

TENTATIVE AGENDA

DELTA COUNTY BOARD OF COMMISSIONERS

July 21, 2015

5:15 p.m.

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

SPECIAL ORDERS OF BUSINESS:

- V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS
 - County Board minutes: 7-7-15
 - 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**
 - 1. Administrator' Report
 - a. Financial Policies
 - 2. Recommendations from Finance minutes of 7-9-15
 - a. Creation of Pension Stabilization Fund
- XI. GENERAL ORDERS OF BUSINESS
 - A. UNFINISHED BUSINESS
 - 1. **Jail**
 - B. NEW BUSINESS

1. **Payment of Bills**
2. **Delta County Landfill Discussion**
3. **Hazard Mitigation Plan (LEPC Committee)**
4. **Veteran Affairs**
5. **Travel Policy Update**
6. **Emergency Management Performance Grant**
7. **MOU with Sheriff- Service Center Space**
8. **UPCAP Area Agency on Aging- 2016 Implementation Plan Resolution**
9. **Executive Session**

XII. GENERAL PUBLIC COMMENT

XIII. COMMISSIONER'S COMMENTS

XIV. MEETING SCHEDULE

- A. Board of Commissioners Meeting on 8-4-15 at 5:15 p.m. in the Service Center Board room.
- B. Board of Commissioners Meeting on 8-18-15 at 5:15 p.m. in the Service Center Board room.
- C. Board of Commissioners Meeting on 9-1-15 at 5:15 p.m. in the Service Center Board room.

XV. NOTICES

30 day notice of Appointments

XVI. ADJOURNMENT

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

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

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

The Honorable Members of the Delta
County Board of Commissioners

Dear Commissioners:

A regular meeting of the Delta County Board of Commissioners is scheduled for
Tuesday, July 21, 2015 at 5:15 p.m. in the Board Room in the Delta County Service Center.

Sincerely yours,

Nancy J. Kolich
Delta County Clerk

Proposed

DELTA COUNTY BOARD OF COMMISSIONERS MEETING
July 7, 2015

Escanaba, Michigan

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

July 2, 2015

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 July 7, 2015, at 5:15 p.m. in the Boardroom of the Delta County Service Center.

Sincerely yours,
Nancy J. Kolich
Delta County Clerk

ROLL CALL

PRESENT: Commissioners Harrington, Malnar, Johnson, Moyle, and Rivard.

EXCUSED: None.

The meeting was called to order at 5:15 p.m. in the Boardroom of the Delta County Service Center by Delta County Clerk, Nancy Kolich.

V. APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Commissioner Moyle and seconded by Commissioner Malnar to approve the minutes of the June 15, 2015 meeting. MOTION CARRIED.

VI. APPROVAL OF AGENDA

Moved by Commissioner Johnson and seconded by Commissioner Moyle to approve to amend the agenda moving item 9. Airport Notice of Award up to item 3. MOTION CARRIED.

Proposed

VII. PRESENTATION OF WRITTEN COMMUNICATIONS

- A. Received: 1. Letter from Russell W. Hall.
- B. Forwarded: 1. Letter to Governor Snyder, Senator Casperson, and Representative McBroom.
2. Letter to Chris Katona.
3. Letter to Glen Taylor.
4. Letter to Becky McIntyre.

VIII. REPORTS OF STANDING AND STATUTORY SPECIAL COMMITTEES AND OTHERS

- 1. Central Dispatch minutes of 3-11-15, 4-8-15, 5-13-15
- 2. Public Health minutes of 4-15-15.
- 3. Pinecrest Board minutes of 4-23-15, 5-28-15.
- 4. Human Services Board minutes of 5-11-15.
- 5. Solid Waste Management minutes of 5-26-15.

Moved by Commissioner Johnson and seconded by Commissioner Moyle to receive the Reports and place on file. MOTION CARRIED.

IX. PUBLIC COMMENT ON AGENDA ITEMS

Janet Daasch, Garden Township, would like reports from Committees presented by the Commissioners at the Board meeting. She also addressed the Board with her concerns regarding the Planning Commission - it keeps getting bogged down on the wind turbine issue. Could the appoint a committee with two townships supervisors that would meet weekly to address this issue?

X. COMMITTEE REPORTS:

- 1. Administrator's Report.
Overview of the Delta County Pension System.
- 2. Recommendations from Building & Grounds of 7-1-15.
 - 1. Search and Rescue Team Meeting Space at Service Center.

Moved by Commissioner Johnson and seconded by Commissioner Moyle to sign a Memorandum of Understanding with the Search and Rescue Team for office space at the Service Center. MOTION CARRIED.

- 2. ADA Accommodations and West Side Door Access.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to allow public access to the west side door entrance until ADA compliant parking spaces can be added to the front of the building and signage is put in place.

Proposed

ROLL CALL	MALNAR	YES
	JOHNSON	YES
	MOYLE	YES
	RIVARD	YES
	HARRINGTON	YES

MOTION CARRIED.

3. Key Fob Access.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to allow law enforcement and contractual court appointed attorneys to have Key Fob Access to the courthouse from 7:30 am to 4:00 pm. MOTION CARRIED.

4. Courthouse Security Recommendations.

Moved by Commissioner Rivard and seconded by Commissioner Malnar to approve \$12,750 to change room 113 to a security room. MOTION CARRIED.

5. Emergency Operations Center.

Tabled.

6. Air Handlers.

Moved by Commissioner Rivard and seconded by Commissioner Malnar to approve \$4974 to purchase combination motor starters (air handlers) for the courthouse. MOTION CARRIED.

7. Outdoor LED.

Tabled.

8. IT Server Room Emergency Power.

Moved by Commissioner Rivard and seconded by Commissioner Malnar to approve \$13,000 to purchase a transformer upgrade, upgrading the feed to the IT room, Cat 5 drops, and provide emergency power to two data rack locations, which will allow for the County's IT and security equipment to properly function in the event of an extended power outage, and \$2,226 for the purchase of emergency power lights in the main hallway/corridor. MOTION CARRIED.

9. Clerk's Office Vault Flooring Quotes.

Tabled.

Proposed

Moved by Commissioner Rivard and seconded by Commissioner Moyle to receive the Building and Grounds minutes of 7-1-15 and place on file. MOTION CARRIED.

3. March 18, 2015 - Committee of the Whole Recommendations.

1. Road Commissioner - Salary Increase.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to approve increasing the Road Commissioner salaries \$25 per month to the base for FY 2014-15 and an additional \$25 per month for FY 2015-16 effective July 1, 2015. MOTION CARRIED.

2. Sheriff Budget.

Moved by Commissioner Moyle and seconded by Commissioner Rivard to allow the Administrator discretion in the timing of reimbursement for the security officer overtime. MOTION CARRIED.

4. Elected and Non-bargaining One Time Bonus.

Moved by Commissioner Harrington and seconded by Commissioner Malnar to table the one-time payment into the retirement funds of the elected and non-bargaining employees. MOTION CARRIED.

XI. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS

1. Jail.

a. Selection of a Jail Committee.

Moved by Commissioner Harrington and seconded by Commissioner Moyle to appoint the Sheriff, the Administrator, the Prosecutor and Commissioner Malnar and Commissioner Harrington to the Jail Committee. MOTION CARRIED.

B. NEW BUSINESS

1. Payment of Bills.

Moved by Commissioner Moyle and seconded by Commissioner Malnar to approve payment of the bills in the amount of \$692,302.40 and Commissioner's expenses of \$507.91. MOTION CARRIED.

Proposed

2. Airport Trainer and New Hire.

Moved by Commissioner Moyle and seconded by Commissioner Malnar to approve retired airport employee Randall Gascon to 720 hours to train the new hire including winter training. MOTION CARRIED.

3. MDOT Contract No. 2105-0320 Wildlife Hazard Assessment.

Moved by Commissioner Moyle and seconded by Commissioner Rivard to authorize Chairperson Harrington to sign the MDOT Wildlife Hazard Assessment - Environmental contract, as presented, and authorizes Kelly Smith, Delta County Airport Manager, to sign any and all documents in connection with this contract that require only her signature. MOTION CARRIED.

3.(9). Notice of Award.

Moved by Commissioner Moyle and seconded by Commissioner Rivard to approve the bid of JJ Cunningham for \$73,008.95 for the FAA 2015 Rehabilitate Pavements-Airfield Crack Sealing and Taxiway Pavement Marking Project, as presented. MOTION CARRIED.

4. Escanaba Bridge Archeological Inspection.

Moved by Commission Rivard and seconded by Commissioner Malnar to approve grant MDOT Right of Entry for the Pioneer Trail Park Approachway for Archeological Inspection, as presented. MOTION CARRIED.

5. Superior Trade Zone Representatives.

Moved by Commissioner Harrington and seconded by Commissioner Moyle to appoint Commissioner Johnson(primary) and Vicki Schwab to the Superior Trade Zone. MOTION CARRIED.

6. Right of Way Easement for Dutch Mill to the Alger Delta Cooperative Electric Association.

Moved by Commissioner Harrington and seconded by Commissioner Moyle to refer the Right of Way Easement at the Dutch Mill for the Alger Delta Coop to Rory Mattson of the Delta County Conservation District/Parks to look into with Commissioner Rivard and Administrator Bergman. MOTION CARRIED.

7. WCUP Community Corrections Funding.

Proposed

Moved by Commissioner Malnar and seconded by Commissioner Moyle to send a letter to Governor Snyder, Senator Casperson and Representative McBroom requesting that the State reinstate the Programs funding on behalf of the six UP Counties in the West-Central Upper Peninsula Community Corrections, as presented. MOTION CARRIED.

8. Clerk's Office Vital Records Software.

Moved by Commissioner Moyle and seconded by Commissioner Rivard to approve purchase of Vital Records software from Deketo for up to \$14,900, as recommended by the Clerk and IT. MOTION CARRIED.

XII. PUBLIC COMMENT

Rory Mattson, Delta Conservation District and Parks, asked that Commissioners Rivard and Malnar both be present at Dutch Mill for both the Alger-Delta Coop and the Forest Service Easements are looked at.

Sue Rochefort, Garden Township, addressed the Board with her concerns with the slow movement on the wind turbine issue, would like the Planning Commission to act before the new wind turbines are added.

XIII. COMMISSIONERS CONCERNS

Commissioner Malnar: None.

Commissioner Johnson: None.

Commissioner Moyle: Thanked Mrs. Daasch for her patience on the wind turbine issue.

Commissioner Rivard: None.

Commissioner Harrington: None.

XIV. MEETING SCHEDULE

July 21 st	5:15 p.m.	Board meeting.
August 4 th	5:15 p.m.	Board meeting.
August 18 th	5:15 p.m.	Board meeting.

Proposed

XVI. ADJOURNMENT

Moved by Commissioner Rivard and seconded by Commissioner Johnson to adjourn at 6:50 p.m. MOTION CARRIED.

Respectfully Submitted,

Nancy J. Kolich, County Clerk

Mary K. Harrington, Board Chair

Finance Committee Minutes
July 9, 2015

Members Present: Commissioner Patrick Johnson
 Commissioner John Malnar
 Administrator Ryan Bergman

ATTENDEES: Ed Oswald, Sheriff; Phil Griebel, Undersheriff; Nancy Sabor, Senior
 Account Clerk

The meeting began at 2:08 p.m.

V. New Business

1. **Overview of FY 14/15 Budget Vs. Actual June 2015**

Administrator Bergman presented a summary of Budget vs. Actuals through June 2015. A summary of the percent of budget that each department has spent was also presented.

2. **MMRMA Insurance Distribution**

The Michigan Municipal Risk Management Authority net asset distribution payment was discussed. Excluding the 911/dispatch portion, Delta County received a check for \$103,823. Based on Road Patrol's expenditure contribution, it will receive \$24,004 of this \$103,823. Sheriff Oswald stated that he is comfortable with this arrangement.

3. **Cost Allocation Policy**

Commissioner Johnson requested information on the county's cost allocation policy. Administrator Bergman stated that there are two types of cost allocation costs. One are costs that can be easily distributed between funds such as insurance costs, phone bills, or pension costs. Other costs, such as indirect support for human resources, building space, and finance can only be distributed based on an approved cost allocation plan, with previous fiscal year data. Sheriff Oswald stated that there are also some costs that the Road Patrol pays for that should be the responsibility of the General Fund. Commissioner Johnson suggested that the County attempt to determine what a cost allocation party would look like, even if it elects not to charge any costs to nongeneral funds. Administrator Bergman stated that he would do additional research on the matter and determine if the County's current cost allocation provider for state programs could also provide this additional data.

4. **Procurement Policy**

Administrator Bergman presented his concerns with the current procurement policy which requires three quotes on items over \$500, and a bidding procedure on items over \$5,000. It was stated that Marquette County uses thresholds of \$2,000 and \$10,000 respectively. Commissioner Malnar stated that one possibility is to have items over \$5,000 go to the board, but with quotes rather than bids. Sheriff Oswald stated that \$500 is a low limit and that the jail has many items that it purchases in bulk for a cost greater than \$500. Sheriff Oswald also

recommended looking into the fair state purchase price. Commissioner Johnson suggested building in a radius. Both Commissioner Johnson and Malnar suggested that Administrator Bergman research and draft a new policy to be reviewed by the members of the Finance Committee, and then deferred to the full board.

5. General Fund Surplus Policy

Administrator Bergman discussed the implications of the annual pension cost increases that the county will be facing over the next six or seven years, and recommended a policy on General Fund surpluses. The policy would deposit all annual General Fund surpluses into a pension stabilization fund. The stabilization fund could only be used by board action to offset all or a portion of pension costs increases in the General Fund. Other special revenue and internal service fund accounts would also be examined to determine if there are funds to be re-appropriated. After discussion, the Finance Committee recommends creation of a Pension Stabilization Fund and the aforementioned surplus policy.

The meeting adjourned at 2:43 P.M

Budget (Pension) Stabilization Fund Resolution

Whereas, Under Michigan law, a Budget Stabilization Fund may be used in cities, villages, counties and townships to account for funds set aside pursuant to the provisions of Act 30 PA 1978.

Whereas, the Delta County Board of Commissioners wishes to create a Budget Stabilization Fund effective immediately.

Whereas, the Director of Administration and Finance proposes a Budget Stabilization Fund policy that complies with the provisions of Act 30 PA 1978, including the deposit of all future annual General Fund surplus to be deposited in the Stabilization Fund.

Now, Therefore, Be It Resolved, that the Delta County Board of Commissioners hereby authorizes the creation of a Budget Stabilization Fund, to be titled Pension Stabilization Fund, and the attached Budget Stabilization Fund policy.

DELTA COUNTY
Pension Stabilization Fund Policy

1. Authorization

The Pension Stabilization Fund (FUND) is authorized as a Budget Stabilization Fund under Michigan's Act 30 PA 1978.

2. Purpose

The purpose of the FUND is to set aside annual General Fund surplus for use with future General Fund pension costs, if costs continue to increase beyond a specific threshold.

3. Maximum Limits

Under 30 PA 1978, The FUND may not exceed the lesser of fifteen (15) percent of the current year's General Fund budget, or fifteen (15) percent of the average of the most recent five (5) General Fund budgets. Any amount in excess of this limit will be immediately deposited into unassigned General Fund balance.

4. Rules for Deposit

The annual General Fund surplus beginning with the 2014-2015 year will be deposited into the FUND, rather than into unassigned Fund Balance. An annual General Fund deficit will not be withdrawn from the FUND.

5. Rules for Use

The FUND is intended to mitigate General Fund pension increases over at least a three year period. Therefore the following rules and procedures will apply:

- a. The FUND can only be used through an approved Board of Commissioners action.
- b. The FUND can only be used as revenue to offset General Fund expenses associated with the Michigan Employee's Retirement System (MERS) defined benefit annual cost increases.
- c. The FUND can only be used to offset annual General Fund defined benefit costs in excess of \$1,100,000.
- d. No more than one third (1/3) of the FUND may be used during its first appropriation. No more than one-half (1/2) of the remaining FUND may be used during its second appropriation. There is no minimum fund use.
- e. The FUND may not be used more than one each fiscal year.

**MICHIGAN DEPARTMENT OF TREASURY
UNIFORM CHART OF ACCOUNTS FOR COUNTIES AND LOCAL UNITS OF GOVERNMENT**

FUND DESCRIPTIONS

SPECIAL REVENUE FUND TYPE

257--BUDGET STABILIZATION FUND

The Budget Stabilization Fund may be used in cities, villages, counties and townships to account for funds set aside pursuant to the provisions of Act 30 PA 1978 (MCL 141.441 et al.).

The fund may be established by an ordinance adopted by 2/3 of the members elected and serving on the governing body as provided in the Act. Money in the fund may be appropriated by an ordinance or resolution adopted by a 2/3 vote of the members elected and serving of the governing body. Specific requirements dictate the amounts to be transferred from the general fund, maximum balances, and specific uses for the fund (MCL 141.443 and .444).

The cash and investments of the Budget Stabilization Fund are subject to the requirements of PA 20 of 1943, as amended, (MCL 129.91) and may be included in a pooled cash and investment. The earnings of the fund's investments must be returned to the municipality's general fund (MCL 141.443(4)).

258--DISASTER CONTINGENCY FUND

The Disaster Contingency Fund is used in any county or local unit with a population of 10,000 or more. The county or local unit must maintain an active Emergency Preparedness Department and have a current and adequate emergency preparedness plan approved by and on file with Emergency Management Division of the Michigan State Police. The fund is permitted by Section 19 of Act 390 PA 1976 (MCL 30.419).

The Disaster Contingency Fund is used to account for money provided by the legislative body of a local unit for the specific purpose of mitigation of disaster related expenses that represent an extraordinary burden on a county or municipality in relation to its available resources. A State grant may be applied for and must state the purpose for which the assistance is sought, the extent of damages sustained, and certify an exhaustion of local efforts. Assistance grants under this section shall not exceed \$30,000 or 10% of the total annual operating budget for the preceding fiscal year of the county or municipality, whichever is less.

The cash and investments of the Disaster Contingency Fund are subject to the requirements of PA 20 of 1943, as amended, (MCL 129.91) and may be included in a pooled cash and investment.

The Disaster Contingency Fund must operate only with a budget adopted by the county board of commissioners, township board, city or village council as required by PA 2 of 1968, as amended, (MCL 141.421 et al.).

All claims (expenditures) must be approved by the legislative board or council pursuant to: Cities--MCL 87.7 and 88.20; Villages--MCL 65.7; Townships--MCL 41.75; Counties--MCL 46.11 (g), 46.71, 46.53, and 46.63.



MICHIGAN LEGISLATURE

Michigan Compiled Laws Complete Through PA 86 of 2015
House: Adjourned until Tuesday, July 21, 2015 10:00:00 AM

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NAVIGATE SECTIONS

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Section 141.443

friendly link Printer Friendly

BUDGET STABILIZATION FUND (EXCERPT) Act 30 of 1978

141.443 Budget stabilization fund; appropriation; additional taxes prohibited; limitation; investments; disposition of excess money.

Sec. 3.

(1) Each fiscal year following the fiscal year in which a fund is created, the governing body of the municipality which created the fund may appropriate by an ordinance or resolution adopted by a 2/3 vote of the members elected and serving, all or part of a surplus in the general fund resulting from an excess of revenue in comparison to expenses, to the fund.

(2) A municipality shall not impose additional taxes producing revenue in excess of that needed for its estimated budget in order to provide for money to be appropriated to the fund.

(3) The amount of money in the fund shall not exceed either 15% of the municipality's most recent general fund budget, as originally adopted, or 15% of the average of the municipality's 5 most recent general fund budgets, as amended, whichever is less.

(4) The money in the fund may be invested as provided by law with the earnings of the fund to be returned to the municipality's general fund.

(5) If the money in the fund exceeds that permitted in subsection (3), the excess money shall be appropriated in the municipality's next general fund budget, but shall not be appropriated to the fund.

History: 1978, Act 30, Imd. Eff. Feb. 24, 1978

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DELTA COUNTY BOARD OF COMMISSIONERS

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

B1



July 21, 2015

TO: Delta County Board of Commissioners
FR: Ryan Bergman, 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.

Ryan Bergman, Administrator

Date	Amount
06-30-15	353,345.08
07-10-15	423,173.40
07-15-15	745,599.84
Total Report of Claims \$	1,522,118.32
Total Jury Expense \$	1,992.76
GRAND TOTAL OF BILLS \$	1,524,111.08
Commissioner Expenses: \$	1,666.62 Paid

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

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
07/01/2015	157621	0021164	BILLY ELECTRIC INC	REPLACE COMBINATION MOTOR STARTERS AFTER	6,812.50
07/01/2015	157622	002170	BENOIT'S GLASS & LOCK	SCHLAGE KNOB INSTALLED IN KITCHEN RE KEY DOORS AT ANIMAL SHELTER	298.00 595.60 893.60
07/01/2015	157623	002400	BURKHART, LEWANDOWSKI & MILLER, P.C	BONUS (ELECT/APPT/NON UNION) SEXUAL HARASSMENT COMPLAINT TEAMSTERS CONTRACT (2014)	970.00 3,229.40 720.00 4,919.40
07/01/2015	157624	003267	BRANDON COUVILLION	PHONE REIMB- MAY 2015 PHONE REIMB- JUNE 2015	45.00 45.00 90.00
07/01/2015	157625	004418	DTE ENERGY	NAT'L GAS - ACCT 4576 021 0002 8 NAT'L GAS - ACCT: 4576 012 0002 7	3,420.92 78.02 3,498.94
07/01/2015	157626	005060	ESCANABA AREA PUBLIC SCHOOLS	2014 TAX SETTLEMENT	330,542.81
07/01/2015	157627	007193	GREAT LAKES METER PROVING INC	METER PROVING, 100LL AND OVERWING JET	382.56
07/01/2015	157628	008090	HIAWATHA CHEF SUPPLY	NEW FLOOR MACHINE	950.00
07/01/2015	157629	008124	MATT HUGHES	MILEAGE REIMB- JUNE 2015 PHONE REIMB- MAY 2015	415.15 35.00 450.15
07/01/2015	157630	013180	MEL'S LAWN AND GARDEN, INC.	POTTING SOIL FOR OFFICE PLANTS	6.99
07/01/2015	157631	014114	DENISE E. NOBLE, ATTORNEY	COURT APPT ATTY FOR DOUGLAS RAJALA	45.00
07/01/2015	157632	016032	P & M INSPECTIONS, INC.	PAY PERIOD 6-15-2015 THROUGH 6-26-2015	860.00
07/01/2015	157633	018063	REINHART FOOD SERVICE	CREAMER AND LUNCH BAGS	104.19
07/01/2015	157634	018064	REDWOOD TOXICOLOGY LABORATORY INC.	PROBATION DEPARTMENT DRUG SCREENS-ACCT 0	216.80
07/01/2015	157635	019010	OSF ST. FRANCIS HOSPITAL	MEDICAL BILL - PAULSON	394.00
07/01/2015	157636	019025	STAPLES CREDIT PLAN	SUPPLIES- ACCT 6011 1000 203 4718	34.27
07/01/2015	157637	019168	KELLY SMITH	UP MANAGER MEETING CRYSTAL FALLS MILEAGE	95.45
07/01/2015	157638	019222	STATE OF MICHIGAN	GRANT - 2015 LICENSE MARK GEHRCKE	133.00
07/01/2015	157639	020051	JASON P THIBEAULT	BOOT ALLOWANCE 2014-15	150.00
07/01/2015	157640	021060	UPPER PENINSULA FAMILY SOLUTIONS	FOSTER CARE FOR DOMINICK FONTAINE FOR AP FOSTER CARE FOR DONOVAN FONTAINE FOR APR FOSTER CARE FOR ZANYAH FONTAINE FOR APR	137.92 137.92 310.32 586.16
07/01/2015	157641	084072	LUKE HAMLIN	PHONE REIMB - MAY 2015	35.00
07/01/2015	157642	ADMIN MISC	DELTA GENERAL AGENCY	GRANT-MARK GEHRCKE (INSURANCE-TRUST FUND	120.44
07/01/2015	157643	DIST MISC	DONNA TRUDELL	JURY TRIAL 6/1/2015 - LUNCH T. STENBERG	11.66
07/01/2015	157644	DIST MISC	DEAN INGEBRIGTSEN	JURY TRIAL 6/1/2015 - LUNCH T. STENBERG	6.23
07/01/2015	157645	DIST MISC	HEATHER TEAL	JURY TRIAL 6/1/2015 - LUNCH T. STENBERG	5.93
07/01/2015	157646	SHERF MISC	CRAWFORD COUNTY DISTRICT COURT	OUT OF COUNTY BOND - JUSTIN SARNOWSKI	2,000.00

PIR CKS

157605 - 157620

FIRST TOTALS:

Total of 26 Checks:

353,345.08

Check Date	Check	Vendor	Vendor Name	Description	Amount
Less 0 Void Checks:					0.00
Total of 26 Disbursements:					353,345.08

8

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
07/10/2015	157647	001012	A-1 DRAIN CLEANING	DRAIN PUMPED	155.00
07/10/2015	157648	001050	ALGER DELTA ELECTRIC ASSOC.	TOWER POWER ACCT 200500	124.00
07/10/2015	157649	001062	AMATEUR RADIO SOCIETY	EMERGENCY COMMUNICATIONS TRAILER- SACKER	1,000.00
07/10/2015	157650	002013	RENEE BARRON	PC MEETING (MILEAGE ONLY)	28.75
07/10/2015	157651	002060	BARK RIVER-HARRIS SCHOOL DIST.	2014 TAX SETTLEMENT	15,400.15
07/10/2015	157652	002160	BIG BAY DE NOC SCHOOL DIST.	2014 TAX SETTLEMENT	107,610.13
07/10/2015	157653	002170	BENOIT'S GLASS & LOCK	CHANGE LOCKS ON FORECLOSED PROPERTY-DAKO	85.00
				CHANGE LOCK ON FORECLOSED PROPERTY-ESCAN	50.00
				REPAIR OF DOORS FOR BOOKING ROOM	65.00
					<u>200.00</u>
07/10/2015	157654	002200	GARY BJORKQUIST	PER DIEM	25.00
07/10/2015	157655	002317	BRP US INC	MOTOR STARTER FOR BOAT	174.54
07/10/2015	157656	002349	BURNHAM & FLOWER OF MICHIGAN	2015 SUMMER TAX BOND	1,824.00
07/10/2015	157657	003039	CARPET & DRAPERY SHOP, INC.	FLOOR TILES - SHERIFFS OFFICE	437.10
07/10/2015	157658	003058	CBM FOOD SERVICE	INMATE FOOD SERVICE - 6/18- 6/24/15	3,248.63
				FOOD SERVICE - 6/11/15 - 6/17/15	3,330.23
					<u>6,578.86</u>
07/10/2015	157659	003061	CARQUEST AUTO PARTS	SUPER GLUE	2.65
				WIPER BLADES	33.58
				OIL FILTER, LEVER ACTION GREASER GUN, GR	54.84
					<u>91.07</u>
07/10/2015	157660	003065	COAST TO COAST COMPUTER PRODUCTS	TONER	199.99
				TONER	629.91
					<u>829.90</u>
07/10/2015	157661	003087	CHARTER COMMUNICATIONS	INTERNET - ACCT 8245 12 032 0091915	240.02
07/10/2015	157662	003110	CITY OF ESCANABA	DISPATCHING SERVICES, JUNE 2015	63,500.00
07/10/2015	157663	003120	CITY OF ESCANABA	JUNE 2015 PENAL FINES	3,172.51
07/10/2015	157664	003140	CITY OF GLADSTONE	JUNE 2015 PENAL FINES	381.67
07/10/2015	157665	003160	CLOVERLAND PAPER CO.	JANITORIAL TOILET TISSUE PAPER 2 CASES	80.86
07/10/2015	157666	003170	COMMUNITY ACTION AGENCY	2014 TAX SETTLEMENT	45,415.30
07/10/2015	157667	003180	PATRICK CONNOR	PLANNING COMMISSION MEETING	22.30
07/10/2015	157668	004038	DAVIS/WANIC LAND SURVEYORS P.C	REMON SURVEY SERVICES	7,200.00
07/10/2015	157669	004141	DELL MARKETING L.P.	TONER CARTRIDGE	132.98
07/10/2015	157670	004240	DELTA COUNTY SHERIFF DEPT.	DATA CARD REIMBURSEMENT-JANUARY TO JUNE	1,068.12
07/10/2015	157671	004241	DELTA COUNTY 4-H COUNCIL	6 PLAT BOOKS-JUNE 2015	204.00
07/10/2015	157672	004256	DELTA COUNTY AIRPORT	POSTAGE REIMB	2.30
07/10/2015	157673	004270	DELTA COUNTY TREASURER	POSTAGE	0.59
				RETURN POSTAGE	0.59
					<u>1.18</u>
07/10/2015	157674	004272	DELTA DISPOSAL	GARBAGE DISPOSAL - ACCT: 496	395.00
				GARBAGE PICK UP - ACCT 40	163.95
					<u>558.95</u>
07/10/2015	157675	004356	JOHN DENHOLM	PC MEETING	89.00
07/10/2015	157676	004419	STEVEN A. DOSH, M.D.	MEDICAL EXAMINER FEES-JULY 2015	3,500.00

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Check Date	Check	Vendor	Vendor Name	Description	Amount
07/10/2015	157677	004441	JASON DIX	PHONE REIMB - JUNE 2015	35.00
07/10/2015	157678	005033	WLUC TV-6 & FOX UP	ALL STAR GAME SPOTS	500.00
07/10/2015	157679	005050	EPIC AVIATION LLC	JET A 7801 GROSS X 2.2555	17,595.48
07/10/2015	157680	005063	ESCANABA RADIOLOGY ASSOCIATES	LUCIER, RADIOLOGY BILL	525.00
07/10/2015	157681	006074	FLAIL-MASTER	TIGER MOWER ROLLER, SHAFT BRG SCREWS AND	1,250.03
07/10/2015	157682	006088	DAN FORRESTER	THERAPY, INTAKE, MILEAGE FOR 7/1/2015	444.00
07/10/2015	157683	006093	TEISH FOSTER	FOSTER CARE FOR ISAIAH LEDFORD - JUNE 20	517.20
07/10/2015	157684	006121	FRIENDS OFFICE PRODUCTS	OFFICE SUPPLIES	30.98
07/10/2015	157685	007114	GLADSTONE PUBLIC SAFETY	DATA CARD REIMBEMENT - JAN THRU JUNE 20	684.18
07/10/2015	157686	007250	GUARDIAN PEST CONTROL, INC.	PEST CONTROL	51.05
07/10/2015	157687	008031	MARK HANSON	MEAL REIMB- UPSET - JUNE 2015	47.50
07/10/2015	157688	008080	BENNY HERIOUX	PC MEETING	32.08
07/10/2015	157689	008111	REGINA F. HOWELL	REIMB POSTAGE- POPIOLEK/JONES TRANSCRIPT	24.15
07/10/2015	157690	009057	IT OUTLET INC	DRIVE ENCLOSURE AND SHIPPING	3,250.82
				INTERNAL HARD DRIVE/CONTROLLER CARD/SHIP	2,390.00
					<u>5,640.82</u>
07/10/2015	157691	010045	JEFF'S GLASS & WINDOWS INC	BOAT WINDSHIELD REPAIR	75.64
07/10/2015	157692	011071	KMB BROADCASTING INC	ANNUAL PACKAGE-WDBC-AM	325.00
07/10/2015	157693	012032	WILLIAM LAMARCH	PER DIEM	25.00
07/10/2015	157694	012078	TRANSUNION RISK AND ALTERNATIVE	INVESTIGATIONS	13.25
07/10/2015	157695	012091	SANDRA LINSMEYER	FOSTER CARE BROOKLYN GORDON-JUNE 2015	617.70
07/10/2015	157696	012131	PERRY LUND	PHONE REIMB -JUNE 2015	35.00
07/10/2015	157697	013037	JOHN MALNAR	MILEAGE/PHONE REIMB-JUNE 2015	339.48
07/10/2015	157698	013176	DANIEL MENACHER	PHONE ANTENNA	42.39
07/10/2015	157699	013179	MENARDS	SERVICE CENTER EQUIP-CAN/AIR GUN/SHOVEL	33.96
				GREASE AND WEED KILLER	24.93
					<u>58.89</u>
07/10/2015	157700	013180	MEL'S LAWN AND GARDEN, INC.	2 1/2 GALLON MAD DOG PLUS	36.50
07/10/2015	157701	013184	MENOMINEE COUNTY DISTRICT COURT	OUT OF COUNTY BOND-ROBERT MITCHELL	325.00
07/10/2015	157702	013200	MICHIGAN ASSOCIATION OF COUNTIES	2016 MEMBERSHIP DUES	8,169.96
07/10/2015	157703	013330	MICHIGAN DISTRICT JUDGES' ASSOCIATI	REIMB STOP PYMT CHECK CHG ON HONORABLE S	12.00
07/10/2015	157704	013349	MICHIGAN MUNICIPAL RISK MANAGEMENT	INSURANCE INSTALLMENT-POLICY M0001460	1,623.00
				INSURANCE PAYMENT-POLICY R0001460	1,000.00
					<u>2,623.00</u>
07/10/2015	157705	013406	MICHIGAN WORKS	JUNE 2015 UPDATE REPORTER AD	19.53
				MAY 2015 BUSINESS UPDATE REPORTER AD	19.53
					<u>39.06</u>
07/10/2015	157706	013430	MTD PEN SCHOOL DISTRICT	2014 TAX SETTLEMENT	62,103.69
07/10/2015	157707	013945	MULTI ELECTRIC	8 FLASH TUBES AND FREIGHT	1,394.35
07/10/2015	157708	014192	NORWAY SPRINGS INC	RENTAL MONTHLY JULY 2015	19.90
07/10/2015	157709	014250	NU-WAY CLEANERS	DRY CLEANING - ROAD AND ADMIN - JUNE 201	156.45
07/10/2015	157710	016083	NANCY PETERSON	PC MEETING-SECRETARY	30.00
07/10/2015	157711	016088	PIT STOP QUICK LUBE	OIL CHANGE	55.00
				OIL CHANGE - ROAD VEHICLE, DELTA 4	56.00
				CREDIT MEMO	(74.99)
					<u>36.01</u>
07/10/2015	157712	016140	PUMMILL PRINT SERVICE LLC	25 CASES DOUBLE WINDOW ENVELOPES-TAX BIL	843.50
07/10/2015	157713	017010	QUILL CORPORATION	LEGAL SIZE FILE JACKETS	134.97
07/10/2015	157714	018031	RADIO RESULTS NETWORK	WGLQ WEATHER	300.00

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Check Date	Check	Vendor	Vendor Name	Description	Amount
07/10/2015	157715	018063	REINHART FOOD SERVICE	BAGS, SCRUBBERS AND CREAMER	228.76
07/10/2015	157716	018074	RENT-A-MAID INC	JANITORIAL JULY 2015	1,440.92
07/10/2015	157717	018187	ROLAND MACHINERY CO	WIPER BLADE, BALL VALVE, FREIGHT AND FRE	109.45
07/10/2015	157718	018188	ROLAND MACHINERY EXCHANGE	CYLINDER 3X10 RTR AND INBOUND FREIGHT	433.87
07/10/2015	157719	018190	ELIZABETH ANN ROMAN	ADMIN EXP - JUNE 2015	50.00
07/10/2015	157720	019073	RANDY SCOTT	PC MEETING	26.90
07/10/2015	157721	019155	SKRADSKI FUNERAL HOME, INC.	BURIAL ALLOWANCE - DENIS INGEBRIGTSEN	300.00
				BURIAL ALLOWANCE- WALTER MORRIS	300.00
					600.00
07/10/2015	157722	019156	SKRADSKI FUNERAL HOME	BURIAL ALLOWANCE-ROBERT CORBETT	300.00
07/10/2015	157723	019196	STANDARD ELECTRIC COMPANY	CHROME CLEAN OUT COVER	12.44
				BULBS COURTHOUSE	24.42
				PARTS SERVICE CENTER	45.23
					82.09
07/10/2015	157724	019201	STATE OF MICH, ST. EDUCATION TAX	SET & TLR TAX 6/16-30/15	1,630.91
07/10/2015	157725	019234	STATE OF MICHIGAN	CER RENEWAL JODI M SCHWALBACH	30.00
				CEO RENEWAL - EMILY DESALVO	30.00
				CER RENEWAL - M. KWARCJANY	30.00
					90.00
07/10/2015	157726	019238	STATE OF MICHIGAN	STATEWARDS FOR MONTH OF JUNE 2015	186.40
07/10/2015	157727	019240	STATE OF MICHIGAN	CERTIFICATE RENEWALS FOR COURT REPORTERS	90.00
07/10/2015	157728	019305	STATE OF MICHIGAN	SOR MONEY	240.00
07/10/2015	157729	019325	STATE OF MICHIGAN	COURT FEE TRANSMITTALS	30,673.22
				PA 12 MONEY TO STATE	340.00
					31,013.22
07/10/2015	157730	019356	STERICYCLE, INC	HAZARDOUS WASTE PICKUP-ACCT 2235375	511.26
07/10/2015	157731	019375	STROPICH OIL COMPANY	UNLEAD 207.7 X 2.40 498.48	498.48
				DIESEL 515.3 X 2.25	1,159.42
					1,657.90
07/10/2015	157732	020010	T & T HARDWARE	5 SINGLE CUT KEY	24.93
				PULL CHAIN SWITCH, BOTS AND NUTS	10.79
				PUSH MOWER AND SUPPLIES FOR LAWN MOWER	248.69
				SNAP FASTENER REFILL	25.74
				WOOD MOP HANDLES	13.58
				HOSE CAPS	2.99
					326.72
07/10/2015	157733	021005	UNISOURCE - APPLETON	8.5 X 11 WHITE PAPER	3,288.00
07/10/2015	157734	021049	THE UPS STORE	SHIPPING CHGS	12.04
				SHIPPING CHGS	39.28
					51.32
07/10/2015	157735	021060	UPPER PENINSULA FAMILY SOLUTIONS	FOSTER CARE DONAVAN FONTAINE - JUNE 2015	517.20
				FOSTER CARE ZARIYAH FONTAINE-JUNE 2015	517.20
				FOSTER CARE FOR DOMINICK FONTAINE FOR JU	517.20

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Check Date	Check	Vendor	Vendor Name	Description	Amount
07/10/2015	157736	021070	U. P. POWER CO.	ELECTRICITY - ACCT 0420193263-00001	1,551.60
07/10/2015	157737	022017	JULIAN VANDECAVEYE	PC MEETING PC MEETING (MILEAGE ONLY)	23.40
07/10/2015	157738	022025	VERIZON WIRELESS	PHONE BILL - ACCT 482996167-00001	34.95
07/10/2015	157739	023018	DAVID WILSON	PER DIEM	14.95
07/10/2015	157740	023076	TAMMY WETHUHN	PHONE REIMB - JUNE 2015	35.00
07/10/2015	157741	023084	WEX BANK	GASOLINE - ACCT 0496-00-165010-0	585.64
07/10/2015	157742	023140	WRIGHT EXPRESS FINANCIAL SERVICES	LAYER 3 SWITCH/PRINTER HOTEL FOR TRAINING/JAIL STAFF	7,192.27
07/10/2015	157743	025000	XEROX CORPORATION	PRINTER CONTRACT-ACCT 718045423	1,376.87
07/10/2015	157744	026091	KAMMI YOUNG	FOSTER CARE FOR CALEIGH GORDON-JUNE 2015	8,569.14
07/10/2015	157745	084072	LUKE HAMLIN	MILEAGE REIMB - JUNE 2015	33.46
07/10/2015	157746	084289	MARK D SEYMOUR	DISPATCH CONTRACT-JUNE 2015	797.70
07/10/2015	157747	085317	BRUCE & JENNIFER MESSERSMITH	FOSTER CARE FOR JORDON POPIOLEK FOR JUNE FOSTER CARE FOR KALYN JONES FOR JUNE 201	422.62
07/10/2015	157748	085467	OAKLAND COMMUNITY COLLEGE	PISTOL INSTRUCTOR TRAINING SCHOOL - J. O	517.20
07/10/2015	157749	ADMIN MISC	RUTH LARSON	WITNESS FEE	517.20
07/10/2015	157750	ADMIN MISC	THERESE MURPHY	BURIAL ALLOWANCE - JAMES MURPHY	1,034.40
07/10/2015	157751	ADMIN MISC	JEAN JUNGLES	BURIAL ALLOWANCE - JAMES JUNGLES	725.00
07/10/2015	157752	ARPT MISC	JOANNE GRAY	REFUND HANGAR 2 MONTHS	6.00
07/10/2015	157753	PROS MISC	NANCY LANAVILLE	WITNESS FEE	300.00
07/10/2015	157754	PROS MISC	MELISSA GERMAIN	WITNESS FEE	300.00
07/10/2015	157755	PROS MISC	MARY GERMAIN	WITNESS FEE	80.00
07/10/2015	157756	PROS MISC	CHEYENNE GERMAIN	WITNESS FEE	6.00
07/10/2015	157757	SHERF MISC	ALICIA MILAM	REIMBURSEMENT FOR EMBROIDERY - VSU - ALI	36.00
FIRST TOTALS:					36.46

Total of 111 Checks: 423,173.40
 Less 0 Void Checks: 0.00
 Total of 111 Disbursements: 423,173.40

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Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
07/10/2015	157758	019300	STATE OF MICHIGAN	SALES TAX	2,220.36
07/16/2015	157773	001132	APPLE OFFICE PRODUCTS	SUPPLIES FOR NEW PRINTERS OFFICE SUPPLIES-CUSTOM DATER OFFICE SUPPLIES-DVD-4 RECORDABLE 100/PK	25.34 72.49 39.90 <u>137.73</u>
07/16/2015	157774	001141	DEE DEE ANDERSON-SKRADSKI	JULY 2015 AIRPORT BOARD	23.45
07/16/2015	157775	001151	AT&T	PHONE - ACCT: 906 786-5902 665 3 PHONE - ACCT 906 786-3633 835 3	26.11 443.66 <u>469.77</u>
07/16/2015	157776	001184	AUTO OWNERS INSURANCE	RESTITUTION - JOHNSON - CLAIM#22-5064-20	10.00
07/16/2015	157777	002080	BAY DE NOC COMMUNITY COLLEGE	2014 TAX SETTLEMENT	205,927.97
07/16/2015	157778	003058	CBM FOOD SERVICE	FOOD SERVICE 6/25 - 7/1/15	3,241.95
07/16/2015	157779	003116	CITIZENS INSURANCE COMPANY	RESTITUTION - SINN - 09-FC-8093	10.00
07/16/2015	157780	003130	CITY OF ESCANABA	UTILITIES - ACCT 1-06-1500-00	2,625.65
07/16/2015	157781	003131	WILL CARNE	JULY 2015 AIRPORT BOARD	23.45
07/16/2015	157782	003137	MAUREEN CARY	RESTITUTION - JACK - 14-FH-9050	50.00
07/16/2015	157783	003140	CITY OF GLADSTONE	RESTITUTION - MICHEAU - 13 FH 8845	31.27
07/16/2015	157784	003255	CORRECTIONAL HEALTHCARE COMPANIES I	MEDICAL SERVICES - AUGUST 2015	16,208.02
07/16/2015	157785	003290	CRAWFORD FUNERAL HOME	BURIAL ALLOWANCE - JAMES AMMEL	300.00
07/16/2015	157786	004044	DATA BUS	2014 TAX SETTLEMENT	14,033.41
07/16/2015	157787	004143	TAMMY DELKE	RESTITUTION - SETH DELKE - 14-FH-9028	20.00
07/16/2015	157788	004200	DELTA COUNTY CLERK	APPLY BONDS TO FINES - 00-DP-15381 & 99- CRIME VICTIM RIGHTS - JUNE 2015	50.00 41.46 <u>91.46</u>
07/16/2015	157789	004205	DELTA COUNTY FRIEND OF THE COURT	FOC BOND - BLANK - 14-DC-22426 FOC BOND - GAFFNEY - 10 UE 20675 FOC BOND - CHANNEL - 00-DP-15381 & 99-DP	549.00 2,000.00 950.00 <u>3,499.00</u>
07/16/2015	157790	004270	DELTA COUNTY TREASURER	DELTA CO TREASURER REMONUMENTATION FEES	94.86
07/16/2015	157791	004330	DELTA SCHOOLCRAFT INTERMEDIATE SCHO	2014 TAX SETTLEMENT	152,070.19
07/16/2015	157792	004426	PATTI DRINGOLI	RESTITUTION - DUROCHER - 13-FH-8805 RESTITUTION - DUROCHER - 13-FH-8805	80.00 62.00 <u>142.00</u>
07/16/2015	157793	006050	FIRST BANK	RESTITUTION - GUSTAFSON - 06-FH-7609 RESTITUTION - GUSTAFSON - 06-FH-7609 RESTITUTION - GUSTAFSON - 06-FH-7609	25.00 25.00 25.00 <u>75.00</u>
07/16/2015	157794	006057	FIRST LUTHERAN CHURCH	RESTITUTION - OLIVER - 99-FH-6468	30.00
07/16/2015	157795	006088	DAN FORRESTER	TRAVEL - 7/8/15	144.00
07/16/2015	157796	006121	FRIENDS OFFICE PRODUCTS	OFFICE SUPPLIES	16.97
07/16/2015	157797	008081	BRIAN HERIOUX	JULY 2015 AIRPORT BOARD	20.00
07/16/2015	157798	008124	MATT HUGHES	PHONE REIMB - JUNE 2015 TRAVEL FOR 7-2 THRU 7-10-15	35.00 320.26

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Check Date	Check	Vendor	Vendor Name	Description	Amount
07/16/2015	157799	010054	ABBY JOHNSON	RESTITUTION - AMBROSE- 13-FH-8787 RESTITUTION - AMBROSE - 13 FH 8787 RESTITUTION - AMBROSE - PAID IN FULL	5.00 12.50 637.50 <u>655.00</u>
07/16/2015	157800	010110	JOHNSTON PRINTING & OFFSET	MISC-PRINTING #10-WINDOW ENVELOPES BUSINESS CARDS-KWARCIANY/ENVELOPES	145.00 165.00 <u>310.00</u>
07/16/2015	157801	011090	KUSTOM SIGNALS INC	RADAR MOUNT FOR WINDSHIELD	74.00
07/16/2015	157802	012138	HONORABLE MARK LUOMA	HONORABLE MARK LUOMA - VISITING JUDGE 06	64.40
07/16/2015	157803	013349	MICHIGAN MUNICIPAL RISK MANAGEMENT	INS GEN FUND- 7/1/15-7/1/16 INS RETENTION FUND- 7/1/15-7/1/16	88,412.00 12,500.00 <u>100,912.00</u>
07/16/2015	157804	013435	MIDWEST CLAIMS SERVICE	RESTITUTION - GUSTAFSON - 06-FH-7610 RESTITUTION - GUSTAFSON - 06-FH-7610 RESTITUTION - GUSTAFSON - 06-FH-7610	25.00 25.00 25.00 <u>75.00</u>
07/16/2015	157805	014212	NORTHERN UNITED FEDERAL CREDIT UNIO	INCENTIVE FOR JUNE 2015 - ACCT 7450 INVENTIVE FOR JUNE 2015 - CC ACCT 0211	562.55 115.37 <u>677.92</u>
07/16/2015	157806	016032	P & M INSPECTIONS, INC.	PAYROLL 6-29-2015 THROUGH 7-10-2015	1,333.00
07/16/2015	157807	016074	PAMELA FARROW	RESTITUTION - GREEN - 11-FH-8463	15.00
07/16/2015	157808	016075	FRANCIS PERLICH	RESTITUTION - GREEN 11-FH-8463	15.00
07/16/2015	157809	017010	QUILL CORPORATION	TONER AND WITE OUT PENS - SUPPLIES FOR N	214.03
07/16/2015	157810	018060	RAPID RIVER SCHOOL DISTRICT	2014 TAX SETTLEMENT	181,562.56
07/16/2015	157811	018064	REDWOOD TOXICOLOGY LABORATORY INC.	JUNE 2015- ACCT 009431	48.20
07/16/2015	157812	018077	UPPER MICHIGAN LAW	AT APPT ATTY FOR RICHARD ANDERSON 1/15/2 CT APPT ATTY FOR KRISTINE RUPRECHT 1/15/2	58.50 31.50 <u>90.00</u>
07/16/2015	157813	018116	DAVID RIVARD	MILEAGE/PHONE REIMB- JUNE 2015	135.93
07/16/2015	157814	018204	ROBERT ROSHAK	RESTITUTION - LECLAIRE- 14-FH-9009	150.00
07/16/2015	157815	019010	OSF ST. FRANCIS HOSPITAL	MEDICAL BILL - SAGAWAM	235.00
07/16/2015	157816	019077	VICKI SCHWAB	AIRPORT BRD MEETING JULY 2015	23.45
07/16/2015	157817	019290	STATE OF MICHIGAN	2ND QTR REMONUMENTATION FEES - 2015	6,229.14
07/16/2015	157818	019406	BRIAN SWIFT	RESTITUTION - DUROCHER - 13-FH-8805 RESTITUTION - DUROCHER - 13-FH-8805	79.79 62.73 <u>142.52</u>
07/16/2015	157819	020031	BOBBI JO & ROBERT TAYLOR	RESTITUTION - BALDWIN -14 FH 8994	20.00
07/16/2015	157820	021048	U.P.S.E.T.	RESTITUTION - POPOUR- 14-FH-9020	45.00
07/16/2015	157821	022067	BECKY WANDAHSEGA	RESTITUTION - HALFADAY - 09-FC-8166	10.00
07/16/2015	157822	023032	WAL-MART	RESTITUTION - HAACK - 12 FH 8651	153.27
07/16/2015	157823	084203	GEORGE CRELLER	RESTITUTION - SUNDBY - 13 FH 8783	5.00
07/16/2015	157824	084345	YVONNE ELLISWORTH	RESTITUTION - NAULT - 09-FH-8186	20.00

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Check Date	Check	Vendor	Vendor Name	Description	Amount
07/16/2015	157825	084614	RENAISSANCE ACADEMY OF BEAUTY	RESTITUTION - LEMIRE - 01-FH-6745	10.00
07/16/2015	157826	085015	TIMOTHY KOBASIC	RESTITUTION - ARBOUR - 11-FH-8519 RESTITUTION - ARBOUR - 11 FH 8519	150.00 100.00 <u>250.00</u>
07/16/2015	157827	085260	JOSH HEIRMAN	RESTITUTION - JACOB HARRIS - 03-FH-7096 RESTITUTION - HARRIS - 03-FH-7096	17.65 10.00 <u>27.65</u>
07/16/2015	157828	085379	MICHAEL & NANCY KOSSOW	RESTITUTION - IVES - 11-FH-8522	200.00
07/16/2015	157829	085431	MEEMIC INSURANCE COMPANY	RESTITUTION CHILDRESS - CLAIM#01518481-7 RESTITUTION CHILDRESS - CLAIM#01518481-7	10.00 5.00 <u>15.00</u>
07/16/2015	157830	085488	CHRIS GILL	RESTITUTION - SEYMOUR - 09-FH-8181	10.00
07/16/2015	157831	CLERK MISC	TERRY THOMPSON	RETURN BOND - MCRORIE - 14-FC-9021	50,000.00
FIRST TOTALS:					
Total of 60 Checks:					745,599.84
Less 0 Void Checks:					0.00
Total of 60 Disbursements:					<u>745,599.84</u>

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
07/16/2015	157832	CIRCT MISC	DAVID CARL SALMINEN	Juror DAVID CARL SALMINEN	107.34
07/16/2015	157833	CIRCT MISC	MICHAEL JOSEPH SHEEDLO	Juror MICHAEL JOSEPH SHEEDLO	13.80
07/16/2015	157834	CIRCT MISC	KEVIN THOMAS KLINK	Juror KEVIN THOMAS KLINK	190.80
07/16/2015	157835	CIRCT MISC	BRANDON JAMES DENEAU	Juror BRANDON JAMES DENEAU	13.54
07/16/2015	157836	CIRCT MISC	DANIEL JAMES VADER	Juror DANIEL JAMES VADER	12.76
07/16/2015	157837	CIRCT MISC	BRANDON KAI PASTORICK	Juror BRANDON KAI PASTORICK	120.60
07/16/2015	157838	CIRCT MISC	BRIGETTE LEE MARTIN	Juror BRIGETTE LEE MARTIN	13.02
07/16/2015	157839	CIRCT MISC	JOHN WAYNE WINNEROSKI	Juror JOHN WAYNE WINNEROSKI	105.78
07/16/2015	157840	CIRCT MISC	SHELLY KAYE MURRAY	Juror SHELLY KAYE MURRAY	15.10
07/16/2015	157841	CIRCT MISC	CHARLES JOHN KANG	Juror CHARLES JOHN KANG	15.62
07/16/2015	157842	CIRCT MISC	ELAINE ESTHER KORN	Juror ELAINE ESTHER KORN	15.62
07/16/2015	157843	CIRCT MISC	FRANK SCOTT LAVIGNE	Juror FRANK SCOTT LAVIGNE	15.10
07/16/2015	157844	CIRCT MISC	LORRAINE SUE GREGG	Juror LORRAINE SUE GREGG	15.10
07/16/2015	157845	CIRCT MISC	JULIE ANN ERICKSON	Juror JULIE ANN ERICKSON	20.30
07/16/2015	157846	CIRCT MISC	SHERRY LYNN POTVIN	Juror SHERRY LYNN POTVIN	115.92
07/16/2015	157847	CIRCT MISC	DANIEL JOSEPH AIKEN	Juror DANIEL JOSEPH AIKEN	117.48
07/16/2015	157848	CIRCT MISC	STEVEN JAMES CADEAU JR	Juror STEVEN JAMES CADEAU JR	106.56
07/16/2015	157849	CIRCT MISC	TERRI LYNN KING	Juror TERRI LYNN KING	128.40
07/16/2015	157850	CIRCT MISC	MICHAEL GEORGE MCCORMICK	Juror MICHAEL GEORGE MCCORMICK	15.10
07/16/2015	157851	CIRCT MISC	ANN MARIE SEVERINSEN	Juror ANN MARIE SEVERINSEN	16.66
07/16/2015	157852	CIRCT MISC	LISA MARIE MAKI	Juror LISA MARIE MAKI	16.40
07/16/2015	157853	CIRCT MISC	KARI JO FASSBENDER	Juror KARI JO FASSBENDER	130.74
07/16/2015	157854	CIRCT MISC	BRENDA LEE WOHLN	Juror BRENDA LEE WOHLN	15.62
07/16/2015	157855	CIRCT MISC	JOYCE ANN SHEEDLO	Juror JOYCE ANN SHEEDLO	14.58
07/16/2015	157856	CIRCT MISC	JEAN KAY LAPLANTE	Juror JEAN KAY LAPLANTE	13.54
07/16/2015	157857	CIRCT MISC	IAN MICHAEL MACFARLANE	Juror IAN MICHAEL MACFARLANE	116.70
07/16/2015	157858	CIRCT MISC	REBECCA ELIZABETH BARON	Juror REBECCA ELIZABETH BARON	16.40
07/16/2015	157859	CIRCT MISC	JACKLYNN KAY POTVIN	Juror JACKLYNN KAY POTVIN	124.50
07/16/2015	157860	CIRCT MISC	JOAN LOUISE ROWELL	Juror JOAN LOUISE ROWELL	13.28
07/16/2015	157861	CIRCT MISC	JOSEPH ANDREW DARMOGRAY	Juror JOSEPH ANDREW DARMOGRAY	128.40
07/16/2015	157862	CIRCT MISC	SEBASTIAN ELIJAH-JOSEPH PFANTZ	Juror SEBASTIAN ELIJAH-JOSEPH PFANTZ	37.20
07/16/2015	157863	CIRCT MISC	SUSAN DIANNE WATSON	Juror SUSAN DIANNE WATSON	190.80

FIRST TOTALS:

Total of 32 Checks: 1,992.76
 Less 0 Void Checks: 0.00

Total of 32 Disbursements: 1,992.76

10

DELTA COUNTY TRAVEL EXPENSE VOUCHER

Vendor Number: 18116
 Department _____
 Charged: _____

Line item: _____

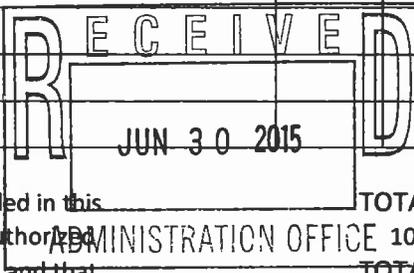
Date: _____

Employee: DAVID RIVARD

Address: _____

Period Covered:
 From JUNE 1 to JUNE 30 ²⁰¹⁵

Date	\$20.00 0-3 hrs	\$35.00 3-6 hrs	\$50.00 over 6 hrs	Meeting	Meals Other	Comments	Mileage	Mileage \$	Meeting \$
2		X		Reg Co Board			8		
8	X			Escondido Trip			8		
9		X		DCRC Board/Work Shop			8		
10	X			Joint Gov			14		
11			X	VP Conference			35		
12		X	X	VP			35		
15		X		W/Ed Mc. Broom			8		
16	X			Reg Co Board Meeting			8		
17	X			Wells Trip			8		
19		X		VP Stalder Rec			35		
23	X			DCRC Board/Work Shop			8		
24	X			EOC Board			8		
24	X			Meet W/Judges			14		
25	X			CUPPAD Board			8		
29	X			Equalizer Meeting			14		
	180	175	50				219	125.93	



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.

TOTAL PER DIEM: 405.00
 TOTAL MILEAGE: 125.93
 TOTAL PHONE: 710.00
 OTHER: _____

NATURE OF BUSINESS: _____

SIGNED: David Rivard

APPROVED: _____

GRAND TOTAL: 540.93

AP 93
135

DELTA COUNTY TRAVEL EXPENSE VOUCHER

Vendor Number: 13037

Line item: _____

Department _____

Charged: _____

Date: _____

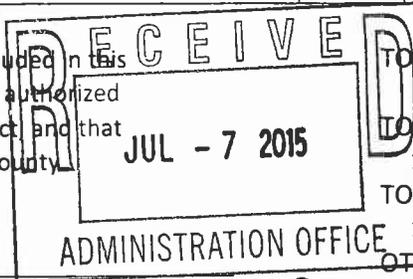
Employee: John Malwan

Address: _____

Period Covered: From 6-1-2015 to 6-30-2015

Date	\$20.00 0-3 hrs	\$35.00 3-6 hrs	\$50.00 over 6 hrs	Meeting	Meals Other	Comments	Mileage	Mileage \$	Meeting \$
6-1	N-C			Planning Commission					
6-2	X			meeting with Ryan and Dave Anthony		about the Soil Funding	60		20.00
6-2		X30		Board Meeting			28		35.00
6-3	X			meeting of a whole			28		20.00
6-8	X			Nahma Township			52		20.00
6-9		X		GARDEN TOWNSHIP			77		35.00
6-10	X			Joint Government			32		20.00
6-11		X	X	UPACC			57		50.00
6-11		X		UPACC			57		35.00
6-15	X			Ed McMahon			20		20.00
6-16	X			Superior Trade Zone			29		20.00
6-16	X			Board Meeting			26		20
6-17	X			ENSIGN TOWNSHIP			28		20
6-19	N-C			UPFAIR			20		N-C
6-24	N-C			EOC					
6-24	X			Baldwin Township			12		20.00
6-25		X		negotiation			32		35.00
6-30	X			Maple Ridge Township			29		20.00
	200	135	50				573	329.48	

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.



TOTAL PER DIEM: 385.00
 101-101-710.002
 TOTAL MILEAGE: 329.48
 101-101-860.001
 TOTAL PHONE: 10.00
 101-101-850.000
 OTHER: _____

NATURE OF BUSINESS: _____

SIGNED: John Malwan
 APPROVED: _____

APPROVED: AP 339.48
 GRAND TOTAL: 724.48

12

To: County Commissioners

July 16, 2015

B2

Agenda Item: Delta County Landfill Discussion

Delta Solid Waste Management Authority Director Don Pyle will be attending the meeting on Tuesday to discuss financial concerns at the landfill. He has previously presented financial information to various townships and cities. Rather than only giving a presentation, on Tuesday he will be looking for specific advice from Commissioners on a county-wide solution.

The Authority has lost money over the last two fiscal years. Management has done an excellent job limiting growth in expenditures. It's actually the loss in revenues that had led to the financial challenges that it faces today. I have met with Don twice in the last month. We've toured the facilities, reviewed his audits, gone over his budget, and talked about potential solutions. Rather than provide a recommendation at this point, I just want to outline what I consider to be the options:

Pass Public Act 69 as a County

Description: The County Board can authorize PA 69, allowing it to collect up to \$25 per year from each homeowner for the purpose of recycling, composting, and/or household hazardous waste. However, the fee does not take effect until an agreement is reached with the city or township on how to collect it.

Pros: This could raise \$300,000 per year, which the Authority feels would stabilize its financial situation.

Cons: There is nothing to prevent one or more municipal units from refusing to agree to the fee, while collecting the benefits from the municipal units that did agree to pass it. This would also add to the tax burden of County citizens.

Close the Recycling Program

Description: The Recycling Center operates at a loss, especially when you consider the utilities that the Authority pays on its behalf.

Pros: Closing Recycling would solve the financial problems of the authority.

Cons: Closing the recycling program would have negative environmental consequences. Additionally, the Recycling Program employs at-risk and extra needs employees.

Request a Countywide Recycling Millage

Description: Since, the Recycling Center operates at a loss, the fate of the program could be put up to the voters. A 0.3 dedicated millage would fund the operations of the recycling program. If the millage is defeated, then the recycling program would be closed.

Pros: This would solve the financial problems of the landfill, while putting the decision of the recycling program in the hands of the voters.

Cons: Runs the risk of the recycling program being closed, which has environmental consequences and eliminate the aforementioned at-risk and extra needs jobs. This also adds to the tax burden of County citizens.

Request a Dedicated Landfill Millage

Description: The Authority can request a dedicated millage of up to .3 mills for general operating costs.

Pros: This would raise \$361,960 per year at the current tax levels and would solve the financial problems of the authority.

Cons: If the millage were to be defeated, then the financial issues would not be solved. This also adds to the tax burden of County citizens.

Raise the Solid Waste Rates

Description: The Authority can increase the rates it charges.

Pros: This would likely increase short-term revenue and has the potential to solve the financial problem in the short term.

Cons: This could have the opposite effect on revenue because it may result in fewer tons of processed waste as: private companies explore other landfills; residents use less waste; and more people elect to illegally dump. Additionally, this may drive one or more private collectors out of business. This also raises the monthly burden on citizens through higher user rates.

Sell the Landfill to a Private Company

Description: Delta County could put the landfill and all of its programs up for sale to the highest bidder.

Pros: This would generate significant one-time income to the County.

Cons: Residents may see significant cost increases in the future which the County would no longer be able to control.

I would certainly not recommend the last one. I only include it to reinforce that over the next several years, and barring unanticipated revenue increases, the Authority will run out of fund balance. At that point, the Authority's financial problems will become Delta County General Fund financial problems.

Thanks,
Ryan Bergman
Director of Administration and Finance



Central Upper Peninsula Planning And Development Regional Commission

2950 College Ave., Escanaba, MI 49829 • www.cuppad.org • cuppad@cuppad.org
Phone: 906-786-9234 • Fax: 906-786-4442 • 800-562-9828

B3

July 14 2015

Ryan Bergman
County Administrator
310 Ludington Street
Escanaba, MI 49829

Dear Ryan:

Delta County received a grant through the Homeland Security Division, Michigan State Police to update and prepare Hazard Mitigation Plans for four counties in the central UP: Alger, Delta, Menominee and Schoolcraft. Delta County contracted with staff of the CUPPAD Regional Commission to assist the four counties in preparing the updated Hazard Mitigation Plan.

CUPPAD staff met and worked with the Bob Berbohm, Emergency Menominee Coordinator and the delta County Local Emergency Preparedness Committee (LEPC) in drafting the plan. CUPPAD staff also engaged the local communities during the planning process. The Plan was developed in accordance with the criteria in 44 CFR Part 201.

The Plan has been reviewed by the MSP Homeland Security Division and has been found to meet the requirements for a multi-jurisdictional hazard mitigation plan. MSP- Homeland Security Division has requested the Plan be adopted by the end of July. The grant for which the county received funds to complete the update stipulates the Plan would be adopted by July 31, 2015.

Formal approval of FEMA of the Plan is contingent upon the adoption by the Delta County Board of Commissioners. I am requesting the Delta County Board of Commissioners, at the next County Board meeting, review and adopt the Delta County Hazard Mitigation Plan- 2015 Update. Enclosed is a resolution adopting the Plan.

Once approved by FEMA, the approved Plan will allow the County to be eligible to apply for certain funds through FEMA to implement the Plan.

On behalf of the CUPPAD Regional Commission, we to thank the participation of the LEPC members and the county Emergency Management Coordinator for their valuable work in completing this project.

A copy of the meeting minutes and resolution will serve as documentation to be forwarded to FEMA.

Sincerely,

Peter Van Steen
Transportation Planner

Enclosures

Resolution of the Adoption of the Delta County Hazard Mitigation Plan

WHEREAS, hazard mitigation is defined as any action taken before, during, or after a disaster or emergency to permanently eliminate or reduce the long-term risk to human life and property from natural and technological hazards; and

WHEREAS, the Federal Government, the State of Michigan and Delta County all recognize the importance of preventing or lessening the damage and impact of disasters and emergencies through hazard mitigation; and

WHEREAS, Delta County has a unique role to play in coordinating the hazard mitigation activities of federal and state and local governments by identifying local county hazards; and assisting in possible mitigation efforts; and

WHEREAS, it is appropriate that technical experts from state and local government and private industry are brought together to foster and promote the implementation of hazard mitigation measures.

WHEREAS, increased coordination can assist in lowering future disaster relief expenditures and increasing the level of public safety for all Delta County communities,

AND WHEREAS, Delta County may from time to time solicit, review and identify hazard mitigation projects for funding consideration under the Hazard Mitigation Grant Program (section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance, as amended), the Pre-Disaster Mitigation Program (section 203 of the Stafford Act, 42 U.S.C 5133), the Flood Mitigation Assistance Program (section 1366 of the National Flood Insurance Act of 1968, as amended), the Severe Repetitive Loss Program (section 1361A of the National Flood Insurance Act of 1968, as amended) and the Repetitive Flood Claims Program (section 1361A of the National Flood Insurance Act of 1968, as amended).

NOW, THEREFORE, BE IT RESOLVED the Delta County Board of Commissioners adopts the 2015 Delta County Hazard Mitigation Plan.

Date

Chair, County Board of Commissioners
County of Delta, Michigan

Moved by _____, Seconded by _____ that the resolution be adopted on this
____ day of _____, 2015.

Action: Ayes: ____ Nays: ____ Absent: ____

I, _____, the duly qualified and acting Clerk of Delta County, do hereby certify that the following resolution was adopted at a meeting of the County Board of Commissioners held on _____; is on file; has not been amended, altered or revoked; and is in full force and effect.

Date

Delta County Clerk

To: County Commissioners

July 16, 2015

B5

Agenda Item : Travel Reimbursement Policy

Attached is a draft of a revised Travel Reimbursement Policy. The previous policy (also attached) was approved in September of 2005. Among the changes:

- The meal rates have been increased to reflect updated rates by the State of Michigan Department of Technology, Management and Budget.
- The revised policy provides for the reimbursement to be tied to the state's rates so that continuous policy updates are not necessary.
- Alcohol has been specifically called out as ineligible for reimbursement. Alcohol was already not reimbursed based on federal program guidelines, and this is just formalizing that policy.
- The revised policy is more specific about requiring receipts to be detailed. This is already being administered. Credit card receipts with only a total provide no proof of what was purchased.

The rest of the changes are primarily related to format or wording. There is no necessary timeline for these changes, so please feel free to bring up other changes that you'd like for us to consider.

Thanks,
Ryan Bergman
Director of Administration and Finance

DELTA COUNTY TRAVEL REIMBURSEMENT POLICY

Proper travel and training authorization forms along with registration material must be submitted for prior approval for out of County reimbursement. Employees are to provide an agenda or conference schedule for all travel, if available.

I. IRS ACCOUNTABLE PLAN

Per IRS regulations, Delta County will reimburse employee business expenses using the Accountable Plan. All travel expenses submitted for reimbursement must be accompanied with detailed receipts and submitted within a reasonable period of time. Reimbursable expenses must occur while performing services as an employee of Delta County.

II. MEAL ALLOWANCE

A. **Detailed** receipts are required for reimbursement. Credit card receipts indicating only the total paid will not be reimbursed.

B. The maximum allowable meal reimbursements are displayed in the table below:

Maximum Allowable Meal Reimbursements*		
Meal	Maximum Reimbursement*	Description of Meal
Breakfast	\$8.50	Travel commences prior to 6:00 a.m. and extends beyond 8:30 a.m
Lunch	\$8.50	Travel commences prior to 11:30 a.m. and extends beyond 2:00 p.m
Dinner	\$19.00	Travel commences prior to 6:30 p.m. and extends beyond 8:00 p.m
Midnight Lunch	\$8.50	Travel and work extends beyond midnight) – Applies to Sheriff prisoner transport only

*Rates subject to change based on the State of Michigan – Department of Technology, Management and Budget, Vehicle and Travel Services – In-State All Other rates. Any changes in the schedule of meal rates shall become effective at the beginning of the calendar month following the announcement of such a change in writing.

C. If itemized meals are purchased as part of event registration, then the employee is ineligible to receive reimbursement for the purchased meals.

III. MILEAGE ALLOWANCE – Out of County

- A. The County shall provide a mileage allowance for use of personnel vehicles. The rate shall be the State/Federal approved rate; any changes shall be effective at the beginning of the first full calendar month following the State/Federal announcement of such a change in writing.
- B. Miles shall be computed on the basis of the shortest reasonable distance between the County Courthouse building and the travel destination. Distances shall be calculated using the County approved mileage chart. The mileage to cities not listed on the chart will be calculated by the Administration Office using an online program (mapquest, google maps, etc.)

IV. ADDITIONAL REIMBURSEMENTS

- A. **BRIDGE TOLL** – Receipts are not required for reimbursement.
- B. **INCIDENTAL EXPENSES** – (i.e. parking – cab fare – ferry, etc.) Reimbursable with receipts.
- C. **LODGING** – Reimbursable with receipt.
- D. **REGISTRATION FEES** – If paid by employee, reimbursable with receipt.

V. NON-REIMBURSABLE EXPENSES

Alcohol, Recreation, Movies, Golf, and Guest/Companion Expenses are not reimbursable.

VI. UPFRONT COSTS

All travel/training reimbursable requests which include upfront costs, will require a minimum of two week advance notice for processing.

Revised: October 1, 2015

MILEAGE REIMBURSEMENT CHART

DESTINATION CITY	MILES
Michigan Cities	Miles
Acme	490
Bay City	659
Battle Creek	864
Baraga	280
Bellaire	488
Big Bay	190
Cadillac	580
Claire	584
Crystal Falls	166
Dearborn	882
Flint	744
Frankenmuth	700
Gaylord	412
Grand Rapids	794
Grandville	760
Grayling	464
Harris	32
Higgins Lake	484
Houghton	334
Iron Mountain	108
Ishpeming	166
Kalamazoo	883
Lansing	756
Mackinac Island	288 + Ferry
Mt. Pleasant	616
Manistique	112
Marquette	136
Menominee	112
Munising	129
Roscommon	494
St. Ignace	288
Sault Ste. Marie	386
Stephenson	88
Thompsonville	608
Traverse City	566

Wisconsin Cities	Miles
Appleton	278
Green Bay	222
Rhineland	278

If cities are not listed on this chart, the mileage will be calculated by the Administration Office.

Current Policy
Approved 2005

OUT OF COUNTY TRAVEL REIMBURSEMENT POLICY

Proper travel and training authorization forms along with registration material must be submitted for prior approval for out of County reimbursement. Employees must provide an agenda or conference schedule for all travel.

MEAL ALLOWANCE - Receipts required for reimbursement.

Maximum allowable reimbursement rates are:

Breakfast \$ 7.25 (Travel commences prior to 6:00 a.m. and extends beyond 8:30 a.m.)

Lunch \$ 7.25 (Travel commences prior to 11:30 a.m. and extends beyond 2:00 p.m.)

Dinner \$ 16.50 (Travel commences prior to 6:30 p.m. and extends beyond 8:00 p.m.)

Midnight Lunch \$7.25 (Travel and work extends beyond midnight) - **Applies to Sheriff Department Prisoner Transport Only.**

MEAL ALLOWANCE ADJUSTMENT

Daily meal reimbursement shall be subject to adjustments for travel under 175 miles per day. One day meal reimbursement must be accompanied by receipts. Per IRS regulations, one day meal reimbursement shall be included on the employees' W-2 and subject to all appropriate tax withholding.

No additional meals will be reimbursed if provided at the meeting, conference, seminar, training, etc.

MILEAGE ALLOWANCE

1. The County shall provide a mileage allowance for use of personal vehicle. The rate shall be the State/Federal approved rate; any changes, either upward or downward, shall be effective after the first full calendar month following the State/Federal announcement of such a change in writing.
2. Miles shall be computed on the basis of the shortest reasonable distance between the County Courthouse building and to the destination. Distances shall be calculated using the County approved mileage chart.

ADDITIONAL REIMBURSEMENTS:

A. LODGING - Reimbursable with receipt.

B. REGISTRATION FEES - If paid by employee, reimbursable with receipt.

C. BRIDGE TOLL - Receipts are not required for reimbursement.

D. INCIDENTAL EXPENSES (i.e. parking - cab fare - ferry etc.) Reimbursable with receipts.

NON-REIMBURSABLE EXPENSES:

**A. REIMBURSEMENT FOR RECREATION, MOVIES, GOLF FEES,
GUEST/COMPANION EXPENSES, ETC. ARE NOT REIMBURSABLE.**

*****ALL TRAVEL/TRAINING REIMBURSEMENT REQUESTS WILL REQUIRE A
MINIMUM OF TWO WEEK ADVANCE NOTICE FOR PROCESSING.*****

Revised: 9/14/05

SUBRECIPIENT CHECKLIST

B6

FY 2015 EMERGENCY MANAGEMENT PERFORMANCE GRANTS (EMPG) GRANT AGREEMENT

CFDA No: 97.042

Submit the following items as necessary to: Attention: Ms. June Martin, Emergency Management and Homeland Security Division, Michigan Department of State Police, 4000 Collins Road, Lansing, Michigan 48910

SUBRECIPIENT WILL NOT BE REIMBURSED FOR FUNDS UNTIL ALL REQUIRED SIGNED DOCUMENTS ARE RECEIVED

- 1. **Grant Agreement.** There are two identical grant agreements enclosed. Please sign both, but retain one signed document for your records and return the other signed document.
- 2. **Standard Assurances**
- 3. **Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements**
- 4. **Audit Certification (EMD-053)**

POST REIMBURSEMENT REQUIREMENTS

Participate with Recipient in an on-site monitoring of financial documents. Also retain financial records, supporting documents, and all other records pertinent to the grant for at least three years after the grant is closed by the awarding federal agency. Be sure to comply with Single Audit requirements of OMB Circular, A-133 (fiscal year that began prior to December 26, 2014) or Subpart F of 2 CFR 200 (fiscal year that began on or after December 26, 2014). **If required, the Subrecipient submits audit copy to: Michigan Department of State Police, Grants and Community Services Division, 333 South Grand Avenue, Lansing, Michigan 48933.**

For GRANT AGREEMENT QUESTIONS, PLEASE CONTACT JUNE MARTIN AT
AT MARTINJ9@MICHIGAN.GOV OR (517) 333-4395.

Michigan State Police

Emergency Management and
Homeland Security Division



Grant Agreement

FEDERAL AWARD IDENTIFICATION

SUBRECIPIENT NAME		GRANT NAME		CFDA NUMBER	
County of Delta		Emergency Management Performance Grant		97.042	
		FEDERAL AWARD IDENTIFICATION NUMBER (FAIN)		FEDERAL AWARD DATE	
		EMW-2015-EP-00029-S01		5/21/15	
SUBRECIPIENT IRS/VENDOR NUMBER		SUBAWARD PERFORMANCE PERIOD		FROM TO	
38-6004846		10/1/2014		9/30/2015	
SUBRECIPIENT DUNS NUMBER		EMHSD PERFORMANCE PERIOD		FROM TO	
086182953		10/1/2014		9/30/2016	
RESEARCH & DEVELOPMENT		Funding		Total	
N/A		Federal Funds Obligated by this Action		\$19,448.00	
INDIRECT COST RATE		Total Federal Funds Obligated to Subrecipient		\$19,448.00	
None on file		Total Amount of Federal Award		\$9,072,413.00	
FEDERAL AWARD PROJECT DESCRIPTION					
2015 Emergency Management Performance Grant					
DETAILS					
The 2015 EMPG allocation is 36.7635% of the Subrecipient's emergency program manager's salary and fringe benefits. The FY 2015 EMPG program has a 50% cost match (cash or in-kind) requirement.					
FEDERAL AWARDING AGENCY			PASS-THROUGH ENTITY (RECIPIENT) NAME		
Federal Emergency Management Agency Grant Operations 245 Murray Lane – Building 410, SW Washington DC 20528-7000			Michigan State Police Emergency Management & Homeland Security Division 4000 Collins Road Lansing, MI 48910		

State of Michigan FY 2015 Emergency Management Performance Grants Grant Agreement

October 1, 2014 to September 30, 2015

CFDA Number: 97.042 Grant Number: EMW-2015-EP-00029-S01
--

This Fiscal Year (FY) 2015 Emergency Management Performance Grants (EMPG) grant agreement is hereby entered into between the Michigan Department of State Police, Emergency Management and Homeland Security Division (hereinafter called the Recipient), and the

COUNTY OF DELTA
(hereinafter called the Subrecipient)

I. Purpose

The purpose of this grant agreement is to provide federal pass-through funds to the Subrecipient for the development and maintenance of an emergency management program capable of protecting life, property, and vital infrastructure in times of disaster or emergency.

The FY 2015 EMPG program plays an important role in the implementation of the National Preparedness System (NPS) by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal (NPG) of a secure and resilient Nation. The objective of the NPS is to facilitate an integrated, all-of-nation/whole community, risk driven, capabilities-based approach to preparedness.

In support of the Goal, the FY 2015 EMPG program supports a comprehensive, all-hazard emergency preparedness system to build and sustain core capabilities across the Prevention, Protection, Mitigation, Response, and Recovery mission areas.

For more information on NPS, federally designated priorities, and the FY 2015 EMPG objectives, as well as guidance on allowable costs and program activities, please refer to the FY 2015 EMPG Notice of Funding Opportunity (NOFO) located at <http://www.fema.gov/grants>.

II. Statutory Authority

Funding for the FY 2015 EMPG is authorized by Section 662 of the *Post-Katrina Emergency Management Reform Act of 2006* (PKEMRA), as amended, (Pub. L. No. 109-295) (6 U.S.C. § 762); the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended (Pub. L. No. 93-288) (42 U.S.C. §§ 5121 et seq.); the *Earthquake Hazards Reduction Act of 1977*, as amended (Pub. L. No. 95-124) (42 U.S.C. §§ 7701 et seq.); and the *National Flood Insurance Act of 1968*, as amended (Pub. L. No. 90-448) (42 U.S.C. §§ 4001 et seq.). Appropriation authority is provided by the *Department of Homeland Security Appropriations Act, 2015*, (Pub. L. No. 114-4).

The Subrecipient agrees to comply with all EMPG program requirements in accordance with the federal FY 2015 EMPG NOFO; the *Michigan Emergency Management Act*, Act 390, P.A. of 1976, as amended at <http://www.legislature.mi.gov/doc.aspx?mcl-Act-390-of-1976>; and the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended (Pub. L. No. 93-288) (42 U.S.C. §§ 5121 et seq.) located at <http://www.fema.gov/robert-t-stafford-disaster-relief-and-emergency-assistance-act-public-law-93-288-amended>. The Subrecipient shall also comply with the most recent version of:

- A. 2 CFR, Part 200 of the Code of Federal Regulations (CFR), *Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Awards* located at <http://www.ecfr.gov>.
- B. 44 CFR, Part 10, *Environmental Considerations* located at <http://www.ecfr.gov>.

III. Award Amount and Restrictions

- A. The **County of Delta** is awarded **\$19,448.00** under the **FY 2015 EMPG**. The Recipient determined the Subrecipient's EMPG allocation as 36.7635% of the Subrecipient's emergency program manager's salary and fringe benefits. The Subrecipient may receive less than the allocated amount if the Subrecipient's cost share of wages and fringe benefits paid to the program manager are less than the total allocation. The Subrecipient's EMPG program budget must be documented on the "Local Budget for Emergency Management Performance Grant" form (EMD-17).
- B. The FY 2015 EMPG covers eligible costs from October 1, 2014 to September 30, 2015. The funds awarded in the grant agreement shall only be used to cover allowable costs that are incurred during the agreement period. Grant agreement funds shall not be used for other purposes. For guidance on allowable costs, please refer to the FY 2015 EMPG NOFO, specifically Appendix B.
- C. This grant agreement designates EMPG funds for the administration and oversight of an approved emergency management program. **The Subrecipient may utilize grant funds for the reimbursement of salary, overtime, compensatory time off, and associated fringe benefits for the program manager, and up to 5% of the total allocation may be utilized for M&A costs.** No other expenditures are allowed. **If M&A costs are claimed, a narrative must be submitted detailing the expenses that are included in these costs.**
- D. The FY 2015 EMPG program has a 50% cost match (cash or in-kind) requirement, as authorized by the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended, (Pub. L. No. 93-288) (42 U.S.C. §§ 5121 et seq.), specifically, Title VI, sections 611(j) and 613. Federal funds cannot exceed 50% of eligible costs. Unless otherwise authorized by law, federal funds cannot be matched with other federal funds.

The Federal Emergency Management Agency (FEMA) administers cost matching requirements in accordance with 2 CFR § 200.306. To meet matching requirements, the Subrecipient contributions must be reasonable, allowable, allocable, and necessary under the grant program and must comply with all federal requirements and regulations.

See the FY 2015 EMPG NOFO for additional match guidance, to include match definitions, basic guidelines, and governing provisions.

- E. All EMPG funded personnel must complete training requirements for the National Incident Management System (NIMS) and the FEMA Professional Development Series (PDS) and record proof of completion. All EMPG funded personnel must also participate in no less than three exercises in a 12 month period.

EMPG programs are required to fill out quarterly training reports (Quarterly Training Reporting Worksheet) and quarterly exercise reports (Quarterly Exercise Reporting Worksheet) identifying training and exercises completed during the quarter. Guidance for accomplishing these requirements will be provided by the Recipient.

- F. Upon request, the Subrecipient must provide to the Recipient information necessary to meet any state or federal subaward reporting requirements.

IV. Responsibilities of the Subrecipient

- A. **Grant funds must supplement, not supplant, state or local funds.** Federal funds must be used to supplement existing funds, not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be carefully reviewed in subsequent monitoring reviews and audits. The Subrecipient may be required to supply documentation certifying that it did not reduce non-federal funds because of receiving federal funds. Federal funds cannot be used to replace a reduction in non-federal funds or solve budget shortfalls in general fund programs.

- B. The Subrecipient agrees to comply with all applicable federal and state regulations; the FY 2015 EMPG NOFO, the *Agreement Articles Applicable to Subrecipients: Fiscal Year 2015 Emergency Management Performance Grants*, and the EMPG Guidebook (EMD-PUB 208). Each of these documents is incorporated by reference into this grant agreement. The *Agreement Articles Applicable to Subrecipients: Fiscal Year 2015 Emergency Management Performance Grants* document is included in the grant agreement packet.
- C. In addition to this grant agreement, the Subrecipient shall complete, sign, and submit to the Recipient the following documents, which are incorporated by reference into this grant agreement:
 - 1. Standard Assurances
 - 2. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
 - 3. Audit Certification (EMD-053)
 - 4. Other documents that may be required by federal or state officials
- D. Complete quarterly work reports, the Quarterly Training and Exercise Worksheet, and the Annual Training and Exercise Plan Worksheet in accordance with the Emergency Management Fiscal Year 2015 Work Agreement (EMD-31), as scheduled.
- E. Enact enabling legislation establishing the local emergency management program and ensure a copy of the local resolution or ordinance is on file with the Recipient.
- F. Appoint an emergency management program manager who is able to assume responsibility for the following functions:
 - 1. Development and maintenance of programs and systems for effective coordination of community resources in each of the five mission areas: prevention, protection, mitigation, response, and recovery.
 - 2. Planning and preparation for population protection, including evacuation, shelter/reception, logistics and resource management. Ensure that Executive Order #13347 entitled "Individuals with Disabilities in Emergency Preparedness" and the *Rehabilitation Act of 1973* are being addressed. Further information on disability emergency preparedness programs can be found at <http://www.disability.gov>.
 - 3. Planning and preparation for its appropriate role in response to natural and man-made emergencies and disasters.
 - 4. Exercising the emergency operations plan of the jurisdiction.
 - 5. Emergency management training.
 - 6. Response and recovery from natural and man-made hazards, homeland security related incidents, and other emergencies that may threaten the safety and well-being of citizens and communities.
 - 7. Promoting public awareness of hazards and encouraging family and individual preparedness.
 - 8. Identifying and implementing measures to mitigate the negative impact of disasters and emergencies.
 - 9. Comply with National Incident Management System (NIMS) requirements to be eligible to receive federal preparedness funds. NIMS information is available at <http://www.fema.gov/national-incident-management-system>. More information on complying with NIMS is available from the State NIMS Coordinator.
 - 10. Identify needs and priorities for strengthening capabilities, while simultaneously addressing issues of state and national concern through implementation of the National Preparedness System and achievement of the core capabilities.
- G. Provide the Recipient with complete job description for the federally funded EMPG program manager, including non-EMPG duties.
- H. Notify the Recipient immediately of any changes in the EMPG funded program manager's position.
- I. The Subrecipient will contribute to the development and maintenance of the state's multi-year Training and Exercise Plan (TEP) and conduct exercises that comply with local, state, and federal requirements, including the Homeland Security Exercise and Evaluation Program (HSEEP) to accomplish this goal. Specific requirements are as follows:

1. Exercises must be conducted by the Subrecipient at least annually.
 2. Exercises must comply with the Subrecipient's Emergency Management Annual Work Agreement.
 3. The Subrecipient must also submit a three-year exercise plan worksheet reflecting upcoming training events and exercises which are to be included in the annual state multi-year Training and Exercise Plan.
 4. An After Action Report/Improvement Plan (AAR/IP) shall be completed for each exercise and submitted to the Michigan State Police (MSP), Emergency Management and Homeland Security Division (EMHSD) State Exercise Officer.
- J. Ensure the EMPG funded program manager completes specific training classes as required by the Emergency Management Annual Work Agreement.
- K. Have an approved and current emergency operations plan on file with the MSP/EMHSD District Coordinator.
- L. The Subrecipient agrees to prepare the form EMD-007 "EMPG Expenses Claimed for Local Program Contributions". This form is also referred to as the "EMPG Quarterly Billing". The Subrecipient agrees to submit this form with supporting documentation, including all required authorized signatures and required reimbursement documentation, to the appropriate District Coordinator no later than 20 days following the end of **each** quarter. The most current EMD-007 form must be used and can be obtained from the District Coordinator.
- M. Comply with applicable financial and administrative requirements set forth in the current edition of 2 CFR, Part 200, including, but not limited to, the following provisions:
1. Account for receipts and expenditures, maintain adequate financial records, and refund expenditures disallowed by federal or state audit.
 2. Retain all financial records, statistical records, supporting documents, and other pertinent materials for at least three years after the grant is closed by the awarding federal agency for purposes of federal and/or state examination and audit.
 3. Non-federal organizations which expend \$500,000 or more in federal funds during their current fiscal year or expend \$750,000 or more in federal funds in a fiscal year beginning on or after December 26, 2014, are required to have an audit performed in accordance with the Single Audit Act of 1984, as amended, and Office of Management and Budget (OMB) Circular A-133 or 2 CFR 200 after December 26, 2014.
- N. Complete federally-mandated reporting requirements, including, but not limited to, requirements related to the *Federal Funding Accountability and Transparency Act of 2006* (FFATA) (Public Law 109-282), as amended by Section 6202(a) of the *Government Funding Transparency Act of 2008* (Public Law 110-252) and Department of Homeland Security (DHS) program specific reporting requirements.
- O. The Subrecipient must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. The Subrecipient also agrees to require any subrecipients, contractors, successors, transferees, and assignees to acknowledge and agree to comply with these same provisions. Detailed information on record access provisions can be found in the *DHS Standard Administrative Terms and Conditions* located at <https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>, specifically in the DHS Specific Acknowledgements and Assurances on pages 7 and 8.

V. Responsibilities of the Recipient

The Recipient, in accordance with the general purposes and objectives of this grant agreement, will:

- A. Administer the grant in accordance with all applicable federal and state regulations and guidelines and submit required reports to the awarding federal agency.
- B. Provide direction and technical assistance to the Subrecipient.
- C. Provide to the Subrecipient any special report forms and reporting formats (templates) required for administration of the program.
- D. Reimburse the Subrecipient, in accordance with this grant agreement, based on appropriate documentation submitted by the Subrecipient.
- E. At its discretion, independently, or in conjunction with the federal awarding agency, conduct random on-site reviews of the Subrecipient(s).

VI. Reporting Procedures

- A. The Subrecipient agrees to prepare quarterly work reports using the "Emergency Management Fiscal Year 2015 Work Agreement/Quarterly Report Form" (EMD-31) and submit them to the appropriate District Coordinator no later than 20 days following the end of **each** quarter. Reimbursement of expenditures by the Recipient is contingent upon the Subrecipient's completion of scheduled work activities.
- B. If the Subrecipient fails to complete the scheduled work activities during a quarter, the Recipient will withhold reimbursement until either the work is completed or the Deputy State Director of Emergency Management and Homeland Security approves a delay in the completion of the activity. If scheduled work activities are not completed by the end of the fiscal year, September 30, 2015, any balance of the EMPG award may be forfeited.
- C. A Subrecipient that fails to complete the annual exercise requirement, as scheduled within FY 2015 (specified in the Emergency Management Fiscal Year 2015 Work Agreement Form), may be ineligible for EMPG funding for that quarter and all subsequent quarters until the qualifying exercise is completed.
- D. The Subrecipient's failure to fulfill the quarterly reporting requirements, as required by the grant, may result in the suspension of grant activities until reports are received.
- E. Reporting periods and due dates are as follows:

October 1 through December 31; Due January 20

January 1 through March 31; Due April 20

April 1 through June 30; Due July 20

July 1 through September 30; Due October 20

VII. Payment Procedures

- A. The Subrecipient agrees to prepare the form EMD-007 "EMPG Expenses Claimed for Local Program Contributions". This form is also referred to as the "EMPG Quarterly Billing". The Subrecipient agrees to submit this form with supporting documentation, including all required authorized signatures and required reimbursement documentation, to the appropriate District Coordinator no later than 20 days following the end of **each** quarter. The most current EMD-007 form must be used and can be obtained from the District Coordinator.

- B. If the Subrecipient submits an incomplete or late quarterly work report to the District Coordinator, the reimbursement may not be processed until the following quarter.
- C. The Subrecipient agrees to return to the Recipient any unobligated balance of funds held by the Subrecipient at the end of the agreement period or handle them in accordance with the instructions provided by the Recipient.

VIII. Employment Matters

The Subrecipient shall comply with Title VI of the *Civil Rights Act of 1964*, as amended; Title VIII of the *Civil Rights Act of 1968*; Title IX of the *Education Amendments of 1972 (Equal Opportunity in Education Act)*; the *Age Discrimination Act of 1975*; Titles I, II and III of the *Americans with Disabilities Act of 1990*; the *Elliott-Larsen Civil Rights Act, 1976 PA 453*, as amended, MCL 37.2101 *et seq.*; the *Persons with Disabilities Civil Rights Act, 1976 PA 220*, as amended, MCL 37.1101 *et seq.*, and all other federal, state and local fair employment practices and equal opportunity laws and covenants. The Subrecipient shall not discriminate against any employee or applicant for employment, to be employed in the performance of this grant agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment; or any matter directly or indirectly related to employment because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, limited English proficiency, or handicap that is unrelated to the individual's ability to perform the duties of a particular job or position. The Subrecipient agrees to include in every subcontract entered into for the performance of this grant agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of the grant agreement.

The Subrecipient shall ensure that no subcontractor, manufacturer, or supplier of the Subrecipient for projects related to this grant agreement appears on the Federal Excluded Parties List System located at <https://www.sam.gov>.

IX. Limitation of Liability

The Recipient and the Subrecipient to this grant agreement agree that each must seek its own legal representative and bear its own costs, including judgments, in any litigation that may arise from performance of this contract. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

This is not to be construed as a waiver of governmental immunity for either party.

X. Third Parties

This grant agreement is not intended to make any person or entity, not a party to this grant agreement, a third party beneficiary hereof or to confer on a third party any rights or obligations enforceable in their favor.

XI. Grant Agreement Period

This grant agreement is in full force and effect from October 1, 2014 to September 30, 2015. No costs eligible under this grant agreement shall be incurred before the starting date of this grant agreement, except with prior written approval. This grant agreement package consists of two identical grant agreements, simultaneously executed; each is considered an original having identical legal effect. This grant agreement may be terminated by either party by giving thirty (30) days written notice to the other party stating reasons for termination and the effective date, or upon the failure of either party to carry out the terms of the grant agreement. Upon any such termination, the Subrecipient agrees to return to the Recipient any funds not authorized for use, and the Recipient shall have no further obligation to reimburse the Subrecipient.

XII. Entire Grant Agreement

This grant agreement is governed by the laws of the State of Michigan and supersedes all prior agreements, documents, and representations between the Recipient and the Subrecipient, whether expressed, implied, or oral. This grant agreement constitutes the entire agreement between the parties and may not be amended except by written instrument executed by both parties prior to the grant end date. No party to this grant agreement may assign this grant agreement or any of his/her/its rights, interest, or obligations hereunder without the prior consent of the other party. The Subrecipient agrees to inform the Recipient in writing immediately of any proposed changes of dates, budget, or services indicated in this grant agreement, as well as changes of address or personnel affecting this grant agreement. Changes in dates, budget, or services are subject to prior written approval of the Recipient. If any provision of this grant agreement shall be deemed void or unenforceable, the remainder of the grant agreement shall remain valid.

The Recipient may suspend or terminate grant funding to the Subrecipient, in whole or in part, or other measures may be imposed for any of the following reasons:

- A. Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- B. Failure to comply with the requirements or statutory objectives of federal or state law.
- C. Failure to make satisfactory progress toward the goals or objectives set forth in the Emergency Management Annual Work Agreement.
- D. Failure to follow grant agreement requirements or special conditions.
- E. Failure to submit required reports.
- F. Filing of a false certification in the application or other report or document.

Before taking action, the Recipient will provide the Subrecipient reasonable notice of intent to impose corrective measures and will make every effort to resolve the problem informally.

XIII. Business Integrity Clause

The Recipient may immediately cancel the grant without further liability to the Recipient or its employees if the Subrecipient, an officer of the Subrecipient, or an owner of a 25% or greater share of the Subrecipient is convicted of a criminal offense incident to the application for or performance of a state, public, or private grant or subcontract; or convicted of a criminal offense, including, but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under state or federal antitrust statutes; or convicted of any other criminal offense which, in the sole discretion of the Recipient, reflects on the Subrecipient's business integrity.

XIV. Freedom of Information Act (FOIA)

Much of the information submitted in the course of applying for funding under this program, or provided in the course of grant management activities, may be considered law enforcement-sensitive or otherwise critical to national security interests. This may include threat, risk, and needs assessment information; and discussions of demographics, transportation, public works, and industrial and public health infrastructures. Therefore, each Subrecipient agency Freedom of Information Officer will need to determine what information is to be withheld on a case-by-case basis. The Subrecipient should be familiar with the regulations governing Protected Critical Infrastructure Information (6 CFR Part 29) and Sensitive Security Information (49 CFR Part 1520), as these designations may provide additional protection to certain classes of homeland security information.

XV. Official Certification

For the Subrecipient

The individual or officer signing this grant agreement certifies by his or her signature that he or she is authorized to sign this grant agreement on behalf of the organization he or she represents. The Subrecipient agrees to complete all requirements specified in this grant agreement.

Delta County
Subrecipient Name

Subrecipient's DUNS Number

For the Chief Elected Official

Printed Name

Title

Signature

Date

For the Local Emergency Program Manager

Robert A. Berbohm
Printed Name

Delta County EM
Title

Robert A. Berbohm
Signature

7/4/15
Date

For the Recipient (Michigan State Police, Emergency Management and Homeland Security Division)

Chris A. Kelenske, Captain
Printed Name

Deputy State Director of Emergency
Management and Homeland Security
Title

Chris A. Kelenske
Signature

7/7/2015
Date



STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. §10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. §7 94); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); *see* Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity—
 - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Signature Date

Date



STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

RICK SNYDER
GOVERNOR

COL. KRISTE KIBBEY ETUE
DIRECTOR

July 7, 2015

Dear Local Emergency Management Coordinator:

Enclosed is the Fiscal Year 2015 (FY 2015) Emergency Management Performance Grants (EMPG) Grant Agreement package. Please return the required grant documentation listed on the enclosed **Subrecipient Checklist** to our office at the following address:

Attention: Ms. June Martin
Emergency Management and Homeland Security Division
Michigan Department of State Police
4000 Collins Road
Lansing, Michigan 48910

Reimbursement for the EMPG program is contingent upon completion of the activities in the signed *Emergency Management Annual Work Agreement*. In order to remain eligible for EMPG funding, current and adequate plans must be maintained and exercise requirements must be met. If a work activity is not completed in the designated quarter, reimbursement may not be made until the work is completed. The EMHSD district coordinators may make recommendations on reimbursement, but final approval remains with the Deputy State Director of Emergency Management and Homeland Security, who may or may not approve a delay in the completion of the activity. If work activities (for which funds have been withheld) have not been completed by the end of the fiscal year, forfeiture of those funds may be required. As a recipient of funding from the U.S. Department of Homeland Security (DHS), you are responsible for the management and fiscal control of all funds. These responsibilities include accounting for receipts and expenditures, maintaining adequate financial records, and refunding expenditures disallowed by federal or state audit. For specific responsibilities and requirements, please refer to Section II (Statutory Authority) and Section IV (Responsibilities of the Subrecipient) in the FY 2015 EMPG Grant Agreement.

This grant agreement and all required attachments must be completed, signed, and returned **no later than September 9, 2015**. If this requirement is not met, this grant agreement will be invalid after September 9, 2015, unless a prior written exception is provided by the Michigan State Police, Emergency Management and Homeland Security Division.

Sincerely,

A handwritten signature in cursive script that reads 'Chris A. Kelenske'.

Capt. Chris A. Kelenske, Commander
Deputy State Director of Emergency Management
and Homeland Security

Enclosures (7)

Agreement Articles Applicable to Subrecipients Fiscal Year 2015 Emergency Management Performance Grants

Article I - Acknowledgement of Federal Funding from DHS

All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

Article II - Activities Conducted Abroad

All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article III - Age Discrimination Act of 1975

All recipients must comply with the requirements of the *Age Discrimination Act of 1975* (42 U.S.C. § 6101 *et seq.*), which prohibits discrimination on the basis of age in any program or activity receiving Federal financial assistance.

Article IV - Americans with Disabilities Act of 1990

All recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12101–12213).

Article V - Best Practices for Collection and Use of Personally Identifiable Information (PII)

All recipients who collect PII are required to have a publically-available privacy policy that describes what PII they collect, how they use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate.

Award recipients may also find as a useful resource the DHS Privacy Impact Assessments: Privacy Guidance and Privacy template respectively.

Article VI - Title VI of the Civil Rights Act of 1964

All recipients must comply with the requirements of Title VI of the *Civil Rights Act of 1964* (42 U.S.C. § 2000d *et seq.*), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article VII - Civil Rights Act of 1968

All recipients must comply with Title VIII of the Civil Rights Act of 1968, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. § 3601 *et seq.*), as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features (see 24 C.F.R. § 100.201).

Article VIII - Copyright

All recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards, unless the work includes any information that is otherwise controlled

by the Government (e.g., classified information or other information subject to national security or export control laws or regulations).

Article IX - Assurances, Administrative Requirements and Cost Principles

Recipients of DHS federal financial assistance must complete OMB Standard Form 424B Assurances – Non-Construction Programs. Certain assurances in this document may not be applicable to your program, and the awarding agency may require applicants to certify additional assurances. Please contact the program awarding office if you have any questions.

The administrative and audit requirements and cost principles that apply to DHS award recipients originate from 2 C.F.R. Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, as adopted by DHS at 2 C.F.R. Part 3002.

Article X - Debarment and Suspension

All recipients must comply with Executive Orders 12549 and 12689, which provide protection against waste, fraud and abuse by debarring or suspending those persons deemed irresponsible in their dealings with the Federal government.

Article XI - Drug-Free Workplace Regulations

All recipients must comply with the *Drug-Free Workplace Act of 1988* (41 U.S.C. § 701 *et seq.*), which requires that all organizations receiving grants from any Federal agency agree to maintain a drug-free workplace. DHS has adopted the Act's implementing regulations at 2 C.F.R. Part 3001.

Article XII - Duplication of Benefits

Any cost allocable to a particular Federal award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of the Federal awards, or for other reasons. However, this prohibition would not preclude the non-Federal entity from shifting costs that are allowable under two or more Federal awards in accordance with existing Federal statutes, regulations, or the terms and conditions of the Federal awards.

Article XIII - Energy Policy and Conservation Act

All recipients must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issues in compliance with this Act.

Article XIV - Reporting Subawards and Executive Compensation

a. Reporting of Total Compensation of Subrecipient Executives.

1. *Applicability and what to report.* Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—

i. in the subrecipient's preceding fiscal year, the subrecipient received—

(A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has

access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph c.1. of this award term:

i. To the recipient.

ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (*i.e.*, between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

d. Exemptions

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

i. Subawards,

and

ii. The total compensation of the five most highly compensated executives of any subrecipient.

e. Definitions. For purposes of this award term:

1. *Executive* means officers, managing partners, or any other employees in management positions.

2. *Subaward*:

i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. __.210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").

iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

3. *Subrecipient* means an entity that:

i. Receives a subaward from you (the recipient) under this award; and

ii. Is accountable to you for the use of the Federal funds provided by the subaward.

5. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):

i. *Salary and bonus.*

ii. *Awards of stock, stock options, and stock appreciation rights.* Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.

iii. *Earnings for services under non-equity incentive plans.* This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.

iv. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.

v. *Above-market earnings on deferred compensation which is not tax-qualified.*

vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

Article XV - False Claims Act and Program Fraud Civil Remedies

All recipients must comply with the requirements of 31 U.S.C. § 3729 which set forth that no recipient of federal payments shall submit a false claim for payment. See also 38 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

Article XVI - Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 and form SF-424B, item number 17 for additional information and guidance.

Article XVII - Fly America Act of 1974

All recipients must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the *International Air Transportation Fair Competitive Practices Act of 1974* (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article XVIII - Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the *Hotel and Motel Fire Safety Act of 1990*, 15 U.S.C. §2225a, all recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with Federal funds complies with the fire prevention and control guidelines of the *Federal Fire Prevention and Control Act of 1974*, as amended, 15 U.S.C. §2225.

Article XIX - Limited English Proficiency (Civil Rights Act of 1964, Title VI)

All recipients must comply with the *Title VI of the Civil Rights Act of 1964* (Title VI) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. In order to facilitate compliance with Title VI, recipients are encouraged to consider the need for language services for LEP persons served or encountered in developing program budgets. Executive Order 13166, *Improving Access to Services for Persons with Limited English Proficiency* (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, *DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons*, 76 Fed. Reg. 21755-21768, (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services; selecting language services; and elements of an effective plan on language assistance for LEP persons. For additional assistance and information regarding language

access obligations, please refer to the DHS Recipient Guidance <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Article XX - Lobbying Prohibitions

All recipients must comply with 31 U.S.C. §1352, which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any Federal action concerning the award or renewal.

Article XXI - Non-supplanting Requirement

All recipients who receive awards made under programs that prohibit supplanting by law must ensure that Federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-Federal sources. Where federal statutes for a particular program prohibits supplanting, applicants or recipients may be required to demonstrate and document that a reduction in non-Federal resources occurred for reasons other than the receipt of expected receipt of Federal funds.

Article XXII - Patents and Intellectual Property Rights

Unless otherwise provided by law, recipients are subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards are in 37 C.F.R. Part 401 and the standard patent rights clause in 37 C.F.R. § 401.14.

Article XXIII - Procurement of Recovered Materials

All recipients must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Article XXIV - Contract Provisions for Non-federal Entity Contracts under Federal Awards

a. Contracts for more than the simplified acquisition threshold set at \$150,000.

All recipients who have contracts exceeding the acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by Civilian Agency Acquisition Council and the Defense Acquisition Regulation Council as authorized by 41 U.S.C. §1908, must address administrative, contractual, or legal remedies in instance where contractors violate or breach contract terms and provide for such sanctions and penalties as appropriate.

b. Contracts in excess of \$10,000.

All recipients that have contracts exceeding \$10,000 must address termination for cause and for convenience by the non- Federal entity including the manner by which it will be effected and the basis for settlement.

Article XXV - SAFECOM

All recipients who receive awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article XXVI - Terrorist Financing E.O. 13224

All recipients must comply with U.S. Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of recipients to ensure compliance with the E.O. and laws.

Article XXVII - Title IX of the Education Amendments of 1972 (Equal Opportunity in Education Act)

All recipients must comply with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), which provides that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance. Implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19

Article XXVIII - Trafficking Victims Protection Act of 2000

All recipients must comply with the requirements of the government-wide award term which implements Section 106(g) of the *Trafficking Victims Protection Act (TVPA) of 2000*, as amended (22 U.S.C. § 7104). This is implemented in accordance with OMB Interim Final Guidance, *Federal Register*, Volume 72, No. 218, November 13, 2007. Full text of the award term is located at 2 CFR § 175.15.

Article XXIX - Rehabilitation Act of 1973

All recipients must comply with the requirements of Section 504 of the *Rehabilitation Act of 1973*, 29 U.S.C. § 794, as amended, which provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. These requirements pertain to the provision of benefits or services as well as to employment.

Article XXX - System of Award Management and Universal Identifier Requirements**A. Requirement for System of Award Management**

Unless you are exempted from this requirement under 2 CFR 25.110, you as the subrecipient must maintain the currency of your information in the SAM. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

B. Definitions

For purposes of this award term:

1. *System of Award Management (SAM)* means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>).

Article XXXI - USA Patriot Act of 2001

All recipients must comply with requirements of the *Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act)*, which amends 18 U.S.C. §§ 175–175c. Among other things, the USA PATRIOT Act prescribes criminal penalties for possession of any biological agent, toxin, or delivery system of a type or in a quantity that is not reasonably justified by a prophylactic, protective, bona fide research, or other peaceful purpose

Article XXXII - Use of DHS Seal, Logo and Flags

All recipients must obtain DHS's approval prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article XXXIII - Whistleblower Protection Act

All recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.

Article XXXIV - DHS Specific Acknowledgements and Assurances

All recipients must acknowledge and agree—and require any sub-recipients, contractors, successors, transferees, and assignees acknowledge and agree—to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance review or complaint investigation conducted by DHS.
2. Recipients must give DHS access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations *and* other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. If, during the past three years, the recipient has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, the recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS awarding office and the DHS Office of Civil Rights and Civil Liberties.
6. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against the recipient, or the recipient settles a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS Component and/or awarding office.

The United States has the right to seek judicial enforcement of these obligations.

Article XXXV - Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. § 200.313.



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a

public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check if the State has elected to complete OJP Form 4061/7.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620—

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 Seventh Street NW., Washington, DC 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

2. Application Number and/or Project Name

3. Grantee IRS/Vendor Number

4. Typed Name and Title of Authorized Representative

5. Signature

6. Date

AUDIT CERTIFICATION

AUTHORITY: 1976 PA 390, MCL 30.407a, Single Audit Act of 1984, PL 98-502, as amended;

COMPLIANCE: Voluntary, but necessary to be considered for grant assistance

Federal Audit Requirements

Non-federal organizations which expend \$500,000 or more in federal funds during their current fiscal year or expend \$750,000 or more in federal funds in a fiscal year beginning on or after December 26, 2014, are required to have an audit performed in accordance with the Single Audit Act of 1984, as amended, and Office of Management and Budget (OMB) Circular A-133 or 2 CFR 200 after December 26, 2014. Subgrantees **MUST** submit a copy of their audit report for each year they meet the funding threshold to: Michigan State Police, Grants and Community Services Division, 333 South Grand Avenue, Lansing, Michigan 48933.

Program Name

CFDA Number

I. Subgrantee Information			
Jurisdiction Name			
Street Address		City	State ZIP Code
II. Certification for Fiscal Year			
Subgrantee Fiscal Year Period: to .			
<input type="checkbox"/> I certify that the subgrantee shown above does NOT expect it will be required to have an audit performed under the Single Audit Act of 1984, as amended, and the OMB Circular, as revised, for the above listed program.			
<input type="checkbox"/> I certify that the subgrantee shown above expects it will be required to have an audit performed under the Single Audit Act of 1984, as amended, and the OMB Circular as revised, during at least one fiscal year funds are received for the above listed program. A copy of the audit report will be submitted to: Michigan State Police, Grants and Community Services Division, 333 South Grand Avenue, Lansing, Michigan 48933.			
Signature of Subgrantee's Authorized Representative			Date

Submit Completed Document To:

Emergency Management and Homeland Security Division
Michigan Department of State Police
Attention: Grants Development Unit
4000 Collins Road
Lansing, Michigan 48910

**MEMORANDUM OF UNDERSTANDING
BETWEEN
DELTA COUNTY BOARD OF COMMISSIONERS
AND
DELTA COUNTY SHERIFF**

B7

I. PURPOSE AND PARTIES:

This Memorandum of Understanding (MOU) is entered into between the Delta County Board of Commissioners (BOARD) and the Delta County Sheriff (SHERIFF). The purpose of is to establish an agreement between the above mentioned entities for the use of building space by the Sheriff's Teams at the Delta County Service Center.

Parties to this document shall coordinate and perform the activities and services described herein within the scope of legislative authority governing the parties' respective programs, services and agencies.

II. OVERALL RESPONSIBILITY

The SHERIFF may utilize space at the Delta County Service Center to conduct meetings and/or training related to Search and Rescue Team, Dive Team, and Victim Services Unit. The SHERIFF may utilize storage space within the Service Center, provided it is verbally approved by Administration and/or the BOARD. The BOARD reserves the right to request removal of stored items at any time.

III. NOTICE OF TERMINATION OF AGREEMENT

Either party may terminate the agreement at any time with fourteen (14) days written notice.

IV. OTHER CONDITIONS

Custodial: No custodial services will be provided to the SHERIFF as part of the agreement. The Sheriff's Teams are responsible for keeping the facilities clean.

Access Administration reserves the right to limit locked door access to selected Sheriff Team volunteers and/or SHERIFF employees.

Disputes: The parties agree to work together cooperatively and attempt to resolve all disputes under MOU informally.

Security: The SHERIFF is responsible for the security of all Search and Rescue Items stored in the Service Center, including the purchase or change of necessary locks. The Director of Maintenance and/or Assistant Director of Maintenance will provide reasonable assistance.

V. AGREEMENT

The individuals signing below verify that they have the authority to commit the party they represent to the terms and conditions of this MOU. Accordingly, per the signatures below the parties agree to the terms and conditions of this MOU.

Mary Harrington, Chair
Delta County Board of Commissioners

Ed Oswald, Sheriff
Delta County Sheriff



Upper Peninsula Commission for Area Progress

P.O. Box 606 • Escanaba, Michigan 49829

(906) 786-4701 • Fax (906) 786-5853

www.upcap.org

"Providing guidance and support to U.P. residents since 1961"

July 10, 2015

Ms. Nancy Kolich, County Clerk
Delta County
310 Ludington St
Escanaba, MI 49829

Dear Ms. Kolich,

It is time once again to review the final draft copy of the U.P. Area Agency on Aging's (UPAAA) 2015 Annual Implementation Plan (AIP) for services to Upper Peninsula Older Adults as required by the Michigan Aging & Adult Services Agency (AASA). This document may be viewed on our website at www.upcap.org.

Although your county is not required to take any action on the plan, if you choose to support the plan, I have enclosed a sample resolution for your use. We ask that you return the resolution by July 31, 2015 so that we may forward these to AASA within their required time frames.

Meanwhile, if you have questions or would like additional information about the plan, I encourage you to contact me or your county's representative on the UPCAP Board of Directors.

Sincerely,

Jonathan Mead
Executive Director

Enc.

cc: Mr. Dave Rivard

RESOLUTION

**U.P. AREA AGENCY ON AGING
FY 2016 ANNUAL IMPLEMENTATION PLAN FOR SERVICES TO OLDER ADULTS**

WHEREAS UPCAP, which serves as the U.P. Area Agency on Aging, is required to develop a 2016 Annual Implementation Plan that provides development and funding for programs to serve older adults in the Upper Peninsula; and

WHEREAS, during the 2016 Annual Implementation Plan development process, UPCAP conducted needs surveys, one public hearing, and received input from service providers, older adults, county officials, human services organizations, and other interested parties; and

WHEREAS, each U.P. county is represented by a county official on the UPCAP Board of Directors; and

WHEREAS, the UPCAP Board of Directors has unanimously approved the proposed 2016 Annual Implementation Plan; and

WHEREAS, the AAA 2016 Annual Implementation Plan also requires review by individual county boards;

THEREFORE, BE IT RESOLVED that the _____ County Board of Commissioners has received and hereby supports the U.P. Area Agency on Aging 2016 Annual Implementation Plan.

BE IT FURTHER RESOLVED that this resolution be submitted to UPCAP and placed on file.

Authorized Signatory _____

(Name/Title of County Official)