CHAIRPERSON
Jim Krolczyk
VICE-CHAIRPERSON
Ken Hilliard

Duane Anderson
Ervin Kowalski
Glenn Lottie
Carl Rutske
Richard Schmidt

Manistee County Board of Commissioners

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

CLERK
Jill Nowak
(231) 723-3331
CONTROLLER/ADMINISTRATOR
Thomas Kaminski
(231) 398-3500

WAYS & MEANS COMMITTEE REPORT

Tuesday, May 8, 2012
9:00 A.M.

Courthouse and Government Center
Board of Commissioner's Room

Members Present: Ervin Kowalski, Chairperson; Duane Anderson; and Jim Krolczyk

Others Present: Thomas Kaminski, County Controller/Administrator; Russell Pomeroy, County Treasurer; Roger Elbers, Equalization Director; David Thompson, Friend of the Court; Ford Stone, Prosecuting Attorney; Jill Nowak, County Clerk; Dick Jenkins, Conservation District Administrator; Carol Pasco, Conservation District Board Treasurer; Lisa Sagala, Personnel Officer/Administrative Assistant; Stan Robertson; Jeri Lyn Prielipp, Finance Assistant; and Dave Yarnell, Manistee News Advocate

The meeting was called to order at 9:00 A.M.

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ITEMS REQUIRING BOARD ACTION

Mr. Thompson provided the Committee with a cover sheet for the Friend of the Court's Title IV-D Cooperative Reimbursement Program 2013 application (APPENDIX A). Mr. Thompson explained that in the past they applied on an annual basis, but it appears that from this point forward the applications will cover a 3-year window. This application is for $1,344,563.00, which is the maximum amount allocated that they are allowed to apply for and covers 2013 ($422,340), 2014 ($447,691), and 2015 ($474,542). Mr. Thompson stated that he is requesting permission to apply for the maximum amount allocated for FY 2013, however that does not necessarily mean that Manistee and Benzie County will receive the maximum. He explained that in all likelihood they will end up getting a portion of that back depending upon the Title IV-D caseload, i.e. the child support enforcement work that is done in both Manistee & Benzie Counties. In the simplest form, the counties will be reimbursed 66% of the net budget identified in the Friend of the Court's Title IV-D program budget, which covers child support collection, child support enforcement, i.e. that portion of what the Friend of the Court Office does. Mr. Thompson stated that both he and Mr. Stone rely heavily on MGT when putting together the application. MGT includes anything from wage & fringes, to a portion or what it costs to provide heat & AC in the FOC offices. The County actually gets a portion of that back through the reimbursement process to help offset county general fund dollars. Mr. Kaminski explained that it makes no difference how much is approved for the CRP contract; it does not bind the County to anything over its FY budget. Mr. Stone reported that the Prosecuting Attorney's portion of the CRP contract for 2013 is $31,747. He explained that his office establishes paternity for non-custodial parents, seeks an order of support, and then turns those orders of support over to the Friend of the Court for enforcement. Following these discussions,

Mr. Kowalski recommended approving the submission of the Friend of the Court's FY 2013 Title IV-D Cooperative Reimbursement Program grant application in the total amount of $1,344,563.00 for 2013, 2014, and 2015, and

also approving the submission of the Prosecuting Attorney's FY 2013 Title IV-D Cooperative Reimbursement Program grant application in the amount of $31,747.00, and that the County Board Chairperson be authorized to sign the contract electronically. No alternative recommendation was proposed. (APPENDIX A)

Jeri Lyn Prielipp, Finance Assistant, presented the Committee with Claiming Summaries for April 17, 2012 through May 8, 2012, and a summary of the On-Demand checks for their review and approval. Totals are as follows:

101 General Fund	$198,172.20
201 County Road Fund	0.00
215 Friend of the Court Fund	0.00
216 Department Contingency Fund	0.00
218 Elections Fund	771.92
225 Recycling Fund	5,853.07
230 County Employee Training Fund	149.56
234 Judicial Technology Fund	0.00
235 District Court Services Fund	490.41
236 Maintenance of Effort Fund	15,480.95
241 JAWS of Life Fund	0.00
242 Bear Lake Improvement Fund	1,065.00
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	0.00
252 Tax Refund Fund	0.00
253 Remonumentation Fund	0.00
254 Medical Care Depreciation Fund	0.00
255 Brownfield Site Assessment Fund	4,997.10
256 Register of Deeds Automation Fund	0.00
257 Budget Stabilization Fund	0.00
258 Mounted Search and Rescue	70.40
259 Legal Defense Fund	0.00
260 Health Insurance Fund	133,248.88
261 9-1-1 Service Fund	0.00
262 Dive Equipment Fund	0.00
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	222.57
267 Friends of Animal Control Fund	0.00
268 Homeland Security Grant Fund	0.00
269 Law Library Fund	1,510.00
271 County Library Fund	0.00

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272 County Library Trust Fund	0.00
273 Computer Technology Fund	13,136.64
274 Drug Testing - District Court Fund	136.77
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	6,285.50
280 MSHDA Grant Fund	0.00
281 Law Enforcement Technology Fund	0.00
282 EDO CDBG Grant Fund	0.00
283 F.I.A. Benzie County	0.00
284 Community Corrections Fund	49.80
285 Drunk Driving Case Flow Fund	0.00
286 Juvenile Intervention Fund	1,268.85
287 JABGN Grant Fund	0.00
288 Sheriff Dog Census Fund	0.00
290 Department of Human Services Fund	0.00
292 Child Care Fund	25,232.76
293 Soldiers & Sailors Relief Fund	1,609.75
294 Veterans Trust Fund	647.09
295 Airport Authority Fund	25,326.13
296 Juvenile Justice Fund	0.00
297 Compensated Services Fund	108,558.55
298 County Employee Separation Fund	0.00
299 Unemployment Fund	4,324.04
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
603 Vehicle Fund	0.00
606 Tax Revolving Fund	0.00
620 Tax Revolving - State Sales	297.00
701 Trust and Agency	0.00
Total:	$548,904.94
On Demand checks total:	111,573.33

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Mr. Krolczyk recommended that the on demand checks and bills issued, be accepted in the amount of $548,904.94 and that the same be placed on file. No alternative recommendation was proposed.

The Committee considered a resolution imposing2012 Summer Property Tax Levy pursuant to Public Acts 357 of 2004 and Notice of Certification of County Allocated Tax Levy, which is adopted each year and affirms that the Board approves the collection of taxes in July (APPENDIX B). Mr. Elbers explained that this resolution needs to be adopted each year since the millage can change from year to year.

Mr. Kowalski recommended that the County Board of Commissioners adopt a Resolution Imposing 2012 Summer Property Tax Levy pursuant to Public Act 357 of 2004, and Notice of Certification of County Allocated Tax Levy. No alternative recommendation was proposed. (APPENDIX B)

Mr. Kaminski explained that the Manistee County Conservation District is requesting that a millage proposition be added to the August primary ballot for a countywide millage to fund Manistee County Conservation District programs. The ballot language was drafted by the Prosecuting Attorney, with blanks for the amount of millage, number of years, and calculation (APPENDIX C). The County Board has the opportunity to decide whether or not to place the proposition on the August ballot. Currently the County appropriates approximately $28,000 per year (plus $7,000 annually towards the hazardous waste collection) to the Conservation District and if this millage is put on the ballot and passes then the County would no longer fund the Conservation District. The County also currently pays approximately $17,000 per year in rent for MSU Extension, and that lease expires in June 2012. Mr. Jenkins stated that they are also funded through grants. Mr. Jenkins provided the Committee with the Manistee Conservation District's Profit and Loss statement for October 2010 through September 2012, and a list of the programs administered by the Conservation District at the present and their goal programs they would like to implement should the millage pass (APPENDIX D). Mr. Jenkins indicated that the Conservation Board met and unanimously agreed upon 8/100ths of a mill, or $0.08 per $1,000 taxable value, thereby raising in the first year an estimated $87,205. Mr. Krolczyk stated that he felt somewhat pressured to make a decision today and he would have liked more time to consider this proposition. He also expressed concerned with how the funds would be spent if the millage passes. Mr. Kaminski explained that the proposition must be filed in the Clerk's Office by the May 29, 2012 deadline in order for it to appear on the August primary ballot.

Mr. Anderson recommended that the following proposition be placed on the August 2012 primary ballot:

<u>Manistee County Conservation District Millage Proposition</u>

Shall the tax limitation under Article IX, Section 6 of the Michigan Constitution on General *ad valorem* taxes within the County of Manistee be increased by up to .08 of one (1) mill ($.08 per $1,000.00 of taxable value) for the period 2012 through 2016, inclusive, to fund Manistee County Conservation District programs to assist landowners in the protection, enhancement and restoration of natural resources, including invasive plant species control, household hazardous waste collection, critical

dune permit control, and endangered forest restoration within Manistee County, and shall the County of Manistee levy such millage for said purpose, thereby raising in the first year an estimated $87,205. (APPENDIX C)

Mr. Krolczyk was not in agreement with this recommendation.

ITEMS NOT REQUIRING BOARD ACTION

Mr. Kaminski reported that he recently notified 9-1-1 and the Library, in writing, that their operational millage will be expiring at the end of 2013 and their respective Boards need to make a decision of whether or not to seek their millage renewals on the November 2012 ballot.

Mr. Kaminski stated that he had nothing to report on the MichiTree Timber Sale. With regard to the Mental Health Building purchase, the Attorney for Mental Health is in the process of drafting a joint resolution that both the Mental Health Board and the County Board could adopt to outline the intentions of all parties.

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Mr. Kaminski announced that the County Clerk and County Treasurer are researching the potential to accept credit card payments, and a couple of vendors have already given demonstrations. Mr. Pomeroy explained that a third party administrator will administer the program and there will be absolutely no cost to the County to take credit cards. He explained that when someone presents a credit card, they are informed that they will also be charged a convenience fee (a flat fee on small purchases and a percentage on the larger purchases) and that convenience fee goes to the third party administrator, who in turn pays the credit card companies.

Mr. Kaminski indicated that the County has about $922,000 set aside toward the County's OPEB ("Other Post Employee Benefits") liability obligation, which is a total of $2.7 million. Both he and Mr. Pomeroy are meeting with the auditor to discuss setting up a trust to start putting money into and to start making annual contributions.

Mr. Kaminski brought the Committee's attention to the 2012/13 Budget Calendar (APPENDIX E) and indicated that it is his goal to get the budget packets distributed to all Departments and Courts by May 21, 2012, but often times it is difficult to adhere to this schedule. Mr. Pomeroy stated that they will also talk with the auditor about getting all of the funds into the general fund that need to be there.

Mr. Kaminski reiterated that he had sent all the Commissioners an email to update them on the sewer project. He indicated that the County has $150,000 in a restricted line item in the Capital Improvement Fund to go towards this project. If the project moves forward, he anticipates the total project cost to be approximately $1.5 million, with the County's cost to be somewhere around $500,000. With the help of Tim Ervin at AES, they are trying to get West Shore Medical Center, the City of Manistee, Manistee Township, etc., involved and Mr. Kaminski has several different ideas on how the County might finance the project. One option might be to transfer fixed asset distribution funds through the Michigan Municipal Risk Management Authority. Mr. Kaminski stated that the County would not normally become involved in financing any sewer project, however in the 1970's the County installed a lateral sewer from the hospital to M-55 to hook into the City's sewer system. There is no other sewer in Manistee Township and if that

sewer fails, the County is responsible to replace that sewer at a cost in excess of $500,000. For liability reasons, that is the only reason the County would become financially involved in this sewer project.

Mr. Kaminski reported that recently he, Mr. Krolczyk, the County Planner, a representative from the DEQ, the DNR and the Forest Service, the Engineer, the Attorney, the Drain Commissioner, the Road Commission Manager, a property owner, etc., had a meeting out at the Kettle Hole drain and discussed rerouting the drain through property owners' property like a creek instead of proceeding as the Drain Commissioner has planned, which everyone seemed to be in favor of. The County Board may have to take the lead in initially spending some money on engineering, however, a more pressing issue is what to do about the approximately $50,000 that's already been spent on the project?

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Mr. Kaminski reported that he met with Rob Carson, County Planner, and the Engineer on the McGuineas and Crommer Drains and discussed meeting with the committee that has been formed to present possible options.

Mr. Kaminski stated that with tremendous help from the County Treasurer and Equalization Director, he sent an email to our state legislators arguing that Manistee County would not get anything back if personal property tax legislation was based on the 2% of our total governmental fund revenues. As of right now, it appears that legislation is going to go through which means the County will lose 4.4% in tax revenue with no constitutional guarantee that money will be replaced.

As part of revenue sharing, the State of Michigan Dashboard Requirements will require the County to have certain things on its website to make sure there is transparency with the public. There is a toolkit through MAC which offers help with our website.

Mr. Kaminski stated that he spoke with the County's insurance provider regarding the Fairgrounds/Jones field lease and beer tent, who indicated that as long as the Fair Board has some general liability insurance, the County would not need to sign the lease. The Fair Board will also need to get $500,000 to $1 million in liquor liability coverage for the day(s) they operate the beer tent.

Mr. Kaminski reported that he was contacted by Tom Wass, Arcadia Township Supervisor, who was inquiring as to whether or not Manistee County was interested in participating in the Arcadia Bluffs tax tribunal case? Mr. Elbers commented that an appraisal has been done and once there is a calculation of what our losses would be, then we can better determine whether or not we want to participate in the case.

The meeting adjourned at 10:45 A.M.

Ervin Kowalski, Chairperson

Jim Krolczyk, Commissioner

Duane Anderson, Commissioner

(APPENDIX A)

Title IV-D Cooperative Reimbursement Program - 2013

FOR OFFICE USE ONLY: Version # _____ APP # _____

Program Identification Information

(Carefully read the instructions before completing this form)

1. **Program Identification Information**
   - a. Program Identification Name: County Of Manistee
   - b. Organizational Unit: Friend of the Court
   - c. Address: 415 Third Street
   - e. City: Manistee State: Mi Zip: 49660-1606
   - f. Federal Id Number: 23-86005853 Reference No.: IV-D Division
   - g. Program Identification fiscal year (begining month and day): October-01
   - h. Agency Type (Please check one)

     ◉ Public or Local Government

     Payment Address

     MAIN Mail Code: 1

     # & Street Name: County Treasurer

     P.O.Box: 415 Third St.

     City: Manistee State: MI Zip: 49660

2. **Project Information**
   - a. Project Name: Title IV-D Cooperative Reimbursement Program - 2013
   - b. Is implementing agency same as Program Identification (Please select Yes or No) ◉ Yes ○ No
   - c. Implementing Agency Name
   - d. Amount of Funds Requested: $1,344,560.00 Project Cost: $2,037,212.00

Fiscal Year Allocation

Year	Allocated Amount	Amount for Line 10
2013	422,340.00	639,909.09
2014	447,681.00	678,304.55
2015	474,542.00	719,003.03
Totals:	**1,344,563.00**	**2,037,216.67**

Type of Application (Please select one from list)

◉ New ○ Amendment

Type of Program (Please select one from list)

◉ Friend of the Court, Circuit Court # [19]

○ Prosecuting Attorney

○ Combined PA and FOC, Circuit Court #

APPENDIX B-1

Manistee County Board of Commissioners

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

CHAIRPERSON
Jim Krolczyk
VICE-CHAIRPERSON
Ken Hilliard

Duane Anderson
Ervin Kowalski
Glenn Lottie
Carl Rutske
Richard Schmidt

CLERK
Jill Nowak
(231) 723-3331
CONTROLLER/ADMINISTRATOR
Thomas Kaminski
(231) 398-3500

RESOLUTION IMPOSING 2012 SUMMER PROPERTY TAX LEVY PURSUANT TO PUBLIC ACT 357 OF 2004, AND NOTICE OF CERTIFICATION OF COUNTY ALLOCATED TAX LEVY

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 15th day of May, 2012.

PRESENT:

ABSENT:

The following resolution was offered by _____ and seconded by _____:

WHEREAS, Manistee County is authorized under the General Property Tax Act, Public Act 206 of 1893, as amended, to levy and collect County allocated property taxes; and

WHEREAS, the General Property Tax Act has been amended by Public Act 357 of 2004, being MCL 211.44a, to require all Michigan Counties to impose a summer tax levy, with the summer tax levies for 2005 and 2006 to be in the amount of 1/3 and 2/3, respectively, of the total County allocated tax, with the full amount of the County allocated tax to be levied and collected as a summer tax levy in 2007 and each year thereafter;

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Public Act 357 of 2004, the Manistee County allocated tax shall be levied and collected on July 1, 2012, at the full amount allocated after application of the "Headlee" millage reduction fraction, or 5.5 mills; and

BE IT FURTHER RESOLVED, that Manistee County will comply with MCL 141.412, "Notice of Hearing for Proposed Budget" and Section 16 of the Uniform Budgeting and Accounting Act, MCL 141.436, to fulfill requirements for "Truth in Taxation", MCL 211.24e; and

BE IT FURTHER RESOLVED, that this resolution constitutes certification of the levy of the County allocated tax and authorized collection of the County allocated tax on July 1, 2012, at the full amount allocated after application of "Headlee" millage reduction fraction, or 5.5; and

BE IT FURTHER RESOLVED, that the Treasurer of each Township and City in Manistee County is directed to account for and deliver the full amount of County allocated tax collections for 2012 in accordance with the provisions of Public Act 357 of 2004; and

BE IT FURTHER RESOLVED, that the County Clerk shall deliver a copy of this resolution by first class mail to the Treasurer of each Township and City in Manistee County.

APPENDIX B-2

STATE OF MICHIGAN)
)ss.
COUNTY OF MANISTEE)

I, Jill Nowak, County Clerk, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Manistee County Board of Commissioners at its regular monthly meeting held on the 15th day of May, 2012 by the following vote:

YEAS:

NAYS:

NOT VOTING:

I further certify that the foregoing Resolution is a true, correct and complete transcript of the original of said Resolution appearing on file and of record in my office. I further certify that the meeting was held and the minutes therefore were filed in compliance with Act No. 267 of the Public Acts of 1976.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the County of Manistee this 22nd day of May, 2012.

CLERK OF THE COUNTY COMMISSION
MANISTEE COUNTY, MICHIGAN

_____
Jill Nowak, County Clerk

(12_04)
[rn h:\resolutions\12_04 tax]

MANISTEE COUNTY CONSERVATION DISTRICT MILLAGE PROPOSITION

Shall the tax limitation under Article IX, Section 6 of the Michigan Constitution on General *ad valorem* taxes within the County of Manistee be increased by up to ____ of one (1) mill ($____ per $1,000.00 of taxable value) for the period of _____ through _____, inclusive, to fund Manistee County Conservation District programs to assist landowners in the protection, enhancement and restoration of natural resources, including invasive plant species control, household hazardous waste collection, critical dune permit control, and endangered forest restoration within Manistee County, and shall the County of Manistee levy such millage for said purpose, thereby raising in the first year an estimated $_____.

YES ☐

NO ☐

9:24 AM
05/02/12
Accrual Basis

Manistee Conservation District
Profit & Loss
October 2010 through September 2011

APPENDIX D-1

			Oct '10 - Sep 11
Ordinary Income/Expense			
Income			
281-580 · Manistee County Allocation			27,765.00
281-600 · Charges for Services Control			
281-626 · Advertising Income		300.00	
281-627 · Freight		169.81	
281-628 · Indirect Administrative Income		5,526.24	
281-630 · Critical Dune Assurance		0.00	
281-643 · Topo Maps - Sales		5.66	
281-644 · Book Sales		24.21	
281-645 · Fruit Sales		5,227.02	
281-647 · Tree Sales - Reforestation		17,007.51	
281-648 · Plat Books - Sales		28.30	
281-600 · Charges for Services Control - Other		250.00	
Total 281-600 · Charges for Services Control			28,538.75
281-665 · Interest Income			34.84
281-671 · Other Revenue Control			
281-672 · Misc. Income		2,348.04	
281-674 · Donations		776.26	
Total 281-671 · Other Revenue Control			3,124.30
282-672 · Groundwater Reimbursement			270.50
291-666 · Rent Income			30,148.70
296-581 · HHW Local/Foundation Grant			5,000.00
296-600 · HHW Charges for Services Con			
296-601 · HHW Contracted Services - Manis		15,438.00	
296-602 · HHW Contracted Services - Mason		14,234.00	
296-603 · HHW Contracted Services - Ocean		10,550.00	
296-665 · HHW Interest Income		6.97	
296-674 · HHW Donations		3,742.65	
296-600 · HHW Charges for Services Con - Other		-4,838.58	
Total 296-600 · HHW Charges for Services Con			39,133.04
297-600 · CWMA Revenue Controll			
297-501 · CWMA Federal Grant		41,964.66	
297-539 · CWMA State Grants		6,163.37	
297-665 · CWMA Interest Income		1.96	
Total 297-600 · CWMA Revenue Controll			48,129.99
Total Income			182,145.12
Expense			
281-000 · District Operations			
281-726 · Supplies Control			
281-727 · Office Supplies		884.88	
Total 281-726 · Supplies Control			884.88
281-800 · Other Services and Charges			
281-801 · Contracted Services - Audit		500.00	
281-802 · Contracted Services Accounting		628.00	
281-803 · Contracted Services - Trees		812.60	
281-809 · Contracted Services - Crit Dune		528.00	
281-810 · Contracted Services - Web page		423.25	
281-860 · Mileage - Staff		856.56	
281-862 · Freight		169.52	
281-900 · Printing Newsletter		3,728.13	
281-901 · Postage			
Postage Newsletter	888.48		
Postage Office	992.19		
281-901 · Postage - Other	251.00		
Total 281-901 · Postage		2,131.67	

9:24 AM
05/02/12
Accrual Basis

Manistee Conservation District
Profit & Loss
October 2010 through September 2011

				Oct '10 - Sep 11
281-955 · Misc. Expense				
Misc Expense - General		2,099.61		
Misc Expense - Trees		427.51		
281-955 · Misc. Expense - Other		245.18		
Total 281-955 · Misc. Expense			2,772.30	
281-957 · Misc. Exp Annual Meeting			32.58	
281-958 · Training & Convention				
Staff - Training & Convention		393.88		
Total 281-958 · Training & Convention			393.88	
281-959 · Purchase for Resale				
Fruit		3,597.90		
Trees		8,292.21		
281-959 · Purchase for Resale - Other		557.20		
Total 281-959 · Purchase for Resale			12,447.31	
281-960 · Dues & Fees			1,505.00	
281-961 · Dues and Subscriptions			147.00	
281-995 · Interest Expense				
Finance Charge		9.49		
Merchant Services Charges		368.42		
281-995 · Interest Expense - Other		75.96		
Total 281-995 · Interest Expense			453.87	
Total 281-800 · Other Services and Charges				27,529.67
Total 281-000 · District Operations				28,414.55
281-701 · District Personnel Services				
281-702 · Wages				41,967.88
281-716 · Workers Compensation				391.66
281-719 · Health Insurance				0.00
281-720 · FICA/MESC				3,547.79
281-722 · Retirement				638.46
281-724 · Sick Pay				-1,004.80
Total 281-701 · District Personnel Services				45,540.99
291-000 · Building & Grounds				
291-808 · Contracted Services - Cleaning				2,240.00
291-920 · Lights & Power				4,423.36
291-921 · Heat				712.47
291-930 · Repairs & Maintenance				364.06
291-955 · Misc Expense				553.26
291-956 · Building Liability Insurance				1,593.00
291-961 · Grounds Maintenance				2,977.76
291-968 · Depreciation Expense				5,414.27
291-995 · Interest Expense				3,393.39
291-996 · Mortgage Principal Payments				0.00
Total 291-000 · Building & Grounds				21,671.57
296-000 · Household Hazardous Waste Oper				
296-800 · Other Services and Charges				
296-807 · Contracted Services - Disposal		40,146.30		
296-881 · Advertising		598.50		
296-900 · HHW Printing		336.00		
296-955 · Misc. Expense		2,450.00		
Total 296-800 · Other Services and Charges			43,530.80	
296-000 · Household Hazardous Waste Oper - Other			1,240.24	
Total 296-000 · Household Hazardous Waste Oper				44,771.04

Manistee Conservation District
Profit & Loss
October 2010 through September 2011

APPENDIX D-3

	Oct '10 - Sep 11	
297-000 · CWMA Operations		
297-701 · Personnel Services		
297-702 · CWMA Wages	27,808.97	
297-720 · CWMA FICA/MESC	1,812.05	
Total 297-701 · Personnel Services		29,621.02
297-726 · Supplies Control		
297-730 · Field Supplies	1,434.31	
Total 297-726 · Supplies Control		1,434.31
297-800 · Other Services and Charges		
297-804 · Indirect Costs	6,044.64	
297-810 · Contracted Services - Web Page	500.00	
297-860 · Mileage - Staff	2,662.47	
297-882 · Education/Outreach	120.00	
297-901 · Postage	71.10	
297-955 · Contributions for Mini Grants	14,179.98	
297-958 · Traning & Convention	235.00	
Total 297-800 · Other Services and Charges		23,813.19
Total 297-000 · CWMA Operations		54,868.52
66900 · Reconciliation Discrepancies		19.02
Total Expense		195,285.69
Net Ordinary Income		-13,140.57
Net Income		**-13,140.57**

At present:

Critical Dune Assessment Program

Vegetation Removal Assurance assessments for permits required prior to, and after, construction along any critical dune area on Lake Michigan.

Household Hazardous Waste

Fiduciary and coordinator for the three counties of Manistee, Mason and Oceana through funding from the townships, municipalities and county government.

CWMA

Fiduciary and employer of the Invasive Species Coordinator who serves the three counties of Manistee, Benzie and Leelanau, utilizing grants for control of invasive plant species, such as Phragmites, Garlic Mustard, and other invasive plant species

Reforestation of the Elm and Chestnut

Offering for sale two disease resistant species to assist in the reforestation of native trees in Manistee County.

Bear Lake Field Office of the NRCS

The Manistee Conservation District is the home office for the National Resources Conservation Service, a department of the USDA, and serves farmers, fruit growers, wood lot owners and other rural entities. If the Manistee Conservation District was not viable, local NRCS services and programs would not be available in the county.

Spring and Fall Tree Sale

By offering bare root seedlings, the residents of Manistee County are able to plant trees at a cost not available through nurseries.

MAEAP

Much like the NRCS, the MAEAP technician serves Manistee County from the Manistee Conservation District office.

Annual water testing

Free water testing for nitrates and nitrites annually through the MAEAP program.

Goal Programs:

Magoon Creek

Organize and continue the annual outdoor "hands on" classroom for local school children, where conservation practices, forestry, Native American lore and other subjects are demonstrated.

Outdoor class room

Utilize the Manistee Conservation Districts property to create an amphitheater area for outdoor classes dealing with sound conservation practices, and topical subjects of interest. Also make the area available to any group, such as schools, service groups, etc. for use. Make the two track into a serviceable private road, repaint sign and make trails through the property.

Conservation Resource Alliance type restoration programs

Restore and reclaim streams and creeks for erosion control, fish habitat and wildlife enhancement in Manistee County.

Lending program for tools and planting implements

Purchase for use by the public, items such as a no till grain drill, planting bars, tree planter, fertilizer spreader and like items.

COUNTY OF MANISTEE
2012/13 BUDGET CALENDAR
10/1/12 through 9/30/13

May 21, 2012	Budget packets distributed to all Departments and Courts.
May 21, 2012	Budget request forms sent to all appropriated agencies.
June 11, 2012	Completed budget request forms due in the County Controller/Administrator's Office.
June 11, 2012 - July 2, 2012	Tentative budget recommendations prepared by the County Controller/Administrator's Office.
July , 2012	County Board of Commissioners Study Session on Tentative Budget.
July , 2012	Tentative budget recommendations reviewed by the Ways & Means Committee.
Aug. 1, 2012 - Aug. 20, 2012	Department/Court/Agency review of recommendations. Budget hearings take place with the Ways & Means Committee. Tentative adjustments, if necessary, are made to the recommended tentative budget.
Aug. 21, 2012	County Board of Commissioners adopt a tentative budget.
Aug. 22, 2012 - Sept 17, 2012	Tentative budget available for public review, additional budget hearings with the Ways & Means Committee held, if necessary. Adjustments to tentative budget recommended by the Ways & Means Committee, if necessary.
Sept. 10, 2012 - Sept. 17, 2012	County Board of Commissioners receive a copy of recommended adjustments to the tentative budget for review prior to the Board Meeting and hold a Study Session.
Sept. 18, 2012	Public Hearing on the 2012/13 budget held during the County Board Meeting. Board adopts final 2012/13 budget and General Appropriations Act resolution.