

Fabian

MASON COUNTY BUILDINGS, PLANNING, DRAINS, & AIRPORT COMMITTEE

Meeting will be at the conference room at the Mason County Airport Terminal

April 23, 2024

3:00 PM

A. Roll Call

B. Approval of the Agenda

C. Approval of the Minutes

D. Reading of Correspondence

E. Limited Public Comments

F. Committee Work

1. Consideration of a request to replace the Zoning Vehicle
2. Consideration of an update related to the conference room audio
3. Consideration of an update related to Runway 8/26 Rehabilitation project
4. Consideration of a request from Police Chief Jones
5. Consideration of naming West Michigan Shoreline Regional Development Commission as Mason County's Designated Planning Agency and the related funding proposal
6. Consideration of a request for guidance on how to request permission to use county owned land

G. Limited Public Comments

H. Any other business

I. Adjournment

Mason County Buildings, Planning, Drains, & Airport Committee Meeting
April 2, 2024

Commissioner Hull called the Buildings, Planning, Drains & Airport Committee Meeting to order at 9:00 a.m. in the conference room of the Mason County Airport, 5300 W. US Hwy. 10, Ludington, Michigan 49431. Members Present: Hull, Andersen, and Krieger. Absent: None. Others present: Administrator Knizacky, Deputy Administrator Szczypka, Airport Manager O'Connor, Judge Nellis, Probate Court Administrator Gunsell, Zoning and Building Director Sanders, and Clerk Kelly. Member of public: Larry Protaciewicz.

Motion by Andersen and seconded by Krieger to approve the agenda with the addition of the Equalization director contract. Motion carried.

Motion by Andersen and seconded by Krieger to approve the minutes of February 26, 2024. Motion carried.

Correspondence: None.

Limited Public Comments: Larry Protaciewicz introduced himself as a candidate running for the Mason County Drain Commissioner.

Consideration of the plan layout revisions for the Mason County Courthouse reconstruction project: (Due to technical difficulties, did not start with this item on the agenda.) Judge Nellis and Probate Court Administrator Gunsell, along with Justin from Post Associates Architects, via Zoom, reviewed the request of Judge Nellis to modify and make a new courtroom in the Probate office at an estimated cost of \$169,000.00. Probate Court Administrator Gunsell was asked to provide estimates regarding furniture costs, as these were not included. Motion by Andersen and seconded by Krieger to send the Consideration of the plan layout revisions for the Mason County Courthouse reconstruction project to the Finance, Personnel, and Rules Committee to find funding. Motion carried. 9:47 a.m. Judge Nellis and Probate Court Administrator Gunsell left the meeting.

Consideration of the 2023 Airport Annual Report: Information only provided by Airport Manager O'Connor.

Consideration of MDOT Automated Observation (AWOS) Upgrade update: Information only provided by Airport Manager O'Connor.

Consideration of a request related to the Johnson Road ORV access point at the County Airport Property: Information reviewed regarding the issues brought forward by the Airport Manager. Airport Manager was directed to obtain quotes and bring them to future meetings.

Consideration of a request from the Junk Authority Board for a full-time position for ordinance: Zoning Director Sanders reviewed the request of the townships to have a full-time position for the Junk Authority. Administrator Knizacky was directed to reach out to the Townships and discuss how they want to pay for this position.

Consideration of a PA 116 Application: Clerk Kelly reviewed the requested PA116 application for the Jacob Zwagerman Trust. Motion by Andersen and seconded by Krieger to send to the full Board the Consideration of PA116 Application. Motion carried.

Consideration of a resolution recommended by the Michigan Association of Counties (MAC): Administrator Knizacky reviewed with the BPDA Committee the resolution recommended by MAC to have Mason County express support for the citizens for local choice ballot initiative which seeks to amend the clean and renewable energy and energy waste reduction act to repeal part 8 as added by Public Act 233 of 2023, in an effort to restore local control for wind and solar operations. Motion by Andersen and seconded by Hull to send to the full Board the Consideration of the resolution recommended by the Michigan Association of Counties. Ayes: Andersen, Hull. Nay: Krieger. Motion carried.

Update on the Material Management Plan discussion with surrounding county administrators: Administrator Knizacky informed the Committee that he and Deputy Szczypka met with the area administrators who want to go with West MI Shoreline Regional Development Commission with regards to their Materials

Management Plan Proposal Programs. Significant discussion ensued. Decision needs to be made by July. The Regional Program was noted to be the most cost effective, but not necessarily the best program. Motion by Krieger and seconded by Andersen to recommend proceeding with the Regional Plan and have the County Board Chair take the necessary steps as required by law. Motion carried.

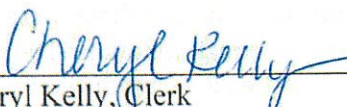
Consideration of an Assessing Solutions Proposal and Agreement for Services: Administrator Knizacky reviewed the contract with the Committee. Motion by Andersen and seconded by Krieger to send the Assessing Solutions Proposal and Agreement for Services to the full Board. Motion carried.

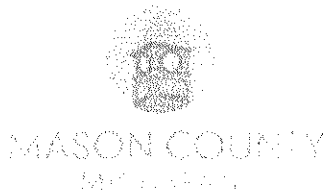
Limited Public Comment: None.

Any other business: Airport Manager O'Connor received a request from the Fair Board to have fireworks during the fair on August 6, 2024. Motion by Krieger and seconded by Andersen to allow the fireworks and direct Airport Manager O'Connor to take care of all items associated with notifications. Motion carried.

Administrator Knizacky informed the BPDA Committee that the private individual who offered to pay for the roof on the arena at the fairgrounds has backed out on their offer and Marcia Hansen is reaching out to see if the Fair Board can spend the monies on other items. Administrator Knizacky was instructed to reach out to the State and see what options the County has, and the Committee will need to decide how to proceed.

The meeting was adjourned at 10:49 a.m.


Cheryl Kelly, Clerk



Mason County
Building and Zoning Department
102 FIFTH STREET, SCOTTVILLE, MICHIGAN 49454
(231) 757-9345 (231) 757-9272
www.masoncounty.net

TO: Buildings, Planning, Drains, and Airport Committee

FROM: Cayla Sanders, Building and Zoning Director

DATE: April 15, 2024

SUBJECT: Zoning Vehicle Replacement Request

The Zoning Department's current vehicle, a 2010 Dodge minivan, is in need of replacement. We have gone to two separate repair facilities and gotten estimates for what needs to be fixed, and the cost for repairs. I believe the cost for repairs exceeds the value of the vehicle. I would like to formally ask that this vehicle be placed for sale so we may purchase a vehicle that better suits the needs of the Zoning Department.

I would like to request a vehicle that has all-wheel drive, or four wheel drive, and sits higher off the ground. Many of the properties we service and inspect are located on back roads in the County, and we have not been able to perform site visits when the roads are wet or snow is present because the van is not made to traverse such conditions. Having a vehicle with the ability to travel in these conditions will give us the ability to make site visits year-round, regardless of road conditions or weather, and allow us to better perform our tasks.

Please let me know if you have any questions.

Best regards,

Cayla Sanders, Building and Zoning Director

Attached: Brands Auto Repair Estimate
Mick's Truck & Auto Estimate

Brands Auto Repair

2292 West US 10
Ludington, MI 49431
231-936-1380

MOTOR VEHICLE REPAIR LICENCE #F168647
9-5 MONDAY THRU FRIDAY

Estimate #2902

Page:1

MASON COUNTY PLANTING AND ZONING

Phone: 231-757-9272

Vehicle : 2010 Dodge Grand Caravan 3.3 L 201 CID V6 OHV (Pushrod Engine)

VIN : 2D4RN4DEXAR302458

Tag/State : /MI

Fleet #/Driver:

Created : 4/15/2024 2:04:14 PM EDT

Code/Tech*	Description	Condition	Unit Price	Price
	HOURLY RATE			\$200.00
Note: REPLACE AND RESEAL OIL PAN				
	SHOP SUPPLIES			\$5.75
	ENGINE OIL PAN		\$162.50	\$162.50
	ENGING OIL PAN GASKET		\$47.27	\$47.27
	Oil Filter - PROFORMER		\$5.24	\$5.24
Note: w/ 3/4" Threads				
	5W20 CONVENTIONAL OIL		\$10.58	\$63.48
	HOURLY RATE			\$150.00
Note: REPLACE TRANSMISSION PAN GASKET				
	TRANSMISSION PAN GASKET		\$37.00	\$37.00
	Automatic Transmission Fluid - Eneos - 1 qt / 946 ml		\$23.92	\$143.52
	HOURLY RATE			\$100.00
Note: REPLACE OUTER TIEROD ENDS				
	Tie Rod End - Outer		\$79.30	\$158.60
Note: Front Outer				
	2 Wheel Alignment			\$89.99
Note: 2 WHEEL THRUST ALIGNMENT, INCLUDES COMPLETE INSPECTION OF ALL FRONT AND REAR SUSPENSION AND STEERING COMPONENTS. ADJUST CASTER, CAMBER AND TOE IN OF FRONT END TO FACTORY SPECIFICATIONS, STRAIGHTEN STEERING WHEEL IF NEEDED. DOES NOT INCLUDE REPLACEMENT OF ANY WORN OR DAMAGED PARTS.				
	AUTEL TPMS SENSOR AU0164		\$62.79	\$251.16
	INSTALL TPMS SENSORS			\$30.00
	HOURLY RATE			\$100.00
Note: INSTALL MUFFLER				
	Muffler - Quiet Flow		\$184.48	\$184.48
Note: If Welded Assembly, Replace All Required Parts				
	NOTICED REAR HEAT LINES HAVE BEEN CUT AND BLOCKED OFF			\$0.00
Note: REAR HEAT LINES HAVE BEEN CUT AND BLOCKED OFF				
DOORS DONT LOCK				
	HOURLY RATE			\$300.00
	Air Conditioning and Heater Door Actuator Motor		\$88.61	\$88.61
Note: Blend Door				
	Air Conditioning and Heater Door Actuator Motor		\$72.02	\$72.02
Note: Alignment tool Included as running change. Parts manufactured after Feb. 15, 2023 Include tool.;Recirculation;Temperature;Mode;Auxiliary;Main				

Labor	\$975.74
Parts	\$1,213.88
Sales Tax	6% Sales Tax @ 6%	\$72.83

Estimate \$2,262.45
PAYMENT \$0.00
BALANCE DUE \$2,262.45

Estimates are valid for 30 days

Vehicle System Report

2010 Dodge Grand Caravan

2D4RN4DEXAR302458

137,473

April 15, 2024 5:53 PM

Thanks for visiting us. Below is a report that highlights any potential issues on your 2010 Dodge Grand Caravan.



DIAGNOSTIC HEALTH SCAN

A check of all available systems on your vehicle was made.



Needs Attention

- Engine
- Transmission
- Central Gateway (FCM)
- Heat Ventilation A/C (HVAC)
- Tire Pressure Monitor (TPM)
- Wireless Control Module (WCM)
- OBDII Codes (\$03)



No Issues Found

- Antilock Brakes
- Airbag
- Instrument Cluster Module (CCN)
- Radio
- Steering Angle Sensor (SAS)
- OBDII Permanent Codes (\$0A)

Technician:

Pre Scan Vehicle System Report

2010 Dodge Grand Caravan 3.3L V6 MPI


VIN 2D4RN4DEXAR302458

Odometer 137,473

License

April 15, 2024 5:53 PM**CODE SCAN RESULTS**

Systems Analyzed: 11

 Systems w/ Codes**Engine**

P0456 EVAP System Small Leak

P0455 EVAP System Large Leak

Transmission

P0456 EVAP System Small Leak

P0455 EVAP System Large Leak

Central Gateway (FCM)

B2305 Wiper Park Switch Input Circuit High (Stuck High) - Stored

Heat Ventilation A/C (HVAC)

B105D Recirculation Door Travel Range Too Large - Active

Tire Pressure Monitor (TPM)

C0077 Low Tire Pressure - Stored

C1501 Tire Pressure Sensor 1 Internal - Active

Wireless Control Module (WCM)

C0077 Low Tire Pressure - Stored

C1501 Tire Pressure Sensor 1 Internal - Active

OBDII Codes (\$03)

P0455 EVAP System Leak Detected - Large Leak

P0456 EVAP System Leak Detected (very small leak)

 **Systems w/o Codes**

Antilock Brakes
Airbag
Instrument Cluster Module (CCN)
Radio
Steering Angle Sensor (SAS)
OBDII Permanent Codes (\$0A)

READINESS MONITORS **Complete**

Misfire
Fuel System
Comprehensive Component
EGR/VVT
Catalyst
Evaporative System
Oxygen Sensor
Oxygen Sensor Heater

 **Not Complete**

04/11/2023 03:08 PM

**Recommended Services Overview**

Displayed by date created.

Urgency:

High (0)

Medium (0)

Low (0)

Not Set (10)

CURRENT RECOMMENDATIONS (9)***Required**

Remove & Replace: Oil Cooler Hoses

\$624.72



Show Findings

Transmission oil cooler lines leaking



⊙Preview

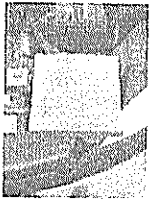
Replace Air Filter

\$25.95



Show Findings

Air filter starting to get dirty



⊙Preview

Remove & Replace: Both Left Wheel Hubs

\$1,190.42



Show Findings

Remove & Replace: Oil Pan & Gasket -Due to Rusted and Leaking

\$613.16



Hide Findings

Oil pan is very rusty and leaking

→ Replaced by another
4/24



⊙Preview



⊙Preview

Remove & Replace: Muffler

\$387.67



Show Findings

Remove & Replace: Rear Shocks

\$356.49



Show Findings

Remove & Replace: Front Strut Assemblies

\$1,167.77



Show Findings

TESTING REQUIRED: Evap. Smoke Test

\$122.45



Show Findings

Remove & Replace: Trailing Arm Bushing

\$611.71



Show Findings

PAST RECOMMENDATIONS (1)

*Required

Remove & Replace: Hvac Door Actuator- Air Inlet

\$163.78



Show Findings

Invoice



Approved Amount:

Knizacky, Fabian

From: O'Connor, John
Sent: Thursday, April 18, 2024 1:55 PM
To: Knizacky, Fabian
Cc: Szczypka, Kaitlyn
Subject: BPDA Meeting

Good afternoon Fabian,

The only items I have for the next BPDA Committee Meeting are project updates:

- Conference Room Audio – Informal quotes from the three vendors range from \$11,000 - \$16,000. If this is the desired course, formal quotes will be obtained. I am also investigating an additional wireless solution that was suggested by a committee member.
- Runway 8/26 Rehabilitation Project update

Thank you for the consideration.

*John L. O'Connor, C.M.
Airport Manager
Mason County Airport (KLDM)
Ludington, MI
231-843-2049 (Office)
231-690-2029 (Mobile)
joconnor@masoncounty.net*

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From: Chris Jones
To: Knizacky, Fabian; Szczypka, Kaitlyn
Cc: Mitch Foster; Jackie Steckel
Subject: HID Proximity Cards
Date: Thursday, April 4, 2024 9:18:20 AM

CAUTION: This email originated outside of Mason County's networks. Do not click links, reply or open attachments unless you have verified its authenticity.

Good morning Fabian and Kaitlyn,

Thank you for the time yesterday. The City is purchasing a new ID maker and will begin creating our own identification cards for employees. As part of this project, we plan on purchasing HID proximity cards, that will be able to accept multiple facility codes. The benefit this provides is our PD staff will potentially be able to eliminate two of the four proximity cards they all currently must carry. Our request to Mason County is that they consider providing the City the "format number & facility code" for their HID system. This would allow the City to purchase the pre-programmed HID cards for sworn Police Department employees. The pre-programmed cards would be formatted with City of Ludington, Mason County, and possibly Corewell access codes. I would then provide Diane the card numbers with the list of assigned officers, and then after being entered into and approved in the system by Diane, LPD officers could eliminate one or two of the proximity cards they carry.

It is important to note - 1) we are only asking for this code to be on cards issued to sworn PD employees only, not cards issued to all City employees; 2) the codes would not give us access to the county system, ability to adjust access permissions, etc., it only provides the ability to eliminate a proximity card from the four we currently carry, and 3) Diane would still be the sole POC for activating cards, etc.

It would be our intention to provide an audit document on a regular basis (annually, quarterly, or as needed) providing card numbers and assignment.

I appreciate your consideration.

Regards,

Chris

Christopher Jones, Chief of Police
Ludington Police Department
408 S. Harrison Street | Ludington, MI 49431
Office: 231-843-3425
Email: jones201@ci.ludington.mi.us

From: [Englebrecht, Diane](#)
To: [Knizacky, Fabian](#)
Cc: [Szczyпка, Kaitlyn](#)
Subject: RE: HID Proximity Cards
Date: Friday, April 5, 2024 10:19:44 AM

Good Morning Fabian,

I do not contemplate there would be any cons to this. As long as the county retains control over the cards, it would not be much different than the process Liz and I used when she was in charge of the ID / access cards.

The pros obviously would be for them to have less cards to be carrying around and trying to keep track of. Additionally, each card costs approximately \$1.25. Not a high price, but since they do wear out and break, we do have to replace them from time to time and if the city is footing that bill, better for us.

Just by way of explanation, I do a bi-annual key card audit. I just finished one the first of this week and will do another the first of October. I work with Chief Jones, MCSO personnel and Emergency Management to verify card users are up to date.

If you have any other questions, please feel free to reach out. I am still working remotely through today but will be back on premises next week. We moved my dad in to Ludington Woods on Wednesday and made a flying trip to his home in the UP yesterday to grab more of his belongings which we are delivering to him this afternoon.

Have a great weekend!

Diane
Diane L Englebrecht, Director of Information Technology
County of Mason
304 E Ludington Ave, Suite 101
Ludington, MI 49431
231-316-6565, Ext. 220
networkadmin@masoncounty.net
www.masoncounty.net

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Knizacky, Fabian

From: Erin Kuhn <ekuhn@wmsrdc.org>
Sent: Thursday, April 11, 2024 4:23 PM
To: Tobi Lake; Eisenbarth, Mark; Christopher Wren; Knizacky, Fabian; Szczypka, Kaitlyn; Tracy Byard
Cc: Amanda Snyder; JHodges@muskegonwp.org
Subject: RE: Updated MMP Proposal
Attachments: MMP Phase I Scope of Work 240410.pdf

CAUTION: This email originated outside of Mason County's networks. Do not click links, reply or open attachments unless you have verified its authenticity.

Good afternoon, everyone.

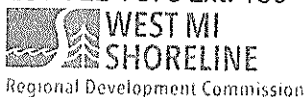
Attached is the proposal for the work to be completed during the first 180 days (through development of an EGLE approved Work Plan).

I was also able to get some clarification from EGLE during our MAR meeting earlier this week regarding structure of a multi-county MMPC committee and grant distribution from EGLE.

- For the multi-county MMPC structure, each county is allowed to appoint one additional elected county or municipal government official and one additional business that generates managed materials within the planning area. With the five counties this would be an additional 10 individuals appointed to the MMPC. The two additional appointments are not required but optional should the counties decide.
- EGLE has not determined how they will be distributing grants (\$70,000) or the per-capita allocations yet. However, they did say that documentation will need to be provided to demonstrate progress towards completion of the MMP. As a result, WMSRDC is committing to prepare monthly status reports to the counties throughout the development of the MMP.

Please reach out to me if you have any questions. I will be off tomorrow but back in the office on Monday. Thanks, and have a great day.

Erin Kuhn, Executive Director
West Michigan Shoreline
Regional Development Commission
316 Morris Avenue, Suite 340
Muskegon, MI 49440
231-722-7878 Ext. 180



From: Erin Kuhn
Sent: Friday, April 5, 2024 3:24 PM
To: Tobi Lake <tlake@CO.LAKE.MI.US>; Eisenbarth, Mark <EisenbarthMa@co.muskegon.mi.us>; Christopher Wren <ChrisW@newaygocountymi.gov>; Fabian Knizacky <fknizacky@masoncounty.net>; Szczypka, Kaitlyn <kszczypka@masoncounty.net>; Tracy Byard <tbyard@oceana.mi.us>

Cc: Amanda Snyder <asnyder@wmsrdc.org>; JHodges@muskegonwp.org
Subject: RE: Updated MMP Proposal

Good afternoon, everyone.

Before we add this verbiage to the proposal, we will need to negotiate timing for reimbursement/draws from the counties to WMSRDC. I am uncertain how EGLE will be distributing the grant allocations (\$70,000/county + \$0.50/capita) to the counties. All we are aware of now is that each county will be grant eligible once an NOI is filed, a DPA and MMPC have been appointed, and a Work Program has been approved by the MMPC and EGLE. EGLE has given the counties 180 days following the submittal of an NOI to appoint the MMPC and have an approved Work Program. How and when EGLE distributes the grant allocations will play a major role in how we collectively determine reimbursement/draws for work conducted by WMSRDC. I have a Michigan Associations of Regions (MAR) meeting next week where an EGLE MMP representative will be in attendance. I will inquire about this as well as the multi-county MMPC representation question we discussed at our meeting on March 15th and report back to you all.

If WMSRDC is appointed as DPA for a regional plan and performs the work required by EGLE before the Work Plan is approved, this will all transpire before grant funds are released to the counties. These activities include establishing the MMPC, facilitating meetings and required public involvement procedures for those meetings, as well as preparing an approved Work Program. As stated above, EGLE is expecting this to take up to 180 days following the NOI submittal. All activities listed are eligible grant expenses as noted by EGLE. WMSRDC is still able and willing to perform these duties. However, WMSRDC is not in a financial position to upfront these costs for six months. We are a small organization with little unrestricted cash flow. WMSRDC would like to request financial assistance during this timeframe from the counties to cover our costs related to its MMP work. This type of financial agreement is standard with all our local government projects. All upfront costs paid to WMSRDC would be reimbursable to counties through the MMP grants.

We will put together an estimate of cost for this six-month period allocated by county and have that to everyone by the end of next week.

I am happy to discuss this further with any of you should you have questions or concerns.

Thanks,

Erin Kuhn, Executive Director
West Michigan Shoreline
Regional Development Commission
316 Morris Avenue, Suite 340
Muskegon, MI 49440
231-722-7878 Ext. 180



From: Tobin Lake <tlake@CO.LAKE.MI.US>

Sent: Wednesday, April 3, 2024 2:33 PM

To: Erin Kuhn <ekuhn@wmsrdc.org>; Eisenbarth, Mark <EisenbarthMa@co.muskegon.mi.us>; Christopher Wren <ChrisW@newaygocountymi.gov>; Fabian Knizacky <fknizacky@masoncounty.net>; Szczypka, Kaitlyn <kszczypka@masoncounty.net>; Tracy Byard <tbyard@oceana.mi.us>

Cc: Amanda Snyder <asnyder@wmsrdc.org>; JHodges@muskegonwp.org

Subject: RE: Updated MMP Proposal

Hi Erin,

Thanks for the email. We appreciate it.

I think we're all good with the agreement with the addition of the following to the highlighted sentence on page 3 of the pdf.

, with the understanding that each county would pay their respective annual per-capita allocation according to an agreed upon draw schedule. Counties would not be required to pay any amount prior to receiving the funds from the state.

Thanks and please let me know if you have any questions.

Thanks,

Tobi

Tobi G Lake
Lake County Administrator
800 10th Street Suite 100
Baldwin, MI 49304
(231) 745-6231

From: Erin Kuhn <ekuhn@wmsrdc.org>

Sent: Friday, March 22, 2024 10:07 AM

To: Eisenbarth, Mark <EisenbarthMa@co.muskegon.mi.us>; Christopher Wren <ChrisW@newaygocountymi.gov>; Fabian Knizacky <fknizacky@masoncounty.net>; Szczypka, Kaitlyn <kszczypka@masoncounty.net>; Tobi Lake <tlake@CO.LAKE.MI.US>; Tracy Byard <tbyard@oceana.mi.us>

Cc: Amanda Snyder <asnyder@wmsrdc.org>; JHodges@muskegontwp.org

Subject: Updated MMP Proposal

Happy Friday everyone. Attached is the update MMP proposal. I have highlighted the edited sections to make it easier. Please let me know if you have any changes/additions. Once everyone approves, I will remove the highlights and resend. Thanks.

Erin Kuhn, Executive Director
West Michigan Shoreline
Regional Development Commission
316 Morris Avenue, Suite 340
Muskegon, MI 49440
231-722-7878 Ext. 180



Regional Development Commission



Regional Materials Management Plan - Phase I

Proposed Scope of Work and Costs
April 10, 2024

This proposed scope of work and costs is written with the hypothesis that WMSRDC will be named as the Designated Planning Agency (DPA) for its 5-county region of Lake, Mason, Newaygo, Muskegon, and Oceana counties for the Materials Management Plan (MMP) as required by Part 115 of PA 451. The activities listed below will commence upon WMSRDC being named the DPA carry the MMP process through submission of the completed work plan to EGLE for approval.

Activities

- Contact adjoining counties as required by the MMP process
 - Draft communication
 - Send communication to 7 adjoining counties
 - Document adjoining community communication
- Interlocal agreement development and required meetings
 - Ensure timely execution of interlocal agreements
- Draft Notice of Intent (NOI) and additional NOI required documentation for each CAA to submit to EGLE
- Development of the Materials Management Planning Committee (MMPC) and required meetings
 - Identify and solicit participating members for MMPC
 - Seek opinion on membership from county boards and administrators
 - Seek approval on MMPC membership from each county board
 - Schedule initial MMPC meeting and set regular MMPC meeting schedule
 - Follow EGLE required public outreach for MMPC meetings
 - Prepare all MMPC meeting materials including minutes and meeting packets
 - Develop MMPC bylaws
 - Develop an MMPC webpage on the WMSRDC website to store all MMP related materials for public access

- Develop Work Plan
 - Seek MMPC and County Approval Agency (CAA) input
 - Seek MMPC and CAA approval
 - Submit work plan for EGLE approval

Estimated time frame for completion of activities: 6 months

Estimated Costs: \$73,402* (50% of one-year per capita allocation)

- 50% due upon signing of agreements assigning WMSRDC at the DPA
- 30% due three months after contract signing
- 20% due upon completion of the above activities (within 180 of counties submitting NOI to EGLE)

Per County Payment Allocation

County	Due Upon Signing	Due within 3 months	Due upon completion	Total due
Lake	\$1,512	\$907	\$605	\$3,024
Mason	\$3,632	\$2,179	\$1,452	\$7,263
Muskegon	\$21,978	\$13,187	\$8,791	\$43,956
Newaygo	\$6,247	\$3,748	\$2,499	\$12,494
Oceana	\$3,332	\$2,000	\$1,333	\$6,665
Region Total	\$36,701	\$22,021	\$14,681	\$73,402

Invoices will be submitted to counties based on the above schedule.

During this period, WMSRDC will prepare monthly progress reports for each county to document work completed towards an EGLE approved work plan.

Further payment arrangements for the remainder of the MMP to be determined after EGLE releases MMP grant payment schedule. An additional scope of work following approval of the work plan by EGLE will be provided at a future date.

Counties will be reimbursed for their upfront costs upon receiving EGLE MMP grant dollars.

***PRICES ARE GUARANTEED FOR 90 DAYS AFTER THE RECEIPT OF PROPOSED SCOPE OF WORK AND COSTS**

NICHOLAS C. KRIEGER

121 E. Ludington Avenue
Ludington, Michigan 49431

ATTORNEY AT LAW

Telephone: (231) 843-3221
nickkriegerlaw@gmail.com

April 1, 2024

Mr. Fabian Knizacky
Mason County Administrator
5300 W. US-10
Ludington, MI 49431

Ms. Janet Andersen
Chair, Mason County Board
of Commissioners
4643 N. Anderson Road
Ludington, MI 49431

Mr. Steve Hull
Chair, Buildings, Planning,
Drains & Airport Committee
4079 W. Meisenheimer
Ludington, MI 49431

Re: *Possible Kayak put-in/take-out on South side of US-31 Sauble River Bridge*

Dear Mr. Knizacky, Chairperson Andersen, and Chairperson Hull,

I am writing to you on behalf of my client Wellington F. "Rocky" Roemer III, of Toledo, Ohio, who owns real property at the northeast corner of US-31 and East Sauble Drive in Free Soil Township, Mason County. Mr. Roemer, a longtime client of mine, is in the commercial insurance business in the northwest Ohio area, but he has been vacationing with his family in Mason County for many years.

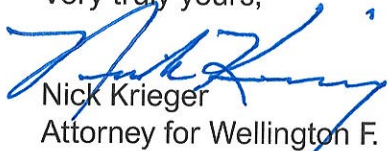
My client is hoping to establish a kayak livery business on his Free Soil Township property, which is situated on the east side of the highway very close to the US-31 Sauble River bridge. Because his property does not directly abut the river, however, he would like to request permission to use the county-owned riparian property on the east side of US-31 as a point of access for putting kayaks into and taking kayaks out of the water.

I am in the process of applying for the necessary kayak livery permit from the Michigan Department of Natural Resources and the necessary zoning approval from Free Soil Township. But I do not know whether there is any process in place for asking permission of the county to use its riparian land for the purposes described in this letter. Could you please let me know if there is a process in place for doing so, and if there is, what steps my client needs to take to formally request the county's permission to access the river using the county-owned land? If my client were ultimately permitted to use the land, I am certain that he would be respectful of the county and its property, the natural features, and the rights of others who use and enjoy the Sauble River.

Given that I am a member of the county board of commissioners, I want to make sure that I am not overstepping my bounds or creating any type of conflict or appearance of favoritism. To this end, I am asking that you discuss this matter in my absence and simply let me know if there is any way my client can submit a formal proposal or application for his desired use.

I would be more than happy to answer any questions you might have regarding my client or his plans for the proposed livery business. Thank you in advance for your time and consideration.

Very truly yours,



Nick Krieger

Attorney for Wellington F. Roemer III

Knizacky, Fabian

From: Steve b <sbegnoche@yahoo.com>
Sent: Wednesday, April 17, 2024 12:58 PM
To: Knizacky, Fabian
Cc: Wayne Andersen
Subject: Fwd: Xerox Scan

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Fabian, here are some thoughts about the request from Wayne Andersen.

I wonder also if operating a business in the MDOT right-of-way would require some sort of MDOT approval.

Also, how would the county deal with any noise, littering or other complaints? Would it require a special use permit or some sort of agreement on how to resolve problems, how the site would be used, how much parking, etc.?

Steve

Sent from my iPhone

Begin forwarded message:

From: Wayne Andersen <andersenwayne@gmail.com>
Date: April 17, 2024 at 12:43:47 PM EDT
To: Steve b <sbegnoche@yahoo.com>
Subject: Re: Xerox Scan

Steve;

I would have a few questions I think would be appropriate for Mason County to consider before access of a commercial operation is allowed on this parcel of property on the Big Sable River.

1. Proof that the State of Michigan has granted a license for this business to operate on the Big Sable River prior to Mason County considering permission to use this property to launch commercial watercraft. This license will require that all watercraft used commercially on the Big Sable River are inspected annually. A Certificate of Insurance would also be required.

2. What other access sites are being used on the Big Sable River by this commercial operation? Written proof of agreement with the owners of the property of the proposed access launch sites to be used for launching commercial watercraft.

3. The Mason County Parks and Recreation Committee has had conversations with MDOT in the past about (3-5 years ago, I believe) about enhancing access on the south side of the Big Sable River on this parcel of property. At the time MDOT was not agreeable to improving vehicle access on the south side of the river on this property. MDOT determined that access from US-31 to the Mason County Property on the southside of the river wasn't feasible due to vehicle traffic safety issues. Would Mason County have a liability issue in

the event of a traffic accident involving a commercial operation that had been granted permission to use this highway access.

Launching watercraft on the north side of the river at this location is very difficult due to a steep bank. Launching from the north side would create a potential erosion issue.

The Big Sable River has no regulations to prohibit this type of licensed commercial activity that I am aware of. If the State of Michigan issued a license for this commercial watercraft operation I think they could launch from private properties located on the Big Sable River.

Steve, feel free to forward my thoughts to anyone that you think would find these comments of value to their decisions.

Thanks

Wayne Andersen

On Wed, Apr 17, 2024 at 10:48 AM Steve b <sbegnoche@yahoo.com> wrote:

Let us know your thoughts

Sent from my iPhone

Begin forwarded message:

From: "Knizacky, Fabian" <fknizacky@masoncounty.net>

Date: April 17, 2024 at 9:35:32 AM EDT

To: Steve Begnoche <sbegnoche@yahoo.com>

Cc: "Szczypka, Kaitlyn" <kszczypka@masoncounty.net>

Subject: FW: Xerox Scan

Good morning Steve,

Mason County has received the attached request to access the Sauble River property owned by the County. I know that you have done extension research related to that property as a member of the Parks & Recreation Commission. Do you have any insights related to this property that you would be willing to share with the County that would assist them in responding to this request? This request will be on the agenda for the April 23, 2024 meeting of the Buildings, Planning, Drains, and Airport Committee meeting that will be held at 3:00 pm in the conference room of the Mason County Airport.

Thanks and have a great day.

Fabian L. Knizacky
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