

TUESDAY, OCTOBER 26, 2021

Pursuant to law, the Board of Commissioners met on Tuesday, October 26, 2021 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: Jeff Dontz, Eric Gustad (on-line, Filer Township), Pauline Jaquish, Richard Schmidt (on-line, Maple Grove Township)

ABSENT: Margaret Batzer, Karen Goodman, Nikki Koons

The County Board and its Committees are operating remotely and electronically by Zoom under the Manistee County Board of Commissioners Resolution #2020-17, which declared a Local State of Emergency through December 31, 2021 due to the COVID-19 pandemic.

APPROVE MEETING AGENDA

Moved by Schmidt, seconded by Jaquish to approve the Meeting Agenda, as presented.

Motion Carried

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CONSENT AGENDA

Moved by Jaquish, seconded by Gustad to approve the Consent Agenda which includes the minutes of the September 21, 2021 Board meeting and the October 2021 monthly appropriations and fund transfers.

YEAS: 4 Dontz, Gustad, Jaquish, Schmidt

NAYS: 0 None

ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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A moment of silence was held in memory of Bruce Schimke, Maintenance Supervisor, who passed away recently.

PUBLIC COMMENT

None.

TREASURER'S REPORT

Rachel Nelson, County Treasurer, appeared before the Board to review the 3rd Quarter 2021 Investment Report. Ms. Nelson reported that although the cash is higher than normal, this is the time of year when cash is typically higher. The County is also seeing the affects of the reduction of interest rates. The higher interest rates of the past are maturing, and we are seeing much lower interest rates.

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Ms. Nelson also reported on the first auction of the 2021 Tax Reverted Property Sale which was held on August 2, 2021. All 18 properties sold at this auction, so there will not be a second auction. Of six (6) of the eighteen properties, form 5743, the Notice of Intention to Claim Interest in Foreclosure Sales Proceeds, was filed prior to the deadline of July 1, 2021. This form, can be filed by anyone with an interest in the property and will be processed through the courts. This Notice is a result of new laws that took effect this past year. Ms. Nelson noted that there could be changes in the law as it goes into effect.

RECOGNITION & ANNOUNCEMENTS

None.

Sheriff Brian Gutowski, updated the Board on the status of COVID. There are currently 13 cases at the jail. Mitigation and isolation are being handled by Staff to prevent further spread of the virus.

MASTER AGREEMENT WITH MDOT AND APPROVAL OF

RESOLUTION #2021-16

Richard Strevey, Manistee County Transportation, Inc. (MCTI), appeared before the Board to present the Master Agreement from the Michigan Department of Transportation (MDOT) and request approval of Resolution #2021-16.

RESOLUTION #2021-16

MANISTEE COUNTY BOARD OF COMMISSIONERS

MASTER AGREEMENT RESOLUTION

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 26th day of October, 2021.

PRESENT: Dontz, Gustad, Jaquish, Schmidt

ABSENT: Batzer, Goodman, Koons

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

WHEREAS the Manistee County Board of Commissioners has the authority to contract with the Michigan Department of Transportation for State and/or Federal funds for passenger transportation related services, and,

WHEREAS the Manistee County Board of Commissioners does hereby approve Master Agreement 2022-0093, and,

BE IT FURTHER RESOLVED that Richard Strevey, General Manager of Manistee County Transportation, Inc. be authorized to execute this contract for the Manistee County Board of Commissioners

AND WHEREAS, this resolution shall also approve execution of project authorizations for any programs designated by the Manistee County Board of Commissioners and/or Project Authorizations for any amount determined by the Manistee County Board of Commissioners with the Michigan Department of Transportation which are issued under Master Agreement 2022-0093.

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THEREFORE, be it resolved that Richard Strevey, General Manager of Manistee County Transportation, Inc. be authorized to enter into and execute on behalf of the Manistee County Board of Commissioners all such project authorizations with the Michigan Department of Transportation for passenger transportation related services for the Agreement period.

Moved by Jaquish, seconded by Schmidt to approve the Master Agreement with the Michigan Department of Transportation (MDOT) and the above Resolution #2021-16.

YEAS: 4 Gustad, Jaquish, Schmidt, Dontz

NAYS: 0 None

ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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WAYS & MEANS COMMITTEE REPORT/OCTOBER 13, 2021

Richard Schmidt presented the Ways & Means Committee Report of October 13, 2021.

FINANCE REPORT

Board of Commissioners
Manistee County
Manistee, Michigan 49660

We hereby submit claims for August 30, 2021 through October 11, 2021, and a summary of the On-Demand checks for their review and approval. The totals are as follows:

101 General Fund	\$446,382.16
201 County Road Fund	0.00
208 Parks/Recreation Trails Fund.....	17,570.02
215 Friend of the Court Fund.....	0.00
216 Department Contingency Fund.....	0.00
220 Local Revenue Sharing Grant Fund.....	11,775.00
225 Recycling Fund	13,813.74
234 Judicial Technology Fund.....	0.00
235 District Court Services Fund.....	0.00
236 Maintenance of Effort Fund.....	19,195.38
238 Land Bank Authority Fund	423.30
239 NF&W Foundation Grant.....	0.00
241 AIS Grant Fund.....	0.00
242 Bear Lake Improvement Fund	3,679.00
243 Brownfield Redevelopment Authority Fund	0.00
244 Brownfield Redevelopment-Joslin Cove	0.00
245 Public Improvement Fund.....	0.00
246 Township Improvement Revolving Fund	0.00
251 Capital Improvement Fund	5,556.00
252 PRE Audit Fund.....	0.00
253 Remonumentation Fund.....	1,855.07
254 Medical Care Depreciation Fund	0.00
255 Brownfield Site Assessment Fund	0.00
256 Register of Deeds Automation Fund.....	9,517.70

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257 Budget Stabilization Fund.....	0.00
258 Community Emergency Response Team (CERT).....	0.00
259 Indigent Defense Fund.....	2,726.41
260 Health Insurance Fund.....	151,070.34
261 9-1-1 Service Fund.....	0.00
262 Dive Equipment Fund.....	92.00
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.....	1,598.00
267 Concealed Pistol Licensing Fund.....	121.02
268 Homeland Security Grant Fund.....	0.00
269 Law Library Fund.....	1,068.10
270 Corrections Officer Training Fund.....	0.00
271 County Library Fund.....	0.00
272 County Library Trust Fund.....	0.00
273 Technology Fund.....	1,862.16
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.....	0.00
280 MSHDA Grant Fund.....	0.00
281 Law Enforcement Technology Fund.....	0.00
282 Care Act Fund.....	0.00
283 F.I.A. Benzie County.....	0.00
284 Community Corrections Fund.....	1,741.66
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.....	6,437.26
293 Soldiers & Sailors Relief Fund.....	500.00
294 Veterans Trust Fund.....	0.00
295 Airport Authority Fund.....	88,653.00
296 Juvenile Justice Fund.....	1,250.00
297 Compensated Services Fund.....	248,522.14
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.....	0.00
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

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618 2018 Tax Revolving Fund	0.00
619 2019 Tax Revolving Fund	0.00
620 Foreclosure Fund	2,980.53
701 Trust and Agency	0.00
702 OPEB Trust Fund	0.00
801 Drain Fund	0.00

Total: \$1,038,389.99
(includes 3 acct. payable runs; on demand checks):

Payroll for the period of August 31, 2021 thru October 11, 2021 + \$797,187.21
(includes 3 payrolls)

Employee Separation
Ryan Snay - \$1,462.77

Total to be Claimed and allowed October 26, 2021 \$1,835,577.20

Moved by Schmidt, seconded by Gustad to approve the on-demand checks, bills and payroll, be accepted in the amount of \$1,835,577.20; and that the same be placed on file.

YEAS: 4 Jaquish, Schmidt, Dontz, Gustad
NAYS: 0 None
ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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AGREEMENT FOR EXTENSION SERVICES BETWEEN MICHIGAN STATE UNIVERSITY (MSU) AND MANISTEE COUNTY FOR FY 2021/2022

Moved by Schmidt, seconded by Gustad to approve the Agreement for Extension Services provided by MSU to Manistee County for FY 2021/22 in the amount of \$45,657 for the period commencing October 1, 2021 and shall terminate September 30, 2022.

YEAS: 4 Schmidt, Dontz, Gustad, Jaquish
NAYS: 0 None
ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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CHILD ADVOCACY CENTER (CAC) RELOCATION

Moved by Schmidt, seconded by Gustad to approve the relocation of the Michigan State University Extension (MSUE) to the Planning Department Building and the relocation of the Child Advocacy Center (CAC) to the Health Department Building; further, to provide

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the CAC free rent at that location until September 30, 2022, which is the beginning of CAC's next budget year.

YEAS: 4 Dontz, Gustad, Jaquish, Schmidt
NAYS: 0 None
ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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PAYMENT OF UNUSED ACCUMULATED VACATION AND PERSONAL TIME

Moved by Schmidt, seconded by Gustad to approve payment for unused accumulated vacation and personal hours to Dalton Zawacki, who resigned from Central Dispatch/911 effective September 24, 2021 = \$91.41; to be paid from the Employee Separation Fund.

YEAS: 4 Gustad, Jaquish, Schmidt, Dontz
NAYS: 0 None
ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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Moved by Schmidt, seconded by Gustad to approve payment for unused accumulated vacation and personal hours to Kathy Latoski, who resigned from District Court effective September 27, 2021 = \$1,850.57; to be paid from the Employee Separation Fund.

YEAS: 4 Jaquish, Schmidt, Dontz, Gustad
NAYS: 0 None
ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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Moved by Schmidt, seconded by Gustad to approve payment for unused accumulated vacation and personal hours to Christopher Codden, who resigned from the Jail effective September 16, 2021 = \$1,352.26; to be paid from the Employee Separation Fund.

YEAS: 4 Schmidt, Dontz, Gustad, Jaquish

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NAYS: 0 None
ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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Moved by Schmidt, seconded by Gustad to approve payment for unused accumulated vacation, personal and sick hours to Lee Nelson, Jr. who retired from the Sheriff’s Office effective September 30, 2021 = \$7,115.59; to be paid from the Employee Separation Fund.

YEAS: 4 Dontz, Gustad, Jaquish, Schmidt
NAYS: 0 None
ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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2021 COUNTY APPORTIONMENT REPORT

Moved by Schmidt, seconded by Gustad that Manistee County accept the 2021 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.

YEAS: 4 Gustad, Jaquish, Schmidt, Dontz
NAYS: 0 None
ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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COSTS OF GIS RELATED SERVICES

Moved by Schmidt, seconded by Gustad to approve Mr. Szokola’s recommendation to grant Corelogic a waiver to modify and resell the data as requested. In the future, when a new fee schedule is adopted, to charge \$4,000 for both Address Points and Parcel Data County-wide with additional data sets on a count-wide basis for \$150 (i.e., roads, section lines, etc.). This would be with a waiver to resell or modify the data. Without the waiver or for non-commercial, or non-profits, the Board could develop an alternate fee schedule. The Board

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should also adjust our Aerial Data to \$6,000 for the entire county, individual townships for \$3,000 and sections for \$50 as the current rate is not in line with what other counties are charging and has never sold at that price point.

YEAS: 4 Jaquish, Schmidt, Dontz, Gustad
NAYS: 0 None
ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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OTHER POST EMPLOYMENT BENEFITS (OPEB) – QUALIFIED TRUST

Moved by Schmidt, seconded by Gustad to approve \$1,760,000 (75%) from the OPEB Fund 702, be deposited in a Qualified Trust with MERS, to be in compliance with PA 202 of 2017; and authorize County Administration to apply for a waiver to avoid the determination of underfunded status.

YEAS: 4 Schmidt, Dontz, Gustad, Jaquish
NAYS: 0 None
ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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Moved by Schmidt, seconded by Gustad to accept the Ways & Means Committee Minutes of October 13, 2021.

Motion Carried

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PERSONNEL COMMITTEE MINUTES/OCTOBER 15, 2021

Jeff Dontz presented the Personnel Committee Minutes of October 15, 2021.

ADMINISTRATOR/CONTROLLER CONTRACT

Moved by Schmidt, seconded by Gustad, to renew the County Administrator/Controller’s Employment Contract for a three (3) year term renewable on an annual basis.

YEAS: 4 Dontz, Gustad, Jaquish, Schmidt

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NAYS: 0 None

ABSENT: 3 Batzer, Goodman, Koons

Motion Carried

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Moved by Gustad, seconded by Schmidt to accept the Personnel Committee Minutes of October 15, 2021.

Motion Carried

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GREEN TEAM/RECYCLING COMMITTEE MINUTES/SEPTEMBER 23, 2021

Eric Gustad presented the Green Team/Recycling Committee Minutes of September 23, 2021.

No Action Items.

Items Not Requiring Board Action.

The Green Team Committee suggested the Conservation District be asked if they may be interested in a collaborative effort for recycling. However, Ms. Sagala received correspondence that the Conservation District is not interested in taking on the recycling program. Therefore, an RFP for a Recycling Coordinator should be pursued if the County wants to continue with the recycling program. Discussion followed whether the County can offer an effective and efficient program that is a benefit to all and not just to say the County has a recycling program. Is there a market for recyclable materials or are the materials just going to the landfill? Contamination has been an issue in the past and the frequency seems to be increasing. Reports indicate that there have been so far this year six (6) contaminations at a cost of \$4,800 each. A budget can't continually withstand those extra costs along with the trucking expenses and it shouldn't be a burden forced on the taxpayers. The relocation of the Onekama Recycling site could be of help if the site is manned and opened for certain hours and could contain areas for numerous materials. However, getting the new location up and running is expensive. Onekama Township has agreed to purchase the proposed location on 8 Mile Rd. Further discussion will continue when all Board members are present.

Moved by Schmidt, seconded by Gustad to accept the Green Team/Recycling Committee Minutes of September 23, 2021.

Motion Carried

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MISCELLANEOUS CONTROLLER AND BOARD ITEMS

MANISTEE COUNTY RECYCLING DROP-OFF COLLECTION SERVICES SERVICE AGREEMENT

Lisa Sagala reviewed the proposed Manistee County Recycling Drop-off Collection Services Service Agreement between GFL Environmental, Inc. and Manistee County for a three (3) year term commencing January 1, 2022. Review revealed there was no out clause

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for the County in case the contract needed to be terminated. Ms. Sagala will revise the proposed service agreement and bring it back to the Board with a revision.

The Strategic Plan Update will be moved to an upcoming meeting when the full Board is present.

PUBLIC COMMENT

Sally Blank spoke concerning recycling.

Adjourn at the Call of the Chair at 10:02 a.m.

Jill M. Nowak Clerk

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