

**NOTICE OF SEMI-MONTHLY COUNTY BOARD MEETING
And AUDIT/FINANCE MEETING**

PLEASE TAKE NOTICE that the Schoolcraft County Board of Commissioners will meet on **Thursday, July 24, 2025**, in the District Courtroom of the Schoolcraft County Building, Manistique, Michigan, commencing at **5:00 P.M.** The following is the proposed Agenda:

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|--------------------------------|--|
| 1. Call to Order | |
| 2. Roll Call | |
| 3. Pledge of Allegiance | |
| 4. Approval of Minutes: | July 9, 2025, Meeting of the Whole
July 10, 2025, Board/Audit Meeting |
| 5. Approval of agenda | |
| 6. Public Hearings: | |
| 7. Brief Public Comment | |
| 8. Old and unfinished business | |
| 9. New Business: | |

**Indian Lake/Gulliver/McDonald Lake Authority Update
Program Income Certification – CDGB Program (MISHDA)
Audit/Finance Committee Recommendations/Action Items**

10. Committee and department reports
 11. Announcements and notices
 12. Public Comment
 13. Commissioner's Comments
 14. Communications
 15. Audit Claims and Vouchers
 16. Budget Adjustments
 17. Adjournment
- And, to take up and consider any other matter which may lawfully come before the Board at this time.

Paul Walker

Paul Walker, Chairperson
Schoolcraft County Board of Commissioners

Daniel Hokolik

**Daniel Hoholik, Chairperson Audit-Finance
Schoolcraft County Board of Commissioners**

Zoom viewing has been ended until further notice. Available only by request and/or invitation by contacting clerk@schoolcraftcounty.us in advance of scheduled meeting.

SCHOOLCRAFT COUNTY BOARD OF COMMISSIONERS

MEETING OF THE WHOLE

The Schoolcraft County Board of Commissioners met on Thursday, July 9, 2025, for a MEETING OF THE WHOLE in the District Courtroom of the Schoolcraft County Building, City of Manistique, Michigan, commencing at 4:00 p.m. The meeting was called to order and roll was taken:

Present: Commissioner Craig Reiter
Commissioner Bruce Birr
Commissioner Troy Bassett
Commissioner Paul Walker
Beth A. Edwards, Clerk

Absent: Commissioner Daniel P. Hoholik (excused)

Pledge of Allegiance was led by Commissioner Paul Walker.

Commissioner Paul Walker advised that the purpose of the Meeting of the Whole was to discuss McDonald Lake and Zoning Department Compliance.

It was moved by Commissioner Troy Bassett and was seconded by Commissioner Bruce Birr to approve the amended talking points. The motion carried by a unanimous aye vote of the Board members present.

Public Comment: None

Discussion:

The meeting primarily focused on addressing lake authority assessments and billing concerns, including discussions about assessment methodology, costs, and the need for transparency with property owners. The board explored various administrative matters including the dam keeper position, insurance coverage, and the invoices for Spicer Group and the law firm assisting with the dam assessment district at McDonald Lake. The conversation ended with discussions about short-term rental regulations, enforcement strategies, and the potential for increased revenue through fees and fines.

Next steps

- Amanda & Luke: Draft operator agreement and easement documents for Mr. Goudreau as dam keeper for McDonald Lake
- Craig: Call an immediate Lake Authority meeting to get approval for pending invoices payment

- Amanda: Update computation of costs to include additional \$15,000 for operator and easement acquisition costs
- Amanda: Get updated information from Stacy Hisson regarding State assessment collection process for multiple lakes
- Luke: Follow up with Ron Goudreau regarding lake access property question next to Marilyn Fisher's.
- Discussion to contact with attorney to draft new township zoning agreements
- Paul Walker: Contact township supervisor to obtain billing for dam keeper expenses since Lake Authority formation
- Commissioners: Meet with respective township boards to discuss new zoning agreements and proposed fees
- Austin: Review and document non-compliant short-term rentals for potential enforcement

Summary

Lake Authority Administrator Discussion

The meeting focused on two main topics: the Lake Authority and the administrator position. Schoolcraft announced that an emergency meeting was held at City Hall, and they decided to move the music inside the garage due to weather concerns. The board discussed the administrator position and its importance to the Lake Authority. They also addressed the need for public comment and the opportunity for the board to have an open discussion on these issues.

Lake Authority Billing Dispute Resolution

Schoolcraft called a meeting to address allegations of impropriety regarding lake authority assessments and billing by Spicer Group. Luke explained that billing issues arose from errors in parcel data provided by township assessors, which Spicer Group identified and corrected through additional work. Amanda noted that property owners submitted extensive evidence at the court hearing, which led to a partial order and required further review. Schoolcraft emphasized that Spicer Group's work was necessary and properly billed, and clarified that the assessment methodology has not yet been finalized.

Winter Tax Roll Cost Adjustments

Schoolcraft emphasized the need to include the costs on the winter tax rolls, explaining that the county cannot absorb additional expenses and must borrow to cover them. Amanda clarified that the initial cost computation was a draft and did not account for an additional \$15,000 for the operator, as well as potential easement acquisition costs. Schoolcraft informed Amanda about an upcoming bill from the township for dam keeper expenses since the Lake Authority took over responsibility. The board

discussed the unique nature of McDonald Lake, questioning whether to adjust the assessment rate based on property ownership, and Amanda noted the need to adjust the cost computation for the next Lake Authority meeting.

Lake Property Assessment Strategy Meeting

The meeting focused on the assessment methodology for lake properties, including the concept of "at large" assessments and the unique ability to assess state-owned properties. Amanda explained that the assessment process involves public hearings and potential legal action to collect funds from the state, which could reduce costs if multiple lakes are assessed simultaneously. Schoolcraft emphasized the need to communicate to homeowners that they are not solely responsible for the assessments, and Amanda outlined the next steps, including working with Spicer Group to adjust assessments, scheduling a public hearing, and obtaining board approval. The group discussed the timeline for completing the assessments, noting the urgency to meet this year's tax roll, and agreed to revisit the schedule for the next meeting to expedite the process.

County Dam Maintenance Responsibility

The meeting focused on the county's responsibility for maintaining the dam at McDonald Lake, with legal opinions dating back to 2017 confirming the county's ultimate responsibility despite the township owning the dam. Amanda confirmed that the county is not unique in this endeavor, as other Michigan counties have also established lake level districts. The board discussed hiring a dam keeper at a salary of \$250 per month, with Amanda agreeing to start working on an operator agreement, and there was a discussion about insurance coverage for the dam keeper, with Amanda suggesting that county insurance might cover the position.

Lake Assessment Billing Concerns

The meeting focused on addressing concerns about billing and communication related to a lake assessment, with Marion Enstrom raising questions about the process and costs. Schoolcraft emphasized the importance of transparency and due diligence, while Amanda and Luke explained efforts to contact property owners and avoid a second court hearing.

County-Township Zoning Agreement Drafting

The meeting focused on drafting agreements between the county and townships for planning, zoning, and inspection services. Schoolcraft emphasized the need for legal contracts to clarify responsibilities and fees, while also discussing how townships have the authority to create their own zoning ordinances, which could differ from county-wide regulations. The group agreed to contact an attorney to draft new agreements, with the aim of having townships sign off on the contracts. They also discussed the potential for increased revenue from short-term rentals, which could reduce the financial burden on townships.

Short-Term Rental Enforcement Strategies

The meeting focused on enforcement of short-term rental regulations in the county. Schoolcraft discussed the potential use of a company to identify and bring non-compliant short-term rentals into compliance, noting that this could help establish the county's seriousness about enforcement. He also highlighted the need to balance short-term rentals with affordable housing, suggesting that the board

consider a reasonable number of short-term rentals to maintain this balance. The discussion touched on the challenges of enforcement, the revenue potential from fees and fines, and the importance of raising fees to cover costs and deter violations.

Adjournment: Meeting of the Whole was adjourned by Commissioner Daniel P. Hoholik at 5:25 p.m.

Beth A. Edwards, County Clerk

Approved: _____

DRAFT

**SCHOOLCRAFT COUNTY BOARD OF COMMISSIONERS
BOARD MEETING and AUDIT/FINANCE MEETING**

The Schoolcraft County Board of Commissioner's Board Meeting / Audit Finance Meeting met on Thursday, July 10, 2025, in the District Courtroom of the Schoolcraft County Building, City of Manistique, Michigan. Chairman Paul Walker called the meeting to order at 5:00 p.m. The roll was called with the following members present and/or absent:

Present: Commissioner Craig Reiter
 Commissioner Bruce Birr
 Commissioner Troy Bassett
 Commissioner Paul Walker
 Commissioner Daniel P. Hoholik
 Schoolcraft County Clerk Beth A. Edwards

Absent: None

Chairman Paul Walker led the Schoolcraft County Board of Commissioners and the members of the audience in the Pledge of Allegiance to the Flag of the United States of America.

It was moved by Commissioner Troy Bassett and was seconded by Commissioner Bruce Birr to approve the minutes of June 24, 2025, Board and Audit Meeting of the Schoolcraft County Board of Commissioners with a correction on page 3 closing the courthouse on July 24, 2025, not January 24, 2025. The motion carried by unanimous aye vote of the Board members present. [Copies of minutes are available at the Office of the Schoolcraft County Clerk.]

Chairman Paul Walker asked if there were any additions, deletions, or corrections to the printed agenda. Commissioner Paul Walker asked to add 2025 Folk Fest Hero Proclamation, Attorney Opinion and drafting of contract with Townships regarding Zoning, and Schoolcraft County Trail Use Agreement. **It was moved** by Commissioner Troy Bassett and was seconded by Commissioner Bruce Birr to approve the amended agenda. The motion carried by a unanimous aye vote of the Board members present.

"Public Hearings": None

"Brief Public Comment": Ted Bowers addressed threats by his neighbor.

Paul Walker stated that he or this board does not condone hate or violence and opposes such actions.

“Unfinished Business”: None

“New Business”: Update on McDonald Lake Authority, Indian Lake Authority, and Gulliver Lake Authority was given.

It was moved by Commissioner Troy Bassett and was seconded by Commissioner Craig Reiter to table the Brownfield Authority appointments until positions were advertised in the paper. The motion carried by a unanimous aye vote of the Board members present.

It was moved by Commissioner Bruce Birr and seconded by Commissioner Troy Bassett to reappoint Bonnie Garvin, Gary Demers, and Roger Irie to the Schoolcraft County Transit Authority Board, terms all expire September 30, 2028. The motion carried by a unanimous aye vote of the Board members present.

It was moved by Commissioner Paul Walker and was seconded by Commissioner Bruce Birr to approve the estimate by Semco to install a new two-inch natural gas line across the road and to the Courthouse replacing the current one-inch line, in the amount of \$10,414.60, funded from the student summer help that was not hired. There was discussion and there will be additional contractor charge to hook the new line up between \$5,000 and \$6,000. The motion carried by a unanimous aye vote of the Board members present.

It was moved by Commissioner Troy Bassett and was seconded by Commissioner Craig Reiter to approve Mirror Window Tint on all Courthouse windows (272 windowpanes) in the amount of \$10,500, funded from over revenues. The motion carried by a unanimous aye vote of the Board members present.

It was moved by Commissioner Troy Bassett and was seconded by Commissioner Bruce Birr to approve the FY25 Crime Victim Rights Grant, in the amount of \$12,919 and Paul Walker, Board Chair to sign the necessary documents. The motion carried by a unanimous aye vote of the Board members present.

It was moved by Commissioner Paul Walker and was seconded by Commissioner Craig Reiter to approve the Budget Increase request for Mental Health Specialty Court in the amount of \$7,000 to the Medical Insurance Line item by an increase in the Grant amount. The motion carried by a unanimous aye vote of the Board members present.

It was moved by Commissioner Troy Bassett and was seconded by Commissioner Paul Walker to approve the purchase of Solid Topper with side doors and rear door for the Sheriff's Department Pickup in the amount of \$4,150 from Superior Used Cars to be paid for from over revenues. The motion carried by a unanimous aye vote of the Board members present.

It was moved by Commissioner Troy Bassett and was seconded by Commissioner Daniel P. Hoholik to approve the Proclamation of 2025 Folk Fest Hero – Linda Levin and authorize Paul Walker, Board Chairman, to sign the proclamation. The motion carried by a unanimous aye vote of the Board members present.

It was moved by Commissioner Daniel P. Hoholik and was seconded by Commissioner Troy Bassett to authorize Paul Walker, Board Chairman, to contact Attorney Michael Homier regarding an opinion and drafting a contract with Townships regarding Countywide Zoning. The motion carried by a unanimous aye vote of the Board members present.

It was moved by Craig Reiter and was seconded by Commissioner Bruce Birr to approve the Agreement with the Schoolcraft County Motorized Trail Association for use of specified County property for the trail system. The motion carried by a unanimous aye vote of the Board members present.

Reports, the following matters were heard:

Commissioner Daniel P. Hoholik: attended Building/Grounds and Airport Committee and Audit Finance Committee meetings.

Commissioner Craig Reiter : attended Community Action, HBH, McDonald Lake Authority, and Meeting of the Whole meetings.

Commissioner Paul Walker: attended EDC, Audit Finance Committee, McDonald Lake Authority, and Meeting of the Whole meetings.

Commissioner Bruce Birr: attended Personnel Committee, LMAS, and Meeting of the Whole meetings.

Commissioner Troy Bassett: attended Building/Grounds and Airport Committee, Personnel Committee, Road Commission, Medical Examiner Taskforce, and Meeting of the Whole meetings.

Corey Barr addressed Folk Fest and updated the construction projects.

Steve Videtich thanked the Board for the gas line upgrade, thanked Soil Conservation for the new tree in the front yard, and the CUP Race at the Airport on July 20, 2025.

Ashley Reitter reviewed the Soil Conservation activities.

Jan Hooker reviewed the current members to the Opioid Fund as follows: Herself, Criag Reiter, Steve Latterman, Josh Mickelson, Kevin Smith, and Justin Schlabach. Mike Perriloux addressed CUPPAD, 4th of July, and Folk Fest.

Announcements and Notices: Paul Walker advised that the Fireworks scheduled for Saturday Night during Folk Fest has been postponed to Labor Day Weekend and the music has been moved into the Arts Building by the post office.

Public Comment: Corey Barr advised there will be cement barricades put in place this year for Folk Fest.

Dixie Anderson addressed the great job on the 4th of July celebration/Parade and the situation with Ted Powers.

Commissioner's Comment: Troy Bassett addressed the CUPPAD Materials Management Board and his inability to get to Escanaba to attend the meetings and would like possibly a township or other elected official to set on that board.

Craig Reiter addressed the no tolerance for the situation of Mr. Power's.

Communications: None.

At 6:16 p.m., meeting was turned over to Daniel P. Hoholik , Audit-Finance Chairman.

It was moved by Commissioner Craig Reiter and was seconded by Commissioner Paul Walker to approve the claims and vouchers numbered **2752 through 2945**, inclusive. There was discussion. The motion carried by unanimous aye vote of the Board members present.

At 6:17 p.m., the meeting was turned back over to Chairman Paul Walker. Chairman Paul Walker asked if there was any further business to come before the Board.

It was moved by Commissioner Troy Bassett and was seconded by Commissioner Daniel P. Hoholik to adjourn. The motion carried by a unanimous aye vote of the Board members present.

Chairman Paul Walker adjourned the Board and Audit Finance Meeting at 6:17 p.m.

Beth A. Edwards, County Clerk

Approved: _____

PROGRAM INCOME CERTIFICATION

Please review the Program Income Policy complete the questions below. For the purposes of this certification all potential CDBG program income generated in the program year should be counted and reported, regardless of the \$35,000 threshold.

Program Income Contact

Unit of General Local Government Name: **Schoolcraft County**
 Primary Program Income Contact for UGLG: Beth A. Edwards, County Clerk
 Contact email: clerk@schoolcraftcounty.us
 Contact phone: (906) 341-3618

Program Income Information for Program Year: (fill in years)

Program Income (PI) was received for the program year above:

July 1, **2024** – June 30, **2025**

☒ YES ☐ NO

Total UGLG for the program year above, was less than \$35,000:

☒ YES ☐ NO

Amount of PI received for the program year above, was:

\$33,455.46

☐ UGLG has received receipts for **more than \$35,000 for the above program year and will contact the MSHDA in order setup the use of PI.** The budget for these funds is as follows:

Budget for Program Income received in excess of \$35,000 in PY	
Emergency Repair Project Costs	\$
Administration Costs	\$
TOTAL	\$

☒ UGLG intends to **use PI under \$35,000 for non-CDBG eligible activities** or without full CDBG compliance and requests confirmation from the MSHDA to proceed. Please move the funds to your general fund account but put the funds in a subaccount named CDBG housing defederalized program income account.

☐ UGLG intends to **return all program income receipts** for the program year above. The MSHDA – CDBG Program accepts return of funds via check. For questions relating to returning CDBG funds please contact either Trenton Mitchell at MitchellT13@michigan.gov or Cheryl Thelen at ThelenC9@michigan.gov

Pay by Check

Payable to: "State of Michigan"

Memo: Program Income "Year"

Mail to:

Cheryl Thelen

MSHDA- CDBG Program Income

735 E. Michigan Avenue, Lansing, MI 48912

Certification: I certify that to the best of my knowledge and belief that the report is true, complete, and accurate. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Date: _____

X _____

Paul Walker, County Board Chairman
 Authorized Official Signature and (Print Name and Title)

NOTICE OF COMMITTEE MEETING

PLEASE TAKE NOTICE that there will be a meeting of the *Audit-Finance Committee* of the Schoolcraft County Board of Commissioners on **Monday, July 21, 2025, at 3:30 p.m.** in the 1st Floor Conference Room, Schoolcraft County Courthouse, Manistique, Michigan.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Discussion:

- Duck Inn Road Property
- Payment of Davis Wanic Bill – Approved by Gulliver Lake Authority
- Cremation Certificate Fee
- MERS Pension Grant Award Corrective Action Plan
- Budget Review
- Any other business brought before committee

5. Public Comment
6. Adjournment

and to take up and consider any other matter which may lawfully come before the Board at this time.

Daniel P. Hoholik

Dated: July 16, 2025

Daniel P. Hoholik, Audit-Finance Committee Chairman
Schoolcraft County Commissioner