

Health and Public Safety Committee

Christian Marcus

Karen Bargy, Chairman

Bob Wilson

Minutes January 27, 2015

Members present: Karen Bargy, Christian Marcus, Bob Wilson

Members absent: None

Others present: Mike Crawford, Pete Garwood, Janet Koch

1. The meeting was called to order at 9:00 a.m.

2. Public Comment

None.

3. Meadow Brook Medical Care Facility (MCF)/Meadow View Apartments Update

Marna Robertson, MCF Administrator, said their January 23rd patient census of 121 gives them 91% occupancy. MCF currently has 11 empty beds, which is a lower number than the previous month. Ms. Robertson said the construction project is wrapping up, but there are still some serious issues to work out, including heating and water heaters. She added that they are trying to get the word out about their outpatient therapy abilities. She also introduced the PACE program (Program of All-inclusive Care for the Elderly). PACE is a Medicare and Medicaid program that helps people stay in their homes instead of moving to a nursing home.

David Schulz, MCF Administrative Services Director, said that he had recently met with Pete Garwood, County Administrator, Deb Haydell, County Accountant, and Brad Kranig of Christman Construction regarding construction funds. He said that the issues regarding balances and budget years had been worked out.

Mr. Schulz told the Committee that the fund balance for Meadow View Apartments is approximately \$46,000. He added that they've had a number of recent inquires and are getting new tenants. Mr. Schulz also noted that they are making changes to Meadow View accessibility issues in case emergency services are needed.

Ms. Bargy asked about a final construction date for the Meadow Brook. Mr. Schulz said construction was complete except for closing out some subcontractor items.

4. Emergency Services Update

Leslie Meyers, Emergency Services Coordinator, had included a written report in the Committee packet (**see attached pg. 1**). Ms. Meyers said many of the County defibrillators are in need of either batteries or replacement pads; she will bring an estimate for upgrades to the Committee. She also said she is training to be able to drive an ambulance in an emergency situation.

Ms. Meyers told the Committee that Active Shooter Training sessions will be on January 28 and February 25 at the Forest Home Township Hall (**see attached pg. 2**). She also told the Committee

that she'd like to host a workshop for the County Commissioners which would introduce them to their responsibilities and the responsibilities of others in the event of a disaster or emergency.

Mr. Marcus asked who would be the County's point person in an emergency. Ms. Meyers said she gets called into action at the direction of the Sheriff and the 911 Dispatch.

There was a discussion regarding setting up an emergency shelter at Lakes of the North. Ms. Bargy asked about the status of a number of grants Ms. Meyers has been facilitating, especially regarding communication with the County Accountant. Ms. Meyers said she keeps Ms. Haydell updated about the status of the grants she is working on.

5. Antrim County Transportation (ACT) Update

Financial Reports

Al Meacham, ACT Director, said his department primarily caters to the at-risk population; his department's expenditures are kept to a minimum. Mr. Meacham presented the following (see attached pgs. 3-10):

- Two 2014 Revenue Schedules which illustrated the increase in federal funds
- 2014 Expense Schedule
- January 2015 vouchers
- 2015 Year-To-Date (YTD) Revenue Schedule
- Miscellaneous Revenue Fiscal Year 2015
- 2014-2015 Contract Revenues
- 2015 YTD Expense Schedule.

ACT Ridership

It was noted that the ridership figures from Meadow Brook were down in December from the previous month.

6. Airport Update

John Strehl, Airport Manager, said the Airport fence had been hit by vehicles twice in recent weeks and will need repair.

Insurance update

Mr. Strehl updated the Committee regarding the Airport insurance review. He said he will have quotes for the next meeting.

Financial reports (see attached pgs. 11-12)

Ms. Bargy asked about insurance reimbursements and how they were shown on the revenue and expenditure report. She asked to get a report on running reimbursements.

Mr. Strehl said they've been able to drop their sale fuel price by over a dollar per gallon due to lower fuel prices. He added that he expects that 2014 will end up about \$45,000 under budget. Mr. Marcus asked about new natural gas hookups. Mr. Strehl said the size of the natural gas line installed for the County owned hangars won't allow for additional service lines to the private hangars on the air field.

7. Sheriff Department Update

Sheriff Dan Bean distributed the Animal Control reports (see attached pgs. 13-15). He added that most of his staff will be attending the Active Shooter Training.

911 Update

Sergeant Steve Bratschi introduced Mike Gank, who has recently taken the Lead Dispatch Supervisor position. He also said they have hired a new dispatcher and that they are working to resolve tower issues.

Sergeant Bratschi told the Committee about new 800 megahertz equipment for a voice paging system. The system is currently being beta-tested in different parts of the state. Antrim County's topography makes overall County coverage difficult without the installation of more towers. He is looking for economical ways to improve the coverage issue.

Dispatcher Training Fund Application

Sergeant Bratschi told the Committee that if the Dispatcher Training Fund application was approved, approximately \$10,000 could be obtained for the training of dispatchers. The application would require signatures from the County Accountant, County Clerk, and the Sheriff.

Motion by Christian Marcus, supported by Bob Wilson, to approve submittal of the Application for the Public Act No. 32 Primary Public Safety Answering Point Dispatcher Training Distribution (911 dispatcher training funds) for 2015 and associated forms prior to the February 6 deadline, and recommend approval by the Board of Commissioners retrospectively. Motion carried – unanimous.

2015 Annual Report 16th Year Certification Funds Status Report

Sergeant Bratschi said the packet had not arrived for completion, but that it will be due in May.

Vehicles

Undersheriff Pratt updated the Committee on the price of new vehicles. The Chevrolet Tahoes are still roughly \$3,000 higher than projected and budgeted; it is likely that a price for new Dodge vehicles will be presented to the Finance Committee in 2015.

8. Various Matters

Ms. Bary said she had requested information from the Clerk's office regarding the overall situation regarding the County's employment.

Meeting dates

Ms. Bary had suggested moving the Health & Public Safety Committee meeting to the Wednesday between the Buildings, Lands & Infrastructure Committee and Administration Committee meetings. However, after input from department heads, other Committee members, and Mike Crawford, no change was made to the current Committee meeting date of the Tuesday two weeks prior to the Board of Commissioner's meeting.

Committees – Department Reports

The Committee reviewed the memo from Mr. Garwood (**see attached pg. 16**). Regarding memo item #4, Ms. Bary would like to see department heads confirm financial information with the County Accountant before bringing funding requests to the Committees. Deb Haydell, County

Accountant, said there are normally two types of funding requests that go to Committee; a request that is an invoice to be paid, or a request to Committee to release funds to obtain a purchase order. Memo item #5 was discussed. At a previous Health & Public Safety Committee meeting, quarterly reports only were requested from the departments who had reported to the now-defunct Human Services Committee. Ms. Bargo said that written quarterly reports were preferable.

The meeting was adjourned at 11:15 a.m.



Memo

To: Health & Public Safety Committee
From: Leslie Meyers, Coordinator
cc: Peter Garwood, County Administrator
Date: January 20, 2015
Re: December 2014 to January 2015

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- Grant submitted to GTBOCI for Fire Officer Training for all County Fire Departments.
 - The "Paddle Antrim" event emergency plan work continues.
 - Attended the December and January monthly HSPB (Homeland Security Planning Board) Region 7 trainings.
 - Grant submitted for reimbursement for site planning (SARA Title III sites) for 2015.
 - The Facebook page continues to be popular. I am using the page for education, notifications and PR. www.facebook.com/antrimemergencymanagement
 - My personal training for PEM (Professional Emergency Manager) continues.
 - All Hazards Plan continues to be tweaked by Networks Northwest. The Plan will go through State and Federal review before presentation to the Board of Commissioners.
 - Officer Drollinger has been assisting me with testing and updates for the defibrillators located in County Buildings. Once all the final numbers are in, we may find it necessary to discuss funding options to facilitate this. I will report back next month.
 - The Active Shooter Trainings are scheduled for January 28 and will be repeated on February 25. I have attached a copy of the schedule and details. Please consider attending at least one of the sessions.
 - Attended bi-monthly 911 Board meeting. I think I went to the restroom at the November meeting and ended up as the Secretary!
 - The National Weather Service and Emergency Services will be hosting Storm Spotter Training on April 22.
 - Our first quarter work plan was completed and submitted to the Michigan State Police.
 - By the time I see you next week, I will be officially half way through the Medical First Responder training. It is being held at Torch Lake Township.
 - Plans are underway to support the White Pine Stampede scheduled for Feb. 7.
 - I would like to host a County Commissioner "officials" workshop in February and would appreciate your assistance in setting a date. The workshop would consist of an overview of your responsibilities in the event of a disaster or emergency as well as certifying each of you with a short FEMA training.
 - I support changing this meeting to Wednesday's in the future.

Active Shooter Training in Antrim County January 28th and February 25th, 2015

Antrim County Office of Emergency Management is sponsoring a workplace survival series involving Active Shooter Incidents. The training will be covering response to shooting and other emergencies at school, government facilities and businesses. For the responders, how to handle the response. For the staff how to handle bomb threats, sheltering in place, hostage survival.

There is no cost for this training.

ADMINISTRATION TRAINING, ICS/NIMS Training, and Resource Sharing.

- **Recommended audience: School Administrators, Supervisory Staff, Law Enforcement, Firefighters, Emergency Medical Services and Government Officials.**
- **Time: 1:00 PM to 3:00 pm, Jan 28 & Feb 25, 2015.**
- **Forest Home Township Hall**

FIRE RESPONSE for active shooters.

- **Recommended audience: Law Enforcement, Firefighters, Emergency Medical Services**
- **Time: 7:00 pm to 9:00 pm, Jan 28 & Feb 25, 2015**
- **Jan – South Torch Lake Fire – Alden & Feb – Forest Home Township Hall**

STAFF TRAINING for active shooters, securing against threats, bomb threats, shelter-in-place and hostage survival.

- **Recommended audience: Building staff, Law Enforcement, Firefighters, Emergency Medical Services and Government Officials.**
- **Time: 9:00 am to 11:00 am, Jan 28 & Feb 25, 2015.**
- **Forest Home Township Hall**

TACTICAL COMMAND for first line police officers response & fire response plan for active shooters.

- **Recommended audience: Law Enforcement, Firefighters, Emergency Medical Services**
- **Time: 4:00 pm to 6:00 pm, Jan 28 & Feb 25, 2015**
- **Forest Home Township Hall**

Space is limited. Ensure your seat with an email to meyersl@antrimcounty.org or phone to 231-533-6569.

REVENUE SCHEDULE 2014

att. pg. 3

NUMBER	ACCOUNT NAME	BUDGET	SEP	YTD RECEIVE D
500.101	County Appropriation	148,000	0	\$148,000
569.000	State Funds	277,000	27,834	\$301,431
569.001	Federal Funds	118,000	58,357	\$118,566
638.001	General Fares	22,000	1,884	\$19,914
638.001	Pass Revenue	11,000	490	\$7,605
638.001	Crystal Beach	6,500	608	\$6,182
638.001	FIA	400	0	\$428
638.001	Mancelona School	100	0	\$0
638.001	Misc. Special Fares	5,500	245	\$4,571
638.002	HeadStart	9,500	0	\$9,450
638.003	CMH	30,000	5,520	\$31,520
638.004	Net Sale of Fuel *	15,000	1,081	\$13,248
638.006	Net Sale of Maintenance **	9,000	1,472	\$15,502
638.007	Meadow Brook	16,000	1,541	\$12,508
638.008	Munson	37,000	0	\$36,173
638.009	Bellaire School	40,000	0	\$35,182
638.01	Misc. Revenue	21,500	15,706	\$48,843
638.011	Alba School		0	\$0
665.000	Interest Income	500	23	\$236
		767,000	114,761	\$809,359

1296

* Figure based on gallons sold at .25 per gallon

** Figure based on labor only (\$40 per hr)

REVENUE SCHEDULE 2014

att. pg. 4

NUMBER	ACCOUNT NAME	BUDGET	SEP	TTD RECEIVE D
500.101	County Appropriation	148,000	0	\$148,000
569.000	State Funds	277,000	27,834	\$301,431
569.001	Federal Funds	118,000	29,039	\$89,248
638.001	General Fares	22,000	1,884	\$19,914
638.001	Pass Revenue	11,000	490	\$7,605
638.001	Crystal Beach	6,500	608	\$6,182
638.001	FIA	400	0	\$428
638.001	Mancelona School	100	0	\$0
638.001	Misc. Special Fares	5,500	245	\$4,571
638.002	HeadStart	9,500	0	\$9,450
638.003	CMH	30,000	5,520	\$31,520
638.004	Net Sale of Fuel *	15,000	1,081	\$13,248
638.006	Net Sale of Maintenance **	9,000	1,472	\$15,502
638.007	Meadow Brook	16,000	1,541	\$12,508
638.008	Munson	37,000	0	\$36,173
638.009	Bellaire School	40,000	0	\$35,182
638.01	Misc. Revenue	21,500	15,706	\$48,843
638.011	Alba School		0	\$0
665.000	Interest Income	500	23	\$236
		767,000	85,443	\$780,041

Projected Federal Funds in Dec. 2014 28,752 \$808,793

* Figure based on gallons sold at .25 per gallon

** Figure based on labor only (\$40 per hr)

2014 EXPENSE SCHEDULE

FUND:	ACCOUNT NAME:	BUDGET:	SEP:	YTD EXP:	BALANCE:	% EXP:	Misc. Rev. Grant \$	Short Explanation
702.000	Salary, Director	66,000	4,737	61,334	4,666	93%		
704.000	Wage, Secretary	23,000	1,831	22,116	884	96%		
704.002	Wage, Dispatch	61,000	4,682	57,971	3,029	95%		
705.000	Wage, FT Driver	142,000	9,323	127,334	14,666	90%		
706.000	Wage, Mechanic	58,000	5,212	69,651	-11,651	120%		
707-708	Wage, PT Driver	42,000	5,285	70,262	-28,262	167%		
714.000	Anuity	5,000	334	5,009	-9	100%		
715.000	FICA	27,000	2,340	31,208	-4,208	116%		Timing
716.008	Hospitalization	100,000	6,784	84,006	15,994	84%		
718.000	Retirement	42,000	3,170	41,570	430	99%		
719.000	Fringe, AD&D	3,000	310	3,909	-909	130%		Timing
721.000	Personal Leave	1,500	0	0	1,500	0%		
722.000	Unemployment	0	0	25	-25	#DIV/0!		
724.000	Workers Comp	17,000	343	13,898	3,102	82%		
727.000	Office Supply	1,500	81	6,341	-4,841	423%	3925.25	
741.000	Operating Supply	2,500	129	2,143	357	86%		
742.000	Uniforms	3,000	339	3,335	-335	111%	206.00	
805.000	Computer Serv.	1,500	142	3,300	-1,800	220%	1579.81	
807.000	Dues & Subs.	1,500	0	1,391	109	93%		
810.000	Audit	0	0	0	0	#DIV/0!		
841.000	Physicals	600	50	1,525	-925	254%		Hiring Drivers
851.000	Radio Maint.	200	4,161	4,748	-4,548	2374%	4410.50	
852.000	Postage	100	0	0	100	0%		
855.000	Telephone	1,500	9	764	736	51%		
861.000	Travel	1,500	0	2,369	-869	158%	1821.50	
862.000	Convention	2,500	0	2,814	-314	113%	2814.00	
864.000	* Bus Parts	15,000	1,723	22,255	-7,255	148%	1266.50	Problem Area
864.005	Tires & Tubes	8,000	448	12,541	-4,541	157%		Problem Area
865.000	* Gas & Oil	95,000	6,498	92,462	2,538	97%	1225.97	
901.000	Print & Publish	500	197	877	-377	175%		New Brochures
911.001	Insurance	25,000	3,842	28,423	-3,423	114%		Timing
921.000	Electric	6,500	458	6,834	-334	105%		
922.000	Natural Gas	4,500	0	3,978	522	88%		
931.000	Plowing	2,800	0	3,000	-200	107%		
932.000	Building Maint.	5,000	689	10,567	-5,567	211%	3428.92	Old Building
935.000	Trash Removal	800	65	788	12	99%		
TOTAL:		767,000	63,182	798,748	-31,748	104%		

* Figures based on ACT expense only

VOUCHERS FOR JANUARY 2015

VOUCHER:	NAME:	AMT:
15-41	DTE Energy	\$448.26
15-42	Consumers Energy	\$627.11
15-43	State Installation & Service	\$1,110.03
15-44	Consumers Energy	\$718.28
15-45	Frontier	\$52.18
15-46	Arts Auto & Truck Parts	\$3,171.04
15-47	Auto Value Bellaire	\$492.37
15-48	Belleroc Tire Services	\$2,511.61
15-49	Cadillac Wholesale Tire	\$1,039.04
15-50	Climate Control Heating & Cooling	\$180.00
15-51	Cintas Corporation	\$294.77
15-52	Ellsworth Farmers Exchange	\$160.00
15-53	Hart's Auto Supply	\$1,888.12
15-54	KSS Enterprises	\$70.01
15-55	L & R True Value Hardware	\$4.25
15-56	Lemmen Oil	\$20,053.03
15-57	Mitchell 1	\$141.78
15-58	RW Mercer Co., Inc.	\$6.64
15-59	Al Meacham	\$357.28
15-60	McCardel Water Conditioning	\$58.75
15-61	Northern Fire & Safety	\$184.00
15-62	Scientific Brake and Equipment Co	\$1,556.24
15-63	Spartan Stores, LLC.	\$54.30
15-64	Safety-Kleen Systems, Inc.	\$152.64
15-65	Tredroc Tire Services	\$448.29
15-66	Tom Sandeen	\$20.00
15-67	Valley Truck Parts	\$927.59
15-68	Zaremba Equipment, Inc.	\$1,364.49
15-69	DTE Energy	\$695.93

TOTAL:**\$38,788.03**

REVENUE SCHEDULE 2015

NUMBER	ACCOUNT NAME	BUDGET	DEC	YTD RECEIVED
500.101	County Appropriation	166,000	0	\$0
569.000	State Funds	281,000	24,410	\$73,230
569.001	Federal Funds	141,000	0	\$0
638.001	General Fares	21,000	1,924	\$5,260
638.001	Pass Revenue	8,500	455	\$1,955
638.001	Crystal Beach	5,500	522	\$1,438
638.001	FIA	200	51	\$81
638.001	Mancelona School	0	0	\$0
638.001	Misc. Special Fares	5,000	785	\$1,498
638.002	HeadStart	9,500	1,275	\$1,800
638.003	CMH	30,000	2,930	\$8,405
638.004	Net Sale of Fuel *	13,000	1,003	\$3,031
638.006	Net Sale of Maintenance **	14,000	1,520	\$4,472
638.007	Meadow Brook	16,000	2,002	\$3,602
638.008	Munson	34,000	2,047	\$12,021
638.009	Bellaire School	36,000	0	\$3,200
638.01	Misc. Revenue	25,000	1,156	\$19,594
638.011	Alba School	0	0	\$0
665.000	Interest Income	300	41	\$74
		806,000	40,121	\$139,661

* Figure based on gallons sold at .25 per gallon
 ** Figure based on labor only (\$40 per hr)

MISCELLANEOUS REVENUE FISCAL YEAR 2015

October	\$249.90 – Refund from Bavarian Inn (Hartley cancelled MASSTrans Conference)
	\$85.00 – Refund from MASSTrans (Hartley cancelled for MASSTrans Conference)
	\$3609.75 – RTAP (Travel & Convention)
November	\$13,656 – Federal Reimbursement for audit 2013
	\$111.99 - Roof Repair (building maintenance)
	\$725.21 - Copier Repair (office supply)
December	\$1,156.21 – Laptop & Monitor (computer)

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ANTRIM COUNTY TRANSPORTATION

CONTRACT REVENUES

2014-2015

Year to Date

MONTH	MUNSON	BELLAIRE	MEADOWBROOK
September	\$ 3,562.00	\$ 3,200.00	\$ 660.00
October	\$ 2,047.50	\$ 4,830.00	\$ 1,620.00
November	\$ 2,940.00	\$ 3,500.00	\$ 1,807.50
December	\$ 2,092.50	\$ 3,480.00	\$ 652.50
January			
February			
March			
April			
May			
June			
July			
August			
TOTALS	\$ 10,642.00	\$ 15,010.00	\$ 4,740.00

2015 EXPENSE SCHEDULE

FUND:	ACCOUNT NAME:	BUDGET:	DEC:	YTD EXP:	BALANCE:	% EXP:
702.000	Salary, Director	62,500	4,737	16,579	45,921	27%
704.000	Wage, Secretary	23,500	2,286	7,193	16,307	31%
704.002	Wage, Dispatch	62,000	6,221	17,770	44,230	29%
705.000	Wage, FT Driver	115,000	10,962	31,880	83,120	28%
706.000	Wage, Mechanic	73,000	7,190	21,482	51,518	29%
707-708	Wage, PT Driver	80,000	9,829	26,880	53,120	34%
714.000	Anuity	9,000	936	2,497	6,503	28%
715.000	FICA	31,500	3,317	9,469	22,031	30%
716.008	Hospitalization	85,000	7,055	21,165	63,835	25%
718.000	Retirement	42,000	4,240	12,348	29,652	29%
719.000	Fringe, AD&D	3,500	310	930	2,570	27%
721.000	Personal Leave	1,000	0	0	1,000	0%
722.000	Unemployment	0	0	0	0	#DIV/0!
724.000	Workers Comp	17,000	0	3,303	13,697	19%
727.000	Office Supply	2,000	22	127	1,873	6%
741.000	Operating Supply	2,500	464	800	1,700	32%
742.000	Uniforms	3,000	529	863	2,137	29%
805.000	Computer Serv.	2,000	291	433	1,567	22%
807.000	Dues & Subs.	2,000	20	1,186	814	59%
810.000	Audit	0	0	0	0	#DIV/0!
841.000	Physicals	1,000	50	185	815	19%
851.000	Radio Maint.	1,000	0	0	1,000	0%
852.000	Postage	0	0	0	0	#DIV/0!
855.000	Telephone	800	54	169	631	21%
861.000	Travel	1,000	357	1,474	-474	147%
862.000	Convention	500	0	0	500	0%
864.000	* Bus Parts	21,600	2,959	6,834	14,766	32%
864.005	Tires & Tubes	12,000	4,548	4,548	7,452	38%
865.000	* Gas & Oil	90,000	6,006	20,247	69,753	22%
901.000	Print & Publish	500	0	0	500	0%
911.001	Insurance	40,000	4,157	4,157	35,843	10%
921.000	Electric	7,000	627	1,443	5,557	21%
922.000	Natural Gas	4,500	448	1,286	3,214	29%
931.000	Plowing	2,800	550	1,100	1,700	39%
932.000	Building Maint.	6,000	1,971	2,710	3,290	45%
935.000	Trash Removal	800	65	195	605	24%
TOTAL:		806,000	80,201	219,253	586,747	27%

* Figures based on ACT expense only

PERIOD ENDING 12/31/2014

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2014 AMENDED BUDGET	YTD BALANCE 12/31/2014	ACTIVITY FOR MONTH 12/31/2014	AVAILABLE BALANCE	% BDGT USED
Fund 581000 - AIRPORT OPERATING						
Revenues						
Dept 000						
581000-000-400.000	REVENUE CONTROL	0.00	0.00	0.00	0.00	0.00
581000-000-400.700	REVENUE - EXPENDITURE CREDIT	0.00	0.00	0.00	0.00	0.00
581000-000-520.000	FEDERAL	0.00	0.00	0.00	0.00	0.00
581000-000-546.000	STATE REVENUE	0.00	0.00	0.00	0.00	0.00
581000-000-550.000	STATE - AID TO AIRPORT	0.00	0.00	0.00	0.00	0.00
581000-000-564.001	FROM STATE	0.00	0.00	0.00	0.00	0.00
581000-000-636.010	AIRPORT-GAS AND OIL SALES	165,000.00	185,611.77	5,696.70	(20,611.77)	112.49
581000-000-636.020	AIRPORT - HANGAR, COLD STORAGE	18,500.00	19,305.72	2,218.44	(805.72)	104.36
581000-000-636.060	AIRPORT - PARKING-PLANES	4,850.00	6,006.18	25.00	(1,156.18)	123.84
581000-000-636.080	AIRPORT - SALE OF SUPPLIES	100.00	1,167.54	0.00	(1,067.54)	116.54
581000-000-636.110	AIRPORT - LANDING FEE	5,000.00	7,985.55	604.35	(2,985.55)	159.71
581000-000-636.120	AIRPORT - SERVICE FEE	2,500.00	7,841.63	0.00	(5,341.63)	313.67
581000-000-636.130	AIRPORT-LAND LEASE FOR HANGARS	25,593.00	34,764.65	27,714.03	(9,171.65)	135.84
581000-000-665.000	INTEREST EARNED INVEST & CDS	0.00	364.66	45.39	(364.66)	100.00
581000-000-669.000	RENTS	1,500.00	0.00	0.00	1,500.00	0.00
581000-000-669.001	RENT FROM COUNTY OWNED PROPERTY	12,397.96	12,397.96	0.00	0.00	100.00
581000-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
581000-000-677.010	REIMBURSE-INSURANCE & BOND-CLAIMS	59,790.00	96,350.00	0.00	(36,560.00)	161.15
581000-000-687.000	REFUNDS MISC	0.00	2,234.39	2,234.39	(2,234.39)	100.00
581000-000-689.000	INSURANCE & SECURITY BOND PREMIUMS	0.00	0.00	0.00	0.00	0.00
581000-000-689.003	WORKERS' COMP. DIVIDEND	0.00	2,031.52	0.00	(2,031.52)	100.00
581000-000-694.000	AIRPORT ROYALTIES - GAS & OIL	4,000.00	3,382.88	0.00	617.12	84.57
581000-000-698.001	UNREALIZED GAIN/LOSS	0.00	8.63	8.63	(8.63)	100.00
581000-000-699.101	FROM GENERAL FUND	258,962.00	258,962.00	0.00	0.00	100.00
581000-000-699.242	TRANSFER IN-FROM ENERGY SAVINGS FUND	0.00	9,236.00	0.00	(9,236.00)	100.00
Total Dept 000		558,192.96	647,651.08	38,546.93	(89,458.12)	116.03
TOTAL Revenues		558,192.96	647,651.08	38,546.93	(89,458.12)	116.03
Expenditures						
Dept 000						
581000-000-968.000	DEPRECIATION AND DEPLETION	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 295-AIRPORT						
581000-295-702.000	SALARY - DEPT. HEAD	56,349.00	56,348.76	4,334.52	0.24	100.00
581000-295-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	35,663.00	36,701.51	3,836.92	(1,038.51)	102.91
581000-295-704.000	WAGES - DEPUTY#2, 2ND SEC, 2ND ASST	32,439.00	20,021.55	2,531.32	12,417.45	61.72
581000-295-705.000	OTHER WAGES	30,795.00	32,098.41	3,563.12	(1,303.41)	104.23
581000-295-707.000	OTHER WAGES	2,335.00	14,023.33	1,129.76	(11,688.33)	600.57
581000-295-708.000	WAGES - PART TIME	1,523.00	1,456.14	0.00	66.86	95.61
581000-295-709.000	OVERTIME AND HOLIDAY	3,045.00	4,078.55	1,010.07	(1,033.55)	133.94
581000-295-710.001	PER DIEM - REGULAR	150.00	0.00	0.00	150.00	0.00
581000-295-714.000	EMPLOYEE ANNUITY BENEFIT	4,568.00	8,755.01	935.65	(4,187.01)	191.66
581000-295-714.002	1:1 RATIO ANNUITY BENEFIT	0.00	0.00	0.00	0.00	0.00
581000-295-715.000	FICA - COUNTY SHARE	12,416.00	12,874.86	1,262.23	(458.86)	103.70
581000-295-716.000	HEALTH INSURANCE	30,000.00	30,977.94	2,662.54	(977.94)	103.26
581000-295-716.008	DELTA DENTAL INSURANCE	4,275.00	5,431.62	431.95	(1,156.62)	127.06

att. pg. 11

PERIOD ENDING 12/31/2014

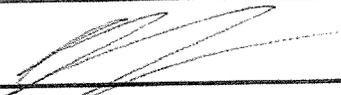
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2014 AMENDED BUDGET	YTD BALANCE 12/31/2014	ACTIVITY FOR MONTH 12/31/2014	AVAILABLE BALANCE	% BDGT USED
Fund 581000 - AIRPORT OPERATING						
Expenditures						
581000-295-718.000	RETIREMENT - COUNTY SHARE	20,420.00	22,614.04	2,292.35	(2,194.04)	110.74
581000-295-719.000	OTHER FINGE - AD&D ETC.	1,500.00	2,068.80	172.40	(568.80)	137.92
581000-295-721.000	PERSONAL LEAVE	2,436.00	0.00	0.00	2,436.00	0.00
581000-295-724.000	WORKERS' COMPENSATION	5,353.00	3,423.00	0.00	1,930.00	63.95
581000-295-725.000	TRAINING	355.00	375.00	0.00	(20.00)	105.63
581000-295-727.000	SUPPLIES - OFFICE	700.00	317.36	0.00	382.64	45.34
581000-295-741.000	OPERATING SUPPLIES	12,500.00	11,349.75	2,025.46	1,150.25	90.80
581000-295-741.008	TANK REGISTRATION	200.00	0.00	0.00	200.00	0.00
581000-295-742.000	UNIFORMS	650.00	768.17	0.00	(118.17)	118.18
581000-295-802.000	CONTRACTUAL SERVICES	6,000.00	3,751.90	0.00	2,248.10	62.53
581000-295-802.295	AIRPORT - CRACK SEALING PROGRAM	0.00	0.00	0.00	0.00	0.00
581000-295-807.000	DUES & SUBSCRIPTIONS	125.00	70.00	70.00	55.00	56.00
581000-295-851.000	RADIO MAINTENANCE	500.00	64.48	0.00	435.52	12.90
581000-295-855.000	TELEPHONE	2,350.00	2,494.96	198.93	(144.96)	106.17
581000-295-861.000	TRAVEL	4,000.00	3,826.37	700.67	173.63	95.66
581000-295-864.000	VEHICLE MAINTENANCE	2,000.00	6,612.66	425.13	(4,612.66)	330.63
581000-295-865.010	AIRCRAFT GAS & OIL SALES	140,000.00	139,340.42	0.00	659.58	99.53
581000-295-901.000	PRINTING AND PUBLISHING	300.00	313.90	0.00	(13.90)	104.63
581000-295-911.006	INSURANCE - AIRPORT	9,000.00	9,064.75	0.00	(64.75)	100.72
581000-295-921.000	ELECTRIC	17,500.00	16,642.54	2,035.86	857.46	95.10
581000-295-922.000	GAS	5,750.00	6,788.78	227.49	(1,038.78)	118.07
581000-295-932.000	BUILDING MAINTENANCE	5,500.00	5,443.06	592.84	56.94	98.96
581000-295-933.001	EQUIPMENT MAINTENANCE	10,000.00	11,044.30	3,964.63	(1,044.30)	110.44
581000-295-933.003	AUTOMTD WEATHER OBSERVTVN SVC	4,500.00	2,643.84	0.00	1,856.16	58.75
581000-295-934.000	GROUNDS MAINT.	2,500.00	2,981.69	0.00	(481.69)	119.27
581000-295-935.000	TRASH REMOVAL	250.00	120.42	10.00	129.58	48.17
581000-295-954.295	GRANT MATCH - AIRPORT	5,000.00	2,032.00	0.00	2,968.00	40.64
581000-295-980.000	EQUIPMENT AIRPORT	800.00	391.59	0.00	408.41	48.95
Total Dept 295-AIRPORT		473,747.00	477,311.46	34,413.84	(3,564.46)	100.75
Dept 901-CAPITAL OUTLAY						
581000-901-980.295	CAPITALOUTLAY AIRPORT	59,790.00	105,586.00	4,618.00	(45,796.00)	176.59
Total Dept 901-CAPITAL OUTLAY		59,790.00	105,586.00	4,618.00	(45,796.00)	176.59
TOTAL Expenditures		533,537.00	582,897.46	39,031.84	(49,360.46)	109.25
Fund 581000 - AIRPORT OPERATING:						
TOTAL REVENUES		558,192.96	647,651.08	38,546.93	(89,458.12)	116.03
TOTAL EXPENDITURES		533,537.00	582,897.46	39,031.84	(49,360.46)	109.25
NET OF REVENUES & EXPENDITURES		24,655.96	64,753.62	(484.91)	(40,097.66)	262.63

AH-1912

Summary Report

att pg 13

Antrim County Animal Control From: 12/01/2014 12:00 AM To: 12/31/2014 11:59 PM	DOGS			CATS		
	Totals	Altered at Intake	Unaltered at Intake	Totals	Altered at Intake	Unaltered at Intake
Total Intakes :	15	5	10	31	8	23
Total Stray :	11	5	6	19	5	14
Impounded :	0	0	0	0	0	0
Turned in by owner :	4	0	4	12	3	9
Returned to owner :	6	3	3	2	0	2
Total Sold :	12	1	11	33	4	29
Total Euthanized :	3	0	3	3	0	3
Escaped :	0	0	0	0	0	0
Died :	0	0	0	0	0	0
Quarantine :	0	0	0	0	0	0
OTHER ANIMALS : FARM & WILDLIFE :						
Total Wildlife :	0					
Total Farm :	0					
Total Other :	0					
Complaints Received :	41			GAS		
Animal Bites :	4			12-1 23.1		
Miles Traveled :	723 330/396			12-4 21.8		
Gasoline Used :	72.5			12-12 29.4		
Warrants Obtained :	—					
Tickets Issued :	2					
Warnings Given :	—					
Animal Control Officer : (signature)						# 601

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X HAD TRUCK 508 A PORTION OF THE MONTH

Antrim County Animal Control From: 11/01/2014 12:00 AM To: 11/30/2014 11:59 PM	DOGS			CATS		
	Totals	Altered at Intake	Unaltered at Intake	Totals	Altered at Intake	Unaltered at Intake
Total Intakes :	14	0	14	22	3	19
Total Stray :	6	0	6	9	2	7
Impounded :	1	0	1	0	0	0
Turned in by owner :	7	0	7	13	1	12
Returned to owner :	3	0	3	1	1	0
Total Sold :	4	0	4	10	0	10
Total Euthanized :	4	0	4	8	1	7
Escaped :	0	0	0	0	0	0
Died :	0	0	0	0	0	0
Quarantine :	0	0	0	0	0	0
OTHER ANIMALS : FARM & WILDLIFE :						
Total Wildlife :	0					
Total Farm :	0					
Total Other :	0					
Complaints Received :	0 31			GAS		
Animal Bites :	5			11-17 FORGOT TO LOG		
Miles Traveled :	521					
Gasoline Used :	* ACC TRUCK IN					
Warrants Obtained :	—			REPAIR SHOP		
Tickets Issued :	—					
Warnings Given :	—					
Animal Control Officer : (signature)						# 61

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* TRUCK IN SHOP COUPLE WEEKS.

Summary Report

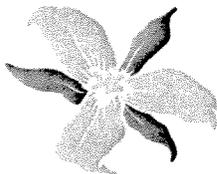
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Antrim County Animal Control From: 01/01/2014 12:00 AM To: 12/31/2014 11:59 PM	DOGS			CATS		
	Totals	Altered at Intake	Unaltered at Intake	Totals	Altered at Intake	Unaltered at Intake
Total Intakes :	281	59	222	359	51	308
Total Stray :	190	42	148	140	16	124
Impounded :	1	0	1	0	0	0
Turned in by owner :	90	17	73	219	35	184
Returned to owner :	111	36	75	8	5	3
Total Sold :	126	15	111	236	33	203
Total Euthanized :	47	9	38	119	8	111
Escaped :	0	0	0	0	0	0
Died :	0	0	0	0	0	0
Quarantine :	1	0	1	1	0	1
OTHER ANIMALS : FARM & WILDLIFE :						
:						
:						
:						
Complaints Received :						
Animal Bites : 49						
Miles Traveled : 15035						
Gasoline Used : 940.40						
:						
Tickets Issued : 87						
:						
Animal Control Officer : 						# 601

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att. pg. 16



Memorandum Administration Office

January 21, 2015

TO: All Committees

FR: Peter Garwood
County Administrator

RE: New Committee and Department Head Process

We are entering the third round of Committee meetings prior to the Board of Commissioners regular monthly meeting. I think it has gone well. However, we continue to work on refining the process so that the Committees and ultimately the Board gets the best information possible prior to the actual meeting.

Below is #4 and #5 from a memorandum I sent to department heads both elected and appointed and others (dated October 24, 2014) as a way to provide guidance for what is expected in the way of preparation for any of the committees. I am seeking consensus on the directives in #4 and #5. If you all agree on what you would like to see in a submittal from those that are on each of the committee agendas, it will help to streamline the process. I have also included in *italics* additions to #4 that came from follow up discussions after the memorandum was distributed.

4. With any agenda item requiring committee action, submit a written summary to include an explanation of the agenda item and the desired action you would like taken from the committee. *If the request involves funding, the department head must indicate they have the funds and in which budget.* In addition, ALL handouts you intend to bring to committee must be submitted at this time, NOT the day of the meeting. Your written summary and handouts are to be submitted electronically to the Administration Office at verellenk@antrimcounty.org and copy to schradert@antrimcounty.org.
5. If the agenda item does not require committee action, it is not necessary to submit a written report. However, it may be helpful to the committee if this information is included with the agenda packet.

Once we receive all the needed information (and there are no overt concerns with the issue), the Administration Office will draft a recommended motion for the issue.

If a department head does not have an action item, they do not have to appear at the committee meeting unless requested to do so.

Hopefully, this will result in a system in which you know what to expect regardless of which committee each of you sit on. I welcome your thoughts and concerns as we strive to make a better process for you as Commissioners, as well as the department heads and the administration staff.

Health and Public Safety Committee

Christian Marcus

Karen Bargy, Chairman

Bob Wilson

Minutes February 24, 2015

Members present: Karen Bargy, Christian Marcus, Bob Wilson
Members absent: None
Others present: Pete Garwood, Janet Koch, Deb Haydell, Greg Payne

1. The meeting was called to order at 9:00 a.m.

2. Public Comment

Greg Payne, President of the Torch Lake Protection Alliance (TLPA), asked about a County-wide noise ordinance, which had been mentioned to the Board of Commissioners during their regular October 2014 meeting. Mr. Payne said the Board Chairman, Mike Crawford, had referred the ordinance issue to the Health & Public Safety Committee for discussion. Mr. Payne asked for a response from the Committee so he could report to the TLPA membership on the topic. Karen Bargy said the Committee had discussed the proposed ordinance and that no member of the Committee, at that time chaired by Ed Boettcher, had wished to pursue a noise ordinance.

Pete Garwood, County Administrator, said he and the Prosecutor's Office along with the Sheriff had discussed a noise ordinance in the past and that the opinion of then-Prosecuting Attorney, Charlie Koop, had been that the County didn't have the police powers to create and enforce a noise ordinance.

Ms. Bargy asked Mr. Garwood's office to draft a memo to the TLPA detailing the Committee's direction.

3. Emergency Services Update

Leslie Meyers, Emergency Services Coordinator, had included a written report in the Committee packet (**see attached pg. 1**).

Hazardous Material Emergency Preparedness (HMEP) Grant

Ms. Bargy asked about the match amounts for previous HMEP grants. Mr. Garwood said previous grant awards had been lower but had similar match amounts. The Committee discussed the "in kind" grant match and the timing of the grant application and Board of Commissioner approval. The Committee and Mr. Garwood discussed procedures regarding contract and grant review by Department Heads, the Administration Office, and Civil Counsel. Mr. Marcus said the Board of Commissioners needed to have a discussion regarding the legal review process.

Ms. Bargy said she would like to receive a one-page summary from the Administration Office regarding any concerns with the grant. Mr. Garwood said he had no such concerns and had presented the Committee with what he considered an appropriate motion.

The Committee recommended that the Finance Committee review the grant agreement if the legal review has been completed.

4. Meadow Brook Medical Care Facility (MCF)/Meadow View Apartments Update

David Schulz, MCF Administrative Services Director, said the construction project is complete, but there are still heating issues to be resolved.

Mr. Schulz told the Committee that they are working on the renovation of two Meadow View apartments and that two more will be renovated soon.

5. Commission on Aging (COA)

Judy Parliament, COA Director, asked if the Committee had any questions regarding the revenue and expenditure report (**see attached pgs. 2-6**). Karen Bargy asked if the BS&A accounting program was useful for COA; Ms. Parliament said it was, and that she and Deb Haydell, County Accountant, were still working on how best to use the program for COA's needs.

Medicare Improvement for Patients and Providers Act (MIPPA) – MMAP, Inc. (Michigan Medicare/Medicaid Assistance Program) Agreement (see attached pgs. 7-12)

Ms. Bargy asked about the fireproof storage that the grant requires. Ms. Parliament said the storage might have to be purchased. She added that grant monies might be available for the purchase. Ms. Bargy asked that the issue of the COA fireproof storage be addressed at the next Finance meeting.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioners approve the 2015 MIPPA Beneficiary Outreach and Assistance Purchase of Service Agreement between MMAP, Inc. and Antrim County COA.

Motion carried – unanimous.

Mr. Marcus asked about the difference between the two agreements with MIPPA, the MMAP agreement and the ADRC agreement. Ms. Parliament said the two agreements serve different populations.

MIPPA ADRC – Area Agency on Aging of Northwest Michigan Agreement

Ms. Parliament said it was the same agreement as the previous year. The Committee asked that the Finance Committee review the agreement if the legal review has been completed.

Manna Food Project

A draft Memorandum of Understanding (MOU) had been prepared by Ms. Parliament and sent on to civil counsel for legal review. Ms. Bargy said she had concerns with the project, specifically what the \$2,000 detailed in the MOU would purchase. Ms. Parliament said the COA staff would shop at Manna's store and purchase what the COA needs and that the \$2,000 functions essentially as a debit card. Ms. Parliament said COA could save thousands of dollars using the Manna Food Project. Ms. Bargy asked for details regarding the financials.

Ms. Parliament asked if she needed Board of Commissioner approval for the MOU. Mr. Garwood said the COA Board is advisory, that they can't approve an agreement, only the Board of Commissioners can.

Ms. Bargy asked that Mr. Garwood determine if a contract was required or if it could be a vendor approval. If a contract is needed and recommended from the COA Board, the Committee requested that all appropriate documents be submitted through the legal review process and recommended to the Board of Commissioners.

Ms. Bargy asked Ms. Parliament to look into a system that alerts senior citizens regarding scams. Sheriff Bean said he was not familiar with such a system.

6. Antrim County Transportation (ACT) Update

Financial Reports

Al Meacham, ACT Director, presented the following financial reports (see attached pgs. 13-17):

- March 2015 vouchers
- Revenue Schedule 2015
- Miscellaneous Revenue Fiscal Year 2015
- 2015 Expense Schedule
- Contract Revenues 2014-2015

Mr. Meacham told the Committee that 33% of the ACT budget year had elapsed and that the expenses are also at 33%.

7. Airport Update

Sale of Equipment on Internet

John Strehl, Airport Manager, said the Antrim County Road Commission has interest in purchasing the old snowblower. Mr. Garwood said the current equipment disposal policy requires that County equipment needs to be offered to other County departments before putting it to outside bid. Mr. Strehl said he preferred to sell the old snowblower to the Road Commission rather than put it on the open market. Ms. Haydell said the equipment is fully depreciated.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend that the Finance Committee approve the sale of the old snowblower for \$6,400.00 to the Antrim County Road Commission, in accordance with current equipment and furniture disposal policy, with all proceeds to be returned to the airport enterprise fund.

Motion carried – unanimous.

Telephone and Internet Service

Mr. Strehl said the Airport's telephone and internet service has been inconsistent for approximately 18 months, since the 2013 lightning strike. Valerie Craft, IT Director, had recently visited the Airport and made some repairs. Both telephone and internet are currently functional. Mr. Garwood said he believed the situation had been resolved.

Karen Bargy asked that if there were further problems, that both the IT Department and the Administration Office be contacted and if the problem isn't pursued, that the Committee be made aware of the situation. There was a discussion of battery backup to supply emergency power for the Airport's telephone and internet service. Ms. Bargy asked for an update regarding the topic at the next Committee meeting.

Insurance (see attached pgs. 18-25)

Mr. Strehl said he was asking for an increase in liability amounts due to the change in nature of the aircraft that now visit the Bellaire Airport. Ms. Bargy asked if a budget amendment would be necessary for the increased insurance costs that Mr. Strehl was requesting. Ms. Haydell said she would wait until the end of the year to see if a budget amendment was necessary. Ms. Bargy requested that this be noted in the meeting minutes.

Mr. Strehl said some of the airport's liability is already covered by the Michigan Municipal Risk Management Association (MMRMA). Mr. Garwood said the NationAir Aviation Insurance policy covers what MMRMA will not.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioners approve the purchase of airport liability insurance from Global Aerospace through NationAir Aviation Insurance in the amount of \$7,755.00 which includes increasing

the general liability to \$15,000,000 at an additional cost of \$255.00 and increasing the hangar keeper's liability to \$5,000,000 at an additional cost of \$324.00. Motion carried – unanimous.

Financial reports (see attached pgs. 26-27)

The Committee had no questions regarding the Airport's financial reports.

8. Sheriff Department Update

Sheriff Bean said the Active Shooter trainings that had recently taken place in the County Building had been successful and thanked the Administration Office for helping to facilitate the training events. Sheriff Bean also told the Committee they're working on filling the part time courthouse security position. The Animal Control report was presented (**see attached pgs. 28-30**).

911 Updates

Sergeant Steve Bratschi said the most recent hire has completed phase one of the training. Sergeant Bratschi mentioned a March 3 meeting in Gaylord concerning Emergency Services IP Network (ESInet).

Commissary Vendor Contract

Sergeant Todd Rawling, Jail Administrator, asked that the Committee recommend that the Board of Commissioners allow him to send notification to the existing commissary vendor that their contract will not be renewed. Mr. Garwood said the Jail is the one constitutional responsibility of the County Sheriff.

The Committee discussed the Request for Proposal (RFP) included in the Committee packets. It was noted that this was a draft version of the RFP and the Sheriff Office staff and Administration staff will be working to finalize it.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioners approve the process of notification to the current commissary vendor that their contract will not be renewed, and to approve the development and issuance of a request for proposals (RFP) and the selection of the most appropriate commissary vendor for a three (3) year contract. Motion carried – unanimous.

9. Community Development Block Grant Agreement

Jonathan Scheel, Housing Director, said that Civil Counsel has been active in the grant application throughout the application process. Ms. Bary asked if Mr. Scheel had any concerns regarding the grant. Mr. Scheel said he had no concerns and that he is aware of the changes the State has made in the grant.

The Committee's consensus was in favor of having the Board of Commissioners authorize the Board Chairman to sign the grant agreement. However, since the legal review had not yet been completed, the Committee asked that the Finance Committee review the grant agreement if the legal review has been completed.

10. Various Matters

Mr. Marcus said he would soon be making a report to the BOC regarding his recent trip to the National Association of Counties conference in South Carolina.

The next meeting date was discussed. It was decided that the Health & Public Safety Committee would meet next on Wednesday, March 25 at 9:00 a.m.

The meeting was adjourned at 11:41 a.m.



Memo

To: Health & Public Safety Committee
From: Leslie Meyers, Coordinator
cc: Peter Garwood, County Administrator
Date: January 20, 2015
Re: January to February 2015

-
- The "Paddle Antrim" event emergency plan work continues.
 - We received the grant for SARA Title III. The amount awarded was for \$2180. The follow-up documentation needed signatures is an agenda item for the PS February meeting.
 - My personal training for PEM (Professional Emergency Manager) continues.
 - The LEPC/LPT voted to recommend that the County Commissioners authorize \$1000 to update all County owned defibrillators. It has been determined that the office of Emergency Management will be responsible for maintenance and testing of all units. A plan will be prepared for presentation to you regarding timely replacement of all units. A big thx to Officer Drollinger for assisting me with this project.
 - The Active Shooter Trainings scheduled for January 28 was a great success. Over 150 participated. Repeats will take place on February 25 and again on March 17. If you have not already done so, please consider attending at least one of the sessions.
 - The National Weather Service and Emergency Services will be hosting Storm Spotter Training on April 22 at Forest Home Township Hall.
 - The Medical First Responder training is the hardest thing from an education standpoint that I have ever done. My second year of Calculus seems pretty easy at this point. 2 weeks to go.
 - The White Pine Stampede went very well. Several hundred skiers and great winter conditions made for a non-event from an emergency services standpoint. The after-action report will be submitted to our office later this week and improvements to the HAM radio communications annex of our plan will be updated.
 - County Commissioner's Training is scheduled for March 9, 2015 in the afternoon. Actual time will be dependent on when the open house at COA is complete.

REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY

PERIOD ENDING 01/31/2015

% Fiscal Year Completed: 8.49

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 01/31/2015	ACTIVITY FOR MONTH 01/31/2015	AVAILABLE BALANCE	% BODGT USED
Fund 297000 - COMMISSION ON AGING						
Revenues						
Dept 000						
297000-000-403.000	CURRENT TAX COUNTY	605,487.00	337,772.11	337,772.11	267,714.89	55.79
297000-000-407.000	DELINQUENT TAX COUNTY	43,600.00	(1.67)	(1.67)	43,601.67	0.00
297000-000-412.000	DDA RECAPTURE REIMBURSEMENT	300.00	373.82	373.82	(73.82)	124.61
297000-000-417.000	PERSONAL PROP. TAX-COUNTY PORTION	31,935.00	2,738.08	2,738.08	29,196.92	8.57
297000-000-423.000	INDUSTRIAL FACILITIES TAX	320.00	0.00	0.00	320.00	0.00
297000-000-424.000	COMM FOREST RESR-CO PORTION	86.00	11.23	11.23	74.77	13.06
297000-000-425.002	P.I.L.T.	2,500.00	0.00	0.00	2,500.00	0.00
297000-000-426.010	SUMMER TAX INTEREST	0.00	10.19	10.19	(10.19)	100.00
297000-000-522.001	FEDERAL - CONGREGATE MEALS - U.S.D.A	15,390.00	8,615.21	8,615.21	6,774.79	55.98
297000-000-522.002	FEDERAL - HOME DELIVERED - U.S.D.A.	13,110.00	8,142.31	8,142.31	4,967.69	62.11
297000-000-565.001	FROM STATE - AGING - C-1	38,657.00	3,226.58	3,226.58	35,430.42	8.35
297000-000-565.002	FROM STATE - AGING - C-2	48,334.00	4,461.75	4,461.75	43,872.25	9.23
297000-000-565.008	FEMA	2,200.00	0.00	0.00	2,200.00	0.00
297000-000-565.012	STATE - CARE MANAGEMENT	21,000.00	5,996.80	5,996.80	15,003.20	28.56
297000-000-586.001	CONTRACTED WAIVER PAYMENT	50,000.00	6,056.50	6,056.50	43,943.50	12.11
297000-000-586.004	NIPPA REIMBURSEMENT	0.00	300.00	300.00	(300.00)	100.00
297000-000-640.041	AGING PROJECT INCOME - MEALS - BELLAIRE	11,500.00	2,051.47	2,051.47	9,448.53	17.84
297000-000-640.042	AGING PROJ. INCOME - MEALS - CENTRAL LA	11,500.00	470.00	470.00	11,030.00	4.09
297000-000-640.045	AGING PROJ. INCOME - MEALS - ELK RAPIDS	11,500.00	634.55	634.55	10,865.45	5.52
297000-000-640.047	AGING PROJECT INCOME - MEALS - MANCERON	11,500.00	773.50	773.50	10,726.50	6.73
297000-000-640.048	MEMORIALS - AGING	4,500.00	350.00	350.00	4,150.00	7.78
297000-000-640.049	HOME CHORE	10,000.00	250.00	250.00	9,750.00	2.50
297000-000-640.050	AGING PROJ. INCOME - HOME DELIVERED MEA	25,000.00	3,071.00	3,071.00	21,929.00	12.28
297000-000-641.001	AGING - NIFTY THRIFTY SALES	37,500.00	2,164.16	2,164.16	35,335.84	5.77
297000-000-641.004	AGING - FROM OUTSIDE FUND RAISERS	4,000.00	55.00	55.00	3,945.00	1.38
297000-000-641.005	AGING - MISCELLANEOUS	500.00	840.00	840.00	(340.00)	168.00
297000-000-641.006	BUSINESS OPERATIONS	12,000.00	532.19	532.19	11,467.81	4.43
297000-000-641.007	CSS HOMEMAKER IN HOME SERVICES	6,800.00	0.00	0.00	6,800.00	0.00
297000-000-641.008	CSS PERSONAL CARE IN HOME SERVICES	4,000.00	406.50	406.50	3,593.50	10.16
297000-000-641.009	CSS AGING - RESPITE CARE	6,600.00	590.00	590.00	6,010.00	8.94
297000-000-641.010	TRUCK FUND SPECIAL FUNDRAISER	0.00	315.00	315.00	(315.00)	100.00
297000-000-665.000	INTEREST EARNED INVEST & CDS	500.00	75.48	75.48	424.52	15.10
297000-000-669.000	RENTS	1,500.00	0.00	0.00	1,500.00	0.00
297000-000-675.000	CONTRACT TRANSPORTATION/SENIOR COMPANIO	13,600.00	0.00	0.00	13,600.00	0.00
297000-000-698.001	UNREALIZED GAIN/LOSS	0.00	(5.02)	(5.02)	5.02	100.00
297000-000-699.101	TRANSFER IN-FROM GEN FND	109,140.00	54,570.00	54,570.00	54,570.00	50.00
Total Dept 000		1,154,559.00	444,846.74	444,846.74	709,712.26	38.53
TOTAL Revenues		1,154,559.00	444,846.74	444,846.74	709,712.26	38.53
Expenditures						
Dept 000						
297000-000-933.000	BANKING SERVICE FEES	40.00	3.00	3.00	37.00	7.50
Total Dept 000		40.00	3.00	3.00	37.00	7.50
Dept 668-AGING - HOMECHORE						
297000-668-802.000	CONTRACTUAL SERVICES-IN HOME	5,000.00	0.00	0.00	5,000.00	0.00
297000-668-806.000	LEGAL FEES	200.00	0.00	0.00	200.00	0.00

04-09-2

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 01/31/2015	ACTIVITY FOR MONTH 01/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 297000 - COMMISSION ON AGING						
Expenditures						
297000-668-931.000	PLOWING	55,000.00	1,055.00	1,055.00	53,945.00	1.92
Total Dept 668-AGING - HCMECHORE		60,200.00	1,055.00	1,055.00	59,145.00	1.75
Dept 672-AGING - TITLE III C1 CONGREGATE MEALS						
297000-672-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	29,026.00	0.00	0.00	29,026.00	0.00
297000-672-705.000	OTHER WAGES	13,226.00	0.00	0.00	13,226.00	0.00
297000-672-708.000	WAGES - PART TIME	68,971.00	1,659.68	1,659.68	67,311.32	2.41
297000-672-715.000	FICA - COUNTY SHARE	8,113.00	126.97	126.97	7,986.03	1.57
297000-672-718.000	RETIREMENT - COUNTY SHARE	5,511.00	0.00	0.00	5,511.00	0.00
297000-672-724.000	WORKERS' COMPENSATION	0.00	133.33	133.33	(133.33)	100.00
297000-672-725.000	TRAINING	500.00	0.00	0.00	500.00	0.00
297000-672-742.000	UNIFORMS	4,000.00	0.00	0.00	4,000.00	0.00
297000-672-802.000	CONTRACTUAL SERVICES	750.00	200.00	200.00	550.00	26.67
297000-672-802.016	CONTRACTUAL SERVICES-DINING OUT	0.00	288.75	288.75	(288.75)	100.00
297000-672-807.000	DUES & SUBSCRIPTIONS	500.00	0.00	0.00	500.00	0.00
297000-672-814.001	RAW FOOD COST	68,392.00	5,482.19	5,482.19	62,909.81	8.02
297000-672-814.002	DISPOSABLES	12,000.00	171.95	171.95	11,828.05	1.43
297000-672-855.000	TELEPHONE	1,400.00	0.00	0.00	1,400.00	0.00
297000-672-861.000	TRAVEL	750.00	0.00	0.00	750.00	0.00
297000-672-922.000	GAS	3,000.00	0.00	0.00	3,000.00	0.00
297000-672-932.000	BUILDING MAINTENANCE	3,000.00	16.21	16.21	2,983.79	0.54
297000-672-933.001	EQUIPMENT MAINTENANCE	4,000.00	0.00	0.00	4,000.00	0.00
297000-672-935.000	TRASH REMOVAL	1,300.00	103.50	103.50	1,196.50	7.96
297000-672-940.000	RENT BUILDING SPACE	11,600.00	0.00	0.00	11,600.00	0.00
297000-672-980.000	EQUIPMENT-COA-TITLE III-C1	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 672-AGING - TITLE III C1 CONGREGATE MEALS		238,539.00	8,182.58	8,182.58	230,356.42	3.43
Dept 674-AGING - TITLE III C2 HOME DELIVERED MEAL						
297000-674-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	49,275.00	0.00	0.00	49,275.00	0.00
297000-674-705.000	OTHER WAGES	10,821.00	0.00	0.00	10,821.00	0.00
297000-674-708.000	WAGES - PART TIME	14,138.00	0.00	0.00	14,138.00	0.00
297000-674-715.000	FICA - COUNTY SHARE	5,186.00	0.00	0.00	5,186.00	0.00
297000-674-718.000	RETIREMENT - COUNTY SHARE	7,766.00	0.00	0.00	7,766.00	0.00
297000-674-802.000	CONTRACTUAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
297000-674-807.000	DUES & SUBSCRIPTIONS	500.00	0.00	0.00	500.00	0.00
297000-674-814.001	RAW FOOD COST	67,000.00	4,387.12	4,387.12	62,612.88	6.55
297000-674-814.002	DISPOSABLES	14,000.00	835.59	835.59	13,164.41	5.97
297000-674-855.000	TELEPHONE	100.00	5.12	5.12	94.88	5.12
297000-674-864.000	VEHICLE MAINTENANCE	3,000.00	0.00	0.00	3,000.00	0.00
297000-674-865.000	GAS AND OIL	19,000.00	0.00	0.00	19,000.00	0.00
297000-674-922.000	GAS	4,000.00	0.00	0.00	4,000.00	0.00
297000-674-923.000	WATER	2,000.00	119.85	119.85	1,880.15	5.99
297000-674-980.000	EQUIPMENT-COA-TITLE III C2	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 674-AGING - TITLE III C2 HOME DELIVERED MEAL		202,786.00	5,347.68	5,347.68	197,438.32	2.64
Dept 677-AGING - EVENTS COORDINATOR						
297000-677-708.000	WAGES - PART TIME EVENTS	2,800.00	129.91	129.91	2,670.09	4.64

04-09-3

REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY
 PERIOD ENDING 01/31/2015
 % Fiscal Year Completed: 8.49

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 01/31/2015	ACTIVITY FOR MONTH 01/31/2015	AVAILABLE BALANCE	% BGD USED
Fund 297000 - COMMISSION ON AGING						
Expenditures						
297000-677-715.000	FICA - COUNTY SHARE	215.00	9.94	9.94	205.06	4.62
297000-677-725.000	TRAINING	200.00	0.00	0.00	200.00	0.00
297000-677-802.297	ACTIVITIES - COMM ON AGING	3,500.00	61.24	61.24	3,438.76	1.75
297000-677-861.000	TRAVEL	750.00	44.80	44.80	705.20	5.97
Total Dept 677-AGING - EVENTS COORDINATOR		7,465.00	245.89	245.89	7,219.11	3.29
Dept 679-AGING - TRANSPORTATION						
297000-679-802.000	CONTRACTUAL SERVICES	12,000.00	0.00	0.00	12,000.00	0.00
297000-679-861.000	TRAVEL	7,500.00	382.31	382.31	7,117.69	5.10
Total Dept 679-AGING - TRANSPORTATION		19,500.00	382.31	382.31	19,117.69	1.96
Dept 681-AGING - MEMORIALS						
297000-681-802.000	CONTRACTUAL SERVICES	4,500.00	6.19	6.19	4,493.81	0.14
Total Dept 681-AGING - MEMORIALS		4,500.00	6.19	6.19	4,493.81	0.14
Dept 683-AGING - HEALTH SCREENS						
297000-683-708.000	WAGES - PART TIME	17,000.00	0.00	0.00	17,000.00	0.00
297000-683-715.000	FICA - COUNTY SHARE	2,600.00	0.00	0.00	2,600.00	0.00
297000-683-722.000	UNEMPLOYMENT	1,500.00	0.00	0.00	1,500.00	0.00
297000-683-861.000	TRAVEL	9,500.00	0.00	0.00	9,500.00	0.00
Total Dept 683-AGING - HEALTH SCREENS		30,600.00	0.00	0.00	30,600.00	0.00
Dept 685-AGING-PERSONAL CARE						
297000-685-705.000	OTHER WAGES	18,482.00	0.00	0.00	18,482.00	0.00
297000-685-708.000	WAGES - PART TIME	34,600.00	0.00	0.00	34,600.00	0.00
297000-685-715.000	FICA - COUNTY SHARE	4,065.00	0.00	0.00	4,065.00	0.00
297000-685-718.000	RETIREMENT - COUNTY SHARE	3,667.00	0.00	0.00	3,667.00	0.00
297000-685-861.000	TRAVEL	15,000.00	497.45	497.45	14,502.55	3.32
Total Dept 685-AGING-PERSONAL CARE		75,814.00	497.45	497.45	75,316.55	0.66
Dept 686-AGING - BUSINESS OPERATIONS						
297000-686-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	23,331.00	4,719.42	4,719.42	18,611.58	20.23
297000-686-705.000	OTHER WAGES	35,834.00	3,778.84	3,778.84	32,055.16	10.55
297000-686-708.000	WAGES - PART TIME	37,400.00	4,926.01	4,926.01	32,473.99	13.17
297000-686-714.000	EMPLOYEE ANNUITY BENEFIT	8,020.00	400.97	400.97	7,619.03	5.00
297000-686-715.000	FICA - COUNTY SHARE	7,390.00	1,098.31	1,098.31	6,291.69	14.86
297000-686-716.000	HEALTH INSURANCE	96,443.00	3,683.37	3,683.37	92,759.63	3.82
297000-686-716.008	DELTA DENTAL INSURANCE	8,500.00	376.02	376.02	8,123.98	4.42
297000-686-718.000	RETIREMENT - COUNTY SHARE	4,939.00	1,417.89	1,417.89	3,521.11	28.71
297000-686-719.000	OTHER FINGE - AD&D ETC.	2,400.00	161.50	161.50	2,238.50	6.73
297000-686-722.000	UNEMPLOYMENT	3,500.00	0.00	0.00	3,500.00	0.00
297000-686-724.000	WORKERS' COMPENSATION	12,430.00	4,290.45	4,290.45	8,139.55	34.52
297000-686-725.000	TRAINING	1,800.00	0.00	0.00	1,800.00	0.00

Att. pg. 4

REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY

PERIOD ENDING 01/31/2015

% Fiscal Year Completed: 8.49

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 01/31/2015	ACTIVITY FOR MONTH 01/31/2015	AVAILAB BALAN
Fund 297000 - COMMISSION ON AGING					
Expenditures					
297000-686-727.000	SUPPLIES - OFFICE	9,500.00	97.17	97.17	9,402.8
297000-686-802.000	CONTRACTUAL SERVICES	24,600.00	0.00	0.00	24,600.0
297000-686-807.000	DUES & SUBSCRIPTIONS	750.00	255.00	255.00	495.0
297000-686-814.001	RAW FOOD COST	1,750.00	0.00	0.00	1,750.0
297000-686-841.000	PHYSICAL EXAMS EMPLOYEES	0.00	115.00	115.00	115.0
297000-686-852.000	POSTAGE	2,800.00	457.50	457.50	2,342.5
297000-686-855.000	TELEPHONE	2,500.00	170.15	170.15	2,329.8
297000-686-861.000	TRAVEL	2,200.00	12.00	12.00	2,188.0
297000-686-864.000	VEHICLE MAINTENANCE	3,000.00	0.00	0.00	3,000.0
297000-686-865.000	GAS AND OIL	9,000.00	0.00	0.00	9,000.0
297000-686-901.000	PRINTING AND PUBLISHING	5,200.00	145.06	145.06	5,054.9
297000-686-921.000	ELECTRIC	10,000.00	0.00	0.00	10,000.0
297000-686-922.000	GAS	2,000.00	0.00	0.00	2,000.0
297000-686-931.000	PLOWING	1,500.00	0.00	0.00	1,500.0
297000-686-932.000	BUILDING MAINTENANCE	29,000.00	427.40	427.40	28,572.6
297000-686-933.001	EQUIPMENT MAINTENANCE	1,500.00	0.00	0.00	1,500.0
297000-686-933.002	EQUIP. MAINT. AGREEMENTS	2,200.00	263.00	263.00	1,937.0
297000-686-940.000	RENT BUILDING SPACE	1,600.00	0.00	0.00	1,600.0
Total Dept 686-AGING - BUSINESS OPERATIONS		351,087.00	26,795.06	26,795.06	324,291.
Dept 687-AGING - RESPITE					
297000-687-705.000	OTHER WAGES	18,482.00	0.00	0.00	18,482.
297000-687-708.000	OTHER WAGES	37,615.00	0.00	0.00	37,615.
297000-687-715.000	FICA - COUNTY SHARE	4,481.00	0.00	0.00	4,481.
297000-687-718.000	RETIREMENT - COUNTY SHARE	2,525.00	0.00	0.00	2,525.
297000-687-861.000	TRAVEL	25,000.00	804.72	804.72	24,195.
Total Dept 687-AGING - RESPITE		88,103.00	804.72	804.72	87,298.
Dept 688-AGING - NIFTY THRIFTY					
297000-688-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	0.00	841.11	841.11	1841.
297000-688-705.000	OTHER WAGES	16,575.00	626.09	626.09	15,948.
297000-688-708.000	WAGES - PART TIME	12,546.00	0.00	0.00	12,546.
297000-688-715.000	FICA - COUNTY SHARE	2,228.00	108.67	108.67	2,119.
297000-688-716.000	HEALTH INSURANCE	15,243.00	1,331.27	1,331.27	13,911.
297000-688-716.008	DELTA DENTAL INSURANCE	1,557.00	121.97	121.97	1,435.
297000-688-718.000	RETIREMENT - COUNTY SHARE	2,530.00	125.33	125.33	2,404.
297000-688-719.000	OTHER FINGE - AD&D ETC.	90.00	7.15	7.15	82.
297000-688-724.000	WORKERS' COMPENSATION	0.00	139.25	139.25	139.
297000-688-741.000	OPERATING SUPPLIES	500.00	406.99	406.99	93.
297000-688-855.000	TELEPHONE	550.00	44.54	44.54	505.
297000-688-921.000	ELECTRIC	975.00	0.00	0.00	975.
297000-688-935.000	TRASH REMOVAL	1,300.00	103.50	103.50	1,196.
Total Dept 688-AGING - NIFTY THRIFTY		54,094.00	3,855.87	3,855.87	50,238.
TOTAL Expenditures		1,132,728.00	47,175.75	47,175.75	1,085,552.

04-19-15

REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY
 PERIOD ENDING 01/31/2015
 % Fiscal Year Completed: 8.49

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 01/31/2015	ACTIVITY FOR MONTH 01/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 297000	- COMMISSION ON AGING					
Fund 297000	- COMMISSION ON AGING:					
	TOTAL REVENUES	1,154,559.00	444,846.74	444,846.74	709,712.26	38.53
	TOTAL EXPENDITURES	1,132,728.00	47,175.75	47,175.75	1,085,552.25	4.16
	NET OF REVENUES & EXPENDITURES	21,831.00	397,670.99	397,670.99	(375,839.99)	1,821.59

att. pg. 6.



ACTION ITEM FOR PUBLIC HEALTH AND SAFETY COMMITTEE - January 2015

Antrim County Commission on Aging

P.O. Box 614, Bellaire, MI 49615-0614
Phone: 231 533-8703 Fax: 231 533-5310 email: coa@antrimcounty.org

To: Health and Public Safety Committee
From: Judy Parliament, COA Director

I am requesting a motion from this committee to recommend the Board of Commissioner's approve the MIPPA Beneficiary Outreach and Assistance Purchase of Service Agreement between MMAP, Inc. and Antrim County COA.

This agreement is an incentive that allows us access to grant funds. The Antrim COA will receive \$100 from MMAP for each client that our certified MMAP Counselors assist with applications to access Medicare Low Income Subsidies (LIS) and Medicare Savings Programs (MSP). However, we cannot receive any funds until MMAP has received a signed agreement. We are currently holding copies of necessary documentation in hopes that they will allow retroactive (to Oct. 1st, 2014) payment on qualified assistance that was provided prior to the signed copy being returned to them. It has been their past practice to do so.

The only problem I see with this contract is the required locked, fireproof storage system (for 7 years of documentation) stated in item #3 of the Partner Agency Responsibilities. While we do have locked storage, I am not sure it would have a fireproof rating. I will be requesting funds through our Regional Coordinator for MMAP to acquire acceptable storage cabinets if our current file cabinets do not meet necessary standards.

This may sound familiar to some of you, as we have held previous agreements for MIPPA funds with MMAP and have a current one with MIPPA through ADRC. They both pay \$100 per client assistance into the LIS or MSP programs. The difference on who we submit the documentation to (ADRC or MMAP) is determined by how the client came to us or learned about our assistance - basically what form of outreach was successful with that client.

I have attached the letter that accompanied the agreement and a copy of the agreement. Both original copies have been delivered to Tina Schrader for proper handling and follow through.

*Thank You,
Judy Parliament*



att-pg. 8

Michigan Medicare/Medicaid Assistance Program

6105 W. St. Joseph Hwy. • Suite 204 • Lansing, MI 48917 • Ph. 517.886.1242 • Fax 517.886.1305 • www.mmapinc.org

DATE: December 8, 2014
TO: Executive Director
FROM: Jo Murphy, Executive Director MMAP, Inc. *gm*
SUBJECT: MIPPA 2014-17 Beneficiary Outreach and Assistance Purchase of Service Agreement

Please find enclosed your MIPPA 2014-17 Beneficiary Outreach and Assistance Purchase of Service (MIPPA 2014) agreement for the period of October 1, 2014 through September 29, 2017.

The purpose of the 2014 MIPPA Project is to provide information, counseling, and assistance that will help Medicare beneficiaries understand and apply for the Medicare Low-Income Subsidy (LIS) or Medicare Savings Program (MSP). MMAP, Inc. has formed a Purchase of Service Pool (Pool) and will reimburse MIPPA Partner Agencies \$100.00 for each successfully submitted LIS and MSP application.

The Michigan Office of Services to the Aging (OSA) has established a similar Purchase of Service Pool for community agencies associated with regional Adult and Disability Resource Collaboratives (ADRC). MMAP, Inc. will not reimburse its MIPPA Partner Agencies for LIS or MSP applications that have been previously submitted for reimbursement from the OSA Purchase of Service Pool.

There are two (2) copies of your agreement enclosed in this packet. Sign one copy and return to MMAP, Inc.; retain the second copy for your records. MMAP, Inc. cannot make payments to your agency unless we have a signed contract on file. If you have any question, please contact Jo Murphy at (517) 999-0650 or jo@mmapinc.org.

Thank you.

Enclosures



6105 W. St. Joseph Hwy. • Suite 204 • Lansing, MI 48917 • Ph. 517.886.1242 • Fax 517.886.1305 • www.mmmapinc.org

MIPPA Beneficiary Outreach and Assistance Purchase of Service Agreement between MMAP, Inc. and Antrim County Commission on Aging (38-6000098)

The Medicare Improvement for Patients and Providers Act (MIPPA) has provided an opportunity for partnership. The primary purpose of this partnership is to work together to provide information, counseling, and assistance that will help Medicare beneficiaries understand and apply for Medicare Low-Income Subsidy (LIS) or Medicare Savings Program (MSP) benefits through outreach and counseling assistance service.

This is an agreement between MMAP, Inc. located at 6105 W St Joseph Hwy, Suite 204, Lansing, MI 48917 and Antrim County Commission on Aging located at 308 E. Cayuga, P. O. Box 614, Bellaire, MI 49615 to provide information, one-on-one counseling, and assistance that will help Medicare beneficiaries understand and enroll in LIS or MSP.

MMAP, Inc. has formed a Purchase of Service Pool (Pool) for the purpose of reimbursing its MIPPA partners for their work to help Medicare beneficiaries enroll in LIS or MSP.

The federal funding provided by MMAP, Inc will be paid at \$100.00 per completed LIS or MSP enrollment application. The Catalog of Federal Domestic Assistance (CFDA) number is 93.071 and the CFDA Title is Medicare Improvements for Patients and Providers Act: Medicare Savings Program, Low Income Subsidy & Prescription Drug Enrollment Assistance Outreach and Assistance: Priority Area 1 SHIPs and Priority Area 2 AAAs The federal agency is the Department of Health and Human Services-Administration for Community Living and the federal grant award numbers are 14AAMIMSHI and 14AAMIMAAA. The grant period is September 30, 2014 through September 29, 2017.

This contract begins October 1, 2014 and continues as long as Pool funds remain available, but no later than September 29, 2017. This is a pay for performance agreement; partners will be paid on a first come, first served basis until Pool funds have been depleted.

Partner Agency will be paid \$100.00 for the following tasks with the appropriate documentation:

- For each LIS Application
- For each MSP Application

Payments will be based on and processed once documentation for the LIS or MSP application has been received and reviewed by MMAP, Inc.

Partner Agency will only be reimbursed for application assistance provided October 1, 2014 and later, until Pool funds have been deleted.

Partner Agency Responsibilities:

1. **Screen beneficiary for Low-Income Subsidy (LIS) eligibility**
 - a. **Ensure that every effort is made to obtain correct personal, income, and asset information in order to minimize application rejection**
 - b. **Complete SSA on-line application for LIS**
 - c. **Submit to MMAP, Inc. on a weekly basis copies of MIPPA Reimbursement Requests as verification of provided service**
2. **Screen beneficiary for Medicare Savings Program (MSP) eligibility**
 - a. **Ensure that every effort is made to obtain correct personal, income, and asset information in order to minimize application rejection**
 - b. **Complete Assistance Application DCH-1426 form or on-line MIBridges application for MSP benefit**
 - i. **Mail completed paper applications to the appropriate DHS office**
 - ii. **Complete and submit electronically on-line MIBridges applications**
 - c. **Submit to MMAP, Inc. on a weekly basis copies of MIPPA Reimbursement Requests as verification of provided service**
3. **Maintain in a locked, fireproof storage system, for seven years from the close of the 2014-17 MIPPA Grant, hard copy documentation that supports MIPPA services provided by the Partner Agency as reported on MIPPA Reimbursement Requests submitted to MMAP, Inc. Supporting documentation should include:**
 - a. **LIS: Successful Submission page for on-line LIS application or other documentation from the Social Security Administration acknowledging the beneficiary's application**
 - b. **MSP: application pages that include beneficiary information, request for health care coverage assistance, and beneficiary signature. Such information should be included on:**
 - i. **MIBridges application: pages 1, 3, and 8**
 - ii. **DCH-1426: pages 2, 3, and 9**
 - iii. **DHS-1010 (MSP Redetermination): pages 1-4**
 - c. **Alternative documentation should only be retained with prior approval from MMAP, Inc.**
4. **Ensure that staff and counselors providing MIPPA Beneficiary Outreach and Assistance services have no conflict of interest when providing health benefit information, counseling, and assistance.**
5. **Ensure that staff and counselors providing MIPPA Beneficiary Outreach and Assistance services safeguard confidential beneficiary information and the beneficiary information will be stored in a secure location, such as a locked, fireproof filing cabinet.**
6. **Ensure that Partner Agency staff who are certified MMAP counselors enter all**

- MIPPA Beneficiary Outreach and Assistance "client counseling" activities into NPR, the on-line SHIP data reporting system, and submit Public and Media Event forms documenting community outreach and education activities as specified by the counselors' MMAP regional coordinator.
7. Recruit and enter into agreements with community partners to expand Partner Agency outreach and education efforts, as well as one-on-one counseling and application assistance opportunities.
 8. Submit to MMAP, Inc. progress reports or other similar reports as requested by MMAP, Inc. the Michigan Office of Services to the Aging, The Administration for Community Living, or the National Center for Benefits Outreach and Enrollment or similar organization.

MMAP, Inc. Responsibilities:

1. Train Partner Agency staff and volunteers on LIS and MSP eligibility requirements, application procedures for LIS and MSP, and all MIPPA Beneficiary Outreach and Assistance reporting and reimbursement procedures. MIPPA Beneficiary Outreach and Assistance training may be held in collaboration with the Area Agencies on Aging (AAA). MMAP, Inc. will also offer MIPPA Partner Agency staff and volunteers the opportunity to become MMAP certified counselors.
2. Make available to Partner Agency revised LIS and MSP education materials and Medicare wellness and prevention education materials.
3. Schedule quarterly conference calls, or as needed, with MIPPA Partners to review any changes to LIS or MSP benefits or application process, discuss MIPPA related issues or concerns, and report on best practices in reaching or serving beneficiaries.
4. Pay the Partner Agency \$100.00 for each completed and successfully submitted LIS and MSP applications, including redetermination applications. The Michigan Office of Services to the Aging (OSA) has established a similar Purchase of Service Pool for community agencies associated with regional Adult and Disability Resource Collaboratives (ADRC). MMAP, Inc. will not reimburse its MIPPA Partner Agencies for LIS or MSP applications that have been previously submitted to the OSA Purchase of Service Pool for reimbursement.
5. Provide regular reports detailing the status of reimbursement requests received from the Partner Agency.
6. Provide the Partner Agency with regular reports detailing the number of MIPPA enrollments in the Pool available for reimbursement. Complete MIPPA Reimbursement Requests submitted and received in the MMAP, Inc. office by noon on Thursdays will be subtracted from the Pool and the reduced total available enrollments will be indicated in the report.

This Agreement contains all the terms and conditions agreed upon by the parties. No other understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind any of the parties.

The individual or officer signing this agreement certifies by his or her signature that he or she is authorized to sign this agreement on behalf of the responsible governing board or official.

Signature of Authorized Representative

Jo Murphy

Jo Murphy, Executive Director
MMAP, Inc.

Date

12/08/2014

Date

Approved as to form.
: *JR*
:
:
Date *12/08/2014*

VOUCHERS FOR MARCH 2015

VOUCHER:	NAME:	AMT:
15-91	DTE	\$1,076.86
15-92	Belleroc	\$1,140.60
15-93	Cintas	\$208.82
15-94	Grand Traverse Industries	\$275.00
15-95	Rob Hott	\$88.39
15-96	Hoekstra	\$320.00
15-97	Interstate Billing Services, Inc.	\$99.00
15-98	McCardel Culligan	\$24.00
15-99	Mitchell 1	\$141.78
15-100	MACATAWA BANK	\$10,826.53
15-101	Tom Sandeen (tool allowance)	\$1,000.00
15-102	Voice Motor Sales, Inc.	\$30.02
15-103	Auto Value Bellaire	\$385.32
	TOTAL:	<u>\$15,616.32</u>

REVENUE SCHEDULE 2015

NUMBER	ACCOUNT NAME	BUDGET	JAN	YTD RECEIVED
500.101	County Appropriation	166,000	83,000	\$83,000
569.000	State Funds	281,000	24,410	\$97,640
569.001	Federal Funds	141,000	0	\$0
638.001	General Fares	21,000	2,043	\$7,303
638.001	Pass Revenue	8,500	1,195	\$3,150
638.001	Crystal Beach	5,500	420	\$1,858
638.001	FIA	200	87	\$168
638.001	Mancelona School	0	0	\$0
638.001	Misc. Special Fares	5,000	124	\$1,622
638.002	HeadStart	9,500	825	\$2,625
638.003	CMH	30,000	2,155	\$10,560
638.004	Net Sale of Fuel *	13,000	1,052	\$4,083
638.006	Net Sale of Maintenance **	14,000	644	\$5,600
638.007	Meadow Brook	16,000	1,957	\$5,559
638.008	Munson	34,000	2,940	\$14,961
638.009	Bellaire School	36,000	4,570	\$7,770
638.01	Misc. Revenue	25,000	0	\$19,594
638.011	Alba School	0	0	\$0
665.000	Interest Income	300	24	\$98
		806,000	125,446	\$265,591

* Figure based on gallons sold at .25 per gallon

** Figure based on labor only (\$40 per hr)

MISCELLANEOUS REVENUE FISCAL YEAR 2015

October	\$249.90 – Refund from Bavarian Inn (Hartley cancelled MASSTrans Conference)
	\$85.00 – Refund from MASSTrans (Hartley cancelled for MASSTrans Conference)
	\$3609.75 – RTAP (Travel & Convention)
November	\$13,656 – Federal Reimbursement for audit 2013
	\$111.99 - Roof Repair (building maintenance)
	\$725.21 – Urinal, fuel tank & pump repairs (building maintenance)
December	\$1,156.21 – Laptop & Monitor (computer)
January	None

2015 EXPENSE SCHEDULE

FUND:	ACCOUNT NAME:	BUDGET:	JAN:	YTD EXP:	BALANCE:	% EXP:
702.000	Salary, Director	62,500	4,831	21,410	41,090	34%
704.000	Wage, Secretary	23,500	1,125	8,318	15,182	35%
704.002	Wage, Dispatch	62,000	2,429	20,199	41,801	33%
705.000	Wage, FT Driver	115,000	5,482	37,362	77,638	32%
706.000	Wage, Mechanic	73,000	4,161	25,643	47,357	35%
707-708	Wage, PT Driver	80,000	2,866	29,746	50,254	37%
714.000	Annuity	9,000	401	2,898	6,102	32%
715.000	FICA	31,500	1,774	11,243	20,257	36%
716.008	Hospitalization	85,000	6,948	28,113	56,887	33%
718.000	Retirement	42,000	2,851	15,199	26,801	36%
719.000	Fringe, AD&D	3,500	310	1,240	2,260	35%
721.000	Personal Leave	1,000	0	0	1,000	0%
722.000	Unemployment	0	0	0	0	#DIV/0!
724.000	Workers Comp	17,000	7,349	10,652	6,348	63%
727.000	Office Supply	2,000	0	127	1,873	6%
741.000	Operating Supply	2,500	0	800	1,700	32%
742.000	Uniforms	3,000	0	863	2,137	29%
805.000	Computer Serv.	2,000	0	433	1,567	22%
807.000	Dues & Subs.	2,000	0	1,186	814	59%
810.000	Audit	0	0	0	0	#DIV/0!
841.000	Physicals	1,000	0	185	815	19%
851.000	Radio Maint.	1,000	0	0	1,000	0%
852.000	Postage	0	0	0	0	#DIV/0!
855.000	Telephone	800	54	223	577	28%
861.000	Travel	1,000	0	1,474	-474	147%
862.000	Convention	500	0	0	500	0%
864.000	* Bus Parts	21,600	1,903	8,737	12,863	40%
864.005	Tires & Tubes	12,000	519	5,067	6,933	42%
865.000	* Gas & Oil	90,000	4,044	24,291	65,709	27%
901.000	Print & Publish	500	0	0	500	0%
911.001	Insurance	40,000	0	4,157	35,843	10%
921.000	Electric	7,000	718	2,161	4,839	31%
922.000	Natural Gas	4,500	696	1,982	2,518	44%
931.000	Plowing	2,800	550	1,650	1,150	59%
932.000	Building Maint.	6,000	0	2,710	3,290	45%
935.000	Trash Removal	800	65	260	540	33%
TOTAL:		806,000	49,076	268,329	537,671	33%

* Figures based on ACT expense only

ANTRIM COUNTY TRANSPORTATION

CONTRACT REVENUES

2014-2015

Year to Date

MONTH	MUNSON	BELLAIRE	MEADOWBROOK
September	\$ 3,562.00	\$ 3,200.00	\$ 660.00
October	\$ 2,047.50	\$ 4,830.00	\$ 1,620.00
November	\$ 2,940.00	\$ 3,500.00	\$ 1,807.50
December	\$ 2,092.50	\$ 3,480.00	\$ 652.50
January	\$ 1,507.50	\$ 3,750.00	\$ 997.50
February			
March			
April			
May			
June			
July			
August			
TOTALS	\$ 12,149.50	\$ 18,760.00	\$ 5,737.50

Aviation Insurance Proposal

Antrim County Airport

Presented On: February 11, 2015



Presented by:
Sales Executive: Robert Nadr
Account Executive: Billie Hickey

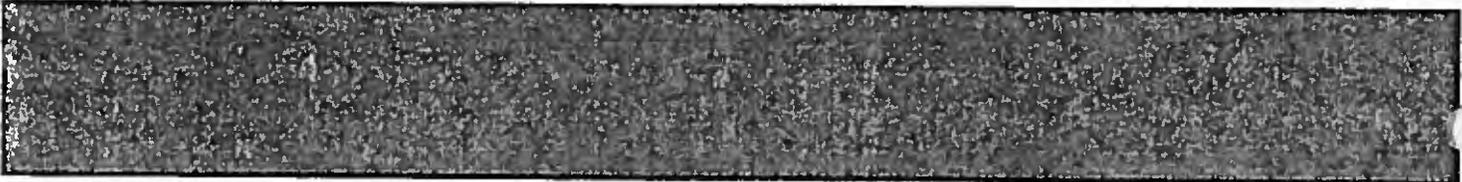


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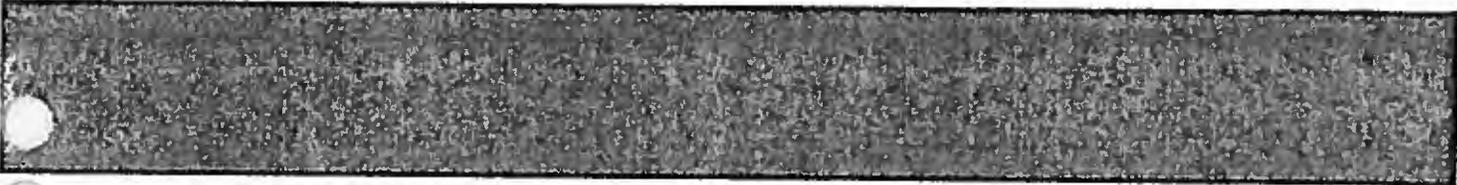
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This proposal is for summary purposes only. It is subject to the specific terms, conditions, limitations, and exclusions of the applicable insurance policy. In the event of any error, omission, or inconsistency, the terms of the applicable insurance policy shall prevail.



Your NationAir Service Team

Sales Executive

ROBERT NADR
rnadr@nationair.com
Mobile: (630) 200-8857

Responsible for the overall placement and management of your account.

Account Executive

BILLIE HICKEY
bhickey@nationair.com
Direct: (630) 549-3606

Responsible for handling the day-to-day servicing of your account.

Service Center Manager

KRIS CAMPTON
kcampton@nationair.com
Direct: 630-549-3616

Responsible for overseeing account executives and their daily service to your account.

Director Business Insurance

DIRK OLSEN
dolsen@nationair.com
Direct: 630-549-3622

Responsible for the placement and management of your non-aviation insurance.

Claims Advisor

TOM SURGALSKI
tsurgalski@nationair.com
Direct: 630-549-3611

In the event of a complex, delayed, or otherwise unusual claim, a NationAir Claims Advisor will represent your interests and make sure the underwriter is meeting its coverage obligations. Claims are initially processed by your personal NationAir representative, who will transmit the claim to the underwriter's claims department. In the event your claim requires special attention, a NationAir Claims Advisor will assist you with the claims process.

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Antrim County Airport
Airport Liability – Coverages, Limits and Deductibles
 Policy Period: March 15, 2015 to March 15, 2016
 Insurance Company: Global Aerospace

Premise	
ACB - Antrim County Airport - Bellaire, MI	

Airport Liability Coverage	
Coverage	Limit
Premise liability	
Each Occurrence	\$10,000,000
Products completed operations liability	
Each Occurrence	\$10,000,000
Aggregate	\$10,000,000
Premise medical payments	
Each Person	\$10,000
Personal injury and advertising liability	
Each Occurrence	\$10,000,000
Aggregate	\$10,000,000
Fire legal liability	
Each Occurrence	\$1,000,000
Hangarkeeper's legal liability	
Each Aircraft	\$2,000,000
Each Occurrence	\$2,000,000
Hangarkeeper's deductibles	\$0
Property damage deductibles	\$0

Additional Coverage	
Coverage	Limit
Host liquor liability	
Each Occurrence	\$10,000,000
Contractual liability	
Each Occurrence	\$10,000,000
Deductible	None
Mobile equipment liability	
Each Occurrence	\$10,000,000

Policy Total Annual Premium	\$7,176.00
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Premium Summary

Line of Business	Company	Policy Term	Expiring Premium	Renewal Premium
Airport Liability	Global Aerospace	3/15/2015 to 3/15/2016	\$7,007	\$7,176
Total Annual Premium			\$7,007	\$7,176

Alternate Limit Options	
Limit	Additional Premium
To increase your general liability limit to \$15,000,000 which would replace all limits above that have \$10,000,000 (Premise, Products and Completed Operations, Personal Injury and Advertising liability, Host Liquor, Contractual & Mobile Equipment Liability)	\$255
To increase hangarkeeper's liability to \$5,000,000	\$324
To increase hangarkeeper's liability to \$10,000,000	\$1,124

Recommendations

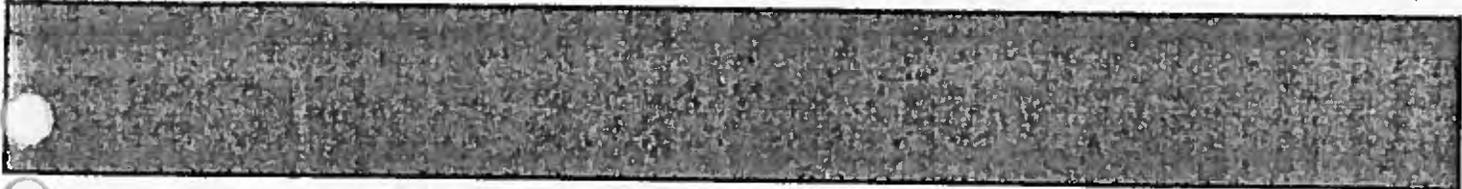
I would recommend increasing your hangarkeepers limit first. Antrim County Airport has an exposure during the peak season of expensive aircraft that come to the airport. The price does take into consideration that Antrim does have a peak season and these aircraft do not come to the airport on a regular basis. The best theory is to get a limit of the most expensive aircraft that lands at the airport. It is common to damage an aircraft, not total it. When discussing with John the common threat of totaling an aircraft would be to store one of these aircraft into an airport hangar. Antrim does not have a facility large enough to make this a reality. Damage to one of these expensive aircraft can easily use up \$2,000,000 and in the event the airport marshals another aircraft into a 2nd aircraft then \$5,000,000 could be used up.

At the least Antrim should consider increasing hangarkeepers to \$5,000,000 and if there is room in the budget \$10,000,000 should be considered. If one day the exposure of these large planes decrease and Antrim becomes a piston only airport then we can step down the hangarkeepers.

I did include what the cost of what it would be to increase the whole general liability to \$15,000,000. The price is very good to add another \$5,000,000 to the policy, however the hangarkeepers should take precedence.

Marketing Summary

Company	Response
ACE USA	\$7,200
Aerospace Insurance Managers	Declined – unable to provide \$10MIL Limit
Global Aerospace	Incumbent – Quoted
Phoenix Aviation Managers	Declined
QBE Aviation	\$8,756 – not a competitive premium
Starr Aviation	\$4,139 - \$1,000,000 limit does not meet current limits
Swiss Re	Declined
USAIG	Declined
USSIC	\$1,100 – Limit is only for \$1,000,000. This company cannot exceed \$3,000,000 unable to provide \$10mil limit
W. Brown and Associates	No Response – Would not recommend unless Antrim has a lot of claims and having insurance placement problems
XL Aerospace	Declined



Premium Payment Information

Our Policy

Premium payments should be received by NationAir by the due date indicated on the invoice to avoid unintended cancellation of your insurance or a lapse in coverage.

If you have questions or do not understand any portion of your invoice(s), please pay the undisputed portion and contact us promptly so that we may respond to your concerns.

Reinstatement

Keep in mind that if your policy is cancelled for non-payment or late payment, the carrier will determine if they are willing to reinstate coverage or not. Never assume that they will do so.

Cancellation

Should you cancel your insurance before its normal expiration date; the insurance company will charge an earned premium. You will be responsible for paying this earned premium.

Past Due Accounts

Premium payment is due within 14 days of the effective date of the policy, unless noted otherwise on the invoice. Failure to pay premiums by the due date will subject your policies to cancellation for non-payment of premium.

We welcome the opportunity to answer your questions and encourage you to call if further explanation is needed.

Premium Financing

If you prefer extended payment terms, we may be able to make arrangements with a third party finance company. However, you must make this election at the time the policy goes into effect. Contact us immediately if you wish to finance your premiums.

Since these payment plans are agreements between you and the finance company, you receive billing notices, etc. directly from them. In order to avoid a lapse in coverage, your payment must be received by the due date shown on your bill. We are not always kept up-to-date regarding the status of your payments nor do we always receive copies. Please pay special attention to mailings you receive from the finance company. Please refer to your written contract for all penalties or late payment charges bearing in mind that the finance company does reserve the right to cancel the policy for non-payment. If you receive a notice of cancellation for non-payment of premium, you will be responsible to make sure that your premium payment reaches the finance company prior to the cancellation date.

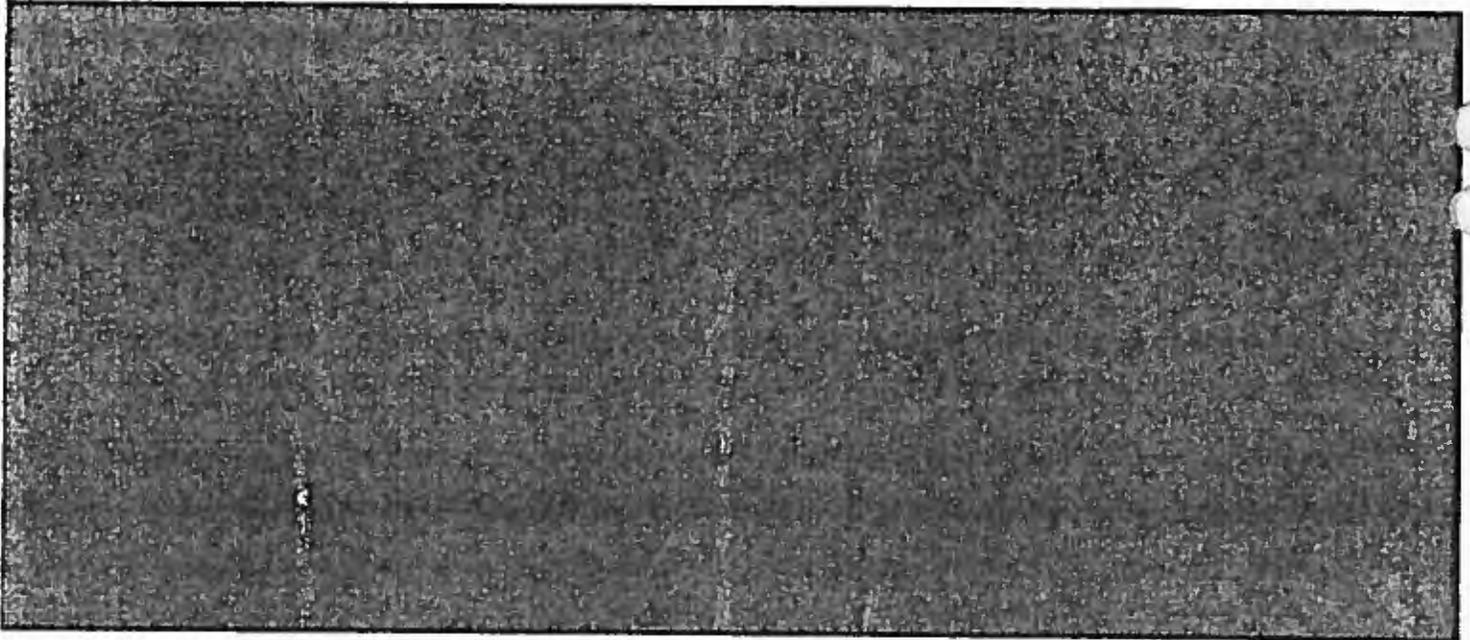
All inquiries regarding late payments must be directed to the finance company.

Return Premium Payments

As required by the policy, all return premium payments (refunds) are made payable only to the Named Insured on the policy (this is the same requirement for claim payments). Please ensure you are able to deposit checks made payable to the Named Insured including up to two months after the policy cancellation has been processed.

Wire Instructions

To the credit of: NationAir Insurance Agencies, Inc.
Routing Number: 101000019
Account Number: 316900415
Swift Number: CBKCU544 (International Wires)
Commerce Bank 1699 Clarkson Road Chesterfield, MO 63017

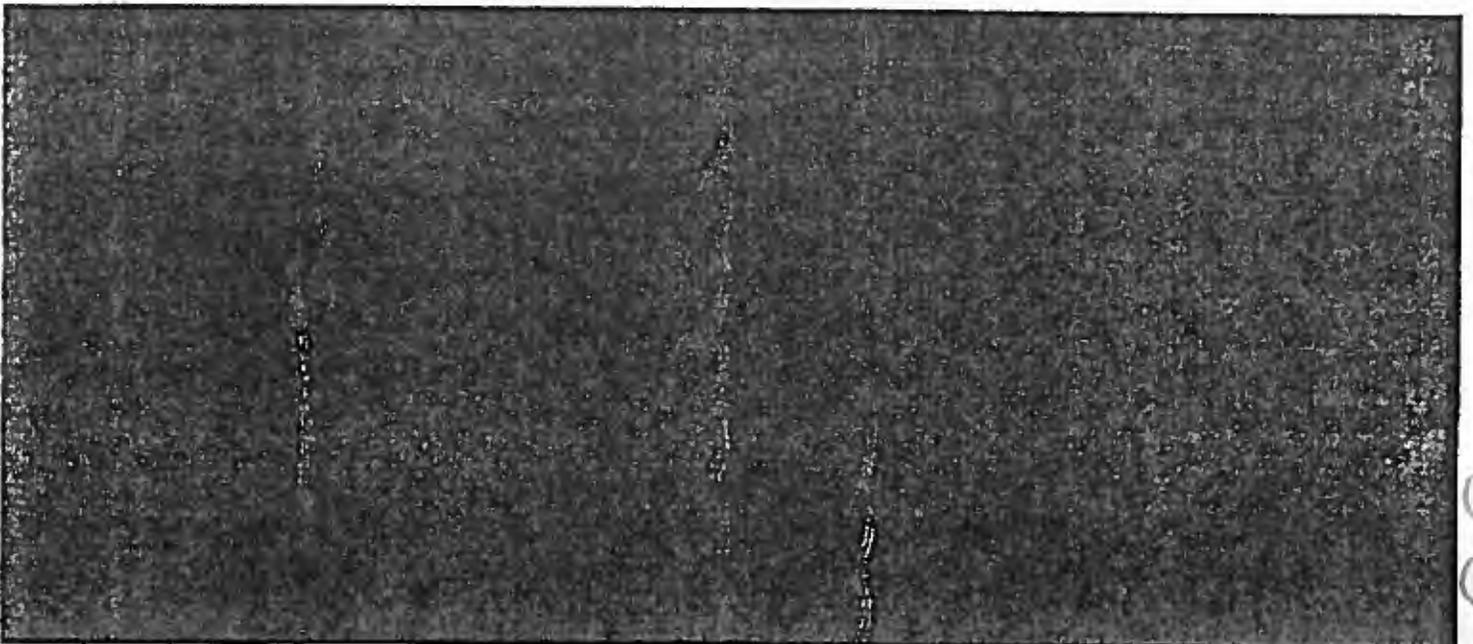


NationAir Aviation Insurance
1525 Kautz Road, Suite 100
West Chicago, IL 60185
Phone: (800) 456-0236

discover betterSM

Sales Executive: Robert Nadr
rnadr@nationair.com
Mobile: (630) 200-8857

Account Executive: Billie Hickey
bhickey@nationair.com
Direct: (630) 549-3606



REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY

PERIOD ENDING 01/31/2015

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 01/31/2015	ACTIVITY FOR MONTH 01/31/2015	AVAILABLE BALANCE	% BGT USED
Fund 581000 - AIRPORT OPERATING						
Revenues						
Dept 000						
581000-000-400.000	REVENUE CONTROL	0.00	0.00	0.00	0.00	0.00
581000-000-400.700	REVENUE - EXPENDITURE CREDIT	0.00	0.00	0.00	0.00	0.00
581000-000-520.000	FEDERAL	0.00	0.00	0.00	0.00	0.00
581000-000-546.000	STATE REVENUE	0.00	0.00	0.00	0.00	0.00
581000-000-550.000	STATE - AID TO AIRPORT	0.00	0.00	0.00	0.00	0.00
581000-000-564.001	FROM STATE	0.00	0.00	0.00	0.00	0.00
581000-000-636.010	AIRPORT-GAS AND OIL SALES	170,000.00	6,427.65	6,427.65	163,572.35	3.78
581000-000-636.020	AIRPORT - HANGAR, COLD STORAGE	19,000.00	665.69	665.69	18,334.31	3.50
581000-000-636.060	AIRPORT - PARKING-PLANES	4,000.00	25.00	25.00	3,975.00	0.63
581000-000-636.080	AIRPORT - SALE OF SUPPLIES	100.00	0.00	0.00	100.00	0.00
581000-000-636.110	AIRPORT - LANDING FEE	6,000.00	241.62	241.62	5,758.38	4.03
581000-000-636.120	AIRPORT - SERVICE FEE	5,000.00	0.00	0.00	5,000.00	0.00
581000-000-636.130	AIRPORT-LAND LEASE FOR HANGARS	27,000.00	0.00	0.00	27,000.00	0.00
581000-000-665.000	INTEREST EARNED INVEST & CDS	0.00	31.73	31.73	(31.73)	100.00
581000-000-669.000	RENTS	1,200.00	0.00	0.00	1,200.00	0.00
581000-000-669.001	RENT FROM COUNTY OWNED PROPERTY	12,398.00	0.00	0.00	12,398.00	0.00
581000-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
581000-000-677.010	REIMBURSE-INSURANCE & BOND-CLAIMS	0.00	0.00	0.00	0.00	0.00
581000-000-687.000	REFUNDS MISC	0.00	0.00	0.00	0.00	0.00
581000-000-689.000	INSURANCE & SECURITY BOND PREMIUMS	0.00	0.00	0.00	0.00	0.00
581000-000-689.003	WORKERS' COMP. DIVIDEND	0.00	0.00	0.00	0.00	0.00
581000-000-694.000	AIRPORT ROYALTIES - GAS & OIL	3,000.00	1,548.58	1,548.58	1,451.42	51.62
581000-000-698.001	UNREALIZED GAIN/LOSS	0.00	(8.63)	(8.63)	8.63	100.00
581000-000-699.101	FROM GENERAL FUND	262,660.00	131,330.00	131,330.00	131,330.00	50.00
581000-000-699.242	TRANSFER IN-FROM ENERGY SAVINGS FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 000		510,358.00	140,261.64	140,261.64	370,096.36	27.48
TOTAL Revenues		510,358.00	140,261.64	140,261.64	370,096.36	27.48
Expenditures						
Dept 000						
581000-000-968.000	DEPRECIATION AND DEPLETION	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 295-AIRPORT						
581000-295-702.000	SALARY - DEPT. HEAD	56,349.00	4,421.22	4,421.22	51,927.78	7.85
581000-295-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	35,663.00	1,681.00	1,681.00	33,982.00	4.71
581000-295-704.000	WAGES - DEPUTY#2, 2ND SEC, 2ND ASST	32,439.00	1,052.82	1,052.82	31,386.18	3.25
581000-295-705.000	OTHER WAGES	30,795.00	1,544.92	1,544.92	29,250.08	5.02
581000-295-707.000	OTHER WAGES	2,335.00	503.69	503.69	1,831.31	21.57
581000-295-708.000	WAGES - PART TIME	1,523.00	0.00	0.00	1,523.00	0.00
581000-295-709.000	OVERTIME AND HOLIDAY	4,200.00	124.72	124.72	4,075.28	2.97
581000-295-710.001	PER DIEM - REGULAR	150.00	0.00	0.00	150.00	0.00
581000-295-714.000	EMPLOYEE ANNUITY BENEFIT	5,500.00	400.99	400.99	5,099.01	7.29
581000-295-714.002	1:1 RATIO ANNUITY BENEFIT	0.00	0.00	0.00	0.00	0.00
581000-295-715.000	FICA - COUNTY SHARE	12,416.00	908.04	908.04	11,507.96	7.31
581000-295-716.000	HEALTH INSURANCE	32,100.00	2,662.54	2,662.54	29,437.46	8.29
581000-295-716.008	DELTA DENTAL INSURANCE	4,275.00	431.95	431.95	3,843.05	10.10

att. pg. 26

PERIOD ENDING 01/31/2015

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 01/31/2015	ACTIVITY FOR MONTH 01/31/2015	AVAILABLE BALANCE	% BDTG USED
Fund 581000 - AIRPORT OPERATING						
Expenditures						
581000-295-718.000	RETIREMENT - COUNTY SHARE	24,849.00	1,765.90	1,765.90	23,083.10	7.11
581000-295-719.000	OTHER FINGE - AD&D ETC.	1,500.00	172.40	172.40	1,327.60	11.49
581000-295-721.000	PERSONAL LEAVE	2,436.00	0.00	0.00	2,436.00	0.00
581000-295-724.000	WORKERS' COMPENSATION	5,353.00	1,855.89	1,855.89	3,497.11	34.67
581000-295-725.000	TRAINING	500.00	200.00	200.00	300.00	40.00
581000-295-727.000	SUPPLIES - OFFICE	1,000.00	0.00	0.00	1,000.00	0.00
581000-295-741.000	OPERATING SUPPLIES	12,500.00	786.30	786.30	11,713.70	6.29
581000-295-741.008	TANK REGISTRATION	200.00	0.00	0.00	200.00	0.00
581000-295-742.000	UNIFORMS	1,000.00	75.00	75.00	925.00	7.50
581000-295-802.000	CONTRACTUAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
581000-295-802.295	AIRPORT - CRACK SEALING PROGRAM	0.00	0.00	0.00	0.00	0.00
581000-295-807.000	DUES & SUBSCRIPTIONS	125.00	0.00	0.00	125.00	0.00
581000-295-851.000	RADIO MAINTENANCE	500.00	0.00	0.00	500.00	0.00
581000-295-855.000	TELEPHONE	2,400.00	198.48	198.48	2,201.52	8.27
581000-295-861.000	TRAVEL	4,000.00	0.00	0.00	4,000.00	0.00
581000-295-864.000	VEHICLE MAINTENANCE	4,000.00	0.00	0.00	4,000.00	0.00
581000-295-865.010	AIRCRAFT GAS & OIL SALES	150,000.00	15,450.56	15,450.56	134,549.44	10.30
581000-295-901.000	PRINTING AND PUBLISHING	300.00	0.00	0.00	300.00	0.00
581000-295-911.006	INSURANCE - AIRPORT	7,000.00	0.00	0.00	7,000.00	0.00
581000-295-921.000	ELECTRIC	17,500.00	388.78	388.78	17,111.22	2.22
581000-295-922.000	GAS	7,700.00	757.27	757.27	6,942.73	9.03
581000-295-932.000	BUILDING MAINTENANCE	6,000.00	50.00	50.00	5,950.00	0.83
581000-295-933.001	EQUIPMENT MAINTENANCE	10,000.00	0.00	0.00	10,000.00	0.00
581000-295-933.003	AUTOMTD WEATHER OBSERVTN SVC	4,000.00	0.00	0.00	4,000.00	0.00
581000-295-934.000	GROUNDS MAINT.	3,500.00	0.00	0.00	3,500.00	0.00
581000-295-935.000	TRASH REMOVAL	250.00	10.00	10.00	240.00	4.00
581000-295-954.295	GRANT MATCH - AIRPORT	8,500.00	0.00	0.00	8,500.00	0.00
581000-295-980.000	EQUIPMENT AIRPORT	0.00	0.00	0.00	0.00	0.00
Total Dept 295-AIRPORT		497,858.00	35,442.47	35,442.47	462,415.53	7.12
Dept 901-CAPITAL OUTLAY						
581000-901-980.295	CAPITALOUTLAY AIRPORT	12,500.00	0.00	0.00	12,500.00	0.00
Total Dept 901-CAPITAL OUTLAY		12,500.00	0.00	0.00	12,500.00	0.00
TOTAL Expenditures		510,358.00	35,442.47	35,442.47	474,915.53	6.94
Fund 581000 - AIRPORT OPERATING:						
TOTAL REVENUES		510,358.00	140,261.64	140,261.64	370,096.36	27.48
TOTAL EXPENDITURES		510,358.00	35,442.47	35,442.47	474,915.53	6.94
NET OF REVENUES & EXPENDITURES		0.00	104,819.17	104,819.17	(104,819.17)	100.00

att-09-27

Summary Report

Antrim County Animal Control From: 01/01/2014 12:00 AM To: 12/31/2014 11:59 PM	DOGS			CATS			
	Totals	Altered at Intake	Unaltered at Intake	Totals	Altered at Intake	Unaltered at Intake	
Total Intakes :	281	59	222	359	51	308	
Total Stray :	190	42	148	140	16	124	
Impounded :	1	0	1	0	0	0	
Turned in by owner :	90	17	73	219	35	184	
Returned to owner :	111	36	75	8	5	3	
Total Sold :	126	15	111	236	33	203	
Total Euthanized :	47	9	38	119	8	111	
Escaped :	0	0	0	0	0	0	
Died :	0	0	0	0	0	0	
Quarantine :	1	0	1	1	0	1	
OTHER ANIMALS : FARM & WILDLIFE :							
:							
:							
:							
Complaints Received :	339						
Animal Bites :	49						
Miles Traveled :	15035						
Gasoline Used :	940.40						
:							
Tickets Issued :	87						
:							
Animal Control Officer : (signature)						#	601

Dog	2014	2013	2012	2011	2010
Total Intake	281	291	409	390	441
Stray	190	192	252	242	284
Impounded	1	1	3	8	2
Owner Surrender	90	98	154	140	155
Returned to owner	111	134	150	135	149
Adopted	126	113	140	167	170
Euthanized	47	52	115	100	93

Cat	2014	2013	2012	2011	2010
Total Intake	359	330	408	452	498
Stray	140	128	133	149	178
Impounded	0	1	0	0	0
Owner Surrender	219	201	275	303	320
Returned to owner	8	7	5	8	11
Adopted	236	184	202	196	234
Euthanized	119	133	200	242	231

Animal Control	2014	2013	2012	2011	2010
Complaint #s	339	440	530	435	561
Bites	49	68	48	37	57
Miles	15035	17280	18839	21064	19336
Citations	87	110	136	79	91

These charts represent the last five years at the Antrim County Animal Shelter. We took in 939 animals in 2009 and euthanized 324. In 2014 we still show a decline in our intake at 640, although higher than last year's 621. In 2014 we show an even lower euthanasia rate than 2013 although our intake was greater, at only 166 animals euthanized. We have successfully reduced the euthanasia need in our shelter down to primarily only feral (wild), aggressive, dangerous or sick animals. During these last five years we have continued to operate as an open intake facility turning no Antrim County resident away when they need to bring their unwanted pet or stray animal in, and not charging a drop fee do surrender an unwanted animal. We have discovered that by waiving the intake fee, people wanting to surrender a pet have been more honest and are less likely to turn them loose on the street. When an animal comes in surrendered by owner we are able to adopt the animal right away providing the animal is adoptable. When the public is not honest and claims the pet is a stray we must hold the animal in our facility for 5-7 business days taking up valuable kennel space. We have spent a lot of time advertising our adoptable and stray animals on several websites including Facebook, Petfinder and craigslist and continue to see great success from this. We also continue to spend a lot of time grooming, bathing and

training animals in our facility. All animals both stray and adoptable are photographed and posted daily. We also offer the public the opportunity to text photos of their lost pets and post them to our website as a service to help them be reunited with their pets.

We work closely with local veterinarians and local rescue groups. One donor Merrie Corbett with Adams Madams in Central Lake has donated thousands of dollars to both Bellaire Animal Hospital, and Torch Lake Vet for spaying and neutering and other medical needs for homeless shelter animals. Dr. Waffle with Torch Lake Veterinary Clinic also has been donating nearly all spays and neuters and most medical care at the cost of her materials, donating her time. Rescue groups such as With a Little Help from my friends regularly come and take one or two animals from our facility to adopt in their sanctuary. AC Paw also comes and selects animals to make available for adoption through the Petsmart Adoption Center in Traverse City. These groups also regularly help with adoptable animals facing long recovery periods due to medical issues.

We continue to spend four to six hours a day five days a week patrolling the county. Often we are able to solve a lot of the problems found by educating and working with the citizens. We believe this has contributed to the number of complaints also going down over the last five years.

In summary, it has been another successful year at Animal Control. We appear to be on the right track to growing to meet the needs in Antrim County citizens and domestic animals.

Brenda McGuire/Callesen Antrim County Animal Control Officer

Health and Public Safety Committee

Christian Marcus

Karen Bargy, Chairman

Bob Wilson

Minutes March 25, 2015

Members present: Christian Marcus, Bob Wilson
Member present by telephone: Karen Bargy (Ms. Bargy engaged in the conversation but was not legally able to vote by phone)
Members absent: None
Others present: Pete Garwood, Mike Crawford, Janet Koch, Sheryl Guy, Deb Haydell

1. The meeting was called to order at 9:03 a.m. by Christian Marcus.

2. Public Comment

None.

3. Meadow Brook Medical Care Facility (MCF)/Meadow View Apartments Update

Marna Robertson, MCF Administrator, told the Committee that the facility is still having heating issues. The problem is still being investigated by the designing engineer; alternative options are being pursued. She added that the current patient census is 121 and that MCF is planning a grand open house in June. When the date is finalized she will inform the Committee.

Ms. Robertson told the Committee that an April kid's fish day is being planned. She added that David Schulz, MCF Administrative Services Director, will present the finances at the Finance meeting on April 6.

4. Emergency Services Update

Leslie Meyers, Emergency Services Coordinator, had included a written report in the Committee packet (see attached pgs. 5-6).

Ms. Meyers informed the Committee of various training regulations and requirements for fire fighter personnel. There had been a white paper published by the Michigan Occupational Safety and Health Administration, the Michigan Department of Licensing and Regulatory Affairs, and the National Fire Protection Association regarding changes in the training requirements. Ms. Meyers said the township fire chiefs would be more qualified to comment on the proposed changes than herself since the Emergency Operations Center (EOC) doesn't oversee fire departments; it supports them. Ms. Bargy asked Ms. Meyers to keep the Committee updated on the training changes.

Ms. Meyers said a Storm Spotter training by the National Weather Service will take place at Forest Home Township Hall on April 22 from 6:30 p.m. to 8 p.m. Mr. Wilson asked about weather service radios that had been made available to the elderly in the past. Ms. Meyers said she believes there are two in the office; she assumed they'd been distributed appropriately.

She reminded the Committee about the upcoming April 6 training at the EOC and encouraged all the Commissioners to register for the training. There is no cost. Registering will allow the training to be officially recorded as a training exercise and for Region 7 to be credited with providing the training. The registration deadline is April 2.

5. Probate Court Update

Bill Hefferan, Probate Court Administrator, had included a financial report in the Committee packet (see attached pg. 7). Mr. Garwood, County Administrator, asked about the report's negative numbers. Mr. Hefferan said the County had been reimbursed for some costs.

Mr. Hefferan told the Committee that there are changes being discussed at the State of Michigan level regarding dramatic changes in funding processes. Mr. Garwood said that the State of Michigan is also considering closing the Department of Human Services (DHS) office in Bellaire and asked if Mr. Hefferan would be willing to write a letter to the State regarding his feelings on the matter. Mr. Hefferan agreed, saying it would be very unfortunate if the Bellaire DHS office closed.

The DHS offices in Charlevoix and Leelanau Counties have recently closed and their services have moved to other areas. The state is currently in the process of consolidating DHS and the Community Health Department. Mr. Hefferan said the need for all staff members to have office space is not considered by the Governor's office as a critical need.

He told the Committee that he was willing to appear in front of the Committee on a monthly basis. It was agreed that Mr. Hefferan would appear regularly if the Committee's agenda isn't full.

6. Commission on Aging (COA)

Judy Parliament, COA Director, asked if the Committee had any questions regarding the revenue and expenditure report (see attached pgs. 8-12).

Manna Food Project

Mr. Garwood noted the memo to the Committee from his office (see attached pg. 13). He said Manna had been in operation since 1987 and was a well-established organization. Ms. Parliament said she expected that COA would spend the \$2,000 required by the Memorandum of Understanding (see attached pgs. 14-15) within two or three trips. Ms. Bary said she would like to know the resulting savings. Ms. Parliament agreed.

Motion by Bob Wilson, seconded by Christian Marcus, to recommend the Board of Commissioners authorize the Board Chairman to sign the Memorandum of Understanding between the Manna Food Project and the Antrim County Commission on Aging.

Motion carried – unanimous.

Ms. Parliament said she'd looked into the scam alert as requested by Ms. Bary. It is a program originating in Grand Traverse County; people who sign up with an email or telephone number will receive automatic notices regarding scams that target the elderly. Ms. Parliament said she had signed up to be a recipient and will include the notices in the monthly newsletter.

7. Antrim County Transportation (ACT) Update

Al Meacham, ACT Director, presented the following financial reports (see attached pgs. 16-20):

- Revenue Schedule 2015
- Expense Schedule 2015
- Miscellaneous Revenue Fiscal Year 2015
- Contract Revenues 2014-2015 Year to Date
- Cash Control

Mr. Meacham asked Ms. Guy about the Worker's Comp invoicing, which is at 101% for the ACT fiscal year. Ms. Guy said it's billed quarterly, but there is often a reimbursement. Ms. Haydell said she'll check the figures from the previous year to compare.

Mr. Wilson asked about the travel expense. Mr. Meacham said the Miscellaneous Revenue Fiscal Year statement shows reimbursement for those expenses.

Mr. Meacham said an individual had contacted Ms. Bary and Mr. Garwood about some difficulties regarding deliveries. Mr. Meacham said ACT wasn't really set up for that kind of delivery service but that they're trying to streamline procedures. Mr. Marcus said he didn't believe that ACT should be in the business of making deliveries for private businesses.

Mr. Marcus asked Mr. Meacham to check that that ACT's ambulance contract wasn't with Allied but with the ambulance authority, which has recently cut ties with Allied.

8. Airport Update

Financial Report

John Strehl, Airport Manager, discussed the airport's financial report (**see attached pgs. 21-22**). Mr. Wilson asked about the line item #581000-295-707.000 - Other Wages. Ms. Haydell said this line item is adjusted at the end of the year. One particular employee works in two different positions with two different wages; this has been negotiated in the union contract for a long time. However, it is difficult to budget hours for this situation and adjusting at the end of the year seems to work best.

Snow Blower

Mr. Strehl said he will likely be delaying the sale of the airport's snowblower until the fall, which is when prices for snow blowers will be higher. The Committee discussed where might be best to advertise the snow blower online. Ms. Bary suggested Craig's List; that she had seen other municipalities advertising on Craig's List. It was agreed that the Road Commission will be offered first rights of refusal at the approved base bid of \$6,400.00.

MDOT Contract

The Committee reviewed the memo from Mr. Garwood regarding the contract (**see attached pg. 23-25**). Mr. Garwood said the only difference between this contract and previous similar contracts was the drug-free workplace language. Ms. Bary asked if the grant amount was budgeted; Mr. Strehl said it was.

Motion by Bob Wilson, seconded by Christian, that the Antrim County Board of Commissioners approve the proposed Contract submitted by the Michigan Department of Transportation and authorizes Michael Crawford, Chairman, to execute MDOT Contract #2015-0152 (Federal Project No. D-26-0011-2912 install guidance signs including apron lights & wind cone - design) for and on behalf of the Antrim County Board of Commissioners with a total project cost of \$17,000, \$850 from the County and \$16,150.00 from the Federal and the State governments.

Motion carried – unanimous.

Mr. Crawford asked about church signage on the airport sign. Mr. Strehl said he would look into the matter.

Hangar Lease

Mr. Strehl asked about the status of civil counsel's approval of a new lease. He said the lessee would like to finalize the lease by the middle of April. Mr. Garwood and the Committee told him there was no current civil counsel available. Civil counsel had, however, recently drawn up a lease template. Ms. Bary asked that the Finance Committee be presented with a completed version of the contract based on the template.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Finance Committee be presented with the new hangar lease. Motion carried – unanimous.

9. Sheriff Department Update

Animal Control Vehicle

Sheryl Guy, County Clerk, said a claim was submitted to MMRMA for the 2005 Animal Control pickup that had recently hit a deer. \$6,900 repair cost, mileage is approximately 157,000. Ms. Guy said she asked the rep if it would be considered to be totaled; she has yet not heard back from the rep. Sheriff Bean said the vehicle had been slated to go to Parks and that there is a \$1000 deductible.

Sheriff Bean and Undersheriff Pratt discussed the purchase of a new vehicle. Truck itself is approximately \$25,000; he is investigating prices for additional accessories including the box in the back. Sheriff Bean said \$45,000 has been budgeted in 2015 for a new animal control vehicle. Undersheriff Pratt said that through MiDeal; the difference is between a 1/2 ton and 3/4 ton truck is about \$500.

Mr. Garwood said if he receives information regarding the insurance claim before the Finance Committee that the issue will be discussed at that meeting.

The Sheriff distributed Animal Control statistics from January and February (**see attached pgs. 26-27**). Ms. Bargy said she appreciated the year-end report that had been distributed at the last meeting. Sheriff Bean told the Committee that Animal Control does not deal with wolves, coyotes, or bears. He recommended that the Dept. of Natural Resources be notified of sightings of animals of that type.

The Committee, Sheriff Bean, and Undersheriff Pratt discussed in-car cameras. Sheriff Bean indicated that there are now systems in place to account for equipment purchases and installation. The Sheriff and Undersheriff also said they are investigating the purchase of body video cameras, which also record audio.

911 Update

Sergeant Steve Bratschi said the 911 training fund had been approved by the State. Several employees had attended recent trainings, including training for autistic calls and sexual assault calls.

He said there had been a recent meeting with the 911 Connect group for Region 7 concerning Emergency Services IP Network (ESInet). The group is looking for clarification from Peninsula Fiber Network (PFN), regarding their ability to provide service in this region. PFN currently operates ESInet in the Upper Peninsula.

Mr. Marcus asked about increased costs from the ambulance authority now that Allied is not part of the authority. Sheriff Bean said he hadn't heard of any. Mr. Crawford said the ambulance authority is funded by the townships; that the County doesn't allocate any money to the ambulance authority.

10. Various Matters

Dept. of Human Services (DHS)

Mr. Garwood updated the Committee regarding the lease agreement with the DHS. The state's Office of Management and Budget officials are trying to put a lease in place that is based on market value rather than the cost allocation method that was used for the last several leases.

Mr. Garwood also noted the possibility of the state combining the health department and the DHS and relocating the services offered in Bellaire to Kalkaska County. He distributed a letter he'd written to the County's state representative and state senator (**see attached pgs. 28-29**).

The meeting was adjourned at 11:13 a.m.

**Antrim County
Emergency
Management**

Memo

To: Health & Public Safety Committee
From: Leslie Meyers, Coordinator
cc: Peter Garwood, County Administrator
Date: March 18, 2015
Re: February to March 2015

-
- Grant documentation for the SARA Title III funds have been submitted to the state. I will be taking a training in May at the Homeland Security Conference on completing the necessary tasks to receive the funds. The amount awarded was for \$2180.
 - My personal training for PEM (Professional Emergency Manager) continues.
 - The Active Shooter Trainings scheduled on February 25 was again very successful. The March 17 session trained over 60 Shanty Creek employees and 20 county staff. I am currently researching ways to secure funding to implement the emergency procedures in County buildings.
 - The National Weather Service and Emergency Services will be hosting Storm Spotter Training on April 22 at Forest Home Township Hall.
 - The Medical First Responder training is complete. Fortunately I passed the class. Next steps are taking the National test and receiving ambulance and fire truck driving class. Hats off for the difficult job our Medical First Responders, EMT's and Paramedics do for us.
 - County Commissioner's Training is scheduled for April 6, 2015 in the afternoon. Should you need assistance signing up to receive credit, please let me know.
 - Attended a training with 911 at Treetops regarding the NexGen 911 and ESI Net. This was also a large part of the discussion at the Region 7 meeting the following week. Excerpts from the meeting minutes of the Region 7 Homeland Security Planning Board:

Jason Torrey GTC 911 explained that the 911 industry is changing. The current technology was developed in the 1960's and has been received bandaid after bandaid for years. The current system is also vulnerable to fiber cuts. The newly proposed system allows for a circle that allows for communications to stay continuous. The first leg would involve ESI Net

– for fiber connection. How will this benefit PSAPS? Its redundancy. The UP has adopted this system utilizing Next Gen 911 and ESI Net and can now receive texts. Further the system allows for rerouting to other county 911 centers in the event of power outage or a large scale disaster. The 911 centers are at the point that it is time to upgrade and they can either join together or stay autonomous. Letters of support to band together have been signed by Leelanau, Grand Traverse and Manistee. Grand Traverse feels that the cooperative effort is the way to go. A spreadsheet was shared with all attendees. The first leg of a conversion will require a large share of the funding to go into hooking up Antrim and Roscommon Counties. They are asking Region 7 to consider funding the first leg of the conversion. Grand Traverse LPT has approved the project.

Our LPT will be discussing this at their next meeting.

Net County Costs 2015

Month	Child Care Fund	Reimbursement	Net Child Care	State Ward Costs	Family Support	Subtotal	YTD Total	YTD%of Budget
October	\$5,885.56	\$557.43	\$5,328.13	\$1,237.20	\$0.00	\$6,565.33	\$6,565.33	2%
November	\$15,838.07	\$6,688.25	\$9,149.82	(\$1,120.14)	\$3,750	\$11,779.68	\$18,345.01	6%
December	\$16,394.45	\$5,680.58	\$10,713.87	\$831.24	\$3,342.50	\$14,887.61	\$33,232.62	11%
January	\$20,741.73	\$9,076.79	\$11,664.94	(\$15,075.59)	\$3,113.92	(\$296.73)	\$32,935.89	11%
February	\$16,268.15	\$4,935.38	\$11,332.77		\$0.00			
March								
April								
May								
June								
July								
August								
September								
YTD	\$75,127.96	\$26,938.43	\$48,189.53	(\$14,127.29)	\$10,206.42			
Est. Year	\$180,307	\$63,356	\$116,951	(\$6,000)	\$39,000	\$149,951		49%
Budgeted	\$272,000	\$21,000	\$251,000	\$18,000	\$39,000	\$308,000		100%
Percent	100%	35%	65%					

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 User: parliamentj
 DB: Antrim County

REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY
 PERIOD ENDING 02/28/2015
 % Fiscal Year Completed: 16.16

Page: 1/5

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BGDG USED
Fund 297000 - COMMISSION ON AGING						
Revenues						
Dept 000						
297000-000-403.000	CURRENT TAX COUNTY	605,487.00	499,831.37	162,059.26	105,655.63	82.55
297000-000-407.000	DELINQUENT TAX COUNTY	43,600.00	(1.67)	0.00	43,601.67	0.00
297000-000-412.000	DDA RECAPTURE REIMBURSEMENT	300.00	373.82	0.00	(73.82)	124.61
297000-000-417.000	PERSONAL PROP. TAX-COUNTY PORTION	31,935.00	15,410.11	12,672.03	16,524.89	48.25
297000-000-423.000	INDUSTRIAL FACILITIES TAX	320.00	0.00	0.00	320.00	0.00
297000-000-424.000	COMM FOREST RESR-CO PORTION	86.00	13.69	2.46	72.31	15.92
297000-000-425.002	F.I.L.T.	2,500.00	776.40	776.40	1,723.60	31.06
297000-000-426.010	SUMMER TAX INTEREST	0.00	16.14	5.95	(16.14)	100.00
297000-000-522.001	FEDERAL - CONGREGATE MEALS - U.S.D.A	15,390.00	8,615.21	0.00	6,774.79	55.98
297000-000-522.002	FEDERAL - HOME DELIVERED - U.S.D.A.	13,110.00	8,142.31	0.00	4,967.69	62.11
297000-000-565.001	FROM STATE - AGING - C-1	38,657.00	6,453.16	3,226.58	32,203.84	16.69
297000-000-565.002	FROM STATE - AGING - C-2	48,334.00	8,923.50	4,461.75	39,410.50	18.46
297000-000-565.008	FEMA	2,200.00	0.00	0.00	2,200.00	0.00
297000-000-565.012	STATE - CARE MANAGEMENT	21,000.00	8,943.40	2,946.60	12,056.60	42.59
297000-000-586.001	CONTRACTED WAIVER PAYMENT	50,000.00	9,619.30	3,562.80	40,380.70	19.24
297000-000-586.004	NIPPA REIMBURSEMENT	0.00	300.00	0.00	(300.00)	100.00
297000-000-640.041	AGING PROJECT INCOME - MEALS - BELLAIRE	11,500.00	3,697.44	1,645.97	7,802.56	32.15
297000-000-640.042	AGING PROJ. INCOME - MEALS - CENTRAL LA	11,500.00	888.00	418.00	10,612.00	7.72
297000-000-640.045	AGING PROJ. INCOME - MEALS - ELK RAPIDS	11,500.00	1,411.05	776.50	10,088.95	12.27
297000-000-640.047	AGING PROJECT INCOME - MEALS - MANCENON	11,500.00	1,615.25	841.75	9,884.75	14.05
297000-000-640.048	MEMORIALS - AGING	4,500.00	885.00	535.00	3,615.00	19.67
297000-000-640.049	HOME CHORE	10,000.00	510.00	260.00	9,490.00	5.10
297000-000-640.050	AGING PROJ. INCOME - HOME DELIVERED MEA	25,000.00	6,187.00	3,116.00	18,813.00	24.75
297000-000-641.001	AGING - NIFTY THRIFTY SALES	37,500.00	4,850.89	2,686.73	32,649.11	12.94
297000-000-641.004	AGING - FROM OUTSIDE FUND RAISERS	4,000.00	118.00	63.00	3,882.00	2.95
297000-000-641.005	AGING - MISCELLANEOUS	500.00	1,220.00	380.00	(720.00)	244.00
297000-000-641.006	BUSINESS OPERATIONS	12,000.00	1,108.19	576.00	10,891.81	9.23
297000-000-641.007	CSS HOME MAKER IN HOME SERVICES	6,800.00	0.00	0.00	6,800.00	0.00
297000-000-641.008	CSS PERSONAL CARE IN HOME SERVICES	4,000.00	1,098.38	691.88	2,901.62	27.46
297000-000-641.009	CSS AGING - RESPITE CARE	6,600.00	998.50	408.50	5,601.50	15.13
297000-000-641.010	TRUCK FUND SPECIAL FUNDRAISER	33,442.00	315.00	0.00	33,127.00	0.94
297000-000-665.000	INTEREST EARNED INVEST & CDS	500.00	141.78	66.30	358.22	28.36
297000-000-669.000	RENTS	1,500.00	275.00	275.00	1,225.00	18.33
297000-000-675.000	CONTRACT TRANSPORTATION/SENIOR COMPANIO	13,600.00	0.00	0.00	13,600.00	0.00
297000-000-698.001	UNREALIZED GAIN/LOSS	0.00	(5.02)	0.00	5.02	100.00
297000-000-699.101	TRANSFER IN-FROM GEN FND	109,140.00	54,570.00	0.00	54,570.00	50.00
Total Dept 000		1,188,001.00	647,301.20	202,454.46	540,699.80	54.49
TOTAL Revenues		1,188,001.00	647,301.20	202,454.46	540,699.80	54.49
Expenditures						
Dept 000						
297000-000-933.000	BANKING SERVICE FEES	40.00	6.00	3.00	34.00	15.00
Total Dept 000		40.00	6.00	3.00	34.00	15.00
Dept 668-AGING - HOMECHORE						
297000-668-802.000	CONTRACTUAL SERVICES-IN HOME	5,000.00	0.00	0.00	5,000.00	0.00
297000-668-806.000	LEGAL FEES	200.00	0.00	0.00	200.00	0.00

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GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BSGT USED
Fund 297000 - COMMISSION ON AGING						
Expenditures						
297000-668-931.000	PLOWING	55,000.00	14,580.00	13,525.00	40,420.00	26.51
Total Dept 668-AGING - HOMECHORE		60,200.00	14,580.00	13,525.00	45,620.00	24.22
Dept 672-AGING - TITLE III C1 CONGREGATE MEALS						
297000-672-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	29,026.00	4,636.74	2,196.20	24,389.26	15.97
297000-672-705.000	OTHER WAGES	13,226.00	3,451.43	2,258.81	9,774.57	26.10
297000-672-708.000	WAGES - PART TIME	68,971.00	6,683.79	4,419.17	62,287.21	9.69
297000-672-715.000	FICA - COUNTY SHARE	8,113.00	1,130.07	678.88	6,982.93	13.93
297000-672-718.000	RETIREMENT - COUNTY SHARE	5,511.00	1,032.86	568.90	4,478.14	18.74
297000-672-724.000	WORKERS' COMPENSATION	0.00	2,048.33	1,915.00	(2,048.33)	100.00
297000-672-725.000	TRAINING	500.00	0.00	0.00	500.00	0.00
297000-672-741.000	OPERATING SUPPLIES	0.00	203.78	203.78	(203.78)	100.00
297000-672-742.000	UNIFORMS	4,000.00	187.16	187.16	3,812.84	4.68
297000-672-802.000	CONTRACTUAL SERVICES	750.00	658.24	458.24	91.76	87.77
297000-672-802.016	CONTRACTUAL SERVICES-DINING OUT	0.00	766.50	477.75	(766.50)	100.00
297000-672-807.000	DUES & SUBSCRIPTIONS	500.00	0.00	0.00	500.00	0.00
297000-672-814.001	RAW FOOD COST	68,392.00	10,436.60	4,954.41	57,955.40	15.26
297000-672-814.002	DISPOSABLES	12,000.00	498.59	326.64	11,501.41	4.15
297000-672-855.000	TELEPHONE	1,400.00	197.07	197.07	1,202.93	14.08
297000-672-861.000	TRAVEL	750.00	81.76	81.76	668.24	10.90
297000-672-922.000	GAS	3,000.00	461.94	461.94	2,538.06	15.40
297000-672-932.000	BUILDING MAINTENANCE	3,000.00	16.21	0.00	2,983.79	0.54
297000-672-933.001	EQUIPMENT MAINTENANCE	4,000.00	0.00	0.00	4,000.00	0.00
297000-672-935.000	TRASH REMOVAL	1,300.00	207.00	103.50	1,093.00	15.92
297000-672-940.000	RENT BUILDING SPACE	11,600.00	2,360.00	2,360.00	9,240.00	20.34
297000-672-980.000	EQUIPMENT-COA-TITLE III-C1	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 672-AGING - TITLE III C1 CONGREGATE MEALS		238,539.00	35,058.07	21,849.21	203,480.93	14.70
Dept 674-AGING - TITLE III C2 HOME DELIVERED MEAL						
297000-674-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	49,275.00	3,949.82	1,870.84	45,325.18	8.02
297000-674-705.000	OTHER WAGES	10,821.00	2,940.12	1,924.18	7,886.88	27.17
297000-674-708.000	WAGES - PART TIME	14,138.00	1,476.12	960.80	12,661.88	10.44
297000-674-715.000	FICA - COUNTY SHARE	5,186.00	640.00	363.82	4,546.00	12.34
297000-674-718.000	RETIREMENT - COUNTY SHARE	7,766.00	879.86	484.63	6,886.14	11.33
297000-674-802.000	CONTRACTUAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
297000-674-807.000	DUES & SUBSCRIPTIONS	500.00	0.00	0.00	500.00	0.00
297000-674-814.001	RAW FOOD COST	67,000.00	8,607.56	4,220.44	58,392.44	12.85
297000-674-814.002	DISPOSABLES	14,000.00	1,851.62	1,016.03	12,148.38	13.23
297000-674-855.000	TELEPHONE	100.00	15.79	10.67	84.21	15.79
297000-674-864.000	VEHICLE MAINTENANCE	3,000.00	168.96	168.96	2,831.04	5.63
297000-674-865.000	GAS AND OIL	19,000.00	671.97	671.97	18,328.03	3.54
297000-674-922.000	GAS	4,000.00	0.00	0.00	4,000.00	0.00
297000-674-923.000	WATER	2,000.00	233.69	113.84	1,766.31	11.68
297000-674-980.000	EQUIPMENT-COA-TITLE III C2	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 674-AGING - TITLE III C2 HOME DELIVERED MEAL		202,786.00	21,435.51	11,806.18	181,350.49	10.57
Dept 677-AGING - EVENTS COORDINATOR						

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Fund 297000 - COMMISSION ON AGING						
Expenditures						
297000-677-708.000	WAGES - PART TIME EVENTS	2,800.00	347.17	217.26	2,452.83	12.40
297000-677-715.000	FICA - COUNTY SHARE	215.00	26.56	16.62	188.44	12.35
297000-677-725.000	TRAINING	200.00	0.00	0.00	200.00	0.00
297000-677-802.297	ACTIVITIES - COMM ON AGING	3,500.00	61.24	0.00	3,438.76	1.75
297000-677-861.000	TRAVEL	750.00	99.97	55.17	650.03	13.33
Total Dept 677-AGING - EVENTS COORDINATOR		7,465.00	534.94	289.05	6,930.06	7.17
Dept 679-AGING - TRANSPORTATION						
297000-679-802.000	CONTRACTUAL SERVICES	12,000.00	633.25	633.25	11,366.75	5.28
297000-679-861.000	TRAVEL	7,500.00	1,090.15	707.84	6,409.85	14.54
Total Dept 679-AGING - TRANSPORTATION		19,500.00	1,723.40	1,341.09	17,776.60	8.84
Dept 681-AGING - MEMORIALS						
297000-681-802.000	CONTRACTUAL SERVICES	4,500.00	6.19	0.00	4,493.81	0.14
Total Dept 681-AGING - MEMORIALS		4,500.00	6.19	0.00	4,493.81	0.14
Dept 683-AGING - HEALTH SCREENS						
297000-683-708.000	WAGES - PART TIME	17,000.00	0.00	0.00	17,000.00	0.00
297000-683-715.000	FICA - COUNTY SHARE	2,600.00	0.00	0.00	2,600.00	0.00
297000-683-722.000	UNEMPLOYMENT	1,500.00	0.00	0.00	1,500.00	0.00
297000-683-861.000	TRAVEL	9,500.00	0.00	0.00	9,500.00	0.00
Total Dept 683-AGING - HEALTH SCREENS		30,600.00	0.00	0.00	30,600.00	0.00
Dept 685-AGING-PERSONAL CARE						
297000-685-705.000	OTHER WAGES	18,482.00	822.60	411.54	17,659.40	4.45
297000-685-708.000	WAGES - PART TIME	34,600.00	1,955.72	1,135.25	32,644.28	5.65
297000-685-715.000	FICA - COUNTY SHARE	4,065.00	212.55	118.33	3,852.45	5.23
297000-685-718.000	RETIREMENT - COUNTY SHARE	3,667.00	105.04	52.55	3,561.96	2.86
297000-685-861.000	TRAVEL	15,000.00	914.37	416.92	14,085.63	6.10
Total Dept 685-AGING-PERSONAL CARE		75,814.00	4,010.28	2,134.59	71,803.72	5.29
Dept 686-AGING - BUSINESS OPERATIONS						
297000-686-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	23,331.00	1,710.48	1,510.58	21,620.52	7.33
297000-686-705.000	OTHER WAGES	35,834.00	1,133.67	1,618.70	34,700.33	3.16
297000-686-708.000	WAGES - PART TIME	37,400.00	1,507.88	1,804.48	35,892.12	4.03
297000-686-714.000	EMPLOYEE ANNUITY BENEFIT	8,020.00	1,059.29	668.32	6,950.71	13.33
297000-686-715.000	FICA - COUNTY SHARE	7,390.00	397.68	370.85	6,992.32	5.38
297000-686-716.000	HEALTH INSURANCE	96,443.00	7,366.74	3,683.37	89,076.26	7.64
297000-686-716.008	DELTA DENTAL INSURANCE	8,500.00	752.04	376.02	7,747.96	8.85
297000-686-718.000	RETIREMENT - COUNTY SHARE	4,939.00	751.61	455.35	4,187.39	15.22
297000-686-719.000	OTHER FINGE - AD&D ETC.	2,400.00	323.00	161.50	2,077.00	13.46
297000-686-722.000	UNEMPLOYMENT	3,500.00	0.00	0.00	3,500.00	0.00
297000-686-724.000	WORKERS' COMPENSATION	12,430.00	5,532.45	1,242.00	6,897.55	44.51

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Fund 297000 - COMMISSION ON AGING						
Expenditures						
297000-686-725.000	TRAINING	1,800.00	0.00	0.00	1,800.00	0.00
297000-686-727.000	SUPPLIES - OFFICE	9,500.00	541.83	444.66	8,958.17	5.70
297000-686-741.000	OPERATING SUPPLIES	0.00	141.84	141.84	(141.84)	100.00
297000-686-742.000	UNIFORMS	0.00	75.00	75.00	(75.00)	100.00
297000-686-802.000	CONTRACTUAL SERVICES	24,600.00	528.00	528.00	24,072.00	2.15
297000-686-807.000	DUES & SUBSCRIPTIONS	750.00	255.00	0.00	495.00	34.00
297000-686-814.001	RAW FOOD COST	1,750.00	0.00	0.00	1,750.00	0.00
297000-686-841.000	PHYSICAL EXAMS EMPLOYEES	0.00	115.00	0.00	(115.00)	100.00
297000-686-852.000	POSTAGE	2,800.00	633.57	176.07	2,166.43	22.63
297000-686-855.000	TELEPHONE	2,500.00	299.19	129.04	2,200.81	11.97
297000-686-861.000	TRAVEL	2,200.00	12.00	0.00	2,188.00	0.55
297000-686-864.000	VEHICLE MAINTENANCE	3,000.00	0.00	0.00	3,000.00	0.00
297000-686-865.000	GAS AND OIL	9,000.00	0.00	0.00	9,000.00	0.00
297000-686-901.000	PRINTING AND PUBLISHING	5,200.00	817.79	672.73	4,382.21	15.73
297000-686-921.000	ELECTRIC	10,000.00	919.16	919.16	9,080.84	9.19
297000-686-922.000	GAS	2,000.00	0.00	0.00	2,000.00	0.00
297000-686-931.000	PLOWING	1,500.00	420.00	420.00	1,080.00	28.00
297000-686-932.000	BUILDING MAINTENANCE	29,000.00	427.40	0.00	28,572.60	1.47
297000-686-933.001	EQUIPMENT MAINTENANCE	1,500.00	0.00	0.00	1,500.00	0.00
297000-686-933.002	EQUIP. MAINT. AGREEMENTS	2,200.00	582.00	319.00	1,618.00	26.45
297000-686-940.000	RENT BUILDING SPACE	1,600.00	1,200.00	1,200.00	400.00	75.00
Total Dept 686-AGING - BUSINESS OPERATIONS		351,087.00	27,512.62	16,916.67	323,574.38	7.84
Dept 687-AGING - RESPITE						
297000-687-705.000	OTHER WAGES	18,482.00	3,290.40	1,646.15	15,191.60	17.80
297000-687-708.000	OTHER WAGES	37,615.00	7,822.89	4,541.01	29,792.11	20.80
297000-687-715.000	FICA - COUNTY SHARE	4,481.00	850.17	473.33	3,630.83	18.97
297000-687-718.000	RETIREMENT - COUNTY SHARE	2,525.00	420.18	210.21	2,104.82	16.64
297000-687-861.000	TRAVEL	25,000.00	1,308.44	503.72	23,691.56	5.23
Total Dept 687-AGING - RESPITE		88,103.00	13,692.08	7,374.42	74,410.92	15.54
Dept 688-AGING - NIFTY THRIFTY						
297000-688-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	0.00	0.00	(841.11)	0.00	0.00
297000-688-705.000	OTHER WAGES	16,575.00	2,246.71	1,620.62	14,328.29	13.55
297000-688-708.000	WAGES - PART TIME	12,546.00	1,673.09	1,673.09	10,872.91	13.34
297000-688-715.000	FICA - COUNTY SHARE	2,228.00	289.59	180.92	1,938.41	13.00
297000-688-716.000	HEALTH INSURANCE	15,243.00	2,662.54	1,331.27	12,580.46	17.47
297000-688-716.008	DELTA DENTAL INSURANCE	1,557.00	243.94	121.97	1,313.06	15.67
297000-688-718.000	RETIREMENT - COUNTY SHARE	2,530.00	334.77	209.44	2,195.23	13.23
297000-688-719.000	OTHER FINGE - AD&D ETC.	90.00	14.30	7.15	75.70	15.89
297000-688-724.000	WORKERS' COMPENSATION	0.00	274.25	135.00	(274.25)	100.00
297000-688-741.000	OPERATING SUPPLIES	500.00	102.95	(384.04)	397.05	20.59
297000-688-855.000	TELEPHONE	550.00	86.54	42.00	463.46	15.73
297000-688-921.000	ELECTRIC	975.00	101.93	101.93	873.07	10.45
297000-688-935.000	TRASH REMOVAL	1,300.00	207.00	103.50	1,093.00	15.92
297000-688-980.000	EQUIP.	0.00	400.00	400.00	(400.00)	100.00
Total Dept 688-AGING - NIFTY THRIFTY		54,094.00	8,637.61	4,781.74	45,456.39	15.97

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DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDGT USED
COMMISSION ON AGING					
AL OUTLAY					
.686 CAPITAL OUTLAY - COA	33,442.00	0.00	0.00	33,442.00	0.00
-CAPITAL OUTLAY	<u>33,442.00</u>	<u>0.00</u>	<u>0.00</u>	<u>33,442.00</u>	<u>0.00</u>
ures	<u>1,166,170.00</u>	<u>127,196.70</u>	<u>80,020.95</u>	<u>1,038,973.30</u>	<u>10.91</u>
COMMISSION ON AGING:					
URES	1,188,001.00	647,301.20	202,454.46	540,699.80	54.49
S & EXPENDITURES	<u>1,166,170.00</u>	<u>127,196.70</u>	<u>80,020.95</u>	<u>1,038,973.30</u>	<u>10.91</u>
	21,831.00	520,104.50	122,433.51	(498,273.50)	2,382.41



Memorandum Administration Office

March 18, 2015

TO: Health & Public Safety Committee

FR: Peter Garwood
County Administrator

RE: Commission on Aging (COA) Manna Food Project

Judy Parliament, COA Director, presented a Memorandum of Understanding (MOU) between the Manna Food Project and the Antrim County COA to the Health & Public Safety Committee on February 24, 2015. At that meeting, Ms. Bargy asked for details regarding the financials.

The 2015 budgeted amount for line item for Congregate Meal raw food (#297000-672-814.001) is \$68,392.00. The 2015 budgeted amount for the Home Delivered Meal raw food (#297000-674-814.001) is \$67,000.00.

Also at the February 24 meeting, the Committee noted: "If a contract is needed and recommended from the COA Board, the Committee requested that all appropriate documents be submitted through the legal review process and recommended to the Board of Commissioners."

The COA Board has already recommended action regarding the issue. On December 15, 2014, the COA Board took the following action: "Motion for Judy to follow through with application and forward through the necessary county committees was made by Jeanette Hayes and supported by Rick Teague. Motion carried." (See following pages for full minutes.)

At the February 24 meeting, I told the Committee that only the Board of Commissioners can approve an agreement, and a MOU is an agreement. Unfortunately, with the resignation of Jim Rossiter from his role as Antrim County's civil counsel, there is currently no method in place through which a department head can submit documents through a legal review process.

This particular MOU, however, is very straightforward and poses essentially no risk to the County (see following pages). In light of the facts that 1) the COA could be saving money almost the moment the MOU is signed, and 2) there will be no opportunity for a legal review of this MOU and Board of Commissioner approval until the May 14, 2015 board meeting at the earliest, I would like the Committee to consider the following motion:

Motion by: _____, seconded by: _____
to recommend the Board of Commissioners authorize the Board Chairman to sign the Memorandum of Understanding between the Manna Food Project and the Antrim County Commission on Aging.

MEMORANDUM OF UNDERSTANDING

Between:

The Manna Food Project
8791 McBride Park Ct.
Harbor Springs, MI 49740

And

Antrim County Commission on Aging
308 East Cayuga
Bellaire, MI 49615

This Memorandum of Understanding (MOU) sets the terms and understanding between Antrim County Commission on Aging and The Manna Food Project to allow the Antrim County Commission on Aging (COA) to purchase food for their Congregate Meal sites and Home Delivered Meal program from The Manna Food Project.

Purpose

This MOU will allow the Antrim County COA to provide nutritious and well-balanced meals to senior citizens throughout the county at a lower cost to the commission. The meals are offered at 4 Congregate Meal sites and delivered to homes of those who meet eligibility requirements, regardless of their income or ability to pay. The suggested donation is \$3.00 per meal for those who are 60 years and above (or the spouse of a qualified recipient).

Funding

The Antrim County COA will provide The Manna Food Project with \$2,000 each year for the purpose of providing funds to pay for the food that is purchased. The funds will be provided to The Manna Food Project on the 1st day of April (or month following Antrim County BOC approval), each year that this MOU is in effect. The funds will be held and withdrawn as food is purchased. If any funds are left over at the end of March (end of one years' time), they will remain in the COA balance at Manna and the difference will be submitted to The Manna Food Project to bring the beginning balance back to \$2,000. If Antrim County COA expends more than the \$2,000 at any time during the year, that amount will be billed to and paid, upon request, by the Antrim County COA.

Reporting

The Manna Food Project will provide an itemized report to the Antrim County COA each month which will list the items purchased, purchase price and the remaining balance in the account.

Duration

This is an at-will MOU and may be modified by mutual consent of authorized officials from the Antrim County Commission on Aging and The Manna Food Project. This MOU shall become effective upon signature by the authorized officials from the Antrim County Commission on Aging and The Manna Food Project and will remain in effect until modified or terminated by any one of the partners or by mutual consent.

Contact Information

The Manna Food Project
Deb Noblett, Executive Director
8791 McBride Park Ct.
Harbor Springs, MI 49740
231-347-8852
231-348-9135 fax
deb@mannafoodproject.org

Antrim County Commission on Aging
Judy Parliament, Director
308 E. Cayuga (P.O. Box 614)
Bellaire, MI 49615-0614
231-533-8703
231-676-0625 cell
231-533-5310 fax
coa@antrimcounty.org

_____ Date: _____
Deb Noblett, Executive Director
The Manna Food Project

_____ Date: _____
Judy Parliament, Director
Antrim County Commission on Aging

_____ Date: _____
Michael Crawford, Chairman
Antrim County Board of Commissioners

ACT

REVENUE SCHEDULE 2015

NUMBER	ACCOUNT NAME	BUDGET	FEB	YTD RECEIVED
500.101	County Appropriation	166,000	0	\$83,000
569.000	State Funds	281,000	24,410	\$122,050
569.001	Federal Funds	141,000	37,278	\$37,278
638.001	General Fares	21,000	1,918	\$9,221
638.001	Pass Revenue	8,500	760	\$3,910
638.001	Crystal Beach	5,500	480	\$2,338
638.001	FIA	200	42	\$210
638.001	Mancelona School	0	0	\$0
638.001	Misc. Special Fares	5,000	793	\$2,415
638.002	HeadStart	9,500	900	\$3,525
638.003	CMH	30,000	2,580	\$13,140
638.004	Net Sale of Fuel *	13,000	958	\$5,041
638.006	Net Sale of Maintenance **	14,000	572	\$6,172
638.007	Meadow Brook	16,000	652	\$6,211
638.008	Munson	34,000	2,092	\$17,053
638.009	Bellaire School	36,000	3,500	\$11,270
638.01	Misc. Revenue	25,000	3,195	\$22,789
638.011	Alba School	0	0	\$0
665.000	Interest Income	300	10	\$108
		806,000	80,140	\$345,731

* Figure based on gallons sold at .25 per gallon

** Figure based on labor only (\$40 per hr)

ACT

2015 EXPENSE SCHEDULE

FUND:	ACCOUNT NAME:	BUDGET:	FEB:	YTD EXP:	BALANCE:	% EXP:
702.000	Salary, Director	62,500	4,831	26,241	36,259	42%
704.000	Wage, Secretary	23,500	1,941	10,259	13,241	44%
704.002	Wage, Dispatch	61,000	4,760	24,959	36,041	41%
705.000	Wage, FT Driver	115,000	9,281	46,643	68,357	41%
706.000	Wage, Mechanic	73,000	5,596	31,239	41,761	43%
707-708	Wage, PT Driver	81,000	7,570	37,316	43,684	46%
714.000	Annuity	9,000	790	3,688	5,312	41%
715.000	FICA	31,500	2,579	13,822	17,678	44%
716.008	Hospitalization	85,000	6,948	35,061	49,939	41%
718.000	Retirement	42,000	3,714	18,913	23,087	45%
719.000	Fringe, AD&D	3,500	310	1,550	1,950	44%
721.000	Personal Leave	1,000	0	0	1,000	0%
722.000	Unemployment	0	0	0	0	#DIV/0!
724.000	Workers Comp	18,000	7,582	18,234	-234	101%
727.000	Office Supply	1,500	62	189	1,311	13%
741.000	Operating Supply	2,700	407	1,207	1,493	45%
742.000	Uniforms	3,500	906	1,769	1,731	51%
805.000	Computer Serv.	2,000	142	575	1,425	29%
807.000	Dues & Subs.	2,000	0	1,186	814	59%
810.000	Audit	0	0	0	0	#DIV/0!
841.000	Physicals	1,000	80	265	735	27%
851.000	Radio Maint.	1,000	0	0	1,000	0%
852.000	Postage	0	0	0	0	#DIV/0!
855.000	Telephone	800	55	278	522	35%
861.000	Travel	1,000	0	1,474	-474	147%
862.000	Convention	500	0	0	500	0%
864.000	* Bus Parts	21,600	2,167	10,904	10,696	50%
864.005	Tires & Tubes	12,000	0	5,067	6,933	42%
865.000	* Gas & Oil	89,000	3,955	28,246	60,754	32%
901.000	Print & Publish	300	124	124	176	41%
911.001	Insurance	40,000	10,827	14,984	25,016	37%
921.000	Electric	7,000	770	2,931	4,069	42%
922.000	Natural Gas	4,500	1,077	3,059	1,441	68%
931.000	Plowing	2,800	550	2,200	600	79%
932.000	Building Maint.	6,000	1,423	4,133	1,867	69%
935.000	Trash Removal	800	65	325	475	41%
TOTAL:		806,000	78,512	346,841	459,159	43%

* Figures based on ACT expense only

ACT

MISCELLANEOUS REVENUE FISCAL YEAR 2015

October	\$249.90 – Refund from Bavarian Inn (Hartley cancelled MASSTrans Conference)
	\$85.00 – Refund from MASSTrans (Hartley cancelled for MASSTrans Conference)
	\$3609.75 – RTAP (Travel & Convention)
November	\$13,656 – Federal Reimbursement for audit 2013
	\$111.99 - Roof Repair (building maintenance)
	\$725.21 – Urinal, fuel tank & pump repairs (building maintenance)
December	\$1,156.21 – Laptop & Monitor (computer)
January	None
February	\$721.95 – Office Equipment (office supplies)
	\$2,473.00 – Sale of Bus #403

ANTRIM COUNTY TRANSPORTATION**CONTRACT REVENUES**

2014-2015

Year to Date

MONTH	MUNSON	BELLAIRE	MEADOWBROOK
September	\$ 3,562.00	\$ 3,200.00	\$ 660.00
October	\$ 2,047.50	\$ 4,830.00	\$ 1,620.00
November	\$ 2,940.00	\$ 3,500.00	\$ 1,807.50
December	\$ 2,092.50	\$ 3,480.00	\$ 652.50
January	\$ 1,507.50	\$ 3,750.00	\$ 997.50
February	\$ 1,455.00	\$ 3,480.00	\$ 1,470.00
March			
April			
May			
June			
July			
August			
TOTALS	\$ 13,604.50	\$ 22,240.00	\$ 7,207.50

\\Fileprint1\act\Dispatch\ACT Correspondance\Contract Income Year to Date 3/6/2015

ACT Cash Control

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Oct	\$357,432	\$229,446	\$103,225	\$126,848	\$160,243	\$140,629	\$258,343	\$106,884	\$182,231	\$170,276	\$134,183	\$166,161
Nov	\$339,988	\$200,794	\$ 62,695	\$109,924	\$149,334	\$116,645	\$ 72,510	\$ 97,911	\$151,626	\$130,818	\$112,724	\$169,142
Dec	\$342,494	\$183,596	\$145,502	\$141,087	\$166,245	\$102,876	\$ 54,616	\$ 97,327	\$184,438	\$135,501	\$127,270	\$177,017
Jan	\$354,447	\$179,707	\$172,467	\$165,211	\$212,660	\$158,900	\$ 90,456	\$164,214	\$239,898	\$202,215	\$193,764	\$226,263
Feb	\$338,662	\$176,720	\$138,204	\$136,674	\$178,219	\$116,892	\$ 50,551	\$179,161	\$209,832	\$177,883	\$192,334	\$242,454
Mar	\$311,298	\$138,523	\$119,143	\$102,854	\$177,675	\$105,468	\$ 72,063	\$164,771	\$197,163	\$174,368	\$199,368	\$ -
Apr	\$314,769	\$155,888	\$125,174	\$ 93,683	\$210,645	\$153,107	\$ 51,131	\$134,126	\$178,764	\$199,511	\$137,356	\$ -
May	\$302,747	\$160,330	\$136,757	\$189,359	\$204,728	\$148,324	\$ 43,974	\$132,592	\$152,285	\$173,357	\$128,652	\$ -
Jun	\$277,824	\$147,992	\$150,941	\$180,300	\$173,950	\$ 99,806	\$143,382	\$128,301	\$165,562	\$131,050	\$ 92,477	\$ -
Jul	\$279,584	\$159,482	\$184,855	\$162,704	\$219,999	\$121,216	\$195,667	\$190,946	\$206,658	\$194,239	\$189,159	\$ -
Aug	\$273,535	\$155,021	\$169,392	\$151,079	\$183,880	\$ 75,075	\$160,759	\$157,785	\$170,813	\$184,009	\$186,309	\$ -
Sep	\$253,172	\$113,106	\$147,986	\$183,606	\$106,593	\$ 46,615	\$152,104	\$202,244	\$191,639	\$166,636	\$209,983	\$ -
Avg	\$312,161	\$166,717	\$138,028	\$145,444	\$178,679	\$115,463	\$111,963	\$146,354	\$185,909	\$169,989	\$158,632	\$196,205

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REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY

PERIOD ENDING 02/28/2015

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDGT USED
Fund 581000 - AIRPORT OPERATING						
Revenues						
Dept 000						
581000-000-400.000	REVENUE CONTROL	0.00	0.00	0.00	0.00	0.00
581000-000-400.700	REVENUE - EXPENDITURE CREDIT	0.00	0.00	0.00	0.00	0.00
581000-000-520.000	FEDERAL	0.00	0.00	0.00	0.00	0.00
581000-000-546.000	STATE REVENUE	0.00	0.00	0.00	0.00	0.00
581000-000-550.000	STATE - AID TO AIRPORT	0.00	0.00	0.00	0.00	0.00
581000-000-564.001	FROM STATE	0.00	0.00	0.00	0.00	0.00
581000-000-636.010	AIRPORT-GAS AND OIL SALES	170,000.00	3,607.15	2,090.33	166,392.85	2.12
581000-000-636.020	AIRPORT - HANGAR, COLD STORAGE	19,000.00	2,396.83	1,731.14	16,603.17	12.61
581000-000-636.060	AIRPORT - PARKING-PLANES	4,000.00	50.00	25.00	3,950.00	1.25
581000-000-636.080	AIRPORT - SALE OF SUPPLIES	100.00	0.00	0.00	100.00	0.00
581000-000-636.110	AIRPORT - LANDING FEE	6,000.00	1,398.08	1,156.46	4,601.92	23.30
581000-000-636.120	AIRPORT - SERVICE FEE	5,000.00	193.00	193.00	4,807.00	3.86
581000-000-636.130	AIRPORT-LAND LEASE FOR HANGARS	27,000.00	0.00	0.00	27,000.00	0.00
581000-000-665.000	INTEREST EARNED INVEST & CDS	0.00	79.91	30.82	(79.91)	100.00
581000-000-669.000	RENTS	1,200.00	0.00	0.00	1,200.00	0.00
581000-000-669.001	RENT FROM COUNTY OWNED PROPERTY	12,398.00	0.00	0.00	12,398.00	0.00
581000-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
581000-000-677.010	REIMBURSE-INSURANCE & BOND-CLAIMS	0.00	0.00	0.00	0.00	0.00
581000-000-687.000	REFUNDS MISC	0.00	0.00	0.00	0.00	0.00
581000-000-689.000	INSURANCE & SECURITY BOND PREMIUMS	0.00	0.00	0.00	0.00	0.00
581000-000-689.003	WORKERS' COMP. DIVIDEND	0.00	0.00	0.00	0.00	0.00
581000-000-694.000	AIRPORT ROYALTIES - GAS & OIL	3,000.00	1,548.58	0.00	1,451.42	51.62
581000-000-698.001	UNREALIZED GAIN/LOSS	0.00	(8.63)	0.00	8.63	100.00
581000-000-699.101	FROM GENERAL FUND	262,660.00	131,330.00	0.00	131,330.00	50.00
581000-000-699.242	TRANSFER IN-FROM ENERGY SAVINGS FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 000		510,358.00	140,594.92	5,226.75	369,763.08	27.55
TOTAL Revenues		510,358.00	140,594.92	5,226.75	369,763.08	27.55
Expenditures						
Dept 000						
581000-000-968.000	DEPRECIATION AND DEPLETION	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 295-AIRPORT						
581000-295-702.000	SALARY - DEPT. HEAD	57,476.00	8,842.44	4,421.22	48,633.56	15.38
581000-295-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	36,376.00	4,619.32	2,938.32	31,756.68	12.70
581000-295-704.000	WAGES - DEPUTY#2, 2ND SEC, 2ND ASST	33,088.00	2,587.50	1,534.68	30,500.50	7.82
581000-295-705.000	OTHER WAGES	31,411.00	4,081.84	2,536.92	27,329.16	12.99
581000-295-707.000	OTHER WAGES	2,382.00	1,720.99	1,217.30	661.01	72.25
581000-295-708.000	WAGES - PART TIME	1,553.00	0.00	0.00	1,553.00	0.00
581000-295-709.000	OVERTIME AND HOLIDAY	4,284.00	124.72	0.00	4,159.28	2.91
581000-295-710.001	PER DIEM - REGULAR	150.00	0.00	0.00	150.00	0.00
581000-295-714.000	EMPLOYEE ANNUITY BENEFIT	5,500.00	1,069.31	668.32	4,430.69	19.44
581000-295-714.002	1:1 RATIO ANNUITY BENEFIT	0.00	0.00	0.00	0.00	0.00
581000-295-715.000	FICA - COUNTY SHARE	12,664.00	1,879.93	971.89	10,784.07	14.84
581000-295-716.000	HEALTH INSURANCE	32,100.00	5,325.08	2,662.54	26,774.92	16.59
581000-295-716.008	DELTA DENTAL INSURANCE	4,275.00	863.90	431.95	3,411.10	20.21

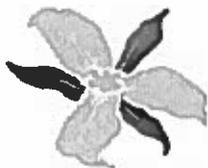
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REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY

PERIOD ENDING 02/28/2015

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDGT USED
Fund 581000 - AIRPORT OPERATING						
Expenditures						
581000-295-718.000	RETIREMENT - COUNTY SHARE	25,346.00	3,650.51	1,884.61	21,695.49	14.40
581000-295-719.000	OTHEP FINGR - REED LIC.		344.80	172.40	1,155.20	22.99
581000-295-721.000	PERSONAL LEAVE	2,485.00	0.00	0.00	2,485.00	0.00
581000-295-724.000	WORKERS' COMPENSATION	5,460.00	3,735.89	1,880.00	1,724.11	68.42
581000-295-725.000	TRAINING	500.00	200.00	0.00	300.00	40.00
581000-295-727.000	SUPPLIES - OFFICE	1,000.00	245.83	245.83	754.17	24.58
581000-295-741.000	OPERATING SUPPLIES	12,500.00	2,138.40	1,352.10	10,361.60	17.11
581000-295-741.008	TANK REGISTRATION	200.00	0.00	0.00	200.00	0.00
581000-295-742.000	UNIFORMS	1,000.00	75.00	0.00	925.00	7.50
581000-295-802.000	CONTRACTUAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
581000-295-802.295	AIRPORT - CRACK SEALING PROGRAM	0.00	0.00	0.00	0.00	0.00
581000-295-807.000	DUES & SUBSCRIPTIONS	125.00	0.00	0.00	125.00	0.00
581000-295-851.000	RADIO MAINTENANCE	500.00	0.00	0.00	500.00	0.00
581000-295-855.000	TELEPHONE	2,400.00	252.20	53.72	2,147.80	10.51
581000-295-861.000	TRAVEL	4,000.00	361.68	361.68	3,638.32	9.04
581000-295-864.000	VEHICLE MAINTENANCE	4,000.00	80.00	80.00	3,920.00	2.00
581000-295-865.010	AIRCRAFT GAS & OIL SALES	150,000.00	25,037.80	9,587.24	124,962.20	16.69
581000-295-901.000	PRINTING AND PUBLISHING	300.00	0.00	0.00	300.00	0.00
581000-295-911.006	INSURANCE - AIRPORT	7,000.00	0.00	0.00	7,000.00	0.00
581000-295-921.000	ELECTRIC	17,500.00	1,782.25	1,393.47	15,717.75	10.18
581000-295-922.000	GAS	7,700.00	1,272.57	515.30	6,427.43	16.53
581000-295-932.000	BUILDING MAINTENANCE	6,000.00	184.62	134.62	5,815.38	3.08
581000-295-933.001	EQUIPMENT MAINTENANCE	10,000.00	121.70	121.70	9,878.30	1.22
581000-295-933.003	AUTOMTD WEATHER OBSERVTN SVC	4,000.00	0.00	0.00	4,000.00	0.00
581000-295-934.000	GROUNDS MAINT.	3,500.00	0.00	0.00	3,500.00	0.00
581000-295-935.000	TRASH REMOVAL	250.00	20.00	10.00	230.00	8.00
581000-295-954.295	GRANT MATCH - AIRPORT	8,500.00	0.00	0.00	8,500.00	0.00
581000-295-980.000	EQUIPMENT AIRPORT	0.00	0.00	0.00	0.00	0.00
Total Dept 295-AIRPORT		502,025.00	70,618.28	35,175.81	431,406.72	14.07
Dept 901-CAPITAL OUTLAY						
581000-901-980.295	CAPITALOUTLAY AIRPORT	12,500.00	0.00	0.00	12,500.00	0.00
Total Dept 901-CAPITAL OUTLAY		12,500.00	0.00	0.00	12,500.00	0.00
TOTAL Expenditures		514,525.00	70,618.28	35,175.81	443,906.72	13.72
Fund 581000 - AIRPORT OPERATING:						
TOTAL REVENUES		510,358.00	140,594.92	5,226.75	369,763.08	27.55
TOTAL EXPENDITURES		514,525.00	70,618.28	35,175.81	443,906.72	13.72
NET OF REVENUES & EXPENDITURES		(4,167.00)	69,976.64	(29,949.06)	(74,143.64)	1,679.31



Memorandum Administration Office

March 18, 2015

TO: Health & Public Safety Committee

FR: Peter Garwood
County Administrator

RE: MDOT Grant Contract

The subject of this communication is a grant contract between the Michigan Department of Transportation (MDOT) and Antrim County to fund the design work necessary for the replacement of guidance signs, apron lighting on the Antrim County Airport Airfield. Previously, the Board of Commissioners authorized a contract with Mead & Hunt to engage in the actual design work at their meeting on 12-11-14:

Excerpt from minutes: approved the contract with Mead & Hunt for the Antrim County Airport Design Replace Guidance Signs, Apron Lighting, & Wind Cone at the cost of \$16,779.12 to be paid in full by Antrim County, with the State of Michigan to reimburse 95% of cost upon completion of design work, be approved and paid from the 2015 Antrim County Airport Fund #581 budget, Capital Outlay, line item 581-901-980.285.

Approval of this contract will provide funding from a combination of grant funds (95%) and County match (5%) for the total amount of \$17,000. Bidding is expected to occur in May, 2015, and construction work to begin when Airport Improvement Program (AIP) funds are transferred into Antrim County's account which is expected to be in the Summer of 2015.

In June, 2014, Antrim County's former Civil Counsel reviewed and approved for signing the last block grant contract with MDOT for the design, rehabilitation and marking of the airfield runway. John Strehl, Airport Manager, has reviewed the current MDOT agreement and indicates it is the same as past block grant agreements with the exception of asking for a certification pertaining to a drug-free workplace.

I have also reviewed the contract and the new drug-free workplace language was the only issue of concern; thus, I also reviewed the checklist associated with the drug-free workplace requirements and feel confident we are in compliance and am able to answer in the affirmative for each of the requirements.

Due to the absence of civil counsel, the May deadline for the project (as stated by the airport manager) and the lack of variance between this MDOT contract and those of the recent past which were approved by civil counsel, I would recommend the Committee consider the following motion:

Motion by: _____, seconded by: _____
that the Antrim County Board of Commissioners approves the proposed Contract submitted by the Michigan Department of Transportation and authorizes Michael Crawford, Chairman, to execute MDOT Contract #2015-0152 (Federal Project No. D-26-0011-2912 install guidance signs including apron lights & wind cone - design) for and on behalf of the Antrim County Board of Commissioners with a total project cost of \$17,000, \$850 from the County and \$16,150.00 from the Federal and the State governments.

CONTRACT NO. 2015-0152
FEDERAL PROJECT NO. D-26-0011-2912

**MICHIGAN DEPARTMENT OF TRANSPORTATION
ANTRIM COUNTY BOARD OF COMMISSIONERS
CONTRACT FOR A FEDERAL/STATE/LOCAL
AIRPORT PROJECT
UNDER THE BLOCK GRANT PROGRAM**

This Contract is made and entered into this date of _____ by and between the Michigan Department of Transportation (MDOT) and Antrim County Board of Commissioners (SPONSOR) for the purpose of fixing the rights and obligations of the parties in agreeing to the following undertaking at the Antrim County Airport whose associated city is Bellaire, Michigan, such undertaking (PROJECT) estimated in detail in Exhibit 1, dated January 27, 2015 attached hereto and made a part hereof.

PROJECT DESCRIPTION: INSTALL GUIDANCE SIGNS INCLUDING APRON LIGHTS & WINDCONE - DESIGN.

Recitals:

The PROJECT is eligible for federal funding pursuant to the Airport and Airway Improvement Act of 1982, as amended, and/or the Aviation Safety and Noise Abatement Act of 1979; and

MDOT has received a block grant from the Federal Aviation Administration (FAA) for airport development projects; and

MDOT is responsible for the allocation and management of block grant funds pursuant to the above noted act.

The parties agree that:

1. The term "PROJECT COST," as herein used, is defined in Attachment(s) 9, attached hereto and made a part hereof. The PROJECT COST will also include administrative costs incurred by MDOT in connection with the PROJECT. Administrative costs incurred by the SPONSOR are not eligible PROJECT COSTS.

Antrim County Animal Control From: 01/01/2015 12:00 AM To: 01/31/2015 11:59 PM	DOGS			CATS			
	Totals	Altered at Intake	Unaltered at Intake	Totals	Altered at Intake	Unaltered at Intake	
Total Intakes :	13	5	8	32	6	26	
Total Stray :	6	1	5	5	1	4	
Impounded :	0	0	0	0	0	0	
Turned in by owner :	7	4	3	27	5	22	
Returned to owner :	9	3	6	3	3	0	
Total Sold :	1	1	0	11	1	10	
Total Euthanized :	5	2	3	19	6	13	
Escaped :	0	0	0	0	0	0	
Died :	0	0	0	0	0	0	
Quarantine :	0	0	0	0	0	0	
OTHER ANIMALS : FARM & WILDLIFE :							
Total Wildlife :	0						
Total Farm :	0						
Total Other :	0						
Complaints Received :	37						
Animal Bites :	0						
Miles Traveled :	1382			GAS			
Gasoline Used :	52.1			1-27 23.5			
				1-20 28.4			
Tickets Issued :	2						
Animal Control Officer : (signature)						#	681

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County of Antrim Administration Department

March 24, 2015

P.O. Box 187
Bellaire, Michigan 49615

Phone: (231) 533-6265
Fax: (231) 533-8111
www.antrimcounty.org

Rep. Triston Cole
S-1389 House Office Building
PO Box 30014
Lansing MI 48909

Dear Rep. Cole:

Concern: Governor Snyder is pushing consolidation and the closing of some of the Department of Human Services (DHS) offices. Apparently, the office located in the County Building in the county seat of Bellaire is one of them.

Reasons why closing the DHS Office in Antrim County is a bad idea:

- Many of the residents that use the services of DHS also use the services of Community Mental Health, the Health Department and the Commission on Aging, not to mention other general County services. The main office for all of these services is located in and around the County Building. If DHS is removed from the County Building, it will destroy the one stop shop concept that has been working well for years.
- The DHS Office in Charlevoix has previously been closed by the State. Antrim County residents will have to travel twice as far at a minimum and likely farther to get the services they need (especially those in the northern part of the County as Petoskey will be the closest office).
- The DHS Office in Antrim County provides a closer location for services for Charlevoix County residents on the south region of Charlevoix County. If the Antrim County DHS Office is closed, it will leave a very large area void of services with both the Antrim County and the Charlevoix County closed.
- Many citizens who utilize DHS services do not own vehicles. Transportation through the individual counties' transportation systems is complicated and can be confusing due to the current rules that require transferring to the adjoining county's bus system when crossing over the county line.
- With 13.6% of the County population and 22.8% of children in the County at or below the poverty level, it is imperative the services are available in Antrim County.

Much of the population that is using the services of the DHS is struggling to get out of poverty and become more self-sufficient and less reliant on the State and Federal government. This population already encounters many barriers. Moving the DHS Offices out of Bellaire is tantamount to creating one more obstacle.

Please help in any way you can. Thank you.

Sincerely,

Peter Garwood
County Administrator

Peter Garwood
Administrator

Janet Koch
Associate Planner

Tina Schrader
Administrative Assistant

Katie Verellen
Secretary



County of Antrim Administration Department

March 24, 2015

P.O. Box 187
Bellaire, Michigan 49615
Phone: (231) 533-6265
Fax: (231) 533-8111
www.antrimcounty.org

Senator Wayne Schmidt
37th District
PO Box 30036
Lansing MI 48909

Dear Senator Schmidt:

Concern: Governor Snyder is pushing consolidation and the closing of some of the Department of Human Services (DHS) offices. Apparently, the office located in the County Building in the county seat of Bellaire is one of them.

Reasons why closing the DHS Office in Antrim County is a bad idea:

- Many of the residents that use the services of DHS also use the services of Community Mental Health, the Health Department and the Commission on Aging, not to mention other general County services. The main office for all of these services is located in and around the County Building. If DHS is removed from the County Building, it will destroy the one stop shop concept that has been working well for years.
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- Many citizens who utilize DHS services do not own vehicles. Transportation through the individual counties' transportation systems is complicated and can be confusing due to the current rules that require transferring to the adjoining county's bus system when crossing over the county line.
- With 13.6% of the County population and 22.8% of children in the County at or below the poverty level, it is imperative the services are available in Antrim County.

Much of the population that is using the services of the DHS is struggling to get out of poverty and become more self-sufficient and less reliant on the State and Federal government. This population already encounters many barriers. Moving the DHS Offices out of Bellaire is tantamount to creating one more obstacle.

Please help in any way you can. Thank you.

Sincerely,

Peter Garwood
County Administrator

Peter Garwood
Administrator

Janet Koch
Associate Planner

Tina Schrader
Administrative Assistant

Katie Verellen
Secretary

Health and Public Safety Committee

Christian Marcus

Karen Bargy, Chair

Bob Wilson

Minutes April 27, 2015

Members present: Karen Bargy, Christian Marcus, Bob Wilson
Members absent: None
Others present: Pete Garwood, Janet Koch, Greg Payne

1. The meeting was called to order at 9:00 a.m. by Karen Bargy.

2. Public Comment

None.

3. Meadow Brook Medical Care Facility (MCF)/Meadow View Apartments Update

Marna Robertson, MCF Administrator, was not present at the meeting. Ms. Bargy asked Pete Garwood, County Administrator, if he had any information regarding the heating issues at Meadow Brook. Mr. Garwood said he'd talked to Brad Kranig; Mr. Kranig is a project manager for Christman Company, who is the general contractor for the project. Mr. Kranig had reported that most of the system was working appropriately and that radiant heat panels have been installed in the rooms where additional heat supply was most needed. The water heaters, after repair, are functioning properly. We are holding final payment until satisfied the entire mechanical system is working properly.

4. Emergency Services Update

Leslie Meyers, Emergency Services Coordinator, had included a written report in the Committee packets. The Committee and Ms. Meyers discussed the installation and possible purchase of more 911 signage for private properties.

5. Probate Court Update

Bill Hefferan, Probate Court Administrator, had included data regarding finances in the Committee packets.

Child Care Fund Data

Mr. Hefferan said a budget request is made every year to the Board of Commissioners; the State of Michigan ultimately reimburses approximately 50% of the Child Care. A change of judgeship or administration, however, can change the reimbursements based on difference in philosophy.

Fund 101-134 Detention Support Services

The State of Michigan gives monies to counties that don't have a juvenile detention facility. Mr. Hefferan said Antrim County will be receiving additional dollars in 2015.

Fund 101-286 Probate Grant

Mr. Hefferan told the Committee that the grant is ending. The fund was inactive as of April 1, 2015; the County Accountant will review the need to close the account after the upcoming audit.

6. Commission on Aging (COA)

Financial Reports

Judy Parliament, COA Director, had included financial information regarding COA and Nifty Thrifty in the Committee packets. She indicated that the Year-To-Date expenditures were running at 20.63% of the budget with 24.66% of the year elapsed.

Ms. Bargy asked about the Home Chore expenditure, which is at 46.09% for the year. Ms. Parliament said she didn't have any concerns about year-end cost overruns for that budget item since most of that cost is attributed to snowplowing/snow shoveling.

Nifty Thrifty

Bob Wilson said the original purpose of the resale shop had been to service senior citizens.

Ms. Parliament said that, in previous years, not all of the Nifty Thrifty expenses had been allocated properly. She said she believes that Nifty Thrifty can be profitable with some changes.

Greg Payne, Vice Chair of Goodwill Industries of Northern Michigan's Board of Directors, said it was part of Goodwill's plan to have US 31 corridor coverage. There is a new Goodwill store in Acme and a repurposed facility in Charlevoix. Mr. Payne said the Goodwill Board considers Bellaire to be an option for an additional location. Mr. Payne expected that Goodwill would be contacting the County soon to discuss possible options. Ms. Parliament asked that she be a part of that conversation.

7. Antrim County Transportation (ACT) Update

Financial Reports

Al Meacham, ACT Director, had included financial reports with the Committee's packets. The natural gas line item was discussed. Mr. Meacham said the year-to-date expenditures were at 50%, which matches ACT's elapsed fiscal year. The following reports were presented:

- Revenue Schedule 2015
- Expense Schedule 2015
- Miscellaneous Revenue Fiscal Year 2015
- MDOT Contract 2012-0034/P7/R1 - Revised Project Authorization

Mr. Garwood said Haider Kazim, Civil Counsel for Antrim County, had reviewed the document. Mr. Kazim had asked if there is a blanket signature resolution on file with MDOT. If there isn't an existing resolution, Mr. Kazim had indicated that one should be passed.

Authorizing the Chair of the Health & Public Safety to sign the resolution was discussed. Ms. Bargy indicated that the Chairman of the Board of Commissioners might be the appropriate person to be authorized to sign.

Ms. Bargy asked Mr. Meacham to discover who was on file as an authorized signature. Mr. Garwood said he would work with Mr. Meacham regarding the issue.

Motion by Bob Wilson, seconded by Christian Marcus, to recommend that the Board of Commissioners authorize the Board Chairman or the appropriate official to sign the documents. Motion carried – unanimous.

Ms. Bargy asked if a budget adjustment would be needed. Mr. Meacham said the increase in revenues weren't guaranteed at this point and so no budget adjustment was required at this point.

8. Sheriff Department Update

Sheriff Dan Bean presented the Animal Control report for March 2015 (see pgs. 5-6).

Capital Outlay Funds

Undersheriff Dean Pratt said he will be submitting approximately \$23,000 for a detective's vehicle and \$24,000 for a patrol vehicle. Both will be Dodge Chargers. The Committee discussed the MiDeal vehicle sales; Undersheriff Pratt said that sale dates and prices depend on the type of vehicle

needed and change monthly. He said a purchase order is required by MiDeal eight to ten weeks before payment is needed. Undersheriff Pratt said that the order can be cancelled after the purchase order is processed.

911 Update

Lead Dispatch Supervisor Mike Gank told the Committee that 911 had a dispatcher on short term disability and was starting the hiring process for a new dispatcher. The most recently hired dispatcher is about to enter the fourth phase of training.

Mr. Gank said they were working on an issue at the Chestonia tower, a Tele-Rad tower. The State has in-house technicians who are also working to resolve the issue.

In addition, Mr. Gank said there had been a recent meeting with the 911 Connect group for Region 7 concerning the Emergency Services IP Network (ESInet). The intention of this group is to determine methodologies to share 911 services across some of the counties in Region 7. Peninsula Fiber Network (PFN) currently operates ESInet in the Upper Peninsula.

One of the issues regarding ESInet is using State of Michigan technology fund to fund portions of the project. There is a concern that the Technical Surcharge Fund will soon be depleted by downstate counties with significantly larger projects. The revenue source for this fund is from the state-wide 911 surcharge managed by the State.

PFN is working on a cost effective method of connecting a PFN-managed network to Antrim County. Solid budgetary numbers are not yet available. PFN would build the fiber and then apply to the State for reimbursement. Only a licensed Local Exchange Carrier (LEC) can apply for those reimbursement funds.

Mr. Gank distributed a resolution drafted by CCE Central Dispatch Authority (Charlevoix, Cheboygan and Emmet Counties). The resolution appoints PFN as the primary 911 service supplier for Antrim County. Mr. Marcus asked for more information about PFN. Sheriff Bean said PFN would be happy to make a presentation to the Board.

Mr. Gank said using Frontier or Charter to lay the fiber instead of PFN would provide only fiber, would not provide all the services and software that PFN can supply. PFN offers a Next Generation 911 service over an ESInet on a network managed by PFN. At this time, PFN is the only LEC that is offering to (and has the ability to) offer a redundant 911 network across Northern Michigan.

Having an ESInet would also allow users of the PFN network access to other agencies in the network at a discounted rate. Using the PFN network, agencies could pool resources finding greater savings with shared hardware and software.

The Committee asked PFN to make a presentation at the Monday, May 11 Finance Committee meeting. They requested that financial impacts be addressed.

Rave Contract

Mr. Garwood said the Rave Mobile Safety contract had been reviewed by Civil Counsel, who had some concerns. Sergeant Steve Bratschi will be contacting Rave to address some of those concerns.

9. Various Matters **House Numbering**

Mr. Garwood told the Committee that a house numbering issue had come up regarding five residences off Meggison Road in Central Lake Township. A meeting had been scheduled at the Central Lake Township Hall to discuss the issue with the residents. Mr. Garwood said the County's house numbering system had been adopted from the Consumers Power method of numbering.

North Country Community Mental Health Amendment

Mr. Garwood had written a memo for the Committee detailing the requested amendment that was included with the revised packets. The Committee discussed the resolution and its implications.

Motion by Christian Marcus to recommend the Board of Commissioners approve the First Amendment to Amended and Restated Enabling Resolution to Form the North Country Community Mental Health Authority. There was no support for the motion.

The Committee felt the amendment limits the County's flexibility and could make consumer appointments difficult.

Property Assessed Clean Energy (PACE) Program

Ms. Bargo said PACE is a commercial program, not residential, and doesn't fit with the County's Housing Program.

Sanitary Code Revision

Ms. Bargo told the Committee that the Health Department of Northwest Michigan will be revising the sanitary codes for its four-county area. She advised anyone who has concerns about the current sanitary code to contact Scott Kendzierski at the Health Department.

Ms. Bargo said Mr. Payne had previously asked if the Committee and the Board of Commissioners would consider a Point of Sale ordinance regarding septic inspection. At the time, the Committee had indicated that they would not approve such an ordinance.

Department of Human Services Lease

Mr. Garwood said he had contacted the State of Michigan Office of Management and Budget regarding the removal of custodial services from the lease agreement, but had not heard back. He will contact them again.

TCE Plume

The Committee discussed the TCE plume and the revised proposed contract from the Mancelona Area Sewer and Water Authority.

10. Public Comment

The date for the next Health & Public Safety Committee meeting is scheduled to be Tuesday, May 26.

The meeting was adjourned at 12:25 p.m.

Summary Report

Antrim County Animal Control From: 03/01/2015 12:00 AM To: 03/31/2015 11:59 PM	DOGS			CATS		
	Totals	Altered at Intake	Unaltered at Intake	Totals	Altered at Intake	Unaltered at Intake
Total Intakes :	15	6	9	11	4	7
Total Stray :	12	6	6	3	1	2
Impounded :	0	0	0	0	0	0
Turned in by owner :	3	0	3	8	3	5
Returned to owner :	8	5	3	1	0	1
Total Sold :	4	2	2	12	3	9
Total Euthanized :	2	0	2	3	2	1
Escaped :	0	0	0	0	0	0
Died :	0	0	0	0	0	0
Quarantine :	0	0	0	0	0	0
GAS						
			3-1	27.6		
			3-9	26.4		
			3-25	20.2		
			3-30	20.1		
Complaints Received :	40					
Animal Bites :	6					
Miles Traveled :	white- 606 BLACK 618 TOTAL = 1284					
Gasoline Used :	94.3					
Tickets Issued :	7					
Animal Control Officer : (signature)						# 61

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Top Reasons for Euthanasia By Intake

Antrim County Animal Control

Top Reasons for Euthanasia

Intake Type: All Location: All Species: All

From: 03/01/2015 12:00 AM To: 03/31/2015 11:59 PM

Euth Reason	Number of Animals
Bite History	2
Health	1
Temperament	1

Health and Public Safety Committee

Christian Marcus

Karen Bargy, Chair

Bob Wilson

Minutes - May 26, 2015

Members present: Karen Bargy, Christian Marcus, Bob Wilson

Members absent: None

Others present: Pete Garwood, Janet Koch, Greg Payne

1. The meeting was called to order at 9:00 a.m. by Karen Bargy.

2. Public Comment

Greg Payne asked that the Committee address the issue of fireworks in Helena Township at some point during the meeting.

3. North Country Community Mental Health (NCCMH) Resolution Amendment

Alexis Kaczynski, Director of NCCMH, asked the Committee to consider an amendment to NCCMH's enabling resolution. Ms. Kaczynski said there are 14 members on the NCCMH board instead of the normal 12 members, which creates some issues. The amendment clarifies the appointment process, which was the NCCMH board's concern.

Karen Bargy said part D of the enabling resolution was the Committee's concern. Ms. Bargy said the Committee would like to see that NCCMH board appointments committee should only be made of County Commissioners, and that section D should be revised. Mr. Marcus asked why a board appointments committee was even required. Ms. Kaczynski said the board appointments committee takes time to follow the changes in the state statutes.

Mr. Marcus said the chair of the NCCMH board makes the appointments to the board appointments committee; he suggested that the members of the board appointments committee be determined by the full NCCMH board. Ms. Kaczynski said state statute requires a quota of primary consumer membership on the NCCMH board; there is no statute quota for County Commissioners.

Pete Garwood, County Administrator, said the concerns of Kalkaska County regarded the reappointment of the at-large appointment; that a term limit for the two at-large appointments should be established.

Ms. Kaczynski said the NCCMH Board is recommending approval of the amendment as it stands; she then asked for a recommendation for an amendment to the amendment.

Mr. Marcus said the word "authorized" in the phrase "...when authorized by the Board Composition Committee..." in the first paragraph of section D should be changed to "recommended." He also would like to see the board composition committee be made solely of County Commissioners.

4. Meadow Brook Medical Care Facility (MCF)/Meadow View Apartments Update

Marna Robertson, MCF Administrator, told the Committee that MCF will likely be using a 92% occupancy figure for the facility for budgeting purposes. She added that MCF will be holding an open house on Wednesday, June 17 from 1:30 to 3:30 p.m. and invited the Commissioners to attend. Ms. Robertson said there had been concrete issues in MCF's laundry area. David Schulz, MCF Administrative Services Director, said the concrete had been constructed to general specifications; but the dryer manufacturer had not supplied specific pad specifications for the 90-pound dryers. The pads had to be re-poured.

Ms. Robertson said radiant panels are being installed in the rooms of some residents and that minor lighting issues had been resolved.

Mr. Garwood told the Committee and Ms. Robertson that a meeting with Frank Bednarek of Hooker DeJong will be scheduled to discuss some of these issues.

5. Emergency Services Update

Leslie Meyers, Emergency Services Coordinator, had included a written report in the Committee packet but was not present at the meeting.

6. Probate Court Update

Bill Hefferan, Probate Court Administrator, had included a financial report in the Committee packet. Mr. Hefferan said the monthly numbers fluctuate based on collections.

Legislative Initiative Discussion

Mr. Hefferan said Michigan is one of nine states who consider seventeen the age for criminal prosecution. There is currently a legislative discussion to move that age up to eighteen. Currently, if a seventeen-year old goes to prison, the State of Michigan pays for the costs. If the age is changed to eighteen, Antrim County would pay for the cost if a convicted seventeen-year old is sent to prison. Mr. Hefferan said that while few seventeen-year olds are convicted in Antrim County, he wanted to make the Commissioners aware of what the State is considering.

2016 Child Care Fund Budget discussion

Mr. Hefferan asked for some direction regarding the upcoming Child Care Fund budget. The fiscal year for this budget operates on the state fiscal year, which runs from October 1 to September 30. Mr. Hefferan would like to submit that budget to the State in July. Ms. Bary asked him to follow the direction that Committee had given him in previous years.

7. Commission on Aging (COA)

Financial Reports

Ms. Bary noted that the revenues for meals from the Central Lake sites were down. Judy Parliament, COA Director, said the 2015 budget for the meal income had been spread evenly across the four sites; Bellaire, Central Lake, Elk Rapids, and Mancelona. She added that the meal income will be spread more accurately in next year's budget. She added that she is aware of the low numbers for Central Lake and will be making changes if the numbers don't improve.

Mr. Marcus said fund raising numbers are low. Ms. Parliament said the Truck Fund - Special Fundraiser (#641.010) is a special account, not a regular revenue source. Ms. Bary asked Ms. Parliament to discuss the issue with the County Accountant as the \$33,442.00 projected revenue item amount is not an insignificant amount.

The Committee discussed the Contract Transportation/Senior Companion (297000-000-675.000) and specific line item expenses.

8. ACT Update

Al Meacham, ACT Director, had included the following Year To Date financial reports in the Committee agenda packets:

- Revenue Schedule 2015
- 2015 Expense Schedule
- Miscellaneous Revenue Fiscal Year 2015

Mr. Meacham said the April reimbursement of \$33,351 was a one-time reimbursement from the fiscal 2012 final audit.

Ms. Bary asked about the telephone and natural gas expense line items. Mr. Meacham said the natural gas expense is high due to a repair the previous winter; the higher than normal natural gas expense should be at an end within two months.

Al Meacham asked Mr. Garwood about the plowing line item; he'd thought it was contracted at \$2,800 but it was billed at \$3,300. Mr. Garwood said he will review the contract.

9. Airport Update

John Strehl, Airport Manager, was not present at the meeting, but had included the airport's financial report with the Committee agenda packets. Ms. Bary asked Mr. Garwood to follow up with Mr. Strehl and Deb Haydell, County Accountant, regarding the expense line items for Workers Compensation (#724.000) and Fringe Benefits (#719.000). Whether or not a budget amendment was necessary was discussed. In addition, the Committee asked Mr. Garwood to look into the Grant Match line item (#954.295).

Ms. Bary updated the Committee regarding the Sign/Paint Projects.

10. Sheriff Department Update

Animal Control Truck (see attached pgs. 6-8)

Sheriff Bean asked the Committee to release the funds for a fully equipped new animal control truck from Jackson Creek at a total cost of \$39,087.00. Budgeted cost had been estimated at \$45,000.00.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend that the Finance Committee approve the capital outlay purchase of \$40,000.00 for the purchase of a new animal control truck. Motion carried – unanimous.

Training Vehicle Discussion

Undersheriff Dean Pratt said he is working to provide vehicles for in-house core training purposes. Vehicles being rotated out of road use are designated for this purpose. Undersheriff Pratt said he would use two training vehicles for four weeks of every year. The Sheriff's Office is asking for a policy change to keep 26 vehicles instead of the current 25; with the current fleet rotation schedule, that would provide two training vehicles. Sheriff Bean said in-house vehicle training would be more cost effective than sending officers out to training. This training will also reduce liability.

Ms. Bary brought up for consideration a proposed change to the 25 vehicle policy that would not allow 26 road-worthy cars, but to utilize a vehicle rotated out for training purposes. Mr. Garwood said there was not a written policy about the number of fleet vehicles.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend that the Board of Commissioners approve the following motion; that the Sheriff's Department fleet shall remain at 25 vehicles with the exception of retired vehicles used for training purposes until no longer

operable and not to be replaced unless another retired car become available that fits the training requirements; a total not to exceed 26 total vehicles. Motion carried – unanimous.

Marine Boats Discussion

Sheriff Bean would like to sell the jetboat, which retails at \$7,990.00. Its trade-in value is \$5,990.00. The Zodiac boat, which is more user-friendly for a marine patrol, needs a new motor (\$12,000.00) and new sponsons, the buoyancy tubes, for approximately \$8,000.00. Sheriff Bean said he had been instructed during last year's budget discussion to bring back a financial option for repair of the Zodiac. Mr. Wilson asked that the item be put on the next Finance Committee agenda for discussion.

Rave Mobile Safety (Smart 911) Presentation/Agreement

Todd Miller of Rave Mobile Safety gave a presentation about Smart911 via speakerphone and a projector screen.

Mr. Miler said that, nation-wide, 75% of 911 calls are from mobile phones. Unlike calls from land lines, calls from mobile phones don't provide caller data and have poor location data. A Smart911 Profile provides address information and situational awareness to first responders, which results in reduced response times and less time to take a call. Commercial or other facility information can also be provided to Smart911. This includes information such as floor plans, hazardous materials, emergency response plans that might be in place, etc.

Mr. Marcus asked who was responsible for security issues. Mr. Miller said Rave Mobile Safety is the responsibly party. He said that, to date, they had never been hacked and continue to work hard to continue that record. He added that they're not a typical target for hackers because no financial information is available through the Smart911 Profile.

Mr. Miller said Smart911 does not allow texting to 911 dispatch. Ms. Bargy asked about percentage of public participation for the Smart911 Profile. Mr. Miller said participation varies between 5% - 10% in the first year of availability and 10% - 20% in year two, but that the individuals who register are more likely to use the 911 services than most of the public. Sergeant Steve Bratschi said he was making plans for outreach education that will encourage people to register for Smart911.

The Committee asked about civil counsel's concerns regarding the contract. Mr. Garwood described how those issues had been dealt with. Ms. Bargy asked about the cost of changes, the waiver of the set-up costs of \$6,750.00, and whether or not community presentations were included in the fee.

Motion by Christian Marcus, seconded by Bob Wilson, to have the County's civil counsel look at the most recent revisions to the Rave Mobile Safety and to review the revised contract at the next meeting. Motion carried – unanimous.

11. Department of Health & Human Services MOU Social Welfare Fund

Civil counsel had reviewed the MOU and said it was reasonable, but recommended that the indemnification paragraph be revised as presented in a recent communication with Mr. Garwood.

**Motion by Bob Wilson, seconded by Karen Bargy, that the Board of Commissioners approve the Memorandum of Understanding with Civil Counsel revisions dated May 21, 2015 between Antrim County and the Department of Health & Human Services.
Motion carried – unanimous.**

12. Various Matters

Fourth of July Fireworks

Greg Payne noted his concern that the Sheriff's Office had not anticipated fireworks at the south end of Torch Lake this year during budget preparations, and that this would create unexpected expenses and have to cut back on marine patrol to cover the those unexpected expenses.

13. Public Comment

None.

The meeting was adjourned at 12:30 p.m.

Aluminum Dog Boxes, Live Traps, Handling Equipment

Floor Grilles (per compartment)	\$85	\$85	\$85	\$85	\$72.50	\$85	\$85
Interior Lights (each)	\$65	\$65	\$65	\$65	\$65	\$65	\$65
Fresh Air Delivery Unit	\$520	\$520	\$520	\$520	\$520	\$520	\$520
Floodlights (each)	\$185	\$185	\$185	\$185	\$185	\$185	\$185
AC/Heat	\$2,100	\$2,100	\$2,100	\$2,100	N/A	\$2,100	\$2,100
Installation at our facility	\$300	\$300	\$300	\$300	\$300	\$575	\$575

Stainless Steel Bodies

Features SSCMD
Standard Unit \$24,995

See brochure for list of features

Adoption/Rescue Trailers Price List

Model	Size	Compartments	Price
EA712	7' x 12'	12	\$25,995
EA718	7' x 18'	22	\$27,555
EA718.1	7' x 18'	22	\$27,555

Model # CM97

Chassis mount unit for full-size, long wheel base trucks



Health and Public Safety Committee

Christian Marcus

Karen Bargy, Chair

Bob Wilson

Minutes - June 23, 2015

Members present: Karen Bargy, Christian Marcus, Bob Wilson

Members absent: None

Others present: Pete Garwood, Janet Koch

1. The meeting was called to order at 9:00 a.m. by Karen Bargy.

2. Public Comment

Chuck Lapham asked to discuss payment for repairs due to a tree falling on his hangar at the Antrim County Airport in April 2009. Mr. Lapham said the County had been aware of possible hazards the tree represented next to the hangar, but had not taken action to remove the trees until after his hangar had been hit by a fallen tree. Mr. Lapham asked the Committee for a reimbursement of \$1,283.00 for the building repairs.

Pete Garwood, County Administrator, said a truss in Mr. Lapham's hangar had been damaged as a result of the 2009 incident. At that time, the Transportation Committee had indicated they didn't feel the County was liable for the damage and had declined to act on Mr. Lapham's request for reimbursement.

Mr. Garwood said he would contact civil counsel regarding the County's obligations. Christian Marcus asked that the 2009 contract be examined for liability scenarios. He also asked that the new contract template be examined for similar liability scenarios. The item will be on the agenda at the next Committee meeting.

3. MDCO/OCA Grant Application (see attached pg. 5)

Sherise Shively, 13th Circuit Court Community Corrections, said that 2014 change in Public Act 511 is requiring a change in focus for the annual grant that the court receives from the Michigan Department of Corrections/Office of Community Alternatives (MDOC/OCA). The focus of the grant has changed from those who commit misdemeanors to those who commit felonies. None of the programs currently funded with the grant can be funded by the grant in the future.

Ms. Shively said that to be eligible for the grant they are focusing grant funds on pre-trial services, specifically by creating a program for the pre-trial supervision of felons. This would be supervision from arrest to sentencing. The new program will, however, require the hiring of an 0.8 FTE equivalent employee to administer. Community Corrections can hire the new employee and still have grant funding left over (approximately \$5,000) which they have targeted for partial funding of some other programs that are acceptable for grant funding by the MDOC/OCA.

Ms. Shively said Community Corrections is not going to stop doing anything they are currently doing; with some changes, the misdemeanor program will be self-funding.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioner's approve the resolution to approve the submission of the grant application to the MDOC/OCA by the 13th Circuit Court Community Corrections Office and to recommend the Board of Commissioners approve adding the program of "Pre-Trial Services" and one .8 FTE employee to the 13th Circuit Court Community Corrections Office, to be paid for by the grant and at no additional cost to Antrim County. Motion approved – unanimous.

4. Housing Dept. Policy/Procedures Amendment (see attached pgs. 6-11)

Jonathan Scheel, Housing Director, presented recommended changes to the Housing Policy. Mr. Wilson asked about the need to change the bid opening process, specifically the need to obtain explanations for differences and irregularities in bids. Mr. Scheel said the bids are not necessarily "apples to apples" and that opening the bids previous to the Housing Committee meeting would allow time for questions and responses.

Regarding Section 13.d, Ms. Bary requested that the legal counsel opinions be written. Mr. Wilson asked about the Abstract Department being included with the bankruptcy procedures. Mr. Scheel said Abstract doesn't supply an opinion; it only provides title history.

Motion by Bob Wilson, seconded by Christian Marcus, to recommend the Board of Commissioners adopt revisions to the Antrim County Housing Department Policy & Procedures adopted on November 8, 2012. Motion carried – unanimous.

Ms. Bary asked that revision history regarding the policy be attached to the policy and procedures.

5. Emergency Services Update

Leslie Meyers, Emergency Services Coordinator, was not present at the meeting, but had supplied an update in the Committee's agenda packet.

6. Probate Court Update (see attached pg. 12)

Bill Hefferan, Probate Court Administrator, had included a financial report in the Committee packet.

Motion by Bob Wilson, seconded by Christian Marcus, to recommend the Board of Commissioners approve a budget amendment to the General Fund Detention Support Service, GL#101000-134-802.000 for an increase in expenditure of \$18,000 making that total line item budget \$33,131 and to recommend the Board of Commissioners approve a budget amendment to the General Fund -State- Family Court Detention Support Services, 101000-000-541.015 to increase the revenue \$17,268 making that total line item budget \$33,131. Motion carried – unanimous.

7. Commission on Aging (COA)

Ms. Bary asked about the lack of expenditures from 297000-683 Aging-Health Screens. Deb Haydell, County Accountant, said she would look into it. Judy Parliament, COA Director, said it was due to the homemaker program being recently reinstated. Expenditures from that cost center will begin in July or August when a full time employee returns from medical leave. The Committee briefly discussed Nifty Thrifty.

Ms. Parliament said 104 volunteers had attended the recent volunteer recognition dinner. 13,000 hours had been donated in 2014.

8. Antrim County Transportation (ACT) Update

Al Meacham, ACT Director, had provided the following documents for the agenda packets: 2015 Expense Schedule, Revenue Schedule 2015, and Miscellaneous Revenue Fiscal Year 2015.

Mr. Meacham said that ACT's fiscal year was 67% elapsed and that the ACT budget was at 67% expenditures. He indicated that Worker's Compensation will have to be budgeted differently next year due to increased costs.

Sheryl Guy, County Clerk, said Worker's Compensation cost is based on the job classification and is charged per hundred of dollars of wages. Mr. Garwood said the County is currently paying an average of \$1.67 per hundred dollars of wage. The Committee was told that Worker's Compensation is a pool, and that there had been relatively large compensation costs recently.

Mr. Garwood confirmed that the plowing contract is \$3,300 per year for ACT. The contract will expire at the end of 2016 and will be re-bid.

American Disabilities Act (ADA) Complaint Policy (see attached pgs. 13-17)

Mr. Meacham said the Federal government is now requiring that ADA Complaint Policies be in place. A proposed policy had been included with the agenda packets.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioners adopt the Antrim County Transportation American Disability Act Complaint Policy and associated forms. Motion carried – unanimous.

9. Airport Update

John Strehl, Airport Manager, said three documents will need to be approved by the Board of Commissioners (BOC) to complete the grant process for the airport lighting project. The BOC approved the lighting design contract with Mead Hunt for the project in April 2015. To meet the project's schedule, the three documents need to be approved by County at the Board of Commissioners meeting on August 13.

Document #1: an addendum to the Mead Hunt contract for contract management. The change is in the cost for the construction administration. The County's previous engineer would lump design and construction into one contract. Mead and Hunt, however, prefers to separate design and construction, creating the need for the addendum to their original contract.

Document #2: the actual grant agreement for the project. The grant is with Michigan Aeronautics Commission, a division of the State of Michigan Department of Transportation.

Document #3: the actual contract with the project contractor; the projects are bid through the State. Mr. Strehl said timing is an issue since the documents need to be approved by the State before the County can approve them. State approval is scheduled for July 22, but the paperwork takes 10 days to get to Mr. Strehl; by that time the Health & Safety Committee will have already met. Ms. Bargy said if the contract wasn't in hand in time for the next committee meeting, that Mr. Strehl needed to present a memo regarding what would be required once the paperwork is received.

Mr. Garwood asked if the Committee wanted the contract to go to the County's civil counsel for review. Ms. Bargy asked that civil counsel be made aware that the contracts exist. Mr. Strehl added that the lighting project as a whole was within the airport's 2015 budget.

The Committee discussed the possibility of requiring airport hangar leases to address the issue of lessee insurance.

Mr. Strehl said the MetLife blimp would not, after all, be staying at the Antrim County Airport during the week of the 2015 Cherry Festival.

Financial Reports

The Committee expressed no concerns regarding the airport's financial report.

10. Sheriff Department Update

Sheriff Dan Bean said a purchase order was in process for the new animal control truck. He expects a late August or early September delivery. Sheriff Bean told the Committee that repairs on the Zodiac boat are underway and that it should be in the water soon.

Sheriff Bean said the new road patrol officer is undergoing a background check. If it is completed satisfactorily, the road patrol will have 100% staffing for first time in almost three years.

Bob Wilson asked by how much the marine patrol budget had been cut. Sheriff Bean said it had been taken back to the 2013 level, a cut of approximately \$20,000. The Committee discussed the marine and snowmobile budgets.

11. Communications – Kalkaska County

Christian Marcus said there was no need to take action on Kalkaska County's letter, which addressed a proposed amendment by the North Country Community Mental Health (NCCMH) Board. The letter had been included with the agenda packets. Mr. Marcus told the Committee that the North Country Community Mental Health (NCCMH) Board had decided at their last meeting not to pursue the proposed amendment.

Ms. Bary asked Mr. Garwood to send Kalkaska County a communication indicating an understanding that NCCMH board had chosen not to pursue the amendment, that Antrim County agreed with Kalkaska County, and to cite Antrim County's reasons to not sign the agreement. Ms. Bary also requested that Mr. Garwood send a copy of the letter to the NCCMH board.

12. Various Matters

Bob Wilson said the BOC minutes stated that the hearing system would be discussed at the Public Safety meeting. Mr. Garwood said that later in the Board of Commissioner's meeting a motion was made to send it to the Building, Lands, and Infrastructure Committee for discussion. Janet Koch, Associate Planner, gave the Committee an update on the progress of getting the quotes.

13. Public Comment

None.

The meeting was adjourned at 11:04 a.m.

RESOLUTION

13th Circuit Court Community Corrections Grant Application to MDOC for FY 2016

WHEREAS, the yearly Plans and Services Grant Application to the Department of Corrections, Office of Community Alternatives, has been submitted to the Board of Commissioners for approval, and

WHEREAS, the grant is for one year starting with October 1, 2015 and is consistent with the prior year's funding amount of \$188,915 and,

WHEREAS, now, application requires approval from the Antrim County Board of Commissioners to continue funding for the next fiscal year with no changes or amendments.

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, that Antrim County approves the submission of the 13th Circuit Court Community Corrections FY2016 Grant Application as presented.

APPROVED: _____
Date

**ANTRIM COUNTY HOUSING DEPARTMENT
POLICY & PROCEDURES**

Adopted: _____, ~~2012~~ **November 8, 2012**

Amended: _____ **2015**

_____The Antrim County Board of Commissioners adopted the following policy to provide a set of general procedures for most activities that take place within the Housing Department. Any issues that come up of a questionable or significant nature, aside from those listed in this policy, shall be brought to the ~~Human Services~~ **Health and Public Safety** Committee for direction or recommendation to the Board of Commissioners.

1. Grant Applications

- a. The Housing Director is responsible for keeping track of grant opportunities that will enhance the services provided by the Housing Department to the residents of Antrim County.
- b. The Housing Director will draft the grant application.
- c. The Housing Director will submit the grant application to the County Accountant. The Accountant will assist the Housing Director with the financial components of the grant application to assure the numbers are both accurate and reasonable.
- d. Upon approval by the Accountant, the Housing Director shall submit the grant application to the Housing Committee.
- e. Once the Housing Committee is satisfied with the grant application, they recommend approval to the ~~Human Services~~ **Health and Public Safety** Committee.
- f. Once the ~~Human Services~~ **Health and Public Safety** Committee is satisfied with the grant application, they recommend approval to the Board of Commissioners.
- g. Grants with time sensitive deadlines can be approved by the Board of Commissioners Chair, with notification to the Board of Commissioners at their next meeting, and to the Housing Committee by phone or email.

2. Grant Agreements

- a. In accordance with the *County's Authority to Sign Contracts Policy*, each grant agreement must be submitted to Legal Counsel, the Administrator, and the Accountant for review and approval. Submit the agreement to the Administration office. The Administration office will submit to the other parties.
- b. The Housing Committee recommends approval of the grant agreement to the Board of Commissioners.
- c. The Board of Commissioners approves the agreement for signature by the Board Chair.

3. Projects

- a. The Housing Director shall properly screen and qualify all potential applicants and projects. **The Housing Director will abide by all MSHDA Policy Bulletins pertaining to the Antrim County Housing Program.**
- b. The Housing Director will disclose any conflicts of interest to the Housing Committee as defined in the Michigan State Housing and Development Authority (MSHDA) Policy Bulletin.
- c. Once qualified, all projects shall be approved by the Housing Committee prior to commencing work.
- d. Emergency projects can be approved by the Chair of the Housing Committee. The Housing Director will inform the Housing Committee of any emergency project(s) at the next meeting.

4. Project Administration and Payment Approval

- a. All projects shall be entered into OPAL (the State's On-line Project Administration Link) by the Housing Director.
- b. In addition to the Housing Director, the County Accountant and the Chair of the Board of Commissioners shall be listed as having access/authority to the OPAL system.
- c. The County Accountant or the Chair of the Board of Commissioners shall log onto the OPAL system and shall confirm each project listed by the Housing Director.
- d. The County Accountant or Chair of the Board of Commissioners shall confirm each project that will result in the Michigan State Housing and Development Authority (MSHDA) releasing the project funds, including ~~the 18%~~ **all** administration funds for the project **allowed by MSHDA.**
- e. After the County Accountant or the Chair of the Board of Commissioners confirms each project, the Housing Director may approve individual expenditures for each project.

5. Hiring Contractors for Individual Projects

- a. The Housing Director must use the competitive sealed bid process consistent with the *Antrim County ~~Bid Policy~~ Housing Rehabilitation Program Guidelines (as approved by MSHDA and Antrim County Board of Commissioners)* when hiring a contractor for an individual project.
- b. The Housing ~~Committee~~ **Director and a representative of the Housing Committee** opens all sealed bids in an open meeting and selects the qualified contractor with the lowest bid.
- c. Once the contractor is selected, the homeowner signs a contract with contractor for the work associated with the project and the Housing Director signs the contract as a witness.

6. Mortgages

- a. All mortgages shall be in the name of “Antrim County” and will be between the homeowner and the County ~~or as consistent with stated by~~ **MSHDA rules and policy.**
- b. The Housing Director may draft mortgages by completing the approved mortgage form.
- c. To double-check for accuracy, the Housing Director will read the legal description on each new mortgage to ~~another Administration Office~~ staff member who is following along from the most recent warranty deed, abstract or title insurance.
- ~~d.~~ Each mortgage will be signed by the homeowner(s) (mortgagor(s)), be properly notarized and in the proper form for recording with the Register of Deeds.

d.

- e. **For each mortgage, the Housing Director will assure there is title mortgage insurance or, in lieu of title mortgage insurance, a forty (40) year marketable title (prepared by the County Abstract Department). The Housing Director will review and approve the title work prepared by the Antrim County Abstract Department and if upon review finds concerns with any given title, the Housing Director will follow County procedure to have the document reviewed by Legal Counsel.**

~~For each mortgage, the Housing Director will assure there is title mortgage insurance or, in lieu of title mortgage insurance, a forty (40) year marketable title (prepared by the County Abstract Department), which shall then be reviewed by legal counsel. For each mortgage, the Housing Director will assure there is title mortgage insurance or, in lieu of title mortgage insurance, a forty (40) year marketable title (prepared by the County Abstract Department). The Housing Director will review and approve the title work prepared by the Antrim County Abstract Department and if upon review finds concerns with any given title, the Housing Director will follow County procedure to have Legal Counsel review.~~

e. _____

- f. Any project over \$2,500 must have a mortgage note and mortgage, or such other proper lien.
- g. Any project \$2,500 and under shall have a promissory note prepared by the Housing Director.
- h. Any change of interest rate shall be accomplished in accordance with the policies of MSHDA, Housing and Urban Development (HUD), and the County, and is to be:
 1. Approved by the Housing Committee;
 2. Sent to the County Accountant.
- i. Copies of all notes shall be provided to the County Accountant.

7. Subrogation

- a. The Chair of the Housing Committee is authorized to sign subrogation agreements, (changing the County's position on the parcel) consistent with policies of MSHDA and the County.

8. Loan Write-offs

- ~~a.~~ Loan write-offs will be prepared and presented by the Housing Director pursuant to approved County policies.
- a.
- ~~b.~~ The Housing Committee is authorized to write-off loans of \$2,500 or less.
- b.
- c. The Board of Commissioners must authorize the write-off of any loan above \$2,500.
- d. Once action is taken by the Housing Committee or the Board of Commissioners, a copy shall be provided to the County Accountant.

9. Borrower Change on a Mortgage Note or a Promissory Note

- a. If a request to assume a mortgage by a family member is allowable under ~~state law~~ **MSHDA or rule policy** and the Housing Committee agrees, such assumption of the mortgage document will be prepared, signed and recorded.
- b. Any change on or to any existing promissory note must be authorized by the Housing Committee and prepared by the Housing Director.
- c. Once approved and signed, a copy of the documents associated with the assumption of a mortgage or changes to the terms of a promissory note, shall be submitted by the Housing Director to the County Accountant.

10. Discharge of Mortgages

- a. Upon receiving documentation that a mortgage balance has been paid in full, the Housing Director shall prepare the discharge documents.
- b. The Housing Committee Chair will sign the discharge documents.

11. Oil & Gas Release/Subrogation Agreement

In all oil and gas leases in which the lessee (oil and gas company) is requesting a release or subrogation agreement the following shall occur:

- a. All oil and gas subrogation agreements must be approved by the Housing Committee.
- b. As long as the mortgage payments are current, and/or the mortgage is not in default, the homeowner may receive the royalty payments.
- c. If payments are in arrears, or if there is any other default on the mortgage, the County shall be entitled to all payments due under the oil and gas lease and the subrogation agreement shall so provide.
- d. The Board of Commissioners may authorize the Housing Committee Chair to sign Oil and Gas Releases/Subrogation Agreements associated with County housing projects.
- e. Legal Counsel will provide a proper form for the Oil and Gas Releases/Subrogation Agreements and/or review all such requests.

12. Delinquency

- a. The Housing Director will work with homeowners who are delinquent with their loan/mortgage payment(s) to assist them to meet their obligation.
- b. If the solution to the delinquency involves restructuring the payments, the amended payment schedule must have the approval of the Housing Committee.
- c. At each regular meeting, the Housing Director shall provide to the Housing Committee a delinquency account/mortgage default report. The Housing Committee, consistent with grants and the purpose of the housing programs may direct the Housing Director, County

Accountant or Legal Counsel to take such collection action as is legal and consistent with grants and the purpose of the program.

13. Bankruptcy

~~a.~~ When a project of the Housing Program becomes a part of a bankruptcy, the Housing Director will:

- ~~1.a.~~ Send the bankruptcy paperwork to Legal Counsel.
- ~~2.b.~~ Send the bankruptcy paperwork to the County Accountant.
- ~~3.c.~~ Notify and inform the Housing Committee.
- ~~4.d.~~ The Housing Committee **or representative from the Housing Committee** will meet with legal counsel to review the options and formulate a plan of action.

14. Foreclosure

a. The Housing Committee shall make the determination as to whether the mortgage is in default and whether or not the mortgage should be foreclosed.

b. If the County's mortgage is inferior to other liens on the property and the superiority mortgage or lien is being foreclosed or threatened to be foreclosed, then the following shall occur:

1. The Housing Director shall advise the Housing Committee Chair.
2. The Housing Director shall make a visit to the home and shall prepare a report in a form acceptable to the Housing Committee indicating, at the very least, the condition and value of the dwelling.
3. The Housing Director shall formulate a plan of action and present it to the Housing Committee Chair and Committee.
4. The Housing Director shall provide a copy of all notices, letters, etc. concerning the project and foreclosure and shall forward same to Legal Counsel. The Housing Director shall work with legal counsel and provide other such documents as Legal Counsel may require.
5. Legal counsel shall; make recommendations to the Housing Director and the Housing Committee.
6. The Housing Committee shall determine the course of action taken, including foreclosure.

F:\Shared\Housing-Department\Housing-Policy-FINAL-10-19-12

STATE OF MICHIGAN



ANTRIM COUNTY FAMILY DIVISION

&

ANTRIM COUNTY PROBATE COURT

205 E. CAYUGA, P.O. BOX 130
BELLAIRE, MI 49615
(231) 533-6681
FAX (231) 533-6600
probatecourt@antrimcounty.org

HON. NORMAN R. HAYES
PROBATE & FAMILY DIVISION JUDGE

WILLIAM M. HEFFERAN
ADMINISTRATOR

June 16, 2015

Ms. Karen Bargy, Chair
Health & Public Safety Committee
Antrim Count Board of Commissioners
P.O Box 520
Bellaire, MI 49615

Ms. Bargy,

Thank you for the opportunity to briefly meet with your committee on June 23rd. Attached please find the following for your information;

1. Dept. 148- Probate Court – YTD Balance
2. Dept. 132 – Family Division Circuit Court – YTD Balance
3. Dept. 134 –Family Court Detention Support Services –YTD Balance. A second request to increase reimbursement cap for Dept. 134 from \$15,131 to \$33,131 for FY 2015 has been approved and submitted to DHHS for signature. Would request Accounting Dept. to adjust as necessary.

If you have any questions prior to this date please contact me at either 231-533-3624 or hefferanw@antrimcounty.org

Sincerely,

Bill Hefferan

Antrim County Transportation

Date Board Adopted: _____

ADA Complaint Policy

Title II and III of the American Disability Act of 1990 (ADA) provides that no entity shall discriminate against an individual with a disability in connection with the provision of transportation services. The law sets forth specific requirements for vehicle and facility accessibility and the provision of service. Antrim County Transportation (ACT) is committed to providing safe and reliable transportation to all people without discrimination based on disabilities.

Antrim County Transportation's Responsibility

If Antrim County Transportation receives a complaint regarding discrimination against an individual under the ADA, we will respond within 30-days of receiving the complaint and will work to resolve the issue with the complainant as quickly as possible. This may involve legal assistance and/or mediation. We will document all of the process including the resolution and will notify our MDOT project manager of the complaint and the resolution. We will keep the complaint and all related documents on file for at least one year. We will keep a summary of all complaints filed for at least five years. Records will be made available to MDOT upon request.

The attached flyer will be posted in all public buses and facilities.

If additional information is requested, the following will be provided.

What information should my ADA complaint include?

Provide the following information:

- A. Your full name, address, the telephone numbers where we can reach you during the day and evening, and the name of the party discriminated against (if known);
- B. If known, the name of the person you believe has committed the discrimination;
- C. A brief description of the acts of discrimination, the dates they occurred;
- D. Other information you believe necessary to support your complaint, including copies (not originals) of relevant documents; and
- E. Information about how to communicate with you effectively. Please let us know if you want written communications in a specific format (e.g., large print, Braille, electronic documents).

Use the attached form to guide you through the process. (Attachment A)

How do I file an ADA complaint by email?

Include all of the information listed above, either in the body of the email or in an attachment. Attach relevant documents to your email. Send your complaint to Antrim County Transportation (transportation@antrimcounty.org). You will receive a reply email confirming that your complaint has been received within 48 business hours. Please keep a copy of your complaint and the reply email for your records. If you do not receive a reply email, please contact Antrim County Transportation at 231.533.8644.

What happens after my complaint is received?

After the complaint is received, we will inform you of our action, which may include:

- A. Contacting you for additional information or copies of relevant documents;
- B. Working with you to resolve the issue;
- C. Referring your complaint for possible resolution through the an ADA Mediation Program; or
- D. Referring your complaint to another federal agency with responsibility for the types of issues you have raised.

How can I find out the status of my complaint?

We will review each complaint carefully. If you have not heard from us within 30 days, please contact us at 231.533.8644.

Attachment A

**Title II of the Americans with Disabilities Act
Section 504 of the Rehabilitation Act of 1973
Discrimination Complaint Form**

Instructions: Please fill out this form completely, sign and mail, fax, or email to:

Alan Meacham
4700 South M 88
Bellaire, MI 49615
231.533.8504 fax
Transportation@antrimcounty.org

Complainant: _____

Address: _____

City, State and Zip Code: _____

Telephone: Home: _____

Business: _____

Person Discriminated Against: _____
(if other than the complainant)

Address: _____

City, State and Zip Code: _____

Telephone: Home: _____

Business: _____

Flyer to be posted in all public buses and facilities
Antrim County Transportation

**Procedure to File a Complaint Under the
Americans with Disabilities Act (ADA)**

If you believe you, or another person has been discriminated against under Title II and III of the American Disability Act of 1990 by Antrim County Transportation or one of our employees, you can file a complaint by mail, fax, or email at:

Alan Meacham - Director & ADA Coordinator
4700 South M88
Bellaire, MI 49615
231.533.8504 fax
transportation@antrimcounty.org

Take the first step: Before filing your complaint, you may contact the Antrim County Transportation's ADA Coordinator to discuss your concerns. The ADA Coordinator can look into the issue and try to come up with an acceptable resolution to the situation. If you would like additional information you may contact Alan Meacham.

You can file a complaint against Antrim County Transportation using the following procedures:

- File a written complaint with the Antrim County Transportation ADA Coordinator as soon as possible, but no later than 60 calendar days after the alleged violation.
- The written complaint should be submitted by the grievant and/or designee.
- Alternative means of filing complaints – such as a personal interview or a tape recording – will be made available on request by people with disabilities.
- The written complaint should contain information of the alleged discrimination such as name, address, phone # of complainant and location, date, and description of problem.
- Within 30 calendar days after receiving the complaint, an ACT official will meet with the complainant to discuss the complaint and possible resolutions.
- Within 30 calendar days of the meeting, the Antrim County Transportation ADA Coordinator will respond in writing or by other appropriate accessible format. The response will explain the position of Antrim County Transportation and offer options for substantive resolution of the complaint.
- If the response by the Antrim County Transportation ADA Coordinator does not resolve the issue, the complainant and/or designee may appeal the decision within 15 calendar days after receiving the response to the Federal Transit Administration (FTA) Office for Civil Rights.
- All written documents in the process will be retained by Antrim County Transportation for at least 1 year

Alternative formats and language translations for this document are available on request.

Health and Public Safety Committee

Christian Marcus

Karen Bargy, Chair

Bob Wilson

Minutes - July 28, 2015

Members present: Karen Bargy, Christian Marcus, Bob Wilson

Members absent: None

Others present: Pete Garwood, Janet Koch

1. The meeting was called to order at 9:00 a.m. by Karen Bargy.

2. Public Comment

Greg Payne commended the efforts of the Antrim County Sheriff's Office at the Torch Lake sandbar during the July 4th weekend. Thousands of people were at the sandbar that weekend, creating many problems. Mr. Payne said Triston Cole, State Representative of Michigan's 105th District, will be holding a round table discussion in Elk Rapids at 321 Bridge Street on Thursday, July 30 at 1:00 p.m. to discuss the possibilities for next year. Christian Marcus said he will be attending the meeting.

3. Airport Snow Blower Bid Opening

Pete Garwood, County Administrator, opened the single bid, which was from the South Haven Regional Airport Authority. The bid was \$5,500.00. The Road Commission has the first right of refusal at that bid amount. Mr. Strehl contacted Burt Thompson, Engineer/Manager for the Antrim County Road Commission.

Motion by Christian Marcus, seconded by Bob Wilson, to accept the \$5,500.00 bid for the airport's 1993 Snow-Go MP-3 Snow Blower from the South Haven Regional Airport Authority. Motion carried – unanimous.

4. Meadow Brook Medical Care Facility / Meadow View Apartments Update

Meadow Brook Medical Care Facility (MCF)

Marna Robertson, MCF Administrator, told the Committee they'd been in discussion with the State of Michigan regarding recent fire marshal citations. David Schulz, MCF Administrative Services Director, and Ms. Robertson said they were having an ongoing consultation regarding whose authority the jurisdiction and which version of the National Fire Protection Association (NFPA) Life Safety Code takes precedent.

Mr. Schulz said the situation with fire marshals was a state-wide problem. Ms. Bargy asked Mr. Garwood to contact Triston Cole and Wayne Schmidt, State Senator of Michigan's 37th District, regarding the difficulties.

Ms. Robertson, Mr. Schulz, and Mr. Garwood said they would be meeting later that week with Frank Bednarek of Hooker DeJong.

Mr. Schulz discussed the Operating Results Comparisons for May 2015, which was included in the agenda packets. There was a lower resident occupancy than expected. The lower than anticipated revenue is directly related to that figure. Mr. Schulz told the Committee that the current census numbers, however, are starting to trend up. MCF is also planning a more aggressive marketing plan.

Meadow View Apartments

Mr. Schulz indicated they are at 100% occupancy on available units. He expects that more units will be available for rental at the end of August.

5. Commission on Aging (COA)

Temperature Alert System

Judy Parliament, COA Director, has written a memo to the Committee regarding the purchase of a refrigerator/freezer alert system. The memo was included in the agenda packets. The alert system notifies both Ms. Parliament and another COA employee.

Motion by Bob Wilson, seconded by Christian Marcus, to recommend the Finance Committee authorize the purchase of a temperature alert system for the Commission on Aging walk-in cooler and walk-in freezer from Moon Electric in the amount of \$1,060.58 to be paid from #297000-674-980.000. Motion carried – unanimous.

Homemaker Program

Ms. Parliament said the program would begin on August 3. She said \$30,000 was budgeted for the year.

Financial Reports

The Committee had no questions.

Nifty Thrifty

The monthly report (included in the agenda packets) showed a total net for the month of June was a profit of \$1,581.00; the Year to Date net is a loss of \$2,667.00. Mr. Payne said Goodwill was pulling back on expansion of retail outlets in the near future. He added that Bellaire was still on their radar for a potential store.

6. Antrim County Transportation (ACT) Update

Financial Reports

Al Meacham, ACT Director, had provided the following documents for the agenda packets: 2015 Expense Schedule, Revenue Schedule 2015, and Miscellaneous Revenue Fiscal Year 2015. Ms. Bary asked about the expense items of 851.000 Radio Maintenance and 832.000 Building Maintenance. Mr. Meacham said the radio had been for a new vehicle and there will be a reimbursement. Mr. Meacham added that item 724.000 Workers Compensation will be adjusted for the next budget.

Ms. Bary asked if Mr. Meacham had talked to the Sheriff regarding a zero tolerance policy. Mr. Meacham said Mr. Garwood had been assisting him with some difficult personnel issues.

7. Airport Update

Equipment Repairs

John Strehl, Airport Manager, said there had been some recent equipment repairs at the Airport; a brush hog repair cost roughly \$700 and the repair of a gas pump cost about \$3,000. Mr. Strehl said the repair costs were covered by the current budget.

Runway Painting

Mr. Strehl said he expected the painting project, which had been paid in 2014, to be completed by noon that day.

Airport Lighting Project / MDOT Grant

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioners approve Amendment #1 to the contract with Mead & Hunt for the construction administration, to recommend the Board of Commissioners approve the contract with Korthase and Sons Co. as the contractor, and to recommend the Board of Commissioners authorize the Board Chairman to execute Contract No. 2015-0335 (Federal Project No. B-26-0011-3015) with the Michigan Department of Transportation for the installation of guidance signs and apron lights at the Antrim County Airport. Motion carried – unanimous.

Hangar Repair Reimbursement from 2009

Ms. Bargy said the issue from 2009 regarding the damage to Chuck Lapham's hangar had been referred to Haider Kazim, the County's civil counsel. Mr. Kazim's opinion was the incident was an act of God and that the County had absolute immunity.

Mr. Strehl said hangars had been built in 1993 and that a number of trees had been cleared to build the hangars. In 2009, a tree fell on Mr. Lapham's hangar, which was removed within a few days. A number of trees were cleared after that incident to prevent future issues.

Mr. Lapham asked the County to meet their responsibilities to their hangar owners. Ms. Bargy asked Mr. Garwood to write a letter stating that the Board of Commissioners will not take any action regarding compensation to Mr. Lapham.

Motion by Christian Marcus, seconded by Karen Bargy, to deny Mr. Lapham's request for reimbursement. Yes votes – Christian Marcus, Karen Bargy; No votes – Bob Wilson. Motion carried.

Financial Reports

The Committee had no questions about the reports, which were included with the agenda packets.

Five-Year Development Plan – Years 2016 to 2021

Mr. Strehl had emailed the airport's 5-year CIP that morning to the Committee (**attached pgs. 5-9**). He expected the County's cost for capital improvements at the airport to be \$73,366 in 2018, assuming the current 5% match doesn't change.

Mr. Strehl said the amount of the block grant changes each year.

8. Sheriff Department Update

Sheriff Dan Bean distributed copies of the Animal Control report (**attached pgs. 10-12**). Sheriff Bean told the Committee with the recent hiring of a road patrol officer it will bring the office up to 100% once training is complete. The recently held sheriff's auction (**attached pg. 13**) brought in a total of \$4,573.00. Sheriff Bean said the jet boat sold for \$6,500.

Sheriff Bean mentioned a number of incidents that occurred over the July 3-5, 2015 weekend and distributed a report of events recorded by the Antrim County Sheriff's Office (**attached pg. 14**). The sandbar, Sheriff Bean said, is technically in Kalkaska County.

Sheriff Bean said his report did not include the Kalkaska County numbers, some of which follow: 22 drunk drivers, 18 disorderly persons, 11 marijuana possessions, 10 open intoxicants, and 50 minors in possession.

Sheriff Bean noted that only 1 assault had occurred during the weekend, but he told the Committee there had been a total of 6 near-drowning incidents.

RAVE mobile Safety Contract

Ms. Bary asked for the exit amount if a different vendor was chosen. Sergeant Steve Bratschi said he didn't believe there was an exit fee that the contract with this particular vendor would simply end. However, Sergeant Bratschi said the data is hosted on the vendor's website and that the data isn't transferable. If there was a decision to move to a new vendor, residents would have to re-enter their information.

Motion by Bob Wilson, seconded by Christian Marcus, to recommend the Board of Commissioners authorize the Board Chairman to execute a five-year contract with Rave Mobile Safety for Smart911 services at a cost of \$6,750.00 per year to be paid from Fund #262 – 911 Wireless (#262000-901-980.348 - Capital Outlay). Motion carried – unanimous.

9. Various Matters

Karen Bary said the ad hoc committee for the hearing assistance had not met, but should be meeting soon. Bob Wilson said he'd contacted Marshall Music, who would be making a site visit to consider the project.

10. Public Comment

None.

The meeting was adjourned at 11:05 a.m.

MICHIGAN STATE BLOCK GRANT PROGRAM											
FIVE-YEAR AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP) FY-2016* to FY-2021											
*ACIP includes current development year (2014 already programmed - minor changes acceptable)											
Airport Name: Antrim County Airport									Date prepared: 7/22/2015		
Associated City: Bellaire, Michigan									Prepared By: Mead & Hunt, Jeff Thoman		
Sponsor: Antrim County									Sponsor email address & phone: John Strehl, (strehl@antrimcounty.org) (231) 533-8524		
Airport Identifier: ACB									NIPIAS = C		
Development Year	Project Description	Shown on ALP** (Yes or No)	ACIP Code**	NPIAS Priority Rating**	Federal Entitlements	Federal Apportionment	Federal Discretionary	State	Local	Total	Remarks/Item Justification - Provide as much detail as possible
2016	Carry over 2015 NPE = \$11,580										
	Carry Forward for Runway 02/20 Apply PFC Repair										
2017	Carry over 2015 & 2016 NPE = \$181,580										
	Airfield Pavement Marking	Yes	RE RW IM	68	\$32,400	\$0	\$0	\$1,800	\$1,800	\$36,000	Pavement remarking needs to be completed to maintain safety.
	Design Runway 02/20 Apply PFC Repair	Yes	SP RW FR	82	\$83,475	\$0	\$0	\$4,638	\$4,638	\$92,750	Runway 02/20 PFC is deteriorating and creating FOD on the runway. The 2012 PCI is 72. An overlay was placed on the runway surface was 1994 and the PFC was added in 1999. This project consists of removing the PFC material and repaving 3/4" PFC. The original pavement overlay was placed in 1980 and a second overlay in 1994. Because of the age of the pavement consideration should be given to an extensive pavement study to determine the long term structural capability of the runway.
2018	Carry over 2016 & 2017 NPE = \$182,830										
	Construct Runway 02/20 Apply PFC Repair	Yes	SP RW FR	82	\$332,830	\$987,695	\$0	\$73,363	\$73,363	\$1,487,250	Runway 02/20 PFC is deteriorating and creating FOD on the runway. The 2012 PCI is 72. An overlay was placed on the runway surface was 1994 and the PFC was added in 1999. This project consists of removing the PFC material and repaving 3/4" PFC. The original pavement overlay was placed in 1980 and a second overlay in 1994. Because of the age of the pavement consideration should be given to an extensive pavement study to determine the long term structural capability of the runway.
2019	Carry over = \$0										
	Carry forward for SRE Acquisition	Yes									
2020	Carry over 2019 NPE = \$150,000										
	Carry forward for SRE Acquisition	Yes									
2021	Carry over 2019 & 2020 NPE = \$300,000										
	Design for Acquire SRE (Plow Truck)	Yes	ST EQ SN	45	\$27,630			\$1,535	\$1,535	\$30,700	The existing plow truck as out lived it's useful life and is in need of replacement
	Acquire SRE (Plow Truck)	Yes	ST EQ SN	45	\$307,170			\$17,065	\$17,065	\$341,300	The existing plow truck as out lived it's useful life and is in need of replacement

*Proposed airport development must be shown on current FAA-approved ALP prior to funding project.

**In accordance with FAA Order 5100.39A, Appendix 6 - Fields should be completed

(Refer to Airport Code spreadsheet provided on MDOT Aeronautics website under Block Grant Program for specific airport code)

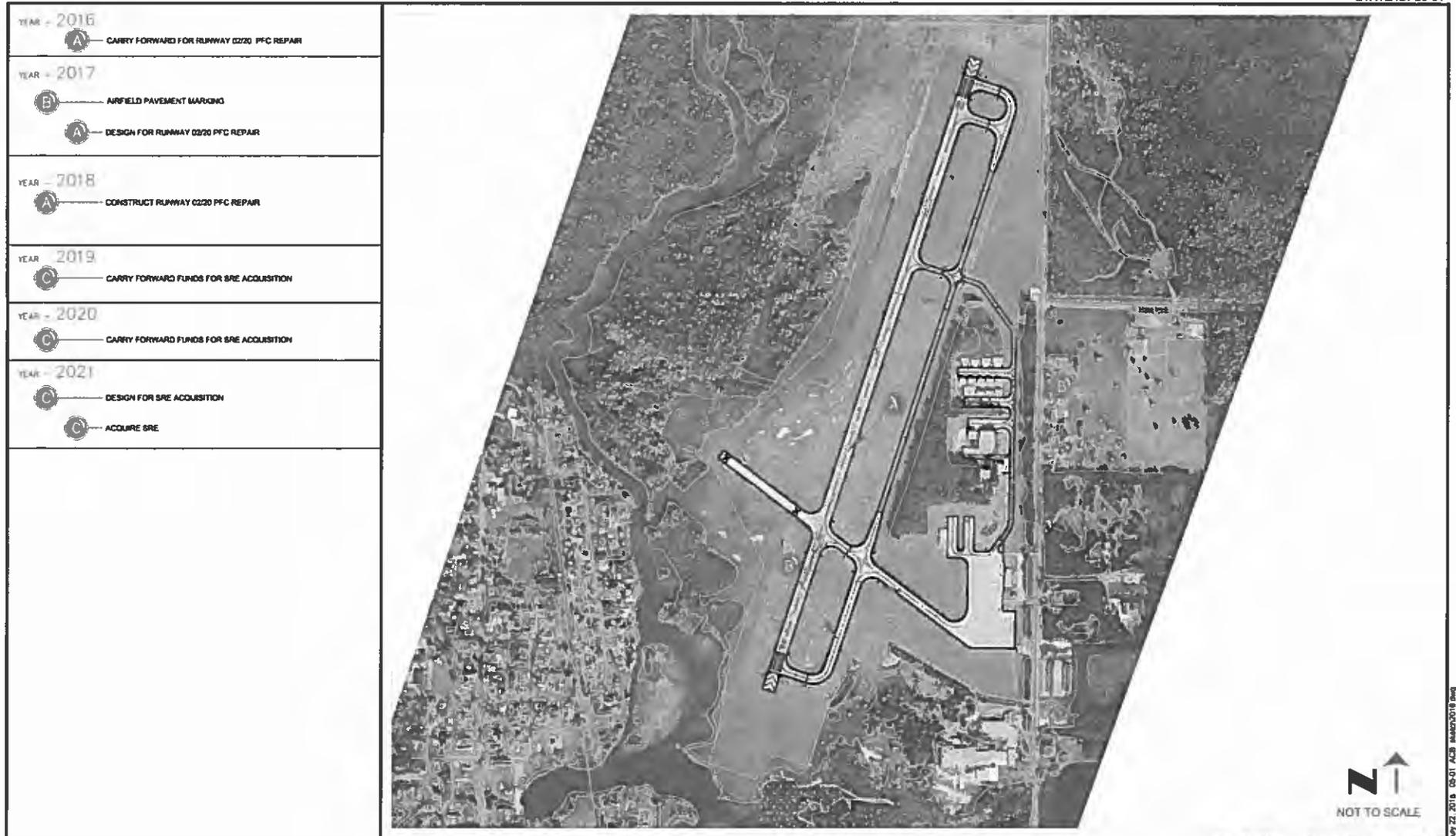
Do NOT alter spreadsheet format

ANTRIM COUNTY AIRPORT
BELLAIRE, MICHIGAN



FIVE-YEAR DEVELOPMENT PLAN - YEARS 2016 TO 2021

FAA IDENTIFIER: ACB
STATE ID: 50-01



July 22, 2016 08:01 ACB 10/25/2016.dwg

Design By: J.E.T. Drawn By: J.E.T. Approved By: J.E.T.

ENGINEERING COST ESTIMATE

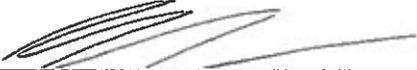
LOCATION: Antrim County Airport
 CITY: Bellaire, Michigan
 DATE: 7/22/15
 PREPARED BY: JET

FINAL DESIGN
 PROJECT PROGRAMMING
 FEASIBILITY STUDY
 STATE PLANNING
 BASED ON FY 2015 DOLLARS

WORK DESCRIPTION: Aquire Snow Removal Equipment (SRE) - Plow Truck w/20' Poly Plow

ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	ITEM COST
Plow Truck	LS	1	\$325,000.00	\$325,000.00
CONSTRUCTION TOTAL =				\$325,000
CONSTRUCTION CONTINGENCIES (5%) =				\$16,250
CONSTRUCTION TOTAL =				\$341,250
ENGINEERING DESIGN 9%=				\$30,713
CONSTRUCTION ADMIN=				N/A
				\$371,963
BUDGET ESTIMATE =				\$372,000

Note: These costs were developed without the benefit of field surveys or soils investigation.
 A final cost estimate will be dependent upon development of these items and further design.

Antrim County Animal Control From: 04/01/2015 12:00 AM To: 04/30/2015 11:59 PM	DOGS			CATS		
	Totals	Altered at Intake	Unaltered at Intake	Totals	Altered at Intake	Unaltered at Intake
Total Intakes :	14	1	13	12	6	6
Total Stray :	5	0	5	3	2	1
Impounded :	1	0	1	0	0	0
Turned in by owner :	8	1	7	9	4	5
Returned to owner :	3	0	3	2	2	0
Total Sold :	10	1	9	12	6	6
Total Euthanized :	1	0	1	3	0	3
Escaped :	0	0	0	0	0	0
Died :	0	0	0	0	0	0
Quarantine :	0	0	0	0	0	0
OTHER ANIMALS : FARM & WILDLIFE :						
Total Wildlife :	0					
Total Farm :	0					
Total Other :	0					
Complaints Received :	18					
Animal Bites :	5			4-7	20.9	
Miles Traveled :	1386 BLACK TRUCK			4-14	20.3	
Gasoline Used :	106.3 GALLONS			4-17	21.6	
				4-23	18.8	
Tickets Issued :	5			4-30	24.7	
Warnings Given :						
Animal Control Officer : (signature)					#	601

[Print This Page](#)
 (Use the above link to print, Or, "[RightClick]Print" from most browsers)

Antrim County Animal Control From: 05/01/2015 12:00 AM To: 05/31/2015 11:59 PM	DOGS			CATS		
	Totals	Altered at Intake	Unaltered at Intake	Totals	Altered at Intake	Unaltered at Intake
Total Intakes :	24	6	18	11	5	6
Total Stray :	14	3	11	8	2	6
Impounded :	0	0	0	0	0	0
Turned in by owner :	10	3	7	3	3	0
Returned to owner :	10	2	8	1	1	0
Total Sold :	16	4	12	7	2	5
Total Euthanized :	1	0	1	0	0	0
Escaped :	0	0	0	0	0	0
Died :	0	0	0	0	0	0
Quarantine :	0	0	0	0	0	0
OTHER ANIMALS : FARM & WILDLIFE :						
Total Wildlife :	0					
Total Farm :	0					
Total Other :	0					
Complaints Received :	27					
Animal Bites :	4		5-6		22.0	
Miles Traveled :	1456.9 Black Truck		5-18		20.0	
Gasoline Used :	83.4 Gallons		5-21		20.0	
			5-29		21.4	
Tickets Issued :	5					
Animal Control Officer : (signature)					#	61

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(Use the above link to print, Or, "[RightClick]Print" from most browsers)

Antrim County Animal Control From: 06/01/2015 12:00 AM To: 06/30/2015 11:59 PM	DOGS			CATS		
	Totals	Altered at Intake	Unaltered at Intake	Totals	Altered at Intake	Unaltered at Intake
Total Intakes :	31	8	23	28	4	24
Total Stray :	25	4	21	7	1	6
Impounded :	0	0	0	0	0	0
Turned in by owner :	6	4	2	21	3	18
Returned to owner :	19	3	16	0	0	0
Total Sold :	6	4	2	17	5	12
Total Euthanized :	2	1	1	3	0	3
Escaped :	0	0	0	0	0	0
Died :	0	0	0	0	0	0
Quarantine :	0	0	0	0	0	0
OTHER ANIMALS : FARM & WILDLIFE :						
Total Wildlife :	0					
Total Farm :	0					
Total Other :	0					
Complaints #s	24					
Animal Bites :	3					
Miles Traveled :	1593					
Gasoline Used :	98.8 GALLONS					
Tickets Issued :	7					
Animal Control Officer : (signature)						# 601

[Print This Page](#)
(Use the above link to print, Or, "[RightClick]Print" from most browsers)

Bean, Daniel

From: James, Christine
Sent: Monday, July 27, 2015 8:34 AM
To: Bean, Daniel
Subject: auction

The auction brought in the following money:

Sheriff sale	\$2,841.00
Snowmobile	\$1,500.00
Marine	\$ 170.00
County furniture	<u>\$ 62.00</u>
TOTAL	\$4,573.00

Number of Events by Nature - South Milton Twp / Torch River / Alden

July 3 - 5, 2015

Nature	# Events
911 CHECK	2
ARGUMENT, VERBAL	1
CAR DEER ACCIDENT	1
DOMESTIC ASSAULT	1
DRIVING COMPLAINT	1
DRUNK/DISORDERLY	1
FIRE WORKS	1
GENERAL ASSIST	2
MARINE PATROL COMPLAINT	2
MARINE STOP	2
MEDICAL CALL	17
MINOR IN POSSESSION	3
MISCELLANEOUS	1
NARCOTICS	3
OUIL / OUID	2
PARKING VIOLATIONS	9
PUBLIC PEACE	1
SUSPICIOUS PERSON	1
SUSPICIOUS SITUATION	3
TRAFFIC STOP	23
TRANSPORT	3
TRESSPASSING	1
Total	81

Health and Public Safety Committee

Christian Marcus

Karen Bargy, Chair

Bob Wilson

Minutes - September 1, 2015

Members present: Karen Bargy, Christian Marcus, Bob Wilson
Members absent: None
Others present: Pete Garwood, Janet Koch

1. The meeting was called to order at 2:10 p.m. by Karen Bargy.

2. Public Comment

None.

3. Meadow Brook Medical Care Facility / Meadow View Apartments Update

Meadow Brook Medical Care Facility (MCF)

Marna Robertson, MCF Administrator, said the resident census is at 95.5% and is moving closer to the full capacity number of 133 residents. Ms. Robertson told the Committee that the radiant heat panel project is underway. These heat panels are being installed in resident rooms as supplemental heating units. The estimated cost of the panels is \$156,000. It was requested of Frank Bednarek that Hooker DeJong pay half the cost; to date, Hooker DeJong had not replied. Ms. Robertson did not expect a favorable response, but felt it would be remiss not to ask.

David Schulz, MCF Administrative Services Director, discussed the Monthly & Year to Date Budget for June 2015, which had been included in the agenda packets. He said total revenue was unfavorable by \$1,053,094 and that expenses were favorable by \$128,512. Mr. Schulz said the unfavorable revenue was directly related to a lower resident occupancy than was expected. He added that the MCF can't staff at a lower level if the resident census is lower.

Karen Bargy asked how they planned on making up the revenues. Mr. Schulz said the 2015 budget had been based on a resident census of 96%; they will be budgeting for 92% in 2016. Ms. Robertson added that due to the heating issues last winter, they had to limit new resident admittance for an extended period of time. Ms. Bargy said that should be discussed as part of the reimbursement discussion with Hooker DeJong. Ms. Robertson agreed.

Mr. Schulz also told the Committee that the Medicaid amount, the Federal government reimburses MCF for 65% of the amount that the State of Michigan doesn't pay. MCF is expecting \$569,000 of additional revenues from the Federal government; these revenues are not currently showing on the budget report.

Christian Marcus asked how the 2016 changes due to the Affordable Care Act would affect MCF. Ms. Robertson said they would not be affected until 2018; that there is a pilot program regarding the changes that they are watching carefully. Ms. Robertson gave a brief description of Integrated Care Organizations (ICOs).

Meadow View Apartments (MV)

Mr. Schulz had included a Month and Year to Date Budget for June 2015 in the agenda packets. He said the number of unoccupied units had gone up slightly due to residents moving back to a personal residence. Mr. Schulz added that they are continuing to see interest in MV; apartments were shown 2-3 times the previous week.

Estimated costs had been obtained for window air conditioning units; purchase of units for all the windows would cost approximately \$6,300.00. Wall units would be problematic due to the nature of the building's construction. Mr. Schulz said MV has a current fund balance of approximately \$83,000.

Bob Wilson asked about resident requirements; Ms. Robertson said resident needs to be 55 and older and that at least 3 apartments are compliant with the American with Disabilities Act. Mr. Wilson asked Ms. Robertson to look into the possibility of accepting veterans that didn't meet that age requirement.

4. Emergency Services Update

Leslie Meyers, Emergency Services Coordinator, had included a written report in the Committee packets. Ms. Meyers reported that the storm debris drop-off site was being used by many residents. The site will be open through September 12. Mr. Marcus confirmed with Ms. Meyers that the resulting chips would be available to anyone who requested. Ms. Meyers also said any logs left will be available for anyone to take. Ms. Meyers said the storm had given her an opportunity to improve processes in her department.

Natural Hazards Mitigation Plan

Ms. Meyers said the Federal government had approved the plan. Some minor changes had been made since she presented it to the Board of Commissioners on March 12, 2015. The current draft of the plan is available online at http://www.antrimcounty.org/county_plans.asp.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioner's approve adoption of the Natural Hazards Mitigation Plan and then have it forwarded to the municipalities for adoption. Motion carried – unanimous.

Paddle Antrim

Ms. Meyers distributed a map for the Paddle Antrim event. In addition, she said that since Antrim County is becoming a destination for events, she suggested that event permits be considered.

5. Probate Court Update

Bill Hefferan, Probate Court Administrator, requested that the Committee recommend approval of the 2016 child care fund budget (**attached pg. 7**). Pete Garwood, County Administrator, said the actual fund in the County budget can be (and has been in the past) budgeted lower than what was sent to the State, knowing that more money will have to be allocated if the situation requires. Mr. Hefferan agreed, saying he prefers not to have to ask the State to approve an amended budget. Mr. Hefferan said the current reimbursement rate from the State was 32%.

Motion by Bob Wilson, seconded by Christian Marcus, to recommend the Board of Commissioner's approve the proposed 2016 Child Care Fund Budget as presenting totaling \$269,000.00 and that the budget be submitted to the State of Michigan prior to the October 1, 2015 deadline. Motion carried – unanimous.

6. Commission on Aging (COA) Financial Reports

Judy Parliament, COA Director, told the Committee that COA was at 46.5% Year to Date in expenditures with 58% of the year complete. In response to a question from Mr. Wilson, Ms. Parliament said the homemaker program has been reinstated and is coming back gradually.

7. Antrim County Transportation (ACT) Update

Financial Reports

Al Meacham, ACT Director, had provided the following documents for the agenda packets: Miscellaneous Revenue Fiscal Year 2015, Revenue Schedule 2015, and a Year to Date 2015 Expense Schedule. He said revenues are 5% ahead of the Year to Date expenditures.

Mr. Meacham said the Committee had asked about a \$1400.00 Building Maintenance expense at the last meeting; he said it was the installation of the 911 telephone. Mr. Meacham asked about moving some personnel from irregular part time to regular part time. He was directed to bring the issue to the Administration Committee.

Mr. Meacham asked if the 2016 appropriation request was changed from the 2015 request of \$166,000. Mr. Meacham said it was the same.

8. Airport Update

John Strehl, Airport Manager, would like to sell two snow plows in the last two weeks of September. The Committee said the plows were not covered as part of the County-Owned Vehicle Policy.

Motion by Christian Marcus, seconded by Karen Bargy, to recommend the Board of Commissioner's approve the sale of two airport snow plows. Motion carried – unanimous.

Five-Year Development Plan – Years 2016 to 2021

John Strehl, Airport Manager, had provided the airport's 5-year Capital Improvement Plan (CIP) in the Committee packets (**attached pgs. 8-12**). Mr. Strehl expected the County's cost for capital improvements at the airport to be \$73,366 in 2018, assuming the current 5% match doesn't change.

It was noted that Antrim County's 2016-2021 CIP included \$57,360 for airport runway rehabilitation in 2016; Mr. Strehl said that project has been postponed to 2018. No airport CIP projects are currently planned for 2016. Mr. Strehl added that the airfield pavement marking could be removed from the motion in the agenda packet as the pavement markings were completed in 2015.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioner's approve the five-year Capital Improvement Program (CIP) for FY2016 – FY2021 under the Michigan State Block Grant Program with an expected County match of \$4,638 for 2017, \$73,363 for 2018 and \$18,600 for 2021. Motion carried – unanimous.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Finance Committee create a mechanism for funding future 5-year AIP projects. Motion carried – unanimous.

Mr. Garwood said the Buildings, Lands & Infrastructure Committee had opened two bids that morning for the closed floor drain system project in the airport terminal's garage. \$12,500 had been budgeted; the low bid was under \$7,200.

Financial Reports

Mr. Strehl had included the financial reports in the agenda packets. He expected that the airport would easily stay within budget for the year.

9. Veteran's Affairs Update

Deborah Peters, Veteran's Affairs Director, said she and Tim Cary had attended an American Legion conference. She added that she will be attending a suicide prevention training. Ms. Peters told the Committee they had a table at the Senior Expo held at the Bellaire High School; the office made 15 contacts.

She added that she has been trying to work with United States Congressman Dan Benishek's office to get the Veteran's Administration (VA) rating guidelines changed for diabetes compensation. The Committee discussed other methods of getting action on the issue.

Motion by Christian Marcus, seconded by Bob Wilson, that Deborah Peters and Pete Garwood draft an official communication to Michigan's Congressman Dan Benishek and Senators Debbie Stabenow and Gary Peters regarding the important of revising the current Veteran's Administration policy regarding diabetes. Motion carried – unanimous.

Ms. Peters was directed to contact Meadow Brook Medical Care Facility regarding the possibility of allowing the admittance of disabled veterans under the age of 55 into Meadow View Apartments.

10. Sheriff Department Update

Sheriff Dan Bean distributed copies of the July Animal Control report (**attached pgs. 13-14**). The Sheriff told the Committee that Sergeant Steve Bratschi will be retiring on October 9, 2015. Ms. Bargo asked about public advertising for position vacancies. Sheriff Bean said if the position can't be filled from within it will be publicly advertised.

Sheriff Bean said the box for the Animal Control truck has been fabricated; the truck should be delivered to the box location by the end of the week.

Communications System Issue

Mr. Marcus said Star Township had complaints regarding the Telerad equipment. The Committee discussed the timeline of the equipment installation and subsequent troubleshooting issues. Ms. Bargo said when the Board of Commissioners had been considering vendors, there had been no guarantees that 100% of the County would be covered due to the complexity of the County's topography. Mike Gank, Lead Dispatch Supervisor, recommended that an engineer be consulted for recommendations to improve the County's communication systems.

Mr. Gank said other states have communications plans that establish protocols during emergency situations. He added that the August 2 storm indicated that such a plan could be of use in Antrim County.

Capital Outlay Project - 911 Recorder (attached pgs. 15-19)

Sheriff Bean said the new recorder, which records the calls to 911 Dispatch, would be compatible with the current system. The new recorder includes maintenance & support. Ms. Bargo asked about previous annual costs: about \$18,000 more over a 5-year period. Mr. Wilson asked about compatibility with the future Peninsula Fiber Network (PFN).

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioner's approve the purchase of a recorder for the 911 Dispatch Center and Sheriff Department from DSS Corporation at an initial cost of \$9,091.65 (split 50-50 between fund #262000 and Fund #101000-901-980.301) and an annual cost in year two through five of \$7,516.65. Motion carried – unanimous.

Mr. Garwood said he and Mr. Gank are working on the letter of agency between PFN and the County. Civil counsel had reservations about the original letter; stating that the letter of agency gave PFN more authority than the resolution of intent had indicated. The details are being worked out.

11. Wellspring Lutheran Services Agreement (attached pgs. 20-21)

Mr. Garwood said the contract is signed annually. It is the same contract as the previous year with the exception of revised dates and that the Department of Human Services became the Department of Health & Human Services. Ms. Bary asked if the contract was for same amount as the previous year; Mr. Wilson indicated that the amount had been the same since 2010.

Motion by Bob Wilson, seconded by Christian Marcus, to recommend the Board of Commissioner's authorize the Board Chairman to execute an agreement with Wellspring Lutheran Services to administer the Family Support Program effective October 1, 2015 – September 30, 2016. Motion carried – unanimous.

12. Medical Examiner Facility Use Agreement Amendment (attached pg. 22)

The requested increase was less than \$30 per autopsy; there had been 9 autopsies in 2014. The agreement was an open agreement.

Motion by Bob Wilson, seconded by Christian Marcus, to recommend the Board of Commissioner's authorize the Board Chairman to execute the First Amendment to the Medical Examiner Facility Use Agreement between Antrim County and Spectrum Health Hospitals which increases the autopsy fee from nine hundred-eighty two (\$982.00) dollars per autopsy to one thousand eleven and 46/100 (\$1,011.46) dollars per autopsy effective October 21, 2015. Motion carried – unanimous.

13. Various Matters

Child Support Enforcement Agreement Amendment (attached pgs. 23-26)

Jim Rossiter, Prosecuting Attorney, was contacted by speaker phone and explained that the payments are reimbursements for child support work that establishes paternity. He said it is a fluctuating amount of monies that are coming in. Mr. Rossiter said the expenditures are primarily part time wages and reimbursements are based on a percentage of time. Maximus does the accounting paperwork. Mr. Rossiter added that his office would have those expenses whether or not the reimbursements are received by the County. Ms. Bary asked what account the reimbursements are directed to. Deb Haydell, County Accountant, was not available by telephone to answer the question. Mr. Garwood believed it was a reimbursement to the Prosecuting Attorney's General Fund budget.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioner's to authorize the Board of Commissioners to authorize the Board Chairman to execute an amendment to the Child Support Enforcement Agreement between the State of Michigan – Department of Health and Human Services and Antrim County effective October 1, 2015 - September 30, 2016 with a State of Michigan obligation of \$32,487.77. Motion carried – unanimous.

Mr. Marcus asked about a webinar training possibility regarding changes in the Clean Water Act. Mr. Garwood was looking into the details. Mr. Marcus said he would bring the issue up at the Board of Commissioner meeting. The training budget for the Commissioners was discussed.

Capital Outlay

Ms. Bargy noted the proposed 2016 capital outlay for departments reporting to that committee. The budgeting process was discussed. Mr. Wilson said the Commissioners should understand the line items for their oversight departments.

Ms. Bargy asked if Mr. Garwood had information regarding the pros and cons of changing the employee health insurance benefit year; Mr. Garwood said Darci Fitch of Dewey Insurance had responded to the question via email and a copy of the email was in the Administration Committee's agenda packet.

14. Public Comment

None.

The meeting was adjourned at 5:15 p.m.

STATE OF MICHIGAN


 ANTRIM COUNTY FAMILY DIVISION
 &
 ANTRIM COUNTY PROBATE COURT

 205 E. CAYUGA P.O. BOX 130
 BELLAIRE MI 49615
 (231) 533-6681
 FAX (231) 533-6600
 probatecourt@antrimcounty.org

 HON. NORMAN R. HAYES
 PROBATE & FAMILY DIVISION JUDGE

 WILLIAM M. HEFFERAN
 ADMINISTRATOR

 Ms. Karen Bargy, Chairperson
 Health & Public Safety Committee
 P.O. Box 520
 Bellaire, MI 49615

Dear Ms. Bargy,

August 13, 2015

Attached is the Court's proposed 2016 Child Care Fund Budget Summary. I am requesting it be signed by Mr. Crawford, so that I may submit to Lansing prior to the beginning of fiscal year 2016 (October 1, 2015). This would assure prompt State reimbursement.

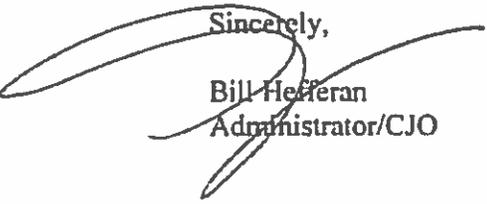
During your review please consider *State Ward Board & Care* and *State Reimbursement Percentage* (which do not appear on the enclosed). Projected *State Ward Board & Care* costs for fiscal year 2016 are \$15,000.00. Projected *State Reimbursement Percentage* for fiscal year 2016 (not including the Family Support Program) is 32%.

Considering these factors, net county expenditures for the Child Care Fund for fiscal year 2015 are projected as follows;

Child Care Gross Expenditure-	\$337,000.00
State Reimbursement -	<u>\$ 83,000.00</u>
Subtotal -	\$254,000.00
State Ward Board & Care -	<u>\$ 15,000.00+</u>
Total Requested Allocation -	\$269,000.00

For reference purposes, our request for 2015 was \$308,000.00, and I am projecting actual expenditures for this fiscal year to equal \$135,000.00. If you have any questions, or if I can be of some clarification prior to my appearance on August 25, 2015, please contact me at your convenience.

Sincerely,


 Bill Hefferan
 Administrator/CJO

MICHIGAN STATE BLOCK GRANT PROGRAM											
FIVE-YEAR AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP) FY-2016* to FY-2021											
*ACIP includes current development year (2014 already programmed - minor changes acceptable)											
Airport Name: Antrim County Airport								Date prepared: 7/22/2015			
Associated City: Bellaire, Michigan								Prepared By: Mead & Hurs, Jeff Thomson			
Sponsor: Antrim County								Sponsor email address & phone: John Strahl, (517)934-2900 ext 201			
Airport Identifier: ACB											
NIPIAS = C											
Development Year	Project Description	Shown on ALP** (Yes or No)	ACIP Code**	NIPIAS Priority Rating**	Federal Entitlements	Federal Apportionment	Federal Discretionary	State	Local	Total	Remarks/Item Justification Provide as much detail as possible
2016	Carry over 2015 NPE = \$11,580										
	Carry Forward for Runway 0220 Apply PFC Repair										
2017	Carry over 2015 & 2016 NPE = \$181,580										
	Airfield Pavement Marking	Yes	RE RW LP	68	\$32,400	\$0	\$0	\$1,800	\$1,800	\$38,000	Pavement remaining needs to be completed to maintain safety
	Design Runway 0220 Apply PFC Repair	Yes	SP RW FR	82	\$83,475	\$0	\$0	\$4,638	\$4,638	\$92,750	Runway 0220 PFC is deteriorating and creating FOD on the runway. The 2012 PCI is 72. An overlay was placed on the runway surface in 1994 and the PFC was added in 1999. This project consists of removing the PFC material and replacing 3-4" PFC. The original pavement overlay was placed in 1980 and a second overlay in 1994. Because of the age of the pavement consideration should be given to an extensive pavement study to determine the long term structural capability of the runway.
2018	Carry over 2016 & 2017 NPE = \$162,630										
	Construct Runway 0220 Apply PFC Repair	Yes	SP RW FR	82	\$328,830	\$967,095	\$0	\$73,363	\$73,363	\$1,467,253	Runway 0220 PFC is deteriorating and creating FOD on the runway. The 2012 PCI is 72. An overlay was placed on the runway surface in 1994 and the PFC was added in 1999. This project consists of removing the PFC material and replacing 3-4" PFC. The original pavement overlay was placed in 1980 and a second overlay in 1994. Because of the age of the pavement consideration should be given to an extensive pavement study to determine the long term structural capability of the runway.
2018	Carry over = \$0										
	Carry forward for SRE Acquisition	Yes									
2020	Carry over 2018 NPE = \$150,000										
	Carry forward for SRE Acquisition	Yes									
2021	Carry over 2019 & 2020 NPE = \$300,000										
	Design for Acquire SRE (Plow Truck)	Yes	ST EQ SN	45	\$27,630			\$1,536	\$1,535	\$30,700	The existing plow truck is out lived it's useful life and is in need of replacement
	Acquire SRE (Plow Truck)	Yes	ST EQ SN	45	\$307,170			\$17,064	\$17,065	\$341,300	The existing plow truck is out lived it's useful life and is in need of replacement

*Proposed airport development must be shown on current FAA-approved ALP prior to funding project

**In accordance with FAA Order 5100.75A, Appendix 6 Fields should be completed

(Refer to Airport Code spreadsheet provided on MDOT Aeronautics website under Block Grant Program for specific airport code)

Do NOT edit or spreadsheet format

**ANTRIM COUNTY AIRPORT
BELLAIRE, MICHIGAN**

FIVE-YEAR DEVELOPMENT PLAN - YEARS 2016 TO 2021



FAA IDENTIFIER: ACB
STATE ID: 50-01



Design By J.L.1 Drawn By J.L.1 Approved By J.L.1

ENGINEERING COST ESTIMATE

PROJECT: RUNWAY 02/20 PFC REPLACEMENT
 LOCATION: Antrim County Airport
 CITY: Bellaire, MI
 DATE: 12/3/2012
 PREPARED BY: RGN
 REVISED: 7/22/2015JET

FINAL DESIGN
 PROJECT PROGRAMMING
 FEASIBILITY STUDY
 STATE PLANNING
 BASED ON FY 2015 DOLLARS

WORK DESCRIPTION: Replacement of the PFC on Runway 02/20 (Prices revised for use of FAA Specifications)

ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	ITEM COST
Mobilization and General Conditions	LS	1	\$ 100,000.00	\$ 100,000
Safety and Security	LS	1	\$ 50,000.00	\$ 50,000
Permits	DLR	1,000	\$ 1.00	\$ 1,000
Cold Mill Existing Asphalt	SYD	55,555	\$ 1.50	\$ 83,333
Porous Friction Course, 3/4" thickness	TON	2,500	\$ 100.00	\$ 250,000
Asphalt Leveling Course, 1.5" thickness	TON	5,300	\$ 100.00	\$ 530,000
Runway Marking, Half-rate, White	SF	65,700	\$ 0.50	\$ 32,850
Runway Marking, White	SF	65,700	\$ 0.50	\$ 32,850
Taxiway Marking, Half-rate, Yellow	SF	2,500	\$ 0.50	\$ 1,250
Taxiway Marking, Yellow	SF	2,500	\$ 0.50	\$ 1,250
Shoulder Restoration/Topsol	STA	50	\$ 250.00	\$ 12,500
Seed and Mulch	AC	3	\$ 3,000.00	\$ 9,000
				CONSTRUCTION TOTAL = \$ 1,104,033
				CONSTRUCTION CONTINGENCIES (20%) = \$ 220,807
				CONSTRUCTION TOTAL = \$ 1,324,839
				ENGINEERING DESIGN = \$ 92,739
				CONSTRUCTION ADMIN = \$ 132,484
				\$ 1,550,062
				ANTICIPATED CONSTRUCTION YEAR = 2018
				PROJECT YEAR BUDGET ESTIMATE = \$ 1,560,000



Note 1: These costs were developed without the benefit of field surveys or soils investigation.
 A final cost estimate will be dependant upon development of these items and further design.

ENGINEERING COST ESTIMATE

LOCATION: Antrim County Airport
 CITY: Bellaire, Michigan
 DATE: 7/22/15
 PREPARED BY: JET

FINAL DESIGN
 PROJECT PROGRAMMING
 FEASIBILITY STUDY
 STATE PLANNING
 BASED ON FY 2015 DOLLARS

WORK DESCRIPTION: Aquire Snow Removal Equipment (SRE) - Plow Truck w/20' Poly Plow

ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	ITEM COST
Plow Truck	LS	1	\$325,000.00	\$325,000.00
CONSTRUCTION TOTAL =				\$325,000
CONSTRUCTION CONTINGENCIES (5%) =				\$16,250
CONSTRUCTION TOTAL =				\$341,250
ENGINEERING DESIGN 9% =				\$30,713
CONSTRUCTION ADMIN =				N/A
				\$371,963
BUDGET ESTIMATE =				\$372,000

Note: These costs were developed without the benefit of field surveys or soils investigation. A final cost estimate will be dependent upon development of these items and further design.

Antrim County Animal Control From: 07/01/2015 12:00 AM To: 07/31/2015 11:59 PM	DOGS			CATS		
	Totals	Altered at Intake	Unaltered at Intake	Totals	Altered at Intake	Unaltered at Intake
Total Intakes :	24	11	13	18	4	14
Total Stray :	13	5	8	15	3	12
Impounded :	1	1	0	0	0	0
Turned in by owner :	10	5	5	3	1	2
Returned to owner :	9	5	4	3	0	3
Total Sold :	10	4	6	15	0	15
Total Euthanized :	1	0	1	2	0	2
Escaped :	0	0	0	0	0	0
Died :	0	0	0	0	0	0
Quarantine :	0	0	0	0	0	0
Complaints Received :	32					
Animal Bites :	3			7-7	20.2	
Miles Traveled :	2015			7-9	15.7	
Gasoline Used :	104.8			7-14	17.6	
Warrants Obtained :	—			7-20	13.9	
Tickets Issued :	19			7-28	11.9	
Animal Control Officer : (signature)				#	61	

[Print This Page](#)
 (Use the above link to print, Or, "[RightClick]Print" from most browsers)

Antrim County Animal Control
Top Reasons for Euthanasia
Intake Type: All Location: All Species: All
From: 07/01/2015 12:00 AM To: 07/31/2015 11:59 PM

Euth Reason	Number of Animals
Health	1
Potentially Dangerous	1
Temperament	1

AUGUST 13, 2015



RECORDER CAPITAL OUTLAY PROJECT
911 DISPATCH / SHERIFF'S OFFICE

RECORDER CAPITAL OUTLAY PROJECT

HISTORY

The analog recorder currently in use at the Antrim County Sheriff's Office / 911 Dispatch Center was installed in 2010. The recorder was approved as a Capital Outlay project split between the 911 Dispatch Fund 262000 and Sheriff General Fund 101000 in the amounts \$4,546 from each for 2015.

The recorder purchased in 2010 was at a cost of \$38,985 split between 911 / Sheriff's Office which included the first year maintenance, subsequent years 2-5 maintenance agreements totaled \$18,250 making the 5-year Recorder Cost \$57,235.

Three (3) quotes were received for replacement of the 5-Year old Analog recorder which are listed below.

RECORDER QUOTE TABLE

Document	Initial Coat	Installation	Subsequent Years 2-5	Shipping	Initial Total Costs	Overall Costs
DSS Corporation	7,516.65	1500.00	7,516.65	75.00	9,091.65	39,158.25
Acorn Recording	17,000.00	2,500.00	17,000.00	-	19,500.00	87,500.00
Dynamic Instruments	35,825.00	5,400.00	14,000.00		55,225.00	55,225.00



Special Price Quotation for: Steve Bratschi

18311 W. Ten Mile Road
 Southfield, MI 48075
 Telephone: 866.377.2677
 Fax: 248.569.6567

Antrim County 911

<u>QTY</u>	<u>DESCRIPTION</u>	<u>PRICE</u>
48	DSS Equature License(s)	Included
	Analog Interface Recording Card(s)	Included
	Viewpoint Site License for all users	Included
	Unlimited Training for the lifetime of system	Included
	Word and Phrase Search Software	Included
	Quality Assurance Software	Included
	ANI/ALI Search	Included
	Screen Capture	Included

Hardware & Server Specifications

- Mirrored Operating System (Windows 7 Pro 64-Bit)
- Raid One (1TB drives) - Data Partition
- External Archive (1TB drives)
- 16GB Buffered DDR3 Memory

DSS Premier Customer Discount	40% Discount Applied
Investment	\$7,516.65 per year
Installation	\$1,500.00
Shipping	\$75.00

Premier Partnership Program

The premier partnership program divides the total cost of the recording server and maintenance cost over a five year period of time with no interest. By signing this document you are acknowledging a five year commitment to net amount listed above. DSS will continue to keep your recording server's software updated and maintained throughout the contracts lifespan.

Investment Includes

- Configuration of server with connection points provided
- Software setup and configuration
- On-site & Remote training which includes access to Equature University
- 24 X 7 On-site and Remote Support

Customer Signature of Acceptance:

Date:

Please fax order to: 248-569-6567 Attn: Jeff Vezina

E-Mail: jvezina@dss-corp.com



Acorn Recording Solutions P.O. Box 987 Plaistow, NH 03865

ANTRIM COUNTY 911

JULY 13, 2015

DIGITAL RECORDER

QTY	DESCRIPTION	PRICE
1	Digital Recorder 48 channel licenses Includes Word and phrase search Quality Assurance	
	Five Year Lease	\$ 17,000 per year
	Installation training	\$ 2,500

Conditions of Sale:

- Customer is responsible for installation of RJ21X (single female amphenol) block within 6 feet of the recorder with telephone and radio connections prior to installation by Acorn.
- Recorder will require a static IP address to be on department network.
- Setup and customize the settings in the recorder to customer specifications.
- Additional wiring requested by customer is billable at \$ 200 hr with 2 hr min.
- Delivery is thirty (30) days or as requested.
- Payment terms: Net 10 days from installation.



Dynamic Instruments Recorder Division
3914 Murphy Canyon Road #A250
San Diego, CA 92123

Dynamic Instruments Contact Information

Customer Information

Name: Antrim PPP
 Address: _____
 City: _____ State: _____
 Attn: Steve Bratschi
 Phone: _____ ext. _____
 Email: 911@cameracounty.org

Quote: 1601293
 Date: 10-Jul-2015
 Contact: Donald Gillis
 Telephone: (858) 769-2163
 Fax: _____
 Email: dgillis@dynamicinst.com

Item	Qty	Model	Model Description	Unit Price	Extended Price
BUDGETARY PROPOSAL FOR ANTRIM PPP					
1	1	DI Reliant II	DI RELIANT II -CS6-HD6-EXT1TB-SAL48-RM1 Voice Logging system configured with 48 analog input channels 4U - 19" rack mount chassis, standard features include of Dual Hot Swap Power Supplies RAID-1 Hot Swap Hard Drives, ~83,000 Channel Hours of Audio Storage G723.1, Call tagging for incident / mission recreation, audit logs, system reports and call classification, agent roles. Statistical Management Graphic Reports for call traffic, channel volume, and activity Conveyed call reports for call traffic, channel volume, and activity All calls are tagged with date, time duration, Caller ID, DTMF and ANI if present on analog line SQL enabled external, USB connected archiving drive; WebCOURIER browser based access client unlimited access Remote system monitoring included ANI/ANI data integration	\$ 33,930.00	\$ 33,930.00
2	1	RB 231 PS Client Bundle	Enhanced Courier - Remote Client PC Retrieval & Playback Software: Site License E-Courier Includes Statistical Management Graphic Reports for call traffic, channel volume, and activity DI ReBound - Instant call check - Site License NetPlans - Recorder System automatic monitoring and notification client: Site license InSight - Quality Assessment and Evaluation: Site License	\$ 1,895.00	\$ 1,895.00
3	1	Installation & Training	Installation Requirements: Operator, User & Administrator Training will occur at the time of installation (Up to 5 attendees) During system installation, technical training will be presented to provide a real "hands on" environment System set up and configuration and preventive maintenance techniques will be covered. Post-Installation, Operator and User training will be achieved. Training will cover locating and retrieving calls, incident re-creation, use of remote clients, creating MP3, WMA, Wave files, etc.. Dynamic Instruments will provide a turnkey solution, unpack and assemble and install the recorder at the requested location. DI's bid is predicated upon all the audio being presented on punch down blocks and the network connections to any associated systems or equipment terminated in industry standard plug in sockets and suitable AC power located within 6 feet of where the recorder is to be mounted. If the recorder is to be rack mounted a suitable 19" rack is to be provided by the customer with either a shelf or a pair of angle slides to support the recorder body. It is understood that sufficient cooling will be provided. Technical installation and operator training, travel expenses for installation, 7/24 hour phone support, one-year factory parts and labor warranty are included. 5 students per training session included. During the first year of equipment operations, Dynamic Instruments provides a full twelve month parts and factory warranty services. This includes any software upgrades applicable to the recorder system, 24/7 critical calls service network, managed and coordinated by Dynamic Instruments. A DI Factory customer support employee will answer all critical calls. At his or her disposal will (1) be the option of remote log on to the recorder system for further diagnosis, if the customer purchases this option. There is no preventive maintenance required for the DI Reliant beyond the normal dust removal and exterior cleaning. Additional one-year increments of warranty and support are available		\$ 5,400.00
4	4	Extended Warranty	First year warranty included Per Year Extended Warranty -	\$ 3,500.00	\$ 14,000.00
NOTES: NG9-1-1, speech search and screen capture not currently available.					

Project Information

Schema: BUDGETARY PROPOSAL FOR ANTRIM PPP
 Ref No: 1601293 Delivery: 4-5 weeks ARO

Subtotal	\$ 55,225.00
1 Year Warranty	Included
Shipping	FOB: San Diego
TOTAL	\$ 55,225.00

Applicable taxes not included or supply Tax Exempt Number
 FOB: Origin/Pre-pay
 "A Total Voice Communications Management System"


DI Signature

10-Jul-2015
Date

Contract No: 16-CCF-05001
County: Antrim
Contract Amount: \$48,000CCF
Method of Payment: Actual Cost

AGREEMENT
Between

Antrim County
PO Box 130
Bellaire, MI 49615

Wellspring Lutheran Services formerly
Lutheran Child and Family Services of
Michigan
PO Box 48
Bay City, MI 48707-0048

This Agreement is effective from 10-01-15, through 09-30-16.

I. **CONTRACTOR RESPONSIBILITIES**

A. **Geographic Area**

The Contractor shall provide services described herein in the following geographic area: Antrim County

B. **Location of Facilities**

Office at Antrim County Department of Health and Human Services(DHHS), PO Box 316, Bellaire, MI 49615. Home based office and/or Wellspring Lutheran Services: 955 E. Commerce Drive, Traverse City, and MI 49686.

C. **Client Eligibility Criteria**

1). Any family that has an open children's protective service case, foster care case or a juvenile justice case.

2). Determination of Eligibility

The Antrim County DHHS determines and documents eligibility. Contractor agrees to take all referrals on a space available basis.

D. **Services to be Delivered**

Service of: Family Support Program

E. Reviewed by Michael Crawford _____
Antrim County Commissioner/ Board Chairperson

IN WITNESS WHEREOF, the Antrim County and the Contractor have caused this Agreement to be executed by their respective officers duly authorized to do so. The Undersigned has the lawful authority to bind the Contractor to the terms set forth in this Agreement.

Dated at Kentwood, Michigan

Wellspring Lutheran Services
(Contractor)

This 5th day of August, 2015

By: Adam J. Zurek

Witness: Jason Dube

Dated at _____, Michigan

Antrim County

This _____ day of _____, _____

By: _____
Commissioner

Witness: _____

Contract #: 16-CFF-05001

**FIRST AMENDMENT TO
MEDICAL EXAMINER FACILITY USE AGREEMENT**

THIS FIRST AMENDMENT TO MEDICAL EXAMINER FACILITY USE AGREEMENT ("First Amendment"), effective as of the date of the date of full execution hereof ("Effective Date"), is entered into by and between SPECTRUM HEALTH HOSPITALS ("Spectrum") and ANTRIM COUNTY ("County").

RECITALS

WHEREAS, Spectrum and County entered into a Medical Examiner Facility Use Agreement effective October 21, 2014 (the "Agreement"), pursuant to which Spectrum provides facilities to support the county's Medical Examiner's Office, as more particularly described in the Agreement; and

WHEREAS, the parties mutually desire to amend the Agreement, as set forth herein; and

WHEREAS, all capitalized terms not otherwise defined in this First Amendment shall have the same meanings set forth in the Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration of the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. **Payment Terms.** Section IV, Paragraph A of the Agreement shall be deleted and replaced with the following:

A. Effective October 21, 2015, County agrees to pay Spectrum a technical services fee ("Technical Services Fee") in the amount of One Thousand Eleven and 46/100 (\$1,011.46) Dollars for each autopsy ordered by a designated Antrim County Medical Examiner.

2. **Full Force and Effect/Miscellaneous.** Except to the extent modified by this First Amendment, all terms, covenants and conditions of the Agreement remain in full force and effect and are hereby ratified. In the event of any conflict or inconsistency between the terms and conditions of this First Amendment and the terms and conditions of the Agreement, the terms and conditions of this First Amendment shall control. This First Amendment may be executed in any number of counterparts (including by means of faxed or e-mailed signature pages), each of which will be deemed an original, and all of which together will constitute one and the same instrument. Faxed signatures or scanned and electronically transmitted signatures shall be deemed to have the same legal effect as original signatures.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment as of the date(s) indicated below.

SPECTRUM HEALTH HOSPITALS

ANTRIM COUNTY

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____



Memorandum Administration Office

September 1, 2015

TO: Health and Public Safety Committee

FR: Peter Garwood
County Administrator

RE: Child Support Enforcement Agreement Amendment

Attached is an amendment to the Child Support Enforcement Agreement (Title IV-D) that has been in place from 2013-2015. The amendment covers the year October 1, 2015 through September 30, 2016. The agreement is between the State of Michigan - Department of Health and Human Services and Antrim County and requires the signature of the Antrim County Prosecuting Attorney and the Chairman of the Board of Commissioners. Through the Amendment the State will pay \$32,487.77, while the County's obligation is \$16,736.13 for the year 2016.

The following motion is presented for your consideration:

Motion by _____, seconded by _____, to recommend the Board of Commissioners authorize the Board Chairman to execute an amendment to the Child Support Enforcement Agreement between State of Michigan - Department of Health and Human Services and Antrim County effective October 1, 2015 – September 30, 2016 (State \$32,487.77).

AGREEMENT NUMBER: CSPA13-05002-A1
 AMENDMENT NUMBER: 1
 Between
 THE STATE OF MICHIGAN
 DEPARTMENT OF HEALTH & HUMAN SERVICES
 And

CONTRACTOR	County Of Antrim
CONTRACTOR ADDRESS	208 East Cayuga Street, P.O. Box 280 Bellaire, Mi 49615 0280
CONTRACTOR EMAIL	rossiterj@antrimcounty.org

CONTRACT ADMINISTRATOR	EMAIL
Duane Noworyta	noworytad@michigan.gov

AGREEMENT SUMMARY			
SERVICE DESCRIPTION	Child Support Prosecuting Attorney		
GEOGRAPHIC AREA	Antrim		
INITIAL EFFECTIVE DATE	10/01/2012	CURRENT EXPIRATION DATE	09/30/2015
CURRENT AGREEMENT VALUE	\$209,682.00		
CONTRACT TYPE	Actual Cost		

AMENDMENT DESCRIPTION			
EXTEND EXPIRATION DATE	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	NEW EXPIRATION DATE	09/30/2016
AMENDMENT AMOUNT	\$32,487.77	<input checked="" type="checkbox"/> INCREASE <input type="checkbox"/> DECREASE	
ESTIMATED REVISED AGGREGATE AGREEMENT VALUE	\$242,169.77		
NATURE OF CHANGE	Extend the end date of the agreement to 9/30/2016 to add fiscal year (FY) 2016 and include the Budget for FY 2016 and include the selection of an IT technical support model.		

The undersigned have the lawful authority to bind the Contractor and DHS to the terms set forth in this Agreement

FOR THE CONTRACTOR:

County Of Antrim

Prosecuting Attorney

Date

FOR THE STATE:

DEPARTMENT OF HUMAN SERVICES

Signature of Director or Authorized Designee

Date

FOR THE CONTRACTOR:

County Of Antrim

Chairperson, County Board of Commissioners

Date

Agreement Number :	CSPA13-05002-A1			
Amendment Number :	1			
Year 1	10/01/2012	through	09/30/2013	\$65,863.00
Year 2	10/01/2013	through	09/30/2014	\$69,815.00
Year 3	10/01/2014	through	09/30/2015	\$74,004.00
Year 4	10/01/2015	through	09/30/2016	\$32,487.77
Total Contract Amount :				\$242,169.77

Check all contract years affected by this amendment: Year 1 Year 2 Year 3 Year 4 Year 5 Year 6

**STATE OF MICHIGAN
DEPARTMENT OF HEALTH & HUMAN SERVICES**

WHEREAS, the Department of Health & Human Services of the state of Michigan (hereinafter referred to as "DHHS") entered into a contractual Agreement effective October 1, 2012, with County Of Antrim and the Prosecuting Attorney (hereinafter referred to as "Contractor"), having a mailing address of 208 East Cayuga Street, P.O. Box 280 Bellaire, Mi 49615 0280, for the provision of certain services as set forth therein; and,

WHEREAS, it is mutually desirable to DHHS and to the Contractor to amend the aforesaid Agreement.

THEREFORE, in consideration of the promises and mutual covenants hereinabove and hereinafter contained, the parties hereto agree to the following amendment of said Agreement. This amendment shall be attached to the Agreement, said Agreement being hereby reaffirmed and made a part hereof.

Article I

This amendment shall be effective on the date of DHHS signature or October 1, 2015, whichever is later.

Article II

DHHS will exercise the first of two, one-year options to extend. Therefore, the end date of the Agreement shall be changed from 09/30/2015 to 09/30/2016.

Article III

The maximum "Net Budget" and the "GF/GP" dollar amounts of the Agreement shall be increased by \$49,223.90 from \$317,700.00 to \$366,923.90 and increased by \$0.00 from \$0.00 to \$0.00, respectively, for the period 10/01/2012, through 09/30/2016.

From the total "Net Budget" and GF/GP amounts, the maximum amount the Contractor may expend during the following periods is:

Agreement Period	Net Budget Amount	GF/GP Amount	Total Amount
October 1, 2012, through September 30, 2013	\$99,792.00	\$0.00	\$99,792.00
October 1, 2013, through September 30, 2014	\$105,780.00	\$0.00	\$105,780.00
October 1, 2014, through September 30, 2015	\$112,128.00	\$0.00	\$112,128.00
October 1, 2015, through September 30, 2016	\$49,223.90	\$0.00	\$49,223.90

The maximum "Total Contract" dollar amount of the Agreement shall be increased by \$32,487.77 from \$209,682.00 to \$242,169.77 for the period 10/01/2012, through 09/30/2016.

From the total "Total Contract" amount, the maximum amount the Contractor may expend during the following periods is:

Agreement Period	Total Contract Amount
October 1, 2012, through September 30, 2013	\$65,863.00
October 1, 2013, through September 30, 2014	\$69,815.00
October 1, 2014, through September 30, 2015	\$74,004.00
October 1, 2015, through September 30, 2016	\$32,487.77

Payment shall be made in accordance with the attached budget.

Article IV

The Contractor selects the following Information technology (IT) support model:

- effective immediately if the selection is not a change from the Contractor's current IT support model,
- effective upon a completed conversion of the contractor's current IT support model to the selected IT support model by the Michigan Department of Technology, Management and Budget.

IT Support Model	
County Managed	<input checked="" type="checkbox"/>
State Managed	<input type="checkbox"/>

Health and Public Safety Committee

Christian Marcus

Karen Bargy, Chair

Bob Wilson

Minutes - October 27, 2015

Members present: Karen Bargy, Christian Marcus, Bob Wilson

Members absent: None

Others present: Pete Garwood, Janet Koch, Sheryl Guy

1. The meeting was called to order at 9:00 a.m. by Karen Bargy.

2. Public Comment

None.

3. Emergency Services Update

Leslie Meyers, Emergency Services Coordinator, had included a written report in the Committee packets.

2015 Emergency Management Performance Grant (attached pgs. 5-7)

Ms. Meyers said the grant through the Michigan State Police was a reimbursement for her wages. She added Antrim County had been applying for that particular grant for many years.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioners authorize the Board Chairman to execute the Emergency Management Performance Grant agreement with the State of Michigan for the fiscal year 2015 Emergency Management Performance Grant.

Motion carried – unanimous.

Paddle Antrim Ripple Effect Grant (attached pgs. 8-9)

Ms. Meyers said she would like to apply for a floating mannequin to assist with training for local emergency personnel. The fire departments in the County will share the mannequin. She said the grant would not create any cost to the County.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioners authorize the Emergency Services Coordinator to apply for a Paddle Antrim's "Ripple Effect" Grant to purchase a rescue mannequin to be used by all fire departments, the Recreation Division of the Sheriff and any other relevant non-profits within Antrim County. Motion carried – unanimous.

Mr. Marcus asked about active shooter training at area schools. Ms. Meyers said she was working toward providing that type of training.

4. Commission on Aging (COA)

Snow Removal Contracts (attached pgs. 10-11)

Mr. Marcus said since there had been only one bid, that he would like to send it out for bid again. Mr. Garwood, County Administrator, said many area plow services didn't have the equipment to remove large piles of snow. Mr. Marcus's concern was ice in the parking lots; Mr. Garwood said the COA staff and the County's maintenance department could deal with ice issues.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioners authorize the Board Chairman to execute a contract for services for snow plowing the parking lots, shoveling the walkways and removal of snow piles as necessary at the Bellaire Senior Center from 11/1/15 – 4/30/16 with Union Designs & Landscaping, LLC and to execute contracts for services for snow removal at private senior residences in various locations throughout Antrim County from 11/1/15 – 4/30/16 with the following contractors: C&K, Inc.; Dream Lakes Services, LLC; Garrett Landscaping; Marshall & Sons Contracting; SJ & Family Lawn Care; Union Designs & Landscaping, LLC; Carl Ayoub. Motion carried – unanimous.

Northern Health Care Management Agreements (attached pgs. 12-25)

Ms. Bary said the agreement had been reviewed by civil counsel in 2013, but she had a question regarding Addendum C, titled “Assurance of Compliance with Section 504 of the Rehabilitation Act of 1973, as Amended.” Mr. Garwood said that section of the Act dealt with non-discrimination and that the addendum stated the County would stay in compliance with the Act.

Motion by Bob Wilson, seconded by Christian Marcus, to recommend the Board of Commissioners authorize the Board Chairman to execute a subcontractor agreement with Northern Health Care Management for home and community based services for the elderly and disabled (MI Choice Waiver), to authorize the Board Chairman to execute a business associate agreement with Northern Lakes Community Mental Health/Northern Michigan Health Care Management, and to authorize the Commission on Aging Director to execute the subcontractor enrollment agreement with the Michigan Department of Community Health. Motion carried – unanimous.

Financial Reports

Judy Parliament, COA Director, had provided the COA’s financial reports in the agenda packets. Ms. Bary asked about the revenue line items for FEMA and business operations.

Mr. Marcus asked about the gas and oil expenditure line item under business operations, general ledger #297000-686-865.000. Ms. Bary asked Mr. Garwood to explore the reasons behind the zero expenditure and email the Committee members with an explanation.

5. Antrim County Transportation (ACT) Update

Financial Reports

Al Meacham, ACT Director, had provided the following documents for the agenda packets: Revenue Schedule 2015, 2015 Expense Schedule, and Miscellaneous Revenue Fiscal year 2015.

The Committee noted that the report came at the end of ACT’s fiscal year and commended Mr. Meacham for his department’s expenses coming in at less than revenues. Ms. Bary asked about Worker’s Compensation. Mr. Meacham said he was working with Sheryl Guy, County Clerk, on the issue.

6. Airport Update

Lighting Project

Mr. Garwood said the project was nearing completion and that the runway had been reopened. The runway had been closed October 19 through 23. He added that the new lighting is much brighter.

Garage Drains

Mr. Garwood said the project was underway and close to completion. He added that Mr. Strehl, Airport Manager, had been in communication with the Environmental Protection Agency (EPA), the agency that was requiring the drains. The EPA needed to have a board meeting to approve the completed project; but Mr. Strehl didn't expect any problems with approval. The contractor's final payment will not be made until EPA approval is obtained.

Plow Bids

Mr. Garwood said the two Airport plow blades had been put up for sale on www.GovDeals.com; the high bids were \$7,148.00 and \$4,565.00. The plows were sold "as-is," delivery was not included, and the plows wouldn't be released until the monies were delivered. Mr. Garwood added there is no cost to the County as the auction site assesses buyers and charges an additional 12% beyond the purchase price to the buyer. The revenues will go back to the Airport fund since it is an enterprise fund. Mr. Garwood indicated the successful bids were many times higher than what we would anticipate if we sold the plows through the normal channels.

Motion by Christian Marcus, seconded by Bob Wilson, to approve the sale of the two airport plows through www.GovDeals.com for \$7,148.00 and \$4,565.00. Motion carried – unanimous.

Financial Reports

Mr. Strehl had provided the Airport's financials in the agenda packets. Ms. Bargy asked about the revenues for cold storage.

7. Sheriff Department Update

Sheriff Dan Bean had included copies of the August and September Animal Control reports in the agenda packet. Ms. Bargy noted the number of September complaints. Sheriff Bean said the number of dog bites was a concern.

Sheriff Bean said both furnaces at Animal Control had recently needed emergency repairs. He told the Committee there had been money inside the Animal Control budget to pay for the repairs, which were already completed. Ms. Bargy said a maintenance schedule for the furnaces at the auxiliary buildings should be considered if it wasn't already in place.

Sheriff Bean said his administrative assistant had recently resigned and that he would be appearing at the next Administration Committee meeting to request a release of funds to hire a new assistant.

Ms. Bargy asked about tower replacement parts at the Orchard Hills tower. Sheriff Bean said it had been repaired and was up and running. The Committee noted that there are continuing radio communication issues in the southeast part of County. Sheriff Bean said he believed it was the 800 MHZ towers; Tele-Rad is working on the issue. He said communication is being achieved through other means.

Sheriff Bean added that the State of Michigan is considering replacement of the 800 towers in 2017. The Committee asked if there was anything the County could do. Sheriff Bean said he would talk to Sergeant Mike Gank, the new 911 Dispatch Supervisor. He added that a new tower was a growing need.

8. Memorandum of Understanding - Child Care Fund (see attached pgs. 24-25)

Mr. Garwood had provided background information regarding the Child Care Fund in the agenda packets.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioners authorize the Board Chairman to execute a Memorandum of Understanding with the State of Michigan Department of Health and Human Services (MDHHS) effective January 1 through December 31 each calendar year for MDHHS sub-account County Child Care Fund services. Motion carried – unanimous.

9. Various Matters

Ms. Guy said insurance claims for the Orchard Hill tower repair were being processed. Ms. Bargy asked Mr. Garwood to email copies of the studies regarding towers to Christian Marcus and Bob Wilson. Mr. Garwood was also asked to provide Sergeant Gank with a potential resource for more information.

Mr. Garwood updated the Committee regarding issues that had recently been addressed at a special Administration Committee meeting.

10. Public Comment

None.

The meeting was adjourned at 11:05 a.m.

Michigan State Police Emergency Management and Homeland Security Division				Grant Agreement	
FEDERAL AWARD IDENTIFICATION					
SUBRECIPIENT NAME County of Antrim		GRANT NAME Emergency Management Performance Grant		CFDA NUMBER 97.042	
SUBRECIPIENT IRS/VENDOR NUMBER 38-6000098		FEDERAL AWARD IDENTIFICATION NUMBER (FAIN) EMW-2015-EP-00029-S01		FEDERAL AWARD DATE 5/21/15	
SUBRECIPIENT DUNS NUMBER 020885364		SUBAWARD PERFORMANCE PERIOD FROM TO 10/1/2014 9/30/2015			
RESEARCH & DEVELOPMENT N/A		Funding		Total	
		Federal Funds Obligated by this Action		\$16,317.00	
INDIRECT COST RATE None on file		Total Federal Funds Obligated to Subrecipient		\$16,317.00	
		Total Amount of Federal Award		\$9,072,413.00	
FEDERAL AWARD PROJECT DESCRIPTION 2015 Emergency Management Performance Grant					
DETAILS The 2015 EMPG allocation is 36.7635% of the Subrecipient's emergency program manager's salary and fringe benefits. The FY 2015 EMPG program has a 50% cost match (cash or in-kind) requirement.					
FEDERAL AWARDING AGENCY Federal Emergency Management Agency Grant Operations 245 Murray Lane – Building 410, SW Washington DC 20528-7000			PASS-THROUGH ENTITY (RECIPIENT) NAME Michigan State Police Emergency Management & Homeland Security Division 4000 Collins Road Lansing, MI 48910		

State of Michigan FY 2015 Emergency Management Performance Grants Grant Agreement

October 1, 2014 to September 30, 2015

<p>CFDA Number: 97.042 Grant Number: EMW-2015-EP-00029-S01</p>
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This Fiscal Year (FY) 2015 Emergency Management Performance Grants (EMPG) grant agreement is hereby entered into between the Michigan Department of State Police, Emergency Management and Homeland Security Division (hereinafter called the Recipient), and the

COUNTY OF ANTRIM
(hereinafter called the Subrecipient)

I. Purpose

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

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

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

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

II. Statutory Authority

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

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

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

XV. Official Certification

For the Subrecipient

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

Subrecipient Name

Subrecipient's DUNS Number

For the Chief Elected Official

Printed Name

Title

Signature

Date

For the Local Emergency Program Manager

Printed Name

Title

Signature

Date

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

Chris A. Kelenske, Captain

Printed Name

Deputy State Director of Emergency
Management and Homeland Security

Title

Chris A. Kelenske

Signature

7/7/2015

Date

Paddle Antrim's *Ripple Effect* Grant Program

Paddle Antrim is a 501(c) 3 non-profit organization that was founded in 2014. Our Board of Directors is comprised of local chambers of commerce and local businesses leaders dedicated to vibrant communities and celebrated waterways. Our mission is to use paddle sports as a means to educate the public about our precious water resources. We envision vibrant and flourishing communities connected by a well-developed universal access water trail. We envision community members and visitors actively enjoying our beautiful resources and making choices to protect these waterways while in and around them. We value a strong local economy and support our local businesses and communities. We value the stewardship of our waterways. We value partnerships and act as a conduit to help provide important information about our resources to our communities and visitors. We value celebrating our waterways and enjoy our water resources through paddling. We value our board members, staff, volunteers and friends in our communities and work to build stronger relationships to do great things together.

Paddle Antrim's *Ripple Effect* mini-grant program uses funds we net above our organizational costs to support other community groups whose values, goals and desired impacts align with ours. The total amount of the grants we award will vary from year to year. We have \$6,000 available to award in grants this year. Our Board will use its discretion to make modest and meaningful gifts of \$500 - \$5,000. Each application will be evaluated on its merit and prudent use of funds.

Eligible applicants for *Ripple Effect* grants include:

- Units of government within the Chain of Lakes watershed area
- Michigan-based non-profit groups who serve the Chain of Lakes community

Examples of projects we might consider funding include:

- Stream bank or road-stream crossing restoration work
- Aquatic invasive species management efforts
- Land acquisition costs and/or construction projects that improve launch sites or launch site amenities for paddlers, such as restroom facilities, kayak storage racks, changing areas, picnic areas, drinking water access, directional signage that help to link launch areas to main streets and community services, etc.
- Educational workshops, programs, or communication and outreach initiatives that reach target audiences whose individual and collective choices and decisions will impact water quality in the Chain of Lakes

Ineligible activities:

- Support for a political candidate or party
- Advocacy work
- Work that has already been completed

Application and Award Process

2015/2016 *Ripple Effect* grant application deadlines are Friday, November 13, 2015 at 5pm and Friday, May 13, 2016 at 5pm. Applicants must complete a Grant Application Form, which can be found at www.paddleantrim.com. All applications should be sent to Paddle Antrim by email at info@paddleantrim.com. All grants must be for a single project or program. Repeat requests will be considered on their individual merits. Decisions will be made by the Paddle Antrim Board.

Notification

The Paddle Antrim Board of Directors will review *Ripple Effect* grant applications. A notification letter will be sent to all applicants within 30 days of the grant application deadline. Any requested changes in the project after funding is awarded must be addressed and approved by the Paddle Antrim Executive Director.

Payment Process

All grantees that receive an award must complete a form provided by Paddle Antrim entitled "Final Report" and turn it in with the "Request for Funds Form." Awardees must also submit a resolution of support from their governing body with their "Request for Funds Form." Noncompliance with the terms of payment process and grant will render grantee ineligible to receive funds and ineligible for future Paddle Antrim *Ripple Effect* grants.

All requests for funds must be submitted no later than one month after the project has been completed. Grant funds must be used within twelve months after the grant is awarded. Any publicity for grant events or projects should include mention of Paddle Antrim per the communication conditions provided in the grant award letter.



THE LIFEGUARD'S CHOICE SINCE 1989
1-800-WTR-SAFT

SEARCH

STORE CLEARANCE BLOG

WHAT'S NEW? UNIFORMS LIFEGUARD EQUIPMENT RESCUE EQUIPMENT FACILITY EQUIPMENT TRAINING EQUIPMENT INCENTIVES & MAINTENANCE PROGRAMS SOLUTIONS DRAGON BOATING

Home > STORE > TRAINING EQUIPMENT > WATER RESCUE TRAINING MANIKINS > Adult Water Rescue Manikin CPR-Capable



Adult Water Rescue Manikin CPR-Capable

SKU: 1328

Our Price: ~~\$942.00~~
Sale Price: \$851.20

The adult Water Rescue Manikin is realistic and an excellent top and bottom water rescue training device, adding the shock of realism to an otherwise routine practice procedure for lifeguards. This water rescue manikin includes 1 manikin and 5 replacement mouthpieces.

- Constructed of durable plastic with rust-resistant skeleton, articulated joints, and CPR capabilities.
- Manikin is adult size, 5'5" tall.
- When filled with water, the manikin will submerge to the neck. To take it to the bottom, add 5-10 lbs weight (not supplied - a dive brick works well).
- 3-4 week lead time

**** It is important to us to provide our customers the best shipping available. In order to minimize product cost, some items are shipped directly from the manufacturer. Freight cost will not be included at check out for this item. After receipt of your order we will research the best freight cost for your item, and it will be added to the final invoice ****

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Quantity: [Buy Now](#) [view pricing](#)

Customers Who Bought This Item Also Bought

 <p>Adult Water Rescue Manikin CPR Airways Our Price: \$99.00 Sale Price: \$96.00 View More</p>	 <p>Lifeguard First Response Bag Our Price: \$95.00 View More</p>	 <p>Junior Lifeguard Tube Cover Our Price: \$15.50 View More</p>	 <p>Superguard Rescue Tube Key Chain Our Price: \$2.00 View More</p>	 <p>Lifeguard Drawstring Bag Our Price: \$6.00 View More</p>
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Current Catalog and Product Flyers

Union Designs
 P.O. Box 35
 Bellaire, Mi. 49615

Estimate

Date 10/5/2015
 Estimate # 1357

Name / Address
COA

P.O. #
 Terms

Due Date
 Other

Description	Qty	Rate	Total
Snow Plowing bid for Parking Lots at COA 2015-2016 Season	1	55.00	55.00
Sanding Parking Lots Per sand.	1	35.00	35.00
Snow Removal Per hr.	1	165.00	165.00
Thank You E.J. Castle 231-533-9216 or 231-357-0237			Subtotal
			\$255.00
			Sales Tax (0.0%)
			\$0.00
uniondesigns22@yahoo.com	231-533-9216	Total	\$255.00

**COMMISSION ON AGING 2015/16 RESIDENTIAL SNOW CONTRACTORS
(PENDING BACKGROUND CHECK AND INSURANCE CONFIRMATION)**

Name: C&K Inc.
 Mailing Address: 2875 Doerr Road, Mancelona, MI 49659
 Address: (Same)
 Telephone Number: 587-9822 Fax: 587-1288
 Contact Person: Nicholas Kler Cell : 231-357-7448
 Service: Snow Plowing (if enough clients)
 Geographic Service Area: Alba, Antrim, Lakes of The North, Mancelona, Elk Rapids, Kewadin, Rapid City

Name: Dream Lakes Services, LLC
 Address: 9549 W. Limits, Mancelona, MI 49659
 Telephone Number: 350-1118 or 587-1076 lharvey@cismancelona.org Lori Harvey
 Contact Person: Tony Harvey (231-350-1117)
 Service: Snow Plowing
 Geographic Service Area: Mancelona, Antrim

Name: Garrett Landscaping (dba)
 Address: P.O. Box 83, Central Lake, MI 49622-0053
 Telephone Number: 645-0486 Cell
 Contact Person: Arnold Hurst hurst27@charter.net
 Service: Snow Blowing
 Geographic Service Area: Alden, Bellaire, Central Lake, Ellsworth, N.E. Torch Lake

Name: Marshall & Sons Contracting
 Address: 1858 Eckhardt Road, Bellaire, MI 49615
 Telephone Number: 533-8871 Office or (231) 620-4543 Cell Tony
 Contact Person: Tony Marshall Fax: 231-533-8969
 Service: Snow Plowing
 Geographic Service Area: Bellaire, North end of Cottage Drive Corridor, Central Lake, Eckhardt Rd. corridor

Name: SJ & Family Lawn Care
 Mailing Address: 870 Quail Dr. SW, Kalkaska, MI 49646
 Address: 1693 US 131
 Telephone Number: (231) 340-0549 (231)258-2013 Caleb 231-709-7658
 Contact Person: Sarah Kibby
 Service: Snow Plowing
 Geographic Service Area: Alba, Bellaire, East Jordan, Elmira, Lakes-of-the-North, Mancelona

Name: Union Designs & Landscaping, LLC
 Address: P.O. Box 35, Bellaire, MI 49615-0035
 Telephone Number: 533-9216 Home or (231) 357-0237 CELL uniondesigns22@yahoo.com
 Contact Person: E.J. Castle (Earl)
 Service: Snow Plowing
 Geographic Service Area: Alden, Bellaire Senior Center; Bellaire, Central Lake, Mancelona

Name: Carl Ayoub
 Address: 2911 Valley Rd., Mancelona, MI 49659
 Telephone Number: 231-587-5519 Home or 231-886-0219
 Contact Person: Carl Ayoub
 Service: Snow Plowing
 Geographic Service Area: Mancelona, Alba and adjacent area

**HOME & COMMUNITY BASED SERVICES WAIVER
FOR THE ELDERLY & DISABLED
SUBCONTRACTOR ENROLLMENT AGREEMENT**
Michigan Department of Community Health

OHCDS Use Only
Eligibility Begin Date
Eligibility End Date

This form is to be completed by all providers who wish to receive payment for the Medicaid-enrolled health care delivery system for services provided the Home & Community Based Services Waiver for the Elderly & Disabled. An original payment agreement must be submitted for each business location and for each eligible person.

COMPLETION INSTRUCTIONS

PLEASE TYPE OR PRINT CLEARLY

- Item #1: Individual providers must enter their last name, first name, and middle initial. All other applicants (e.g., a licensed business) must enter the complete business name as licensed/certified.
- Item #2: If the applicants employed/contracted by a business, or in partnership, enter the name of the business you are employed by, affiliated with, contracted with, or in partnership with.
- Item #3: Proof of the EIN number (federal tax number) is **REQUIRED**.
- Item #4: Providers must attach a copy of the licensure/certification, as applicable.
- Item #5: The SSN is required for an individual and is confidential to be used only for the administration for the program.

APPLICATION INFORMATION

1. PROVIDER'S NAME (see instructions)	2. PROFESSIONAL TITLE, IF APPLICABLE
3. EMPLOYER'S NAME (see instructions)	4. EIN NUMBER (see instructions)
5. STATE LICENSE NUMBER (see instructions)	6. APPLICANT'S SOCIAL SECURITY NUMBER (see instructions)

BUSINESS LOCATION

7. MAILING ADDRESS (no. & street)	P.O. BOX		
CITY	STATE	ZIP	PHONE NUMBER

MEDICAL ASSISTANCE (MEDICAID) PROVIDER PAYMENT AGREEMENT CONDITIONS

1. All information furnished on the payment agreement form is true and complete.
2. I consent that, upon request and at a reasonable time and place, I will permit authorized agents of the State of Michigan or the federal government to inspect, and copy, any records related to my delivery of goods or services to, or on behalf of, a participant under the Medicaid Program.
3. I am not currently suspended, terminated, or excluded from any state Medicaid Program or by the U.S. Department of Health and Human Services.
4. I agree to accept the Michigan Medicaid payment as payment in full for the service rendered. Except for patient liability as determined by the Michigan Medicaid Program including applicable co-payments, I will not seek nor accept additional or supplemental payment from the participant, his/her family or representative(s).
5. I may be prosecuted under applicable federal or state criminal and civil laws for submitting false claims, concealing material facts, misrepresentations, falsifying data, other acts of misrepresentation, or conspiracy to engage therein.
6. I agree to comply with the MDCHs policies and procedures for the Medical Assistance Program and the Home and Community Based services for the Elderly and Disabled contained in manuals, manual updates, provider bulletins, and other program notifications.

As a condition of receiving payment from the Michigan Medicaid Program for services provided to an eligible participant, I certify and/or agree to all of the conditions listed above. I certify that the undersigned has the authority to execute this agreement.

IMPORTANT: FACSIMILE SIGNATURE WILL NOT BE ACCEPTED

APPLICANT'S SIGNATURE	DATE	TITLE
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The Michigan Department of Community Health will not discriminate against any individual or group because of race, sex, religion, age, national origin, marital status, political beliefs, or disability

MAIL THIS FORM TO THE MI CHOICE PROVIDER YOU ARE CONTRACTING WITH
Northern Health Care Management, 105 Hall Street, Ste. D, Traverse City, MI 49684
1-800-640-7478

**NORTHERN HEALTH CARE MANAGEMENT
(A DIVISION OF NORTHERN LAKES CMH AUTHORITY)
SUBCONTRACTOR AGREEMENT FOR
HOME & COMMUNITY BASED SERVICES FOR THE ELDERLY & DISABLED - MI CHOICE WAIVER**

PAHP Use Only:
Contract Begin Date: 10/01/2015
Contract End Date: 09/30/2017

<p>PROVIDER'S NAME: MAILING ADDRESS (Number and Street): P. O. BOX: CITY: STATE: ZIP CODE: PHONE NUMBER: FAX NUMBER: CONTACT PERSON (please print): TITLE (please print): NPI NUMBER: FEIN NUMBER (IF APPLICABLE): SOCIAL SECURITY NUMBER (IF APPLICABLE): E-Mail Address (please list):</p>	<p>Antrim County, on behalf of Antrim County Commission On Aging 308 East Cayuga P.O. Box 614 Bellaire MI 49615-0614 231-533-8703 231-533-5310 Judy Parliament Director 1033324546 38-6000098 coa@antrimcounty.org</p>
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This Agreement between, Northern Lakes Community Mental Health/Northern Health Care Management, a designated PAHP (Prepaid Ambulatory Health Plan), and **Antrim County, on behalf of Antrim County Commission On Aging**, hereinafter referred to as Provider, is to promote the development of a comprehensive, coordinated service delivery system to meet the needs of individuals who are medically eligible for skilled nursing facility placement as established by the Michigan Department of Health and Human Services under the guidelines of the Federal Home and Community-Based Services Waiver for the Elderly and Disabled.

This Agreement provides a mechanism for the creation of an individualized network of community resources on a participant-by-participant basis, through the PAHP MI Choice Waiver Program.

OBJECTIVES

To promote the mutual goal of maximizing independent functioning of eligible adults through supports coordination.

To maintain a climate of cooperation and consultation with and between agencies in order to achieve maximum efficiency and effectiveness among all agencies serving waiver participants.

To avoid and/or reduce service duplication and fragmentation in the service area.

To share information and resources, and advocate for the development of comprehensive community-based long term care services in the service area.

To implement a Person-Centered process which supports the participant's choice and control of their lives in a community-based setting.

The parties of the Agreement will, whenever possible, provide technical assistance and consultation to each other on matters pertaining to actual service delivery; will share, as appropriate, the findings of research and results of service delivery; share relevant needs assessment information and activities so that the resources of concerned agencies may be maximized.

ADDENDUM A

Addendum A contains the Purchase of Services agreement.

ADDENDUM B

Addendum B includes the Provider's assurance that its employees meet the minimum standards developed by the Michigan Department of Health and Human Services and the PAHP Northern Lakes CMH Authority/Northern Health Care Management.

ADDENDUM C

Addendum C includes the assurance that the Provider will comply with Section 504 of the Rehabilitation Act of 1973, as amended.

ADDENDUM D

Addendum D includes the assurance that the Provider will comply with the Department of Health and Human Services Regulations under Title VI of the Civil Rights Act of 1964, Michigan Handicappers Civil Rights Act of 1976, and the Elliot-Larsen Civil Rights Act of 1976.

ADDENDUM E

Addendum E contains the Priority Classification requirements for participants and services.

Provider signature on all Agreements and Assurances is binding for the term of the Agreement.

SIGNATURES

Signature of PAHP Representative

Karl V. Kovacs
Typed Name

C.E.O.
Title

Date

Signature of Provider (Agency) Representative

Michael Crawford
Printed Name

Board of Commissioners, Chair
Title

Date

**ADDENDUM A
PURCHASE OF SERVICE AGREEMENT**

Antrim County, on behalf of Antrim County Commission On Aging is proposing to make the following services available for purchase by the PAHP using the cost per unit as indicated on the bid sheet (in bold):

HCPCS Code	SERVICE	To be billed as	Cost per unit
T1002	RN Services, up to 15 minutes	15 min.	\$ 10.00
T1003	LPN/LVN Services, up to 15 minutes	15 min.	\$ 10.00
S5150/S5151	Respite In-Home / (Night Rate & Per Diem TBD)	15 min.	\$ 4.25
S5102	Day Care Services, Adult, per diem	Per Diem	\$
S5110	Training (family)	15 min.	\$ 16.25
S5115	Training (non-family)	15 min.	\$ 16.25
S5120	Chore Services	15 min.	\$ 5.00
S5121	Chore Service per diem, i.e. 1x snow removal, snowplowing	Per Diem	\$ TBD
H0045	Respite Out-of-Home	Per Diem	\$
S5165	Home Modification/Environment Aids	Per Diem	\$ TBD
S5170	Home Delivered Meals - (hot, frozen, cold, liquid)	Per Meal	\$ 6.00
T2004	Public Transportation (pass)	Per Pass	\$
S0215	Private Transportation (per mile)	Per Mile	\$ 0.50
S5160	Personal Emergency Response - Installation	1x Install	\$
S5161	Personal Emergency Response - Monthly Fee	Per Month	\$
S5162	Personal Emergency Response System: purchase only	1 x Purchase	\$
99510	Counselor/Social Worker	Per Hour	\$ 95.00
	Durable Medical Equipment	Per Item	TBD
	Medical Supplies	Per Item	TBD
H2015	Comprehensive Community Living Support Services	15 min	\$ 4.35
H2016	Comprehensive Community Living Support Services	Per Diem	\$ PCP

LENGTH OF AGREEMENT

Fiscal Year 2016 through 2017. Approved Period: From 10/01/2015 to 09/30/2017

SIGNATURES

Signature of PAHP Representative

Karl V. Kovacs

Typed Name

C.E.O.

Title

Date

Signature of Provider (Agency) Representative

Judy Parliament

Printed Name

Director

Title

Date

**ADDENDUM B
MINIMUM STANDARDS ASSURANCE**

FURTHERMORE, Antrim County, on behalf of Antrim County Commission On Aging, the Provider assures that it possesses insurance coverage as required by the Michigan Department of Health and Human Services in the Service Standards/Definitions and that a "Certificate of Insurance" designating the PAHP as "Additional Insured" is included as an appendix to this Agreement. The Provider understands that service purchasing cannot begin until such time as the PAHP has in its possession such a Certificate of Insurance.

This assurance is given in consideration of and for the purpose of obtaining Federal or State funds through a purchase of service arrangement with the PAHP. The Provider recognizes and agrees that any approved financial assistance will be extended based on agreements made in this assurance and that the PAHP shall have the right to seek enforcement of this assurance.

This assurance is binding on the Provider, its successors, transferees, and assignees.

SIGNATURES

Signature of PAHP Representative

Karl V. Kovacs
Typed Name

C.E.O.
Title

Date

Signature of Provider (Agency) Representative

Judy Parliament
Printed Name

Director
Title

Date

ADDENDUM C

**ASSURANCE OF COMPLIANCE WITH SECTION 504 OF THE REHABILITATION ACT OF 1973,
AS AMENDED**

PAHP Use Only:
Contract Begin Date: 10/01/2015
Contract End Date: 09/30/2017

Antrim County, on behalf of Antrim County Commission On Aging, the Provider who receives funds from Michigan Department of Health and Human Services, HEREBY AGREES THAT it will comply with Section 504 of the Rehabilitation Act of 1973, as amended (29, USC 794), all requirements imposed by the applicable Health and Human Services regulations (45 CFR, Part 84) and all guidelines and interpretations issued pursuant thereto.

Pursuant to 84.5(a) of the regulation (45 CFR 84.5(a)) the Provider gives this Assurance in consideration of, and for the purpose of, obtaining any and all grants, loans, contracts (except procurement contracts and contracts of insurance or guaranty), property, discounts, or other financial assistance extended by the above noted Department after the date of this assurance, including payment of other assistance made after such date on applications for financial assistance that were approved before such date. The Provider recognizes and agrees that such financial assistance will be extended in reliance on the representations and agreements made in this Assurance and that the above noted Department will have the right to enforce this Assurance through lawful means. This Assurance is binding on the Provider, its successors, transferees, and assignees, and the person or persons whose signature appears below as authorized to sign this Assurance on behalf of the Provider.

This Assurance obligates the Provider for the period during which federal financial assistance is extended to by the above noted Department of the State of Michigan, or, where the assistance is in the form of real or personal property, for the period in 84.5(b) of the regulation.

I certify that the above stated information is complete and correct to the best of my knowledge.

SIGNATURE

Signature of Provider (Agency) Representative

Director _____
Title Date

**ADDENDUM D
ASSURANCE OF COMPLIANCE WITH HHS REGULATIONS**

PAHP Use Only:
 Contract Begin Date: 10/01/2015
 Contract End Date: 09/30/2017

Antrim County, on behalf of Antrim County Commission On Aging, the Provider who receives funds from the Michigan Department of Health and Human Services HEREBY AGREES THAT it will comply with Title VI of the Civil Rights Act of 1964 (P.A. 88-352), the Michigan Handicappers Civil Rights Act of 1976 (P.A. 220), and the Elliot-Larsen Civil Rights Act of 1976 (P.A. 453, Section 209) and will comply with the requirements imposed by, or pursuant to, the Regulation of the Department of Health and Human Services (45 CFR Part 80) issued pursuant to that Title to the end that, in accordance with Title VI of the Act and the Regulation, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Provider Agency received federal or state financial assistance from the PAHP, and HEREBY GIVES ASSURANCE that it will immediately take measures necessary to effectuate this agreement.

If any real property or structure thereon is provided or improved with the aid of federal or state financial assistance extended to the Provider by the PAHP, this Assurance shall obligate the Provider for the period during which said property or structure is used for a purpose for which federal and state financial assistance is extended. This Assurance further certifies that the Provider has no other commitments or obligations that are inconsistent with compliance of these and any other pertinent federal or state regulations and policies, and that any other agency, organization, or party that participated in this project shall have not such commitments or obligations, and all activities shall not run counter to the purpose and intent of the Agreement.

This Assurance is given in consideration of, and for the purpose of, obtaining any and all grants, loans, contracts, property, discounts, or other financial assistance extended after the date of this assurance, including payment of other assistance made after such date on applications for financial assistance that were approved before such date. The Provider recognizes and agrees that such financial assistance will be extended in reliance on the representations and agreements made in this Assurance and that the above noted Department will have the right to enforce this Assurance through lawful means. This Assurance is binding on the Provider, its successors, transferees, and assignees, and the person or persons whose signature appears below as authorized to sign this Assurance on behalf of the Provider.

SIGNATURE

	Director	
Signature of Provider (Agency) Representative	Title	Date

Northern Health Care Management has an established participant priority classification ranking. This ranking classifies the need for delivery of services at exact times and on exact day/dates as authorized by the program staff. It identifies those participants who are "at risk" when there is a situation that is created by the absence of scheduled services. Staff will communicate the participant's priority ranking to each provider at the time of the service referral/arrangement. This ranking will also be listed beside each service ordered on the Purchase of Services form.

The priority ranking is subject to supports coordinator review and possible revision on an on-going basis. This classification ranking assists Antrim County, on behalf of Antrim County Commission On Aging in planning for unforeseen circumstances that may interfere with delivery of services. Unforeseen circumstances may include inclement weather emergencies, transportation failures and illness of staff affecting service provision. Following are the general principles of using the Priority Classification System:

1. The provider is responsible for assuring that all participants receive services as authorized by the NHCM Care Management staff.
2. The provider must notify the participant who is to receive a new caregiver, or a change in service appointment time, of the change prior to implementing the change.
3. The provider must report changes in service appointment times to the NHCM Supports coordinators. Based on the participant ranking, the Priority Classification Chart identifies the time frame for reporting these changes.
4. At no time should this classification be used by the provider to determine that a participant can receive fewer hours of service in one week than authorized by the Supports Coordinator.

In a staffing emergency, staffing for "Not at Risk" participants may be altered but the time must be rescheduled at a time agreeable with the participant.

Participant Priority Classification	Service Priority	Communication Expectations
<p>Priority Status: "AT RISK" If service is not delivered as authorized, the person's health and welfare would be at immediate risk. Criteria for classification include one or more of the following: <i>No capable or willing informal caregiver and</i> -Terminal Illness -Skin lesions (stage 2 or 3) -Dementia -Bedfast or non-ambulatory without assist -Diabetic requiring meal preparation and/or dispensing of insulin -Wheelchair bound requiring only partial assistance with transfers - Ambulatory but intermittently confused - Lives alone and has an inconsistent or unstable support system - Informal caregiver works during the time of service delivery - Informal caregiver at risk and needs relief</p>	<p>Priority Status: "AT RISK" Participants must receive delivery of service as authorized by the supports coordinator irrespective of unforeseen staffing circumstances. Participants shall receive preference over all other participants for delivery of service as authorized.</p>	<p>Priority Status: "AT RISK" Service must be prioritized. If service cannot be provided as authorized, provider must communicate immediately by telephone with a Supports coordinator and implement back-up to render service immediately.</p>
<p>Priority Status: "Not at Risk" If service is not delivered as ordered the person's health and welfare could be at risk. Criteria for this classification include one or more of the following: -Can partially meet own needs -Has a responsive informal support system even if living alone, that could be mobilized on a short term basis -Caregiver needs relief but could provide care</p>	<p>Priority Status: "Not at Risk" Participants shall receive services in the amount and frequency authorized but may have the time of day or week altered in the unforeseen circumstances resulting in a staffing emergency.</p>	<p>Priority Status: "Not at Risk" If service cannot be delivered as authorized, provider must call Supports coordinator if provider will be unable to reschedule the shift for later in the same week.</p>

 Signature of Provider Agency Representative

 Director

Title

 Date

105 Hall Street, Suite D
Traverse City, Michigan 49684
(231) 935-4359
(800) 640-7478
FAX (231) 995-7900

Northern Health Care Management

(A Division of Northern Lakes CMH Authority)

Agency Billing Provider Certification Fiscal Year 2016 – FY 2017

Provider Name: Antrim County, on behalf of Antrim County Commission On Aging

Provider NPI or Tax ID Number: 1033324546 38-6000098

By signing this statement, I, the provider representative, certify that I am responsible for the accuracy and completeness of all claims transmitted to MDCH by Northern Health Care Management and their billing agent.

I acknowledge that my signature on this document to support submission of claims will indicate my organization's agreement to abide by the rules and regulations for all purposes related to Title XIX (Medicaid) reimbursement by the MDCH, including any administrative, civil and/or criminal action(s) relating to my participation in the Medicaid program. A lack of my Waiver Agent's or billing agent representative's signature on claims made on my behalf shall not be used to avoid criminal and/or civil responsibility.

This document will be kept on file to certify expenditures submitted to Northern Health Care Management for reimbursement and for reference when bills are submitted.

Name (please print): Judy Parliament

Title: Director

Signature: _____

Date of Signature: _____

Center for Information Management, Inc.

Home and Community Based Services Waiver for the Elderly and Disabled

BUSINESS ASSOCIATE AGREEMENT

AGREEMENT made and entered into this 1st day of October 2015, between Antrim County, on behalf of Antrim County Commission On Aging, (hereinafter referred to as "BUSINESS ASSOCIATE"), and Northern Lakes Community Mental Health / Northern Healthcare Management (hereinafter referred to as "NLCMH / NHCM").

WITNESSETH

WHEREAS, BUSINESS ASSOCIATE operates a company providing services to and on behalf of health care providers;

WHEREAS, NLCMH / NHCM purchases, obtains or otherwise acquires services from BUSINESS ASSOCIATE;

WHEREAS, pursuant to the HIPAA Regulations, a covered entity has an obligation to implement measures to achieve satisfactory assurance that its business associates will appropriately use and safeguard patient health information provided or disclosed by the covered entity;

WHEREAS, the recently enacted Health Information Technology for Economic and Clinical Health Act of 2009 (42 USC Section 17901, "HITECH Act"), imposes certain additional compliance obligations upon NLCMH / NHCM and BUSINESS ASSOCIATE with respect to their use and protection of Protected Health Information.

NOW, THEREFORE, and in consideration of mutual promises and covenants hereinafter set forth, the parties, hereby agree with each other as follows:

1. DEFINITIONS

1.1 Business Associate. "BUSINESS ASSOCIATE" shall mean the entity so designated in the preamble to this Agreement.

1.2 Covered Entity. "Covered Entity" means the entity so designated in the preamble to this Agreement: NLCMH / NHCM.

1.3 De-Identified Health Information. De-Identified Health Information is individually identifiable health information, as defined in 45 CFR §164.501, to the extent all identifiers (as set forth at 45 CFR 164.514(b) (2) (i)) have been removed from the information prior to its use or disclosure.

1.4 Electronic Transaction. An Electronic Transaction is a transmission of information between NLCMH / NHCM and BUSINESS ASSOCIATE to carry out treatment, financial or administrative activities related to health care, including those transactions identified at 45 CFR §160.103.

1.5 Electronic Transaction Standards. The Electronic Transaction Standards are those standards for the electronic transmission of health information promulgated under the HIPAA Regulations and set forth at 45 CFR Parts 142, 160 and 162.

**Business Associate Agreement:
Antrim County Commission On Aging & NLCMH / NHCM**

1.6 Individual. "Individual" has the same meaning as the term "individual" in 45 CFR §160.103 and includes a person who qualifies as a personal representative in accordance with 45 CFR §164.502(g).

1.7 Privacy Rule. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, Subparts A and E.

1.8 Protected Health Information. Protected Health Information or "PHI" has the same meaning as the term "protected health information" in 45 CFR §160.103, limited to the information created or received by BUSINESS ASSOCIATE on behalf of NLCMH / NHCM. Health information held by BUSINESS ASSOCIATE shall not be deemed to be PHI for the limited purposes of this Agreement so long as BUSINESS ASSOCIATE is a person or entity that is a "program" as defined in 42 C.F.R. §2.11 and holds the health information in its capacity as such.

1.9 Required By Law. "Required By Law" has the same meaning as the term "required by law" in 45 CFR §164.103.

1.10 Secretary. "Secretary" shall mean the Secretary of the Department of Health and Human Services or his/her designee.

1.11 Security Standards. "Security Standards" are those standards which govern the security, maintenance and storage of electronic protected health information as presently set forth at 45 CFR Parts 160, 162 and 164 or as hereafter amended.

1.12 Terms Not Defined. Terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms in the Privacy Rule.

2. BUSINESS ASSOCIATE'S OBLIGATIONS

2.1 Generally. BUSINESS ASSOCIATE acknowledges that it is subject to the HIPAA Privacy Rule and Security Standards in the same or similar manner as NLCMH / NHCM. BUSINESS ASSOCIATE therefore agrees to take any and all actions necessary to comply with those Rules and Standards as they apply to business associates under the HITECH Act. These actions include, but are not limited to the following: (a) BUSINESS ASSOCIATE shall appoint a HIPAA privacy officer and a HIPAA security officer; (b) BUSINESS ASSOCIATE shall establish policies and procedures to ensure compliance with the Privacy Rules and Security Standards; (c) BUSINESS ASSOCIATE shall train its workforce regarding the Privacy Rules and Security Standards; (d) BUSINESS ASSOCIATE shall enter a privacy/security agreement with NLCMH / NHCM and with each of BUSINESS ASSOCIATE'S' subcontractors that perform any functions relating to NLCMH / NHCM relating to PHI; and (e) BUSINESS ASSOCIATE shall conduct a security risk analysis.

2.2 Permitted Uses and Disclosures. Except as otherwise limited in the Agreement, BUSINESS ASSOCIATE may use PHI for the proper management and administration of the BUSINESS ASSOCIATE or to carry out the legal responsibilities of the BUSINESS ASSOCIATE. BUSINESS ASSOCIATE may not disclose any PHI in its capacity as a business associate unless (a) the disclosure is required by law or (b) BUSINESS ASSOCIATE obtains reasonable assurances



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

NICK LYON
DIRECTOR

Memorandum of Understanding Number: MOU15-05003

Between

THE STATE OF MICHIGAN

MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES

AND

COUNTY OF ANTRIM

This Memorandum of Understanding (MOU) serves as an agreement between the **Michigan Department of Human Services (MDHHS)** and the **County of Antrim** effective January 1 thru December 31 each calendar year for MDHHS sub-account county child care fund services.

Purpose

The purpose of this Memorandum is to define the roles and responsibilities of the parties identified above, in providing financial support, for the MDHHS sub-account county child care fund services in Antrim County.

1. Responsibilities

A. MDHHS

1. Accept funds from County of Antrim to provide MDHHS sub-account county child care fund services for court ward youth under MDHHS supervision.
2. Provide payment to approved foster care individuals, private agencies, institutions, in-home care, and independent living based on receipt of child care invoices and supporting documentation as defined by the State of Michigan and signed by Antrim County MDHHS.
3. Provide quarterly expenditure and revenue reports to the County of Antrim. Reports will be due to the County of Antrim on the 15th of the month after the quarter ends.
4. Provide reconciliation and return any unused portion of these funds to the County of Antrim at calendar year end.

B. County of Antrim

1. Provide County of Antrim budgeted child care fund payments to MDHHS.
2. Submit payments sufficient to prefund the requested child care fund payments. The amount submitted to MDHHS will be determined by the County of Antrim and the Antrim MDHHS office. The total annual amount submitted will not exceed the annual County of Antrim budget for the MDHHS portion of the child care fund without approval of the County of Antrim Board of Commissioners.

State of Michigan
ASC 1 Accounting
200 W. Fifth Street
Mio, MI 48647

2. Modifications

Any changes, amendments, or revisions to this agreement shall only be effective if made in writing with the written concurrence authorized by all parties – MDHHS and County of Antrim.

3. Termination

This MOU shall be in full force and effective for the period specified in this agreement. This memorandum may be terminated by either party by giving 60-days written notice, stating the reasons for termination and the effective date, or upon the failure of either party to carry out the terms of this agreement, by giving 30-days written notice stating cause and effective date.

4. Special Condition

This agreement is conditionally approved subject to and contingent upon the availability of funds and shall be renewed annually.

5. Liability

The County of Antrim shall indemnify, save and hold harmless, MDHHS against any and all expense and liability of any kind which the MDHHS may sustain, incur or be required to pay arising out of this MOU provided, however, that the provisions of this paragraph shall not apply to liabilities or expenses caused by or resulting from the commission or omission of willful or negligent acts or omissions of MDHHS or any of its officers or employees. Further, in the event the County of Antrim becomes involved in or is threatened with litigation, the County of Antrim shall immediately notify MDHHS and MDHHS may enter into such litigation to protect the interests of MDHHS.

6. Special Certification

The individual or officer signing this MOU certifies by his or her signature that he or she is authorized to sign this MOU on behalf of the responsible governing board, official or Department.

Signature Section

Michigan Department of Health and Human Services

Director/Designee

Date

Print Name

County of Antrim

Board of Commissioners Chairman

Date

Print Name

Health and Public Safety Committee

Christian Marcus

Karen Bargy, Chair

Bob Wilson

Minutes - November 24, 2015

Members present: Karen Bargy, Christian Marcus, Bob Wilson
Members absent: None
Others present: Pete Garwood, Janet Koch

1. The meeting was called to order at 9:00 a.m. by Karen Bargy.

2. Public Comment

None.

3. Commission on Aging (COA)

MIPPA ADRC Agreement (Michigan Improvements for Patients & Providers Act / Aging and Disability Resource Collaboration) (see attached pgs. 4-9)

Judy Parliament, COA Director, while not present at the meeting, had included a memo in the agenda packet that explained the contract. Christian Marcus asked if the revenue from these types of contracts was included in COA revenue. Pete Garwood, County Administrator, said it was.

Motion by Bob Wilson, seconded by Christian Marcus, to recommend the Board of Commissioners authorize the Board Chairman to execute the fiscal year 2016 MIPPA ADRC – Beneficiary Outreach and Assistance Services Sub-Contract Agreement between the Area Agency on Aging of Northwest Michigan and the Antrim County Commission on Aging. Motion carried – unanimous.

Dream Lakes Services Contract (see attached pgs. 10-13)

Mr. Garwood said the proposed contract was for in-home HomeChore services. He said the contractor would receive \$28.50 per hour. In response to a question from Mr. Wilson, Mr. Garwood said he would direct Ms. Parliament to follow up on the building permit requirements.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioners authorize the Board Chairman to execute a contract for in-home HomeChore services with Dream Lakes Services, LLC from December 1, 2015 through December 31, 2017. Motion carried – unanimous.

Financial Reports

Ms. Bargy said at the previous committee meeting, a question had been raised about the Gas/Oil expenditure line item. She said it was a backup for the Meal on Wheels program, and that with the recent lower gas prices the line item had not been used.

Ms. Bargy mentioned the note on the Nifty Thrifty Monthly Report that a \$3,604.12 budget amendment would be needed to cover unbudgeted items. She said that would be dealt with at the next Finance meeting.

4. Antrim County Transportation (ACT) Update

Financial Reports

Al Meacham, ACT Director, had provided the following documents in the agenda packets: Revenue Schedule 2016 and 2016 Expense Schedule. The Worker's Compensation line item was discussed. Mr. Garwood said County employees can opt out of the County-provided health insurance if they can confirm that they're covered under another health insurance plan.

It was noted that the ACT budget year started in November. The revenue from Meadow Brook Medical Care Facility ridership was discussed; Mr. Meacham said the numbers were trending up. The Committee discussed approaching Meadow Brook for further discussions on the topic.

5. Airport Update

Airport Land Lease (see attached pgs. 14-20)

John Strehl, Airport Manager, said the proposed lease was for twenty years, which was the standard renewal. He said it included a provision that the rent may be increased 5% annually.

Motion by Christian Marcus, seconded by Bob Wilson, to recommend the Board of Commissioners authorize the Board Chairman to execute an airport land lease with Bill Jamnick, a/k/a William P. Jamnick, Trustee of the Bill Jamnick Trust effective January 1, 2015 through December 31, 2035. Motion carried – unanimous.

Environmental Protection Agency (EPA) Closure Report

Included in the agenda packets was a letter from the EPA that approved the closure of the disposal well at the airport.

Financial Reports

Mr. Strehl said a few customers were letting their hangar leases expire, but that he was also signing up new customers. He added that the current lease rates were similar to other airports. Mr. Strehl also told the Committee that some maintenance costs were pending.

Mr. Strehl said the airport did 70% of their annual business in 70 days, during the peak summer season.

Pavement Condition Index

Mr. Strehl said he'd recently received a report regarding the condition of the airport's asphalt, two pages of which were shown on the projection screen (**see attached pgs. 21-22**). The plan had been to repave in 2018, but due to the report's results, Mr. Strehl would like to repave in 2017.

This will require that engineering for the paving project be done in 2016. He told the Committee that \$8,500 for the engineering grant match was already in the airport's 2016 budget. When the engineering is completed, the project will be shovel ready.

Mr. Strehl said the current grant match that the County provides is 5%. In the past, the grant match was 2.5%. It is likely to increase to 10% at some point in the future.

Pipelines

Mr. Strehl and Sheriff Dan Bean said they had, in the past, attempted to talk to DTE/MichCon about protecting the exposed pipelines near Derenzy Road. Sheriff Bean said he would work with the County's Emergency Services Coordinator to attempt to resolve the issue.

Mr. Wilson said there were trees near power lines that are public safety issues. Mr. Garwood was directed to contact Great Lakes Energy regarding trees on the power lines near Snowflake Road and other areas.

6. Sheriff Department Update

Sheriff Bean said they had two 911 dispatch positions open.

Tele-Rad Maintenance Agreement (see attached pgs. 23-25)

Motion by Bob Wilson, seconded by Christian Marcus, to recommend the Board of Commissioners authorize the Board Chairman to execute a service agreement with Tele-Rad, Inc. to maintain the Antrim County Sheriff Department's radio system from January 1, 2016, through December 31, 2016.

Inmate Health Service Contracts

Mr. Garwood said civil counsel had pointed out that the County did not compensate the part time correctional facility nurse for professional liability insurance. He and Sheriff Bean were recommending that the contract be revised to state that the County will pay for the appropriate amount of professional liability insurance, similar to the contract with the correctional facility's physician. Sheriff Bean indicated that the annual cost of the insurance would be less than \$1000. Mr. Garwood noted some minor changes to the physician contract.

Ms. Bary said that without the revised contracts in hand, the Committee wouldn't make a motion for approval. She recommended that the Administration Committee review the contracts at their upcoming meeting if the contracts were completed.

7. 911 Communication System

Sheriff Bean said Tele-Rad and the State of Michigan had been working together to resolve the tower issues. He told the Committee that it had determined to be a T-1 configuration issue and that a technician from the State had been on site the previous day and would be finishing that day. Mr. Marcus asked if Tele-Rad or the State did the original configuration. Sheriff Bean said he would try and find out. He added that he would email the Committee with progress on the solution. The Committee discussed the configuration of the 911 tower system.

Ms. Bary asked for a copy of the contract that had been recommend for approved at the May 2012 Health, Animal Control & Public Safety meeting and approved at the June 2012 Board of Commissioner's meeting. A copy of the contract between MPSCS and Antrim County was brought to the meeting by Administration Department staff (**see attached pgs. 26-38**) and was reviewed by the Committee to address the question of the responsibilities detailed in the contract.

8. Various Matters

Leslie Meyers, Emergency Services Coordinator, had include a report in the agenda packets.

Mr. Wilson said he'd received comments from constituents about the high rate of employee turnover at the Meadow Brook Medical Care Facility. As the Board of Commissioner liaison to the Meadow Brook board, he would address the issue there and bring it to the Health & Public Safety Committee if he found it necessary.

Mr. Marcus asked about statistics regarding inmates with mental health issues to assist him with the legislative issues he was working on with the Michigan Association of Counties and the National Association of Counties.

9. Public Comment

None.

The meeting was adjourned at 10:55 a.m.

**Area Agency on Aging of Northwest Michigan
MIPPA ADRC- Beneficiary Outreach and Assistance Services
Sub-Contract Agreement**

This Agreement is between the Area Agency on Aging of Northwest Michigan (AAANM) located at 1609 Park Drive, Traverse City, MI and the following agency: **Antrim County Commission on Aging**

AAANM has entered into a contract on behalf of the Aging and Disability Resource Collaborative of Northwest Michigan with the Michigan Office of Services to the Aging (OSA) to provide MIPPA Beneficiary Outreach and Assistance Services. The focus of the program is to conduct outreach activities to find beneficiaries who may be eligible for Medicare Part D, Low Income Subsidy (LIS) and the Medicare Savings Programs (MSPs) and assist with enrollment into these programs. AAANM will utilize existing ADRC-MIPPA Partner Organizations to assist in program outreach and enrollment.

Agreement Amount:

AAANM under the terms of this agreement will provide funding not to exceed \$1,000 for outreach activities related to this grant. In addition, AAANM agrees to pay **Antrim County Commission on Aging** \$100.00 (one hundred and 00/100 dollars) per completed unduplicated enrollment application up to a maximum of 15 enrollments during this grant cycle. Enrollment stipends may be adjusted during this grant period based on actual Provider performance.

Period of Agreement:

This agreement shall commence on October 1, 2015 and continue through September 29, 2016. This agreement is in full force and effect for the period specified.

Statement of Work:

Provide outreach and education to identify and enroll persons eligible for the above mentioned programs. Required activities include:

1. All ADRC MIPPA Partner Organizations will be MIPPA trained by MMAP (locally, by webinar or by MMAP, Inc.). AAANM will arrange training as needed.
2. Participate in the ADRC-MIPPA outreach calls as needed in order to help identify outreach, education and marketing strategies to increase enrollment in the target populations.
3. Develop a MIPPA outreach plan using the Attachment A, which focuses on:
 - o outreach strategies to reach the general population of low income older adults,
 - o specific activities to reach rural clients and younger individuals with disabilities
 - o outreach and follow-up to past clients who are likely eligible for, but not enrolled in Part D, LIS or MSP.

Outreach plan must be submitted to AAANM by November 30, 2015 for review.

4. Provide information, counseling and assistance that will help Medicare beneficiaries understand and enroll in Low-Income Subsidy (LIS), Medicare Savings Plans (MSP) and Medicare Part D Drug Plan enrollments. ADRC MIPPA Partners may conduct the enrollment activities or refer individuals to existing MIPPA enrollment providers.
5. Assure full accessibility of MIPPA Beneficiary Outreach and Assistance services to all categories of Medicare eligible individuals, including aged, disabled and end-stage renal disease patients. MIPPA

Beneficiary Outreach and Assistance services are to be provided without discrimination on the basis of race, color, national origin, disability, age, sex or income.

Reasonable efforts must be made to accommodate eligible individuals with existing barriers that limit their access to information, e.g. language, visual, hearing or speech impairments, physical accessibility, literacy and location.

- 6. ADRC MIPPA Partner Organizations will ensure that staff and counselors providing MIPPA Beneficiary Outreach and Assistance services have no conflict of interest when providing health benefit information, counseling and assistance

Reporting Requirements:

- 1. Each ADRC partner must agree to develop a tracking method to differentiate ADRC MIPPA enrollments from other MIPPA enrollments. Outreach activities and MIPPA enrollments cannot be duplicate counted.
- 2. Confirmation of enrollment of LIS, MSP or Medicare Part D will be sent to AAANM on a monthly basis. The required documentation is a copy of the completed LIS application or on-line enrollment form; copies of the completed MSP applications; or copies of the enrollment confirmation and client demographic page for all completed Part D enrollments. These ADRC MIPPA enrollments must be separate from other MIPPA enrollments.

Enrollment applications and confirmations should be received by the 10th or each month for the previous month's activities. AAANM reserves the right to request more frequent submission if it appears the available funding will be fully utilized in order to ensure that we do not exceed our allocation.

- 3. ADRC MIPPA Partner organizations shall submit a brief summary of their Outreach activities September 30, 2016 using the MMAP PAM Report template.

Payment:

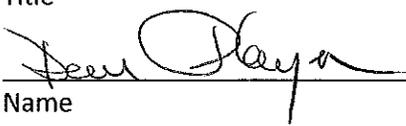
AAANM will release the Outreach funding payment upon receipt of a signed agreement.

Reimbursement for \$100 enrollment assistance will occur on a monthly basis upon submission of the required documentation.

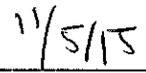
Authorized Representative

Date

Title



Name
AAANM Deputy Director



Date

**Area Agency on Aging of Northwest Michigan FY 2016 Amendment
Addendum A: Purchase of Service Agreement**

This Addendum outlines the services that may be purchased. This Addendum will be effect during the course of this Agreement. FY 2016 changes to provider rates are being handled through an amendment process.

SERVICES TO BE RENDERED

The AAANM may purchase services from the Provider, if selected from the list of potential Purchase of Service Providers. Services are purchased at the levels specified on the *Participant Service Authorization* as developed by the AAANM Supports Coordinators. Provider activities must meet service definitions and all standards as established by Michigan Department of Health and Human Services and AAANM.

PAYMENT AND REPORTING

The Provider will receive payment for approved services delivered through the AAANM monthly reimbursement procedure. Monthly billing is due to AAANM through Vendor Billing, online, by the 20th day of the month following the month in which services are provided and are being billed for. Checks are made payable to the Provider each month upon receipt and approval of billing through the Vendor Billing system. No bills will be accepted that are more than 90 days following the month of service without prior approval through the billing department. At the end of each fiscal year (September 30th), all bills must be submitted by November 15th for payment to occur.

The following standards must be met for proper reporting of claims:

- (1) The claim arises out of a service that was properly authorized by AAANM;
- (2) The claim arises out of a service that was properly documented by the Provider, including the date service was rendered, in and out times, description of the service(s), and signatures of both the employee providing the service and the participant or their representative; Note: for Providers utilizing a telephonic call-in system, the call log will suffice for a Participant signature.
- (3) The claim arises out of a service that was provided economically and based on necessity;
- (4) The claim arises out of a service of the quality that meets MDHHS/AAANM standards of care;
- (5) The claim is complete and is submitted in the format required by AAANM.

The amount to be reimbursed is established from the reimbursement rate presented in this Agreement. The attached sheet indicates the specific services your agency has agreed to provide as well as the reimbursement rate.

The Provider must establish accessible record systems to verify all programmatic and fiscal information reported and make such records available for review by AAANM and/or MDHHS or CMS staff.

The Provider agrees to make the services on the attached chart available for purchase by AAANM using the rate per unit as indicated.

Antrim County Commission on Aging agrees to make the following services available for purchase by AAANM using the rate per unit as indicated below.

X _____
Signature of Provider Agency Representative

Date

Counties you are willing to cover: All of Region 10 OR Please check those that Apply

Antrim Benzie Charlevoix Emmet Grand Traverse

Kalkaska Leelanau Manistee Missaukee Wexford

LIMITED - PER CASE BASIS.

Other:

	MI Choice Unit Rates	Check if your intent is to provide	Care Management Unit Rates	Check if your intent is to provide	Caregiver Respite Unit Rates (Funding for Non-Medicaid, under the age of 60. Respite or Adult Day Services only.)	Check if your intent is to provide
<u>Homemaker</u> 1 unit = 15 minutes			\$ 4.15/unit	<input checked="" type="checkbox"/>		
<u>Personal Care</u> 1 unit = 15 minutes			\$ 4.35/unit	<input checked="" type="checkbox"/>		
<u>Community Living Supports</u> 1 unit=15 minutes	\$ 4.35/unit	<input checked="" type="checkbox"/>				
<u>In-Home Respite</u> 1 unit = 15 minutes	\$ 4.35/unit	<input checked="" type="checkbox"/>	\$ 4.35/unit	<input checked="" type="checkbox"/>	\$ 4.35/unit	<input type="checkbox"/>
<u>Out of Home Respite (AFC Homes only)</u> 1 unit= 1 day	\$150/day	<input type="checkbox"/>	\$150/day	<input type="checkbox"/>	\$150/day	<input type="checkbox"/>

Updated 8/28/2015

	MI Choice Unit Rates	Check if your intent is to provide	Care Management Unit Rates	Check if your intent is to provide	Caregiver Respite Unit Rates (Funding for Non-Medicaid, under the age of 60. Respite or Adult Day Services only.)	Check if your intent is to provide
<u>Transportation</u> (rate per mile)	\$.50/mile	<input checked="" type="checkbox"/>	\$.50/mile	<input checked="" type="checkbox"/>	\$.50/mile	<input type="checkbox"/>
<u>Nursing Services—RN/LPN</u> 1 unit=15 minutes	\$10.50/unit	<input type="checkbox"/>				
<u>Private Duty Nursing – RN/LPN</u> 1 unit = 15 minutes Complex care i.e. Vent Care	\$ 10.50/unit	<input type="checkbox"/>				
<u>Medication Management – RN/LPN</u> 1 unit = 15 minutes	Note: Med. Management for MI Choice Waiver participants is ordered as Nursing Services per DCH standards. Foot Care is not a MI Choice Waiver covered service.		\$ 10.50/unit	<input type="checkbox"/>		
<u>Foot Care – RN/LPN</u> 1 unit = 15 minutes			\$ 10.50/unit	<input type="checkbox"/>		
<u>Training</u> (caregiver training) 1 unit = 15 minutes Provided by an RN, Physical Therapist, Occupational Therapist or Social Worker	\$ 16.25/unit	<input type="checkbox"/>	\$ 16.25/unit	<input type="checkbox"/>		
<u>Counseling</u> (1 unit = 1 session) Indicate credentials of provider(s)	\$ 95.00/hour	<input type="checkbox"/>	\$ 95.00/hour	<input type="checkbox"/>		

Updated 8/28/2015

	MI Choice Unit Rates	Check if your intent is to provide	Care Management Unit Rates	Check if your intent is to provide	Caregiver Respite Unit Rates (Funding for Non-Medicaid, under the age of 60. Respite or Adult Day Services only.)	Check if your intent is to provide
Adult Day Care 1 unit = 15 minute	\$ 3.30/unit	<input type="checkbox"/>	\$ 3.30/unit	<input type="checkbox"/>	\$ 3.30/unit	<input type="checkbox"/>
Transportation at Adult Day/Per Trip Charge	\$ _____/trip	<input type="checkbox"/>	\$ _____/trip	<input type="checkbox"/>	\$ _____/trip	<input type="checkbox"/>
Transportation at Adult Day	\$.50/mile	<input type="checkbox"/>	\$.50/mile	<input type="checkbox"/>	\$.50/mile	<input type="checkbox"/>
Home Delivered Meals (1 unit = 1 meal) <input checked="" type="checkbox"/> Breakfast <input checked="" type="checkbox"/> Hot/Frozen <input checked="" type="checkbox"/> Supper/Sack Other: _____	\$ 6.00/meal	<input checked="" type="checkbox"/>	\$ 6.00/meal, only in cases where there is a waiting list for meals for those 60+	<input checked="" type="checkbox"/>		
Chore Service: Heavy Cleaning (1 unit = 15 minutes, plus materials, when applicable)	\$ 5.00/unit	<input type="checkbox"/>	\$ 5.00/unit	<input type="checkbox"/>		
Chore Service: maintenance and repair (bid per service required)	Bid per job	<input checked="" type="checkbox"/>	Bid per job	<input checked="" type="checkbox"/>		
Chore Service: snow removal (unit = minimum fee per plow)	Minimum fee per plow:	<input checked="" type="checkbox"/>	Minimum fee per plow:	<input checked="" type="checkbox"/>		
Environmental Modifications: remodeling, ramp building, etc. (will be bid per service required)	Bid per job	<input checked="" type="checkbox"/>	Bid per job	<input checked="" type="checkbox"/>		

DRAFT

CONTRACT FOR SERVICES

This Agreement is made as of 12/01/2015, between Dream Lakes Services, LLC (“CONTRACTOR”), 9549 W. Limits, Mancelona, MI 49659 and the County of Antrim, (“COUNTY”), 203 E. Cayuga Street, PO Box 520, Bellaire, MI, 49615, for services provided at approved private senior residences in Antrim County in accordance with the COA’s HomeChore Program Contract (see Attachment 1).

SECTION I CONTRACTOR’S OBLIGATIONS AND DUTIES

The CONTRACTOR shall comply fully with all the provisions in this Agreement and the COA’s HomeChore Program Contract (see Attachment 1).

SECTION II COUNTY’S OBLIGATIONS AND DUTIES

The COUNTY shall pay to the CONTRACTOR the amount as indicated on the attached HomeChore Program Contract (see Attachment 1).

SECTION III TERM AND TERMINATION

This contract shall commence **December 01, 2015** and shall terminate on **December 31, 2017**.

SECTION IV SUBCONTRACTING

The CONTRACTOR may subcontract with others as it deems necessary. The COUNTY shall not be responsible for payment of any fees or costs or be liable in any way to such subcontractor unless approved by the COUNTY in writing. All subcontractors are to be reported to the COUNTY and agree to a background check before work begins.

SECTION V REVISION AND AMENDMENTS

This agreement shall not be revised or amended, unless it is in writing and signed by both parties.

**SECTION VI
GENERAL PROVISIONS**

- a. **Indemnification:** The CONTRACTOR will protect, defend and indemnify the COUNTY and its elected officials, agents, representatives, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including attorney fees, of whatsoever kind and nature, in any way incident to or arising out of the performance or non-performance of services by the CONTRACTOR or its agents, representatives and employees, or any subcontractor or its agents, representatives and employees, in connection with this Agreement to the fullest extent permitted by law.
- b. **Independent Contractor:** The parties agree that the CONTRACTOR is an independent contractor. The CONTRACTOR and its employees will in no way be deemed, nor hold themselves out to be, an employee, agent or joint venture partner of the COUNTY for any purpose. The CONTRACTOR will be responsible for payment of all payroll taxes and insurance for its employees in connection with services rendered by the CONTRACTOR pursuant to this agreement.
- c. **Compliance with Laws:** The CONTRACTOR will comply with all federal, state and local laws, including, but not limited to, all applicable OSHA/MIOSHA requirements, copyright and patent laws, and the Americans with Disabilities Act.
- d. **Conflicts of Interest:** The CONTRACTOR affirms that it has no interest which would conflict with the performance of services required by this agreement. If a possible conflict of interest arises, the CONTRACTOR will immediately inform the COUNTY regarding same.
- e. **Binding Effect:** This agreement will be binding upon and inure to the benefit of the CONTRACTOR and the COUNTY and their respective legal representatives.
- f. **Waiver:** No provision of this agreement will be deemed waived and no breach excused, unless such waiver or consent is in writing and signed by the party claimed to have waived or consented. Any consent by any party or waiver of, a breach of the other party, whether express or implied, will not constitute consent to, waiver of, or excuse for any different or subsequent breach.
- g. **Invalid Provisions:** If any provision of this agreement is held to be invalid by a court of competent jurisdiction, it will be considered to be deleted and the remainder of the agreement will not be affected thereby. Where the deletion of the invalid provision would result in the illegality and/or unenforceability of this agreement, this agreement will be considered to be terminated as of the date on which the provision was declared invalid.
- h. **Section Titles:** The titles of the sections set-forth in this agreement are inserted for convenience only and will be disregarded when construing or interpreting any of the provisions of this agreement.

i. Choice of Law and Forum: This agreement will be governed by and interpreted according to the laws of the State of Michigan. The parties agree that the proper venue for litigation arising out of this agreement is Antrim County, Michigan.

j. Entire Agreement: This agreement contains all the terms and conditions agreed upon by the parties. No other negotiations, representations, understandings or agreements, whether written or oral, regarding the subject matter of this agreement shall bind the parties in any way.

k. County Employees: The CONTRACTOR will not hire any COUNTY employee to perform any of the services covered by this agreement without written authorization from the COUNTY for one year after the conclusion of this agreement or any extension of this agreement.

**SECTION VII
EQUAL OPPORTUNITY**

Contractor, Subcontractor and Suppliers, in performing under this agreement, shall not discriminate against any worker, employee, or applicant for employment because of race, color, religion, height, weight, marital status, national origin, ancestry, sex, age (except where requirements as to age is based upon a bona fide occupational qualification), or handicap (that is unrelated to the individual's ability to perform the duties of a particular job or position) pursuant to 1976 PA 453, as amended, MCL 37.2101 et seq. (Employers engaging in Unfair Labor Practices Act).

Dream Lakes Services, LLC

COUNTY OF ANTRIM

By: Anthony Harvey
Its: Owner

By: Michael Crawford, Chairman
Antrim County Board of Commissioners

Date: _____

Date: _____

By: Sheryl Guy
Antrim County Clerk

Date: _____

DRAFT

ANTRIM COUNTY COMMISSION ON AGING
308 E. Cayuga, P.O. Box 614, Bellaire, MI 49615-0614
(231) 533-8703

ATTACHMENT 1

HOMECHORE PROGRAM CONTRACT

1. Applicant Contractor: Dream Lakes Services, LLC.
Address: 9549 W. Limits, Mancelona, MI 49659
Telephone Number: 1(231) 350-1117 Tony or 1(231) 350-1118 Lori
Contact Person: Anthony (Tony) or Lori Harvey

2. Geographic Service Area: Antrim County

3. Proposed Service:

- n/a Snow Removal
- n/a Lawn Care/Maintenance
- X In-Home Homechore (Grab bar installation, smoke detector installation, ramps and minor repairs).

4. The applicant agency/contractor will provide the above service(s) at the cost(s) indicated below:

Snow Removal (Snow plowing or snow blowing)	\$ <u>N/A</u>	Not to exceed ½ hour
Additional Snow Shoveling of mailbox & one (1) entry to home	\$ <u>N/A</u>	Additional when provided with Plowing or Snow Blowing service listed above.
In-Home Homechore	\$ <u>28.50</u>	Per hour

5. This contract is valid from **December 01, 2015** through **December 31, 2017**.

Recommend Approval:

Judy Parliament, Director
Antrim County Commission on Aging

Date

DRAFT

ANTRIM COUNTY AIRPORT LAND LEASE

THIS LEASE, effective as of January 1, 2015, is between the COUNTY OF ANTRIM, Michigan, located at 203 E. Cayuga St., Bellaire, Michigan 49615 (hereinafter called the “Lessor”) and Bill Jamnick, a/k/a William P. Jamnick, Trustee of the Bill Jamnick Trust, UAD 08/29/2000, of 02180 M-66, East Jordan, MI 49727, (hereinafter called the “Lessee”).

Lessor hereby leases to Lessee land on the Antrim County Airport (hereinafter called the “Airport”) whose legal description is:

Commencing at the NE Corner of Section 19, T30N, R7W, Kearney Township, Antrim County, Michigan; thence S 00° 00’ 35” W 753.25 feet along the East line of said Section 19 and the center line of Derenzy Road; thence N 89° 44’ 51” W 308.97 feet to the POINT OF BEGINNING; thence continuing N 89° 44’ 51” W 68.00 feet; thence N 00° 15’ 09” E 68.00 feet; thence S 89° 44’ 51” E 68.00 feet; thence S 00° 15’ 09” W 68.00 feet to the POINT OF BEGINNING, being a part of the NE 1/4 of said Section 19, T30N, R7W, containing 0.106 acres of land.

The term of this lease is twenty (20) years commencing on January 1, 2015, and expiring on December 31, 2035. The yearly rent shall be paid in advance on January 1 of each year. The initial rent is \$1,434.36 and is due at the time of signing this lease. The rent is subject to annual increases as set forth in Paragraph “Third”. The parties to this lease hereby agree to be bound by the following provisions:

FIRST: VACATION OF PREMISES

At the end of this Lease, or any extension of it, Lessee shall vacate the Premises and remove any personal property from the hangar, subject to the provisions of Paragraph “Sixth”.

SECOND: ASSIGNMENT

This lease may be assigned, provided Lessee notifies Lessor, and the new Lessee agrees in writing to be responsible for the obligations of this Lease.

THIRD: ANNUAL RENT AND RENEWAL

The rent may be increased annually by the Lessor by not more than five per cent (5%) per year. The Lessee shall have the right to renew this lease for additional terms of twenty (20) years each on the condition that the Lessee shall give the Lessor written notice in each case not less than ninety (90) days or more than one hundred eighty (180) days before the termination of the original term or any current extension. The renewal lease shall be upon such terms and conditions as are then in effect for other Lessees at the Antrim County Airport.

FOURTH: END OF TERM

Lessor has no duty to notify Lessee that this lease or any renewal of this lease is about to expire. If Lessee chooses to remain in possession after the end of any term without renewing this lease, then Lessee will be a month-to-month tenant.

FIFTH: UNAUTHORIZED BUSINESS OR REPAIR

Lessee shall not engage in aircraft repair or maintenance except on its own aircraft as permitted by FAA regulations. Lessee shall neither rent aircraft to the public nor offer services or products for sale on the Airport in connection with this lease without a written agreement with Lessor. Any consent will be pursuant to the Airport Rules and Regulations then in effect. Lessee shall not permit or use another person to engage in these prohibited acts. Lessee shall have the option to engage his own certified mechanic to work on his own aircraft in his own hangar.

SIXTH: BUILDINGS AND IMPROVEMENTS

- A. Lessee may build a hangar on the land covered by this lease only after getting Lessor's approval of the plans and specifications of the hangar and any other improvements on the premises. The hangar shall comply with all relevant codes and shall be approved by the Antrim County Building Department before Lessee may occupy the hangar.
- B. Lessee may remove the hangar from the leased land within the last 90 days of the lease at Lessee's own expense.
- C. If Lessee does not exercise the right of removal in subparagraph Sixth B, above, and does not renew this lease, then Lessor shall become the owner in fee simple of all buildings and other permanent improvements placed on the leased land.
- D. The Lessee expressly grants to the Lessor a lien on all improvements Lessee may erect on the Premises for the security of the payment of any rental sums due the Lessor.

SEVENTH: RELOCATION

If Lessor needs the land covered by this lease in order to execute its airport development plan, Lessor has the right to relocate the building and other improvements placed on the land by Lessee. Lessor shall give Lessee thirty (30) days written notice that this action will take place. This relocation will be done at Lessor's expense and will be to a substantially equivalent size parcel of land in a comparable location if possible, and the lease shall continue as to new location.

EIGHTH: CONDEMNATION

If the Premises or any part thereof are condemned by any unit of government, Lessee may, at its option, terminate this lease. In such event unearned rent paid in advance shall be returned to Lessee. Nothing in this Lease shall prevent Lessee from recovering damages due to such taking.

NINTH: LANDING FEE

If the Airport collects landing fees in the future, then the Lessee shall pay such fees.

TENTH: NOTICES

All notices regarding this lease shall be written and delivered in person or by certified mail to the Antrim County Clerk on behalf of Lessor; to the Lessee in person or by certified mail to Lessee's address as specified at the beginning of this lease. It shall be Lessee's responsibility to

notify the County Clerk in writing of any change of that address.

ELEVENTH: TAXES

Buildings on the Premises may be taxed as personal property. Lessee shall pay any property taxes or special assessments. Nonpayment of these taxes or assessments for ninety (90) days beyond their due date shall be grounds for default of this lease by Lessor.

TWELFTH: INDEMNIFICATION

Lessee shall indemnify Lessor from all claims made against Lessor arising out of the use of the Premises as a result of any act or omission by employees, agents or representatives of Lessee.

THIRTEENTH: QUIET ENJOYMENT

Lessee shall have quiet enjoyment of the Premises during the term of this lease, subject to any contrary provisions in this lease.

FOURTEENTH: INSPECTION

Lessor shall have the right to enter the structure erected on the Premises for inspection and for any emergency. Lessee shall provide Lessor with keys to the structure and to any interior spaces within the structure.

FIFTEENTH: UNLAWFUL OCCUPATION

If a law is enacted prohibiting the use of the Premises for the purposes in this lease then Lessee may terminate this lease and any unearned prepaid rent shall be returned to Lessee. This right is in addition to any other right or remedy Lessee may have in law or equity.

SIXTEENTH: IMPROPER USE

Lessee will not consent to any unlawful use of the Premises or any use prohibited by this lease.

SEVENTEENTH: CONDITION OF PREMISES

Lessee will keep the exterior of the Premises well kept and in a sanitary and tidy condition.

EIGHTEENTH: SIGNS

No billboards, posters, or signs shall be placed on the Premises unless Lessee gets advance written approval from Antrim County.

NINETEENTH: NO FUEL OR PUMPS

Lessee shall not engage in the sale of petroleum products on the Premises. Lessee may store aviation fuel and oil in the aircraft kept in the hangar on the Premises. In addition, Lessee may store the following combustible items in the hangar:

- Not more than one (1) case of engine oil in the original containers.
- Not more than one (1) case of anti-icing fluid in the original containers.
- Not more than five (5) gallons of fuel for an engine preheater.

TWENTIETH: NON-EXCLUSIVE USE

This lease shall be non-exclusive and subordinate to the provision of any existing or future agreement between the Lessor and the United States relative to the operation or maintenance of the Airport, as required as a condition precedent to the expenditure of Federal or State funds for the development of the Airport.

TWENTY-FIRST: MAINTENANCE OF PUBLIC FACILITIES

Lessor shall maintain the approaches to the airport, the landing area and all publicly owned facilities of the Airport to the best of its ability. Lessee shall cooperate with Lessor in this regard if any maintenance work affects ground or air operations of Lessee.

TWENTY-SECOND: REGULATIONS AND POLICIES

Lessee is subject to all Rules and Regulations of the Antrim County Airport now in effect or as later amended.

TWENTY-THIRD: NON-DISCRIMINATION

Lessee for itself and its successors in interest, and as a part of the consideration for this lease agrees that (1) no person, on the grounds of race, color, national origin, religion, age, sex, height, weight, marital status, disability, political affiliation, or belief shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities; (2) in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person, on the grounds of race, color, national origin, religion, age, sex, height, weight, marital status, disability, political affiliation, or belief, shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination; and (3) Lessee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 22, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

TWENTY-FOURTH: BINDING PROVISIONS

The provisions of this lease are binding upon the parties and their successors.

TWENTY-FIFTH: SNOW REMOVAL

Lessor shall be responsible for plowing from as close as practical to the Lessee's hangar to the nearest normally plowed area. Proximity to the hangar shall be determined solely by the plow operator. Lessee agrees that any snow removed by Lessee or its agent will not be deposited or placed anywhere on the Airport in such a manner as to obstruct aircraft, taxiways, runways or aprons, hangars, parking areas or other areas of the Airport which are normally plowed. The Lessor reserves the right to schedule such snow removal as provided in present and future operational rules and regulations of the Antrim County Airport.

TWENTY-SIXTH: DEFAULT

If Lessee violates this lease then Lessor may deliver written notice either by personal service or certified mail describing the breach and giving Lessee ten (10) days to cure the breach. If Lessee fails to cure the breach within that time, then Lessee shall be in default. A default by Lessee

shall entitle Lessor to either:

- A. Re-enter or repossess the premises and structures thereon and to remove personal property of Lessee whereupon this lease shall be deemed terminated, and/or;
- B. Exercise its other rights as provided by law, such as by way of example, but not limitation, summary eviction proceedings and/or lawsuit for unpaid rent.

These remedies are cumulative. If Lessor fails to act upon any breach, such omission shall not deprive Lessor of any of the rights it has under this lease to deliver written notice to Lessee as described above regarding any future breach of this lease.

TWENTY-SEVENTH: SEVERABILITY

If any provision of this lease shall be deemed invalid by a court, then only that invalid provision shall be stricken from this lease with all other provisions remaining in full force and effect.

TWENTY-EIGHTH: MODIFICATION

Modifications to this lease must be in writing and signed by both parties.

TWENTY-NINTH: AIRCRAFT OWNERSHIP

The Premises may only be used to hangar aircraft owned or leased by Lessee. Lessee shall present Lessor with a current FAA Aircraft Registration or lease to verify this fact upon request.

THIRTIETH: ASSIGNMENT

This lease may be assigned, sublet or sold, however no part of this lease may be assigned, sublet or sold for the purpose of secondary storage as set forth in Paragraph Thirty-First.

THIRTY-FIRST: STORAGE

The primary purpose of the hangar shall be for the storage of aircraft. Subject to the present and future airport rules and regulations, Lessee is permitted, in addition to aircraft, to store motorized vehicles (including snowmobiles or boats, plus trailers for same) which are titled or registered to the Lessee. Lessee, upon request of Lessor, shall provide proof of Lessee's ownership for any motorized vehicles stored in the hangar. Storage of motorized vehicles in a hangar shall not interfere with the primary purpose of the hangar, which is the storage of aircraft, and at all times there shall be sufficient area in the hangar for the storage of aircraft.

The storage of motorized vehicles shall be subject to present and future F.A.A. and/or Michigan Aeronautics Commission rules, regulations, and policies, and/or to any grants which Lessor may currently or in the future have. In the event F.A.A. and/or the Michigan Aeronautics Commission notifies Lessor that storage of motorized vehicles is in violation of any regulation, rule, policy or grant, Lessee agrees to immediately remove such motorized vehicle deemed in violation.

Lessor retains the sole right to determine whether the storage of any motorized vehicles interferes with the operation of airport facilities as a whole, or with the primary use of the hangar as storage for aircraft. Such determination is final and binding on Lessee. Upon Lessee receiving written notice of said determination, Lessee shall immediately remove such motorized

vehicle deemed in violation.

Lessee and Lessor agree that the primary purpose of the hangar is for storage of aircraft. In the event that secondary storage of motorized vehicles is prohibited for any reason, Lessee agrees that the prohibited use of secondary storage shall not be deemed a violation of the lease nor give rise to any cause of action of any nature against Lessor.

THIRTY-SECOND: AUTHORITY TO SIGN

Individuals signing this lease on behalf of an organization certify they have the legal authority to bind that organization.

(REMAINDER OF PAGE LEFT INTENTIONALLY BLANK)

(SIGNATURES ON NEXT PAGE)

DRAFT

LESSOR: Antrim County:

DATE: _____

By: Michael Crawford
Its: Chairman-Antrim County Board of Commissioners

DATE: _____

By: Sheryl Guy
Its: Clerk of Antrim County

On _____, 20____, Michael Crawford, Chairman of the Antrim County Board of Commissioners, and Sheryl Guy, Clerk of Antrim County, personally appeared before me and acknowledged to me that they are the above-named persons.

Notary Public
Antrim County, Michigan
My Commission expires: _____

**LESSEE: Bill Jamnic, a/k/a William P. Jamnick,
Trustee of the Bill Jamnick Trust, UAD
08/29/00**

DATE: _____

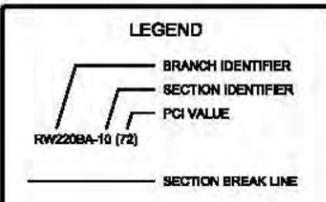
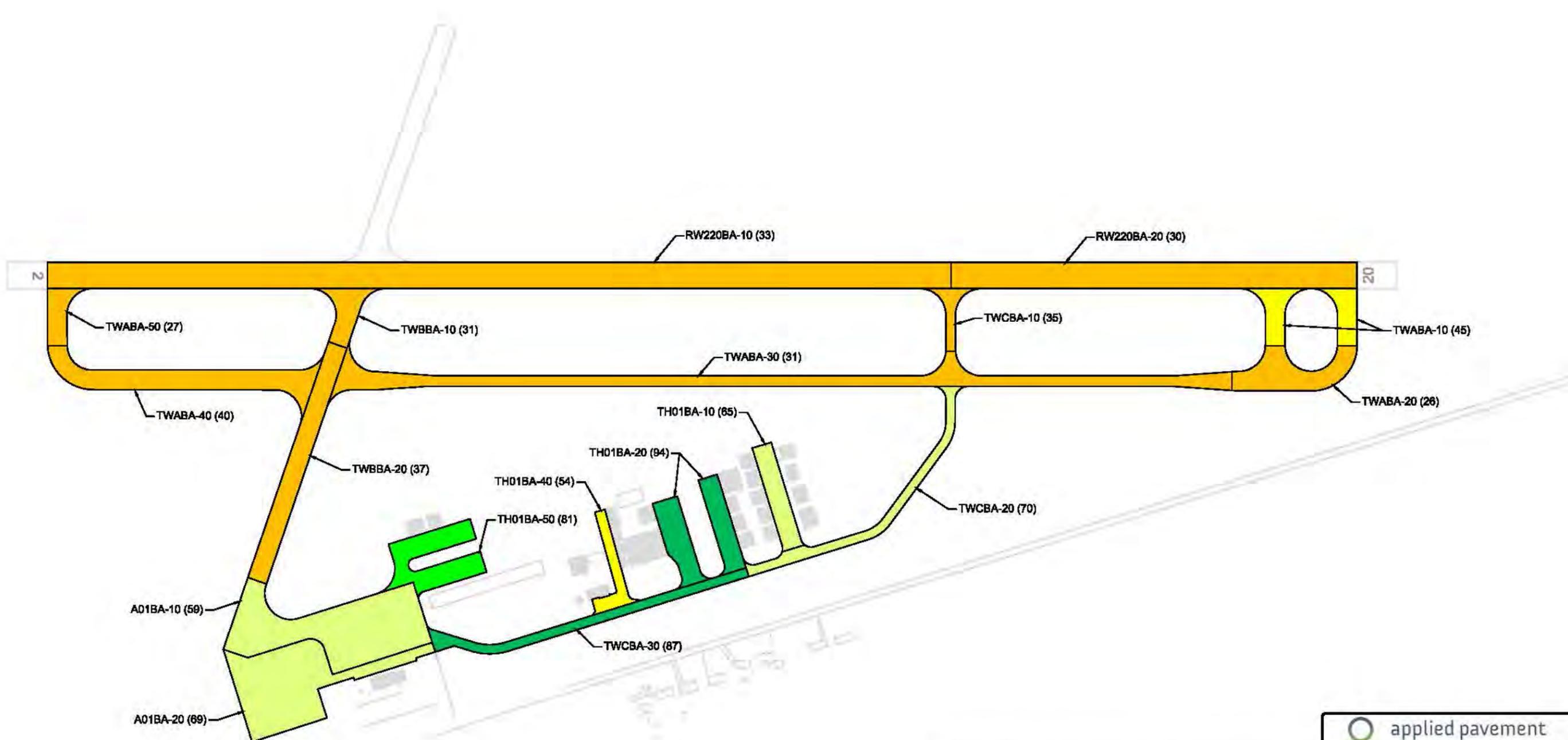
By: William P. Jamnick

DATE: _____

By: Additional Name if Needed

On _____, 20____, _____, of _____, _____, MI _____, personally appeared before me and acknowledged that she/he is the person named above.

Notary Public
My Commission expires: _____



AGENCY: Michigan Department of Transportation Office of Aeronautics			
LOCATION: Antrim County Airport Bellaire, MI			
PAGE TITLE: 2015 PAVEMENT CONDITION INDEX MAP			
PROJECT DATE: SEP. 2015	CREATION DATE: MAY 2015	PROJECT MANAGER: KMP	JOB NUMBER: 09-040-AM01
DRAWING SCALE: 1"=400'	LAST MODIFIED DATE: SEP. 2015	REVISED BY: KEW	DRAWN BY: TMM
FILENAME: Antrim County.dwg		LAYOUT NAME/NUMBER: PCI	FIGURE: 8

Antrim County Airport, Bellaire

Branch	Section	Surface	Section Area	Inspected Construction Date	2015 PCI	Comments
A01BA	10	AAC	151,865	9/11/2006	59	Quantities of low-severity L&T cracking increased. Weathering (100%) and raveling were observed during 2015 inspection that were not observed in 2012.
A01BA	20	AC	127,143	6/1/2002	69	Quantities of low-severity L&T cracking increased. Low-severity weathering (100%) and low-severity alligator cracking were observed during 2015 inspection that were not observed in 2012.
RW220BA	10	PFC	344,252	8/28/1999	33	Significant amounts of raveling were observed.
RW220BA	20	PFC	154,252	8/28/1999	30	Significant amounts of raveling were observed.
TH01BA	10	AC	31,254	6/1/1998	65	Quantities of low-, medium-, and high-severity L&T cracking increased. Weathering and raveling were observed during 2015 inspection that were not observed in 2012.
TH01BA	20	AAC	59,711	8/12/2011	94	
TH01BA	40	AC	20,926	6/1/2002	54	Quantities of L&T cracking increased. Medium-severity weathering and low-severity raveling were observed during 2015 inspection that were not observed in 2012.
TH01BA	50	AC	55,404	6/1/2002	81	
TWABA	10	PFC	39,142	8/28/1999	45	Significant amounts of raveling were observed.
TWABA	20	PFC	50,105	9/1/2006	26	Significant amounts of raveling were observed.
TWABA	30	PFC	160,988	9/1/2006	31	Significant amounts of raveling were observed.
TWABA	40	PFC	79,130	9/1/2006	40	Significant amounts of raveling were observed.
TWABA	50	PFC	17,293	8/28/1999	27	Significant amounts of raveling were observed.
TWBBA	10	PFC	22,463	8/28/1999	31	Significant amounts of raveling were observed.
TWBBA	20	PFC	71,108	9/1/2006	37	Significant amounts of raveling were observed.
TWCBA	10	PFC	13,051	8/28/1999	35	Significant amounts of raveling were observed.
TWCBA	20	AAC	44,054	9/1/2006	70	Quantities of L&T cracking increased. Low-severity weathering and low-severity raveling were observed during 2015 inspection that were not observed in 2012.
TWCBA	30	AAC	46,164	8/12/2011	87	

Customer/FCC Licensee: Antrim County Sheriff Department
Attention: Sgt. Mike Gank
Bill to Address: 110 Grove St.
Address:
City: Bellaire State: MI Zip Code: 49615

Agreement Number: 2387-00 Date: 10/20/15

Date Maintenance begins:

1/1/16

 Auto Renewal? YES
Date Maintenance Ends:

12/31/16

 NO

Customer Contact: Sgt Mike Gank
Customer Phone: 231-533-8627 ext 3243/cell 231-676-3509

New Agreement
 Add to Existing Agreement
 Supersedes Agreement Number: _____

QTY	Model/Description	Serial Number	Monthly Amount	
			PER UNIT	EXTENDED
2	PTP600 Links	7904, 7905, ER	45.00	90.00
5	Spectracom Securesynch	7904,CL,7905,7906,ER	50.00	250.00
2	DIG cross com server	7904, 7905	60.00	120.00
3	Intraplex Synchrocast	7904, CL, 7905	45.00	135.00
4	Multiplexer	7904, CL, 7906, ER	35.00	140.00
1	Convex audio mod./complete	7904	100.00	100.00
6	GTR8000 / T7039A	7904,CL,7905,7906,ER	85.00	510.00
4	CM200 uhf	2@ 7904, Elmira, OH	5.00	20.00
4	L20URS9PW1AN	Console/le	25.00	100.00
3	MCC5500	console ops	146.70	440.10
1	MTR2000 Repeater	Law/Fire	35.00	35.00
2	GM300 UHF Link	Elk/CL - Mancy	5.00	10.00
2	SNV-12	Law - Mancy, 7904	10.00	20.00
1	M1225 Link	Orchard Hill-Mancy	4.50	4.50
1	MTR2000 VHF Rptr	Fire-Elk Rapids	35.00	35.00
1	MTR2000 Rcvr	Law-Elk Rapids	15.00	15.00
1	GM300 UHF Link	To Mancy - Elk Rap	5.00	5.00
1	MTR2000 Repeater	Fire - Orchard Hills	35.00	35.00
1	MTR2000 Rcvr	Shanty Creak	15.00	15.00
1	M1225 Link	Shanty Creak	5.00	5.00
1	MTR2000 Repeater	West Torch Lake	35.00	35.00
cont'd page to page 2				
			Total per month:	\$2,119.60

Services to be performed for the following location:

Address: _____
Address2: _____
City: _____ State: _____ Zip Code: _____

Your Local Service Facility:

Traverse City (800) 345-4695
Facility _____ Phone Number _____

Special Instructions and Conditions:

This agreement does not include replacement of antennas or batteries, or maintenance of any transmission line, antenna, tower or tower lighting, unless such is described below. Additional terms and conditions attached.

1. Includes all parts, labor, and travel to keep listed equipment operating to factory spec. Normal business hours 8am-5pm, Monday-Friday.
2. Includes 24x7 / 365 service and factory repair.
3. Does not include damage due to lightning, acts of god, vandalism, or power surge.
4. MTR2000 support through 3/31/2018
5. Spectracom Securesynch includes modules, spare GTR8000 is part of service

Payment Period:

Annually
 Semi-annually
 Quarterly

By/Or Customer P.O. _____ Date _____
L. Vonnie Shonka _____ 10/20/15
Tele-Rad, Inc. Representative _____ Date _____

This Maintenance Agreement is subject to these terms and conditions:

- (1) **DEFINITIONS.** For brevity all references to Tele-Rad in this Agreement will be construed to mean Tele-Rad, Inc. All references to Licensee shall be construed as meaning the FCC Licensee or the user of the equipment to be maintained by the terms of this Agreement.
- (2) **WORK.** Tele-Rad, Inc. agrees to provide maintenance for the Licensee of the equipment described on this Agreement beginning and ending on the dates indicated if the Licensee makes the payments herein specified. Mobile units will be removed and reinstalled in different vehicles at Licensee's request at the prices prevailing at that time. This Agreement does not include maintenance of any transmission line, antenna, tower, or tower lighting. Such maintenance may be furnished upon request at mileage, material and labor rates prevailing at the time of each call. Maintenance shall include the labor and parts required to repair equipment which has become defective through normal wear and usage. Maintenance does not include the repair or replacement of equipment which has otherwise become defective, including, but not limited to: damage caused by accident, physical abuse, or misuse of the equipment, acts of God, and fires.
- (3) **MAINTENANCE STANDARDS.** The equipment will be maintained by Tele-Rad or its subcontractor in accordance with these standards:
 (i) Motorola parts or parts of equal quality will be used, (ii) The equipment will not be subjected to mechanical abuse, (iii) The equipment will be maintained at levels necessary to provide the required communications, (iv) Routine maintenance procedures prescribed from time to time by Tele-Rad will be followed, and (v) All maintenance work will be done by qualified person or agency. The equipment will be inspected and adjusted periodically and as often as required.
- (4) **PAYMENT.** On or about the date each payment is due as set forth on this Agreement Tele-Rad will send the Licensee an invoice covering the maintenance fees for the next Payment Period. The Licensee shall pay the amount of said invoice within fifteen (15) days of its date to Tele-Rad. Tele-Rad may terminate this Agreement if the Licensee defaults in its payment to Tele-Rad. The Licensee shall reimburse Tele-Rad for all property taxes, sales and use taxes and other taxes or assessments no hereafter imposed by or under the authority of any Federal, State or local law, rule or regulation with respect to the maintenance of the equipment
- (5) **RIGHT TO SUBCONTRACT.** Tele-Rad shall have the right to subcontract in whole or in part the maintenance work called for by this Agreement.
- (6) **FCC RECORDS.** The Licensee is responsible for meeting FCC requirements. However, Tele-Rad will provide the Licensee with advice, and technical assistance to aid in meeting these requirements.
- (7) **AUTOMATIC RENEWAL.** After the "Date Maintenance Ends" indicated on the accompanying Agreement, this Agreement shall continue for successive additional periods of one (1) month.
- (8) **INTERRUPTION OF SERVICE.** The Licensee shall notify Tele-Rad in the event of the failure of any unit. Tele-Rad does not assume and shall have no liability under this Agreement for failure to provide or delay in providing maintenance for the equipment due directly or indirectly to causes beyond the control and without the fault or negligence of Tele-Rad, including but not restricted to: acts of God, acts of public enemy, acts of the United States, or any political subdivision of the foregoing; acts of the Licensee, its agents, employees, or subcontractors; fires, floods, epidemics, quarantine, restrictions, strikes, freight embargoes, and unusually severe weather conditions, or defaults of Tele-Rad subcontractors due to any such causes.
- (9) **LAWS AND REGULATIONS.** This Agreement and the rights and obligations of the parties under it are subject to present and future valid laws, rules and regulations of duly constituted authorities having jurisdiction.
- (10) **WAIVER.** Failure or delay on the part of Tele-Rad or the Licensee to exercise any right, power or privilege thereunder shall not operate as a waiver thereof.

**MPSCS CO-LOCATION LICENSE AGREEMENT
WITH
ANTRIM COUNTY, MICHIGAN**

This License Agreement (Agreement) is entered between the State of Michigan (State) by its Department of Technology, Management and Budget (DTMB), and Antrim County, a municipal corporation and political subdivision of the State of Michigan, whose mailing address is 203 E. Cayuga Street, Bellaire, Michigan 49615, for the Antrim County Sheriff's Office (Member). DTMB and the Member together are referred to as the "Parties."

WHEREAS, the State is the owner of the MPSCS, a public safety communications network, comprised of real and personal property, including communications towers, buildings, equipment and other related facilities and fixtures necessary for the operation and safety of the System;

WHEREAS, fire-paging communications are not currently provided by the System;

WHEREAS, the Member has submitted to DTMB an application for co-location of fire-paging equipment on MPSCS Tower Sites: 7904 located at 1243 Morris Rd, East Jordan, Antrim County, MI, 49727; 7905 located at 8501 Dundas Road NW, Alden, Kalkaska County, MI, 49676, and 7906 located at 15500 N. Crooked Lake Road, Mancelona, Kalkaska County, MI, 49659 (Premises). DTMB has approved the application for co-location on the Premises. The Member's MPSCS Co-location Application is attached as Exhibit A;

WHEREAS, the State Building Authority (SBA) leases to the State Tower Sites 7904, 7905, and 7906 in accordance with a lease dated May 1, 2001 (SBA Lease). The SBA Lease is attached as Exhibit C;

WHEREAS, DTMB licenses State property in accordance with 1984 PA 431 and manages and operates the MPSCS, including providing communications co-location support to MPSCS members;

WHEREAS, the Parties desire to enter into this Agreement in which the State grants Member a license to install, operate, and maintain the Member's fire-paging equipment (Equipment) on the Premises, and

WHEREAS, Member is in good standing and represents it is in compliance with all terms and conditions of its MPSCS Member Subscriber Agreement dated February 22, 2007.

In consideration of the Parties' mutual promises, covenants, and understandings the Parties agree:

Grant of License.

- A. The State grants Member a non-proprietary, non-exclusive, revocable license to install, operate, and maintain its Equipment on the Premises, pursuant to this Agreement.
- B. The Member must work exclusively with DTMB, or its successors, in connection with the use of the Premises and the Member's performance under this Agreement.

1. The Licensed Premises Include.

- A. The locations at Tower Sites 7904, 7905, and 7906 (Licensed Premises), identified in attached Exhibit D for the purpose of installing the Equipment on the Licensed Premises.
- B. Access to the Tower Site Sites 7904, 7905, and 7906 to install, maintain, repair, or replace the Equipment.

2. Term.

- A. The initial term of this Agreement is 10 years from its effective date, unless terminated earlier.
- B. Provided Member is not in default under any MPSCS Agreement; this Agreement has not expired or been terminated; and the Member notifies DTMB at least 60 days before the expiration of the initial term, DTMB will have the option to renew this Agreement or negotiate new terms with Member for continued use of the Licensed Premises.

3. Termination.

- A. DTMB may terminate this Agreement:
 - i. immediately, upon notification of any suspension, revocation, and/or termination of any approval, permit, or license, including but not limited to, Member's Federal Communications Commission (FCC) license to operate Member's Equipment;
 - ii. immediately, upon termination of Member's MPSCS Membership Agreement;
 - iii. immediately, if the MPSCS offers fire-paging communications to Members; and

- iv. upon 30 days advance written notice if any of the following occur:
 - a. the Internal Revenue Service, the SBA, or its/their legal counsel determine that the Member's use of the Licensed Premises could jeopardize the tax-exempt bond financing of the MPSCS or otherwise violate the SBA Leases;
 - b. Member, or any contractor, subcontractor, manufacturer or supplier of the Member, appears in the register compiled by the State of Michigan pursuant to 1980 PA 278, MCL 423.321 *et seq.*, (Employers Engaging in Unfair Labor Practices Act);
 - c. Member, or any contractor or subcontractor of the Member, violates the nondiscrimination covenants in Section 13 of this Agreement;
 - d. Member fails to correct the Equipment causing tower overload or frequency interference with other equipment within 90 days after Member receives notice from DTMB of the problem.
- B. Either Party may terminate this Agreement without cause by providing 30 days advance written notice of termination to the other Party.
- C. Member agrees it must promptly, and within 30 days of giving or receiving notice of termination, remove the Equipment from the Licensed Premises at Member's sole cost.

4. Installation and Maintenance of Member Equipment.

- A. The Equipment that may be installed on the Licensed Premises is identified in Exhibit B for each Site.
- B. The Equipment must be installed in conformance with the MPSCS Standards of Work System Installation requirements.
- C. Member must retain the services of a qualified contractor approved by DTMB to maintain and repair the Equipment, and must maintain a current list of authorized contactors in the locations designated by DTMB at Tower Sites 7904, 7905, and 7906. This list must also be provided to the MPSCS Network Communications Center (NCC) Manager.
- D. DTMB will permit unescorted Member access to the Licensed Premises for installation, repair, maintenance, or removal of the Equipment, provided Member and its authorized contractors fully comply with the current MPSCS Co-location Tower Site Access Policy.

5. Electricity, Uninterrupted Power Source, Generator Power.

DTMB will provide electricity, with a back-up generator for the Equipment at no cost to Member. DTMB is not liable to Member for any loss or interruption of electricity. Member may install an Uninterrupted Power Source at its own expense.

6. Federal and State Licensing Requirements.

Member must obtain and maintain in its own name and must provide DTMB, upon request, copies of all appropriate approvals, permits, or licenses for operation of the Equipment, including but not limited to, Member's FCC license. If the Member's FCC license, any other approval, or permit to operate the Equipment is suspended, revoked, or terminated, Member must immediately notify DTMB and must promptly, within 30 days of receipt of the notice of suspension, revocation, or termination, remove the Equipment from the Licensed Premises.

7. Tower Loading and Radio Interference.

A. Member must not permit the towers on the Premises to exceed designed equipment load limits. Additionally, Member must not do anything that would cause intermodal interference with the MPSCS' equipment.

B. Member agrees to install Equipment that will not cause measurable interference to the equipment on the Premises. The Equipment must not create a nuisance to the State, MPSCS, local residents, or other telecommunication users. Member must cooperate with DTMB, to the extent reasonably necessary, to determine the source of any interference. If the Equipment causes measurable interference, and after DTMB has notified the Member of the interference, Member will take all necessary steps to correct and eliminate the interference within 48 hours of notice of interference, at Member's expense. If the interference is disrupting or substantially reducing the continuous nature and required quality of the System's communications, Member must immediately undertake all actions necessary to eliminate or remedy the interference. Member must cooperate with DTMB, and other licensees on the Premises, to the extent reasonably necessary to determine the source and correction of any interference. DTMB agrees to include this interference resolution requirement in all licenses granted for this tower.

8. Damage Caused by Member.

Member must pay for any damages to the System or the Premises caused by the Equipment, or in the operation, installation, maintenance, use, or removal of the Equipment. DTMB will repair or replace any Equipment it damages in the operation, maintenance, use, and installation, or removal of MPSCS equipment.

9. Casualty.

- A. If the Licensed Premises become inoperable due to fire or other casualty, the Member may terminate this Agreement upon 30 days advance written notice to DTMB. Member's election to terminate under this Section must be made within 90 days after the casualty occurs.
- B. If the failure of any MPSCS structure or equipment on the Premises interrupts Member's ability to operate the Equipment, Member may, upon 30 days advance written notice to DTMB, terminate this Agreement.
- C. DTMB is under no obligation to Member to rebuild any Premises destroyed by a casualty.
- D. DTMB is under no obligation to maintain the Premises for the benefit of the Member or the Equipment.

10. Suitability, Insurance, and Indemnification.

- A. DTMB makes no representations as to the suitability of the Licensed Premises for the Member's use or that DTMB maintains any insurance to insure Member, its employees, agents, contractors, subcontractors, or service providers against any claims, demands, actions, suits, or causes of action, and judgments, settlements, or recoveries, for bodily injury or property damage arising out of the condition of the Premises or any other equipment or facilities operated by DTMB or anything contained in this Agreement. DTMB is not obligated under this Agreement to obtain any insurance for Member's benefit. All insurance coverage provided relative to this Agreement is primary and non-contributing to any comparable liability insurance (including self-insurances) carried by the State.
- B. Member must purchase and maintain insurance during all periods of occupancy on the Premises, including any holdover period, to protect against claims which may arise out of, or result from its operations, under this Agreement as follows:
 - i. Member must carry Commercial General Liability coverage. This coverage must include bodily injury, personal injury, property damage, and contractual liability subject to limits of not less than \$1,000,000 each occurrence and when applicable, \$1,000,000 annual aggregate. This coverage must include the State of Michigan, its departments, divisions, agencies, offices, boards, commissions, officers, employees and agents as additional insured, only as respects liability directly arising from Member's use of the Licensed Premises.
 - ii. Member must have insurance for benefits payable under Michigan's Workers' Disability Compensation Law, including coverage for bodily injury, occupational sickness or disease, or death of Member's employees.

iii. Member must carry Commercial Motor Vehicle insurance, including hired and none owned coverage or its equivalent subject to limits of liability of not less than \$1,000,000 per occurrence for bodily injury and property damage combined.

iv. If Member fails to pay any premium for required insurance, or if any insurer cancels or significantly reduces any required insurance without the DTMB's written consent, at DTMB's election (but without any obligation to do so) after DTMB has given Member at least 30 days prior written notice, DTMB may pay such premium or procure similar insurance coverage from another company or companies and Member must pay the entire cost upon DTMB's demand.

v. Member's compliance with the insurance requirements will not relieve Member of its obligations under its indemnification or other obligations under this Agreement.

vi. Member must provide insurance from an insurance company or municipal self-insurance organization authorized to do business in the State of Michigan.

vii. Insurance Certificates.

a. Members must provide DTMB within 30 calendar days following the effective date of this Agreement and before installation of Member Equipment on the Licensed Premises, and every year after while this Agreement is in effect, certificate(s) of insurance verifying liability coverage and listing the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees and agents as additional insured.

b. The insurance certificate(s) must provide that the policies of insurance will not be modified, cancelled, or allowed to expire without first giving 30 days prior written notice to DTMB.

C. Waiver of Subrogation.

Member releases the State from any claim for recovery for any loss or damage which is insured under valid and collectible insurance policies to the extent of any recovery collectible under such insurance.

D. Indemnification.

i. Member must indemnify State, its departments, divisions, agencies, offices, boards, commissions, officers, employees and agents, and hold it harmless from any and all claims for, arising from any breach or default in the performance of this License. Member must also indemnify the State, its departments, divisions, agencies, offices, commissions, officers, employees and agents and hold it harmless from any and all

claims, damages, and liabilities arising from any accident or injury arising from Member's use of the Premises and the acts of Member's employees. Member's indemnification obligation includes all costs, counsel fees, expenses, and liabilities incurred by State in connection with any claim, action, or proceedings brought under the License. Indemnity does not apply to claims, damages, or liabilities arising from the State's, its departments, divisions, agencies, offices, commissions, officers, employees and agents' sole negligence relating to this Agreement and is not to be construed as a waiver of governmental immunity.

ii. Member agrees that every contract entered into for the performance of this License will contain an identical provision to Section 12.D.i above, requiring the Member's contractors' to indemnify the Member and the State, its departments, divisions, agencies, offices, commissions, officers, employees and agents. Member must provide DTMB with a copy of the contract evidencing this requirement prior to the contractor(s) commencing work on the Licensed Premises.

iii. Member's and its contractor(s) indemnification obligations survive the termination of this Agreement.

11. Non-Discrimination.

In performing this Agreement, neither Member nor the State shall discriminate against any employee or applicant for employment, with respect to their hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Member and State agree that every contract or subcontract entered into for the performance of this Agreement will contain a provision requiring non-discrimination in employment, as herein specified, binding upon each subcontractor. This covenant is required pursuant to the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101 *et seq.*, and the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101 *et seq.* Any breach of this provision, as determined by a court of competent and final jurisdiction, that is not corrected by the offending party, shall result in termination of this Agreement.

12. Unfair Labor Practices.

DTMB may void this Agreement, if the Member or any of its contractors, subcontractors, manufacturers, or suppliers appear in the register compiled pursuant to 1980 PA 278, MCL 423.321 *et seq.* (Employers Engaging in Unfair Labor Practices Act).

13. Notices.

All notices given under this Agreement, except for emergency requests which must be made to the NCC at (517) 333-5050, must be made in writing. All notices must be sent to the Parties as follows:

To: MEMBER
Antrim County Sheriff's Office
107 Grove Street
P.O. Box
Bellaire, Michigan 49615
Attn: Sgt. Steve Bratschi

To: DTMB
MPSCS
4000 Collins Road
P.O. Box 30631
Lansing, MI 48909-8131
Attn: Director MPSCS

14. Governing Law.

This Agreement is governed by and construed in accordance with the laws of the State of Michigan.

15. Amendments.

This Agreement may not be amended except by a written agreement of the Parties.

16. Waiver.

The failure of a party to insist upon strict adherence to any term of this Agreement must not be considered a waiver or deprive the party of the right thereafter to insist upon the strict adherence to that term of the Agreement.

17. Entire Agreement and Order of Priority.

This Agreement represents the entire agreement between the Parties regarding Member's co-location at Tower Sites 7904, 7905, and 7906 and supersedes all proposals, prior agreements (oral or written), and all other communications between the Parties relating to matters covered in the Agreement.

18. Invalidity.

In the event any provision of the Agreement is found to be invalid or unenforceable, such finding must not affect the invalidity enforceability of the remaining provisions of this Agreement. The failure of either party to insist upon strict performance of any of the terms or conditions of this Agreement or to exercise any of its rights under the

Agreement must not waive such rights and such Party must have the right to enforce such rights at any time and take such action as may be lawful and authorized under this Agreement, either in law or in equity.

19. Successors and Assignment.

This Agreement is binding upon and inures to the benefit of the respective successors of the Parties. Member must not assign, transfer, pledge, mortgage or encumber the Licensed Premises.

20. No Sublicensing.

Member must not sublease, sublicense, or sublet the Licensed Premises.

21. Effective Date.

This Agreement's effective date is the date it is approved by the State Administrative Board.

22. Subordination.

The State reserves the right to subject and subordinate this license to any mortgage in the State's interest in the Licensed Premises or as required by the terms of any SBA financing and the SBA Lease.

23. Subcontracting.

Member, and its subcontractors, must comply with all requirements in this Agreement; Executive Order 2003-1 dated January 2, 2003; and all other applicable rules, regulations, guidelines, and laws regarding subcontracting.

24. Force Majeure.

The time of performing any duty or obligation of the State or the Member must be extended for the period during which performance was delayed or impeded by reason of riots, insurrections, war, fire, casualty, earthquake, acts of nature, governmental action or other reasons of a like nature not the fault or, in the case of governmental action, not reasonably within the control of the party required to perform such duty or obligation.

25. Section Headings.

Section headings are provided for convenience and must not control the interpretation of this Agreement.

26. Counterparts.

This Agreement may be signed in counterparts, each of which has the force of an original, and all of which constitute one document.

27. Authority to Contract.

Each Party represents that it has the power to enter into this Agreement and that the person signing the Agreement has the authority to bind its respective Party.

This Agreement has been executed by the Parties on the dates shown below.

SIGNATURE PAGES FOLLOW

ANTRIM COUNTY, MICHIGAN:

By: Laura Stanek
Laura Stanek

Its: Chair, Board of Commissioners

Date: 6-14-2012

A copy of the Member's Board of Commissioners Resolution approving this Agreement, and the person authorized to execute the Agreement is attached.

STATE OF MICHIGAN:
Department of Technology, Management and Budget

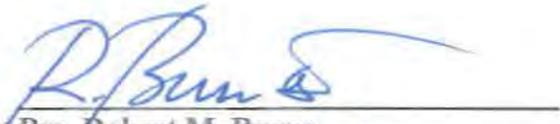


By: Bradley A. Stoddard

Its: Director MPSCS

Date: 6-22-2012

STATE OF MICHIGAN:
Department of Technology, Management
and Budget



By: Robert M. Burns
Its: Interim Director, Real Estate Division
Date: 7/27/12

APPROVED
State Administrative Board

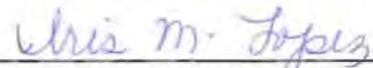
JUL 24 2012

Department of Technology,
Management & Budget

The State Administrative Board approved this Agreement on: _____

Item No. 11

This Agreement approved as to legal form:


By: Iris M. Lopez, Assistant Attorney General
Date: 6-22-12