

TENTATIVE AGENDA

DELTA COUNTY BOARD OF COMMISSIONERS

REORGANIZATIONAL MEETING

January 5, 2016

5:15 p.m.

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

SPECIAL ORDERS OF BUSINESS:

- 1. Election of Chair
- 2. Election of Vice Chair
- 3. Adoption of Rules and Procedure
- 4. 2016 Board Assignments

- V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS
County Board minutes: 12-15-15
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**
- XI. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS

B. NEW BUSINESS

1. **Payment of Bills**
2. **2015 Remonumentation Completion Report**
3. **2016 Remonumentation Contract Approval**
4. **Non-Union 2% Wage Increase**
5. **Flexible Benefit Plan Resolution**
6. **Appointment to Soldier's Relief Commission (1 opening)**
7. **Appointment to Building Authority(1 opening)**
8. **Appointment to Planning Commission (2 openings)**
9. **Airport Operations Specialist Position**
10. **Executive Session**

XIII. GENERAL PUBLIC COMMENT

XIII. COMMISSIONER'S COMMENTS

XIV. MEETING SCHEDULE

- A. Board of Commissioners Meeting on 1-19-16 at 5:15 p.m. in the Service Center Boardroom.
- B. Board of Commissioners Meeting on 2-2-16 at 5:15 p.m. in the Service Center Boardroom.
- C. Board of Commissioners Meeting on 2-16-16 at 5:15 p.m. in the Service Center Boardroom.

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 re-organizational meeting of the Delta County Board of Commissioners is scheduled for Tuesday, January 5, 2016 at 5:15 p.m. in the Boardroom in the Delta County Service Center.

Sincerely yours,

Nancy J. Kolich
Delta County Clerk

RULES OF PROCEDURE
FOR DELTA COUNTY BOARD OF COMMISSIONERS

1. MEETINGS

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

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

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

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

1.4 Place. The Board shall meet in the Delta County Service Center. Board meetings will be held in the Boardroom unless otherwise posted.

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

1.6 Special Meetings.

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

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

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

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

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

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

2. QUORUM:

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

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

3. VOTING:

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

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

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

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

4. ORGANIZATION:

4.1 Chairperson.

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

4.12 Duties.

- *4.121 The Chairperson, if present, shall preside at all meetings of the Board of Commissioners, preserve order, and decide questions of order subject to appeal to the Board.
- *4.122 The Chairperson shall be the agent for the Board in signing of contracts, orders, resolutions, determinations, and minutes of the Board and in the certification of the tax roll.
- *4.123 The Chairperson shall serve in such capacities and make appointments as the law shall require.
- 4.124 The Chairperson shall serve ex officio on all Board Committees. He/she shall not have a right to vote in committee unless he/she is expressly named a member of that committee.
- 4.125 The Chairperson when he/she is present shall preside at all meetings of the committee of the whole.

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

4.2 Vice-Chairperson.

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

4.22 Duties.

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

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

4.3 Clerk:

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

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

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

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

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

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

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

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

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

4.5 Committees.

4.51 Board Departments and Responsibilities.

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

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

Public Relations
ADA Coordinator

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

MAC Workers Comp Board
Landfill Authority
Building Authority

4.512 Department Chairperson - Appointment and Duties.

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

4.52 County Board Committees, Commissions, Boards & Agencies.

4.52 Definitions:

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

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

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

4.52134 Committee of the Whole Procedures.

1. In Committee of the Whole Meetings no decisions will be made. Decisions are only to be made at the regular County Board Meetings.

2. In a Committee of the Whole Meeting agendas can deal with any topic previously dealt with by Committees consisting of only two Commissioners and the County Administrator, personnel, finance, building & grounds, renaissance zone and any others.

3. Committee of the Whole meetings are to be posted and open to the public.

4. Committee of the Whole meetings do not need to be televised because of expense.

5. Committees which consist of two County Commissioners and representatives from the community will continue as many are needed and required by law.

6. The number of Committee of the Whole meetings per month will be determined by need. If other Committee of the Whole meetings are needed, for consistency, they should be scheduled on Tuesdays.

7. Committee of the Whole meetings can be held in the evenings in the circuit courtroom or during the day in some other location as determined by the Commission.

8. A committee consisting of only two County Commissioners can be appointed by the Chairman to investigate a specific problem and report information to the full Board but only with the consent of a majority of County Commissioners.

9. The deadline for submitting agenda items in writing for the Committee of the Whole is noon on the Wednesday prior to the meeting.

10. A quorum for Committee of the Whole will be two commissioners.

11. Filibusters will not be allowed. The Chair may ask the Board to end debate if the discussion becomes repetitive or argumentative.

4.522 General Rules:

4.5221 Appointments and Removals.

4.52211 Appointments to all county committees shall be made in accordance with legal requirements for such appointments and with majority Board approval.

4.52212 It shall be the responsibility of the Chairperson of the Board or his/her designee to notify all Board members and to give public notice of all appointments to be made at least thirty (30) days prior to the meeting at which such

action is to be taken.

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

4.5222 Meetings:

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

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

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

4.5223 Budgets and Claims:

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

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

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

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

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

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

4.5224 Compensation:

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

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

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

5. CONDUCT OF MEETING:

5.1 Order of Business.

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

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

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

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

Board.

6. RIGHTS AND DUTIES OF MEMBERS

6.1 Speaking Priorities and Limits.

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

7. NON-MEMBER ADDRESS TO COMMISSION

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

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

8. PARLIAMENTARY AUTHORITY AND PROCEDURE.

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

8.2 Procedure.

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

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

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

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

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

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

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

Adopted: 1-6-15

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

2015 BOARD ASSIGNMENTS

ADMINISTRATIVE SERVICES DEPARTMENT

County Clerk
County Treasurer
Board of Canvassers
Election Scheduling Committee
Elections Commissioners
Ethics Advisory Board- Personnel Dir., Prosecutor & Board Chairperson
Personnel Committee- Harrington, Chair and Malnar
Jury Commission
Public Relations
ADA Coordinator-Daniel Menacher

IV4

BUDGET AND FINANCE DEPARTMENT

Finance Committee- Johnson, Chair and Malnar
Budget Committee- Committee of the Whole
Equalization Department
Director of Administration and Finance
Computer Committee- Committee of the Whole

PUBLIC SAFETY & JUDICIAL SERVICES

County Prosecutor- Moyle
County Sheriff- Moyle
County Medical Examiner
Probate Court- Rivard
Circuit Court- Rivard
District Court- Rivard
Friend of the Court- Rivard
Community Corrections (U.P. Administered)-Malnar
Delta County Central Dispatch Authority-Administrator, Harrington Alternate

PHYSICAL & ECONOMIC RESOURCES DEV. DEPT.

Building & Zoning Department
Construction & Zoning Board of Appeals- Moyle
Planning Commission- Moyle
Drain Commissioner
Cooperative Extension Service- Moyle
County Plat Board-- Chairman
County Road Commission- Rivard
Airport Board- Johnson and Moyle
Parks Board - Harrington Liaison
CUPPAD/CUPPAD Executive Committee- Rivard
CUPPAD - Malnar
Soil Conservation- Harrington
Building & Grounds Committee- Rivard, Chair and Malnar
Landfill Authority- Johnson
MAC Workers Compensation Board- Harrington
Building Authority- Malnar
Renaissance Zone- Johnson
U.P. State Fair Authority- Thomas Elegeert
Brownfield Authority- Rivard
U.P. Resource Conservation & Development- Malnar
Superior Trade Zone- Johnson (Primary), Vicki Schwab
Jail Committee- Administrator, Sheriff, Prosecutor, Harrington, and Malnar
Landfill Steering Committee- Rivard, Johnson, Ryan Bergman, Don Pyle, and Randy Gorecki

Northwood Rail Transit Commission- Rivard, Peter VanSteen and Administrator
MAC Transportation Committee- Malnar

HUMAN DEVELOPMENT SERVICE DEPARTMENT

Department of Human Services Board
Pinecrest Medical Care Facility Admin.Bd.- Harrington
County Board of Health- Harrington and Johnson
Veteran's Affairs
Michigan Works! The Job Force- Harrington and Johnson
CAA/HRA Delta Co. Committee on Aging- Moyle, Johnson Alternate and Karen Wigand
Upper Peninsula Commission for Area Progress- Rivard
Soldiers & Sailors Relief Commission
Emerg.Prepare.Com.& Office - Emergency Services-Chairperson and Rivard
Alternative Education Board- Moyle
Little Bay de Noc Council of Governments- Rivard and Malnar
U.P. 911- Robert Berhohm
Pathways Authority Board - Harrington
NorthCare Network Substance Use Disorder Policy Board- Rivard

Note: All above appointments are for 1 year only.

Proposed

**DELTA COUNTY BOARD OF COMMISSIONERS MEETING
December 15, 2015**

Escanaba, Michigan

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

December 10, 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 December 15, 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, Johnson, Malnar, 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 of the Delta County Courthouse by Delta County Clerk, Nancy Kolich.

V. APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Commissioner Moyle and seconded by Commissioner Johnson to approve the minutes of the December 1, 2015 meeting. MOTION CARRIED.

VI. APPROVAL OF AGENDA

Moved by Commissioner Johnson and seconded by Commissioner Moyle to approve the agenda as amended adding item 1.a. Stacy Welling Haughey, MDNR. MOTION CARRIED.

VII. PRESENTATION OF WRITTEN COMMUNICATIONS

VIII. REPORTS OF SPECIAL COMMITTEES AND OTHERS.

Proposed

VIII. PUBLIC COMMENT ON AGENDA ITEMS

None.

X. COMMITTEE REPORTS:

1. Administrator's Report.

Finalized the new Flex Spending Plan for employees and will be effective February 1. CUPPAD will submit a formal agreement to provide GIS services to the county. Visited the Sac Bay property with Commissioner Malnar and was impressed with its beauty - the property would make a beautiful park/campground.

2. Personnel Committee minutes of 12-7-15.

1. Union Maintenance Position.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to approve the job description for a Chief Maintenance Technician, as presented, to include a valid driver's license, and to authorize the Administrator to fill the position at a pay grade level 12 with union approval. MOTION CARRIED.

2. Vacation Relief.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to hire a temporary vacation relief housekeeper, plus up to 100 hours for special projects, at a salary of \$11.75 per hour. MOTION CARRIED.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to receive the Personnel Committee minutes of 12-7-15 and place on file. MOTION CARRIED.

3. Jail Committee minutes of 12-7 and 12-11-15.

a. Jail RFP.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to approve Byce and Associates for the Jail Needs Assessment and Planning and a option to hire CRS, Inc. to do a staffing assessment. MOTION CARRIED.

Moved by Commissioner Johnson and seconded by Commissioner Malnar to receive the Jail Committee minutes of 12-7, and 12-11-15 and place on file. MOTION CARRIED.

4. Finance Committee minutes of 12-10-15.

1. MERS 457 Plan.

Proposed

Moved by Commissioner Rivard and seconded by Commissioner Harrington to authorize the Administrator to set up a MERS 457 Plan for employees (employee contribution plan). MOTION CARRIED.

2. Cell Phones.

Moved by Commissioner Moyle and seconded by Commissioner Rivard to approve standardizing the cell phone stipend at \$35 per month for employees, include elected officials and authorize the Administrator to determine phone eligibility. MOTION CARRIED.

3. Lump Sum Retirement Payout for Steve Carlson and Regina Howell.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to approve Lump Sum Retirement payouts for Steve Carlson and Regina Howell, as requested. MOTION CARRIED.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to receive the Finance Committee minutes of 12-10-15 and place on file. MOTION CARRIED.

X. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS

B. NEW BUSINESS

1a. Stacy Welling Haughey - DNR Update.

Stacy Welling Haughey and Marc Miller from the Michigan DNR gave the Board an update on funds that the county has received through the DNR grant programs.

1. Payment of Bills.

Moved by Commissioner Moyle and seconded by Commissioner Rivard to approve payment of the bills in the amount of \$485,424.14 and Commissioners expenses of \$1,753.18. MOTION CARRIED.

2. EPA Grant.

Moved by Commissioner Rivard and seconded by Commissioner Johnson to authorize submission of the EPA FY2016 Brownfield Coalition Assessment Grant Application for \$600,000, as presented. MOTION CARRIED.

3. Equalization Services Contract.

Proposed

Moved by Commissioner Moyle and seconded by Commissioner Harrington to authorize the Agreement for the Provision of Equalization Services with AIS Marketing, Inc. for \$95,000 for one year, as presented. MOTION CARRIED.

4. Remonumentation Grant Application.

Moved by Commissioner Moyle and seconded by Commissioner Malnar to authorize the 2016 Remonumentation Grant Application, as presented. MOTION CARRIED.

5. Building and Zoning Contract with Menominee County.

Moved by Commissioner Malnar and seconded by Commissioner Moyle to authorize the Contract for Building Code Services with Menominee County, as presented. MOTION CARRIED.

6. DEQ Loan Remittance.

Moved by Commissioner Rivard and seconded by Commissioner Malnar to end the loan agreement with MDEQ for the Fleet Maintenance project and remit the monies back to the State. The City of Escanaba will reimburse County for the \$33,000 that has been spent on the project. MOTION CARRIED.

7. Retirement of Veterans Counselor - Ann Roman.

Moved by Commissioner Moyle and seconded by Commissioner Rivard to send a letter of appreciation to Ann Roman for her 57 years of service to Delta County as a Veteran's Counselor as she will be retiring effective December 17th. MOTION CARRIED.

8. Veterans Affairs Officer Position.

Moved by Commissioner Rivard and seconded by Commissioner Moyle to authorize an agreement with Dickinson County for Veteran's Affairs services for up to 4 weeks to cover wages and mileage. MOTION CARRIED.

9. Michigan Social Services Association Dues.

Moved by Commissioner Rivard and seconded by Commissioner Harrington to authorize payment of the Michigan Social Services Association Dues of \$1,27.46 for the Human Services Board and up to \$1,200 for per diem and mileage for the Delta County DHS Board members, in consistency with other boards. MOTION CARRIED.

10. Waters of the U.S.

Proposed

Rory Mattson, Conservation District Director, gave an update on the Waters of the U.S.

11. Appointment to the DATA Board.

Moved by Commissioner Moyle and seconded by Commissioner Malnar to re-appoint Judith Lauria and Connie Fuller to the DATA Board, as recommended by the Delta County Township Association. MOTION CARRIED.

12. Set Board Meeting Schedule for 2016.

Moved by Commissioner Rivard and seconded by Commissioner Malnar to adopt the 2016 Board Meeting Schedule, as presented. MOTION CARRIED.

XII. PUBLIC COMMENT

Laura Lucas, Garden Township, addressed the Board with news of a possible solar farm on the Garden Peninsula.

Rory Mattson, Conservation District Director, notified the Board that the Parks and Recreation 5 year Plan needs to be completed. Would like to hold a Public Hearing January 19th and adopt the Resolution at a February meeting.

XIII. COMMISSIONERS CONCERNS

Commissioner Johnson: Merry Christmas and Happy New Year.

Commissioner Malnar: Has been on the Board for one year and its been great. Merry Christmas.

Commissioner Moyle: Merry Christmas and good health to all. Rory Mattson has been a champion on many causes for the county.

Commissioner Rivard: Merry Christmas and Happy New Year. Thanks for your support. Thanked Prosecutor Strom for his program on drugs, thanked the Sheriff for Shop with a Cop program.

Commissioner Harrington: Thanked everyone. Her dream is that kids will want to come back to live in Delta County because it is a good place to live.

XIV. MEETING SCHEDULE

January 5th 5:15 p.m. Reorganizational Board meeting.

Proposed

January 19th 5:15 p.m. Board meeting.

XV. NOTICES

30 day Notice of Appointments.

XVI. ADJOURNMENT

Moved by Commissioner Rivard and seconded by Commissioner Malnar to adjourn at 6:32 p.m.

Respectfully Submitted,

Nancy J. Kolich, County Clerk

Mary K. Harrington, Chairperson

DELTA COUNTY BOARD OF COMMISSIONERS

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

B1



January 5, 2016

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
12-16-15	69,119.95
12-23-15	354,590.85
Total Report of Claims \$	423,710.80
Total Jury Expense \$	583.78
GRAND TOTAL OF BILLS \$	424,294.58
Commissioner Expenses: \$	302.88 Paid

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

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS 159856 - 159862 - PIR CKS + PIR Ded					
12/17/2015	159873	001132	APPLE OFFICE PRODUCTS	MISC OFFICE SUPPLIES - TAPE	21.99
12/17/2015	159874	001151	AT&T	PHONE - ACCT: 906 786-5902 665 3	26.87
12/17/2015	159875	003130	CITY OF ESCANABA	ELECTRICAL SC-P ACCT- 1-06-1720-00	344.46
				WATER-GARBAGE - ACCT 1-06-0550-00	188.52
				ELECTRIC/WATER-SCN- ACCT-1-06-0570-01	17.76
				ELECTRICITY - CH - ACCT 1-06-1080-00	4,263.79
				SPRINKLER- SC - ACCT 1-06-0330-00	46.69
					<u>4,861.22</u>
12/17/2015	159876	003240	COOPER OFFICE EQUIPMENT INC.	CONTRACT BASE RATE CHARGE 11/15/2015 TO	170.00
12/17/2015	159877	003255	CORRECTIONAL HEALTHCARE COMPANIES I	JANUARY 2016 MEDICAL SERVICES	16,208.02
12/17/2015	159878	006088	DAN FORRESTER	MILEAGE 12/9/15	144.00
12/17/2015	159879	013174	MEDIATION TRAINING & CONSULTATION	MEDIATION TRAINING-SODERBERG 2/4-6/16	1,600.00
12/17/2015	159880	013179	MENARDS	POWER STRIPS FOR COURTHOUSE	11.97
12/17/2015	159881	013208	MICHIGAN ASSESSORS ASSOCIATION	MI ASSESSORS ASSOC MEMBERSHIP DUES 2016	75.00
12/17/2015	159882	016032	P & M INSPECTIONS, INC.	PAYROLL 11-30-2015 THROUGH 12-12-2015	1,591.00
12/17/2015	159883	018063	REINHART FOOD SERVICE	PLASTIC FORKS AND LIDS-FOOD SERVICE SUPP	38.06
12/17/2015	159884	018064	REDWOOD TOXICOLOGY LABORATORY INC.	NOVEMBER 2015 - ACCT 009431	32.70
12/17/2015	159885	018077	UPPER MICHIGAN LAW	COURT APPOINT ATTY RANDALL/COBLE 11/3/15	45.00
				COURT APPT ATTY ERIK DROSSART, 11/3 AND	36.00
					<u>81.00</u>
12/17/2015	159886	019106	SHADOW SOFT	ZIMBRA NETWORK SUPPORT	1,323.00
12/17/2015	159887	019325	STATE OF MICHIGAN	COURT FEE TRANSMITTALS NOVEMBER 20151214	25,820.11
12/17/2015	159888	019385	SUNLIFE FINANCIAL	LIFE INSURANCE-JAN 2016	781.77
12/17/2015	159889	021043	UPCAP SERVICES	WORK CREW SERVICES BILLING-NOV 2015	3,043.33
				WORK CREW SERVICES BILLING-OCT 2015	3,289.91
					<u>6,333.24</u>
12/17/2015	159890	021048	U.P.S.E.T.	HANNAHVILLE 2% GRANT- UNDERCOVER NARCOTI	10,000.00
FIRST TOTALS:					
Total of 18 Checks:					69,119.95
Less 0 Void Checks:					0.00
Total of 18 Disbursements:					<u>69,119.95</u>

1

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
12/18/2015	159891	019076	JODI M. SCHWALBACH	DUE FROM EMPLOYEES	800.00
12/23/2015	159892	001012	A-1 DRAIN CLEANING	MONTHLY PUMPING OF SEPTIC	155.00
12/23/2015	159893	001102	ANDERSON COMMUNICATIONS INC	TOWER REPAIR FOR DISPATCH	4,700.00
12/23/2015	159894	001151	AT&T	PHONE - ACCT 906 786-3633 835 3	439.46
				PHONE - ACCT 906 786-4902 919 7	301.97
					<u>741.43</u>
12/23/2015	159895	002020	BALDWIN TOWNSHIP TREASURER	OVERPAY QUALIFIED FOREST	211.26
12/23/2015	159896	002022	BALDWIN TOWNSHIP	2015 SWAMP TAX DISTRIBUTION	17,718.46
12/23/2015	159897	002070	BARK RIVER TOWNSHIP TREASURER	2015 SWAMP TAX DISTRIBUTION	4,339.66
12/23/2015	159898	002073	BOB BARKER CO.	FOOTWEAR, SPORTS BRAS	635.40
12/23/2015	159899	002100	BAY DE NOC TOWNSHIP TREASURER	2015 SWAMP TAX DISTRIBUTION	60.20
12/23/2015	159900	002164	BILLY ELECTRIC INC	ADD RV AND WELDER HOOK UP IN GARAGE FOR	1,047.99
12/23/2015	159901	002170	BENOIT'S GLASS & LOCK	KEYS	2.12
12/23/2015	159902	002200	GARY BJORKQUIST	PER DIEM	25.00
12/23/2015	159903	002270	BRAMPTON TOWNSHIP TREASURER	2015 SWAMP TAX DISTRIBUTION	8,046.62
12/23/2015	159904	003058	CBM FOOD SERVICE	INMATE FOOD SERVICE 11/26 - 12/2/15	3,090.06
				FOOD SERVICE 12/3/15 - 12/9/15	3,172.41
					<u>6,262.47</u>
12/23/2015	159905	003061	CARQUEST AUTO PARTS	PLOW TRUCK - BRAKLEEN, PARTS CLEANER	30.89
				CHEVY PICK UP- XTRAVISION	12.59
				LUB GREASE COHT TEMP GREASE 35#	130.63
					<u>174.11</u>
12/23/2015	159906	003100	CHATFIELD MACHINE COMPANY	CAR CLEANING SUPPLIES	14.78
12/23/2015	159907	003110	CITY OF ESCANABA	OCTOBER 2015 DISPATCHING SERVICES	63,500.00
				NOVEMBER 2015 DISPATCH SERVICES	63,500.00
					<u>127,000.00</u>
12/23/2015	159908	003115	KEVIN CHMURYSKI	BOOT ALLOWANCE 2015 - 16	142.99
12/23/2015	159909	003124	SANDY CARON	OFFICE SUPPLIES- REPLACE 2 CALCULATORS	117.92
12/23/2015	159910	003130	CITY OF ESCANABA	UTILITIES - ACCT 1-06-1500-00	2,317.44
				UTILITIES - ACCT 1-06-1320-01	75.94
					<u>2,393.38</u>
12/23/2015	159911	003140	CITY OF GLADSTONE	2015 SWAMP TAX DISTRIBUTION	55.50
12/23/2015	159912	003240	COOPER OFFICE EQUIPMENT INC.	KONICA 750 MAINT	500.00
				COPIER MAINTENANCE - BIZHUB 282	144.00
					<u>644.00</u>
12/23/2015	159913	003250	CORNELL TOWNSHIP TREASURER	2015 SWAMP TAX DISTRIBUTION	5,825.62
12/23/2015	159914	003329	CUPPAD REGIONAL COMMISSION	FY16 MEMBERSHIP DUES	9,000.00
12/23/2015	159915	004036	MEL DAVIS	REMON CORNERS	1,165.00
				REMON PREP OF COMPLETION REPORT	1,175.00
					<u>2,340.00</u>
12/23/2015	159916	004141	DELL MARKETING L.P.	PRINTER	239.99

3

Check Date	Check	Vendor	Vendor Name	Description	Amount
12/23/2015	159917	004144	DEKETO	MAINTENANCE FOR ROD SOFTWARE-OCT 2015 MAINTENANCE FOR ROD SOFTWARE- NOV 2015	1,202.00 1,212.00 <u>2,414.00</u>
12/23/2015	159918	004225	DELTA COUNTY REGISTER OF DEEDS	REMON COPIES	646.00
12/23/2015	159919	004230	DELTA COUNTY ROAD COMMISSION	GASOLINE - NOVEMBER 2015	244.43
12/23/2015	159920	004256	DELTA COUNTY AIRPORT	JANITORIAL SUPPLIES	41.90
12/23/2015	159921	004257	DELTA COUNTY BAR ASSOCIATION	BAR DUES FOR PROSECUTORS (PHILIP STROM/J	120.00
12/23/2015	159922	004270	DELTA COUNTY TREASURER	1 REDEMPTION 012-167-006-00 10 REDEMPTION CERTIFICATES RETURN ADDRESS/POSTAGE	10.00 100.00 0.59 <u>110.59</u>
12/23/2015	159923	004395	DELTA COUNTY 94TH DISTRICT COURT	BOND- REMANDED - GILLIS- 15-FH-9216	300.00
12/23/2015	159924	004418	DTE ENERGY	NAT'L GAS - ACCT 4576 012 0006 8 NAT'L GAS - ACCT 4576 012 0007 6 NAT'L GAS - ACCT:4569 786 0001 7 NAT'L GAS - ACCT:4576 043 0002 2 NAT'L GAS - ACCT:4576 043 0003 0 NAT'L GAS - ACCT:4576 043 0010 5 NAT'L GAS - ACCT 4576 021 0002 8 NAT'L GAS - ACCT: 4576 012 0002 7	954.38 37.21 877.57 185.46 313.14 372.68 3,720.01 70.18 <u>6,530.63</u>
12/23/2015	159925	004441	JASON DIX	PHONE REIMB- DEC 2015	35.00
12/23/2015	159926	005033	WLUC TV-6 & FOX UP	SPOTS- NFL SUNDAY NIGHT FOOTBALL/MORNING	575.00
12/23/2015	159927	005110	ESCANABA TOWNSHIP TREASURER	2015 SWAMP TAX DISTRIBUTION	307.86
12/23/2015	159928	006010	FAIRBANKS TOWNSHIP TREASURER	2015 SWAMP TAX DISTRIBUTION	10,160.92
12/23/2015	159929	006038	FEDERAL SIGNAL CORP	MASS NOTIFICATION SYSTEM	5,400.00
12/23/2015	159930	006080	FORD RIVER TOWNSHIP TREASURER	2015 SWAMP TAX DISTRIBUTION	20,895.40
12/23/2015	159931	006088	DAN FORRESTER	THERAPY AND MILEAGE FOR 12/16	224.00
12/23/2015	159932	006101	FRAZER'S AUTO REPAIR CO	REPLACE TIRE, MOUNT AND BALANCE	20.00
12/23/2015	159933	007012	GALLS, LLC	BADGE FOR UNIFORM - JAIL	91.13
12/23/2015	159934	007030	GARDEN TOWNSHIP TREASURER	2015 SWAMP TAX DISTRIBUTION	32,509.76
12/23/2015	159935	007076	NAFA OF ESCANABA	TORQUE WRENCH	79.95
12/23/2015	159936	007130	ROBERT E. GOEBEL JR.	PHONE REIMB- DECEMBER 2015	35.00
12/23/2015	159937	007182	GREAT LAKES CREDIT UNION	OVERPAY 052-409-029-00 J SIMMONS	472.83
12/23/2015	159938	007233	MICHAEL GROLEAU	MEAL REIMB - TRANSPORT - 12/11/15	9.39
12/23/2015	159939	008028	HANNAHVILLE TRIBAL POLICE	BOND-LEROY WANDAHSEGA	500.00
12/23/2015	159940	008090	HIAWATHA CHEF SUPPLY	CUPS BOOSTER HEATER FOR KITCHEN	255.00 3,684.62 <u>3,939.62</u>
12/23/2015	159941	008124	MATT HUGHES	MILEAGE REIMB - DECEMBER 2015	159.84
12/23/2015	159942	009020	I.C.L.E.	MI CRIMINAL JURY INSTRUCTIONS	123.50
12/23/2015	159943	010008	MYRA JABAAY	LINDA DAHL MI 11-PMI-0166 11/25/15	99.00
12/23/2015	159944	010091	PATRICK JOHNSON	MILEAGE/PHONE REIMB-NOV 2015	127.88
12/23/2015	159945	011019	LISA A KEENEY	CHILD SUPPORT FOR LAILANI ORTA 11-27 TO	80.46
12/23/2015	159946	011050	K-WART	EXCEDRIN MIGRAINE	23.30
12/23/2015	159947	011070	KOBAS ELECTRIC CO., INC.	KTKR 10 FUSE-POLE LIGHT PARKING LOT	80.15
12/23/2015	159948	012032	WILLIAM LAMARCH	PER DIEM	25.00
12/23/2015	159949	012033	LAMBLE & BAYOT, PLLC	COURT APPT ATTY FOR SHAUN MAJHONEY MENTA	75.00
12/23/2015	159950	012071	WILLIAM LENCA	REMON PEER GROUP 12/18/15	70.00
12/23/2015	159951	012093	BRIAN LAUSCHER	WITNESS FEE	7.60
12/23/2015	159952	013060	MAPLE RIDGE TOWNSHIP TREASURER	2015 SWAMP TAX DISTRIBUTION	28,905.96

Check Date	Check	Vendor	Vendor Name	Description	Amount
12/23/2015	159953	013081	MARQUETTE COUNTY DISTRICT COURT	BOND-W DESHAMBO JR	250.00
12/23/2015	159954	013095	DLP MGT PHYSICAN PRACTICES INC	PHYSICAL/DRUG SCREEN	203.00
12/23/2015	159955	013120	MASONVILLE TOWNSHIP TREASURER	2015 SWAMP TAX DISTRIBUTION	274.92
12/23/2015	159956	013167	MCSSA	2015-2016 ANNUAL DUES	1,273.46
12/23/2015	159957	013179	MENARDS	CLEANING SUPPLIES	219.72
				BRACKETS 3/4"	4.97
				PAINT AND BRUSHES FOR MSU	90.42
					<u>315.11</u>
12/23/2015	159958	013180	MEL'S LAWN AND GARDEN, INC.	FAA/OSHA REQUIRED PROTECTIVE GEAR-VIA	179.00
				FAA/OSHA REQUIRED PROTECTIVE GEAR- WEBER	179.00
				FAA/OSHA PROTECTIVE GEAR-DEGRAVE, MILLER	358.00
					<u>716.00</u>
12/23/2015	159959	013349	MICHIGAN MUNICIPAL RISK MANAGEMENT	INSURANCE - 1/1/2016	811.50
				INSURANCE 1/1/2016	500.00
					<u>1,311.50</u>
12/23/2015	159960	013446	MILLENIUM PRODUCTS INC	WALK THROUGH METAL DETECTOR	5,085.00
12/23/2015	159961	013602	MOTOROLA	SERVICE AGREEMENT/MOTOROLA CONTRACT	9,053.16
12/23/2015	159962	014040	NAHMA TOWNSHIP TREASURER	2015 SWAMP TAX DISTRIBUTION	16.42
12/23/2015	159963	014197	NMCOA TREASURER	MEMBERSHIP 2016	100.00
12/23/2015	159964	014223	SUANI NIETO	REIMB MILEAGE - MARQUETTE 12/10/15	78.20
12/23/2015	159965	014266	NYE UNIFORM	UNIFORM (SHIRTS) - GROLEAU	93.00
12/23/2015	159966	015025	OFFICE DEPOT	OFFICE SUPPLIES	10.89
				DESK CAL REFILL	2.44
				OFFICE SUPPLIES	148.00
					<u>161.33</u>
12/23/2015	159967	015098	CHARLES OSLUND	REMON PEER GROUP 12/18/15	78.63
12/23/2015	159968	016088	PIT STOP QUICK LUBE	OIL CHANGE	56.00
				OIL CHANGE	56.00
					<u>112.00</u>
12/23/2015	159969	016140	PUMMILL PRINT SERVICE LLC	PERSONAL PROPERTY STATEMENTS FOR TWP & G	461.90
12/23/2015	159970	017007	QUALITY RECORDING SOLUTIONS, LLC	SERVICE AGREEMENT FOR DIGIAL RECORDER	1,000.00
12/23/2015	159971	017010	QUILL CORPORATION	WALL CALENDAR, PENS AND WHITE OUT	57.66
12/23/2015	159972	018050	RANGE TELECOMMUNICATION	PAGERS ALARM MONITORING JAN-DEC 2016	168.00
12/23/2015	159973	018110	RICHER REFRIGERATION	REPLACE PILOT ASSEMBLY,HEAT BLOCKS IGNIT	624.78
12/23/2015	159974	018190	ELIZABETH ANN ROMAN	REIMB - TONER CARTRIDGE	77.26
12/23/2015	159975	019027	LESLIE STANEK-NAULT	PHONE REIMB - NOV 2015	35.00
12/23/2015	159976	019035	STAPLES CREDIT PLAN	THREE HOLE PUNCH-ACCT 6035 5178 2022 253	24.99
12/23/2015	159977	019128	SIGNS UNLIMITED	12 X 18 LEO PARKING	25.00
12/23/2015	159978	019196	STANDARD ELECTRIC COMPANY	LIGHT BULBS FOR COURTHOUSE AND BALLASTS	119.58
				BULBS AND BALLASTS	188.16
				BALLASTS AND WIRE NUTS.	42.79
					<u>350.53</u>
12/23/2015	159979	019201	STATE OF MICH. ST. EDUCATION TAX	SET & TLR TAX 12/1 - 12/15/15	19,395.17
12/23/2015	159980	019325	STATE OF MICHIGAN	DISTRICT COURT ESCHEATED BONDS	75.00
12/23/2015	159981	019395	SUPERIORLAND ELECTRONICS	ANNUAL FIRE ALARM MONITORING	230.00

Check Date	Check	Vendor	Vendor Name	Description	Amount
12/23/2015	159982	020045	TELNET WORLDWIDE INC	PHONE - ACCT: CORP-005103 PHONE - ACCT: CORP- 00861	182.97 927.84 <u>1,110.81</u>
12/23/2015	159983	020111	TRACTOR SUPPLY COMPANY	COMMUNITY HANGER-BALER BELTS	61.98
12/23/2015	159984	022025	VERIZON WIRELESS	PHONE - ACCT: 482996167-00001	1,017.86
12/23/2015	159985	023018	DAVID WILSON	PER DIEM	25.00
12/23/2015	159986	023070	WELLS TOWNSHIP TREASURER	2015 SWAMP TAX DISTRIBUTION	32.30
12/23/2015	159987	023076	TAMMY WETHUHN	PHONE REIMB - DEC 2015	35.00
12/23/2015	159988	023080	THOMSON REUTERS - WEST PAYMENT CTR	MONTHLY CHARGES - NOV 2015	337.16
12/23/2015	159989	023140	WRIGHT EXPRESS FINANCIAL SERVICES	CREDIT CARD BILL - ACCT 8078	425.67
12/23/2015	159990	DLQ TAX	JAMES MCPHERSON	LAWN CARE FOR F/C HOME 1209 DAKOTA GLADS	135.00
12/23/2015	159991	PROS MISC	BARBARA BOWNS	WITNESS FEE	21.80
12/23/2015	159992	PROS MISC	TRENT BELLINGAR	WITNESS FEE	7.40
12/23/2015	159993	PROS MISC	KEN GARTLAND	WITNESS FEE	7.60
12/23/2015	159994	PROS MISC	TAMMY MATTSON	WITNESS FEE	49.80
12/23/2015	159995	PROS MISC	KEITH J. MATTSON	WITNESS FEE	7.00
12/23/2015	159996	PROS MISC	LEE DEGOOD	WITNESS FEE	108.00
12/23/2015	159997	PROS MISC	KATHLEEN LINDQUIST, VICTIM ADVOCATE	MILEAGE REIMBURSEMENT RE P V ERIC WILLIA	73.60
12/23/2015	159998	TAX REFUND	DUBORD FRANK V & CHERIE M LT	Win Tax Refund 002-107-045-00	919.22
12/23/2015	159999	TAX REFUND	SANKOVIITCH JAMES T	Win Tax Refund 002-216-020-00	433.63

FIRST TOTALS:

Total of 109 Checks:
 Less 0 Void Checks:

Total of 109 Disbursements:

354,590.85
 0.00
354,590.85

5

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
12/11/2015	159826	CIRCT MISC	TIMOTHY JOHN GERMAIN	Juror TIMOTHY JOHN GERMAIN	15.10
12/11/2015	159827	CIRCT MISC	KIMBERLY JOSEPH PEPIN	Juror KIMBERLY JOSEPH PEPIN	13.02
12/11/2015	159828	CIRCT MISC	JOY BERNICE BLOOM	Juror JOY BERNICE BLOOM	38.50
12/11/2015	159829	CIRCT MISC	MARCIA ANN HOLMES	Juror MARCIA ANN HOLMES	25.50
12/11/2015	159830	CIRCT MISC	JONATHAN KEITH TOWNS	Juror JONATHAN KEITH TOWNS	12.76
12/11/2015	159831	CIRCT MISC	WILLIAM PAUL BAKER	Juror WILLIAM PAUL BAKER	28.62
12/11/2015	159832	CIRCT MISC	TIMOTHY VICTOR PELTO	Juror TIMOTHY VICTOR PELTO	24.46
12/11/2015	159833	CIRCT MISC	ROBERT JOHN ANDERSON	Juror ROBERT JOHN ANDERSON	38.50
12/11/2015	159834	CIRCT MISC	BONNIE JOAN COLLINS	Juror BONNIE JOAN COLLINS	13.02
12/11/2015	159835	CIRCT MISC	STEPHEN PAUL IRVING	Juror STEPHEN PAUL IRVING	13.02
12/11/2015	159836	CIRCT MISC	DAVID SHELDON HOWELL	Juror DAVID SHELDON HOWELL	12.76
12/11/2015	159837	CIRCT MISC	EDWARD MICHAEL-EARL MEDDAUGH	Juror EDWARD MICHAEL-EARL MEDDAUGH	13.02
12/11/2015	159838	CIRCT MISC	RAQUEL MARIE BILLINGS	Juror RAQUEL MARIE BILLINGS	13.02
12/11/2015	159839	CIRCT MISC	KAREN ELIZABETH WALKSNICE	Juror KAREN ELIZABETH WALKSNICE	13.28
12/11/2015	159840	CIRCT MISC	MARY ELLEN RICHARDS	Juror MARY ELLEN RICHARDS	17.70
12/11/2015	159841	CIRCT MISC	CHARLOTTE ANN ANDERSON	Juror CHARLOTTE ANN ANDERSON	16.14
12/11/2015	159842	CIRCT MISC	RAYMOND HENRY LANTAGNE	Juror RAYMOND HENRY LANTAGNE	18.22
12/11/2015	159843	CIRCT MISC	PEGGY LEE HOULE	Juror PEGGY LEE HOULE	13.02
12/11/2015	159844	CIRCT MISC	DENNIS JOSEPH DEGRAND	Juror DENNIS JOSEPH DEGRAND	17.70
12/11/2015	159845	CIRCT MISC	JULIE WEINFURTER VANPORTFLIET	Juror JULIE WEINFURTER VANPORTFLIET	13.80
12/11/2015	159846	CIRCT MISC	MICHELLE MARIE OCONNOR	Juror MICHELLE MARIE OCONNOR	17.70
12/11/2015	159847	CIRCT MISC	SARA CATHERINE-MARIE LARSON	Juror SARA CATHERINE-MARIE LARSON	21.34
12/11/2015	159848	CIRCT MISC	PATRICK LOUIS NASTOFF	Juror PATRICK LOUIS NASTOFF	16.40
12/11/2015	159849	CIRCT MISC	DAVID JOHN STEMICK	Juror DAVID JOHN STEMICK	30.70
12/11/2015	159850	CIRCT MISC	CYRSTAL MARIE NESS	Juror CYRSTAL MARIE NESS	20.30
12/11/2015	159851	CIRCT MISC	KEITH JON BRANNSTROM	Juror KEITH JON BRANNSTROM	17.70
12/11/2015	159852	CIRCT MISC	REBECCA ANN CASSIDY-DEMEUSE	Juror REBECCA ANN CASSIDY-DEMEUSE	17.70
12/11/2015	159853	CIRCT MISC	TRACI ANN COUSINEAU	Juror TRACI ANN COUSINEAU	33.30
12/11/2015	159854	CIRCT MISC	GAYLE ANN BARTA	Juror GAYLE ANN BARTA	19.78
12/11/2015	159855	CIRCT MISC	JO ANNE REID	Juror JO ANNE REID	17.70

FIRST TOTALS:

Total of 30 Checks: 583.78
 Less 0 Void Checks: 0.00
 Total of 30 Disbursements: 583.78

6

Delta County Travel Expense Voucher

Employee: Patrick Johnson 10091

Date: November 2015

Date	0-3 hrs	3-6 hrs	over 6 hrs	Meeting	Meals/Other	Comments	Mileage
11/03/2015		X		Board			14
11/04/2015	X			Public Health			62
11/06/2015	X			EDA			20
11/10/2015	X			Committee of the Whole			14
11/16/2015	X			Airport			23
11/17/2015	X			Board			14
11/20/2015	X			Joint Govt Task Force			44
11/24/2015	X			Landfill			14

140 35

205
\$117.88

Need phone bill ending 12/1/15

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.

SIGNED: 

AP
\$127.88

TOTAL PER DIEM 101-101-710.002: 175.00
 TOTAL MILEAGE 101-101-860.001: 117.88
 TOTAL PHONE 101-101-850.000: 10.00
 OTHER: _____
 GRAND TOTAL: 302.88

COUNTY OF DELTA
OFFICE OF COUNTY SURVEYOR

BA

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

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

28 December 2015

*TO: Delta County Board of Commissioners
310 Ludington St.
Escanaba, Michigan 48909*

Re: Delta County's 2015 completion report.

Dear Commission members

Delta County contracted for the monumentation of 152 PLS physical corners for the contract year 2015, these corners were completed without incident. In addition there was sufficient funds left over from the County's contribution to monument 2 additional corners, those being I-07 and I-08 41N 21W. This years program went smoothly with the exception of the mosquitoes which were the worst this year than I have seen them in my 47 years in the U.P. which led to an extraordinary amount of profanity and some very bloody field notes. To Date Delta County has, thru 2015, committed a total of \$2,228,468.00, this includes both the State and County contributions to the County remonumentation project. We have monumented 3344 survey corners for an average cost of \$641.61/corner. With the amendment to the remonumentation act an additional 988 corners have been added to the Delta County program leaving the County with a balance of 1945 corners to complete the project.

Respectfully,

MEL DAVIS

Mel Davis

County Surveyor/Representative

YEAR	STATE	TOTAL	REMONUMENTATION CONTRIBUTIONS			CORNERS SET	COST/CORNER	NO. COR'S SET TO DATE	BALANCE TO BE SET
			COUNTY	TOTAL	SUM				
1993	\$44,719.00	\$44,719.00	\$12,000.00	\$12,000.00	\$56,719.00	75	\$889.59	75	5214
1994	\$53,312.00	\$98,031.00	\$12,000.00	\$24,000.00	\$122,031.00	215	\$3.78	290	4999
1995	\$34,289.00	\$132,320.00	\$12,000.00	\$36,000.00	\$168,320.00	90	\$514.32	380	4909
1996	\$64,710.00	\$197,030.00	\$12,000.00	\$48,000.00	\$245,030.00	158	\$485.50	538	4751
1997	\$62,866.00	\$259,896.00	\$12,000.00	\$60,000.00	\$319,896.00	169	\$443.00	707	4582
1998	\$60,137.00	\$320,033.00	\$12,000.00	\$72,000.00	\$392,033.00	93	\$775.67	800	4489
1999	\$58,330.00	\$378,363.00	\$12,000.00	\$84,000.00	\$462,363.00	121	\$581.24	921	4368
2000	\$58,709.00	\$437,072.00	\$12,000.00	\$96,000.00	\$533,072.00	113	\$625.74	1034	4255
2001	\$66,107.00	\$503,179.00	\$12,000.00	\$108,000.00	\$611,179.00	99	\$788.96	1133	4156
2002	\$97,759.00	\$600,938.00	\$12,000.00	\$120,000.00	\$720,938.00	190	\$577.68	1323	3966
2003	\$88,108.00	\$689,046.00	\$12,000.00	\$132,000.00	\$821,046.00	172	\$582.02	1495	3794
2004	\$75,103.00	\$764,149.00	\$12,000.00	\$144,000.00	\$908,149.00	101	\$862.40	1596	3693
2004-S	\$82,389.00	\$846,538.00	\$6,000.00	\$150,000.00	\$996,538.00	102	\$866.55	1698	3591
2005	\$112,376.00	\$958,914.00	\$6,000.00	\$156,000.00	\$1,114,914.00	202	\$586.02	1900	3389
2006	\$123,464.00	\$1,082,378.00	\$12,000.00	\$168,000.00	\$1,250,378.00	185	\$732.24	2085	3204
2007	\$135,925.00	\$1,218,303.00	\$12,000.00	\$180,000.00	\$1,398,303.00	250	\$591.70	2335	2954
2008	\$93,841.00	\$1,312,144.00	\$12,000.00	\$192,000.00	\$1,504,144.00	156	\$678.47	2491	2798
2009	\$32,958.00	\$1,345,102.00	\$12,000.00	\$204,000.00	\$1,549,102.00	63	\$713.62	2554	2735
2010	\$73,114.00	\$1,418,216.00	\$12,000.00	\$216,000.00	\$1,634,216.00	115	\$740.12	2669	2620
2011	\$75,813.00	\$1,494,029.00	\$12,000.00	\$228,000.00	\$1,722,029.00	114	\$770.29	2783	2506
2012	\$74,578.00	\$1,568,607.00	\$12,000.00	\$240,000.00	\$1,808,607.00	116	\$746.36	2899	2390
2013	\$79,530.00	\$1,648,137.00	\$12,000.00	\$252,000.00	\$1,900,137.00	128	\$715.07	3027	2262
2014	\$115,960.00	\$1,764,097.00	\$12,000.00	\$264,000.00	\$2,028,097.00	163	\$785.03	3190	2099
2015	\$105,468.00	\$1,869,565.00	\$12,000.00	\$276,000.00	\$2,145,565.00	154	\$762.78	3344	1945
2016	\$70,903.00	\$1,940,468.00	\$12,000.00	\$288,000.00	\$2,228,468.00				
						Avg. cost per	corner thru	2015 - \$641.61	

B5

**DELTA COUNTY, MICHIGAN
FORMAL RECORD OF ACTION**

The following is a formal record of action taken by the governing body of Delta County, Michigan (the "Company").

With respect to the amendment and restatement of the Delta County, Michigan Flexible Benefit Plan (the "Plan"), the following resolutions are hereby adopted:

RESOLVED: That the Plan be amended and restated in the form attached hereto, which Plan is hereby adopted and approved;

RESOLVED FURTHER: That the appropriate officers of the Company be, and they hereby are, authorized and directed to execute the Plan on behalf of the Company;

RESOLVED FURTHER: That the officers of the Company be, and they hereby are, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports, documents or other information as may be required under applicable law.

Dated this _____ day of _____, 2016.

ROBERT E. GOEBEL, JR.
JUDGE OF PROBATE
PRESIDING JUDGE
FAMILY DIVISION OF CIRCUIT COURT
310 LUDINGTON STREET
ESCANABA, MICHIGAN 49829

(906) 789-5112
FAX: (906) 789-5140



Bl

REGINA F. HOWELL
REGISTER OF PROBATE
PROBATE COURT ADMINISTRATOR

TAMMY J. WETTHUHN
PROBATION SUPERVISOR

PERRY R. LUND
JUVENILE HEARING OFFICER
JUVENILE COURT ADMINISTRATOR

LINDSEY LAMARCH
DEPUTY REGISTER

TRUDI FORVILLY
DEPUTY JUVENILE REGISTER

December 29, 2015

Tracy Lantagne
Administration Office
310 Ludington Street
Escanaba, Michigan 49829

Re: Soldier's Relief Commission

Dear Tracy:

Enclosed please find the acceptance of appointment by Kenneth Milam, who is replacing Gary Bjorkquist as commissioner on the Delta County Soldier's Relief Commission. Mr. Milam will fill the remainder of Mr. Bjorkquist's term, which ends on October 31, 2016.

Sincerely,

Regina F. Howell
Regina F. Howell
Probate Court Administrator

RFH
encs.

cc: Gary Bjorkquist
David Wilson
William LaMarch

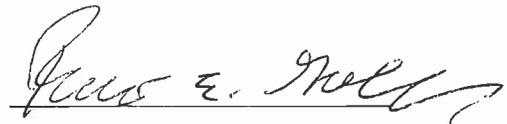
STATE OF MICHIGAN
IN THE PROBATE COURT FOR THE COUNTY OF DELTA

BY VIRTUE OF THE AUTHORITY vested in me by the statute in such case made and provided, I, Robert E. Goebel, Jr., Judge of the Probate Court of said County of Delta;

DO HEREBY CONSTITUTE AND APPOINT the following named person who is an honorably discharged member of the Armed Forces of the United States and a resident of said County of Delta, as a member of the Soldiers' Relief Commission for said County of Delta, for the term hereinafter specified, to-wit:

KENNETH MILAM of the Township of Escanaba, in said County to serve commencing January 1, 2016 which term will expire October 31, 2016. This term is to fill the remainder of the term vacated by Gary Bjorkquist.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the Probate Court of Delta County, at the City of Escanaba, Michigan, this 29th day of December, 2015.



Robert E. Goebel, Jr.
Probate Court Judge



December 18, 2015

Mary K. Harrington, Chairman
Delta County Board of Commissioners
310 Ludington Street
Escanaba, MI 49829

RE: City of Escanaba Representative on County Planning Commission

Dear Mary K. Harrington:

Please be advised, that at a regular City Council meeting held on December 17, 2015, The Escanaba Council, recommended the County Board appoint Christine Williams as the primary member, and Patrick Connor as the alternate, to fill the vacancy on the County Planning Commission as the City of Escanaba Representative.

Thank you for your consideration.

A handwritten signature in blue ink that reads "Robert S. Richards".

Robert S. Richards, CMC
Escanaba, City Clerk

Mission Statement:



Excerpt of the minutes of a regular meeting of the Escanaba City Council held on December 17, 2015, at the Council Chambers of City Hall, 410 Ludington Street, Escanaba, Michigan, at 7:00 p.m.

PRESENT: Mayor Marc D. Tall, Council Members, Patricia A. Baribeau, Ronald J. Beauchamp, Ralph B. Blasier, and Michael R. Sattem
ABSENT: None

NB-5 By Council Member Baribeau, seconded by Council Member Blasier;

Resolved to recommend to the Delta County Board of Commissioners that Escanaba Planning Member Christine Williams be appointed as the primary member and Escanaba Planning Member Patrick Conner be appointed as the alternate member as the Escanaba Planning Commission representative on the Delta County Planning Commission through December 31, 2018.

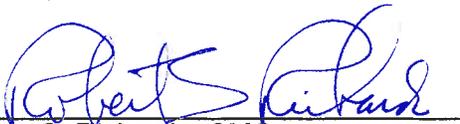
The vote was as follows:

Ayes: Baribeau, Blasier, Sattem, Beauchamp, Tall
Nays: None

RESOLUTION DECLARED ADOPTED

STATE OF MICHIGAN)
 ^{ss}
COUNTY OF DELTA)

I the undersigned, being duly qualified and acting City Clerk of the City of Escanaba, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Escanaba City Council of the City of Escanaba, County of Delta, Michigan, at a regular City Council Meeting held on Thursday, December 17, 2015, and that said meeting was conducted and public notice was given pursuant to and in full compliance with the Open Meetings Act, Act 267, Public Acts of Michigan, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Robert S. Richards, CMC
City Clerk

Mission Statement:



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

INFORMATION- 1/5/16

VI. COMMUNICATIONS

A. COMMUNICATIONS RECEIVED:

1. Letter from MDOT
2. Letter from Representative Ed McBroom

B. COMMUNICATIONS FORWARDED:

1. Letter to UPCAP
2. Letter to Judith Lauria
3. Letter to Connie Fuller
4. Letter to Elizabeth Roman

VII. REPORTS OF STANDING AND STATUTORY COMMITTEES

1. Human Services Board minutes of 10-19-15, 11-23-15
2. Pinecrest Board minutes of 10-22-15, 11-19-15
3. Public Health minutes of 11-4-15
4. Central Dispatch minutes of 11-18-15, 12-9-15
5. Solid Waste Authority minutes of 11-24-15
6. Brownfield Redevelopment Authority minutes of 12-7-15

VIII. REPORTS OF SPECIAL COMMITTEES AND OTHERS

1. Township Association (annual) minutes of 12-5-14



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
CRYSTAL FALLS TRANSPORTATION SERVICE CENTER

KIRK T. STEUDLE
DIRECTOR

December 15, 2015

Mary K. Harrington, Chairman
Delta County Board of Commissioners
310 Ludington Street
Escanaba, MI 49829

Subject: Escanaba River Bridge Replacement

Dear Ms. Harrington:

The Michigan Department of Transportation (MDOT) is in full support of Delta County's application to assess brownfields throughout the County. MDOT will be making considerable investments in Delta County's transportation infrastructure in the next few years, most notably the replacement of the US-2/US-41/M-35 Escanaba River Bridge in 2017.

The bridge replacement is a large scale project for the Upper Peninsula that will include raising the bridge seven feet, improving geometric alignments, and closing two access points. Additional non-motorized improvements will include a 10 foot-wide, barrier separated pathway, a pedestrian tunnel through a nearby railroad embankment, and a pathway connection linking the City of Escanaba to Delta County's Pioneer Trail Park. The estimated \$19 million dollar project will improve the safety and mobility along US-2 and is a major investment in Delta County's transportation infrastructure.

Sincerely,

Michael J. Premo, Manager
Crystal Falls Transportation Service Center

MJP:nw



108TH DISTRICT
STATE CAPITOL
P.O. BOX 30014
LANSING, MI 48909-7514
PHONE: (517) 373-0156
FAX: (517) 373-9370
E-MAIL: edmcbroom@house.mi.gov

MICHIGAN HOUSE OF REPRESENTATIVES

EDWARD MCBROOM
STATE REPRESENTATIVE

December 15, 2015

Ryan Bergman
Delta County Administrator
310 Ludington Street
Escanaba, MI 49829

Dear Mr. Bergman:

The mouth of the Escanaba River in Delta County offers significant recreational opportunities and is the gateway to the area of focus for the current EPA Brownfield Assessment Grant application for the Delta County Brownfield Coalition. This area of focus lies along the shorelines of the Escanaba River and Lake Michigan, and saw heavy industrial use and commerce in the late nineteenth century and throughout the twentieth century. These areas are now vacant and vastly underutilized. The past uses have caused an impediment to economic development along the shoreline.

The State of Michigan recently recognized that an abandoned former highway bridge needed to be removed due to safety and environmental reasons and to spur redevelopment opportunities. The State provided funding of \$1.5 million for its removal, an amount recommended by various state agencies. This summer, the bridge was removed through the efforts of the Delta Conservation District as the lead agency in partnership with Delta County Road Commission and the County, by arranging for the contracted removal of the structure and overseeing the demolition, removal, and the clean-up of the affected shores and river bed. This was all done for less than \$600,000, demonstrating the excellent commitment of these local partners in controlling costs and maximizing efficiencies.

There is discussion among Wells Township, Hannahville Indian Community, and Delta County to construct a pedestrian and OKV bridge to provide access across the river. This bridge will be part of the an expanded trail system linking the City of Escanaba with the Wells Township peninsula and the county park as well as connecting with the trail system of the City of Gladstone. This new bridge will significantly enhance both land and water recreational opportunities, substantially increase usage of the county park, and enhance waterfront development opportunities. This potentially includes deep-water docks along the Lake Michigan shoreline. The last two miles of the Escanaba River is an important Great Lakes walleye fishery. This entire area is part of Little Bay de Noc and has become a nationwide draw for both amateur and professional competitive anglers, recently hosting several nationally televised tournaments. Recent estimates peg the cost of this bridge at \$2 million dollars.

Continued brownfield funding will greatly enhance economic development opportunities in the county and specifically in the target area. Therefore, this office fully supports your grant proposal.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ed McBroom".

Representative Ed McBroom

DELTA COUNTY BOARD OF COMMISSIONERS

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



November 30, 2015

UPCAP
Jonathan Mead
PO Box 606
Escanaba, MI 49829

Dear Director Mead and Members of the UPCAP Board:

On behalf of the Delta County Board of Commissioners, I wish to convey our sincere appreciation to UPCAP for the generous donation to the Delta County Veterans Affairs Program. The funds will enable many Veterans to receive the assistance they rightly deserve.

The Delta County Board of Commissioners and UPCAP have always enjoyed a strong relationship and we look forward to continuing that cooperation in the future.

Again, thank you for your donation to Delta County.

Sincerely yours,

A handwritten signature in black ink that reads "Mary K. Harrington".

Mary K. Harrington, Chair

DELTA COUNTY BOARD OF COMMISSIONERS

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



December 16, 2015

Ms. Judith Lauria
11577 Provo 19th Lane
Rapid River, MI 49878

RE: DATA Board

Dear Ms. Lauria:

Congratulations on your recent re-appointment to the DATA Board.

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

The Delta County Board of Commissioners looks forward to working with you in the upcoming years.

Sincerely,

A handwritten signature in black ink that reads "Mary K. Harrington".

Mary K. Harrington, Chair
Delta County Board of Commissioners

Enclosure

DELTA COUNTY BOARD OF COMMISSIONERS

ADMINISTRATION OFFICE

310 LUDINGTON STREET

ESCANABA, MICHIGAN 49829

PHONE: 906-789-5100

FAX: 906-789-5197



December 16, 2015

Ms. Connie Fuller
14081 Evergreen Rd
Rock, MI 49880

RE: DATA Board

Dear Ms. Fuller:

Congratulations on your recent re-appointment to the DATA Board.

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

The Delta County Board of Commissioners looks forward to working with you in the upcoming years.

Sincerely,

A handwritten signature in black ink that reads "Mary K. Harrington".

Mary K. Harrington, Chair
Delta County Board of Commissioners

Enclosure

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FAX: 906-789-5197



December 17, 2015

Elizabeth Ann Roman
3215 6th Ave South
Escanaba, MI 49829

Dear Ms. Roman:

On behalf of the Delta County Board of Commissioners and the Citizens of Delta County, I extend my sincere congratulations to you on your upcoming retirement. The Board wishes to thank you for the many years of dedicated and loyal service as the Veterans Counselor. Your presence will be greatly missed. Good luck in your future endeavors.

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

Sincerely yours,

A handwritten signature in black ink that reads "Mary K. Harrington". The signature is written in a cursive, flowing style.

Mary K. Harrington, Chairperson
Delta County Board of Commissioners

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

BOARD MEMBERS

**GERALD SMITH, CHAIR
ELAINE BOYNE
DEBBI SPRINGINSGUTH**

DIRECTOR

**RUSSELL K. SEXTON
906-789-7217**

Meeting #980

Date: October 19, 2015

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

Present: Gerald Smith, Board Chair; Elaine Boyne, Board Member; Mark Kwarciany, Acting Board Secretary.

Absent: Debbi Springinsguth, Board Member;

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

Minutes of the September 21, 2015, Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Smith and supported by Ms. Boyne. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for September 2015 was reviewed. There were \$36.40 in expenditures for DHS Board Meeting attendance; leaving a balance of \$9.45.

There were no expenditures from the Child Care Fund with the balance remaining \$3,098.73.

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

DIRECTOR'S REPORT:

Staffing Information: Delta County: There are 5 full time management staff, including 1 tri-county director and four first line supervisors consisting of 1 children's protective

services supervisor, 1 foster care supervisor, 1 assistance payments supervisor and 1 general program supervisor who covers some assistance payments staff in Delta County and an Indian outreach worker in Menominee County. There is 1 tri-county community resource coordinator. There are 5 administrative support staff, 4 general and 1 fiscal. There are 6 children's protective services specialists, 6 foster care and foster home licensing specialists, 1 educational planner who serves the entire Upper Peninsula and 1 MiTeam Analyst who covers the Triad. There are 13 assistance payments specialists (two are on a long term military leave, one is on long term medical leave and one position was just vacated). There is currently a hiring freeze in effect for the Assistance Payments and Administrative Support areas. It is unknown when or if the hiring freeze will be lifted.

We have 4 Business Service Center 1 staff stationed in our office, which includes 1 contract specialist, 1 child welfare funding specialist and 2 Adult Services Specialists.

We have 2 central office personnel stationed in our office - both Michigan Rehabilitation Services analysts - 1 full time and 1 part time.

Statewide Director's Meeting Information: Next meeting will be on October 21 and 22, 2015.

Collaborative Issues: No new information was provided.

Business Plan Update:

Operational Funds:

- FY 2015 Operating Funds Expenditure Report: Allocation: \$68,742.00. Year-to-date expenditures: \$25,901.72, which constitutes 37.7% of the allocation expended with 100% of the year elapsed.
- FY 2015 Travel Funds Expenditure Report: Allocation: \$52,332.00. Year-to-date expenditures: \$37,706.59, which constitutes 80.3% of the allocation expended with 100% of the year elapsed.
- Assistance Payments Standard of Promptness: Current data for Delta County is 97%, which puts us 45th in the State. Business Services Center 1 average is 96.81% and State average is 96.51%.
- Family Independence Program Work Participation Rate: Current data is 50% Statewide Goal is 50%.
- Hearings Standard of Promptness: 100%

Miscellaneous:

Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits for January 2015:

- Family Independence Program: 42 cases; 78 recipients; \$10,854.00 in benefits provided.

- Food Assistance Program: 2,943 cases; 5,396 recipients; \$610,468.00 in benefits provided.
- State Disability Assistance: 23 cases; 23 recipients; \$4,851.00 in benefits provided.
- Child Development and Care: 62 cases; 86 recipients; \$26,402.00 in benefits provided.
- State Emergency Relief: 2 cases; \$820.00 in benefits provided.
- Unduplicated total: 2,985 cases; 5,441 recipients; \$653,395.00 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 1,196 cases; 2,385 recipients
- Other Children < Age 21: 256 cases; 286 recipients
- Pregnant Women & Children Under 19: 1,169 cases; 1,873 recipients
- Non-SSI Aged, Blind & Disabled: 1,048 cases; 1,091 recipients
- SSI Aged, Blind & Disabled: 1,103 cases; 1,103 recipients
- Medicaid Eligible Total: 4,304 cases; 6,725 recipients

Healthy Michigan Plan County Enrollment: 1792+

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

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

Child Welfare – Foster Care:

In September Delta County had 25 direct foster care cases, 1 direct YAVFC cases and 1 direct JJ case- 27 total.

8 in unlicensed relative homes

4 returned home.

2 in an unlicensed relative home with a waiver.

8 in licensed foster homes/unrelated

2 in their adoptive home

1 in Detention- JJ

1 in Independent living

1 placed with the non-custodial parent (not a respondent on the petition)

POS Cases - 38 Foster care and 1 YAVFC case

Catholic Social Services- 8

4 placed with a licensed relative.

2 placed with an unlicensed relative.

1 in licensed foster home.
1 placed with parent (removed from one parent)

3 children are PW- Adoption cases

Child and Family Services-1
1- Unlicensed relative

Up Family Solutions-12
7 placed in licensed foster homes.
5 placed in licensed relative home.

1 child is a PW- Adoption case

UP Kids-3
2 placed in licensed foster home (related)
1 is a PW adoption case – placed with relatives in the process of getting licensed

Benoji - 11
7 returned home
4 placed with licensed relative

1 child is a PW- Adoption Case

Teaching Family Homes - 3 foster care case and 1 YAVFC
3 placed with unlicensed relatives
1 YAVFC living independently

Adoptions: There have been 3 adoptions finalized in September.

Child Welfare Data:	
CFC Plan Approvals	100%
CFC Service Plans	100%
CPS Commencement	97%
CPS Face-to-Face	100%
CPS Plan Approvals	100%
CPS Service Plans	98%
Dental	N/A
Medical	N/A
Worker/Child Visits	67%
Worker/Supervisor	44%

Adult Services:	
APS 24 Hour SOP	66.7%
APS 72 Hour SOP	66.7%

APS 30 Day SOP 100%
APS Ongoing Contacts 80%

Board Member Input/Suggestions: None.

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

UNIT REPORT: None

BOARD BUSINESS:

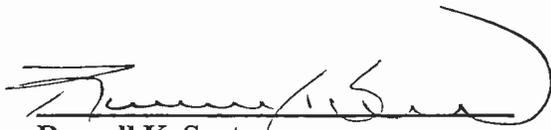
1. **Approval of Vouchers:**
Vouchers were reviewed and a motion to approve all vouchers was made by Mr. Smith and supported by Ms. Boyne. Motion passed without opposition.
2. **MCSSA:**

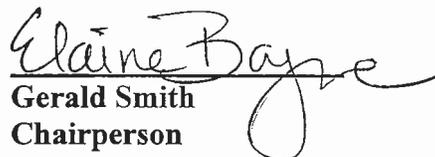
NEW BUSINESS: None

PUBLIC COMMENT: There were no public comments.

NEXT MEETING: November 16, 2015 at 10:00 a.m. in the Delta County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Ms. Boyne and supported by Mr. Smith. Meeting adjourned at 10:25 a.m.


Russell K. Sexton
Board Secretary


Gerald Smith
Chairperson

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

A G E N D A

DELTA COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD MEETING

305 Ludington Street, Second Floor Conference Room

December 21, 2015, 10:00 A.M. Eastern Time

- A. Approval of agenda**
- B. Approval of November 16, 2015 minutes**
- C. Financial report**
 - 1. Review of vouchers**
- D. Director's Report**
 - 1. Staffing Information**
 - 2. Statewide Directors Meeting/Information**
 - 3. Collaborative Issues/Information**
 - 4. Director's Portfolio Update**
 - 5. Miscellaneous**
 - 6. Board Member Input/Suggestions**
- E. Unit Reports:**
- F. Board business**
 - 1. Approval of vouchers**
 - 2. MCSSA**
- G. New business**
- H. Public comment (5 minute limit per speaker)**
- I. Next meeting – January 11, 2016 – 10:00 AM**
- J. Adjournment**

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

Mission:

The Michigan Department of Health and Human Services provides opportunities, services, and programs that promote a healthy, safe, and stable environment for residents to be self-sufficient.

Vision:

Develop and encourage measurable health, safety and self-sufficiency outcomes that reduce and prevent risk, promote equity, foster healthy habits, and transform the health and human services system to improve the lives of Michigan families.

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

BOARD MEMBERS

**GERALD SMITH, CHAIR
ELAINE BOYNE
DEBBI SPRINGINSGUTH**

DIRECTOR

**RUSSELL K. SEXTON
906-789-7217**

Meeting #981

Date: November 23, 2015

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

Present: Elaine Boyne, Board Member; Debbi Springinsguth, Board Member, and Russell Sexton, Board Secretary.

Absent: Gerald Smith, Board Chair

Others Present: Stacey Randall, Delta County DHHS Board State Appointee Applicant.

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

Minutes of the October 19, 2015, Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Ms. Springinsguth and supported by Ms. Boyne. Motion passed without opposition.

FINANCIAL REPORT:

The Delta County Board of Commissioners provided the Board with an allocation of \$500.00 for FY 2016.

The financial report for October 2015 was reviewed. There were \$16.80 in expenditures for DHS Board Meeting attendance; leaving a balance of \$483.04.

The Child Care Fund balance of \$3,098.73 was returned to the county by the state. Any future allocation should be contained within the Family Division of Circuit Court budget.

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

DIRECTOR'S REPORT:

Staffing Information: Delta County: There are 5 full time management staff, including 1 tri-county director and four first line supervisors consisting of 1 children's protective services supervisor, 1 foster care supervisor, 1 assistance payments supervisor and 1 general program supervisor who covers some assistance payments staff in Delta County and an Indian outreach worker in Menominee County. There is 1 tri-county community resource coordinator. There are 5 administrative support staff, 4 general and 1 fiscal. There are 6 children's protective services specialists, 6 foster care and foster home licensing specialists, 1 educational planner who serves the entire Upper Peninsula and 1 MiTeam Analyst who covers the Triad. There are 12 assistance payments specialists (two are on a long term military leave, one position is vacant). There is currently a hiring freeze in effect for the Assistance Payments and Administrative Support areas and it is anticipated to last throughout fiscal year 2016.

We have 4 Business Service Center 1 staff stationed in our office, which includes 1 contract specialist, 1 child welfare funding specialist and 2 Adult Services Specialists.

We have 2 central office personnel stationed in our office - both Michigan Rehabilitation Services analysts – 1 full time and 1 part time.

Statewide Director's Meeting Information:

Mr. Sexton provided the board with a brief overview of the information from the Statewide Director's Meeting in October.

Modified Settlement Agreement:

- Commencement of Investigations must be above 95%.
- Caseload compliance must be above 95%
- Social Work Contacts, specifically Worker/Child visits must be at 100%
- Medicals/Dentals – lots of work needs to be done with these locally and centrally.
- Licensing of relatives – we license relatives in Michigan. This is how it must be presented to relative providers. Waivers should be under 1% statewide.
- Training hour requirement must be met for all workers and supervisors each year.

Performance Based Funding: Incentivizing quality and timely work is what this initiative is all about. This is a very complex process, so it will take a lot of time to roll this out. Right now it is Kent County only. May go to Wayne County a couple of years down the road.

On-Line Mandatory Reporter System: Will be coming out in the future. It will be mandatory for mandatory reporters to use this. This will make it easier to report CA/N, will get us more information from the reporters, etc. It will take a while to get this up and running.

Strategic Plan: Mr. Sexton handed out copies of the new MDHHS Strategic Plan.

Family Stability and Kinship Care Act – Title IVE Funds will be able to be used for prevention and reunification as a result of this act. Central office is working on this and we will receive specific information later.

Budget:

- DHHS is 48% of the entire State budget
- 4.1 Billion General Funds
- 12 Thousand FTEs
- 2016 budget is very tight
- 2017 budget will be very tight

Collaborative Issues: No new information was provided.

Business Plan Update:

Operational Funds:

- FY 2016 Operating Funds Expenditure Report: Allocation: \$12,449.00. Year-to-date expenditures: \$2,856.50 which constitutes 22.9% of the allocation expended with 8% of the year elapsed.
- FY 2016 Travel Funds Expenditure Report: Allocation: \$49,619.00. Year-to-date expenditures: \$0, which constitutes 0% of the allocation expended with 8% of the year elapsed.
- Assistance Payments Standard of Promptness: Current data for Delta County is 95%. Business Services Center 1 average is 94% and State average is 93%.
- Family Independence Program Work Participation Rate: Current data is 53% Statewide Goal is 50%.
- Hearings Standard of Promptness: 100%

Miscellaneous:

Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits for January 2015:

- Family Independence Program: 44 cases; 83 recipients; \$19,300.00 in benefits provided.
- Food Assistance Program: 2,905 cases; 5,321 recipients; \$597,325.00 in benefits provided.
- State Disability Assistance: 21 cases; 21 recipients; \$8,201.00 in benefits provided.
- Child Development and Care: 70 cases; 99 recipients; \$31,911.00 in benefits provided.
- State Emergency Relief: 2 cases; \$474.00 in benefits provided.
- Unduplicated total: 2,946 cases; 5,370 recipients; \$657,210.00 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 1,214 cases; 2,422 recipients
- Other Children < Age 21: 259 cases; 294 recipients
- Pregnant Women & Children Under 19: 1,133 cases; 1,802 recipients
- Non-SSI Aged, Blind & Disabled: 1,044 cases; 1,085 recipients

- SSI Aged, Blind & Disabled: 1,108 cases; 1,108 recipients
- Medicaid Eligible Total: 4,297 cases; 6,697 recipients

Healthy Michigan Plan County Enrollment: 1792+

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

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

Child Welfare Data:

CFC Plan Approvals	100%
CFC Service Plans	100%
CPS Commencement	100%
CPS Face-to-Face	100%
CPS Plan Approvals	100%
CPS Service Plans	100%
Dental	N/A
Medical	100%
Worker/Child Visits	78%
Worker/Supervisor	61%

Adult Services:

APS 24 Hour SOP	66.7%
APS 72 Hour SOP	66.7%
APS 30 Day SOP	100%
APS Ongoing Contacts	80%

Board Member Input/Suggestions: None.

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

UNIT REPORT: None

BOARD BUSINESS:

1. **Approval of Vouchers:**
Vouchers were reviewed and a motion to approve all vouchers was made by Ms. Boyne and supported by Ms. Springinsguth. Motion passed without opposition.
2. **MCSSA:** No new information presented.

NEW BUSINESS: None

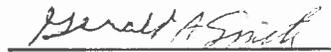
PUBLIC COMMENT: There were no public comments.

NEXT MEETING: December 21, 2015 at 10:00 a.m. in the Delta County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Ms. Springinsguth and supported by Ms. Boyne. Meeting adjourned at 10:38 a.m.



Russell K. Sexton
Board Secretary



Gerald Smith
Chairperson

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



STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

RICK SNYDER
GOVERNOR

NICK LYON
DIRECTOR

November 20, 2015

Stacey Randall
800 Lake Shore Drive
Escanaba, MI 49829

Dear Ms. Randall:

I am pleased to inform you that I have appointed you as the state's representative to the Delta County Department of Health and Human Services Board. Your term is from November 1, 2015 until October 31, 2018.

To complete the process for this appointment, please present this correspondence to the Delta County Clerk, as it will be necessary for you to take the Constitutional Oath of Office at the County Clerk's office.

The Delta County DHHS Board plays an important role in the successful delivery of financial and social services provided to the citizens of Delta County. Your willingness to invest your time and expertise to assist us in maintaining and improving the delivery of our services is valued. As an advocate for the department and our clients, your influence and coordination within the community is greatly appreciated.

The Delta County Director is being asked to call on you and discuss the responsibilities inherent in being a member of the Department of Health and Human Services Board. I look forward to working with you in the coming months. Through our combined efforts, we can assure the basic human needs of this state's citizens are met through the appropriate, effective delivery of our department's programs.

Thank you for your willingness to accept this important responsibility.

Sincerely,

A handwritten signature in black ink, appearing to read "Nick Lyon".

Nick Lyon

NL:cv

cc: Hon. Rick Snyder
County Clerk
County Director
MCSSA County Social Services Association

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

BOARD MEMBERS

Stacey Randall
Gerald Smith
Elaine Boyne

DIRECTOR

Russell Sexton

2016 SCHEDULE OF DEPARTMENT OF HUMAN SERVICES
BOARD MEETINGS

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

<u>Month</u>	<u>Date</u>
January	11***
February	08***
March	21
April	18
May	16
June	20
July	18
August	15
September	19
October	17
November	21
December	12***

A G E N D A

DELTA COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD MEETING

305 Ludington Street, Second Floor Conference Room

January 11, 2016, 10:00 A.M. Eastern Time

- A. Approval of agenda**
- B. Approval of December 21, 2015 minutes**
- C. Financial report**
 - 1. Review of vouchers**
- D. Director's Report**
 - 1. Staffing Information**
 - 2. Statewide Directors Meeting/Information**
 - 3. Collaborative Issues/Information**
 - 4. Director's Portfolio Update**
 - 5. Miscellaneous**
 - 6. Board Member Input/Suggestions**
- E. Unit Reports: Assistance Payments Supervisor**
- F. Board business**
 - 1. Approval of vouchers**
 - 2. MCSSA**
- G. New business**
- H. Public comment (5 minute limit per speaker)**
- I. Next meeting – February 8, 2016 – 10:00 AM**
- J. Adjournment**

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

Mission:

The Michigan Department of Health and Human Services provides opportunities, services, and programs that promote a healthy, safe, and stable environment for residents to be self-sufficient.

Vision:

Develop and encourage measurable health, safety and self-sufficiency outcomes that reduce and prevent risk, promote equity, foster healthy habits, and transform the health and human services system to improve the lives of Michigan families.



MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, October 22, 2015	Place: Board Room
Presiding: Jeff Naser, Chairperson	Time: 2:00 p.m. CST
Recording Secretary: Lois Ball, Executive Secretary	

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

Roll Call:
 Trustees present: Gerald Smith, Elaine Boyne, Debbi Springinsguth, Mary Harrington, Barbara Oliver, Catherine Driscoll, Randall VanGasse, Jeff Naser and Gary Eichhorn. Also present: Darlene Smith, Administrator
 Trustees Absent: John Degenaer, Jr., Jan Hafeman and David Prestin.
 Leadership Team Members present: Candy Meintz, CFO and Susan Williamson, Director of Nursing
 Guests: Terry Grondine

TOPIC	DISCUSSION	OUTCOME

Approval of October 2015 Agenda	Administrator Smith requested that the following item be added to Number 8 c: Bad Debt Write-Off	A motion was made by Trustee VanGasse, supported by Trustee Boyne, to approve the Agenda with the addition as requested. Motion carried.
Board action on Minutes of the September 2015 meeting	The minutes had been sent to Trustees prior to this meeting for their review.	A motion was made by Trustee Smith, supported by Trustee Springinsguth, to approve the Minutes of the September meeting. Motion carried.
Review and request for approval of Financial Statements for September 2015	Candy Meintz, CFO, reviewed the Financial Statements with the Board. It was noted that everyone is working very hard to keep their expenses down and to help bring in residents. The Board asked if we had a contract with someone for our energies. We do have a contract with Constellation and we have seen a decrease in our bill with DTE.	A motion was made by Trustee Smith, supported by Trustee Oliver, to approve the Financial Statements for September 2015 as presented. Motion carried.
Board action on the September Manifest of Invoices	The Manifest of Invoices had been sent to Trustees prior to this meeting for their review.	Trustee VanGasse stated that he had reviewed the Invoices and made a motion to approve the Manifest of Invoices as presented and to pay the bills. Support was given by Trustee Smith. Motion carried.
Board Committee Reports: Whispering Pines/Powers Activity Center Committee Report	Trustee Driscoll reported that the Whispering Pines Committee had met prior to this meeting. All facilities are doing well. CARF requested changes to 2 of our brochures and so the Committee reviewed the Whispering Pines and the	A motion was made by Trustee Smith, supported by Trustee Oliver, to approve the report as presented by Trustee Driscoll. Motion carried.

<p>Timber Sale Report</p>	<p>Great Northern Home Care Brochures and approved the changes.</p> <p>Trustee Smith reported that bids have been put in the newspapers and sent to over 150 loggers. Potentially, we could make \$100,000 from this sale. The Committee will accept bids until December 4th and there will be a bid opening on December 9th. He asked the Board's approval to allow the Committee to act on these bids.</p>	<p>Trustee Eichhorn made a motion that the Board approve authority for the Committee for the Timber Sale to act on the bids once they have been opened and reviewed. Support was given by Trustee Springinsguth. Motion carried.</p>
<p>Board Action Items/Resolutions</p> <p>a. Request for Finance Committee to meet prior to November Board Meeting to review the upcoming budgets.</p>	<p>Administrator Smith suggested that the Committee meet on Monday November 9th. It was requested that the meeting be held at 10:00 a.m. Central Time. Capital Budgets and Operations Budgets will be reviewed at that time so that the budgets can be sent to the Board with their November packets.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Boyne to approve the Meeting of November 9th at 10:00 a.m. Motion carried.</p>
<p>b. Request permission for Administrator and CFO to attend the Fall MCMCFC Financial Conference November 4th and 5th in Lansing.</p>	<p>Administrator Smith also requested \$590.00 for lodging and food for the trip.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Boyne, to approve this item. Motion carried.</p>
<p>c. Bad Debt Write Off</p>	<p>Administrator Smith and CFO Meintz reviewed the Bad Debt Write Offs in the amount of \$11,546.26 with the Board.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Oliver, to approve the Bad Debt Write Off in the amount of \$11,546.26</p>

<p>Unfinished and New Business: Report of Quality Assurance and Resident Council Committees</p> <p>d. Report of Quality Assurance and Resident Council Committees – Susan Williamson, DON</p>	<p>Susan Williamson, Director of Nursing, reported on the Resident Council meetings held at each of the facilities. She also reported on the Quality Assurance meeting held in October, noting that maintenance has completed most of their items for the Life Safety Code and we have been observing cares and/or dining rooms for resident dignity and have had no issues.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Oliver, to approve the report as presented by Ms. Williamson. Motion carried.</p>
<p>Safety Committee Report – Lois Ball</p>	<p>The Safety Committee meeting was held on Tuesday, October 20th. All incidents for residents and employees were reviewed. Of the 6 or 8 employee incidents recorded in September, there were no Dr. visits or lost time. Our ECS charting program changed to the new system mid-month so we had one-half of the month in the old system and one-half of the month in the new system. We will give them a couple of months to get the reporting straightened out and then we will be able to print graphs and reports to show resident incidents.</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Springinsguth, to approve the Safety Committee Report as presented. Motion carried.</p>
<p>Board review of Corporate Compliance and Conflict of Interest by Cheryl Graham.</p>	<p>Ms. Graham asked Board Members for the signature pages of the policies that had been sent to them in the Board Packets. She reported that we continue education through Relias Learning and upon hire. We use password protection</p>	

	<p>and give access only to those who need it. QA is part of it. She also noted that there have been no complaints made to Corp. Compliance.</p>	
<p>Board suggestion for nominee from Delta County to replace Dr. Boydston on the Ellen K. Russell/Michael Miketinac/Pinecrest Charitable Trust Board</p>	<p>Trustee Driscoll nominated Gerald Smith from Delta County as the Board's suggestion to the Trust Board.</p> <p>Administrator Smith explained the Trusts, and who the current Board Members of those trusts are. She noted that she had received a letter of resignation from Dr. James Boydston. She also noted that at last month's Board meeting Mr. Gerald McCole, the Dickinson County Trust Member, had nominated someone else from Delta County. It goes back to the Trust Members to choose a new member. If the Members cannot agree on the replacement it will revert to the Circuit Court in Dickinson County. Trustee Boyne asked if, in the future, would it not be in our best interest to amend the Trust's By-Laws so the Board can choose the Board Members. Discussion held.</p>	<p>A motion was made by Trustee Harrington, supported by Trustee Boyne, to approve this nomination. Motion carried.</p>
<p>Administrator's report</p>	<p>Administrator Smith noted that her report would go right into the Meetings and Conferences report.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Eichhorn to approve the Administrator's Report. Motion carried.</p>

>On September 28th and 29th she and the Director of Nursing attended the Joint Provider Meeting.

>October 5th was the Employee Recognition Dinner

>October 6th was the OSF Advisory Board Meeting at 6 a.m. and the Best Practices Conference for the rest of the day

>October 7th there was a meeting with Charter Communications. Our meeting with Charter was to discuss bringing their fiber into the building, but we would have to pay the costs and she felt that would not be fair to the facility. She discussed the Packerland Broadband upgrade.

Packerland is the cable TV provider we have at this time. They have a basic and an extended package for cable. At this time we have the basic, but residents don't get the Discovery channel and they didn't get the football game the other day. We are waiting for Packerland to get us pricing on these packages. She has told them that we cannot raise the rates to our residents without a 30 day notice.

>October 8th we met with Kelly from VAST and Deryck from OSF. We have been using OSF more for our work comp injuries and we discussed work comp and insurance with them.

	<p>>October 14th she attended Careers Connection and then the Perspectives Advisory Board Meeting</p> <p>>October 21st she attended the HCAM Meeting in Iron Mountain. There they discussed UPHP, VA, the Life Safety Code and Fire Marshal and that it is difficult to get people who want to work. She noted that HCAM does have lobbyists.</p>	
Comments from the Public	There were no public comments at this time.	
Adjournment	The meeting adjourned at 2:37 p.m.	A motion was made by Trustee Eichhorn, supported by Trustee Smith to adjourn the meeting. Motion carried.
Trustee VanGasse and Trustee Springinsguth stated that this had been their last meeting. Both Trustees had been appointed by the Governor and their terms have now expired. They were thanked for their service.		
Administrator Smith reminded Board Members that the November meeting is one week earlier and will be on November 19 th .		

Catherine Driscoll, Secretary

Catherine Driscoll

Darlene Smith, Administrator

Darlene Smith 11/19/15



MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, November 19, 2015	Place: Board Room
Presiding: Jeff Naser, Chairperson	Time: 2:00 p.m. Central Time
Recording Secretary: Lois Ball, Executive Secretary	

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

Roll Call:
 Trustees present: Gerald Smith, Mary Harrington, Barbara Oliver, Catherine Driscoll, Jeff Naser, Gary Eichhorn, Jan Hafeman. Also present: Darlene Smith, Administrator.
 Trustees Absent: Elaine Boyne, John Degenaer, Jr., Gary Eichhorn
 Leadership Team Members Present: Candace Meintz, CFO and Susan Williamson, Director of Nursing
 Guests: Gerald McCole, Terry Grondine, Amy Lantagne, Todd Flath

TOPIC	DISCUSSION	OUTCOME
Approval of the November 2015 Agenda	There were no additions or deletions to the agenda.	A motion was made by Trustee Smith, supported by Trustee Hafeman, to approve the Agenda. Motion carried.

Board action on Minutes of the October 2015 meeting	The minutes had been sent to Trustees for prior review.	A motion was made by Trustee Hafeman, supported by Trustee Smith. Motion carried.
Review and request for approval of Financial Statements for October 2015	Candace Meintz, CFO reviewed the Financial Statement with the Board. It was noted that we have renegotiated our gas contract due to the lower gas prices. The wood chip boiler is in shut down at this time. It was asked how much energy the solar panels produce, it helps the greenhouses some.	A motion was made by Trustee Smith, supported by Trustee Oliver, to approve the Financial Statement as presented. Motion carried.
Board action on the October Manifest of Invoices	Trustee Hafeman questioned the \$10,000 paid to Whispering Pines. That is their share of a dividend paid back to holders from our Liability Insurance company.	A motion was made by Trustee Smith, supported by Trustee Driscoll, to approve the Manifest of Invoices and to pay the bills. Motion carried.
Whispering Pines/Powers Activity Center Committee Report	Trustee Driscoll reported that the Committee met prior to this meeting. All homes are doing well. They have approved the 2016 budget. Three homes have been surveyed and all had 100% compliance.	A motion was made by Trustee Hafeman, supported by Trustee Oliver, to approve the Whispering Pines report. Motion carried.
Timber Committee Report	The last day to receive bids is 4p.m. on Friday, December 4 th . Bid Opening will be held at 8:00 a.m. Central Time on Wednesday, December 9 th . Committee Members are Trustees Naser, Smith and Eichhorn. All are asked to be present.	
Finance Committee Report	The Operational and Capital Budgets were reviewed by Candace Meintz, CFO. Discussion was held throughout the	A motion was made by Trustee Smith, supported by Trustee Driscoll, to approve the 2016 Operational Budget and the

	<p>presentation. It was noted during this time that the employees' health insurance through Consumers Mutual Insurance will have to be changed by the end of the year due to the insurance company's financial problems. We have received quotes from Blue Cross Blue Shield and Administrator Smith reviewed the coverage. She noted that our insurance agent is moving quickly on this to get us coverage in place by the end of the year. The Board agreed that we should go with the Blue Cross Blue Shield plan as described.</p>	<p>2016 Capital Equipment Budget as presented. Motion carried.</p>
<p>Review of Board of Trustees By-Laws</p>	<p>Because the number of Trustees has gone from 12 back to 9, the Board Members reviewed the By-Laws and made necessary changes reflecting the change in numbers members. Reassigning Committees was also discussed because the number of members per committee needs to change back from 4 members to 3. The assignments were changed to fit the need of the committees. Changes will also be made to reflect the title "Department of Health and Human Services".</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Hafeman, to make the changes as discussed. The revised By-Laws will be signed at the December Meeting. Motion carried.</p>
<p>Report of Quality Assurance and Resident Council Committees</p>	<p>Susan Williamson reported on the Resident Council Meetings at each of the homes. There were no complaints.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Oliver, to approve the Reports as presented. Motion carried.</p>

	<p>Residents did ask to have bus rides in the evenings to view the Christmas lights. Susan also reviewed the Quality Assurance and reported that we had a surprise visit from a State surveyor for a complaint and the surveyor cleared it, finding it unsubstantiated. The surveyor noted that our residents had a lot of compliments for the staff and their care. The Board asked that we make sure to let the staff know that they are appreciated.</p>	
<p>Safety Committee</p>	<p>Lois Ball reported on the November Safety Committee. All incidents and accidents for residents and employees were reviewed and there were no major injuries reported for either. Winter weather reminders were given.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Hafeman. Motion carried.</p>
<p>Report of November 9th meeting with the Village of Powers regarding new sewer rates.</p>	<p>Administrator Smith reviewed the highlights of the meeting with the Village of Powers. Our rates will be increased from \$1750 per month to \$2653 if we cannot bring our water usage down. Staff has been great about helping with this and reporting anything that leaks, or problems they are having. We are asking the Village for the well that is located on the Pinecrest property to use for our chiller/boiler needs. That would help with the water usage and rates.</p>	

<p>House Committee Meeting</p>	<p>Just a reminder to those Committee Members that there is a House Committee meeting today immediately following this meeting.</p>	
<p>Administrator's report</p>	<p>Administrator Smith reported that we had meetings with Charter Communications and Packerland Broadband regarding our television, as well as internet and phone services. We have negotiated with Packerland and is supposed to be coming back with new rates.</p> <p>She and Candy attended the Finance Conference in Lansing November 4-6 and learned a few new things.</p> <p>On November 10th we met with GFS/HPS to discuss quality food.</p> <p>November 11th she attended the OSF Home Health and Hospice meeting.</p> <p>November 12th she attended the Iron Mountain Networking meeting.</p> <p>She reported that we are working with Tenurgy, who are looking at all of our utility bills, checking that our utility people are not overcharging us.</p> <p>She reported that our Activity Department and Residents are collecting coupons for the troops. There was an article in the papers. This is something</p>	<p>A motion was made by Trustee Smith, supported by Trustee Hafeman, to approve the Administrator's report. Motion carried.</p>

	<p>that our residents can do to support the troops.</p> <p>ATC: is going good. They will finish groundskeeping next spring.</p> <p>We do receive a grant from WE Energies for LED Lighting (\$3200 grant).</p>	
<p>Comments from the Public</p>	<p>Amy Lantagne asked if the Timber Sale had been posted in the newspapers. Yes, it had been placed in the newspapers for each county.</p>	
<p>Adjournment</p>	<p>The meeting adjourned at 3:12 p.m.</p>	<p>A motion was made by Trustee Smith, supported by Trustee Hafeman, to adjourn. Motion carried.</p>

Catherine Driscoll

Catherine Driscoll

Darlene Smith, Administrator

Darlene Smith, Admin.



Public Health Delta & Menominee Counties



Board of Health Meeting

Pinecrest Medical Care Facility
Powers, MI

Meeting Minutes

Wednesday, November 4, 2015

Board Members Present

Bob Burie
Patrick Johnson

Jan Hafeman
Larry Schei

Mary Harrington
Tom Trudgeon

Public Health Staff

Mike Snyder, Health Officer/ Administrator
Dr. Terry Frankovich, Medical Director
Kim Gustafson, Executive Assistant
Lynn Woelffer, Director of Finance
Kristi Steger, Health Educator

1. Call to Order/Roll Call

The regular monthly meeting of the Delta-Menominee District Board of Health (BOH) was held on November 4, 2015. The meeting was called to order at 4:30 p.m. CST by Chairman Trudgeon. Roll call was taken by the Executive Assistant, and is recorded above. Mr. Johnson was excused from the meeting at 5:30 CST.

2. Approval of Agenda

Ms. Hafeman moved to approve the November 4, 2015 agenda as presented. Motion was supported by Ms. Harrington and carried.

3. Approval of Minutes

Ms. Hafeman moved the minutes from September 16, 2015, be approved. Motion was supported by Mr. Burie and carried.

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4. Public Comment

There was no public comment.

5. Educational Session: City of Menominee Community Gardens – Kristi Steger

Ms. Steger reported the community garden idea originated at a Menominee County Healthy Communities Coalition meeting. PHDM applied for a grant through the WISEWOMAN program to create a garden within the City of Menominee and received \$2,000. The Garden will benefit WISEWOMAN participants and residents of Menominee. The garden is located in the vacant lot between 6th and 7th Streets, by Mr. McGregor's Nursery. Progress on the garden so far includes:

A water main and curb stop have been installed by the City of Menominee.

Mulch was donated from the City of Menominee.

Raised garden beds were constructed by volunteers.

There are currently 12 raised beds, with hopes of expanding in the spring.

Other grant opportunities are being pursued to help expand the garden.

6. Finance Committee

a) End of FY2015 Report

Chairman Trudgeon briefed the BOH on the End of FY2015 Report. Questions were answered by Ms. Woelffer.

Ms. Hafeman moved the End of FY2015 Report be accepted. Motion was supported by Ms. Harrington and carried.

b) American Express Statements

Ms. Hafeman reviewed the American Express Statements with the BOH.

7. PHDM and MERS

Mr. Snyder attended the Municipal Employees Retirement System (MERS) conference in October. He reported 72 counties in Michigan participate in MERS, which includes over 100,000 individuals, and over \$9 billion in combined total assets. PHDM became a member in 1968 and has two defined benefit divisions with 94 total participants. MERS recently completed an experience study for the defined benefit plans. Based on this study, the MERS Board has adopted some changes to the assumptions used in completing the annual actuarial. These changes include:

- A decrease in the assumed investment rate of return from 8.0% to 7.75%.
- An increase in the life expectancy of participants.
- Five year smoothing instead of the 10 year.
- A decrease in the base wage adjustment from 4.0% to 3.75%.

These assumptions will be used to MERS in the 2015 Actuarial, which PHDM will receive in June 2016.

8. Review and Approval of September Check Register

The BOH reviewed the September check register. Questions were answered by Mr. Snyder and Ms. Woelffer.

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

9. Medical Director's Report

Dr. Frankovich provided a summary of the latest report from the World Health Organization (WHO) on the proven increased cancer risk associated with ingestion of processed meats and the probable increased cancer risk associated with red meat in general. Colorectal cancer is the primary cancer type associated but others, including pancreatic, have also been linked. Poultry was not mentioned as a risk. The data supports moderation as risk appears to rise with increased consumption. Flu season is currently designated as "sporadic" in Michigan and most of the country with no lab-proven cases reported in the UP at this time. Dr. Frankovich reports the flu vaccine is a better match to circulating flu viruses this year and so should provide better protection.

The Ebola epidemic is winding down with ongoing cases only in Guinea at this time. A vaccine trial has been underway in Sierra Leone but no data on efficacy is available yet.

The U.P. has had 22 cases of pertussis (whooping cough) reported; which is more than in the previous two years. A memo is going out to local physicians to encourage them to consider pertussis when seeing their patients with persistent cough and to make sure their patients are fully vaccinated, especially pregnant women. Infants under 2 months cannot be vaccinated and are at highest risk of death from pertussis. Vaccinating their mothers while pregnant provides the infants with some temporary immunity at birth.

10. Health Officer's Report

- Mr. Snyder updated the BOH on the flu clinics that have been held in Delta and Menominee Counties. Over 1,000 flu vaccines have been administered so far.

- PHDM received a Health Innovation Grant to promote and expand the National Diabetes Prevention Program.
- PHDM has also received another Partners In Community Health (PICH) grant from the Sault Tribe.
- PHDM's Registered Dietician/Community Health Promotion (CHP) Director has resigned. Mr. Snyder is currently overseeing CHP, but is researching other options at filling this position.
- PHDM is currently looking for two special part-time RN's and are having a difficult time filling these positions.
- All the older vehicles placed up for bid have been sold.
- Mr. Snyder received notice that Consumers Mutual Insurance will be going out of business. PHDM will need to look at other insurance options.
- The Michigan Community Delta Clinic (MCDC) reports they have seen 881 new patients, with a combined total of 1,654 office visits, since they opened in March 2015.

11. Public Comment (three minutes maximum)

No public comment.

12. Board Member Comments

- Mr. Schei thanked the PHDM staff for being on top of the budgets and doing such a good job.

13. Adjournment

There being no further business, Mr. Burie made a motion the meeting be adjourned at 6:23 p.m. CST. Motion was supported by Ms. Harrington and carried.

Thomas L. Paulson 12-15-2015
Chairperson

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING
November 18, 2015 -- 9:00 a.m.
Courthouse

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

2. Roll Call

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

Also present: Nathan & Steve, Representatives from CUPPAD

3. Adoption of Agenda:

MOTION: Paul Geyer
SECOND: Greg Johnson
SUPPORT: All

4. Public Comment on Agenda Items: NONE

5. Approval of Previous Meeting Minutes (October 14, 2015):

Page 5 - Authority Member Comments CUPPAD should be two P's

Motion to approve with correction of CUPPAD

MOTION: Paul Geyer
SECOND: Marc Tall
SUPPORT: ALL

6. Communications: NONE

7. Committee and Liaison Reports:

A. Coordinator's Report: Presented by Jamie Segorski

1. Mic Fee's for 800's - \$250.00 one-time activation fee each radio, No annual fee
2. Hired two dispatch employees. John Skufca and Brian Nelson
Dispatch has been attending quality training over the last few months
3. Northeast Tower is working - email has been sent to all fire chiefs, spread the word to Garden, Nahma etc. – make sure radios are up to speed as far as programming.
4. Dual Band 800 VHF Radio on loan from Anderson Communications – Jamie displayed at meeting
5. Monthly 911 Report - Marc Tall requested monthly reports on 911 call volume, can be done by email

B. Treasurer's Report:

Beginning Balance	\$ 513,378.98
Additions	\$ 3,029.90
Expenditures	\$ 67,566.57
Ending balance	\$ 448,842.31

D. Monthly Budget Status Report and approval of amendments:

Presented by Ryan Bergman

1. Budget Report Delta County handed out - bills accrued, \$35,000 of fund balance spent last year
May change a little when audit is done.

E. Emergency Management Report: Presented by Bob Berbohm

1. Grant next fiscal year \$365,000 - doing project workbooks expenditures December & January
2. Train Trainer - three people per county Active Shooter Response
3. Working with Trooper Dave Cowen – 4 Hour Training for Traffic control for Fire Fighters,
Law Enforcement & Public Works Employees –
may have two sessions
4. Cell Phone Forensics - down to four counties interested, looking like Delta and Alger Counties
will be partners, Delta may be on their own and if so still interest?
- something to think about
5. Body Camera - no exact date
6. Cell Phone Detection Project – ordered two for each jail

F. TAC Committee Report:

1. No Meeting - Next meeting is in January

G. Mark Seymour Report: NONE

- 1.

8. Old Business: NONE

- 1.

- 9. New Business:** Sheriff Ed Oswald brought up the fact that some bills were being paid late after being approved at the 911 meeting. Would like approval to pay bills ahead of time and approve bill to be paid at the following meeting.

Motion to approve paying City of Escanaba bills ahead of meeting if necessary, but still approve at meeting for reimbursement to County.

MOTION: Paul Geyer
SECOND: Jim Lundberg
SUPPORT: ALL

A. Payment of Bills:

MOTION to pay bills in the amount of **\$69,315.65**

Motion to pay bills with adjustment of (-71.40) Amazon Bill	\$69,387.05
	- 71.40
	<hr/>
	\$69,315.65

MOTION: Paul Geyer
SECOND: Jim Lundberg
SUPPORT: ALL

10. Public Comment:

1. GIS Options - Ryan Bergman presented CUPPAD and possible partnering with Menominee and splitting GIS person, stated that there is potential to having our own relationship with CUPPAD and It would be an easy transition. Superior Mapping has done some work in the past, no contract Superior Mapping.

General Discussion: Nathan from CUPPAD – “GIS is the future “

In-car computers will have access to maps “mobile data”

Decide if county will proceed with CUPPAD

2. Ryan Bergman - Second handout – Last year budget \$830,000 revenue -vs- \$875,000 expense \$43,000 spent of fund balance
Operating in new fiscal year with a fund balance \$1,102,025
911 taxes will surpass our millage this year as primary source of revenue
3. Tim McKee 911 coordinator in Chippewa County will be retiring as of Jan 1, 2016. Missy Robins will be replacing Tim.

11. Authority Members Comment:

1. Paul Geyer would like to explore the idea of BOL's LEIN messages on the radio to be able to copy and paste and send out to Talon mail group.

12. Other Items: Next Meeting: December 9, 2015 9:00 am

2016 Meeting Schedule will be set up at the December meeting

13. ADJOURNMENT:

MOTION: Paul Geyer
SECOND: Marc Tall
SUPPORT: ALL

APPROVAL OF MINUTES:

CHAIRPERSON

VICE-CHAIRPERSON

DATED: _____

DELTA COUNTY CENTRAL DISPATCH AUTHORITY MEETING
December 9, 2015-- 9:00 a.m.
Courthouse

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

2. Roll Call

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

Also present: John Giese – Tach Committee

3. Adoption of Agenda:

MOTION: Paul Geyer
SECOND: Greg Cunningham
SUPPORT: All

4. Public Comment on Agenda Items: NONE

5. Approval of Previous Meeting Minutes (November 18, 2015):

Page 5 of November 18, 2015 minutes - Public Comment by Ryan Bergman states 911 taxes will surpass our millage, should state - 911 surcharges will surpass our millage.

Motion to approve minutes with change:

MOTION: Marc Tall
SECOND: Paul Geyer
SUPPORT: ALL

6. Communications:

1. Paul Geyer received an email in regards to the radio system.
HAM radio in Houghton with page going off from Gladstone and Delta County
Fred Anderson responded with the control station does not have those frequencies on it and dispatch does not use those frequencies.
Jamie Segorski responded with the frequency being close, dependent on weather,
"It just happens"
Issues in last month people missing 800 transmissions – skip/ lingering transmission
Key to early = not being heard, take an extra couple seconds in between transmissions

7. Committee and Liaison Reports:

A. Coordinator's Report: Presented by Jamie Segorski

1. Incident Analysis Report – Handed out November 2, 2015 2,944 incidents dispatched (CAD)
Will be close to 35,000 incidents dispatched this year, significant increase over last two years!
Due to cellphones and workload increasing
2. Dispatch Training – In November, our dispatchers are up to minimum training standards,
dispatchers all exceed minimum standards!!!
3. Brian Nelson – New dispatcher working out very well, he has the passion for emergency
services
4. \$17,000 under Budget at this point in the year/ within fiscal guidelines

B. Treasurer's Report: As of **NONE**

Beginning Balance	\$
Additions	\$
Expenditures	\$
Ending balance	\$

MOTION:
SECOND:
SUPPORT: ALL

D. Monthly Budget Status Report and approval of amendments:

Presented by Ryan Bergman **NONE**

MOTION to Accept:
SECOND:
SUPPORT: ALL

E. Emergency Management Report: Presented by Bob Berbohm

1. **NONE**

2.

3.

4.

F. TAC Committee Report: Presented by John Giese

1. January will be the next TAC meeting

G. Mark Seymour Report: **NONE**

- 1.

- 2.

8. Old Business: **NONE**

- A.

- B.

- C.

9. New Business:

A. Payment of Bills:

MOTION to pay bills in the amount of **\$79,184.20**

Paul Geyer questioned the Anderson Communication bill for the Northeast Tower, Paid ½ the bill off in spring, current bill was to take care of the Labor for the work.
Quality Recording Solutions & Motorola bill is a service agreement

MOTION: Paul Geyer
SECOND: Marc Tall
SUPPORT: ALL

10. Public Comment: 2016 Meeting Schedule: Will keep 2nd Wednesday of the month 9:00 am
County Building Rm 222
January 13, 2016 Reorganizational Meeting
February 10, 2016
March 9, 2016
Other dates will be determined at the Jan 13 meeting
Nancy Kolich takes list and posts it

MOTION: Paul Geyer
SECOND: Greg Johnson
SUPPORT: ALL

11. Authority Members Comment:

Jamie Segorski made a request to the board, if the county board again starts to talk about Central Dispatch being included in a new jail facility, they should come to the 911 Authority first to gauge interest, that way if this board is interested Central Dispatch can be included in the planning phase.

Ed Oswald - waiting for planner, facility several years away

Greg Cunningham – 2016 Proposal/Grant Funding - Township supervisors group – when coming up with fire markers for Delta County – come up with ideas of how to fix to make it easier for law enforcement, ambulance/fire, service deliveries etc.
Looking at what other counties are doing, using as model
CAD Map - easier with seasonal roads different color for markers as well as different color marker for snowmobile trails

12. Other Items: Next Meeting: Wednesday January 13, 2016 9:00 am

Merry Christmas to ALL!!!!

13. ADJOURNMENT:

MOTION: Marc Tall
SECOND: Paul Geyer
SUPPORT: ALL

APPROVAL OF MINUTES:

CHAIRPERSON

VICE-CHAIRPERSON

DATED: _____

**DELTA SOLID WASTE MANAGEMENT AUTHORITY
REGULAR MEETING
NOVEMBER 24, 2015, AT 7:00 P.M.
DELTA COUNTY SERVICE CENTER, 2920 COLLEGE AVENUE, ESCANABA**

MEMBERS PRESENT: Randy Gorecki, Steve Rose, Ralph Blasier, Gary Boudreau, Eric Buckman, Steve Viau, and Patrick Johnson

OTHERS PRESENT: Don Pyle and Brooks Bougie

Meeting was called to order at 7:00 p.m. by Chairman Randy Gorecki.

Public Comment – Matt Peltin stated he has appreciated working with the board over the years and will be leaving his position at Delta Disposal. He would be glad to provide input in the future if needed.

Secretary's Report – Minutes of October 27, 2015

A motion was made by Gary Boudreau, seconded by Randy Gorecki, to approve the October 27, 2015, meeting minutes. Motion was approved unanimously.

Treasurer's Report

The landfill in October had operating revenue of \$421,770 with a year to date revenue of \$1,647,971. Operating revenues for the recycling center were \$24,164 for a year to date revenue of \$147,636. Total operating revenues for October are \$445,934. Total operating expenses of \$126,177, for a total year to date \$1,219,828. Total other income for expenses for October was \$103,710 for a year to date of \$256,103. Total landfill operating expenses were \$105,356 with a year to date \$1,074,559. The revenue does exceed expenses and this has a lot to do with the soils that are coming in from the ore dock cleanup.

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

Payment of Bills

Don Pyle stated the November 1st bond interest and payment was made for approximately \$381,000 which is a large portion of the month's bills.

A motion was made by Gary Boudreau, seconded by Ralph Blasier, to approve payment of bills in the amount of \$550,339.49. Motion was approved unanimously.

Additions to Agenda – None.

Annual Volume Survey

Don Pyle shared the annual volume survey. 34,100 cubic yards that has been placed to date in cell 5 that was opened in the spring. Bacco did shaping on the south side this fall and 3,785 cubic yards left to go in the south side. The volume survey shows 54,120 cubic yards of air space and 55,662 tons of total waste was placed. This information has to be provided to DEQ as part of the permit process.

Annual Employee Review and Recommendations

The annual review committee proposed employee compensation package. The best rate for insurance is offered through Blue Cross/Blue Shield. The deductible has increased, but the monthly amount for the landfill will remain the same. The committee that was put together to review the annual employee compensation package is proposing to continue the same H.S.A. deposit that was done last year. A recommendation to give Vivian Ketcham a 2% increase in wages along with all full-time employees. The approximate rate for inflation is .5% as of 11/23/15. A recommendation was made to allow Kevin Tryan a \$250 limit to purchase work boots and/or clothing for his bonus.

Discussed insurance options and deductibles, along with the costs of such.

Discussed 2% raises for all employees. The committee also recommended using the bonus rate as calculated in the incentive program for full-time employees and recommended Vivian Ketcham a bonus of \$350.

A motion was made by Steve Viau, seconded by Steve Rose, to approve the 2016 proposed employee compensation package as presented with a 2% raise for all employees. Upon a roll call vote, motion was approved unanimously.

ICMA Employee Retirement Plan Trust Agreement

Don Pyle explained approximately every five years through the authority there is a 401a plan for the employees for their retirement and it needs to be reviewed. The purchase plan and trust agreement through ICMA has to be readopted. The effective date of reinstatement is January 1, 2016.

The agreement will be reviewed by the board and this item will be tabled until the regular December meeting.

No action was taken.

Day Before Christmas and New Year Hours

Don Pyle shared that our normal late Thursday night is also Christmas and New Year 's Eve this year. The landfill has operated on Thursdays from 8:00 a.m. to 6:00 p.m. He is requested to work 8:00 a.m. to 3:00 p.m. and give out P.S.A's to the media to inform the public.

Discussion took place on operating hours for the holidays. Overtime hours were also discussed on whether longer hours would compensate for such overtime. Board offered for closure at noon to the public, but the workers will be there until the last garbage truck is unloaded and waste covered.

A motion was made by Randy Gorecki, seconded by Ralph Blasier, to advertise the closure of the landfill on Christmas Eve and New Year's Eve at noon to the public. Motion was approved unanimously.

Manager's Report

Don Pyle stated there was a call received from Public Service last Thursday evening. The main pole from the City electric line coming to the landfill with the transformers on it broke off and fell which started a fire. The landfill was without power for 23.5 hours with no scale or computers.

Don Pyle, Patrick Johnson and Randy Gorecki met with the County Board representatives on the task force. The task force has indicated a desire to hire a consultant to help with some of the evaluation of paths going forward for the recycling center and the landfill. He is unsure on what the cost would be for a consultant.

Discussion centered on whether there was a need for a consultant.

Gary Boudreau questioned what types of expertise were being looked at. Don Pyle stated it would be an individual in the business who he met previously from Ohio. The company, in particular, has expertise reviewing the Michigan Acts and rules, solid waste generation and disposal recycling inventory, evaluate what is generated, what is disposed of and flow, identify landfill transfer stations and scrap yards, authority financial analysis for taking a look at financials and coming up with their take on what the financials are saying, authority funding options, develops stable financial funding and expense scenarios, identifying funding options, meetings, etc.

A motion was made by Eric Buckman, seconded by Steve Rose, to spend up to \$20,000 for hiring of a consultant.

Roll call vote:

Ayes: Eric Buckman, Steve Rose, Gary Boudreau, and Randy Gorecki

Nays: Ralph Blasier, Steve Viau and Patrick Johnson

Motion passed.

Board Comments – None.

A motion was made by Randy Gorecki, seconded by Gary Boudreau, to adjourn the meeting with the time being 8:21 p.m. Motion was approved unanimously.

REGULAR MEETING
DELTA SOLID WASTE MANAGEMENT AUTHORITY
December 15, 2015

The regular meeting of the Delta Solid Waste Management Authority will be held on Tuesday, December 15, 2015 at 7:00 p.m. in the Gladstone City Hall at 1100 Delta Avenue, Gladstone Michigan.

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

AGENDA:

1. ICMA Employee Retirement Plan Trust Agreement.
2. 2016 Rate increases
3. Managers Report
4. Board Comments

Randy Gorecki
Chairman

MEETING MINUTES
DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
SPECIAL MEETING

Delta County Board Room @ MI Works!

Monday, December 7, 2015

3:00 P.M.

Members Present: Tom Rymkos, Dave Rivard, Scott Wieting, Lucas Bradshaw, Joel Frizzell
Members Absent: Charles DeTiege, Mark Nelson
Director: Peter Van Steen

1. The meeting was called to order at 3:00 pm by Tom Rymkos. Introductions were made; Lucas Bradshaw and Joel Frizzell were welcomed as new members.
2. The Pledge of Allegiance was recited.
3. MOTION BY DAVE RIVARD, SECONDED BY LUCAS BRADSHAW TO ELECT TOM RYMKOS AS CHAIR OF THE DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY; MOTION CARRIED.
4. MOTION BY DAVE RIVARD, SECONDED BY LUCAS TO ELECT JOEL FRIZZELL AS VICE-CHAIR; MOTION CARRIED.
5. MOTION BY DAVE RIVARD AND JOEL FRIZZELL TO APPOINT PETER VAN STEEN AS BROWNFIELD AUTHORITY DIRECTOR AND AS SECRETARY OF THE BROWNFIELD AUTHORITY; MOTION CARRIED.
6. Peter Van Steen provided a summary/update of the Fleet Maintenance MDEQ Brownfield Loan project. The County obtained a loan of \$450,000 through the MDEQ Brownfield Loan program to be used to remove contaminated ash and debris from a site in Escanaba. The removal of the material would ready the site for future development by Fleet Maintenance. The payback of the \$450,000 loan would be through the City of Escanaba Brownfield Plan. An agreement between the City of Escanaba and the County provided that the City would provide funds to the county to payback the loan in the event there is insufficient monies collected from the city brownfield project. Bittner/ECT is the consulting engineer on the project. There was a contract (an extension of the contract the BRA had with Bittner/ECT for the EPA Brownfield Assessment Project) with the BRA and Bittner/ECT to provide engineering services for the county in conjunction with the MDEQ Loan. The MDEQ Loan required a work plan to be developed and BEA and Due Care Plans/Investigation be prepared. During the course of the project, an engineering firm for Fleet Maintenance (Coleman Engineering) recommended that ash below the water table needed to be removed and replaced with clean fill. This required dewatering during the excavation process. Bid specifications were developed by ECT/Bittner and the request for proposals was sent out. Only one bidder responded with a cost of \$496,000; this amount was in excess of the MDEQ brownfield loan. Through Tony Harris/Fleet Maintenance, a letter from Attorney Donald Bacon notified the city and county of Fleet Maintenance, LLC termination of involvement in the project. During the course of the project, engineering expenses of \$33,531.75 of Bittner/ECT were paid out of the \$450,000 brownfield loan. MOTION BY DAVE RIVARD, SECONDED BY LUCAS BRADSHAW TO GIVE NOTICE TO BITTNER/ECT TO TERMINATE THE EXTENSION AGREEMENT FOR ASSESSMENT SERVICES BETWEEN THE DELTA

COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY AND BITTNER/ECT FOR ENVIRONMENTAL ACTIVITIES ASSOCIATED WITH THE MDEQ BROWNFIELD LOAN FOR REDEVELOPMENT OF THE PROPERTY TO BE PURCHASED BY FLEET MAINTENANCE IN ACCORDANCE WITH SECTION 3B OF THE CONTRACT AND TO NOTIFY THE COUNTY BOARD OF ACTION TAKEN. Roll call: Tom Rymkos- yes; Scott Weiting- yes; Lucas Bradshaw- yes; Charlies DeTiege- absent; Dave Rivard- yes; Joel Frizzell- yes; Mark Nelson- absent. MOTION CARRIED.

Peter Van Steen informed the Authority of an invoice received from ECT for services rendered during the months of August, September and October 2015 for activities associated with the Fleet Maintenance Project. Peter mentioned the total contract for the engineering services was for a maximum of \$41,500. To date the firms have been paid \$33,531.75. The amount for the invoice dated November 20, 2015 exceeds the maximum contracted amount by \$5,270.16. MOTION BY DAVE RIVARD, SECONDED BY JOEL FRIZZELL TO FORWARD THE OUTSTANDING INVOICE TO THE COUNTY BOARD AND THE CITY OF ESCANABA; MOTION CARRIED.

7. ECT is once again assisting to Delta County in preparing a grant application to the EPA for a brownfield assessment project. The application involves Delta County, City of Escanaba, Wells Township and the Hannahville Indian Community as partners in a Coalition. Similar proposals were submitted in the past but were not funded. Grant funds would provide funds for assessment work. MOTION BY JOEL FRIZZELL, SECONDED BY LUCAS BRADSHAW TO SUBMIT THE EPA BROWNFIELD ASSESSMENT GRANT APPLICATION; MOTION CARRIED.
8. MOTION BY TOM RYMKOS, SECONDED BY JOEL FRIZZELL TO ADJOURN AT 4:30 P.M.; MOTION CARRIED.

Minutes prepared by Peter Van Steen.

DELTA COUNTY TOWNSHIPS ASSOCIATION

The annual meeting of the Delta County Townships Association was held on December 5, 2014 at the Bark River Township Hall. President Greg Johnson led in the Pledge of Allegiance.

There were 102 people in attendance. Representing the County Board of Commissioners was David Rivard, Mary Harrington and Tom Elegeert. Delta County officials were represented by Nancy Kolich, Clerk and Tom Sabor, Treasurer. Road Commissioners in attendance were: Jody Norman, Van Marenger, Randy Bjork, Bob Aschbacher, Mike Larabee, Pete Stropich and Dennis Stanek.

The minutes of the 2013 Annual Meeting were presented. A motion to accept the minutes was made by Gary Boudreau and supported by Ginny Dahlin. Motion carried.

The Treasurer's Report was given. A motion to accept was made by Gary Boudreau and supported by Ginny Dahlin. Motion carried. For Income and Expenses for 2014 see attachments.

SPECIAL RECOGNITION:

A Certificate of Merit was presented to Tom Elegeert; Honoring him for his many years of service to the Townships and the residents of Delta County.

WASTE MANAGEMENT AUTHORITY;

Steve Rose, Gary Boudreau and Randy Gorecki were reappointed to sit on the Board of the Waste Management Authority.

2015 ELECTION RESULTS:

Vice-President- Ginny Dahlin
Treasurer- John Wolf
Corresponding Secretary- Mary Wilson
Recording Secretary- Linda Trombley-Robitaille

A motion to destroy the Ballots was made by Judy Trudell and supported by Peter Brock. Motion carried.

The Township Association Depository will remain at Northern Michigan Bank.

A motion, to leave the Rate of Memberships as it is, was made by Gary Boudreau and supported by Julien VanDecayve. Motion carried.

A motion to adjourn was made by Judy Trudell and supported by Gary Boudreau, Motion carried.

The next regular meeting will be held on January 22, 2015 at 7:00 at the Tri Township School in Rapid River, MI.

Respectfully Submitted,

Linda Trombly Robitaille

Linda Trombly-Robitaille, Recording Secretary

FINANCIAL STATEMENT FOR 2014

INCOME:

2014 dues	2963.20
Ad. Reimb.	2309.13
Lunch Reimb.	8.00
Hannula Agency	150.00
Annual Dinner	1248.00

TOTAL INCOME: 6678.33

EXPENSES:

Salaries	1320.00
Lunches	100.47
Binders	34.47
New checks	38.29
Adv. B.of R. Budget etc.	2309.15
Refund dinner	26.00
Greg J. 911 CUPPAD	649.76
Annual Dinner	1300.00

TOTAL EXPENSES: 5778.14

BALANCE ON HAND

12-6-2013 2210.96

INCOME 6678.33

TOTAL 8889.29

EXPENSES 5778.14

NEW BALANCE \$ 3111.15
12-5-2014

PICNIC FUND 526.34