

TENTATIVE AGENDA
DELTA COUNTY BOARD OF COMMISSIONERS
REORGANIZATIONAL MEETING

January 6, 2015

5:15 p.m.

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

SPECIAL ORDERS OF BUSINESS:

- 1. **Election of Chair**
- 2. **Election of Vice Chair**
- 3. **Adoption of Rules and Procedure**
- 4. **2015 Board Assignments**

- V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS
County Board minutes: 12-16-14
Committee of the Whole:
- VI. APPROVAL OF AGENDA
- VII. PRESENTATION OF WRITTEN COMMUNICATIONS
 - A. COMMUNICATIONS RECEIVED
 - B. COMMUNICATIONS FORWARDED
- VIII. REPORTS OF STANDING, STATUTORY, SPECIAL COMMITTEES AND OTHERS
- IX. **PUBLIC COMMENT ON AGENDA ITEMS** (Sign In)
- X. **COMMITTEE REPORTS**
- XI. GENERAL ORDERS OF BUSINESS
 - A. UNFINISHED BUSINESS

B. NEW BUSINESS

1. **Payment of Bills**
2. **2014 Remonumentation Completion Report**
3. **2015 Remonumentation Contract Approval**
4. **Request to Sub-lease from Six County Employment Alliance**
5. **Prosecutors- Chief and Assistant Attorney Wages for 2015**
6. **Interim Friend of the Court/ Friend of the Court Attorney**
7. **Out of County Travel- MAC conference- March 30-31, 2015**
8. **Set Board Meeting Dates for 2015**
9. **Next Michigan-Superior Trade Zone**
10. **Executive Session**

XII. GENERAL PUBLIC COMMENT

XIII. COMMISSIONER'S COMMENTS

XIV. MEETING SCHEDULE

- A. Committee of the Whole Meeting on 1-8-15 at 3:00 p.m. at the Service Center Boardroom.

XV. NOTICES

XVI. ADJOURNMENT

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

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

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

The Honorable Members of the Delta
County Board of Commissioners

Dear Commissioners:

A reorganizational meeting of the Delta County Board of Commissioners is scheduled for Tuesday, January 6, 2015 at 5:15 p.m. in the Boardroom in the Delta County Service Center.

Sincerely yours,

Nancy J. Kolich
Delta County Clerk

RULES OF PROCEDURE
FOR DELTA COUNTY BOARD OF COMMISSIONERS

1. MEETINGS

1.1 Regular Schedule. The Delta County Board of Commissioners shall adopt a meeting schedule for the current session at the January re-organizational meeting.

Statutory meetings (Rule 1.2) shall take the place of one regular meeting unless otherwise determined by the Board. Special meetings will be held, if necessary, by call of the Board on the third Wednesday of the month.

***1.2 Statutory Schedule.** Statutory meetings of the Board of Commissioners are held on the Tuesday following the second Monday in April and on the second Tuesday in October.

1.3 Time. The regular meetings of the Board of Commissioners shall begin at 5:15 P.M.

1.4 Place. The Board shall meet in the Delta county Courthouse. Board meetings will be held in the Circuit Courtroom unless otherwise posted.

***1.5 Change in Schedule.** Changes in the meeting schedule, including time and place, additional meetings, and meetings adjourned or recessed to a specific time and place, may be made by majority vote of the Board of Commissioners, such change to be recorded in the minutes of the meeting in which the change is made. Meetings may be adjourned or recessed "at the Call of the Chair": by majority vote of the Board of Commissioners. Meetings adjourned or recessed for more than 36 hours "at the Call of the Chair", unless the Board provides otherwise, may be reconvened upon telephonic or other communication at least 24 hours before the time of the reconvening and upon giving of public notice in accordance with Rule 1.7 and with Act No. 267 Public Acts of 1976.

1.6 Special Meetings.

***1.61 Petition and Notice.** A special meeting of the County Board of Commissioners shall be held only when a written request from at least one third of the members of the County Board of Commissioners is provided to the county clerk. The written request of the special meeting must specify the time, date, place and purpose of the special meeting. Upon receipt of this request, the clerk shall give notice to each of the Commissioners within 24 hours in one of the manners provided as follows: via a confirmed facsimile transmission to the commissioners residence, personal delivery of the notice of the special meeting to the commissioner or leaving the notice of the special meeting at the residence of the Commissioner.

***1.62 Emergency.** Nothing in this section shall bar a public body from meeting in emergency session in the event of a severe and imminent threat

to the health, safety, or welfare of the public when 2/3rds of the members serving on the body decide that delay would be detrimental to efforts to lessen or respond to the threat.

| ***1.7 Public Notice of Meetings.** The Clerk of the Board of Commissioners each year shall give public notice of the regular schedule of time and place in one or more newspapers circulated in the County by informing the electronic news media in the County, and by posting the schedule in several conspicuous places in the County Building within ten days after the first meeting in each calendar year (P.A. 267). Public Notice of special or rescheduled meetings, and reconvening of meetings which have been adjourned or recessed for more than 36 hours "at the call of the chair" and not to "a time certain" shall be given by informing the news media in the County and posting notice in the Courthouse at least 18 hours prior to the time of such a meeting.

1.8 Public Meetings. The Board of County Commissioners shall sit with open doors, and all persons may attend its meetings.

1.81 Accessibility/Accommodations. The County of Delta will provide reasonable auxiliary aids and services for the hearing impaired and to individuals with disabilities at the meeting/hearings upon reasonable notice to the County of Delta. Individuals with disabilities requiring services should contact the County of Delta ADA Coordinator by writing or calling: Tim Callahan, Delta County ADA Coordinator, 310 Ludington Street, Escanaba, MI 49829 Telephone: (906) 789-5189.

| **2. QUORUM:**

***2.1 Quorum.** A majority of Commissioners shall constitute a quorum for the transaction of the ordinary business of the County.

2.2 Absence of Quorum. Upon the absence of a quorum, the members present may adjourn from time to time or to a time certain. Public notice is not required if the time set for reconvening is less than 36 hours.

3. VOTING:

3.1 Majority Vote. All questions which shall arise at the meetings of the Board of Commissioners shall be determined by the votes of a majority of the members present, except: (1) upon the final adoption of any measure of resolution, or the allowance of any claim against the County, which matters shall be determined by a majority of all the members elected and serving, and (2) upon the final adoption of any matters which by statute require a greater majority.

***3.2 Roll Call Votes.** The names and votes of members shall be recorded on an action which is taken by the Board of County Commissioners if the action is on an ordinance, resolution or appointment or election of an officer, except that for the election of a Board Chairperson the vote may be by secret ballot. Upon the demand of any members present, a roll call vote shall be ordered and recorded by the Board Clerk. A roll call

vote will be enacted on any Board agenda item with a financial impact of \$5,000 or greater.

3.3 Secret Ballot Voting. No vote may be taken by secret ballot on any matter except on the question of electing the Chairperson of the Board.

3.4 Voting Mandatory. Each member present shall be required to vote on every question unless and individual expresses the need to abstain and is then excused by the Chairperson.

3.5 Reconsideration or Rescission of Vote. When a question has been put and decided by a roll call of the members, any member who voted on the prevailing side may move a reconsideration thereof. On all voice votes any member may move a reconsideration. However, no motion for reconsideration shall be in order unless it is made in the same meeting or on which the vote to be reconsidered was taken. No matter may be twice reconsidered. For purposes of this rule, the term "meeting" shall mean any session which proceeds uninterrupted by an adjournment or recess of greater than three hours. A vote to rescind Board action may occur at succeeding meetings in Accordance with Chapter 43, pages 324 and 326 of the 1975 edition of Mason's "Manual of Legislative Procedure".

4. ORGANIZATION:

4.1 Chairperson.

***4.11 Election.** During the first meeting in each calendar year, the Board of Commissioners shall select, by majority vote of all the members, one of its members to serve as Chairperson of the Board. He/she shall take office and assume the duties immediately upon his/her election.

4.12 Duties.

*4.121 The Chairperson, if present, shall preside at all meetings of the Board of Commissioners, preserve order, and decide questions of order subject to appeal to the Board.

*4.122 The Chairperson shall be the agent for the Board in signing of contracts, orders, resolutions, determinations, and minutes of the Board and in the certification of the tax roll.

*4.123 The Chairperson shall serve in such capacities and make appointments as the law shall require.

4.124 The Chairperson shall serve ex officio on all Board Committees. He/she shall not have a right to vote in committee unless he/she is expressly named a member of that committee.

4.125 The Chairperson when he/she is present shall preside at all meetings of the committee of the whole.

- 4.126 The Chairperson, for purposes of representing the County in various functional or ceremonial capacities, shall be considered as the chief elected official of the County.
- 4.127 Upon his/her election and subject to the approval of a majority of all members of the Board, the Chairperson shall proceed to appoint all standing and special committees and shall designate the chairperson of each committee.
- *4.128 The Chairperson of the Board shall have the power to administer an oath to any person concerning any matter submitted to the Board of Commissioners or any matter connected with the discharge of their duties, to issue subpoenas for witnesses and to compel their attendance in the same manner as courts of law.
- 4.129 The Chairperson of the Board, when appropriate, shall refer matters coming before the Board to one of the committees of the Board with the consent of the majority of the Board and he/she shall arbitrate all jurisdictional disputes between committees, decisions over which shall be subject to these rules and subject to appeal to the Board.

4.2 Vice-Chairperson.

- 4.21 Election.** During the first meeting in each calendar year, the Board of Commissioners shall select, by majority vote of all the Board members, one of its members to serve as Vice-Chairperson of the Board. He/she shall take office and assume the duties immediately upon his/her election.

4.22 Duties.

- *4.221 The Vice-Chairperson shall preside over meetings of the Board if the Chairperson is absent and act in the absence of the Chair.

- *4.222 The Vice-Chairperson shall serve on the Board of Public Works Board when the County Commissioner member is disqualified.

4.3 Clerk:

- 4.31 Designation.** The Clerk of the County shall be ex officio, Clerk of the Board. He/she, or his/her appointed deputy, shall perform all duties pertaining to such office.

- 4.32 Duties.** The Clerk's duties include the following:

- *4.321 To record all the proceedings of the Board in a book provided for that purpose.

- *4.322 To make regular entries of all the Board's resolutions and decision upon all questions.

- *4.323 To record the vote for each Commissioner on any question

submitted to the Board, if required by any member present.

- *4.324 To preserve and file all accounts acted upon by the Board and for no reason allow such accounts to be taken from his/her office.
- *4.325 To certify, under Seal of the Circuit Court of the official Seal of the County, without charge, copies of any and all resolutions or decision on any of the proceedings of the Board of Commissioners, when required by the Board or any of its members; or when required by any other person upon payment of \$1.00 per folio, therefore.
- *4.326 To preside, until a Chairperson or temporary Chairperson is elected, during the first meeting of the Board of Commissioners in each calendar year.
- 4.327 To have up-dated copies of these rules available for reference by the general public during regular office hours and at all meetings of the Board.
- *4.328 To perform such other and further duties as the Board by resolution, may require.

4.33 Absence. In the event the Clerk or his/her duly appointed deputy is absent from a meeting of the Board, the Chairperson with the approval of a majority of the Commissioners present and voting, shall appoint another person to act as temporary clerk until the Clerk or his/her duly appointed deputy arrives.

4.4 Parliamentarian. The Prosecuting Attorney of the County or his/her designated deputy or such other person as may be designated by a majority of the Board, shall advise the Chairperson and the Board of Commissioners regarding questions of parliamentary procedures.

4.5 Committees.

4.51 Board Departments and Responsibilities.

4.511 In the interests of efficient and effective administration and supervision of Board responsibilities and of service to the people of Delta County, all county offices, committees, commissions, boards, and agencies shall be grouped under one of the following department headings and department assignments, and responsibilities shall be as follows unless otherwise designated by action of the Board of Commissioners.

- 4.5111 ADMINISTRATIVE SERVICES DEPARTMENT:
 - County Clerk
 - County Treasurer
 - Board of Canvassers
 - Personnel Committee
 - Jury Commission

Public Relations
ADA Coordinator

- 4.5112 BUDGET AND FINANCE DEPARTMENT:
Budget Committee
Finance Committee
Equalization Department
Director of Administration and Finance
Computer Committee
- 4.5113 PUBLIC SAFETY & JUDICIAL SERVICES DEPT:
County Prosecutor
County Sheriff
Animal Control
County Medical Examiner
Probate Court
Circuit Court
District Court
Friend of the Court
Community Corrections (U.P. Administered)
- 4.5114 HUMAN DEVELOPMENT SERVICES DEPARTMENT:
Human Services Board (FIA)
Pinecrest Medical Care Facility Administrative
Board
County Board of Health
County Health Department
Veteran's Affairs
Library Liaison Committee
Michigan Works! The Job Force
Community Action Agency/Human Resources
Agency/Committee on Aging
Upper Peninsula Commission for Area Progress
CUPPAD Criminal Justice Committee
Soldiers and Sailors Relief Commission
Local Emergency Preparedness Committee and Emergency
Management Coordinator
Alternative Education Board
Human Services Coordinating Body
- 4.5115 PHYSICAL & ECONOMIC RESOURCES DEVELOPMENT DEPARTMENT
Building and Zoning Department
Zoning Board of Appeals
Planning Commission
Board of Public Works
Drain Commissioner
Cooperative Extension Service
County Plat Board
County Road Commission
Airport/Parks Board
OEDP-CUPPAD
Soil Conservation District
Building and Grounds Committee

MAC Workers Comp Board
Landfill Authority
Building Authority

4.512 Department Chairperson - Appointment and Duties.

- 4.5121 The Board Chairperson with Board approval, shall at their regular meeting in January of each year, designate one of their members as chairperson and vice-chairperson for each of the above-named departments who shall serve as Board coordinator, and supervisor for the county offices, committees and activities within that department except as the Board shall otherwise direct.
- 4.5122 Board department chairpersons, where practical, shall be appointed to serve as members of committees, boards, agencies, and commissions within their department. Nothing in this section shall preclude a Board member from serving on committees in areas other than those designated as his/her area of responsibility by virtue of being named a department chairperson.
- 4.5123 Department chairpersons shall report to the Board on all matters concerning their department responsibilities referred to them by the Board.
- 4.5124 Each department chairperson, shall review all appropriation requests most directly related to the functions in their department and make recommendations thereon for referral to and consideration by the Finance Committee.

4.52 County Board Committees, Commissions, Boards & Agencies.

4.52 Definitions:

- 4.5211 The term "Board" when used in this section shall refer to the Delta County Board of Commissioners unless otherwise noted.
- 4.5212 The term "committees" when used in this section shall refer to all county committees, commissions, boards, or agencies including governing boards of regional agencies for which the Delta County Board of Commissioners has responsibilities deriving from the constitutions and the statutes of the State of Michigan and the United States, or from powers delegated to the Board by said constitution and statutes.
- 4.5213 County committees shall be classified as statutory, standing, or special. County "Board Committees" such as Personnel, Finance and Building and Grounds that are composed of Board members only and appointed by the Board to develop recommendations to them in relation to Board response are governed by Board directives and not by this section except where specifically mentioned.

- 4.52131 Statutory committees shall be those mandated by law or whose formation and operation are governed primarily by statute. Members, appointments, terms and responsibilities shall be in accordance with governing statute. Statutory committees shall include but not be limited to the following:
- Central Upper Peninsula Planning & Development Committee
 - Community Action Agency
 - Delta County Airport Board
 - Delta County Board of Canvassers
 - Delta County Board of Public Works
 - Delta County Board of Road Commissioners
 - Delta County Building Authority
 - Delta County Community Mental Health Services Board
 - Delta County Economic Development Corporation
 - Delta County Election Scheduling Committee
 - Delta County Finance Committee of the Board of Commissioners
 - Delta County Solid Waste Management Authority
 - Delta County Overall Economic Development and Planning Committee
 - Delta County Park Commission
 - Delta County Planning and Zoning Committee
 - Delta County Plat Board
 - Delta County Social Services Board
 - Delta County Zoning Board of Appeals
 - Delta-Menominee District Health Board
 - Human Resources Authority
 - Pinecrest Medical Care Facility Administrative Board
 - Six-County Consortium for Employment and Training
 - Upper Peninsula Committee for Area Progress
- 4.52132 Standing Committees shall be those as from time to time may be created by action of the Board and so designated by them within the common meaning of the term. Members, terms, appointments and responsibilities of standing committees shall be in accordance with Board action which shall be established at the time of their formation, subject to subsequent Board review and action and shall include but not be limited to the following:
- Local Emergency Preparedness Committee
 - Library Liaison Committee
- 4.52133 Special Committees shall be those created from time to time by action of the Board for special purposes to be set forth at the time of their creation. The terms and appointments of members of special committees shall be determined by the Board in accordance with the purpose for which they are created and shall be concluded when that purpose is

accomplished or when they are discharged from such responsibility by Board action. Special committees shall automatically be terminated upon the election of a new Board Chairperson.

- 4.52134 Committee of the Whole Procedures.
1. In Committee of the Whole Meetings no decisions will be made. Decisions are only to be made at the regular County Board Meetings.
 2. In a Committee of the Whole Meeting agendas can deal with any topic previously dealt with by Committees consisting of only two Commissioners and the County Administrator, personnel, finance, building& grounds, renaissance zone and any others.
 3. Committee of the Whole meetings are to be posted and open to the public.
 4. Committee of the Whole meetings do not need to be televised because of expense.
 5. Committees which consist of two County Commissioners and representatives from the community will continue as many are needed and required by law.
 6. The number of Committee of the Whole meetings per month will be determined by need. If other Committee of the Whole meetings are needed, for consistency, they should be scheduled on Tuesdays.
 7. Committee of the Whole meetings can be held in the evenings in the circuit courtroom or during the day in some other location as determined by the Commission.
 8. A committee consisting of only two County Commissioners can be appointed by the Chairman to investigate a specific problem and report information to the full Board but only with the consent of a majority of County Commissioners.
 9. The deadline for submitting agenda items in writing for the Committee of the Whole is noon on the Wednesday prior to the meeting.
 10. A quorum for Committee of the Whole will be two commissioners.
 11. Filibusters will not be allowed. The Chair may ask the Board to end debate if the discussion becomes repetitive or argumentative.

4.522 General Rules:

4.5221 Appointments and Removals.

- 4.52211 Appointments to all county committees shall be made in accordance with legal requirements for such appointments and with majority Board approval.
- 4.52212 It shall be the responsibility of the Chairperson of the Board or his/her designee to notify all Board members and to give public notice of all appointments to be made at least thirty (30) days prior to the meeting at which such

action is to be taken.

- 4.52213 Nominations for appointments to county committees may be made by Board members or in such manner as may be designated by the Board providing consent of the nominee has been obtained prior to nomination. Nominators shall be responsible for providing the Board with such information as may be necessary concerning qualifications of their nominees.
- 4.52214 Consideration of qualifications of nominees for particular appointments shall be given high priority in making appointments.
- 4.52215 It shall be Board policy to make appointments to committees on the basis of as broad an area of geographical representation within the county as may be practical.
- 4.52216 Individuals, other than County Commissioners, or where controlled by statute, may be appointed to and serve on no more than one statutory or standing committee. Special and standing committees may be exempted by majority action of the Board from this policy where the nature of the committee warrants it.
- 4.52217 Members of all statutory, standing and special committees may be removed for cause by majority vote of the Board after the individual has had an opportunity to explain his/her actions and in accordance with fair procedure and governing statutes. Failure to perform assigned responsibilities shall be cause for removal. "Assigned responsibilities" shall include regular attendance at committee meetings.
- 4.52218 **Terms of Office.** There is no expectation for automatic reappointment.

4.5222 Meetings:

- 4.52221 Meetings of all county committees except special committees meetings shall be public in accordance with Act No. 267, Public Acts of 1976. Committee meetings may be held at the call of the Chair or the Committee may adopt a regular schedule. It shall be the responsibility of the presiding officer of such committees, or his/her designee to give sufficient public notice of all meetings of that Committee.
- 4.52222 Special Meetings.
- 4.522221 Special meetings of a committee may be convened by its chairperson or by a majority of its members at any time upon reasonable written or telephonic notice to its members.
- 4.522222 The Chairperson of the Board with Board approval, unless prohibited by law, may require any and all presiding officers of county committees, including special committees, to

convene their members for specific purposes upon reasonable notice. In case of failure to comply by, or absence of, the presiding officer, the Chairperson of the Board may call such meetings and serve temporarily as presiding officer.

- 4.522223 Quorum. A quorum for the transaction of committee business shall consist of a majority of the voting members of that committee.
- 4.522224 Voting. The names and votes of members shall be recorded on an action taken by a committee if the action is on an ordinance, resolution, payment of claims, adoption of budget, or appointment or election of an officer. Upon the demand of one-third of the members of a committee present, a roll call vote on other questions shall be ordered and recorded by the chairperson or presiding officer of the committee or his designee.
- 4.522225 Parliamentary Authority. Robert's Rules of Order, Latest Revised Edition, shall govern all procedural questions not covered by these rules in Section 4.52 or by a committee's own officially adopted rules of procedure. Copies of committee rules must be filed with the county clerk and the Board Chairperson immediately following their adoption.
- 4.522226 Organization Meetings. All county committees including special committees shall hold organization meetings at least every two (2) years during their first meeting in the calendar year, unless otherwise designated by law, at which time they shall elect officers. Notification of officers elected shall be given promptly in writing by the secretary to the County Clerk and County Board Chairperson.
- 4.522227 Committee Minutes and Written Records. All county boards, commissions, and committees including the County Board, the County Board Committees, and special committees, shall keep minutes of their meetings which shall include time, date and place of meetings, and time of adjournment, a record of actions taken and of attendance and absences of members. Copies of these minutes shall be delivered promptly to the county clerk who shall be responsible for delivering copies of same to all County Commissioners and keeping a file of such minutes as a public record. All communications, reports, minutes, and other written matters of boards, commissions, and committees shall be dated and signed by the person responsible for their preparation.

4.5223 Budgets and Claims:

- 4.52231 Budget request, financial records, payments of expenses and all financial matters of committees, shall be in accordance with State statutes and Board policies.
- 4.52232 Line item budget request for all county committees for the

ensuing year must be submitted to the County Administrator by May 1st of each calendar year. Following adoption of the county budget, committees will be expected to adhere to that budget.

4.52233 Board policy and State statute requires that all claims against the county must be submitted on special forms to be signed by the department head or committee chairperson itemized and accompanied by invoices where applicable, to the Board Finance Committee for recommendation to, and action by, the Board. No claims will be allowed which are not within the budget guidelines adopted according to statute for the succeeding year, unless authorized by special Board action. All purchases must be made in accordance with Board policy requiring purchase orders.

4.52234 In the event there occurs a need for unforeseen or necessary changes in budget line items or increases in total budget for any committee or department, requests for same must be submitted in writing to the Board Finance Chairperson and County Administrator five (5) days prior to the regular Board meeting and receive Board approval or they will not be allowed.

4.52235 In the event a County Commissioner deems that the service of legal counsel is necessary, County Board approval is required prior to contacting the attorney. Additionally, the County Board authorizes the Director of Administration and Finance to utilize the services of legal counsel as required by the daily operation of County Business.

In the event a County Commissioner deems that the service of the auditor is necessary, County Board approval is required prior to contacting the auditor. Additionally, the County Board authorizes the Director of Administration and Finance, and Treasurer to utilize the services of the auditor as required by the daily operation of County business. Further, the Director of Administration and Finance will be the point of contract for the inquiries to the auditor.

4.5224 Compensation:

4.52241 Compensation and expenses for statutory committees shall be by governing statute or Board action in accordance with Board financial and budgetary policies.

4.52242 Members of standing and special committees, except for County Board members and those whose compensation derives from sources other than as members of such committees, shall not be compensated for time served unless by special Board action, but may be granted allowances for travel and operating expenses incurred in performing their assigned responsibilities when authorized by the Board in advance.

4.52243 The Board Chairperson shall have copies of these definitions and general rules governing county committees delivered to all newly elected presiding officers of these bodies immediately after notification of their election and such officers shall be responsible for their being read at the first committee meeting immediately following their receipt and for having a record made of such reading in the minutes of the meeting.

5. CONDUCT OF MEETING:

5.1 Order of Business.

5.11 Regular Order. The regular orders may be as follows:

Call to Order
Prayer
Pledge of Allegiance
Roll Call
Reading, Correction and Approval of Minutes of Previous Meeting
Presentation of Written Communications
Reports of Standing and Statutory Committees
Reports of Special Committees and Others
Public Comment on Agenda Items
Special Orders of Business
Consideration & Allowance of Claims & Budget Affairs
General Orders of Business
General Public Comment
Commissioners Concerns
Notices
Adjournment

5.2 Agenda. On or before the fifth day before each regular and adjourned regular meeting of the Board, the clerk shall be responsible for delivery to each member of an agenda for the meeting. Contained therewith shall be a brief description of all matters to be considered and arranged in accordance with the order specified above; a copy of all committee reports to be acted upon at said meeting shall be attached thereto. All information to be placed on the agenda must be received by the clerk of the Board no later than 12:00 Noon on the sixth day immediately preceding said regular or adjourned regular meeting. Only with unanimous consent of the members present may any committee report or other business, other than reports on routine claims, be acted upon by the Board of Commissioners at any regular or adjourned regular meeting unless a copy thereof has been delivered to each County Commissioner either with the agenda or separately, not later than the day prior to the meeting.

5.21 Agenda priorities. All matters to be placed on the agenda under one of the specific categories above, shall be given priority of order on the basis of date and time received by the Clerk of the Board. Priority of consideration of agenda items may be changed by majority vote of the

Board.

6. RIGHTS AND DUTIES OF MEMBERS

6.1 Speaking Priorities and Limits.

- 6.11 Each member desiring to speak shall address the chair and, when recognized, speak from his/her place. If two or more members at the same time desire to speak, the chair shall designate the order in which they shall speak.
- 6.12 No member, while addressing the Board shall be interrupted, except to be called to order.

7. NON-MEMBER ADDRESS TO COMMISSION

Only members of the Board of Commissioners shall be given the floor to speak during any Board meeting except:

- 7.1 County officials who may speak with the consent of the majority of the Board members present:
- 7.2 Any person who, with the consent of the majority of the Board members present, may be given permission to speak in an appropriate place on the agenda for the purpose of addressing the Commission:
- 7.3 Any member of the public speaking under the privilege of "General Public Comment" shall be limited by the following Board policy: Any individual wishing to address the Board will be allocated three (3) minutes. The three minutes used by the individual are to make statements. There will be no question and answer session format. This will strictly be a statement type format. If an individual wished to address the Board, the individual's name must be placed on the sign up list available from the County Clerk. Speakers will be called in order of sign up. The Board may, upon majority agreement, waive these limits or set them aside.

8. PARLIAMENTARY AUTHORITY AND PROCEDURE.

8.1 Authority. Robert's "Rules of Order" shall govern all questions of procedures which are not otherwise provided by these rules or State Law.

8.2 Procedure.

- 8.21 Motion, Resolutions, Committee Reports. In accordance with Robert's "Rules of Order" motions by Board members require a second before being debated and voted upon.
- 8.22 Motion to Clear the Floor. If in the judgment of the Chairperson, procedural matters have become confused, the Chairperson may request a "motion to clear the floor". Such motion, if made, shall take precedence over all other motions and shall not be subject to debate of if carried, to a motion to reconsider. The motion to clear the floor, if carried, shall clear the floor completely and with the same effect as if all matters on the floor were withdrawn.

8.23 Order of Precedence of Motions. When a motion is made and is before the Board, no other motion shall be received except the following:

- To fix the time to which to adjourn
- To adjourn
- To move the previous question
- To lay on the table
- To postpone indefinitely
- To postpone to a time certain
- To refer
- To amend

These motions shall have precedence in the order as named above.

8.24 Discharge of Committee. The Board by a majority of all its members, may discharge any standing or special committee from further consideration of any matter referred to the committee if the motion to discharge was properly placed upon the meeting agenda at which action is desired. Any motion to discharge that was not placed upon the agenda of the meeting at which action is desired, shall require a two-thirds vote of all members of the Board in order to secure passage.

8.25 Suspension of the Rules. The rules may be temporarily suspended only by a majority vote of all members of the Board in order to facilitate the accomplishment of any legal objective of the Board in a legal manner.

ADOPTION AND AMENDMENT OF RULES. These rules having been adopted by not less than a majority of all the members of the Board, may be amended or rescinded by majority vote of all the members of the Board. They shall remain in effect until amended or rescinded at any regular Board meeting, notification of proposed amendments or rescission having been presented in writing to Board members ten (10) days prior to such meeting. Any proposed amendment to those rules, properly presented to the Board of Commissioners, shall take immediate effect when adopted, unless the Board at the time of adoption, stipulates otherwise.

Adopted: 1-7-14

Note: Items marked with a star (*) in the above Rules of Procedure are Statutory.

2015 BOARD ASSIGNMENTS WORKSHEET

IV4

ADMINISTRATIVE SERVICES DEPARTMENT

Chairman
Vice-Chair

County Clerk
County Treasurer
Board of Canvassers
Election Scheduling Committee
Elections Commissioners
Ethics Advisory Board-
Personnel Committee-
Jury Commission
Public Relations
ADA Coordinator-Daniel Menacher

BUDGET AND FINANCE DEPARTMENT

Chairman
Vice-Chair

Finance Committee-
Budget Committee-
Equalization Department
Director of Administration and Finance
Computer Committee-

PUBLIC SAFETY & JUDICIAL SERVICES

Chairman
Vice-Chair

County Prosecutor-
County Sheriff-
County Medical Examiner
Probate Court-
Circuit Court-
District Court-
Friend of the Court-
Community Corrections (U.P. Administered)-
Delta County Central Dispatch Authority-

PHYSICAL & ECONOMIC RESOURCES DEV. DEPT.

Chairman
Vice-Chair

Building & Zoning Department
Construction & Zoning Board of Appeals-
Planning Commission-
Board of Public Works-
Drain Commissioner
Cooperative Extension Service-
County Plat Board--Chairman
County Road Commission-
Airport Board-
Parks Board-
CUPPAD/CUPPAD Executive Committee-
CUPPAD-
Soil Conservation-
Building & Grounds Committee-
Landfill Authority-
MAC Workers Compensation Board-
Building Authority-

Renaissance Zone-
U.P. State Fair Authority-
Brownfield Authority-
U.P. Resource Conservation & Development-

HUMAN DEVELOPMENT SERVICE DEPARTMENT

Chairman
Vice-Chair

Department of Human Services Board-
Pinecrest Medical Care Facility Admin.Bd.-
County Board of Health-
Veteran's Affairs
Michigan Works! The Job Force-
CAA/HRA Delta Co. Committee on Aging-
Upper Peninsula Commission for Area Progress-
Soldiers & Sailors Relief Commission
Emerg.Prep.Com.& Office - Emergency Services-
Alternative Education Board-
Little Bay de Noc Council of Governments-
U.P. 911-
Pathways Authority Board-
Northcare Network Substance Use Disorder Policy Board-

Proposed

**DELTA COUNTY BOARD OF COMMISSIONERS MEETING
December 16, 2014**

Escanaba, Michigan

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

December 11, 2014

The Honorable Members of the Delta
County Board of Commissioners

Dear Commissioners:

A Regular Meeting of the Delta County Board of Commissioners is scheduled for Tuesday December 16, 2014, at 5:15 p.m. in the Circuit Courtroom of the Delta County Courthouse.

Sincerely yours,
Nancy J. Kolich
Delta County Clerk

ROLL CALL

PRESENT: Commissioners Elegeert, Harrington, Moyle and Rivard.

EXCUSED: Commissioner Miller.

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

Jim Caszatt, representative from Senator Tom Casperson's office presented Commissioner Elegeert with a Proclamation from the Senate thanking him for his 32 years of service to Delta County.

V. APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Commissioner Moyle and seconded by Commissioner Rivard to approve the County Board minutes of the December 2, 2014 meeting and the Committee of the Whole minutes of December 4, 2014 and December 9, 2014. MOTION CARRIED.

VI. APPROVAL OF AGENDA

Moved by Commissioner Harrington and seconded by Commissioner Moyle to add Posting of Administrator's position under Unfinished Business. MOTION CARRIED.

Proposed

VII. PRESENTATION OF WRITTEN COMMUNICATIONS

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

VIII. REPORTS OF STANDING AND STATUTORY SPECIAL COMMITTEES AND OTHERS

VII. REPORTS OF SPECIAL COMMITTEES AND OTHERS.

IX. PUBLIC COMMENT ON AGENDA ITEMS

Connie Friets, AFSCME Union Chairperson, addressed the Board with her concerns regarding the Administration positions.

X. COMMITTEE REPORTS

XI. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS

1. Posting Administrator's Position.

Moved by Commissioner Harrington and seconded by Commissioner Moyle to post the Administrator's position. Motion withdrawn. Moved by Commissioner Harrington and seconded by Commissioner Moyle to set a Committee of the Whole meeting for Thursday January 8 at 3:00 p.m. to discuss the Administrator posting. MOTION CARRIED.

B. NEW BUSINESS

1. Payment of Bills.

Moved by Commissioner Harrington and seconded by Commissioner Moyle to approve payment of the bills in the amount of \$158,030.67 and Commissioner's expenses of \$969.20. MOTION CARRIED.

2. Agreement with the Delta Conservation District - Parks.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to approve the Memorandum of Understanding/Contract Between the Delta Conservation District and the County of Delta for Fiscal Years 2015-2022, with a \$50,000 appropriation for Parks operations and management and a \$25,000 appropriation for natural resource/ environmental assistance/ support to all County lands/operations/activities, as presented.

Proposed

ROLL CALL	HARRINGTON	YES
	MILLER	ABSENT
	MOYLE	YES
	RIVARD	YES
	ELEGEERT	YES

MOTION CARRIED.

3. Dental Adjustment Payment Program (IGT) Authorizing Resolution.

Moved by Commissioner Harrington and seconded by Commissioner Moyle to adopt the Dental Adjustment Payment Program Intergovernmental Transfer (IGT) Authorizing Resolutions to transfer an amount \$25,000 quarterly beginning 1/1/15 to the State of Michigan to be used as the State's share in obtaining Federal match to fund the Dental Clinic Services provided by MCDC as a Public Dental Clinic on behalf of Public Health, Delta & Menominee Counties. MOTION CARRIED.

4. Request for Safety Committee Meeting.

Moved by Commissioner Harrington and seconded by Commissioner Moyle to reactivate the Safety Committee Meetings to be headed by Emergency Manager Robert Berbohm. MOTION CARRIED.

5. Letter of Support to Potential Merger Discussions with Great Lakes Energy.

Moved by Commissioner Harrington and seconded by Commissioner Moyle to send a Letter of Support to potential merger discussions with Great Lakes Energy. MOTION CARRIED.

6. Resolution Confirming Approval of Sale of Property to Otto Zimmerman.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to adopt the Resolution of Board of Commissioners of Delta County Confirming Approval of Sale of Property to Otto Zimmerman. MOTION CARRIED.

7. Executive Session.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to move into closed session at 5:51 p.m. for the purpose of discuss pending collective bargaining negotiations under OMI Section 15.268(8)(c).

Proposed

Sheriff Oswald and Undersheriff Griebel were invited into the closed session.

ROLL CALL	HARRINGTON	YES
	MILLER	ABSENT
	MOYLE	YES
	RIVARD	YES
	ELEGEERT	YES

MOTION CARRIED.

Moved by Commissioner Harrington and seconded by Commissioner Moyle to reconvene into regular session at 6:30 p.m.

MOTION CARRIED.

No actions were taken during executive session.

XII. PUBLIC COMMENT

Rory Mattson, Director - Delta Conservation District, thanked Commissioner Elegeert for his 32 years of service to the County.

XIII. COMMISSIONERS CONCERNS

Commissioner Harrington: Thanked Commissioner Elegeert for all that she's learned from him and for his years of service.

Commissioner Miller: Absent.

Commissioner Moyle: Thanked Commissioner Elegeert for everything.

Commissioner Rivard: Has been a pleasure serving with Commissioner Elegeert.

Commissioner Elegeert: Honored and grateful for the certificate presented by Senator Casperson. Grateful to have served Delta County and be part of change and had fun working with the different groups. Bids everyone farewell and thank you.

XIV. MEETING SCHEDULE

- December 30th 3:00 p.m. Oath of Office Ceremony-Circuit Courtroom.
- January 6th 5:15 p.m. Reorganizational meeting.

Please note: Future meetings will be held in the Board Room at the Service Center on College Avenue.

Proposed

XV. NOTICES

XVI. ADJOURNMENT

Moved by Commissioner Moyle and seconded by Commissioner Harrington to adjourn at 6:35 p.m.

Respectfully Submitted,

Nancy J. Kolich, County Clerk

Thomas C. Elegeert, Board Chair

DELTA COUNTY BOARD OF COMMISSIONERS

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

B1



January 6, 2015

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

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

Nora M. Viau, Administrator

Date	Amount
12-11-14	238,272.60
12-23-14	138,248.74
12-29-14	223,030.98
Total Report of Claims \$	599,552.32
Total Jury Expense \$	4,295.08
GRAND TOTAL OF BILLS \$	603,847.40
Commissioner Expenses: \$	120.40 Paid

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

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
12/10/2014	155173	003278	RODNEY COUSINEAU	RESTITUTION - LEMIRE - 12-FH-8559	10.00
12/11/2014	155174	019017	NANCY SABOR	CHRISTMAS PARTY WITHDRAWAL OF FUNDS	1,886.92
12/11/2014	155175	001050	ALGER DELTA ELECTRIC ASSOC.	TOWER POWER ACCT 200500	162.51
12/11/2014	155176	001062	AMATEUR RADIO SOCIETY	2% HANNAHVILLE GRANT- EMERGENCY COMM TRA	6,279.00
12/11/2014	155177	0011019	KIESLER'S POLICE SUPPLY INC	RIFLES	189.90
12/11/2014	155178	001140	ANDERSON TACKMAN AND CO.	PROGRESS BILLING- 2014 AUDIT	4,000.00
12/11/2014	155179	002144	BERTRANDS	US FLAG/POLE	288.50
12/11/2014	155180	002170	BENOIT'S GLASS & LOCK	REPAIR VISITATION WINDOW	1,268.00
12/11/2014	155181	003058	CBM FOOD SERVICE	INMATE FOOD 11/20 - 11/26/14	3,086.53
12/11/2014	155182	003080	CHAMBER OF COMMERCE-DELTA COUNTY	2% HANNAHVILLE GRANT- DC HANNAHVILLE COL	4,900.00
				2% HANNAHVILLE GRANT- ECONOMIC DEVELOPME	40,000.00
					<u>44,900.00</u>
12/11/2014	155183	003110	CITY OF ESCANABA	DISPATCHING SERVICES- DECEMBER 2014	60,000.00
12/11/2014	155184	003120	CITY OF ESCANABA	DUE TO ESC-PENAL FINES	2,101.50
12/11/2014	155185	003123	CAREER CHANGE PROGRAM	APPLICATION FOR CANINE ADVOCACY PROGRAM	25.00
12/11/2014	155186	003130	CITY OF ESCANABA	UTILITIES - ACCT: 435436000 AIRPORT DR	502.62
				UTILITIES - ACCT: 4-35-4310-01 LOCATION	10.77
				UTILITIES - ACCT: 4-35-3761-00 FIRE TRUC	45.33
				UTILITIES - ACCT: 4-35-4370-00 AIRPORT S	199.41
				UTILITIES - ACCT: 4-35-4350-00 PUMP STAT	20.30
				UTILITIES - ACCT: 4-35-3760-00 CRASH BLD	22.45
				UTILITIES - ACCT: 4-35-3742-00 CAP 2908	25.85
				UTILITIES - ACCT: 4-35-3730-00 T HANGERS	14.69
				UTILITIES - ACCT: 4-35-3720-00 AIRPORT S	12.68
				UTILITIES - ACCT: 4-35-3750-00 RTE 2 BOX	2,874.43
					<u>3,728.53</u>
12/11/2014	155187	003140	CITY OF GLADSTONE	DUE TO GLAD.-PENAL FINES	166.64
				DATA MODEM- OCT/NOV/DEC 2014	342.09
					<u>508.73</u>
12/11/2014	155188	003153	CLASSIC AUTO COLLISION	REPAIR ON TRUCK	1,458.60
12/11/2014	155189	003160	COVERLAND PAPER CO.	ROLL AND TISSUE	93.54
12/11/2014	155190	003255	CORRECTIONAL HEALTHCARE COMPANIES I	JANUARY MEDICAL SERVICES AND CREDIT PRIO	16,002.22
12/11/2014	155191	003331	CSM SERVICES	JANITORIAL SERVICES - DEC 2014	966.88
12/11/2014	155192	004030	DAILY PRESS	BRAND BUILDER-ACCT DD0179	865.43
12/11/2014	155193	004160	DELTA ANIMAL SHELTER	2% HANNAHVILLE GRANT-ANIMAL SHELTER	5,629.00
12/11/2014	155194	004166	DELTA CONSERVATION DISTRICT	2% HANNAHVILLE GRANT- TABLE/CHAIRS FOR N	4,000.00
12/11/2014	155195	004200	DELTA COUNTY CLERK	APPLY BOND TO FINES & 10% - MCCOY	500.00
12/11/2014	155196	004230	DELTA COUNTY ROAD COMMISSION	GAS FOR THE MONTH OF OCTOBER, 2014	404.34
12/11/2014	155197	004240	DELTA COUNTY SHERIFF DEPT.	CIVIL PROCESS - ANN FORSYTH	50.20
12/11/2014	155198	004256	DELTA COUNTY AIRPORT	FIRST CLASS MAIL AND 100 FOREVER STAMPS	51.03
12/11/2014	155199	004270	DELTA COUNTY TREASURER	RECORDING EXPENSE-1 QUIT CLAIM	14.00
				ADDRESS SERVICE -POSTAGE	0.57
					<u>14.57</u>
12/11/2014	155200	004272	DELTA DISPOSAL	GARBAGE PICK UP - ACCT COM000040	163.95
12/11/2014	155201	004310	DELTA-MENOMINEE HEALTH DEPT.	2% HANNAHVILLE GRANT- ONE DAY DRUG AWARE	5,700.00
12/11/2014	155202	004413	MICHAEL DOBY	MILEAGE REIMB INTERVIEW WITNESS RE: DONA	11.20
12/11/2014	155203	004795	THE EBCO COMPANY	SHIPPING FOR CASEBINDERS	85.00
12/11/2014	155204	005021	ELECTION SYSTEMS & SOFTWARE	ACCUVOTE MAINTENANCE	119.00

Check Date	Check	Vendor	Vendor Name	Description	Amount
12/11/2014	155205	006088	DAN FORRESTER	TRAVEL & THERAPY 12/03/14	119.00
12/11/2014	155206	006091	FOUR SEASONS, INC.	SNOW BLOWER	238.00
12/11/2014	155207	006101	FRAZER'S AUTO REPAIR CO	CAMSHAFT POSITION SENSOR FOR DELTA #6	224.00
12/11/2014	155208	007191	GREEN BAY SCUBA	MASKS FOR DIVE TEAM	1,424.99
12/11/2014	155209	007233	MICHAEL GROLEAU	BOOT ALLOWANCE 2014-15	197.94
12/11/2014	155210	008034	JEFF HANSEN	BOOT ALLOWANCE 2014-15	483.74
12/11/2014	155211	008049	MARY HARRINGTON	PHONE REIMB- NOV 2014	142.76
12/11/2014	155212	008124	MATT HUGHES	MILEAGE/PHONE REIMB-NOV 2014	137.79
12/11/2014	155213	010033	JCS, INC	PHONE REIMB- SEPT 2014	99.04
12/11/2014	155214	010115	ANN JOUSMA-MILLER	PAINTING OF SURFACE HOLD SIGN 36"-18" TA	35.00
12/11/2014	155215	011071	KMB BROADCASTING INC	MILEAGE/PHONE REIMB-NOV 2014	950.00
12/11/2014	155216	012078	TRANSMISSION RISK AND ALTERNATIVE	ANNUAL PACKAGE - WDBC-AM	116.40
12/11/2014	155217	013066	MARINETTE COUNTY CLERK OF COURTS	INVESTIGATIVE CHECKS-ACCT 363167	325.00
				CERTIFIED COPY OF CONVICTION RE DONALD K	7.00
					9.50
12/11/2014	155218	013173	MCDONALD'S ALIGNMENT	WHEEL ALIGNMENT	50.00
				WHEEL ALIGNMENT	50.00
					100.00
12/11/2014	155219	013179	MENARDS	CLOROX DISINFECTANT WIPES	49.90
				DOOR CLOSER AND CABLE HANGER DOOR	59.96
					109.86
12/11/2014	155220	013392	STATE OF MICHIGAN	CPL RENEWALS	3,520.00
12/11/2014	155221	013559	KATHRYN MORSKI	36 INSPECTION VISITS	1,404.00
12/11/2014	155222	014212	NORTHERN UNITED FEDERAL CREDIT UNIO	OCTOBER BILLING - ACCT 7450	53.98
12/11/2014	155223	014214	NORTHERN SCREEN PRINTING	BADGES AND NAMES EMBROIDERY	40.50
12/11/2014	155224	014220	NORTHERN STAR PATHOLOGY PC	AUTOPSY- CARL BABBITT	1,000.00
12/11/2014	155225	014250	NU-WAY CLEANERS	DRY CLEANING, ROAD AND ADMIN-NOV 2014	133.00
12/11/2014	155226	014266	NYE UNIFORM	JACKET AND SHIRTS, LT. THIBEAULT	400.98
12/11/2014	155227	015025	OFFICE DEPOT	OFFICE SUPPLIES	112.71
				OFFICE SUPPLIES	5.98
				OFFICE SUPPLIES	20.98
					139.67
12/11/2014	155228	016013	PREIN&NEWHOF	INTEGRATED CONTINGENCY PLAN ENVIRONMENT	176.98
				ESC REGIONAL PASSENGER LOADING BRIDGE	2,753.50
					2,930.48
12/11/2014	155229	016040	P.R.O. LAWN & LANDSCAPE	LAWN SERVICE - 9/29-10/11 - 10/20/14	350.00
12/11/2014	155230	016068	CHRISTINE C. PEPIN	REIMB MILEAGE/MEALS/BRIDGE 12/2-3/14	416.60
12/11/2014	155231	016069	PERFORMANCE AUDIO & RESTYLING	LABOR TO STRIP K-9 UNIT	700.00
12/11/2014	155232	016110	POMP'S TIRE SERVICE INC	TIRES AND SPIN BALANCE	582.88
12/11/2014	155233	018031	RADIO RESULTS NETWORK	WGLQ-FM PACKAGE BILL	300.00
				WCHT-AM PACKAGE	400.00
				WGLQ FM PACKAGE	654.00
					1,354.00
12/11/2014	155234	018063	REINHART FOOD SERVICE	BAGS, FOAM CONTAINERS, DISINFECTANT	310.52
12/11/2014	155235	018064	REDWOOD TOXICOLOGY LABORATORY INC.	BILLING -NOV 2014- ACCT 009431	15.50
12/11/2014	155236	018115	RIVERSIDE AUTO SALES, INC	WHEEL REPAIR, ROAD PATROL VEHICLE	57.82
12/11/2014	155237	018211	ROY NESS CONTRACTING & SALES INC	INSTALL HEAT AT HANGAR DOOR	22,100.00
12/11/2014	155238	019025	STAPLES CREDIT PLAN	8 TAB INSERTS -ACCT 6035 5178 2022 2536	23.57

Check Date	Check	Vendor	Vendor Name	Description	Amount
12/11/2014	155239	019168	KELLY SMITH	COMMUNITY HANGAR 15 G ELECTRIC POINT O	260.76
12/11/2014	155240	019196	STANDARD ELECTRIC COMPANY	WASHERS FOR REPAIR SUPPLIES FOR REPAIRS PER MAINT DEPT	57.01 216.90 <u>273.91</u>
12/11/2014	155241	019325	STATE OF MICHIGAN	COURT FEE TRANSMITTALS NOVEMBER 2014	19,497.27
12/11/2014	155242	019884	SUPERIOR MAPPING SYSTEMS	MAPPING SERVICES	990.00
12/11/2014	155243	020010	T & T HARDWARE	SHOVELS PAINTING TAPE ELECTRICAL TAPE	49.98 13.47 9.58 <u>73.03</u>
12/11/2014	155244	022025	VERIZON WIRELESS	PHONE BILL-ACCT 482996167-00001 PHONE - ACCT 383057717-00001	399.56 145.69 <u>545.25</u>
12/11/2014	155245	023084	WEX BANK	GASOLINE - NOV 2014 - ACCT 0496-00-16501	232.02
12/11/2014	155246	023096	WICKERT FLORAL	PLANTS FOR OFFICE	236.50
12/11/2014	155247	023121	WJMN-TV3	NFL AND SPOTS - NOV 2014 UPMATTERS SPOTS - NOV 2014 BANNER	1,350.00 890.00 100.00 <u>2,340.00</u>
12/11/2014	155248	023140	WRIGHT EXPRESS FINANCIAL SERVICES	COMPUTER EQ/LIC PLATE/SIGN SEND/BAATTERY/ PRINTER - ACCT 718015423	1,229.39 33.46
12/11/2014	155249	025000	XEROX CORPORATION	CONSULTATION SERVICES	75.00
12/11/2014	155250	084289	MARK D SEYMOUR	BURIAL ALLOWANCE - FRANK SALMI	300.00
12/11/2014	155251	ADMIN MISC	LORRAINE SALMI	RETURN BOND - LOFQUIST - 14-FH-9005	7,500.00
12/11/2014	155252	CLEBK MISC	JEFFREY L DOMBROWSKI	OVERPAYMENT	21.23
12/11/2014	155253	DLQ TAX	JOSEPH AND GERALDINE POKLADOWSKI	2014 CC PAYMENT	93.18
12/11/2014	155254	DLQ TAX	ROBERT DAVENPORT	WITNESS FEE	6.00
12/11/2014	155255	PROS MISC	RONALD SEBECK		

FIRST TOTALS:

Total of 83 Checks: 238,272.60
 Less 0 Void Checks: 0.00
 Total of 83 Disbursements: 238,272.60

3

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
12/23/2014	155282	001012	A-1 DRAIN CLEANING	DRAIN PUMPED	155.00
12/23/2014	155283	001022	LEXISNEXIS A DIV OF REED ELSEVIER	MONTHLY CHARGES - ACCT 1000HW065	196.00
12/23/2014	155284	001030	RUTH A AKER	BALANCE OF BOND - AKER - 14-FH-8938	225.00
12/23/2014	155285	0011019	KIBSLER'S POLICE SUPPLY INC	RIFLES	1,841.40
				RIFLE CASE	131.85
					<u>1,973.25</u>
12/23/2014	155286	001132	APPLE OFFICE PRODUCTS	MISC OFFICE SUPPLIES	51.94
				MISC OFFICE SUPPLIES	8.75
					<u>60.69</u>
12/23/2014	155287	001151	AT&T	PHONE - ACCT 906 786-3633 835 3	419.21
				PHONE - ACCT: 906 786-5902 665 3	24.98
					<u>444.19</u>
12/23/2014	155288	001184	AUTO OWNERS INSURANCE	RESTITUTION - JOSHUA JOHNSON - 12-FH-871	10.00
12/23/2014	155289	002144	BERTRANDS	MICHIGAN STATE FLAG/POLE	250.13
				NAME PLATES AND BADGES- MALNAR/JOHNSON	63.68
					<u>313.81</u>
12/23/2014	155290	002320	BRUNETTE & SON, INC.	SNOW REMOVAL - NOV 2014	1,625.00
				SNOW REMOVAL COURT HOUSE	715.00
					<u>2,340.00</u>
12/23/2014	155291	003005	C & C SALES	INMATE INCENTIVE PROGRAM -CANDY BARS	91.55
12/23/2014	155292	003058	CBM FOOD SERVICE	INMATE FOOD 11/27 - 12/3/2014	3,101.92
				INMATE FOOD 12/4 - 12/10/2014	3,097.34
					<u>6,199.26</u>
12/23/2014	155293	003099	CINCINNATI INSURANCE COMPANY	AMBROSE RESTITUTION CLAIM#1859477	25.00
12/23/2014	155294	003116	CITIZENS INSURANCE COMPANY	RESTITUTION - SINN - 09-FC-8093	10.00
12/23/2014	155295	003120	CITY OF ESCANABA	2014 MENARD'S JUDGEMENT	27,603.26
12/23/2014	155296	003130	CITY OF ESCANABA	UTILITIES - ACCT 1-06-1540-00	183.16
				UTILITIES - ACCT 1-06-1500-00	2,150.59
				DANFORTH TOWER ELECT- ACCT 1-06-1320-01	26.71
				ELECTRICAL SC-P ACCT- 1-06-1720-00	238.90
				SPRINKLER- SC - ACCT 1-06-0330-00	45.33
				ELECTRICITY - CH - ACCT 1-06-1080-00	4,257.21
				WATER-GARBAGE - ACCT 1-06-0550-00	190.29
					<u>7,092.19</u>
12/23/2014	155297	003140	CITY OF GLADSTONE	RESTITUTION - MICHEAU - 13-FH-8845	25.00
12/23/2014	155298	003323	CYCLE CITY	SPARK PLUGS FOR SNOWMOBILES	12.64
12/23/2014	155299	003329	CUPPAD REGIONAL COMMISSION	MEMBERSHIP DUES- 2015	9,000.00
12/23/2014	155300	004035	DALCO	HAND SOAP	130.14
12/23/2014	155301	004036	MEL DAVIS	REMON CORNERS	372.00
				REMON COMPLETION REPORT	1,175.00

4

Check Date	Check	Vendor	Vendor Name	Description	Amount
12/23/2014	155302	004141	DELL MARKETING L.P.	TONER CARTRDIGES PRINTER WIRELESS ADAPTER	132.98 419.98 74.98 <u>627.94</u>
12/23/2014	155303	004200	DELTA COUNTY CLERK	10% BOND - AKER 14-FH-8938 10% BOND - WERY - 14-FH-9010 10% BOND - BERNITT - 14-FH-8982 APPLY BOND TO FINES - 14-FH-8982 PAGE - APPLY BOND TO FINES & 10% -14-FH- BOND FORFEITED - JONES - 14-FH-8977	25.00 100.00 25.00 225.00 200.00 1,000.00 <u>1,575.00</u>
12/23/2014	155304	004210	DELTA COUNTY HISTORICAL SOCIETY	2014/15 APPROPRIATION	2,000.00
12/23/2014	155305	004225	DELTA COUNTY REGISTER OF DEEDS	REMON RECORDING AND COPIES REMON COPIES	554.00 90.00 <u>644.00</u>
12/23/2014	155306	004240	DELTA COUNTY SHERIFF DEPT.	CIVIL PROCESS - PAUL MICHAEL WILLIAMS	55.24
12/23/2014	155307	004270	DELTA COUNTY TREASURER	ADDRESS SERVICE REQUESTED-POSTAGE ADDRESS RETURN -POSTAGE 1 REDEMPTION L OLSON 30 REDEMPTION CERTS 11/16 -12/15/14	1.14 0.57 10.00 300.00 <u>311.71</u>
12/23/2014	155308	004310	DELTA-MENOMINEE HEALTH DEPT.	COURT-ORDERED TESTING (THOMAS LAVIGNE)	94.00
12/23/2014	155309	004418	DTE ENERGY	NAT'L GAS - ACCT 4576 021 0002 8 NAT'L GAS - ACCT: 4576 012 0002 7	7,754.48 188.96 <u>7,943.44</u>
12/23/2014	155310	005024	ELAINE BOYNE	DHS BOARD PER DIEM/MILEAGE-12/15/2014	5.60
12/23/2014	155311	005043	DEBI SPRINGSGUTH	DHS BOARD PER DIEM/MILEAGE- 12/15/2014	19.60
12/23/2014	155312	006022	FASTENAL COMPANY	TOOLS	75.29
12/23/2014	155313	006050	FIRST BANK	RESTITUTION - GUSTAFSON - 06-FH-7609 RESTITUTION - GUSTAFSON - 06-FH-7609	25.00 25.00 <u>50.00</u>
12/23/2014	155314	006057	FIRST LUTHERAN CHURCH	RESTITUTION - OLIVER - 99-FH-6468	30.00
12/23/2014	155315	006088	DAN FORRESTER	TRAVEL FOR 12/10/14	144.00
12/23/2014	155316	007011	GALLS, AN ARAMARK COMPANY	BADGE FOR DET. JOHNSON	154.63
12/23/2014	155317	007075	NAPA AUTO PARTS	BELTS COURT HOUSE BELTS SERVICE CENTER CREDIT - INVOICE PAID TWICE	345.43 319.96 (38.32) <u>627.07</u>
12/23/2014	155318	007130	ROBERT E. GOEBEL JR.	PHONE REIMB - DEC 2014	35.00
12/23/2014	155319	008027	HANNAHVILLE TRIBAL COURT	OUT OF COUNTY BOND-WANDAHSEGA, CORRINA	500.00
12/23/2014	155320	008124	MATT HUGHES	MILEAGE REIMB - 11/19/2014-12/18/2014	203.84
12/23/2014	155321	009020	I.C.I.E.	CIVIL JURY INSTRUCTIONS-2014 SUPPLEMENT	103.50
12/23/2014	155322	010110	JOHNSTON PRINTING & OFFSET	LETTERHEAD AND BUSINESS CARDS	325.00

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Check Date	Check	Vendor	Vendor Name	Description	Amount
12/23/2014	155323	011070	KOBAS ELECTRIC CO., INC.	PARKING LOT LIGHTS	250.59
12/23/2014	155324	011080	NANCY KOLICH	MILEAGE TO MARQUETTE TO ATTEND UP COUNTY	73.70
12/23/2014	155325	012071	WILLIAM LENCA	REMON PEER GROUP 12/12/14	70.00
12/23/2014	155326	013066	MARINETTE COUNTY CLERK OF COURTS	CERTIFIED RECORD RE: DONALD L. PIER	13.25
12/23/2014	155327	013079	MEIERS SIGNS	VINYL LETTERING TO PATROL CAR #3	410.00
12/23/2014	155328	013083	MARQUETTE COUNTY FRIEND OF COURT	OUT OF COUNTY BOND - THOMAS URMANSKI	500.00
12/23/2014	155329	013179	MENARDS	TOOLS	45.85
				TOOLS	55.82
					<u>101.67</u>
12/23/2014	155330	013184	MENOMINEE COUNTY DISTRICT COURT	OUT OF COUNTY BOND	300.00
12/23/2014	155331	013186	MEDICAL LABS OF MARQUETTE PC	WITNESS FEE FOR BATCHELOR PRELIMINARY EX	600.00
12/23/2014	155332	013435	MIDWEST CLAIMS SERVICE	RESTITUTION - GUSTAFSON - 06-FH-7610	25.00
				RESTITUTION - GUSTAFSON - 06-FH-7610	25.00
					<u>50.00</u>
12/23/2014	155333	013436	STEPHEN MIKUS	RESTITUTION - TEEPLE - 14-FH-8987	40.00
12/23/2014	155334	013906	MGT OF AMERICA INC	FY 2013 COURT COST ALLOCATION PLAN	4,000.00
12/23/2014	155335	014120	MARK WORM CONSTRUCTION	LABOR AND MATERIAL FOR FINGERPRINT STATI	160.00
12/23/2014	155336	014191	NORTHERN MICHIGAN UNIVERSITY	CORRECTIONS ACADEMY - JOHNATHON NORMAN	750.00
12/23/2014	155337	014200	NORTHERN MOTOR COMPANY	BLADE FOR RANGER FLOW	113.88
12/23/2014	155338	014210	NORTHERN PLUMBING & HEATING	TOOLS	101.48
				TOILET PARTS	1.89
					<u>103.37</u>
12/23/2014	155339	014266	NYE UNIFORM	DUTY JACKET - OSWALD	255.82
12/23/2014	155340	015025	OFFICE DEPOT	PENCIL LEAD	17.94
				BINDERS/HIGHLIGHTER/MOUSEPAD/LABELS/TAPE	53.69
				ADDING MACHINE PAPER	19.90
					<u>91.53</u>
12/23/2014	155341	015090	OSF MEDICAL GROUP OCC HEALTH	CPR CERTIFICATION	33.60
12/23/2014	155342	015098	CHARLES OSLUND	REMON PEER GROUP- 12/12/14	78.40
12/23/2014	155343	016032	P & M INSPECTIONS, INC.	PAYPERIOD 12-1-2014 THROUGH 12-12-2014	2,064.00
12/23/2014	155344	016040	P.R.O. LAWN & LANDSCAPE	SNOW REMOVALCOURT HOUSE	315.00
				SNOW REMOVAL COURT HOUSE - NOV 2014	360.00
				SNOW REMOVAL COURT HOUSE- NOV 2014	210.00
					<u>885.00</u>
12/23/2014	155345	016068	CHRISTINE C. PEPIN	COFFEE POT FOR OFFICE	19.99
12/23/2014	155346	016088	PIT STOP QUICK LUBE	OIL CHANGE	55.00
				OIL CHANGE	46.00
					<u>101.00</u>
12/23/2014	155347	017010	QUILL CORPORATION	SHARPIES AND WALL CALENDER	32.98
				OFFICE SUPPLIES	96.84
					<u>129.82</u>
12/23/2014	155348	018067	REAL ESTATE TRF. TAX, DEPT. 77627	RE TRANSFER 11/1 - 11/30/14	40,586.25
12/23/2014	155349	018078	RECONYX, INC	CAMERA REPAIR	71.06
12/23/2014	155350	019010	ST. FRANCIS HOSPITAL	AUTOPSY LABS- BABBITT, CARL	418.95

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Check Date	Check	Vendor	Vendor Name	Description	Amount
12/23/2014	155351	019166	GERALD A SMITH	DHS BOARD PER DIEM/MILEAGE-12/15/2014	11.20
12/23/2014	155352	019187	SO'S CUSTOM TAILOR & DRY CLEANING	TAPER SHIRTS AND SHORTENED HEM ON PANTS	28.00
12/23/2014	155353	019196	STANDARD ELECTRIC COMPANY	TOILET REBUILD KITS HOLE SAW BOARD ROOM COMPUTER PROJECT	49.23 30.62 <u>79.85</u>
12/23/2014	155354	019201	STATE OF MICH, ST. EDUCATION TAX	SET & TLR TAX 12/1 - 12/15/14	668.00
12/23/2014	155355	019228	STATE OF MICHIGAN	RESTITUTION - GAGNE - 12-FH-8594	50.00
12/23/2014	155356	019239	STATE OF MICHIGAN	NOTARY FEES GOING TO OFFICE OF THE GREAT	10.00
12/23/2014	155357	019385	SUNLIFE FINANCIAL	LIFE INSURANCE-JAN 2015	767.94
12/23/2014	155358	019391	SWILAND PAINT STORE	BLINDS	661.50
12/23/2014	155359	019395	SUPERIORLAND ELECTRONICS	ANNUAL FEE - FIRE ALARM MONITORING 6/201	230.00
12/23/2014	155360	020045	TELNET WORLDWIDE INC	PHONE - ACCT: CORP-005103 PHONE - ACCT: CORP-00861	162.37 895.99 <u>1,058.36</u>
12/23/2014	155361	020114	TRAVELERS INSURANCE	RESTITUTION - CLAIM EHS69998 - DUNCAN / RESTITUTION - CLAIM EHS69998 - DUNCAN / RESTITUTION - CLAIM EHS69998 - DUNCAN /	35.00 35.00 35.00 <u>105.00</u>
12/23/2014	155362	021043	UPCAP SERVICES	SHOVELING - NOV 2014	11.00
12/23/2014	155363	021048	U.P.S.E.T.	RESTITUTION - GARTLAND - 13-FH-8804	15.00
12/23/2014	155364	021071	U.P. STATE BANK	2 MONTHS CAR PYMT - JASON VANTASSELL	957.52
12/23/2014	155365	022025	VERIZON WIRELESS	PHONE - ACCT: 482996167-00001 PHONE - ACCT 583044249-00001	101.93 869.69 <u>971.62</u>
12/23/2014	155366	023140	WRIGHT EXPRESS FINANCIAL SERVICES	CC BILL - ACCT 5567 3400 0301 8078	1,849.15
12/23/2014	155367	084203	GEORGE CRELLER	RESTITUTION - SUNDBY - 13-FH-8783	40.00
12/23/2014	155368	084861	VANDERMISSEN & SON	RESTITUTION - GRAVES - 12-FH-8675	20.00
12/23/2014	155369	085015	TIMOTHY KOBASIC	RESTITUTION - ARBOUR - 11-FH-8519	150.00
12/23/2014	155370	085463	RAYMOND & SHIRLEY FONTAINE	RESTITUTION - FONTAINE - 12-FH-8582	50.00
12/23/2014	155371	085488	CHRIS GILL	RESTITUTION - SEYMOUR - 09-FH-8181	10.00
12/23/2014	155372	085524	MARY DANI	RESTITUTION - JOHNSON - 13-FC-8758 RESTITUTION - JOHNSON - 13-FH-8758 RESTITUTION - JOHNSON - 13-FC-8758	400.00 400.00 400.00 <u>1,200.00</u>
12/23/2014	155373	085538	NETWORK SYSTEMS PLUS	RESTITUTION - THERRIEN - 11-FH-8491	50.00
12/23/2014	155374	CLERK MISC	BRITTANY WERY	RETURN BALANCE OF BOND- WERY -14-FH-9010	900.00
12/23/2014	155375	DLQ TAX	SANJA T ROBERTS	OVERPAYMENT 012-170-051-00	339.23
12/23/2014	155376	DLQ TAX	ADVANCE AUTO PARTS	DLQ TAX REFUND	2,591.52
12/23/2014	155377	PROS MISC	NATALIE GAFNER	WITNESS FEE	6.00
12/23/2014	155378	PROS MISC	MELISSA PATTEN	WITNESS FEE	15.00
12/23/2014	155379	PROS MISC	PENELOPE KLINGSHIRN	WITNESS FEE	13.40
12/23/2014	155380	PROS MISC	MATTHEW JACOSSE	WITNESS FEE	14.00
12/23/2014	155381	PROS MISC	MICHAEL SUNDLING, JR.	WITNESS FEE	6.00
12/23/2014	155382	PROS MISC	DAKOTA SWISHER	WITNESS FEE	15.00
12/23/2014	155383	PROS MISC	MARY DANI	WITNESS FEE	15.00
12/23/2014	155384	PROS MISC	ELIZABETH DEBACKER	WITNESS FEE	13.50
12/23/2014	155385	PROS MISC	ISAIAH LEDFORD	WITNESS FEE	7.50
12/23/2014	155386	TREAS MISC	ADVANCE AUTO PARTS	2013 INTEREST DUE ON TAX REFUND PER MICH	6.00 76.73

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Check Date	Check	Vendor	Vendor Name	Description	Amount
FIRST TOTALS:					
Total of 105 Checks:					138,248.74
Less 0 Void Checks:					0.00
Total of 105 Disbursements:					<u>138,248.74</u>

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Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
12/30/2014	155387	002142	BERGMAN LAW OFFICE PC	PROBATE ATTORNEY FEES - DECEMBER 2014 CIRCUIT ATTORNEY FEES - DECEMBER 2014 CIRCUIT ATTORNEY FEES - DECEMBER (JACK)	1,742.74 1,583.33 1,583.33 <u>4,909.40</u>
12/30/2014	155388	002151	ROBERT A. BERBOHM	EMERG MGMT SERVICES - DEC 2014	4,408.33
12/30/2014	155389	003014	TIMOTHY F. CAIN	PROBATE ATTORNEY FEES - DECEMBER 2014 CIRCUIT ATTORNEY FEES-DECEMBER 2014	1,742.74 1,583.33 <u>3,326.07</u>
12/30/2014	155390	003061	CARQUEST AUTO PARTS	BELTS, BOILER, SEALED BEAM,	24.05
12/30/2014	155391	003267	BRANDON COUVILLION	MILEAGE/BRIDGE REIMB- 12/3/14	472.80
12/30/2014	155392	004075	DEGRAND, REARDON & HALL P.C.	CIRCUIT ATTY FEES-DECEMBER (PARMET) 2014	1,583.33
12/30/2014	155393	004418	DTE ENERGY	NAT'L GAS - ACCT 4576 043 0010 5	122.53
12/30/2014	155394	004805	ECONOMOPOULOS LAW FIRM PC	DISTRICT ATTORNEY FEES - DECEMBER, 2014 PROBATE ATTORNEY FEES - DECEMBER 2014	2,083.33 1,742.74 <u>3,826.07</u>
12/30/2014	155395	006121	FRIENDS OFFICE PRODUCTS	OFFICE SUPPLIES	164.98
12/30/2014	155396	011070	KOBAS ELECTRIC CO., INC.	TWIST LOCK, LU400 LAMPS, PHOTO EYE BASE	47.40
12/30/2014	155397	012060	DONALD F. LEMIRE	DISTRICT ATTORNEY FEES - DECEMBER 2014	2,083.33
12/30/2014	155398	012131	PERRY LUND	PHONE REIMB - DEC 2014	35.00
12/30/2014	155399	013175	ANNE B. MCNAMARA	COURT APPTED REFEREE - DEC 2014	2,000.00
12/30/2014	155400	013179	MENARDS	HANGER MAINTENANCE	107.46
12/30/2014	155401	018077	UPPER MICHIGAN LAW	DISTRICT ATTORNEY FEES - DECEMBER 2014	2,083.33
12/30/2014	155402	018211	ROY NESS CONTRACTING & SALES INC	RBR PAY APP #3 - PASSENGER BOARDING PROJ	186,807.00
12/30/2014	155403	019021	STAPLES	OFFICE SUPPLIES- ACCT 6011 1000 4030 441	90.95
12/30/2014	155404	019106	SHADOW SOFT	ZIMBRA NETWORK AND SUPPORT	1,194.50
12/30/2014	155405	019176	JAMES SODERBERG	CIRCUIT ATTORNEY FEES-DECEMBER 2014	1,583.33
12/30/2014	155406	019375	STROPICH OIL COMPANY	DIESEL 445 X 2.80 WINTER BLEND	1,246.00
12/30/2014	155407	021050	U.P. MARKETING CONSULTANTS	MARKETING SERVICES- DEC 2014	450.00
12/30/2014	155408	021070	U.P. POWER CO.	UTILITIES 0420193263-00001	24.43
12/30/2014	155409	023076	TAMMY WETHUHN	PHONE REIMB - DEC 2014	35.00
12/30/2014	155410	084072	LUKE HAMLIN	PHONE REIMB - DEC 2014	35.00
12/30/2014	155411	DLQ TAX	WICKLUND JASON B & CINDY M	DLQ TAX REFUND	1,559.22
12/30/2014	155412	DLQ TAX	SMITH BEVERLY (LARSON)	DLQ TAX REFUND DLQ TAX REFUND	349.14 719.50 <u>1,068.64</u>
12/30/2014	155413	DLQ TAX	DELTA COUNTY TREASURER	TO BE APPLIED TO 2013 DELQ TAX	808.96
12/30/2014	155414	TAX REFUND	SMITH (LARSON) BEVERLY	2011 PRE refund	323.77
12/30/2014	155415	TAX REFUND	VANENKEVORT PETER J & TRACY	2011 Pre Reinstatement 2012 Pre Reinstatement	848.06 870.95 <u>1,719.01</u>
12/30/2014	155416	TAX REFUND	CRYDERMAN RANDELL	2013 summer tax value change 2013 Taxable Value change Winter	36.34 97.10 <u>133.44</u>
12/30/2014	155417	TAX REFUND	FARLEY FREDA	Refund Village Taxes 2014 July BOR VA Ex	104.10

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Check Date	Check	Vendor	Vendor Name	Description	Amount
12/30/2014	155418	TAX REFUND	SAXON DAVID A & LOIS	Refund of Village taxes VA Exempt 2013 S	117.78
12/30/2014	155419	TAX REFUND	GOLLAKNER MARY R	Refund of Village tax July BOR VA Exempt	172.39
12/30/2014	155420	TAX REFUND	GLENN EDWIN F III	Refund Village taxes VA Exemption July BOR	269.58
12/30/2014	155421	TAX REFUND	STOKEN NICHOLAS J & GERALDINE	Refund village taxes VA Exempt July 14 B	93.80

FIRST TOTALS:

Total of 35 Checks: 223,030.98
 Less 0 Void Checks: 0.00
 Total of 35 Disbursements: 223,030.98

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Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
12/12/2014	155256	002349	BURNHAM & FLOWER OF MICHIGAN	TAX BONDS	3,136.00
12/16/2014	155257	CIRCT MISC	BARBARA KOSSOW	MILEAGE \$20.80; PER DIEM \$65.00	85.80
12/16/2014	155258	CIRCT MISC	LINDA BRITTON	MILEAGE \$14.04; PER DIEM \$12.50	26.54
12/16/2014	155259	CIRCT MISC	MARSHALL IRANETA	MILEAGE \$22.88; PER DIEM \$65.00	87.88
12/16/2014	155260	CIRCT MISC	TRACY GILBERT	MILEAGE \$17.68; PER DIEM \$12.50	30.18
12/16/2014	155261	CIRCT MISC	JENNIFER BOURDEAU	MILEAGE \$4.16; PER DIEM \$65.00	69.16
12/16/2014	155262	CIRCT MISC	BLAKE COWEN	MILEAGE \$2.60; PER DIEM \$65.00	67.60
12/16/2014	155263	CIRCT MISC	KEVIN ROBITAILLE	MILEAGE \$2.60; PER DIEM \$65.00	67.60
12/16/2014	155264	CIRCT MISC	MARCIA JACQUES	MILEAGE \$6.76; PER DIEM \$12.50	19.26
12/16/2014	155265	CIRCT MISC	JILL ZENO	MILEAGE \$5.20; PER DIEM \$12.50	17.70
12/16/2014	155266	CIRCT MISC	ABRAHAM CAMPBELL	MILEAGE \$5.20; PER DIEM \$12.50	17.70
12/16/2014	155267	CIRCT MISC	WAYNE CARON	MILEAGE \$4.16; PER DIEM \$12.50	16.66
12/16/2014	155268	CIRCT MISC	CAROLYN RANTHUM	MILEAGE \$10.40; PER DIEM \$65.00	75.40
12/16/2014	155269	CIRCT MISC	LYNN HARTMAN	MILEAGE \$2.66; PER DIEM \$12.50	12.76
12/16/2014	155270	CIRCT MISC	ANTHONY LARSON	MILEAGE \$5.20; PER DIEM \$65.00	70.20
12/16/2014	155271	CIRCT MISC	JENNIFER MARTIN	MILEAGE \$8.84; PER DIEM \$12.50	21.34
12/16/2014	155272	CIRCT MISC	KAREN BRANSTROM	MILEAGE \$6.50; PER DIEM \$12.50	19.00
12/16/2014	155273	CIRCT MISC	JAY JURKOVICH	MILEAGE \$13.00; PER DIEM \$12.50	25.50
12/16/2014	155274	CIRCT MISC	SCOTT MOSIER	MILEAGE \$8.32; PER DIEM \$65.00	73.32
12/16/2014	155275	CIRCT MISC	BOB DOLLINS	MILEAGE \$10.40; PER DIEM \$65.00	75.40
12/16/2014	155276	CIRCT MISC	PENNY KANE	MILEAGE \$10.40; PER DIEM \$65.00	75.40
12/16/2014	155277	CIRCT MISC	TAMMY BARTKE	MILEAGE \$7.78; PER DIEM \$12.50	13.28
12/16/2014	155278	CIRCT MISC	DARBI LACASSE	MILEAGE \$3.64; PER DIEM \$12.50	16.14
12/16/2014	155279	CIRCT MISC	LESLIE WILSON	MILEAGE \$10.40; PER DIEM \$65.00	75.40
12/16/2014	155280	CIRCT MISC	CLIFFORD BARRON	MILEAGE \$5.20; PER DIEM \$12.50	17.70
12/16/2014	155281	CIRCT MISC	REYNA ROSE	MILEAGE \$17.16; PER DIEM \$65.00	82.16

FIRST TOTALS:

Total of 26 Checks:

Less 0 Void Checks:

Total of 26 Disbursements:

4,295.08

0.00

4,295.08

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DELTA COUNTY TRAVEL EXPENSE VOUCHER

Vendor Number: 5020
 Department _____
 Charged: _____
 Employee: Thomas E. Ely
 Address: _____

Line Item: _____
 Date: 12/22/17
 Period Covered:
 From 9/2 to 12/19

Date	\$20.00 0-3 hrs.	\$35.00 3-6 hrs.	\$50.00 over 6 hrs.	Meeting	Meals Other	Comments	Mileage	Mileage \$	Meeting \$
9/2	X			Finance Mtg		EX 14	30		20.00
9/3	X			County Bd			30		20.00
9/12	X			Eda Mtg			30		20.00
9/16		X		uppr mtg		EX 15	45		35.00
9/17		X		"			45		35.00
9/21	X			County Bd			30		20.00
9/28				Signed Appeal for Sheriff			30		
1/6	X			mtg works					20.00
1/7	X			Eda			30		20.00
2/2	X			County Bd			30		20.00
2/3		X		Cupped at Lodge			50		35.00
2/4	X			mtg of whole			30		20.00
2/8	X			mtg works			30		20.00
2/19	X			mtg of wife			30		20.00
2/16	X			911 mtg			30		20.00
2/16	X			County Bd			30		20.00
2/17		X		mtg work	Her...		30		35.00
2/17	X			Health Bd.			30		20.00
2/19	X			uppr			30		20.00
	60						90	50.40	

I hereby certify that all items of expense included in this statement were incurred in the discharge of authorized official business, that the amounts are correct, and that they represent proper charges against the County.

NATURE OF BUSINESS: _____
 SIGNED: Thomas E. Ely
 APPROVED: _____

Phone 101-101-850.000 10.00
 TOTAL PER DIEM: 60.00
 101-101-710.000
 TOTAL MILEAGE: 50.40
 101-101-860.001
 GRAND TOTAL: 120.40

APR 60.40

WHITE: CLERK CANARY: PAYROLL DEPT. PINK: COMMISSIONER

COUNTY OF DELTA
OFFICE OF COUNTY SURVEYOR

B2

Mel Davis
329 S. 18th St.
Escanaba, Mi. 49829
Reg. Land Surveyor
No. 16926

Phone (906) 786-2101
mdavisdeltacountysurveyor@yahoo.com

26 December 2014

To: Delta County Board of Commissioners
310 Ludington St.
Escanaba, Michigan 49829

RE: Delta County 2014 completion report

Dear Commission members,

Delta County contracted for the monumentation of 167 physical survey corners for the grant year 2014. These corners were completed as scheduled.

Portions of this years program encompassed the Michigan State Fayette Park area. The contracting surveyor was advised by the "Park" manager that if any earth excavation was required to reveal the presence of a survey monument an approved Archeologist would need to be present. If none was present then any activity on "Park" property would be denied. Upon be advised by the contracting surveyor of the problem I contacted, in April by U.S. mail, the "Park manager advising him that any earth excavation would be very minimal and requested him to provide me with any laws requiring the presences of an Archeologist. (cc: OLSR). As of 01-Nov-14 I had not received any direction from either the "Park" manager or O.L.S.R. I then accompanied the contracting surveyor to the "Park" area, completing the monumentation of corners in the "Park" area without incident and without anyone's knowledge that we were on site.

The 2014 completion report and the 2015 grant application have been completed and submitted to the Office of Land Survey & Remonumentation. Delta County will have \$117,468.00 in funding available for the grant year 2015. I expect to contract for the monumentation of 155 survey corners in 2015. Delta County has 1141 original survey corners left to be recovered and/or remonumented to complete it's monumentation plan. However the recent amendment to the Remonumentation act has made eligible another 988 corners for inclusion into the County program, so at our present funding rate the completion of the program is somewhere in then distant future.

Respectfully submitted,



Mel Davis

County surveyor/representative

B3

2015 CONTRACT

DELTA COUNTY REMONUMENTATION PLAN

Contract No. - **1-2015**

Contractor: **Davis/Wanic – Land Surveyors P.C.**

DELTA COUNTY REMONUMENTATION CONTRACT

2015 REMONUMENTATION CONTRACT

THIS CONTRACT MADE THIS _____ DAY OF _____ 2015 BY AND BETWEEN:

DELTA COUNTY
310 LUDINGTON STREET
ESCANABA, MICHIGAN 49829 – PARTY OF THE FIRST PART

AND

DAVIS/WANIC-LAND SURVEYORS P.C.
1410 LUDINGTON STREET
ESCANABA, MICHIGAN 49829 – PARTY OF THE SECOND PART (contracting surveyor)

SUBJECT TO THE TERMS AND CONDITIONS CONTAINED HEREIN AND THE DELTA COUNTY REMONUMENTATION PLAN AS APPROVED ON 10/28/92 BY THE STATE OF MICHIGAN REMONUMENTATION COMMISSION.

APPROVED FOR THE COUNTY OF DELTA

– Chairman, Board of Commissioners

Nora Viau – Delta County Grant Administrator

APPROVED FOR DAVIS/WANIC-LAND SURVEYORS



Terence S. Wanic - President

–

PURPOSE AND INTENT 2015 REMONUMENTATION CONTRACT

DELTA COUNTY REMONUMENTATION PLAN-STANDARDIZED CONTACT. THE INTENT OF THIS CONTRACT IS TO OBTAIN THE SURVEYING SERVICES LISTED IN THE SCHEDULE OF ITEMS AND IN ACCORDANCE WITH THE SPECIFICATIONS AND EXHIBITS CONTAINED IN THE "DELTA COUNTY REMONUMENTATION PLAN" AND THIS CONTRACT DOCUMENT. THE CONTRACTOR SHALL FURNISH ALL LABOR, MATERIALS (EXCEPT "COUNTY" FURNISHED MATERIALS), TRANSPORTATION, EQUIPMENT, TOOLS, OPERATING SUPPLIES, AND INCIDENTALS REQUIRED TO COMPLETE THE WORK SPECIFIED. ALL WORK SHALL BE PERFORMED BY, OR UNDER THE DIRECT SUPERVISION OF A PERSON LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF MICHIGAN.

TO THE EXTENT THAT LIABILITIES, OBLIGATIONS, DAMAGES, CLAIMS COST, CHARGES AND EXPENSES ARE CAUSED BY ANY NEGLIGENT ACT, ERROR OR OMISSIONS OF THE CONTRACTING SURVEYOR (OR ANYONE DIRECTLY OR INDIRECTLY EMPLOYED BY IT) ARISING FROM SERVICES RENDERED BY THE CONTRACTING SURVEYOR, THE CONTRACTING SURVEYOR AGREES TO HOLD HARMLESS AND INDEMNIFY DELTA COUNTY (AND ITS' AGENTS AND EMPLOYEES) FROM AND AGAINST SAID LIABILITIES, OBLIGATIONS, DAMAGES, CLAIMS, COST, CHARGES, AND EXPENSES IMPOSED UPON THE CONTRACTING SURVEYOR.

COMPLETION DATE FOR ALL ASPECTS OF THIS CONTRACT IS **DECEMBER 10, 2015.**

**DELTA COUNTY
SURVEY & REMONUMENTATION CONTRACT
GRANT YEAR 2015**

WORK TO BE ACCOMPLISHED -

AREA 1 - T43N R21W – CORNER MONUMENTATION

A- Corners with acceptable monuments in place, as indicated by public record. Identified by state corner code.

[I - 07, 08, 09, 10, 11, 12, 13] [J - 01, 03, 05, 07, 09, 11, 13] [K - 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, 13]
[L - 01, 03, 05, 07, 09, 11, 13]

34 corners @ \$ 690/corner Total Cost \$ 23,460.00.

AREA 2 – T41N R19W – CORNER MONUMENTATION

A.- Establish "GPS" positions on the following corners – Identified by state corner code

[B - 03, 05, 07, 09, 11] [C - 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12] [D - 03, 05, 07, 09, 11] [E - 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12] [F - 03, 05, 07, 09, 11] [G - 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12] [H - 03, 05, 07, 09, 11] [I - 07, 08, 09, 10] [J - 03, 05, 07, 09] [MC H/I-13(1)] [MC H/I-11(2)] [MC I-10/11(3)] [MC J/K-11(4)]

65 corners @ \$ 345/corner Total Cost \$22,425.00

AREA 3 - T39N R18W – CORNER MONUMENTATION

A.- Corners requiring monumentation to County specifications – Identified by state corner code.

[MC K-8/9(2)] [MC C/D-1(3)] [MC K-8/9(5)] [MC K-7/8(7)] [MC I-8/9(8)] [MC G-9/10(9)] [MC C-5/6(13)] [MC B/C-5(14)]
[MC A/B-3(15)] [MC C-1/2(16)] [MC G-11/12(17)] [MC I/J-9(18)] [MC J/K-9(19)]
[I-06] [J-09] [K-02]

16 corners @ \$ 790/corner Total Cost \$ 12,640.00.

B.- Corners with acceptable monuments in place, as indicated by public record. Identified by state corner code.

[MC A-5/6(4)] [MC G/H-9(10)] [MC F/G-11(11)] [MC G-11/12(12)] [C-11] [D-11] [E-09, 10, 11, 12] [F-09, 11] [G-09] [H-01, 03]
[I - 01, 04] [K-01, 03] [L-01] [M-01, 03, 07]

23 corners @ \$ 690/corner Total Cost \$ 15,870.00.

AREA 4 - T39N R19W – CORNER MONUMENTATION

A.- Corners requiring monumentation to County specifications – Identified by state corner code.

[MC J/K-5(3)] [MC I-4/5(4)] [MC H/I-5(5)] [MC I-5/6(6)] [MC I-6/7(7)] [MC G/H-7(8)] [MC I-7/8(9)]
[MC I/J-9(10)] [MC I-9/10(11)] [MC H/I-9(12)] [MC H/I-9(13)] [MC G/H-11(14)]
[I - 05] [J - 05]

14 corners @ \$ 790/corner Total Cost \$ 11,060.00.

B.- Corners with acceptable monuments in place, as indicated by public record. Identified by state corner code.

[MC G-12/13(15)] [I - 10, 11]

3 corners @ \$ 690/corner Total Cost \$ 2,070.00

Total cost for this contract - \$ 87,525.00 .

DELTA COUNTY SURVEY & REMONUMENTATION CONTRACT GRANT YEAR 2015

DEFINITIONS:

CORNER MONUMENTATION

Corner monumentation is inclusive of the following requirements.

- (a) Corner site investigation for original evidence and/or subsequent monumentation.
- (b) Establishment of a minimum of 4 witness to the corner monument, natural and/or artificial and the placement of a metal witness post. (witness post maybe used as a 4th witness in the absence of natural witnesses)
- (c) Bearing trees will be marked with a blaze and scribed "BT" at the crown of the stump, BT tags will be attached at approximately head height at the front and back of all BT's and a measuring nail w/a Delta County witness tag attached will be placed at the center of the BT as near level to the monument as conditions allow.
- (d) Enter all field generated data in a bound field book (County furnished)
- (e) Establishment of "GPS" position for each corner position monumented utilizing the Delta County coordinate system (RTK or static measurements are acceptable).
- (f) Furnish Delta County with a points list for each "GPS" position established which will include point number, point identification code and a northing, easting and elevation value for each point.
- (g) Furnish Delta County with a township map (18" x 24" required) delineating bearing and distance between monumented corners. The map will also show a "GPS" point number for each corner monumented.
- (h) Prepare a Land Corner Record Certificate (LCRC) for each corner monumented.
- (i) Present, for approval and/or discussion, the LCRC's to the Delta County Peer review committee.
- (j) After peer approval of the corner monumentation, record the LCRC's with the Delta County register of Deeds.
- (k) Should extenuating circumstance occur preventing the implementation of the above requirements, approval from the County Surveyor is required for any deviation from the same.

COUNTY FURNISHED MATERIAL

- 1.- Bound field books.
- 2.- Bearing tree identification tags
- 3.- Metal witness post with survey monument tag.
- 4.- Delta County witness tags
- 5.- Bernstein aluminum survey monuments (31/4" caps fit a 5/8" rebar)
- 6.- 2" aluminum Delta County witness point caps, fits 5/8" rebar
- 7.- Monument boxes.
- 8.- Corner records research material.
- 9.- "GPS" control monuments list with horizontal and vertical control values.

2950 College Ave.
Escanaba, MI 49829
Phone: 906.789.0558
Fax: 906.789.9952
1.800.562.4808

B4

Ms. Nora Viau
County of Delta
310 Ludington Street
Escanaba, MI 49829

Dear Ms. Viau,

This letter is in regards to the lease agreement between County of Delta and Six County Employment Alliance for the leased property located at 2950 College Avenue in Escanaba, MI 49829.

Per the lease agreement, "The Lessee shall not assign nor sublet this lease or any part of the premises without the prior written consent of the Lessor which shall not be unreasonably withheld."

We are requesting Delta County's consent to sub-lease to the State of Michigan to provide a workspace for a Veteran Representative within our service center to offer services to local Veterans and to one of our partners, Central Upper Peninsula Planning and Development (CUPPAD), to provide workspace for their staff to allow collaboration and shared resources in providing a comprehensive approach to addressing local planning issues and projects.

Should you have any questions, please contact Amy Fleury at (906) 789-0558 x 246 or afleury@jobforce.org.

Thank you for your consideration.

Sincerely,


Orrin E. Bailey, CEO

PHILIP L. STROM
Chief Assistant Prosecutor

MICHAEL W. DOBY
Assistant Prosecutor

JEANA LACARTE
Legal Assistant

Steven C. Parks
PROSECUTING ATTORNEY

COUNTY OF DELTA
Suite 237 • Second Floor
310 Ludington Street
Escanaba, Michigan 49829
Phone (906) 789-5115 • Fax (906) 789-5149
Subpoena Line (906) 789-5185

CHRISTINE PEPIN
Office Manager

KAREN ALVORD
Victim Witness Coordinator

DIANNE GARTLAND
Intake Clerk



B5

December 15, 2014

Ms. Nora Viau, Administrator
310 Ludington Street
Escanaba, MI 49829

Chairman Tom Elegeert
5698 25th Road
Gladstone, MI 49837

Commissioner Mary Harrington
4968 M35
Escanaba, MI 49829

Commissioner David Rivard
4969 S. Pedersen 17.75
Escanaba, MI 49829

Commissioner Ann Miller

Gladstone, MI 49837

Commissioner David Moyle
1501 1st Avenue South
Escanaba, MI 49829

RE: Assistant Attorney wages for 2015

Dear Ms. Viau and Commissioners:

I am honored to accept the appointment as Chief Prosecutor for Delta County, effective 12:01 p.m., January 1, 2015, consistent with the appointment document signed by the Honorable Stephen T. Davis on 12/08/2014.

Our office has been preparing for the 2015 changes as best as possible. With the election of Steven Parks as the next 94th District Court judge, we have been screening Mr. Parks out of recent cases so as to avoid future conflicts and allow for a smooth transition for the District Court. This practice has created an increased workload on both myself and Michael Doby, Assistant Prosecuting Attorney (APA).

I am excited to announce that we will be hiring Jessica E. Pelto to fill the seat of Chief Assistant Prosecuting Attorney (CAPA) which will become vacant with my appointment. As you know, Ms. Pelto has been a loyal and hardworking county employee with our Friend of the Court.

With these changes for 2015, I feel it is important to make a minor adjustment to the wage distribution for our assistant attorneys. This adjustment will not be seeking any new money. Currently, the salary for CAPA is \$58,000 and the APA salary is \$50,000. It would be appropriate to adjust the salary for CAPA to \$56,000 and the APA to \$52,000 to account for the experience levels for the employees who will be employed in the positions (Jessica Pelto, CAPA,

and Michael Doby, APA). It will be my understanding that this minor adjustment will take effect immediately for 2015. Please contact me with any questions.

Best Regards,

A handwritten signature in black ink, appearing to read "P.L. Strom". The signature is stylized and includes a large, sweeping flourish at the end.

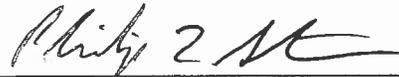
Philip L. Strom
Prosecuting Official

cc: Michael W. Doby
Jessica E. Pelto

**DESIGNATION OF CHIEF ASSISTANT
PROSECUTING ATTORNEY**

Pursuant to MCL 49.32, I hereby designate Jessica E. Pelto as the chief assistant prosecuting attorney, who shall, in case of my absence, disability or sickness, discharge and perform all the functions and duties of the office of the prosecuting attorney. This appointment shall be effective January 1, 2015 @ 12:01 p.m.

Date: 12-15-14



Philip L. Strom
Prosecuting Official

State of Michigan



B6

THE FORTY-SEVENTH JUDICIAL CIRCUIT
DELTA COUNTY

CHIEF JUDGE
STEPHEN T. DAVIS

310 Ludington Street, Suite 159
ESCANABA, MICHIGAN 49829
Phone: 906-789-5103
Fax: 906-789-5104

BRENDA J. LACOUNT
COURT ADMINISTRATOR - CEO 7745

FAMILY DIVISION
PRESIDING JUDGE
ROBERT E. GOEBEL, JR.

email: circuit@deltacountymi.org

RENEE F. ALEXANDRONI
OFFICIAL COURT REPORTER - CSR/CER 3128

December 29, 2014

Delta County Board Members
310 Ludington St.
Escanaba, MI 49829

RE: Interim Friend of the Court/Friend of the Court Attorney

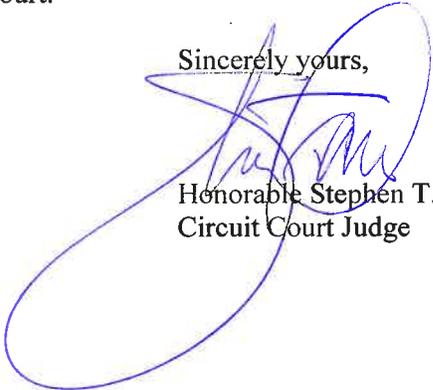
Dear Board Members:

This is to advise that Jessica E. Pelto, Friend of the Court Attorney, has left her position to join the Delta County Prosecutor's Office as the Chief Assistant, effective January 1, 2015. I have also received a resignation of Jean-Paul Rudell as the Friend of the Court, effective January 1, 2015.

Pursuant to law, I am appointing Attorney James E. Soderberg to act as Interim Friend of the Court, starting as of January 1, 2015. With nearly three decades of legal experience, Mr. Soderberg will receive the same compensation presently in place for Mr. Rudell. At such time as a permanent Friend of the Court takes office, Mr. Soderberg will then become the Friend of the Court Attorney and will be paid at the same rate as Ms. Pelto is presently paid.

By way of information, Attorney Victoria A. Radke has agreed to become the Friend of the Court and will be appointed by me when she has completed the wrap up of her private practice, expected to occur no later than April 1, 2015. At that time and considering her considerable experience and prior employment in that office, Ms. Radke will be paid at the same rate as the present Friend of the Court.

Sincerely yours,


Honorable Stephen T. Davis
Circuit Court Judge

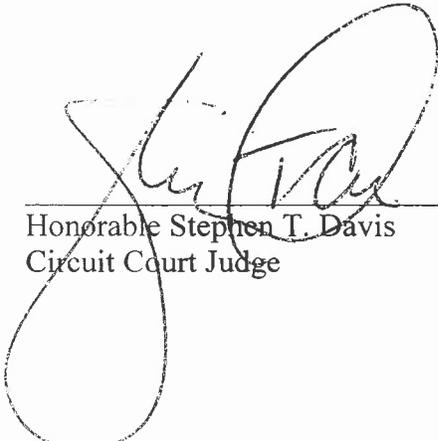
STD/rfa

STATE OF MICHIGAN
47TH JUDICIAL CIRCUIT COURT FOR THE COUNTY OF DELTA

APPOINTMENT:
INTERIM FRIEND OF THE COURT

Pursuant to MCL 552.23(2), as Chief Judge of the Circuit Court, I hereby appoint James E. Soderberg as the Interim Friend of the Court, effective January 1, 2015.

Date: December 29, 2014



Honorable Stephen T. Davis
Circuit Court Judge

COUNTY OF DELTA

NANCY J. KOLICH
COUNTY CLERK AND REGISTER OF DEEDS
310 LUDINGTON ST.
ESCANABA, MICHIGAN 49829



B8

HOPE I. RUDDEN
CHIEF DEPUTY CLERK

SUSANNE DUBORD
DEPUTY CLERK

PHONE: (906) 789-5105
FAX: (906) 789-5196

WEBSITE:
www.deltacountymi.org
dclerk@charterinternet.com

2015 DELTA COUNTY BOARD OF COMMISSIONERS MEETINGS

5:15 p.m. in the Board Room at the Service Center 2820 College Avenue
First and Third Tuesday of the Month

January 6 (Re-organizational)	July 7
January 20	July 21
February 3	August 4
February 17	August 18
March 3	September 1
March 17	September 15
April 7	October 6
April 14 (Statutory)	October 13 (Statutory)
April 21	October 20
May 5	November 3
May 19	November 17
June 2	December 1
June 16	December 15

The County of Delta will provide reasonable auxiliary aids and services for the hearing impaired and to individuals with disabilities at the meeting/hearing upon reasonable notice to the County of Delta. Individuals with disabilities requiring services should contact the County of Delta ADA Coordinator by writing or calling the following:

Dan Menacher, Delta County ADA Coordinator
310 Ludington Street
Escanaba, Michigan 49829
(906) 789-5189

Proposed Minutes of the Board meetings will be available upon request within 8 business days of the date of the meeting with Approved Minutes available within 5 business days of the date of approval at the County Clerks Office, 310 Ludington Street Escanaba, Michigan 49829 (906) 789-5105. Board minutes and agendas are available online at www.deltacountymi.org Contact the clerk's office to be added to the County Board minutes e-mail list.

Nancy J. Kolich
Delta County Clerk

STATE OF MICHIGAN
DEPARTMENT OF ATTORNEY GENERAL



BILL SCHUETTE
ATTORNEY GENERAL

December 22, 2014

P.O. Box 30754
LANSING, MICHIGAN 48909

89
Received
12/29/14
JHE

Honorable Rick Snyder
Governor, State of Michigan
The George Romney Building
Lansing, MI 48909

Attn: Mike Gadola
Legal Counsel to the Governor

Re: **Intergovernmental Agreement to establish the UP Next Michigan Development Corporation, a/k/a the "Superior Trade Zone"**

Dear Governor Snyder:

You have requested our review of the proposed intergovernmental agreement (Agreement) entered into by Marquette and Delta Counties, together with 14 cities and townships, to create the UP Next Michigan Development Corporation, also known as the "Superior Trade Zone." The Agreement allows the addition of other governmental entities as parties to the Corporation.

The Agreement establishes the Superior Trade Zone as a separate legal entity having the same boundaries as the participating parties. According to Section 3.01 of the Agreement, the purpose of the Corporation is to take advantage of the provisions of state law for economic development activities and the attraction of facilities and employment in the area.

As stated in the Agreement, the parties intend for the Corporation established by the Agreement to be approved by the Michigan Strategic Fund, under the Next Michigan Development Act (2010 PA 275), as a Next Michigan Development Corporation and take advantage of all the powers, privileges and responsibilities granted to it under state law, including but not limited to the Michigan Renaissance Zone Act, the Local Development Financing Act, the General Property Tax Act, and other relevant law.

Honorable Rick Snyder, Governor
Page 2

As a cooperative legal entity established pursuant to the Urban Cooperation Act, 1967 (Ex Sess) PA 7, MCL 125.501 *et seq*, the Corporation is limited to the shared powers of the participating counties, cities, charter townships, and townships, plus those powers granted by that act and other statutes.

I have reviewed the Agreement in light of the Urban Cooperation Act and conclude that the Agreement is consistent with that act.

Sincerely,



Suzanne Hassan
Assistant Attorney General
State Operations Division
(517) 373-1162

SH/lr
Enc.

Cc: Scott H. Erbisch, Marquette County Administrator (w/o enc.) ✓
2014-0093792-A

INFORMATION

VI. COMMUNICATIONS

A. COMMUNICATIONS RECEIVED:

1. Resolution from Antrim County
2. Letter from CMI
3. Resolution from UPACC
4. Letter from MAC

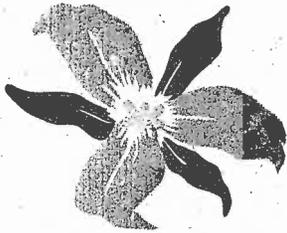
B. COMMUNICATIONS FORWARDED:

1. Letter to Brian Lauscher
2. Letter to Erik Bessonon
3. Letter to Ray Fettig
4. Letter to Judge Glenn Pearson

VII. REPORTS OF STANDING AND STATUTORY COMMITTEES

1. Central Dispatch minutes of 8-13-14, 9-10-14, 10-8-14, 11-12-14, 12-10-14
2. Public Health minutes of 10-15-14
3. Concealed Weapons minutes of 10-21-14, 11-12-14, 12-16-14
4. Human Services Board minutes of 11-24-14
5. Solid Waste Authority minutes of 11-25-14

VIII. REPORTS OF SPECIAL COMMITTEES AND OTHERS



ANTRIM COUNTY
BOARD OF COMMISSIONERS
P.O. Box 520
Bellare, Michigan 49615
Phone (231) 533-6353
Fax (231) 533-6935
Chairman: MICHAEL CRAWFORD

November 14, 2014

At the November 13, 2014 meeting of the Antrim County Board of Commissioners, the following Resolution was offered:

CLEAN WATER ACT PROPOSED RULE FOR DEFINITION OF WATERS OF THE U.S.

RESOLUTION #27-14 by Karen Bargo, seconded by Ed Boettcher

We, the LEGISLATIVE COMMITTEE, respectfully submit the following resolution for your consideration: supporting the Waters of the United States Regulatory Overreach Protection Act of 2014, H.R. 5078. By necessary public infrastructure projects' budgets and timelines.

The proposed rule that prompted the introduction of H.R. 5078 – Definition of Waters of the U.S. Under the Clean Water Act – was released by the U.S. Environmental Protection Agency (EPA) and the U.S. Army Corps of Engineers (Corps) on April 21. This rule amends the definition of Waters of the U.S. within the Clean Water Act (CWA) and expands the range of waters (and their conveyances) that would fall under federal regulatory authority.

WHEREAS, “The cost of operations and maintenance for public infrastructure, such as existing flood damage-reduction systems, will also be increased and will take more time to accomplish than it should for an existing facility – potentially putting public safety at risk and increasing flood damages.”

WHEREAS, federal officials will more control over how farmers, ranchers, manufactures, home builders, and local governments can use their property and subject it to new layers of costly reviews and permitting; and

WHEREAS, the proposed definition also applies to all CWA programs, not just to the Section 404, permit program, and impacts nine different regulatory programs, including Section 402, which establishes the nation’s stormwater management program, and Section 401, which governs water quality certifications; and

WHEREAS, “waters of the U.S.” definition-tributary, adjacent waters, riparian areas, flood plains, and the exemptions listed-also raise important questions. It is uncertain how they will be used to effectively implement the Section 404 permit program; and

WHEREAS, Expanding the number of ditches that are regulated will increase necessary public infrastructure projects; budgets and timelines; and

WHEREAS, determining whether a project is jurisdictional can be very difficult, and if a project is deemed jurisdictional, it is then subjected to a multitude of regulatory requirements under CWA. Other federal laws are triggered, such as environmental impact statements, National Environmental Policy Act (NEPA) and impacts on the Endangered Species Act (ESA); and

WHEREAS, the cost of operations and maintenance for public infrastructure, such as existing flood damages reduction systems, will also be increased; and

WHEREAS, studies and public comment periods, all of which can cost both time and money, often as part of the approval process, the permit requires the applicant to “mitigate” the environmental impacts of the proposed project, sometimes at considerable expense; and

WHEREAS, Counties are responsible for building and maintaining 45 percent of public roads in 43 states. These responsibilities can range from intermittent maintenance, such as snow plowing, debris cleanup, short term paving and surface repairs to maintenance of traffic safety and road signage and major long-term construction projects. Many of these road systems are in very rural areas. Of the nation’s 3,069 counties, 50 percent (1,542) serve counties with populations below 25,000 residents; and

WHEREAS, any additional cost burdens are challenging to these smaller governments, especially since more rural counties have the most road miles and corresponding ditches. Stormwater management is often not funded as a water utility, but rather through a county or city general fund; and

WHEREAS, if stormwater costs significantly increase due to the proposed rule, not only will it potentially impact our ability to focus available resources on real, priority water quality issues, but it may also require that funds be diverted from other government services such as education, police, fire, etc; and

WHEREAS, Our County cannot assume additional unnecessary or unintended costs.

WHEREAS, this rule would impose a blanket jurisdictional determination over thousands of acres of private property. The effect would be to impose unnecessary property restrictions and uncertainty; and

WHEREAS, our County believes that more roadside ditches, flood control channels and stormwater management conveyances and treatment approaches will be federally regulated under this proposal is problematic because, our county is ultimately liable for maintaining the integrity of these ditches, channels, conveyances and treatment approaches, even if federal permits are not issued by the federal agencies in a timely manner; and

WHEREAS, much of the anticipated cost of this rule would be financed from municipal resources, and thus divert resources from other essential public services.

THEREFORE, BE IT RESOLVED, that the rule, include the following provisions that are priority concerns for local governments:

- Separate municipal storm sewers will continue to be regulated and permitted under Section 402 of the Clean Water Act, and shall not be considered, either in their entirety or any individual feature thereof, Waters of the U.S.; and
- Green infrastructure developed to improve water quality or achieve multiple public benefits shall be encouraged and given priority consideration that does not impose additional financial and regulatory burdens of permitted and shall not be considered Waters of the United States; and
- Water delivery, reuse , and reclamation systems and facilities shall not be considered waters of the U.S.; and
- Ditches and other drainage features that protect and ensure the operation of public infrastructure shall not be considered waters of the U.S.; and
- Wastewater treatment systems and all associated infrastructure shall not be considered waters of the U.S.; and
- Any proposal to regulate waters within a floodplain, riparian, or any other general area must include a specific definition, including the specific boundaries, of the floodplain, riparian or other area subject to the rule; and
- The rule must include sufficient clarity and specificity to better inform regulators and permitted and to minimize the potential for litigation; and

BE IT FURTHER RESOLVED, that failure to address any one or all of these concerns shall be considered an unfunded mandate and the Federal government shall provide funding to local governments to address the cost of implementation.

Requiring that EPA and the USACE engage local governments and other stakeholders in drafting a rule that addresses to the satisfaction of local governments and other stakeholders the full economic impact for all sections of the Clean Water Act beyond Section 404 (e.g. Sections 301,311,401,402); incorporates the conclusions of the Science Advisory Board; and All concerns of Antrim County and counties with in the state of Michigan.

H.R. 5078 requires the EPA and the Corps to work closely with states and local governments to develop a “waters of the U.S.” rule, especially since we are partners with the federal government in implementing and enforcing Clean Water Act programs. Antrim County believes that states and local governments should be given the opportunity to provide meaningful consultation on rules before rules are formally proposed, especially if the rule will have a significant impact on capital costs, operations and mandates on the people we serve as required under Executive Order 13132: Federalism.

BE IT FUTHER RESOLVED, that copies of this Resolution be forwarded to all Michigan counties, Governor Rick Snyder, Michigan congressmen and women, US Senators, Michigan State Senator, the Michigan Association of Counties, and the National Association of Counties.

Yes – David Heeres, Eugene Dawson, Karen Bargy, Ed Boettcher, David Howelman, Michael Crawford, Laura Stanek, Christian Marcus;

No – None;

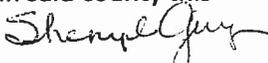
Absent – Bernard Blackmore.

RESOLUTION #27-14 DECLARED ADOPTED.

ANTRIM COUNTY CLERK, BELLAIRE, MI
STATE OF MICHIGAN, COUNTY OF ANTRIM, ss

I, Sheryl Guy, Clerk of Antrim, do Certify the above is a true and exact copy of the original record remaining in this office. IN TESTIMONY WHEREOF, I have set my hand and Official

seal at the Village of Bellaire in said county this 14th day of November, 2014.


Sheryl Guy County Clerk



December 2, 2014

Ms. Nora Viau –Director of Administration and Finance
Delta County
310 Ludington Street
Escanaba, MI 49829

Re: Michigan Association of Counties Workers' Compensation Fund (MAC WC Fund)

Dear Ms. Viau:

Please accept this letter as written confirmation of my recent meeting with you, Ed and Cory on November 20, 2014. Using Best practices in loss prevention and supplemental employee health and safety information provided; this report will assist Delta County in promoting and maintaining a safe working environment.

Objective:

These loss prevention services are provided as a complimentary service by your continued membership within the Michigan Association of Counties Workers' Compensation Fund. The primary objective of this survey was to review your operations, equipment and procedures and to offer risk management suggestions to reduce known or expected workplace exposures to positively impact your workers' compensation program.

Workers Compensation Loss Analysis:

8 claims- \$13,248 incurred cost-2014 (YTD 10 months)
9 claims- \$8,686 incurred cost-2013
6 claims- \$3,798 incurred cost-2012
10 claims- \$2,706 incurred cost-2011
9 claims- \$24,926 incurred cost-2010

Using CMI-York generated loss information dated as of October 31, 2014 show **42 claims** reported which represent nearly **\$53,366** incurred cost. As discussed the use of benchmarking is conducted to give your organization objective tools and resources to measure and promote workplace safety. Since 2010 it was noted:

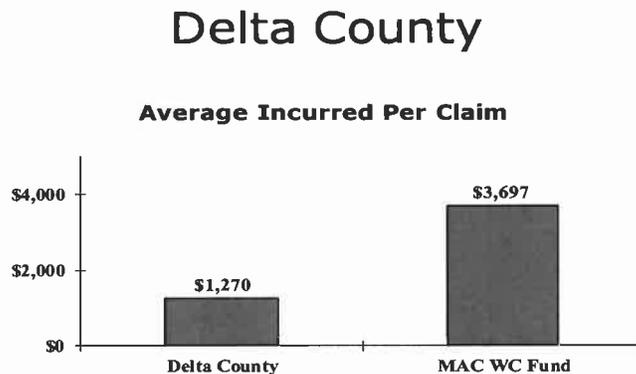
Third Party Administration • Risk Management • Loss Control Services
645 West Grand River, Suite 100, Howell, MI 48843, Phone 800-533-9366, Fax 517-338-5081
www.cmi-yorkrsg.com

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- 2 claims reported > \$5K incurred cost,
- 11 employees reported multiple claims,
- Average claim cost of \$1,270 vs. MAC WC Fund average of \$3,697.

Benchmarking Analysis:

The graph below displays Delta County actual workers' compensation costs against other members within the Michigan Association of Counties Workers' Compensation Fund using CMI internal data as of 12-31-13. Overall, your individual county results are deemed favorable; 65% lower than industry average!



Claims Reporting Tips:

In the event of a work related accident or injuries please promptly contact your dedicated CMI-York Claims Adjusters- Sandra Frederick @ (517) 338-3348 or Cheryl Thayer @ (517) 338-3284. For your information, the following are some claim reporting tips to consider:

- *Direct medical care and treatment for injured employees during the first 28 days from inception of medical care.*
- Request a signed accident report from the injured employee and applicable supervisor with prompt reporting required within 24 hours.
- Ensure that a supervisory staff member with copy of written job description accompanies the injured employee to the initial medical treatment.
- Extend an offer of employment that accommodates work restrictions immediately upon release from treating doctor. **Note**; Various work positions can be filled from outside organizations and non-profit agencies.
- Require employee acknowledgement and compliance with treating physician's return to work restrictions. **Note**; Medical restrictions apply equally to work and personal life activities.
- Before terminating an employee with an existing workers' compensation claim please contact your CMI-York Claims adjuster for additional instructions.
- Return to Work guidelines- Written job descriptions should be reviewed and updated as necessary with the identification of transitional duty positions. *Consider offering transitional employment using external organizations.*

The benefits of a Return to Work program include, the longer an employee is away from work the less likely they are to return to full employment;

1. An employee disabled and collecting benefits for 6 months has a 25% chance of NOT returning to work;
2. An employee disabled and collecting benefits for 1 year has a 95% of NOT returning to work!
3. The identification of transitional work duties within each department for the prompt return to work of injured employees is considered a Best Practice.

Meeting Results:

Maintenance review
Law Enforcement update

The following risk management suggestions are being submitted for your review. Management consideration should be given to adopting an Injury Return Policy. A Workplace Injury Return Policy can be used to supplement your existing Return to Work program. Suggested steps to consider include:

1. **Training- Planning:** Provide each affected employee with customized safety training.
 - (Safety modules can be developed using safety videos, written information and verified using quizzes).
2. **Meeting- Implementing:** Prior to returning to the workplace each affected employee will meet with a senior management team member to review the specific accident/injury, ensure that all corrective action steps have been implemented and answer any questions.
3. **Mentor- Monitoring:** A qualified peer will be assigned to each affected employee upon their return to work. This allows the employee immediate access to on the job guidance to remain injury free.
4. **Follow-up-Proactive:** After 60-90 days each employee will be reviewed to verify safety compliance.

Each of the workplace injury return policy steps can be implemented in any combination that fits your specific needs.

- The importance of using an annual medical review, similar to a sport physical of all volunteers (Sheriff Reserve units).
- The video recording of all law enforcement department training activities.
- Strongly encourage the use of video arraignments for all judicial activities to reduce law enforcement exposures while transporting prisoners from the jail to the courthouse. This is considered an industry Best Practice and has been documented to save money or county governments.
- Wellness activities should be considered for all affected employees. The use of a Health Risk Appraisal (HRA) along with incentives to achieve healthy goals and objectives should be promoted. This is considered an industry Best Practice and has been documented to save money for county governments. *CMI-York Loss Prevention resources can assist Delta County in the development and implementation of a customized wellness program.*

- Slip and fall prevention: The addition of salt buckets at each main building access point, supplemental walk-off mats and consider replacing the slip resistant strips on the leading edge of the interior building steps within the Courthouse. *This was discussed with Cory during my review.*

Summary:

Once again, it was a pleasure to be of service to Delta County. If I can be of further assistance feel free to contact me directly at 517.256.3149 or via email at Jeffery.short@cmi-yorkrsg.com. Future loss prevention activities will be directed at the following:

- Safety committee development and Return to Work implementation.
- Department specific training for Claims reporting and Accident Investigation.
- Employee safety awareness training- Slip, trip and fall prevention tips and safe lifting techniques.

For your convenience, the following internet sites can also be used to provide supplemental employee training and safety information:

- www.michigan.gov/cis- contains state of Michigan reporting forms and information on MIOSHA compliance.
- www.welcoa.org- wellness and fitness information.
- www.yaktrax.com- slip resistant footwear available.
- www.oshatraining.com- safety awareness training information.
- www.cmi-yorkrsg.com – CMI-York website with specific safety resources and employee training information.

Respectfully submitted,

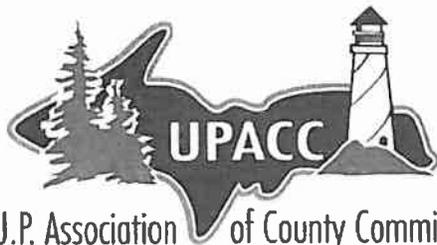


Jeffery A. Short CSP/ARM
CMI, A York Risk Services Company

Enclosures provided via email: Slip, trip and fall prevention tips and wellness information.

Cc: Yvonne Dzurka- MAC WC Fund
Jeff Packard- CMI-York Account Manager

Take **Safety** seriously,
A **Positive Attitude** makes the most of company safety tools and training,
Carelessness is the most common cause of workplace accidents,
Take a **Proactive Approach** toward safety and employee training,
Look for **Opportunities** to improve your workplace.



U.P. Association of County Commissioners

P.O. Box 606
2501 14th Avenue South
Escanaba, MI 49829

906.786.4701 • Fax 906.786.5853
www.upcap.org

**RESOLUTION IN SUPPORT OF SENATE RESOLUTION NO. 192
TO STOP THE U.S. POSTAL SERVICE FROM CLOSING AND
CONSOLIDATING THE MAIL PROCESSING CENTER
IN KINGSFORD, MICHIGAN.**

WHEREAS, The United States Postal Service plans to close the mail processing center in Kingsford, Michigan, and consolidate services 100 miles away in Green Bay, Wisconsin. The closure is scheduled to take effect on January 5, 2015; and

WHEREAS, The consolidation will severely delay mail delivery and result in a degradation of postal service standards by virtually eliminating overnight first-class mail delivery in large portions of Michigan's Upper Peninsula. The Kingsford mail processing center is the only center serving the entire Upper Peninsula. The consolidation will require mail to travel up to 230 miles simply for processing and slow current one-day, first-class mail service to two- or three-day service in the Upper Peninsula; and

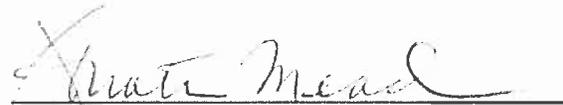
WHEREAS, This consolidation is not in the public's best interest. For the past four years, the state of Michigan has looked to the Upper Peninsula and its natural resources as a means for sparking economic growth. This degradation of mail service sends a negative message to developers and investors. In addition, current Upper Peninsula business owners rely greatly on the U.S. Postal Service for their mail and shipping needs. The expected delays will negatively affect these local businesses, particularly small businesses, and residents; and

WHEREAS, The inevitable delays in mail service run directly counter to federal postal policy established by the U.S. Congress. Section 101 of the Postal Reorganization Act of 1970 stipulates:

"The Postal Service shall have as its basic function the obligation to provide postal services to bind the Nation together through personal, educational, literary, and business correspondence of the people. It shall provide prompt, reliable, and efficient services to patrons in all areas and shall render postal services to all communities."

It is difficult to conceive how this closure meets the U.S. Postal Service's obligation to provide "prompt, reliable, and efficient services to patrons in all areas";

NOW , THEREFORE, BE IT RESOLVED that the U.P. Association of County Commissioners (UPACC) requests the United States Congress to stop the U.S. Postal Service from closing and consolidating the mail processing center in Kingsford, Michigan; and that copies of this resolution be transmitted to the President of the United States Senate, the Speaker of the United States House of Representatives, the members of the Michigan congressional delegation, the Postmaster General of the United States and the Office of the Governor.


Jonathan Mead, UPACC Secretary

December 3, 2014



935 N. Washington Avenue
Lansing, MI 48906
517-372-5374 Fax 517-482-4599
www.micounties.org
Timothy K. McGuire, Executive Director

December 3, 2014
Thomas Elegeert
Delta County Board Chair
310 Ludington Street
Escanaba, MI 49829

Dear Commissioner Elegeert,

Thank you for sending a copy of the Delta County Board of Commissioners legislative committee resolution supporting SB 495-498 to curtail unfunded mandates from the State.

MAC appreciates being apprised of the legislative activity of your county. Please be encouraged to continue sending updates and resolutions. Your resolution will be posted on the MAC website as a resource for other counties.

As a cost saving measure, we will only be mailing resolution correspondences to the County Board Chair and County Clerk. We would be glad to send additional copies of the correspondence on a per request basis.

Sincerely,

A handwritten signature in black ink that reads "Timothy K. McGuire".

Timothy K. McGuire
Executive Director

TKM/JAA

cc: Delta County Clerk

DELTA COUNTY BOARD OF COMMISSIONERS

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



November 19, 2014

Mr. Brian Lauscher
5995 Oak 22.25 Lane
Gladstone, MI 49837

Dear Brian:

The Delta County Board of Commissioners wishes to extend our sincere congratulations to you on your upcoming retirement. Thank you for your dedicated and loyal service to the citizens of Delta County.

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

Sincerely,
Delta County Board of Commissioners

Thomas C. Elegeert, Chairman

Mary Harrington, Vice Chair

David Rivard, Commissioner

David Moyle, Commissioner

Ann Jousma Miller, Commissioner

DELTA COUNTY BOARD OF COMMISSIONERS

ADMINISTRATION OFFICE
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FAX: 906-789-5197



December 3, 2014

Mr. Erik Bessonen
Delta County Credit Union
2600 First Ave South
Escanaba, MI 49829

RE: Land Bank Authority

Dear Mr. Bessonen:

Congratulations on your recent re-appointment to the Land Bank Authority.

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, at the Delta County Courthouse, as soon as possible. For your convenience, a Notary Public is located in the Clerk's office 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 in the upcoming years.

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



December 3, 2014

Mr. Ray Fettig
4805 I.75 Lane
Escanaba, MI 49829

RE: Land Bank Authority

Dear Mr. Fettig:

Congratulations on your recent re-appointment to the Land Bank Authority.

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, at the Delta County Courthouse, as soon as possible. For your convenience, a Notary Public is located in the Clerk's office 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 in the upcoming years.

Sincerely,

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

Thomas C. Elegeert, Chairman
Delta County Board of Commissioners

Enclosure

DELTA COUNTY BOARD OF COMMISSIONERS

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



December 19, 2014

Judge Glenn Pearson
7243 Lake Bluff 19.4 Rd
Gladstone, MI 49837

Dear Judge Pearson:

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

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

Sincerely,

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

Thomas C. Elegeert, Chairman
Delta County Board of Commissioners

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING

August 13, 2014-- 9:00 a.m.
Courthouse – Administration Office

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

2. Roll Call

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

Also present: Mark Seymour, Jon Giese, Dave Deno

3. Adoption of Agenda:

MOTION: Mr. Lundberg
SECOND: Mr. Tall
SUPPORT: All

4. Public Comment on Agenda Items: None.

5. Approval of Previous Meeting Minutes (June 11, 2014):

MOTION: Mr. Tall
SECOND: Mr. Lundberg
SUPPORT: All

6. Communications: Letter regarding distribution check/refund for members of the fund from MMRMA Ins.

7. Committee and Liaison Reports:

a. Coordinator's Report:

1. Call activity report. Not available.
2. In process of cut-over with AT&T; 4 carriers cut over so far.
3. New IP base recorder installed and working properly.
4. North East tower/repeater location: still have not settled on location - have three tower sites: Tie Hill Tower that Alger uses; Forest Service Tower next to it; and Pole Creek Tower. If we find one in better place, more updated, better equipment, we'll go that route. Would like to begin procuring equipment needed to get the job done when we settle on site – see email from Anderson Communication with equipment quote.

MOTION to approve/authorize up to \$13,000 to include the solar panel(s) for the North East tower/repeater when location site is complete.

MOTION: Mr. Tall
SECOND: Mr. Lundberg
SUPPORT: All

August 13, 2014

Page 2 of 3

5. Coming closer to millage date; dispatchers were at fair giving information about millage; will continue to promote millage as date gets closer.
6. Intrado has been very good during the cut-over process.
7. SNC report only included the State Police PSAPS, not others.

b. Treasurer's Report:

Beginning Balance:	\$853,316.48
Additions:	\$ 20,098.87
Expenses:	-0-
Ending Balance:	\$873,415.35

Mr. Tall asked about the high balance. It was discussed that over the past years the committee never knew what the expenses would be because of unknown income through wireless and wire lines funds; the balance is enough to operate for one year; once the millage passes, the balance could drop with income stability.

c. Quarterly Budget Report from City of Escanaba: FYI

d. Monthly Budget Status Report: FYI

e. Emergency Management Report:

1. FEMA declined request for emergency funds
2. MEDC \$6 million Block Grant – each municipality has to apply.
3. Still talking about possibility of appropriations, don't know status yet.
4. Vehicle Fire Investigation School in Ishpeming or Negaunee, MI on November 27 & 28.

f. TAC Report: None.

g. Mark Seymour Consultant Report:

1. Tested Garden generator – ran good; tested Rapid River generator – batteries out. Perhaps need to replace generator batteries every 3-5 years.

8. Old Business: None.

9. New Business:

a. Payment of Bills:

TOTAL: \$116,918.09

MOTION: Mr. Lundberg

SECOND: Mr. Tall

SUPPORT: All

10. Public Comment: None.

11. Authority Member Comment: None.

12. Other Items: Next Meeting: September 10, 2014; 9:00 a.m.

13. ADJOURNMENT:

MOTION: Mr. Tall

SECOND: Mr. Lundberg

SUPPORT: All

APPROVAL OF MINUTES:

CHAIR

VICE-CHAIR

DATED: _____

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING

September 10, 2014-- 9:00 a.m.
Courthouse – Administration Office

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

2. Roll Call

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

Also present: Mark Seymour.

3. Adoption of Agenda:

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

4. Public Comment on Agenda Items: None.

5. Approval of Previous Meeting Minutes (August 13, 2014):

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

6. Communications: None.

7. Committee and Liaison Reports:

a. Coordinator's Report:

1. Call activity report. FYI
2. Mr. Seymour and I surveyed tower sites on the north east side of county; best site is Tie Hill Tower.
3. Asked Mr. Seymour to proceed with FCC licensing.
4. Fred Anderson coming this month to install equipment in our office- control station, radio in back room, etc.;
5. Would like to visit Garden site to relocate tower due to dead spot at Fairbanks.
5. New recorder installed and working well.
6. Cutover to PFN on almost all telephone/cell provider; except Hiawatha and Telecom because we share exchanges with Negaunee Regional – Rock area and Alger County.
7. Two dispatchers off on maternity leave.
8. Millage coming in November; donations are welcome.

9. Had some problems with generator batteries; I asked Mr. Seymour as part of our maintenance program to visit the towers twice a year and replace batteries as needed or every 5 years.

b. Treasurer's Report:

Beginning Balance:	\$873,415.35
Additions:	\$ 66,486.17
Expenses:	\$116,918.09
Ending Balance:	\$822,983.43

- c. Quarterly Budget Report from City of Escanaba: None.

- d. Monthly Budget Status Report: FYI

- e. Emergency Management Report: None.

f. TAC Report:

1. Mr. Giese said they discussed update on MDT usage; would like a report from dispatchers re having more time for other calls;
2. Discussed some issues Rampart had with portable radio channels that were not programmed; missing narrowbanding and VTAC channels; Mr. Seymour said VTAC came up when Rampart was informed by one of their inspectors that they needed these channels, which may ensure grants; there is a national operability guide that recommends all these channels but this is new to us; Mr. Kobasic was under the impression dispatch has VTAC; however nobody in Delta County does. Captain Segorski stated VTAC is not a requirement, but recommended. Using VTAC channels during an incident gives the flexibility where other agencies or the government shares the VTAC 1 so everyone is on the same page. As new programming happens we should probably include VTAC; however, all radios would need to be re-programmed. Sheriff Ballweg asked for more information regarding other agencies using VTAC.
3. Discussed 911 millage; would like to write a letter to editor from TAC in support of millage. Captain Segorski said there is an open account at Delta County Credit Union for donation to purchase education materials, signage to get the word out.
4. Update on rehab trailer for county emergency services; got both propane tanks filled on donation from Suburban Propane Gas a/k/a Decock; they asked that their stickers go on tanks and they will refill free.

g. Mark Seymour Consultant Report:

1. Batteries for Rapid River; when I'm by these tower sites I usually test the generator to make sure they run; Batteries should be replaced as needed or every 5 years.

8. Old Business: None.

9. New Business:

- a. Payment of Bills:

TOTAL: \$93,485.51

MOTION to pay bills:
MOTION: Mr. Johnson
SECOND: Mr. Tall
SUPPORT: All

b. Amendment to Budget

MOTION to approve and amend budget as presented.
MOTION: Ms. Viau
SECOND: Died for lack for second.

Mr. Tall asked to see a list of the amendments. Ms. Viau provided the members with that list.

MOTION to approve the amended budget as presented.
MOTION: Mr. Tall
SECOND: Ms. Viau
SUPPORT: All

The County Clerk brought in a proposed renewal millage ballot for members to look at; the County Board approves final ballot.

10. Public Comment: None.

11. Authority Member Comment:

Mr. Maki informed that Gladstone Public Safety is hiring an officer.

12. Other Items: Next Meeting: October 8, 2014; 9:00 a.m.

13. ADJOURNMENT:

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

APPROVAL OF MINUTES:

CHAIR

VICE-CHAIR

DATED: _____

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING

October 8, 2014-- 9:00 a.m.

Courthouse – Administration Office

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

2. Roll Call

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

Also present: Mark Seymour

3. Adoption of Agenda:

MOTION to approve as presented:

MOTION: Ms. Viau

SECOND: Mr. Tall

SUPPORT: All

4. Public Comment on Agenda Items: None.

5. Approval of Previous Meeting Minutes (September 10, 2014):

MOTION to approve as presented:

MOTION: Mr. Tall

SECOND: Ms. Viau

SUPPORT: All

6. Communications: None.

7. Committee and Liaison Reports:

a. Coordinator's Report: None.

1. Call activity report.

2. Northeast tower site: much of in-house work has been completed; working on Federal Forest Application.

3. Security Cameras: to install security cameras on eastside parking lot and front lobby; Mr. Seymour will install the cameras. Public Safety is also having Mr. Seymour install security camera around the building. Cameras are \$230 each and the recorder is \$900. The cost of 4 security cameras and half cost of recorder would be about \$1,370. Would like approval from the board for purchase and installation.

MOTION to approve \$1,370 for four (4) security cameras @ \$230 each and half (1/2) the cost of recorder of \$900, with the additional future expense of installation costs from our consultant, Mr. Seymour.

MOTION: Mr. Tall

SECOND: Mr. Johnson

SUPPORT: All

4. Will be receiving the annual Motorola Service Agreement soon which has already been approved.

b. Treasurer's Report:

Beginning Balance:	\$822,983.43
Additions:	\$ 444.43
Expenses:	\$ 93,485.51
Ending Balance:	\$729,942.34

c. Quarterly Budget Report from City of Escanaba: FYI

Will be paying \$60,000 for the next three months until debt is resolved; considerable overtime with two dispatchers off on maternity leave.

d. Monthly Budget Status Report: FYI

e. Emergency Management Report:

1. Section 19 funds, the Public Act 309, which has been modified; review is Tuesday in Marquette.
2. Three Grants out now; Homeland Security Grant for 2015, most earmarked for Safe School Projects. State just came out with another Safe School Project going directly to the schools, will need law enforcement signoff on in; the big thing right now is mitigation surveys; just completed our Hazardous Mitigation Plan for County and submitted it to FEMA; each school needs to complete survey.
3. EOC meeting will be at the Conference Room Service Center.
4. Propane situation supposed to be regulated

f. TAC Report: None.

g. Mark Seymour Consultant Report:

1. Tie Hill is in a remote area, does not have generator, would need alarm, monitoring, and propane tank. Cost would be about \$3,000; may be split with other agencies.
2. About year ago, we got a request from Wisconsin Ham Radio Group that has a link radio system that's hooked up to the Wisconsin National Weather Service, They are requesting to put a link here in Escanaba, and link it with the National Weather Service in Marquette. They have all the equipment, and if they put a radio and repeater on the Danforth tower, they will do all the work. Once completed, our local ham club would be responsible for maintaining the equipment and whatever else may happen. Captain Segorski stated there is plenty of room on the tower; it will not create any interference with the equipment we have, and at some point may be beneficial in the future.

8. Old Business: None.

9. New Business:

a. Payment of Bills:

TOTAL: \$60,215.96

MOTION: Ms. Viau

SECOND: Mr. Tall

SUPPORT: All

b. Board Chair Sheriff Ballweg retiring October 18, 2014 - Any Action?

Ed Oswald will replace Gary Ballweg as sheriff; it was decided not to take any action until January 2015 regarding filling chair position, Ms. Viau will continue as Vice Chair.

10. Public Comment:

A thank you to Gary Ballweg as he is retiring and this is his last meeting.

11. Authority Member Comment:

Same thank you to Gary Ballweg; his service was very much appreciated.

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

13. ADJOURNMENT:

MOTION: Mr. Johnson

SECOND: Mr. Tall

SUPPORT: All

APPROVAL OF MINUTES:

CHAIR

VICE-CHAIR

DATED: _____

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING

November 12, 2014-- 9:00 a.m.

Courthouse – Administration Office

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

2. Roll Call

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

Also present: Mark Seymour.

3. Adoption of Agenda:

MOTION to adopt the agenda as presented.

MOTION: Mr. Johnson

SECOND: Director Geyer

SUPPORT: All

4. Public Comment on Agenda Items: None.

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

MOTION to approve the October 8, 2014 minutes as presented.

MOTION: Mr. Johnson

SECOND: Director Geyer

SUPPORT: All

6. Communications: None.

7. Committee and Liaison Reports:

a. Coordinator's Report:

1. Call activity report. FYI

2. Federal Forest Service NE Tower: application complete, FCC License going through APCO (only 6 tower sites on each license)

3. All outdoor work at Escanaba Public Safety complete; working on inside now.

4. U P 911 Authority decided to go with Indigital Telecom to deliver the text 911 service; not sure how or when to make this information available to community.

5. Trying to put in typography in CAD system: network closed and not open to Internet so we use Othophotography supplied to us through McLaughlin-not the best format and photography; would like to get Google Earth because updates are free.

b. Treasurer's Report: (October 31, 2014)

Beginning Balance:	\$729,942.34
Additions:	\$ 19,607.91
Expenses:	\$ 60,215.96
Ending Balance:	\$689,334.29

c. Quarterly Budget Report from City of Escanaba: None.

d. Monthly Budget Status Report: FYI.

e. Emergency Management Report:

1. 2014 Grant is \$388,689 for whole Region-UP.

-allocations:

\$10,000 for training conferences and equipment
\$140,000 and another \$160,000 for Boot Project for Schools
\$45,000 for Train the Trainer for Active Shooter
\$73,000 for PSI

-discussed eye-witness body cams for law enforcement

2. UP 911 meeting: discussed automated vehicle locaters-would need a number count: want to do a UP wide grant. Will be sending emails.

f. TAC Report: None.

Discussed some VHF radios issues, AV issues, Rampart concern with paging re narrowbanding.

g. Mark Seymour Consultant Report: None.

8. Old Business:

a. Millage election results. The millage passed.

9. New Business:

a. Payment of Bills:

TOTAL: \$69,689.82

MOTION to pay the bills as presented.

MOTION: Director Geyer

SECOND: Sheriff Oswald

SUPPORT: All

10. Public Comment: None.

11. Authority Member Comment: None.

12. Other Items: Next Meeting: December 10, 2014; 9:00 a.m.

13. ADJOURNMENT:

MOTION: Director Geyer
SECOND: Sheriff Oswald
SUPPORT: All

APPROVAL OF MINUTES:

CHAIR

VICE-CHAIR

DATED: _____

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING

December 10, 2014-- 9:00 a.m.
Courthouse – Administration Office

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

2. Roll Call

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

Also present: Tom Elegeert, Mark Seymour, Jon Giese

3. Adoption of Agenda:

MOTION to adopt the agenda as presented.

MOTION: Mr. Lundberg

SECOND: Mr. Tall

SUPPORT: All

4. Public Comment on Agenda Items: None.

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

MOTION to approve the November 12, 2014 minutes as presented.

MOTION: Mr. Johnson

SECOND: F/Lt. Cunningham

SUPPORT: All

6. Communications: None.

7. Committee and Liaison Reports:

a. Coordinator's Report:

1. Call activity report. FYI.
2. Dispatch Center back to full staff; need to hire a part-time dispatcher.
3. Still waiting for Federal Forest Service to get back to us regarding renewal of MOU.
4. Making progress on ATL System for our CAD; having work group meeting on 1/7/15 to discuss it further; will be having a webinar with some of the people from OSSSI to explain how it relates to their CAD on what we can and can't do.
5. Marquette is accepting text to 911; Escanaba may be ready by mid-January.
6. Mr. Seymour has been working on security cameras; all that's left is to route new cameras to dispatch center.
7. Annual Review of Dispatch Policy – Dispatcher Peterson is reviewing policy.
8. Received annual NG-911 UPCAP/911UP Authority Report generated by UPCAP.

b. **Treasurer's Report:** (as of November 28, 2014)

Beginning Balance:	\$689,334.29
Additions:	\$ 60,711.10
Expenses:	\$ 69,689.82
Ending Balance:	\$680,355.57

c. **Quarterly Budget Report from City of Escanaba:** None.

d. **Monthly Budget Status Report:** FYI.

e. **Emergency Management Report:**

1. Section 19 funds have been approved, waiting for press release and signature from governor; each municipality will receive letter and then the check.
2. The hospital will be doing a communication's movement exercise on 12/16/2014; more of training.
3. The Ford River is backing up; State and DEQ have been contacted.
4. There are changes in the methodology of the grants; we have until January 16, 2015 to create a budget; looking at body cam project; will need a total count of body cams from each agency.
5. Phone forensics: \$3,500 fee for continuation of maintenance, consortium effort needed to defray the cost.
6. ISD is writing a Safe School Grant; looking at Boot Project; critical portion of the grant is a MOU or letter of support from each law enforcement agency.
7. Also looking at bringing safe school refresher course.

f. **TAC Report:** None.

g. **Mark Seymour Consultant Report:**

1. Used Ham Radio Club trailer to work on turkey trot (5k race) in Gladstone to practice communication abilities;
2. Had loading zone training with Medical Helicopter;
2. Still working on NE Tower Communicator.

8. Old Business: None.

9. New Business:

- a. Payment of Bills: add \$146.99 battery from New Egg.

TOTAL: \$67,087.02

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

10. Public Comment:

Captain Segorski advised that when Mr. Seymour had helicopter training, there was mention of towers around this area without lights. Since some of our towers do not have lights, I asked Mr. Seymour to come up with a quote for the cable, lights, etc. His quote was for \$9,836; would like this item placed on the agenda for next meeting to address this issue.

11. Authority Member Comment:

Mr. Lundberg advised since wireless will be replacing landlines, all state and county owned towers may be asked to lease their towers with wireless providers; there is no policy in place to prohibit tower space, however, each tower may have to accommodate minimum of two providers.

12. Other Items: Next Meeting: January 14, 2015; 9:00 a.m.

County clerk will be here to take nomination for election of officers.

13. ADJOURNMENT:

MOTION: Mr. Tall
SECOND: Mr. Lundberg
SUPPORT: All

APPROVAL OF MINUTES:

CHAIR

VICE-CHAIR

DATED: _____

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING

December 10, 2014-- 9:00 a.m.

Courthouse – Administration Office

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

2. Roll Call

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

Also present: Tom Elegeert, Mark Seymour, Jon Giese

3. Adoption of Agenda:

MOTION to adopt the agenda as presented.

MOTION: Mr. Lundberg

SECOND: Mr. Tall

SUPPORT: All

4. Public Comment on Agenda Items: None.

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

MOTION to approve the November 12, 2014 minutes as presented.

MOTION: Mr. Johnson

SECOND: F/Lt. Cunningham

SUPPORT: All

6. Communications: None.

7. Committee and Liaison Reports:

a. Coordinator's Report:

1. Call activity report. FYI.
2. Dispatch Center back to full staff; need to hire a part-time dispatcher.
3. Still waiting for Federal Forest Service to get back to us regarding renewal of MOU.
4. Making progress on ATL System for our CAD; having work group meeting on 1/7/15 to discuss it further; will be having a webinar with some of the people from OSSI to explain how it relates to their CAD on what we can and can't do.
5. Marquette is accepting text to 911; Escanaba may be ready by mid-January.
6. Mr. Seymour has been working on security cameras; all that's left is to route new cameras to dispatch center.
7. Annual Review of Dispatch Policy – Dispatcher Peterson is reviewing policy.
8. Received annual NG-911 UPCAP/911UP Authority Report generated by UPCAP.

b. Treasurer's Report: (as of November 28, 2014)

Beginning Balance:	\$689,334.29
Additions:	\$ 60,711.10
Expenses:	\$ 69,689.82
Ending Balance:	\$680,355.57

c. Quarterly Budget Report from City of Escanaba: None.

d. Monthly Budget Status Report: FYI.

e. Emergency Management Report:

1. Section 19 funds have been approved, waiting for press release and signature from governor; each municipality will receive letter and then the check.
2. The hospital will be doing a communication's movement exercise on 12/16/2014; more of training.
3. The Ford River is backing up; State and DEQ have been contacted.
4. There are changes in the methodology of the grants; we have until January 16, 2015 to create a budget; looking at body cam project; will need a total count of body cams from each agency.
5. Phone forensics: \$3,500 fee for continuation of maintenance, consortium effort needed to defray the cost.
6. ISD is writing a Safe School Grant; looking at Boot Project; critical portion of the grant is a MOU or letter of support from each law enforcement agency.
7. Also looking at bringing safe school refresher course.

f. TAC Report: None.

g. Mark Seymour Consultant Report:

1. Used Ham Radio Club trailer to work on turkey trot (5k race) in Gladstone to practice communication abilities;
2. Had loading zone training with Medical Helicopter;
2. Still working on NE Tower Communicator.

8. Old Business: None.

9. New Business:

- a. Payment of Bills: add \$146.99 battery from New Egg.

TOTAL: \$67,087.02

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

10. Public Comment:

Captain Segorski advised that when Mr. Seymour had helicopter training, there was mention of towers around this area without lights. Since some of our towers do not have lights, I asked Mr. Seymour to come up with a quote for the cable, lights, etc. His quote was for \$9,836; would like this item placed on the agenda for next meeting to address this issue.

11. Authority Member Comment:

Mr. Lundberg advised since wireless will be replacing landlines, all state and county owned towers may be asked to lease their towers with wireless providers; there is no policy in place to prohibit tower space, however, each tower may have to accommodate minimum of two providers.

12. Other Items: Next Meeting: January 14, 2015; 9:00 a.m.

County clerk will be here to take nomination for election of officers.

13. ADJOURNMENT:

MOTION: Mr. Tall
SECOND: Mr. Lundberg
SUPPORT: All

APPROVAL OF MINUTES:

CHAIR

VICE-CHAIR

DATED: _____



Public Health Delta & Menominee Counties



2416

Board of Health Meeting

Pinecrest Medical Care Facility
Powers, MI

Meeting Minutes

Wednesday, October 15, 2014

Board Members Present

Bob Burie

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

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on October 15, 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. Mr. Elegeert was excused.

2. Approval of Agenda

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

3. Approval of Minutes

Ms. Hafeman moved the minutes from September 17, 2014, be approved. Motion was supported by Ms. Harrington and carried.

4. **Public Comment**

There was no public comment.

5. **Pension Sub-committee Written Report**

Chairman Trudgeon presented the pension sub-committee written report. He also briefed the Board on the outcomes the committee recommends.

Ms. Hafeman moved the pension sub-committee report, be approved. Motion was supported by Ms. Harrington and carried.

6. **Draft Survey for Wellness Stipend**

Mr. Snyder reminded the BOH of the Wellness Stipend that they had approved back in December of 2013. He brought a draft survey to the BOH as requested, for their approval. The plan is to have the surveys distributed out to PHDM employees and the results compiled for the December BOH meeting.

Mr. Burie moved the Survey for the Wellness Stipend, be approved. Motion was supported by Chairman Trudgeon and carried.

7. **Review and Approval of September Check Register**

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

Ms. Harrington moved the September check register, be approved. Motion was supported by Ms. Hafeman and carried.

8. **Medical Director's Report**

Dr. Frankovich reported on Ebola and the role of local public health in managing these cases. Although we are a low risk area, every community needs to be prepared for the possibility of a case. Prior to any local event, PHDM's role is primarily to serve as an informational/educational resource for everyone who could be in the chain of contact in caring for a potential Ebola patient (such as law enforcement, first responders, EMS, hospitals, urgent care centers etc.), and to help keep the public informed. If a case emerges locally, the focus of PHDM will broaden to include contact tracking and monitoring. PHDM may also need to quarantine individuals. All UP health department emergency preparedness staff, health officers and medical directors are participating in joint conference calls regarding preparedness.

Dr. Frankovich notified the Board that a proposed grant project, U.P. Wide Smiles which had been discussed in June, had now been funded. The Marquette County Health Department applied for funds on behalf of all U.P. health departments and was awarded a \$196,000 grant. The grant will provide for Dental Hygienists to train primary care offices on fluoride varnish application in children 0-3 years and will utilize health educators to establish fluoride rinse programs for children Kindergarten-5th grade in school.

9. Health Officer's Report

- Mr. Snyder reported 4,000 surveys for the Community Needs Health Assessment have been mailed out and over 1,000 have been returned, just within the first week. All of the data will be entered into a spreadsheet that will be sent to the Michigan Public Health Institute (MPHI). MPHI will compile and analyze the results. A written final report will be generated by PHDM employees that Mr. Snyder will bring before the BOH.
- A statement was recently made by a MDCH employee regarding a plan by the state to consolidate the 45 local health departments in Michigan into ten. Additionally, there is a paper written by the former Western UP District Health Department Health Officer outlining a plan on how to consolidate the UP Health Departments. Mr. Snyder and the rest of the UP Health Officers agree to not speak to anyone regarding this issue individually. If approached, the UP Health Officers would like to discuss it as a group.
- PHDM administered 365 flu-shots at the Drive-Thru Flu Clinic that was held on September 20th. TV6 attended and reported on the annual event.
- The All-Staff meeting was held September 18th and Mr. Snyder received a lot of positive feedback.
- Reminder there is no November BOH meeting. The next meeting will be Wednesday, December 17, 2014. There will be finance and personnel meetings, prior to the regularly scheduled BOH meeting.

10. Public Comment—None

11. Board Member Comments

- Chairman Trudgeon would like PHDM and the BOH to recognize Mr. Elegeert for his years of service to the Delta-Menominee District Board of Health.

Chairman Trudgeon moved a plaque in honor of Mr. Elegeert, be approved. Motion was supported by Ms. Harrington and carried.

- Mr. Schei would like to see a Drive-Thru Flu Clinic held in Menominee County.

2419

Board of Health Meeting

October 15, 2014

Page 4

- Mr. Schei informed Mr. Snyder there might be some outside electrician crews that would need to come into the Menominee office to do some work on some wires that are connected between PHDM and the court house.
- Chairman Trudgeon would like the BOH to meet for lunch, prior to the December BOH meeting, in honor of Mr. Elegeert's years of service and Mr. Snyder's graduation.

12. Adjournment

There being no further business, Mr. Burie made a motion the meeting be adjourned at 3:26 p.m. CDT. Motion was supported by Ms. Harrington and carried.

 12-17-2014
Chairperson

:kg

COUNTY OF DELTA

NANCY J. KOLICH
COUNTY CLERK AND REGISTER OF DEEDS
310 LUDINGTON ST.
ESCANABA, MICHIGAN 49829

HOPE I. RUDDEN
CHIEF DEPUTY CLERK

SUSANNE DUBORD
DEPUTY CLERK

PHONE: (906) 789-5105
FAX: (906) 789-5196

WEBSITE:
www.deltacountymi.org
dclerk@charterinternet.com

MINUTES OF THE DELTA COUNTY CONCEALED PISTOL LICENSE BOARD

Date: August 19, 2014

Time: 1:30 p.m.

Place: Circuit Courtroom

VOTING MEMBERS PRESENT: Steve Parks, Prosecuting Attorney
Sheriff Gary Ballweg
Lt. Cunningham, MSP

The meeting was called to order at 1:33 p.m. by Mr. Parks.

Moved by Sheriff Ballweg and seconded by Mr. Parks to approve the minutes of July 15, 2014. Motion carried.

Moved by Sheriff Ballweg and seconded by Mr. Parks to table 4 applications for more information. Motion carried.

Moved by Sheriff Ballweg and seconded by Lt. Cunningham to approve a total of 45 applicants as presented. Motion carried.

17 new licenses were issued with expiration dates 4 years from their next birthday. List attached.

28 renewal licenses were issued, 4 with Law Enforcement Exemptions. List attached.

Moved by Sheriff Ballweg and seconded by Mr. Parks to approve Mr. Ross's CPL application. Motion carried.

Moved by Sheriff Ballweg and seconded by Lt. Cunningham to reaffirm denial of Mr. Warner's gun rights reinstatement request because of his lengthy criminal record. Motion carried. He can re-apply in 12 months – July 2015.

Moved by Sheriff Ballweg and seconded by Lt. Cunningham to suspend C. Wuellner's CPL due to plea to impaired driving. Motion carried.

Moved by Sheriff Ballweg and seconded by Lt. Cunningham to suspend N. Quaghebeur's CPL due to his arrest for Domestic Violence, Resisting and Obstructing and Assault and Battery. Motion carried.

Moved by Sheriff Ballweg and seconded by Mr. Parks to suspend R. Couillard's CPL due to plea to impaired driving. Motion carried.

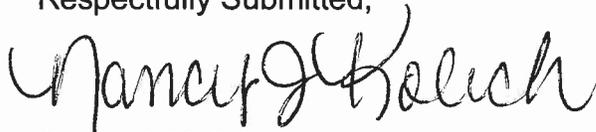
Moved by Mr. Parks and seconded by Sheriff Ballweg to revoke S. Godfrey's CPL due to issuance of PPO against Mr. Godfrey. Motion carried.

Moved by Sheriff Ballweg and seconded by Lt. Cunningham to revoke J.C. Weber's CPL pending the continuance of PPO at the August 22, 2014 hearing. Motion carried. Note: PPO was dismissed at 8-22-14 hearing. Mr. Weber's CPL was not revoked.

Moved by Sheriff Ballweg and seconded by Mr. Parks that the Clerk's office only accept the 12/2013 application forms after October 1, 2014. Motion carried.

Moved by Lt. Cunningham and seconded by Sheriff Ballweg to adjourn at 2:17 p.m. Motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Nancy J. Kolich". The signature is written in a cursive, flowing style.

Nancy J. Kolich
Delta County Clerk

COUNTY OF DELTA

NANCY J. KOLICH
COUNTY CLERK AND REGISTER-OF-DEEDS
310 LUDINGTON ST.
ESCANABA, MICHIGAN 49829

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MINUTES OF THE DELTA COUNTY CONCEALED PISTOL LICENSE BOARD

Date: September 16, 2014

Time: 1:30 p.m.

Place: Circuit Courtroom

VOTING MEMBERS PRESENT: Steve Parks, Prosecuting Attorney
Sheriff Gary Ballweg
Lt. Cunningham, MSP

The meeting was called to order at 1:30 p.m. by Mr. Parks.

Moved by Sheriff Ballweg and seconded by Lt. Cunningham to approve a total of 46 applicants as presented. Motion carried.

4 new licenses were issued with expiration dates 4 years from their next birthday. List attached.

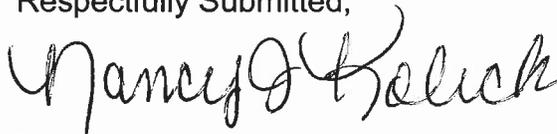
42 renewal licenses were issued, 4 with Law Enforcement Exemptions. List attached.

Moved by Sheriff Ballweg and seconded by Lt. Cunningham to table Mr. Bruntjens CPL reinstatement request until Mr. Bruntjens can be present. Motion carried.

Moved by Sheriff Ballweg and seconded by Lt. Cunningham to approve M. Hughes Pistol Free Exemption as a Probate Court officer. Motion carried.

Moved by Sheriff Ballweg and seconded by Lt. Cunningham to adjourn at 1:55 p.m. Motion carried.

Respectfully Submitted,



Nancy J. Kolich
Delta County Clerk

COUNTY OF DELTA

NANCY J. KOLICH
COUNTY CLERK AND REGISTER-OF-DEEDS
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MINUTES OF THE DELTA COUNTY CONCEALED PISTOL LICENSE BOARD

Date: October 21, 2014

Time: 1:30 p.m.

Place: Circuit Courtroom

VOTING MEMBERS PRESENT: Steve Parks, Prosecuting Attorney
Sheriff Ed Oswald
Det. Hauswirth, MSP

The meeting was called to order at 1:30 p.m. by Mr. Parks.

Moved by Mr. Parks and seconded by Det. Hauswirth to approve the minutes of the August 19, 2014 and the September 16, 2014 meetings. Motion carried.

Moved by Sheriff Oswald and seconded by Det. Hauswirth to approve a total of 52 applicants as presented. Motion carried.

14 new licenses were issued with expiration dates 4 years from their next birthday. List attached.

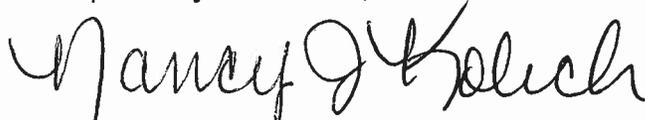
38 renewal licenses were issued, 2 with Law Enforcement Exemptions. List attached.

Moved by Mr. Parks and seconded by Sheriff Oswald to restore Mr. Bruntjens CPL. Motion carried.

Moved by Det. Hauswirth and seconded by Sheriff Oswald to restore Mr. Brooks' hunting privileges - limited gun rights. Motion carried.

Moved by Mr. Parks and seconded by Det. Hauswirth to adjourn at 2:25 p.m. Motion carried.

Respectfully Submitted,



Nancy J. Kolich
Delta County Clerk

COUNTY OF DELTA

NANCY J. KOLICH
COUNTY CLERK AND REGISTER OF DEEDS
310 LUDINGTON ST.
ESCANABA, MICHIGAN 49829

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MINUTES OF THE DELTA COUNTY CONCEALED PISTOL LICENSE BOARD

Date: November 12, 2014

Time: 1:30 p.m.

Place: Circuit Courtroom

VOTING MEMBERS PRESENT: Steve Parks, Prosecuting Attorney
Sheriff Ed Oswald

The meeting was called to order at 1:30 p.m. by Mr. Parks.

Moved by Sheriff Oswald and seconded by Mr. Parks to approve the minutes of the October 21, 2014 meeting. Motion carried.

Moved by Sheriff Oswald and seconded by Mr. Parks to approve a total of 23 applicants as presented. Motion carried.

5 new licenses were issued with expiration dates 4 years from their next birthday. List attached.

18 renewal licenses were issued, 1 with Law Enforcement Exemptions. List attached.

Moved by Mr. Parks and seconded by Sheriff Oswald to table A. O'Neal's request for Pistol Free Exemption as a Law Enforcement Officer. Motion carried.

Moved by Sheriff Oswald and seconded by Mr. Parks to adjourn at 1:50 p.m. Motion carried.

Respectfully Submitted,



Nancy J. Kolich
Delta County Clerk

COUNTY OF DELTA

NANCY J. KOLICH
COUNTY CLERK AND REGISTER OF DEEDS
310 LUDINGTON ST.
ESCANABA, MICHIGAN 49829



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MINUTES OF THE DELTA COUNTY CONCEALED PISTOL LICENSE BOARD

Date: December 16, 2014

Time: 1:30 p.m.

Place: Circuit Courtroom

VOTING MEMBERS PRESENT: Philip Strom, Chief Assistant Prosecutor
Sheriff Ed Oswald
Det. Jeremy Hauswirth, MSP

The meeting was called to order at 1:30 p.m. by Mr. Strom.

Moved by Sheriff Oswald and seconded by Det. Hauswirth to approve the minutes of the November 12, 2014 meeting. Motion carried.

Moved by Sheriff Oswald and seconded by Det. Hauswirth to approve a total of 37 applicants as presented. Motion carried.

7 new licenses were issued with expiration dates 4 years from their next birthday. List attached.

28 renewal licenses were issued, 1 with Pistol Free Exemption. List attached.

Moved by Sheriff Oswald and seconded by Det. Hauswirth to approve Mr. Semashko's application. Motion carried.

Moved by Mr. Strom and seconded by Det. Hauswirth to reinstate Mr. Williams CPL because the court order against Mr. Williams was dismissed. Motion carried.

Moved by Sheriff Oswald and seconded by Det. Hauswirth to approve the 2015 meeting schedule as presented. Motion carried.

The medical marijuana card issues and federal law regarding CPL's were discussed

Moved by Sheriff Oswald and seconded by Det. Hauswirth to adjourn at 2:06 p.m. Motion carried.

Respectfully Submitted,

Nancy J. Kolich
Delta County Clerk

**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 #969

Date: November 24, 2014

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

Present: 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 Ms. Springinsguth and supported by Ms. Boyne. Motion passed without opposition.

APPROVAL OF OCTOBER 20, 2014 MINUTES:

Minutes of the October 20, 2014 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Ms. Springinsguth and supported by Ms. Boyne. Motion passed without opposition.

FINANCIAL REPORT:

Mr. Sexton related that he received information from the Delta County Administrator that the Delta County Board of Commissioners allocated \$500.00 for FY 2015 Delta County DHS Board Expenses. This is a significant decrease from historical allocations, which were \$6,000.00 or more.

The financial report for October 2014 was reviewed. There was \$95.75 in expenditures for DHS Board Meeting attendance and \$112.00 in expenditures for MCSSA meeting attendance; leaving a balance of \$292.25.

These funds were paid out prior to the Board allocation being known with the assumption that the Board would be receiving a similar amount as it had for the past 20 years. Given those expenditures and the remaining fund balance of \$292.25, the Board will not be able to support the minimum expenses for board member attendance for the next 11 months.

Minimal expenses are \$36.40 per meeting, times 11 months remaining in this fiscal year, totals \$400.40. The remaining balance is \$292.25

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

Mr. Sexton presented a bill received for MCSSA Statewide Dues for FY 2015 in the amount of \$1,273.46.

Mr. Sexton also presented a bill received from for MCSSA District 1 dues for FY 2015 in the amount of \$150.00.

Given the fact that the current board allocation was dropped from \$6,000.00 in FY 2014 to \$500.00 for FY 2015, there are no funds that can be used to support MCSSA operations.

Due to the lack of funds, there was no motion made to pay the bills presented by the MCSSA.

DIRECTOR'S REPORT:

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 worker in Menominee county 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 with one position being vacant currently, 5 foster care and foster home licensing specialists, 1 educational planner who serves the entire Upper Peninsula, 1 peer coach the covers the Triad and one Michigan Youth Opportunity Initiative worker. There are 13 assistance payments specialists (two are on a long term military leave); one limited term assistance payments specialist (to alleviate some of the extra work due to the military leaves) and two adult services specialists.

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

We have 5 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 2 Michigan Rehabilitation Services analysts – 1 full time and 1 part time.

Statewide Director's Meeting Information:

MISACWIS – Payment Problems: Per Federal Compliance Unit, when we want to seek a direct payment with repay for a FH, we must ensure that the problem is indeed a MISACWIS problem and not worker error. All requests go through BSC 1 first.

MISACWIS – Errors: At this point they are finding that 95% of the issues are worker errors. This is understandable since we continue to become familiar with a new system. It is important that all fixes, changes, updated/expired IBPs, updated/expired/new job aides, etc., are thoroughly reviewed by yourselves and with staff to ensure we stay on top of everything and the data coming out of MISACWIS is accurate.

MISCAWIS – Performance Reports – May through October 2014:

- CPS Commencement:
 - Delta: 84%
 - Dickinson: 81%
 - Menominee: 89%
- CPS Face-to-Face:
 - Delta: 88%
 - Dickinson: 84%
 - Menominee: 91%
- Dental:
 - Delta: 78%
 - Dickinson: 35%
 - Menominee: 17%
- Medical:
 - Delta: 88%
 - Dickinson: 47%
 - Menominee: 50%

Psychological Evaluations: They are working on increasing the rate we will pay from \$300.00 to something more in line with today's rates. New contracts will be coming out at some point in the not too distant future.

FAP S.O.P.s: Must be 95% or above or a CAP will have to be accomplished (three months in a row of under 95%). If we are under 95% we have to identify what is holding us up, such as central scan or whatever else might be an issue.

BSI: Use the auto function.

- Slowness issues need to be posted every time so they can track this and work on getting it corrected. Goal is 10 seconds – if it goes longer – post it.

Help Desk: Ticket resolutions that are not proper, obviously geared toward getting it off their plate, such as “Just Re-Scan” – get these to BSC 1, along with any other issues.

AP Best Practices: BSC 1 has a lot of information in re this and we should be working with him to ensure we are doing things in the best and most efficient way possible.

Conflict Management Training: This must occur quarterly in all Triads. The training will not be the same each time – each subsequent training builds upon the prior training, thus people have to attend each quarter.

FHL Goals: BSC 1 has to license 82 new non-relative foster homes this fiscal year and we are already behind. We should be at 7 homes licensed per month at minimum. We have to provide BSC 1 with monthly updates, which must include what our expectations are for the licensing workers on a daily, weekly, monthly basis.

- There will be a monthly meeting with all supervisors and FHL Specialists.
- We also have to accomplish monthly meetings with PAFCs in regard to this. Part of the monthly report will need to include a section pertaining to what PAFCs are actively pursuing licensing new homes and which are not.

PAFC Referrals: We have to have a specific plan for making referrals to PAFCs. They are complaining to Central Office and through their Association to the Legislature, claiming that DHS is not referring out a sufficient number of cases to them. Our three counties are referring out more than 50% of our cases, so we are where we should be.

- We have to again document where our children are going, what our rotational plan is, when the PAFC rejects a placement, etc. We have a tracking sheet already from when we had to do this previously.
- There will be a monthly dialog with all PAFC directors in regard to this.
- In very short order, non-title IVE cases will be able to be referred to PAFCs as the Legislature has agreed to pay the administrative rate for those cases. This will make it easier to refer cases out as soon as we get them as we will no longer have to wait for the funding determination.
- Any rotational system will need to have elements that ensure the best interest of the children and families. It would include things such as the following:
 - Do you have a home that is the best and safest for this child we are referring?
 - Do you have a home that meets above and can accommodate 4 children?
 - Etc.
 - If they don't have such a home, cannot borrow an appropriate home, etc., we go to the next PAFC in line and keep going down the line until we find the most appropriate placement for the child or children.
- Relative Licensing Referrals to PAFCs: These need to get referred out immediately so we are not using up their time frame for licensing these homes. The PAFC must be invited to the initial FTM so they are familiar with the case and can get started right away.
- We also need to continue to monitor and report safety and other issues we observe or come across.

Minor Parent Specialist: See the policy in BAM-201. Local offices must designate a minor parent coordinator to coordinate the delivery of services to minor parents. Refer all minor parents who refuse to comply with the requirements of this policy or withdraw their request for assistance to the minor parent coordinator. The department offers services to minor parents whether eligible for assistance benefits or not.

- AP Supervisors/FIM/GSPM – are the designated minor parent specialists in our offices.

Issues going to BSC: MISACWIS, Bridges, etc. Identify one contact person for each issue we send to them. Include every bit of information we have in regard to the problem

such as case IDs, ticket numbers, screen shots, etc. Do everything possible to ensure that they are not worker errors prior to sending them in.

Collaborative Issues: No new information was provided.

Business Plan Update:

Operational Funds:

- FY 2014 Year End Operating Funds Expenditure Report: Allocation: \$57,668.00. Final tally of expenditures: \$50,551.53 which constitutes 87.7% of the allocation spent with 100% of the fiscal year elapsed. We were able to stay within budget despite the inadequate funding provided due to extensive restrictions put into place throughout the past two years.
- FY 2014 Year End Travel Funds Expenditure Report: Allocation: \$52,332.00. Final tally of expenditures: \$45,340.57, which constitutes 86.6% of the allocation spent with 100% of the fiscal year elapsed. We were able to stay within budget due to travel restrictions that have been in place for the past two years.
- FY 2015 Operating Funds Expenditure Report: Allocation: \$68,742.00. Year-to-date expenditures: \$671.80, which constitutes 1% of the allocation expended with 8% of the year elapsed.
- FY 2015 Travel Funds Expenditure Report: Allocation: \$52,332.00. Year-to-date expenditures: No date available at this time.

- Assistance Payments Standard of Promptness: Current data for Delta County is 95.75%. Business Services Center 1 average is 95.05% and State average is 94.51%.
- Family Independence Program Work Participation Rate: Current data is 50% Statewide Goal is 50%.

Miscellaneous:

Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits for September 2014:

- Family Independence Program: 36 cases; 67 recipients; \$16,272.00 in benefits provided.
- Food Assistance Program: 3,072 cases; 5,704 recipients; \$646,707.00 in benefits provided.
- State Disability Assistance: 25 cases; 25 recipients; \$5,029.00 in benefits provided.
- Child Development and Care: 78 cases; 113 recipients; \$26,358.00 in benefits provided.
- State Emergency Relief: 7 cases; \$3,735.00 in benefits provided.
- Unduplicated total: 3,105 cases; 5,745 recipients; \$698,103.00 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 978 cases; 2,047 recipients
- Other Children < Age 21: 226 cases; 250 recipients

- Pregnant Women & Children Under 19: 1,273 cases; 2,112 recipients
- Non-SSI Aged, Blind & Disabled: 1,038 cases; 1,070 recipients
- SSI Aged, Blind & Disabled: 1,080 cases; 1,080 recipients
- Medicaid Eligible Total: 4,237 cases; 6,545 recipients

Healthy Michigan Plan County Enrollment: 1721

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.

Child Welfare Data (Standard of Promptness):

CPS ISP: 100%
 CPS ISP Supervisor Approval: 100%
 CPS USP: 100%
 CPS USP Supervisor Approval: 100%
 CPS Commencement of Investigation: 100%
 CPS Investigation face-to-face total: 99%
 CPS Investigation face-to-face 24 hour: 96%
 CPS Investigation face-to-face 72 hour: 100%
 CPS Ongoing face-to-face opening: 52%
 CPS Ongoing face-to-face monthly: 87%
 CPS Ongoing face-to-face closing: 96%
 CPS Contact entry: 89%

Foster Care ISP: 100%
 Foster Care ISP Supervisor Approval: 100%
 Foster Care USP: 100%
 Foster Care USP Supervisor Approval: 100%
 Foster Care Initial Medical: 100%
 Foster Care Initial Dental: N/A%
 Foster Care Periodic Medical: 33%
 Foster Care Periodic Dental: 100%
 Foster Care Worker/Child Visits 1st Month: 100%
 Foster Care Worker/Child Visits 2nd Month: 92%
 Foster Care Worker/Parent Visits 1st Month Mother: 100%
 Foster Care Worker/Parent Visits 1st Month In-Home: 0%
 Foster Care Worker/Parent Visits 1st Month Father: 50%
 Foster Care Worker/Parent Visits 2nd Month In-Home: 50%
 Foster Care Worker/Parent Visits 2nd Month Mother: 92%
 Foster Care Worker/Parent Visits 2nd Month Father: 86%
 Foster Care Contact Entry: 94%

Board Member Input/Suggestions: None.

A motion to accept the Director's Report was made by Ms. Springinsguth and supported by Ms. Boyne. Motion passed without opposition.

UNIT REPORT: None

BOARD BUSINESS:

1. **Approval of Vouchers:**

Vouchers were reviewed and a motion to approve all vouchers was made by Ms. Boyne and supported by Ms. Springinsguth. Motion passed without opposition.

2. **MCSSA:** The next District One meeting will be held on January 15, 2015 at 11:45 Eastern, at a restaurant to be determined in Ishpeming, MI.

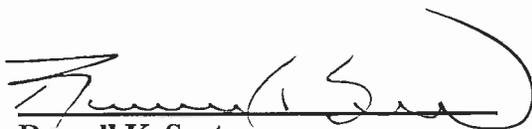
There will be no further reimbursements made for attendance at any MCSSA meetings as the allocation provided by the Delta County Board of Commissioners is not adequate to support further involvement.

NEW BUSINESS: There was no new business presented.

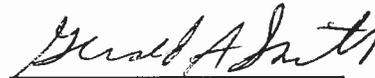
PUBLIC COMMENT: There were no public comments.

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

ADJOURNMENT: Motion to adjourn made by Ms. Boyne and supported by Ms. Springinsguth. Meeting adjourned at 10:48 a.m.



Russell K. Sexton
Board Secretary



Gerald Smith
Chairperson

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

A G E N D A

DELTA COUNTY DEPARTMENT OF HUMAN SERVICES BOARD MEETING

305 Ludington Street, Second Floor Conference Room

January 12, 2015, 10:00 A.M. Eastern Time

- A. Approval of agenda**
- B. Approval of December 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 – February 9, 2015 – 10:00 AM**
- J. Adjournment**

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

Mission:

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

Vision:

Compassion. Protection. Independence.

**DELTA COUNTY
DEPARTMENT OF HUMAN SERVICES
2940 COLLEGE AVENUE
ESCANABA, MICHIGAN 49829**

BOARD MEMBERS

**Deborah Springinsguth
Gerald Smith
Elaine Boyne**

DIRECTOR

Russell Sexton

**2015 SCHEDULE OF DEPARTMENT OF HUMAN SERVICES
BOARD MEETINGS**

The following schedule is for Delta County Department of Human Services Board meetings held on the third Monday of each month at the Delta County Department of Human Services at 10:00 AM. If a State holiday falls on the third or fourth Monday, the meeting is scheduled for the second Monday (***) . If a regularly scheduled board meeting is cancelled due to a lack of quorum the meeting will be rescheduled for the next Monday that is not a State recognized holiday.

<u>Month</u>	<u>Date</u>
January	12***
February	09***
March	16
April	20
May	11***
June	15
July	20
August	17
September	21
October	19
November	16
December	21

**DELTA SOLID WASTE MANAGEMENT AUTHORITY
MONTHLY MEETING
November 25, 2014, AT 7:00 P.M., Delta County Service Center, 2920 College Avenue**

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

MEMEBERS EXCUSED: Bill Farrell

MEMERBS ABSENT: Hugo Mattonen

OTHERS PRESENT: Don Pyle, Kim Peterson, Lawrence VanEffen, Cindy Rivers, Vivian Ketcham and Jerry Ketcham

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

Secretary's Report – Minutes – October 28, 2014

Gary Boudreau stated he also volunteered for the volume survey review and should be reflected in the October 28, 2014, Meeting Minutes.

A motion was made by Gary Boudreau, seconded by Steve Rose, to approve the October 28, 2014, Meeting Minutes with noted correction. Motion was approved unanimously.

Treasurer's Report

Reviewed the Financial Statement for October 2014. Total Operating Revenues are \$163,537 and Total Operating Expenses of \$1,481,649 for an operating income of \$55,489. Total year to date of \$242,560 for operating income. The upcoming bond payment is going to be approximately \$435,000 to \$436,000.

A motion was made by Gary Boudreau, seconded by Ralph Blasier, to approve the Treasurer's Report. Motion was approved unanimously.

Payment of Bills

October payment of bills was \$493,247.24. There was a payment on the bonds for approximately \$400,000.

Al Gerou was hired as a part-time employee to utilize when needed.

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

Additions to Agenda – None.

There are two furnaces with one being in the office and one being in the building. Approximately three weeks ago the office furnace stopped working and space heaters are currently being used. Richer's Refrigeration worked on the furnace system last and an estimate was received from them.

Discussed what option was feasible – replacing the heat exchanger or replacing the existing furnace.

A motion was made by Ralph Blasier, seconded by Steve Rose, to have Don Pyle work with Randy Gorecki on obtaining two additional furnace bids. Don Pyle will accept the least quoted amount. Motion was approved unanimously.

Volume Survey

Don Pyle stated based on airspace remaining (23,800 cubic yards) and using the average compaction of last year, there is 7.4 months of airspace left to fill on the south side site. Total compaction over all material placed this past year was 1,689.62 pounds per yard. Using the bonus scale, this year's bonus would be recommended at \$397.

Employee Annual Review

A motion was made by Ralph Blasier, seconded by Steve Rose, to give Kevin Tryan a \$250 bonus and to approve the remaining recommendations as proposed in the 2015 employee compensation package as presented.

Upon a roll call vote:

Ayes: Ralph Blasier, Steve Rose, Gary Boudreau, Randy Gorecki, and Ann Jousma-Miller

Nays: None

Motion was approved unanimously.

Manager's Report

Don Pyle stated the license has been received for the new cell. The sand had to be redone and Bacco has redone the slide slopes at 200' and this has been surveyed and is now at Bittner and environmental engineers to be sent to the State for recertification. The license requires recertification every 200' before anything is placed into the cell.

Discussed placing meeting ads in the Daily Press and the cost of such. Everyone was in agreement that the cost was too high and the meetings are placed on the City's website, City's newsletter, County's website and the Landfill's website. Discussed the possibility of putting a sign in the window of the landfill office stating upcoming meetings.

Cindy Rivers asked the board to consider an additional personal day in place of a merit bonus which will not cost any additional money. This item will be placed on the next meeting agenda for further review.

Next meeting will be December 16, 2014, which was moved up a week due to the Christmas Holiday.

This is Ann Jousma-Miller's last meeting as she will be out of town next month and she was thanked. Ralph Blasier will check with City Council to see if he is going to be re-appointed to the board as next month will be his last meeting.

Adjournment

A motion was made by Ralph Blasier, seconded by Gary Boudreau, to adjourn the meeting with the time being 7:46 p.m. Motion was approved unanimously.

REGULAR MEETING

DELTA SOLID WASTE MANAGEMENT AUTHORITY

December 16, 2014

The regular meeting of the Delta Solid Waste Management Authority will be held on Tuesday, December 16, 2014 at 7:00 p.m. **in the County Building at 2950 College Avenue in Escanaba.** Enter the door on the south side of the building at the west end of the building. Proceed down the hall toward the end and the room is on the left.

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

AGENDA:

1. Personal day request by Cindy Rivers
2. Next year's Meeting Dates Approved
3. Manager report.
4. Board comments.

Randy Gorecki
Chairman