

# **Health and Public Safety Committee**

*Christian Marcus*

*Karen Bargy, Chairman*

*Robert Wilson*

November 18, 2016

To: **Health and Public Safety Committee**

From: **Pete Garwood, County Administrator**

Re: **Meeting Notice**

The Health, Animal Control and Public Safety Committee meeting will be held on

**Tuesday, November 22, 2016**

Antrim County Building, **Room 211**  
203 East Cayuga Street, Bellaire, Michigan.

## **Agenda items include:**

- 9:00 a.m. Public Comment
- 9:01 a.m. Commission on Aging – Judy Parliament  
- Financial Reports – ***attached pgs. 2-7***
- 9:10 a.m. Airport Update – John Strehl  
- Financial Reports – ***attached pgs. 8-9***  
- Airport Consulting Services – ***attached pgs. 10-12***
- 9:25 a.m. ACT Update – Al Meacham  
- Financial Reports – ***attached pgs. 13-14***
- 9:35 a.m. Sheriff Department Update – Sheriff Dan Bean  
- Animal Control Report – ***attached pg. 15***  
- Jail Physician and Nurse Contracts – ***attached pgs. 16-18***  
- Telerad Contract – ***attached pgs. 19-24***  
- Medical Marihuana Grant – ***attached pgs. 25-30***  
- Rave Mobile Safety Agreement – ***attached pgs. 31-34***
- 10:00 a.m. Sanitary Code Revision – Karen Bargy
- 10:15 a.m. Health Department Appropriation
- 10:30 a.m. Emergency Services Update– ***attached pg. 35*** - Leslie Meyers  
- Address Sign Grant – ***attached pgs. 36-37***
- 10:45 a.m. Various Matters
- 10:50 a.m. Public Comment

Please call the Administration and Planning office if you have any questions or concerns.

If you wish to attend this meeting and require special assistance, please contact the Administration Office by writing P.O. Box 187, Bellaire, MI 49615; emailing: [countyadmin@antrimcounty.org](mailto:countyadmin@antrimcounty.org); or calling 231-533-6265.

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 297000	COMMISSION	ON AGING					
10/01/2016			297000-000-001.000 CASH CONTROL			BEG. BALANCE	640,344.29
10/03/2016	CR	RCPT	Imported Subsidiary Database Receipt	21309	1,827.14		642,171.43
10/04/2016	CD	CHK	DELAGE LANDEN FINANCIAL SER. INC	52515		307.40	641,864.03
10/04/2016	CD	CHK	CONSUMERS ENERGY	52516		1,203.43	640,660.60
10/04/2016	CD	CHK	DTE ENERGY	52517		134.25	640,526.35
10/04/2016	CD	CHK	FRONTIER	52518		149.71	640,376.64
10/04/2016	CD	CHK	MIGHTY MOW LAWN CARE	52519		60.00	640,316.64
10/04/2016	CD	CHK	PRAIRIE FARMS DAIRY	52520		325.08	639,991.56
10/04/2016	CD	CHK	EARTHGRAINS BAKING CO	52521		38.65	639,952.91
10/04/2016	CD	CHK	DELIVERY CONCEPTS	52522		23.15	639,929.76
10/04/2016	CD	CHK	CONTINENTAL LINEN SERVICE	52523		579.26	639,350.50
10/04/2016	CD	CHK	ANTRIM COUNTY TRANSPORTATION	52524		1,436.53	637,913.97
10/04/2016	CD	CHK	QUILL	52525		550.08	637,363.89
10/04/2016	CD	CHK	GORDON FOOD SERVICE	52526		3,706.37	633,657.52
10/04/2016	CD	CHK	JA FOODSERVICE	52527		1,360.55	632,296.97
10/04/2016	CD	CHK	NANASP	52528		25.00	632,271.97
10/04/2016	CD	CHK	MI COUNTIES WORKERS' COMP FUND	52529		4,035.00	628,236.97
10/05/2016	CD	CHK	MDSA	52542		89.00	628,147.97
10/06/2016	GJ	JE	DEPOSIT SLIP CHARGE	18873		2.10	628,145.87
10/07/2016	CR	RCPT	Imported Subsidiary Database Receipt	21380	567.92		628,713.79
10/07/2016	CR	RCPT	Imported Subsidiary Database Receipt	21383	10,941.09		639,654.88
10/10/2016	CD	CHK	BETH LACY	52571		31.71	639,623.17
10/10/2016	CD	CHK	DUNN'S BUSINESS SOLUTIONS	52572		563.45	639,059.72
10/10/2016	CD	CHK	US DIARY	52573		381.60	638,678.12
10/10/2016	CD	CHK	SHANON M. BUNTJER	52574		72.33	638,605.79
10/10/2016	CD	CHK	SHELLI GUTHRIE	52575		200.00	638,405.79
10/10/2016	CD	CHK	KENNETH OSAER	52576		588.99	637,816.80
10/10/2016	CD	CHK	MISC PETTY CASH/JUDY PARLIAMENT	52577		159.51	637,657.29
10/12/2016	POOL	JE	TRIBUNAL ADJUSTMENTS	18919		105.32	637,551.97
10/12/2016	CD	CHK	PEGGY CRIDER	52609		99.68	637,452.29
10/12/2016	CD	CHK	MARIE CZARNECKI	52610		23.24	637,429.05
10/12/2016	CD	CHK	AMY HYNES	52611		22.84	637,406.21
10/12/2016	CD	CHK	STEPHANIE JOHNSON	52612		282.80	637,123.41
10/12/2016	CD	CHK	MIKE LABEAU	52613		152.32	636,971.09
10/12/2016	CD	CHK	PAUL TATE	52614		169.12	636,801.97
10/12/2016	CD	CHK	BILLIE TREMBLAY	52615		3.92	636,798.05
10/12/2016	CD	CHK	KRISTY WINDISH	52616		213.36	636,584.69
10/13/2016	PR	CHK	SUMMARY PR 10/13/2016			24,536.30	612,048.39
10/13/2016	CD	CHK	VISA	52763		1,580.93	610,467.46
10/17/2016	CR	RCPT	Imported Subsidiary Database Receipt	21440	714.20		611,181.66
10/17/2016	CD	CHK	CENTURY LINK	52770		7.62	611,174.04
10/17/2016	CR	RCPT	COA DEL 2015 PP	21455	7.39		611,181.43
10/18/2016	CR	RCPT	Imported Subsidiary Database Receipt	21462	1,846.86		613,028.29
10/18/2016	CD	CHK	GTCPR	52789		140.00	612,888.29
10/18/2016	CD	CHK	AT&T	52790		172.91	612,715.38
10/18/2016	CR	RCPT	Imported Subsidiary Database Receipt	21472	7,565.00		620,280.38
10/19/2016	CD	CHK	JEAN BEDELL	52803		60.00	620,220.38
10/19/2016	CD	CHK	MANCERLONA TWP TREASURER	52804		798.00	619,422.38
10/19/2016	CD	CHK	AMERICAN WASTE/NORTH COUNTRY	52805		158.50	619,263.88
10/19/2016	CD	CHK	ANTRIM COUNTY TRANSPORTATION	52806		490.00	618,773.88
10/24/2016	CR	RCPT	Imported Subsidiary Database Receipt	21534	1,020.57		619,794.45
10/24/2016	CR	RCPT	DDA RECAPTURE REIMBURSEMENT	21536	338.55		620,133.00
10/25/2016	CD	CHK	US POSTAL SERVICE	52831		182.35	619,950.65
10/26/2016	CD	CHK	MARY APCZYNSKI	52858		49.61	619,901.04
10/26/2016	CD	CHK	BETH LACY	52859		61.57	619,839.47
10/26/2016	CD	CHK	KENNETH OSAER	52860		346.33	619,493.14
10/26/2016	CD	CHK	SHELLI GUTHRIE	52861		200.00	619,293.14
10/26/2016	CD	CHK	PEGGY CRIDER	52852		89.60	619,203.54
10/26/2016	CD	CHK	MARIE CZARNECKI	52853		22.68	619,180.86
10/26/2016	CD	CHK	STEPHANIE JOHNSON	52854		229.04	618,951.82
10/26/2016	CD	CHK	MIKE LABEAU	52855		168.56	618,783.26
10/26/2016	CD	CHK	BILLIE TREMBLAY	52856		141.12	618,642.14
10/26/2016	CD	CHK	KRISTY WINDISH	52857		290.08	618,352.06
10/27/2016	PR	CHK	SUMMARY PR 10/27/2016			18,620.92	599,731.14
10/27/2016	CR	RCPT	Imported Subsidiary Database Receipt	21564	814.47		600,545.61
10/27/2016	CD	CHK	THE FLOUR POT	52878		43.00	600,502.61
10/27/2016	CD	CHK	MIKE MILLS	52880		40.00	600,462.61
10/27/2016	CD	CHK	SHIRLEY'S CAFE	52881		351.75	600,110.86
10/27/2016	CD	CHK	BC PIZZA	52882		105.00	600,005.86
10/27/2016	CD	CHK	FRONTIER	52883		146.07	599,859.79
10/27/2016	CD	CHK	NORTHWEST MI COMMUNITY HEALTH	52884		760.00	599,099.79
10/27/2016	CD	CHK	SENIOR VOLUNTEER PROGRAMS	52885		592.23	598,507.56
10/27/2016	CD	CHK	SPARTAN STORES LLC	52886		23.97	598,483.59
10/27/2016	CD	CHK	EARTHGRAINS BAKING CO	52887		108.25	598,375.34
10/27/2016	CD	CHK	PRAIRIE FARMS DAIRY	52888		598.50	597,776.84
10/27/2016	CD	CHK	CYMAN GARDENS AND LANDSCAPING	52889		480.00	597,296.84
10/27/2016	CD	CHK	ANTRIM COUNTY TRANSPORTATION	52890		2,052.19	595,244.65
10/27/2016	CD	CHK	VILLAGE OF BELLAIRE	52895		236.11	595,008.54
10/27/2016	CD	CHK	GORDON FOOD SERVICE	52898		8,990.21	586,018.33
10/27/2016	CR	RCPT	Imported Subsidiary Database Receipt	21568	2,375.50		588,393.83
10/28/2016	CR	RCPT	Imported Subsidiary Database Receipt	21575	146.50		588,540.33
10/31/2016	CR	RCPT	Imported Subsidiary Database Receipt	21588	105.20		588,645.53
10/31/2016	CR	RCPT	Imported Subsidiary Database Receipt	21589	50.00		588,695.53
10/31/2016			297000-000-001.000	END BALANCE	28,320.39	79,969.15	588,695.53

REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY  
 PERIOD ENDING 10/31/2016  
 % Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 10/31/2016	ACTIVITY FOR MONTH 10/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 297000 - COMMISSION ON AGING						
Revenues						
Dept 000						
297000-000-403.000	CURRENT TAX COUNTY	616,714.00	620,609.68	0.00	(3,895.68)	100.63
297000-000-407.000	DELINQUENT TAX COUNTY	41,576.00	40,513.10	(105.32)	1,062.90	97.44
297000-000-412.000	DDA RECAPTURE REIMBURSEMENT	375.00	338.55	338.55	36.45	90.28
297000-000-417.000	PERSONAL PROP. TAX-COUNTY PORTION	34,647.00	31,058.50	0.00	3,588.50	89.64
297000-000-423.000	INDUSTRIAL FACILITIES TAX	500.00	330.52	0.00	169.48	66.10
297000-000-424.000	COMM FOREST RESR-CO PORTION	75.00	96.89	0.00	(21.89)	129.19
297000-000-425.002	P.I.L.T.	2,500.00	2,566.05	0.00	(66.05)	102.64
297000-000-426.010	SUMMER TAX INTEREST	115.00	73.89	0.00	41.11	64.25
297000-000-522.001	FEDERAL - CONGREGATE MEALS - U.S.D.A	17,626.00	16,681.82	0.00	944.18	94.64
297000-000-522.002	FEDERAL - HOME DELIVERED - U.S.D.A.	16,659.00	15,707.87	0.00	951.13	94.29
297000-000-565.001	FROM STATE - AGING - C-1	41,040.00	32,561.16	3,615.67	8,478.84	79.34
297000-000-565.002	FROM STATE - AGING - C-2	55,175.00	53,221.66	4,639.42	1,953.34	96.46
297000-000-565.008	FEMA	1,000.00	1,850.50	0.00	(850.50)	185.05
297000-000-565.012	STATE - CARE MANAGEMENT	35,000.00	26,612.00	2,175.85	8,388.00	76.03
297000-000-586.001	CONTRACTED WAIVER PAYMENT	50,000.00	32,508.10	4,400.40	17,491.90	65.02
297000-000-586.004	MIPPA REIMBURSEMENT	2,000.00	1,100.00	0.00	900.00	55.00
297000-000-640.040	AGING PROJECT INCOME-MEALS-DINING	7,000.00	1,851.00	9.00	5,149.00	26.44
297000-000-640.041	AGING PROJECT INCOME - MEALS - BELLAIRE	17,200.00	25,847.99	2,434.20	(8,647.99)	150.28
297000-000-640.042	AGING PROJ. INCOME - MEALS - CENTRAL LA	6,800.00	3,301.75	0.00	3,498.25	48.56
297000-000-640.045	AGING PROJ. INCOME - MEALS - ELK RAPIDS	10,500.00	6,311.76	0.00	4,188.24	60.11
297000-000-640.047	AGING PROJECT INCOME - MEALS - MANCELON	11,500.00	7,016.38	0.00	4,483.62	61.01
297000-000-640.048	MEMORIALS - AGING	5,000.00	1,010.00	10.00	3,990.00	20.20
297000-000-640.049	HOME CHORE	18,000.00	710.00	0.00	17,290.00	3.94
297000-000-640.050	AGING PROJ. INCOME - HOME DELIVERED MEA	28,000.00	15,043.40	1,284.50	12,956.60	53.73
297000-000-640.060	SENIOR TRIPS	500.00	6,799.00	420.00	(6,299.00)	1,359.80
297000-000-641.001	AGING - NIFTY THRIFTY SALES	38,000.00	30,035.87	2,348.29	7,964.13	79.04
297000-000-641.003	SENIOR ACTIVITIES	500.00	120.00	120.00	380.00	24.00
297000-000-641.004	AGING - FROM OUTSIDE FUND RAISERS	2,200.00	5,544.50	1,055.00	(3,344.50)	252.02
297000-000-641.005	AGING - MISCELLANEOUS	1,500.00	1,503.50	450.00	(3.50)	100.23
297000-000-641.006	BUSINESS OPERATIONS	8,000.00	6,089.03	486.00	1,910.97	76.11
297000-000-641.007	CSS HOMEMAKER IN HOME SERVICES	6,000.00	3,412.11	386.50	2,587.89	56.87
297000-000-641.008	CSS PERSONAL CARE IN HOME SERVICES	7,500.00	6,432.42	546.47	1,067.58	85.77
297000-000-641.009	CSS AGING - RESPITE CARE	5,000.00	4,014.49	668.25	985.51	80.29
297000-000-641.010	TRUCK FUND SPECIAL FUNDRAISER	0.00	235.00	0.00	(235.00)	100.00
297000-000-641.012	RESTRICTED DONATION-NIFTY THRIFTY ONLY	0.00	2,917.00	50.00	(2,917.00)	100.00
297000-000-641.013	SPECIALIZED FUNDRAISERS	0.00	587.00	62.00	(587.00)	100.00
297000-000-665.000	INTEREST EARNED INVEST & CDS	950.00	1,796.86	(2.10)	(846.86)	189.14
297000-000-669.000	RENTS	1,500.00	2,100.00	100.00	(600.00)	140.00
297000-000-675.000	CONTRACT TRANSPORTATION/SENIOR COMPANIO	9,000.00	10,921.00	2,712.90	(1,921.00)	121.34
297000-000-698.001	UNREALIZED GAIN/LOSS	5.00	83.70	0.00	(78.70)	1,674.00
Total Dept 000		1,099,657.00	1,019,514.05	28,205.58	80,142.95	92.71
TOTAL Revenues		1,099,657.00	1,019,514.05	28,205.58	80,142.95	92.71
Expenditures						
Dept 000						
297000-000-933.000	BANKING SERVICE FEES	40.00	27.00	0.00	13.00	67.50
Total Dept 000				0.00	13.00	67.50

REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY  
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GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 10/31/2016	ACTIVITY FOR MONTH 10/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 297000 - COMMISSION ON AGING						
Expenditures						
Dept 668-AGING - HOMECHORE						
297000-668-802.000	CONTRACTUAL SERVICES-IN HOME	5,000.00	100.00	0.00	4,900.00	2.00
297000-668-861.000	TRAVEL	200.00	0.00	0.00	200.00	0.00
297000-668-931.000	PLOWING	55,000.00	33,035.00	0.00	21,965.00	60.06
<b>Total Dept 668-AGING - HOMECHORE</b>		<b>60,200.00</b>	<b>33,135.00</b>	<b>0.00</b>	<b>27,065.00</b>	<b>55.04</b>
Dept 672-AGING - TITLE III C1 CONGREGATE MEALS						
297000-672-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	12,770.00	10,779.05	903.81	1,990.95	84.41
297000-672-705.000	OTHER WAGES	42,649.00	36,823.89	3,400.02	5,825.11	86.34
297000-672-708.000	WAGES - PART TIME	68,789.00	40,186.29	3,766.82	28,602.71	58.42
297000-672-715.000	FICA - COUNTY SHARE	9,575.00	6,715.84	617.39	2,859.16	70.14
297000-672-718.000	RETIREMENT - COUNTY SHARE	7,197.00	6,078.89	549.60	1,118.11	84.46
297000-672-724.000	WORKERS' COMPENSATION	9,876.00	9,841.45	2,469.00	34.55	99.65
297000-672-725.000	TRAINING	500.00	25.00	25.00	475.00	5.00
297000-672-741.000	OPERATING SUPPLIES	4,500.00	2,502.48	271.77	1,997.52	55.61
297000-672-742.000	UNIFORMS	2,800.00	2,182.66	275.94	617.34	77.95
297000-672-802.000	CONTRACTUAL SERVICES	750.00	688.96	69.61	61.04	91.86
297000-672-802.016	CONTRACTUAL SERVICES-DINING OUT	7,000.00	5,334.00	456.75	1,666.00	76.20
297000-672-807.000	DUES & SUBSCRIPTIONS	950.00	848.30	253.80	101.70	89.29
297000-672-814.001	RAW FOOD COST	75,000.00	52,018.64	6,326.05	22,981.36	69.36
297000-672-814.002	DISPOSABLES	8,000.00	4,607.08	604.50	3,392.92	57.59
297000-672-855.000	TELEPHONE	1,800.00	1,691.17	172.91	108.83	93.95
297000-672-861.000	TRAVEL	750.00	250.88	169.12	499.12	33.45
297000-672-922.000	GAS	3,000.00	1,956.56	134.25	1,043.44	65.22
297000-672-932.000	BUILDING MAINTENANCE	2,000.00	156.01	0.00	1,843.99	7.80
297000-672-933.001	EQUIPMENT MAINTENANCE	5,000.00	2,119.19	0.00	2,880.81	42.38
297000-672-935.000	TRASH REMOVAL	1,300.00	1,035.00	103.50	265.00	79.62
297000-672-940.000	RENT BUILDING SPACE	11,600.00	7,950.00	798.00	3,650.00	68.53
297000-672-980.000	EQUIPMENT-COA-TITLE III-C1	2,500.00	984.54	36.19	1,515.46	39.38
<b>Total Dept 672-AGING - TITLE III C1 CONGREGATE MEALS</b>		<b>278,306.00</b>	<b>194,775.88</b>	<b>21,404.03</b>	<b>83,530.12</b>	<b>69.99</b>
Dept 674-AGING - TITLE III C2 HOME DELIVERED MEAL						
297000-674-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	11,788.00	10,134.79	1,019.19	1,653.21	85.98
297000-674-705.000	OTHER WAGES	39,368.00	34,686.86	3,834.07	4,681.14	88.11
297000-674-708.000	WAGES - PART TIME	15,727.00	12,695.28	1,350.32	3,031.72	80.72
297000-674-715.000	FICA - COUNTY SHARE	5,117.00	4,400.04	474.58	716.96	85.99
297000-674-718.000	RETIREMENT - COUNTY SHARE	6,533.00	5,723.72	619.76	809.28	87.61
297000-674-802.000	CONTRACTUAL SERVICES	1,000.00	357.50	0.00	642.50	35.75
297000-674-807.000	DUES & SUBSCRIPTIONS	1,000.00	880.70	286.20	119.30	88.07
297000-674-814.001	RAW FOOD COST	68,000.00	44,032.47	6,293.21	23,967.53	64.75
297000-674-814.002	DISPOSABLES	18,000.00	8,535.05	1,385.77	9,464.95	47.42
297000-674-855.000	TELEPHONE	100.00	56.92	0.00	43.08	56.92
297000-674-864.000	VEHICLE MAINTENANCE	5,000.00	4,633.32	2,004.57	366.68	92.67
297000-674-865.000	GAS AND OIL	20,000.00	7,230.24	1,389.78	12,769.76	36.15
297000-674-922.000	GAS	2,000.00	0.00	0.00	2,000.00	0.00
297000-674-923.000	WATER	2,000.00	1,978.26	236.11	21.74	98.91
297000-674-980.000	EQUIPMENT-COA-TITLE III C2	1,000.00	0.00	0.00	1,000.00	0.00
<b>Total Dept 674-AGING - TITLE III C2 HOME DELIVERED MEAL</b>		<b>196,633.00</b>	<b>139,345.13</b>	<b>18,893.56</b>	<b>61,287.85</b>	<b>68.83</b>

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Fund 297000 - COMMISSION ON AGING						
Expenditures						
Dept 677-AGING - EVENTS COORDINATOR						
297000-677-705.000	OTHER WAGES	14,345.00	5,570.43	789.17	8,774.57	38.83
297000-677-708.000	WAGES - PART TIME EVENTS	2,895.00	2,140.49	221.58	754.51	73.94
297000-677-715.000	FICA - COUNTY SHARE	1,321.00	667.74	160.57	653.26	50.55
297000-677-718.000	RETIREMENT - COUNTY SHARE	1,835.00	1,079.68	308.48	755.32	58.84
297000-677-719.000	OTHER FINGE - AD&D ETC.	0.00	76.45	27.03	(76.45)	100.00
297000-677-725.000	TRAINING	175.00	175.00	0.00	0.00	100.00
297000-677-802.297	ACTIVITIES - COMM ON AGING	4,000.00	8,879.04	2,118.92	(4,879.04)	221.98
297000-677-861.000	TRAVEL	500.00	0.00	0.00	500.00	0.00
Total Dept 677-AGING - EVENTS COORDINATOR		25,071.00	18,588.83	3,625.75	6,482.17	74.14
Dept 679-AGING - TRANSPORTATION						
297000-679-802.000	CONTRACTUAL SERVICES	10,000.00	8,251.62	983.23	1,748.38	82.52
297000-679-861.000	TRAVEL	6,800.00	5,420.24	544.32	1,379.76	79.71
Total Dept 679-AGING - TRANSPORTATION		16,800.00	13,671.86	1,527.55	3,128.14	81.38
Dept 681-AGING - MEMORIALS						
297000-681-802.000	CONTRACTUAL SERVICES	4,500.00	30.00	0.00	4,470.00	0.67
Total Dept 681-AGING - MEMORIALS		4,500.00	30.00	0.00	4,470.00	0.67
Dept 683-AGING - HEALTH SCREENS						
297000-683-705.000	OTHER WAGES	0.00	62.27	0.00	(62.27)	100.00
297000-683-708.000	WAGES - PART TIME	17,000.00	29,045.25	3,486.80	(12,045.25)	170.85
297000-683-715.000	FICA - COUNTY SHARE	1,300.00	2,226.70	266.74	(926.70)	171.28
297000-683-718.000	RETIREMENT - COUNTY SHARE	0.00	7.95	0.00	(7.95)	100.00
297000-683-861.000	TRAVEL	9,500.00	2,308.20	244.72	7,191.80	24.30
Total Dept 683-AGING - HEALTH SCREENS		27,800.00	33,650.37	3,998.26	(5,850.37)	121.04
Dept 685-AGING-PERSONAL CARE						
297000-685-705.000	OTHER WAGES	5,500.00	290.60	0.00	5,209.40	5.28
297000-685-708.000	WAGES - PART TIME	25,495.00	16,369.55	1,176.01	9,125.45	64.21
297000-685-715.000	FICA - COUNTY SHARE	0.00	1,274.49	89.96	(1,274.49)	100.00
297000-685-718.000	RETIREMENT - COUNTY SHARE	0.00	37.11	0.00	(37.11)	100.00
297000-685-861.000	TRAVEL	15,000.00	6,834.16	629.44	8,165.84	45.56
Total Dept 685-AGING-PERSONAL CARE		45,995.00	24,805.91	1,895.41	21,189.09	53.93
Dept 686-AGING - BUSINESS OPERATIONS						
297000-686-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASS	24,558.00	21,111.81	2,212.68	3,446.19	85.97
297000-686-705.000	OTHER WAGES	30,713.00	22,489.95	2,401.89	8,223.05	73.23
297000-686-708.000	WAGES - PART TIME	36,030.00	11,373.20	707.81	24,656.80	31.57
297000-686-714.000	EMPLOYEE ANNUITY BENEFIT	8,200.00	5,547.05	334.16	2,652.95	67.65
297000-686-714.002	1:1 RATIO ANNUITY BENEFIT	220.00	352.11	(300.86)	(132.11)	160.05
297000-686-715.000	FICA - COUNTY SHARE			297.26	2,550.98	63.48

REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY  
 PERIOD ENDING 10/31/2016  
 % Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 10/31/2016	ACTIVITY FOR MONTH 10/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 297000 - COMMISSION ON AGING						
Expenditures						
297000-686-716.000	HEALTH INSURANCE	55,000.00	46,206.68	5,303.97	8,793.32	84.01
297000-686-716.008	DELTA DENTAL INSURANCE	6,000.00	4,207.80	386.79	1,792.20	70.13
297000-686-718.000	RETIREMENT - COUNTY SHARE	8,124.00	7,551.74	516.80	572.26	92.96
297000-686-719.000	OTHER FINGE - AD&D ETC.	2,450.00	1,764.36	192.61	685.64	72.01
297000-686-724.000	WORKERS' COMPENSATION	9,500.00	5,251.36	1,409.00	4,248.64	55.28
297000-686-725.000	TRAINING	5,800.00	4,932.53	127.53	867.47	85.04
297000-686-727.000	SUPPLIES - OFFICE	4,500.00	3,450.59	398.74	1,049.41	76.68
297000-686-741.000	OPERATING SUPPLIES	1,000.00	1,218.56	157.79	(218.56)	121.86
297000-686-802.000	CONTRACTUAL SERVICES	24,600.00	24,116.22	1,897.95	483.78	98.03
297000-686-807.000	DUES & SUBSCRIPTIONS	600.00	252.00	0.00	348.00	42.00
297000-686-841.000	PHYSICAL EXAMS EMPLOYEES	500.00	345.00	0.00	155.00	69.00
297000-686-852.000	POSTAGE	2,800.00	2,099.88	249.08	700.12	75.00
297000-686-855.000	TELEPHONE	2,500.00	2,091.08	219.33	408.92	83.64
297000-686-861.000	TRAVEL	1,500.00	144.92	22.84	1,355.08	9.66
297000-686-862.000	CONFERENCE/CONVENTION	700.00	270.80	270.80	429.20	38.69
297000-686-864.000	VEHICLE MAINTENANCE	5,000.00	381.29	93.54	4,618.71	7.63
297000-686-865.000	GAS AND OIL	4,200.00	196.06	23.98	4,003.94	4.67
297000-686-881.000	ADVERTISING - RECRUITING	700.00	524.00	0.00	176.00	74.86
297000-686-901.000	PRINTING AND PUBLISHING	4,000.00	1,075.98	456.16	2,924.02	26.90
297000-686-921.000	ELECTRIC	14,000.00	8,593.80	1,104.65	5,406.20	61.38
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	1,280.00	0.00	220.00	85.33
297000-686-932.000	BUILDING MAINTENANCE	20,000.00	245.00	0.00	19,755.00	1.23
297000-686-933.001	EQUIPMENT MAINTENANCE	1,500.00	250.00	0.00	1,250.00	16.67
297000-686-933.002	EQUIP. MAINT. AGREEMENTS	2,200.00	715.20	89.40	1,484.80	32.51
297000-686-934.000	GROUNDS MAINT.	0.00	4,137.14	580.00	(4,137.14)	100.00
297000-686-940.000	RENT BUILDING SPACE	1,620.00	1,560.00	60.00	60.00	96.30
297000-686-980.000	EQUIPMENT	0.00	3,486.00	0.00	(3,486.00)	100.00
<b>Total Dept 686-AGING - BUSINESS OPERATIONS</b>		<b>289,000.00</b>	<b>191,656.13</b>	<b>19,213.90</b>	<b>97,343.87</b>	<b>66.32</b>
Dept 687-AGING - RESPITE						
297000-687-705.000	OTHER WAGES	22,000.00	684.99	0.00	21,315.01	3.11
297000-687-708.000	OTHER WAGES	101,980.00	37,875.90	3,528.03	64,104.10	37.14
297000-687-715.000	FICA - COUNTY SHARE	9,485.00	2,949.92	269.89	6,535.08	31.10
297000-687-718.000	RETIREMENT - COUNTY SHARE	2,810.00	87.47	0.00	2,722.53	3.11
297000-687-861.000	TRAVEL	25,000.00	9,153.35	842.24	15,846.65	36.61
<b>Total Dept 687-AGING - RESPITE</b>		<b>161,275.00</b>	<b>50,751.63</b>	<b>4,640.16</b>	<b>110,523.37</b>	<b>31.47</b>
Dept 688-AGING - NIFTY THRIFTY						
297000-688-705.000	OTHER WAGES	18,675.00	15,061.75	1,438.72	3,613.25	80.65
297000-688-708.000	WAGES - PART TIME	13,884.00	11,298.91	1,100.04	2,585.09	81.38
297000-688-714.002	1:1 RATIO ANNUITY BENEFIT	0.00	116.48	0.00	(116.48)	100.00
297000-688-715.000	FICA - COUNTY SHARE	2,488.00	1,934.46	184.92	553.54	77.75
297000-688-716.000	HEALTH INSURANCE	16,342.68	13,476.32	1,219.31	2,866.36	82.46
297000-688-716.008	DELTA DENTAL INSURANCE	1,500.00	1,159.81	62.08	340.19	77.32
297000-688-718.000	RETIREMENT - COUNTY SHARE	2,755.00	2,448.26	232.07	306.74	88.87
297000-688-719.000	OTHER FINGE - AD&D ETC.	90.00	71.50	7.15	18.50	79.44
297000-688-724.000	WORKERS' COMPENSATION	680.00	119.04	157.00	560.96	17.51
297000-688-741.000	OPERATING SUPPLIES	0.00	589.82	23.97	471.18	52.88

REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY  
 PERIOD ENDING 10/31/2016  
 % Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 10/31/2016	ACTIVITY FOR MONTH 10/31/2016	AVAILABLE BALANCE	% BGD USED
Fund 297000 - COMMISSION ON AGING						
Expenditures						
297000-688-807.000	DUES & SUBSCRIPTIONS	95.00	0.00	0.00	95.00	0.00
297000-688-855.000	TELEPHONE	550.00	425.77	84.07	124.23	77.41
297000-688-901.000	PRINTING AND PUBLISHING	500.00	185.00	0.00	315.00	37.00
297000-688-921.000	ELECTRIC	1,200.00	898.74	98.78	301.26	74.90
297000-688-932.000	BUILDING MAINTENANCE	650.00	0.00	0.00	650.00	0.00
297000-688-935.000	TRASH REMOVAL	650.00	550.00	55.00	100.00	84.62
Total Dept 688-AGING - NIFTY THRIFTY		61,059.68	48,274.86	4,663.11	12,784.82	79.06
Dept 902-CAPITAL OUTLAY-COMPUTERS						
297000-902-980.686	CAPITAL OUTLAY-COMPUTER-COA	3,519.50	3,519.50	0.00	0.00	100.00
Total Dept 902-CAPITAL OUTLAY-COMPUTERS		3,519.50	3,519.50	0.00	0.00	100.00
TOTAL Expenditures		1,170,199.18	748,232.12	79,861.73	421,967.06	63.94
Fund 297000 - COMMISSION ON AGING:						
TOTAL REVENUES		1,099,657.00	1,019,514.05	28,205.58	80,142.95	92.71
TOTAL EXPENDITURES		1,170,199.18	748,232.12	79,861.73	421,967.06	63.94
NET OF REVENUES & EXPENDITURES		(70,542.18)	271,281.93	(51,656.15)	(341,824.11)	384.57
BEG. FUND BALANCE		364,633.72	364,633.72			
END FUND BALANCE		294,091.54	635,915.65			

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GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 11/30/2016	ACTIVITY FOR MONTH 11/30/2016	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 - AIRPORT	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	163,000.00	137,475.13	5,243.71	25,524.87	84.34
581000-000-636.020	AIRPORT - HANGAR, COLD STORAGE	16,500.00	14,406.02	1,814.74	2,093.98	87.31
581000-000-636.060	AIRPORT - PARKING-PLANES	5,000.00	3,995.08	48.45	1,004.92	79.90
581000-000-636.080	AIRPORT - SALE OF SUPPLIES	150.00	64.60	0.00	85.40	43.07
581000-000-636.110	AIRPORT - LANDING FEE	7,500.00	12,544.27	292.60	(5,044.27)	167.26
581000-000-636.120	AIRPORT - SERVICE FEE	6,000.00	4,543.98	404.11	1,456.02	75.73
581000-000-636.130	AIRPORT-LAND LEASE FOR HANGARS	35,500.00	2,579.62	0.00	32,920.38	7.27
581000-000-665.000	INTEREST EARNED INVEST & CDS	550.00	838.17	0.00	(288.17)	152.39
581000-000-669.000	RENTS	0.00	0.00	0.00	0.00	0.00
581000-000-669.001	RENT FROM COUNTY OWNED PROPERTY	12,398.00	12,397.96	0.00	0.04	100.00
581000-000-673.000	SALE OF FIXED ASSETS	8,500.00	0.00	0.00	8,500.00	0.00
581000-000-677.010	REIMBURSE-INSURANCE & BOND-CLAIMS	2,301.45	2,301.45	0.00	0.00	100.00
581000-000-687.000	REFUNDS MISC	0.00	126.78	0.00	(126.78)	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	475.91	0.00	(475.91)	100.00
581000-000-694.000	AIRPORT ROYALTIES - GAS & OIL	3,000.00	225.20	0.00	2,774.80	7.51
581000-000-698.001	UNREALIZED GAIN/LOSS	0.00	51.81	0.00	(51.81)	100.00
581000-000-699.101	FROM GENERAL FUND	249,710.00	249,710.00	0.00	0.00	100.00
581000-000-699.242	TRANSFER IN-FROM ENERGY SAVINGS FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 000		510,109.45	441,735.98	7,803.61	68,373.47	86.60
TOTAL Revenues		510,109.45	441,735.98	7,803.61	68,373.47	86.60
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	58,625.29	51,860.86	2,254.82	6,764.43	88.46
581000-295-703.000	WAGES - DEPUTY#1, OFF MGR, SEC, 1ST ASST	37,104.00	32,023.42	1,427.20	5,080.58	86.31
581000-295-704.000	WAGES - DEPUTY#2, 2ND SEC, 2ND ASST	33,750.00	16,905.76	638.80	16,844.24	50.09
581000-295-705.000	OTHER WAGES	32,039.00	28,348.25	1,277.60	3,690.75	88.48
581000-295-707.000	OTHER WAGES	15,300.00	12,716.36	708.00	2,583.64	83.11
581000-295-708.000	WAGES - PART TIME	2,250.00	2,034.09	0.00	215.91	90.40
581000-295-709.000	OVERTIME AND HOLIDAY	4,500.00	2,169.46	0.00	2,330.54	48.21
581000-295-710.001	PER DIEM - REGULAR	150.00	0.00	0.00	150.00	0.00
581000-295-714.000	EMPLOYEE ANNUITY BENEFIT	13,085.00	11,077.39	501.24	2,007.61	84.66
581000-295-714.002	1:1 RATIO ANNUITY BENEFIT	0.00	366.41	0.00	(366.41)	100.00
581000-295-715.000	FICA - COUNTY SHARE	13,529.00	11,695.67	495.93	1,833.33	86.45
581000-295-716.000	HEALTH INSURANCE	12,600.00	11,905.30	1,253.21	694.70	94.49
581000-295-716.008	DELTA DENTAL INSURANCE	1,100.00	7,752.25	353.46	421.14	90.67

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GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 11/30/2016	ACTIVITY FOR MONTH 11/30/2016	AVAILABLE BALANCE	% BDGT USED
Fund 581000 - AIRPORT OPERATING						
Expenditures						
581000-295-718.000	RETIREMENT - COUNTY SHARE	23,188.00	23,630.78	1,017.23	(442.78)	101.91
581000-295-719.000	OTHER FINGE - AD&D ETC.	2,069.00	1,909.64	179.02	159.36	92.30
581000-295-721.000	PERSONAL LEAVE	2,500.00	0.00	0.00	2,500.00	0.00
581000-295-721.001	VACATION EXPENSE	0.00	0.00	0.00	0.00	0.00
581000-295-724.000	WORKERS' COMPENSATION	8,496.00	8,496.00	0.00	0.00	100.00
581000-295-725.000	TRAINING	600.00	425.00	0.00	175.00	70.83
581000-295-727.000	SUPPLIES - OFFICE	1,000.00	197.79	0.00	802.21	19.78
581000-295-741.000	OPERATING SUPPLIES	12,000.00	8,156.60	560.76	3,843.40	67.97
581000-295-741.008	TANK REGISTRATION	200.00	200.00	0.00	0.00	100.00
581000-295-742.000	UNIFORMS	1,250.00	312.97	0.00	937.03	25.04
581000-295-802.000	CONTRACTUAL SERVICES	5,000.00	3,962.28	0.00	1,037.72	79.25
581000-295-802.295	AIRPORT - CRACK SEALING PROGRAM	500.00	0.00	0.00	500.00	0.00
581000-295-807.000	DUES & SUBSCRIPTIONS	125.00	120.00	0.00	5.00	96.00
581000-295-851.000	RADIO MAINTENANCE	0.00	0.00	0.00	0.00	0.00
581000-295-855.000	TELEPHONE	2,500.00	2,082.19	51.67	417.81	83.29
581000-295-861.000	TRAVEL	4,500.00	3,828.90	573.40	671.10	85.09
581000-295-864.000	VEHICLE MAINTENANCE	4,055.90	4,654.80	0.00	(598.90)	114.77
581000-295-865.010	AIRCRAFT GAS & OIL SALES	120,000.00	89,486.33	0.00	30,513.67	74.57
581000-295-901.000	PRINTING AND PUBLISHING	300.00	0.00	0.00	300.00	0.00
581000-295-911.006	INSURANCE - AIRPORT	10,000.00	8,553.25	1,186.25	1,446.75	85.53
581000-295-921.000	ELECTRIC	17,500.00	14,268.48	576.32	3,231.52	81.53
581000-295-922.000	GAS	7,200.00	3,599.12	74.34	3,600.88	49.99
581000-295-932.000	BUILDING MAINTENANCE	5,945.72	2,103.86	16.57	3,841.86	35.38
581000-295-933.001	EQUIPMENT MAINTENANCE	9,944.10	6,496.89	0.00	3,447.21	65.33
581000-295-933.003	AUTOMTD WEATHER OBSERVTN SVC	4,000.00	1,916.89	0.00	2,083.11	47.92
581000-295-934.000	GROUNDS MAINT.	3,000.00	1,961.20	0.00	1,038.80	65.37
581000-295-935.000	TRASH REMOVAL	200.00	110.00	10.00	90.00	55.00
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	1,250.00	747.99	0.00	502.01	59.84
Total Dept 295-AIRPORT		483,268.25	372,415.03	13,155.82	110,853.22	77.06
Dept 901-CAPITAL OUTLAY						
581000-901-980.295	CAPITALOUTLAY AIRPORT	11,676.28	11,676.28	0.00	0.00	100.00
Total Dept 901-CAPITAL OUTLAY		11,676.28	11,676.28	0.00	0.00	100.00
Dept 902-CAPITAL OUTLAY-COMPUTERS						
581000-902-980.295	CAPITAL OUTLAY-COMPUTERS-AIRPORT	0.00	0.00	0.00	0.00	0.00
Total Dept 902-CAPITAL OUTLAY-COMPUTERS		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		494,944.53	384,091.31	13,155.82	110,853.22	77.60
Fund 581000 - AIRPORT OPERATING:						
TOTAL REVENUES		510,109.45	441,735.98	7,803.61	68,373.47	86.60
TOTAL EXPENDITURES		494,944.53	384,091.31	13,155.82	110,853.22	77.60
NET OF REVENUES & EXPENDITURES		15,164.92	57,644.67	(5,352.21)	(42,479.75)	380.12



## *Memorandum Administration Office*

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November 16, 2016

TO: Health and Public Safety Committee

FR: Pete Garwood, Administrator

A handwritten signature in black ink, appearing to be 'P. Garwood', located to the right of the 'FR:' line.

RE: Airport Consulting Services

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Attached is a Request for Qualifications for professional Airport consulting services. The deadline for submittal of proposals is Friday, November 18, at 5:00 p.m. A recommendation will be forwarded to you on Monday, November 21.

**REQUEST FOR QUALIFICATIONS (RFQ)  
Professional Airport Consulting Services  
CLOSING DATE: Friday, November 18, 2016**

**Airport/Location: Antrim County Airport – Bellaire, Michigan**

The Antrim County Airport (Sponsor) intends to select a consultant to assist in airport development projects. Interested consulting firms are requested to submit three (3) copies of a Statement of Qualifications (SOQ) no more than thirty (30) pages in length, not including cover letter, table of contents and section dividers if used to c/o Antrim County Administration Office; 203 E Cayuga Room 204; PO Box 187, Bellaire, MI 49615 no later than 5:00pm on Friday, November 18, 2016. The SOQ should demonstrate the consultant's interest in providing airport planning, architectural/engineering design and construction administration services focused on Sponsor's current Five-Year Airport Capital Improvement Plan (ACIP). Services will include general consulting and advisement on airport development issues, including assistance in the following projects:

- Rehabilitate Runway 2/20 - Construction Administration Services Only
- Airfield Pavement Marking
- Removal of Abandoned Runway 13/31
- Obstruction Clearing for Automated Weather Observation Station (AWOS)
- Acquisition of Snow Removal Equipment (SRE)

Services associated with the above project list, such as minor ALP Updates, programming, drainage improvements, environmental review, approach clearing, paint marking, crack sealing, NAVAID/electrical, land acquisition and/or planning/user survey studies may be performed in association with the listed projects as funding and constructability allow. From time to time projects develop as a result of airport inspections, letters of correction and/or emergency circumstances. The selected consultant may be asked to perform said additional work as part of this procurement action.

This is a Quality Based Selection process and services for each project will be negotiated independently. SOQ submittals shall exclude fees or costs. Not all of the services or development items listed in this advertisement may be contracted nor eventually required. The Sponsor reserves the right to initiate additional procurement action for any services included in this procurement, but not under contract.

Firms will be ranked in areas such as familiarity and understanding of the airport needs; corporate history and background in aviation consulting; demonstrated experience with similar projects; key personnel professional qualifications; firms ability to provide contact person with demonstrated aviation experience and overall project coordination; knowledge/familiarity with FAA and State regulations, policies, and procedures; success of recent projects. Awards or special recognition achieved by the firm should be highlighted.

Firms should demonstrate their reputation with other airports, by providing at least three (3) airport references within the State of Michigan. Additional information may be requested from the top selected firm or firms. Interviews may be conducted at the discretion of the Sponsor.

Land acquisition consultant services necessary to acquire easements for approach clearing of existing approaches as depicted in the approved Airport Layout Plan (ALP) is included in this advertisement, provided the work is completed by a qualified and properly licensed land acquisition consultant.

Projects are anticipated to be initiated between 2017 and 2021. Projects are expected to be completed over several years and funded in full or in part with funds and/or multiple grants from the Federal Aviation Administration, State of Michigan, and/or local sources. The selected firm(s) will be subject to all state and federal requirements.

Questions can be directed to: Mr. John Strehl – Airport Manager  
(231) 533-8524  
[strehlj@antrimcounty.org](mailto:strehlj@antrimcounty.org)

**Acceptance and Rejection of Proposals**

The Contractor chosen by Antrim County 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 bonafide occupational qualification), or disability (that is unrelated to the individual's ability to perform 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).

The County of Antrim reserves the right to accept and/or reject any and all proposals, to waive any irregularity in a proposal, and to accept that proposal which, in the opinion of the County Commissioners, is in the best interest of the County. It is the intention of the Board to award all work to a single contractor.

# REVENUE SCHEDULE 2017

NUMBER	ACCOUNT NAME	BUDGET	OCT	YTD RECEIVED
500.101	County Appropriation	166,000	0	\$0
569.000	State Funds	285,000	26,400	\$26,400
569.001	Federal Funds	145,000	0	\$0
638.001	General Fares	16,000	1,093	\$1,093
638.001	Pass Revenue	7,500	640	\$640
638.001	Crystal Beach	9,000	834	\$834
638.001	FIA	300	0	\$0
638.001	Mancelona School	0	0	\$0
638.001	Misc. Special Fares	8,000	919	\$919
638.002	HeadStart	9,500	0	\$0
638.003	CMH	32,000	2,990	\$2,990
638.004	Net Sale of Fuel *	12,000	896	\$896
638.006	Net Sale of Maintenance **	13,000	1,412	\$1,412
638.007	Meadow Brook	31,000	4,121	\$4,121
638.008	Munson	20,000	1,650	\$1,650
638.009	Bellaire School	29,000	0	\$0
638.01	Misc. Revenue	40,000	0	\$0
638.011	Alba School	0	0	\$0
665.000	Interest Income	700	52	\$52
		824,000	41,007	\$41,007

\* Figure based on gallons sold at .25 per gallon

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

## 2017 EXPENSE SCHEDULE

FUND:	ACCOUNT NAME:	BUDGET:	OCT:	YTD EXP:	BALANCE:	% EXP:
702.000	Salary, Director	68,000	4,928	4,928	63,072	7%
704.000	Wage, Secretary	26,000	2,024	2,024	23,976	8%
704.002	Wage, Dispatch	61,000	4,161	4,161	56,839	7%
705.000	Wage, FT Driver	101,000	8,992	8,992	92,008	9%
706.000	Wage, Mechanic	73,000	6,191	6,191	66,809	8%
707-708	Wage, PT Driver	94,000	7,475	7,475	86,525	8%
714.000	Annuity	11,000	668	668	10,332	6%
715.000	FICA	33,000	2,588	2,588	30,412	8%
716.008	Hospitalization	85,000	8,195	8,195	76,805	10%
718.000	Retirement	46,000	3,323	3,323	42,677	7%
719.000	Fringe, AD&D	3,700	369	369	3,331	10%
721.000	Personal Leave	500	0	0	500	0%
722.000	Unemployment	0	0	0	0	#DIV/0!
724.000	Workers Comp	27,000	8,272	8,272	18,728	31%
727.000	Office Supply	2,000	107	107	1,893	5%
741.000	Operating Supply	2,000	170	170	1,830	9%
742.000	Uniforms	4,300	986	986	3,314	23%
805.000	Computer Serv.	2,000	142	142	1,858	7%
807.000	Dues & Subs.	2,000	76	76	1,924	4%
810.000	Audit	2,500	0	0	2,500	0%
841.000	Physicals	1,500	0	0	1,500	0%
851.000	Radio Maint.	1,500	235	235	1,265	16%
852.000	Postage	0	0	0	0	#DIV/0!
855.000	Telephone	1,500	114	114	1,386	8%
861.000	Travel	1,500	0	0	1,500	0%
862.000	Convention	1,000	0	0	1,000	0%
864.000	* Bus Parts	21,000	3,553	3,553	17,447	17%
864.005	Tires & Tubes	11,500	165	165	11,335	1%
865.000	* Gas & Oil	77,000	4,226	4,226	72,774	5%
901.000	Print & Publish	400	229	229	171	57%
911.001	Insurance	35,000	4,206	4,206	30,794	12%
921.000	Electric	7,000	502	502	6,498	7%
922.000	Natural Gas	5,000	38	38	4,962	1%
931.000	Plowing	3,300	0	0	3,300	0%
932.000	Building Maint.	12,000	389	389	11,611	3%
935.000	Trash Removal	800	65	65	735	8%
<b>TOTAL:</b>		<b>824,000</b>	<b>72,389</b>	<b>72,389</b>	<b>751,611</b>	<b>9%</b>

\* Figures based on ACT expense only

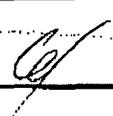


Antrim County Animal Control From: 10/01/2016 12:00 AM To: 10/31/2016 11:59 PM	DOGS			CATS		
	Totals	Altered at Intake	Unaltered at Intake	Totals	Altered at Intake	Unaltered at Intake
Total Intakes :	15	2	13	76	5	71
Total Stray :	8	0	8	22	3	19
Impounded :	0	0	0	0	0	0
Turned in by owner :	7	2	5	54	2	52
Returned to owner :	6	0	6	8	1	7
Total Sold :	8	1	7	42	4	38
Total Euthanized :	0	0	0	33	0	33
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 :	
Total Farm :	
Total Other :	

	COMPLAINT #S	COMPLAINT EVENTS	GAS LOG	
Complaint #s :	20	60	10-5	15.5
Animal Bites :	4		10-10	23.4
Miles Traveled :	1418		10-13	23.4
Gasoline Used :	97.6 GALLONS		10-18	19.0
			10-21	10.3
Tickets Issued :	4			

Animal Control Officer :  # 

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



## *Memorandum Administration Office*

---

November 17, 2016

TO: Health and Public Safety Committee

FR: Peter Garwood  
County Administrator

A handwritten signature in black ink, appearing to be 'P. Garwood', located to the right of the 'FR:' line.

RE: 2017 Inmate Health Service Contracts

---

Sheriff Daniel Bean is requesting authority to execute contracts for inmate health services with Dr. David May and Ms. Jennifer Held. The 2016 contracts were reviewed by Civil Counsel and there are no changes to the 2017 contracts. I have included the first page of each contract.

The contract with Dr. May is for Jail physician services. The annual compensation of \$18,000 has not changed from the 2016 contract. The contract also requires the County to reimburse Medical Protective Company in the estimated amount of \$6,036.00 for the premium for Dr. May's general and professional liability insurance including malpractice coverage that is related to the responsibilities contained in the agreement.

The contract with the Jail nurse is for filling in when the full-time nurse is on vacation or otherwise unavailable. The compensation is \$24.00 per hour which has not changed from the 2016 contract. The contract also requires the County to reimburse Ms. Held in the amount of \$383.00 for the premium for general and professional liability insurance to cover the Nurse for her responsibilities contained in the agreement.

Therefore, the following motion is presented for your consideration:

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to recommend the Board of Commissioners authorize the Antrim County Sheriff to execute inmate health service contracts with David May, DO as correctional facility physician and Jennifer Held as correctional facility nurse from January 1, 2017 through December 31, 2017.**

**Inmate Health Service Contract  
Correctional Facility Physician Contract**

Antrim County Sheriff Department, P.O. Box 568, Bellaire, Michigan 49615

**Department:** Sheriff's Department – Jail Division  
**Contractor:** David May, D.O.  
**Address:** 3939 E. M-72, Acme, Michigan 49610  
**Federal ID #** 20 - 3382281

Antrim County and the Contractor agree to:

A contract between the County of Antrim ("County") and David May, D.O. ("Physician") to provide medical services for the inmates of the Antrim County Jail located in Bellaire, Michigan, and operated by the Antrim County Sheriff's Office ("Sheriff's Office") on the terms and conditions herein set forth:

**1. Duration:**

This contract shall remain in existence for the term of 1 year commencing on January 1, 2017 and termination on December 31, 2017, subject to prior termination as provided by the agreement.

**2. Facilities:**

The County shall provide the Physician sufficient space and office equipment for the Physician and his staff for the purpose of providing inmate medical care, and shall provide certain medical equipment to the Physician as required and subject to negotiation and consultation on medical equipment requirements between the parties. The County and the Sheriff's Office shall, at its expense, furnish the Physician with ordinary janitor and in house messenger service, laundry, gas, heat, water, and electricity for lights and power as may be required. The County shall also, at its expense, keep and maintain in good order and repair, any medical equipment purchased by the County. The Physician as an office shall use no part of the premises at any time for general practice of medicine, except to the extent allowed in this contract.

The County shall also purchase, at its expense, medical drugs, prescriptions, and medical supplies, which the Physician may require.

**3. Personnel:**

The County shall contract directly with a registered nurse, with recommendation and approval of the Sheriff, to assist the Physician in his duties and additional trained personnel as needed to provide the care outlined in this agreement. The Physician exclusively supervises the registered nurse and any additional trained personnel as in paragraphs 4 (D) and 5.

**4. Physician's Duties:**

The Physician shall act in the capacity of a contractor for Medical Services for the Antrim County Sheriff's Office Jail, which includes, but is not necessarily limited to the following duties and responsibilities:

**A. Medical Care:**

The Physician shall render medical care and services, including, but not limited to medical, dental, mental health, and optical, under the guidelines established by the

**Inmate Health Service Contract  
Correctional Facility Nurse Contract**

Antrim County Sheriff Department, P.O. Box 568, Bellaire, Michigan 49615

**Department:** Sheriff's Department – Jail Division  
**Contractor:** Jennifer Held, R.N.  
**Address:** 306 Mound Street; Bellaire, MI 49615

Antrim County and the Contractor agree to:

A contract between the County of Antrim ("County") and Jennifer Held ("Nurse") to provide medical services for the inmates of the Antrim County Jail located in Bellaire, Michigan, and operated by the Antrim County Sheriff's Office ("Sheriff's Office") on the terms and conditions herein set forth:

**1. Duration:**

This contract shall remain in existence for the term of 1 year commencing on January 1, 2017 and termination on December 31, 2017, subject to prior termination as provided by the agreement.

**2. Facilities:**

The County shall provide the Nurse sufficient space and office equipment for the Nurse and his/her staff for the purpose of providing inmate nursing care, and shall provide certain medical equipment to the Nurse as required and subject to negotiation and consultation on medical equipment requirements between the parties. The County and the Sheriff's Office shall, at its expense, furnish the Nurse with ordinary janitor and in house messenger service, laundry, gas, heat, water, and electricity for lights and power as may be required. The County shall also, at its expense, keep and maintain in good order and repair, any medical equipment purchased by the County. The nurse shall use no part of the nurse office or other premises at any time for general nursing practice, except to the extent allowed in this contract.

The County shall also purchase, at its expense, medical drugs, prescriptions, and medical supplies, which the Nurse may require.

**3. Personnel:**

The County shall contract directly with the registered nurse, with recommendation and approval of the Sheriff, to assist the Physician in his duties and additional trained personnel as needed to provide the care outlined in this agreement. The Physician exclusively supervises the registered nurse and any additional trained personnel.

**4. Hours of Work:**

On-call availability.  
Cover up to 3 weeks of vacation for full-time nurse.  
On call 24/7 when covering for nurse.  
Work as scheduled one day a month for upkeep and training.  
On-call as needed for full-time nurse and unexpected emergency.  
Monday thru Friday 8:00 AM to 4:00 PM.



## *Memorandum Administration Office*

November 16, 2016

TO: Health and Public Safety Committee

FR: Peter Garwood  
County Administrator

RE: Tele-Rad Maintenance Agreement – 1/1/17 – 12/31/17

Sgt. Mike Gank indicates that the attached service agreement with Tele-Rad, Inc. is to maintain the Antrim County Sheriff Department's radio system. The system services various agencies for public safety calls for service. The agencies include emergency management services, fire and law enforcement all of which perform lifesaving duties or keeping public peace.

The service agreement will allow for repair service to be performed 24 hours a day, seven days a week and 365 days a year. Sergeant Gank feels strongly, that for the continuity of the public safety radio system, it is in the greater interest of the public to have such an agreement in place.

The attached agreement is substantially the same as the current agreement with one addition. The proposed agreement allows the County to terminate this agreement if Tele-Rad fails to maintain the equipment in accordance with the maintenance standards set forth in this agreement if such failure is due to the fault or negligence of Tele-Rad.

This cost of this agreement is incrementally higher than the previous agreement in general, plus there is added costs for the new equipment that will be installed on the Mancelona tower. As this is a budgeted item under \$10,000 the Sheriff has the authority to spend it under the purchasing and bid policy. However, the agreement requires approval by the Board of Commissioners.

The following motion is presented for your consideration:

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, 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, 2017, through December 31, 2017.**

**Schrader, Tina**

**From:** Haider A. Kazim <hkazim@cnda-law.com>  
**Sent:** Tuesday, November 08, 2016 5:24 PM  
**To:** Schrader, Tina  
**Cc:** Maureen K. Jones; Garwood, Peter; Bean, Daniel; Gank, Michael  
**Subject:** RE: Tele-Rad Service Agrmt 2017 #16-067

Dear Mr. Garwood and Sheriff Bean,

We have reviewed the proposed Tele-Rad, Inc. Service Agreement for maintenance of certain equipment at the Antrim County Sheriff's Department. The Agreement is for the term beginning January 1, 2017 until December 31, 2017. Based upon our review, the Agreement is a standardized form contract. We have not identified any terms and conditions of the Agreement that would be of concern to the interests of Antrim County or the Antrim County Sheriff's Department. We would note that the Agreement provided for automatic renewal periods of one (1) month following the expiration of the Agreement. We do not have concerns with regard to such a renewal provision.

The Agreement however does not contain any provision as to the remedy available to the County or the Sheriff's Department should the services provided by Tele-Rad not comply with the maintenance standards provided for under the Agreement in paragraph 3, or if the failure to provide or delay in providing maintenance for the equipment is not due to causes beyond the control of Tele-Rad as described in paragraph 8. There is no provision as to the extent of Tele-Rad's liability in that regard. In the absence of any specific provisions, the County's and the Sheriff's Department's rights would be governed by paragraph 9 which provides that the rights and obligations of the parties are subject to present and future laws, rules, and regulations.

If you have any questions, please do not hesitate to contact us. Thank you.

Haider A. Kazim  
 CUMMINGS, McCLOREY, DAVIS & ACHO, P.L.C.  
 400 W. Front Street, Suite 200  
 Traverse City, MI 49684  
 (231) 922-1888

CUMMINGS • McCLOREY



DAVIS & ACHO, P.L.C.

ATTORNEYS & COUNSELORS AT LAW

**CONFIDENTIALITY NOTICE**

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**From:** Schrader, Tina [<mailto:schradert@antrimcounty.org>]  
**Sent:** Wednesday, October 26, 2016 2:54 PM  
**To:** Haider A. Kazim <hkazim@cnda-law.com>  
**Cc:** Maureen K. Jones <mkjones@cnda-law.com>; Garwood, Peter <garwoodp@antrimcounty.org>; Bean, Daniel

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: 11/18/16

Date Maintenance begins: 

1/1/17
--------

 Auto Renewal? YES   
Date Maintenance Ends: 

12/31/17
----------

 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: \_\_\_\_\_

**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

QTY	Model/Description	Serial Number	Monthly Amount	
			PER UNIT	EXTENDED
1	GR1225	Belalre	47.25	47.25
2	M1225 backup base	Sheriff Dept	15.00	30.00
2	Zetron Model 15		7.00	14.00
1	MTR2000 Rcvr	AE-Mancy	15.00	15.00
4	L20URS9PW1AN	Consolette	25.00	100.00
3	MCC5500 (XP)	console ops	166.66	499.98
1	MTR2000 Repeater	AE- Mancy	36.75	36.75
2	GM300 UHF Link	Elk/CL - Mancy	5.00	10.00
1	SNV-12	AE - Mancy	10.00	10.00
1	M1225 Link	Orchard Hill-Mancy	4.50	4.50
1	MTR2000 VHF Rptr	Fire-Elk Rapids	36.75	36.75
1	MTR2000 Rcvr	AE-Elk Rapids	15.00	15.00
1	GM300 UHF Link	To Mancy - Elk Rap	5.00	5.00
1	MTR2000 Repeater	Fire - Orchard Hills	36.75	36.75
1	MTR2000 Rcvr	Shanty Creak	15.00	15.00
1	M1225 Link	Shanty Creak	5.00	5.00
1	MTR2000 Repeater	AW Torch Lk	36.75	36.75
Equipment listed on this page will be supported provided				
parts can be obtained. Upgrades to the equipment are not				
part of a service agreement and will be billed T&M. Any failure				
as a result of an upgrade may be billed T&M to restore				
the equipment.				
Pg 1 SUBTotal			\$917.73	

Payment Period:

Annually  
 Semi-annually  
 Quarterly

By/Or Customer P.O. \_\_\_\_\_ Date \_\_\_\_\_  
*L. Vonne Shonka* 11/18/16  
Tele-Rad, Inc. Representative \_\_\_\_\_ Date \_\_\_\_\_



- (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. Licensee may terminate this agreement if Tele-Rad fails to maintain the equipment in accordance with maintenance standards set forth in this agreement if such failure is due to the fault or negligence of Tele-Rad.
- (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
- (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.

of any Federal, State or local law, rule or regulation with respect to the maintenance of the equipment



## *Memorandum Administration Office*

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November 17, 2015

TO: Health and Public Safety Committee

FR: Peter Garwood  
County Administrator

A handwritten signature in black ink, appearing to be 'P. Garwood', located to the right of the 'FR' field.

RE: Marihuana Grant

---

Sheriff Daniel Bean is requesting approval to apply for the Medical Marihuana Oversight Grant through the Michigan State Department of Licensing and Regulatory Affairs. Along with Sheriff Bean's communication is a letter from the State further explaining the grant and the part of the chart that indicates the amount for which Antrim County can apply.

Therefore, the following motion is presented for your consideration:

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to recommend the Board of Commissioners authorize the Antrim County Sheriff to submit an application for the Medical Marihuana Oversight Grant through the Michigan State Department of Licensing and Regulatory Affairs.**

**Garwood, Peter**

---

**To:** Bean, Daniel  
**Cc:** Pratt, Dean; Putz, Elizabeth  
**Subject:** RE: Health and Public Safety

Thanks Dan.

Pete

---

**From:** Bean, Daniel  
**Sent:** Friday, November 18, 2016 8:46 AM  
**To:** Garwood, Peter  
**Cc:** Pratt, Dean; Putz, Elizabeth  
**Subject:** FW: Health and Public Safety

Pete,

Yes we are asking for the medical marijuana grant to be approved for submittal.

The submittal has to be in by January 1, 2017. This is a second year for this grant and it will allow us to purchase equipment that will offset cost that are needed for the job to be done efficiently.

DAN

**Verellen, Katie**

---

**From:** Bean, Daniel  
**Sent:** Friday, October 21, 2016 6:27 AM  
**To:** Verellen, Katie  
**Cc:** Pratt, Dean; Putz, Elizabeth  
**Subject:** Fwd: 2017 Michigan Medical Marihuana Operation and Oversight Grants for County Law Enforcement Offices  
**Attachments:** Letter to County Offices.doc; ATT00001.htm; 2017 MMP Application fillable format.pdf; ATT00002.htm; Allotment for 2017.pdf; ATT00003.htm

Katie,

This is the grant for 2017 medical marijuana operation.

Dan

Sent from my iPhone

Sheriff Daniel S. Bean  
Antrim County Sheriffs Office  
PO Box 568  
Bellaire, Mich. 49615

Begin forwarded message:

**From:** "Pratt, Dean" <[prattd@antrimcounty.org](mailto:prattd@antrimcounty.org)>  
**Date:** October 20, 2016 at 9:08:22 AM EDT  
**To:** "Bean, Daniel" <[beand@antrimcounty.org](mailto:beand@antrimcounty.org)>  
**Cc:** "Putz, Elizabeth" <[putze@antrimcounty.org](mailto:putze@antrimcounty.org)>  
**Subject:** Fwd: 2017 Michigan Medical Marihuana Operation and Oversight Grants for County Law Enforcement Offices

Fyi

Undersheriff Dean A. Pratt  
Antrim County Sheriff's Office

Begin forwarded message:

**From:** "Przybylo, Kerry (LARA)" <[PrzybyloK@michigan.gov](mailto:PrzybyloK@michigan.gov)>  
**Date:** October 20, 2016 at 08:54:53 EDT  
**To:** ANTRIMCOUNTY <[prattd@antrimcounty.org](mailto:prattd@antrimcounty.org)>, BenzieCounty <[krosa@benzieco.net](mailto:krosa@benzieco.net)>, BerrienCounty <[rboyce@berriencounty.org](mailto:rboyce@berriencounty.org)>, CassCounty <[joeu@cassco.org](mailto:joeu@cassco.org)>, CheboyganCounty <[sheriffx@cheboygancounty.net](mailto:sheriffx@cheboygancounty.net)>, Eaton County <[TRreich@eatoncounty.org](mailto:TRreich@eatoncounty.org)>, GrandTraverseCounty <[rfewless@gtsheriff.org](mailto:rfewless@gtsheriff.org)>, Ingham County <[so\\_wriggelsworth@ingham.org](mailto:so_wriggelsworth@ingham.org)>, Ionia County <[dmiller@ioniacounty.org](mailto:dmiller@ioniacounty.org)>, "Lansing" <[Robert.Backus@lansingmi.gov](mailto:Robert.Backus@lansingmi.gov)>, LapeerCounty <[gparks@lapeercounty.org](mailto:gparks@lapeercounty.org)>, LeelanauCounty <[smorgan@co.leelanau.mi.us](mailto:smorgan@co.leelanau.mi.us)>, MacombCounty <[david.daniels@macombcountymi.gov](mailto:david.daniels@macombcountymi.gov)>, MissaukeeCounty

<j.bosscher@missaukeesherriff.net>, Muskegon County  
<christian.toebe@muskegonsheriff.com>, OaklandCounty <gingellm@oakgov.com>,  
OsceolaCounty <jhalladay@osceola-county.org>, SanilacCounty  
<dtf@sanilacounty.net>, StClairCounty <tbuckley@stclaircounty.org>, Tuscola County  
<ggs@tuscolacounty.org>, WayneCounty <Shall@waynecounty.com>, Wexfordcounty  
<rdenison@wexfordcounty.org>

**Subject: 2017 Michigan Medical Marihuana Operation and Oversight Grants for  
County Law Enforcement Offices**

Dear County Sheriff Offices:

Attached please find the cover letter, application and allotment chart for the 2017  
Medial Marihuana Operation and Oversight Grants for County Law Enforcement  
Offices.

If you are interested in receiving grant money for 2017, kindly submit your application  
by January 1, 2017. Please do not hesitate to contact me if you have any questions.

Very sincerely,

Kerry Ryan Przybylo  
Senior Analyst  
Boards and Committees Section  
Bureau of Professional Licensing  
Michigan Department of Licensing and Regulatory Affairs  
611 W. Ottawa  
P.O. Box 30670  
Lansing, Michigan 48909  
(517) 335-6145



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

RICK SNYDER  
GOVERNOR

SHELLY EDGERTON  
DIRECTOR

October 20, 2016

Dear County Law Enforcement Offices:

I am the department analyst assigned to administer the Medical Marijuana Oversight Grants to County Law Enforcement Agencies.

Public Act 268 of 2016 section 902 requires the Department of Licensing and Regulatory Affairs to expend funds appropriated by the legislature for medical marijuana operation and oversight grants to county law enforcement agencies. The grant money is distributed proportionately based on the number of registry identification cards issued to or renewed for the residents of each county whose county law enforcement office applies for a grant.

The 2017 application for the Medical Marijuana Operation and Oversight Grants to County Law Enforcement Offices is available. The application submission deadline is January 1, 2017.

Attached to this letter, please find the application and the list of funds available for each county in the State of Michigan. If your agency is interested in participating for FY 2017, please submit the documents to my email address listed below.

If you have any questions regarding the grant, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Kerry Ryan Przybylo".

Kerry Ryan Przybylo, Policy Analyst  
Boards and Committees Section  
Bureau of Professional Licensing  
Michigan Department of Licensing and Regulatory Affairs  
przybylok@michigan.gov  
(517) 335-6145

**Department of Licensing and Regulatory Affairs  
Bureau of Professional Licensing  
Medical Marihuana Operation and Oversight Grants for County Law Enforcement Offices**

The total amount per county is based on the number of MMMP Registry Cards issued  
(New/Renewal) pursuant PA 84 of 2015(Section 902)

County	Patient Registry Cards Issued	Patient Registry Cards Renewed	Total Patient Cards Issued and Renewed	Grant Funds Available
Alcona	137	31	168	\$3,839
Alger	100	13	113	\$2,582
Allegan	1221	260	1481	\$33,842
Alpena	304	46	350	\$7,998
Antrim	365	75	440	\$10,054
Arenac	288	50	338	\$7,724
Baraga	72	13	85	\$1,942
Barry	587	120	707	\$16,155
Bay	1271	198	1469	\$33,568
Benzie	327	55	382	\$8,729
Berrien	1346	397	1743	\$39,829
Branch	531	123	654	\$14,944
Calhoun	1669	276	1945	\$44,445
Cass	445	116	561	\$12,819
Charlevoix	312	69	381	\$8,706
Cheboygan	224	50	274	\$6,261
Chippewa	293	66	359	\$8,203
Clare	463	83	546	\$12,476
Clinton	788	87	875	\$19,994
Crawford	175	47	222	\$5,073
Delta	410	119	529	\$12,088
Dickinson	409	57	466	\$10,648
Eaton	1648	235	1883	\$43,028
Emmet	312	63	375	\$8,569
Genesee	7808	1058	8866	\$202,594



## *Memorandum Administration Office*

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November 16, 2016

TO: Health and Public Safety Committee

FR: Pete Garwood, Administrator

A handwritten signature in black ink, appearing to be 'P. Garwood', located to the right of the 'FR:' line.

RE: Rave Mobile Safety Agreement for Mass Notification

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Included in this packet you will find a communication from Leslie Meyers, Emergency Services Coordinator requesting approval of the agreement addendum for the RAVE Smart 911 agreement. The addition to the system will allow the 911 Center to send out mass notifications in event of an emergency. The purchase is budgeted and does not require approval, but because it requires an addendum to the existing five year contract the Board of Commissioners are required to approve it.

Therefore, the following motion is presented for your consideration:

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to recommend the Board of Commissioners approve the attached License and Services Order Form No.2, which is an addendum to the existing Rave Mobile Safety License and Services Agreement executed August 24, 2015 for the purchase of a mass notification system.**

# Memo

**To:** Public Safety Committee  
**From:** Leslie Meyers, Coordinator  
**cc:**  
**Date:** August 18, 2014  
**Re:** Mass Notification

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At their meeting November 8, the 911 Board recommended the purchase of the RAVE notification system that is a partner with our current SMART 911. After discussions again with RAVE and the latest commitment to this specific system by the State of Michigan, several of the extra charges are now included in our original quote, most importantly the IPAWS System (similar to AMBER Alerts). Please pass our recommendation on to the Finance Committee.


**LICENSE & SERVICES ORDER FORM No. 2 ("ORDER FORM No. 2")**
**CLIENT INFORMATION:**

CLIENT NAME ("CLIENT"):	Antrim County, MI
ADDRESS:	Antrim County Building 203 E. Cayuga st Bellaire, MI 49615
CONTACT NAME/TITLE:	Leslie Meyers / Director of Emergency Management
PHONE:	(231) 533-6569
EMAIL:	meyersl@antrimcounty.org

INITIAL LICENSE TERM:	January 1, 2017 through December 31, 2021
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**FEES INFORMATION:**
**ANNUAL LICENSE FEES:**

Product Description	Unit	Qty	Annual License Fee
Premium SMS Messaging for Rave Alert for Public Safety	Population	23,000.00	\$0.00
CAP inbound/outbound API for Rave Alert for Public Safety	Population	23,000.00	\$0.00
Rave Alert for Public Safety Social Media Integration	Each	23,000.00	\$0.00
Rave Alert for Public Safety	Population	23,000.00	\$3,000.00

Annual License Fee(s):	\$3,000.00
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**PROFESSIONAL SERVICES FEES:**

One-Time Service Description	One-Time Fee
IPAWS	\$0.00
Rave Alert for Public Safety One-Time Setup	\$2,000.00
Premium SMS Messaging for Rave Alert Setup	\$0.00
Rave Alert Social Media Integration Setup	\$0.00

Total Set-Up Fee(s):	\$2,000.00
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**TOTAL FEES:**

	# of Years	Cost Per year	Total Contract
Annual Fees:	5	\$3,000.00	\$15,000.00
One-Time Fees (Set Up & Integration):			\$2,000.00
Total Fees			\$17,000.00

Fees Payable Net 30:	\$5,000.00
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**STANDARD CONDITIONS:**

- Effective Date.** The effective date of this Order Form No. 2 will be the date of last execution as set forth in the signature block below ("Effective Date").
- Master License and Services Agreement.** All the terms and conditions of the Rave Mobile Safety License and Services Agreement ("Agreement") executed on August 24, 2015 between the Client and Rave shall apply and remain in full force and effect. Any capitalized terms used in this Order Form No. 2, unless specifically defined herein, shall have the meanings assigned to them in the Agreement. By signing this Order Form No. 2, Client agrees to license the Products

Field Code Changed



listed above subject to all of the terms and conditions of the Agreement and this Order Form No. 2. Client's offer to license the Products becomes a binding commitment upon signing of this Order Form No. 2 by both Parties. The individual representative of Client executing this Order Form No. 2 has full authority to bind Client and its Affiliates to the terms and conditions of the Agreement.

- 3. **Fees Payable.** Client shall pay to Rave, or its designee, without offset or deduction, the Fees set forth in this Order Form No. 2 (or a related invoice in connection with any Renewal License Term) within thirty (30) days of the relevant Rave invoice. Rave reserves the right to increase the above-referenced "Annual License Fees" (not to exceed 10% annually) following the Initial License Term or any Renewal License Term, as the case may be.
- 4. **Rave Alert.** Allows Client to send an unlimited number of text, email and RSS messages using the Rave Management Console. Text messages sent via Rave Alert Peer-to-peer groups or Outbound CAP API for Rave Alert over SMTP are free, if the product defaults are overridden, text messages sent using other methods are \$.03 per message. If applicable, these additional per message fees (\$.03 per SMPP message) are billed quarterly in arrears.
- 5. **Rave Voice (if applicable).** Unlimited voice calls for calls made within and to the contiguous continental United States. International and long distance rates may apply for other calls.
- 6. **Purchase Orders.** Client agrees that if its internal procedures require that a purchase order be issued as a condition to payment of any Fees due to Rave, Client will timely issue such purchase order to Rave. Notwithstanding the foregoing, Client agrees that the absence of a purchase order or other ordering document may not be used as a defense to avoid or excuse the performance of any of Client's obligations under the Agreement, including, but not limited to, payment of all Fees due to Rave.
- 7. **Services.** Client is responsible for supplying and maintaining, at its own expense, the required hardware and supplies to run the related Product(s). In addition, the above-referenced "Remote Set-Up and Configuration" fees cover an initial one-time deployment. If Client makes infrastructure or other changes (including, but not limited to, changes in its location, call-taking equipment, carrier, network or other hardware) that require re-deployment and additional testing of Services, additional Set-Up and Configuration fees may apply.

**SPECIAL CONDITIONS:**

Rave Alert for Public Safety includes the SmartPrepare Vulnerable Needs Registry and unlimited opt-In messaging via: SMS text, Email, Voice Messaging, Twitter updates, Facebook updates, RSS, CAP, and IPAWS. Rave will not be loading land lines.

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**AGREED AND ACCEPTED:**

**RAVE WIRELESS, INC. d/b/a Rave Mobile Safety**

Signature:

Printed Name:

Title:

Date:

**CLIENT: Antrim County, MI**

Signature:

Printed Name:

Title:

Date:

**Antrim County  
Emergency  
Management**

# Memo

**To:** Health & Public Safety Committee  
**From:** Leslie Meyers, Coordinator  
**cc:** Peter Garwood, County Administrator  
**Date:** September 20, 2016  
**Re:** Sept. – Nov. 2016 Monthly Report

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- Presentation of the Natural Hazards Plan to our municipalities continues.
  - 2 Monthly radio tests.
  - R7 Meetings.
  - ACES Meeting.
  - EAG review completed by LEPC/LPT Committee. Emergency Support Functions are being created in conjunction with our EAG (Emergency Action Guidelines).
  - 911 Meetings. The RAVE mobile alert system (part of the Smart 911 system was recommended by the Board at their November 9, 2016 meeting. Additional information has been included in your packet.
  - Damage assessment training and elected officials training for Emergency Management has been scheduled for March 13 and March 14. Each day will offer each training so that we can as close to 100% participation from local elected officials. Lunch will also be served each day compliments of R7. There is no charge either as again I used R7 monies.
  - Michigan Emergency Management Conference.
  - Completed 2016-2017 Work Agreement with FEMA (They provide partial funding for my position.
  - Department Head Meeting.
  - MSP Training – Available grants, trainings, etc. for 2016-2017 presentation.
  - For my training and exercise requirements, I am currently taking Firefighter 1 & 2. The training takes place every Tuesday and Thursday evening and 1 Saturday each month. We began on Oct 4 and will finish on May 16. There are 24 of us taking the class at Mancelona Station 1. Very interesting.
  - Would like permission to have the County sponsor a GTBOCI grant for additional address signs in the amount of \$5000.



## *Memorandum Administration Office*

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November 16, 2016

TO: Health and Public Safety Committee

FR: Pete Garwood, Administrator

A handwritten signature in black ink, appearing to be 'PG' or similar initials.

RE: Address Sign – Grant Application Approval

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Attached for your review is a communication from Emergency Services Coordinator Leslie Meyers regarding approval to apply for a grant with the Grand Traverse Band of Ottawa and Chippewa Indians to purchase address signs.

Therefore, the following motion is presented for your consideration:

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to recommend the Board of Commissioners authorize Leslie Meyers, Emergency Services Coordinator, to apply for a grant with the Grand Traverse Band of Ottawa and Chippewa Indians to purchase address signs.**

**Antrim County  
Emergency Services**

**Memo:** Public Safety Committee  
**From:** Leslie Meyers, Coordinator  
**cc:**  
**Date:** November 15, 2016  
**Re:** GTBOCI Grant Proposal

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About 6 years ago, we received a grant from the Band to purchase address signs for distribution throughout the County to allow public safety to find our residents and guests in the event of an emergency. Over the past 2 years we have done a great job of distributing the remaining 200 we had. We are now down to the bottom of the barrel with about 12 blanks left. As to the address numbers, I am currently making 1's from 4's and we are almost out of 4's. We have enough of the remaining numbers to make an additional 250 signs as well as about 100 posts left too. Not everyone needed the posts.

I would like to have authorization to reapply to the Tribe to restock our needs to allow for another 5 years of sign making equipment for an amount not to exceed \$5000. Our last grant was for over \$21,000.

Thank you for your consideration.