

**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, September 12, 2024**, in the District Courtroom of the Schoolcraft County Building, Manistique, Michigan, commencing at **5:00 P.M.**

The following is the proposed Agenda:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Minutes: August 22, 2024, Board and Audit-Finance 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  
Resolution Approving Computation Costs and Special Assessment Roll /presented by Indian Lake Authority  
Resolution Approving Bonding for Indian Lake Authority  
Schoolcraft Transit Authority Board Appointments (2)  
Zoning Administrator Hours  
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. 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

*Craig Reiter*  
Craig Reiter, Chairperson Audit-Finance  
Schoolcraft County Board of Commissioners

**Public may view this meeting via zoom (listening purposes only) no public comment or interaction via zoom.**

**Join Zoom Meeting**  
**<https://us02web.zoom.us/j/5117745749>**

**Meeting ID: 511 774 5749**  
**Passcode: 987456**

**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, August 22, 2024, 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 Daniel P. Hoholik to approve the minutes of the August 8, 2024, Board and Audit-Finance Meeting and August 13, 2024, Special Board Meeting of the Schoolcraft County Board of Commissioners. 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 a Meeting of the Whole-Zoning Administrator Discussion. **It was moved** by Commissioner Craig Reiter 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

**Public Comment:** Peter Hood addressed the Zoning Administrator.

Keith Rochefort addressed the Zoning Administrator.

Pat Carley addressed the Zoning Administrator.

**Unfinished Business:** None

**New Business:**

Commissioner Paul Walker gave an update on the Indian Lake Authority, Gulliver Lake Authority, and the McDonald Lake Authority.

**It was moved** by Commissioner Troy Bassett and was seconded by Commissioner Craig Reiter to accept the resignation of Robin LaCroix from the Planning Commission and place an ad in the paper for the vacancy. The motion carried by a unanimous aye vote of the Board members present.

**It was moved** by Commissioner Craig Reiter and seconded by Commissioner Daniel P. Hoholik to appoint Troy Bassett and Bruce Birr to the Central Upper Peninsula Materials Management Planning Committee. 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 necessary advertising and hire of a full-time replacement employee in the Schoolcraft County Treasurer Office with a hire date of November 1, 2024. The motion carried by a unanimous aye vote of the Board members present.

**It was moved** by Commissioner Troy Bassett and seconded by Commissioner Daniel P. Hoholik to go into a Schoolcraft County Board of Commissioners Meeting of the Whole for discussion on the Zoning Administrator position. The motion carried by a unanimous aye vote of the Board members present.

There was full discussion regarding raises, past and present, and status of the Zoning Administrator office now and moving forward, and equity within the building.

**It was moved** by Commissioner Paul Walker and Commissioner Troy Bassett to go back into regular session of the Schoolcraft County Board of Commissioners. 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 a 5% hourly raise for the Zoning Administrator on October 1, 2024. The motion carried by a unanimous aye vote of the Board members present.

**Under Committee and Department Reports, the following matters were heard:**

**Commissioner Daniel P. Hoholik:** attended Personnel Committee.

**Commissioner Craig Reiter** : attended HBH, Audit/Finance Committee, and HBH Finance meetings.

**Commissioner Paul Walker**: attended Audit/Finance Committee and Governance Training meetings.

**Commissioner Bruce Birr**: attended City Planning and Zoning (no quorum present) and Manistique Township.

**Commissioner Troy Bassett**: attended Hiawatha Township, Personnel Committee, Road Commission, and Schoolcraft Transit Authority Meetings.

Pat Carley addressed Planning Commission.

Keith Rochefort addressed the Zoning Board of Appeals.

Tasha Rosebush addressed Zoning, Conditional Use, and Planning Commission Meetings.

Peter Hood addressed Schoolcraft Memorial Hospital status.

**Announcements and Notices:** None

**Public Comment:** Marion Enstrom addressed Board Meeting notices and dates.

Pat Carley addressed the Zoning Administrator position.

Tasha Rosebush thanked everyone for their support.

Bonnie Elliot addressed the county board doing a great job.

**Commissioner's Comment:** Craig Reiter addressed the Ambulance Service providing a great service.

**Communications:** Paul Walker read a letter from David Muxlow supporting Tasha Rosebush as Zoning Administrator.

At 6:15 p.m., meeting was turned over to Daniel P. Hoholik, Audit-Finance Chairman.

**It was moved** by Commissioner Troy Bassett and was seconded by Commissioner Daniel P. Hoholik to approve the claims and vouchers numbered **8894 through 8998**, inclusive. The motion carried by unanimous aye vote of the Board members present.

**It was moved** by Commissioner Paul Walker and was seconded by Commissioner Troy Bassett to approve the budget adjustments numbered **24-143 through 24-184**, inclusive. 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 Craig Reiter and was seconded by Commissioner Troy Bassett 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 6:18 P.M.

\_\_\_\_\_  
Beth A. Edwards, County Clerk

Approved: \_\_\_\_\_

DRAFT

**SCHOOLCRAFT COUNTY BOARD OF COMMISSIONERS**

**INDIAN LAKE – LAKE LEVEL**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the Indian Lake Authority (“Lake Authority”), as the delegated authority designated by the Schoolcraft County Board of Commissioners (the “Board”) under Part 307 of the Natural Resources and Environmental Protection Act, Act 451 of 1994, as amended (“Part 307”), has jurisdiction to operate and maintain the normal lake level of Indian Lake; and

**WHEREAS**, a special assessment district was established by the Schoolcraft County Circuit Court for Indian Lake, located in Hiawatha Township and Thompson Township, Schoolcraft County, Michigan, under Part 307. MCL 324.30704; and

**WHEREAS**, the Lake Authority held a public hearing on September 11, 2024 to review the computation of costs of a lake level project and a corresponding special assessment roll consistent with the requirements of Part 307. MCL 324.30714(2); and

**WHEREAS**, the Lake Authority presented the computation of costs of the project and the special assessment roll to the Board for final approval; and

**WHEREAS**, the Board has reviewed the computation of costs of the project and the special assessment roll presented by the Lake Authority.

***NOW, THEREFORE, BE IT RESOLVED:***

1. The Board approves the computation of costs of the project and the special assessment roll as presented by the Lake Authority and attached to this resolution.
2. The special assessment roll with the assessments listed shall be final and conclusive unless appealed in a court within 15 days of the adoption of this Resolution. MCL 324.30714(4).
3. The Schoolcraft County Clerk shall forward to the Lake Authority a copy of this Resolution so that action can be instituted by Schoolcraft County in an expedient manner.
4. All resolutions and parts of resolutions insofar as the same that may be in conflict herewith are hereby rescinded.

**RESOLUTION** approved this \_\_\_\_ day of \_\_\_\_\_, 2024 via roll call vote.

MOVED: \_\_\_\_\_

SECONDED: \_\_\_\_\_

CARRIED: \_\_\_\_\_

I hereby certify that the above Resolution was adopted at the Schoolcraft County Board of Commissioners \_\_\_\_\_ meeting of the \_\_ day of \_\_\_\_\_, 2024.

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Beth A. Edwards  
Schoolcraft County Clerk

**BOARD OF COMMISSIONERS  
COUNTY OF SCHOOLCRAFT  
STATE OF MICHIGAN**

**RESOLUTION APPROVING PROJECT COSTS, PLEDGING FULL FAITH AND  
CREDIT; AND ISSUANCE OF BONDS**

At a regular meeting of the Board of Commissioners of the County of Schoolcraft held in the County on September 12, 2024, at \_\_\_\_\_ .m., local time.

PRESENT: \_\_\_\_\_

\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_:

WHEREAS, pursuant to Part 307 of Act 451, Public Acts of Michigan, 1994, as amended (“Part 307”), the Schoolcraft County Circuit Court, (i) by order dated July 11, 2024, established the normal lake level of Indian Lake in Hiawatha Township and Thompson Township in the County of Schoolcraft to be 613.32 feet from the later of April 15 or ice out of each year and 612.32 feet from October 1 until the later of April 15 or ice out of each year; and (ii) established the boundaries of the special assessment district (the “Special Assessment District”) for the purpose of financing lake level improvements and activities necessary to establish and maintain the lake levels; and

WHEREAS, the Schoolcraft County Board of Commissioners has appointed the Indian Lake Authority (the “Authority”) as the “delegated authority” within the meaning of Part 307 to take such actions as are necessary to maintain the normal level of Indian Lake; and

WHEREAS, acting as the delegated authority, the Authority has caused to be prepared a computation of cost of the improvements necessary to maintain the normal level of Indian Lake (the “Project”) in the amount of \$225,000 and has prepared a special assessment roll assessing such amount against parcels of land in the Special Assessment District that benefit from the Project; and



WHEREAS, pursuant to notice given as required by Part 307, the Authority has caused a hearing on the cost of the Project and the special assessment roll to be held on September 11, 2024, and, following the hearing, approved the cost of the Project and the special assessment roll; and

WHEREAS, the Authority has proposed that the Special Assessment District issue bonds in the principal amount of not to exceed \$225,000 (the “Bonds”) to pay all or part of the cost of the Project and that the County pledge its full faith and credit to the payment of the Bonds; and

WHEREAS, pursuant to Part 307 the Board of Commissioners has approved the cost of the Project and the special assessment roll by resolution; and

WHEREAS, Part 307 requires that the Board of Commissioners also approve the issuance of the Bonds by the Special Assessment District.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF SCHOOLCRAFT, as follows:

1. The Special Assessment District shall be designated and hereafter referred to as the “Indian Lake - Lake Level Special Assessment District.”

2. The appointment of the Authority as the “delegated authority” within the meaning of Part 307 and the actions of the Authority as delegated authority to date are all ratified and confirmed.

3. The Board of Commissioners hereby approves the issuance of the Bonds by the Special Assessment District pursuant to Part 307 to pay all or part of the cost of the Project, the Bonds to be payable from the special assessments for the Project, and authorizes the Authority to take all actions on behalf of the Special Assessment District as are necessary to issue and sell the Bonds as provided in Part 307. The special assessment roll shall be payable in installments in amounts sufficient to pay the principal of and interest on the Bonds.

4. Pursuant to the authorization provided in Section 30705 of Part 307, provided that the Bonds are issued in a principal amount not to exceed \$225,000 the Schoolcraft County Board of Commissioners, by a two-thirds (2/3) vote of its members elect, does hereby irrevocably pledge the full faith and credit of the County of Schoolcraft for the prompt payment of the

principal of and interest on the Bonds, and does agree that in the event that property owners in the Special Assessment District shall fail or neglect to account to the County Treasurer of the County of Schoolcraft for the amount of any such special assessment installment and interest (in anticipation of which the Bonds are issued) when due, then the amount thereof shall be immediately advanced from County funds, and the County Treasurer is directed to immediately make such advancement to the extent necessary.

5. In the event that, pursuant to said pledge of full faith and credit, the County of Schoolcraft advances out of County funds, all or any part of the principal of and interest due on the Bonds, it shall be the duty of the County Treasurer, for and on behalf of the County of Schoolcraft, to take all actions and proceedings and pursue all remedies permitted or authorized by law for the reimbursement of such sums so paid.

6. The Chairperson of the Board, the County Clerk, the County Treasurer, and any other official of the County, or any one or more of them (the "Authorized Officers"), are authorized and directed to take all actions necessary or desirable for the issuance of the Bonds and to execute any documents or certificates necessary to complete the issuance of the Bonds, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer's Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations and to participate in the preparation of a preliminary official statement and a final official statement for the Bonds and to sign such documents on behalf of the County and give any approvals necessary therefor.

7. All resolutions and parts of resolutions insofar as the same may be in conflict herewith are hereby rescinded.

YEAS: \_\_\_\_\_  
\_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution duly adopted, by a two-third vote of the members elect of the Board of Commissioners of the County of Schoolcraft at a regular meeting held on September 12, 2024, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the open meetings act.

Dated: September 12, 2024

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Beth A. Edwards, Clerk  
County of Schoolcraft, Michigan

Kathleen Schuetter  
7670W Rivers Bend  
Manistique, MI 49854  
TX: 906-450-2729

Date: July 16, 2024

To: Mrs. Beth Edwards  
Schoolcraft County Clerk  
300 Walnut Street  
Manistique, MI 49854

Chairperson Paul Walker  
& Schoolcraft County Commissioners  
300 Walnut Street  
Manistique, MI 49854

Re: Letter of Request for Re-Appointment to:  
Schoolcraft County Transit Authority Board

Chairperson Walker and Schoolcraft County Board of Commissioners,

I am writing to express my interest in being reappointed to serve another term for the Schoolcraft County Transit Authority Board and would appreciate your consideration. My term is due to expire September 30, 2024.

As a member of the Schoolcraft County Transit Authority Board, I have enjoyed the years I have served on the Transit Authority Board, and I believe my background in business within the community helps serve the needs of the Board and the community.

Thank you for your consideration. Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,



Kathleen Schuetter

CC: John Stapleton

James W. Foote  
1031S County Road 442  
Cooks, MI. 49817  
602-909-5197

06/13/2024

Schoolcraft County Transit Authority,

Please accept this letter of intent to continue my participation as a Board Member for the next term.

As always, I look forward to working with great Board of Directors.

Respectfully,

*James W. Foote* 06/13/2024

## **SCHOOLCRAFT COUNTY BOARD OF COMMISSIONERS PERSONNEL COMMITTEE MEETING**

The Schoolcraft County Board of Commissioners Personnel met on Tuesday, September 3, 2024, in the 1<sup>st</sup> Floor Conference Room of the Schoolcraft County Building, City of Manistique, Michigan, commencing at 9:00 a.m. The meeting was called to order and roll was taken:

Present:       Commissioner Troy Bassett  
                  Commissioner Dan Hoholik  
                  Beth Edwards, Clerk

Also Present: Tasha Rosebush, Jane Couwlier-Bridges, Rob Bosanic

Commissioner Troy Bassett led the committee in the Pledge of Allegiance.

### **Discussion:**

Zoning Administrator hours were discussed. Tasha Rosebush brought three possible 4 day a week schedules for consideration – 9 hr. days with a ½ hour lunch (attached) a total of 36 hours per week (convenience for contractors) - stating that the office will be open 8 to 4 every day and she would cover if Angie was out of the office on the day she was not scheduled to work.

Beth Edwards stated possible overtime, that the raise just approved and giving accommodations for long days 4 days a week schedule will create chaos in the building, and everyone will want to work 4 days a week. Jane Couwlier-Bridges agreed. Being paid more for less time will not set well. This position is non-mandated (a township responsibility) and is not worth more than anyone else in the building.

Daniel P. Hoholik addressed hours being flexible, possible inspections being done all in one day, and the importance of the office being open and covered. Could create chaos but each department should be looked at separately.

Troy Bassett addressed site visits daily or all in one.

Beth Edwards addressed office not being covered in the past.

Troy Bassett stated that office coverage is important.

Troy Bassett wanted clarification of 4 workdays and one out doing inspections or just 4-day period. Tasha wants to work 4 days a week instead of 5 days.

Beth Edwards clarified that 37.5 hours per week was not needing to do the work. Tasha Rosebush stated she can get all her work done in 36 hours.

Daniel P. Hoholik wants to work with each department and be fair.

Beth Edwards clarified after reviewing the Federal Guidelines that overtime would need to be paid after 40 hours per week.

Clarification of hourly verses department head position and the differences. Daniel P. Hoholik stresses flexibility. Daniel P. Hoholik stated that saving money on the department head and that justifies.

Beth Edwards asked what she tells her employees when they want to work 4 days a week. I need all three.

**Recommendation by Personnel Committee for the Zoning Administrator to work a 90-day trial Tuesday through Friday 7:30 a.m. to 5 p.m. with monthly meetings.**

Add automatic door locks to next Building/Grounds meeting.

Personnel Committee discussed the proposed temporary part-time college student be hired for Building/Grounds & Airport for summer help (less than 90 days).

**Public Comment:** Rob Bosanic confirmed Zoning Administrator raise on October 1, 2024.

**Next Meeting: October 1, 2024, at 8:45 a.m.**

**Adjournment:** Committee meeting adjourned at 9:53 a.m.

## **SCHOOLCRAFT COUNTY BOARD OF COMMISSIONERS AUDIT-FINANCE COMMITTEE MEETING**

The Schoolcraft County Board of Commissioners Audit-Finance Committee met on Tuesday, September 3, 2024, in the 1<sup>st</sup> Floor Conference Room of the Schoolcraft County Building, City of Manistique, Michigan, commencing at 3:30 p.m. The meeting was called to order and roll was taken:

Present:       Commissioner Craig Reiter  
                  Commissioner Paul Walker  
                  Beth A. Edwards, Clerk

Also Present: Tasha Rosebush, Ross Menhart, Jane Couwlier-Bridges,

Commissioner Craig Reiter led the committee in the Pledge of Allegiance.

### **Discussion:**

FY24-25 Budget Proposed – Review:

Jane Couwlier-Bridges stated that the proposed budget for Treasurer’s office is fine at this time.

Tasha Rosebush stated that she will make the Zoning/Planning Budget work.

Jennifer Watson, Schoolcraft Tourism & Commerce, addressed the requested \$35,000 by EDC and the \$10,000 currently proposed. If the STC continues to provide those EDC services, the \$35,000 is needed otherwise they would need to relook at services provided. Paul Walker stated that there will be another look at the budget to find the money.

Ross Menhart, Building Inspector, addressed the mileage cost within his department and possibly a small car purchase would be more efficient.

Paul Walker addressed possible opioid settlement money to MSU if they could provide some of the services regarding addition that have been brought up by them. Those services would need to fit within those opioid settlement guidelines.

**RECOMMENDATION of the Audit/Finance Committee to the full board is to give a 5% increase to all elected officials and non-union employees on October 1, 2024.**

Both union contracts are up on January 1, 2024, and negotiations will start soon for those unions.

Germfask Township earmarked ARPA Funds were discussed as they have not done anything with their funds or have they signed a contract for the fire/storage barn that was presented to the Board for the additional \$50,000 earmarked funds for that purpose. The fire/storage barn quote is now a year old. A letter was signed by Craig Reiter and Paul Walker explaining that the quote was now old, no action had been taken, and a request for a letter from the Township board declining the extra \$50,000 and also requesting that they act to designate the expenditures for the



original \$50,000 earmark. Also explained that any other request would be considered at the time received.

Discussion of Bishop Baraga property and the tribal connection/land. This discussion will be added to a board meeting in the future.

Beth Edward was directed to contact Craig Potvin regarding an appraiser for the County Owned Duck Inn Property.

**Public Comment:** None

**Next Meeting:** September 10 at 3:30 p.m.

**Adjournment:** Committee meeting adjourned at 4:30 p.m.

## 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 **Tuesday, September 10, 2024, at 4:00 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:
  - EMS – Election CPU Purchase
  - Proposed FY 24-25 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.

*Craig Reiter* Dated: September 6, 2024

Craig Reiter, Audit-Finance Committee Chairman  
Schoolcraft County Commissioner