

MINUTES

Monday, July 11, 2022
3:00 P.M.

Manistee County Courthouse & Government Center
Board of Commissioners' Meeting Room

Members Present: Rachel Nelson, Chair; Gary Buren, Vice Chair; Pauline Jaquish, Secretary/
Treasurer; Julie Griffis

Members Absent: Tamara Buswinka

Others Present: George Butler, Tiny Developers; Vanessa Buhs, Manistee County Habitat for
Humanity; Lindsey Traeger, Recording Secretary

Rachel Nelson, Chair, called the meeting to order at 3:01 P.M. Roll was taken by the Recording Secretary.

There was a moment of silence in memory of Russell Pomeroy, the former Treasurer and first Land Bank Chair, who passed away at the end of May.

Ms. Nelson would like to request to add under "New Business," a review of the 2022 foreclosure properties.

There was a motion by Mr. Buren, supported by Ms. Jaquish, to approve the meeting agenda with the addition of reviewing the 2022 foreclosure properties under "New Business." Motion carried by unanimous vote.

No public comment.

The chair confirmed that each member had received a copy and had an opportunity to review the minutes from the regular meeting of the Land Bank Authority held on Monday, May 9, 2022.

There was a motion by Ms. Griffis, supported by Ms. Jaquish, to approve the Manistee County Land Bank Authority regular meeting minutes of Monday, May 9, 2022, as presented. Motion carried by unanimous vote.

Ms. Nelson presented the Finance Report (APPENDIX A). Nothing different there except for a registration fee for a conference Ms. Nelson is attending in Chicago for the Land Bank in September.

Mr. Buren received a call regarding our Bear Lake (US-31) property. They are going to provide a business plan, and are interested in doing retail on the bottom and residential on the top. They are from Chicago but are landowners in Bear Lake.

The Sewer Authority had a meeting on July 8th, but there was no quorum. We will continue to wait on doing a RFP/ RFQ for the Bear Lake (US-31) property until there is further information regarding the sewer project.

The owners of the former drug store in Bear Lake are mowing our property as they do theirs since we are their neighbor. We offered to pay them, but they turned it down. This is very generous and the Land Bank appreciates it!

We got our survey back from Spicer Group (APPENDIX B). The survey will be good to have on hand for future.

At this time, we will wait to plant anything on the US-31 property. Ms. Griffis mentions that the village would like to use the space for a fall market. It would just be a couple weekends in the fall. Sparkle in the Park would also like to use the property again in the winter.

There was a motion by Ms. Jaquish, supported by Mr. Buren, to allow the Village of Bear Lake and Sparkle in the Park to use the Land Bank's parcels (12395 & 12407 Lynn St, Bear Lake) in 2022 as long as they have appropriate liability insurance. Motion carried by unanimous vote.

Mr. Butler provided an update on the Bear Lake Maple Street property. The house has been roofed and windows and doors have been ordered and coming soon. The plumber will be coming soon as well. Mr. Butler adds that Tiny Developers made an offer on 3 acres. Hoping for some potential there.

The County Board of Commissioners held a meeting on July 15, 2022, for the ARPA funds. Each group had 10 minutes for their presentation. Decisions on funding will be made at a future meeting.

Ms. Buhs from Habitat for Humanity gave an update on their projects. They have constructed handicap accessible ramps, and continue to work on what the projects on their vacant land will look like.

The Housing Action Team (HAT) Summit is coming up on July 21, 2022 (APPENDIX C). Ms. Nelson and Mr. Buren will be in attendance.

Ms. Nelson received a phone call from a neighbor of one of the small vacant parcels that the Land Bank owns. There had been a storm recently and a tree from our property fell on their property. The next finance report will show an expense of \$200 for tree removal.

Ms. Nelson discussed the 2022 tax foreclosure properties. Ms. Nelson is hesitant to use the first right of refusal due to ongoing lawsuits regarding the General Property Tax Act.

There being no further business to come before the Authority, the meeting was adjourned at 4:02 P.M.

Respectfully Submitted,

Pauline Jaquish, Land Bank Authority Secretary/Treasurer

APPENDIX A

Fund 238 - LAND BANK AUTHORITY FUND

Account	Description	2021-22 Amended Budget	YEAR-TO-DATE THRU 06/30/22	Available Balance	Used
Revenues					
Department 000: GENERAL					
404.000	TAX CAPTURE - LAND BANK				
10/12/2021	CR CLEON TOWNSHIP/2021 SUMMER TAX DISBURSEMENT BLOCK: 1- 8		1.72 Receipt #: 70666		
12/28/2021	CR NORMAN TOWNSHIP/2021 TAX DISBURSEMENT WINTER: 11/30/21		180.09 Receipt #: 71497		
01/14/2022	CR MAPLE GROVE TOWNSHIP/2021 WINTER DISTRIBUTION - LAND BA		268.06 Receipt #: 71691		
01/24/2022	CR CLEON TOWNSHIP/2021 WINTER TAX DISBURSEMENT BLOCK: 1- 3		1.89 Receipt #: 71802		
04/29/2022	CR VILLAGE OF BEAR LAKE/LAND BANK DISTRIBUTION 2021		144.01 Receipt #: 73781		
05/26/2022	CR COUNTY OF MANISTEE/2021 DLQ TAX SETTLEMENT PAYMENTS		634.65 Receipt #: 74247		
404.000	TAX CAPTURE - LAND BANK	500.00	1,230.42	(730.42)	246.08
647.000	SALE OF LAND				
01/04/2022	CR MOREL DEIDRA/PURCHASE OF LAND BANK PARCEL PARCEL NO.		380.00 Receipt #: 71568		
647.000	SALE OF LAND	0.00	380.00	(380.00)	100.00
668.000	LAND CONTRACT				
10/04/2021	GJ JE# 6440		253.20 JE# 6440		
11/03/2021	GJ JE# 6503		253.20 JE# 6503		
12/31/2021	GJ JE# 6618		253.20 JE# 6618		
01/07/2022	GJ JE# 6648		1,300.00 JE# 6648		
01/07/2022	GJ JE# 6649		253.20 JE# 6649		
02/28/2022	GJ JE# 6803		253.20 JE# 6803		
03/31/2022	GJ JE# 6802		253.20 JE# 6802		
04/05/2022	GJ JE# 6819		253.20 JE# 6819		
05/03/2022	GJ JE# 6865		253.20 JE# 6865		
06/03/2022	GJ JE#6912		253.20 JE# 6912		
668.000	LAND CONTRACT	3,038.00	3,578.80	(540.80)	117.80
Total - Dept 000		3,538.00	5,189.22	(1,651.22)	146.67
Total Revenues		3,538.00	5,189.22	(1,651.22)	146.67
Expenditures					
Department 000: GENERAL					
727.000	OFFICE SUPPLIES	500.00	0.00	500.00	0.00
800.000	CONTRACTED SERVICES				
06/16/2022	AP SPICER GROUP/SURVEY BL PROPERTY		1,350.00 Inv #: '214418' Vendor '6144'		
800.000	CONTRACTED SERVICES	500.00	1,350.00	(850.00)	270.00
806.000	ATTORNEY FEES	1,000.00	0.00	1,000.00	0.00
812.000	DUES AND FEES				
10/21/2021	AP MICHIGAN ASSOCIATION OF LAND BANKS/2021 MALB SUMMIT VIT		50.00 Inv #: '2016' Vendor '4595'		
03/24/2022	AP MICHIGAN ASSOCIATION OF LAND BANKS/2022 - MEMBERSHIP DU		125.00 Inv #: '2022' Vendor '4595'		
06/29/2022	AP CENTER FOR COMMUNITY PROGRESS/RECLAIMING VACANT PROPERT		475.00 Inv #: '16922974' Vendor '9999'		
812.000	DUES AND FEES	125.00	650.00	(525.00)	520.00
860.000	TRAVEL	500.00	0.00	500.00	0.00

REVENUE AND EXPENDITURE REPORT FOR MANISTEE COUNTY
 Balances as of 06/30/2022

A-2

Fund 238 - LAND BANK AUTHORITY FUND

Account	Description	2021-22 Amended Budget	YEAR-TO-DATE THRU 06/30/22	Available Balance	% Used
Expenditures					
Department 000: GENERAL					
901.000	ADVERTISING	500.00	0.00	500.00	0.00
995.000	MISC. EXPENSE				
01/04/2022	CD RECORD DEED (MOREL)		30.00		
					Check #: '58922 GENWS' Vendor '4205'.
995.000	MISC. EXPENSE	413.00	30.00	383.00	7.26
Total - Dept 000		3,538.00	2,030.00	1,508.00	57.38
Total Expenditures		3,538.00	2,030.00	1,508.00	57.38
NET OF REVENUES AND EXPENDITURES		0.00	3,159.22	(3,159.22)	

A-3

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	BALANCE DEBIT	BALANCE CREDIT
Fund 238 - LAND BANK AUTHORITY FUND				
238-000-001.000	CASH		28,270.73	
238-000-202.000	ACCOUNTS PAYABLE			
238-000-214.000	DUE TO OTHER FUNDS			
238-000-390.000	FUND BALANCE			25,111.51
238-000-400.000	REVENUE CONTROL	0.00		
238-000-404.000	TAX CAPTURE - LAND BANK	500.00		1,230.42
238-000-540.000	STATE REIMBURSEMENTS	0.00		
238-000-647.000	SALE OF LAND	0.00		380.00
238-000-668.000	LAND CONTRACT	3,038.00		3,578.80
238-000-699.020	TRANSFER IN - OTHER FUNDS	0.00		
238-000-727.000	OFFICE SUPPLIES	500.00		
238-000-800.000	CONTRACTED SERVICES	500.00	1,350.00	
238-000-806.000	ATTORNEY FEES	1,000.00		
238-000-807.000	DUES	0.00		
238-000-812.000	DUES AND FEES	125.00	650.00	
238-000-860.000	TRAVEL	500.00		
238-000-901.000	ADVERTISING	500.00		
238-000-995.000	MISC. EXPENSE	413.00	30.00	
Total Fund 238 - LAND BANK AUTHORITY FUND		0.00	30,300.73	30,300.73

Spicer Group, Inc.
 302 River Street
 Manistee, MI 49660
 TEL (231) 794-5620
 FAX (231) 510-2844
 www.SpicerGroup.com



APPENDIX B

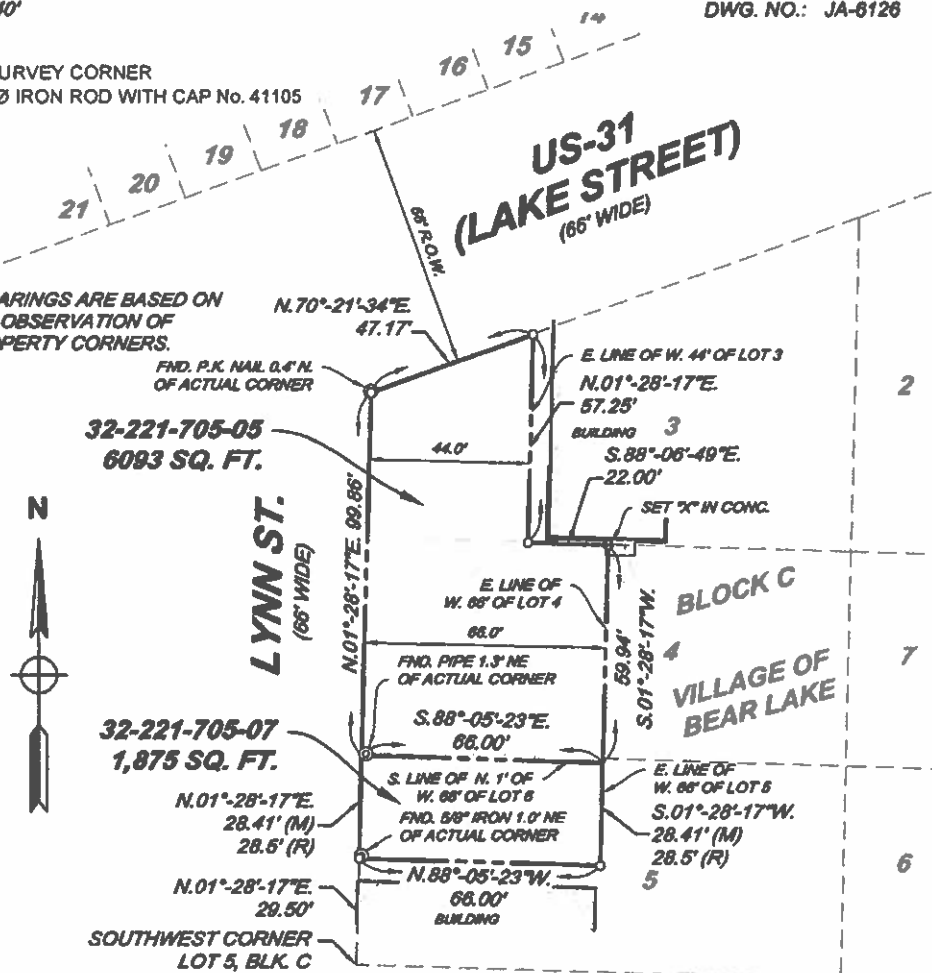
SCALE: 1" = 40'

DWG. NO.: JA-6126

LEGEND

- ⊙ - FOUND SURVEY CORNER
- - SET 1/2" Ø IRON ROD WITH CAP No. 41105

NOTE: BEARINGS ARE BASED ON GPS OBSERVATION OF PROPERTY CORNERS.



SURVEY FOR: Manistee County Land Bank
 415 Third Street
 Manistee, MI 49660

MAIN STREET
 (66' WIDE)

DATE: 06-06-22

SURVEY OF: (AS PROVIDED)

PARCEL #32-221-705-07

Commencing 29.5 feet North of the Southwest Corner of Lot 5, Block C, Village of Bear Lake, according to the recorded plat thereof, Section 5, T.23 N.-R.15 W., Village of Bear Lake, Manistee County, Michigan; thence North, 28.5 feet; thence East, 66 feet; thence South, 28.5 feet; thence West, 66 feet to the point of beginning.

PARCEL #32-221-705-05

The West 44 feet of Lot 3 AND the West 66 feet of Lot 4 ALSO the North 1 foot of the West 66 feet of Lot 5, Block C, Village of Bear Lake, according to the recorded plat thereof, Section 5, T.23 N.-R.15 W., Village of Bear Lake, Manistee County, Michigan.

I hereby certify that I have surveyed the parcel of land hereon shown and described within the limits accepted by the practice of Professional Surveying.



By: Patrick G. Bentley Date: 6-7-22
 Patrick G. Bentley
 Professional Surveyor No. 4001047944

DRAWN BY: MLW
 CHECKED BY: PGB

PLOT DATE: 06-06-22
 SHEET 1 OF 1

JOB#: 132618SG2022
 DWG#: JA-6126



Manistee County - Housing Action Team (HAT) Summit

YOU ARE INVITED to Manistee County HAT's first and only **All-Day Summit: "Let's Find Housing Solutions Together"**. This event will set the table across our county for highly effective coordination of the full spectrum of our housing efforts. We want this to be **About All of Manistee County, For All of Manistee County, By All of Manistee County**.

We know a full day is a big ask but this meeting will be like no other! Time will fly by with the day we have planned including active engagement, structured activities and discussion amongst the cross-functional assembly of people who are all committed to finding housing solutions for Manistee County. All are welcome from staff to community leaders. All sectors are welcome from homeless to market rate construction.

A wonderful lunch will be provided thanks to our generous sponsors. Here's everything you need to know, including how to RSVP today. **Space is limited and we would like to ensure that different sectors are represented so you must RSVP to attend.**

WHO ATTENDS?

Any one is welcome – Please help us spread the word. We want the community represented from Builders, Developers, Funders, Planners, Government Officials, Zoning Officials, Landlords, Realtors, Business Owners, Employers, Health and Human Services Providers, Economic/Community Development Professionals, Educators, and concerned Manistee County Citizens who want to help and provide input.

WHEN & WHERE

Thursday, July 21 from

8:30 a.m. – 3:00p.m.

Manistee County Intermediate School District

772 East Parkdale Ave

Manistee, MI – 49660

HOW?

RSVP to Rose Fosdick at hscbmanistee@gmail.com by July 14th with your name, business/agency affiliation and your email address. Your confirmation and reminder will follow with added details.

RESULTS

This summit is designed with contemporary meeting techniques to rapidly move endeavors forward. You will have the opportunity to meet and work with people across boundaries. The day will end with visible results to shape and prioritize the HAT efforts moving forward.

WHO ELSE – our Design and Planning Team

Bill Gambill, City Manager for the City of Manistee and HAT co-facilitator

Rose Fosdick, Coordinator Manistee County Human Services Collaborative Body and HAT co-facilitator

Laura Heintzelman, President & CEO Manistee County Community Foundation

Yarrow Brown, Executive Director Housing North

MADE POSSIBLE by funding, donations and in-kind support from

Manistee County Community Foundation

Manistee County Human Services Collaborative Body

Manistee County Intermediate School District

Housing North

ABOUT OUR FACILITATOR

Sarah Ely, MSW has over 30 years of experience in organizational development and training. Since 2018, she has been active in Northwest Michigan as a facilitator, trainer and coach with Rotary Charities Traverse City and an array of nonprofits throughout the region. Presently the principal of Crescent Hill Consulting, the span of her career included Ford Motor Company, U-M, K-12 consulting, and United Way affiliated agencies. Sarah completed her undergraduate education at Vanderbilt University in Nashville, TN, and holds an MSW from University of Michigan.