

**TUESDAY, OCTOBER 24, 2023**

Pursuant to law, the Board of Commissioners met on Tuesday, October 24, 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, Nikki Koons, Janice McCraner

ABSENT: Eric Gustad, Richard Schmidt

**APPROVE MEETING AGENDA**

Moved by Goodman, seconded by Koons to approve the Meeting Agenda.

Motion Carried

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**CONSENT AGENDA**

Moved by Goodman, seconded by McCraner to approve the Consent Agenda which includes the minutes of the September 19, 2023 Board meeting, the minutes of the September 28, 2023 Special Board meeting and the October 2023 monthly appropriations and fund transfers.

YEAS: 5 Batzer, Dontz, Goodman, Koons, McCraner

YAYS: 0 None

ABSENT: 2 Gustad, Schmidt

Motion Carried

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**PUBLIC COMMENT**

None.

**BOARD/COMMISSION APPOINTMENTS**

**CENTRA WELLNESS BOARD**

One (1) At-Large vacancy to fill and unexpired term commencing immediately and expiring March 31, 2025.

Applicants: Jack Loynes

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Moved by McCraner, seconded by Goodman to appoint Jack Loynes to the Centra Wellness Board to fill an unexpired term commencing immediately and expiring March 31, 2025.

YEAS: 5 Dontz, Goodman, Koons, McCraner, Batzer  
YAYS: 0 None  
ABSENT: 2 Gustad, Schmidt

Motion Carried

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD**

One (1) vacancy to fill a three (3) year term beginning November 1, 2023 and expiring October 31, 2026.

Applicants: Hattie McElrath

Moved by McCraner, seconded by Batzer to appoint Hattie McElrath to the Department of Health and Human Services Board to a three (3) year term beginning November 1, 2023 and expiring December 31, 2023.

YEAS: 5 Goodman, Koons, McCraner, Batzer, Dontz  
YAYS: 0 None  
ABSENT: 2 Gustad, Schmidt

Motion Carried

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**AIRPORT AUTHORITY BOARD**

One (1) At-Large vacancy to fill an unexpired term commencing immediately and expiring December 31, 2023.

Applicants: Adam Dontz  
Julie Jacobs  
Barry Peterson  
Thomas Williams

An Applicant must receive at least four (4) votes to be appointed.

First Vote: Koons - Thomas Williams  
McCraner - Thomas Williams  
Batzer - Barry Peterson  
Dontz - Adam Dontz  
Goodman - Barry Peterson  
Gustad - ABSENT  
Schmidt - ABSENT  
Second Vote: Koons - Thomas Williams

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McCraner - Thomas Williams  
Batzer - Barry Peterson  
Dontz - Adam Dontz  
Goodman - Barry Peterson  
Gustad - ABSENT  
Schmidt - ABSENT

With no applicant receiving four (4) votes. The Board will move this appointment to the next meeting of the Board of Commissioners.

**MANISTEE COUNTY BOARD OF CANVASSERS**

Two (2) individuals, one (1) Democrat and one (1) Republican, will each be considered for a four (4) year term office beginning November 1, 2021 and expiring October 31, 2025.

Democratic Applicants:

Bonnie Garbrecht Pam Tompke Richard Albee

Republican Applicants:

David Miehle David Niedzielski Denise Lerg

First Vote:

	<u>Democratic Party</u>	<u>Republican Party</u>
Batzer	- Bonnie Garbrecht	- David Niedzielski
Dontz	- Richard Albee	- David Niedzielski
Goodman	- Richard Albee	- David Niedzielski
Koons	- Pam Tompke	- David Niedzielski
McCraner	- Bonnie Garbrecht	- David Miehle
Gustad	- ABSENT	
Schmidt	- ABSENT	

Having received four (4) votes, David Niedzielski is appointed to the Manistee County Board of Canvassers for a four (4) year term beginning November 1, 2023 and expiring October 31, 2027.

Second Vote:

	<u>Democratic Party</u>
Batzer	- Bonnie Garbrecht
Dontz	- Pam Tompke
Goodman	- Richard Albee
Koons	- Richard Albee
McCraner	- Bonnie Garbrecht
Gustad	- ABSENT
Schmidt	- ABSENT

Third Vote:

	<u>Democratic Party</u>
Batzer	- Bonnie Garbrecht
Dontz	- Richard Albee
Goodman	- Richard Albee
Koons	- Richard Albee
McCraner	- Richard Albee
Gustad	- ABSENT
Schmidt	- ABSENT

Having received four (4) votes, Richard Albee is appointed to the Manistee County Board of Canvassers for a four (4) year term beginning November 1, 2023 and expiring October 31, 2027.

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**TREASURER'S REPORT**

Rachel Nelson, Manistee County Treasurer, appeared before the board to present the 3<sup>rd</sup> Quarter 2023 Investment Report and the 2023 Foreclosures/Auction.

**WAYS & MEANS COMMITTEE MINUTES/OCTOBER 11, 2023**

Margaret Batzer presented the Ways & Means Committee Minutes of October 11, 2023.

**FINANCE REPORT**

Board of Commissioners  
Manistee County  
Manistee, Michigan 49660

We hereby submit claims for September 1, 2023 through September 30, 2023 and a summary of the On-Demand checks for their review and approval. The totals are as follows:

**MANISTEE COUNTY  
WAYS & MEANS REPORT**

<b>FUND #</b>	<b>FUND NAME</b>	<b>09/01/2023 THRU 09/30/2023</b>	<b>ON DEMAND &amp; ACH PAYMENTS</b>	<b>TOTAL</b>
101	GENERAL FUND	\$ 386,476.63	3,623.33	\$ 390,099.96
102	BUDGET STABILIZATION FUND			\$ -
201	COUNTY ROAD FUND			\$ -
208	PARK/RECREATION FUND-TRAILS			\$ -
213	AIS GRANT FUND			\$ -
214	BEAR LAKE IMPROVEMENT FUND			\$ -
215	FRIEND OF THE COURT FUND			\$ -
216	DEPARTMENT CONTINGENCY FUND			\$ -
217	LOCAL REVENUE SHARING GRANT FUND			\$ -
225	RECYCLING FUND	\$ 5,495.00		\$ 5,495.00
232	MANISTEE COUNTY DIVE EQUIPMENT FUND			\$ -
236	MAINTENANCE OF EFFORT FUND	\$ 7,402.14		\$ 7,402.14
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	\$ 13,085.00		\$ 13,085.00
252	PRE AUDIT FUND			\$ -
253	REMOUMENTATION FUND			\$ -
256	REGISTER OF DEEDS AUTOMATION FUND	\$ 20,147.46		\$ 20,147.46
260	INDIGENT DEFENSE FUND	\$ 2,564.97		\$ 2,564.97
263	CONCEALED PISTOL LICENSING FUND			\$ -
264	CORRECTIONS OFFICER TRAINING FUND			\$ -
266	LAW ENFORCEMENT TRAINING FUND			\$ -
269	LAW LIBRARY FUND	\$ 2,336.54		\$ 2,336.54
272	COMMUNITY CORRECTIONS - 511	\$ 83.33		\$ 83.33
277	AIR PHOTO FUND			\$ -

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279	HOUSING FUND	\$	30.00		\$	30.00
280	HEALTH INSURANCE FUND	\$	149,584.82	1,775.85	\$	151,360.67
283	LAND BANK FUND	\$	645.90		\$	645.90
292	CHILD CARE FUND	\$	4,995.80		\$	4,995.80
293	SOLDIERS & SAILORS RELIEF FUND	\$	2,270.85		\$	2,270.85
295	AIRPORT AUTHORITY FUND	\$	36,330.69		\$	36,330.69
296	JUVENILE JUSTICE FUND	\$	4,333.00		\$	4,333.00
297	COMPENSATED SERVICES FUND			285,193.42	\$	285,193.42
299	UNEMPLOYMENT FUND				\$	-
369	BUILDING AUTHORITY FUND				\$	-
370	COUNTY ROAD BUILDING FUND				\$	-
481	AIRPORT CAPITAL IMPROVEMENT FUND	\$	14,730.00		\$	14,730.00
516	DELINQUENT TAX FUND				\$	-
620	FORECLOSURE FUND	\$	525.23		\$	525.23
701	TRUST AND AGENCY FUND	\$	670.84		\$	670.84
737	OPEB TRUST FUND	\$	21,038.10	224.24	\$	21,262.34
801	DRAIN FUND				\$	-

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**TOTALS** \$ 672,746.30 290,816.84 \$ **963,563.14**  
 (Includes 2 accounts payable runs; on demand checks)

**TOTAL PAYROLL FOR 09/01/23 THRU 09/30/23**  
 (includes 3 payrolls) **\$ 846,078.84**

**Employee Separation Payouts**

Spencer Petrosky  
 Paul Woroniak

**GRAND TOTAL** **\$ 1,809,641.98**

Moved by Batzer, seconded by Koons to approve the on-demand checks, bills and payroll, be accepted in the amount of \$1,809,641.98 and that the same be placed on file.

YEAS: 5 Batzer, Dontz, Goodman, Koons, McCraner  
 YAYS: 0 None  
 ABSENT: 2 Gustad, Schmidt

Motion Carried

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**2023 COUNTY APPORTIONMENT REPORT**

Moved by Batzer, seconded by Goodman to accept the 2023 Apportionment Report as prepared and presented by the Equalization Director, and that the same be approved and the millage rates within the report be thereby levied on the taxable value of their respective taxing jurisdictions.

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YEAS: 5 Dontz, Goodman, Koons, McCraner, Batzer  
YAYS: 0 None  
ABSENT: 2 Gustad, Schmidt

Motion Carried

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**ZONING SERVICES AGREEMENT WITH THE VILLAGE OF EASTLAKE**

Moved by Batzer, seconded by Goodman to approve the Agreement for Contract Services, Village of Eastlake Zoning, between the Village of Eastlake and Manistee County in the amount of \$6,500.00 for year one; \$6,695.00 for year two; and \$6,895.85 for year three. For years October 1, 2023 through September 30, 2026.

YEAS: 5 Goodman, Koons, McCraner, Batzer, Dontz  
YAYS: 0 None  
ABSENT: 2 Gustad, Schmidt

Motion Carried

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**ZONING SERVICES AGREEMENT WITH THE VILLAGE OF ONEKAMA**

Moved by Batzer, seconded by Goodman to approve the Agreement for Contract Services, Village of Onekama Zoning, between the Village of Onekama and Manistee County in the amount of \$15,500.00 for year one; \$15,965.00 for year two; and \$16,443.95 for year three. For years October 1, 2023 through September 30, 2026.

YEAS: 5 Goodman, Koons, McCraner, Batzer, Dontz  
YAYS: 0 None  
ABSENT: 2 Gustad, Schmidt

Motion Carried

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**TUESDAY, OCTOBER 24, 2023**

**REPLACEMENT OF BOILER PUMPS AT THE COUNTY JAIL**

Moved by Batzer, seconded by Goodman to approve the bid from Custom Sheet Metal and Heating, Inc. in the amount of \$8,900.00; for the replacement of the boiler pumps at the County Jail.

YEAS: 5 McCraner, Batzer, Dontz, Goodman, Koons  
YAYS: 0 None  
ABSENT: 2 Gustad, Schmidt

Motion Carried

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**REMOVAL AND INSTALLATION OF NEW FURANCE AND A/C UNIT**

**AT COUNTY PLANNING DEPARTMENT**

Moved by Batzer, seconded by McCraner to approve the bid from Custom Sheet Metal and Heating, Inc. in the about of \$6,700.00; for the removal and installation of the furnace and A/C unit at the Manistee County Planning Department.

YEAS: 5 Batzer, Dontz, Goodman, Koons, McCraner  
YAYS: 0 None  
ABSENT: 2 Gustad, Schmidt

Motion Carried

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**NEW DOORS AT THE FAIRGROUNDS**

Moved by Batzer, seconded by Goodman to approve the bid from Keystone Contracting for the installation of new doors at the Fairgrounds, in the amount of \$9,700.00; to be paid for from ARPA Funds.

YEAS: 5 Dontz, Goodman, Koons, McCraner, Batzer  
YAYS: 0 None  
ABSENT: 2 Gustad, Schmidt

Motion Carried

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**TUESDAY, OCTOBER 24, 2023**

**PROPOSALS FOR SNOWPLOWING**

Moved by Batzer, seconded by McCraner to approve the bid from Jus-Green Lawn and Pest Control for a one-year contract for snowplowing at the County Courthouse/Government Center, Health Department/Planning, and the Sheriff’s Office/Jail.

YEAS: 5 Goodman, Koons, McCraner, Batzer, Dontz  
YAYS: 0 None  
ABSENT: 2 Gustad, Schmidt

Motion Carried

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**PROPOSALS FOR SEALCOATING**

Moved by Batzer, seconded by McCraner to approve the bid from Brian’s Superior Sealcoating in the amount of \$20,400.00 for sealcoating in the parking lots of the County Courthouse/Government Center, Health Department/Planning, and the Sheriff’s Office/Jail.

YEAS: 5 Koons, McCraner, Batzer, Dontz, Goodman  
YAYS: 0 None  
ABSENT: 2 Gustad, Schmidt

Motion Carried

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**PAYMENT OF UNUSED ACCUMULATED VACATION AND PERSONAL TIME**

Moved by Batzer, seconded by Koons to approve payment for PTO hours to Vincent Quaglia, who retired from the 19<sup>th</sup> Circuit Court, effective September 1, 2023 = \$4,354.07; to be paid from the Employee Separation Fund.

YEAS: 5 McCraner, Batzer, Dontz, Goodman, Koons  
YAYS: 0 None  
ABSENT: 2 Gustad, Schmidt

Motion Carried

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**TUESDAY, OCTOBER 24, 2023**

Moved by Batzer, seconded by Koons to approve payment for PTO hours to Mike Szokola, who resigned from the Planning Department, effective September 28, 2023 = \$1,586.88; to be paid from the Employee Separation Fund.

YEAS: 5 Goodman, Koons, McCraner, Batzer, Dontz  
YAYS: 0 None  
ABSENT: 2 Gustad, Schmidt

Motion Carried

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Moved by Batzer, seconded by Koons to approve the Ways and Means Committee minutes of October 11, 2023.

Motion Carried

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**MANISTEE COUNTY TOURISM AUTHORITY UPDATE**

Sammie Lukaskiewicz, Executive Director for the Manistee County Tourism Authority presented information about the economic impact of tourism in Manistee County.

**VETERAN’S AFFAIRS UPDATE**

Rick Rowe provided an update from the Veteran’s Affairs office.

**CENTRA WELLNESS NETWORK ANNUAL REPORT**

Chip Johnston, Executive Director for Centra Wellness Network provided their annual report.

**RAILROAD RELOCATION PROJECT UPDATE**

Bill Kennis, Grant Administrator/Project Manager, Kennis Consulting, presented an update regarding the Railroad Relocation Project.

Break 10:20a.m.  
Back in Session 10:26a.m.

**PUBLIC SAFETY COMMITTEE MINUTES/OCTOBER 6, 2023**

Karen Goodman presented the Public Safety Committee minutes of October 6, 2023.

No Action Items. Departmental Updates.

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Moved by Goodman, seconded by Batzer to approve the Public Safety Committee minutes of October 6, 2023.

Motion Carried

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**BENZIE COUNTY AND MANISTEE COUNTY**

**JOINT COURT COMMITTEE MINUTES/OCTOBER 19, 2023**

Jeff Dontz presented the Benzie County and Manistee County Joint Court Committee minutes of October 19, 2023.

**COURT'S AMENDED PERSONNEL POICY MANUAL**

Moved by Goodman, seconded by Koons to approve the Court's Amended Personnel Policy Manual which amends Section 10, Paid Time Off to align with Manistee County's Personnel Policy Manual.

YEAS: 5 Dontz, Goodman, Koons, McCraner, Batzer

YAYS: 0 None

ABSENT: 2 Gustad, Schmidt

Motion Carried

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Moved by Goodman, seconded by Koons to accept the Benzie County and Manistee County Joint Court Committee minutes of October 19, 2023.

Motion Carried

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**GREEN TEAM COMMITTEE MINUTES/SEPTEMBER 28, 2023**

Margaret Batzer presented the Green Team Committee minutes of September 28, 2023.

No Action Items. P.A. 69 Recycling Update. Onekama Site discussion.

Moved by Batzer, seconded by Koons to approve the Green Team Committee minutes of September 28, 2023.

Motion Carried

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**TUESDAY, OCTOBER 24, 2023**

**MISCELLANEOUS CONTROLLER AND BOARD ITEMS**

**ABANDONMENT OF LUMLEY DRAIN**

Gary Schwaiger, Manistee County Drain Commissioners appeared to present a request for the abandonment of Lumley Drain.

**RESOLUTION #2023-15**

**MANISTEE COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION OF SUPPORT**  
**ENDORING THE ABANDONMENT AND VACATING OF THE**  
**LUMLEY DRAINAGE DISTRICT**

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 24<sup>th</sup> day of October, 2023.

PRESENT: Batzer, Dontz, Goodman, Koons, McCraner

ABSENT: Gustad, Schmidt

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

**WHEREAS**, the Manistee County Drain Commissioner has performed significant research into the establishment of the 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**, the property owners and adjoining property owners petitioned the Drain Commissioner to abandon and vacate Lumley Drain pursuant to MCL 280.391 et seq of the Drain Code of 1956 (PA 40 of 1956), and

**WHEREAS**, Manistee County Road Commission Board has provided a letter of support for the abandonment of the Lumley Drainage District and a letter affirming future maintenance and/or replacement of the culvert in the road right-of-way at the Lumley drain on Letteau Road, and

**WHEREAS**, the Manistee County Board of Commissioners believe that the Lumley 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 Lumley Drainage District; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Manistee County Board of Commissioners hereby endorse the abandonment and vacating of the Lumley Drainage District in Pleasanton Township, Manistee County.

Moved by Goodman, seconded by Koons to approve Resolution #2023-15 Resolution of Support Endorsing the Abandonment and Vacating of the Lumley Drainage District.

YEAS: 5 Koons, McCraner, Batzer, Dontz, Goodman

YAYS: 0 None

ABSENT: 2 Gustad, Schmidt

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Motion Carried

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**CONSUMERS ENERGY EASEMENT REQUEST**

Moved by McCraner, seconded by Goodman to approve the easement request from Consumers Energy at 1505 E. Parkdale Avenue and allow the Board Chairperson to sign.

YEAS: 5 McCraner, Batzer, Dontz, Goodman, Koons

YAYS: 0 None

ABSENT: 2 Gustad, Schmidt

Motion Carried

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**RFP FOR AUDITING SERVICES**

Moved by McCraner, seconded by Koons to accept the proposal for Gabridge & Co., for a three (3) year contract for auditing services.

YEAS: 4 McCraner, Dontz, Goodman, Koons

YAYS: 1 Batzer

ABSENT: 2 Gustad, Schmidt

Motion Carried

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**RESOLUTION #2023-17**

**MANISTEE COUNTY BOARD OF COMMISSIONERS**  
**COUNTY OF MANISTEE**

**OPPOSING ANY LEGISLATION PREEMPTING LOCAL CONTROL**  
**FOR SOLAR AND WIND DEVELOPMENTS**

Resolution Tabled.

**PLANNING DEPARTMENT UPDATE**

Lisa Sagala presented an update on the Planning Department. Katie Mehl has been appointed the Interim Planning Director. A training plan has been developed for Katie to become the Planning Director.

**PUBLIC COMMENT**

None.

**TUESDAY, OCTOBER 24, 2023**

Adjourn at the Call of the Chair at 11:45a.m.

\_\_\_\_\_  
Lindsey Marquardt County Clerk

DRAFT