

TENTATIVE AGENDA

DELTA COUNTY BOARD OF COMMISSIONERS

September 2, 2014

5:15 p.m.

- I. CALL TO ORDER
- II. PRAYER
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL

- V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS
 - County Board minutes: 8-19-14
 - Committee of the Whole: 8-27-14
- VI. APPROVAL OF AGENDA
- VII. PRESENTATION OF WRITTEN COMMUNICATIONS
 - A. COMMUNICATIONS RECEIVED
 - B. COMMUNICATIONS FORWARDED
- VIII. REPORTS OF STANDING, STATUTORY, SPECIAL COMMITTEES AND OTHERS
- IX. **PUBLIC COMMENT ON AGENDA ITEMS** (Sign In)
 - PUBLIC HEARING ON THE PROPOSED 2014-2015 BUDGET**
- X. **COMMITTEE REPORTS**

- XI. GENERAL ORDERS OF BUSINESS
 - A. UNFINISHED BUSINESS

 - B. NEW BUSINESS
 - 1. **Payment of Bills**
 - 2. **Audit Contract Renewal**
 - 3. **Property Sale- Silas Enterprises**

4. **Out of County Travel- Munising Jail Tour**
5. **Next Michigan Development Fees**

XII. GENERAL PUBLIC COMMENT

XIII. COMMISSIONER'S COMMENTS

XIV. MEETING SCHEDULE

- A. Finance Committee Meeting on 9-2-14 at 10:30 a.m. in room 222.
- B. Personnel Committee Meeting on 9-2-14 at 2:00 p.m. in room 222.
- C. Board of Commissioners Meeting on 9-16-14 at 5:15 p.m. in the Circuit Courtroom.
- D. Committee of the Whole Meeting on 10-1-14 at 10:00 a.m. at Road Commission Conference room.
- E. Board of Commissioners Meeting on 10-7-14 at 5:15 p.m. in the Circuit Courtroom.
- F. Statutory Board of Commissioners Meeting on 10-14-14 at 5:15 p.m. in the Circuit Courtroom.
- G. Board of Commissioners Meeting on 10-21-14 at 5:15 p.m. in the Circuit Courtroom.

XV. NOTICES

30 day notice of Appointments

XVI. ADJOURNMENT

*****DUE TO THE TIME CONSTRAINTS, THE DELTA COUNTY BOARD OF COMMISSIONERS HAS ADOPTED A POLICY THAT ANY INDIVIDUAL WISHING TO ADDRESS THE BOARD WILL BE ALLOCATED THREE (3) MINUTES. THE THREE MINUTES USED BY THE INDIVIDUAL ARE TO MAKE STATEMENTS. THERE WILL BE NO QUESTION AND ANSWER SESSION FORMAT. THIS WILL STRICTLY BE A STATEMENT TYPE FORMAT. IF YOU WISH TO ADDRESS THE BOARD, PLEASE SIGN YOUR NAME ON THE SIGN UP LIST AVAILABLE FROM THE COUNTY CLERK. SPEAKERS WILL BE CALLED IN ORDER OF SIGN UP.*****

THE COUNTY OF DELTA WILL PROVIDE REASONABLE AUXILIARY AIDS AND SERVICES FOR THE HEARING IMPAIRED AND TO INDIVIDUALS WITH DISABILITIES AT THE MEETING/HEARING UPON REASONABLE NOTICE TO THE COUNTY OF DELTA. INDIVIDUALS WITH DISABILITIES REQUIRING SERVICES SHOULD CONTACT THE COUNTY OF DELTA ADA COORDINATOR BY WRITING OR CALLING THE FOLLOWING:

Daniel Menacher, DELTA COUNTY ADA COORDINATOR
310 LUDINGTON STREET
ESCANABA, MI 49829
TELEPHONE (906) 789-5189

The Honorable Members of the Delta
County Board of Commissioners

Dear Commissioners:

A regular meeting of the Delta County Board of Commissioners is scheduled for Tuesday, September 2, 2014 at 5:15 p.m. in the Circuit Courtroom in the Delta County Courthouse.

Sincerely yours,

Nancy J. Kolich
Delta County Clerk

Proposed

**DELTA COUNTY BOARD OF COMMISSIONERS MEETING
August 19, 2014**

Escanaba, Michigan

A Regular meeting of the Delta County Board of Commissioners was held this date, pursuant to the following call:

August 14, 2014

The Honorable Members of the Delta
County Board of Commissioners

Dear Commissioners:

A Regular Meeting of the Delta County Board of Commissioners is scheduled for Tuesday August 19, 2014, at 5:15 p.m. in the Circuit Courtroom of the Delta County Courthouse.

Sincerely yours,
Nancy J. Kolich
Delta County Clerk

ROLL CALL

PRESENT: Commissioners Harrington, Miller, Moyle and Rivard.

EXCUSED: Commissioner Elegeert.

The meeting was called to order at 5:15 p.m. in the Circuit Courtroom of the Delta County Courthouse by Delta County Clerk, Nancy Kolich.

V. APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Commissioner Moyle and seconded by Commissioner Harrington to approve the County Board minutes of the August 5, 2014 meeting. MOTION CARRIED.

VI. APPROVAL OF AGENDA

Moved by Commissioner Miller and seconded by Commissioner Rivard to approve the agenda adding item 7. Parks Issues under New Business. MOTION CARRIED.

VII. PRESENTATION OF WRITTEN COMMUNICATIONS

- A. Received: No communications were received.
- B. Forwarded: No communications were forwarded.

Proposed

VIII. REPORTS OF STANDING AND STATUTORY SPECIAL COMMITTEES AND OTHERS

VII. REPORTS OF SPECIAL COMMITTEES AND OTHERS.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to place communications on file. MOTION CARRIED.

IX. PUBLIC COMMENT ON AGENDA ITEMS

None.

X. COMMITTEE REPORTS:

None.

XI. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS

B. NEW BUSINESS

1. Payment of Bills.

Moved by Commissioner Harrington and seconded by Commissioner Moyle to approve payment of the bills in the amount of \$1,007,569.60 and Commissioner's expenses of \$1,629.09. MOTION CARRIED.

2. 2011 Homeland Security Grant - Ownership Agreement.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to accept the 2011 Homeland Security Grant - Ownership Agreement, as presented. MOTION CARRIED.

3. 2012 Homeland Security Grant - Ownership Agreement.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to accept the 2012 Homeland Security Grant - Ownership Agreement, as presented. MOTION CARRIED.

4. IGT Authorizing Resolution - Indigent Care Agreement.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to approve the IGT Authorizing Resolution and Indigent Care Agreement and authorizes intergovernmental transfers in the amount \$32,079.50 annually to the State of Michigan to be used as the State's share in obtaining the Federal match to the ICA DSH Pool, as presented. MOTION CARRIED.

Proposed

5. Essential Air Carrier.

Moved by Commissioner Miller and seconded by Commissioner Rivard to approve the letter to the Office of Aviation Analysis USDOT supporting the bid from Skywest Airlines, which will provide consistency and continuity to air travel from the Delta County Airport, as presented. MOTION CARRIED.

6. Retirement of Airport Operations Specialist.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to accept Randal Gascon's retirement with regrets and to approve his lump sum payout. A letter of appreciation will be sent to Mr. Gascon. MOTION CARRIED.

7. Park Issues.

Update on three Park's issues. Charter cable will increase their rate for Pioneer Trail Park from \$3,000/year to \$13,000/year plus \$125 per box. The cable will be cancelled August 25th as the new service goes into effect August 26th.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to adopt a resolution to allow the Administrator to represent the County in small claims court against UPPCO and their general contractor for \$6,000 in damages at Fuller Park. MOTION CARRIED.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to withdraw the offer to Otto Zimmerman at Fishdam.

ROLL CALL	MILLER	NO
	MOYLE	NO
	RIVARD	YES
	ELEGEERT	ABSENT
	HARRINGTON	NO

MOTION FAILED.

Moved by Commissioner Moyle and seconded by Commissioner Miller to agree to grant up to two splits on the Fishdam property being sold to Otto Zimmerman.

ROLL CALL	MILLER	YES
	MOYLE	YES
	RIVARD	NO
	ELEGEERT	ABSENT
	HARRINGTON	YES

MOTION CARRIED.

Proposed

XII. PUBLIC COMMENT

Fred Bates, Garden Township, addressed the Board with his concerns regarding Garden Township Wind Turbine zoning.

Cristi Curne, Garden Township, addressed the Board with her concerns regarding Garden Township Wind Turbine zoning and presented a copy of the lease and a Review of Heritage Lease Document.

Patricia Rasmussen, Garden Township, addressed the Board with her concerns regarding Garden Township Wind Turbine zoning.

Joyce Glenn, Garden Township, addressed the Board with her concerns regarding Garden Township Wind Turbine zoning.

Janet Daasch, Garden Township, addressed the Board with her concerns regarding Garden Township Wind Turbine zoning.

John Good, Garden Township, addressed the Board with his concerns regarding Garden Township Wind Turbine zoning and presented a packet of information.

Gordon Towns, Garden Township, addressed the Board with his concerns regarding Garden Township Wind Turbine zoning.

Nicole Young, Garden Township, addressed the Board with her concerns regarding Garden Township Wind Turbine zoning.

Patty Comstock, Houston, Texas, owns 4 properties on Garden Peninsula, addressed the Board with her concerns regarding Garden Township Wind Turbine zoning.

Marlene Winter Johnson, Garden Township, addressed the Board with her concerns regarding Garden Township Wind Turbine zoning.

Les Ruohomaki, Gladstone, addressed the Board with his concerns regarding the sound system in the courtroom.

XIII. COMMISSIONERS CONCERNS

Commissioner Harrington: Does read the emails that she has received even though she has not responded, but looks forward to resolving the issue with the wind turbines.

Commissioner Miller: None.

Commissioner Moyle: My primary concern for the Garden wind turbine issue is the health and safety of the citizens. My phone number is 906-399-8427

Commissioner Rivard: Thanked the people from Garden for coming to the meeting and would like to work together to resolve the issue. Will be meeting with Maple Ridge and Escanaba Townships to resolve the Equalization Department issues. Just completed the State's Oldest State Fair - the UP State Fair, gate fees are up 1.5%, attendance was up for Governor's Day.

Commissioner Elegeert: None.

Proposed

XIV. MEETING SCHEDULE

August 27th 10:00 a.m. Committee of the Whole meeting.
September 2nd 5:15 p.m. Board meeting.
September 16th 5:15 p.m. Board meeting.

XV. NOTICES

30 day Notice of Appointment.

XVI. ADJOURNMENT

Moved by Commissioner Rivard and seconded by Commissioner Moyle to adjourn at 6:38 p.m.

Respectfully Submitted,

Nancy J. Kolich, County Clerk

Thomas Elegeert, Board Chairperson

Proposed

**DELTA COUNTY BOARD OF COMMISSIONERS MEETING
August 27, 2014**

Escanaba, Michigan

A Committee of the Whole meeting of the Delta County Board of Commissioners was held this date, pursuant to the following call:

August 22, 2014

The Honorable Members of the Delta
County Board of Commissioners

Dear Commissioners:

A Committee of the Whole Meeting of the Delta County Board of Commissioners is scheduled for Tuesday August 22, 2014, at 10:00 a.m. in Conference Room at the Delta County Road Commission.

Sincerely yours,
Nancy J. Kolich
Delta County Clerk

ROLL CALL

PRESENT: Commissioners Harrington, Miller, Moyle and Rivard.

ABSENT: Commissioner Elegeert.

The meeting was called to order at 10:05 a.m. in the Conference Room of the Delta County Road Commission by Delta County Clerk, Nancy Kolich.

ALSO PRESENT: Nora Viau, Administrator
Sheriff Gary Ballweg
Under Sheriff Phil Griebel
Jail Administrator Jason Thibeault
Steve Carlson, Maintenance Director
Cory Schroeder, Asst. Maintenance Director
John Malnar, Commissioner-elect
Zander, Tebo, Van Puttin, Hongisto from Gundlach
Champion, IDI and Landmark Design Group.
Jordan Beck, Daily Press

A. UNFINISHED BUSINESS

1. Review previous meeting discussion.

Proposed

2. Review of Option A Floor Plan:

Use current building, moving Public Health and MSU to another site. 131 beds. Pod style.
Sheriff Dept: 17,000 sq. ft. Jail housing 24,400 sq. ft.
Cost: \$11,545,696

3. Review Rough Order Magnitude (ROM) pricing for Option A

4. Review of Option B Floor Plan:

Use current building and an 144 ft x 132 ft addition.
148 beds. Pod style.
Jail Housing 23,400 sq ft. 2 story cells.
Cost: \$12,856,534

5. Review Rough Order Magnitude (ROM) pricing for Option B

6. Other

7. Next meeting: Wednesday October 1, 2014 10:00 a.m.
Conference Room Delta County Road
Commission

PUBLIC COMMENT

None.

ADJOURNMENT

Moved by Commissioner Harrington and seconded by Commissioner Miller to adjourn at 11:36 a.m.

Respectfully Submitted,

Nancy J. Kolich, County Clerk

Mary Harrington, Vice Chair

2014-15 Proposed Budget

A budget hearing for the purpose of discussion of the proposed 2014-15 budget will be held for all interested citizens in Delta County on **Tuesday, September 2, 2014 at 5:15 p.m.**

The budget proposes total revenue and expenditures.

“The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.”

The hearing will be held in the Circuit Courtroom in the Delta County Courthouse. All interested citizens will have the opportunity to give written and oral comment. Senior Citizens are encouraged to attend and comment.

This notice is provided by County of Delta,
310 Ludington Street, Escanaba, MI 49829.
(906) 789-5100.

DELTA COUNTY BOARD OF COMMISSIONERS

ADMINISTRATION OFFICE
310 LUDINGTON STREET
ESCANABA, MICHIGAN 49829
PHONE: 906-789-5100
FAX: 906-789-5197

B1



September 2, 2014

TO: Delta County Board of Commissioners
FR: Nora M. Viau, Administrator
RE: Payment of Bills

I have examined all claims presented, and recommend payment of the following; and that the County Clerk be directed to issue orders on the County Treasurer to the Claimants for the amounts allowed.

Nora M. Viau, Administrator

Date	Amount
8-20-14	1,008,057.85
8-28-14	33,489.86

Total Report of Claims	\$ 1,041,547.71	
Total Jury Expense	\$ 0.00	
GRAND TOTAL OF BILLS	\$ 1,041,547.85	
Commissioner Expenses:	\$ 78.36	Paid

AUTHORIZED SIGNATURE _____
AUTHORIZED SIGNATURE _____
AUTHORIZED SIGNATURE _____
AUTHORIZED SIGNATURE _____
AUTHORIZED SIGNATURE _____

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
08/20/2014	153880	001011	A-1 WATER SYSTEMS, INC.	SPRINKLER WORK AT SERVICE CENTER	46.00
08/20/2014	153881	001022	LEXISNEXIS A DIV OF REED ELSEVIER	SUBSCRIPTION CHARGES (JUNE 1-30, 2014) SUBSCRIPTION CHARGES (JULY 1-31, 2014)	196.00 196.00
08/20/2014	153882	001151	AT&T	PHONE - ACCT 906 786-3633 835 3	392.00
08/20/2014	153883	001189	KEVIN AYOTTE	APPLE CAR CHARGER	409.36
08/20/2014	153884	002124	PATRICIA BEAUCHAMP	FOSTER CARE FOR REGINA KOOS FOR JULY 201 FOSTER CARE FOR SERENITY KOOS FOR JULY 2	29.99 362.04 362.04 724.08
08/20/2014	153885	002142	BERGMAN LAW OFFICE PC	PHOTOCOPIES (P V GRZELAK)	86.55
08/20/2014	153886	002164	BILLY ELECTRIC INC	HOOK UP HANDICAP DOOR AT MI WORKS-SERVIC	148.98
08/20/2014	153887	002170	BENOIT'S GLASS & LOCK	REKEY FORCUSED HOME NO 16TH ST ESCANABA	45.60
08/20/2014	153888	002400	BURKHART, LEWANDOWSKI & MILLER, P.C	DISTRICT COURT NEGOTIATIONS	3,030.20
08/20/2014	153889	003058	CBM FOOD SERVICE	INMATE FOOD 7/24 - 7/30/14 INMATE FOOD 7/31 - 8/6/14	2,698.93 2,521.18 5,220.11
08/20/2014	153890	003062	SHARYN CASZETT	CANVASS AUGUST 5TH 2014 ELECTION	94.00
08/20/2014	153891	003110	CITY OF ESCANABA	GASOLINE/MARINE PATROL - JULY 2014 DISPATCH CONTRACT JULY & AUGUST 2014 POLICE CAR MODEM FEE APR-JUNE 2014	744.38 110,000.00 570.21 111,314.59
08/20/2014	153892	003115	KEVIN CHMURYSKI	MEAL/FUEL REIMB - TRAINING 7/27 - 8/1/1	253.29
08/20/2014	153893	003120	CITY OF ESCANABA	2013/2014 PENAL FINE DISTRIBUTION	98,193.88
08/20/2014	153894	003130	CITY OF ESCANABA	ELECTRICITY SC - ACCT 1-06-0560-00 WATER-GARBAGE - ACCT 1-06-0550-00 ELECTRICITY - CH - ACCT 1-06-1080-00 SPRINKLER- SC - ACCT 1-06-0330-00 UTILITIES - ACCT 1-06-1500-00 UTILITIES - ACCT 1-06-1540-00 SKI HILL TOWER ELECTRIC - ACCT 1-06-1320 ELECTRICITY/WATER ACCT 1-06-0570-01 ELECTRICITY ACCT 1-06-1720-00	2,138.63 6.01 7,220.02 457.73 2,180.94 224.97 25.57 13.39 49.78 12,317.04
08/20/2014	153895	003170	COMMUNITY ACTION AGENCY	REIMBURSE CAA HOUSING FUNDS CR#82584	14,174.00
08/20/2014	153896	003267	BRANDON COUVILLION	PROJECTOR MOUNT	103.98
08/20/2014	153897	003316	JON CRETEN	MEAL REIMB - TRAINING 8/11/14	7.25
08/20/2014	153898	003329	CUPPAD REGIONAL COMMISSION	HAZARD MITIGATION PLANNING 7/1/13-9/30/1 HAZARD MITIGATION PLANNING 1/1/14-3/31/1	9,340.60 3,441.88 12,782.48
08/20/2014	153899	004140	DSTECH	ISONAS POWERNET IP READER/WARRANTY/CABLE	1,504.00
08/20/2014	153900	004225	DELTA COUNTY REGISTER OF DEEDS	71 REDEMPTION CERTIFICATES	710.00
08/20/2014	153901	004230	DELTA COUNTY ROAD COMMISSION	GAS FOR THE MONTH OF JULY, 2014 GASOLINE - JULY 2014	450.74 4,883.85

Check Date	Check	Vendor	Vendor Name	Description	Amount
08/20/2014	153902	004259	DELTA COUNTY ADMINISTRATION	RAPID RIVER TOWER, 30% OF ELECTRIC	5,334.59
08/20/2014	153903	004270	DELTA COUNTY TREASURER	RETURN ADDRESS POSTAGE POSTAGE DUE/CERTIFIED MAIL P GOULD	39.10
08/20/2014	153904	004331	DELTA SOLID WASTE MANAGEMENT	GARBAGE REMOVAL GARBAGE REMOVAL GARBAGE REMOVAL GARBAGE REMOVAL	3.06 0.21 3.27
08/20/2014	153905	004367	EMILY DESALVO	MONTHLY CELL PHONE REIMB-JULY 2014	17.08
08/20/2014	153906	004377	DeWOLF & ASSOCIATES	TRAINING - DITTRICH AND CHMURYSKI	15.96
08/20/2014	153907	004418	DTE ENERGY	NAT'L GAS - ACCT 4576 021 0002 8	12.94
08/20/2014	153908	004438	CORY DITTRICH	MEAL RECEIPTS-TRAINING 7/27 - 8/1/14	5.00
08/20/2014	153909	005120	ESCANABA VETERINARY CLINIC	BENNY VET BILL - DOG FOOD/VACCINATIONS	50.98
08/20/2014	153910	006022	FASTENAL COMPANY	T ROD Z 1/2 20X3, 1/2"-20 FHN YZ 8. 1/2X B-7 T-ROD 1/2-20X3'	30.00
08/20/2014	153911	006088	DAN FORRESTER	MILEAGE 8/6/14 TRAVEL AND THERAPY FOR 8/13/14	1,390.00
08/20/2014	153912	006101	FRAZER'S AUTO REPAIR CO	TIRE REPAIR	2,686.81
08/20/2014	153913	007011	GALLS, AN ARAMARK COMPANY	HOLSTER SET AND TOURNIGQUET TRAINER	93.92
08/20/2014	153914	007067	GENE'S TOWING & RECOVERY	TOW JEEP	76.32
08/20/2014	153915	007072	GENESIS LAMP CORPORATION	AIRFIELD LIGHTING, 200W DCR LAMPS 12	15.22
08/20/2014	153916	007115	GLADSTONE PUBLIC LIBRARY	2013/2014 PENAL FINE DISTRIBUTION	28.34
08/20/2014	153917	008024	MARK HAGER	MONTHLY CELL PHONE REIMB-JULY 2014	43.56
08/20/2014	153918	008056	WENDY HATHAWAY	JUNE 2014 FOSTER CARE FOR KASON MCCOMBIE	144.00
08/20/2014	153919	008124	MATT HUGHES	TRAVEL JULY AND AUGUST 2014 CO PRO CASH	224.00
08/20/2014	153920	009004	INTEGRATED DESIGNS INC.	GAS/ELECTRICAL SEPARATION-SERVICE CENTER	368.00
08/20/2014	153921	010056	JOHNSON OUTDOORS	SIDE SONAR FOR SMALL BOAT	30.00
08/20/2014	153922	010058	DANIEL L. JOHNSON	CLOTHING ALLOWANCE 2013 - 14	204.62
08/20/2014	153923	010110	JOHNSTON PRINTING & OFFSET	WINDOW & RETURN ENVELOPES POSTAGE (JURY) POSTAGE (JURY)	90.00
08/20/2014	153924	012083	TOM LEWIS	BOOT ALLOWANCE 2013-14 MEAL REIMB - TRAINING 7/31/14	251.32
08/20/2014	153925	013079	MEIERS SIGNS	LETTERING TO DELTA 14	42,725.55
08/20/2014	153926	013095	MARQUETTE GEN OCCUPATIONAL MEDICINE	PHYSICAL/DRUG SCREEN- CHARON, GARY	30.00
					120.68
					254.24
					300.00
					554.24
					1,055.00
					1,895.99
					400.00
					450.00
					450.00
					1,350.00
					148.40
					7.25
					155.65
					410.00
					203.00

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Check Date	Check	Vendor	Vendor Name	Description	Amount
08/20/2014	153927	013179	MENARDS	SHELF - SERVICE CENTER	2.94
				MOP HOLDERS	29.97
				CLOCKS PROSECUTORS OFFICE	29.96
				WEED KILLER	21.76
				WINDOW SHADE	13.94
				EXECUTIVE CHAIRS/STACKING CHAIRS/CHAIR M	1,712.85
				18 STACK CHAIRS	357.48
				8 STACK CHAIRS	158.88
				2 15 A COMM 3W SLIM, COLOR DUCK, 2 SWITC	11.36
				IV 1G SWITCHPLATE, IV10PK 3WAY TGL SWTICH	10.18
				1 GANG VER GFI COVER, LA 20A TR GFCE	16.67
				REPLACED RAZOR KNIFE	7.98
				RETURN 18 STACK CHAIRS	(357.48)
				RETURN 8 STACK CHAIRS	(158.88)
					<u>1,857.61</u>
08/20/2014	153928	013349	MICHIGAN MUNICIPAL RISK MANAGEMENT	RETENTION FUND	2,200.00
				GENERAL FUND CONTRIBUTION	3,258.00
					<u>5,458.00</u>
08/20/2014	153929	013406	MICHIGAN WORKS	BUSINESS IS UPDATE REPORTER	19.53
08/20/2014	153930	013614	JOHN MYERS	CANVASS AUGUST 5TH 2014 ELECTION	81.20
08/20/2014	153931	014119	JOEL NORDIN	MEAL REIMB - TRAINING 8/12/14	7.25
08/20/2014	153932	014145	NORTHERN MACHINING & REPAIR	REMOVE GEAR	65.00
08/20/2014	153933	014266	NYE UNIFORM	SHIRT-U/S GRIEBEL	85.03
08/20/2014	153934	015039	OFFICE PLANNING GROUP	MAINT CONTRACT 9/15/14 TO 9/14/15	399.72
08/20/2014	153935	016013	PREIN&NEWHOF	DESIGN SERVICES	5,000.00
08/20/2014	153936	016041	HON. GLENN A. PEARSON	MONTHLY REIMB CELL PHONE-JULY 2014	30.00
08/20/2014	153937	016069	PERFORMANCE AUDIO & RESTYLING	LABOR TO REMOVE AND INSTALL SIREN	150.00
				SET UP OF NEW CAR	2,506.00
					<u>2,656.00</u>
08/20/2014	153938	016088	PIT STOP QUICK LUBE	OIL CHANGE	25.00
				OIL CHANGE	55.00
				OIL CHANGE	55.00
					<u>135.00</u>
08/20/2014	153939	016095	LIZA FLOURDE	MEAL REIMB- TRAINING 8/12/14	7.25
08/20/2014	153940	016110	POMP'S TIRE SERVICE INC	TIRE	148.22
				TIRES	610.16
					<u>758.38</u>
08/20/2014	153941	016123	BONITA POTTS	CANVASS AUGUST 2014 ELECTION	90.18
08/20/2014	153942	018063	REINHART FOOD SERVICE	GARBAGE BAGS-CREAMER	360.28
08/20/2014	153943	018064	REDWOOD TOXICOLOGY LABORATORY INC.	JULY 2014 BILLING - ACCT 009431	104.15
08/20/2014	153944	018067	REAL ESTATE TRF.TAX,DEPT.77627	RE TRANSFER 7/1/14 - 7/31/14	48,738.75
08/20/2014	153945	018070	REPORTERS PAPER & MFG.CO.	COURT REPORTER SUPPLIES	84.33
08/20/2014	153946	018110	RICHER REFRIGERATION	GAS METER SEPARATION-SERVICE CENTER	15,359.40
08/20/2014	153947	019132	SIMONAR SPORTS INC	REPAIR OF BOAT	1,166.37
08/20/2014	153948	019196	STANDARD ELECTRIC COMPANY	TOILET REPAIRS	4.69
				LIGHTS SERVICE CENTER	44.13
				LIGHTS SERVICE CENTER	3.74

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Check Date	Check	Vendor	Vendor Name	Description	Amount
08/20/2014	153949	019201	STATE OF MICH,ST. EDUCATION TAX	SET & TLR TAX 8/1-8/15/14	52.56
08/20/2014	153950	019239	STATE OF MICHIGAN	THREE NOTARY APPLICATIONS FOR PROBATE CO	599,465.21
08/20/2014	153951	019325	STATE OF MICHIGAN	2012 AND 2013 ESCHEATED FUNDS DISTRICT C	30.00
08/20/2014	153952	019385	SUNLIFE FINANCIAL	LIFE INSURANCE- SEPTEMBER 2014	158.66
08/20/2014	153953	020010	T & T HARDWARE	NUTS AND DRILL BIT	774.34
				BOLTS FOR TVS IN BOARD ROOM.	4.92
					15.99
					20.91
08/20/2014	153954	021070	U.P. POWER CO.	MALSAR GATE ACCT 0420193263-000001	21.81
08/20/2014	153955	022050	NORA M. VIAU	MILEAGE REIMB-8/5/14	76.16
08/20/2014	153956	023080	THOMSON REUTERS - WEST PAYMENT CTR	MONTHLY CHARGES (05-05-14 - 06-04-14)	342.00
08/20/2014	153957	084226	MARGARET CARIGNAN	CANVASS AUGUST 5TH 2014 ELECTION	72.24
08/20/2014	153958	084289	MARK D SEYMOUR	CONSULTANT LABOR AND EQUIPMENT PURCHASES	582.78
08/20/2014	153959	085176	DAN KOBASIC	MEAL REIMB - TRAINING 8/12/14	7.25
08/20/2014	153960	ADMIN MISC	KRISTI LYNN BOUDREAU	RETURN OF SUPPORT ORDER 08-DM-19747	40.00
08/20/2014	153961	DLQ TAX	DELTA COUNTY TREASURER	DLQ TAX REFUND APPLY TO 014-200-020-00	248.89
				DLQ TAX REFUND APPLY TO 014-200-020-00	15.30
					264.19
08/20/2014	153962	DLQ TAX	WELLS TREAS.-K. KOBASIC	STEPFORWARD-R DEITER 014-061-022-00 2014	367.25
				J IRVING STEPFORWARD PROG 014-111-006-00	462.96
					830.21
08/20/2014	153963	TAX REFUND	KUJALA TODD C	Pre Exemption	430.87
				Pre Exemption 2012 taxes	415.17
					846.04
08/20/2014	153964	TAX REFUND	THIRY DONNA A	Pre Exemption	571.02
				Pre Exemption	259.06
					830.08
FIRST TOTALS:					
Total of 85 Checks:					1,008,057.85
Less 0 Void Checks:					0.00
Total of 85 Disbursements:					1,008,057.85

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
08/25/2014	153965	013200	MICHIGAN ASSOCIATION OF COUNTIES	TRAINING	25.00
08/25/2014	153966	013200	MICHIGAN ASSOCIATION OF COUNTIES	TRAINING	50.00
08/28/2014	153967	002142	BERGMAN LAW OFFICE PC	PROBATE ATTORNEY FEES - AUGUST 2014 CIRCUIT ATTORNEY FEES - AUGUST 2014 (JOH CIRCUIT ATTORNEY FEES - AUGUST2014 (JACK	1,742.74 1,583.33 1,583.33 <u>4,909.40</u>
08/28/2014	153968	002151	ROBERT A. BERBOHM	EMERG MGMT SERVICES - AUGUST 2014	4,408.33
08/28/2014	153969	002237	BOYNE HIGHLANDS	MFSC CONFERENCE CONFIRMATION	642.26
08/28/2014	153970	002400	BURKHART, LEWANDOWSKI & MILLER, P.C.	ROAD PATROL NEGOTIATIONS	240.00
08/28/2014	153971	003014	TIMOTHY F. CAIN	PROBATE ATTORNEY FEES - AUGUST 2014 CIRCUIT ATTORNEY FEES-AUGUST 2014	1,742.74 1,583.33 <u>3,326.07</u>
08/28/2014	153972	003058	CRM FOOD SERVICE	INMATE FOOD 8/7 - 8/13/14	2,867.98
08/28/2014	153973	003087	CHARTER COMMUNICATIONS	INTERNET/CABLE- ACCT 8245 12 032 0091915	290.46
08/28/2014	153974	004075	DEGRAND, REARDON & HALL P.C.	CIRCUIT ATTORNEY FEES-AUGUST 2014	1,583.33
08/28/2014	153975	004200	DELTA COUNTY CLERK	CLERK'S SHARE CVR - JULY 2014	107.10
08/28/2014	153976	004805	ECONOMOPOULOS LAW FIRM PC	PROBATE ATTORNEY FEES - AUGUST 2014	1,742.74
08/28/2014	153977	005035	ANN ENGLAND	TRAVEL - TREASURER'S MTG 8/10-13/14	925.02
08/28/2014	153978	007005	DONALD GALLAGHER	MEAL REIMB - 8/11/14 TRAINING	7.25
08/28/2014	153979	011097	MARIE E. KWARCIA NY	METH/OPIOID DRUG EDUCATION SUMMIT MILEAG	76.39
08/28/2014	153980	013023	M & M DIVING	VALVED AND DRY SUIT HOOD	100.00
08/28/2014	153981	013049	MICHAEL J. MANNING	RETURN BOND - 14-FH-8990 - COURT ORDER P	5,000.00
08/28/2014	153982	013175	ANNE B. MCNAMARA	COURT APPOINTED REFEREE - AUGUST 2014	2,000.00
08/28/2014	153983	013179	MENARDS	BOLT AND BUTT SPLICE DCON AND WIRE LOCK	7.48 3.74 <u>11.22</u>
08/28/2014	153984	013321	MICHIGAN FAMILY SUPPORT COUNCIL	MFSC CONFERENCE REGISTRATION	225.00
08/28/2014	153985	013600	DAVID MOYLE	MILEAGE REIMB-6/18/14-6/30/14 MILEAGE REIMB- JULY 2014	1.12 2.24 <u>3.36</u>
08/28/2014	153986	015025	OFFICE DEPOT	OFFICE SUPPLIES	51.26
08/28/2014	153987	015039	OFFICE PLANNING GROUP	CANON IRS075 USAGE	547.48
08/28/2014	153988	015076	JEFFREY OLSON	MEAL REIMB - TRAINING 8/11/14	7.25
08/28/2014	153989	016032	P & M INSPECTIONS, INC.	PAY PERIOD 8-10-2014 THROUGH 8-23-2014	1,290.00
08/28/2014	153990	018303	JEAN-PAUL RUDELL	MERRIAM-WEBSTER GUIDE & DICTIONARY	32.10
08/28/2014	153991	019176	JAMES SODERBERG	CIRCUIT ATTORNEY FEES-AUGUST 2014	1,583.33
08/28/2014	153992	019196	STANDARD ELECTRIC COMPANY	DRINKING FOUNTAIN PARTS	26.86
08/28/2014	153993	020045	TELNET WORLDWIDE INC	PHONE - ACCT: CORP--005103 PHONE - ACCT: CORP--000861	165.48 919.59 <u>1,085.07</u>
08/28/2014	153994	022025	VERIZON WIRELESS	PHONE - ACCT 583044249-00001	244.42
08/28/2014	153995	023031	WAL-MART COMMUNITY	SHOE POLISH - ACCT 6032 2020 0060 0594 LED LIGHTS, PAINT AND SHARPIE - ACCT 603	19.80 61.38 <u>81.18</u>

5

Check Date	Check	Vendor	Vendor Name	Description	Amount
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FIRST TOTALS:

Total of 31 Checks:
Less 0 Void Checks:

33,489.86
0.00
33,489.86

Total of 31 Disbursements:

6



ANDERSON, TACKMAN & COMPANY, PLC
CERTIFIED PUBLIC ACCOUNTANTS

OFFICES IN MICHIGAN AND WISCONSIN

B2

Kristine P. Berhow, CPA, Principal
Alan M. Stotz, CPA, Principal
Raymond B. LaMarche, CPA, Principal

Kevin C. Pascoe, CPA
Brandy M. Olson, CPA
Lisa A. Callahan, CPA
Gary E. Maynard, CPA, PFS

August 19, 2014

To the County Board of Commissioners
and the County Administrator
County of Delta, Michigan

We are pleased to confirm our understanding of the services we are to provide Delta County for the years ended September 30, 2014, 2015 and 2016. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Delta County as of and for the years ended September 30, 2014, 2015 and 2016. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Delta County's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Delta County's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedules
- 3) Schedule of Funding Progress for the Retirement System

We have also been engaged to report on supplementary information other than RSI that accompanies Delta County's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, [in a separate written report accompanying our auditor's report on the financial statements OR in a report combined with our auditor's report on the financial statements]:

- 1) Schedule of expenditures of federal awards.
- 2) Combining Nonmajor Fund Financial Statements

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The OMB Circular A-133 report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the County Board of Commissioners of Delta County. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

Management Responsibilities

Management is responsible for the financial statements, schedule of expenditures of federal awards, and all accompanying information as well as all representations contained therein. Management is also responsible for identifying all federal awards received and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the requirements of OMB Circular A-133. As part of the audit, we will assist with preparation of your financial statements, schedule of expenditures of federal awards, conversion of modified accrual financial statements to full accrual and related notes. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for (a) establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (b) following laws and regulations; (c) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (d) ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review on the date the audit begins.

You are responsible for preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with OMB Circular A-133. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to [include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and

recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Delta County's compliance with provisions of applicable laws, regulations,

contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Delta County's major programs. The purpose of these procedures will be to express an opinion on Delta County's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

We will provide copies of our reports to the County; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Anderson, Tackman & Company, PLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to an oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Anderson, Tackman & Company, PLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the [Name of Cognizant Agency, Oversight Agency for Audit, or Pass-through Entity]. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation. Our audit engagement ends on delivery of our audit report and each year is considered a distinct and separate engagement. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

We expect to begin our audit in January and to issue our reports no later than March 31st of each year. Raymond B. LaMarche is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be \$34,000 for the years ending September 30, 2014, 2015 and 2016. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Delta County and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Raymond B. LaMarche, CPA
Principal

RESPONSE:

This letter correctly sets forth the understanding of Delta County.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

B3

PURCHASE AND SALE AGREEMENT

2014222

BETWEEN	AND
COUNTY OF DELTA, a Michigan municipal corporation, of 310 Ludington Street Escanaba, Michigan 49829	SILAS ENTERPRISES, LLC, a Michigan limited liability company, of 427 South 17 th Street Escanaba, Michigan 49829
hereinafter designated "SELLER".	hereinafter designated "BUYER".

THIS AGREEMENT effectively made this 1st day of June, 2014, by and between the above-named SELLER and BUYER.

§1. PURCHASE AND SALE PROVISION:

The SELLER is the owner of certain real property which the SELLER desires to sell and the BUYER desires to purchase. Said property is located in the City of Escanaba, County of Delta, and State of Michigan, described as follows:

See legal description and survey attached hereto and made a part hereof by reference as Exhibit "A."

The SELLER grants to the BUYER the right to make all permissible divisions under Section 108 of the Land Division Act, Act #288 of Public Acts of 1967; however, SELLER does not represent or warrant that any future divisions are available.

This property may be located within the vicinity of farm land or of a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

§2. PRICE AND TERMS:

The BUYER agrees to purchase from the SELLER the above-described premises and to pay therefore, a purchase price of FIFTEEN THOUSAND AND NO/100THS (\$15,000.00) DOLLARS. The BUYER agrees to pay to the SELLER the balance of \$15,000.00 in the following manner:

The entire remaining balance of \$15,000.00 shall be paid at the time of closing as said term is hereinafter defined. The purchase price shall be paid in cash, wire transfer, or by certified bank funds.

§3. PROVISION RELATING TO TITLE:

The title to the property to be conveyed by the SELLER shall be good and marketable title clear of all liens, encumbrances, defects and burdens excepting, however, such standard exceptions as outstanding mineral rights, utility easements, zoning ordinances, existing right-of-ways for streets and alleys bordering the property, taxes and assessments which are not delinquent, and those rules, regulations, and restrictions imposed by various governmental agencies as set forth on attached Exhibit "B," and the "Avigation Easement," as set forth on attached Exhibit "B-1."

BURKHART, LEWANDOWSKI & MILLER, P.C. 816 LUDINGTON STREET, ESCANABA, MICHIGAN 49829-3890 (906) 786-4422

BURKHART, LEWANDOWSKI & MILLER, P.C. 816 LUDINGTON STREET, ESCANABA, MICHIGAN 49829-3890 (906) 786-4422

Title as herein required shall be evidenced by a title insurance policy on a standard form policy of title insurance issued by a title company doing business in the State of Michigan. If title cannot be corrected or insured within sixty (60) days from the date BUYER notifies SELLER of any defect, the BUYER shall have the election of terminating this Agreement and receiving a refund of the down payment. The title insurance policy shall be an owner's policy in the amount of the full purchase price insuring the SELLER and the BUYER as their interests may appear.

If it appears that there are defects of title adversely affecting marketability or insurability, then this defect shall be corrected by the SELLER, including a quiet title action in the Circuit Court if necessary. Should the SELLER reasonably deem the cost of title correction prohibitive in relation to the purchase price herein, the SELLER shall have the option of returning the down payment (if any) and declaring this Agreement at an end.

SELLER shall convey title at the close of the transaction to the BUYER by a warranty deed subject to such standard exceptions as easements, apparent easements, exceptions, conditions, restrictions and reservations of record; and subject to those restrictive covenants set forth on Exhibit "B," which is attached hereto and made a part hereof by reference.

§4. EXISTING MORTGAGE:

If the property is subject to a mortgage, then SELLER understands that consummation of the sale or transfer of the property described in this Agreement shall not relieve the SELLER of any liability that SELLER may have under the mortgage(s) to which the property is subject, unless otherwise agreed to by the lender or required by law or regulation.

§5. TRANSFER OF POSSESSION:

Possession of the property purchased and sold hereunder shall be yielded by the SELLER to the BUYER on the date of closing.

§6. CONDITION OF PROPERTY:

The BUYER has inspected the property, and subject to the BUYER'S right to conduct an environmental audit or other professional inspection to ensure the suitability of the parcel for BUYER'S intended purpose, BUYER accepts the property "AS IS" in its present condition. There have been no warranties, either verbal or written, as to the suitability of the property for BUYER'S intended purpose, including the construction of any type of commercial building. SELLER represents and warrants that the property is not "Qualified Agricultural Property" and is not subject to the recapture tax provided in the Agricultural Property Recapture Act, 2000 PA 261, MCL 211.1001 et seq.

§7. TAXES:

The parties acknowledge that title to the real property which is the subject of this transaction is currently vested in the County of Delta, a Michigan municipal corporation, and as such, is exempt from real property taxes. Therefore, there shall be no proration as to taxes for the year 2014.

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§8. ALLOCATION OF CHARGES:

As between the parties, the allocation of costs and expenses associated with this transaction shall be as follows:

The SELLER shall pay the cost(s) associated with the preparation of this Agreement, the deed, and shall be responsible for the expense of the purchase of the owner's policy of title insurance. Furthermore, the SELLER shall be responsible for clearing and correcting title, accumulated interest on any existing indebtedness, and recording the discharge of any existing mortgage.

The BUYER shall pay the cost(s) associated with the expense of a mortgage policy of title insurance (if any), the cost of title examination and all associated legal fees, the cost of recording instruments of conveyance and the cost of a survey, appraisal, and property inspection, should the BUYER desire a survey, appraisal, and/or property inspection.

§9. ACKNOWLEDGEMENT OF LEGAL REPRESENTATION:

The parties acknowledge that they have negotiated the terms of this Agreement by and among themselves. Furthermore, each party acknowledges that they have consulted with, or have had an opportunity to consult with, their own certified public accountant or tax advisor on any tax and financial implications of this transaction and the manner in which it is structured. Each party to this Agreement hereby acknowledges that it has had the benefit of legal counsel of its own choosing, and/or has been afforded an opportunity to review the Agreement with legal counsel.

The law firm of Burkhart, Lewandowski & Miller, P.C., has prepared this document on behalf of the SELLER and is representing SELLER'S interest only in this transaction. The BUYER acknowledges that BUYER has had an opportunity to obtain independent legal advice with respect to this transaction and the documents associated therewith. The parties acknowledge that they shall each be responsible for their own legal and accounting fees in connection with this transaction.

The parties acknowledge that this Agreement shall be construed as having been jointly drafted by each party. Accordingly, the normal rule of construction that ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement, or any amendments or exhibits hereto.

§10. CLOSING DATE; TIME OF THE ESSENCE:

This transaction shall be closed and completed on or before September 26, 2014, or such other date as the parties may in writing agree to hereafter. Time is expressly declared to be of the essence in this Agreement. Each party shall fully perform all of his obligations hereunder at such times as to ensure closing within the period specified, or any extension thereof agreed to by the parties in writing or provided above in the event of title corrections.

§11. REMEDIES OF THE PARTIES:

(1) If BUYER fails or refuses to comply with the conditions assumed by BUYER, or to perform BUYER'S obligations hereunder, SELLER may at SELLER'S option:

(a) Hold and retain the initial deposit money and any additional amounts paid or deposited by the BUYER as liquidated damages for breach of this

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Agreement, and rescind and terminate the Agreement, whereupon all rights and obligations hereunder shall cease and terminate.

(b) Enforce this Agreement by appropriate action, including an action for specific performance, or for damages for breach, and retain all monies paid or deposited by the BUYER pending the determination of such action. SELLER shall give BUYER written notice of election with respect to the exercise of either of these options.

(2) If SELLER fails or refuses to comply with the conditions assumed by SELLER, or to perform SELLER'S obligations hereunder, BUYER may at BUYER'S option:

(a) Rescind the Agreement and recover all deposits and other amounts paid by the BUYER hereunder.

(b) Pursue any remedy available to BUYER, in law or equity, including an action to compel specific performance of this Agreement, or one for breach of this Agreement. The actions may be pursued separately or simultaneously in the alternative.

§12. ASSIGNMENT, MODIFICATION, ENTIRE AGREEMENT OF PARTIES EXPRESSED:

No right or interest of BUYER hereunder shall be assigned without the prior written consent of the SELLER, which consent shall not be unreasonably withheld.

No modification of this Agreement shall be valid or binding unless such modification is in writing, duly dated and signed by both parties.

This instrument constitutes the entire Agreement between the parties. Neither party shall be bound by any terms, conditions, statements or representations, oral or written, not herein contained. Each party hereby acknowledges that in executing this Agreement it has not been induced, persuaded, or motivated by any promise or representation made by the other party, unless expressly set forth herein. All previous negotiations, statements, and preliminary instruments by the parties or their representatives are merged in this instrument.

§13. SIGNATURE AND EFFECTIVE DATE:

This instrument shall not be an effective agreement until duly signed by both parties and until payment of the earnest money as provided above. The effective date of this Agreement shall be the date set forth on page one.

§14. PROVISION RELATING TO ESCROW AGENT:

In the event the parties determine that an Escrow Agent is required to complete this transaction, the parties do mutually appoint as the Escrow Agent, Delta Abstract & Title Agency, Inc., 201 Ludington Street, Escanaba, Michigan 49829.

It is agreed and understood that all payments made under the terms of this Agreement shall be made to the Escrow Agent. It is mutually agreed that any cost or expense associated with utilization of the services of the Escrow Agent shall be borne equally by the parties hereto.

It is mutually agreed that the Escrow Agent shall serve as an accommodation to the contracting parties, and shall be free from liability except as may be predicated upon gross negligence or willful breach of trust. Each of the parties hereto agree to indemnify and forever hold harmless the Escrow Agent for damage or loss in relation to this escrow holding.

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The Escrow Agent shall act until performance of all of the following conditions:

1. Proof of marketable title: Until the SELLER has satisfied the requirements set forth in §3. above relating to proof of title.
2. Possession: Until possession is made available to the BUYER.
3. Until the appropriate closing documents have been delivered to the Escrow Agent, and the purchase price to be paid in accordance herewith has either been delivered to the Escrow Agent or to the SELLER.

When the foregoing conditions have been met, the Escrow Agent shall be authorized to deliver the instruments of conveyance to the BUYER and any purchase money on deposit with the Escrow Agent to the SELLER.

§15. GOVERNING LAW AND VENUE:

This Agreement shall be construed in accordance with and governed by the laws of the State of Michigan. The parties acknowledge and agree that venue shall be appropriate in any court having jurisdiction in Delta County, Michigan, the county in which the subject real property is located.

§16. NO BROKER:

The parties to this Agreement acknowledge that neither party has engaged the services of any real estate agent or broker in connection with this transaction.

§17. NOTICES:

Any notices sent or required by this Agreement shall be served personally on, or sent by registered or certified mail, return receipt requested, to the party for whom it is intended at the address set forth below:

SELLER: County of Delta
Attn: Nora Viau, Director of Administration & Finance
310 Ludington Street
Escanaba, Michigan 49829

BUYER: Silas Enterprises, LLC
Attn: William A. Marmalick
427 South 17th Street
Escanaba, Michigan 49829

§18. COUNTERPARTS; FACSIMILE/ELECTRONIC SIGNATURES:

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and together shall constitute one document. The parties to this Agreement acknowledge that due to the distances that separate them from each other, and the need for each of them to promptly execute this Agreement, it may not be practical for each party to execute and deliver to the other party hereto original copies of this Agreement. Therefore, the parties acknowledge and agree that a faxed or e-mailed version of this Agreement shall, subject to the terms hereof, be binding on the party in each instance so executing and faxing or e-mailing.

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§19. EXHIBITS:

Any forms, exhibits, or corollary documents which may be attached to or referenced in this Agreement have been reviewed and approved by each party, and each party acknowledges its agreement to sign any such documents.

§20. AUTHORIZATION:

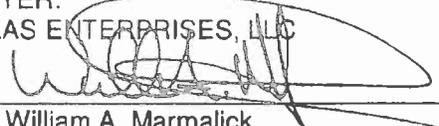
The sale of the subject property has been authorized by the Delta County Board of Commissioners pursuant to a meeting of the Board of Commissioners held on September 16, 2014. A copy of the minutes of said meeting are attached hereto and made a part hereof by reference as Exhibit "C."

The parties hereto have executed this Agreement effective the day and year first above written.

SELLER:
COUNTY OF DELTA

By: _____
Thomas C. Elegeert, Chairman
Delta County Board of Commissioners

BUYER:
SILAS ENTERPRISES, LLC

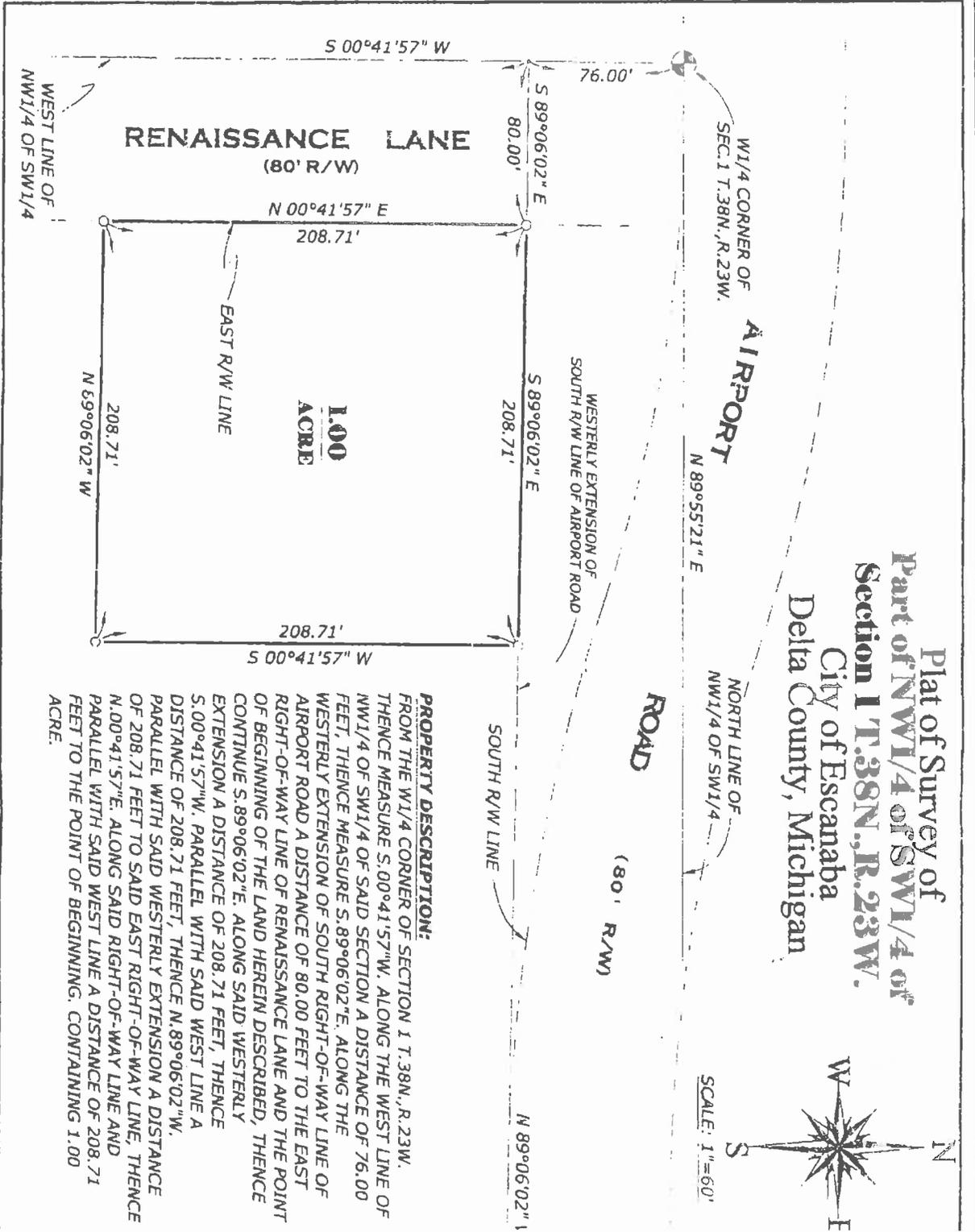
By: 
William A. Marmalick
Its President/Authorized Member

This instrument drafted by:
BURKHART, LEWANDOWSKI & MILLER, P.C.
816 Ludington Street
Escanaba, Michigan 49829
Phone: 906-786-4422
By: John A. Lewandowski/drh
G:\DRH\2014222 P&S AGREEMENT.DOCX-8/20/14

EXHIBIT "A"

Legal Description

Land located in the City of Escanaba, County of Delta, and State of Michigan, described as follows:



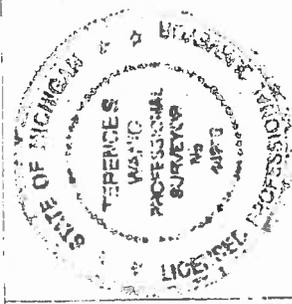
JOB NUMBER **14094-1405**
 SURVEY OF **BILL MARMILICK**
 SUBJECT **PROPERTY DIVISION**
 DATE OF SURVEY **MAY 22, 2014**
 DATE OF MAPPING **MAY 22, 2014**

CERTIFICATE OF SURVEY TO:

BILL MARMILICK

I, TERENCE S. WANKO, A PROFESSIONAL SURVEYOR IN THE STATE OF MICHIGAN, HEREBY CERTIFY THAT I HAVE MADE A SURVEY OF THE ABOVE DESCRIBED LANDS, THAT IF ANY MONUMENTS, TOGETHER WITH THOSE FOUND HAVE BEEN PLACED OR LOCATED AT THE POSITIONS INDICATED HEREOF, THAT THEY ARE POSITIONABLE PHYSICAL ENCROACHMENTS EITHER WAY - CROSS PROPERTY LINES, EXCEPT AS SHOWN, THAT THE MEASUREMENTS OR THE ASSURED OF THE UNADJUSTED FIELD MEASUREMENTS OF THE SURVEY IS LESS THAN THE RATIO OF 1 PART IN 10,000.

Terence S. Wanko
 TERENCE S. WANKO, Professional Surveyor No. 44936



L&M
 LAND SURVEYORS, P.C.
 1410 Ludington Street
 Escanaba, Michigan 49829
 Phone (906) 786-1755
 Fax 736-6497

- LEGEND**
- INDICATES A LINE NOT DRAWN TO SCALE
 - IRON MONUMENTS SET
 - IRON MONUMENTS FOUND
 - CONC. MONUMENTS SET
 - CONC. MONUMENTS FOUND
 - ⊕ CHISELED CROSS IN CONCRETE
 - (1) MEASURED DISTANCE AND/OR BEARING
 - (R) RECORDED DISTANCE AND/OR BEARING
 - ◆ SECTOR CENTRAL CORNER

EXHIBIT "B"

This Purchase and Sale Agreement is subject to certain rules, regulations, and restrictive covenants imposed by the various governmental agencies, including but not limited to:

The U.S. Department of Transportation (Federal Aviation Administration), Contact:
Detroit Airports District Office, Willow Run Airport, East 8820 Beck Road,
Belleville, Michigan 48111

Michigan Department of Transportation (MDOT), Contact: Airports Division, 2700
East Airport Service Drive, Lansing, Michigan 48906

The following rules, regulations, and restrictions are applicable to grantors, grantees, lessors, and lessees, without regard to how they might be designated in the following language. The information set forth in this exhibit is intended to provide the grantor and grantee with federal and state governmental requirements in connection with satisfying their respective obligations.

The following reservations and/or restrictions shall run with the land, shall be included in any purchase agreement, lease, deed, or other conveyance of the subject property:

- a. The grantee (Buyer hereunder) expressly agrees for itself, its successors and assigns, to not construct nor permit to stand on said premises any building, structure, poles, trees, or other object, whether natural or otherwise, of a height in excess of the Federal Aviation Regulation (FAR) Part 77 Surfaces as applied to Delta County Airport.
- b. The grantee (Buyer hereunder) expressly agrees for itself, its successors and assigns, to file a notice consistent with the requirements of FAR 77 (FAA Form 7460-1) prior to construction any facility, structure, or other item on said premises.
- c. The grantee (Buyer hereunder) expressly agrees for itself, its successors and assigns, to not hereafter use or permit nor suffer use of the land described above in such a manner as to: create electrical interference with radio communication between the installation upon the airport and aircraft; make it difficult for fliers to distinguish between airport lights and others; impair visibility in the vicinity of the airport; or endanger the landing, taking off, or maneuvering of aircraft.
- d. The grantor (Seller hereunder) reserves unto itself, its successors and assigns, for the use and benefit of the public a right of flight for the passage of aircraft in the airspace above the surface of the real property herein conveyed. This public right shall include the right to cause in said airspace any noise inherent in the operation of any aircraft used for navigation or flight through the said airspace or landing at, taking off from, or operation on the Delta County Airport.
- e. The grantee (Buyer hereunder) express agrees for itself, its successors and assigns, to not hereafter use, permit, nor suffer use of the land herein described above in such a manner as to create a potential for attracting birds and other wildlife that may pose a hazard to aircraft.

The aforesaid reservations, restrictions, covenants, and agreements shall run with the land, as described in the Purchase and Sale Agreement between the respective parties (to which this exhibit is attached) for the benefit of the grantor (Seller hereunder), its successors and assigns, in the ownership/operation of the Delta County Airport.

EXHIBIT "B-1"

See attached Avigation Easement.

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EXHIBIT "C"

Copy of Delta County Board of Commissioner Minutes approving transaction.

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INFORMATION

VI. COMMUNICATIONS

A. COMMUNICATIONS RECEIVED:

1. Letter from Delta County Road Commission
2. Letter from Miles Anderson

B. COMMUNICATIONS FORWARDED:

1. Letter to Gordon Hermes
2. Letter to Randal Gascon

VII. REPORTS OF STANDING AND STATUTORY COMMITTEES

1. Central Dispatch minutes of 1-8-14, 2-12-14, 3-12-14, 4-9-14, 5-14-14, 6-11-14
2. Pinecrest Board minutes of 1-24-14, 2-27-14, 5-22-14, 6-9-14
3. Solid Waste Authority minutes of 5-27-14
4. Public Health Board minutes of 7-16-14
5. Human Services Board minutes of 7-21-14

VIII. REPORTS OF SPECIAL COMMITTEES AND OTHERS

1. Township Association minutes of 4-24-14



Jody Norman
Managing Director

Amy Reinhardt
Finance Director

Commissioners

Peter J. Stropich
Rapid River, MI

Dennis J. Stanek
Gladstone, MI

Mike Larrabee
Rapid River, MI

Randy Bjork
Gladstone, MI

Bob Aschbacher
Gladstone, MI

August 13, 2014

The Honorable Rick Snyder
Office of the Governor
State Capitol
P.O. Box 30013
Lansing, Michigan 48909

Dear Governor Snyder:

Please find enclosed an original Resolution adopted by the Delta County Board of Road Commissioners at its meeting on August 12, 2014.

As indicated in the Resolution I have been instructed to send this Resolution to your office as well as to the Michigan Legislators who represent our County in the State Legislature and to our County and Township elected officials.

The Delta County Board of Road Commissioners thanks you for taking the time to read and consider this Resolution.

Respectfully,

Amy J. Reinhardt
Finance Director/Clerk of the Board

RESOLUTION ASKING THE GOVERNOR AND STATE LEGISLATORS TO ENACT A PERMANENT FUNDING SOLUTION

WHEREAS, State, County and Municipal roads are deteriorating at a record pace due to under funding for maintenance over the last 12 years; and

WHEREAS, the longer quality maintenance is deferred due to lack of funding, the more it will cost to bring our county and state road network back into quality condition; and

WHEREAS, our state and county are still suffering from the effects of the 2008 single worst economic downturn since the Great Depression, and business development is less likely to occur if our road and highway infrastructure is failing; and

WHEREAS, investment in our road infrastructure will provide needed improvements and provide good paying jobs in our state and these wages will be spent in Delta County and the State of Michigan to further assist our economy; and

WHEREAS, the Delta County Road Commission has seen its Michigan Transportation Fund (MTF) road maintenance revenue decline over the last 10 years, and is projected by the Michigan Department of Transportation to increase by no more than 1% in 2014 and remain at that level into the foreseeable future; and

WHEREAS, the Delta County Road Commission has seen its costs for critical road maintenance materials and fuel rise; and

WHEREAS, the Delta County Road Commission has instituted agency-wide efficiencies to deal with the detrimental effect of revenue reductions and increasing costs, including a reduced work force through attrition of approximately 33%; and

WHEREAS, the Delta County Road Commission has also found it necessary to reduce services, including patching, mowing and paving gradually being reduced, and plowing on residential roads only done dependent upon conditions; and

WHEREAS, the Delta County Road Commission has many bridges with reduced legal load limits due to deterioration and a number of bridges with poor ratings that need major rehabilitation or replacement soon that cannot be funded under current conditions; and

WHEREAS, the state and other county road commissioners in the state have either laid people off, reduced employment by attrition, shut down operations, or restricted maintenance schedules such as limiting snow removal to weekdays; and

WHEREAS, when compared to other states, Michigan's state and local transportation funding has ranked 42nd or worse, for more than four decades (statistics derived from the County Road Association of Michigan); and

WHEREAS, gas tax revenues generated in 1999 were virtually the same as those in 2011, further verifying that road funding has not kept pace with material cost increases or inflation; and

WHEREAS, the current Governor Snyder Administration and past administrations have all concluded that Michigan is short in excess of \$2.1 billion a year to address highway and road issues in the state, and in addition, numerous newspapers, labor and trade associations, municipal and county associations, and chambers of commerce have also expressed that Michigan must invest more dollars into road maintenance.

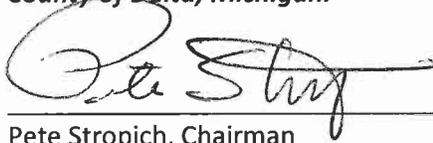
NOW THEREFORE BE IT RESOLVED, that the Board of County Road Commissioners for the County of Delta, this 12th day of August, 2014 hereby requests that the Governor and the Michigan Legislature retain the current Income Tax Rate and direct the generated funding surplus to solely improve Michigan roads, bridges and highways, especially at the local Road Commission and Township level while working to develop a permanent, long-term funding solution for Michigan roads; and

BE IT FURTHER RESOLVED that this Resolution be forwarded to Michigan Governor Rick Snyder, members of the State Legislature, the Delta County Board of Commissioners, and each of the 14 Townships in Delta County.

Commissioner Aschbacher moved, seconded by Commissioner Bjork to support the Resolution as presented.

Ayes - 5 Nays - 0

**Board of County Road Commissioners for the
County of Delta, Michigan.**



Pete Stropich, Chairman



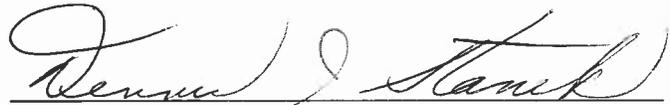
Bob Aschbacher, Vice Chairman



Mike Larrabee, Member



Randy Bjork, Member



Dennis Stanek, Member

I hereby certify that the above is a true copy of action taken by the Board of County Road Commissioners for the County of Delta at a meeting held August 12, 2014.



Amy J. Reinhardt, Deputy County Clerk

August 19, 2014

Notice:

We have scheduled a meeting to discuss the Escanaba Paper Company 2013 and 2014 property tax appeal.

Where: Bay de Noc Community College
Joseph Heirman University Center
Room 952

When: Friday, August 22nd

Time: 2:00 p.m. to 3:00 p.m.

Who should
Attend: Administrative personnel, Boards and Commissioners are urged to attend.

Order of business

1. Presentation of the facts of the appeal.
2. Presentation of potential tax revenue loss per unit of government.
3. Presentation of potential cost of the appeal.
4. Discussion of setting a deadline for the decision of each taxing jurisdiction to either participate or not participate in the appeal process.
5. General discussion by participants.

Miles Anderson
wellsdelta@chartermi.net
(906) 786-0839

DELTA COUNTY BOARD OF COMMISSIONERS

ADMINISTRATION OFFICE
310 LUDINGTON STREET
ESCANABA, MICHIGAN 49829
PHONE: 906-789-5100
FAX: 906-789-5197



August 6, 2014

Gordon Hermes
1600 S 30th St
Escanaba, MI 49829

Dear Mr. Hermes :

At their regular meeting of August 5, 2014, the Delta County Board of Commissioners accepted your resignation from the Delta Area Transit Authority Board.

The Board would like to thank you for the leadership and dedicated service you have provided to the citizens of Delta County while a member of the Delta Area Transit Authority Board and wishes you the best of luck in your future endeavors.

Again, thank you for your service.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Thomas C. Elegeert", written in a cursive style. The signature is positioned above the printed name and title.

Thomas C. Elegeert, Chairman
Delta County Board of Commissioners

DELTA COUNTY BOARD OF COMMISSIONERS

ADMINISTRATION OFFICE
310 LUDINGTON STREET
ESCANABA, MICHIGAN 49829
PHONE: 906-789-5100
FAX: 906-789-5197



August 20, 2014

Mr. Randal Gascon
4044 15th Rd
Escanaba, MI 49829

Dear Randal:

On behalf of the Delta County Board of Commissioners, I extend my sincere congratulations to you on your upcoming retirement. The Board wishes to thank you for your dedicated and loyal service while you were an employee of Delta County.

We wish you many happy, fruitful, and healthy retirement years.

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas C. Elegeert", written in a cursive style.

Thomas C. Elegeert, Chairman
Delta County Board of Commissioners

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING
January 8, 2014 -- 9:00 a.m.
Courthouse

1. Call to order 9:00 a.m.

2. Roll Call

AGENCY	MEMBER	YES	NO
Esanaba City	Tall, Marc	X	
Fire Chief's Association	Lundberg, James	X	
Gladstone City	Maki, Joseph	X	
Sheriff's Department	Ballweg, Gary	X	
State Police	Cunningham, Greg		X
Township Association	Johnson, Greg	X	
Delta County	Viau, Nora	X	
911 Coordinator	Segorski, James	X	
E M Coordinator	Berbohm, Robert	X	

Also present: Tom Elegeert, Mark Seymour, and Becky O'Brien.

ELECTION OF OFFICERS:

County Clerk Nancy Kolich called the meeting to order and opened the floor for nominations for Chair.

CALL FOR NOMINATION FOR CHAIR:

MOTION to nominate Gary Ballweg as **Chair** by Ms. Viau.

SECOND: Mr. Johnson

any other nominations
any other nominations
any other nominations

SUPPORT: All those in support to elect Gary Ballweg as **Chair**: All

OPPOSED: None

The meeting was turned over to Chair Ballweg for other nominations.

CALL FOR NOMINATION FOR VICE CHAIR:

MOTION to nominate Nora Viau as **Vice-Chair** by Mr. Johnson

SECOND: Mr. Giese

any other nominations
any other nominations
any other nominations

SUPPORT: All those in support to elect Nora Viau as **Vice-Chair**: All

OPPOSED: None

CALL FOR NOMINATION FOR SECRETARY:

MOTION to nominate Cunningham as **Secretary** by Mr. Johnson

SECOND: Ms. Viau

any other nominations
any other nominations
any other nominations

SUPPORT: All those in support to elect Greg Cunningham as **Secretary**: All
OPPOSED: None

CALL FOR NOMINATION FOR TREASURER:

MOTION to nominate James Lundberg as **Treasurer** by Ms. Viau
SECOND: Mr. Maki

any other nominations
any other nominations
any other nominations

SUPPORT: All those in support to elect James Lundberg as **Treasurer**: All
OPPOSED: None.

3. Adoption of Agenda:

Add to Coordinator's Report 7a: 911 Recorder/Recorder

MOTION: Mr. Johnson
SECOND: Mr. Maki
SUPPORT: All

4. Public Comment on Agenda Items: None.

5. Approval of Previous Meeting Minutes (December 11, 2013):

MOTION: Ms. Viau
SECOND: Mr. Maki
SUPPORT: All

6. Communications: None.

7. Committee and Liaison Reports:

a. Coordinator's Report:

1. Call activity report.
2. Should consider what 911 millage will be on next election of 2014.
3. Recorder/Logger:

Captain Segorski said he would draft RFP proposal for the logger.

MOTION to solicit proposal regarding RFT for 911 Recorder/Logger: Mr. Johnson
SECOND: Mr. Maki
SUPPORT: All

RFP Committee: Chair Ballweg; Captain Segorski; and Brandon Couvillion

4. Page Gate: sent out format to all involved for numbers.
5. Tie Hill Area:
 - looking for other towers close to Schoolcraft County area.

- no projects with Alger County.
- would like to find another tower for Cooks area.

b. Treasurer's Report:

Beginning	\$817,424.54
Expenses:	\$ 55,783.41
Revenue:	\$ 47,662.23
Ending:	\$809,303.36

c. Monthly Report from City of Escanaba: None.

d. Monthly Budget Status Report:

e. Emergency Management Report:

1. Not shortage of Propane gas – difficulty getting it up here.
2. Received grant funding regarding
 - Phase 1- technology part.
 - Phase 2: waiting on generators.
3. Snow ambulances available for use.

f. TAC Report: None.

g. Mark Seymour Report: None.

8. Old Business: None.

9. New Business:

a. Payment of Bills:

Total amount of \$52,700.42

MOTION: Ms. Viau
SECOND: Mr. Maki
SUPPORT: All

10. Public Comment: None.

11. Authority Members Comment: None.

12. Other Items: Next Meeting Courthouse: February 12, 2014; 9:00 a.m.

13. ADJOURNMENT:

MOTION: Mr. Tall
SECOND: Ms. Viau
SUPPORT: All

APPROVAL OF MINUTES:

CHAIR

VICE-CHAIR

DATED: _____

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING
February 12, 2014 -- 9:00 a.m.
Courthouse

1. Call to order 9:00 a.m.

2. Roll Call

AGENCY	MEMBER	YES	NO
Escanaba City	Tall, Marc	X	
Fire Chief's Association	Lundberg, James	X	
Gladstone City	Geyer, Paul	X	
Sheriff's Department	Ballweg, Gary	X	
State Police	Cunningham, Greg	X	
Township Association	Johnson, Greg	X	
Delta County	Viau, Nora	X	
911 Coordinator	Segorski, James	X	
E M Coordinator	Berbohm, Robert	X	

Also present: Tom Elegeert, Mark Seymour.

3. Adoption of Agenda:

MOTION: Mr. Lundberg
SECOND: Ms. Viau
SUPPORT: All

4. Public Comment on Agenda Items: None.

Add to NEW BUSINESS 9d: Motorola 2-year Maintenance Renewal for equipment at dispatch center.

5. Approval of Previous Meeting Minutes (January 8, 2014):

MOTION to amend Minutes - Roll Call for Fire Chief's Association to Jon Giese, not James Lundberg.

MOTION: Ms. Viau
SECOND: Mr. Tall
SUPPORT: All

6. Communications: None.

7. Committee and Liaison Reports:

a. Coordinator's Report:

1. Call activity report.
2. Received 305 Dispatcher Training Funds for 2014. Training has been ongoing.
3. 911 Regional statement: \$38,426.88 – to pay entire amount.
4. Automotive Vehicle Locating (AVL) System: looking into getting on board with this system.
5. Paging: experimenting with Page Gate; sent out flyers requesting contact numbers.
6. Power outage caused high volume of 911 calling; would like to see 211 implemented for emergency outages.
7. In process of hiring a part-time dispatcher.

b. Treasurer's Report as of January 31, 2014.

Beginning Balance:	\$809,303.36
Additions:	\$121,636.85
Expenses:	\$ 52,700.42
Ending Balance:	\$878,239.79

c. Monthly Report from City of Escanaba: None.

d. Monthly Budget Status Report: FYI.

e. Emergency Management Report:

1. Propane gas shortage issue. Cold weather caused difficulty in getting gas to area.
2. Possible flooding if thaw comes too quickly with all the snow.

f. TAC Report: None.

g. Mark Seymour Consultant Report: None.

8. Old Business: None.

9. New Business:

a. 911 Logger-Recorder – RFP's Committee Recommendation – Action

Committee reviewed RFPs. Only proposal was from Van Belkin in the amount of \$31,534 - not sure of warranty. Captain Segorski will check into this along with a 2-year warranty and get back to committee.

b. Report on Millage Renewal - Chair:

Discussion regarding millage or surcharge.

Millage: place on ballot for August primary or general election in November; not sure of the amount yet.

Surcharge per phone: money would come from land-lines, cell, and track – not sure how money is charged to phones if renewed or bought out of county. Captain Segorski will check on this.

Tabled for next meeting.

c. Payment of Bills:

TOTAL: \$50,973.097

MOTION: Ms. Viau

SECOND: Mr. Tall

SUPPORT: All

d. 2-year Motorola Maintenance Renewal

TOTAL: \$17,578.80

MOTION: Mr. Johnson

SECOND: Mr. Tall

SUPPORT: All

10. Public Comment: None.

11. Authority Member Comment:

Waiting on tower site for Northeast area.

12. Other Items: Next Meeting: March 12, 2014; 9:00 a.m.

13. ADJOURNMENT:

MOTION: Ms. Viau

SECOND: Mr. Tall

SUPPORT: All

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING
March 12, 2014-- 9:00 a.m.
County Building

1. Call to order 9:00 a.m.

2. Roll Call

AGENCY	MEMBER	YES	NO
Escanaba City	Tall, Marc	X	
Fire Chief's Association	Lundberg, James	X	
Gladstone City	Geyer, Paul		X
Sheriff's Department	Ballweg, Gary	X	
State Police	Cunningham, Greg		X
Township Association	Johnson, Greg		X
Delta County	Viau, Nora	X	
911 Coordinator	Segorski, James	X	
E M Coordinator	Berbohm, Robert	X	

Also present: Tom Elegeert; Mark Seymour; Jon Giese

3. Adoption of Agenda:

Move Emergency Management Report as one of first items;

Move 9b Tour of buildings to after adjournment.

MOTION: Ms. Viau

SECOND: Mr. Lundberg

SUPPORT: All

4. Public Comment on Agenda Items: None.

5. Approval of Previous Meeting Minutes (February 12, 2014):

MOTION: Ms. Viau

SECOND: Mr. Tall

SUPPORT: All

6. Communications:

Each member received audit letter. Will probably have auditor at May meeting once audit is completed.

7. Committee and Liaison Reports:

e. Emergency Management Report:

1. Lt. Brown coming on Friday per City's request for the County to declare emergency on water issues.
2. Homeland Security: finishing up EOC advancement project to create virtual concept within EOCs.
3. Warm-up shelter for fire crews on location: \$12,000 a unit (one per county)

a. **Coordinator's Report:**

1. Call activity report. FYI.
2. Senate Bill 636 passed House regarding AT&T landlines – will give update at next meeting.
3. Hiring part-time dispatcher - Tom Bell.
4. Shooter Training conducted at College-dispatcher Jenny Peterson communicated with agencies; great results.
5. Next Generation 911 Network that we're trying to create as a UP911 Authority has been moved to June.
6. Surcharge: Any component able to dial 911 pays surcharge - not easy to figure out which agency/county receives surcharge.

b. **Treasurer's Report:** None.

c. **Monthly Report from City of Escanaba:** None.

d. **Monthly Budget Status Report:** None.

Will discuss setting budget at next meeting.

f. **TAC Report:** None.

g. **Mark Seymour Consultant Report:** None.

8. Old Business:

- a. Motorola 2 year Maintenance Renewal for Motorola equipment at Dispatch to include software upgrades.

MOTION to authorize Chair sign 2-Year Maintenance Renewal for Motorola Equipment at Dispatch in the \$17,578.80.

MOTION: Ms. Viau

SECOND: Mr. Lundberg

SUPPORT: All

- b. Recorder-logger: question regarding warranty.

The fee is \$31,534, plus one year warranty to include software upgrades.

Annual warranty is \$5,177:

\$2,023 to NICE Recorders for software updates

\$3,154 to Belkin for maintenance and hardware

Tabled for next meeting: Captain Segorski will contact them regarding alternatives/options.

- c. Millage Renewal.

Discussion to recommend County Board renew 5 year millage up to .75 millage with same language as 2008; place on county wide election ballot in August or November. Will discuss at next meeting.

9. New Business:

- a. Payment of Bills:

TOTAL: \$88,452.28

MOTION to pay bills as presented.

MOTION: Ms. Viau

SECOND: Mr. Tall

SUPPORT: All

- b. Discuss After Meeting:

Tour of buildings (Emergency Management office and Emergency Operations center, County Board meetings, Possible Law Enforcement offices, availability for possible future 911 center.

10. Public Comment: None.

11. Authority Member Comment: None.

12. Other Items: Next Meeting at Courthouse - Administration Office: April 9, 2014; 9:00 a.m.

13. ADJOURNMENT:

MOTION: Ms. Viau

SECOND: Mr. Tall

SUPPORT: All

APPROVAL OF MINUTES:

CHAIR

VICE-CHAIR

DATED: _____

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING

April 9, 2014-- 9:00 a.m.

Courthouse – Administration Office

1. Call to order 9:00 a.m.

2. Roll Call

AGENCY	MEMBER	YES	NO
Escanaba City	Tall, Marc		X
Fire Chief's Association	Giese, Jon	X	
Gladstone City	Geyer, Paul	X	
Sheriff's Department	Ballweg, Gary	X	
State Police	Cunningham, Greg	X	
Township Association	Johnson, Greg		X
Delta County	Viau, Nora	X	
911 Coordinator	Segorski, James	X	
E M Coordinator	Berbohm, Robert	X	

Also present: Tom Elegeert, Mark Seymour.

3. Adoption of Agenda:

Add to New Business 9c: Possibly moving 911 Center.

Add to payment of bills: Silver & Van Essen bill of \$105.48

MOTION: Ms. Viau

SECOND: F/Lt. Cunningham

SUPPORT: All

4. Public Comment on Agenda Items: None.

5. Approval of Previous Meeting Minutes (March 12, 2014):

MOTION: Ms. Viau

SECOND: F/Lt. Cunningham

SUPPORT: All

6. Communications: None.

7. Committee and Liaison Reports:

a. Coordinator's Report:

1. Call activity report.
2. Meeting at 10:00 am in Escanaba with Dispatch Training Committee to include all PSAPS in U.P. to discuss bringing more training to Upper Peninsula
3. CAD meeting regarding cutover training on April 21st for new fiber that's running all PSAPS for 911 trunks; first week of June is cut-over date
4. DCCD only ones in U.P. that have all dispatchers trained in Emergency Medical Dispatch and only using aspirin diagnostic and stroke protocols.
5. Hired Tom Bell as part-time dispatcher

6. In the process of developing protocol for water rescue

b. Treasurer's Report:

Beginning Balance:	\$1,016,600.60
Additions:	43,404.94
Expenses:	88,452.28
Ending Balance:	971,553.36

c. Monthly Report from City of Escanaba:

Authority \$8,000 arrears; \$50,000 payment will be increased until paid.

d. Monthly Budget Status Report: FYI

e. Emergency Management Report:

1. County declared on frozen pipe issue
2. Garden Area: water-runs – looking to open a drainage ditch
3. Ice jams and flooding expected
3. Rapids starting to open

f. TAC Report:

Mr. Giese nominated as Chair, Chief Geyer-Vice Chair; and Becky O'Brien-treasurer/secretary.

1. Support recorder update regarding Eventide
2. Portable radio issue - defaulting to Rapid River repeater
3. Ford River asked to be sequentially paged off Escanaba and Bark River towers
4. Mr. Seymour's mobile command trailer available for dispatching but will need VHF radios for police and fire, and may be programmed for paging. Discussion followed.

MOTION to have 911 Dispatch Authority through the County Board ask for a Hannahville 2% Grant to fund the radios and equipment needed to complete mobile command trailer; Mr. Seymour will submit the application. .

MOTION: Ms. Viau

SECOND: Mr. Giese

SUPPORT: All

5. Scott Larson asked about "Go Bags" as a county project for Law Enforcement to respond to an active shooter incident.
6. Next meeting May 27.

g. Mark Seymour Consultant Report:

1. For clarification: I will be submitting application for 2% Grant monies for VHF radios, 800 MHz and software for patching to include itemized equipment and cost on behalf of 911 Dispatch Authority.
2. The DNR transfer switch for the generator is still not fixed at Rapid River.

8. Old Business:

- a. Recorder-logger, question regarding warranty (\$5,177 a year on year 2 and year 3).

Captain Segorski contacted Quality Recording Solutions LLC about the Eventide recorder. He was informed Eventide can be upgraded with the IP ability to interface the NICE and Motorola equipment. He was also informed Quality Recording Solutions LLC was currently working with Chippewa County regarding the same. They sent a quote of \$22,928, and second year maintenance fee of \$2,000.

MOTION to proceed with Eventide through Quality Recording Solution LLC as presented in the amount of \$22,928, to include second year maintenance fee of \$2,000.

MOTION: Chief Geyer
SECOND: Mr. Giese
SUPPORT: All

Chair Ballweg asked to be due to illness.

- b. Millage Renewal (set amount (.75) and date).

Discussion followed.

MOTION to submit to the County Board and Clerk with the approval of the Board, the renewal language for .75 mills for a period of five (5) years from the expiration of the current millage in the August primary election.

MOTION: Chief Geyer
SECOND: F/Lt. Cunningham
ROLL CALL VOTE:

AGENCY	MEMBER	YES	NO
Escanaba City	Tall, Marc		
Fire Chief's Association	Giese, Jon	X	
Gladstone City	Geyer, Paul	X	
Sheriff's Department	Ballweg, Gary		
State Police	Cunningham, Greg	X	
Township Association	Johnson, Greg		
Delta County	Viau, Nora	X	

9. New Business:

- a. Payment of Bills:

Add Silver Van Essen bill of \$105.48

TOTAL: \$50,246.50

MOTION to approve bills as presented:

MOTION: Chief Geyer
SECOND: F/Lt. Cunningham
SUPPORT: All

- b. Set budget for 2014-15.

Tabled for May meeting.

- c. Possibly moving 911 center.

Tabled for May meeting.

10. Public Comment: None.

11. Authority Member Comment:

Police Officer Memorial: May 15 at 10:00 am at Escanaba Area High School.

12. Other Items: Next Meeting: May 14, 2014; 9:00 a.m. – Will meet at EDPS.
Tour: ARES/RACES Mobile Command Trailer

13. ADJOURNMENT:

MOTION: F/Lt. Cunningham
SECOND: Mr. Giese
SUPPORT: All

APPROVAL OF MINUTES:

CHAIR

VICE-CHAIR

DATED: _____

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING

May 14, 2014 -- 9:00 a.m.

Escanaba Department of Public Safety Building

1. Call to order 9:00 a.m.

2. Roll Call

AGENCY	MEMBER	YES	NO
Escanaba City	Tall, Marc	X	
Fire Chief's Association	Lundberg, James	X	
Gladstone City	Geyer, Paul		O
Sheriff's Department	Ballweg, Gary	X	
State Police	Cunningham, Greg	X	
Township Association	Johnson, Greg	X	
Delta County	Viau, Nora	X	
911 Director	Vanderlinden, Kenneth	X	
E M Coordinator	Berbohm, Robert		O

Also present: Tom Elegeert, Mark Seymour, Jon Giese, Ray LaMarche, Dave Deno

3. Adoption of Agenda:

Sheriff Ballweg requested agenda item NEW BUSINESS: 9-B Auditor's Report be moved to the first item on agenda so Mr. LaMarche could be excused from the meeting after his report.

MOTION to accept agenda as presented

MOTION: Ms. Viau

SECOND: Mr. Tall

SUPPORT: All

4. Public Comment on Agenda Items: None.

NEW BUSINESS: 9b Auditor's Report

Mr. LaMarche from Anderson/Tackman briefly explained the content of the report. The actual documents are contributed by the agencies involved in 911 Authority. The audit is required by the Treasury Department on a yearly basis, and must answer 19 specific questions. He then gave a general overview of the documents submitted. Ms. Viau asked if the Treasury Department looks at how the monies are actually used and what specifically would draw attention. Mr. LaMarche stated there usually isn't a problem unless the report is running in the negative. He briefly reviewed how the Treasury Department looks at expenditures. Mr. LaMarche stated overall the audit was "clean" and suggested making some adjustments earlier in the fiscal year.

MOTION to accept auditor's financial report

MOTION: Ft/Lt. Cunningham

SECOND: Mr. Lundberg

SUPPORT: All

5. Approval of Previous Meeting Minutes (April 9, 2014):

MOTION: Ms. Viau

SECOND: Mr. Tall

SUPPORT: All

6. Communications: None.

7. Committee and Liaison Reports:

a. Coordinator's Report:

Chief Vanderlinden addressed the board in Capt. Segorski's absence.

1. Call activity report. FYI
2. Dispatcher Kelly Wright was awarded the full-time Dispatch position.
3. Tom Bell was hired to fill the vacant part-time Dispatch opening and is doing well.

Discussion followed regarding frequent turnover of dispatchers. Chief Vanderlinden explained the turnover is due to several reasons to include permanent positions not being more available as part-time dispatchers may have expected, discipline/termination; and overall being a stressful job.

4. Brief discussion on Intrado status

5. Chief Vanderlinden reminded those in attendance of the Police Officer Memorial on May 15th and invited everyone to attend.

b. Treasurer's Report: None.

c. Monthly Report from City of Escanaba:

City of Escanaba fiscal year ends June 30th. Review of funds by Sheriff Ballweg. Quarterly report dispersed to members.

d. Monthly Budget Status Report:

Per the auditor's report, the budget is sound. Some discussion followed regarding the language of the upcoming millage renewal.

e. Emergency Management Report: None.

f. TAC Report: None.

g. Mark Seymour Report:

Mr. Seymour reviewed equipment failures and repairs; a UPS failed at one of the towers. He advised the unit has 16 batteries at a cost of \$13.50 each, and stated they all need to be replaced. He also checked the UPS equipment at EPSD and found the batteries need to be replaced. Once the cost figure is compiled, he will provide that information to Chief Vanderlinden, who will then forward it to the Authority members.

8. Old Business:

a. Set 2014 – 2015 Budget

Mr. Seymour discussed the tower north of the Delta County border, equipment and coverage. The frequency differences may cause problems. The tower is actually owned by the US Forest Service; however, currently awaiting a decision from Alger County so cost of changes/upgrades can be shared; decision has been proposed and under discussion for two years. Sheriff Ballweg advised he will talk to the Alger County Sheriff. Mr. Seymour will also check on their progress and advise. Members stated they would like this item on the agenda for next month with a motion to move forward regardless of decision from Alger County.

A short discussion followed regarding expenditures for next year which are expected to be approximately the same overall. There was also clarification of the millage proposal (renewal) on the next ballot.

MOTION to approve 2014-2015 budget of \$816,019, and millage of .5.

MOTION: Ms. Viau

SECOND: Ft/Lt. Cunningham

SUPPORT: All

b. Moving 911 Center

Sheriff Ballweg presented a condensed history of the inception and growth of the 911 Authority and physical presence in Delta County reminding those present of the separate dispatch facilities within the participating departments prior to the merger. These departments came together approximately 9 years ago and formed the now financially sound 911 Authority, sharing the costs of dispatch under the umbrella management of the City of Escanaba Public Safety Department.

Discussion followed on the pros and cons of moving the Dispatch Center to another building. It was pointed out that while in the Escanaba Public Safety building, 24 hour supervision is present. It was asked who would supervise personnel if the dispatch center is moved to another location. Sheriff Ballweg asked if Public Safety would still supervise if the dispatch center was somewhere other than Public Safety. He also talked about the expense of putting up another tower, the possible cost of hiring and training new dispatchers, as well as the physical management of pay and benefits, since this is all handled by the City of Escanaba at this point.

Mr. Johnson stated the option should be discussed after cost figures are presented. He also asked if the dispatch center could be part of the new jail.

Chief Vanderlinden asked the board, without considering the cost of moving outside the building, what the benefit to the Authority would be if the dispatch center was moved. Mr. Tall followed by asking what problems would be solved by moving.

Mr. Lundberg questioned the cost of moving to a new structure. He also asked if the City would be interested in managing Authority personnel if the dispatch facility is not located at Public Safety. Further, if not, consideration must be given to the cost involved in implementing a new system of management.

Sheriff Ballweg stated if the dispatch center was moved from the present location and the City did opt to continue management, the cost to the City would increase overall.

Ms. Viau asked about moving the dispatch center from the present location into a larger space within the Public Safety Building; if it would be more feasible to move outside the building if there is a chance the space will be outgrown and/or if there may be another move in the future.

Ft/Lt. Cunningham wanted to know if the old Pathways building would be a consideration since Emergency Management is moving to that location and the Emergency Operation Center is already there. Chief Vanderlinden pointed out that moving to a facility such as the old Pathways building would involve paying rent and utilities. These issues/bills do not have to be addressed while the dispatch center is housed at Public Safety.

It was proposed that an outside source be consulted to analyze the cost of moving. Sheriff Ballweg asked whether money should be spent on a consultant if it is known that the costs incurred would prohibit moving. He pointed out the down-time involved, and the possible cost of upgrading equipment while moving.

Discussion followed defining what actual problems would be solved by moving out of the Public Safety building. The general consensus was that the environmental problems are the biggest complaint. Chief Vanderlinden advised Public Safety will resolve these issues with the company responsible. Dispatcher Dave Deno said the proximity of the dispatch stations does cause some confusion when multiple critical incidents occur at the same time. There was further discussion on moving the dispatch center into a larger office

within the Public Safety building which could resolve the space issue. Also, since dust is a problem that affects the equipment, perhaps removing the carpeting would remedy the dust problem.

Chief Vanderlinden asked if there were other areas of concern not being presented which were prompting the discussion of moving the dispatch center out of the building, and if so, that these issues be brought to the forefront so they could be discussed and remedied. Both Ms. Viau and Mr. Elegeert assured they have no management issues and never have. One of their primary concerns was with the environmental quality of the physical location, and whether the room was large enough.

9. New Business:

a. Payment of Bills:

TOTAL: \$77,230.50

MOTION to pay bills as presented.

MOTION: Ms. Viau

SECOND: Ft/Lt. Cunningham

SUPPORT: All

b. Auditor's Report discussed above.

c. Reprogramming Software and Hardware HT750 & 1250 Portables

Mark Seymour estimated costs will not exceed \$400.

MOTION to pay for reprogramming Software and Hardware HT750 & 1250 Portables not to exceed \$400

MOTION: Ms. Viau

SECOND: Mr. Tall

SUPPORT: All

10. Public Comment:

Mr. Elegeert discussed the fire fund of \$10,000, and stated it is a well appreciated and necessary program through the Fire Chiefs Association which addresses the annual needs of the smaller departments as well as county-wide projects. Ms. Viau asked if the 2% funds could be used for county projects, and the fire fund be used for the smaller departments. The 2% funds could be used for the smokehouse, etc. Mr. Giese said he would propose this at their next TAC meeting.

11. Authority Member Comment:

After adjournment, Members will tour the new emergency communications Mr. Seymour's trailer.

12. Other Items: Next Meeting: June 11, 2014; 9:00 a.m.

13. ADJOURNMENT:

MOTION: Ms. Viau

SECOND: Mr. Lundberg

SUPPORT: All

APPROVAL OF MINUTES:

CHAIR

VICE-CHAIR

DATED: _____

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING

June 11, 2014-- 9:00 a.m.

Courthouse – Administration Office

1. Call to order 9:00 a.m.

2. Roll Call

AGENCY	MEMBER	YES	NO
Escanaba City	Tall, Marc	X	
Fire Chief's Association	Giese, Jon	X	
Gladstone City	Geyer, Paul	X	
Sheriff's Department	Ballweg, Gary	X	
State Police	Cunningham, Greg	X	
Township Association	Johnson, Greg	X	
Delta County	Viau, Nora	X	
911 Coordinator	Segorski, James	X	
E M Coordinator	Berbohm, Robert	X	

Also present: Tom Elegeert; Mark Seymour; and Lt. Rob LaMarche

3. Adoption of Agenda:

MOTION: Ms. Viau

SECOND: Mr. Tall

SUPPORT: All

4. Public Comment on Agenda Items: None.

5. Approval of Previous Meeting Minutes (May 14, 2014):

MOTION: Mr. Johnson

SECOND: Mr. Tall

SUPPORT: All

6. Communications: None.

7. Committee and Liaison Reports:

a. Coordinator's Report:

1. Call activity report.
2. Dispatcher Tom Bell is still in training.
3. Cut-over date for PFN fiber moved to August 12; will install Recorder at same time.
4. Working on North Eastern part of Delta County coverage.
5. Alger County began their project-will check out best tower site for coverage.
6. 305 Dispatch Training funds approved.

b. Treasurer's Report:

Beginning Balance: \$957,577.41
Additions: \$ 43,980.01
Expenses: \$ 77,281.70
Ending Balance: \$924,275.72

c. Monthly Report from City of Escanaba: None.

d. Monthly Budget Status Report: FYI

e. Emergency Management Report:

1. New helicopter air flight rescue in area. Communication assigned to UP Homeland Security Subcommittee on Communications so they can talk to the hospitals and central dispatch; training for local first responders begins once they are established.
2. Trailer assigned to firefighters/emergency personnel to recuperate; need a place to house it.
3. \$17,800,000 for damage reported; May 30 deadline to enter data to state; can still add damages; hang up is public property vs private property; if we get a presidential then auditing portion will start; we have leak detection the state is paying for to cover the City of Escanaba, Ford River, and Rock.
4. Crash test went well.

f. TAC Report:

Discussed the following items:

1. Heard Captain Segorski's discussion on the Tie Hill tower situation.
2. Equipment and software for programming the HT radios.
3. Improvement in the radios regarding Rampart.

g. Mark Seymour Consultant Report: None

8. Old Business: None.

9. New Business:

a. Payment of Bills:

TOTAL: \$71,754.49

MOTION: Director Geyer

SECOND: Ms. Viau

SUPPORT: All

10. Public Comment: None.

11. Authority Member Comment:

Mr. Tall asked about the millage deadline and when to have it placed on the ballot. There was a discussion regarding the wording of the millage from the attorney. Ms. Viau informed members the wording was approved by the attorney and County Board and will be provided to members; also everything is arranged for placement on November election.

MOTION to place 911 millage renewal on November ballot.
MOTION: Ms. Viau
SECOND: Mr. Johnson
SUPPORT: All

12. Other Items: Next Meeting: July 9, 2014; 9:00 a.m.

There was a discussion not to meet in July.

MOTION to cancel July 9th meeting unless something comes up; will meet on August 13, 2014.
MOTION: Ms. Viau
SECOND: 1st Lt. Cunningham
SUPPORT: All

13. ADJOURNMENT:

MOTION: Ms. Viau
SECOND: Mr. Johnson
SUPPORT: All

APPROVAL OF MINUTES:

CHAIR

VICE-CHAIR

DATED: _____



MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES

Date: January 24, 2014	Place: Island Resort and Casino, Harris, Michigan
Presiding: Gerald Smith, Chairman	Time: 4:00 p.m. Central Time
Recording Secretary: Lois Ball, Executive Secretary	

Call to order: Chairperson Smith called the meeting to order at 4:00 p.m. Central Time

Roll: Trustees Present: Gerald Smith, Debbi Springinsguth, Katie Driscoll, Barbara Oliver, Randall Van Gasse, Mary Bradley and Darlene Smith, Interim Administrator
 Trustees Absent: Elaine Boyne, Michael Kaufman, Jeff Naser
 Liaison Members Present: Jan Hafeman and John Degenauer, Jr.
 Liaison Members Absent: Mary Harrington
 Leadership Team Members Present: Candace Meintz, Sharline Corrigan, Susan Williamson

TOPIC	DISCUSSION	OUTCOME
Approval of the January 2014 Agenda		A motion was made by Trustee Springinsguth, supported by Trustee Driscoll, to approve the Agenda as presented. Motion carried.
Board action on Minutes of December 19, 2013 Meeting	The minutes had been sent to Trustees for their review prior to this meeting.	A motion was made by Trustee Bradley, supported by Trustee Oliver, to approve

	<p>the December 2013 minutes as presented. Motion carried.</p> <p>A motion was made by Trustee Bradley, supported by Trustee Springinsguth, to accept the Financial Report as presented. Motion carried.</p>	
<p>Financial Statements for December 2013</p>	<p>Candace Meintz, CFO, reviewed the December 2013 Financial Statements with the Board. She noted that she had to book an extra amount for our Bad Debt Allowance as well as monies for workers compensation and that we had lost almost \$40,000 in investments. A discussion of the Accounts Receivable was held in which it was noted that we are turning \$30,000 worth of claims over to a collection agency, we have contracted with a consultant to work with us on our Medicare billing and help us clean them up. Sharline Corrigan discussed new admission contracts that Schoolcraft County are using. One is for Medicare/Medicare residents and the other is for Private Pay Residents. She also stated that it would allow us to advance bill so that they are pre paying for patient pay amounts.</p> <p>Liaison Member Degenauer stated that he felt the down time for the yearly boiler maintenance needs to be planned better. We shouldn't see that type of bill for fuel. I was explained that the maintenance began in October, but the cold weather set in early and they had several problems. He felt that we need to do a little better planning.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Oliver, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.</p> <p>A motion was made by Trustee Springinsguth, supported by Trustee Oliver. Motion carried.</p> <p>A motion was made by Trustee Springinsguth, supported by Trustee Bradley, to approve the Bad Debt Write Off Requests. Motion carried.</p>
<p>Board Action on the December Manifest of Invoices</p>	<p>The Manifest of Invoices was sent to the Trustees prior to this meeting for their review.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Oliver, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.</p>
<p>Whispering Pines/Powers Activity Center Committee Report</p>	<p>Trustee Bradley gave a report on each of the homes and offices and activities at them.</p>	<p>A motion was made by Trustee Springinsguth, supported by Trustee Oliver. Motion carried.</p>
<p>Board Action Items</p>	<p>Bad Debt Write Offs. Sharline Corrigan explained the requests.</p>	<p>A motion was made by Trustee Springinsguth, supported by Trustee Bradley, to approve the Bad Debt Write Off Requests. Motion carried.</p>

<p>Report of Quality Assurance</p>	<p>Susan Williamson, Interim DON, reported on each of the departments that had presented during this month's QA Meeting. She noted that we are working on items for the survey process and the F tags that we review.</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Driscoll, to approve the Quality Assurance Report as presented. Motion carried.</p>
<p>Safety Committee Report</p>	<p>Lois Ball reported on the Safety Committee Meeting held in December. She stated that we had seen an increase in falls which we are tracking, but did not have an increase in severe injuries. She and Darlene Smith explained that a recorded fall is any time a resident goes from one height to another and gave examples.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Oliver, to approve the Safety Committee Report. Motion carried.</p>
<p>Update on search for new Medical Director</p>	<p>Darlene Smith reported that we are narrowing it down and hopes to have it settled within the next few weeks.</p>	
<p>Administrator's Report</p>	<p>Mrs. Smith reviewed the SOAR report with the Board. She reported that the ATC lines are set to go. John Anderson, Tax Assessor, is still working on getting some of our property as tax exempt.</p>	
<p>Meetings and Conferences</p>	<p>Mrs. Smith reported that she has been meeting with Dickinson County Hospital, OSF and Cedar Hill in regards to lab services. On January 6th she met with Union Local 854 regarding a Letter of Understanding in their contract for the Maintenance II Apprenticeship Program. We are abiding by the contract and still working on this item. On the 10th she met with MIWorks-Job Force Board On the 13th she attended the Home Health and Hospice Meeting. On the 14th she and Suzie Williamson attended the DON meeting held each month where they discussed surveys. She also attended the MCMCFC meeting in Marquette where they discussed account care and the Upper Peninsula Health Plan as well as census and surveys. She noted that we are waiting on a meeting with Vince Babcock of Employees Benefits Agency regarding our employee health insurance for 2014.</p>	

	She asked the Board's permission to allow travel and expenses of \$767.00 to send Sharline Corrigan to the "Biller's Institute" Seminar in Lansing April 28 and 29 th .	A motion was made by Trustee Bradley, supported by Trustee Driscoll, to approve the cost of travel and expenses in the amount of \$767.00. Motion carried.
Comments from Liaison Members	There were no comments from Liaison Members at this time.	
Comments from the Public	There were no comments from the public at this time.	
Adjournment	The meeting adjourned at 4:48 p.m. Central time.	A motion was made by Trustee Van Gasse, supported by Trustee Springinsguth to adjourn the meeting. Motion carried.

Mary Bradley, Secretary *MB*

Mary A. Smith

Darlene Smith, Interim Administrator

Darlene Smith, Int. Adm.



MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES

Date: February 27, 2014	Place: Board Room
Presiding: Gerald Smith, Chairperson	Time: 2:00 p.m. CT
Recording Secretary: Lois Ball, Executive Secretary	

Call to Order: Chairperson Smith called the Meeting to order at 2:00 p.m. CT

Roll Call: Trustees Present: Gerald Smith, Elaine Boyne, Katie Driscoll, Barbara Oliver, Randall VanGasse. Also present was Darlene Smith, Interim Administrator.

Trustees Absent: Debbi Springinsguth, Mary Bradley and Jeff Naser.

County Liaison Members Present: Mary Harrington, John Degenaer, Jr., Jan Hafeman.

Leadership Team Members Present: Candace Meintz, Susan Williamson, Sharline Corrigan

Guests: Jessica Boucher, Kelly Bellmore, Terry Grondine, Rosemary Trudell, Debbie Pitts, Laurie Britton and Sandi Gauthier.

TOPIC	DISCUSSION	OUTCOME
Approval of the February 2014 Agenda	Mrs. Smith requested that an item be added: request for approval of \$500.00 for Activities	A motion was made by Trustee Boyne, supported by Trustee

	<p>Director to attend Annual Spring Michigan Association of Activities Professionals meeting in Mount Pleasant April 3 and 4. The items were listed under number 7, item number 3.</p> <p>The minutes were mailed prior to this meeting for review.</p>	<p>Oliver, to approve the Agenda with the added item. Motion carried.</p>
<p>Board action on Minutes of January 23, 2014 meeting.</p>	<p>Candace Meintz, CFO, reviewed the January Financial Statements. Review and discussion was held.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Boyne, to approve the minutes. Motion carried.</p>
<p>Financial Statements for January 2014.</p>	<p>The Manifest of Invoices was mailed prior to this meeting for review.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Oliver, to approve the Financial Statements as presented. Motion carried.</p>
<p>Board Action on the January Manifest of Invoices</p>	<p>Trustee Boyne reported on the activities of the Whispering Pines homes, inspections, and an overview of the Whispering Pines Committee meeting held just previous to this one. Jessica Boucher, Assistant Administrator of Whispering Pines and Kelly Bellmore, Office Manager of Whispering Pines gave a report to the Board regarding the Whispering Pines Estate project. They outlined the work that was done between 2010 and 2012 and the costs that had been associated to this project. In 2011 they paid \$28,232.50 in expenses related to surveys, feasibility and marketing studies and in 2012 they paid an additional \$12,000 toward</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Driscoll, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.</p>
<p>Board Committee Reports Whispering Pines Committee Report</p>		<p>A motion was made by Trustee Boyne, supported by Trustee Driscoll, to close this out and negate moving forward with this project, allowing Whispering Pines to transfer this amount from fixed assets to expenses. Motion carried.</p>

	<p>another feasibility study. When the financial audit was done this year, auditors recommended that the project move forward or be discontinued. They indicated that they do have a desire to move forward with this project at this time.</p>	
<p>Board Action Items</p>	<p>Bad Debt Write Off in the amount of \$51,891.82 was discussed during the Financial review portion of the meeting.</p> <p>Permission for 2 individuals to attend the Joint Provider Meeting in Lansing in April. Mrs. Smith requested \$1021.00 for Interim DON, Suzie Williamson and herself to attend this meeting.</p> <p>Permission for Activities Director to attend Annual Spring Michigan Association of Activities Professionals' Conference in Mount Pleasant April 3 and 4, at a cost of \$500.00 if she is able to take a facility van, another \$250.00 if unable to.</p> <p>Report of Quality Assurance and Resident Council Committees: Susan Williamson reported on the QA meeting for the month of February and the Resident Council Meetings held at each of the 3 homes.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Driscoll, to approve the Bad Debt Write Off in the amount of \$51,891.82. Motion carried.</p> <p>Trustee Driscoll stated that she felt it was important for them to attend such a meeting and therefore made a motion to approve the expenditure, supported by Trustee Boyne. Motion carried.</p> <p>A motion was made by Trustee Boyne, supported by Trustee Van Gasse, to approve the cost of the Activities Director's travel and expenses. Motion carried.</p>
<p>Unfinished and New Business</p>		<p>A motion was made by Trustee Boyne, supported by Trustee Oliver, to approve the report as presented. Motion carried.</p>

	<p>Safety Committee Report: Lois Ball, Secretary of the Safety Committee reported that there had not been a meeting during the month.</p> <p>Update on search for new Medical Director: Mrs. Smith reported that the Facility has come to an agreement with Dr. John Hallfrisch to become our new Medical Director effective March 1, 2014.</p> <p>Tax exemption status on Pinecrest property: Mrs. Smith reported that in working with John Anderson, Tax Assessor, we have been able to become exempt from paying property taxes on some of the outlying properties for the facility.</p> <p>Preliminary Audit results from Plante and Moran: Candace Meintz reported that the audit went well with no adjustments at this time. They did discuss segregation of duties, A/R's, and cost settlement. She noted that Eric Conway plans to be here for the March 27th meeting with final reports in April.</p> <p>State Survey recheck of FRI's and Survey report: Mrs. Smith reported that the State had been in to recheck our FRI's and we have been cleared on those. She then stated that the following week the surveyors were in the building to do the annual inspection. She stated that we did a fantastic job and received two citations. She noted that the staff were treated to a picnic lunch in thanks of their</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Boyne, to approve the audit report. Motion carried.</p> <p>A motion was made by Trustee Boyne, supported by Trustee Driscoll, to approve the State Survey report. Motion carried.</p>
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	<p>hard work and thanked them again for all they do.</p> <p>Employee Health Insurance for 2014: Mrs. Smith reviewed the health insurance for 2014 with the Board. noting that we have, by vote of the employees, decided to move to a new company by the name of Consumer's Mutual Insurance. She outlined the benefits of the plan and the costs, stating that the Blue Cross renewal came in at a 30% increase.</p> <p>She asked the Board to approve an increase in the co pay by \$10 for each person who enrolls in the insurance for the 2014 year only. A discussion was held on the insurance benefits and costs. Trustee VanGasse discussed having language that would cover this in the two contracts. Mrs. Smith stated that we have already contacted our attorney who will be working on this language tomorrow.</p> <p>Renewal of Facility's Workers' Comp Insurance: Mrs. Smith reviewed the highlights of the two year contract with CMI for Workers Compensation for a total of \$70,291.00.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Driscoll, to approve the increase in the health care caps for employees. Motion carried.</p>
<p>Administrator's Report</p>	<p>Mrs. Smith reviewed new Resident Admission Contracts the facility will start using to make our contracts more precise. A discussion was held regarding the move to the new contracts.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Oliver, to accept the Administrator's Report as presented. Motion carried.</p>

	<p>ATC report: ATC is going through where we had requested the lines be run.</p> <p>Facility generators: We have a generator that is not working and we have received an offer from DeBaker's Potato Farm to purchase it for \$2000.00 and they will do the work to remove it from our property.</p> <p>Administrator's Home: the home is closed down as much as possible, but we would like to utilize this space. Mrs. Smith suggested turning it into a Whispering Pines group home and stated that there will be more discussion of this at next month's meeting.</p>	
<p>Meetings and Conferences Attended.</p>	<p>Mrs. Smith reported that she had attended the Ellen K. Russell/Michael Miketnac/Pinecrest Charitable Trust Meeting held on Wednesday, February 13th. She also noted that since the Board had not received a report from the November 2013 meeting she would also report on that. She gave balances for each of the 3 Trusts and reported that in November the trusts had given monies to purchase items needed for residents, such as window coverings and televisions. In February, the Charitable Trust had given \$1050.00 to replace a pair of dentures lost by a resident. She reported that the Trustees are looking at criteria for distributing funds from these 3 accounts. Trustee Driscoll asked who served as Trustees for these Trusts. They are Gerald McCole, James Boydston</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Driscoll, to approve the Meetings and Conferences report as presented. Motion carried.</p>

	<p>and Michael Kaufman. The M&M Area Foundation is charged with keeping the trusts and we work with Lisa Bayerl from there as our agent.</p> <p>Mrs. Smith reported that she met with OSF on February 10th. She has sent out requests to OSF and Dickinson County Health Care requesting best pricing on lab services.</p> <p>Mrs. Smith attended the Powers Spalding Water Authority Meeting yesterday.</p>
<p>Comments from Liaison Members</p>	<p>Liaison Member Degenauer asked the Board if they had made a motion regarding the sale of the generator. Review of the minutes showed that they had not. A motion was made by Trustee Boyne, supported by Trustee Oliver, to approve the sale of the generator to DeBaker Potato Farm for \$2000.00. Motion carried.</p> <p>Liaison Member Harrington updated the Board of legislation to include Board of Commissioners to the Pinecrest Board of Trustees. She stated that it has passed the House and the Senate subcommittee and is expected to go to the full Senate, where it should pass without opposition. Once the Governor signs it into law it will become effective immediately.</p>

	Liaison Member Harrington stated that the envelope that her Board packets come in came all ripped up. She asked Pinecrest to do something different about mailing out the Board material.	
Comments from the Public	Laurie Britton, President of AFSCME Union Local 854, read a letter of support for Darlene Smith to be named Administrator. She noted that there were 119 signatures attached to the letter in support. Sandi Gauthier asked if Dr. Hallfrisch's contract was for 1 year? Mrs. Smith replied that yes, it is a 1 year contract.	
Adjournment	The meeting adjourned at 3:18 p.m.	A motion was made by Trustee Oliver, supported by Trustee Driscoll, to adjourn the meeting. Motion carried.

Mary Bradley, Secretary *bas*

Darlene Smith, Interim Administrator

Darlene A. Smith

Darlene Smith, Int. Adm.



MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, May 22, 2014	Place: Board Room
Presiding: Barbara Oliver, Chairperson	Time: 2:00 p.m. CST
Recording: Lois Ball, Executive Secretary	

Call to Order: The meeting was called to order at 2:00 p.m. by Chairperson Oliver

Roll Call: Gerald Smith, Debi Springinsguth, Mary Harrington, Barbara Oliver, Catherine Driscoll, Randall VanGasse, John Degenaer, Jr., Mary Bradley, Jeff Naser, Gary Eichhorn, Jan Hafeman, Darlene Smith

Absent: Elaine Boyne

Leadership Team Members present: Candace Meintz, Jessica Boucher, Susan Williamson, Kelly Bellmore,

Guests: Attorney Jeff Van Winkle, from Clark-Hill; Gerald McCole, Scott Nowak, Engineer- Coleman Engineering, Terry Grondine, Kathy Lajoie,

TOPIC	DISCUSSION	OUTCOME
Approval of the May 2014 Agenda	Chairperson Oliver stated that there would be an addition to the Agenda. Under 6 – B. Scott Nowak from Coleman engineering would make a presentation regarding the DNR Grant.	A motion was made by Trustee Eichhorn, supported by Trustee Springinsguth, to approve the agenda with the addition. Motion carried.
Board Action on the Minutes of the April 24, 2014 Meeting	Trustee Eichhorn stated that he did not agree with the way the minutes reflected the bad debt write off. CFO Meintz stated that last month it was a cleanup of some debts that had been missed. He felt it was leis a fare.	A motion was made by Trustee Hafeman, supported by Trustee Smith, to approve the minutes as presented. Motion carried.
Financial Statements for April 2014	CFO Meintz reviewed the Financial Statement for April. She noted that the Medicaid Audit has been completed. The Auditor has disallowed the \$41,000 allocated to the Administrator's house. We will have to pay back that \$41,000. It is reflected in the Financials under the QAS Revenue. Since we knew now that we had to reimburse for it, we have to book it now.	A motion was made by Trustee Springinsguth, supported by Trustee Degenauer, to approve the Financial Statements as presented. Motion carried.
Presentation by Attorney Jeff VanWinkle from Clark-Hill	Attorney VanWinkle gave a lengthy presentation regarding organizational structure of Pinecrest, Whispering Pines and Great Northern Home Care especially on the activities of Great Northern Home Care.	A motion was made by Trustee Eichhorn, to table any further discussion until next month. Support was given by Trustee Smith. Motion carried.
Presentation by Scott Nowak, regarding Spalding Township DNR Grant Proposal.	Scott Nowak, on behalf of Spalding Township, presented the Board with an overview of the DNR recreational grant they would like to submit. This grant would entail asking Pinecrest to lease a corridor of property to Spalding Township to construct a parking lot	A motion was made by Trustee Hafeman, supported by Trustee Smith, to table further discussion on this matter until next month. Motion carried.

	<p>that would connect with the area sidewalks and a board walk along the river to the park. Spalding Township would assume liability and upkeep for the board walk. This lease would allow public access. Discussion was held about allowing the lease "forever" and then selling the property. The lease would be tied to the deed in case of a sale of the property. The property is scheduled for a winter cut this year. The grant would be submitted in April 2015, they would hear about it at the end of the year and the money would be available in 2016. The power lines are quite a ways from this area.</p>	
<p>Whispering Pines/Powers Activity Center Committee Report</p>	<p>Trustee Bradley stated that the Committee had reviewed their strategic plan, corporate compliance program and reports from each home at their meeting prior to this Board Meeting. She noted that discussion regarding the Attorney's presentation has been tabled until next month by this Board.</p>	<p>A motion was made by Trustee Springinsguth, supported by Trustee Degenauer. Motion carried.</p>
<p>Bad Deb Write Offs</p>	<p>There were no write offs presented this month.</p>	
<p>Report of Quality Assurance and Resident Council Committees</p>	<p>Susan Williamson, DON, reported on the Resident Council Meetings at each of the 3 homes. She noted that the residents at Pinecrest are excited about the garden and one resident wanted to start the seedlings. Administrator Smith noted that there are new laws that allow the residents to eat the garden vegetables that they grow.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Driscoll to approve the reports as presented by Mrs. Williamson. Motion carried.</p>

	<p>new laws that allow the residents to eat the garden vegetables that they grow. Mrs. Williamson also reviewed the Quality Assurance reports presented by each Department. She noted that there are more residents / families attending the care conferences now.</p>	
<p>Safety Committee Report</p>	<p>Lois Ball reported that the safety Committee had met on May 13th. She reviewed the items discussed at the meeting, including severe storm weather. She noted that we have not seen the number of falls increase even as we continue to decrease the number of restraints used. All resident and employee incidents were reviewed by the Committee.</p>	<p>A motion was made to approve the report by Trustee Bradley, supported by Trustee Degenauer. Motion carried.</p>
<p>Administrator's House Bids for new SIP Home</p>	<p>Administrator Smith explained to the Board that we have a chance to transform the Administrator's home into a SIP Home for disabled clientele. She outlined the work that would be needed to make this possible. She stated that when finished the home would house 3 clients and a 4th room could be used as a respite room. The contracts would be between Pinecrest and the renters with the care being provided by Great Northern Home care. The Board would like the Building Committee to be present when the bids are opened and to be a part of that process.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Driscoll, to approve up to \$30,000 expenditure to renovate the home into a SIP Home, and that the Building Committee will be present at bid opening. Motion carried.</p>
<p>Revised By-Laws</p>	<p>Administrator Smith told the Board that the Committee chosen last month to review and</p>	<p>A motion was made by Trustee VanGasse, supported by Trustee Springinsguth, to</p>

	<p>revise the Board's By-laws had met and made the revisions. Copies had been mailed to Board Members prior to this meeting. Changes to the signature page were suggested by Trustee Driscoll so that it didn't look like there were 2 signature blocks – since one was for the original signers of the By-Laws in 1961, and Board Members took this under advisement. Administrator Smith explained the Liaison Committee had been removed since Board Liaisons were now Board Members.</p>	<p>approve the revisions as suggested by the committee. Motion carried.</p>
<p>Ellen K. Russell, Michael Miketinac and the Pinecrest Charitable Trusts</p>	<p>Administrator Smith reported on each of the committees meetings from Wednesday. She noted that the Ellen K. Russell and Michael Miketinac Trust Board Members were appointed by the Courts and they cannot be changed until they decide to resign. She asked if the Board wanted to keep the same Board Members in place for the Charitable Trust or name others. Trustee Smith made motion that this be left as is. Trustee Bradley supported the motion. Administrator Smith stated that the charitable trust is not a trust, it is a fund and the money in that fund is liquid to us and can be used for needs of the residents. They are drawing up criteria for what reasons the money could be used.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Bradley, to approve the Trust Report as presented. Motion carried.</p>
<p>Request to Board to approve the travel, lodging and registration amounts for seminar</p>	<p>Administrator Smith stated that Cheryl Graham, Medical Records, would like to attend the American Data Users convention</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to approve</p>

	<p>in Madison WI. This convention teaches users new techniques and provides learning. As the person in charge of our Medical Records and the American Date software we use for this, it is important that she attend. Mrs. Smith asked that the Board approve a total of \$775.00 for travel, lodging and registration for her to attend this 3 day convention.</p>	<p>the \$775.00 travel and lodging expense for this convention. Motion carried.</p>
<p>Water Authority</p>	<p>Administrator Smith reported that the Water Authority meeting is scheduled for next Wednesday. She noted that she is waiting on the Authority to provide By-Laws but that Lil Schultz, Chairperson of the Water Authority stated that Mr. Kaufman would remain on the board until he no longer wishes to be a member.</p>	
<p>Administrator's report</p>	<p>Administrator Smith reported that the Facility had recently received a Governor's Award of Excellence at a ceremony down state. Kathy Teal, RN had attended to accept the award on behalf of Pinecrest. Mrs. Smith outlined the criteria needed to be given this award. She stated that she was proud of the staff for the work done to receive the award and thanked them.</p>	<p>A motion was made by Trustee Springinsguth, supported by Trustee Hafeman, to approve the Administrator's Report. Motion carried.</p>
<p>Director of Nursing appointment</p>	<p>Administrator Smith announced that Susan Williamson has been named as Director of Nursing of the Facility.</p>	
<p>Day Care Sale</p>	<p>Administrator Smith announced that we sold \$1962.75 worth of day care items so far.</p>	

<p>National Nursing Home Week</p>	<p>Administrator Smith stated that our residents enjoyed a great week – thanks to our staff who did a fantastic job!</p>	
<p>Meetings and Conferences</p>	<p>Health Care Roundtable – Job Force. They came in and took pictures to do some special advertising.</p> <p>OSF Advisory Meeting – May 6th</p> <p>OSF Meeting – May 13 – Administrator Smith and CFO Meintz met with representatives of OSF to keep relations going well. She noted that she has been on the phone with Dickinson County Hospital a lot as well.</p> <p>Iron Mountain Networking – May 20th</p> <p>Administrator Smith passed along a letter from a family thanking everyone here for the good care provided to their loved one.</p> <p>Administrator Smith showed the Board a framed poem written by a former resident who had written the poem about Pinecrest to thank them for their good care.</p>	<p>A motion was made by Trustee Springinsguth, supported by Trustee Hafeman, to approve the Meetings and Conferences report as presented. Motion carried.</p>
<p>Comments from the Public</p>	<p>Kathy Lajoie, CNA, addressed the Board regarding her request for more full time positions. Administrator Smith stated that this issue is being addressed. Trustee VanGasse noted that the Board has no authority to hire anyone or fire anyone other than the director.</p>	

Adjournment	The meeting adjourned at 3:27 p.m. Central time.	A motion was made by Trustee Hafeman, supported by Trustee Smith, to adjourn the meeting. Motion carried.
Next meeting	The next meeting is scheduled for Thursday, June 26, 2014 at 2:00 p.m. Central time in the Board Room.	

Elaine Boyne, Secretary

Jeff Ross for Elaine Boyne

Darlene Smith, Acting Secretary

Darlene Smith



A SPECIAL MEETING OF THE PINECREST BOARD OF TRUSTEES

Date: Monday, June 9, 2014	Place: Board Room
Presiding: Barbara Oliver, Chairperson	Time: 2:00 p.m. Central time
Recording Secretary: Lois Ball, Executive Secretary	

Roll Call:

Trustees Present: Gerald Smith, Elaine Boyne, Debi Springinsguth, Mary Harrington, Barbara Oliver, Catherine Driscoll, Randall VanGasse, Jeff Naser, Gary Eichhorn, Jan Hafeman. Present via telephone: Trustee John Degenaer, Jr.
 Also present: Darlene Smith, Administrator.

Trustees Absent: Mary Bradley

Also present: Candace Meintz, Barbara Blahnik, Jessica Boucher, Terry Grondine, Peggy Eichhorn, Amy Lantagne

Board Action Item: Review of Bids	<p>The Board Reviewed the bids for renovation of the Administrator's home. Bids were received from</p> <ol style="list-style-type: none"> 1) Blue Fox Construction in the amount of \$13,820.00 2) Tim Deming Construction in the amount of \$40,890.00 3) Getzloff Construction LLC in the amount of \$43,563.00 	<p>A motion was made by Trustee Smith, supported by Trustee Eichhorn, to accept the bid of Blue Fox Construction in the amount of \$13,820.00. Motion carried.</p>
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	<p>The Board held a lengthy discussion regarding the bids. It was noted by Jessica Boucher, Assistant Administrator of Whispering Pines that we have clients ready and waiting for the home to be opened as a Supported Independent Home (SIP Home). It was also noted that the work we will do ourselves is that the gas stove has to be replaced with an electric stove, that the broken glass in the den will be fixed,(that room is being looked at as a respite room). We will need to build a wheelchair ramp into the home.</p> <p>Administrator Smith stated that we would like a decision from the Board today, if possible, as we are anxious to get the work done and perhaps have clients in the home for August.</p> <p>Trustee Naser reminded them to be careful that solid doors be used as solid doors will hold up better with wheelchairs in the house.</p>	
<p>Report from Finance Committee regarding June 5, 2014 meeting</p>	<p>Trustee Naser, Chairperson of the Finance Committee gave an overview of the meeting held on June 5th. He described the work that needs to be done on the HVAC System. He also noted that Pinecrest is running their chiller unit with</p>	

	<p>water from the township. Trustee Hafeman noted that the time it would take would be about 40 hours and hopefully this cooler weather will hold out through then. It was stated that the cost of the repairs would be covered through the Capital Budget, which had already been approved by the Board last year.</p>	
<p>Committee Meetings</p>	<p>A discussion was held regarding Committee Meetings and quorums. Please contact the office when you are not able to attend a meeting so they will know if they will have a quorum. A Committee meets and can make recommendation, then it comes to the Board. The Board suggested that the Executive Committee be contacted when there is an emergency and a decision needs to be made as that is an avenue already in place per the By-Laws.</p>	
<p>Trustee Eichhorn</p>	<p>Trustee Eichhorn asked CFO Meintz about the finances. She noted that we have turned some past due accounts over to Northern Service Bureau and we are preparing some to go to the Attorney General and Small Claims court. Trustee Harrington asked if we could recover our costs when a claim goes to court (and we win the claim). CFO Meintz thought yes we could. Trustee Eichhorn asked about</p>	

	a time frame. CFO Meintz will check into this.	
Adjournment	The meeting adjourned at 2:39 p.m.	A motion was made by Trustee Eichhorn, supported by Trustee Smith, to adjourn the meeting. Motion carried.

Elaine Boyne, Secretary

Darlene Smith, Acting Secretary

Jeff Mason for Bob Oliver

Darlene Smith

**DELTA SOLID WASTE MANAGEMENT AUTHORITY
MONTHLY MEETING
July 22, 2014, AT 7:00 P.M., ESCANABA CITY HALL**

MEMBERS PRESENT: Bill Farrell, Steve Rose, Gary Boudreau, Ann Jousma-Miller, and Ralph Blasier

MEMEBERS EXCUSED: Randy Gorecki and Hugo Mattonen

OTHERS PRESENT: Don Pyle, Kim Peterson, Matt Peltin, Cindy Rivers and Lawrence VanEffen

Meeting was called to order at 7:03 p.m. by Vice Chairman Bill Farrell, followed by the Pledge of Allegiance.

Public Comment – None.

Secretary's Report – Minutes of May 27, 2014

A motion was made by Gary Boudreau, seconded by Steve Rose, to approve the May 27, 2014, meeting minutes. Motion was approved unanimously.

Treasurer's Report

Reviewed Financial Statement for May 2014. Total Operating Revenues are \$185,393 and Total Operating Expenses of \$148,202 for an operating income of \$37,191. Total year to date of \$17,844.

Reviewed Financial Statement for June 2014. Total Operating Revenues are \$168,798 and Total Operating Expenses of \$125,252 for an operating income of \$43,546. Total year to date of \$85,899. Adjustments were made during this time of year due to the audit and corrections made because of such audit.

A motion was made by Gary Boudreau, seconded by Steve Rose, to accept the Treasurer's Report. Motion was approved unanimously.

Payment of Bills

May payment of bills was \$117,159.68 and June payment of bills was \$108,955.65.

A motion was made by Gary Boudreau, seconded by Steve Rose, to approve payment of bills. Motion was approved unanimously.

Additions to Agenda - None.

Accept Annual Audit Review

Don Pyle stated Anderson Tackman and Company conducted an audit from January to December 2013.

A motion was made by Ralph Blasier, seconded by Gary Boudreau, to accept the 2013 audit conducted by Anderson Tackman and Company. Motion was approved unanimously.

Accept December 2013 Financials

A motion was made by Gary Boudreau, seconded by Ralph Blasier, to accept the December 2013 Financials with closing adjustments. Motion was approved unanimously.

Wire Bids

Don Pyle reviewed the wire bids with seven requests being solicited and six responding. The wire is a 100 pound box. The bid is for 108 boxes which is three skids and the price is per box with total to include delivery costs. The landfill has eight wheels of wire going at once. Last year the bid was awarded to Central State Wire Products and Don Pyle is recommending the bid be awarded to them this year in the amount of \$5,643.00

A motion was made by Gary Boudreau, seconded by Steve Rose, to award the wire bid to Central States Wire Products in the amount of \$5,643. Motion was approved unanimously.

Secondary Leak Repairs for 3A, 3B and 4A

Don Pyle stated requests were sent out to seven contractors with two bids being received. Work involves secondary repair at the corner of 3A, 3B and 4A. Installation of French drain off at each corner will be included to facilitate the movement of water away from the side slope riser buildings. He is recommending the work be awarded to Brunette and Son, Inc. All work will be documented with drawings to be submitted to DEQ to accept the work. Will also be working with engineering and environmental partners, along with Bittner to complete this project process with an estimated additional cost of \$5,000.

A motion was made by Gary Boudreau, seconded by Steve Rose, to award the secondary leak repairs of 3A, 3B and 4A to Brunette and Sons, Inc. in the amount of \$5,266. Motion was approved unanimously.

Propane Bids

Don Pyle stated bids were solicited for propane costs. Last year the bid was awarded to Naser Oil and Propane and he is again recommending Naser Oil and Propane for \$1.59/gallon. Decock Bottle Gas was not interested in bidding this year.

A motion was made by Gary Boudreau, seconded by Ralph Blasier to award the propane bid to Naser Oil and Propane for \$1.59/gallon. Motion was made unanimously.

East Man Doors Replaced

Don Pyle stated the landfill has worked with Roy Ness Contracting and Sales in the past and would like them to replace and remove the existing two doors and frames, install new doors and frames with weather-strip kit, new hinges, new Schlage ND series lock set, LCN, closer and one door to have a 10 x 10 insulated window. Painting will not be done. Roy Ness Contracting and Sales installed these original doors in 1985.

A motion was made by Ralph Blasier, seconded by Gary Boudreau, to contract with Roy Ness Contracting and Sales to repair the east man doors in the amount of \$4,088. Motion was approved unanimously.

Manager's Report

Discussed running longer hours to accommodate Delta Disposal with busy workloads during summer months. The board agreed this would be done at Don Pyle's discretion.

Waste loads continued to be watched.

The DEQ quarterly inspection was conducted and the landfill is in compliance.

Reviewed EPA new rules to reduce greenhouse gas emissions. This will be an increase in costs (approximately \$40,000 to \$50,000 per year for the landfill) and a conference call will be conducted on 07/23/14 to voice concerns where Don Pyle will be participating.

Don Pyle was contacted by a company that builds generators to purchase a 40-acre parcel on the far side of the landfill. There is interest in this property as the pipeline runs through. He will try and get more information when contacted again to see if the companies were built elsewhere and what their terms of property ownership were. Discussed the possibility of leasing the property. The board stated there was not a need for this property.

Freelance writer did an article on the landfill and will be published in the Daily Press as part of the Delta County's cooperation of good things going on in Delta County.

Board Comments – None.

Adjournment

A motion was made by Steve Rose, seconded by Gary Boudreau, to adjourn the meeting with the time being 7:52 p.m. Motion was approved unanimously.

REGULAR MEETING

DELTA SOLID WASTE MANAGEMENT AUTHORITY

August 26, 2014

The regular meeting of the Delta Solid Waste Management Authority will be held on Tuesday, August 26, 2014 at 7:00 p.m. in the Gladstone City Hall.

Pledge of Allegiance
Public comment
Secretary report
Treasurer report
Payment of bills
Additions to agenda

AGENDA:

1. Bonds are sold
2. Move money for our Bond contribution
3. Manager report.
4. Board comments.

Randy Gorecki
Chairman



Public Health Delta & Menominee Counties



Board of Health Meeting

Public Health, Delta & Menominee Counties
Escanaba, MI

Meeting Minutes

Wednesday, July 16, 2014

Board Members Present

Bob Burie
Tom Elegeert

Jan Hafeman
Mary Harrington

Larry Schei
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Executive Secretary
Carrie Polley, RN, BSN, Nursing Supervisor
Lynn Woelffer, Finance Director

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health was held on July 16, 2014. The meeting was called to order at 3:00 p.m. EDT by Chairman Trudgeon. Roll call was taken by the Executive Secretary, and is recorded above.

2. Approval of Agenda

Chairman Trudgeon requested "FY14 Budget Revision" be added as item 5(e) and Mr. Elegeert requested "EH Permits" be added as item 5 (f) to the agenda.

Ms. Hafeman moved to approve the agenda with the addition of two new items. Motion was supported by Ms. Harrington and carried.

3. Approval of Minutes

Ms. Hafeman moved that the minutes from June 18, 2014, be approved. Motion was supported by Mr. Schei and carried.

4. Educational Session: Children's Special Health Care Services (CSHCS)- Carrie Polley, RN BSN

Ms. Polley explained Children's Special Health Care Services (CSHCS) is a program for children birth to 21 years of age (and some adults), with certain medical conditions. As long as the client has a qualifying diagnosis, they are eligible for CSHCS; there is no income limit. CSHCS is able to help with medical expenses directly related to the diagnosis, along with prescriptions and travel. PHDM's role is assisting families with enrollment and with navigating the healthcare system.

5. Finance Committee Report

A. MMRMA Net Asset Distribution

The price of the liability insurance through MMRMA has been reduced to \$23,942. PHDM will also be receiving a net asset distribution in the amount of \$20,440 for the prior year of coverage.

B. MERS Valuation Report

Chairman Trudgeon gave a brief overview on the MERS Valuation Report. Ms. Woelffer explained PHDM continues to monitor the funded ratio closely and the board reviews the valuation report annually.

C. American Express Statements

Ms. Hafeman reported the finance committee reviewed the monthly statements. Most of the charges were for hotels and meals while travelling out of town.

D. Quarterly Finance Reports

Chairman Trudgeon reported the budgets are looking good. Cost-Based Reimbursement staff from lower Michigan toured PHDM as well as other U.P. Health Departments. They reported FY12 initial payment should be received by the end of August.

E. FY14 Budget Revision

Due to Delta County no longer paying for PHDM's housekeeping or utilities, the program budgets needed to be amended to reflect the absence of the space cost allocations. Delta County has agreed to allocate an extra \$35,000 to PHDM to be used for utilities and housekeeping expenses paid directly by PHDM. Additionally, funding changes occurring after the original budget was approved were incorporated into the revision.

Mr. Elegeert moved to accept the revised budget. Motion was supported by Ms. Hafeman and carried.

F. EH Permits

Mr. Elegeert approached the board about PHDM waiving the county park inspection and/or permit fees up to a proposed amount by county.

Mr. Burie moved to table this discussion until the August Board of Health meeting. Motion was supported by Mr. Schei and carried.

Mr. Snyder approached the board regarding the temporary food permit policy for non-profit organizations that was passed by the Board of Health in 2008. The Boy Scouts Troop 466 did not notify PHDM seven days prior to an event on April 11, 2014 as required in the policy. Therefore, the Boy Scouts Troop 466 were charged the same day permit fee of \$181. Mr. Elegeert would like the board to refund the fee and notify the troop in a letter that this would be a one-time occurrence.

Ms. Harrington moved to refund the same-day permit fee to the Boy Scouts Troop 466. Motion was supported by Mr. Burie and carried on a 5-1 vote.

6. Review and Approval of June Check Register

The Board of Health reviewed the June check register. Questions were answered by Mr. Snyder and Ms. Woelffer.

Ms. Harrington moved to approve the June check register. Motion was supported by Ms. Hafeman and carried.

7. Medical Director's Report

Dr. Frankovich reported new legislation passed requiring all schools to now have two EpiPens on site at all times and must have at least two staff members trained and certified to administer if/when needed for anaphylaxis, a life-threatening allergic reaction. (Schools with <10 staff are only required to have one trained individual) There has been a dramatic increase in food allergies in recent years. The reason for this increase is not known at this time.

8. Health Officer's Report

- Mr. Snyder reminded the board the August board of health meeting will be at the Public Health Menominee office.
- Mr. Schei asked if Delta or Menominee County had anymore methamphetamine houses and Mr. Snyder reported there have not been. He also reported there have been no more issues with the needles being found in public places in Menominee County.

9. Public Comment—None

10. Board Member Comments

11. Adjournment

There being no further business, a motion was made by Ms. Hafeman with support by Mr. Elegeert to adjourn the meeting. Motion was carried and the meeting adjourned at 5:02 p.m. EDT.


Chairperson

Delta County
Department of Human Services Board
305 Ludington Street
Escanaba, MI 49829

BOARD MEMBERS

GERALD SMITH, CHAIR
ELAINE BOYNE
DEBBI SPRINGINSGUTH

DIRECTOR

RUSSELL K. SEXTON

Meeting #965

Date: July 21, 2014

A regular meeting of the Delta County Department of Human Services Board was called to order by Russell Sexton, Board Secretary, at 10:00 a.m. Eastern Time. The meeting was held at the Delta County Board Room on the second floor of the State Office Building located at 305 Ludington Street, Escanaba.

Present: Gerald Smith, Board Chair; Elaine Boyne, Board Member, and Russell Sexton, Board Secretary.

Absent: Debbi Springinsguth, Board Member.

Others Present: None

APPROVAL OF AGENDA:

A motion to approve the agenda was made by Mr. Smith and supported by Ms. Boyne. Motion passed without opposition.

APPROVAL OF JUNE 16, 2014 MINUTES:

Minutes of the June 16, 2014 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Smith and supported by Ms. Boyne. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for June 2014 was reviewed. There was \$64.75 in expenditures for DHS Board Meeting attendance; leaving a balance of \$2,173.87.

There were no expenditures from the Child Care Fund leaving a balance of \$3,098.73.

A motion to approve the financial report was made by Ms. Boyne and supported by Mr. Smith. Motion passed without opposition.

DIRECTOR'S REPORT:

Staffing Information: Mr. Sexton provided an update on the current staffing situation in Delta County: There are 5 full time management staff, including 1 tri-county director and four first line supervisors consisting of 1 children's protective services supervisor, 1 foster care supervisor, 1 assistance payments supervisor and 1 general program supervisor who covers some assistance payments staff in Delta county, Indian outreach workers in Delta and Menominee counties and adult services specialists in Delta, Dickinson and Menominee counties. There is 1 tri-county community resource coordinator who operates the volunteer services program, fund raising activities, medical transportation volunteer drivers, contracting and various other functions. There are 5 administrative support staff, 4 general and 1 fiscal. There are 5 children's protective services specialists, 5 foster care and foster home licensing specialists, 1 educational planner who serves the entire Upper Peninsula and 1 peer coach. There are 13 assistance payments specialists (two are on a long term military leave); 1 Indian outreach worker and two adult services specialists. Total Delta County staff on-board count is 39. Total payroll is 1.9 Million dollars.

We also have 2 Business Service Center staff stationed in our office, which includes 1 contract specialist and 1 child welfare funding specialist.

We also have 4 central office personnel stationed in our office, which includes 1 recoupment specialist, 1 Bureau of Child Welfare licensing analyst, 1 maltreatment-in-care specialist and 1 Michigan Rehabilitation Services analyst.

Statewide Director's Meeting Information: There was a Business Services Center 1 Director's meeting in June. Mr. Sexton shared the following information with the Board:

- FY 2015 staffing package will be sent out on September 1, 2014. Initial indications are that the Delta, Dickinson, Menominee triad should see no reductions in staff.
- There was a discussion regarding the recent adult services audit. Mr. Sexton explained this audit that had recently come out and that had been in the news to the Board. Mr. Sexton explained what the audit meant factually as compared to what was in the media. The Independent Living Program is designed to assist elder adults to be able to remain in their own homes through the provision of Chore Services, which might consist of various services such as cooking, cleaning, bathing assistance, etc. The DHS customer/client chooses who would provide those chore services and DHS pays the provider on behalf of the client. Most clients choose a family member to provide those services and many of those family members have past felony convictions and the like, which was brought out in the audit. There was no prohibition in regard to this as it was a client choice based program; however, as a result of the audit and the media attention pertaining to this, the Department of Community Health, which has control of policy for this program, is instituting background checks and felons will not be allowed to provide chore services in the future. Mr. Sexton further related that the audit calculated that there were \$160 million in improper

payments made and he explained that the auditors came up with that figure based upon chore provider monthly reports that had not been accomplished. In reality, it is likely that the work was accomplished and that the chore providers had just not bothered to turn in the reports, and that the DHS Adult Services Workers had not followed through on obtaining the reports. Mr. Sexton reminded the Board of his many conversations over the years related to the inadequate staffing provided for Adult Services statewide, which has had a significant impact on our ability to meet all policy requirements in Adult Services. Mr. Sexton related that his counties were not part of the audit; however, the results were indicative of adult services throughout the State. Mr. Sexton related that a new Business Service Center has been created specifically for Adult Services, BSC6, which will put a greater emphasis on the program ongoing.

- Adult Protective Services: On August 1, 2014, DHS Central Intake will take on the responsibility of assigning adult protective services. Local office will no longer have the authority to accept or deny APS complaints.
- Medical Transportation: DHS will no longer be accepting and/or paying any medical transportation payments requests that are over 90 days.
- Relative placement licensing waivers: There is a new waiver form that is mandatory and that provides only two reasons for relatives not to be licensed. We have to track all waivers and ensure that all waivers are re-accomplished each year. There will be very few relative placements that will be allowed to remain unlicensed.

There was a recent review of these waivers and the reviewers found that there were many 588s (Initial Relative Safety Screen) not completed timely or not completed at all. The same was found for the 3130a (Children's Foster Care Relative Placement Home Study). Findings indicated that there were issues of safety and/or financial issues that were ignored and which were significant enough that the children should not have been in those homes. Findings indicated that there was a lack of documentation of efforts made to assist relatives to become licensed, with licensing variances not being requested, etc. New guidance will be coming out to the field as a result of this review.

- Relative Home Licensing: We have to ensure that all homes are licensed within 180 days and have to track this. Most relative home licensing is referred to the PAFCs. If we find that they are not meeting time frames, we have to pull the licensing case back and license them ourselves.
- Facilities: DHS continues to do everything possible to reduce brick and mortar costs as well as closely monitoring all other costs and cutting wherever possible.
- MiTeam Case Practice Model: This model is not being implemented the way it should be statewide. As a result we have three counties that are piloting implementation of this model along with a continuous quality improvement process. What they find, improve upon and create will be rolled out to the rest of the state at some point in the near future.
- Child Welfare Advisory Council: This is a core team with various workgroups that meets in central office to improve our delivery of services. Workgroups are:
 - Permanency Outcomes
 - Safety

- Well Being
 - Placement
 - Training
 - Caseloads/Staffing
 - MiTEAM/CQI
 - Services
 - Communication
 - MiSACWIS
- Adoption Expedited Consent Requests: This is a delegation of the MCI Superintendent's authority to approve adoptions to the local office directors. This authority is for expedited consent eligible adoptions only, which are those where all siblings are placed together, where there is only one home wishing to adopt (no competing parties), there are no identified issues, no criminal history, no complaints, the children are well cared for, etc. If there are any red flags or issues of any kind that come up, we are simply to send them to the MCI superintendent with notification to the private agency as they are not true expedited consent cases. There is a 14 day time frame for these requests.

Collaborative Issues: No new information was provided.

Business Plan Update: Mr. Sexton provided the board with an update on current performance data including:

Operational Funds:

- Operating Funds Expenditure Report: Allocation: \$57,668.00. Year-to date expenditures of \$35,180.89 which constitutes 61% of the allocation spent with 75% of the fiscal year elapsed.
- Travel Funds Expenditure Report: Allocation: \$52,332.00. Year-to-date expenditures of \$31,945.90, which constitutes 61% of the allocation spent with 75% of the fiscal year elapsed.
- Assistance Payments Standard of Promptness: May data for Delta County is 95%. Business Services Center 1 average is 96% and State average is 96%.
- Family Independence Program Work Participation Rate: for May is 83.33% Statewide Goal is 50%.

There is no current data for child welfare due to the MiSACWIS system being new. We have to work out the bugs and build the data in the system before we will have accurate data to provide.

Miscellaneous:

Mr. Sexton reviewed with the board customer information as follows:

Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits:

- Family Independence Program: 49 cases; 106 recipients; \$16,207.00 in benefits for the month of May.
- Food Assistance Program: 3,152 cases; 5,893 recipients; \$688,283.00 in benefits for the month of May.

- State Disability Assistance: 24 cases; 24 recipients; \$5,304.00 in benefits for the month of May.
- Child Development and Care: 74 cases; 111 recipients; \$30,102.00 in benefits for the month of May.
- State Emergency Relief: 153 cases; \$53,221.00 in benefits for the month of May.
- Unduplicated total for the month of May 3,217 cases; 6,027 recipients; \$793,117.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 962 cases; 2,124 recipients
- Other Children < Age 21: 199 cases; 208 recipients
- Pregnant Women & Children Under 19: 1,546 cases; 2,600 recipients
- Non-SSI Aged, Blind & Disabled: 1,015 cases; 1,051 recipients
- SSI Aged, Blind & Disabled: 1,068 cases; 1,068 recipients
- Medicaid Eligible Total: 4,421 cases; 7,018 recipients

Mr. Sexton reiterated that all of the Assistance Payments caseloads and financial information can be obtained by anyone at any time by logging onto the DHS public website at www.michigan.gov/dhs, go to Forms and Publications and search the key word: Green Book. There you can look at past years and specific month data.

Mr. Sexton further reiterated that you can find all DHS policy for all programs, as well as a variety of other information one might want to know about DHS at the www.michigan.gov/dhs site.

Mr. Sexton provided current caseload information to the board as follows:

Child Welfare:

Delta County Direct Cases: 19 cases

- 2 of these kids are placed with the parent who is not a respondent.
- 5 are placed with unlicensed relatives who are working with Private Agencies to become licensed.
- 2 are placed with licensed relatives.
- 7 are placed in licensed unrelated foster homes.
- 0 are placed in residential.
- 1 is in independent living. (YAVFC)
- 1 is in an AFC Home
- 1 is returned home to the parent

Delta POS Cases: 25

- CSS: 10
- 0 kids are placed with the parent who is not a respondent.
- 2 kids are placed with unlicensed relatives who are working with Private Agencies to become licensed.

- 1 kid is placed with licensed relatives.
- 4 kids are placed in licensed unrelated foster homes.
- 0 kids are placed in residential.
- 0 kids are in independent living. (YAVFC)
- 3 kids are placed back with the parent they were removed from.

- UPFS: 5
 - 1 kid is placed with the parent who is not a respondent.
 - 1 kid is placed with unlicensed relatives who are working with Private Agencies to become licensed.
 - 2 kids are placed with licensed relatives.
 - 1 kid is placed in licensed unrelated foster homes.
 - 0 kids are placed in residential.
 - 0 kids are in independent living. (YAVFC)

- Benoji: 10
 - 3 kids are placed with the father (non-respondent)
 - 7 kids are placed with relatives (unsure if licensed through tribe or not, different standard)

There were 2 adoptions finalized in Delta County in June.

Board Member Input/Suggestions: None.

A motion to accept the director's report was made by Mr. Smith and supported by Ms. Boyne. Motion passed without opposition.

UNIT REPORT: None

BOARD BUSINESS:

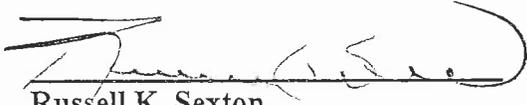
1. **Approval of Vouchers:**
Vouchers were reviewed and a motion to approve all vouchers was made by Mr. Smith and supported by Ms. Boyne. Motion passed without opposition.
2. **MCSSA:** The next District One meeting will be held on October 15, 2014 at 11:45 Eastern, at the Landmark Inn, Marquette.

NEW BUSINESS: There was no new business presented.

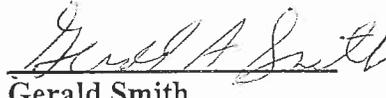
PUBLIC COMMENT: There were no public comments.

NEXT MEETING: August 18, 2014 at 10:00 a.m. in the Delta County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mr. Smith and supported by Ms. Springinsguth. Meeting adjourned at 10.41 a.m.



Russell K. Sexton
Board Secretary



Gerald Smith
Chairperson

Pc: DHS Board Members; Delta County BOC; Delta County DHS Office File

A G E N D A

DELTA COUNTY DEPARTMENT OF HUMAN SERVICES BOARD MEETING

305 Ludington Street, Second Floor Conference Room

September 15, 2014, 10:00 A.M. Eastern Time

- A. Approval of agenda**
- B. Approval of August 18, 2014 minutes**
- C. Financial report**
 - 1. Review of vouchers**
- D. Director's Report**
 - 1. Staffing Information**
 - 2. Statewide Directors Meeting/Information**
 - 3. Collaborative Issues/Information**
 - 4. Director's Portfolio Update**
 - 5. Miscellaneous**
 - 6. Board Member Input/Suggestions**
- E. Unit Reports: None**
- F. Board business**
 - 1. Approval of vouchers**
 - 2. MCSSA**
- G. New business**
- H. Public comment (5 minute limit per speaker)**
- I. Next meeting – October 20, 2014 – 10:00 AM**
- J. Adjournment**

“What do we believe? Who do we serve? What do we do?”

Mission:

Improving the quality of life in Michigan by providing services to vulnerable children and adults that will strengthen the community and enable families and individuals to move toward independence.

Vision:

Compassion. Protection. Independence.

DELTA COUNTY TOWNSHIP ASSOCIATION

The regular meeting of the Delta County Townships Association was held on Thursday April 24, 2014.

The meeting was opened by President Greg Johnson.. He led in the pledge of allegiance.

Representing the County Commissioners was Tom Elegeert and David Rivard. Jody Norman from the Road Commission was also in attendance. Townships present were Baldwin, Bark River, Bay de Noc, Brampton, Cornell, Ensign, Escanaba, Ford River, Garden, Maple Ridge and Nahma.

The minutes from the March 27, 2014 meeting were presented. A motion to accept was made by Gary Boudreau, supported by Ginny Dahlin. Motion carried.

The Treasurer's report was read. A motion to approve was made by Gary Boudreau and supported Steve Rose. Motion carried.

Balance 3-27-14	\$4172.74		
<u>Income :</u>			
<u>Misc.</u>	<u>8.00</u>		
<u>2014 dues</u>	<u>467.00</u>		
<u>Reimb. Adv.</u>	<u>651.96</u>		
<u>Expenses:</u>			
<u>Salaries</u>	<u>110.00</u>		
<u>Lunch</u>	<u>29.50</u>		
<u>U.P. Action News</u>	<u>731.60</u>		
<u>Daily Press</u>	<u>1577.55</u>		
<u>Balance 4-27-14</u>	<u>2432.21</u>	<u>Picnic Fund</u>	<u>418.34</u>

Unfinished Business:

The Delta County Administrator and the Equalization Department are working on a line-item statement that will show exactly what the townships are receiving for the annual dues and fees they are assessed. Tom Elegeert explained why there is a part time Equalization Director. It is very expensive. The county is sharing services with UPCAP. It has not been decided yet who will be doing property splits, whether it will be Equalization or Assessors. Jim McCoughlin will be meeting with Supervisors and assessors to discuss what the flyover accomplished for Delta County. The Equalization director should be in attendance as well.

The cost of assessing was discussed. Mary Wilson read the letter she received from MTA's Executive Director Larry Merrill. He realizes that assessing expenses are rising and creating

DELTA COUNTY TOWNSHIP ASSOCIATION

problems for the townships, but he is unsure if tax receiving entities can legally be charged a collection stipend. He forwarded our letter and his reply to the taxation committee.

Our guest speaker for the evening was Mike Snyder from the Dept of Public Health. He discussed everything from infant vaccinations to business inspections. Very interesting to learn that townships that rent their halls out for functions are responsible for any food that might be served at the gathering, unless it is stated in the rental contract otherwise. Even though the renter hires the caterer, neither the renter nor the caterer is responsible if there should be an outbreak of food poisoning that originated at the township hall.

The next meeting is May 22, 2014, at the Tri-Township School at Rapid River, 7p.m.

The guest speakers will be Dave Anthony, Government Affairs Manager for the Hannahville Indian Community and John Moreau, Superior Mapping.

The motion to adjourn was made by Gary Boudreau and supported by Steve Rose. Motion carried.

Respectfully Submitted,

Linda Trombley-Robitaille, Recording Secretary

Please give some thought to hosting the DCTA Annual Picnic in July!