



Manistee County Board of Commissioners

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

CHAIRPERSON
Jeffrey Dontz
VICE-CHAIRPERSON
Brook Shafer

Margaret Batzer
Mark Bergstrom
Karen Goodman
Pauline Jaquish
Richard Schmidt

CLERK

Jill Nowak
(231) 723-3331

CONTROLLER/ADMINISTRATOR

David A. Kieft, Jr.
(231) 398-3504

JOINT MANISTEE/BENZIE COURT COMMITTEE

Thursday, June 7, 2018
2:30 P.M.

Manistee County Courthouse and
Government Center
Board of Commissioners Meeting Room
Manistee, Michigan

AGENDA

- 1) Call to Order by the Chairman.
- 2) Public Comment.
- 3) Approval of Minutes from the Thursday, February 22, 2018 Joint Court Committee Meeting. (APPENDIX A)
- 4) Discussion RE: Budget
- 5) Implementing our Indigent Defense Proposal
- 6) Benzie County Financial Review Report RFP
- 7) Salary and Benefit Package for FY 2018/19 & FY 2019/20 (APPENDIX B)
- 8) Other items from Committee Members, Judges, and staff.
- 9) Adjournment.

Manistee County Board of Commissioners



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

CHAIRPERSON
Jeffrey Dontz
VICE-CHAIRPERSON
Brook Shafer

Margaret Batzer
Mark Bergstrom
Karen Goodman
Pauline Jaquish
Richard Schmidt

CLERK

Jill Nowak
(231) 723-3331

CONTROLLER/ADMINISTRATOR

David A. Kieft, Jr.
(231) 398-3504

JOINT MANISTEE-BENZIE COURT COMMITTEE

Thursday, February 22, 2018
3:00 p.m.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

MINUTES

- Members Present: Jeff Dontz, Chairman, Manistee County Commissioner; Richard Schmidt, Manistee County Commissioner; Gary Sauer, Benzie County Commissioner.
- Members Absent: Karen Goodman, Manistee County Commissioner, Coury Carland, Benzie County Commissioner.
- Others Present: Tom Kaminski, Manistee County Administrator/Controller; David Kieft, Manistee County Administrator/Controller; Mitch Diesch, Benzie County Administrator; David Thompson, Chief Judge; Connie Krusniak, Friend of the Court; Jared Henry, 85th District Court Magistrate; Pat Heins, Circuit Court Administrator; Lisa Sagala, Human Resources Manager/Asst. County Administrator; and Jill M. Nowak, Manistee County Clerk.

The meeting was called to Order at 3:00 p.m.

NOTE – Items requiring Board Action are indicated in BOLD

APPOVAL OF THE WEDNESDAY, OCTOBER 19, 2017 JOINT MANISTEE-BENZIE COURT COMMITTEE MINUTES

Moved by Schmidt, seconded by Sauer to approve the Joint Manistee-Benzie Court Committee Minutes of Wednesday, October 19, 2017. (Appendix A)

Motion Carried

+++++

BENZIE COUNTY INDIGENT DEFENSE COUNCIL MEETING ROOM SPACE

Mitch Diesch, Benzie County Administrator, stated that he has a significant number of court appointed attorneys who conduct their business out in the open in the hallways at the courthouse. Benzie County is looking to identify three (3) rooms where people will use swipe cards to have private conversations with their clients. Judge Thompson said he will have Pat Heins encourage the attorneys to use these rooms and Judge Thompson will follow up with an email as well. The Manistee County Prosecutors uses the hallway for Pre-trial conferences which is believed to be for safety reasons.

INDIGENT DEFENSE UPDATE

Tom Kaminski stated that the Joint Indigent Defense Council Plan that was submitted by Manistee and Benzie Counties has been approved. The Plan included the creation of a Public Defenders Office. State appropriated funding has not been established by the State yet however the Plan has to be updated annually.

Discussion concerning a possible separate legal defense budget with a few line items that can be controlled at the local level. Budget preparation will be hard to determine because indigent defense council is a constitutional right including appellate council. Money can be set aside but the amount can always change midstream depending on the type of cases and caseload.

The first step has now been taken. Mr. Kaminski, Mr. Diesch and Judge Thompson thanked all persons who had a part in creating and helping with the Plan which made for an easier task by all. It is noted that most County plans were rejected so Manistee and Benzie County was fortunate to have their Plan approved. The County will now await direction and funding from the State.

2018 SCHEDULE OF THE JOINT COURT COMMITTEE MEETINGS

The 2018 Joint Court Committee Meetings will continue to be held on the third Thursday of each month at 3 p.m. alternating between Counties. The March 15, 2018 meeting will be held in Benzie County.

OTHER ITEMS FROM COMMITTEE MEMBERS, JUDGES AND STAFF

The creation of the Court's Collection Plan is continuing. The Chief Judge, Court Administrator and the Benzie and Manistee County Clerks have meet and a few changes are being made. Hopefully, the plan will be ready to implement in the near future.

Mitch Diesch stated that a wage study is being done in Benzie County which will address the joint court employees. Mr. Diesch doesn't want to duplicate any services and doesn't want to leave anyone out. The Benzie County Board of Commissioners will decide on February 27, 2018 what options are available for the study. He would like to use Networks Northwest's ten (10) Counties, for determining average total compensation, not salary.

The meeting was adjourned at the Call of the Chair at 3:25 p.m.

MANISTEE COUNTY

BENZIE COUNTY

ABSENT

Karen Goodman
Manistee County Commissioner

Gary Sauer
Benzie County Commissioner


Jeff Dantz
Manistee County Commissioner

ABSENT
Court Carland
Benzie County Commissioner


Richard Schmidt
Manistee County Commissioner

APPENDIX A

Manistee County Board of Commissioners

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

CHAIRPERSON
Jeffrey Dontz
VICE-CHAIRPERSON
Brook Shafer

Margaret Bazer
Mark Bergstrom
Karen Goodman
Pauline Jaquish
Richard Schmidt

CLERK
Jill Nowak
(231) 723-3331
CONTROLLER/ADMINISTRATOR
Thomas Kaminski
(231) 398-3504

JOINT MANISTEE-BENZIE COURT COMMITTEE

Thursday, October 19, 2017
3:00 p.m.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

MINUTES

Members Present:

Jeff Dontz, Chairman, Manistee County Commissioner; Richard Schmidt, Manistee County Commissioner; Frank Walterhouse, Benzie County Commissioner; Coury Carland, Benzie County Commissioner.

Members Absent:

Karen Goodman, Manistee County Commissioner.

Others Present:

Tom Kaminski, Manistee County Administrator/Controller; Mitch Diesch, Benzie County Administrator; David Thompson, Chief Judge; Connie Krusniak, Friend of the Court; Pat Heins, Circuit Court Administrator; Karen Feliczak, Deputy Circuit Court Administrator; Lisa Sagala, Human Resources Manager/Asst. County Administrator; and Jill M. Nowak, Manistee County Clerk.

The meeting was called to Order at 3:00 p.m.

NOTE - Items requiring Board Action are indicated in BOLD

WEDNESDAY, SEPTEMBER 20, 2017 JOINT MANISTEE-BENZIE COURT

COMMITTEE MINUTES

Moved by Carland, seconded by Walterhouse to approve the Joint Manistee-Benzie Court Committee Minutes of Wednesday, September 20, 2017 as amended. (Appendix A)

Motion Carried

A-2 A-5

+++++

INDIGENT DEFENSE PROPOSED PLAN

Tom Kaminski and Mitch Diesch, distributed a Proposed Indigent Defense Plan (Appendix B) along with a Proposed budget (Appendix C). The recommendation of this Committee is to transition to a Regional Public Defender's Office (RPDO) to serve both Benzie and Manistee Counties for both Circuit and District Court. As discussion continued, it was recommended that the RPDO be used just for Circuit Court cases. District Court cases would remain as currently is where attorneys are paid on a case by case basis. With that said, the proposed budget that was distributed will be adjusted to include recommendations of interested parties and reflect changes of today's discussion. The deciding factor will be if the State will fund the project.

Moved by Carland, seconded by Schmidt to adopt the Proposed Indigent Defense Plan, as amended at the Thursday, October 19, 2017 Joint Manistee/Benzie Court Committee Meeting.

- YEAS: 5 Walterhouse, Carland, Dontz, Schmidt
- NAYS: 0 None
- ABSENT: 1 Goodman

Motion Carried

+++++
OTHER ITEMS FROM COMMITTEE MEMBERS, JUDGES AND STAFF

Judge Thompson discussed a Court Collections Plan which is being required by the Michigan Supreme Court. A local Court Collection Plan will be finalized and approved in the near future. There is a very large outstanding receivables amount where some of the money is uncollectible but yet some of the money is collectible. These amounts will only grow if not addressed. Staff will be more proactive at the intake and more vigilant throughout and before discharge of the case. Once the Plan is approved there has to be someone to implement it. The idea of the part-time Deputy Clerk position that is vacant in the County Clerk's Office be filled with a full time Deputy Clerk. The Deputy Clerk would implement the Collections Plan on the extra day of work and the position should be able to fund itself. The Personnel Committee has recommended the approval of this change and it will be addressed by the full Board next week.

The next meeting is scheduled for Thursday, December 21, 2017 at 3 p.m. in Manistee County. It will remain on the schedule and can be cancelled if not needed.

The meeting was adjourned at the Call of the Chair at 3:40 p.m.

A-3 A-6

MANISTEE COUNTY

BENZIE COUNTY

ABSENT

Karen Goodman
Manistee County Commissioner

Frank Walterhouse
Benzie County Commissioner

Jeff Dontz
Manistee County Commissioner

Court Carland
Benzie County Commissioner

Richard Schmidt
Manistee County Commissioner

DRAFT

THE CIRCUIT COURT

MANISTEE COUNTY COURTHOUSE
415 THIRD STREET
MANISTEE, MICHIGAN 49660
231-723-6664
231-723-1645 (FAX)



BENZIE COUNTY GOVERNMENT CENTER
448 COURT PLACE
BEULAH, MICHIGAN 49617
231-882-9671
1-800-315-3593
231-882-5941 (FAX)

STATE OF MICHIGAN
19TH JUDICIAL CIRCUIT
MANISTEE AND BENZIE COUNTIES

HON. DAVID A. THOMPSON
CHIEF JUDGE

TO: David Kieft, Jr., Manistee County Controller/Administrator, Mitch Deisch, Benzie County Administrator, and Joint Court Committee Members

FROM: Hon. David A. Thompson, Chief Judge

Date: May 31, 2018

Re: Wage/Benefit Request

Please accept this as the 19th Circuit Court (Manistee and Benzie Counties), Manistee County Probate Court, Benzie County Probate Court, and 85th District Court (Manistee and Benzie Counties) request for the following salary and benefit package for fiscal year 2018-19 and 2019-20.

2018/19—2.5 % wage increase with no change to employee benefits and/or contribution requirements

2019/20--2.5 % wage increase with no change to employee benefits and/or contribution requirements

A handwritten signature in blue ink, appearing to read 'David A. Thompson', written over a horizontal line.

Hon. David A. Thompson,
Chief Judge