

The regular meeting of the Mason County Board of Commissioners was held at 9:00 a.m. in the Mason County Airport 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 R. Bacon and seconded by S. Hull to approve the agenda. Motion carried.

Motion by R. Bacon and seconded by N. Krieger to approve the minutes of the October 11, 2022 Regular meeting. Motion carried.

**Correspondence:** Chair Andersen read a resolution that was received regarding the cap in place with changes of the no-fault insurance.

**Public comment:** Bill Kerans, Scottville Senior Center, publically noted that he had lost a wager regarding his beloved Sparties and was subject to wearing the Wolverine clothing he had on.

Jim Kelly, Michigan State University Extension Office, electronically sent the quarterly report as it had embedded links in the document. In addition, physical copies were passed out. No electronic copy or physical copy was provided to the Clerk for the main records. Mr. Kelly reviewed the quarterly report.

**Reports:** Dan Rohde, Mason County Drain Commissioner, reviewed in detail the 2022 Special Assessment Levy and Annual Reports. Noted also was that today was his anniversary of 22 years with the County. He wished to thank his staff for the work they have provided and continue to do. Questions were asked regarding assets being down \$1.6 million and if this was a depreciation of equipment. No answer was known at this time. It was thought to be a typo. Additionally, it was noted that all lake levels were down due to the lack of rain this summer.

Dani McGarry, Director, Mason-Lake Conservation District reviewed the Conservation Districts 2022 Fiscal Year Summary Report in detail. Highlights included wild parsnips are growing in Victory and Custer Townships, which create a health issue and the District is working hard to eradicate them. Ms. McGarry touched on the Septic System Relief program that was previously brought before the Finance, Personnel & Rules Committee noting that EGLE (Environment, Great Lakes & Energy) has not provided any updates on the funding and how to use at this time. She will continue to monitor this and respond back as appropriate. Questions were asked regarding moss, lichens, and fungus on trees/homes throughout the County. Chair Andersen thanked Ms. McGarry for her work in the Conservation District as she feels she does not get the appreciation she deserves.

Commissioner Krieger noted that District #10 Health Board has a new Mental Health Program for schools which provides on-line access to providers.

Motion by N. Krieger and seconded by G. Castonia to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the Mason County Parks and Recreation Commission has undertaken a five-year Recreation Plan which describes the physical features, existing recreation facilities, and the desired actions to be taken to improve and maintain recreation facilities during the period between 2023 and 2027; and

**WHEREAS**, public input was received via an online survey that was available in the Winter of 2022, to provide an opportunity for citizens to share ideas, express opinions, regarding the future of parks and recreation in Mason County, July 15, 2022 through August 15, 2022, at the Mason County Building, Mason County District Library branches in Ludington and Scottville and at www.masoncounty.net; and

**WHEREAS**, , a public meeting was held on August 15, 2022 at 5 p.m. in the pavilion of the Mason County picnic area, 6501 West Chauvez Road, Ludington to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan; and

**WHEREAS**, Mason County has developed the Recreation Plan for the benefit of the entire community and wishes to adopt the plan as a document to assist in meeting the recreation needs of the community.

**NOW, THEREFORE BE IT RESOLVED**, on this day that the Mason County Board of Commissioners adopts the 2023-2027 Recreation Plan.  
Moved for your approval.

Yeas: 7 Nays: 0 Absent: 0

Roll Call vote:

AYES: Krieger, Castonia, Hartley, Squires, Hull, Bacon, Andersen

NAYS: None

I, Cheryl Kelly, County Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Mason County Board of Commissioners at a meeting thereof held on November 1, 2022 at 9.00 a.m.

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County Clerk

Motion by N. Krieger and seconded by S. Hull 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 259.86 b and c; and

**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee is recommending the approval of the attached Aeronautical Facility and Manager License Application 2023.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached Aeronautical Facility and Manager License Application 2023 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 L. Squires to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, the Mason County Board of Commissioners, Ludington High School, Mason County Eastern Schools, and Pere Marquette Charter Township have agreed to fund a School Resource Officer; and

**WHEREAS**, the Public Safety & Courts Committee is recommending authorizing Sheriff Cole to start the hiring process for this officer.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason authorizes Sheriff Cole to hire a School Resource Officer with a starting date of January 3, 2023.

Moved for your approval.

Motion carried. (Signed) G. Castonia.

Question regarding how long the School Resource Office would be employed came about. The current offer is for a three-year position per Chair Andersen.

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

HONORABLE COMMISSIONERS

**WHEREAS**, the Mason County Board of Commissioners, Ludington High School, Mason County Eastern Schools, and Pere Marquette Charter Township have agreed to fund a School Resource Officer; and

**WHEREAS**, the Public Safety & Courts Committee is recommending approving the attached agreement with Pere Marquette Charter Township related to services that this officer will be providing to the township.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached agreement with Pere Marquette Charter Township and authorizes Board Chair Andersen and Sheriff Cole to sign it on behalf of the County.

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**, the Mason County Board of Commissioners has authorized Sheriff Cole to replace a number of vehicles; and

**WHEREAS**, Probate Judge Nellis is requesting that one of those vehicles be transferred to the Juvenile Probation Office; and

**WHEREAS**, the Public Safety & Courts Committee is recommending approval of this transfer of this vehicle and that it be available to other offices at the courthouse; and

**WHEREAS**, the Public Safety & Courts Committee is recommending that the Ford Fusion currently being used by other offices be sold.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the transfer of a vehicle from the Sheriff’s Office to the Juvenile Probation Office to be available for use by all the courthouse offices and authorizes County Administrator Knizacky to sell the Ford Fusion.

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**, Animal Control Officer Colbrook has requested the purchase of cat cages for the Animal Control Office; and

**WHEREAS**, the Public Safety and Courts Committee is recommending the purchase of the cages out of funds in the Equipment Replacement Fund.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason, approves the purchase of cat cages for the Animal Control Office; funds to come from the Equipment Replacement Fund.

Moved for your approval.

Motion carried. (Signed) J. Hartley.

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

HONORABLE COMMISSIONERS

**WHEREAS**, Sheriff Cole is requesting authorization to repair the underwater recovery vehicle with funds from the Equipment Replacement Fund; and

**WHEREAS**, Public Safety and Courts Committee is recommending approval of using funds from the Equipment Replacement Fund to repair this equipment.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves using funds from the Equipment Replacement Fund to repair the underwater recovery vehicle.

Moved for your approval.

Commissioner Krieger inquired if the Sheriff’s Office knew the underwater device was broken at the time it was approved to be taken into possession? If so, the device should be returned to Ottawa County and not be fixed. He wished to express that he feels safety is very important to our divers at all times, but that the principal here is having received a free device and then having to turn around and spend tax dollars to get it fixed. Public Safety and Courts Committee Commissioners voiced their opinions regarding why they felt the need to have the device fixed.

Ayes: Castonia, Hartley, Squires, Hull, Bacon, Andersen.  
Nays: Krieger.

Motion carried. (Signed) L. Squires.

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

HONORABLE COMMISSIONERS

**WHEREAS**, Mason County Emergency Management Coordinator Reimink is requesting seventy-seven and a half (77.5) additional hours for her part-time clerical position to perform duties related to the FY 2022-23 Hazardous Material Emergency Preparedness (HMEP) Grant; and

**WHEREAS**, the Public Safety and Courts Committee is recommending the approval of seventy-seven and a half (77.5) additional hours for the part-time employee.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves seventy-seven and a half (77.5) additional hours for the part-time Emergency Management employee for 2023; salary consistent with the part-time position salary schedule.

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 13, 2022 totaling \$454,506.19; and  
October 27, 2022 totaling \$716,098.45; 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, R. Bacon, S. Hull.

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

HONORABLE COMMISSIONERS

**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 J. Hartley to approve the following resolution:

HONORABLE COMMISSIONERS

**WHEREAS**, Mason County Drain Commissioner Dan Rohde has reviewed the 2022 Special Assessment Levy Report for the various special assessment districts for the Board.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached Special Assessment Levy Report for the various special assessment districts under the jurisdiction of the Mason County Drain Commissioner and the Mason County Board of Public Works; and

**BE IT FURTHER RESOLVED**, that the supporting special assessment tax rolls be levied and collected on the 2022 winter tax bills as provided by Michigan law.

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**, the Finance, Personnel, & Rules Committee is recommending that the Board of Commissioners approve the attached Program Guidelines for the Mason County Housing Program.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached Program Guidelines for the Mason County Housing Program.

Moved for your approval.

Motion carried. (Signed) R. Bacon.

Commissioner Squires left the meeting at 9:59 a.m. and returned at 10:02 a.m. He was not present during the reading of the above resolution nor when the vote was taken.

Commissioner Hartley inquired if there was someone who assists individuals applying for the Housing Program grant through the County and was informed by Administrator Knizacky that a third party administrator will assist applicants.

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

HONORABLE COMMISSIONERS

**WHEREAS**, the Finance, Personnel, & Rules Committee has reviewed the transfers for November 1, 2022.

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

Road Patrol	\$181,950.00
Jail Operations	\$162,000.00
Public Improvement	\$463,956.00
Airport Improvement	\$ 62,000.00
Airport Operations	\$ 38,200.00
Workers Compensation	\$ 10,000.00

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**, Barz Investments, LLC has requested a rezoning from Commercial (C-2) to Industrial (I) for 90SPLIT 85 SPLIT 1986 PARCEL 'A' DESC AS--COMM AT W 1/4 COR, TH S 00 DEG 58'45"E ALG W SEC LINE 1608.77 FT, TH N 89 DEG 59'45"E 274.54 FT, TH N 00 DEG 58'45"W 1596.75 FT, TH N 87 DEG 29'57"W 275.01 FT TO POB. SEC 16 T18N R17W 32 10.12 A. M/L., parcel 001-016-018-00, access 3179 W US-10.; and

**WHEREAS**, the Planning Commission is recommending approval of this request.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the request to rezone 90SPLIT 85 SPLIT 1986 PARCEL 'A' DESC AS--COMM AT W 1/4 COR, TH S 00 DEG 58'45"E ALG W SEC LINE 1608.77 FT, TH N 89 DEG 59'45"E 274.54 FT, TH N 00 DEG 58'45"W 1596.75 FT, TH N 87 DEG 29'57"W 275.01 FT TO POB. SEC 16 T18N R17W 32 10.12 A. M/L., parcel 001-016-018-00, access 3179 W US-10 from Commercial (C-2) to Industrial (I).

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

**WHEREAS**, snow removal from the sidewalks at the Mason County Courthouse is an area where contracting can be effectively utilized; and

**WHEREAS**, the Buildings, Planning, Drains, and Airport Committee is recommending approval of the attached proposal for snow removal from the sidewalks of various County locations from Cooper's Lawn Care.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the County of Mason approves the attached proposal for snow removal from the sidewalks of various County locations.

Moved for your approval.

Motion carried. (Signed) J. Andersen.

Treasurer Kmetz noted he would email the Treasurer's report out once it was complete. He noted that demolition and clean-up is in progress on the lot in Tallman Lake area, and it will soon to be back on the tax rolls. Chair Andersen noted that she was contacted by a property owner and they appreciated all of the work being done to clean up the area.

Clerk Kelly noted that she will email the Clerk's report once it is available. The office is continuing to work on the November Election and she encouraged everyone to remember to vote. Additional training sessions for elections inspectors were completed in the last month. The Courts are continuing to keep the office busy and the Apex software, she hopes, will be in before the end of the year. There has been an issue with obtaining materials due to the pandemic. She also announced that Accounts Payable Deputy Pam Wagner will be retiring with her last day in the office being December 30, 2022.

Administrator Knizacky wished to address the question that Commissioner Hartley had on the Drain report noting that it was a typo and that the actual amount should have been \$3,920,575.21.

He further informed the Board that a final walk through was done on the Courthouse roofing project and it looks good. Four change orders were processed totaling only \$206.00. Due to the age of the building and the difficulty of the work, to only have four change orders was great. And finally, he informed the Board that he was able to find a contact that is interested in operating the County Broadband should the County move in that direction. He will make arrangements to have this on the work session scheduled for November 22, 2022.

**Public comment:** Dani McGarry noted that the Mason-Lake Conservation District has hired seven new people, of which only three are able to live in the County due to the housing shortage and nothing able to be rented. Chair Andersen noted that the County is participating in a housing study to address the needs.

Commissioner Squires wished to thank the Board personally with regards to the establishment of the School Resource Office. He hopes that Mason County never has to deal with an incident and wished to thank Chair Andersen and Administrator Knizacky for their work involved with this.

Chair Andersen noted the next work session will be November 22, 2022 at 7 p.m. Topics of discussion will be: Broadband and the Senior Services Position.

There was no other business:

With no other business the meeting was adjourned at 10:15 A.M.

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CHERYL KELLY, COUNTY CLERK

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JANET S. ANDERSEN, BOARD CHAIR