Governor issued an Emergency Order concerning the wearing of masks. The LEPC will be meeting at the Armory Youth Project to help the Armory with emergency planning for the building.

JAIL ADMINISTRATOR ITEMS

Sheriff Falk on behalf of Lt. Chris Banicki, Jail Administrator, reviewed an update (Appendix C) on the jail. It was reported that Correction Officer's Jason Golembiewski, Fred Gannon and Sgt. Tony Howard recently received the designation of Certified Jail Officers (CJO) by the American Jail Association. MDOC conducted a COVID-19 inspection and the jail passed the MDOC inspection and is in full compliance to allow

parole detainees to be transported to the prison. Holding cells 1 and 2 at the Jail are being considered to be made into Negative Pressure Cells. Negative Pressure Cells are used to prevent cross contamination from room to room. This technique is used to isolate people with airborne diseases. Mr. Schimke indicated that the HVAC System will not take negative air and therefore a damper system is being considered. Quotes are being reviewed and funding options are being looked into. Current expenses due to COVID-19 total \$9,459.05. These expenses along with reimbursement for Hazard Pay and First Responder wages are being applied for.


9-1-1 DIRECTOR ITEMS

Mike Machen, Deputy 911 Director, reported Deb Anderson retired after 27 years of service. Two (2) new employees have been trained. This brings a total of nine (9) Dispatchers on Staff with one (1) more starting next week. There were 2,917 complaints dispatched as compared to 3,000 last year. Calls on domestic issues, fireworks/noise disturbance were higher compared to last year. PRO QA software is being reviewed as it is unable to modify one dispatcher to another. After one (1) year in use, the service and contract agreement new quote is \$9,000 more. PRO QA interface, software, programming combined cost \$110,000 when installed.

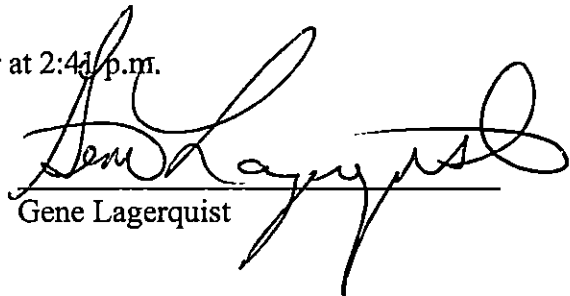
OTHER ITEMS FROM COMMITTEE MEMBERS

There is no update on the Dublin Store fire as they are still awaiting technology results. It was reported that a few people are putting together a Family Fun Weekend in Bear Lake, and Onekama may have a 5K Run and fireworks. In regard to the new Governor's Executive Order issued on mask wearing. Complaints will be handled as they come in, but the Sheriff is looking for compliance rather than issuing tickets. Sheriff Falk is highly recommending compliance with wearing masks. Norman Township hired two (2) Deputies to patrol in Norman Township this past July 4th weekend at a cost of \$666.60. All went well.

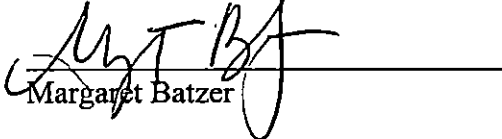
The meeting was adjourned at the Call of the Chair at 2:41 p.m.



Pauline Jaquish, Chairperson



Gene Lagerquist



Margaret Batzer

APPENDIX A

Manistee County Sheriff's Department Manistee County Station Daily

Month	JUNE 2020																														Monthly Totals		
	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			
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	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	14 15 14 17 16 18 14 16 17 13 14 13 14 14 16 14 13 14 15 16 14 14 15 15 14 19 14 16 16																																
Daily Activities:																																	
Patrol	10.5	9.0	22.5	20.5	10.0	18.5	17.0					13.0	19.0	10.5	20.5	15.0	24.0	14.0	13.0	22.0	21.5	24.0	16.0	19.0	12.5	16.5	20.5	15.5	20.0	14.5	30.5	31.0	500.5
Complaint	12.0	10.0	17.0	12.5	11.0	13.5	10.0					13.5	5.0	13.0	15.0	14.0	19.5	12.5	12.5	5.5	14.5	21.5	14.5	12.5	16.0	15.0	8.5	25.5	17.5	16.0	12.0	9.0	379.0
Report Writing	10.0	9.0	7.5	10.0	14.5	14.0	8.0					6.5	8.0	10.0	11.5	18.0	20.0	18.5	8.0	15.5	16.0	12.0	10.0	10.0	12.5	7.5	12.5	5.0	9.0	14.5	18.0	14.5	330.5
Court	1.0	1.0												0.5						0.5				3.0								6.0	
Transport					2.0																					16.0							37.0
Airport																																	0.0
ZTP																																	0.0
ACO		1.0			0.5															0.5						3.0			0.5				5.5
Inmate Services		1.0																		1.0													2.0
Liquor Inspection																																	0.0
Civil Process															1.0									1.0	0.5		1.0	0.5					4.0
Community Policing																																	0.0
Training	5.5	13.5		6.0	1.0	2.0	10.0	72.0	84.0			2.0			1.0				2.0			4.5		6.0							2.5	212.0	
Administrative	16.0	15.5	1.0	35.0	13.0	12.0	3.0			3.0	6.0	2.0	2.5	2.0	2.0	3.0	2.5	2.5	6.5	1.5	3.0	2.5	15.0	3.5	4.5	10.0	1.0	3.0	9.0	15.0	195.5		
Total Hours Daily:	95.0	60.0	48.0	84.0	71.0	60.0	48.0	72.0	84.0	36.0	40.0	36.0	49.5	49.0	67.5	48.0	36.0	48.0	60.0	59.0	48.0	48.0	62.0	59.0	46.0	60.0	48.0	48.0	70.0	72.0	0.0	1672.0	
Daily Stats:																																	
Verbal Warnings	5.0	6.0		1.0			3.0					4.0	2.0	3.0	7.0	3.0	2.0	4.0	16.0	2.0		1.0	10.0	2.0		8.0	17.0	3.0	2.0	5.0	106.0		
Traffic														3.0		2.0			3.0	1.0						1.0		2.0	1.0		3.0	16.0	
Misd.		2.0				1.0				1.0	1.0				2.0		1.0			1.0							1.0	2.0				12.0	
Felony															1.0																	1.0	
Property Inspections			1.0	1.0			6.0			1.0	1.0	3.0	4.0		2.0			7.0	7.0		1.0		8.0		1.0	6.0	7.0	2.0	4.0	3.0	2.0	67.0	
Civil Papers		2.0		1.0											1.0	2.0	1.0						2.0				2.0					11.0	
Traffic Stops	5.0	6.0		1.0						1.0	5.0	2.0	8.0		7.0	5.0	2.0	4.0	26.0	2.0		1.0	10.0	2.0			10.0	17.0	4.0	2.0	7.0	127.0	
Persons Investigated	25.0	34.0	11.0	14.0	10.0	17.0	12.0			24.0	11.0	22.0	24.0	29.0	19.0	16.0	17.0	38.0	14.0	19.0	21.0	23.0	14.0	18.0	13.0	39.0	29.0	25.0	13.0	16.0	567.0		
Vehicles Assisted	2.0		11.0	6.0	2.0	4.0	1.0			2.0	1.0	4.0	1.0	2.0	3.0	5.0	3.0	2.0	4.0	6.0	5.0		2.0	4.0	1.0	9.0	4.0	1.0	2.0	1.0	88.0		
Mileage	303	424	722	565	903	700	497			415	365	480	532	397	641	391	464	484	781	816	604	469	660	1417	593	894	652	591	944	815	17539.0		
PI / OWI																																0.0	
OWI															1.0																	1.0	
PIA ONLY			1.0			2.0				1.0																1.0		1.0				6.0	
PDA		1.0	1.0		4.0					2.0	1.0	3.0	1.0		2.0			1.0		3.0		2.0	1.0	1.0		2.0	1.0	1.0	1.0		28.0		

A-2

Manistee County Sheriff's Department Bailiff Daily Stats

Month	JUNE 2020																														Monthly
Day:	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
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	2	2	3	2	2			5	5	5	3	3			4	4	5	3	3			5	4	4	4	3			4	4	
Daily Activities:																															
Court Duties								9.5	1.0	2.5	2.5				9.5	8.0	13.0	3.5				4.0	9.0	11.5	6.0	1.5			14.5	9.0	105.0
Inmate Services																															0.0
Transport																															0.0
Report Writing											1.0																				1.0
Training					1.0						20.0	8.0	11.0																27.0		67.0
Court Security	16.0	16.0	17.5	17.0	17.5			20.0	22.5	25.5	25.0	24.0			25.0	21.0	25.5	23.0	23.5			19.0	25.5	24.0	28.5	24.5			23.5	26.5	486.5
Total Hours Daily:	16.0	16.0	17.5	17.0	18.5	0.0	0.0	49.5	32.5	39.0	27.5	24.0	0.0	0.0	34.5	29.0	38.5	26.5	23.5	0.0	0.0	46.0	34.5	35.5	34.5	26.0	0.0	0.0	38.0	35.5	659.5

Manistee County Sheriff's Department Manistee County Bailiff Year End Stats													
Month	Year End 2020												Yearly Totals
	January	February	March	April	May	June	July	August	September	October	November	December	
Officers on duty:													
Officers													
Daily Activities:													
Court Duties	224.0	208.5	96.5	17.5	12.5	105.0	0.0	0.0	0.0	0.0	0.0	0.0	664.0
Inmate Services	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Transport	13.0	1.5	0.0	0.0	5.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	19.5
Report Writing	0.0	0.0	0.0	0.0	0.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0
Training	0.0	0.0	0.0	0.0	4.0	67.0	0.0	0.0	0.0	0.0	0.0	0.0	71.0
Court Security	300.5	333.0	404.0	368.5	357.5	486.5	0.0	0.0	0.0	0.0	0.0	0.0	2250.0
Total Hours Dai	537.5	543.0	500.5	386.0	379.0	659.5	0.0	0.0	0.0	0.0	0.0	0.0	3005.5

THIS PAGE CONTAINS FORMULAS. DO NOT DELETE AT END OF YEAR

**Manistee County Sheriff's Office
6 Month Statistics (January to June 2020) (COVID-19)**

**Total complaint #'s taken – 2020 - 1244
2019 – 1318
2018 – 1429
2017 – 1239**

**2020 – Hrs. spent on Road Patrol – 3,276
Hrs. spent on Complaints – 2,222
Hrs. spent on Report Writing – 2,476**

**2019 – Hrs. spent on Road Patrol – 2,951
Hrs. spent on Complaints – 1,673
Hrs. spent on Report Writing – 2,219**

**2018 – Hrs. spent on Road Patrol – 2,768
Hrs. spent on Complaints – 2,190
Hrs. spent on Report Writing – 2,312.5**

Majority complaints taken:	2020	2019
Non-Aggravated Assault (Domestic/Simple Assault)	- 38	25
Burglary – Forced Entry (B&E)	- 20	4
Larceny (Retail Fraud/Theft from building/vehicle)	- 22	12
Obstructing Justice (Warrants entered or Arrested)	- 129	219
O.U.I.L. or O.U.I.D. (2020 L-14 D-1) .37 (2019 L-19 D-1) .30	- 15	20
Property Damage Accidents	- 23	22

**Traffic stop: 2020 – 900
2019 – 1475**



NORTH FLIGHT EMS

To: Manistee County Board of Commissioners
From: Paul Owens, General Manager
Date: June 16, 2020
SUBJECT: 911 Requests/Response Time Average Report

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

Operations: There were no customer concerns for May 2020.

Financials:

- Year-to-date total unrestricted revenue was \$1,333,666. The budgeted amount was \$1,476,569, which resulted in a negative variance of (\$142,903).
- The total "requests for service" for May 2020 was 230.
- The total "billable requests for service" for May 2020 was 192.

Miscellaneous:

- Total transfers out of Manistee Hospital: 48.
- Monthly contractual write offs for May 2020 totaled \$216,434.
- Uncompensated care write off for May 2020 totaled \$12,039.

Rationale Current Month Data
 May 2020

911 Requests by Township/City and 911 Response Time Avg

Response Times		
Township	Requests	Minutes
Arcadia	1	21.2
Bear Lake	8	10.88
Brown	1	15.65
Cleon	5	12.76
Dickson	10	11.49
Filer	22	9.87
Manistee	34	6.3
Maple Grove	20	9.16
Marilla	2	16.65
Norman	21	18.76
Onekama	10	13.62
Pleasanton	5	21.4
Springdale	12	13.55
Stronach	5	14.46
Manistee City	11	7.12
Eastlake City	1	3.9

Total Requests = 168

APPENDIX C

SHERIFF Kenneth O. Falk
ADMIN 231-723-8393
FAX 231-723-1498



SHERIFF'S OFFICE • 1525 E. Parkdale Ave. • Manistee, MI 49660

June 30th 2020

Manistee County Correctional Facility

Third Quarter Report- Fiscal Year 19/20

Updates

- Congratulations to Corrections Officer's Jason Golambiewski, Fred Gannon and Sgt. Tony Howard, they all recently received the designation of Certified Jail Officer (CJO) by the Authority of the American Jail Association. This Certification in jail operations is a demonstration of competency and professionalism in the field. It documents the mastery of a strong level of knowledge in the specialty and demonstrates continuing education and growth.
- April 29th 2020 – Michigan Department of Corrections conducted a Covid-19 inspection of the facility and reviewed written Covid-19 protocols. The Facility was found to be in Full Compliance with the MDOC Covid-19 Protocols. (Please see attached Letter from M.D.O.C)
- With the increased cleaning and disinfecting in the facility, the corrections staff have been doing an outstanding job keeping the facility clean and disinfected.
- We are currently looking at turning Hold cell #1 into a Negative Pressure Cell. This cell is currently being used for a quarantine cell. Negative Pressure rooms are used by many Hospitals to prevent cross contamination from room to room. This technique is used to isolate people with airborne diseases such as: tuberculosis, measles, chickenpox's, SARS-COV, influenza etc. We have received two quotes that are very comparable. We are currently looking into different funding options. (Please see attached Quotes)

Training-

- All Corrections Staff recently completed their annual CPR/AED, Taser and Defensive Tactics Training for 2020.
- All corrections staff have met or exceeded the mandatory training hours required by the Michigan Sheriff's Coordinating & Training Council (MSCTC) for 2020.

Covid-19 expenses

Nichols- Clorox Total 360 Electro Static Sprayer -	\$4,378.93
Lowe's - N-95 respirators	\$211.91
Dash- Gloves	\$597.36
Meijer -- Cleaning Supplies.....	\$121.76
Auto Value -- N-95 respirators.....	\$18.44
Charm-Tex -- Disinfecting wipes.....	\$336.90
Nichols -- Gloves	\$420.00
Gilroy's -- Hand Soap	\$21.77
City of Manistee -- Thermometer	\$106.99
Mallory- Thermometer.....	\$108.00
Safco - Disinfecting Wipes	\$193.98
One-Way Products - Cleaning Sanitizer 16gal.....	\$540.29
Nichols -- stock up on -Toilet Paper , Paper towel ...	\$1,634.08
Mallory -- Eye protection	\$113.79
Gilroy's -- sanitizers.....	\$116.89
Charm-Tex -- Hand Soap	\$76.90
All Access Care -- 200 surgical masks	\$200.00
Advance Auto -- Cleaning towels	\$10.59
Gilroy's -- Cleaning Supplies	\$78.75
Safco - Disinfecting Wipes	\$171.72

Note:

\$8690.41 was spent from E-cigarette Fund

\$768.64 was spent from general budget

Total: \$9459.05

Third quarter earned revenue

- Inmate housing waiver fee- \$876.81
- Drug testing- \$0
- E cigarettes- \$5,760
- Parole detainer billing- \$ N/A
- Snack packs- \$1924.50
- Coffee- \$ 67.79
- Work Release- \$0

Total: \$8,629.10

Respectfully,



Lt. Chris Banicki

Attachments:

- April, May and June – Arrests
- April, May and June -Jail Statistics
- April, May and June - Average Jail Count
- April, May and June - Recidivism Report
- Covid-19 Inspection Letter from M.D.O.C
- Quotes for Negative Pressure cell

C-4

RUN DATE 07-01-2020 09:33

MANISTEE COUNTY SHERIFF'S OFFICE

PAGE 1 of 1

ARRESTS BY DEPARTMENT FOR	
DEPARTMENT	ARRESTS
MANISTEE COUNTY SHERIFF'S OFFICE	24
MICHIGAN STATE POLICE POST #71	16
MANISTEE CITY POLICE DEPARTMENT	19
PROBATION OFFICE	1
LITTLE RIVER TRIBAL POLICE	4
NONE	1
DEPARTMENT OF NATURAL RESOURCES	1
Total Arrests	66
Number Of Departments	7

JAIL STATISTICS FOR 04-01-2020 TO 06-30-2020						
	ADULT MALES	ADULT FEMALES	ADULT OTHERS	JUVENILE MALES	JUVENILE FEMALES	TOTAL
NUMBER BOOKED DURING THE DATE RANGE	53	15	0	0	0	68
NUMBER OF COUNTY RESIDENTS	37	12	0	0	0	49
NUMBER RELEASED FOR THE MONTH	58	18	0	0	0	76
AVERAGE STAY (IN DAYS)	28.74	14.22	0	0	0	23.78
ASIAN OR PACIFIC ISLANDER	0	0	0	0	0	0
BLACK	2	2	0	0	0	4
HISPANIC	0	0	0	0	0	0
AMERICAN INDIAN OR ALASKAN NATIVE	3	0	0	0	0	3
UNKNOWN	0	0	0	0	0	0
WHITE	48	13	0	0	0	61
NUMBER CHARGED WITH FELONIES	24	8	0	0	0	32
NUMBER CHARGED WITH MISDEMEANORS	37	10	0	0	0	47
NUMBER OF ALCOHOL-RELATE OFFENDERS	26	4	0	0	0	30

Average Jail Count for 04-01-2020 to	
Date	Jail Count
04-01-2020	27
04-02-2020	25
04-03-2020	18
04-04-2020	18
04-05-2020	18
04-06-2020	17
04-07-2020	14
04-08-2020	16
04-09-2020	13
04-10-2020	13
04-11-2020	13
04-12-2020	12
04-13-2020	12
04-14-2020	12
04-15-2020	11
04-16-2020	12
04-17-2020	12
04-18-2020	13
04-19-2020	11
04-20-2020	11
04-21-2020	10
04-22-2020	10
04-23-2020	10
04-24-2020	9
04-25-2020	8
04-26-2020	8
04-27-2020	8
04-28-2020	11
04-29-2020	10
04-30-2020	9
05-01-2020	8
05-02-2020	9
05-03-2020	10
05-04-2020	9
05-05-2020	8
05-06-2020	8
05-07-2020	9
05-08-2020	11
05-09-2020	9
05-10-2020	9
05-11-2020	9

C-7

Average Jail Count for 04-01-2020 to	
Date	Jail Count
05-12-2020	8
05-13-2020	8
05-14-2020	8
05-15-2020	8
05-16-2020	9
05-17-2020	10
05-18-2020	11
05-19-2020	10
05-20-2020	10
05-21-2020	9
05-22-2020	9
05-23-2020	11
05-24-2020	13
05-25-2020	12
05-26-2020	10
05-27-2020	11
05-28-2020	11
05-29-2020	11
05-30-2020	11
05-31-2020	12
06-01-2020	15
06-02-2020	15
06-03-2020	16
06-04-2020	18
06-05-2020	14
06-06-2020	16
06-07-2020	16
06-08-2020	17
06-09-2020	18
06-10-2020	17
06-11-2020	15
06-12-2020	16
06-13-2020	18
06-14-2020	19
06-15-2020	16
06-16-2020	16
06-17-2020	18
06-18-2020	18
06-19-2020	18
06-20-2020	17
06-21-2020	18

C-8

RUN DATE 07-01-2020 09:35

MANISTEE COUNTY SHERIFFS OFFICE

PAGE 3 of 3

Average Jail Count for 04-01-2020 to	
Date	Jail Count
06-22-2020	21
06-23-2020	17
06-24-2020	19
06-25-2020	19
06-26-2020	19
06-27-2020	19
06-28-2020	20
06-29-2020	17
06-30-2020	18

RECIDIVISM REPORT FOR 04-01-2020 TO 06-30-2020		
	TOTAL	PERCENT
NUMBER BOOKED DURING THE DATE RANGE	68	
AVERAGE AGE OF PEOPLE BOOKED	36	
# OF PEOPLE CHARGED WITH FELONIES	32	47.06
# PREVIOUS FELONY CHARGE	25	41.18
PREVIOUS MISDEMEANOR CHARGE	51	75.00
PEOPLE CHARGED WITH SAME CHARGE	25	36.76
PEOPLE PREVIOUSLY ON PROBATION/PARO	38	52.94
PEOPLE WITH A RECORD AT OTHER JAILS	44	64.71
BREAKDOWN OF REPEATERS TO THIS JAIL	60	88.24
2 OR 3 TIMES	39	57.35
4 OR 5 TIMES	6	8.82
6 OR 7 TIMES	15	21.90
8 OR 9 TIMES	2	2.94
10 OR MORE TIMES	8	11.76

C-10



STATE OF MICHIGAN
DEPARTMENT OF CORRECTIONS
LANSING

GRETCHEN WHITMER
GOVERNOR

HEIDI E. WASHINGTON
DIRECTOR

May 1, 2020

Sheriff Ken Falk
Manistee County Sheriff's Office
1525 E. Parkdale
Manistee, Michigan 49617

RE: MDOC EO 2020-62 Covid Protocol Inspection

Dear Sheriff Falk,

On Wednesday, April 29, 2020 Regulations Agents conducted an inspection of the Manistee County Jail as provided for by Act No. 232 of the Public Acts of 1953, as amended, being section 791.262 of the Michigan Compiled Laws and the Governor's Executive Order 2020-62.

The inspection was conducted by Ron Trachet, Regulation Agent with the County Jail Services Unit.

Inspection Findings

On the date of inspection, the Manistee County Jail was in **FULL COMPLIANCE** with the MDOC Covid-19 Protocols.

Transfer of Inmates to MDOC

You can now contact the Charles E. Egler Reception and Guidance Center (RGC) to schedule transfer of MDOC prisoners. You must contact Rachel Johnson at 517-780-6463 to schedule.

RGC will need the following information from your county.

- Exit screening information for all transfers.
- Number of MDOC prisoners you have for transfer.
- Any Person Under Investigation (PUI) or Covid positive transfer.

Sincerely,

A handwritten signature in black ink that reads "Ron Trachet".

Ron Trachet
Regulation Agent
Michigan Department of Corrections
County Jail Services Unit
(517) 282-6096
Trachetr@Michigan.gov

C-11

Proposal

Custom Sheet Metal & Heating, Inc.

9444 North US 31

FreeSoil, MI 49411

231/ 464-5436

FAX 231/ 464-5920

State License #71-00817

Attn: Bruce Schinke

PROPOSAL SUBMITTED TO Manistee County Jail		PHONE 723-8435	DATE 5-18-2020
STREET 1525 East Parkdale Avenue		JOBNAME Exhaust fan and dampers for holding cells	
CITY, STATE AND ZIP CODE Manistee MI 49660		JOBLOCATION	
ARCHITECT	DATE OF PLANS	FAX	JOBPHONE

We hereby submit specifications and estimates for:

Exhaust fan and dampers for holding cells

1- Cook CPS70 Utility set 500 cfm @ .625" s.p. mounted on rails on roof top above cells

1- Duct curb

4- Ruskin motorized dampers 120v

- All ductwork and flashings as needed to adapt to existing cell ductwork.

- Roof repair by G Freeland Roofing

- Electrical work by Paradigm Electric

- Switch to operate will be installed where owner chooses.

- Motorized dampers will be located in attic space above cells

- Will need to coordinate with alarm contractor. There are duct alarms right next to where duct will be changed

All materials and labor:

\$ 15,963.00

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Fifteen Thousand Nine Hundred Sixty-Three and 00/100 DOLLARS \$ 15,963.00

Payment to be made as follows:

A 50% deposit is required to start job, with balance due upon completion.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes,

accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. Failure to pay may result in a construction lien being filed against your property. Accounts more than 30 days old will bear interest at 1 1/4% per month.

Authorized
Signature _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature _____

Payment will be made as outlined above.

Date of Acceptance _____

Signature _____

C-12

P- (616) 784-4040
F- (616) 785-7900
5800 Safety Drive NE
Belmont, MI 49306
www.hurstmechanical.com



P- (231) 947-2750
F- (231) 947-1636
885 Robinwood Court
Traverse City, MI 49686
www.hurstmechanical.com

EXCLUSIVELY COMMERCIAL & INDUSTRIAL

June 8, 2020
Manistee County Jail
Manistee, MI

SUBJECT: cell exhaust

Pursuant to your request, HURST MECHANICAL has visited your facility to observe conditions, collect data, and receive instructions pertaining to the above mentioned project.

The work is to consist of the following:

- Provide and install one roof curb
- Provide and install one roof mounted exhaust fan
- Provide and install 4 motorized dampers to control air flow
- Switch to operate installed in control room
- Roof flashing and electrical is included
- Broom clean surfaces at the conclusion of each work day and removal of all work associated debris

Price includes labor and installation.

Your Investment is \$ 15,479.00

Note:

*Work has been figured during normal business hours
Alarm system work is by others*

Thank you for the opportunity to prepare this quote for you. If we may be of service or if you have any questions, please feel free to call us at 231-947-3312.

Sincerely,
HURST MECHANICAL

Jamin Nyhuis (Project Manager/Estimator)

HVAC System Design
Indoor Air Quality Analysis
Controls – Pneumatic & DDC
Refrigeration – Ammonia & Freon



Heating
Air Conditioning
Electrical
Plumbing



Pipe Fitting, Welding & Air Piping
Cooling Towers & Pump Packages
Sheet Metal – Exhaust & Ventilation
Preventative Maintenance Agreements