

INFORMATION

VI. COMMUNICATIONS

A. COMMUNICATIONS RECEIVED:

1. Letter from Emily Brewster, Merriam-Webster
2. Letter from William & Michele Goldi
3. Letter from Wells Township(2)
4. Letter from City of Escanaba
5. Letter from US Army Corps of Engineers

B. COMMUNICATIONS FORWARDED:

1. Letter to Representative Peter Pettalia
2. Letter to Janet Craig
3. Letter to USDA

VII. REPORTS OF STANDING AND STATUTORY COMMITTEES

1. Brownfield Quarterly report #15, minutes 1-18-12, 3-21-12, 5-16-12, 7-18-12, 9-19-12, 10-10-12, 11-13-12
2. Airport Advisory Board minutes of 3-12-14, 4-16-14
3. CAA/HRA Governing Board minutes of 7-24-14
4. Pinecrest Board minutes of 7-24-14
5. Human Services Board minutes of 8-17-14
6. Public Health Board minutes of 8-20-14
7. Solid Waste Authority minutes of 8-26-14

VIII. REPORTS OF SPECIAL COMMITTEES AND OTHERS

1. Township Association minutes of 5-22-14



From the Inkwell to the Internet

August 27, 2014

Chairman Thomas Elegeert
Delta County Commissioners
310 Ludington Street
Escanaba, MI 49829

Dear Chairman Elegeert and Delta County Commissioners:

Thank you for the certificate declaring me honorary County Commissioner for Delta County. I never believed that Claymore Parks would actually get me that Honorary Yooper status he promised, much less that our correspondence would lead to me being made an honorary county commissioner! I loved visiting Delta County and other parts of the U.P., and was truly touched to be welcomed so warmly and honored so generously at the Yooper ceremony. Thank you.

I send this with best wishes to all of Delta County.

Sincerely,

A handwritten signature in cursive script that reads "Emily Brewster".

Emily Brewster

EB/ell

Merriam-Webster Inc.

47 Federal Street • P.O. Box 281 • Springfield, MA 01102 • Telephone (413) 734-3134 • Facsimile (413) 731-5979
www.Merriam-Webster.com • www.WordCentral.com • AOL keyword: MERRIAM

Aug 29, 2014
P.O. Box 232
Garden, MI 49835

Dear Delta County Board Members,

There has been a considerable push recently by a well-organized and well-financed group calling themselves "Concerned Citizens of Delta County" to stop or limit the building of the windmills on the Garden Peninsula. I feel this would not be in the best interest of the people on the Peninsula or in Delta County.

I'm sure you already know how difficult it is for the people living here to support their families. With so few businesses and industry, most people must commute long distances for their work. It's not only a financial hardship but it takes a toll on family time. And the few jobs that are here often do not pay a good living wage. The windmills offer these struggling families a financial bonus that can make life just a little bit easier. It provides a little extra without having to invest money and time away from family.

Many of those who oppose

the mills consider the Garden Peninsula a retirement community. They enjoy the natural beauty and the relaxed rural atmosphere. Yes it is a great place to retire - but more than that - it is a great place to live and raise our families! This is where we want our children to live, thrive, and raise their children. We want to watch our grandchildren grow up here - just as our grandparents watched us grow up.

Our once thriving community, bustling with the farming, commercial fishing, and logging industries has slowly dwindled over the years. But despite this, we have managed to keep open a grocery store, post office, and most importantly our school.

And now with the coming of the mills, many of us see this as a much needed boost to our incomes and to the community.

Heritage has been very generous towards our community since they've been here. A few things that I'm aware they've given to are the 4th of July celebration, many organizations

within the school including our sports teams). When asked to donate towards our Little League All-Star Team going to Alpena - they over-nighted a generous check to make sure we had the money before we left. Every year they have bought a cow and a pig from the local kids here at the Escanaba Fair, paid to have it processed and packaged, and donated all of it to our food pantry at the Garden Congregational Church. They have even offered Beach Frontage to be developed into a swimming beach / dock / family park! (But it appears that won't happen for us because the "Concerned Citizens" are in the process of refusing their gift.)

Heritage has been here now for almost five years or so. And they have proven to be professional and vested in the community. They are committed to buying locally and to hire locally as much as possible. They have injected millions into the local and surrounding economy

during the first construction phase.
And they have paid almost one
half million in tax revenue to
Delta County and Garden Township
in 2013 alone!

I hope that Heritage can
continue to do business here
and that your Board will continue
to show that Delta County is
the place to do business.

Sincerely,
William & Michele Goldi



WELLS TOWNSHIP – DELTA COUNTY

6436 North 8th Street * P.O. Box 188 * Wells, MI 49894
(906) 786-0839

William Farley
Supervisor

Gloria F. Johnson
Clerk

Karen Kobasic
Treasurer

Judith Gereau
Trustee

David L. Mason
Trustee

Lynn Brodersen
Trustee

Connie Stoykovich
Trustee

September 05, 2014

Delta County Board of Commissioners
310 Ludington Street
Escanaba, MI 49829

Notice Of Public Hearing On The Issuance of An Industrial Facilities Exemption Certificate

A request has been filed with the Wells Township Board by the Escanaba Paper Company, P.O. Box 757, Escanaba, Michigan for the issuance of an Industrial Facilities Exemption Certificate pursuant to the provisions of Public Act 198, of 1974, as amended, covering Escanaba Paper Company property located within the confines of Wells Township. This application is for an Industrial Facilities Exemption Certificate with respect to a new facility to be acquired and installed within the Mead Industrial Development No. 1 as established by the Wells Township Board on November 28, 1979. A full description of the subject property is available for inspection at the Township Hall, 6436 North 8th Street, Wells, MI 49894. If granted, this certificate will be referred to as EPC NFIFTCERT2014-3.

Before acting upon the application, the Legislative Body of the Local Governmental unit shall afford the applicant, the assessor, representatives of the affected taxing units, and the public an opportunity for a hearing.

Pursuant to Public Act 198 of 1974 as amended, a public hearing will be held on October 15th 2014 at 7:00 p.m. at the Wells Township Hall, located at 6436 North 8th Street, Wells, MI 49894.



Gloria F. Johnson, Clerk
Wells Township – Delta County

REAL PROPERTY
Estimated Tax Revenue Loss Due to 50% Abatement With New Facility IFT Granted Based Upon EST. 2014 Millage Rates
IF Abatement Granted for a 12 Year Time Period
MEDC may abate zero, one half or all of the 6 mill State Education Tax

	TCV	Multiplier	Depreciated	Assmt Ratio	Taxable	Non Hmstd	State Education	ISD	911 Service	Bay College	Bay College Debt	Delta County	Sheriff Patrol	Community Action	School Debt	Wells Township	Wells Township Admin Fee	Totals
1	\$2,196,819	1.00	\$2,196,819	0.5	\$1,098,410	\$9,886	\$6,590	\$1,310	\$192	\$1,267	\$661	\$2,763	\$481	\$320	\$2,614	\$540	\$261	\$26,886
2	\$2,196,819	1.00	\$2,196,819	0.5	\$1,098,410	\$9,886	\$6,590	\$1,310	\$192	\$1,267	\$661	\$2,763	\$481	\$320	\$2,614	\$540	\$261	\$26,886
3	\$2,196,819	1.00	\$2,196,819	0.5	\$1,098,410	\$9,886	\$6,590	\$1,310	\$192	\$1,267	\$661	\$2,763	\$481	\$320	\$2,614	\$540	\$261	\$26,886
4	\$2,196,819	1.00	\$2,196,819	0.5	\$1,098,410	\$9,886	\$6,590	\$1,310	\$192	\$1,267	\$661	\$2,763	\$481	\$320	\$2,614	\$540	\$261	\$26,886
5	\$2,196,819	1.00	\$2,196,819	0.5	\$1,098,410	\$9,886	\$6,590	\$1,310	\$192	\$1,267	\$661	\$2,763	\$481	\$320	\$2,614	\$540	\$261	\$26,886
6	\$2,196,819	1.00	\$2,196,819	0.5	\$1,098,410	\$9,886	\$6,590	\$1,310	\$192	\$1,267	\$661	\$2,763	\$481	\$320	\$2,614	\$540	\$261	\$26,886
7	\$2,196,819	1.00	\$2,196,819	0.5	\$1,098,410	\$9,886	\$6,590	\$1,310	\$192	\$1,267	\$661	\$2,763	\$481	\$320	\$2,614	\$540	\$261	\$26,886
8	\$2,196,819	1.00	\$2,196,819	0.5	\$1,098,410	\$9,886	\$6,590	\$1,310	\$192	\$1,267	\$661	\$2,763	\$481	\$320	\$2,614	\$540	\$261	\$26,886
9	\$2,196,819	1.00	\$2,196,819	0.5	\$1,098,410	\$9,886	\$6,590	\$1,310	\$192	\$1,267	\$661	\$2,763	\$481	\$320	\$2,614	\$540	\$261	\$26,886
10	\$2,196,819	1.00	\$2,196,819	0.5	\$1,098,410	\$9,886	\$6,590	\$1,310	\$192	\$1,267	\$661	\$2,763	\$481	\$320	\$2,614	\$540	\$261	\$26,886
11	\$2,196,819	1.00	\$2,196,819	0.5	\$1,098,410	\$9,886	\$6,590	\$1,310	\$192	\$1,267	\$661	\$2,763	\$481	\$320	\$2,614	\$540	\$261	\$26,886
12	\$2,196,819	1.00	\$2,196,819	0.5	\$1,098,410	\$9,886	\$6,590	\$1,310	\$192	\$1,267	\$661	\$2,763	\$481	\$320	\$2,614	\$540	\$261	\$26,886
						\$118,628	\$79,085	\$15,720	\$2,307	\$15,208	\$7,931	\$33,162	\$5,767	\$3,844	\$31,371	\$6,485	\$3,130	\$322,637

PERSONAL PROPERTY
Estimated Tax Revenue Loss Due to 50% Abatement With New Facility IFT Granted Based Upon EST 2014 Millage Rates
IF Abatement Granted for a 12 Year Time Period
MEDC may abate zero, one half or all of the 6 mill State Education Tax

	TCV	Multiplier	Depreciated	Assmt Ratio	Taxable	Non Hmstd	State Education	ISD	911 Service	Bay College	Bay College Debt	Delta County	Sheriff Patrol	Community Action	School Debt	Wells Township	Wells Township Admin Fee	Totals
1	\$1,649,305	0.89	\$1,467,881	0.5	\$733,941	\$0	\$0	\$875	\$128	\$847	\$442	\$1,847	\$321	\$214	\$1,747	\$361	\$64	\$6,846
2	\$1,649,305	0.76	\$1,253,472	0.5	\$626,736	\$0	\$0	\$747	\$110	\$723	\$377	\$1,577	\$274	\$183	\$1,492	\$308	\$55	\$5,846
3	\$1,649,305	0.67	\$1,105,034	0.5	\$552,517	\$0	\$0	\$659	\$97	\$637	\$332	\$1,390	\$242	\$161	\$1,315	\$272	\$48	\$5,154
4	\$1,649,305	0.60	\$989,583	0.5	\$494,792	\$0	\$0	\$590	\$87	\$571	\$298	\$1,245	\$216	\$144	\$1,178	\$243	\$43	\$4,615
5	\$1,649,305	0.54	\$890,625	0.5	\$445,312	\$0	\$0	\$531	\$78	\$514	\$268	\$1,120	\$195	\$130	\$1,060	\$219	\$39	\$4,154
6	\$1,649,305	0.49	\$808,159	0.5	\$404,080	\$0	\$0	\$482	\$71	\$466	\$243	\$1,017	\$177	\$118	\$962	\$199	\$35	\$3,769
7	\$1,649,305	0.45	\$742,187	0.5	\$371,094	\$0	\$0	\$443	\$65	\$428	\$223	\$934	\$162	\$108	\$883	\$183	\$32	\$3,461
8	\$1,649,305	0.42	\$692,708	0.5	\$346,354	\$0	\$0	\$413	\$61	\$400	\$208	\$871	\$152	\$101	\$824	\$170	\$30	\$3,231
9	\$1,649,305	0.38	\$626,736	0.5	\$313,368	\$0	\$0	\$374	\$55	\$362	\$189	\$788	\$137	\$91	\$746	\$154	\$27	\$2,923
10	\$1,649,305	0.36	\$593,750	0.5	\$296,875	\$0	\$0	\$354	\$52	\$343	\$179	\$747	\$130	\$87	\$707	\$146	\$26	\$2,769
11	\$1,649,305	0.33	\$544,271	0.5	\$272,135	\$0	\$0	\$325	\$48	\$314	\$164	\$685	\$119	\$79	\$648	\$134	\$24	\$2,538
12	\$1,649,305	0.31	\$511,285	0.5	\$255,642	\$0	\$0	\$305	\$45	\$295	\$154	\$643	\$112	\$75	\$608	\$126	\$22	\$2,385
						\$0	\$0	\$6,098	\$895	\$5,899	\$3,076	\$12,863	\$2,237	\$1,491	\$12,169	\$2,516	\$447	\$47,690

Assessing Officers Report for Industrial Facility Exemption Certificates

Issued under authority of Public Act 198 of 1974. Filing is mandatory.

In accordance with the requirements of Section 17 of Public Act 198 of 1974, as amended, the city or township assessor is required to furnish an annual report not later than October 15, showing the taxable valuations of real and personal property on the Industrial Facilities Tax Roll as of the preceding December 31, as finally equalized.

For assistance with this form, please see the Instructions page or contact the Local Audit and Finance Division at (517) 373-3227.

THIS FORM IS FOR TAX YEARS 2008 AND AFTER

Assessment as of December 31, 2013 for the **2014** Tax Year

Due by October 15, 2014

City/ Twp /Vlg Codes

City / Twp / Vlg CODE*	21114
City / Twp / Vlg	WELLS TWP.
County	DELTA
Assessor's Name	Miles Anderson
Phone Number	(906) 786-0839

*Townships responsible for certificates issued by a village should report the village certificates under the village code.

SCHOOL DISTRICTS

School District Codes

Enter this reference number on subsequent pages

Code	School District	
21010	ESCANABA	1
		2
		3
		4
		5
		6

SCHOOL SUMMARY

School District		New	Replacement	TOTALS
ESCANABA		\$9,105,972	\$3,623,562	\$12,729,534
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
Grand Total		\$9,105,972	\$3,623,562	\$12,729,534

School Summary Totals include Renaissance Zone exempt taxable value

SUMMARY

	Taxable Value of IFT Personal on Industrial Class Land	Taxable Value of IFT Personal on Commercial Class Land	Taxable Value of all other IFT Personal	Taxable Value of IFT Real	Total Taxable Value
Total New	\$14,800,911	\$0	\$0	\$3,503,700	\$18,304,611
Total Replacement	\$2,631,712			\$991,850	\$3,623,562
Grand Total	\$17,432,623	\$0	\$0	\$4,495,550	\$21,928,173

Summary Totals exclude Renaissance Zone exempt taxable value

This report is to be sent certified mail (MCL 207.567(2)) to:

- Michigan Department of Treasury, Local Audit and Finance Division, PO Box 30728, Lansing, MI 48909-8228.
- Each tax levying unit involving the certified property.
- The holder of the certificate.

Continued on Page 2
See appropriate tab

NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES

Address for Property
Owner: 1121
Mailing Date: 9/22/14
Attested To By: KP

September 22, 2014

ESCANABA PLANNING COMMISSION
ESCANABA MICHIGAN 49829

Dear Property Owner/Occupant:

A regular scheduled meeting of the Escanaba Planning Commission has been scheduled for October 9, 2014, at 6:00 p.m. in the Council Chambers of the Escanaba City Hall/Library Complex, 410 Ludington Street. The following item will be on the agenda:

SITE PLAN REVIEW/ZONING DISTRICT CHANGE REQUEST –
Geepapa Enterprises, Inc. – 1008 North 30th Street and 11.20 acres
more or less located on North 30th Street from the 9th Avenue North
right-of-way along the E&L.S. Railroad Track

Geepapa Enterprises, Inc. is proposing to construct a corporate office headquarters on property that is located at 1008 North 30th Street. Currently the property is zoned Heavy (G) Manufacturing and the permitted use by right of an office building is not allowed. Therefore, the applicant is also requesting the zoning land use designation be changed from a Heavy (G) Manufacturing use to a Commercial (E) District use.

You are cordially invited to attend this meeting should you have any comments concerning this project. If you have comments, but are unable to attend this meeting, please submit your written comments to the City of Escanaba Planning Commission prior to October 9, 2014. All written and signed comments will be read into the public record.

The City of Escanaba will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five (5) days notice to the City of Escanaba. Individuals with disabilities requiring auxiliary aids or services should contact the City of Escanaba by writing or calling the City of Escanaba at (906) 786-9402. A copy of the proposed site plan for the referenced project can be viewed at City Hall, Second Floor, 410 Ludington Street, Escanaba, MI, Monday through Friday, 7:30 a.m. to 4:00 p.m.

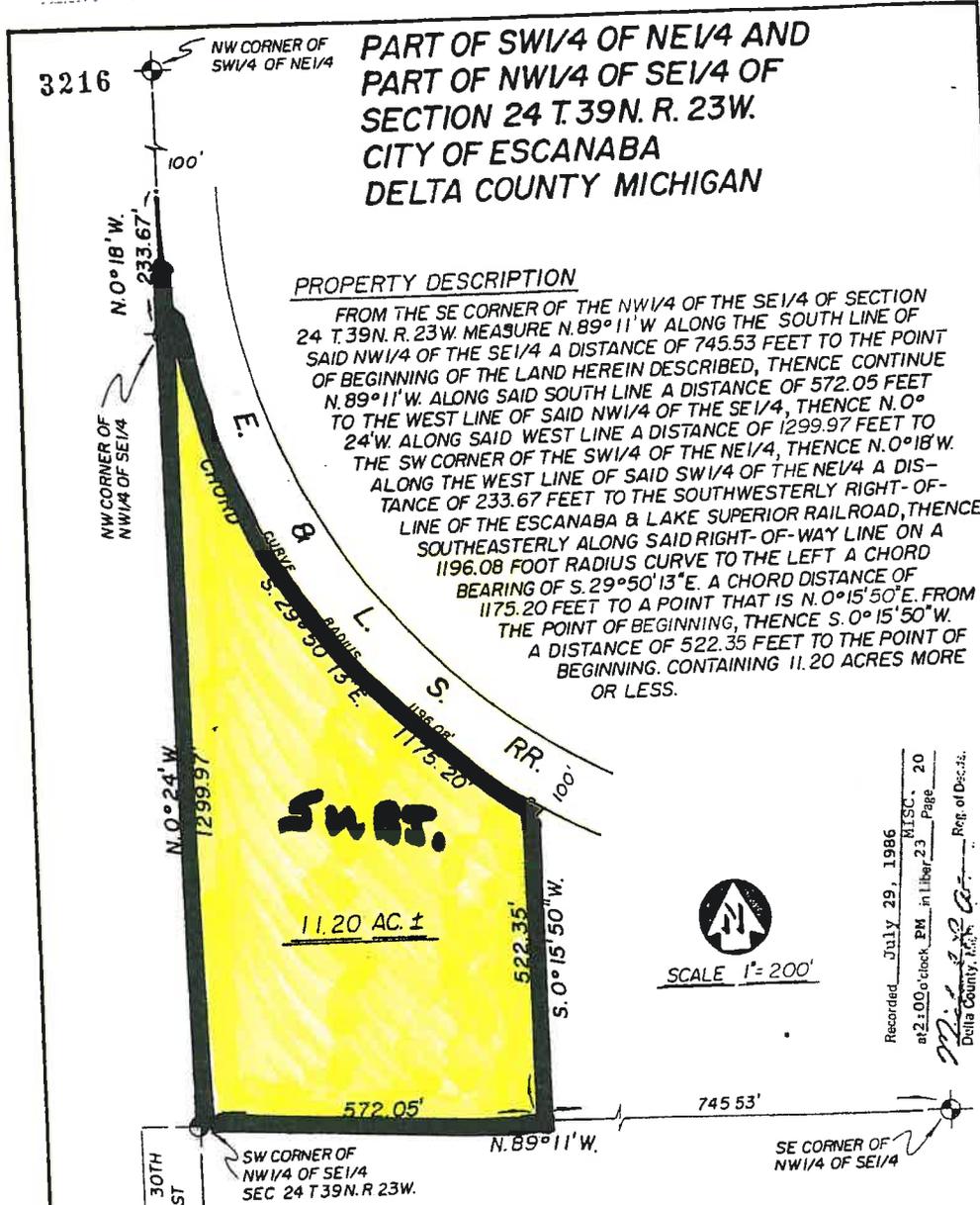
Sincerely,

Tom Warstler, Chairperson
Escanaba Planning Commission

Mission Statement:



Enhancing the enjoyment and livability of our community by providing quality municipal services to our citizens.
The City of Escanaba is an equal opportunity employer and provider.



**PART OF SW1/4 OF NE1/4 AND
PART OF NW1/4 OF SE1/4 OF
SECTION 24 T. 39N. R. 23W.
CITY OF ESCANABA
DELTA COUNTY MICHIGAN**

PROPERTY DESCRIPTION

FROM THE SE CORNER OF THE NW1/4 OF THE SE1/4 OF SECTION 24 T. 39N. R. 23W. MEASURE N. 89° 11' W ALONG THE SOUTH LINE OF SAID NW1/4 OF THE SE1/4 A DISTANCE OF 745.53 FEET TO THE POINT OF BEGINNING OF THE LAND HEREIN DESCRIBED, THENCE CONTINUE N. 89° 11' W. ALONG SAID SOUTH LINE A DISTANCE OF 572.05 FEET TO THE WEST LINE OF SAID NW1/4 OF THE SE1/4, THENCE N. 0° 24' W. ALONG SAID WEST LINE A DISTANCE OF 1299.97 FEET TO THE SW CORNER OF THE SW1/4 OF THE NE1/4, THENCE N. 0° 18' W. ALONG THE WEST LINE OF SAID SW1/4 OF THE NE1/4 A DISTANCE OF 233.67 FEET TO THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF THE ESCANABA & LAKE SUPERIOR RAILROAD, THENCE SOUTHEASTERLY ALONG SAID RIGHT-OF-WAY LINE ON A 1196.08 FOOT RADIUS CURVE TO THE LEFT A CHORD BEARING OF S. 29° 50' 13\"/>

S.W.A.S.

11.20 AC ±


SCALE 1" = 200'

Recorded July 29, 1986
at 2:00 o'clock PM in Liber 23 Page 20
M. P. Davis
Delta County, Mich. Reg. of Deeds.

BEARINGS FOR THIS SURVEY ARE RELATIVE TO THE PLAT OF ESCANABA'S INDUSTRIAL PARK NO. 1 AS RECORDED IN LIBER "C" OF PLATS ON PAGES 60 AND 61.

DATE OF SURVEY	JUNE 1986	SURVEY FOR	HARNISCHFEGER CORPORATION
DATE OF MAPPING	JULY 1986	SUBJECT	PROPERTY DIVISION

CERTIFICATE OF SURVEY TO: HARNISCHFEGER CORPORATION

I, M. P. DAVIS, A REGISTERED LAND SURVEYOR IN THE STATE OF MICHIGAN, HEREBY CERTIFY, THAT I HAVE MADE A SURVEY OF THE ABOVE DESCRIBED PROPERTY, THAT THIS DRAWING IS A CORRECT DELINEATION OF THE SURVEY, THAT IRON MONUMENTS, TOGETHER WITH THOSE FOUND, HAVE BEEN PLACED OR LOCATED AT THE POSITIONS INDICATED HEREON, THAT THERE ARE NO VISIBLE PHYSICAL ENCROACHMENTS EITHER WAY ACROSS PROPERTY LINES EXCEPT AS SHOWN, THAT THE RELATIVE ERROR OF CLOSURE OF THE UNADJUSTED FIELD MEASUREMENTS OF THE SURVEY IS LESS THAN THE RATIO OF 1 PART IN 5000, THAT ALL PUBLIC LAND SURVEY CORNERS USED IN THIS SURVEY HAVE BEEN RECORDED IN ACCORDANCE WITH THE PROVISIONS OF ACT 74 OF P.A.'S. OF 1970 AND THAT I HAVE COMPLIED WITH THE REQUIREMENTS OF ACT 132 OF P.A.'S. OF 1970.

M. P. Davis 7/21/86
M. P. DAVIS - REG. LAND SURVEYOR NO. 16926



DAVIS SURVEYING - LAND SURVEYORS
807 LUDINGTON STREET
ESCANABA, MICHIGAN 49829
PHONE (906) 796-1758

LEGEND

○ IRON MONUMENTS SET	▲ WOOD HUB SET
● IRON MONUMENTS FOUND	(M) MEASURED DISTANCE OR BEARING
□ CONC. MONUMENTS SET	(R) RECORDED DISTANCE OR BEARING
■ CONC. MONUMENTS FOUND	⊕ SECTION CONTROL CORNERS



US Army Corps
of Engineers

Detroit District

Public Notice

Applicant: Thomas & Janice Korntved

In Reply Refer To: Corps File No. LRE-2014-00175-56

Date: October 1, 2014

Expires: October 20, 2014

Proposed driveway fill in wetlands adjacent to Lake Michigan at Ford River Township, Delta County, Michigan

Applicant: Thomas & Janice Korntved, 3104 22nd Street, Menominee, MI 49858

Project Location: The site is located in wetlands adjacent to Lake Michigan at Highway M-35 in Ford River Township, Section 34, Township 37 N, Range 24 W, Delta County, Michigan, 49807.

Federal Authority: The applicant has applied for a Department of the Army permit under Section 404 of the Clean Water Act.

State Authority: Section 401 of the Clean Water Act requires that all discharges of dredged or fill material must be certified by the State as complying with applicable effluent limitations and water quality standards. Coastal Zone Management Certification (or waiver thereof) is required from the State of Michigan if this proposed activity would occur within the designated coastal zone.

Project Description: As shown on the attached plans, the applicant proposes to construct a driveway by discharging approximately 428 cubic yards of sand and gravel fill from a commercial source in wetlands adjacent to Lake Michigan in an area 542 feet long, 14 feet in base width (0.17 acre), and 1.7 feet deep. The applicant proposes to mechanically dredge approximately 188 cubic yards of soil from within the same driveway footprint, to a depth of 8 inches, prior to discharging fill. Four culverts would be placed within the driveway fill. The purpose of the proposed work is to provide access to an upland site where a home would be built.

Avoidance & Minimization: The applicant has stated the following concerning avoidance and minimization of impacts to Waters of the United States: "It would be less expensive to have a "straight shot" driveway from the highway but we opted to follow the existing trail through the wetlands which has been used for many years; (prior to our ownership) thereby utilizing an area which has already been disturbed... We will reduce the width of the drive from 12 feet to 10 feet and reduce the height above the existing grade from three feet to one foot. This will reduce the footprint of the driveway

from 24 to 14 feet. Additionally, we will embed the culverts into the existing grade 20% of their diameter.” The Corps has not verified the adequacy of the applicant’s avoidance and minimization statement at this time.

Compensatory Mitigation: The applicant has stated the following concerning compensatory mitigation for unavoidable impacts to Waters of the United States: The applicant has stated that compensatory mitigation is not necessary or appropriate for the proposed work because: “The proposed driveway route will go over an existing access trail. This trail is six feet wide and occupies .073 acre of wetland. It was constructed and used many years ago by the former owners, Halstead’s Resort... We plan to upgrade the existing trail another eight feet which would occupy 0.097 acre of wetland which is less than 0.1 acre set forth by the Corps of Engineers.” The Corps has not verified the adequacy of this mitigation proposal at this time.

Other Authorizations: A permit is required from the Michigan Department of Environmental Quality under applicable provisions of the Natural Resources and Environmental Protection Act (NREPA), 1994 PA 451. The State file number is 14-21-0010-P.

Comments: We are publishing this notice in compliance with Title 33 Code of Federal Regulations Parts 320-332. Comments on the project should be submitted in writing and postmarked or delivered by the expiration date of this public notice. Comments of a positive or negative nature may be submitted. All responses must refer to file number LRE-2014-00175-56. We will interpret a lack of response as meaning that there is no objection to the permit application. Comments should be filed with:

Charles M. Simon
Chief, Permit Evaluation Western Branch
Regulatory Office
Detroit District, Corps of Engineers
477 Michigan Avenue
Detroit, Michigan 48226-2550

Comments may be e-mailed to: Katie.L.Otanez@usace.army.mil but must include a name and mailing address.

Public Hearing: Any person may request, in writing, within the comment period specified in this notice, that a public hearing be held to consider this application. Requests for public hearings shall state, with particularity, the reasons for holding a public hearing.

Evaluation: The decision whether to issue the Department of the Army permit will be based on evaluation of the probable impacts of the proposed activity on the public interest. That decision will reflect the national concerns for both protection and

utilization of important resources. The benefit which reasonably may be expected to accrue from the proposal must be balanced against its reasonably foreseeable detriments. All factors which may be relevant to the proposal will be considered including the cumulative effects thereof; among those are conservation, economics, aesthetics, general environmental concerns, wetlands, historic properties, fish and wildlife values, flood hazards, floodplain values, land use, navigation, shoreline erosion and accretion, recreation, water supply and conservation, water quality, energy needs, safety, food and fiber production, mineral needs, considerations of property ownership, and, in general, the needs and welfare of the people.

The Corps of Engineers is soliciting comments from the public; Federal, State, and local agencies and officials; Indian Tribes; and other interested parties in order to consider and evaluate the impacts of this proposed activity. Any comments received will be considered by the Corps of Engineers to determine whether to issue, modify, condition or deny a permit for this proposal. To make this decision, comments are used to assess impacts on endangered species, historic properties, water quality, general environmental effects, and the other public interest factors listed above. Comments are used in the preparation of an Environmental Assessment and/or an Environmental Impact Statement pursuant to the National Environmental Policy Act. Comments are also used to determine the need for a public hearing and to determine the overall public interest of the proposed activity.

This activity involves the discharge of dredged or fill material into waters of the United States. Therefore, the U.S. Army Corps of Engineers' evaluation of the impact of the activity on the public interest will include application of the guidelines promulgated by the Administrator of the Federal Environmental Protection Agency, under the authority of Section 404(b)(1) of the Clean Water Act.

Endangered Species: We will review this application for the potential impact on threatened or endangered species pursuant to Section 7 of the Endangered Species Act as amended. We are not aware of the presence of any listed species or critical habitat at or in the vicinity of the proposed worksite. We invite information and/or comments regarding the potential presence of, or impacts to, any listed species or critical habitat.

Cultural Resources: The District Staff has reviewed existing information on historic properties potentially affected by the proposed project, including the National Register of Historic Places. There are no recorded historic properties within the permit area. The proposed work is of such a limited nature and extent that little likelihood exists for the project to impinge upon an unrecorded historic property. The District Engineer invites responses to this public notice from federal, state and local agencies, historical and archaeological societies, Indian tribes, and other parties likely to have knowledge of or concerns with historic properties in the area.

Additional Information: This public notice and drawings are also available for viewing/printing at:
<http://www.lre.usace.army.mil/Missions/RegulatoryProgramandPermits/PublicNotices.aspx>. Questions concerning this application may be directed to Katie Otanez at the Corps of Engineers address listed above, or telephone number 313-226-5479.

FOR THE DISTRICT ENGINEER:

Charles M. Simon
Chief, Permit Evaluation Western Branch
Regulatory Office

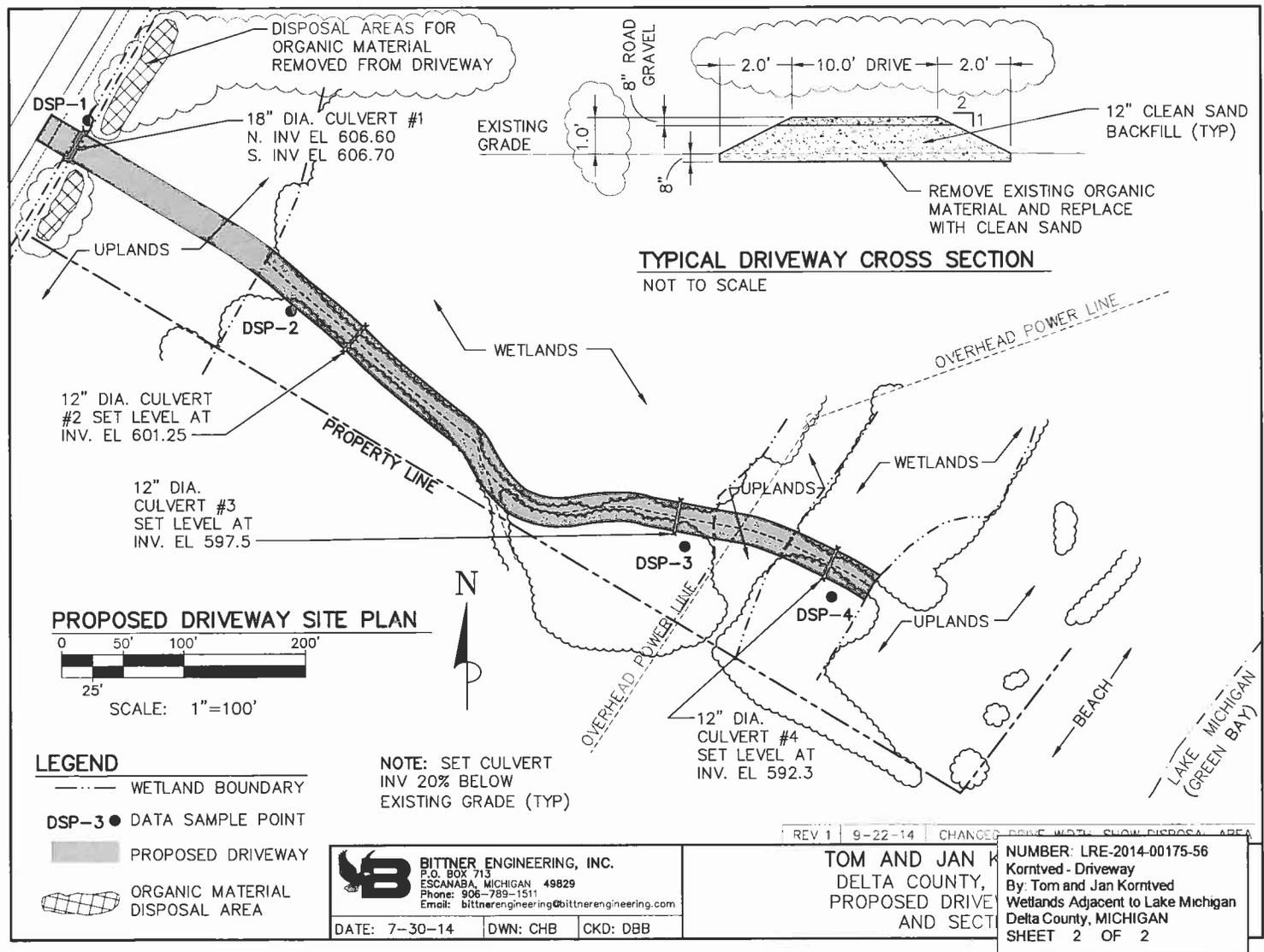
NOTICE TO POSTMASTERS:

We request that the above notice be conspicuously and continuously posted for the time period of this notice.



NUMBER: LRE-2014-00175-56
Korntved - Driveway
By: Tom and Jan Korntved
Wetlands Adjacent to Lake Michigan
Delta County, MICHIGAN
SHEET 1 OF 2

C:\Land Projects\2007\99\2155\dwg\2155 SITE PLAN REV 1.dwg, 9/25/2014 9:02:33 AM, Adobe PDF



REV 1 9-22-14 CHANGED DRIVE WIDTH SHOW DISPOSAL AREA

TOM AND JAN KORNTVED
DELTA COUNTY,
PROPOSED DRIVEWAY
AND SECTION

NUMBER: LRE-2014-00175-56
Korntved - Driveway
By: Tom and Jan Korntved
Wetlands Adjacent to Lake Michigan
Delta County, MICHIGAN
SHEET 2 OF 2

BITTNER ENGINEERING, INC.
P.O. BOX 713
ESCANABA, MICHIGAN 49829
Phone: 906-789-1511
Email: bittnerengineering@bittnerengineering.com

DATE: 7-30-14 DWN: CHB CKD: DBB

DELTA COUNTY BOARD OF COMMISSIONERS

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



September 4, 2014

Representative Peter Pettalia
Tourism Committee Chair
S-1485 House Office Building
P.O. Box 30014
Lansing, MI 48909

RE: Support for HB 5719 to provide for the official designation of the Michigan State Fair

Dear Representative Pettalia:

On behalf of the Delta County Board of Commissioners, I wish to convey their wholehearted support of HB 5719 sponsored by Representative Ed McBroom, Representative Hugh Crawford, Representative Joel Johnson, and Representative Kevin Daley. This bill provides for the official designation of the Michigan State Fair if the Michigan Department of Agriculture and Rural Development determine the following:

- That the fair will allow for exhibitors from around the world.
- That the fair will include a junior show that is open to all youth from the state of Michigan.
- That the fair will showcase agriculture and industry throughout Michigan.
- That the fair will promote educational exhibits related to agriculture and industry in this state.

Since 1928, the Upper Peninsula State Fair has provided a place for folks from across the nation to experience and celebrate the unique culture and heritage of Michigan's Upper Peninsula. On August 21, 2009, then Governor Granholm signed the State's portion of the UP Fairgrounds property over to Delta County. 2014 marked the 5th year the U.P. State Fair Authority has successfully operated the UP State Fair independently from the State of Michigan. Paid attendance was over 70,000 and very generous community support of the Jr. Market Livestock Auction which generated more than \$490,000 (that many exhibitors use to pay for college). The "Fair" remains as unique and wonderful as the people and places found across this marvelous peninsula.

The Delta County Board of Commissioners urges the Tourism Committee to approve the official designation of the Michigan State Fair. This important legislation will ensure that Michigan Fairs will be a place where people can experience pure fun, pure goodness, pure Michigan.

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas C. Elegeert", written over a faint, larger version of the same signature.

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

REC-100: J

September 17, 2014

Janet Craig
1822 8th Ave N
Escanaba, MI 49829

RE: DATA Board

Dear Janet:

Congratulations, At their regular meeting of September 16, 2014, the Delta County Board of Commissioners appointed you to the DATA Board for the remainder of the current term. Your term will expire on 10-01-16.

Enclosed is an Oath of Office. Please sign this document in front of a Notary Public and return it to the County Clerk's Office as soon as possible. For your convenience, a Notary Public is located in the County Clerk's office at the Delta County Courthouse during the hours of 8:00 a.m. to 4:00 p.m., Monday thru Friday.

The Delta County Board of Commissioners looks forward to working with you during the upcoming year.

Sincerely,



Thomas C. Elegeert, Chairman
Delta County Board of Commissioners

Enclosure

DELTA COUNTY BOARD OF COMMISSIONERS

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



September 24, 2014

Dear USDA,

Delta County has budgeted \$24,000 to the Delta County Sheriff Department for their share of the USDA grant for the purchase of a police patrol car.

Thank You,

A handwritten signature in black ink, which appears to read "Thomas C. Elegeert". The signature is written in a cursive style with a large, looping initial 'T'.

Thomas C. Elegeert
Chairman of the Board
Delta County

**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
BROWNFIELDS QUARTERLY PROGRESS REPORT
Date Submitted: July 12, 2012
DELTA COUNTY, MICHIGAN
HAZARDOUS SUBSTANCES AND PETROLEUM SITE ASSESSMENT GRANT
COOPERATIVE AGREEMENT NO. BF-00E63201-2
Quarterly Report No. 15
*April 1, 2012 to June 30, 2012***

I. PROGRAM INTRODUCTION

The U.S. Environmental Protection Agency (EPA) has awarded Delta County a \$200,000 grant for assessment of sites believed to be contaminated by hazardous (non-petroleum) substances and a \$200,000 grant for sites believed to be contaminated with petroleum substances. Funds for this grant will be used for identification, profiling, inventorying and prioritizing of brownfield properties as well as for site assessment and the development of Brownfield Redevelopment Plans for selected parcels in the county.

II. MODIFICATIONS TO THE WORK PLAN

An extension of our current grant was granted; the ending date is July 30, 2012.

III. STATUS OF ACTIVITIES DURING THIS REPORTING PERIOD AND SCHEDULE STATUS

Task 1: Brownfield Inventory and Prioritization

Efforts have continued by both the project manager and the environmental consultants to meet with individuals who have submitted nomination forms or intend to submit nomination forms for site assessments. There have been discussions with two developers, financial consultants and realtors on the need for environmental assessments.

Efforts continued on developing a comprehensive listing of potential brownfield sites utilizing state and federal listings, and site nominations received to-date. New assessment requests will be scored and utilized in review of the projects. Site nominations received from the public will be "scored" and placed on the potential brownfield site listing.

Delta County BRA were briefed on efforts of Escanaba Green Energy in acquiring the Escanaba Power Plant, assistance provided to the city of Gladstone in applying for state grant/loan for clean-up of Johnson Brothers gas station, and the governor's award given to the Loft's of Ludington.

The Brownfield Authority was briefed on efforts of a local developer in renovations/repairs to a downtown commercial/residential building and his request for brownfield assistance.

Task 2: Environmental Site Assessments and Baseline Environmental Assessments, Brownfield Redevelopment Plans and Quality Assurance Project Plan (QAPP)

Eligibility determinations were prepared for submission to EPA and MDEQ for sites approved by the Authority.

Activities conducted during this quarter are:

Fleet Maintenance site, 20th Avenue and Sheridan Road, Escanaba: A Phase I ESA report was completed on May 21, 2012. There is ash on the property that was deposited from the nearby power plant many years ago. It was noted that there is probable contamination as a result of leaking underground petroleum storage tanks in the immediate vicinity. Permission was received from the EPA project manager to utilize grant funds from both the petroleum assessment grant and the hazardous assessment grant to fund the Phase II ESA. An eligibility determination form was submitted to the MDEQ on May 21, 2012 and response received on May 22, 2012 indicating Delta County could proceed with the Phase II ESA. A Health and Safety and Sampling & Analysis Plan was submitted to EPA on June 1, 2012 and approved on June 6, 2012. Development of the Phase II ESA is currently in progress.

Summary of Grant Activities

A summary of grant activities for each site and the Reporting Period in which they were completed (e.g., 3 = Quarter 3) is provided below:

Site Name	Eligibility	Phase I	Phase II	BEA/Due Care Plan/Clean-Up Plan	BF Plan	Act 381 Work Plan
Former Delta County Road Commission Garage, Garden, MI	3	3	6			
Vacant Property, 710 Ludington Street, Escanaba, MI	3	8				
*U.P. State Fair Property, 2401 Twelfth Avenue North, Escanaba, MI	3	4	6			
*Delta Building, 1615 Ludington Street, Escanaba, MI	3	5			7	
Cycle City, Inc. 1401 and 1415 North Lincoln Road, Escanaba, MI	3	8				
Former Cities Service Oil Company Property, 7903 US Highway 2, Rapid River, MI	3	5	6			
Culligan Building, 700 Ludington, Escanaba, MI	3	8				
*Stop-N-Shop, 582 N 9 th Street, Gladstone, MI	4	5				
*Former Kennedy School, 1919 14th Avenue North, Escanaba, MI	5					
Custom Car Care, 2001 7 th Avenue North, Escanaba, MI	4	8				
*U.P. State Fair – Delta County parcel, 2401 Twelfth Avenue North, Escanaba, MI	4	5	6			

*City of Escanaba – Well House #5, corner of 3rd Avenue North and 21st Street, Escanaba, MI	4	7				
City of Escanaba Power Plant, 2000 Power Plant Road, Escanaba, MI	4	6				
Former Johnson Bros. Oil Company (Stropich Oil), 821 Montana Avenue, Gladstone, MI	4	6	8	8		
Anderson Tire Service Building, 1023 North Lincoln Road, Escanaba, MI	5	5	7			
*Former Hansen Service and Hardware, 3963 West Maple Ridge 37 th Road, Rock, MI	6	6	7			
*St. Jacques Grocery Store, 12191 US Highway 2, St. Jacques, MI	6	7	10			
*Immanuel Lutheran Church vacant land, 600 South Lincoln Road, Escanaba, MI	7	7				
Perkins Store LLC, 11894 Highway M-35, Perkins, MI	7	8	9	9		
*Norfab Manufacturing, Inc. 3520 Sjoquist Drive, Gladstone, MI	7	8	10	10		
9 th Street Station, 900 Superior Avenue, Gladstone, MI	7	8				
Sully’s Subs Building, 830 N. Lincoln Road, Escanaba, MI	14	14	14			
Fleet Maintenance Site, 20 th Avenue North and Sheridan Road, Escanaba, MI	14 & 15	15				

*No additional activity is anticipated

Task 3: Community Outreach

Meeting minutes are posted on the county’s website.

Individual meetings/discussions have taken place with local real estate agents, property owners, bankers, and others regarding the program. There have been discussions with developers, financial consultants and realtors on the need for development of environmental assessments at two separate sites. The EPA grant program was discussed at the March 2012 Delta County Board of Commissioners meeting. A BRA member also serves on the city of Escanaba Brownfield Redevelopment Authority.

The individual brownfield project sites have been mapped and are depicted on-line. The BRA worked with staff from the Michigan Association of Counties in developing the mapping program. The mapping is linked on the Delta County Brownfield Authority website page. The mapping program can be accessed at: <http://www.micounties.org/maps/delta/delta.html>.

Delta County Brownfield Authority sponsored a workshop “Revitalizing your Community in Tough Economic Times” on April 24, 2012 at the Island Resort Casino, along with the Michigan Association of Counties. Sabine Martin from Kansas State University and Laurel Merman from ATSDR were the primary presenters. The workshop was open to and marketed to local units in Delta and Menominee Counties and the Hannahville Indian Community.

Attended a regular meeting of the City of Escanaba Brownfield Redevelopment Authority to update the group on activities of the Delta County BRA and the projects funded through the EPA grant.

Task 4: Eligible Programmatic Activities- Managing and Implementing the Grant

The project manager met with the environmental consultants on numerous occasions to discuss the project status and upcoming Authority meetings.

The Quarterly Report has been prepared for this reporting period.

Updated information on the assessment sites have been entered into the EPA ACRES database reporting system.

IV. PROBLEMS ENCOUNTERED/ASSISTANCE NEEDED

No problems were encountered during Reporting Period No. 14.

V. DELIVERABLES/WORK PRODUCTS

- 15th Quarterly Report
- Fleet Maintenance site I ESA

VI. BUDGET REPORTS

TABLE 1: SUMMARY OF QUARTERLY EXPENSES BY TASK –HAZARDOUS SUBSTANCES GRANT

BUDGET CATEGORIES (and budgeted amount by task)	BUDGET AMOUNT By category Below	TASK 1 Inventory	TASK 2 ESA, etc	TASK 3 Outreach	TASK 4 Expenses	TOTAL QUARTER EXPENSES	TOTAL CUMULATIVE EXPENSES	Remaining Balance by budget category
PERSONNEL	\$10,000	\$91.25	\$400.00	\$287.50	\$0.00	\$778.75	\$9,756.50	\$243.50
TRAVEL	\$5,000	\$0.00	\$0.00	\$0.00	\$83.55	\$83.55	\$3,548.26	\$39.74
SUPPLIES	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$225.00	\$0.00
CONTRACTUAL (Environmental Consultant)	\$173,000	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$173,751.90	\$7,316.81
CONTRACTUAL TECHNICAL & PROJECT (Implementation Assistance)	\$10,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,287.39	\$830.90
TOTAL	\$200,000	\$91.25	\$3,400.00	\$287.50	\$83.55	\$3,862.30	\$191,569.05	\$8,430.95

TABLE 2: SUMMARY OF QUARTERLY EXPENSES BY TASK – PETROLEUM SUBSTANCES GRANT

BUDGET CATEGORIES (and budget amount by task)	BUDGET AMOUNT By category below	TASK 1 Inventory	TASK 2 ESA, etc.	TASK 3 Outreach	TASK 4 Expenses	TOTAL QUARTER EXPENSES	TOTAL CUMULATIVE EXPENSES	Remaining Balance by budget category
PERSONNEL	\$10,000	\$91.25	\$450.00	\$337.50	\$0.00	\$878.75	\$9,756.50	\$243.50
TRAVEL	\$5,000	\$0.00	\$0.00	\$0.00	\$83.55	\$83.55	\$3,548.29	\$39.71
SUPPLIES	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$225.00	\$0.00
CONTRACTUAL (Environmental Consultant)	\$177,937.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$177,108.58	\$4,016.38
CONTRACTUAL TECHNICAL & PROJECT (Implementation Assistance)	\$5,062.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,231.14	\$830.90
TOTAL	\$200,000	\$91.25	\$450.00	\$337.50	\$83.55	\$962.30	\$194,869.51	\$5,130.49

TABLE 3: QUARTERLY SPENDING BY TASKS HAZARDOUS SUBSTANCES GRANT

Total Budget-Hazardous Substances Grant					
Budget Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Remaining Balance
Personnel	\$10,000.00	\$8,977.75	\$778.75	\$9,756.50	\$243.50
Travel	\$5,000.00	\$3,464.71	\$83.55	\$3,548.26	\$39.74
Supplies	\$2,000.00	\$225.00	\$0.00	\$225.00	\$0.00
CONTRACTUAL (Environmental Consultant)	\$173,000.00	\$170,751.90	\$3,000.00	\$173,751.90	\$7,316.81
CONTRACTUAL TECHNICAL & PROJECT (Implementation Assistance)	\$10,000.00	\$4,287.39	\$0.00	\$4,287.39	\$830.90
Total	\$200,000.00	\$187,706.75	\$3,862.30	\$191,569.05	\$8,430.95

Task 1: Site Inventory & Prioritization- Hazardous Substances Grant					
Budget Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Remaining Balance
Personnel	\$2,000.00	\$1,908.75	\$91.25	\$2,000.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRACTUAL (Environmental Consultant)	\$6,500.00	\$6,196.65	\$0.00	\$6,196.65	\$0.00
CONTRACTUAL TECHNICAL & PROJECT (Implementation Assistance)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$9,000.00	\$8,105.40	\$91.25	\$8,196.65	\$0.00

Task 2: Environmental Site Assessments, BEAs, etc.- Hazardous Substances Grant					
Budget Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Remaining Balance
Personnel	\$3,000.00	\$2,500.00	\$400.00	\$2,900.00	\$100.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRACTUAL (Environmental Consultant)	\$154,000.00	\$152,715.30	\$3,000.00	\$155,715.30	\$7,316.81
CONTRACTUAL TECHNICAL & PROJECT (Implementation Assistance)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$157,000.00	\$155,215.30	\$3,400.00	\$158,615.30	\$7,416.81

Task 3: Community Outreach- Hazardous Substances Grant					
Budget Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Remaining Balance
Personnel	\$3,000.00	\$2,612.50	\$287.50	\$2,900.00	\$100.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$1,000.00	\$57.00	\$0.00	\$57.00	\$0.00
CONTRACTUAL (Environmental Consultant)	\$10,000.00	\$9,925.95	\$0.00	\$9,925.95	\$0.00
CONTRACTUAL TECHNICAL & PROJECT (Implementation Assistance)	\$8,000.00	\$3,118.29	\$0.00	\$3,118.29	\$0.00
Total	\$22,000.00	\$15,713.74	\$287.50	\$16,001.24	\$100.00

Task 4: Eligible Programmatic Expenses & Travel- Hazardous Substances Grant					
Budget Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Remaining Balance
Personnel	\$2,000.00	\$1,956.50	\$0.00	\$1,956.50	\$43.50
Travel	\$5,000.00	\$3,464.71	\$83.55	\$3,548.26	\$39.74
Supplies	\$500.00	\$168.00	\$0.00	\$168.00	\$0.00
CONTRACTUAL (Environmental Consultant)	\$2,500.00	\$1,914.00	\$0.00	\$1,914.00	\$0.00
CONTRACTUAL TECHNICAL & PROJECT (Implementation Assistance)	\$2,000.00	\$1,169.10	\$0.00	\$1,169.10	\$830.90
Total	\$12,000.00	\$8,672.31	\$83.55	\$8,755.86	\$914.14

TABLE 4: QUARTERLY SPENDING BY TASKS PETROLEUM SUBSTANCES GRANT

Total Budget- Petroleum Substances Grant					
Budget Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Remaining Balance
Personnel	\$10,000.00	\$8,877.75	\$878.75	\$9,756.50	\$243.50
Travel	\$5,000.00	\$3,464.74	\$83.55	\$3,548.29	\$39.71
Supplies	\$2,000.00	\$225.00	\$0.00	\$225.00	\$0.00
CONTRACTUAL (Environmental Consultant)	\$173,000.00	\$177,108.58	\$0.00	\$177,108.58	\$4,016.38
CONTRACTUAL TECHNICAL & PROJECT (Implementation Assistance)	\$10,000.00	\$4,231.14	\$0.00	\$4,231.14	\$830.90
Total	\$200,000.00	\$193,907.21	\$962.30	\$194,869.51	\$5,130.49

Task 1: Site Inventory & Prioritization- Petroleum Substances Grant					
Budget Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Remaining Balance
Personnel	\$2,000.00	\$1,908.75	\$91.25	\$2,000.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRACTUAL (Environmental Consultant)	\$6,500.00	\$6,397.97	\$0.00	\$6,397.97	\$0.00
CONTRACTUAL TECHNICAL & PROJECT (Implementation Assistance)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$9,000.00	\$8,306.72	\$91.25	\$8,397.97	\$0.00

Task 2: Environmental Site Assessments, BEAs, etc- Petroleum Substances Grant					
Budget Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Remaining Balance
Personnel	\$3,000.00	\$2,450.00	\$450.00	\$2,900.00	\$100.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRACTUAL (Environmental Consultant)	\$158,937.96	\$158,625.66	\$0.00	\$158,625.66	\$4,016.38
CONTRACTUAL TECHNICAL & PROJECT (Implementation Assistance)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$161,937.96	\$161,075.66	\$450.00	\$161,525.66	\$4,116.38

Task 3: Community Outreach- Petroleum Substances Grant					
Budget Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Remaining Balance
Personnel	\$3,000.00	\$2,562.50	\$337.50	\$2,900.00	\$100.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$1,000.00	\$57.00	\$0.00	\$57.00	\$0.00
CONTRACTUAL (Environmental Consultant)	\$10,000.00	\$9,720.95	\$0.00	\$9,720.95	\$0.00
CONTRACTUAL TECHNICAL & PROJECT (Implementation Assistance)	\$3,062.04	\$3,062.04	\$0.00	\$3,062.04	\$0.00
Total	\$17,062.01	\$15,402.49	\$337.50	\$15,739.99	\$100.00

Task 4: Eligible Programmatic Expenses & Travel- Petroleum Substances Grant					
Budget Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Remaining Balance
Personnel	\$2,000.00	\$1,956.50	\$0.00	\$1,956.50	\$43.50
Travel	\$5,000.00	\$3,464.74	\$83.55	\$3,548.29	\$39.71
Supplies	\$500.00	\$168.00	\$0.00	\$168.00	\$0.00
CONTRACTUAL (Environmental Consultant)	\$2,500.00	\$2,364.00	\$0.00	\$2,364.00	\$0.00
CONTRACTUAL TECHNICAL & PROJECT (Implementation Assistance)	\$2,000.00	\$1,169.10	\$0.00	\$1,169.10	\$830.90
Total	\$12,000.00	\$9,122.34	\$83.55	\$9,205.89	\$914.11

VII. MEASURES OF SUCCESS – GRANT PROGRAM INDICATORS

TABLE 5: SUMMARY OF FUNDING LEVERAGED - (QUARTERLY REPORT PERIOD 15)

Funding leveraged under the Brownfields Program	Assessment Dollars Leveraged	Cleanup Dollars Leveraged	Redevelopment Dollars Leveraged	Funding Source Description
Local Funding				
State Funding				
Federal Funding				
Private Funding				
Total	-0-	-0-	-0-	-0-

TABLE 6: SUMMARY OF JOBS CREATED - - (QUARTERLY REPORT PERIOD 15)

Jobs created resulting from Brownfields redevelopment (full or part time)	Current Quarter	Previous Quarters	Total
Number of temporary jobs created for cleanup/construction	0	25	25
Number of permanent jobs created after redevelopment.	0	116	113

MEETING MINUTES
DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
Wednesday, January 18, 2012

Members present: Tom Rymkos, Dave Rivard, Gary Olsen, Scott Wieting, Tom Brayak
Charles Detiege,
Members absent: Mark Nelson
Director: Peter Van Steen
Public: Dennis Bittner

1. The meeting was called to order at 6:34 pm by Chairman Tom Rymkos.
2. The Pledge of Allegiance was recited.
3. MOTION BY DAVE RIVARD, SECONDED BY GARY OLSEN TO ACCEPT THE AGENDA AS PRINTED; MOTION CARRIED.
4. MOTION BY DAVE RIVARD, SECONDED BY SCOTT WIETING TO APPROVE THE MINUTES OF THE PREVIOUS MEETING; MOTION CARRIED.
5. No public comments.
6. Election of officers:
 - A. MOTION BY DAVE RIVARD, SECONDED BY GARY OLSEN TO NOMINATE TOM RYMKOS AS CHAIR AND TO CLOSE NOMINATIONS AND CAST A UNANIMOUS BALLOT FOR TOM RYMKOS AS CHAIR; MOTION CARRIED.
 - B. MOTION BY DAVE RIVARD, SECONDED BY TOM RYMKOS TO NOMINATE TOM BRAYAK AS VICE-CHAIR AND TO CLOSE NOMINATIONS AND CAST A UNANIMOUS BALLOT FOR TOM BRAYAK AS VICE-CHAIR; MOTION CARRIED.
 - C. MOTION BY TOM BRAYAK, SECONDED BY DAVE RIVARD, TO NOMINATE MARK NELSON AS SECRETARY AND TO CLOSE NOMINATIONS AND CAST A UNANIMOUS BALLOT FOR MARK NELSON AS SECRETARY; MOTION CARRIED.
 - D. MOTION BY CHARLES DETIEGE, SECONDED BY DAVE RIVARD, TO NOMINATE GARY OLSEN AS TREASURER AND TO CLOSE NOMINATIONS AND CAST A UNANIMOUS BALLOT FOR GARY OLSEN AS TREASURER; MOTION CARRIED.
7. MOTION BY TOM BRAYAK, SECONDED BY CHARLES DETIEGE, TO MEET EVERY OTHER MONTH AT 6:30 P.M. AT THE DELTA COUNTY COURTHOUSE; MOTION CARRIED. Peter will have the meeting schedule posted at the courthouse entrances.
8. Reports:
 - A. Peter Van Steen reported the 13th quarterly report was submitted to EPA, once approval is received copies will be sent to members; Joe Petrin requested a a Phase I ESA for the Sully's Sub building he is purchasing; a request was approved by the Special Committee to conduct a Phase I ESA at Sully's Sub building; discussion with local real estate agent on a buyer is looking at Shelly's Deli and the need for an ESA.
 - B. Dennis Bittner reported the Phase I ESA for the Sully's Sub building started last week. He is trying to find out if there was a gas station at the site. Tom Rymkos indicated a cap is located under asphalt

on the front drive; Dennis will contract with someone to cut out the asphalt and visually examine the cap and determine if the cap is for a gasoline storage tank, fuel oil tank, other tank or something. The closing date for the sale of the building has been pushed back 30 days. The Phase II may result in the need for three boring wells and sampling plans at cost of \$9,000 (rough estimate-not definite number) and a BEA at a cost of \$2,500.

C. Billing Approvals:

- MOTION BY GARY OLSEN, SECONDED BY DAVE RIVARD TO APPROVE THE INVOICES SUBMITTED BY CUPPAD IN THE AMOUNTS OF \$750 FOR SERVICES RENDERED FOR SEPTEMBER, 2011 AND \$800 FOR SERVICES RENDERED FOR OCTOBER THROUGH DECEMBER, 2011; MOTION CARRIED.

9. Unfinished Business

- A. The EPA Brownfield Coalition assessment grant was received by the EPA by the grant deadline. No further word has been received. Grants were submitted by Alger, Marquette, Menominee, and Dickinson counties for assessment funds.

10. New Business

- A. The Special Committee approved conducting a Phase I at the Sully's Sub building site. MOTION BY GARY OLSEN, SECONDED BY TOM BRAYAK TO APPROVE/AFFIRM THE ACTION OF THE SPECIAL COMMITTEE TO CONDUCT A PHASE I ESA AT THE SULLY'S SUB BUILDING AT A COST NOT TO EXCEED \$3,000; MOTION CARRIED. Dennis mentioned there may be a possible cost of exposing the tank but it may be within the \$3,000 amount. Bittner Engineering will be responsible for contracting for the services of someone to cut the asphalt at the site.
- B. Discussed possible future assessments. A Phase II maybe required for the Sully's Sub building. MOTION BY TOM BRAYAK, SECONDED BY GARY OLSEN TO HAVE THE BROWNFIELD GRANT PAY FOR ½ OF THE COST, UP TO \$4,500 FOR THE PHASE II ESA; MOTION CARRIED. The cost for a BEA will be determined later. Peter will check with Candace at Pine Tree Realty about possible ESA for Shelly's Deli. Dennis suggested a letter by written to the MDEQ asking enough information has been developed or submitted to develop a BEA for the Shelly's Deli site; Dennis will help with drafting the letter.

11. Public/Authority comments

- A. Gary inquired as to whether we heard anything from EPA regarding the amount of remaining grant funds with the EPA grant and reconciliation/comparison between what the EPA may say we have spent and what the county has records of spending. Peter mentioned he sent a letter to Amedia Feaster at EPA, Las Vegas but did not hear back from her. He will send another letter to her.

12. MOTION BY DAVE RIVARD, SECONDED BY GARY OLSEN TO ADJOURN AT 7:30 PM; MOTION CARRIED.

Minutes prepared by Peter Van Steen

MEETING MINUTES
DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
Wednesday, March 21, 2012

Members present: Tom Rymkos, Dave Rivard, Gary Olsen, Scott Wieting, Tom Brayak
Charles Detiege, Mark Nelson
Director: Peter Van Steen
Public: John D'Addona, Rob Van Effen

1. The meeting was called to order at 6:30 pm by Chairman Tom Rymkos.
2. The Pledge of Allegiance was recited.
3. MOTION BY DAVE RIVARD, SECONDED BY CHARLES DETIEGE TO ACCEPT THE AGENDA AS PRINTED; MOTION CARRIED.
4. MOTION BY DAVE RIVARD, SECONDED BY CHARLES DETIEGE TO APPROVE THE JANUARY 19, 2012 MINUTES AS PRINTED; MOTION CARRIED.
5. No public comments.
6. Reports:
 - A. Peter Van Steen reported the grant has been extended until June 30, 2012.
 - B. Billing Approvals:
 - MOTION BY TOM BRAYAK, SECONDED BY DAVE RIVARD TO APPROVE THE INVOICE SUBMITTED BY CUPPAD IN THE AMOUNT OF \$700 FOR SERVICES RENDERED IN JANUARY AND FEBRUARY 2012; MOTION CARRIED.
 - MOTION BY DAVE RIVARD, SECONDED BY CHARLES DETIEGE TO APPROVE THE INVOICE SUBMITTED BY BITTNER ENGINEERING IN THE AMOUNT OF \$4,500 FOR SERVICES CONNECTED WITH THE SULLY'S SUB BUILDING PHASE II ESA; MOTION CARRIED.
7. Special Presentation
John D'Addona presented an interesting PowerPoint presentation regarding the redevelopment of complex brownfield sites, featuring the redevelopment of the "Chevy in the Hole" site in Flint. The process could be used in the project with the Escanaba river and bridge abutments.
8. Unfinished Business
 - A. The Sully's Sub Phase I is complete. No BEA will be needed.

9. New Business

- A. Fleet Maintenance is looking to purchase about 5 acres of land from Bosk Corporation for a new building. Fleet Maintenance will be seeking an SBA loan for the purchase through baybank. The Special Committee has previously approved conducting a Phase I at the Fleet Maintenance site. MOTION BY CHARLES DETIEGE , SECONDED BY MARK NELSON TO APPROVE/AFFIRM THE ACTION OF THE SPECIAL COMMITTEE TO CONDUCT A PHASE I ESA AT THE FLEET MAINTENANCE SITE AT A COST NOT TO EXCEED \$3,000; MOTION CARRIED. Dave Rivard noted he is on the board of directors of baybank.

- B. Delta County will sponsor a workshop on “How to Improve Your Community in Down Economy” to be held April 24, 2012. The panel will consist of Sabine Martin- Kansas State University, Laurel Berman- Agency for Toxic Substances and Disease Registry, and Flo McCormack- MAC. Peter will check with Flo as to the need to send out invitations.

- C. Reviewed the budgets of the Petroleum and Hazardous grants. MOTION BY CHARLES DETIEGE, SECONDED BY GARY OLSEN TO ADJUST THE PETROLEUM AND HAZARDOUS GRANT BUDGETS; MOTION CARRIED.

10. Public/Authority comments

- A. Gary inquired as to whether we heard anything from EPA regarding the amount of remaining grant funds with the EPA grant and reconciliation/comparison between what the EPA may say we have spent and what the county has records of spending. Peter mentioned he sent a letter to Amedia Feaster at EPA, Las Vegas but did not hear back from her. He will send another letter to her.

11. MOTION BY CHARLES DETIEGE, SECONDED BY DAVE RIVARD, TO ADJOURN AT 7:50 PM; MOTION CARRIED.

Minutes prepared by Peter Van Steen

MEETING MINUTES
DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
Wednesday, May 16, 2012

Members Present: Tom Rymkos, Dave Rivard, Gary Olsen, Charles Detiege,
Mark Nelson
Members Absent: Tom Brayak, Scott Wieting
Director: Peter Van Steen
Public: Dennis Bittner, John D'Addona, Bob LaFave, Pat Connor, Tony
Harris

1. The meeting was called to order at 6:30 pm by Chairman Tom Rymkos. Introductions were made by those in the audience.
2. The Pledge of Allegiance was recited.
3. MOTION BY DAVE RIVARD, SECONDED BY CHARLES DETIEGE TO ACCEPT THE AGENDA AS PRINTED; MOTION CARRIED.
4. MOTION BY GARY OLSEN, SECONDED BY DAVE RIVARD TO APPROVE THE MARCH 21, 2012 MINUTES AS PRINTED; MOTION CARRIED.
5. No public comments.
6. Reports:
 - A. Peter Van Steen reported on the Revitalizing Your Community workshop, 14th quarter report approved by EPA, budget adjustments made, attended city of Escanaba brownfield meeting to discuss county projects, assisting city of Gladstone with MDEQ cleanup grant/loan for Johnson Brothers gas station site, Lofts received a governor's award, reconciling EPA receipts/ending balance with the quarterly reports and found difference of \$55.94 with petroleum funds and reconciled hazardous funds.
 - B. Dennis Bittner reported on completion of the Phase I ESA for Fleet Maintenance site. There is ash on the property site that was deposited from the nearby power plant. A Phase II will be needed.
 - C. Billing Approvals:
 - MOTION BY DAVE RIVARD, SECONDED BY MARK NELSON TO APPROVE THE INVOICE SUBMITTED BY CUPPAD IN THE AMOUNT OF \$500 FOR SERVICES RENDERED IN APRIL 2012 AND TO APPROVE THE INVOICE SUBMITTED BY BITTNER ENGINEERING IN THE AMOUNT OF \$3,000 FOR COMPLETION OF THE PHASE I ESA FOR FLEET MAINTENANCE; MOTION CARRIED.

7. Unfinished Business

- A. There is about about \$7,211 remaining for assessments in the Hazardous grant and about \$3,876 remaining in the Petroleum grant for assessments. Pat Conner, Connor Construction, bought two buildings in downtown Escanaba- 1109 and 1111 Ludington Street. The roofs are leaking and mold is present. He purchased the building November 2011 with no environmental assessment completed. He is seeking assistance from the Brownfield Authority for assistance. Discussion on amount of funding to be provided to Pat Connor for Phase I ESA.

The Phase I at the Fleet Maintenance site is completed. There is ash on the property and the possibility of off-site petroleum migrating to the site. Tony Harris will be locating several businesses at the site with about 8- 12 new employees involved. The question was raised if petroleum funds could be used along with the hazardous funds to pay for the Phase II ESA; Peter will check with Darryl Owens. The cost for a Phase II is \$17,000. MOTION BY CHARLES DETIEGE, SECONDED BY MARK NELSON TO HAVE THE BROWNFIELD GRANT PAY FOR \$10,000 OF THE PHASE II ESA COST, PROVIDED DARRYL OWENS APPROVES USING PETROLEUM FUNDS TOWARDS THE PROJECT; MOTION CARRIED.

8. New Business

- A. New Business items were previously discussed.

9. Public/Authority comments

- A. Peter noted maps of the Escanaba River area have been provided to the Chairman as requested at the last meeting.

- B. MOTION BY DAVE RIVARD, SECONDED BY MARK NELSON TO SEND A LETTER OF THANKS TO THE HANNAHVILLE TRIBE FOR PROVIDING THE MEETING SPACE AT THE ISLAND RESORT FACILITY FOR THE RECENT REVITALIZING COMMUNITY WORKSHOP; MOTION CARRIED.

10. MOTION BY DAVE RIVARD, SECONDED BY MARK NELSON TO ADJOURN AT 7:50 PM; MOTION CARRIED.

Minutes prepared by Peter Van Steen

MEETING MINUTES
DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
Wednesday, July 18, 2012

Members Present: Gary L. Olsen, Tom Brayak, Tom Rymkos, Dave Rivard
Members Absent: Scott Wieting, Charles Detiege, Mark Nelson
Director: Peter Van Steen - absent
Public: No attendees

1. The meeting was called to order at 6:30 pm by Chairman Tom Rymkos. Introductions were made by those in the audience.
2. The Pledge of Allegiance was recited.
3. MOTION BY TOM BRAYAK, SECONDED BY DAVE RIVARD TO ACCEPT THE AGENDA AS PRINTED; MOTION CARRIED.
4. MOTION BY DAVE RIVARD, SECONDED BY TOM BRAYAK TO APPROVE THE MAY 16, 2012 MINUTES AS PRINTED; MOTION CARRIED.
5. No public comments.
6. Reports:
 - A. The Authority discussed Peter Van Steen's e-mail to all members concerning the mapping website; it has been updated to include Sully's Subs and the Fleet Maintenance site.
 - B. Dave Rivard reported that a check from the Hannaville Tribe in the sum of \$19,000.00 was received by the county and was deposited in a special restricted fund for the Brownfield Authority; it is to be used for clean up of the old saw mill site of American Timber Homes which is now owned by the tribe. Dave Rivard also discussed the applicants who received grants in Michigan. All recipients are in the lower peninsula. Delta County is not on the list.

The grant is soon ending and Dave Rivard reported on the grant close out procedures.
 - C. Billing Approvals:
 - MOTION BY DAVE RIVARD, SECONDED BY TOM BRAYAK TO PAY THE CUPPAD BILL IN THE SUM OF \$1,157.50 FOR JUNE, 2012 AND \$487.00 FOR JULY, 2012; THE MOTION CARRIED.

- MOTION BY TOM BRAYAK TO PAY THE BITTNER ENGINEERING INVOICE IN THE SUM OF \$10,000.00 FOR THE FLEET MAINTENANCE BILL. THE MOTION WAS SECONDED BY DAVE RIVARD; THE MOTION PASSED.

7. Unfinished Business

Bittner Engineering submitted a written executive summary regarding the fleet maintenance project. The Board reviewed and discussed the executive summary. No one from Bittner Engineering was in attendance

8. New Business

- A. The Authority discussed the closed-out activities that must be done; a complete final grant activity report must be submitted to EPA no later than 90 days after the end of the grant.

9. Public/Authority comments

- A. There were no public or Authority comments

10. MOTION BY DAVE RIVARD, SECONDED BY GARY OLSEN TO ADJOURN AT 7:15 PM; MOTION CARRIED.

Minutes prepared by Gary L. Olsen

MEETING MINUTES
DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
Delta County Courthouse, circuit courtroom
Wednesday, September 19, 2012

Members Present: Dave Rivard, Charles Detiege, Tom Brayak,
Mark Nelson
Members Absent: Tom Rymkos, Scott Wieting, Gary Olsen- excused
Director: Peter Van Steen
Public: Dennis Bittner

1. The meeting was called to order at 6:50 pm by Dave Rivard in the absence of Chairman Tom Rymkos.
2. The Pledge of Allegiance was recited.
3. MOTION BY CHARLIE DETIEGE, SECONDED BY TOM BRAYAK TO ACCEPT THE AGENDA AS PRINTED; MOTION CARRIED.
4. MOTION BY CHARLIE DETIEGE, SECONDED BY MARK NELSON TO APPROVE THE JULY 18, 2012 MINUTES AS PRINTED; MOTION CARRIED.
5. No public comments.
6. Reports:
 - A. Peter Van Steen reported the 16th quarterly report was submitted to Darryl Owens, which also served as the final report. The report lists leveraged amounts as a result of the EPA grant; it was suggested to add the \$1.6 million purchase price of the Escanaba Power Plant to the report. The total leveraged dollars is \$11, 214,500. Board members will be provided with a revised report. Peter is working on the final closeout paperwork securing Nora Viau/s signature on several documents. A final request was made to EPA for \$2,585.48; all grant funds have been expended. Fleet Maintenance Phase II is completed and the company will be having a BEA and brownfield plan prepared in the near future.
 - B. Dennis Bittner reported on completion of the Phase II ESA for Fleet Maintenance site. Fleet Maintenance is working with ECT on the development of a brownfield plan with the city of Escanaba. The city is supportive of the efforts. Dennis is appreciative of the support shown by the board members of the brownfield program.

C. Billing Approvals:

- MOTION BY TOM BRAYAK , SECONDED BY CHARLIE DETIEGE TO APPROVE THE INVOICE SUBMITTED BY BITTNER ENGINEERING IN THE AMOUNT OF \$1,585.48 FOR SERVICES CONNECTED IN THE COMPLETION OF THE PHASE II ESA FOR FLEET MAINTENANCE; MOTION CARRIED.

- MOTION BY CHARLIE DETIEGE , SECONDED BY TOM BRAYAK TO APPROVE THE INVOICE SUBMITTED BY CUPPAD IN THE AMOUNT OF \$1,000.000 FOR SERVICES RENDERED IN JULY, 2012; MOTION CARRIED.

7. Unfinished Business

- A. Previously discussed Fleet Maintenance Phase II ESA.

- B. Peter is working on the closeout paperwork for the EPA grant. Members will be provided with a complete closeout packet when the paperwork is submitted to EPA.

- C. It was the consensus of the members present that future meetings will be at the call of the chairman. Peter will notify members when there is a meeting. Dave Rivard mentioned that perhaps there could be some need for clean-up funds associated with the removal of the old Escanaba River Bridge. The county soil conservation district has received funds to remove the structure. Peter will contact Flo McCormack as to possible grant writers for the next brownfield grant.

- D. The county received \$19,000 from Hannahville Indian Community to be used for clean up at the former American Timber Homes sawmill site in Wells Township. Dave Rivard is waiting to hear more from Dave Anthony.

8. New Business

- A. No new business items.

9. Public/Authority comments

- A. No comments made.

10. MOTION BY CHARLIE DETIEGE, SECONDED BY MARK NELSON TO ADJOURN AT 7:16 PM; MOTION CARRIED.

Minutes prepared by Peter Van Steen

SPECIAL MEETING MINUTES
DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
Delta County Courthouse, circuit courtroom
Wednesday, October 10, 2012

Members Present: Dave Rivard, Tom Rymkos, Scott Wieting, Gary Olsen,

Members Absent: Mark Nelson, Charles Detiege- excused, Tom Brayak - excused

Director: Peter Van Steen

Public: Dennis Bittner, John D'Addona, Eric Helzer, David Van Haaren

1. The meeting was called to order at 7:17 pm by Chairman Tom Rymkos.
2. The Pledge of Allegiance was recited.
3. MOTION BY DAVE RIVARD, SECONDED BY GARY OLSEN TO ACCEPT THE AGENDA AS PRINTED; MOTION CARRIED.
4. No public comments.
5. Unfinished Business
 - A. Scott Wieting gave an update on the EPA targeted brownfield removal action that occurred at the American Timber Homes site; the clean up was performed in 2011. A Targeted Brownfields Assessment was completed in 2012. There is still contamination on the site that will have to be addressed either through the EPA brownfields assessment coalition grant, or through a 128 competitive grant. If the Tribe decides to continue on with the coalition efforts, it is likely that the remaining contamination at the site be included in the proposal, along with any other follow-up assessment that is needed. A final site characterization was completed. A formal report has been presented to the Tribe and Scott is busy reviewing the report and findings to report to the Tribal Council. A meeting was held October 2 with Dave Rivard, Tom Rymkos, Tom Brayak, Peter Van Steen, Dave Anthony, Tom Elegeert regarding the desire for the Hannahville Community to utilize the Brownfield Authority in removal of buildings on the former sawmill site and nearby areas. Peter met with tribal officials on October 9 to further discuss the project and a follow-up meeting is scheduled for October 23. Tom Rymkos will attend the meeting with Peter at the Tribal offices.
6. New Business
 - A. There was considerable discussion with AKTPeerless, ECT and Bittner Engineering on developing/drafting the 2012 EPA grant application for funding brownfield assessments. MOTION BY GARY OLSEN, SECONDED BY DAVE RIVARD TO ASK AKTPEERLESS AND ECT/BITTNER ENGINEERING TO

COLLABORATE WITH AKTPEERLESS TAKING THE LEAD WITH PREPARING THE
EPA GRANT APPLICATION; MOTION CARRIED.

7. Public/Authority comments

- A. Dave Rivard complimented both Dennis Bittner and John D'Addona on a good job with implementation of the EPA grant.

8. MOTION BY DAVE RIVARD, SECONDED BY GARY OLSEN TO ADJOURN AT 9:02 PM;
MOTION CARRIED.

Minutes prepared by Peter Van Steen

**MEETING MINUTES
SPECIAL MEETING
DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
CUPPAD Regional Commission, Escanaba
Tuesday, November 13, 2012**

Members Present: Tom Rymkos, Gary Olsen, Dave Rivard, Charles Detiege,
Tom Brayak
Members Absent: Mark Nelson, Scott Wieting
Director: Peter Van Steen
Public: Scott Herioux, Dave Anthony

1. The special meeting was called to order at 3:00 pm by Chairman Tom Rymkos.
2. Dave Rivard expressed that all the members of the Authority are “brought up to date”, had concerns that there would be sufficient funds and asked what restrictions are in place for 2% Hannahville Indian Community funds.
3. Dave Anthony lead the discussion on activities to be funded by the Hannahville Indian Community on lands owned by the Tribe or adjacent to it:
 - a. Underground tank removal: The Hannahville Indian Community will pay directly to the Delta County Road Commission for expenses incurred in the removal of the underground tank at the former Road Commission garage on P Road in Wells Township. The Road Commission will invoice Delta County directly for the funds. The Tribe had previously awarded Delta County \$19,000 for waterfront development activities. The Brownfield Authority will not be involved in this process or project.
 - b. Waterfront clean up at American Timber Homes site: The Hannahville Indian Community will be working with the Delta County Conservation District to clean up surface debris, demolishing buildings and removal of debris and buildings from the site.
 - c. Funds available for other clean up or projects in the P Road area: the Hannahville Indian Community will make funds available to the Brownfield Authority for projects in the area of the waterfront area. The BRA will need to submit request to Hannahville Indian Community. Dave Rivard mentioned that work might be needed around riverbank when the old Escanaba River Bridge is removed.
 - d. Environmental study at former Delta County Road Commission garage: The Hannahville Indian community would like to have a BEA prepared at the former Road Commission garage since they are purchasing the property. The

Hannahville Indian community has indicated their desire to utilize the services of Golder Associates for the work. The cost for a Phase I ESA, Due Care Plan and BEA is \$11,000. Hannahville Indian Community will award that amount as a 2% grant to Delta County Brownfield Authority. The Brownfield Authority will enter into an agreement with Golder Associates to prepare the environmental studies at the former Road Commission garage. MOTION BY CHUCK DETIEGE, SECONDED BY TOM BRAYAK TO APPROVE GOLDR ASSOCIATES TO CONDUCT A PHASE I ESA, AND PREPARE A DUE CARE PLAN AND BEA AT A COST NOT TO EXCEED \$11,000 AT THE FORMER DELTA COUNTY ROAD COMMISSION GARAGE ON BEHALF OF THE HANNAHVILLE INDIAN COMMUNITY, MOTION CARRIED.

4. Dave Rivard mentioned the need for administrative fees for work in assisting the Tribe. It was discussed that \$2,000 could be awarded at a later date to the Authority.
5. Peter gave a brief update on the EPA Brownfield Grant application. The deadline had been extended to December 3. ATK Peerless is working on drafting the grant application. Support letters have been received from the same groups as in the last application.
6. Peter will keep the board up to date regarding activities with Golder Associates.
7. MOTION BY CHARLIE DETIEGE, SECONDED BY GARY OLSEN TO ADJOURN AT 3:35 PM; MOTION CARRIED.

Minutes prepared by Peter Van Steen

Approved
Delta County Airport Advisory board
March 12, 2014 8:00 a.m.
Minutes

The meeting was called to order by Chairman Herioux at 8:15 a.m.

I. ROLL CALL

PRESENT: Anderson, Jousma-Miller, Johnson, Carne, Moyle

ABSENT: Herioux and Schwab

OTHERS PRESENT: Manager Smith

II. APPROVAL OF AGENDA: Moved to approve the agenda of March 12, 2014 by Moyle and supported by Carne. MOTION CARRIED UNANIMOUSLY.

III. APPROVAL OF MINUTES: Moved to approve the minutes of Feb, 2014 by Jousma-Miller and supported by Carne. MOTION CARRIED UNANIMOUSLY.

IV. COMMUNICATIONS RECEIVED/SENT

V. REPORTS:

A. Manager's Report – No mgrs report, discussed items below.

a. Budget status for 2/28/14 was presented and discussed

b. Customer Service:

1. Enplanements and Fuel Gallons sold

VI. OLD BUSINESS:

a. McNamara Plaque – redoing because of misspelled word.

b. New hangar construction: Updates were given to board regarding the list of tenants and current status. Smith looking for estimates from local builders due to high cost estimate from engineers. Will also talk with tenants to get cap on their expected hangar rental cost. \$250.00 maximum monthly rent is the targeted charge. Waiting on commitment from Tenant with possible float plane. This will require larger door and more cost. Will not build this size without commitment. More info to follow as available.

VII. NEW BUSINESS:

a. Delta Airlines is planning a refurbishment to their counter space in the terminal. Will repaint to new Delta Colors, and add electronic monitors at the counter and one in the secured area. They are covering the construction and the cost for the project. It is part of Delta's new branding upgrade. Airport looks forward to the new look and equipment upgrade.

- b. Fire Training – recurrent yearly fire training will take place this year in Escanaba for all four maintenance staff. Other airports will be attending as well as an invite was put out to Ford River Township to participate. Smith will go out to others. This is a mandatory FAA training for the airports. ARFF Specialists are coming in from Duluth, MN and will conduct the class. This will happen May 28 and 29th.
- c. The airport will also be holding the FAA required Tri-Annual Live Drill on May 28th. With the fire training also happening, we are looking for some way to use the Trainer (half of an aircraft) in the Live Drill. This drill will take place at 7:15 am with Bob Berbohm – County EMC, in charge of scenario. All airport staff, TSA, National Car Rental and DC Veterans office staff will participate.
- d. Regional Boarding Ramp – Smith gave out handouts of pictures and drawings for a new construction project hoping to be approved by FAA for construction this year. We would be able to provide an enclosed structure for our passengers. This project may be approved by FAA for our AIP funding (our dollars we are awarded based on enplanement numbers). This is probable for construction in 2014 and reimbursement in 2015. When estimated numbers are complete, Smith will go to the Finance Committee for the County for approval and recommendation to the County Board for the money to build this year. Smith will contact board with date for Finance meeting to have airport board representation present. This construction timeframe would have completion in September. Other uses for the ramp would be the Honor Flights (3 scheduled for 2014) and opportunities for travel agencies and Charter companies to host possible flights to Vegas, Atlantic City, etc. Sawyer and Houghton just put on such trips from their airports; these flights count as enplanement numbers. This ramp would be another great feature in the marketing efforts of Fly Escanaba. More info to follow.

VIII. PUBLIC & BOARD MEMBER COMMENTS:

ADJOURNED: Meeting adjourned at 8:50 AM.

Respectfully Submitted by:
Kelly Smith, Airport Manager

Brian Herioux, Board Chair

Proposed
Delta County Airport Advisory board
April 16, 2014 8:00 a.m.
Minutes

The meeting was called to order by Chairman Herioux at 8:10 a.m.

I. ROLL CALL

PRESENT: Anderson, Jousma-Miller, Johnson, Carne, Moyle, Herioux, Schwab

ABSENT:

OTHERS PRESENT: Manager Smith

II. APPROVAL OF AGENDA: Moved to approve the agenda of April 16, 2014 by Moyle and supported by Anderson. MOTION CARRIED UNANIMOUSLY.

III. APPROVAL OF MINUTES: Moved to approve the minutes of March 12, 2014 by Carne and supported by Moyle. MOTION CARRIED UNANIMOUSLY.

IV. COMMUNICATIONS RECEIVED/SENT

V. REPORTS:

A. Manager's Report – Smith discussed following:

- a. FAA made final ruling regarding the Helipad This is now called a “remote apron” – the airspace case study completed shows now safe way to land for a helipad, no markings will be done, so its just a concrete pad.
- b. Airline Inspection by Endeavor Air, all was in compliance. Also had our Above ground Tank Inspection, passed for another 3 years.
- c. Asst Manager Nieto is now Stormwater Certified – DEQ requirement
- d. Budget status for 3/31/14 was presented and discussed
- e. Customer Service:
 1. Enplanements and Fuel Gallons sold

VI. OLD BUSINESS:

- a. McNamara Plaque –Getting framed and will be complete.
- b. New hangar construction: Smith attended the Finance committee meeting for the recommendation for approval of the \$250,000 for our hangar loan. Finance committee will recommend to the County Board at their meeting on 4/15/2014. Bid specs are being worked on.
- c. Thunder over Delta County Air Show was cancelled permanently. Sponsorship from Hannahville will be returned soon. Construction projects, (FAA has a 6 week runway project) and the lack of committee and military support again this year, we are cancelling.

- d. EAS – EAS contract expires December 31, 2014. 6months prior to expiration, FAA sends out bids for new 2 year contracts. Will have more info when bid is advertised.

VII. NEW BUSINESS:

- a. FAA Vassi to Pappi project is scheduled to start July 8, 2014 and run for 45 days. This is a Techops project, FAA has all control and awards and contracts.
- b. Runway 9/27 Sign Project – PreBid – Thursday April 17, 10:30 am

VIII. PUBLIC & BOARD MEMBER COMMENTS:

- a. Brian Herioux will not make May 14, meeting. Out of town.

ADJOURNED: Meeting adjourned at 9:10 AM.

Respectfully Submitted by:
Kelly Smith, Airport Manager

Brian Herioux, Board Chair

**Menominee-Delta-Schoolcraft
Community Action Agency**

GOVERNING BOARD MEETING

Thursday, July 24, 2014

12:30 p.m. (EDT)

MINUTES

Chair Wigand called the meeting to order at 12:33 p.m. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Karen Wigand, Delta
Pastor Ingmar Levin, Schoolcraft
Omer Doran, Schoolcraft
Dan LaFoilie, Schoolcraft
Ken Bryant, Schoolcraft
Julie Moberg, Delta
Tom Lippens, Delta
Lee Robbert, Schoolcraft
Susan Kleikamp, Menominee
Kristi Wood, Manistique
Geri Nelson, Delta
Myra Croasdell, Delta
Susan Phillips, Schoolcraft
John Stapleton, Schoolcraft
Mari Negro, Menominee
Dave Anthony, Menominee
Ann Jousma-Miller, Delta

OTHERS PRESENT

Kris Thibeault, Finance Director
Cathy Pearson, Executive Assistant
Sally Kidd, Senior Services Director
Pat Johnson, Receptionist
Rick Rudden, Office/Communications Assistant
Pat Royer, Nutrition Manager
Kim Johnson, Early Childhood Director
June Chasteen, Child Development Mgr.
Theresa Nelson, RSVP Director
Don Tyrrell, Schoolcraft Client Services Worker
Mary Ciminskie, Data System Administrator
Connie Maule, SCP Director
Joe Dehlin, Weatherization/Energy Director

MEMBERS ABSENT

Doug Krienke, excused
Ken Penokie, excused
Cathy Mercier, excused
Dave Moyle

Chair Wigand introduced and welcomed new board member, Kristi Wood, who is representing the Head Start Policy Council. She called on Kim Johnson who introduced June Chasteen, Child Development Mgr. June will be retiring next month after 20 years of service as Childhood Development Manager in the Early Childhood Program.

APPROVAL OF MAY 8, 2014 GOVERNING BOARD MINUTES

Members received a draft of the May 8, 2014 Governing Board minutes for their review. There were no questions or comments and **THEY WERE APPROVED WITH A MOTION FROM OMER DORAN, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

Ms. Wigand called on Treasurer LaFoilie who reported that the Finance Committee met several times and has reviewed and recommends approval of the CAA April Accounts Payable Schedule, **MOTION TO APPROVE BY SUSAN PHILLIPS, SECONDED BY LEE ROBBERT; MOTION CARRIED.**

The committee also recommends approval of the CAA May A/P Schedule, **MYRA CROASDELL MOVED TO APPROVE, GERI NELSON SUPPORTED THE MOTION; MOTION CARRIED.**

The committee also recommends approval of the CAA June A/P Schedule and it was approved **WITH A MOTION FROM LEE ROBBERT, SUPPORTED BY SUSAN KLEIKAMP, MOTION CARRIED.**
The committee also reviewed and recommended a sole source purchase of a bus for the Early Childhood Program from the Holland Bus Company for \$47,796. *(They advertised for bids and only received one)* **TOM LIPPENS MOVED TO APPROVE THE BUS BID FROM THE HOLLAND BUS COMPANY FOR \$47,796, SECONDED BY JOHN STAPLETON; MOTION CARRIED.**

The committee reviewed and recommended a sole source purchase for repaving the parking lot at the Escanaba Head Start Center from Payne & Dolan for \$59,842. *(They advertised for bids and only received one).* **SUSAN KLEIKAMP MOTIONED TO APPROVE THE BID FOR REPAVING FROM PAYNE AND DOLAN FOR \$59,842, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

The Finance Committee reviewed and recommended acceptance of the audit for the fiscal year ending 9/30/13. There were no findings. Members were sent the audit summary and if anyone wishes for a full copy of the audit, staff will be happy to provide one. **MS. MOBERG MOVED TO ACCEPT THE AUDIT FOR THE FISCAL YEAR ENDING 9/30/13, SECONDED BY MYRA CROASELL; MOTION CARRIED.**

Mr. LaFoille called on Kim Johnson who informed the members that the former Catholic School in Menominee is for sale and we would like to investigate the feasibility of purchasing the building for our Early Childhood Program, Client Services and Senior Services as both of our current facilities are extremely old and in disrepair.

TOM LIPPENS MOVED TO ACCEPT THE FINANCE COMMITTEE REPORT, SUPPORTED BY JOHN STAPLETON; MOTION CARRIED. (see attachments A-1, A-2, A-3, A-4)

SAFETY COMMITTEE REPORT

Ms. Wigand called on Tom Lippens who reported that a representative from our worker's comp. carrier reviewed our accident history since the first of the year. There were six accidents. He recommended that we refer all of our employees who have work related accidents to Occupational Health as that is all they deal with.

The committee reviewed one accident where a center aide hit her head on a fire extinguisher mount after picking up a toy. **OMER DORAN MOVED TO ACCEPT THE SAFETY COMMITTEE REPORT, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED. (see attachment B)**

PERSONNEL COMMITTEE REPORT

The Chair called on Geri Nelson who reported that the Personnel Committee had its initial meeting to begin reviewing and revising the Personnel Policies. Staff will provide the committee with an initial marked up copy by fall. The process will take several months as we are waiting for direction regarding the new operational standards requirement for policies to be reviewed by an attorney every five years. **THE PERSONNEL COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM MR. LAFOILLE, SECONDED BY MS. CROASELL; MOTION CARRIED.**

NOMINATING COMMITTEE REPORT/ELECTION OF OFFICERS

Ms. Wigand turned the meeting over to Mr. LaFoille to conduct the election of officers. Mr. LaFoille gave the following slate of officers and asked three times for further nominations from the floor for each office. Chair – Karen Wigand, Vice-Chair – Myra Croasdel, Treasurer – Dan LaFoille, Secretary – Ken Bryant.

There were no further nominations. **DAVE ANTHONY MOVED TO APPROVE THE SLATE OF OFFICERS AS PRESENTED, SECONDED BY TOM LIPPENS; MOTION CARRIED.** Ms. Wigand congratulated the officers and thanked them for agreeing to serve.

The committee also recommended that Gil Vandenhouten's resignation be accepted with regret. Mr. Vandenhouten has some health complications that make it difficult for him to get to the meetings. Staff have been instructed to see if another representative of the senior citizens of Northern Menominee County can be appointed. **MR. LAFOILLE MOVED TO ACCEPT GIL VANDENHOUTEN'S RESIGNATION WITH REGRET, SECONDED BY JULIE MOBERG; MOTION CARRIED. (see attachment C)**

ACCEPTANCE OF HEAD START/EARLY HEAD START MAY & JUNE MONTHLY REPORTS

Members received a copy of the Head Start/Early Head Start May & June monthly reports for their review. There were no questions or comments and **THEY WERE ACCEPTED UPON A MOTION FROM JOHN STAPLETON, SECONDED BY SUSAN PHILLIPS; MOTION CARRIED.**

ACCEPTANCE OF 5/28/14 HEAD START POLICY COUNCIL MINUTES

Members received a copy of the 5/28/14 Head Start Policy Council minutes and **THEY WERE ACCEPTED WITH A MOTION FROM MR. LAFOILLE, SECONDED BY MS. CROASDELL; MOTION CARRIED.**

APPROVAL TO SUBMIT HEAD START CONTINUATION GRANT FOR 11/1/14 – 10/31/15

The Chair informed the members that there was a meeting on Tuesday to review the HS/EHS program design and budget. She thanked the board members who participated in that process. She called on Kim Johnson who reported that fortunately, where the eligible children are this year there should be very little changes to classrooms and staffing patterns, which is great. She noted that the grant will be for five years, rather than three as was the case previously. She provided a handout for the members to review. **(see attachment D) MR. STAPLETON MOVED TO APPROVE THE SUBMISSION OF THE HEAD START CONTINUATION GRANT FOR 11/1/14 – 10/31/15; SUSAN KLEIKAMP SUPPORTED THE MOTION; MOTION CARRIED.**

APPROVAL TO SUBMIT EARLY HEAD START CONTINUATION GRANT FOR 11/1/14 – 10/31/15

TOM LIPPENS MOVED TO APPROVE THE SUBMISSION OF THE EARLY HEAD START CONTINUATION GRANT FOR 11/1/14 – 10/31/15, SECONDED BY DAVE ANTHONY; MOTION CARRIED.

EXECUTIVE DIRECTOR'S REPORT

Ms. Wigand called on Cathy Pearson to give the Executive Director's report in Bill's absence. She informed the members that Bill was unable to attend today's meeting as his wife has had some ongoing health complications following a surgery about eight weeks ago. He has a fluctuating schedule but is available to the staff and board.

She noted that several years ago when we were raising mileage from \$.45 to \$.48 cents per mile, one of our former members suggested that board members' mileage not be increased. Bill thinks the board should be reimbursed the same as everyone else. **MR. LAFOILLE MOVED TO HAVE MILEAGE REIMBURSEMENT FOR BOARD MEMBERS THE SAME AS STAFF, SUPPORTED BY MYRA CROASDELL; MOTION CARRIED.** The Chair noted that back when that decision was made we had a 27 member board, and now we are down to 21.

CAA Governing Board Minutes

Thursday, July 24, 2014

Page 4

Ms. Pearson reminded the members that at the May board meeting Mr. Dubord reported that there are new organizational standards coming out and he reviewed the items that our agency needs to work on. Compliance for these standards has been delayed until October, 2015 but he wanted to assure the board that staff are working on these items to assure we are compliant by the due date. Staff will also be working on a success plan and completing a risk assessment. **SUSAN KLEIKAMP MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, SECONDED BY SUSAN PHILLIPS; MOTION CARRIED.**

PUBLIC COMMENT/OTHER BUSINESS

There were no public comments or other business.

ADJOURNMENT

There being no other business **THE MEETING ADJOURNED AT 1:10 p.m. WITH A MOTION FROM MR. LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED.**

THE NEXT MEETING IS SCHEDULED FOR THURSDAY, SEPTEMBER 4, 2014

THE FINANCE COMMITTEE HAS REVIEWED THE APRIL 2014 ACCOUNTS PAYABLE SCHEDULES FOR **MDS COMMUNITY ACTION AGENCY**. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

HEAD START	\$	216,569
EARLY HEAD START		80,022
EARLY-ON CHILDHOOD		530
GSRP		42,399
ASSET & LIABILITY ACCOUNTS		48,148

TOTAL \$ 387,668

SIGNED 
(TREASURER)

DATE 6-10-14

THE FINANCE COMMITTEE HAS REVIEWED THE MAY 2014 ACCOUNTS PAYABLE SCHEDULES FOR MDS COMMUNITY ACTION AGENCY. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

HEAD START	\$	262,596
EARLY HEAD START		77,863
EARLY-ON CHILDHOOD		214
GSRP		61,264
ASSET & LIABILITY ACCOUNTS		56,090
TOTAL	\$	<u>458,026</u>

SIGNED 
(TREASURER)

DATE 6/10/17

THE FINANCE COMMITTEE HAS REVIEWED THE JUNE 2014 ACCOUNTS PAYABLE SCHEDULES FOR **MDS COMMUNITY ACTION AGENCY**. WE HAVE DETERMINED THAT EXPENDITURES ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS AS FOLLOWS:

HEAD START	\$	109,196
EARLY HEAD START		69,682
EARLY-ON CHILDHOOD		5
GSRP		19,899
ASSET & LIABILITY ACCOUNTS		69,834
TOTAL	\$	268,615

SIGNED 
(TREASURER)

DATE _____

FINANCE COMMITTEE MEETING
Tuesday, July 22, 2014
11:00 a.m.

MINUTES

The following were present: Omer Doran, Dan LaFoille, Julie Moberg, Karen Wigand, Kris Thibeault, Kim Johnson and Cathy Pearson. Pastor Levin and Bill Dubord excused

The committee reviewed the CAA May & June credit card charges. Questions were raised about cell phones for staff and how we handle that. Currently the agency pays for the person's cell phone but it can be used as their personal phone too. The members want staff to check with the auditors to see if this is an acceptable practice. It was noted that most places have employees track their personal usage and pay a portion of the bill. The board expressed concern about grant audits and tax implications for both the Agency and the employees.

The committee reviewed the HRA May & June credit card charges.

The committee reviewed the CAA May and June Accounts Payable Schedules. After some discussion it was noted that a large amount of expenditures were for training and tuition reimbursement, which is mandated by the cost of living grant. **THE MAY CAA A/P SCHEDULE WAS APPROVED WITH A MOTION FROM OMER DORAN; SECONDED BY JULIE MOBERG; MOTION CARRIED. THE JUNE CAA A/P SCHEDULE WAS APPROVED WITH A MOTION FROM MS. MOBERG; SECONDED BY OMER DORAN; MOTION CARRIED.** The members asked if paid checks ever leave the Finance Dept. Kris explained that typically program directors or other staff needing have a paid bill pulled, it is done by the Finance Dept. staff and is usually looked at while in the Finance Dept.

Ms. Wigand asked how often we look at engineering firms when deciding to utilize one, or do we always use the same company? Ms. Johnson indicated she is not sure but she will check. Often there is an advantage to utilizing a company that's familiar with your property(ies), however, it was suggested that we should periodically do a cost check to ensure we are getting the best value.

Kim Johnson informed the members that we advertised for bids for a bus but only received one from the Holland Bus Company for \$47,796. **JULIE MOBERG MOVED TO RECOMMEND APPROVAL OF THE BUS BID FROM THE HOLLAND BUS COMPANY TO THE FULL BOARD, SECONDED BY OMER DORAN; MOTION CARRIED.**

Kim also told the committee that they advertised for bids to repave the parking lot at the Escanaba Head Start Center and received one bid from Payne & Dolan for \$59,842. **MR. DORAN MOVED TO RECOMMEND TO THE BOARD APPROVAL OF THE BID FROM PAYNE AND DOLAN TO REPAVE THE ESCANABA HEAD START PARKING LOT; JULIE MOBERG SUPPORTED THE MOTION; MOTION CARRIED.**

Treasurer LaFoille called on Kim Johnson who explained that there may be an opportunity for us to purchase the former Catholic School in Menominee for our Early Childhood Program and possibly Client Services which are currently housed in the very old Evergreen School. It would also be beneficial if we could move our Senior Center into that facility as the current building is also very old. It was noted that staff will investigate the feasibility of a possible purchase but would not do so without Finance and Board approval. Ms. Wigand asked that staff get current space cost information for them to compare against if we decide to put an offer in.

Due to another committee meeting scheduled for noon, the Finance Committee moved to table the remainder of the business until Thursday, July 24, 2014 at 11:00 a.m.

The meeting adjourned at noon **WITH A MOTION FROM OMER DORAN, SECONDED BY JULIE MOBERG; MOTION CARRIED.**

Finance Continuation Meeting

Thursday, July 24, 2014

Page 2

Those present: Julie Moberg, Dan LaFoille, Omer Doran, Pastor Levin, Karen Wigand, Kris Thibeault, Sally Kidd and Cathy Pearson

The committee reviewed the HRA May and June Accounts Payable Schedules. **THE MAY HRA A/P SCHEDULES WERE APPROVED WITH A MOTION FROM OMER DORAN; SECONDED BY PASTOR LEVIN; MOTION CARRIED. THE JUNE HRA A/P SCHEDULES WERE APPROVED WITH A MOTION FROM OMER DORAN; SUPPORTED BY PASTOR LEVIN; MOTION CARRIED.**

Sally informed the members about an offer from Patt Besse to purchase a building to house the Perspectives Adult Day Care. Mrs. Besse had a son with dementia issues so this program is very near and dear to her heart. She is interested in purchasing a building next to the Penstar Building, including any renovations that may be needed. We currently lease space next to the Penstar Building for \$1,200/month. Mrs. Besse makes the offer with no strings attached other than to have the building named after her son Gary Abrahamson. If the program ends up folding in a few years the building would be ours. The committee suggested Sally check on whether there might be any tax issues, estimate the amount of utilities and have an inspector check out the building. **JULIE MOBERG MOVED TO HAVE STAFF PROCEED WITH FURTHER INVESTIGATION FOR OBTAINING A BUILDING PURCHASED BY PATT BESSE, SECONDED BY OMER DORAN; MOTION CARRIED.**

Cathy indicated that a few years ago when we were reviewing mileage reimbursement and raising from \$.45 to \$.48/mile a board member suggested that the board rate stay and \$.45 and the members concurred. Bill recommends that the board mileage reimbursement rate be the same as staff's. **JULIE MOBERG MOVED TO RECOMMEND TO THE MEMBERS THAT THE BOARD MILEAGE RATE BE THE SAME AS STAFF MILEAGE REIMBURSEMENT, SECONDED BY PASTOR LEVIN; MOTION CARRIED.**

The meeting adjourned at 11:45.

**SAFETY COMMITTEE MEETING
ADMINISTRATIVE OFFICE, ESCANABA**

June 26, 2014

10:00 a.m.

MINUTES

The meeting was called to order with the following in attendance: Mike Taylor, Omer Doran, Tom Lippens, Mari Negro, Cathy Mercier, Cathy Pearson, Debby Wiltzius, Pat Royer, Kim Johnson and Pat Johnson.

Mike Taylor, Accident Fund representative, recapped our current accident policy effective Jan. 1, 2014 through the present time. He indicated the frequency of accidents is down from years past. To date six accidents have been reported: two slips and falls and four miscellaneous accidents. For the first 28 days we can mandate what medical personnel employees can see. Dr. Rose, an excellent Occupational Therapist for Delta County comes highly recommended. He only sees people with work related issues, rehabilitates them and gets them back to work as quickly as possible. Mike will try and set up a specific doctor to send employees in Menominee County to. Presently Schoolcraft County has no medical personnel willing to work with Worker's Comp. issues. Mileage will be paid for injured employees willing to travel to Escanaba to receive proper medical attention.

Debby informed Mike that before the winter months approach, a meeting is held for pertinent staff on safety procedures, including appropriate footwear for the winter months, etc. Safety posters are displayed at the senior centers and safety reminders occasionally inserted with employee paychecks.

Jill stated she does not have access to employee's medical treatment due to HIPPA. At times she has no idea if they are still being treated or released. Mike suggested we could check into developing a form asking for the injured employee's permission to check on the status of their injury if necessary. Jill reported she has a difficult time staying up to date with claims and medical bills. Mike will check with Madigan/Pingatore to see if they will be more diligent in keeping Jill informed.

The Safety Committee reviewed the following two accidents:

- 1) **Personal Care Service:** An aide was removing clothes from the washer and putting them in the dryer. During the process of twisting from the washer to the dryer she experienced pain in her lower back. She did seek medical attention and returned to work capable of performing light work duty. There was no lost work time. On May 15th she went back to the doctor who re-opened the case and scheduled an MRI. This incident is being further investigated and this claim may be denied.
- 2) **Early Childhood Program:** The center aide bent over to pick up a toy. When she stood up she hit her head on the receptacle that holds the fire extinguisher. She did seek medical treatment and there was no lost work time. A short time later she experienced vision issues. She missed a couple of days of work and then returned to work with no restrictions. Recommendation: Be more aware of your surroundings. This was just an unfortunate accident.

The meeting adjourned at 11:05 a.m. with a motion from Tom Lippens, supported by Pat Johnson. Meeting adjourned.

NOMINATING COMMITTEE MEETING

Tuesday, July 22, 2014

12:00 noon

MINUTES

The following were present: Omer Doran, Dan LaFoilie, Dave Anthony, Karen Wigand and Cathy Pearson John Stapleton, excused

It was noted that Karen Wigand appointed Julie Moberg to replace Gil Vandenhouten on the Nominating Committee.

The members were given the draft ballot for their review and **IT WAS APPROVED WITH A MOTION FROM JULIE MOBERG; SECONDED BY DAN LAFOILLE; MOTION CARRIED.**

The committee was informed that Gil Vandenhouten called earlier in the month to resign from the Governing Board. He has had health issues that have made it difficult for him to attend the meetings. He was representing the Hermansville Senior Center. **MR. LAFOILLE MOVED TO ACCEPT GIL VANDENHOUTEN'S RESIGNATION, SECONDED BY OMER DORAN; MOTION CARRIED.** The committee noted that if there is an appropriate replacement from one of the Northern Menominee County Senior Centers that's appropriate, that would be good. They directed staff to check into this.

The committee was reminded that John Stapleton's term expires at the end of this month. Cathy told the members that he is interested in continuing to serve. Currently he represents the Schoolcraft County Transit Board. The members noted that if they wish to reappoint him that would be good. This can be revisited once we can clear up his status with Schoolcraft County Transit as a good source indicated he may be moving to Garden.

There being no other business **THE MEETING ADJOURNED AT 12:28 WITH A MOTION FROM DAN LAFOILLE; SUPPORTED BY JULIE MOBERG; MOTION CARRIED.**

2014-15 ECP Program Design Status and Projections
as of July 21, 2014

Escanaba ECC

2013-14

1 HS CB Class (@17-18)
2 HS/GSRP SD Classes (@16)
1 GSRP SD Class (@ 16)
2 HS CO-3 Classes (@ 14)
2 EHS CO-2 Classes (@ 8)

Projection for 2014-15

3 HS CB Class (@17-18)
2 HS/GSRP SD Classes (@16)
0 GSRP SD Classes
2 HS CO-3 Classes (@ 14)
2 EHS CO-2 Classes (@ 8)

Soo Hill ECC

1 HS/GSRP SD (@ 16)

Projection for 2014-15

??? Note: Possibility that one of the ECC SD
can go here

Webster ECC

1 HS/GSRP SD (@ 16)

Projection for 2014-15

1 HS/GSRP SD (@ 16)

Gladstone ECC

2012-13

1 HS CO-3 (@14)

Projection for 2014-15

1 HS CO-3 (@14)

Cameron ECC

1 HS/GSRP SD (@ 16)

Projection for 2014-15

1 HS/GSRP SD (@ 16)

Manistique

2013-14

1 HS CB Class (@ 17-18)

1 CO-3 Class (@ 14)

Projection for 2014-15

1 HS/GSRP SD Class (@ 16)

1 CO-3 Class (@ 14)

Menominee

2013-14

2 HS/GSRP SD Classes (@ 16)

1 HS CO-3 Class

Projection for 2014-15

2 HS/GSRP SD Classes (@ 16)

1 HS CO-3 Class (@14)

Rapid River

2013-14

1 HS CO-3 Class (@ 14)

Projection for 2014-15

??? *May need to consider opening enrollment opportunity to fee-paying students to fill class (9 HS + 5)*

.....

Projected 2014-15 Program Design Summary

2013-14

8 HS Part-Day Classes

7 HS/GSRP School-Day Classes

1 GSRP School-Day Class

2 Infant/Toddler Classes

2014-15

9 HS Part-Day Classes

7 HS/GSRP School-Day Classes

0 GSRP School-Day Classes

2 Infant/Toddler Classes

Projected Staff Changes

2013-14

16 FT Preschool Teachers

7 PT Preschool Teaching Asst. (31-34 h per wk)

9 PT Preschool Teaching Asst. (< 30 h per wk)

26 PT Preschool Center Aides

5 PT FSWs

6 PT HS Preschool Bus Drivers

2014-15

No change

No change

No change

No change

No change

No change

**Menominee-Delta-Schoolcraft
Human Resources Authority**

**GOVERNING BOARD MEETING
Thursday, July 24, 2014
1:00 p.m. (EDT)**

MINUTES

Chair Wigand called the meeting to order at 1:11 p.m. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Karen Wigand, Delta
Pastor Ingmar Levin, Schoolcraft
Omer Doran, Schoolcraft
Dan LaFoilie, Schoolcraft
Ken Bryant, Schoolcraft
Julie Moberg, Delta
Tom Lippens, Delta
Lee Robbert, Schoolcraft
Susan Kleikamp, Menominee
Kristi Wood, Manistique
Geri Nelson, Delta
Myra Croasdell, Delta
Susan Phillips, Schoolcraft
John Stapleton, Schoolcraft
Mari Negro, Menominee
Dave Anthony, Menominee
Ann Jousma-Miller, Delta

OTHERS PRESENT

Kris Thibeault, Finance Director
Cathy Pearson, Executive Assistant
Sally Kidd, Senior Services Director
Pat Johnson, Receptionist
Rick Rudden, Office/Communications Assistant
Pat Royer, Nutrition Manager
Kim Johnson, Early Childhood Director
June Chasteen, Child Development Mgr.
Theresa Nelson, RSVP Director
Don Tyrrell, Schoolcraft Client Services Worker
Mary Ciminskie, Data System Administrator
Connie Maule, SCP Director
Joe Dehlin, Weatherization/Energy Director

MEMBERS ABSENT

Doug Krienke, excused
Ken Penokie, excused
Cathy Mercier, excused
Dave Moyle

Chair Wigand introduced and welcomed new board member, Kristi Wood, who is representing the Head Start Policy Council. She called on Cathy Pearson who introduced Mary Ciminskie, Data Systems Manager and Don Tyrrell, Schoolcraft Co. Client Service Worker.

APPROVAL OF MAY 8, 2014 GOVERNING BOARD MINUTES

Members received a draft of the May 8, 2014 Governing Board minutes for their review. There were no questions or comments and **THEY WERE APPROVED WITH A MOTION FROM KEN BRYANT, SECONDED BY GERI NELSON; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

Ms. Wigand called on Treasurer LaFoilie who reported that the Finance Committee met several times and has reviewed and recommends approval of the HRA April Accounts Payable Schedule, **MOTION TO APPROVE BY SUSAN PHILLIPS, SECONDED BY LEE ROBBERT; MOTION CARRIED.**

The committee also recommends approval of the HRA May A/P Schedule, **MYRA CROASDELL MOVED TO APPROVE, GERI NELSON SUPPORTED THE MOTION; MOTION CARRIED.**

The committee also recommends approval of the HRA June A/P Schedule and it was approved **WITH A**

MOTION FROM TOM LIPPENS, SUPPORTED BY SUSAN KLEIKAMP, MOTION CARRIED.

The Finance Committee reviewed and recommended acceptance of the audit for the fiscal year ending 9/30/13. There were no findings. Members were sent the audit summary and if anyone wishes for a full copy of the audit, staff will be happy to provide one. ***JOHN STAPLETON MOVED TO ACCEPT THE AUDIT FOR THE FISCAL YEAR ENDING 9/30/13, SECONDED BY GERI NELSON; MOTION CARRIED.***

TOM LIPPENS MOVED TO ACCEPT THE FINANCE COMMITTEE REPORT, SUPPORTED BY JOHN STAPLETON; MOTION CARRIED. (see attachments A-1, A-2, A-3, A-4)

SAFETY COMMITTEE REPORT

Ms. Wigand called on Tom Lippens who reported that a representative from our worker's comp. carrier reviewed our accident history since the first of the year. There were six accidents. He recommended that we refer all of our employees who have work related accidents to Occupational Health as that is all they deal with.

The committee reviewed one accident. A Personal Care Aide hurt her back moving laundry from a washer to a dryer. She sought medical attention and returned to work but her case is being reopened. ***OMER DORAN MOVED TO ACCEPT THE SAFETY COMMITTEE REPORT, SECONDED BY DAVE ANTHONY; MOTION CARRIED. (see attachment B)***

PERSONNEL COMMITTEE REPORT

The Chair called on Geri Nelson who reported that the Personnel Committee had its initial meeting to begin reviewing and revising the Personnel Policies. Staff will provide the committee with an initial marked up copy by fall. The process will take several months as we are waiting for direction regarding the new operational standards requirement for policies to be reviewed by an attorney every five years. ***THE PERSONNEL COMMITTEE REPORT WAS ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SUPPORTED BY MYRA CROASDELL; MOTION CARRIED.***

NOMINATING COMMITTEE REPORT/ELECTION OF OFFICERS

Ms. Wigand turned the meeting over to Mr. LaFoille to conduct the election of officers. Mr. gave the following slate of officers and asked three times for further nominations from the floor for each office. Chair – Karen Wigand, Vice-Chair – Myra Croasdell, Treasurer – Dan LaFoille, Secretary – Ken Bryant. There were no further nominations. ***DAVE ANTHONY MOVED TO APPROVE THE SLATE OF OFFICERS AS PRESENTED, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED.*** Ms. Wigand congratulated the officers and thanked them for agreeing to serve.

The committee also recommended that Gil Vandenhouten's resignation be accepted with regret. Mr. Vandenhouten has some health complications that make it difficult for him to get to the meetings. Staff have been instructed to see if another representative of the senior citizens of Northern Menominee County can be appointed. ***MR. LAFOILLE MOVED TO ACCEPT GIL VANDENHOUTEN'S RESIGNATION WITH REGRET, SECONDED BY GERI NELSON; MOTION CARRIED. (see attachment C)***

ACCEPTANCE OF PROGRAM MONTHLY REPORTS

Members received copies of the following program reports for their review: May/June FGP, May/June SCP, March/April RSVP, May/June Weatherization, third quarter Senior Citizen Program. There were no questions

or comments and **THEY WERE ACCEPTED UPON A MOTION FROM SUSAN PHILLIPS, SECONDED BY MR LAFOILLE; MOTION CARRIED.**

ACCEPTANCE OF POLICY ADVISORY COMMITTEE MINUTES

Members received copies of the following PAC minutes for their review: 4/29/14 (Mid-Co.) FGP; 5/2 (Delta), 5/20 (Menominee) & 6/24/14 (Schoolcraft) SCP; 3/11 (M/M), 5/13 (M/M) & 5/28/14 (Delta) RSVP; 4/24 (Escanaba) & 5/21/14 (Menominee) Senior Center PAC minutes. There were no questions **AND THEY WERE ACCEPTED UPON A MOTION FROM MS. PHILLIPS, SUPPORTED BY GERI NELSON; MOTION CARRIED.**

APPROVAL TO SUBMIT CSBG INITIAL GRANT APPLICATION FOR \$175,000

The Chair called on Cathy Pearson, Executive Assistant, who reported that this is our initial grant for the Community Services Block Grant (CSBG) funds that fund part of administrative overhead, Client Services staff and assist programs that can't pay their full share of administrative and/or finance costs. She reported that this is flat funding (the same amount as last year and significantly reduced from a few years ago). Typically we will get an increased grant award once carry forward funds are known. **MR. ROBERT MOVED TO APPROVE THE SUBMISSION OF THE CSBG INITIAL GRANT APPLICATION, MYRA CROASDELL SECONDED THE MOTION; MOTION CARRIED.**

ACCEPTANCE OF WEATHERIZATION MONITORING REPORT DATED 7/10/14

Members were mailed a copy of the Weatherization Monitoring report dated 7/10/14. Ms. Wigand called on Joe Dehlin who noted the only recommendation pertained to clicking on the ASHRAE tab in the database.

ACCEPTANCE OF UPCAP MONITORING REPORT DATED 6/24/14

Ms. Wigand called on Sally Kidd, Senior Services Director, who noted that there were no compliance issues. There were some findings that she will be reviewing with pertinent staff to correct. One example is whether or not we need proof of insurance for all of our staff who drive for work (even if it's not a regular part of their job). **SUSAN KLEIKAMP MOVED TO ACCEPT THE UPCAP MONITORING REPORT DATED 6/24/14, SECONDED BY SUSAN PHILLIPS; MOTION CARRIED.**

EXECUTIVE DIRECTOR'S REPORT

Ms. Wigand called on Cathy Pearson to give the Executive Director's report in Bill's absence. She informed the members that Bill was unable to attend today's meeting as his wife has had some ongoing health complications following a surgery about eight weeks ago. He has a fluctuating schedule but is available to the staff and board.

She noted that several years ago when we were raising mileage from \$.45 to \$.48 cents per mile, one of our former members suggested that board members' mileage not be increased. Bill thinks the board should be reimbursed the same as everyone else. **MR. LAFOILLE MOVED TO HAVE MILEAGE REIMBURSEMENT FOR BOARD MEMBERS THE SAME AS STAFF, SUPPORTED BY MR. BRYANT; MOTION CARRIED.** The Chair noted that back when that decision was made we had a 27 member board, and now we are down to 21.

Ms. Pearson reminded the members that at the May board meeting Mr. Dubord reported that there are new organizational standards coming out and he reviewed the items that our agency needs to work on. Compliance for these standards has been delayed until October, 2015 but he wanted to assure the board that



MINUTES OF THE PINECREST
BOARD OF TRUSTEES

Date: Thursday, July 24, 2014	Place: Board Room
Presiding: Barbara Oliver, Chairperson	Time: 2:00 p.m. Central time
Recording Secretary: Lois Ball, Executive Secretary	

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

Roll Call: Trustees Present: Gerald Smith, Elaine Boyne, Debbi Springinsguth, Barbara Oliver, Catherine Driscoll, John Degenaer, Jr., Jeff Naser, Jan Hafeman, Darlene Smith, Administrator.

Trustees Absent: Mary Harrington, Randall VanGasse, Mary Bradley, Gary Eichhorn

Leadership Team Members present: Candace Meintz

Guests: Gerald McCole, Terry Grondine, Sandi Gauthier,

TOPIC	DISCUSSION	OUTCOME
Approval of Agenda	Administrator Smith stated that she would like to add Request for Travel Allowance to Joint Provider Meeting to the Agenda under Number 3 of 7. Board Action Items / Resolutions	A motion was made by Trustee Smith, supported by Trustee Springinsguth, to approve the Agenda with the addition. Motion carried.

TOPIC	DISCUSSION	OUTCOME
Board Action on Minutes of June 26, 2014 Meeting	The minutes of the meeting had been sent to the Board for review prior to this meeting	A motion was made by Trustee Smith, supported by Trustee Boyne, to approve the minutes as presented. Motion carried.
Financial Statements for June 2014	CFO, Candace Meintz, reviewed the financial statements. She noted that the \$70,000 write off approved last month shows on the books for this month. She also noted that we have paid out a workers compensation claim in the amount of \$35,000 and that we have received a \$277,000 payment from Medicaid for back payments. Trustee Naser asked how food costs could be down considering the cost of food keeps rising. Administrator Smith explained that we belong to a group purchasing plan to get better deals. CFO Meintz explained that dietary evaluates costs and adjusts menus to coincide with food costs.	A motion was made by Trustee Naser, supported by Trustee Smith, to approve the Financial Statements. Motion carried.
Board Action on the June Manifest of Invoices	The Manifest of Invoices had been sent to the Board for review prior to this meeting.	A motion was made by Trustee Smith, supported by Trustee Degenauer to approve the Manifest of Invoices as submitted and to pay the bills. Motion carried.
Whispering Pines/Powers Activity Center Committee Report	Trustee Boyne reported on that the Whispering Pines Committee had met just prior to this meeting. She noted that all home are full at this time. She stated that the Administrator's home is being remodeled into a SIP Home. She relayed to the Board that Whispering Pines has been served papers for a claim and an Attorney has been retained, but that there can be no further discussion on the matter at this time. She invited the Board Members to attend the Whispering Pines 30 th Anniversary Party to be held on August	A motion was made by Trustee Smith, supported by Trustee Driscoll, to approve the Whispering Pines report. Motion carried.

	<p>8th at the Senior Center in Bark River. Please call to let them know if you plan to attend.</p> <p>There were no write offs presented at today's meeting.</p>	
<p>Board Action Item: Bad Debt Write Off</p>	<p>Administrator Smith noted that all policies had been sent to Board Members for review. The Workplace Violence and Harassment Policy had not changes, she was asking the Board to approve this policy. The Non-Retaliation Policy was changed to remove the wording regarding an employee hot line. She noted that there is no hot line to call, so that wording was removed from the policy. The Elder Justice Act was revised to change the name of the of the person to contact. She also reviewed the Elder Justice Act with Board as all employees and Board Members are supposed to be inserviced on this topic.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Boyne, to approve the three policies as presented. Motion carried.</p>
<p>Request for Travel Allowance for Administrator to attend the Joint Provider Meeting in September</p>	<p>Administrator Smith announced that she had been asked to speak at the Joint Provider Meeting in Detroit in September about the garden project our facility has. She stated that our Local 854 President is the Leader of the local Girl Scout Troop and she the members come here to work in the garden with the residents. The rules now allow us to use the vegetables grown here to be enjoyed by the residents – something they could not have before. There was a short video shown at the end of this meeting that she will use in her presentation showing the residents, staff and Girl Scouts working in the garden and also the residents preparing the vegetables they had picked. Administrator Smith requested \$600.00 for the purpose of attending and speaking at this meeting.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Hafeman, to approve the travel allowance of \$600.00 Motion carried.</p>

<p>Report of Quality Assurance and Resident Council Committees</p>	<p>Administrator Smith reported on the monthly Quality Assurance Meeting and the three resident council meetings that were held during the month.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Degenauer, to approve the reports as presented.</p>
<p>Report of Safety Committee</p>	<p>Lois Ball reported on the Safety Committee Meeting held on July 11. She noted that the topic of this meeting was the Emergency Plan and especially the fire alarm system/response. Administrator Smith reported that on August 21st we will have Bob Berbohm here to inservice staff regarding "Active Shooter Training". In light of the recent break ins in the community and employee vehicles in our parking lot, we are concerned for our residents' and staff safety. She also reported that the facility had submitted a request to our insurance company, MMRMA, for a grant to cover costs of security cameras. If that grant is approved, the Administrator has petitioned the Ellen K. Russell/Michael Micketinac Trusts and Pinecrest Charitable Fund for matching funds to allow us to enhance the security on our grounds. She noted that Trustee Hafeman had signed for the grant.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Hafeman, to approve the Safety Committee Report as presented. Motion carried.</p>
<p>Updates on HVAC System, Administrator's house renovation and Nurse Call System</p>	<p>Administrator Smith reported that we are waiting to get the brine in for the HVAC system and then we can get it up and running to full capacity. The cost will be covered in our capital budget.</p> <p>Blue Fox Construction is working on the Administrator's house and should be done on time.</p>	

	<p>The Nurse Call system is finished with the exception of a few small items left to take care of.</p>	
<p>4th of July celebration – parade float</p>	<p>Administrator Smith stated that she wanted to compliment the Activities staff for the float they had put together for this year's celebration. They took 4th place in Powers and 3rd place in Hermansville.</p>	
<p>Complaint to LARA – not substantiated</p>	<p>There was a complaint called into LARA (our State Agency) regarding 2 issues. A surveyor came out and investigated but did not find any evidence to substantiate the complaints and we were cleared.</p>	
<p>Facility security</p>	<p>This item was covered under the Safety Committee report.</p>	
<p>Meetings and Conferences attended</p>	<p>Mrs. Smith reported that she had attended the District 1 meeting in Marquette on July 16th. She noted that they the UP Health Plan people had been in attendance to discuss dual eligible (when a resident is eligible for both Medicare and Medicaid). The whole UP is in a pilot study, unlike the lower peninsula, we have only 1 plan here. Downstate has 3 or more.</p> <p>On July 23rd she attended the M&M Networking Meeting, where health care workers get together to discuss what's going on in their areas.</p> <p>On July 8th she attended the DNR meeting. The walking path through Pinecrest is no longer in the works. They are now working on a walking path over at the Park. This will be on Spalding Township and Pinecrest will not be involved.</p>	
<p>Comments from the public</p>	<p>Sandi Gauthier asked if the grant was just for more security cameras? Administrator Smith</p>	

	<p>stated that the grant is specifically for cameras, but that the facility is also working on doors and the whole issue of security.</p>	
<p>Request from Administrator</p>	<p>Administrator Smith requested that the Board consider changing the September Board Meeting from Thursday September 25th due a conflict with an MCF Meeting that day. After consideration the date was changed to Wednesday, September 24th at 2:00 p.m. in the Board Room. All Board Members present agreed. Trustee Degenauer noted that he will not be present at that meeting and will request an alternate to attend in his place. He also stated that he will be absent because of the Dickinson County Fair and offered free admission to residents of Pinecrest or clients of Whispering Pines that would like to attend the fair.</p>	
<p>Adjournment</p>	<p>The meeting adjourned at 2:47 p.m.</p>	<p>A motion was made by Trustee Hafeman, supported by Trustee Degenauer to adjourn the meeting. Motion carried.</p>

Elaine Boyne, Secretary

Elaine Boyne

Darlene Smith, Acting Secretary

Darlene Smith

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 #966

Date: August 18, 2014

A regular meeting of the Delta County Department of Human Services Board was called to order by Gerald Smith, Board Chair, 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; Debbi Springinsguth, Board Member; and Russell Sexton, Board Secretary.

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 JULY 21, 2014 MINUTES:

Minutes of the July 21, 2014 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Smith and supported by Ms. Springinsguth. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for July 2014 was reviewed. There was \$56.50 in expenditures for DHS Board Meeting attendance; leaving a balance of \$2,117.37.

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 Mr. Smith and supported by Ms. Springinsguth. Motion passed without opposition.

DIRECTOR'S REPORT: Ms. Pastorick was unable to provide the board with a report at this time. Mr. Sexton had to be in Iron Mountain today due to a visit from the Statewide Chief Deputy Director. Information that Mr. Sexton would have provided to the board follows:

Staffing Information: 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 were a couple of meetings this month that Mr. Sexton will review with the Board next month. Mr. Sexton could not make this board meeting due to the Statewide Chief Deputy Director visit to his Dickinson County office today.

Collaborative Issues: No new information was provided.

Business Plan Update:

Operational Funds:

- Operating Funds Expenditure Report: Allocation: \$57,668.00. Year-to date expenditures of \$40,028.09 which constitutes 69.4% of the allocation spent with 83% of the fiscal year elapsed.
- Travel Funds Expenditure Report: Allocation: \$52,332.00. Year-to-date expenditures of \$34,943.99, which constitutes 66.8% of the allocation spent with 83% of the fiscal year elapsed.
- Assistance Payments Standard of Promptness: June data for Delta County is 96.4. Business Services Center 1 average is 94.24% and State average is 95.06%.
- Family Independence Program Work Participation Rate: for May is 50% 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:

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

- Family Independence Program: 49 cases; 112 recipients; \$16,242.00 in benefits for the month of June.
- Food Assistance Program: 3,116 cases; 5,832 recipients; \$688,547.00 in benefits for the month of June.
- State Disability Assistance: 24 cases; 24 recipients; \$5,135.00 in benefits for the month of June.
- Child Development and Care: 75 cases; 111 recipients; \$22,126.00 in benefits for the month of June.
- State Emergency Relief: 39 cases; \$15,622.00 in benefits for the month of June.
- Unduplicated total for the month of June 3,164 cases; 5,906 recipients; \$747,673.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 987 cases; 2,170 recipients
- Other Children < Age 21: 193 cases; 200 recipients
- Pregnant Women & Children Under 19: 1,510 cases; 2,537 recipients
- Non-SSI Aged, Blind & Disabled: 1,013 cases; 1,045 recipients
- SSI Aged, Blind & Disabled: 1,084 cases; 1,084 recipients
- Medicaid Eligible Total: 4,416 cases; 7,012 recipients

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.

DHS policy for all programs, as well as a variety of other information one might want to know about DHS can be found at the www.michigan.gov/dhs site.

Current caseload information:

Child Welfare:

Delta County Direct Cases: 21+ cases

- 0 of these kids are placed with the parent who is not a respondent.
- 3 are placed with unlicensed relatives who are working with Private Agencies to become licensed.
- 0 are placed with licensed relatives.
- 9 are placed in licensed unrelated foster homes.
- 1 (JJ youth referred by the court) are placed in residential.
- 0 is in independent living. (YAVFC)
- 1 is in an AFC Home
- 7 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.
- 3 kids are placed in licensed unrelated foster homes.
- 0 kids are placed in residential.
- 0 kids are in independent living. (YAVFC)
- 4 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.
- 0 kids placed with unlicensed relatives who are working with Private Agencies to become licensed.
- 2 kids are placed with licensed relatives.
- 2 kids are 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)
- 4 kids are placed with licensed relatives
- 3 kids are returned home to the father.

Delta- 0 adoptions completed in July

Board Member Input/Suggestions: None.

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. Ms. Boyne plans to attend.

NEW BUSINESS: There was no new business presented.

PUBLIC COMMENT: There were no public comments.

NEXT MEETING: September 15, 2014 at 10:00 a.m. in the Delta County DHS Board Room.

AGENDA

DELTA COUNTY DEPARTMENT OF HUMAN SERVICES BOARD MEETING

305 Ludington Street, Second Floor Conference Room

October 20, 2014, 10:00 A.M. Eastern Time

- A. Approval of agenda
- B. Approval of September 15, 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 – November 17, 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.



Public Health Delta & Menominee Counties



Board of Health Meeting

Public Health, Delta & Menominee Counties
Menominee, MI

Meeting Minutes

Wednesday, August 20, 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
Mary Claire Massi-Lee, Director of Substance Abuse Services

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health was held on August 20, 2014. The meeting was called to order at 2:01 p.m. CDT by Chairman Trudgeon. Roll call was taken by the Executive Secretary, and is recorded above.

2. Approval of Agenda

Ms. Hafeman moved to approve the agenda. Motion was supported by Mr. Shei and carried.

3. Approval of Minutes

Ms. Hafeman moved that the minutes from July 16, 2014, be approved. Motion was supported by Mr. Elegeert and carried.

4. Educational Session: PHDM Prevention Services- Mary Claire Massi-Lee

In 2010, the Substance Abuse treatment program closed down, but PHDM's Prevention program continues to stay active within the community.

PHDM offers several different types of Prevention services. These services include programs which target individuals before they would possibly have a problem/addiction. Ms. Massi-Lee reviewed the following programs:

- Prime for Life
- Alcohol Highway Safety
- All-Stars
- All-Stars Jr.
- Smart Moves

Other Prevention activities reviewed by Ms. Massi-Lee included:

- Sticker Shock
- Every 15 Minutes
- Buzzed Driving
- Substance Abuse Evaluations
- Driver's License Appeal Division Assessment
- Prom awareness

5. EH Permits

Mr. Elegeert brought a request before the board at the July meeting, that PHDM waive certain permit fees for the county-owned parks. He would like a certain limit waived so the money can be used towards park improvements.

Mr. Snyder identified the fees charged to the counties:

- Campground inspection- These fees go directly PHDM to cover the cost of providing the annual inspection. This inspection is required by the campground law.
- Temporary food service- This fee is charged when the counties wish to serve food to the public.
- Well or septic- These fees are retained by PHDM and is charged when a new well or septic system is installed.

After Mr. Snyder's explanation of fees and some board discussion, Mr. Elegeert withdrew his original proposal to the board.

6. Review and Approval of July Check Register

The Board of Health reviewed the July check register. Questions were answered by Mr. Snyder.

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

7. Medical Director's Report

Dr. Frankovich presented information on salmonella to the board. In the U.S., 1.2 million cases are reported every year. Nationally, there have been seven different outbreaks in each of the past two years. The U.P. typically has had 20-40 cases per year over the past several years. Delta/Menominee has 7-10 of these cases. This summer has been unusual in that 26 cases were reported across the U.P. over just the past month or so with 5 of these in Delta/Menominee Counties. Science has evolved to the point that researchers can see exactly which of the many strains of salmonella caused illness in each individual and even identify the sub-groups within these strains. This "fingerprint" helps narrow down the exact source. Among the 26 cases there are at least 5 different serotypes of salmonella and 9 different "fingerprints," so there is no single source linking all cases. There are some groupings of 2-3 cases that share the same organism, but no common source has been identified among these.

Under-cooked eggs or chicken can cause salmonella, as can other meat products, contaminated produce, unpasteurized milk and cheese, and some pets such as lizards or chicks purchased. Most people get sick within 12-72 hours after exposure and symptoms can last 4-7 days. It is potentially a food-borne illness so PHDM does need to investigate positive cases to identify any common exposures to help decrease the immediate risk to others in the community and to identify any processes (for example in a restaurant) that might present an on-going risk. Case investigations are extremely time-consuming and may involve nurses as well as sanitarians. They are a critical part of public health surveillance.

8. Health Officer's Report

- Mr. Snyder reported the MIHP, WIC, and Prevention programs have all been evaluated during the past month.
 - MIHP – There is a total of 61 indicators. Four of the indicators were found to be not met. All four are easily corrected.
 - WIC – The management evaluation went well. There are a total of 33 indicators. Six were found to be not met. All six are easily corrected.
 - Prevention – No concerns were found during this evaluation.

2411

- Accreditation Cycle 6 for PHDM will be held the week of April 20, 2015.
- The All-Staff meeting will be Thursday, September 18th. Mr. Snyder informed the board they are welcome to attend and to please let the Executive Secretary know.
- The drive-thru flu clinic will be held on Saturday, September 20th from 9am to 1pm at PHDM's Escanaba office.

9. **Public Comment—None**

10. **Board Member Comments**

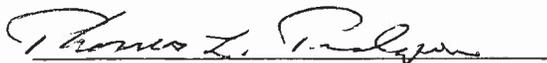
- Chairman Trudgeon brought a proposal before the board to add extra public comment to all agendas that will allow members of the public an allotted amount of time to comment on agenda items.

Chairman Trudgeon moved to approve agenda item #4 permanently be allowed for members of the public to speak for five (5) minutes on agenda items. They will also be given three (3) minutes to speak during public comment towards the end of the agenda. The Board of Health will have no interaction during either public comment items. Motion was supported by Ms. Hafeman and carried.

- Ms. Hafeman questioned the article on breastfeeding rates after a certain amount of time and the donation fee for the Infant Feeding Class. Mr. Snyder and Dr. Frankovich explained as the child gets older, the rates go down because moms quit breast-feeding. Mr. Snyder explained the donation for the Infant feeding class is just a suggestion for non-WIC attendees.
- Mr. Burie would like the board to revisit the MERS retirement options. Chairman Trudgeon suggested creating a sub-committee that would investigate these options closer. Chairman Trudgeon appointed Mr. Burie and himself to the MERS sub-committee. Mr. Snyder will contact MERS and ask them to come and speak to the committee, along with Ms. Woelffer.

11. **Adjournment**

There being no further business, the meeting adjourned at 4:49 p.m. CDT.


Chairperson

**DELTA SOLID WASTE MANAGEMENT AUTHORITY
MONTHLY MEETING
August 26, 2014, AT 7:00 P.M., GLADSTONE CITY HALL**

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

MEMEBERS EXCUSED: Hugo Mattonen

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

Meeting was called to order at 7:00 p.m. by Chairman Randy Gorecki, followed by the Pledge of Allegiance.

Public Comment – Cindy Rivers stated a former employee passed away, David Grenier. He worked for the Landfill for 23 years and will be greatly missed.

Secretary's Report – Minutes of July 22, 2014

A motion was made by Bill Farrell, seconded by Gary Boudreau, to approve the July 22, 2014, meeting minutes. Motion was approved unanimously.

Treasurer's Report

Reviewed Financial Statement for July 2014. Total Operating Revenues are \$173,957 and Total Operating Expenses of \$130,292 for an operating income of \$43,675. Total year to date of \$129,578 for operating income. Don Pyle stated the recycling center had a very good month.

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

Payment of Bills

July payment of bills was \$146,709.45. Don Pyle stated the health insurance payments to Blue Cross/Blue Shield would be going through the Small Business Administration of Michigan, which is part of a larger group through the Chamber of Commerce. Last fall the Chamber of Commerce joined forces with the Small Business Administration of Michigan. This payment will appear as SBAM on the payment of bills. July's payments of bills show July and August health insurance premiums due to this recent switch over.

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

Additions to Agenda – None.

Bonds are Sold

Don Pyle stated last Thursday the bonds went out for sale with the closing September 5, 2014. First Bank purchased some bonds. Contribution to debt will be \$1.5 million of the \$4,530,000 amount of current bonds. \$243,759.53 is available in the checking account after the checks were signed this evening. When the bonds are sold, the amount available in cds will be \$1,278,884.73. Balance on hand will be \$3,022,608.26.

Move Money for our Bond Contribution

Don Pyle stated paperwork needs to be completed this week to move the money for the bond contribution. Both banks have been notified of the large sum of money being transferred.

Manager's Report

Don Pyle stated a new contract for the next coming year from Lakestate Industries needs to be reviewed.

Motion was made by Gary Boudreau, second by Steve Rose, to accept the new contract extension for Lakestate Industries. Ayes were unanimous.

Permit is being finalized for the new south side cell. One thing needed is a declaration of restrictive covenant within the deed needs to be specified which will be filed with the Delta County Courthouse to be put on record as part of the deed.

A motion was made by Bill Farrell, seconded by Ann Jousma-Miller, to fulfill the requirements of filing a declaration of restrictive covenant with the Delta County Courthouse. Ayes were unanimous.

Building doors are installed and working well.

Geo electrode analysis process on cell five was done with identifying six potential holes, four of which were excavated and found. Fifth hole was never found, however the accuracy of the four identified areas were within eight inches, so an eighteen inch area was repaired on the fifth hole. The sixth hole is hard to determine as it is located with the sump area and is hydrated at all times. DEQ is aware of such and there are no problems with infiltration into the secondary. The geo mat is doing its job, although the plastic may have a hole. Discussed various scenarios to repair the sixth hole.

Board Comments – None.

Adjournment

A motion was made by Steve Rose, seconded by Gary Boudreau, to adjourn the meeting with the time being 7:44 p.m. Motion was approved unanimously.

REGULAR MEETING

DELTA SOLID WASTE MANAGEMENT AUTHORITY

September 23, 2014

The regular meeting of the Delta Solid Waste Management Authority will be held on Tuesday, September 23, 2014 at 7:00 p.m. in the Gladstone Electric Department directly North of the Gladstone City Hall. Enter the door at number 10 North 11th Street.

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

AGENDA:

1. Property insurance for 2015
2. New location for monthly meetings
3. Glide Path Request
4. Manager report.
5. Board comments.

Randy Gorecki
Chairman

DELTA COUNTY TOWNSHIP ASSOCIATION

The regular meeting of the Delta County Townships Association was held on Thursday May 22, 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, Cornell, Ensign, Escanaba, Ford River, Maple Ridge and Nahma.

The minutes from the April 24, 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 by Laurie Van Drese. Motion carried.

Balance 4-24-14	\$2432.21		
<u>Income :</u>			
Reimb. Adv.	977.94		
<u>Expenses:</u>			
Salaries	110.00		
Lunch	25.47		
<u>Balance 4-27-14</u>	<u>3274.68</u>	<u>Picnic Fund</u>	<u>418.34</u>

Unfinished Business:

There was no news about the Equalization Department. Tom Elegeert suggested it stay on the agenda until there is something to report.

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.

New Business:

This year's picnic will be held at Pioneer Trail Park on July 24, The Delta County Commissioners will be the hosts. Everyone will need to bring a dish to pass. More information will be forthcoming.

Guest Speakers:

Dave Anthony, Government Affairs Manager for the Hannahville Indian Community, spoke about the benefits of having the Hannahville Community in Delta County. Nearly every township has received grant monies from the 2% casino fund. Grants are only given to elected governmental entities. He mentioned the importance of completing the follow up paper work when you receive a grant. He also gave a breakdown of the employment impact that the Hannahville Community has on Delta, Menominee and Dickinson counties.

DELTA COUNTY TOWNSHIP ASSOCIATION

Jonathan Mineau spoke about Superior Mapping Systems and their advantages for assessors, zoning personnel and even Fire Departments GPS systems. He has created an info-integration program.

Jim McCoughlin was present to speak about the flyover that was done last fall. Some townships have their information and all of the townships should have delivery by the end of June 2014.

The next regular meeting is September 25, 2014, at the Tri-Township School in Rapid River at 7p.m.

The motion to adjourn was made by Gary Boudreau and supported by Ginny Dahlin . Motion carried.

Respectfully Submitted,

Linda Trombley-Robitaille

Linda Trombley-Robitaille, Recording Secretary