

Administration and County Services Committee

David Heeres

Ed Boettcher, Chairman

Laura Stanek

**Minutes
October 6, 2016**

Members: Ed Boettcher, Dave Heeres, Laura Stanek
Members absent: None
Others: Pete Garwood, Mike Crawford, Janet Koch, Jim Janisse, Sandy Davids,
Theresa Ankney, Scott Boni, Sherry Comben, Jim Rossiter, Deb Ho'on

1. The meeting was called to order at 9:00 a.m. by Chair Ed Boettcher.

2. Public Comment

None.

3. Leelanau Professional Business Services Contract

Valerie Craft, IT Director, was requesting that the Committee recommend that the contract with Leelanau Professional Business Services be extended for another year. She said the \$90 per hour fee had not changed.

Motion by Laura Stanek, seconded by Dave Heeres, to recommend the Board of Commissioners approve the continuation of the contract with Leelanau Professional Business Services through December 31, 2017. Motion carried – unanimous.

4. IT Password Policy (see attached pgs. 4-6)

Pete Garwood, County Administrator, distributed a hard copy of a proposed change to 5.0 Penalties, which was struck out in the current version. The change stated that: “Any employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment. Elected officials who violate this policy may be subject to various levels of restricted access to the County network up to and including termination of access.”

Ms. Craft said the Policy would be enforced at server level; she would contact the appropriate department head if a violation is found. Ms. Craft said any employees who had questions could contact the IT Department.

Motion by Dave Heeres, seconded by Laura Stanek, to recommend the Board of Commissioners adopt the Password Policy as drafted by the IT Director and with the revision to the penalties section. Motion carried – unanimous.

5. Dining Out Contract (see attached pgs. 7-12)

Motion by Laura Stanek, seconded by Dave Heeres, to recommend the Board of Commissioners authorize the Board Chairman to execute purchase of service agreements for the Dining-out Meal Program with Shirley’s Café and G’s Pizzeria & Deli for a term of two years from 10/1/16 through 9/30/18.

Motion carried – unanimous.

6. Health Insurance

Mr. Garwood said the employee group recommendation for health insurance plans was to stay with Dewey Insurance and to move to Blue Care Network (BCN) plans BCN-4 HMO and BCN-5 HMO. He said the employees were also requesting that the Antrim County caps remain the same as they are currently. Mr. Garwood said the caps he proposed in the revised agenda attachment were consistent with the caps set by the State of Michigan for the single subscriber and the family subscriber, but added just over \$35.00 to the two person cap.

Jim Janisse, Sheriff's Office Detective, said he'd sent an email to County employees asking how they used their health care. He had received over 50 responses and reported that over 40 of the employees said costs were driving their health care choices; 7 had said they don't seek medical care at all due to the cost. Mr. Janisse said there should be some employee education; a number of the respondents weren't aware that wellness visits were covered at 100%. He added that the employees appreciated what the Board of Commissioners had done regarding their health insurance costs.

Sandy Davids and Sheryl Guy distributed the amount of health insurance premiums paid by the County from 1999 to the present (**see attached pgs. 13-14**), excepting for 2007 and 2008. The Administration Department had created a graph from the data (**see attached pg. 15**). Also distributed was a summary of the differences in the County's cost from the employee proposal and the County Administrator's proposal.

Mr. Garwood said he appreciated the time the employee group had spent working on the health insurance issue. He added that Missaukee County, with approximately 50 employees, was self-insured and had held their insurance costs for 4 years.

Mr. Boettcher suggested an Antrim County cap that covered the cost of the BCN-5 HMO premiums for two-person and family and have the single cap be the State of Michigan 2017 cap.

There was a discussion of how that would impact the County's budget; also a discussion of the taxes and fees that may be statutorily required to be paid by the employee. Mr. Heeres noted that deductibles would start over again in January 2017. The question of retiree health insurance was raised. It was noted that County health insurance is not provided to County retirees, but that it is offered to County retirees for purchase.

Motion by Laura Stanek, seconded by Dave Heeres, to recommend the Board of Commissioners opt out of PA 152 for 2017. Motion carried – unanimous.

Motion by Laura Stanek, seconded by Dave Heeres, to recommend the Board of Commissioners approve switching from the current Priority Health plans to the two plans offered by Blue Care Network (BCN) through Dewey Insurance Agency, BCN 4 HMO and BCN 5 HMO as the only two health plans offered to all Antrim County employees eligible for the health insurance benefit. Motion carried – unanimous.

Deb Haydell, Finance Director, upon request by the Committee, arrived at the meeting and provided copies of the budgeted health insurance (**see attached pgs. 16-17**) which used the 2016 State of Michigan PA 152 cap amounts. Mr. Garwood stated to budget the 2017 caps, 3.3% would need to be added. Ms. Haydell said the October Board of Commissioners meeting will approve what had been previously approved at the Finance Committee meeting.

Motion by Laura Stanek, seconded by Dave Heeres, to recommend the Board of Commissioners approve Employer health insurance premium caps for the 2017 benefit plan year beginning January 1, 2017 and adopt the following employer health insurance premium caps; Single \$528.73, Double \$1,184.63 and Family \$1,480.79. Motion carried – unanimous.

It was the consensus of the Committee that the Employee Health Insurance Committee should meet in 2017 to continue discussions of health insurance.

Theresa Ankney asked about training for the employee committee regarding general information on health insurance. It was the experience of most people in the room that health insurance workshops are typically specific, not general, and are typically provided by an insurance agent.

7. Various Matters as Appropriate

Paging System (see attached pgs. 18-20)

Mr. Garwood said a paging system would increase security in the County at a cost of \$3,307.60 which is available in the IT's software budget. Laurie Stanek asked about service fees; one year of service and maintenance would be \$489.60 the first year of service and maintenance fees is included in the purchase cost. Mr. Rossiter recommended the development of a policy regarding use of the paging system.

Motion by Laura Stanek, seconded by Dave Heeres, to recommend that the Finance Committee approve the purchase of the paging system out of the IT budget at a cost of \$3,307.60. Motion carried – unanimous.

Veterans Affairs Grant Request (see attached pg. 21)

Deborah Peters, Veterans Affairs Director, was requesting that the Committee recommend the Board approve her application for an incentive grant through the Michigan Veteran Affairs Agency (MVAA) through the State of Michigan

Motion by Laura Stanek, seconded by Dave Heeres, to recommend the Board of Commissioners authorize the Board Chairman to sign an application for the Michigan Veteran Affairs Agency's County Incentive Grant. Motion carried – unanimous.

8. Public Comment

Mike Crawford, Chairman of the Board of Commissioners, said Networks Northwest had received a Board of Excellence Award at the Michigan Works Conference connected with the way they approached the Regional Prosperity Initiative.

The meeting was adjourned at 10:35 a.m.

ANTRIM COUNTY PASSWORD POLICY

Adopted:

1.0 Overview

Passwords are an important aspect of computer security. They are the front line of protection for user accounts. A poorly chosen password may result in a compromise of Antrim County's entire network. As such, all Antrim County employees are responsible for taking the appropriate steps, as outlined below, to select and secure their password.

2.0 Objective

The purpose of this policy is to establish a standard for the creation of strong passwords, the protection of those passwords, and the frequency of change.

3.0 Scope

The scope of this policy includes all personnel who have or are responsible for an account (or any form of access that supports or requires a password) on any system that resides at any Antrim County facility, has access to the Antrim County network, or stores any non-public Antrim County information.

4.0 Policy and Procedures

4.1 General

- All systems-level passwords (e.g., root, enable, network administrator, application administration accounts, etc.) must be changed at least every 90 days.
- All user-level passwords (e.g., email, web, desktop computer, etc.) must be changed at least every 90 days and cannot reuse the past 10 passwords.
- Passwords must not be inserted into email messages or other forms of electronic communication.
- All user-level and system-level passwords must conform to the guidelines described below.

4.2 Guidelines

4.2.1 Password Construction Requirements

- a. Passwords must be a minimum of 8 characters in length
- b. Not be a dictionary word or proper name.
- c. Not be the same as the User ID.

- d. Incorporate a minimum complexity that includes the following characteristics:
 - i) at least one lower case letter (a-z)
 - ii) at least one upper case letter (A-Z)
 - iii) at least one number (0-9)
 - iv) at least one punctuation or non-alphanumeric characters (e.g. ! @ # \$ % ^ & * () _ - + = { } [] ; : ; " ` | \ / ? < > , .).
- e. Expire within a maximum of 90 calendar days.
- f. Not be identical to the previous ten (10) passwords.
- g. Not be displayed when entered.

4.2.2 Password Deletion

All passwords that are no longer needed must be deleted or disabled immediately. This includes, but is not limited to, the following:

- a. When a user retires, quits, is reassigned, released, dismissed, etc.
- b. Default passwords shall be changed immediately on all equipment.
- c. Contractor accounts, when no longer needed to perform their duties.

4.2.3 Password Protection Standards

All passwords are to be treated as sensitive, confidential Antrim County information.

Here is a list of "Do Not's":

- Do not reveal a password over the phone to anyone
- Do not reveal a password in an email message
- Do not reveal a password to your supervisor
- Do not reveal a password with anyone, including administrative assistants or secretaries.
- Do not talk about the specifics of a password in front of others
- Do not hint at the format of a password (e.g., "my family name")
- Do not reveal a password on questionnaires or security forms
- Do not share a password with family members
- Do not reveal a password to a co-worker while on vacation
- Do not use the "Remember Password" feature of applications
- Do not write passwords down and store them anywhere in your office.
- Do not use the same password for Antrim County accounts as for other non-Antrim County access

If someone demands a password, refer them to this document or have them call the Information Technology Department.

If an account or password is suspected to have been compromised, report the incident to the Information Technology Department and change all passwords.

Password cracking or guessing may be performed on a periodic or random basis by the Information Technology Department. If a password is guessed or cracked during one of these scans, the user will be required to change it.

4.3 Remote Access Users

Access to the Antrim County networks via remote access is to be controlled by using either a Virtual Private Network (in which a password and user ID are required) or a form of advanced authentication (i.e., Biometrics, Tokens, Public Key Infrastructure (PKI), Certificates, etc.).

5.0 Penalties

Any employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment. Elected officials who violate this policy may be subject to various levels of restricted access to the County network up to and including termination of access.

6.0 Review

The Information Technology Department shall review this policy as needed or at least once every 3 years.

DRAFT

**NUTRITION PURCHASE OF SERVICE (POS) CONTRACT
DINING-OUT MEAL PROGRAM**

THIS AGREEMENT effective October 1, 2016 by and between SST Enterprises, Inc. (Shirley's Café & Shirley's Cafe in The Woods) (hereinafter referred to as "Restaurant"), located at 306 Elm Street, Kalkaska, MI 49646, and Antrim County, on behalf of Antrim County Commission on Aging, (hereinafter jointly referred to as "COA") whose mailing address is P.O. Box 614, Bellaire, Michigan 49615.

COA and Restaurant agree as follows:

1. Term of Agreement

This term of agreement is from October 1, 2016 to September 30, 2018, unless terminated earlier as provided below.

2. Scope of Services

Upon request from COA, the Restaurant shall provide COA participants with meals pursuant to the Dining Out Meal Program agreement. The Restaurant will provide meals meeting the standards of COA and Area Agency on Aging of Northwest Michigan (AAA NM) Requirements of Purchase of Service (POS) Congregate Meals Providers as more fully set forth in Attachment I.

3. COA Responsibilities

- a. COA shall provide meal certificates to eligible participants. Meal certificates will be provided subject to available funding. Certificates are only valid for a ninety (90) day period.
- b. COA will provide nutrition education in the form of a newsletter to all participants.
- c. COA will monitor the program and service of meal to participants.
- d. COA will assess the Restaurant's performance and provide feedback, as deemed appropriate, during the period of the agreement. The assessment will include but not be limited to a review of the most recent Health Department inspection report, participant satisfaction surveys, site visits and a review of all programmatic and fiscal information that is pertinent to this agreement. COA will advise the Restaurant of the assessment findings. COA may suspend or terminate this agreement based upon the assessment, including, but not limited to, the Health Department Inspections report.
- e. PAYMENT and REPORTING. The amount to be reimbursed is established from the costs presented in this Agreement (See Attachment II). Payment to the Restaurant will occur monthly upon receipt and approval of reporting from (See Attachment III) by COA. Reporting forms received after the 6th day of the month will be processed and paid the following month. No reporting form will be accepted nor paid if it is submitted more than three (3) months following the month the service (meal) was provided.

Restaurant understands that meals provided under this Agreement are tax-exempt under the authorization of the Michigan Department of Treasury) and that Restaurant shall not collect sales taxes.

4. **Restaurant Responsibilities**

- a. Restaurant agrees to provide meals listed in Attachment II at the prices specified. COA shall not be responsible for the cost of any meal not specifically applicable to this agreement or the AAANM POS Agreement (See Attachment I). Restaurant shall be responsible for meeting all COA standards as provided in AAANM Requirements of Purchase of Service (POS) Congregate Meals Providers (See Attachment I). COA reserves the right to change the terms of the POS.
- b. Restaurant understands that being included in a pool of potential POS meal providers does not guarantee that the Restaurant will be called upon to provide meals service to COA participants, nor is the Restaurant guaranteed any specific amount of funding through this Agreement.
- c. Restaurant shall notify COA immediately if, for any reason, it will be unable for any reason to continue to provide the quality or quantity of meals.
- d. Restaurant agrees to provide meals under this Agreement to all participants presenting a certificate issued by COA, subject only to Restaurant's ability to serve the meals.
- e. Restaurant shall maintain on file, records and documents at all times and make available to COA the following as applicable: Personnel Records, all Certifications and/or Licenses, Equal Opportunity Statement, Liability Insurance, Health Department Inspections, and Annual Internal Evaluations.
- f. Restaurant agrees to allow COA and AAANM staff to have access to all reports and records noted in this agreement for the purpose of assessment. Assessments may be conducted by COA and/or AAANM staff at the restaurant to evaluate compliance with this Agreement and AAANM Requirements of Purchase of Service (POS) Congregate Meals Providers (See Attachment I).
- g. PAYMENT and REPORTING. The Restaurant will receive payment for meals provided under this Agreement based on monthly reimbursement reports (See Attachments II and III). The monthly reporting forms are to be submitted to COA on or before the 61h day of each month following the month in which services (meal) were provided. The Restaurant must establish and maintain record systems acceptable to COA to verify all programmatic and fiscal information reported and make such records available for review by COA.
- h. Restaurant agrees to submit its final reporting form to COA for services rendered under this Agreement by the 6th day of the month following termination of this Agreement.

5. **Termination**

Either party may terminate this agreement upon thirty (30) days written notice without any cause or reason.

6. **Hold Harmless/Indemnification**

Restaurant shall indemnify and hold harmless the COA, their public officials, board members, officers, agents, employees, representatives, and insurers from any damages of any kind, including attorneys' fees and costs, which arise out of this agreement for any liability of any and all suits for damages, including damages sustained by any person, including any participant or property, resulting in whole or in part arising for performance of this agreement and from any act or omission of any employee, agent, invitee, or representative of the Restaurant.

7. **Insurance**

Restaurant agrees to maintain and provide proof of public liability insurance as will fully protect the Restaurant and COA from any and all claims of whatsoever kind or nature, for the damage to property or for personal injury, including death, made by anyone whomsoever, which may arise from operations carried out under this Agreement, either by the Restaurant, or by anyone directly or indirectly engaged or employed by the Restaurant. Restaurant further agrees to indemnify all of the foregoing liabilities and any and all costs of expenses, including attorney's fees, incurred by COA on account of any claims therefore.

Independent Contractor

The parties agree that Restaurant is an independent contractor. Restaurant and its employees will in no way be deemed, nor hold themselves out to be, an employee, agent or joint venture partner of the COA for any purpose, and will not be entitled to any fringe benefits of the COA, such as, but not limited to, health and accident insurance, retirement plans, life insurance, paid sick or vacation leave, or longevity pay. Restaurant will be responsible for withholding and payment of all -applicable taxes, including income and social security and unemployment taxes, to the proper federal, state and local governments, and maintaining the required workers' compensation insurance, in connection with services rendered by Restaurant and its employees pursuant to this Agreement, and agrees to protect, defend and indemnify the COA against such liability.

8. Compliance with Laws

Restaurant will comply with all federal, state and local laws, including, but not limited to, all applicable OSHA/MIOSHA requirements, health and food requirement and the Americans with Disabilities Act. Restaurant agrees to protect, defend and indemnify the COA against liability for loss, cost or damage resulting from actual or alleged violations of law by COA.

9. Nondiscrimination

Restaurant will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Restaurant, as required by law, will not discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

10. Attachments

Attached hereto and made a part hereof are the following attachments:

- Attachment I: AAANM Requirements of Purchase of Service (POS) Congregate Meals Providers
- Attachment II: Schedule of Costs
- Attachment III: Reporting Form

WHEREFORE, both parties have examined this contract and its provisions and are hereby in agreement.

Michael Crawford, Chairman
Antrim County Board of Commissioners

Shirley Tracy, Owner
Shirley's Café & Shirley's in The Woods Café

Date

Date

Requirements of a Purchase of Service Meal Provider

Being a Purchase of Service (POS) meal provider places you on a list of providers that the Antrim County Commission on Aging (ACCOA) uses to offer Congregate Meal Services for eligible clients. Below is a brief summary of what is involved in participating as a POS meal provider.

- Step 1.** Lunch, dinner and breakfast meals must meet the meal pattern requirements. Each meal must provide 1/3 RDA. See below for details:
- 3 ounces meat/meat alternate
 - 2 - 1/2 cup serving's fruit or vegetable
 - 1 serving bread/bread alternate
 - 1/2 cup dessert
 - 1 teaspoon butter, margarine, fat or oil
 - 8 ounces milk
- Step 2.** The ACCOA will pre-approve eligible meals prior to implementation of meal program. There will be ongoing evaluations of the meals served during the term of contract.
- Step 3.** The ACCO A will review recent Health Department inspections for verification of food safety and inspections.
- Step 4.** Proceed with POS negotiation, through signing of a Subcontractor Agreement with ACCOA.
- Step 5.** The seniors pick up meal vouchers at one of the four (4) ACCOA meal sites located in Bellaire, Central Lake, Elk Rapids and Mancelona, Michigan.
- Step 6.** The recipient dines at your restaurant, choosing selections according to the meal pattern (above).
- Step 7.** The voucher is turned in to the cashier, similar as a gift certificate. The cashier verifies the following:
- The meal is eligible, meets the RDA requirements
 - The type of meal consumed, i.e. breakfast, lunch or dinner
 - The recipients' signature
 - The voucher expiration date
- The recipient would be responsible for paying for all items not part of the meal pattern, as well as the tip/gratuity.
- Step 8.** At the end of the month, the restaurant submits a bill along with the submitted vouchers. The restaurant would then be reimbursed by ACCOA at the contracted rate based on the number of meals provided.

There are many benefits to becoming a Purchase of Service Meal Provider. Below are just a few:

- 1 . Capturing new customers
2. Seniors tend to eat smaller portion sizes (buffets and salad bars)
3. Family and friends may join the recipient, increasing customer numbers
4. Great community outreach and support

Thank you for your interest in participating as a POS meal provider with ACCOA. We look forward to working closely with you.

Dining Out Meal Program

Schedule of Costs

Reimbursement will be figured as follows:

Shirley's Café
528 S. Williams, Mancelona, MI 49659
(231) 587-1210

and

Shirley's in The Woods Cafe
I 0945 M-72, Kalkaska, MI 49646
(231) 258-7955

Contact: Shirley Tracy, Owner

Breakfast:	\$6.00*
Lunch:	\$6.00*
Dinner:	\$6.00*

* Costs are based on a per meal basis

“DINING OUT” MONTHLY REPORT

Restaurant: Shirley's Café

Address: 528 S. Williams, Mancelona, MI 49659

Service Period: Month(s) _____ Year _____

Meals Served:

Breakfast _____	X \$6.00	= _____
Lunch _____	X \$6.00	= _____
Dinner _____	X \$6.00	= _____
TOTAL		= _____

Signature: _____ Date: _____

Restaurant: Shirley's Café

Address: 10945 M-72, Kalkaska, MI 49646

Service Period: Month(s) _____ Year _____

Meals Served:

Breakfast _____	X \$6.00	= _____
Lunch _____	X \$6.00	= _____
Dinner _____	X \$6.00	= _____
TOTAL		= _____

Signature: _____ Date: _____

Certification: For payment all certificates for the above service MUST be attached

Administration

Our Proposed
CAPS

100070			
1	10 x 578.25	5782.50 (69390.00)	10 x 528.73 = 5287.30 (63447.60)
2	7 x 1221.82	8552.74 (102632.88)	7 x 1140.90 = 7986.30 (95835.60)
F+	8 x 1578.66	12629.28 (151551.36)	8 x 1442.00 = 11536.00 (138432.00)
		323574.24	297715.20
Premium Total	1	602.60 x 10 = 6026.00 x 12 = 72312.00	
	2	1446.23 x 7 = 10123.61 x 12 = 121483.32	
	F	1807.79 x 8 = 14462.32 x 12 = 173547.84	
		367343.16	

80/20			
1	17 x 578.25	9830.25 (117963.00)	17 x 528.73 = 8988.41 (107860.92)
2	18 x 1221.82	21992.76 (263913.12)	18 x 1140.90 = 20536.20 (246434.40)
F+	47 x 1578.66	74194.20 (890330.40)	47 x 1442.00 = 67774.00 (813288.00)
		1272806.52	1167583.32

Premium Total	1	17 x 493.10 = 8391.20 x 12 = 100694.40	
	2	18 x 1184.63 = 21323.34 x 12 = 255880.08	
	F	47 x 1480.79 = 69597.13 x 12 = 835165.56	
		1191740.04	
		1,559,083.14	

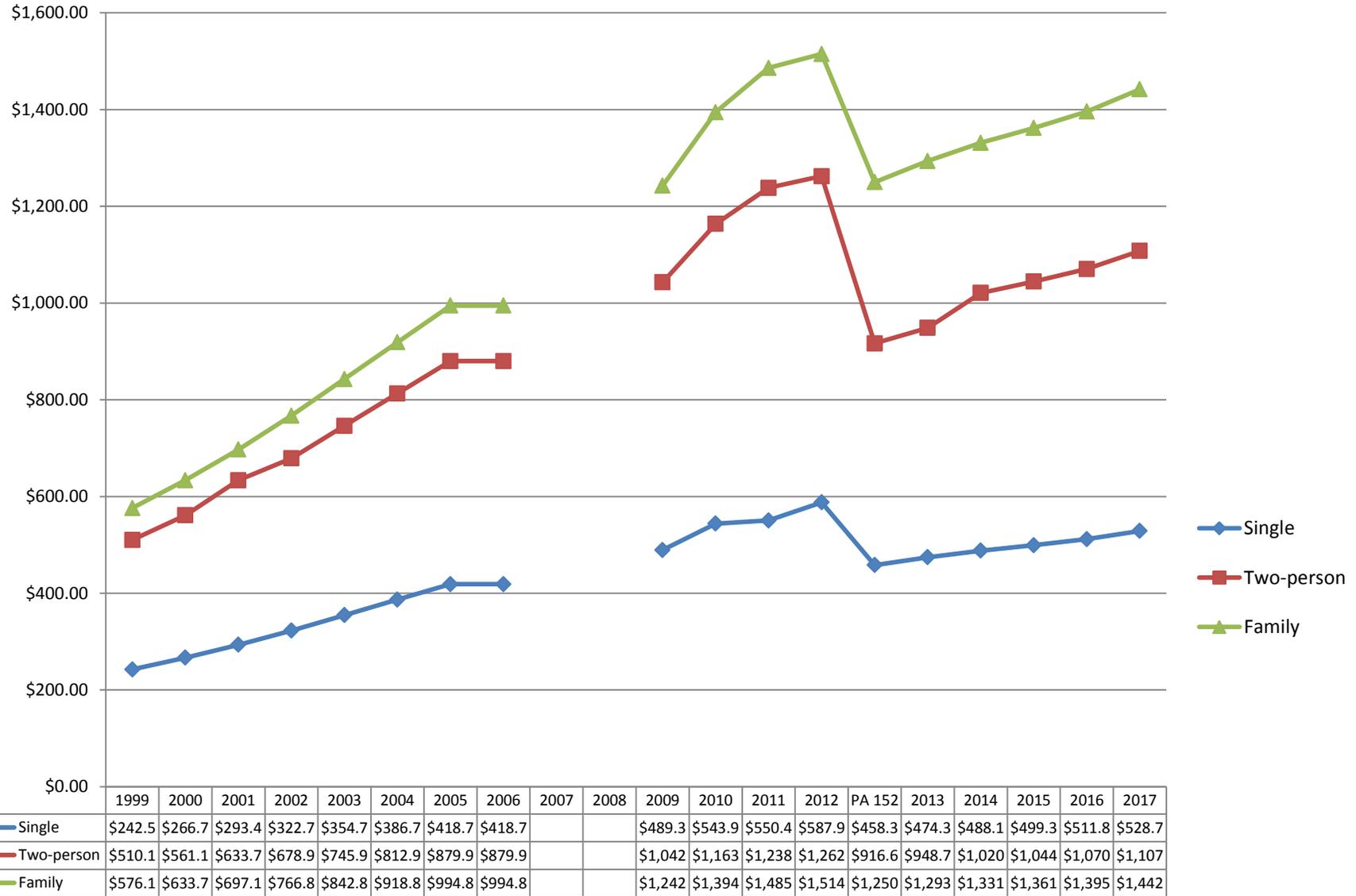
2016	1365762.00	1595780.76 ^{ours} proposed caps
		1465298.52 Admins prop
		-1304822.4 difference

County Caps

Year	Notes	Single	Two	Family
1999		242.50	510.12	576.17
2000		266.75 ^{10%}	561.13	633.79
2001		293.43 ^{10%}	633.79	679.17
2002		322.75 ^{10%}	678.98	766.89
2003		354.77 ^{10%}	745.98	842.89
2004		308.77	812.98	918.89
2005		418.77	879.98	994.89
2006	Co. Pay 75% increase 25% employee ^{Bx} MEBS wrap	418.77	879.98	994.89
2007	" "			
2008	" "			
2009		489.34	1,042.77	1,242.64
2010	Co. 75% pay Increase w/ 25% Employee MEBS	543.92	1,163.73	1,394.47
2011	" "	550.42	1,238.33	1,485.98
2012	1-12 to 9/30/12	587.97	1,262.22	1,514.85
2013	1-12 to 9-30-13	458.33	916.67	1,250.00
2013	10-1-13 - 9-30-14	474.38	948.75	1,293.75
2014	10-1-14 - 9-30-15	488.13	1,020.83	1,331.27
2015	10-1-15 - 9/30-15	499.36	1,044.32	1,361.89
2016	10-1-16 - 11/30/16 for 2017 Hard cap would be	511.85	1,070.42	1,395.95
		528.94	1,105.75	1,442.01

Antrim County's Costs for Employee Health Insurance*

Monthly
Premium



Health Insurance Admin Meeting 10/6/16

10/06/2016 09:55 AM
User: haydelld
DB: Antrim County

BUDGET REPORT FOR ANTRIM COUNTY

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 REQUESTED BUDGET	2017 FINANCE BUDGET	2017 FNCE-FNL APPVD BUDGET
Fund: 101000 GENERAL APPROPRIATIONS									
Totals for dept 101-COMMISSIONERS		75,601	75,136	82,813	62,110	82,813	84,883	84,883	84,883
Totals for dept 131-CIRCUIT COURT		18,257	22,320	22,320	10,677	22,320	14,354	14,354	14,354
Totals for dept 132-FAMILY DIVISION - CIRCUIT COUR		43,566	50,718	50,718	32,873	44,678	44,678	44,678	44,678
Totals for dept 136-DISTRICT COURT		80,501	91,356	91,356	46,992	91,356	66,467	66,467	66,467
Totals for dept 148-PROBATE COURT		31,968	31,787	32,685	24,514	32,685	33,503	33,503	33,503
Totals for dept 172-COUNTY ADMINISTRATOR		48,201	49,835	49,835	36,771	49,835	50,254	50,254	50,254
Totals for dept 215-COUNTY CLERK		80,184	79,723	81,713	61,173	81,713	81,713	81,713	81,713
Totals for dept 228-COMPUTER		16,067	15,943	16,343	12,257	16,343	16,751	16,751	16,751
Totals for dept 253-COUNTY TREASURER		23,945	22,705	28,327	20,746	28,327	29,354	29,354	29,354
Totals for dept 257-EQUALIZATION		19,521	38,678	5,550	4,494	5,550	22,894	22,894	22,894
Totals for dept 261-HSU EXTENSION		32,134	29,960	32,685	24,514	32,685	33,504	33,504	33,504
Totals for dept 262-ELECTIONS		151	200	200	112	200	200	200	200
Totals for dept 264-'05 COURTHOUSE		5,891	5,857	5,992	4,494	5,992	6,142	6,142	6,142
Totals for dept 265-BUILDING & GROUNDS		52,008	43,549	53,938	40,454	53,938	55,288	55,288	55,288
Totals for dept 267-PROSECUTING ATTORNEY		53,225	52,940	52,940	64,351	62,150	64,775	64,775	64,775
Totals for dept 268-REGISTER OF DEEDS				16,343	12,257	16,343	16,752	16,752	16,752
Totals for dept 272-PROG. ATTY.-VICTIMS RIGHTS 20					1,498	2,997	6,143	6,143	6,143
Totals for dept 277-ABSTRACT		32,134	28,225	28,875	21,656	28,875	29,597	29,597	29,597
Totals for dept 301-SHERIFF		418,863	471,870	471,870	314,832	471,870	450,400	450,400	450,400
Totals for dept 331-MARINE		8,965	8,000	9,000	6,809	9,000	11,168	11,168	11,168
Totals for dept 334-SECONDARY ROADS		7,717	8,560	8,560	5,168	8,560	8,595	8,595	8,595
Totals for dept 351-JAIL		6,630	8,896	8,896	5,667	8,896	9,200	9,200	9,200
Totals for dept 426-EMERGENCY SERVICES		12,320	11,385	12,532	9,399	12,532	12,845	12,845	12,845
Totals for dept 430-ANIMAL CONTROL		23,614	23,481	23,989	17,992	23,989	25,550	25,550	25,550
Totals for dept 442-DAMS AND DAMS OPERATOR		16,067	15,933	16,022	12,257	16,022	16,751	16,751	16,751
Totals for dept 682-VETERANS AFFAIRS		12,320	12,595	12,595	9,399	12,595	12,846	12,846	12,846
Totals for dept 721-PLANNING/COORDINATOR		6,877	6,843	6,843	4,486	3,995			
Totals for dept 756-PARK		5,891	5,885	5,992	4,994	5,992	6,143	6,143	6,143
TOTAL APPROPRIATIONS		1,132,618	1,212,380	1,228,932	854,946	1,232,251	1,210,750	1,210,750	1,210,750
Fund: 234000 ANTRIM CREEK APPROPRIATIONS									
Totals for dept 756-PARK			110	110	9	110	10	10	10
TOTAL APPROPRIATIONS			110	110	9	110	10	10	10
Fund: 249000 CONSTRUCTION CODE ENFORCEMENT APPROPRIATIONS									
Totals for dept 371-CONSTRUCTION CODE ENFORCEMENT		67,007	68,700	68,700	39,497	68,700	52,500	52,500	52,500
TOTAL APPROPRIATIONS		67,007	68,700	68,700	39,497	68,700	52,500	52,500	52,500
Fund: 261000 E-911 OPERATING APPROPRIATIONS									
Totals for dept 348-E-911 OPERATIONS		103,690	139,100	139,100	68,230	139,100	110,000	110,000	110,000
TOTAL APPROPRIATIONS		103,690	139,100	139,100	68,230	139,100	110,000	110,000	110,000
Fund: 279000 SNOWMOBILE GRANT									

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 User: haydelld
 DB: Antrim County

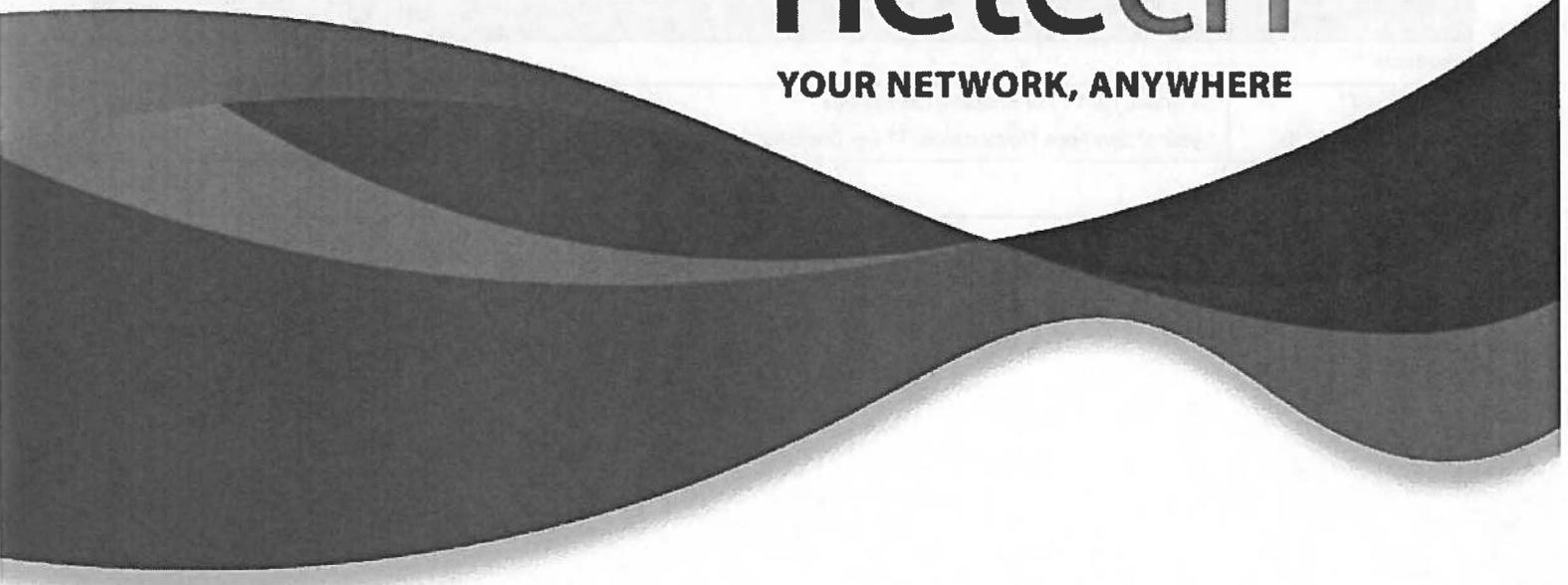
BUDGET REPORT FOR ANTRIM COUNTY

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2016 PROJECTED ACTIVITY	2017 REQUESTED BUDGET	2017 FINANCE BUDGET	2017 FNCE-FNL APPVD BUDGET
Fund: 279000 SNOWMOBILE GRANT APPROPRIATIONS									
	Totals for dept 301-SHERIFF	7,102	6,955	7,200	5,297	7,200	7,530	7,530	7,530
	TOTAL APPROPRIATIONS	7,102	6,955	7,200	5,297	7,200	7,530	7,530	7,530
Fund: 297000 COMMISSION ON AGING APPROPRIATIONS									
	Totals for dept 686-AGING - BUSINESS OPERATIONS	55,794	55,000	55,000	40,903	55,000	69,241	69,241	69,241
	Totals for dept 688-AGING - NIFTY THRIFT	16,067	16,000	16,343	12,257	16,343	69,241	69,241	69,241
	TOTAL APPROPRIATIONS	71,861	71,000	71,343	53,160	71,343	69,241	69,241	69,241
Fund: 581000 AIRPORT OPERATING APPROPRIATIONS									
	Totals for dept 295-AIRPORT	29,410	32,100	12,600	9,399	12,532	12,845	12,845	12,845
	TOTAL APPROPRIATIONS	29,410	32,100	12,600	9,399	12,532	12,845	12,845	12,845
APPROPRIATIONS - ALL FUNDS		1,411,688	1,530,345	1,527,985	1,030,538	1,531,236	1,462,876	1,462,876	1,462,876
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(1,411,688)	(1,530,345)	(1,527,985)	(1,030,538)	(1,531,236)	(1,462,876)	(1,462,876)	(1,462,876)

D.I.F.
 48,275

1,511,151



netech

YOUR NETWORK, ANYWHERE

Antrim County SynApps Endpoint

013284 Version 1
4/27/2015

Submitted by:

Max Wolfgang
616-871-1560 (office)
mwolfgang@netechcorp.com

Kathy Overbeck
724-720-1904 (office)
koverbeck@netechcorp.com

Antrim County
SynApps Endpoint



SynApps Endpoint

Prepared by:

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Prepared for:

Antrim County
203 E. Cayuga Street
Bellaire, MI 49615
Valerie Craft
craftv@antrimcounty.org
2315333600

Information:

Ref ID: 013284
Version: 1
Delivery Date: 04/27/2015
Expiration Date: 06/26/2015

Summary

Description	Amount
Products	\$2,937.60
Services	\$370.00

Total: **\$3,307.60**

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Product will be invoiced when delivered.

Signature

Date

Application for the Michigan Veteran Affairs Agency's County Incentive Grant

Date of Application: Oct. 13, 2016

County applying: Antrim

Veteran Service Director: Deborah Peters Phone number: 231-533-8499

Contact person/title/phone number (if different from veteran service director):

Address (principal/administrative office): PO Box 1049

City/State/Zip: Bellaire MI 49615

Amount Requested: \$ 1200.-

Select Grant Option:

- Establishment of a previously non-existent Veterans Affairs Office
- Contract with an adjacent county to provide veteran advocacy
- Hire a new full time accredited county veteran counselor
- Purchase of vehicle for Veterans Affairs Office
- Hire a new part time accredited county counselor
- Increase hours of a current part time accredited county veteran counselor
- Technology upgrades/investments
- Development and design of new or updating an existing Veterans Affairs Office website
- Maintenance of CDVA Vehicle
- Reimbursement of volunteer driver's mileage
- Veteran Community Action Team participation

Specify any additional information:

HP Color Laserjet Pro printer with media tray/feeder to replace antiquated equipment. = \$700.-
Document scanner to improve efficiency and aid in archival process. = \$500.-

Signature, Chairperson, Board of Directors

Date

Typed Name and Title

Deborah Peters
Signature, Executive Director
Deborah Peters, Director
Typed Name and Title

10-13-2016
Date