

**April 9, 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: None.

Chairman Andersen sadly announced that District 1 County Commissioner Wally Taranko had passed away unexpectedly Monday morning. The Board held a moment of silence in honor of Commissioner Taranko.

Invocation was given by R. Bacon. Pledge to the flag followed.

Chairman Andersen informed the Board that due to State Statute MCL46.412 thirty (30) day notice must be given to appointment for the seat left open. A special Board of Commissioners Meeting will be held on Monday, May 6, 2019 at 7:00 p.m. in the Board of Commissioner's Room in the Mason County Courthouse.

Motion by G. Castonia and seconded by R. Bacon to approve the agenda. Motion carried.

Motion by C. Lange and seconded by L. Squires to approve the minutes of the March 12, 2019 regular meeting. Motion carried.

No correspondence was read.

Public Comment:

- Jennifer Smeltzer, Chair for the Manistee Area Community Based Outpatient Clinics (C.B.O.C.) Task Force addressed the Board. This recently established clinic hopes to provide primary health care and outpatient services for veterans residing in Manistee, Benzie, Mason, or Lake Counties. The Task Force seeks to create an organized, cohesive grassroots effort to bring the clinic to fruition as soon as possible. Ms. Smeltzer noted that Michigan is slated to have 10 CBOC's, and currently there are nine centers with the 10<sup>th</sup> to be located in Manistee County. Establishment of this clinic will allow the area's 7,550 veterans living in the four county region to be able to travel a shorter distance to seek health care. She is looking to have the County consider adoption of a resolution in support of this.

Commissioner Andersen noted that her timing was perfect in that Mason County is just starting a Veteran's Affairs office in Mason County.

- Beth Freebee, Hamlin Township, introduced herself to the County Board. She is the newest member to the Mason-Lake Conservation District board.

- Michigan State University Extension District 5 Coordinator James Kelley presented a quarterly update to the Board. In addition, he noted that Mason County would be hosting the 2019 Statewide Conference to be held October 1<sup>st</sup> and 2<sup>nd</sup> in Ludington, Michigan. This conference has proven to be an excellent source of information and resources that communities can use to help entrepreneurs grow and thrive. Mr. Kelly left the meeting after his presentation at 7:11 p.m.

Airport Manager John O'Connor presented the 2018 Airport annual report. Highlights included this being Manager O'Connor's first full year; hosted the B-17 Bomber- Yankee Lady, the Young Eagles event had 160 children in attendance, the apron sealing project, and the MDOT aeronautics inspection to name a few.

Mason County Animal Control Officer Sarah Colbrook noted that the 2018 Animal Control report was in the packet and she would answer any questions the Commissioners had regarding the report. Officer Colbrook noted that upon starting with the County in June of 2018, she noticed that there was a significant increase in cats, which promoted her to hold adoption events at the Shelter. These adoption events brought in many people and adopted animals to new homes. She has diligently been working with the multiple animal groups in the county. Commissioner Andersen commended Officer Colbrook for her work with the multiple animal groups. Officer Colbrook left the meeting at 7:31 p.m.

April 9, 2019

Director of Zoning and Building Brady Selner presented the 2018 Building, Planning, & Zoning annual reports. Mr. Selner noted that he started employment in May of 2018 and the annual reports he was presenting are also in collaboration with past Director Riley. Highlights included completion of the Sound Testing regarding the windmills in the fall of 2018, and that 2018 had the second highest construction value for Mason County since 2010.

Commissioner Andersen noted that there is a Community Survey on the County website and the link needed to be shared with constituents, as to get a better understanding of what the constituents want for Mason County.

Equalization Director T. Routhier presented to review the 2018 annual report. The office has finished and processed all assessment rolls in the month of March. All units met the State obligations. The State equalized value is at 5.31% countywide. Taxable value is at 3.98%. Mason County rates are higher at this time due to the Pump Storage project. This is the last full year for this project.

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

HONORABLE COMMISSIONERS

**WHEREAS**, Mason County Sheriff Cole has requested authorization to purchase a forensic computer and related software 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 forensic computer and related software; funds to come from the Equipment Replacement Fund.

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 April 9, 2019.

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

|                                |              |
|--------------------------------|--------------|
| Welfare Child Care             | \$ 30,000.00 |
| Road Patrol                    | \$174,000.00 |
| Friend of the Court            | \$109,750.00 |
| Jail Operations                | \$135,000.00 |
| Law Library                    | \$ 3,750.00  |
| Social Welfare                 | \$ 7,000.00  |
| Probate Court Child Care       | \$ 67,250.00 |
| Property & Liability Insurance | \$ 10,250.00 |

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**, Mason County applied for a grant to be used for education, communication, and outreach regarding the Michigan Medical Marihuana Act; and

**WHEREAS**, the State of Michigan has awarded the county a grant for \$9,515.00; and

**WHEREAS**, the Finance, Personnel, & Rules Committee is recommending approval of the attached agreement with the District Health Department #10 to provide the education, communication, and outreach services required under the grant.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the agreement with the District Health Department #10 to provide the education, communication, and outreach services and directs the Board Chair to sign said agreement on their behalf.

Moved for your approval.

Motion carried. (Signed) C. Lange

April 9, 2019

Motion by C. Lange and seconded by L. Squires to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Mason County receives Homeland Security Grant Program funding for an emergency management planner; and

**WHEREAS**, the grant requirements include providing a position description that details the duties and responsibilities of the planner; and

**WHEREAS**, Mason County also receives grant funding through the Emergency Management Performance Grant (EMPG) for an emergency management coordinator; and

**WHEREAS**, the Emergency Management Performance Grant requirements also include providing a position description that details the duties and responsibilities of the emergency management coordinator; and

**WHEREAS**, the Finance, Personnel, & Rules Committee is recommending approval of the attached revised job descriptions.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached revised job descriptions for the emergency management planner and the emergency management coordinator positions.

Moved for your approval.

Motion carried. (Signed) C. Lange

Motion by L. Squires and seconded by G. Castonia to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Mason County Sheriff Cole has requested authorization to purchase twenty-seven (27) Bullet Proof Vests Custom Carrier and Suspenders Systems 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 twenty-seven (27) Bullet Proof Vests Custom Carrier and Suspenders Systems; funds to come from the Equipment Replacement Fund.

Moved for your approval.

Commissioner Castonia stated that this was a great purchase, as it would not destroy uniforms and help hygienically

Motion carried. (Signed) L. Squires

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

HONORABLE COMMISSIONERS

**WHEREAS**, the Mason County Board of Commissioners sought bids for a contractor to provide grass mowing services in 2019; and

**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee recommends hiring Larsen's Landscaping LLC to provide grass mowing services in 2019.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves hiring Larsen's Landscaping LLC to provide grass mowing services in 2019 and further directs the Board Chair to sign the contract on its behalf.

Moved for your approval.

Motion carried. (Signed) S. Hull

Motion by S. Hull and seconded by R. Bacon to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, a Citizen's Advisory Committee was appointed by the Board of Commissioners of the County of Mason in 1992 to examine the County's financial situation and to make recommendations for improving it; and

**WHEREAS**, one of the recommendations made was that the County Board of Commissioners should evaluate fees and charges controlled by the County Board of Commissioners at least annually and adjust them according to increased costs of providing services; and

**WHEREAS**, Soil Erosion Sedimentation Control Administrator Richard Plowe and the Buildings, Planning, Drains, and Airport Committee has evaluated the Soil Erosion Sedimentation Control permit fees and are recommending the attached fee schedule.

April 9, 2019

**NOW THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached fee schedule for Soil Erosion Sedimentation Control permit fees effective May 1, 2019.

Moved for your approval.

Motion carried. (Signed) S. Hull

Motion by S. Hull and seconded by R. Bacon to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the 2019 Equalization Report of the County of Mason was presented at the April 9, 2019 meeting of the Board of Commissioners of the County of Mason.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached Equalization Report of the County of Mason for the year 2019.

Moved for your approval.

Motion carried. (Signed) S. Hull

Motion by R. Bacon and seconded by S. Hull to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Prein&Newhof has identified an obstruction to the airport runway that is outside of the easements that the county has with various property owners; and

**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee is recommending approval of the removal of the tree described in the attached agreement.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached tree removal agreement; funds to come from the Airport Improvement Fund.

Moved for your approval.

Motion carried. (Signed) R.Bacon

Motion by R. Bacon and seconded by L. Squires to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Homeland Security Grants are now being given on a regional basis; and

**WHEREAS**, the County of Mason is a member of the Region 6 Homeland Security Governing Board; and

**WHEREAS**, the Region 6 Homeland Security Governing Board has designated West Michigan Shoreline Regional Development Commission as the Fiduciary for the 2017 Homeland Security Program; and

**WHEREAS**, the Region 6 Homeland Security Governing Board has authorized the purchase of a Dial My Calls Credit Package; and

**WHEREAS**, the County of Mason needs to approve the attached Certification of Goods Received.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached Certification of Goods Received and authorizes the Board Chair to sign this document.

Moved for your approval.

Motion carried. (Signed) R.Bacon

Motion by R.Bacon and seconded by G.Castoina to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the Board of Commissioners made the decision to eliminate two custodial positions in the Maintenance Department and to use contracting to offset some of the workload; and

**WHEREAS**, maintenance services is one area where contracting can be effectively used; and

**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee is recommending the attached proposal from Cummins Inc.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached agreement from Cummins Inc. to provide planned equipment maintenance services for the generator at the Mason County Courthouse and directs the Board Chair to sign said agreement.

Moved for your approval.

Motion carried. (Signed) R.Bacon

April 9, 2019

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

HONORABLE COMMISSIONERS

**WHEREAS**, it is necessary to adopt a 2020 Preliminary Budget for the County of Mason; and

**WHEREAS**, the Finance, Personnel, & Rules Committee has requested and received the proposed 2020 Preliminary Budget requests from the various Department Heads of the County of Mason; and

**WHEREAS**, the Finance, Personnel, & Rules Committee has reviewed the proposed 2020 Preliminary Budget requests and after careful deliberations have made the necessary adjustments which allow the Committee to recommend a balanced 2020 Preliminary Budget that will meet the collective needs of the citizens served by the Board of Commissioners of the County of Mason.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason adopts the attached 2020 Preliminary Budget as recommended by the Finance, Personnel, & Rules Committee.

Moved for your approval

Motion carried. (Signed) J. Andersen

MASON COUNTY 2020 PRELIMINARY GENERAL FUND EXPENDITURE BUDGET

| Description               | 2017             | 2018             | 2019             | 2020                  | 2020                 |
|---------------------------|------------------|------------------|------------------|-----------------------|----------------------|
|                           | ACTUAL           | ACTUAL           | AMENDED          | PRELIMINARY REQUESTED | PRELIMINARY APPROVED |
| Board of Commissioners    | 196,825          | 242,344          | 199,300          | 204,150               | 204,150              |
| MI Assoc of Counties      | 10,873           | 10,873           | 10,875           | 10,875                | 10,875               |
| Circuit Court             | 342,069          | 369,494          | 429,800          | 421,475               | 421,225              |
| Circuit CT Appt Atty      | 128,413          | 95,648           | -                | -                     | -                    |
| District Court            | 540,745          | 554,822          | 674,475          | 659,775               | 657,900              |
| District CT Appt Atty     | 48,875           | 35,461           | -                | -                     | -                    |
| Jury Commission           | 12,053           | 12,824           | 13,050           | 14,800                | 14,000               |
| Probate Court             | 566,981          | 605,428          | 603,200          | 626,075               | 614,250              |
| Juvenile Court            | 91,151           | 94,838           | 90,000           | 97,950                | 92,450               |
| Family Counseling Service | 3,000            | 3,000            | 4,000            | 4,000                 | 4,000                |
| Administrator             | 218,493          | 226,946          | 243,075          | 260,625               | 260,000              |
| Tax Allocation Boards     | 1,268            | 1,203            | 1,400            | 1,400                 | 1,400                |
| Clerk                     | 433,972          | 455,642          | 481,800          | 523,500               | 499,125              |
| Audit                     | 15,921           | 16,714           | 16,925           | 17,000                | 17,000               |
| Copy Machine & Fax        | 10,039           | 8,734            | 17,600           | 17,600                | 17,600               |
| Treasurer's Office        | 341,352          | 375,271          | 408,275          | 427,060               | 426,475              |
| Equalization Dept.        | 422,160          | 455,676          | 466,250          | 480,350               | 480,150              |
| Cooperative Extension     | 117,031          | 124,793          | 125,725          | 102,176               | 101,200              |
| Election & Canvassers     | 94,816           | 74,525           | 73,800           | 159,000               | 158,000              |
| County Maintenance        | 120,726          | 128,481          | 154,300          | 161,550               | 159,700              |
| Prosecutor's office       | 655,433          | 683,470          | 781,300          | 770,075               | 764,350              |
| Register of Deeds         | 243,025          | 248,568          | 267,625          | 281,050               | 276,725              |
| Drain Commissioner        | 290,898          | 293,693          | 282,150          | 279,925               | 279,800              |
| Remonumentation           | 34,927           | 44,638           | 41,725           | 41,725                | 41,725               |
| Courthouse Maintenance    | 139,586          | 187,744          | 167,175          | 176,775               | 172,300              |
| Service Building          | 8,928            | -                | -                | -                     | -                    |
| Maint Scottville Bldg     | 17,735           | 20,861           | 28,100           | 30,225                | 28,100               |
| Jail Annex Building       | 17,923           | 18,950           | 29,500           | 31,850                | 29,500               |
| Marine Safety - Sheriff   | 69,954           | 77,137           | -                | -                     | -                    |
| SERT Team                 | 6,561            | 11,564           | -                | -                     | -                    |
| SSCENT                    | 93,851           | 79,582           | -                | -                     | -                    |
| Sheriff Road Patrol/Det   | 1,721,956        | 1,743,016        | -                | -                     | -                    |
| Secondary Road Patrol     | 108,582          | 110,904          | -                | -                     | -                    |
| Probation/Parole          | 4,865            | 5,091            | 8,025            | 8,025                 | 8,025                |
| Emergency Planning        | 87,678           | 87,526           | 112,400          | 105,900               | 105,400              |
| Animal Control            | 183,247          | 198,366          | 221,575          | 193,200               | 192,350              |
| Dept. of Public Works     | 41,665           | 46,519           | 51,775           | 50,525                | 49,225               |
| Drains at Large           | 4,013            | 2,686            | 9,800            | 9,900                 | 9,900                |
| Health Dept Building      | 58,944           | 62,974           | 64,000           | 68,200                | 66,425               |
| Medical Examiner          | 94,130           | 134,815          | 146,000          | 147,000               | 147,000              |
| Veteran's Burial          | 12,000           | 8,400            | 21,100           | 21,100                | 21,100               |
| Veteran's Affairs Grant   | -                | -                | 40,925           | 41,525                | 41,525               |
| County Plat Board         | -                | 182              | 300              | 300                   | 300                  |
| Zoning Dept.              | 265,616          | 214,048          | 224,825          | 183,800               | 183,800              |
| Regional Planning         | 7,634            | 7,634            | 7,650            | 7,650                 | 7,650                |
| Parks & Recreation        | 4,776            | -                | 1,000            | 1,000                 | 1,000                |
| Fairgrounds               | 5,821            | 5,903            | 172,925          | 6,200                 | 6,200                |
| Insurance & Surety        | 2,031            | 1,412            | 3,600            | 3,600                 | 3,600                |
| Employee Benefits         | 53,493           | 80,649           | 81,525           | 91,750                | 90,975               |
| Contingency               | -                | -                | 30,025           | 170,000               | 170,000              |
|                           | <u>7,952,035</u> | <u>8,269,049</u> | <u>6,808,875</u> | <u>6,910,661</u>      | <u>6,836,475</u>     |

**April 9, 2019**

2020 Preliminary General Fund Expenditure, continued  
 APPROPRIATIONS - OTHER:

| <u>Description</u>         | 2017<br><u>ACTUAL</u> | 2018<br><u>ACTUAL</u> | 2019<br><u>AMENDED</u> | 2020<br><u>PRELIMINARY<br/>REQUESTED</u> | 2020<br><u>PRELIMINARY<br/>APPROVED</u> |
|----------------------------|-----------------------|-----------------------|------------------------|--|---|
| United Way - 2-1-1 Service | 2,000                 | 2,000                 | 2,000                  | 2,000                                    | 2,000                                   |
| District #10 Health Dept   | 181,033               | 181,033               | 186,084                | 189,800                                  | 189,800                                 |
| Soil Conservation          | 18,500                | 18,500                | 18,500                 | 18,500                                   | 18,500                                  |
| Soil Conservation -NFWF    | 8,000                 | -                     | -                      | -  | -                                       |
| Household Hazard Waste     | 6,000                 | 6,000                 | 7,000                  | 7,000                                    | 7,000                                   |
| Mental Health Authority    | 139,750               | 139,750               | 139,750                | 139,750                                  | 139,750                                 |
| Mason Co Growth Alliance   | -                     | -                     | 30,000                 | 75,000                                   | 30,000                                  |
| 911 Center                 | 155,596               | 179,228               | 155,000                | 179,250                                  | 179,250                                 |
| Lakeshore Reg Partners     | <u>72,792</u>         | <u>76,833</u>         | <u>76,875</u>          | <u>76,875</u>                            | <u>76,875</u>                           |
|                            | <u>583,671</u>        | <u>603,344</u>        | <u>615,209</u>         | <u>688,175</u>                           | <u>643,175</u>                          |

APPROPRIATIONS TO COUNTY FUNDS:

|                           |                   |                   |                   |                   |                   |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 192. Welfare Child Care   | 150,000           | 120,000           | 147,000           | 147,000           | 147,000           |
| 207. Road Patrol          | -                 | 150,000           | 2,088,000         | 2,149,050         | 2,109,000         |
| 215. Friend of the Court  | 430,000           | 430,000           | 439,000           | 536,225           | 479,000           |
| 217. Landfill Perp. Care  | 40,000            | 40,000            | 40,000            | 40,000            | 40,000            |
| 225. Junk Ordinance       | 8,000             | 8,500             | 16,500            | 16,500            | 16,500            |
| 230. Emp. Vacation & Sick | 40,000            | 85,000            | 30,000            | 40,000            | 40,000            |
| 257. Budget Stabilization | 60,000            | 20,000            | 20,000            | 20,000            | 20,000            |
| 259. Indigent Defense     | -                 | 76,750            | 115,125           | 153,500           | 153,500           |
| 266. Jail Operations      | 1,597,175         | 1,600,000         | 1,620,000         | 1,653,375         | 1,636,850         |
| 269. Law Library          | 15,000            | 15,000            | 15,000            | 15,000            | 15,000            |
| 289. Social Welfare       | 32,000            | 25,600            | 35,000            | 35,000            | 35,000            |
| 292. Probate Child Care   | 264,550           | 269,000           | 269,000           | 269,000           | 269,000           |
| 402. Equipment Replace    | 303,350           | 337,100           | 208,100           | 203,600           | 203,600           |
| 470. Public Improvement   | 408,442           | 403,442           | 393,391           | 391,100           | 391,100           |
| 481. Airport - Improvet   | 10,000            | 10,000            | 10,000            | 10,000            | 10,000            |
| 516. Delinq Tax Revolving | 143,050           | 285,800           | 217,000           | 177,000           | 177,000           |
| 581. Airport - Operating  | 148,800           | 149,800           | 149,800           | 149,800           | 149,800           |
| 676. Ins. - Liability     | 41,000            | 41,000            | 41,000            | 41,000            | 41,000            |
| 677. Ins. - Worker's Comp | 10,000            | 10,000            | 10,000            | 10,000            | 10,000            |
| 678. Health/Pension/Life  | <u>1,030,000</u>  | <u>607,000</u>    | <u>450,000</u>    | <u>500,000</u>    | <u>500,000</u>    |
|                           | <u>4,731,367</u>  | <u>4,683,992</u>  | <u>6,313,916</u>  | <u>6,557,150</u>  | <u>6,443,350</u>  |
| Total General Fund Budget | <u>13,267,073</u> | <u>13,556,385</u> | <u>13,738,000</u> | <u>14,155,986</u> | <u>13,923,000</u> |

**FUND 402 CAPITAL EXPENDITURES**

|                               |        |        |        |        |        |
|-------------------------------|--------|--------|--------|--------|--------|
| Airport equipment             | 22,300 | 1,200  | 1,200  | 1,200  | 1,200  |
| DPW/Drain/GIS Computers       | 1,750  | 1,750  | 1,750  | 1,750  | 1,750  |
| Ambulance                     | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Courthouse security system    | 13,000 | 16,000 | 16,000 | 16,000 | 16,000 |
| District/Circuit Ct computers | 1,000  | 1,000  | 1,000  | 1,000  | 1,000  |
| Emg Mgt Equipment             | -      | 10,000 | 10,000 | 10,000 | 10,000 |
| AS-400                        | 4,000  | 6,000  | 4,000  | -      | -      |
| Tax System computers          | 6,000  | 5,000  | 4,000  | 4,000  | 4,000  |
| Probate equip. & furniture    | 500    | 500    | 500    | 500    | 500    |
| Account System computers      | 5,000  | 4,000  | 3,000  | 3,000  | 3,000  |
| Animal Control vehicles       | 3,000  | 3,000  | 3,000  | 3,000  | 3,000  |
| Maint vehicle/equip.          | 3,000  | 3,000  | 3,000  | 3,000  | 3,000  |
| Phone Systems                 | 10,000 | 20,000 | 10,000 | 10,000 | 10,000 |
| Fiber Optic & Computer        | -      | 97,000 | -      | -      | -      |
| Sheriff Servers               | 14,726 | -      | 3,000  | 3,000  | 3,000  |
| Sheriff Dive Equipment        | 3,500  | 3,500  | 3,500  | 3,500  | 3,500  |
| Sheriff Dive Trailer          | 2,000  | 2,000  | 2,000  | 2,000  | 2,000  |
| Forensic Computing Train      | 1,000  | 1,000  | 1,000  | 3,500  | 3,500  |
| SERT Equipment                | 5,000  | 5,000  | 5,000  | 5,000  | 5,000  |
| Road Patrol Total Station     | 1,000  | 1,000  | 1,000  | 1,000  | 1,000  |
| Sheriff Radar Equip           | 1,000  | 1,000  | 1,000  | 1,000  | 1,000  |
| Road Patrol Software          | 2,500  | 2,500  | 1,500  | 1,500  | 1,500  |
| Sheriff radios                | 1,000  | 1,000  | 1,000  | 1,000  | 1,000  |
| Sheriff vehicles              | 85,000 | 85,000 | 85,000 | 85,000 | 85,000 |
| In car cameras                | 2,000  | 2,000  | 2,000  | 2,000  | 2,000  |
| Sheriff's Marine Boat         | 3,000  | 3,000  | 3,000  | 3,000  | 3,000  |
| Sheriff computers/equip.      | 4,000  | 4,000  | 4,000  | 3,500  | 3,500  |
| Sheriff's Ballistic Vests     | 5,000  | 5,000  | 5,000  | 3,000  | 3,000  |
| Sheriff's Canine              | 1,000  | 1,000  | 1,000  | 1,000  | 1,000  |
| Aerial Photos                 | 1,500  | 1,500  | 1,500  | 1,000  | 1,000  |
| Clerk Copiers                 | 2,000  | 1,000  | 1,000  | 1,000  | 1,000  |
| Clerk Imaging Equip           | 4,000  | 4,000  | 4,000  | 4,000  | 4,000  |
| Zoning Equipment              | 300    | 400    | 400    | 400    | 400    |

**April 9, 2019**

2020 Preliminary General Fund Expenditure, continued  
Fund 402 Capital Expenditures, continued

| <u>Description</u>      | 2017<br><u>ACTUAL</u> | 2018<br><u>ACTUAL</u> | 2019<br><u>AMENDED</u> | 2020<br><u>PRELIMINARY<br/>REQUESTED</u> | 2020<br><u>PRELIMINARY<br/>APPROVED</u> |
|-------------------------|-----------------------|-----------------------|------------------------|--|---|
| Courtroom equipment     | 500                   | 500                   | 500                    | 500                                      | 500                                     |
| Courthouse vehicle      | 1,000                 | 1,000                 | 1,000                  | 1,000                                    | 1,000                                   |
| Tower generator         | 250                   | 250                   | 250                    | 250                                      | 250                                     |
| Sheriff's tasers        | 16,574                | -                     | 3,000                  | 3,000                                    | 3,000                                   |
| Unallocated/Windows Off | 38,700                | 25,000                | 2,000                  | 2,000                                    | 2,000                                   |
| Election & Clerk equip  | 21,250                | 2,000                 | 2,000                  | 2,000                                    | 2,000                                   |
| Zoning vehicle          | <u>1,000</u>          | <u>1,000</u>          | <u>1,000</u>           | <u>1,000</u>                             | <u>1,000</u>                            |
|                         | <u>303,350</u>        | <u>337,100</u>        | <u>208,100</u>         | <u>203,600</u>                           | <u>203,600</u>                          |

**FUND 470 CAPITAL EXPENDITURES**

|                          |                |                |                |                |                |
|--------------------------|----------------|----------------|----------------|----------------|----------------|
| Airport Terminal         | 31,000         | 31,000         | 31,000         | 31,000         | 31,000         |
| Unallocated/Drains       | 10,000         | -              | -              | -              | -              |
| Animal Control Building  | 21,000         | 21,000         | 21,000         | 21,000         | 21,000         |
| Transmission Tower       | 1,500          | 1,500          | 1,500          | 1,500          | 1,500          |
| Parks                    | 20,000         | 20,000         | 20,000         | 20,000         | 20,000         |
| 102 Fifth Street         | 12,000         | 12,000         | 12,000         | 12,000         | 12,000         |
| Jail                     | 90,000         | 90,000         | 90,000         | 90,000         | 90,000         |
| Jail Annex Building      | 20,000         | 20,000         | 20,000         | 20,000         | 20,000         |
| Health Dept Building     | 64,942         | 64,942         | 59,891         | 57,600         | 57,600         |
| Courthouse Steps         | 2,000          | 2,000          | 2,000          | 2,000          | 2,000          |
| Courthouse Build/Grounds | 100,000        | 105,000        | 100,000        | 100,000        | 100,000        |
| HVAC Replacement         | <u>36,000</u>  | <u>36,000</u>  | <u>36,000</u>  | <u>36,000</u>  | <u>36,000</u>  |
|                          | <u>408,442</u> | <u>403,442</u> | <u>393,391</u> | <u>391,100</u> | <u>391,100</u> |

**MASON COUNTY 2020 PRELIMINARY GENERAL FUND REVENUE BUDGET**

| <u>Description</u>          | 2017<br><u>ACTUAL</u> | 2018<br><u>ACTUAL</u> | 2019<br><u>AMENDED</u> | 2020<br><u>PRELIMINARY<br/>REQUESTED</u> | 2020<br><u>PRELIMINARY<br/>APPROVED</u> |
|-----------------------------|-----------------------|-----------------------|------------------------|--|---|
| Property Tax Collection     | 9,154,935             | 9,619,363             | 9,845,225              | 10,115,000                               | 10,115,000                              |
| Personal Property Reimb     | 533,966               | 333,158               | 326,000                | 366,950                                  | 366,950                                 |
| Delinquent Personal Tax     | 4,734                 | 984                   | 3,000                  | 1,950                                    | 1,325                                   |
| Federal Pay. in lieu of tax | 111,181               | 116,410               | 116,400                | 116,400                                  | 116,400                                 |
| Industrial Facilities Tax   | 22,513                | 19,604                | 24,500                 | 19,100                                   | 19,100                                  |
| Real Estate Transfer Tax    | 138,651               | 163,792               | 100,000                | 110,000                                  | 110,000                                 |
| Other Taxes & Fees          | 37,453                | 31,187                | 36,350                 | 36,578                                   | 31,000                                  |
| Zoning Department           | 23,135                | 16,350                | 23,000                 | 20,000                                   | 19,350                                  |
| Soil Erosion & Sediment     | 14,085                | 12,680                | 11,000                 | 12,000                                   | 12,675                                  |
| Dog licenses                | 56,190                | 57,165                | 56,125                 | 57,125                                   | 57,125                                  |
| All other Licenses/Permits  | 1,475                 | 1,195                 | 1,475                  | 1,200                                    | 1,175                                   |
| Court Equity Fund           | 141,667               | 139,584               | 126,850                | 126,850                                  | 126,850                                 |
| Judges Salary Standard      | 137,172               | 137,172               | 137,150                | 137,150                                  | 137,150                                 |
| Probate Judge Supplement    | 105,374               | 110,746               | 105,375                | 110,725                                  | 110,725                                 |
| Veterans Affairs Service    | -                     | -                     | 40,925                 | 41,525                                   | 41,525                                  |
| Emergency Preparedness      | 21,207                | 20,717                | 21,000                 | 21,000                                   | 21,000                                  |
| Fr. of Ct./Incentive Prog.  | 36,120                | 36,336                | 36,100                 | 36,325                                   | 36,325                                  |
| C.R.P. Reimbursement        | 306,838               | 329,010               | 306,800                | 349,300                                  | 329,000                                 |
| Juvenile Court Officer      | 27,317                | 27,317                | 27,300                 | 27,300                                   | 27,300                                  |
| Victim's Rights             | 22,922                | 27,455                | 39,325                 | 39,326                                   | 39,325                                  |
| Convention Facility Tax     | 145,583               | 153,666               | 153,700                | 153,700                                  | 153,700                                 |
| Township Liquor License     | 14,265                | 14,476                | 14,250                 | 14,475                                   | 14,475                                  |
| Remonumentation             | 34,910                | 44,634                | 41,700                 | 41,700                                   | 41,700                                  |
| Secondary Road Patrol       | 51,241                | 46,687                | -                      | -  | -                                       |
| Marine Patrol               | 24,500                | 23,500                | -                      | -  | -                                       |
| S.S.C.E.N.T. Program        | 10,142                | 11,228                | -                      | -  | -                                       |
| State Revenue Sharing       | 511,159               | 516,645               | 515,725                | 532,125                                  | 521,625                                 |
| County Incentive Program    | 125,779               | 125,790               | 125,775                | 129,550                                  | 126,775                                 |
| All other State Grants      | 119,849               | 30,698                | 28,150                 | 30,675                                   | 30,675                                  |
| Circuit Court Costs         | 23,694                | 25,904                | 23,000                 | 22,000                                   | 24,000                                  |
| District Court Costs        | 104,444               | 103,702               | 104,300                | 103,700                                  | 103,700                                 |
| Probation Oversight Fees    | 79,148                | 57,050                | 62,000                 | 57,050                                   | 57,050                                  |
| Civil Fees                  | 66,574                | 78,971                | 53,000                 | 72,125                                   | 72,125                                  |
| Recording Fees              | 155,790               | 152,583               | 150,000                | 150,000                                  | 150,000                                 |
| Circuit Court Fees          | 8,477                 | 8,078                 | 8,475                  | 7,500                                    | 8,075                                   |
| Probate Court               | 14,141                | 12,882                | 14,125                 | 12,875                                   | 12,875                                  |
| County Clerk                | 44,430                | 46,163                | 44,000                 | 39,000                                   | 44,300                                  |
| Inter-Depart Personnel      | 26,456                | 27,013                | 26,450                 | 27,500                                   | 27,000                                  |
| Prosecutor                  | 52,536                | 34,874                | 51,900                 | 97,015                                   | 34,850                                  |
| Printed/Elect Copy Sales    | 22,729                | 18,539                | 18,150                 | 18,525                                   | 18,525                                  |
| All other Charges for Serv  | 92,529                | 105,993               | 87,900                 | 94,840                                   | 97,800                                  |

**April 9, 2019**

2020 Preliminary General Fund Revenue Budget, continued

|                           | 2017              | 2018              | 2019              | 2020                                   | 2020                                  |
|---------------------------|-------------------|-------------------|-------------------|--|---------------------------------------|
|                           | <u>ACTUAL</u>     | <u>ACTUAL</u>     | <u>AMENDED</u>    | <u>PRELIMINARY</u><br><u>REQUESTED</u> | <u>PRELIMINARY</u><br><u>APPROVED</u> |
| Ordinance Fines & Costs   | 41,346            | 37,168            | 39,500            | 37,150                                 | 37,150                                |
| Bond Forfeitures          | 11,633            | 7,596             | 10,500            | 7,575                                  | 7,575                                 |
| Investment Income         | 83,355            | 87,535            | 56,800            | 80,300                                 | 80,300                                |
| Invest Income/restricted  | 34,212            | 72,695            | -                 | -                                      | -                                     |
| Rents, Leases             | 53,241            | 53,724            | 53,925            | 54,600                                 | 54,600                                |
| Reimbursements, Refunds   | 549,364           | 513,506           | 318,275           | 311,586                                | 305,575                               |
| Transfer from other funds | -                 | -                 | 68,875            | -                                      | -                                     |
| 911 Center                | 155,596           | 179,228           | 155,000           | 179,250                                | 179,250                               |
| Allocated fund balance    | -                 | -                 | 128,625           | -                                      | -                                     |
| Total Gen. Fund Revenue   | <u>13,554,058</u> | <u>13,790,753</u> | <u>13,738,000</u> | <u>14,020,620</u>                      | <u>13,923,000</u>                     |
| Surplus (Deficit)         | <u>286,985</u>    | <u>234,368</u>    | -                 | <u>(135,366)</u>                       | -                                     |

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

HONORABLE COMMISSIONERS

The Finance, Personnel, and Rules Committee has audited the County's claims dated March 7, 2019 totaling \$345,693.30 and March 21, 2019 totaling \$355,557.10; 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

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

HONORABLE COMMISSIONERS

**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee is recommending a change order to include additional trees identified as penetrating the PAPI OCS (Runway 8) of 10' below Part 77 (Runway 19) for the Obstruction Mitigation Project at the Mason County Airport.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves a change order to include additional trees identified as penetrating the PAPI OCS (Runway 8) of 10' below Part 77 (Runway 19) for the Obstruction Mitigation Project at the Mason County Airport and directs the Board Chair to sign it on their behalf; funds to come from the Airport Improvement Fund.

Moved for your approval.

Motion carried. (Signed) J. Anderson

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

HONORABLE COMMISSIONERS

**WHEREAS**, Wolverine Power Cooperative has requested an amendment to an electric transmission line easement agreement with the county; and

**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee is recommending that the Board of Commissioners approve the attached amendment to an electric transmission line easement agreement with Wolverine Power Cooperative.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached amendment to an electric transmission line easement agreement with Wolverine Power Cooperative and further directs the Board Chair to sign said agreement on their behalf.

Moved for your approval.

Motion carried. (Signed) J. Andersen

Motion by J. Andersen and seconded by G. Castonia to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, there are vacancies on the Mason County Solid Waste Management Committee, Mason County Department of Public Works, and the Mason County Economic Development Corporation/Brownfield Redevelopment Authority Board due to the resignation of interim Ludington City Manager Steve Brock; and

**WHEREAS**, these positions are mandated to be filled by a representative of the from the City of Ludington; and

**WHEREAS**, the City of Ludington has appointed Mitch Foster as city manager and has indicated that he will replace Mr. Brock on various boards.



April 9, 2019

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason appoints Mitch Foster to the Mason County Solid Waste Management Committee for a term ending December 31, 2019, Mason County Department of Public Works for a term ending December 31, 2019, and the Mason County Economic Development Corporation/Brownfield Redevelopment Authority Board for a term ending December 31, 2023; and

**BE IT FURTHER RESOLVED**, that this individual will be automatically removed from the Mason County Solid Waste Management Committee, Mason County Department of Public Works, and the Mason County Economic Development Corporation/Brownfield Redevelopment Authority Board if he no longer holds his position as outlined above and his position replacement would require formal approval by the Mason County Board of Commissioners.

Moved for your approval.

Motion carried. (Signed) J. Andersen

Treasurer Kmetz presented the March 2019 Treasurer's Report. Additionally, the 2018 tax settlement has been completed and the total purchase amount was \$2.824 million. Checks will be sent out next week. 2019 foreclosures came in at 20 parcels and we were able to arrange extensions on 15 parcels this year. Only four were occupied and one is burned, so the Treasurer's Office will be coordinating with the building department on that issue.

Clerk Kelly presented the March 2019 Clerk's Report. She reminded the board that May 7, 2019, the Ludington Area School District would be hosting an election that would affect only 11 precincts. Due to the changes in Proposal 3, the Clerk's Office would be closed to the public on that day to assist local Township Clerk's with voter registration with the changes involving Proposal 3.

Administrator Knizacky noted that the Board has heard from seven Elected Officials and/or Department Heads that are new within the County, which reflects a changing of the guard. In the audience was an eighth official. The totality of the seniority of these eight individuals is less than the entire time that he has been the County Administrator. This shows the County moving forward in excellent hands, and he appreciates the hard work of all these ladies and gentlemen.

There was no other business.

There was no public comment.

With no further business the meeting was adjourned at 8:00 p.m.

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CHERYL KELLY, COUNTY CLERK

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JANET S. ANDERSEN, BOARD CHAIR