

TUESDAY, JANUARY 4, 2021

Pursuant to law, the Board of Commissioners met on Tuesday, January 4, 2021 at 9:00 a.m. in the Board of Commissioner's Meeting Room for their Organizational Meeting, and were called to order by Jill M. Nowak, County Clerk.

Pledge of Allegiance.

Invocation was given by Karen Goodman.

Jill M. Nowak, County Clerk, administered the Oath of Office to all seven (7) County Commissioners.

Roll Call was taken by the County Clerk:

PRESENT: Margaret Batzer (on-line, City of Manistee), Jeff Dontz, Karen Goodman, Eric Gustad, Pauline Jaquish, Nikki Koons (on-line, Norman Township), and Richard Schmidt (on-line, Dickson Township).

ABSENT: None

The County Board and its Committees are operating remotely and electronically by Zoom under PA 254 of 2020 due to the COVID-19 pandemic.

APPOVE MEETING AGENDA

Moved by Dontz, seconded by Schmidt to approve the Meeting Agenda.

Motion Carried

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BOARD CHAIRPERSON TERM OF OFFICE DETERMINATION

Public Act 392 of 2000 amends section 3 of Public Act 156 of 1851, specifying that the Chairperson of a County Board of Commissioners shall be elected each odd-numbered year to serve a two-year term, unless the County Board of Commissioners provides by Resolution that the Chairperson shall be elected annually for a one-year term. In January 2003, the Manistee County Board of Commissioners took action to elect its Chairperson on an annual basis. In January 2005, the Board took action to comply with the Public Act 392 of 2000 and elect the Chairperson to serve a two (2) year term of office. In January 2013 and January 2015, the Board took action to elect its Chairperson on an annual basis. If the Board wishes to continue with a one-year Chairperson term, a Resolution will need to be adopted, which indicates its determination to elect the Chairperson for annual one-year terms in accordance with Public Act 392 of 2000. If this Resolution is not adopted, the chairperson shall be elected for a two-(2) year term of office.

There was no action taken and therefore Public 392 of 2000 continues, meaning the Board Chairperson will be elected for a two (2) year term beginning January 4, 2021 expiring December 31, 2022.

NOMINATIONS ACCEPTED FOR COUNTY BOARD CHAIRPERSON FOR

2021-2022

Richard Schmidt nominated Jeff Dontz for County Board Chairperson for 2021-2022.

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No other Nominations. Nominations were closed.

ELECTION OF COUNTY BOARD CHAIRPERSON FOR 2021-2022

Moved by Schmidt, seconded by Jaquish to elect Jeff Dontz as County Board
Chairperson for 2021-2022.

YEAS: 7 Batzer, Dontz, Goodman, Gustad, Jaquish, Koons, Schmidt
NAYS: 0 None

Motion Carried

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Jeff Dontz was elected County Board Chairperson for 2021-2022 and now presides over
the meeting.

NOMINATIONS ACCEPTED FOR COUNTY BOARD

VICE-CHAIRPERSON FOR 2021

Pauline Jaquish nominated Karen Goodman for County Board Vice-Chairperson for
2021.

No other Nominations. Nominations were closed.

ELECTION OF VICE-CHAIRPERSON FOR 2021

Moved by Jaquish, seconded by Schmidt to elect Karen Goodman for County Board
Vice-Chairperson for 2021.

YEAS: 7 Dontz, Goodman, Gustad, Jaquish, Koons, Schmidt, Batzer
NAYS: 0 None

Motion Carried

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Karen Goodman was elected County Board Vice-Chairperson for 2021.

SCHEDULE 2021 BOARD MEETING DATES AND TIMES

Moved by Goodman, seconded by Batzer that the Board of Commissioners will meet on
the third Tuesday of each month with the following exceptions: in the months of August
and October, the meetings will be held on the fourth Tuesday of the month. All meetings

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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.

YEAS: 7 Goodman, Gustad, Jaquish, Koons, Schmidt, Batzer, Dontz

NAYS: 0 None

Motion Carried

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MANISTEE COUNTY BOARD OF COMMISSIONERS

ASSIGNMENTS FOR 2021

Chairman Dontz made very few changes to the 2021 Committee Assignments. The list of Assignments are as follows:

**MANISTEE COUNTY BOARD OF COMMISSIONERS
ASSIGNMENTS FOR 2021**

County Board Chairperson: Jeffrey Dontz
County Board Vice-Chairperson: Karen Goodman

2021 STANDING COMMITTEES:

In addition to their regular duties, each committee shall act as liaison between the Board and the various county offices, boards and agencies which are applicable to that committee. The committee will formulate a recommendation and refer the matter to the full Board or another appropriate committee.

Executive/Joint Court Committee: (3rd Thursday at 3pm)

Members: Jeffrey Dontz, Chairperson
Richard Schmidt
Karen Goodman

Some meetings held jointly with Manistee & Benzie Counties

This committee's functional areas of responsibility will include issues regarding County Administration, County Clerk, Prosecuting Attorney, Register of Deeds, County Board, Circuit Court, Friend of the Court, District Court, Probate Court, Child Care, Law Library, Elections, Resolutions and shall serve as the Joint Court Committee with Benzie County.

Green Team/Recycling Committee: (4th Thursday at 8:30am)

Members: Margaret Batzer, Chairperson
Nikki Koons
Eric Gustad

This committee shall be responsible for all solid waste and recycling related issues and focuses on conservation and energy reduction techniques. The Committee is also part of the Energy Fair Advisory Board.

Housing Review Committee: (Meets as needed)

Members: Margaret Batzer, Chairperson
Karen Goodman
Jeffrey Dontz

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Reviews and supervises MSHDA funds being spent locally by the Housing Program Administrator. Meets on an as-needed basis.

Personnel Committee: (1st Friday at 9am)

Members: Karen Goodman, Chairperson
Eric Gustad
Jeffrey Dontz

This Committee shall provide oversight for the reviews and recommendations of all areas of personnel to include hiring/discharge, collective bargaining, compensation and classification, fringe benefits and employee grievances for all County Departments.

Policy Committee: (4th Friday at 2:30pm)

Members: Karen Goodman, Chairperson
Margaret Batzer
Nikki Koons

This Committee reviews all policies in an effort to achieve standardization, serve as a clearinghouse, and shall compile and maintain a central policy handbook. Makes recommendations as necessary. Reviews all Resolutions received by the members of the Board of Commissioners and presents the same to the full Board for review and adoption. Committee shall meet at least quarterly.

Public Safety Committee: (1st Friday at 2pm)

Members: Pauline Jaquish, Chairperson
Karen Goodman
Margaret Batzer

This committee may review and make recommendations in operations and policy. Functional areas of responsibility include: Emergency Services, Sheriff's Office, Secondary Road Patrol, Marine Patrol, Jail, Animal Control, 9-1-1/Central Dispatch, County Ambulance Service 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: (1st Friday at 10am)

Members: Karen Goodman, Chairperson
Nikki Koons
Eric Gustad

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: (4th Thursday at 9:30am)

Members: Richard Schmidt, Chairperson
Eric Gustad
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: (1st Wednesday at 9am)

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Members: Richard Schmidt, Chairperson
Margaret Batzer
Eric Gustad

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, and unemployment.

Public Defender Committee: (3rd Thursday at 4pm)

Members: Jeffrey Dontz, Chairperson
Richard Schmidt
Karen Goodman

Some meetings held jointly
with Manistee & Benzie Counties

This committee's functional areas of responsibility will include issues regarding the Public Defender's Office.

2021 SPECIAL ASSIGNMENTS:

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

9-1-1/Central Dispatch Board – Jeffrey Dontz
Participates as a voting member of the 9-1-1/Central Dispatch Board

Agricultural Society (Fair) Board – Pauline Jaquish
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 12/31/23); Jeffrey Dontz (term expires 12/31/22). Participates as a voting members of the Manistee County Airport Authority.

Area Agency on Aging of Northwest Michigan – Eric Gustad
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 – Nikki Koons; Richard Schmidt
(alternate)

Centra Wellness Network (Full Board Appointment) – Pauline Jaquish (term expires 3/31/21); Richard Schmidt (term expires 3/31/23)
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 – Nikki Koons

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

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(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 – Nikki Koons

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

Human Services Coordinating Body – Nikki Koons

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, County Controller/Administrator

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 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.

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 – Nikki Koons

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 12/31/21). Richard Schmidt (term expires 12/31/21).

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

Medical Care Facility Liaison – Pauline Jaquish

Michigan Municipal Risk Management Authority – Lisa Sagala; 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 –

Mike Szokola; Margaret Batzer (alternate)

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Planning Commission – Margaret Batzer

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 – Margaret Batzer 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.

SCHEDULE JANUARY 2021 COMMITTEE MEETINGS

The Committee Meeting dates for January 2021 are as follows:

January 6, 2021 at 9 a.m. Ways & Means Committee
January 8, 2021 at 9 a.m. Personnel Committee
January 8, 2021 at 2 p.m. Public Safety Committee
January 21, 2021 at 8:30 a.m. Green Team Committee
January 21, 2021 at 9:30 a.m. Technology Committee
January 22, 2021 at 2:30 p.m. Policy Committee

The Committees will decide at their first meeting, the remaining dates of their respective Committees.

**APPROVE RESOLUTION #2021-1 AUTHORIZING COUNTY USE OF
VARIOUS FINANCIAL INSTITUTIONS**

RESOLUTION #2021 – 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 4th day of January, 2021.

PRESENT: Batzer, Dontz, Goodman, Gustad, Jaquish, Koons, Schmidt

ABSENT: None

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

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

DEPOSIT ACCOUNTS

PNC Bank
Huntington Bank
TCF Bank
West Shore Bank
Filer Credit Union

INVESTMENT ACCOUNTS

PNC Bank
Huntington Bank
TCF Bank
West Shore Bank
Fifth Third Bank
Mercantile Bank
Flagstar Bank
Lyon Capital

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UBS Financial Services
Stifel
Multi-Bank Securities
MBIA Michigan CLASS
MILAF (Michigan Liquid Asset Fund)
Northstar Bank
CIBC Bank USA

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 2021 calendar year.

Moved by Batzer, seconded by Schmidt to approve the above Resolution #2021-1

Authorizing County Use of Various Financial Institutions.

YEAS: 7 Gustad, Jaquish, Koons, Schmidt, Batzer, Dontz, Goodman

NAYS: 0 None

Motion Carried

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RULES OF ORDER AND PROCEDURE OF THE
MANISTEE COUNTY BOARD OF COMMISSIONERS FOR 2021

Discussion regarding allowing telephone participation after the COVID rules and the Local Emergency Resolution have expired was had. Ms. Sagala has requested guidance from the County Prosecutor's Office but did not have an answer for today's meeting. It was recommended to adopt the Board Rules of Order and Procedure as is, without phone verbiage, or to use the same language as provided in the Open Meetings Act (OMA). It was a consensus that the decision does not have to be done today as the Local Emergency Resolution is effective through December 31, 2021. This can be revisited when more information is received from Counsel. Other suggestions to the Board Rules of Order and Procedure include: Page 18, Section VI, Standing Committees and Special Assignments, Section A- Standing Committees, add the Public Defender's Office in the Standing Committees list; as well as in Section B-Duties of Standing Committees, page 18-19; and to add on page 11, Section IV Rules of Procedure of the Board, under B(1) Agenda for Regular Meetings "(reports may be given at any time during the meeting as time allows)" for Agenda Items H, L, O and P.

Moved by Batzer, seconded by Goodman to adopt the Board Rules of Order and Procedure as is, and the Rules can always be amended as it pertains to telephone participation when legal guidance is received; and to adopt the Board Rules of Procedure to include changes to Page 18, Section VI, Standing Committees and Special Assignments, Section A- Standing Committees, add the Public Defender's Office in the Standing Committees list; as well as in Section B- Duties of Standing Committees, page 18-19; and to add on page 11, Section IV Rules of Procedure of the Board, under B (1) Agenda for Regular Meetings "(reports may be given at any time during the meeting as time allows)" for Agenda Items H, L, O and P.

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YEAS: 7 Jaquish, Koons, Schmidt, Batzer, Dontz, Goodman, Gustad

NAYS: 0 None

Motion Carried

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BOARD/COMMISSION APPOINTMENTS

APPOINT REPRESENTATIVE TO SERVE ON THE MANISTEE LOCAL

REVENUE SHARING BOARD FOR 2021

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 2021.

YEAS: 7 Koons, Schmidt, Batzer, Dontz, Goodman, Gustad, Jaquish

NAYS: 0 None

Motion Carried

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APPOINT 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. Currently, Brook Shafer and Pauline Jaquish are on the MCTI Board. At this time, the County Board may take action to recommend appointment of two (2) individuals and/or County Commissioners for a one (1) year term beginning January 1, 2021 and expiring December 31, 2021.

Moved by Goodman, seconded by Batzer to re-appoint Pauline Jaquish as a County Commissioner Representative to the Manistee County Transportation, Inc. Board of Directors to serve a one (1) year term beginning January 1, 2021 and expiring December 31, 2021; and to appoint Richard Schmidt as the second County Commissioner to serve a one (1) year term beginning January 1, 2021 and expiring December 31, 2021.

YEAS: 7 Schmidt, Batzer, Dontz, Goodman, Gustad, Jaquish, Koons

NAYS: 0 None

Motion Carried

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APPOINT AIRPORT AUTHORITY MEMBERS

This Authority has three (3) members whose terms will expire on December 31, 2020. The individuals serving in these positions are Jeffrey Dontz, County Commissioner; Karen Goodman, County Commissioner; Andrew Gentile, At-Large Representative; and Mark Bergstrom, County Commissioner, whose seat on the Airport Authority expires December 31, 2022, but pursuant to the Airport Bylaws (Section 3.3), the remainder of his unexpired term is to be filled by a County Commissioner.

Section 3.1, 3.2, and 3.3 of the Airport Authority Bylaws, which were amended on November 16, 2015, read as follows:

3.1 The Authority shall be governed by a Board consisting of seven (7) members, to be appointed by the Manistee County Board of Commissioners.

3.2 Three (3) members of the Airport Authority Board may, but need not be members of the County Board of Commissioners. One member of the Airport Authority Board shall be a resident of the City of Manistee recommended by the Manistee City Council and approved by the County Board of Commissioners. Three (3) additional members of the board shall be at large members who are residents of Manistee County. [amended 4-9-12] [amended 11-16-15]

3.3 Airport Authority Board members shall be appointed to a term of three (3) years. The terms of at least two (2) members of the Authority shall expire each calendar year. Members appointed to an un-expired term shall be appointed only for the remainder of the un-expired term. If a County Commissioner's term as a County Commissioner expires before the Airport Authority Board term expires, the County Commissioner's term on the Airport Authority Board will expire on the last day of the County Commissioner's term as a County Commissioner. The vacated term of the County Commissioner on the Airport Authority Board will be filled by appointment of a County Commissioner by the County Board of Commissioners to the remainder of the unexpired term.

Any vacancies will be filled by appointment of the county Board of Commissioners with 60 days. [amended 4-9-12] [amended 11-16-15]

COUNTY COMMISSION REPRESENTATIVES ON THE

AIRPORT AUTHORITY

One (1) individual/County Commissioner to serve the unexpired term of former Commissioner Mark Bergstrom beginning January 1, 2021 and expiring December 31, 2022.

Jeff Dontz is recommended to serve Commissioner Bergstrom's unexpired term beginning January 1, 2021 and expiring December 31, 2022.

One (1) individual/County Commissioner to serve a three (3) year term beginning January 1, 2021 and expiring December 31, 2023.

Karen Goodman is recommended to be re-appointed to serve a three (3) year term beginning January 1, 2021 and expiring December 31, 2023.

AT-LARGE MEMBERS ON THE AIRPORT AUTHORITY

One (1) individual to serve an At-Large three (3) year term beginning January 1, 2021 and expiring December 31, 2023.

Cynthia Kaminski is recommended to be appointed to serve an At-Large three (3) year term January 1, 2021 and expiring December 31, 2023.

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A second At-Large vacant position will be readvertised.

Moved by Schmidt, seconded by Batzer to appoint Jeff Dontz to serve Commissioner Bergstrom's unexpired term beginning January 1, 2021 and expiring December 31, 2022; to re-appoint Karen Goodman to serve a three (3) year term beginning January 1, 2021 and expiring December 31, 2023; to appoint Cynthia Kaminski to serve an At-Large three (3) year term January 1, 2021 and expiring December 31, 2023.

YEAS: 7 Batzer, Dontz, Goodman, Gustad, Jaquish, Koons, Schmidt

NAYS: 0 None

Motion Carried

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JURY BOARD APPOINTMENT

One (1) vacancy on the Manistee County Jury Board. This vacancy will be to fill an unexpired six (6) year term commencing January 1, 2021 and expiring April 30, 2023. Members are appointed by the County Board of Commissioners on the recommendation of the Circuit Court Judge.

Moved by Goodman, seconded by Jaquish to appoint Debbie A. Niesen the Jury Board to serve the unexpired six (6) year term commencing January 1, 2021 and expiring April 30, 2023.

YEAS: 7 Dontz, Goodman, Gustad, Jaquish, Koons, Schmidt, Batzer

NAYS: 0 None

Motion Carried

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LAND BANK AUTHORITY

One (1) vacancy on the Land Bank Authority representing Construction/Building Trades Sector. This vacancy is for a three (3) year term, commencing January 1, 2021 and expiring December 31, 2023.

Moved by Goodman, seconded by Gustad to re-appoint Gary Buren to the Land Bank Authority representing Construction/Building Trades Sector. This vacancy is for a three (3) year term, commencing January 1, 2021 and expiring December 31, 2023.

YEAS: 7 Goodman, Gustad, Jaquish, Koons, Schmidt, Batzer, Dontz

NAYS: 0 None

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Motion Carried

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LIBRARY BOARD APPOINTMENT

One (1) individual to serve a five (5) year term beginning January 1, 2021 and expiring December 31, 2025.

Moved by Schmidt, seconded by Jaquish to re-appoint Lauren Reed to the Library Board to serve a five (5) year term beginning January 1, 2021 and expiring December 31, 2025.

YEAS: 7 Gustad, Jaquish, Koons, Schmidt, Batzer, Dontz, Goodman

NAYS: 0 None

Motion Carried

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PARKS & RECREATION COMMISSION

Two (2) at-large positions each to serve for a three (3) year term commencing January 1, 2021 and expiring December 31, 2023.

Moved by Goodman, seconded by Batzer to appoint LaVonne E. Beebe and Devin L.

Wegner to the Parks & Recreation Commission to each serve one of the two (2) at-large positions, each for three (3) year term, commencing January 1, 2021 and expiring December 31, 2023.

YEAS: 7 Jaquish, Koons, Schmidt, Batzer, Dontz, Goodman, Gustad

NAYS: 0 None

Motion Carried

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ROAD COMMISSION APPOINTMENT

Two (2) vacancies each to serve a six (6) year term commencing January 1, 2021 and expiring December 31, 2026.

Seven (7) Applicants:

- | | | |
|-----------------------|---------------------|---------------------|
| Robert A. Gentz | Richard L. Graham | Kathryn E. Hutchins |
| Gene Lagerquist | Jeffrey A. Lawrence | Robert Rishel |
| Jams L. Wisniski, Sr. | | |

An Applicant must receive at least four (4) votes to be appointed.

1st vote on 1st vacancy

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Lagerquist 1 Rishel 5 Wisniski 1

Mr. Rishel received at least four (4) votes. Therefore, Mr. Rishel is appointed to one of the Road Commission vacant positions to serve a six (6) year term commencing January 1, 2021 and expiring December 31, 2026.

1st Vote on 2nd vacancy

Lagerquist 1 Graham 3 Lawrence 2 Hutchins 1

No one received at least four (4) votes

2nd vote on 2nd vacancy

Graham 4 Lawrence 2 Hutchins 1

Mr. Graham received at least four (4) votes. Therefore, Mr. Graham is appointed to the second vacant Road Commission position to serve a six (6) year term commencing January 1, 2021 and expiring December 31, 2026.

NETWORKS NORTHWEST WORKFORCE DEVELOPMENT BOARD

APPOINTMENT

One (1) individual to serve a three (3) year term commencing January 1, 2021 and expiring December 31, 2023 on the Northwest Michigan Workforce Development Board. Networks Northwest has recommended the re-appointment of Sean Adams.

Moved by Jaquish, seconded by Gustad to re-appoint Sean Adams to the Networks Northwest Workforce Development Board to serve a three (3) year term commencing January 1, 2021 and expiring December 31, 2023.

YEAS: 7 Dontz, Goodman, Gustad, Jaquish, Koons, Schmidt, Batzer

NAYS: 0 None

Motion Carried

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NORTHERN MICHIGAN REGIONAL ENTITY – SUBSTANCE USE DISORDER

OVERSIGHT BOARD

One (1) individual to serve a one-year term commencing January 1, 2021 and expiring December 31, 2021. Northern Michigan Regional Entity has recommended the re-appointment of Richard Schmidt to the Board.

Moved by Goodman, seconded by Koons to re-appoint Richard Schmidt to the Northern Michigan Regional Entity – Substance Use Disorder Oversight Board to serve a one (1) year term commencing January 1, 2021 and expiring December 31, 2021.

YEAS: 7 Goodman, Gustad, Jaquish, Koons, Schmidt, Batzer, Dontz

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NAYS: 0 None

Motion Carried

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LETTER OF UNDERSTANDING AUDIT SERVICES CONTRACT WITH

GABRIDGE & COMPANY

Lisa Sagala presented a Letter of Understanding Audit Services Contract for services to be provided to Manistee County from Gabridge & Co. dated December 22, 2020 for year ended September 30, 2020. Ms. Sagala explained that the audit will take place with the same services as provided in the past at a cost not to exceed \$18,980. Additionally, the County is required to have a separate federal single audit due to receiving Cares Act Funds, at a cost not to exceed \$3,000. The federal audit cost can be included as an expense in the Cares Act Fund. Discussion that an RFP for audit services is overdue and an RFP will be requested in 2021 for year ending September 30, 2021.

Moved by Schmidt, seconded by Koons, to approve the Letter of Understanding Audit Services Contract between Manistee County and Gabridge & Co. for Audit Services for year ended September 30, 2020 at a cost not to exceed \$18,980, additionally, to perform a separate federal single audit due to receiving Cares Act Funds, at a cost not to exceed \$3,000, for a total not to exceed \$21,980; and authorize the Board Chair to sign the same.

YEAS: 7 Gustad, Jaquish, Koons, Schmidt, Batzer, Dontz, Goodman

NAYS: 0 None

Motion Carried

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PUBLIC COMMENT

Sean Adams thanked the Board for his re-appointment to the Northwest Michigan Workforce Development Board.

Julie Griffis was introduced to the Board. Ms. Griffis has been hired as the new Human Resources Generalist in the County Administration Office. Ms. Griffis extended her appreciation for the opportunity. Welcome Julie.

Adjourn at the Call of the Chair at 10:06 a.m.

Jill M. Nowak Clerk