



CLERK

Jill Nowak
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Lisa Sagala
(231) 398-3504

Board of Commissioners

CHAIRPERSON

Jeffrey Dontz

VICE-CHAIRPERSON

Karen Goodman

Margaret Batzer

Mark Bergstrom

Pauline Jaquish

Gene Lagerquist

Richard Schmidt

WAYS & MEANS COMMITTEE

Wednesday, November 4, 2020
9:00 A.M.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

AGENDA

- 1) Call to Order
- 2) Public Comment
- 3) Finance Report – Susan Zielinski, Finance Officer (APPENDIX A)
- 4) 2021 Parcel Fee Charges (APPENDIX B)
- 5) Mike Szokola, Interim County Planning Director, will be present to ask the committee for review and consideration to enter into a Zoning Services Agreement between the County and Village of Eastlake. (APPENDIX C)
- 6) MISAIL Data Agreement – Mike Szokola, Interim County Planning Director (APPENDIX D)
- 7) Other Items from Committee Members
- 8) Adjournment

APPENDIX A

FUND #	FUND NAME	10/13/2020 THRU 11/02/2020	ON DEMAND	TOTAL
101	GENERAL FUND	\$ 81,027.96		\$ 81,027.96
225	RECYCLING FUND	\$ 15,878.98		\$ 15,878.98
256	REGISTER OF DEEDS AUTOMATION FUND	\$ 829.62		\$ 829.62
259	INDIGENT DEFENSE FUND	\$ 1,096.25		\$ 1,096.25
260	HEALTH INSURANCE FUND	\$ 141,075.22	\$ 7,117.00	\$ 148,192.22
269	LAW LIBRARY FUND	\$ 1,135.70		\$ 1,135.70
292	CHILD CARE FUND	\$ 1,250.00		\$ 1,250.00
293	SOLDIERS & SAILORS RELIEF FUND	\$ 3,000.00		\$ 3,000.00
296	JUVENILE JUSTICE FUND	\$ 1,250.00		\$ 1,250.00
297	COMPENSATED SERVICES FUND	\$ -	\$ 100,529.06	\$ 100,529.06
369	BUILDING AUTHORITY DEBT FUND	\$ 4,802.46		\$ 4,802.46
620	FORECLOSURE FUND	\$ 152.94	\$ 55,235.95	\$ 55,388.89
701	TRUST AND AGENCY FUND			\$ -
TOTALS		\$ 251,499.13	\$ 162,882.01	\$ 414,381.14
(Includes 1 accounts payable runs; on demand checks)				
TOTAL PAYROLL FOR 10/13/20 THRU 11/02/20				\$ 522,615.16
(includes 2 payrolls; 1 employee separations)				
<u>Employee Separation</u>				
9-1-1	\$6,052.63			
GRAND TOTAL				\$ 936,996.30

A-2 055600

Vendor: 1315 JOHN D. BEACH, JR.

Check #: 00000055600 10/28/20

Date	Invoice	Description/Detail	Amount
	620-000-995.009	REMAINING PROCEEDS - 354 1ST ST (CRT ORD)	55,235.95

Total: 55,235.95

Vendor: 1315 JOHN D. BEACH, JR.

Check #: 00000055600 10/28/20

Date	Invoice	Description/Detail	Amount
	620-000-995.009	REMAINING PROCEEDS - 354 1ST ST (CRT ORD)	55,235.95

Total: 55,235.95

COUNTY OF MANISTEE • Manistee County Courthouse • Manistee, Michigan 49660

WARNING: DO NOT CASH UNLESS LOGO APPEARS IN BACKGROUND OF CHECK



COUNTY OF MANISTEE
MANISTEE COUNTY COURTHOUSE
415 THIRD STREET
MANISTEE, MICHIGAN 49660

WEST SHORE BANK
LUDINGTON, MICHIGAN
74-829/724

055600

NOT VALID 90 DAYS FROM DATE

Date: 10/28/20

AMOUNT
\$55,235.95

Fifty-Five Thousand Two Hundred Thirty-Five and 95/100 Dollars**

PAY

TO THE ORDER OF
 JOHN D. BEACH, JR.
 AND VINCENT M. FAROUGI, PLLC
 384 2ND STREET
 MANISTEE MI 49660

COUNTY CLERK

COUNTY TREASURER

NOT NEGOTIABLE UNLESS SIGNED BY COUNTY TREASURER

WARNING: DO NOT CASH UNLESS "ORIGINAL DOCUMENT" APPEARS ON BACK OF CHECK

A-3

055599

Vendor: 1139 AMA INSURANCE AGENCY, INC.

Check #: 00000055599 10/27/20

Date	Invoice	Description/Detail	Amount
	260-000-717.001	INV# 4331727 - PREMIUM 11/01/20-12/01/20	7,117.00

Total: 7,117.00

Vendor: 1139 AMA INSURANCE AGENCY, INC.

Check #: 00000055599 10/27/20

Date	Invoice	Description/Detail	Amount
	260-000-717.001	INV# 4331727 - PREMIUM 11/01/20-12/01/20	7,117.00

Total: 7,117.00

COUNTY OF MANISTEE • Manistee County Courthouse • Manistee, Michigan 49660

WARNING: DO NOT CASH UNLESS LOGO APPEARS IN BACKGROUND OF CHECK



COUNTY OF MANISTEE
MANISTEE COUNTY COURTHOUSE
415 THIRD STREET
MANISTEE, MICHIGAN 49660

WEST SHORE BANK
LUDINGTON, MICHIGAN
74-829/724

055599

NOT VALID 90 DAYS FROM DATE

Date: 10/27/20

AMOUNT
\$7,117.00

Seven Thousand One Hundred Seventeen and NO/100 Dollars**

PAY

TO THE ORDER OF
AMA INSURANCE AGENCY, INC.
330 N. WABASH AVE, SUITE 39300
CHICAGO

IL 60611-5885

COUNTY CLERK

NOT NEGOTIABLE UNLESS SIGNED BY COUNTY TREASURER

COUNTY TREASURER

WARNING: DO NOT CASH UNLESS "ORIGINAL DOCUMENT" APPEARS ON BACK OF CHECK

BOTH OPEN AND PAID

A-4

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101 COMMISSIONERS					
101-101-901.000	CLS PUBLIC HEARING 20/21 BUDGET	PIONEER GROUP	ADVERTISING FOR PUBLIC HEARINGS, REGI	756.00	55522
101-101-901.000	ADVERTISING	PIONEER GROUP	YEARLY NEWSPAPER SUBSCRIPTIONS (4-PRI	1,382.80	55557
Total For Dept 101 COMMISSIONERS				2,138.80	
Dept 103 GENERAL SERVICES/CONTINGENCIES					
101-103-727.010	CENTRAL SUPPLY	AMAZON CAPITAL SERVICES	CENTRAL SUPPLIES	26.78	55540
101-103-727.010	CENTRAL SUPPLY	JACKPINE BUSINESS CENTER	BINDER/PACKING TAPE	22.04	55554
101-103-733.000	COPY SUPPLIES	JACKPINE BUSINESS CENTER	COPY PAPER	577.05	55554
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPOINTED ATTORNEY	682.00	55512
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPOINTED ATTORNEY	1,595.00	55512
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPOINTED ATTORNEY	55.00	55512
101-103-806.001	CONFLICT ATTORNEY FEES	PATRICK DOUGHERTY	COURT APPOINTED ATTORNEY	396.80	55512
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPOINTED ATTORNEY	980.82	55517
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPOINTED ATTORNEY	3,235.80	55517
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPOINTED ATTORNEY	522.50	55517
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPOINTED ATTORNEY	806.67	55517
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPOINTED ATTORNEY	2,520.82	55517
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPOINTED ATTORNEY	1,769.18	55517
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPOINTED ATTORNEY	1,274.18	55517
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPOINTED ATTORNEY	300.00	55517
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPOINTED ATTORNEY	300.00	55517
101-103-806.001	CONFLICT ATTORNEY FEES	WILLIAM GRANT	COURT APPOINTED ATTORNEY	110.00	55519
101-103-806.001	CONFLICT ATTORNEY FEES	WILLIAM GRANT	COURT APPOINTED ATTORNEY	632.50	55519
101-103-806.001	CONFLICT ATTORNEY FEES	WILLIAM GRANT	COURT APPOINTED ATTORNEY	247.50	55519
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPOINTED ATTORNEY	300.00	55550
101-103-806.001	CONFLICT ATTORNEY FEES	GRAFF, GRAFF T HELVESTON	COURT APPOINTED ATTORNEY	300.00	55550
101-103-850.000	TELEPHONE	A T & T	231 398-3249 245 8 ALARM SYSTEM	149.19	55570
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	PLANNING SEPT 20 - BASE &/OR COPIES	202.24	55532
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	CLERKS OFFICE SEPT 20 - BASE &/OR COP	255.00	55532
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	SHERIFF'S OFFICE SEPT 20 - BASE&/OR C	249.94	55532
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	PROBATE & PAROLE CT SEPT 20 BASE&/OR	155.56	55532
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	JAIL SEPT 20 - BASE&/OR COPIES	10.40	55532
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	JIAL SEPT 20 - BASE&/OR COPIES	52.96	55532
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	ADMIN SEPT 20 - BASE&/OR COPIES	146.40	55532
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	ADMIN SEPT 20 - BASE&/OR COPIES	249.07	55532
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	MAN COUNTY SEPT 2020 - BASE&/OR COPIE	119.93	55532
101-103-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	PROBATE & PAROLE CT - OCT 20 BASE&/OR	37.59	55595
Total For Dept 103 GENERAL SERVICES/CONTINGENCIES				18,282.92	
Dept 131 CIRCUIT COURT					
101-131-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	SUPPLIES	35.48	55521
101-131-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	SUPPLIES	29.98	55554
101-131-727.000	CIRCUIT COURT	PURE WATER WORKS	SUPPLIES	10.50	55581
101-131-736.002	CESF - GRANT EXPENSE	AMAZON CAPITAL SERVICES	3-PACK SCREEN PROTECTORS	17.58	55540
101-131-736.002	CESF - GRANT EXPENSE	AMAZON CAPITAL SERVICES	APPLE IPAD 8TH GEN/CASES/SCREEN PROTE	1,386.70	55540
101-131-736.002	CESF - GRANT EXPENSE	AMAZON CAPITAL SERVICES	CREDIT - RETURNED SCREEN PROTECTORS	(13.98)	55540
101-131-805.003	CT. APPT. ATTY. - NEGLECT/ABUSE	JOHN SPILLAN	COURT APPOINTED ATTORNEY	3,675.00	55529
101-131-812.000	DUES AND FEES	HON. DAVID A. THOMPSON	REIMBURSEMENT FOR STATE BAR DUES	435.00	55591
101-131-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	51.28	55589
Total For Dept 131 CIRCUIT COURT				5,627.54	
Dept 136 DISTRICT COURT					
101-136-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	HEATER TOWER	71.99	55554

JOURNALIZED
 BOTH OPEN AND PAID

A-5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 136 DISTRICT COURT					
101-136-727.000	OFFICE SUPPLIES	PROFILE	PICK UP - 96 GALLON ROLLING SHEDDING	130.00	55576
101-136-727.000	OFFICE SUPPLIES	WEST SHORE BANK	CLASSIC DEPOSIT TICKETS/DUPLICATE	60.11	55594
101-136-729.000	BOOK & PERIODICALS	THOMSON REUTERS - WEST	OCT 20 - MONTHLY ASSURED PRINT PRICIN	563.70	55593
101-136-730.000	EQUIPMENT	LIFELOC TECHNOLOGIES, IN	PORTABLE BREATH TESTER	270.00	55526
101-136-804.000	RECORDING SERVICES	LTB COURT RECORDING & TR	10/23/20 - COURT RECORDING SERVICES	1,936.54	55560
101-136-811.003	SEARCH WARRANT BLOOD DRAW	MUNSON HEALTHCARE MANIST	BLOOD DRAW	73.00	55531
101-136-811.003	SEARCH WARRANT BLOOD DRAW	MUNSON HEALTHCARE MANIST	BLOOD DRAW	76.00	55531
101-136-850.000	TELEPHONE	CLAYTON KELLEY	CELLPHONE & EFAX REIMBURSEMENT	70.27	55559
101-136-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	38.46	55589
101-136-955.001	MISC EXP-DWI SOBRIETY COURT	CDW-G	LVO SUPPORT	161.45	55510
101-136-955.001	MISC EXP-DWI SOBRIETY COURT	SMART START	BREATH CHECK DEVICES	1,070.00	55530
Total For Dept 136 DISTRICT COURT				4,521.52	
Dept 141 FRIEND OF THE COURT					
101-141-727.000	OFFICE SUPPLIES	MCCARDEL WATER CONDITION	COOLER RENTAL - SEPT 2020	9.00	55525
101-141-727.000	OFFICE SUPPLIES	MCCARDEL WATER CONDITION	BOTTLED WATER	11.75	55525
101-141-727.000	OFFICE SUPPLIES	MCCARDEL WATER CONDITION	BOTTLED WATER	11.75	55525
101-141-727.000	OFFICE SUPPLIES	MCCARDEL WATER CONDITION	OCTOBER 20 - COOLER RENTAL	9.00	55575
101-141-728.000	POSTAGE	BENZIE COUNTY CLERK	BENZIE FOC POSTAGE SEPT 20	265.40	55505
101-141-801.000	FAMILY COUNSEL(CUSTODY/VISITATI	SUSANNE E. GLYNN	MEDIATION SERVICES FOR SEPT 2020	475.00	55516
101-141-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	57.69	55589
101-141-931.000	EQUIPMENT REPAIRS & MAINTENANCE	XEROX CORPORATION	PRINT/BASE CHARGES 8/21/20 - 9/12/20	134.75	55532
Total For Dept 141 FRIEND OF THE COURT				974.34	
Dept 142 CIRCUIT COURT - JUVENILE DIVISION					
101-142-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	89.74	55589
Total For Dept 142 CIRCUIT COURT - JUVENILE DIVISION				89.74	
Dept 148 PROBATE COURT					
101-148-728.000	POSTAGE	RESERVE ACCOUNT	ACCT# 34575944	2,000.00	55582
101-148-812.000	DUES AND FEES	MANISTEE CO. CLERK	NOTARY RENEWAL	10.00	55564
101-148-812.000	DUES AND FEES	STATE OF MICHIGAN	NOTARY RENEWAL - DEIDRE ROBISON	10.00	55588
101-148-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	44.87	55589
Total For Dept 148 PROBATE COURT				2,064.87	
Dept 172 ADMINISTRATOR/CONTROLLER					
101-172-716.003	HEALTH INSURANCE - PREMIUM DISC	BLUE CROSS BLUE SHIELD O	007016448710 0000 11/120 - 11/30/20	(35,000.00)	55542
101-172-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES - STAMP	7.49	55540
101-172-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	BINDER/PACKING TAPE	9.74	55554
101-172-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	YELLOW PAPER W/2% DISCOUNT	13.69	55554
101-172-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	96.15	55589
Total For Dept 172 ADMINISTRATOR/CONTROLLER				(34,872.93)	
Dept 215 COUNTY CLERK					
101-215-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	LETTERHEAD, ENVELOPES	301.00	55554
101-215-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	EXPANDABLE FILE FOR SEALED RECORDS	17.99	55554
101-215-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	VITAL RECORDS PAPER	44.95	55554
101-215-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	CALENDARS	39.98	55554
101-215-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	CALENDARS	93.96	55554
101-215-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	CREDIT - RETURNED CALENDARS	(39.98)	55554
101-215-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	NOTARY BOOK	64.97	55554
101-215-727.000	OFFICE SUPPLIES	PROFILE	PICK UP 65-GALLON ROLLING BIN FOR SHR	65.00	55576
101-215-729.000	BOOK & PERIODICALS	JACKPINE BUSINESS CENTER	LETTERHEAD, ENVELOPES	373.00	55554

JOURNALIZED
 BOTH OPEN AND PAID

A-6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 215 COUNTY CLERK					
101-215-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	25.64	55589
101-215-931.000	EQUIPMENT REPAIRS & MAINTENANCE	JACKPINE BUSINESS CENTER	CHAIR REPAIR	25.00	55554
Total For Dept 215 COUNTY CLERK				1,011.51	
Dept 228 INFORMATION TECHNOLOGY					
101-228-730.000	EQUIPMENT	CXTEC	UPGRADE NETWORK EQUIPMENT - 385/395 3	4,844.40	55511
101-228-731.000	TAX SEASON COMPUTER SUPPLIES	PUMMILL PROMARK	TAX ENVELOPES	1,244.25	55580
101-228-731.000	TAX SEASON COMPUTER SUPPLIES	PUMMILL PROMARK	BLUE TAX BILLS	933.91	55580
101-228-800.000	CONTRACTED SERVICES	GORDON MCLELLAN, III.	CONTRACTED SERVICES 10/1/20 - 10-16/2	2,345.00	55567
101-228-831.000	MISC. MAINT. CONTRACTS	AUTOMATED BUSINESS EQUIP	FOLDER MAINTENANCE CONTRACT - 11/1/20	1,200.00	55538
101-228-850.000	TELEPHONE	A T & T	231 398-2831 240 5 PANIC BUTTON	45.25	55571
101-228-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	44.87	55589
Total For Dept 228 INFORMATION TECHNOLOGY				10,657.68	
Dept 253 TREASURER					
101-253-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	CLEAN/USED PEN HOLDERS	16.98	55554
101-253-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	POCKET FOLDERS W/21 DISCOUNT	16.65	55554
101-253-728.000	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR POSTAGE METER	400.00	55582
101-253-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	19.21	55589
Total For Dept 253 TREASURER				452.84	
Dept 257 EQUALIZATION					
101-257-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	32.05	55589
101-257-861.000	STAFF DEVELOPMENT	I.A.A.O.	IAAO DUES FOR HETHER VASQUEZ & LISA S	440.00	55552
Total For Dept 257 EQUALIZATION				472.05	
Dept 262 ELECTIONS					
101-262-727.000	OFFICE/ELECTION SUPPLIES	ELECTION SOURCE	NOVEMBER ELECTION RE-PROGRAMMING DRIV	26.84	55547
101-262-901.000	CLS REGISTRATION NOTICE	PIONEER GROUP	ADVERTISING FOR PUBLIC HEARINGS, REGI	864.00	55522
Total For Dept 262 ELECTIONS				890.84	
Dept 265 BUILDING AND GROUNDS					
101-265-775.000	REPAIR & MAINTENANCE SUPPLES	FASTENAL COMPANY	SUPPLIES	41.00	55514
101-265-775.000	MAN016 - REPAIR & MAINTENANCE S	GILL-ROY'S HARDWARE	MAN016-SUPPLIES	13.58	55548
101-265-775.000	MAN016 - REPAIR & MAINTENANCE S	GILL-ROY'S HARDWARE	MAN016 SUPPLIES	286.63	55548
101-265-775.000	REPAIR & MAINTENANCE SUPPLES	LUDINGTON PAINT & GLASS	POLYCARBONATE/LEXAN - COVID 19	255.80	55562
101-265-776.000	CUSTODIAL SUPPLIES	KSS ENTERPRISES	ULTRA FLOOR CLEANER	109.05	55579
101-265-920.000	UTILITIES	DTE ENERGY	9100 211 9823 9	92.45	55573
101-265-920.000	UTILITIES	DTE ENERGY	9100 211 9975 7	72.05	55573
101-265-920.001	UTILITIES-HEALTH DEPARTMENT	DTE ENERGY	9100 211 9836 1 (385 3RD ST)	42.12	55573
101-265-920.001	UTILITIES-HEALTH DEPARTMENT	REPUBLIC SERVICES #239	ACCT. #3-0239-0034399 DUMPSTER	60.39	55585
101-265-920.002	UTILITIES (395 THIRD)	DTE ENERGY	9100 343 3424 3 (395 3RD ST)	76.39	55573
101-265-920.002	UTILITIES (395 THIRD)	REPUBLIC SERVICES #239	ACCT. #3-0239-0034399 DUMPSTER	60.40	55585
101-265-930.001	COURTHOUSE CONTRACTUAL REAPIRS	ALLEN SUPPLY	CREDIT WAS TAKEN TWICE	150.00	55500
101-265-930.001	COURTHOUSE CONTRACTUAL REAPIRS	GRIMM'S SNOW REMOVAL, LL	MOWING @ COURT HOUSE - SEPT 2020	135.00	55520
101-265-930.001	COURTHOUSE CONTRACTUAL REAPIRS	ALLIED UNIVERSAL	TEST CHECK ON PANIC BUTTONS	587.50	55598
101-265-930.002	JAIL CONTRACTUAL REPAIRS	GRIMM'S SNOW REMOVAL, LL	MOWING @ JAIL - SEPTEMBER 2020	135.00	55520
101-265-930.004	ELEVATOR MAINTENANCE CONTRACT	OTIS ELEVATOR CO.	MAINTENANCE SERVICE FROM 10/1/20 - 9/	5,468.88	55577
101-265-930.005	HEALTH DEPT. CONTRACTUAL REPAIR	GRIMM'S SNOW REMOVAL, LL	MOWING W HEALTH DEPT 385/395 - SEPT 2	45.00	55520
101-265-930.005	HEALTH DEPT. CONTRACTUAL REPAIR	BARNEY'S SEWER & DRAIN C	SEWER INSPECTION @ 385 3RD STREET	250.00	55536
101-265-930.008	JAIL SECURITY/FIRE ALARM MAINT.	JOHNSON CONTROLS FIRE PR	ANNUAL SERVICE CONTRACT FOR MANISTEE	8,778.00	55558
101-265-930.010	CONTRACTUAL REPAIRS (395 THIRD)	GRIMM'S SNOW REMOVAL, LL	MOWING W HEALTH DEPT 385/395 - SEPT 2	45.00	55520

JOURNALIZED
 BOTH OPEN AND PAID

A-7

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 265 BUILDING AND GROUNDS					
Total For Dept 265 BUILDING AND GROUNDS				16,704.24	
Dept 267 PROSECUTING ATTORNEY					
101-267-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	EXTERNAL HARD DRIVE	179.99	55540
101-267-728.000	POSTAGE	RESERVE ACCOUNT	POSTAGE FOR POSTAGE METER	400.00	55582
101-267-729.000	BOOK & PERIODICALS	I.C.L.E.	MI COURTROOM EVIDENCE ANNOTATED	108.50	55553
101-267-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	89.74	55589
101-267-850.000	TELEPHONE	VERIZON WIRELESS	MOBILE PHONES	156.28	55592
101-267-901.000	PUBLICATION OF HEARING	PIONEER GROUP	ADVERTISING FOR PUBLIC HEARINGS, REGI	95.15	55522
101-267-931.000	EQUIPMENT REPAIRS & MAINTENANCE	XEROX CORPORATION	BASE/PRINT CHARGES OCTOBER 2020	154.84	55595
Total For Dept 267 PROSECUTING ATTORNEY				1,184.50	
Dept 268 REGISTER OF DEEDS					
101-268-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	19.23	55589
Total For Dept 268 REGISTER OF DEEDS				19.23	
Dept 301 SHERIFF					
101-301-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	ZEDELA SD CARD READER	17.99	55540
101-301-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	SELF-ADHESIVE OFFICE CHAIR PATCH KITS	27.30	55540
101-301-736.002	CESF - GRANT EXPENSE	MANISTEE COUNTY SHERIFF	CESF - GRANT EXPENSES 09/30/2020	12,757.83	55534
101-301-743.000	GASOLINE AND OIL	BLARNEY CASTLE FLEET PRO	FUEL	1,351.06	55509
101-301-743.000	GASOLINE AND OIL	FUELMAN	GASOLINE & OIL	1,312.18	55515
101-301-850.000	TELEPHONE	A T & T	OCTOBER 20 - 1498 FAX	102.48	55569
101-301-850.000	TELEPHONE	TELNET WORLDWIDE	CORP 009945 - TELEPHONES	561.58	55590
101-301-850.000	TELEPHONE	VERIZON WIRELESS	ACCT# 683748977 - CELL PHONES	328.34	55592
101-301-901.000	VECHILE BIDS	PIONEER GROUP	ADVERTISING FOR PUBLIC HEARINGS, REGI	170.10	55522
101-301-931.001	AUTO REPAIRS & MAINTENANCE	AUTO-WARES GROUP	ADAPTER FOR HITCH FOR TAHOE	0.10	55502
Total For Dept 301 SHERIFF				16,628.96	
Dept 331 MARINE PATROL					
101-331-743.000	GASOLINE AND OIL	BLARNEY CASTLE FLEET PRO	FUEL	211.13	55509
101-331-743.000	GASOLINE AND OIL	FUELMAN	GASOLINE & OIL	27.31	55515
Total For Dept 331 MARINE PATROL				238.44	
Dept 335 K-9 UNIT					
101-335-727.002	MISC. SUPPLIES	BRANDON GILLISPIE	REIMBURSEMENT FOR PAID DOG BOARDING	76.00	55549
101-335-743.000	GASOLINE AND OIL	BLARNEY CASTLE FLEET PRO	FUEL	259.57	55509
Total For Dept 335 K-9 UNIT				335.57	
Dept 351 JAIL					
101-351-760.000	PRISONER MEDICAL	ALL ACCESS CARE PLLC	INMATE HEALTHCARE CONTRACT 09/01/20 -	11,456.51	55499
101-351-760.000	PRISONER MEDICAL	CORRECTIONAL RECOVERY	PAID CLAIMS - JAIL/RECOVERY FEES	9,694.27	55543
101-351-760.000	PRISONER MEDICAL	CORRECTIONAL RECOVERY	PAID CLAIMS - JAIL/RECOVERY FEES	58.81	55543
101-351-814.000	PRISONER MEALS	CANTEEN SVCS. OF NORTHER	INMATE MEALS - 08/30/20 - 9/26/20	6,309.00	55524
101-351-850.000	TELEPHONE	A T & T LONG DISTANCE	TELEPHONE	0.12	55572
101-351-850.000	TELEPHONE	VERIZON WIRELESS	ACCT# 683748977 - CELL PHONES	37.15	55592
101-351-920.000	UTILITIES	DTE ENERGY	OCTOBER 20 - UTILITIES FROM 09/09/20	762.37	55574
Total For Dept 351 JAIL				28,318.23	
Dept 430 ANIMAL CONTROL					
101-430-743.000	GASOLINE AND OIL	BLARNEY CASTLE FLEET PRO	FUEL	161.10	55509
101-430-850.000	TELEPHONE	A T & T	OCTOBER 20 - ACO PHONE	48.46	55569
101-430-850.000	TELEPHONE	A T & T LONG DISTANCE	TELEPHONE	1.94	55572
101-430-850.000	TELEPHONE	VERIZON WIRELESS	ACCT# 683748977 - CELL PHONES	36.01	55592

JOURNALIZED
 BOTH OPEN AND PAID

A-8

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 430 ANIMAL CONTROL					
101-430-940.000	RENT	MANISTEE CO. HUMANE SOCI	NOV 2020 - CONTRACT	3,416.67	55565
Total For Dept 430 ANIMAL CONTROL				3,664.18	
Dept 648 MEDICAL EXAMINER					
101-648-837.000	AUTOPSY/TOXIC./LAB FEES	NMS LABS	LAB FEES - FORENSIC TOXICOLOGY ANALYS	1,220.00	55528
Total For Dept 648 MEDICAL EXAMINER				1,220.00	
Dept 682 VETERANS AFFAIRS					
101-682-727.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	SCREEN PROTECTORS FOR SURFACE PRO	109.88	55503
Total For Dept 682 VETERANS AFFAIRS				109.88	
Dept 721 PLANNING					
101-721-727.000	OFFICE SUPPLIES	NANCY BAKER	REIMBURSEMENT SUPPLIES	10.99	55539
101-721-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	SUPPLIES	15.99	55554
101-721-727.000	OFFICE SUPPLIES	JACKPINE BUSINESS CENTER	OFFICE SUPPLIES/ENVELOPES	93.98	55554
101-721-850.000	TELEPHONE	TELNET WORLDWIDE	TELEPHONE - OCTOBER 2020	32.05	55589
101-721-861.000	STAFF DEVELOPMENT	NETWORKS NORTHWEST	2020 HOUSING SUMMIT - MIKE SZOKOLA	70.00	55527
101-721-861.000	STAFF DEVELOPMENT	NETWORKS NORTHWEST	2020 HOUSING SUMMIT - ROB CARSON	70.00	55527
Total For Dept 721 PLANNING				293.01	
Total For Fund 101 GENERAL FUND				81,027.96	
Fund 225 RECYCLING FUND					
Dept 000 GENERAL					
225-000-800.000	CONTRACTED SERVICES	AREA 31 RECYCLING & DISP	RECYCLING SERVICES - AUGUST 2020	8,120.60	55501
225-000-800.000	CONTRACTED SERVICES	SEEDS	EGLE - RECYCLING QUALITY IMPROVEMENT	3,750.00	55535
225-000-800.000	CONTRACTED SERVICES	ALLEGRA	EGLE RECYCLING QUALITY IMPROVEMENT GR	3,608.38	55596
225-000-800.001	PROFESSIONAL SERVICES	ERSIE SCHMIDT	RECYCLING SITE MONITOR MAPLE GROVE	80.00	55545
225-000-800.001	RECYCLING SITE MONITOR - SPRING	MICHAEL J. LONGO	RECYCLING SITE MONITOR CLEON/SPRINGDA	80.00	55563
225-000-800.001	RECYCLING SITE MONITOR - ARCADI	JAMES M. ROBINSON	RECYCLING SITE MONITOR - ONEKAMA/ARCA	200.00	55583
225-000-800.001	RECYCLING SITE MONITOR - BROWN	MICHELLE PIENTA	RECYCLING SITE MONITOR - BROWN TWP	40.00	55584
Total For Dept 000 GENERAL				15,878.98	
Total For Fund 225 RECYCLING FUND				15,878.98	
Fund 256 REGISTER OF DEEDS AUTOMATION FUND					
Dept 000 GENERAL					
256-000-800.000	CONTRACTED SERVICES	FIDLAR TECHNOLOGIES, INC	LORDEO USAGE MONTH OF SEPT 2020	829.62	55546
Total For Dept 000 GENERAL				829.62	
Total For Fund 256 REGISTER OF DEEDS AUTOMATION FUND				829.62	
Fund 259 INDIGENT DEFENSE FUND					
Dept 000 GENERAL					
259-000-727.000	OFFICE SUPPLIES	LESYA DULL	SLIM CD MAILING PACKETS (PLASTIC)	13.77	55544
259-000-727.000	OFFICE SUPPLIES	PROFILE	BIN DEPOSIT ON 65 GAL BIN FOR SHREDDI	40.00	55576
259-000-728.000	POSTAGE	LESYA DULL	REIMBURSEMENT FOR POSTAGE	7.75	55544
259-000-730.000	EQUIPMENT	AMAZON CAPITAL SERVICES	APLE IPAD - BENZIE JAIL	431.73	55503
259-000-800.001	ATTORNEY FEES - DISTRICT COURT	BENZIE COUNTY	REIMBURSEMENT TO BENZIE COUNTY FOR CO	250.00	55504
259-000-802.000	TRANSCRIPTS	AMANDA O'BRIEN	TRANSCRIPTS FOR HEARINGS	38.00	55568
259-000-812.000	DUES AND FEES	STATE BAR OF MICHIGAN	STATE BAR DUES; JARED C. HENRY	315.00	55587
Total For Dept 000 GENERAL				1,096.25	

JOURNALIZED
 BOTH OPEN AND PAID

A-9

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 259 INDIGENT DEFENSE FUND					
Total For Fund 259 INDIGENT DEFENSE FUND				1,096.25	
Fund 260 HEALTH INSURANCE FUND					
Dept 000 GENERAL					
260-000-716.004	LIFE INSURANCE	MADISON NATIONAL LIFE IN	LIFE INSURANCE/STD - NOVEMBER 2020	377.59	55566
260-000-716.005	STD INSURANCE	MADISON NATIONAL LIFE IN	STD - 3RD QRT 2020 EMPLOYER FICA	290.79	55523
260-000-716.005	STD INSURANCE	MADISON NATIONAL LIFE IN	STD - 3RD QRT 2020 EMPLOYER FICA	162.86	55523
260-000-716.005	STD INSURANCE	MADISON NATIONAL LIFE IN	LIFE INSURANCE/STD - NOVEMBER 2020	6,226.42	55566
260-000-717.000	HEALTH INSURANCE PREMIUMS - ADM	44 NORTH	VSP, HRA/FLEX, COBRA, ECT BUNDELE (OC	5,645.20	55537
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	BLUE CROSS BLUE SHIELD O	007016448710 0000 11/120 - 11/30/20	100,819.77	55542
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	BLUE CROSS BLUE SHIELD O	007016448710 0004 11/120 - 11/30/20	11,348.28	55542
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	BLUE CROSS BLUE SHIELD O	007016448710 0005 11/120 - 11/30/20	1,104.63	55542
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	BLUE CROSS BLUE SHIELD O	007016448710 0006 11/120 - 11/30/20	10,529.16	55542
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	BLUE CROSS BLUE SHIELD O	007016448710 0007 11/120 - 11/30/20	(1,298.32)	55542
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	BLUE CROSS BLUE SHIELD O	007016448710 0008 11/120 - 11/30/20	2,584.14	55542
260-000-717.001	HEALTH INSURANCE PREMIUMS - BC/	SILVERSCRIPT	RETIREE PRESCRIPTIONS - NOV 2020	2,986.70	55586
260-000-717.004	LIFE INSURANCE PREMIUM	TGG SOLUTIONS	LIFE INS. PREMIUM 11/1/20 - 11/30/20	298.00	55578
Total For Dept 000 GENERAL				141,075.22	
Total For Fund 260 HEALTH INSURANCE FUND				141,075.22	
Fund 269 LAW LIBRARY FUND					
Dept 000 GENERAL					
269-000-729.000	BOOK & PERIODICALS	RELX INC. DBA LEXISNEXIS	LAW LIBRARY CHARGES 09/01/20 - 09/30/	264.00	55506
269-000-729.000	BOOK & PERIODICALS	RELX INC. DBA LEXISNEXIS	LAW LIBRARY CHARGES SEPT 2020	572.00	55507
269-000-729.000	BOOK & PERIODICALS	RELX INC. DBA LEXISNEXIS	LAW LIBRARY	197.10	55508
269-000-729.000	BOOK & PERIODICALS	THOMSON REUTERS - WEST	MI COURT RULES STATE /SENTENCING GUID	102.60	55593
Total For Dept 000 GENERAL				1,135.70	
Total For Fund 269 LAW LIBRARY FUND				1,135.70	
Fund 292 CHILD CARE FUND					
Dept 000 GENERAL					
292-000-832.000	IHC - CONTRACTUAL	LORI RENEE WADE	OCTOBER 2020 - SOCIAL WORK SERVICES	1,250.00	55561
Total For Dept 000 GENERAL				1,250.00	
Total For Fund 292 CHILD CARE FUND				1,250.00	
Fund 293 SOLDIERS & SAILORS RELIEF FUND					
Dept 000 GENERAL					
293-000-995.000	FURNANCE (DAUNIS)	PREMIER HEATING & COOLIN	REPLACE BROKEN FURNANCE (DAUNIS)	3,000.00	55597
Total For Dept 000 GENERAL				3,000.00	
Total For Fund 293 SOLDIERS & SAILORS RELIEF FUND				3,000.00	
Fund 296 JUVENILE JUSTICE FUND					
Dept 000 GENERAL					
296-000-800.000	CONTRACTED SERVICES	LORI RENEE WADE	OCTOBER 2020 - SOCIAL WORK SERVICES	1,250.00	55561
Total For Dept 000 GENERAL				1,250.00	
Total For Fund 296 JUVENILE JUSTICE FUND				1,250.00	
Fund 369 BUILDING AUTHORITY DEBT FUND					
Dept 000 GENERAL					
369-000-995.000	INTEREST EXPENSE	HIGHPOINT COMMUNITY BANK	INTEREST EXPENSE	4,802.46	55551

11/02/2020 02:31 PM
User: SAZIELINSKI
DB: Manistee

INVOICE GL DISTRIBUTION REPORT FOR MANISTEE COUNTY
EXP CHECK RUN DATES 10/13/2020 - 11/02/2020

JOURNALIZED
BOTH OPEN AND PAID

A-10

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 369 BUILDING AUTHORITY DEBT FUND Dept 000 GENERAL					
			Total For Dept 000 GENERAL	4,802.46	
			Total For Fund 369 BUILDING AUTHORITY DEBT FUND	<u>4,802.46</u>	
Fund 620 FORECLOSURE FUND Dept 000 GENERAL 620-000-930.001	COPIER LEASE PAYMENT	XEROX CORPORATION	TREASURER SEPT 20 - BASE &/OR COPIES	152.94	55532
			Total For Dept 000 GENERAL	<u>152.94</u>	
			Total For Fund 620 FORECLOSURE FUND	<u>152.94</u>	

11/02/2020 02:31 PM
User: SAZIELINSKI
DB: Manistee

INVOICE GL DISTRIBUTION REPORT FOR MANISTEE COUNTY
EXP CHECK RUN DATES 10/13/2020 - 11/02/2020

JOURNALIZED
BOTH OPEN AND PAID

A-11

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:


Fund 101 GENERAL FUND	81,027.96
Fund 225 RECYCLING FUN	15,878.98
Fund 256 REGISTER OF D	829.62
Fund 259 INDIGENT DEFE	1,096.25
Fund 260 HEALTH INSURA	141,075.22
Fund 269 LAW LIBRARY F	1,135.70
Fund 292 CHILD CARE FU	1,250.00
Fund 293 SOLDIERS & SA	3,000.00
Fund 296 JUVENILE JUST	1,250.00
Fund 369 BUILDING AUTH	4,802.46
Fund 620 FORECLOSURE F	152.94

Total For All Funds:	<u>251,499.13</u>
----------------------	-------------------



MEMORANDUM

TO: All Manistee County Township Supervisors, Township Assessors, Village Presidents, Manistee City Manager, Onekama School District Superintendent, and Bear Lake School Superintendent

FROM: Lisa Sagala, County Controller/Administrator 

DATE: October 30, 2020

RE: 2021 Parcel Fee Charges

=====

You or a representative of your Municipality are invited to attend the Manistee County Board of Commissioners Ways & Means Committee meeting on Wednesday, November 4, 2020 at 9:00 A.M. At this meeting the Committee will be considering the 5-year rate adjustment to the per parcel fee being charged to your Municipality for tax map and assessment roll maintenance, tax rolls, tax bills, and computer services performed by the Manistee County Equalization Department and County Treasurer's Office.

The current rates being charged in 2020 are as follows:

- Townships & City of Manistee = \$4.20 per parcel
- Villages = \$1.10 per parcel
- Bear Lake & Onekama School District = \$1.10 per parcel

The rates being proposed by staff for 2021, based on actual costs as calculated by the Equalization Director and County Treasurer, are as follows:

- Townships & City of Manistee = \$5.53 per parcel
- Villages = \$1.11 per parcel (Increase based on CPI for 2021 of 1.4%)
- Onekama & Bear Lake School District = \$1.11 per parcel (Increase based on CPI for 2021 of 1.4%)
- S.E.T. Charges = \$1.00 per parcel (same as previous years)

As in previous years, the 2022, 2023, 2024 and 2024 fee will be adjusted by the rate of inflation.

If you have questions or concerns regarding this rate change recommendation, we ask that you or another representative of your Municipality attend the Ways & Means Committee meeting on November 4, 2020. The Ways & Means Committee will be making a recommendation at this meeting with final action by the Board of Commissioners at the November 17, 2020 regular Board meeting.

CC: Heather Vasquez, Equalization Director
Rachel Nelson, County Treasurer
Manistee County Ways & Means Committee



PLANNING DEPARTMENT
 (231) 723-6041
 Fax (231) 723-1718
 planning@manisteecountymi.gov

Manistee County Planning Department 395 Third Street Manistee, Michigan 49660

AGREEMENT FOR CONTRACT SERVICES
(Village of Eastlake Zoning)

This Agreement for Contract Services (the "Agreement") is made on November 17th, 2020 by and between the **Village of Eastlake Village**, a Michigan Municipality, with offices located at 175 South Main St. Eastlake, MI 49645 (the "Village"), and **Manistee County**, a Michigan County, with offices located at 415 Third St. Manistee, MI 49660 (the "County").

Recitals

WHEREAS, the Village desires to have the County provide zoning services as more particularly described herein.

Now, therefore, in consideration of the promises and the covenants and conditions hereinafter contained, it is hereby agreed as follows:

Article 1: Scope of Services

1. The County shall provide technical and consultation services (collectively, the "Services") to the Village as outlined and contained within the Attached Appendices to this contract, and titled below as:
 - a. Zoning Administration Services, Appendix A (attached):
 - i. Selected Level I
 - b. Code Enforcement Services, Appendix C (attached)
 - i. Selected Level I

Article 2: Independent Contractor

1. The County is an independent contractor of the Village and shall not be considered an employee of the Village. The Village shall have no responsibility for, and the County shall not be entitled to workers compensation insurance, unemployment insurance, health and/or accident insurance, public liability insurance, or for any withholding for social security, federal or state income taxes or otherwise by or from the Village.

Article 3: Compensation

1. The County shall be paid a service fee totaling (\$ 3,750.00) for the first year of service, with the first-year total being a cumulation of individual fees for each selected service as outlined below:

- a. Zoning Administration Service (Appendix A) Level I Fees = \$ 2,000.00
 - b. Code Enforcement Services (Appendix C) Level I Fees = \$ 1,750.00
2. For each consecutive year of the contract there shall be a two percent (2%) annual increase of the previous years total contract amount. With the Village paying the County
 - a. \$ 3,750.00 for year one
 - b. \$ 3,825.00 for year two
 - c. \$ 3,901.50 for year three
 3. The Village shall make payment to the County not less than biannually, for one-half of the total yearly service fee for the outlined year in Article 3, section 3.2, paragraphs a-c.

Article 4: Terms of Agreement

1. This agreement shall be effective Nov. 17th, 2020 for a term of three (3) years, unless terminated under Section 4.2 of this agreement.
2. Notwithstanding Section 4.1, this Agreement may be terminated by either party upon ninety (90) days prior written notice to the other party mailed to the address first listed above.
3. The County agrees to indemnify and hold harmless the Village and its respective officers, Council members, employees, agents and representatives from and against any and all claims, costs, actions, causes of action, losses or expenses (including reasonable attorney's fees) resulting from or caused by the County's performance (or non-performance) of its duties and responsibilities pursuant to this Agreement. Likewise, the Village agrees to indemnify and hold harmless the County from and against any and all claims, costs, actions, causes of action, losses or expenses (including reasonable attorney's fees) resulting from or caused by the Village's performance (or non-performance) of its duties and responsibilities pursuant to this Agreement. The County and Village shall promptly notify each other of any knowledge regarding any occurrence which may result in a claim against either of them, and shall cooperate with each other whenever any claim is filed against either of them with respect to the services rendered pursuant to this Agreement.

Article 5: Miscellaneous

1. This Agreement may be modified or assigned only by a written document, approved by the Manistee County Board of Commissioners and the Eastlake Village Council, and executed by both parties or their authorized representatives.
2. Written notices required to be given under this Agreement shall be deemed given when mailed by first class mail to the County and to the Village, Attention: Village President or County Administrator, at the addresses set forth for each in the opening paragraph of this Agreement.
3. The captions or headings of the various Article and Sections of the Agreement are for convenience

only and they shall be ignored in interpreting this Agreement.

- 4. This Agreement shall be deemed to have been made in Manistee County, Michigan, and shall be governed by, and construed in accordance with, the laws of the State of Michigan.
- 5. Each party warrants and represents that it has authority to enter into this Agreement.

IN WITNESS WHEREOF the Village and the County, by its duly authorized officers, have each executed this Agreement as of the date and year first written above.

Eastlake Village

Manistee County

Jeff Sandberg 10-21-20
 Jeff Sandberg, Village President Date

 Jeff Dontz, County Board Chair Date

Janet Golden 10-21-2020
 Janet Golden, Village Clerk Date

 Jill Nowak, County Clerk Date



Planning Department

October 26, 2020

Ways and Means & Manistee County Board
415 Third Street
Manistee, MI 49660

Mike Szokola
Manistee County Planner
395 3rd St.
Manistee, MI 49660
231.723.6041
planning@manisteecountymi.gov

RE: 12-inch imagery, imagery buyups, and data exchange agreement

Dear County Board Members,

The State of Michigan, through its Michigan Statewide Aerial Imagery and Lidar program (MiSAIL), offers the opportunity to exchange 12" imagery for our parcel, road centerlines, and address point data. This coming spring 2021, the State of Michigan will be acquiring aerial imagery of our county. Higher resolution imagery is available as a buyup. The current buyup pricing spreadsheet is included with this memo. The State MiSAIL program would like to highlight that the buyup areas can be as small as 10 square miles, which means we could fly your county seat, cities, villages, or other areas of interest at 3- or 6-inch resolution. Please note, the State is in the process of reviewing proposals and expect to have new pricing for the 2021 flight. The State will have the same or lower prices. Likewise, the buyup costs are at a reduced rate assuming that the county will also participate in the data exchange.

The data exchange Intergovernmental agreement can be signed now and the buyup agreement would need to be finalized by February 1, 2021. If we would like estimates for 3-inch or 6-inch buyups, we would need to include a shapefile for the areas-of-interest.

Since beginning the imagery for data exchange program in 2018, most Michigan counties have partnered. Here is a link to the Data Exchange Partners Map that shows which counties have signed-on so far:

<https://michigan.maps.arcgis.com/apps/webappviewer/index.html?id=e1a4d06a110e40158c380d633c1827e1>

If you have any further questions I will be attending the meeting to answer them.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Szokola", with a stylized flourish at the end.

Mike Szokola
Manistee County Planner



Michigan Statewide Authoritative Imagery and LiDAR Program (MiSAIL)

Intergovernmental Agreement For Data Exchange Between Manistee County and DTMB

This Intergovernmental Agreement (Agreement) is between Manistee County, a Constitutional and Municipal Corporation, *[Partner Office Address]* (Partner) and the Michigan Department of Technology, Management and Budget, through its Center for Shared Solutions, P.O. Box 30026 Lansing, Michigan, 48909 (DTMB). In this Agreement, the Partner and DTMB may be referred to individually as “Party” or jointly as “Parties.” Partners may include, but are not limited to, state, local and federal government entities.

In consideration of the mutual promises, obligations, representations and assurances in this Agreement, the Parties agree as follows:

1. Purpose

Pursuant to the Enhanced Access to Public Records Act, 1996 PA 462, MCL 15.441 *et seq.*, the Urban Cooperation Act of 1967, MCL 124.501 *et seq.*, and the authority granted to the Director of DTMB pursuant to Executive Reorganization Order No. 2009-39, Section V(E), MCL 18.441, the Partner and DTMB enter into this Agreement for the purpose of making Geographic Information System (GIS) data and digital orthoimagery data (Imagery) owned and maintained by the respective Parties available to both Parties, without fee or cost, to assist the Parties in performing statutory and governmental duties and activities that benefit DTMB or the Partner, specifically the scope of work described in Exhibit A.

2. Definitions

Data originator: The author or owner of the GIS data and information contained within the GIS data.

Geographic Information System data or GIS data or Data: The output from a Geographic Information System as defined by MCL 15.442(b) or the saved

output (datasets) covered by this Agreement, as more specifically identified in Exhibit A, and provided by either Party pursuant to MCL 15.441, *et seq.* GIS data does not include derivative works developed by DTMB or data produced by DTMB from GIS data.

Digital orthoimagery data – aerial imagery collected by the State of Michigan State) as part of the State’s collection efforts per the specifications defined in the State’s contract # 071B6600034 (Contract). A copy of the Contract is available online at: http://www.michigan.gov/documents/localgov/6600034_516430_7.pdf

Third Party: An organization or individual requesting GIS data that is not a party to this Agreement. Third Party does not include any organizations or individuals specifically identified as intended pass-through data recipients under Exhibit A.

3. Coordination Representatives

To provide for consistent and effective communication between DTMB and the Partner, each Party shall appoint a Coordination Representative to serve as its central point of contact on matters relating to this Agreement. The Coordination Representatives for this Agreement are listed below.

Everett Root
 DTMB Center for Shared Solutions
 Romney Building, 10th Floor
 111 S. Capitol St.
 Lansing, MI, 48933
 Phone No. 517-373-7910
 Fax No. 517-373-2939
 E-mail roote@michigan.gov

[Customer Representative Name]
[Customer Title]
[Customer Street Address]
[City, State, Zip]
[Customer Telephone Number]
[Customer E-mail]

4. Responsibilities of the Parties

The following paragraphs identify responsibilities of the parties involved:

- a. **DTMB Responsibilities.** DTMB will provide the Partner, in accordance with the purpose, terms, and conditions of this Agreement and implementing arrangements, as appropriate, with the following:

- i. Protection and good stewardship of the Partner's data;
 - ii. Those responsibilities set forth in Exhibit A.
- b. **Partner Responsibilities.** The Partner will provide DTMB, in accordance with the purpose, terms, and conditions of this Agreement and implementing arrangements, as appropriate, with the following:
- i. GIS dataset updates, without fee or cost, through the data exchange mechanism identified in Exhibit A;
 - ii. Protection and good stewardship of the State's data;
 - iii. Those responsibilities set forth in Exhibit A.
 - iv. A copy of their enhanced access policy and fee schedule(s)
 - v. Updates to fee schedule throughout duration of this agreement

5. **GIS Data Usage and Distribution Terms**

- a. The County authorizes its GIS data to be used as identified in Exhibit A.
- b. In the event that a Third Party requests GIS data, one of the following three scenarios will apply:
 - i. If the Partner receives a request for its own Data, that request will be subject to the Partner's local Enhanced Access to Public Records policy. There is no need for the request to go through or be approved by DTMB.
 - ii. In the event that DTMB receives a request for Data provided by the Partner, such requests will be honored pursuant to DTMB's Enhanced Access to Public Records policy 2410.04 and associated fee schedule. In accordance with its policy, DTMB will pass on any applicable fees pursuant to the Partner's local Enhanced Access to Public Records policy.
 - iii. If the Partner receives a request for any Data that it received from DTMB, it will provide the Data in accordance with its local Enhanced Access to Public Records policy, and pass on any applicable fees to DTMB as established under DTMB's Enhanced Access to Public Records policy 2410.04 and associated fee schedule. The Partner may also charge an administrative fee to distribute the Data as outlined in its local Enhanced Access to Public Records policy.

- c. The Parties agree to exercise all applicable exemptions available under the Freedom of Information Act (FOIA), MCL 15.231 *et seq.*, to ensure that the GIS Data will not be re-distributed to a Third Party.

6. GIS Data Disclaimer

- a. All GIS data is provided “as is.” The Parties expressly disclaim any and all warranties, express or implied, including, but not limited to, any warranties of accuracy, reliability, title, merchantability, non-infringement, fitness for a particular purpose, or any other warranty, condition, guarantee or representation, whether oral, in writing, or in electronic form including, but not limited to, the accuracy or completeness of any information contained in or provided by the GIS data. The Parties do not represent or warrant that access to GIS data will be uninterrupted or that there will be no failures, errors, omissions, or loss of transmitted information.
- b. In no event shall either Party be liable to the other for any special, indirect, or consequential damages, or any damages whatsoever resulting from loss of use, data, or profits arising out of or in connection with the use or performance of GIS data under this Agreement.

7. Image Service Contact

The MiSAIL program includes partner access to a secure imagery viewing service known as the Michigan Imagery Solution (MIS), managed by the State of Michigan, DTMB, Center for Shared Solutions. Service will be accessible for up to five partner desktop applications and one partner web-based application.

Image Service Contact designated per signature is the single point of contact for the DTMB for all technical considerations and inquiries regarding MIS access by partner.

Image Service contact	Email	Phone

8. Effective Date and Duration

This Agreement becomes effective upon the date of the last approving signature and will remain in effect indefinitely until terminated unless superseded, rescinded, or modified by written agreement of both Parties.

9. Amendment and Modification

This Agreement may be amended or modified only by written agreement of both Parties.

10. Termination

- a. Either Party may terminate this Agreement with sixty (60) days written notice for any reason, or for no reason.
- b. Upon termination of this Agreement, GIS Data provided to DTMB under this Agreement by the Partner will be retained by DTMB, but will no longer be updated. Remaining GIS Data shall be marked that it has not been updated as of the date of the last update prior to termination.

11. Dispute Resolution

In the event of a dispute between the Parties, the Partner and DTMB agree to use their best efforts to resolve that dispute in an informal fashion through consultation and communication, or other forms of non-binding alternative dispute resolution mutually acceptable to the Parties.

12. Assignment

This Agreement may not be assigned, delegated, or otherwise transferred by the parties, nor may any right, duty, or obligation under this Agreement be assigned, delegated, or transferred, unless otherwise provided for in this Agreement.

13. Reservation of Rights

- a. This Agreement does not, and is not intended to, impair, divest, delegate, or contravene any constitutional, statutory, or other legal right, privilege, power, or immunity of the Parties. Nothing in this Agreement is a waiver of governmental immunity by either Party.
- b. Unless this Agreement expressly states otherwise, it does not, and is not intended to, transfer, delegate, or assign to the other Party, any civil or legal responsibility, duty, obligation, duty of care, cost, legal obligation, or liability associated with any governmental function delegated or entrusted to either Party under any existing law or regulation.

14. No Third-Party Beneficiaries

Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or

benefit, right to indemnification, right to subrogation, or any other right in favor of any other person or entity.

15. Applicable Laws

The applicable statutes, regulations, directives, and procedures of the State of Michigan shall govern this Agreement and all documents and actions thereunder.

16. Entire Agreement

This Agreement represents the entire Agreement between the Parties and supersedes all other Agreements between the Parties governing the matters described. The language of this Agreement will be construed as a whole according to its fair meaning, and not construed strictly for or against any Party.

The undersigned execute this Intergovernmental Agreement on behalf of the Parties and by doing so, obligate and bind the DTMB and the Partner to the stated terms and conditions.

ERIC SWANSON
Director
Center for Shared Solutions (CSS)
Romney Building, 10th Floor
111 S. Capitol St.
Lansing, MI, 48933

DATE

[Customer Representative Name]
[Customer Representative Title]
[Customer Mailing Address, City, State, Zip]

DATE

Exhibit A
Intergovernmental Agreement
For Data Exchange Between Manistee County and DTMB
[Date]

Attributes to be included with each data category will vary. DTMB has a standard data schema for each data type that will be shared with the partner. Variations between local data and the DTMB standard will be reviewed prior to data submission.

Description of Partner Data:

Tax parcels: Geometry and attributes for Community Parcel Repository

Address points: Geometry and attributes for structure point location at rooftop, driveway, geocoded along road centerline, or parcel centroid.

Road Centerlines: Geometry and attributes

Description of DTMB Data:

12" pixel resolution, 4-band (red, green, blue, near-infrared) aerial imagery.
 Specification document available at: http://www.michigan.gov/som/0,4669,7-192-78943_78944_78949_78952_63834---,00.html

Data Exchange Process: select one

- Digital Upload (file upload or through feature service)
 External Hard Drive
 Other _____

Data Use: select one for each data category

Parcels:

- Publicly Available
 Available for use by all State of Michigan Agencies

Address Points:

- Publicly Available
 Available for use by all State of Michigan Agencies

Road Centerlines: Publicly Available**Update Schedule:****Parcels:** 1-2 times per year**Address Points:** 4 times per year**Road Centerlines:** 4 times per year**Optional pass through to the United States Census Bureau:**

The DTMB, Center for Shared Solutions (CSS) is the State of Michigan's liaison to the US Census Bureau (USCB) for local data collection efforts in support of various USCB geospatial data programs.

DTMB is authorized to pass data through to United States Census Bureau

Address Points: Yes
 No**Road Centerlines:** Yes
 No

D-10

AOI	SQ MILES	COST/SQ MILE	COMMENT
Small Area buyups			
6 inch	10-100	\$156.29	6" buyup - flown w/in 12" AOI 10-100 sq miles
	101-500	\$99.02	6" buyup - flown w/in 12" AOI 101-500 sq miles
	>501	\$85.84	6" buyup - flown w/in 12" AOI >500 sq miles
3 inch	10-100	\$365.78	3" buyup - flown w/in 12" AOI 10-100 sq miles
	101-500	\$247.72	3" buyup - flown w/in 12" AOI 101-500 sq miles
	>500	\$228.74	3" buyup - flown w/in 12" AOI >500 sq miles