

TUESDAY, JANUARY 2, 2020

Pursuant to law, the Board of Commissioners met on Tuesday, January 2, 2020 at 9:00 a.m. in the Board of Commissioner’s Meeting Room for their Organizational Meeting, and were called to order by the Chairperson.

Pledge of Allegiance.

Invocation was given by Mark Bergstrom

Roll Call was taken by the County Clerk:

PRESENT: Margaret Batzer, Mark Bergstrom, Jeff Dontz, Karen Goodman, Pauline Jaquish, Gene Lagerquist and Richard Schmidt.

ABSENT: None

APPROVE MEETING AGENDA

Moved by Bergstrom, seconded by Lagerquist to approve the Meeting Agenda.

Motion Carried

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NOMINATIONS ACCEPTED FOR 2020 COUNTY BOARD

VICE-CHAIRPERSON

Pauline Jaquish nominated Karen Goodman for County Board Vice-Chairperson for 2020.

No other Nominations. Nominations were closed.

ELECTION OF VICE-CHAIRPERSON FOR 2020

Vote of County Board Vice-Chairperson for 2020.

Vote for Goodman:

YEAS: 7 Batzer, Bergstrom, Dontz, Goodman, Jaquish, Lagerquist, Schmidt

NAYS: 0 None

Motion Carried

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Karen Goodman was elected County Board Vice-Chairperson for 2020.

SCHEDULE 2020 BOARD MEETING DATES AND TIMES

Moved by Batzer, seconded by Lagerquist that the Board of Commissioners will meet on the third Tuesday of each month with the following exceptions: in the months of April,

TUESDAY, JANUARY 2, 2020

August and October, the meetings will be held on the fourth Tuesday of the month. All meetings will be held at 9:00 a.m. with the following exceptions: in the months of March, May and September, the meeting time will be 5:00 p.m. All meetings will be held in the Board of Commissioners Room, 415 Third Street, Manistee, Michigan unless otherwise posted.

Motion Carried

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PROPOSED 2020/21 BUDGET CALENDAR

David Kieft presented the Proposed 2020/21 Budget Calendar for adoption. It was agreed that the 2020/21 Budget Calendar would be reviewed and adopted after the Committee Meetings were scheduled.

RULES OF ORDER AND PROCEDURE OF THE

MANISTEE COUNTY BOARD OF COMMISSIONERS FOR 2020

It was brought to the attention of the Board that some updates from throughout the year were not made to the Board Rules of Order and Procedures, as well as the dates on the cover page date of the Rules of Order and Procedure needed to be amended.

Amend Section Article II, Section B (4) Notification to Media and Others; to include at the end of the paragraph ...” or by electronic notification per a written request.”

Moved by Lagerquist, seconded by Batzer to amend the Rules of Order and Procedure of the Manistee County Board of Commissioners with the changes that were made in 2019 and to add to Section Article II, Section B(4) Notification to Media and Others; to include at the end of the paragraph ...”or by electronic notification per a written request.”; and bring back to the full Board for review the updated/amended Rules of Order and Procedure of the Manistee County Board of Commissioners for further possible amendments before approval.

Motion Carried

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MANISTEE COUNTY BOARD OF COMMISSIONERS

ASSIGNMENTS FOR 2020

Chairman Dontz announced that the 2020 Committee Assignments will remain the same except for the Green Team; added the Housing Committee and Policy Committee that hadn't been on the prior list; and correcting the name of the Trails Committee to the Manistee County Recreation Commission.

TUESDAY, JANUARY 2, 2020

Public Safety Committee:

Members: Pauline Jaquish, Chairperson
Gene Lagerquist
Margaret Batzer

This committee may review and make recommendations in operations and policy. Functional areas of responsibility include: Emergency Services, Sheriff Department, Secondary Road Patrol, Marine Patrol, Jail, Animal Control, 9-1-1/Central Dispatch and other public safety operations.

It shall be the duty of this committee to work in conjunction with Administration to study and advise the Board with respect to matters which otherwise are not covered by the Ways & Means or Physical Resources Committee.

Regional Summit Committee:

Members: Mark Bergstrom, Chairperson
Gene Lagerquist
Karen Goodman

This committee will plan a Regional Summit at least once per year, using a facilitator (new each time). Move meetings around the County. Also, in charge of Employee Recognition Dinner - with a goal of 75% attending.

Technology/Information Committee:

Members: Richard Schmidt, Chairperson
Mark Bergstrom
Margaret Batzer
Gordon McLellan, Network Administrator
Employees & Elected Officials representing all Departments and Courts

This committee shall assess and evaluate present computer equipment and systems. Plan for upgrades in software and uniformity in systems. Plan for internet service county-wide (broadband) and microfilming and/or best method of preserving records. Continue work in G.I.S. systems.

Ways & Means/Finance/Equalization/Investment/Physical Resources Committee:

Members: Richard Schmidt, Chairperson
Margaret Batzer
Mark Bergstrom

This committee serves as the financial watchdog of the County. This Committee works with the County Controller/Administrator, the Finance Officer and all Departments, Courts and Agencies, in the preparation of the annual budget. Reviews and makes recommendations on all requests for new funding, including staff, new programs and equipment. Reviews all claims for payment, approves payment as provided in the Appropriation Act. Reviews status of approved capital improvements. This committee is also responsible for Equalization Department issues. Works with the County Treasurer on policy regarding the County's investments.

Functional areas of responsibility include Building Authority, Equalization Department, County Treasurer, non-profit organizations, insurance, unemployment.

2020 SPECIAL ASSIGNMENTS:

2-1-1 Action Team – Jeffrey Dontz; Karen Goodman, alternate

9-1-1/Central Dispatch Board – Margaret Batzer
Participates as a voting member of the 9-1-1/Central Dispatch Board

Agricultural Society (Fair) Board – Pauline Jaquish

TUESDAY, JANUARY 2, 2020

Participates as a voting member of the Manistee County Fair Board. Also serves as a liaison between the Fair Board and the County Board of Commissioners.

Airport Authority (Full Board Appointment) Karen Goodman (term expires 12/31/20); Jeffrey Dontz (term expires 12/31/20); Mark Bergstrom (term expires 12/31/22).

Participates as a voting member of the Manistee County Airport Authority.

Area Agency on Aging of Northwest Michigan – Mark Bergstrom

Participates as a voting member of this 10-County organization which serves mainly the senior population. Also works as a liaison between the Area Agency on Aging of Northwest Michigan and the local Council on Aging.

Bar Lake Improvement Board – Jeffrey Dontz

Bear Lake Improvement Board (MILFOIL) – Pauline Jaquish

Betsie River Natural River Zoning Review Board & Pine River Natural River Zoning Review Board – Gene Lagerquist; Richard Schmidt (alternate)

Centra Wellness Network (Full Board Appointment) – Pauline Jaquish (term expires 3/31/21); Richard Schmidt (term expires 3/31/20)

Participates as a voting member on the Manistee-Benzie Community Mental Health Board.

Chamber Alliance – Jeffrey Dontz; Pauline Jaquish, alternate

Serves as a liaison between the Chamber and the County Board of Commissioners.

Conservation Resource Alliance – Gene Lagerquist

District Health Department No. 10 - Pauline Jaquish; Richard Schmidt; Karen Goodman (alternate)

Serves as a voting representative of the 10-County District Health Department. Meets monthly in various participating Counties.

Economic Development Council – Jeff Dontz

FiveCap Board – Mark Bergstrom; Margaret Batzer (alternate)

Participates as a voting member on the local Five Cap Board of Directors

Human Services Coordinating Body – Mark Bergstrom

Serves as a liaison between all human service agencies and the Board of Commissioners. Serves on the HSCB Board as a voting member.

Intergovernmental Committee – Jeffrey Dontz, Margaret Batzer, Mark Bergstrom

This ad hoc committee consists of representatives from County, City, Manistee Township, Filer Township, and Tribal Government, for the purpose of discussing common issues relating to these local government entities. Meets monthly and is hosted by each governmental entity on a rotating basis.

Land Bank Authority – Pauline Jaquish

Launch Manistee Leadership Team – Jeffrey Dontz; Margaret Batzer (alternate)

Serves as a County representative on this leadership team.

Local Development Funding Authority – Jeffrey Dontz

Local Revenue Sharing Board (Full Board Appointment) Jeffrey Dontz (term expires 12/31/20).

Serves as the County's Representative on the Board. Distributes 2% casino funds to local organizations as grants. Participates as a voting member on this Board.

TUESDAY, JANUARY 2, 2020

Manistee County Chapter of MTA – Jeffrey Dontz

Serves as a liaison between the Township Boards in Manistee County and the Manistee County Board of Commissioners.

Manistee County Library – Richard Schmidt

Serves as a non-voting liaison between the Library Board and the Manistee County Board of Commissioners.

Manistee County Recreation Commission – Margaret Batzer

Manistee County Road Commission – Gene Lagerquist

Serves as a liaison between the Manistee County Road Commission and the Manistee County Board of Commissioners.

Manistee County Transportation – (Full Board appointment) Pauline Jaquish
(term expires 12/31/20).

Participates as a voting member of the Manistee County Transportation, Inc., Board of Directors.

Medical Care Facility Liaison – Pauline Jaquish

Michigan Municipal Risk Management Authority – David A. Kieft, Jr.; Jeffrey Dontz (alternate)

Serves as the Member Representative for Manistee County on all property and liability insurance issues. Attends semi-annual Board of Directors meetings of this self-insured risk pool organization.

Northern Counties Association - Richard Schmidt, Karen Goodman (Alternate)

Participates on behalf of the Manistee County Board of Commissioners in a dues paying organization of Northern Michigan Counties that meet monthly in Grayling to share common issues.

Northern Michigan Regional Entity - Richard Schmidt (Appointed by Centra Wellness Board)

Networks Northwest - Richard Schmidt

Participates as a voting member of this 10-County organization. Meets monthly in Traverse City.

Northwest Michigan Council of Governments Solid Waste Advisory Council - Robert Carson; Gene Lagerquist (alternate)

Planning Commission - Richard Schmidt

Participates as a voting member of the Manistee County Planning Commission

Prison Liaison Committee – Jeffrey Dontz

Serves as a liaison between the Manistee County Board of Commissioners and Oaks Correctional Facility and discusses prison issues that affect the Community.

Solid Waste Council and Household Hazardous Waste Committee – Gene Lagerquist

Participates as a voting member of the Manistee County Solid Waste Council

The County Board Chairperson may from time to time appoint additional Committees to handle special assignments and projects.

Moved by Goodman, seconded by Bergstrom to accept the above Manistee County Board of Commissioner Assignments for 2020 and the 2020 Special Assignments as discussed and amended.

YEAS: 7 Batzer, Bergstrom, Dontz, Goodman, Jaquish, Lagerquist, Schmidt

NAYS: 0 None

TUESDAY, JANUARY 2, 2020

Motion Carried

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APPOINT REPRESENTATIVE TO SERVE ON THE MANISTEE COUNTY

TRANSPORTATION INC. BOARD OF DIRECTORS

Pursuant to the MCTI Board Bylaws, the Manistee County Board of Commissioners shall recommend two (2) members to the MCTI Board of Directors for one (1) year terms of office. Historically, these appointment recommendations have included one (1) County Commissioner and one (1) person-at-large. At this time the County Board may take action to recommend appointment of the two (2) individuals and/or County Commissioners for a one (1) year term beginning January 1, 2020 and expiring December 31, 2020.

Pauline Jaquish is the Incumbent as County Commissioner, and Brook Shafer is the at-large appointment. If you wish to appoint an at-large member, then an advertisement should be published for applications.

Moved by Batzer, seconded by Lagerquist to re-appoint Pauline Jaquish as the Board of Commissioner's Representative on the Manistee County Transportation Inc. Board of Directors for 2020.

YEAS: 7 Goodman, Jaquish, Lagerquist, Schmidt Batzer, Bergstrom, Dontz

NAYS: 0 None

Motion Carried

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The Clerk was directed to advertise for the at-large appointment.

**APPROVE RESOLUTION #2020-1 AUTHORIZING COUNTY USE OF
VARIOUS FINANCIAL INSTITUTIONS**

Resolution #2020 - 1

**RESOLUTION AUTHORIZING COUNTY USE
OF VARIOUS FINANCIAL INSTITUTIONS**

At the Organizational Meeting of the Manistee County Board of Commissioners held in the Manistee County Courthouse & Government Center, 415 Third Street, Manistee, Michigan, on the 2nd day of January, 2020.

PRESENT: Batzer, Bergstrom, Dontz, Goodman, Jaquish, Lagerquist, Schmidt

ABSENT: None

The following resolution was offered by Batzer and seconded by Lagerquist:

BE IT RESOLVED, that the Manistee County Treasurer is authorized to use the following financial institutions to conduct County business:

DEPOSIT ACCOUNTS

INVESTMENT ACCOUNTS

TUESDAY, JANUARY 2, 2020

PNC Bank
Huntington Bank
Chemical Bank
West Shore Bank

PNC Bank
Huntington Bank
Chemical Bank
West Shore Bank
Fifth Third Bank
Mercantile Bank
Flagstar Bank
Lyon Capital
UBS Financial Services
Stifel
Multi-Bank Securities
MBIA Michigan CLASS
MILAF(Michigan Liquid Asset Fund)
Morgan Stanley

BE IT FURTHER RESOLVED, that the County Treasurer is authorized to open new accounts that are necessary to conduct County business at any of the above financial institutions. This authorization will remain in effect for the 2020 calendar year.

Moved by Batzer, seconded by Lagerquist to approve the above Resolution #2020-1

Authorizing County Use of Various Financial Institutions.

YEAS: 7 Dontz, Goodman, Jaquish, Lagerquist, Schmidt, Batzer, Bergstrom

NAYS: 0 None

Motion Carried

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**APPOINT REPRESENTATIVE TO SERVE ON THE MANISTEE LOCAL
REVENUE SHARING BOARD FOR 2020**

One (1) vacancy to fill a one (1) year term commencing January 1, 2020 and expiring December 31, 2020. The individual serving in this position is Jeff Dontz.

Moved by Schmidt, seconded by Goodman to re-appoint Jeff Dontz as the Board of Commissioner’s Representative on the Manistee Local Revenue Sharing Board for 2020.

YEAS: 7 Dontz, Goodman, Jaquish, Lagerquist, Schmidt Batzer, Bergstrom

NAYS: 0 None

Motion Carried

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APPOINT REPRESENTATIVE TO SERVE ON THE AIRPORT AUTHORITY

One (1) vacancy to fill a three (3) year term commencing January 1, 2020 and expiring December 31, 2022. The individual serving in this position is Mark Bergstrom.

TUESDAY, JANUARY 2, 2020

Moved by Schmidt, seconded by Goodman to re-appoint Mark Bergstrom as the Board of Commissioner's Representative on the Airport Authority for a three (3) year term commencing January 1, 2020 and expiring December 31, 2022.

YEAS: 7 Jaquish, Lagerquist, Schmidt Batzer, Bergstrom, Dontz, Goodman

NAYS: 0 None

Motion Carried

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PUBLIC COMMENT

Lisa Sagala, Human Resources Manager/Assistant Administrator, stated the next Personnel Committee Meeting is scheduled for Wednesday, January 8, 2020 at 1 p.m. in the County Board of Commissioners Room.

Adjourn at the Call of the Chair at 9:39 a.m.

Clerk