



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CHAIRPERSON
Allan O'Shea
VICE-CHAIRPERSON
Janice McCraner

Kathy Fenstermacher
Edward Haik
Ervin Kowalski
Glenn Lottie
Carl Rutske

CLERK

Marilyn Kliber
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski
(231) 398-3500

PHYSICAL RESOURCES COMMITTEE

Friday, April 18, 2008
10:00 A.M.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

AGENDA

- 1) Review of funding available for capital improvement projects and review of the most recent capital improvement list. (APPENDIX A)
- 2) Review and consideration of funding being requested by the County Treasurer.
- 3) Miscellaneous discussion/information items.
 - A) Sheriff Control Unit Project.
 - B) Courthouse paging system.
 - C) Correspondence dated 3/14/08 from Richard Wilson regarding deed for Public Health Department building. (APPENDIX B)
- 2) Other items from Committee Members.
- 3) Adjournment.

TRIAL BALANCE
MANISTEE COUNTY
Balance As Of 04/30/2008

CAPITAL IMP. FUND 4/17/08

GL#	Description	--- Balance ---	
		Debit	Credit
251-000-001.000	CASH	183,335.49	
251-000-028.000	ACCOUNTS RECEIVABLE		
251-000-060.000	NOTES RECEIVABLE		
251-000-202.000	ACCOUNTS PAYABLE		
251-000-390.000	FUND BALANCE		172,690.65
251-000-400.000	REVENUE CONTROL - FUND BALANCE		
251-000-654.000	INMATE TELEPHONE CONTRACT		2,482.30
251-000-695.000	MISC. REVENUE		1,540.00
251-000-699.001	TRANSFER IN - GENERAL FUND		37,500.00
251-000-969.011	MISC. RENOVATIONS	30,877.46	
251-000-969.015	PILT PAYMENTS TO COUNTY AGENCIES		
Total - All Funds		214,212.95	214,212.95

Spent this fiscal yr.

Transferred \$100,000 to the Capital Improvement fund at yr. end 2006/07. This made the 10/1/07 fund balance equal \$172,690.95. The current fund balance is \$183,335.49.

+ 37,500.00 (Remain fiscal yr. transfer from Gen. Fund)
+ 3,000.00 (Expected inmate telephone revenue 4/18 - 9/30/08.)

\$223,835.49 Expected yr. end 9/30/08 fund bal. if no additional expenses.

04/17/2008

01:48 pm

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TRANSACTION ACTIVITY BY JOURNAL FOR MANISTEE COUNTY

GL# From 251-000-969.011 to 251-000-969.011

TRANSACTIONS FROM 10/01/2007 TO 04/30/2008

CAPITAL IMP. FUND

TRX#	POST DATE	DESCRIPTION	REFN	OFFSETTING GL	DEBIT	CREDIT
251-000-969.011 MISC. RENOVATIONS						
Journal AP: ACCOUNTS PAYABLE						
24217	12/18/2007	MAC LELLAN MECHANICAL	00011139	251-000-202.000	3,500.00	
26403	02/13/2008	SCHEPPELMANN ELECTRIC COMPANY	00011970	251-000-202.000	950.38	
26404	02/13/2008	SCHEPPELMANN ELECTRIC COMPANY	00011971	251-000-202.000	625.69	
27520	03/12/2008	HAGLUND'S FLOOR COVERING, INC.	00012273	251-000-202.000	1,590.74	
28867	04/09/2008	THE CASPER CORPORATION	00012811	251-000-202.000	24,210.65	
Journal Totals					30,877.46	0.00
Total for 251-000-969.011					30,877.46	0.00
Balance 10/01/2007:				0.00		
Net Change:				30,877.46		
Balance 04/30/2008:				30,877.46		

01:13 pm

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FUND 251 - CAPITAL IMPROVEMENT FUND

From Dept 000 GENERAL To Dept 000 GENERAL
 Accounts from 001.000 to 999.022

ACCOUNT	DESCRIPTION	2007-08 ORIG BUDGET	2007-08 AMENDED BUDGET	YEAR-TO-DATE THRU 04/30/08	CUR. PERIOD ACTIVITY	AVAILABLE BALANCE	% OF BUDGET USED
Dept 000: GENERAL							
Revenues							
400.000	REVENUE CONTROL - FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
654.000	INMATE TELEPHONE CONTRACT	25,000.00	25,000.00	2,482.30	649.19	22,517.70	9.93
695.000	MISC. REVENUE	2,500.00	2,500.00	1,540.00	0.00	960.00	61.60
699.001	TRANSFER IN - GENERAL FUND	100,000.00	100,000.00	37,500.00	0.00	62,500.00	37.50
Total Revenues		127,500.00	127,500.00	41,522.30	649.19	85,977.70	32.57
Expenditures							
969.011	MISC. RENOVATIONS	127,500.00	127,500.00	30,877.46	24,210.65	96,622.54	24.22
969.015	PILT PAYMENTS TO COUNTY AGENCIES	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures		127,500.00	127,500.00	30,877.46	24,210.65	96,622.54	24.22
Net - Dept 000		0.00	0.00	10,644.84	(23,561.46)	(10,644.84)	
FUND 251:							
REVENUES:		127,500.00	127,500.00	41,522.30	649.19	85,977.70	32.57
EXPENDITURES		127,500.00	127,500.00	30,877.46	24,210.65	96,622.54	24.22
NET OF REVENUES AND EXPENDITURES		0.00	0.00	10,644.84	(23,561.46)	(10,644.84)	

TRIAL BALANCE
MANISTEE COUNTY
Balance As Of 04/30/2008

JAIL BOND FUND

GL#	Description	--- Balance ---	
		Debit	Credit
362-000-001.000	CASH	8,083.43	
362-000-002.000	LIQUID ASSETS	56,458.50	
362-000-028.000	ACCOUNTS RECEIVABLE		
362-000-202.000	ACCOUNTS PAYABLE		
362-000-205.000	BONDS PAYABLE		
362-000-210.000	INTEREST PAYABLE		
362-000-214.101	DUE TO GENERAL FUND		
362-000-339.000	DEFERRED REVENUE		
362-000-390.000	FUND BALANCE		57,335.20
362-000-400.000	REVENUE CONTROL		7,206.73
362-000-432.000	CASINO PILT REVENUE		
362-000-665.000	INTEREST EARNED		
362-000-700.000	EXPENDITURE CONTROL		
362-000-995.000	MISC. EXPENSE		
	Total - All Funds	64,541.93	64,541.93

$\$64,541.93 =$

Funds from taxes to
pay voted jail bond.
Must be spent on
jail improvements or
returned to taxpayers.

TRIAL BALANCE
MANISTEE COUNTY
Balance As Of 04/30/2008

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JAIL LOAN FUND

GL#	Description	---- Balance ----	
		Debit	Credit
361-000-001.000	CASH	54,672.05	
361-000-202.000	ACCOUNTS PAYABLE		
361-000-204.000	NOTES PAYABLE		
361-000-390.000	FUND BALANCE		4,672.07
361-000-699.001	TRANSFER IN - GENERAL FUND		49,999.98
361-000-995.000	INTEREST EXPENSE		
	Total - All Funds	54,672.05	54,672.05

\$54,672.05 current cash balance. Transferred \$49,999.98 from gen. fund in 2007/08. An additional \$50,000 is budgeted to be transferred, but we are no longer receiving inmate lodging funds from Wexford Co. effective 1/08. \$120,450 was budgeted as revenue. Received \$44,006.95 thru 3/31/08. Need to discontinue gen. fund transfer to the jail loan fund.

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CAPITAL IMPROVEMENT FUND PROJECT LIST 4/17/08

CURRENT FUND BALANCE PLUS ESTIMATED
REVENUE THROUGH 9/30/08 (\$183,335.49 + \$40,500.00) \$223,835.49

PROJECTS WITH ESTIMATED COSTS:

- 1. Treasurer's Office Space & Furniture (\$7,000.00)
- 2. Storage Shelving for 2nd Floor (\$11,000.00)
- 3. Work Stations (2) for Equalization Department (\$4,000.00)
(Old work stations could be utilized in new Probation/Parole Office.)
- 4. Expansion of Parking Area at the Sheriff Department (\$10,000.00)
- 5. Jail Door Control System
(2 quotes received: \$134,200 and \$189,200) (Capital improvement
funds needed at higher price is \$189,200 - \$64,542 Jail Bond Fund
Balance - \$54,672 Jail Loan Fund Balance) (\$69,986.00)
- 6. District Court
 - A) Electronic Ticketing System ?
 - B) Holdover Area for Individuals in Custody ?
 - C) Repainting of Office and Hallway ?
 - D) Water Cooler ?
 - E) Intercom for Courthouse ?
- 7. Circuit Court
 - A) Light Diffusers for Fluorescent Lighting Panels in the Office ?
- 8. County Clerk
 - A) Additional Lighting in County Clerk Vault ?
 - B) Button/Buzzer to Open Inside Door of Clerk's Office ?
 - C) Raised Front Counter ?
 - D) Implement Lobby Metal Detector ?
- 9. Prosecuting Attorney
 - A) Office Chairs ?
 - B) Larger Waiting Area ?
 - C) More Conference Room Space ?
- 10. Courthouse Intercom System (\$3,313.00)
- 11. Plumbing System in Courthouse ?
- 12. Seal Courthouse Parking Lot ?
- 13. Energy Conservation Measures ?

Gockerman, Wilson, Saylor & Hesslin, P.C.

Attorneys at Law

414 Water Street, P.O. Box 537
Manistee, Michigan 49660
(231) 723-8333 • (231) 723-3322
FAX: (231) 723-3888
e-mail: gwsh@gwsh.com
http://www.gwsh.com

Grand Rapids Office:
124 East Fulton Street
Grand Rapids, MI 49546
(616) 458-3994
FAX: (616) 458-2410

Bruce C. Gockerman*
Richard M. Wilson, Jr.
George V. Saylor, III
Daniel D. Hesslin
Noah S. Joseph
Kathryn E. Glancy

(APPENDIX B-1)

*admitted in Illinois

e-mail Richard M. Wilson, Jr.:
rmw@gwsh.com

March 14, 2008

Mr. Tom Kaminski
County Controller/Administrator
415 Third Street
Manistee, MI 49660

Re: MBCMH
Parcel #51-51-574-725-01

Dear Tom:

On behalf of our client, the Manistee-Benzie Community Mental Health Services Board, I am enclosing the original Warranty Deed for the property located at 385 Third Street, Manistee. I am also enclosing an original certified Resolution of the Mental Health Services Board authorizing the conveyance and directing Jeff Rose to sign the deed. These instruments are being provided to you in fulfillment of CMH's obligation under 6.3 of the Lease dated October 21, 1997.

By copy of this letter to Manistee Abstract and Title Co., I am advising it that we have delivered the deed to you. We will pay the premium for the title insurance, which should be issued shortly after you record the deed.

If you should have any questions, please feel free to contact me.

Very truly yours,

GOCKERMAN, WILSON, SAYLOR & HESSLIN, P.C.

Richard M. Wilson, Jr.

RMW/lms
Enclosures

C: Mr. Ford Stone, Prosecuting Attorney
Ms. Lois Snyder, President, Manistee Abstract & Title Co.
Mr. Jeff Rose, Manistee-Benzie Community Mental Health
(with enclosures)

RECEIVED
MAR 17 2008

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MANISTEE-BENZIE COMMUNITY MENTAL HEALTH SERVICES BOARD

RESOLUTION 2007 -11-01

**RESOLUTION AUTHORIZING INTERIM EXECUTIVE DIRECTOR TO DELIVER DEED
AND TAKE OTHER ACTION TO FULFILL BOARD'S OBLIGATIONS
TO MANISTEE COUNTY, AND TO RESCIND ALL RESOLUTIONS
IN CONFLICT HEREWITH**

WHEREAS, the Manistee-Benzie Community Mental Health Services Board ("Board") entered into a certain lease with the County of Manistee ("County") dated October 21, 1997, for those premises described as 385 Third Street, Manistee, MI 49660; and

WHEREAS, the aforementioned lease contained an option to purchase the property commonly known as 385 Third Street, Manistee, MI 49660, and consisting of the land and building located on Lots 1, 2, and 3, except the West 22 feet of Lot 3, Block 13 of Mark S. Tyson & Co.'s Addition to the City of Manistee, according to the recorded plat thereof (the "Property"); and

WHEREAS, by letter dated February 7, 2007, the County has notified the Board of its intent to exercise the option to purchase the Property; and

WHEREAS, the Interim Executive Director has caused to be prepared a Warranty Deed and has caused to be obtained a commitment for a policy of title insurance in fulfillment of the Board's obligations under the option to purchase; and the Board being otherwise fully informed in the premises;

NOW, THEREFORE, on the motion Dennis Risser, seconded by James Wisniski, IT IS HEREBY RESOLVED, as follows:

1. The Interim Executive Director is hereby authorized and directed to sign, execute, acknowledge and deliver to the County a Warranty Deed, in fulfillment of the Board's obligation under the option to purchased contained in the lease between the Board and the County dated October 21, 1997, such deed to be delivered at a time and place to be agreed upon by the parties.
2. The Interim Executive Director is further hereby authorized and directed to take all other actions and sign, execute, acknowledge and deliver such other and further assurances and instruments as may be necessary, required or convenient to fulfill the Board's obligations under the aforementioned lease.
3. All prior resolutions of the Board in conflict herewith are hereby rescinded to the extent of the conflict.

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Those voting in favor: Ray Kadlec, Tom Kelley, Janice McCraner, Betty Noteware,
Dennis Risser, James Wisniski, Peter Barnes, Don Smeltzer,
Teresa Pechacek, Kathy Fenstermacher, Jean Bowers

Those voting against:


Those absent or abstaining:

RESOLUTION DECLARED PASSED.


Secretary

CERTIFICATION

I, TERESA PECHACEK, Secretary of the Manistee-Benzie Community Mental Health Services Board, **CERTIFY** that the foregoing is a true and correct copy of the Resolutions adopted by the Manistee-Benzie Community Mental Health Services Board at a regular meeting held on the eighth day of November, 2007.


Secretary

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WARRANTY DEED

THIS INDENTURE, made November 8, 2007, between **Manistee-Benzie Community Mental Health Services Board**, a Municipal Corporation, whose address is 310 Glocheski Drive, Manistee, MI 49660, Grantor; and **Manistee County**, a political subdivision of the State of Michigan, whose address is 415 Third Street, Manistee, MI 49660, Grantee;

WITNESSETH, that the said Grantor, for and in consideration of Two Hundred Seventy-two Thousand Two Hundred Sixty-two and 88/100 (\$272,262.88) Dollars to him in hand paid by the said grantee, the receipt whereof is hereby confessed and acknowledged, does by these presents, grant, bargain, sell, remise, release, alien and confirm unto the said grantee, and to his heirs and assigns, FOREVER, all that certain piece or parcel of land situated in the City of Manistee, County of Manistee, and State of Michigan, and further described as follows:

Lots One (1), Two (2) and Three (3) except the West 22 feet of Lot Three (3), Block Thirteen (13) of Mark S. Tyson & Co.'s Addition to the City of Manistee, according to the plat thereof as recorded in Liber 3 of Deeds, Pages 90 and 91, Manistee County Records.
Parcel ID Number: 51-51-574-725-01

Except all oil, gas, minerals and related hydrocarbons as reserved in Liber 598, page 580, Manistee County Records.

Subject to the Grantor's equity position and right to continued occupancy as set forth in that certain lease between the parties dated October 21, 1997, which lease is not merged in this conveyance.

Together with all and singular the hereditaments and appurtenances thereunto belonging or in anywise pertaining; TO HAVE AND TO HOLD the said premises to the said grantee, and to his heirs and assigns, to the sole and only proper use, benefit and behalf of the said grantee, his heirs and assigns, FOREVER. And the said grantor, for himself, his heirs, executors and administrators, does covenant, grant, bargain and agree to and with the said grantee, his heirs and assigns, that at the time of the delivery of these presents he is well seized of the above granted premises in fee simple; that they are free from all encumbrances whatever and that he will, and his heirs, executors and administrators shall WARRANT AND DEFEND the same against all lawful claims whatsoever.

(When applicable, pronouns and relative words shall be read as plural, feminine or neuter, respectively.)

IN WITNESS WHEREOF, the said Grantor has hereunto set his hand the day and year first above written.

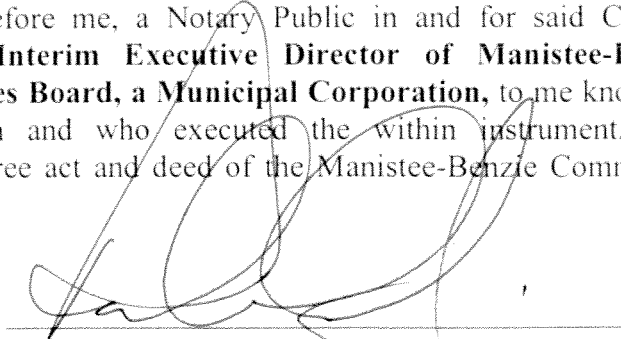
Manistee-Benzie Community Mental Health Services Board, a Municipal Corporation

By:  Jeff Rose, CAO Interim CEO

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STATE OF MICHIGAN)
) SS.
COUNTY OF MANISTSEE)

On March 17 2008, before me, a Notary Public in and for said County, personally appeared **Jeff Rose, Interim Executive Director of Manistee-Benzie Community Mental Health Services Board, a Municipal Corporation**, to me known to be the same person described in and who executed the within instrument, who acknowledged the same to be the free act and deed of the Manistee-Benzie Community Mental Health Services Board.



Notary Public, Manistee County, MI
My Commission Expires:

RICHARD M. WILSON, JR. NOTARY PUBLIC
MANISTEE COUNTY, STATE OF MICHIGAN
MY COMMISSION EXPIRES 3-19-2014

Drafted by:
GOCKERMAN, WILSON, SAYLOR & HESSLIN, P.C.
BY: Richard M. Wilson, Jr. (P29717)
Attorneys at Law
414 Water Street
Manistee, MI 49660
(231) 723-8333