

The regular meeting of the Mason County Board of Commissioners was held at 9:00 a.m. at the Mason County Airport terminal conference room.

The meeting was called to order by Chair J. Andersen

Roll call was taken. Present: N. Krieger, G. Castonia, J. Hartley, L. Squires,  
S. Hull, J. Andersen, R. Bacon  
Absent: NONE

Invocation was given by R. Bacon. Pledge of Allegiance to the flag of the United States of America followed.

Motion by G. Castonia and seconded by N. Krieger to approve the agenda. Motion carried.

Motion by J. Hartley and seconded by S. Hull to approve the minutes of the October 12, 2021 Regular meeting and closed session meeting minutes. Motion carried.

No correspondence was read.

Public comment: James Kelly, Michigan State University Extension, provided a quarterly update from MSU-E. He introduced new staff member Emily Lavelly, the Tree Fruit Educator, who also gave a presentation.

Dr. Kim Halladay presented a slide presentation proposal to improve the oversight and coordination of older adult services in Mason County. Commissioners were able to ask questions and thanked Dr. Halladay for the presentation. It was noted that there is a diverse population of seniors in varying ages with varying needs in Mason County. Dr. Halladay provided a handout of this presentation.

Motion by N. Krieger and seconded by J. Hartley to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, it is necessary to appoint John O'Connor as Airport Manager and authorize him to exercise complete authority of the Rules and Regulations pertaining to the Mason County Airport and to take such action as may be required in the interest of safety to the public and to aircraft and pilots or as authorized under the Michigan Aeronautics Code section 259.86b and c; and

**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee is recommending the approval of the attached Aeronautical Facility and Manager License Application 2022.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached Aeronautical Facility and Manager License Application 2022 and further directs its Chair to sign the application on its behalf.

Moved for your approval.

Motion carried. (Signed) N. Krieger.

Motion by Public Safety and Courts Committee Chair G. Castonia and seconded by R. Bacon 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 Regional Medical Consortium as the Fiduciary for the 2018 Homeland Security Program; and

**WHEREAS**, the Region 6 Homeland Security Governing Board has authorized the purchase of a TA759 Rescue Randy; and

**WHEREAS**, the County of Mason needs to adopt a Transfer of Ownership Agreement/Equipment receipt and acceptance for purchases under Federal Award Number 97.067.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached Transfer of Ownership Agreement/Equipment receipt and acceptance for purchases under Federal Award Number 97.067 between West Michigan Regional Medical Consortium and Mason County and authorizes the Board Chair to sign this document and all related forms on behalf of the County.

Moved for your approval.

Motion carried. (Signed) G. Castonia.

Motion by Public Safety and Courts Committee Chair G. Castonia and seconded by S. Hull to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the State of Michigan and the County of Mason have historically worked together to provide for Emergency Management Programs.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the Emergency Management Performance Grant (EMPG) Agreement for FY 2021 between the State of Michigan and the County of Mason for the fiscal year of October 1, 2020 to September 30, 2021 and further directs the County Chair to sign said agreement.

Moved for your approval.

Motion carried. (Signed) G. Castonia.

Motion by Public Safety and Courts Committee Chair G. Castonia and seconded by J. Hartley to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the Sheriff is requesting \$33,050.00 from the Equipment Replacement Fund to purchase and equip a 2020 Ford Edge SEL; and

**WHEREAS**, the Public Safety and 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 \$33,050.00 to purchase and equip a 2020 Ford Edge SEL; 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 one vehicle recommended by the Sheriff.

Moved for your approval.

Motion carried. (Signed) G. Castonia.

Motion by J. Hartley and seconded by N. Krieger to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Prosecuting Attorney Kreinbrink is recommending the approval of a Crime Victim Rights Funding Agreement with the Michigan Department of Health and Human Services.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached agreement between the Michigan Department of Health and Human Services and the County of Mason and the Prosecutor and authorizes the Prosecutor to sign it on their behalf.

Moved for your approval.

Motion carried. (Signed) J. Hartley

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

HONORABLE COMMISSIONERS

**WHEREAS**, Mason County Sheriff Cole is requesting approval of the purchase of a radio from the Equipment Replacement Fund; and

**WHEREAS**, the Public Safety and Courts Committee is recommending that the Board of Commissioners approve this purchase.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the purchase of a radio for the Sheriff's office; funds to come from the Equipment Replacement Fund.

Moved for your approval.

Motion carried. (Signed) J. Hartley.

Commissioner Squires invited everyone to the Mason County Traffic Control meeting scheduled for December 9, 2021 at 10 a.m. at the Sheriff Department. Topics of discussion will be Jebavy Drive and the US-10 Corridor.

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

HONORABLE COMMISSIONERS

**WHEREAS**, Mason County Sheriff Cole and the Public Safety and Courts Committee are recommending the purchase of one (1) Dodge Charger from the Equipment Replacement Fund.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the purchase of one (1) Dodge Charger; funds to come from the Equipment Replacement Fund.

Moved for your approval.

Motion carried. (Signed) L. Squires.

Motion by L. Squires and seconded by R. Bacon 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 Regional Medical Consortium as the Fiduciary for the 2018 Homeland Security Program; and

**WHEREAS**, the Region 6 Homeland Security Governing Board has authorized the purchase of various equipment and supplies; and

**WHEREAS**, the County of Mason needs to adopt the attached Transfer of Ownership Agreement/Equipment receipt and acceptance for purchases under Federal Award Number 97.067.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached Transfer of Ownership Agreement/Equipment receipt and acceptance for purchases under Federal Award Number 97.067 between West Michigan Regional Medical Consortium and Mason County and authorizes the Board Chair to sign these documents and all related forms on behalf of the County.

Moved for your approval.

Motion carried. (Signed) L. Squires.

Motion by L. Squires and seconded by J. Hartley to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Emergency Management Coordinator Reimink is requesting adding a CodeRED Keyword for West Shore Community College; and

**WHEREAS**, West Shore Community College has agreed to reimburse the county for the increased cost; and

**WHEREAS**, the Public Safety and Courts Committee is recommending that the Board of Commissioners approve making this addition and the related 2021 and 2022 budget amendments.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners, of the County of Mason, approves adding a CodeRED Keyword for West Shore Community College and the related 2021 and 2022 budget amendments.

Moved for your approval.

Motion carried. (Signed) L. Squires.

Motion by Buildings, Planning, Drains, and Airport Committee Chair S. Hull 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

October 14, 2021 totaling \$462,961.22; and  
October 28, 2021 totaling \$400,924.55; 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, S. Hull, R. Bacon.

Motion by Buildings, Planning, Drains, and Airport Committee Chair S. Hull and seconded by N. Krieger to approve the following resolution:

**WHEREAS**, Michigan State University Extension has proposed the attached Agreement for Extension Services to facilitate the staffing and services of the extension office in the County of Mason; and

**WHEREAS**, the Finance, Personnel, & Rules Committee is recommending that the Board approve it.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached Agreement for Extension Services to facilitate the staffing and services of the extension office in the County of Mason and further directs the Board Chair to sign said agreement on their behalf.

Moved for your approval.

Motion carried. (Signed) S. Hull.

Motion by Buildings, Planning, Drains, and Airport Committee Chair S. Hull and seconded by L. Squires to approve the following resolution:

**WHEREAS**, Amber Township has requested that the Treasurer’s Office collect taxes for the township for the period of November 10, 2021 until March 31, 2023; and

**WHEREAS**, Treasurer Kmetz has negotiated the attached agreement with Amber Township; and

**WHEREAS**, the Finance, Personnel, & Rules Committee is recommending approval of this agreement and related budget amendments for 2021 and 2022.

**THEREFORE BE IT RESOLVED**, that the Mason County Board of Commissioners approves the attached agreement with Amber Township and the related budget amendments for 2021 and 2022 and authorizes the Board Chair and County Treasurer to sign said agreement.

Moved for your approval.

Motion carried. (Signed) S. Hull.

Motion by Buildings, Planning, Drains, and Airport Committee Chair S. Hull and seconded by N. Krieger to approve the following resolution:

**WHEREAS**, Deputy Equalization Director Joe VanHassel has resigned creating a vacancy in the Equalization Department; and

**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee is recommending promoting Appraiser Marilyn Bowman to fill the vacancy; and

**WHEREAS**, the Committee is recommending that Equalization Director and Appraiser duties be provided through agreements with Assessing Solutions, Inc.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached agreements with Assessing Solutions Inc. naming Anthony Meyaard to serve as Mason County’s Equalization Director and provide Appraiser Services and directs the Board Chair to sign the agreements on its behalf; and

**BE IT FURTHER RESOLVED**, that the Board of Commissioners approves promoting Marilyn Bowman to the position of Deputy Equalization Director with a salary of \$55,000.00 for 2021; \$56,650.00 in 2022; and \$58,916.00 in 2023.

Moved for your approval.

Motion carried. (Signed) S. Hull.

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

HONORABLE COMMISSIONERS

**WHEREAS**, the Finance, Personnel & Rules Committee has reached a tentative agreement with the Fraternal Order of Police for the Act 312 eligible employees of the Mason County Sheriff Department; and

**WHEREAS**, the local membership of the Fraternal Order of Police ratified the tentative agreement on October 8, 2021.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the labor contract with the Fraternal Order of Police for the Act 312 eligible employees of the Mason County Sheriff Office and directs the Board Chair to sign said agreement on their behalf.

Moved for your approval.

Motion carried. (Signed) R. Bacon.

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

HONORABLE COMMISSIONERS

**WHEREAS**, the Finance, Personnel, & Rules Committee has reviewed the transfers for November 9, 2021.

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

Road Patrol	\$179,400.00
Jail Operations	\$139,100.00
Public Improvement	\$393,391.00
Airport Operations	\$ 38,200.00
Airport Improvement	\$ 20,000.00

Moved for your approval.

Motion carried. (Signed) R. Bacon.

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

HONORABLE COMMISSIONERS

**WHEREAS**, there is a vacancy in the Treasurer’s office due to a resignation; and

**WHEREAS**, Mason County Treasurer Kmetz is recommending hiring a temporary part-time employee until the full-time position can be filled.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves hiring a temporary part-time employee until the full-time position can be filled.

Moved for your approval.

Motion carried. (Signed) R. Bacon.

Commissioner Squires inquired of the time frame that the part-time employee would be utilized in the Treasurer’s Office. He was informed by Treasurer Kmetz that the Treasurer Office budget had a part-time position already established in the budget, but this position would only be utilized until the end of the year until new staff could be hired and trained. Shirley Smith previous County Treasurer will be the part-time help in the office until December 31, 2021.

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

HONORABLE COMMISSIONERS

**WHEREAS**, Kay Howell is retiring from the Equalization office; and

**WHEREAS**, the Finance, Personnel, & Rules Committee is recommending that the board approve the early hiring of the new employee for training purposes.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the early hiring of the new employee in the Equalization office for training purposes.

Moved for your approval.

Motion carried. (Signed) J. Andersen.

Motion by Board Chair J. Andersen and seconded by N. Krieger to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Airport Manager John O'Connor, Administrator Fabian Knizacky, and Airport Engineer Prein&Newhof met with state and federal representatives to discuss the proposed Airport Capital Improvement Plan for the Years 2022-2026; and

**WHEREAS**, the plan for 2022-2026 was revised as a result of this meeting.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the amended Airport Capital Improvement Plan for the Years 2022-2026.

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

**WHEREAS**, two local animal organizations have requested support for their spay/neuter services; and

**WHEREAS**, there are adequate funds in the Spay Neuter Fund to accommodate a \$2,000.00 increase in support; and

**WHEREAS**, the Finance, Personnel, and Rules Committee is recommending the attached budget amendments related to these requests with each organization being eligible for \$1,000.00.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached budget amendment.

Moved for your approval.

Motion carried. (Signed) J. Andersen.

Treasurer A. Kmetz presented the monthly Treasurer's Report. He noted that he will be interviewing three candidates in the first round of interviews and then will have a second round of interviews Monday next week.

Clerk C. Kelly presented the monthly Clerk's Report. Clerk Kelly noted that the Election last Tuesday went very well but had low voter turnout. The road millage request did pass. Payroll has processed seventeen new employees for the 2021 calendar year, along with 16 retirees. In addition, she brought the Commissioner's up-to-date with regards to the Unemployment Insurance Agency issues for 2020 and 2021. The Pandemic raised some issues with regards to claims for unemployment and the Clerk's Office processed 13 protests against unemployment claims for 2021 and 21 protests for unemployment claims in 2020. Three County employees had identity issues and fraudulent claims against them where police reports were filed. In late 2020, Administrator Knizacky, Magistrate Jackson, and Clerk Kelly had a phone-court case in which the County did prevail against an employee who resigned their position that was trying to obtain unemployment benefits against the County. Additionally, in 2021, the Clerk's office has continued to fight fraudulent submitted claims, where the applicant was granted the 52 weeks of unemployment at \$362 a week. This would have resulted in Mason County having to pay \$18,824.00 in unemployment claims in this case and approximately \$2,714.00 in another case.

New staff is learning the Court position at this time. It will be a slow process as we are starting with no experience in the courts, but seeing improvement and understanding of what the job entails every day.

Commissioner Hartley inquired if the Sheriff's Department followed up with the fraud claims and was informed by Clerk Kelly that she has heard nothing further since the police report was filed.

Administrator Knizacky presented the Administrator's Monthly Report. Administrator Knizacky noted that he has received word that the EMPG grant could utilize Covid funds to fully fund this Grant. Additionally, the Court Grant related to COVID expenses was extended. This Grant would allow the County to apply for up to \$75,000.00 in monies, and once the grant is approved after submission, it would be brought back to the Board for approval.

Commissioner Squires inquired about infrastructure grants related to bridges or highways and wanted to know if the Administrator has seen any and was informed no.

Public Comment: Anita Wilson, Pennies from Heaven, thanked Dr. Halladay for his presentation. She noted her foundation can assist with getting a position started, to fund a study, help seniors, and assist if they are able to.

**November 9, 2021**

Other Business: Commissioner Squires thanked Administrator Knizacky for his work with the Sheriff Department and with the Union Contract noting pro-safety is an important aspect he feels in Mason County.

With no other business the meeting was adjourned at 10:31 A.M.

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CHERYL KELLY, COUNTY CLERK

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JANET S. ANDERSEN, BOARD CHAIR