

February 12, 2019

The regular meeting of the Mason County Board of Commissioners was held at 7:00 p.m. in the Commissioners' Room located in the Mason County Courthouse in the City of Ludington.

The meeting was called to order by Board Chair J. Andersen

Roll call was taken. Present: G. Castonia, C. Lange, L. Squires, S. Hull, J. Andersen, R. Bacon  
Absent: W. Taranko.

Invocation was given by L. Squires. Pledge of Allegiance to the flag of the United States of America followed.

Motion by C. Lange and seconded by S. Hull to approve the agenda. Motion carried.

Motion by G. Castonia and seconded by L. Squires to approve the minutes of the December 27, 2018 Special Meeting and the January 8, 2019 Regular Meeting. Motion carried.

No correspondence was read.

There was no public comment:

Motion by Public Safety and Courts Committee Chairman G. Castonia and seconded by R. Bacon to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the Sheriff is requesting \$105,814.80 from the Equipment Replacement Fund to purchase three (3) Dodge Chargers; and

**WHEREAS**, the Public Safety & Courts Committee is recommending the approval of this purchase from the Equipment Replacement Fund 402.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves \$105,814.80 to purchase three (3) Dodge Chargers; funds to come from the Equipment Replacement Fund 402; and

**BE IT FURTHER RESOLVED**, that the Board of Commissioners of the County of Mason authorizes the sale of three vehicles recommended by the Sheriff.

Moved for your approval.

Motion carried. (Signed) G. Castonia

Motion by G. Castonia and seconded by S. Hull to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the Public Safety & Courts Committee and Sheriff Cole is recommending approval of the attached Service Agreement with Stellar Services, LLC.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached Service Agreement with Stellar Services, LLC and directs the Board Chair to sign the Contract Agreement on behalf of the County.

Moved for your approval.

Motion carried. (Signed) G. Castonia

Motion by C. Lange and seconded by R. Bacon to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the Finance, Personnel, & Rules Committee has reviewed the transfers for February 12, 2019.

**THEREFORE**, we, your Finance, Personnel, & Rules Committee, request your approval of the following transfers:

Road Patrol	\$174,000.00
Jail Operations	\$135,000.00
Equipment Replacement	\$208,100.00
Airport Operations	\$ 37,450.00

Moved for your approval.

Motion carried. (Signed) C. Lange

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Motion by C. Lange and seconded by G. Castonia to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the attached Lease Agreement has been proposed by the District Health Department #10.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached Lease Agreement between the District Health Department #10 and Mason County and directs the Board Chair to sign said agreement on their behalf.

Moved for your approval.

Motion carried. (Signed) C. Lange

Motion by C. Lange and seconded by S. Hull to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, State of Michigan will be eliminating the District Court Judge position when Judge Wadel retires; and

**WHEREAS**, Chief Judge Nellis and Judge Wadel are recommending that the Board of Commissioners approve eliminating the current magistrate position and replacing it with an attorney magistrate position at this time due to the retirement of Magistrate Baker.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of Mason County approves eliminating the current magistrate position and replacing it with an attorney magistrate position; and

**BE IT FURTHER RESOLVED**, that the Board of Commissioners establishes a salary of \$80,000.00 for the attorney magistrate position.

Moved for your approval.

Commissioner Squires inquired if there was an increase in cost to add a Lawyer-Magistrate. Administrator Knizacky informed him yes, but he did not have the figure in front of him to inform him of this cost. Commissioner Squires also requested to know that with the consolidation of the courts and removal of the District Court Judge, would there be a savings to Mason County? Administrator Knizacky informed him that the District Court Judge's wages are paid by the State and that the new position will be a net expense to the County moving forward.

Commissioner Castonia questioned if a date needed to be on the resolution to reflect the start of this position. He was informed by Administrator Knizacky that no date was required for a resolution.

Motion carried. (Signed) C. Lange

Motion by C. Lange and seconded by G. Castonia to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the County of Mason has maintained a hiring freeze since April 10, 1990 for the following positions: Courthouse Custodial, Zoning Director, Airport Manager, Department of Public Works/Drain Commissioner clerical position, Michigan State University Extension clerical employee, Juvenile Court Administrator, Sheriff Department Chief Deputy Road Patrol, Sheriff Department Chief Deputy/Jail Administrator and the County Administrator; and

**WHEREAS**, Department of Public Works/Drain Commissioner clerical position is currently vacant and Drain Commissioner Dunlap is requesting that the position be filled with a full-time employee; and

**WHEREAS**, the Finance, Personnel & Rules Committee is recommending that the Board of Commissioners approve filling the vacant position with a part-time employee working 25 hours a week.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves filling the vacant Department of Public Works/Drain Commissioner clerical position with a part-time employee working 25 hours a week.

Moved for your approval.

Commissioner Castonia wanted to know how many hours per pay period was the drain assistant position previously at. He was informed that it was a 35 hour per week position.

Commissioner Squires wanted to know why if the current drain commissioner is requesting for a full time position, why he is not being given this position? Administrator Knizacky referred back to the hiring freeze that was placed on certain positions within the County. This position in the drain office was one of the positions flagged to re-evaluate prior to filling. Upon recommendation of the retiring drain commissioner and due to the fact that the landfill accounts had been closed, the retiring drain commissioner recommended not having this position be a full time position. Therefore, it was moved to a part-time status instead of being eliminated.

Motion carried. (Signed) C. Lange

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Motion by C. Lange and seconded by G. Castonia to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Mason County has applied to the State of Michigan for funding under three different grant opportunities for the establishment of a Veteran's Affairs Department; and

**WHEREAS**, the State of Michigan has offered three grant awards to Mason County; and

**WHEREAS**, the Finance, Personnel, & Rules Committee is recommending that the county approve the attached grant awards from the State of Michigan.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached grant awards from the State of Michigan for the establishment of a Veteran's Affairs Department; and

**BE IT FURTHER RESOLVED**, that the Board of Commissioners authorizes Board Chair Andersen to sign any necessary documents; and

**BE IT FURTHER RESOLVED**, that the Board of Commissioners authorizes the Finance, Personnel, & Rules Committee to advertise for, interview, and hire a part-time Veteran's Affairs Officer.

Moved for your approval.

Motion carried. (Signed) C. Lange

Motion by C. Lange and seconded by R. Bacon to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Mason County has received a grant from the State of Michigan to implement the Mason County Indigent Defense Services Compliance Plan; and

**WHEREAS**, one of the requirements of the grant was the hiring of a Managed Assigned Counsel Administrator to oversee the Indigent Defense Attorneys;

**WHEREAS**, Judge Wadel, Prosecutor Spaniola, and Administrator Knizacky jointly interviewed firms for these services with individuals representing Clare, Gladwin, Lake, Mecosta, and Osceola Counties and are recommending the attached contract with Karen Moore's firm.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached contract for Managed Assigned Counsel Administrator Services and directs the Board Chair to sign it on their behalf.

Moved for your approval.

Motion carried. (Signed) C. Lange

Motion by L. Squires and seconded by S. Hull to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Mason County Sheriff Cole has requested authorization to purchase a vehicle for Jail Administration from the Equipment Replacement Fund; and

**WHEREAS**, the Public Safety & Courts Committee is recommending approval of this purchase from the Equipment Replacement Fund.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the purchase of a vehicle for Jail Administration; funds to come from the Equipment Replacement Fund.

Moved for your approval.

Motion carried. (Signed) L. Squires

Motion by Buildings, Planning, Drains, and Airport Committee Chairman S. Hull and seconded by G. Castonia to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Emergency Management Coordinator Reimink is requesting authorization to dispose of obsolete equipment; and

**WHEREAS**, the Public Safety & Courts Committee is recommending approval of this request.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason authorizes Emergency Management Coordinator Reimink to dispose of obsolete equipment.

Moved for your approval.

Motion carried. (Signed) S. Hull

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Motion by S. Hull and seconded by G. Castonia to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Circuit Court Judge Sniegowski is requesting a gallery-style installation of Circuit Court Judge portraits and the painting of the courtroom; and

**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee is recommending approval of this request with funds coming from the Public Improvement Fund.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves a gallery-style installation of Circuit Court Judge portraits and the painting of the courtroom; funds to come from the Public Improvement Fund.

Moved for your approval.

Motion carried. (Signed) S. Hull

Motion by R. Bacon and seconded by C. Lange to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Section IV of the Mason County Remonumentation Plan states that the County Grant Administrator must submit surveyor contracts to the Mason County Board of Commissioners for approval and authorization; and

**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee is recommending approval of contracts with Noah Penn, Nordlund & Associates and Surveyor Rex Pope.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the related surveyor contracts and further directs the Board Chair to sign said contracts on their behalf.

Moved for your approval.

Motion carried. (Signed) R. Bacon

Motion by Board Chair J. Andersen and seconded by R. Bacon to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the Michigan Office of Land Survey and Remonumentation desires that the Board of Commissioners of the County of Mason appoint a Remonumentation Peer Group; and

**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee is recommending approval of the appointment of Mr. James Nordlund, Surveyor Rex Pope, Mr. Dennis Dunlap, Mr. Noah Penn, and Mr. Sam Barnett to the Remonumentation Peer Group.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the appointment of Mr. James Nordlund, Surveyor Rex Pope, Mr. Dennis Dunlap, Mr. Noah Penn, and Mr. Sam Barnett and further directs the Board Chair to sign the related contracts on their behalf.

Moved for your approval.

Motion carried. (Signed) J. Andersen

Motion by Board Chair J. Andersen and seconded by S. Hull to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, there is one position on the Jury Board with a term expiring on April 30, 2019; and

**WHEREAS**, Judge Sniegowski is recommending that the Board of Commissioners reappoint Ms. Deanne Nordine to the Jury Board.

**THEREFORE BE IT RESOLVED**, that Ms. Deanne Nordine be reappointed to the Jury Board for a term that expires on April 30, 2025.

Moved for your approval.

Motion carried. (Signed) J. Andersen

Before reading of the resolution, Commissioner Andersen noted that the Finance, Personnel & Rules Committee increased the funding requested from \$6,000 to \$7,000 at the last meeting. Funding to come from the contingency fund account.

Motion by Board Chair J. Andersen and seconded by S. Hull to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the Mason-Lake Conservation District has worked cooperatively with the Conservation Districts from Manistee and Oceana Counties to develop a program for the proper disposal of household hazardous waste for the residents in Mason County; and

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**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee is recommending the approval of the attached agreement for services.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached Agreement for Services between Mason County and Mason-Lake, Manistee and Oceana Conservation Districts and further directs the County Chair to sign said agreement.

Moved for your approval.

Motion carried. (Signed) J. Andersen

Motion by Board Chair J. Andersen and seconded by R. Bacon to approve the following resolution:

HONORABLE COMMISSIONERS

The Finance, Personnel, and Rules Committee has audited the County's claims dated January 10, 2019 totaling \$504,714.97 and January 24, 2019 totaling \$259,163.19; and

The Finance, Personnel, and Rules Committee found these claims to be in order and asks the Board to approve these claims.

Moved for your approval.

Motion carried. (Signed) J. Andersen, C. Lange

Motion by Board Chair J. Andersen and seconded by C. Lange to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the Finance, Personnel, & Rules Committee has negotiated the attached letter of agreement with the Fraternal Order of Police regarding prior experience.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached letter of agreement with the Fraternal Order of Police and further directs its Board Chair to sign said letter of agreement

Moved for your approval.

Motion carried. (Signed) J. Andersen

Motion by Board Chair J. Andersen and seconded by S. Hull to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Equalization Director Routhier is recommending that the Board of Commissioners consider the attached agreement for the purpose of making Geographic Information System (GIS) data and digital orthoimagery data (Imagery) owned and maintained by the each party available to both Parties; and

**WHEREAS**, the Finance, Personnel, and Rules Committee is recommending approval of the agreement.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of Mason County approves the attached agreement for the purpose of making Geographic Information System (GIS) data and digital orthoimagery data (Imagery) and directs the Board Chair to sign any related documents on their behalf; funds to come from reimbursements from the City of Ludington, Hamlin Township, and Pere Marquette Charter Township.

Moved for your approval.

Motion carried. (Signed) J. Andersen

Motion by Board Chair J. Andersen and seconded by C. Lange to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Mason County has received a Crime Victim Rights Funding Agreement with the Michigan Department of Health and Human Services with an increase in funding from \$23,408.00 to \$39,326.00.

**WHEREAS**, Mason County Prosecuting Attorney Spaniola is recommending using the additional funds to hire a part-time crime victims advocate.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves hiring a part-time crime victims advocate with a hourly wage of \$15.51.

Moved for your approval.

Motion carried. (Signed) J. Andersen

**February 12, 2019**

Treasurer A. Kmetz presented the December 2018 and the January 2019 Treasurer's Report. Treasurer Kmetz noted that the Treasurer's Office has finished closing for 2018 and appreciates all the offices for their assistance in gathering the receivables and other information to make this happen. The Treasurer's Office has the opportunity to take over the process of issuing PRE (personal residential exemption) denials, which are currently issued by the State of Michigan. The Treasurer's Office is currently formulating the process for collecting information and issuing the PRE denials at the county level. The benefit to this process is that the Treasurer's Office has the ability to sort information and get in contact with the people who are being audited quicker. This will save staff time on issuing denials and reversing them when the state approves a taxpayer's appeal. By moving some duties around in the office, the Treasurer's Office can add this process without the need for additional staff. This process will be in place by October 1, 2019.

Clerk C. Kelly presented the December 2018 and the January 2019 Clerk's Report. Additionally, she informed the Commissioners that with the passing of Proposal 3 in November of 2018 regarding changes to election procedures, many changes were going to take place. The Bureau of Elections is slowly informing counties of these constitutional amendment changes. Of note is the fact that all new forms will need to be purchased and this expense will fall to both the County and all townships/cities. Entities need to be aware of this additional expense.

Administrator Knizacky reported that the results of the Michigan Municipal Risk Authority's (MMRMA) recent directors meeting resulted in \$27 million dollars to be pro-rated back on premiums to participating counties. This number is down \$2 million from last year due to the drop in the stock market.

Public comment:

- Dani McGarry, District Director of the Mason-Lake Conservation District, thanked the board for their continued support, their participation in the Household Hazardous Waste Program, and for the increase in funding to this program.

Other business:

- Commissioner Squires inquired of where the new Veteran's office would be located. Administrator Knizacky informed him that office space was offered at the new Lakeshore Resource Center located on Tinkham Avenue.

With no other business the meeting was adjourned at 7:35p.m.

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CHERYL KELLY, COUNTY CLERK

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JANET S. ANDERSEN, BOARD CHAIR