

**Wednesday, March 20, 2019**  
**9:00 a.m.**  
**CLARE COUNTY BOARD OF COMMISSIONERS**

**MISSION STATEMENT:**

**The mission of Clare County government is to provide quality services among competing demands for limited resources in the most effective and efficient manner possible to the citizens and patrons of Clare County government.**

- 1. Call to Order**  
**Pledge of Allegiance**
  
- 2. Roll Call**  
  
**Approval of Agenda**
  
- 4. Approval of Minutes**
  - A. Board of Commissioners Minutes for February 20, 2019** **Pages 5-11**
  - B. Board of Commissioners Minutes for March 4, 2019** **Pages 13-14**
  
- 5. General Public Comment (Limited to Three Minutes per Speaker)**
  
- 6. Communications List** **Pages 15-33**
  
- 7. ADMINISTRATOR'S REPORT (Limited to three minutes)**
  
- 8. COMMUNITY SERVICES DIRECTOR (Limited to five minutes)**
  
- 9. Public Hearings/Special Presentation**
  
- 10. Committee Reports/Consent Calendar**
  - A. Justice Committee**
    - 1. Mid Mitt Consortium** **Pages 37-54**

**Motion:** To allow Central Dispatch to join the Mid Mitt Consortium by having the chairperson sign the Intergovernmental agreement as provided.

**Motion By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_ **Carried** **Failed**

- 2. 911 Phone Equipment** **Pages 37-54**

**Motion:** To allow Central Dispatch to purchase an upgraded phone system from West Safety Services at the total cost of \$185,340.84. \$131,024.93 of the cost will be financed through Leasing 2 over four years and the remainder of the costs are for future maintenance and must be paid directly to West Safety Services in the amount of \$9202.03 per year for years 2-5.

**Motion By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_ **Carried** **Failed**







**MINUTES OF THE CLARE COUNTY  
BOARD OF COMMISSIONERS**

Harrison, Michigan 48625

Unapproved minutes  
February 20, 2019

Meeting was called to order at 9:00 a.m.

Pledge of Allegiance

**COMMISSIONERS PRESENT**

District 1 Dale Majewski, District 2 Samantha Pitchford, District 3 Leonard Strouse, District 4 Jack Kleinhardt, District 5 Mark Fitzpatrick, District 6 David Hoefling, and District 7 Jeff Haskell.

**COMMISSIONERS ABSENT**

No Commissioners Absent

**OTHERS PRESENT**

Jeff Arnold, Tom Pirnstill, Bill Simpson, Lisa Ashley, Valerie Kusiak, Marty Johnson, and Pam O'Laughlin

**APPROVAL OF MINUTES**

It was moved by Commissioner Majewski, seconded by Commissioner Hoefling, to approve the Board of Commissioner meeting minutes for January 16, 2019. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

**APPROVAL OF AGENDA**

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Majewski, to approve the agenda as presented. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

**GENERAL PUBLIC COMMENT**

Valerie Kusiak, lives in Hayes Township and brought up special use permits (for a gravel pit & a lodge) to the Board of Commissioners would like this board to ask for an environmental impact study, as she and others believe it would affect the air, water, boating, and fishing, before Hayes Township allows a gravel pit and a Lodge that borders on the City of Harrison. If nothing else, please come to the meetings.

Alex Schunk, 4H Program Coordinator introduced Maggie Mieske the 4H Spin Club Coordinator (short term and special interest) with the Americorp Program.

Michelle Ambrozaitis handed out information for charges authorized by location over the past 3 years so the board can see what crime looks like in each of their townships.

Lisa Ashley, passed out the Recovery Court Calendar and invited all Board Members to attend any session of Recovery Court and she will notify the Board of the next graduation. The Veterans Court is open and accepting people Commissioner Majewski asked for a spreadsheet of participants, successes and failures.

**COMMUNICATIONS LIST**

None

**ADMINISTRATOR'S REPORT**

Administrator Byard passed out a revised Indigent Defense Independent Contractor Agreement.

Revenues over last year are down in the amount of \$11,897.00 and expenditures also down \$46,807.00.

The Leadership Institute was at the county and many county department heads gave presentations.

The Veterans Department applied for \$25,000.00 grant, but was approved for a grant in the amount of \$59,000.00. That would allow the County to bring the assistant to full time, pay for some IT items, and allow them the decide whether or not new carpet would be covered for their office.

Previously the Board of Commissioners approved funding for an OPEB audit. OPEB is the insurance provided to county retirees.

Administrator Byard will be meeting with Gladwin County this afternoon to discuss the Indigent Defense Contract.

Administrator Byard met with Middle Michigan Development Corporation. Pam O'Laughlin is here to discuss what was covered.

Administrator Byard received a financial report from the Road Commission if anyone would like to see that.

Many of the employees took the online training on violence in the workplace and sexual harassment, but some have not. Commissioner Majewski would like Administrator Byard to send an email out to Department Heads/Elected Officials with the employees that have not completed the training and copy him on the email.

**PUBLIC HEARINGS/SPECIAL PRESENTATIONS**

1. Pam O'Laughlin – Middle Michigan Development Corporation Annual Report. Ms. Pam O'Laughlin presented to the Board of Commissioners the 2018 annual report and walked them through everything that has happened over the past year along with the direction they are heading in the future
2. Administrator Byard announced that there will be a Morgue Day in Big Rapids on February 27, 2019 where there will be a roll play crime scene with investigators. Anyone is invited to attend, geared toward law enforcement.
3. Melissa Townsend – Gypsy Moth Program. Spraying contract recommendation.  
Ms. Melissa Townsend District Manager for Clare Conservation District gave a report on a survey conducted on gypsy moth and the increase in gypsy moth populations in Frost, Winterfield, Summerfield, Lincoln, Greenwood, Hatton, Surrey, Grant, and Arthur Townships. She then presented the Clare Conservation Districts recommendation of spraying 9,276 acres of Clare County property to control the gypsy moth population at a cost per acre of \$34.71, totaling a little over \$321,000.00. Ms. Townsend then explained how land owners would be notified, how they opt out of spraying, and then confirmed that the funds would come from an existing gypsy moth fund which is from a previous millage.

It was moved by Commissioner Strouse, seconded by Commissioner Majewski to approve the recommended Gypsy Moth spraying bid at a total cost of \$321,196.96, with funds to be paid from the Gypsy Moth Fund. Chairperson Kleinhardt asked for discussion, no additional discussion, motion carried.

Ms. Townsend also announced the start of the tree sale.

**COMMITTEE REPORTS/CONSENT CALENDAR**

**A. Justice Committee**

**1. Body Cameras/Tasers/Server Solutions**

It was moved by Commissioner Majewski, seconded by Commissioner Haskell to allow the Sheriff Department to purchase 30 body cameras and 15 tasers from AXON by reallocating \$41,365.50 already approved toward the \$93,576.91 project price with 5 annual payments at no more than \$ 10,488.04 each for the remaining balance to come out of already existing 595 revenues. Chairperson Kleinhardt asked for discussion, half of tasers are being discontinued and IT Director Jesse Bellenger spoke about cloud based storage, Undersheriff Miedzianowski confirmed the way they will fund the remaining portion of the program is via inmate renter revenue so they don't have to ask the Board and tax payers, through the use of commissary funds, motion carried.

**2. Indigent Defense Administrator Services**

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Strouse to approve the Managed Assigned Counsel Administrator contract between Clare County, Gladwin County and Karen Moore from March 1, 2019 through September 30, 2020 for Indigent Defense Administrator services. Chairperson Kleinhardt asked for discussion. Discussion about where the funds would come from, Administrator Byard confirmed it would come out of the Indigent Defense Fund, Karen Moore talked about use of existing attorneys, and this will be paid for out of State funds, motion carried.

**3. Animal Control Trucks**

It was moved by Commissioner Haskell, seconded by Commissioner Majewski to enter into a lease agreement for two Animal Control Trucks for a total amount of \$79,241.20 for (3 or 4) years with the first payment to be made in the amount of (\$28,277.00 or \$21,640.00) to be paid in October 2019. Chairperson Kleinhardt asked for discussion, the board discussed and agreed (not by a vote) on a 4-year term, the last truck purchased was in 2008, Commissioner Majewski asked if the County could afford this, Administrator Byard confirmed it would not start until October 2019 (new fiscal year) and she discussed it with the Treasurer, motion carried.

**B. Health and Human Services Committee**

None

**C. Physical Resources and Economic Development Committee**

**1. MDOT Resolutions**

It was moved by Commissioner Fitzpatrick, seconded by Vice Chairperson Pitchford to approve Resolution of Intent #19-01 to apply for financial assistance for fiscal year 2019-20 for our public transportation program, Contract Resolution FY 2019-20 #19-02 which allows Tom Pirnstill to execute contracts with MDOT which are \$600,000.00 or less, Resolution authorizing adoption and ratification of Contract Clauses Certification #19-03 which governs how any transit project requirements apply and such clauses apply to all Federally funded contracts for FY 2019-20, and Resolution adoption and ratification of Public Act 51 to maintain an accessibility Plan with MDOT #19-04 addressing accessibility for all residents. Chairperson Kleinhardt asked for discussion, Tom Pirnstill explained how the County is a "pass through" for these funds from the State of Michigan to Clare County Transit.

**COMMITTEE REPORTS/CONSENT CALENDAR - continued**

**Physical Resources and Economic Resources Committee – continued**

**MDOT Resolutions - continued**

**Roll call vote revealed:**

**Yeas: (7)** being Commissioners Fitzpatrick, Pitchford, Hoefling, Haskell, Strouse, Majewski, and Kleinhardt

**Nays: (0)**

**Absent: (0)**

**Motion for Resolutions carried**

**D. Finance and Administration Committee**

**1. Statutory Finance Committee**

It was moved by Commissioner Hoefling, seconded by Commissioner Majewski to approve Statutory Finance Committee meeting minutes of January 15, 2019 in the amount of \$153,803.96 and January 29, 2019 in the amount of \$284,220.22. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

**2. Monthly Expenditures**

It was moved by Commissioner Strouse, seconded by Commissioner Fitzpatrick to approve the expenditures for the month of January 2019 in the amount of \$2,446,682.97 with the General Fund expenditures totaling \$1,171,072.36. Chairperson Kleinhardt asked for discussion, Clerk Martin explained that the cost for State Birth Records is \$36.00 and Clare County keeps none of that money. This expedited fee covers the cost of security paper and other supplies. This saves the citizen from driving to Lansing to obtain their record, but that option is still available, motion carried.

**3. Budget Adjustments**

It was moved by Commissioner Majewski, seconded by Vice Chairperson Pitchford to approve Budget Adjustment #19-23, #19-29, #19-30 and #19-31 in the amount of \$55,600.00, \$17,160.00, \$10,000.00 and \$224,197.00 to be distributed. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

**4. Legal Intervention (Legal Guardian)**

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Haskell to approve the increase of \$1,380.00 to the Guard16-18001, Legal Intervention Agreement. Chairperson Kleinhardt asked for discussion, hearing none motion carried.

**5. Treasurer Resolutions #19-05 and #19-06**

It was moved by Commissioner Haskell, seconded by Commissioner Majewski to approve Resolution #19-05 authorizing the Treasurer to deposit County public moneys in any of the financial institutions named here to pursuant to Act 40 of 1932 and Resolution #19-06, Treasurer Resolutions #19-05 and #19-06 - Continued County of Clare Investment Resolution. Chairperson Kleinhardt asked for discussion, hearing none

**Roll call vote revealed:**

**Yeas: (7)** being Commissioners Haskell, Majewski, Strouse, Pitchford, Hoefling, Fitzpatrick, and Kleinhardt

**Nays: (0)**

**Absent: (0)**

**Motion for Resolutions carried**

**COMMITTEE REPORTS/CONSENT CALENDAR – continued**

**Finance and Administration Committee – continued**

6. Appointments Land Bank Authority  
It was moved by Commissioner Fitzpatrick, seconded by Commissioner Hoefling to appoint Jenny Beemer- Fritzinger, Michelle Bott and Maye Tessner-Rood to the Land Bank Board Authority with the terms to expire September 30, 2021. Chairperson Kleinhardt asked for discussion, hearing none motion carried.
7. Expedited Fee  
It was moved by Commissioner Hoefling, seconded by Commissioner Majewski to allow the Clerk to add an expedited fee of \$12.00 to birth certificates obtained directly from the State of Michigan through the Birth Register System with funds to be deposited in the General Fund. Chairperson Kleinhardt asked for discussion, Clerk Lori Martin explained the need for the expedited fee, motion carried.
8. Tax Anticipation Note  
It was moved by Commissioner Strouse, seconded by Vice Chairperson Pitchford to adopt Resolution #19-07 authorizing the county to Borrow \$1,500,000 in anticipation of collection of taxes, "Tax Anticipation Note" and approve all required parties to sign as specified. Chairperson Kleinhardt asked for discussion, hearing none

Roll call vote revealed:

Yeas: (7) being Commissioners Strouse, Pitchford, Majewski, Fitzpatrick, Hoefling, Haskell, and Kleinhardt

Nays: (0)

Absent: (0)

**Motion for Resolutions carried**

**Recess at 10:25 a.m.**

**Back in session 10:40 a.m.**

**CLERK/REGISTER OF DEEDS REPORT**

Clerk/Register of Deeds Lori Martin updated the Board of Commissioners on the May 7, 2019 Election and what will be on the ballot. Clerk/Register Martin commended her Circuit Court staff on the wonderful job they are doing, with Chief Deputy Stacy Pechacek leading and guiding them. That portion of her office has went from being 6 weeks behind (after first taking office) on daily work to everything being completed the day it comes into the office.

**TREASURER'S REPORT**

Treasurer Jenny Beemer-Fritzinger passed out her treasurer's report and discussed the content, discussed the policies approved today and appointments today were re-appointments, penial fines, part of that money goes to a Library Fund, that money is not the Township's money the County just has to hold those funds for that township in case that township joins a library. February 28, 2019 is the final settlement date for delinquent taxes. Treasurer Beemer-Fritzinger attended MAC and some legislative issues, attended MTA workshops, held show-cause hearing for people in danger of foreclosure and Treasurer Beemer-Fritzinger was able to help most of them, her staff has made 347 phone calls to people that are in danger of foreclosure to make sure they are aware of that and offer any help available, lastly she attended the rabies clinic (fun part of her job).

Veteran's Director Karl Houser was present to answer any questions the Board had regarding the grant the Veteran's Department received. He also discussed the grant will pay for his training.

**CHAIRPERSON'S REPORT**

It was moved by Commissioner Majewski, seconded by Commissioner Strouse to make the following changes to Board of Commissioner Appointments: Add Karen Lipovsky as the delegate and Tracy Byard as the alternate for the Northern Michigan MAC and add Commissioner David Hoefling to the County Road Commission. Chairperson Kleinhardt asked for discussion, then explained the changes that took place after the last meeting and motion in January 2019, motion carried.

Chairperson Jack Kleinhardt – District 4 reported township meetings are not being heavily attended because of the weather. Chairperson Kleinhardt talked about the State of the State Address by Governor Whitmer.

**VICE CHAIRPERSON'S REPORT**

Vice Chairperson Samantha Pitchford District 2 has attended her meetings.

**COMMISSIONER'S REPORT**

Commissioner Majewski – District 1 talked about school money and how over 90% of all moneys allocated to schools by the Michigan Lottery's goes to administration. Commissioner Majewski talked with Governor Whitmer regarding unfunded mandates including a mandates on Fire Departments that are now required to change tires on fire trucks every 7 years, the tires on Lincoln Township fire trucks only have 7,000 miles on them (costing \$40,000.00 to replace) and MCHA charge on everyone's vehicle is going up \$200.00 per vehicle this year.

**COMMUNITY SERVICES DIRECTOR**

Senior Services going to attend the Pirmstill Health Fair, Senior Services is Struggling to get CNA's and other health care workers, they are just not available, grant was approved for the trail in the City, and the grant for town square was accepted.

**COMMISSIONER'S REPORT - continued**

Commissioner Strouse – District 3 missed a couple meetings, Grant and Sheridan because he was on the road.

Commissioner Haskell – District 7 is still trying to learn everything he needs to and make the committee meetings.

Commissioner Fitzpatrick – District 5 agreed with Commissioner Haskell regarding learning everything. He also commented about the Road Commission not attending township meetings because the issues have become very combative with citizens.

**NEW BUSINESS**

Non-Union/Elected Official lump sum payment discussion

Administrator Byard asked the Board of Commissioners to consider a one-time lump sum payment of 1.5% (approximately \$15,000.00) out of already existing funds, just as the board approved for Senior Services in December 2018. There have been some employees that have left, and there is an additional \$22,000.00 in the salary amounts that are not being used now. Commissioner Majewski would like time to think about it as it is not something budgeted for. Commissioner Strouse commented how employees all over are leaving because of low wages. Chairperson Kleinhardt thought they should do a survey of other counties and talk about raises at the next budget meeting. Administrator Byard don't think the county can afford to give raises. Chairperson Kleinhardt also commented there has only been 1 raise in 12 years. The Board will take it under consideration and make a decision next month.

February 20, 2019

**COMMISSIONER'S REPORT - continued**

Commissioner Hoefling – District 6 has been attending township meetings, missed Summerfield due to ice and he would like a draft copy of the meeting minutes once they are typed.

**PUBLIC COMMENT**

None

Meeting Adjourned at 11:40 a.m.

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Lori Martin, Clerk  
Clare County Board of Commissioners

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Jack Kleinhardt, Chairperson  
Clare County Board of Commissioners



**MINUTES OF THE CLARE COUNTY  
BOARD OF COMMISSIONERS  
SPECIAL BOARD MEETING**

Harrison, Michigan 48625

Unapproved minutes  
March 4, 2019

Meeting was called to order at 9:33 a.m.

Pledge of Allegiance

**COMMISSIONERS PRESENT**

District 1 Dale Majewski, District 2 Samantha Pitchford, District 3 Leonard Strouse,  
District 4 Jack Kleinhardt, District 5 Mark Fitzpatrick, and District 7 Jeff Haskell.

**COMMISSIONERS ABSENT**

District 6 David Hoefling

**OTHERS PRESENT**

Janet Price, Chief Deputy Treasurer

**GENERAL PUBLIC COMMENT**

None

**UNFINISHED BUSINESS**

1. Tax Anticipation Note

It was moved by Commissioner Strouse, seconded by Commissioner Majewski to adopt Resolution #19-07 authorizing the county to Borrow \$1,500,000.00 in anticipation of collection of taxes, "Tax Anticipation Note" and approve all required parties to sign as specified. Chairperson Kleinhardt asked for discussion, Chairperson Kleinhardt asked when the county started borrowing this money, and wants to make a plan to discontinue borrowing each year, considerable discussion ensued,

Roll call vote revealed:

Yeas: (6) being Commissioners Strouse, Majewski, Fitzpatrick, Pitchford, Haskell, and Kleinhardt

Nays: (0)

Absent: (1) being Commissioner Hoefling

**Motion for Resolutions carried**

2. MIDC Grant

It was moved by Commissioner Majewski, seconded by Vice Chairperson Pitchford to approve the grant between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs (LARA) and Clare County and to allow the chair to sign postdating to February 26, 2019. Chairperson Kleinhardt asked for discussion, Administrator Byard confirmed what MIDC is, motion carried.

Chairperson Kleinhardt announced Blue Cross and Blue Shield is a non-profit and pointed out that the CEO made \$19.2 million last year. That comment lead into a discussion regarding Michigan having the highest automobile insurance rates in the country. It was discussed that this is a problem to be resolved by our legislatures.

Administrator Byard updated the Board of Commissioners regarding inmate medical bills. If an inmate has State of Michigan Medicaide, the State of Michigan Medicaide always refuses to pay, and the county then has to pay for the inmate's medical bills. Administrator Byard is talking with 44North, and they have a plan that the County can purchase to cover the inmates during incarceration.

**March 4, 2019**

Commissioner Fitzpatrick questioned why the County is not collecting on the debt that inmates are billed, per day of incarceration, that was commented at a prior meeting that the "vast majority" does not pay that debt.

Chairperson Kleinhardt announced that the courthouse was unlocked again this past weekend. He asked for explanation of how the system works. Commissioner Majewski asked if the cleaning people can double check the doors when they leave. Administrator Byard indicated they can do that. Chairperson Kleinhardt asked for the company the contract is with, Controlnet, to come before the board if it happens again. Administrator Byard indicated that an alarm goes off, when a key card was not used to open the door, and the alarm is sent to Administrator Byard, her secretary Dawn, the Building Inspector Dave Lipovsky, and the Sheriff's Department.

Meeting Adjourned at 10:24 a.m.

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Lori Martin, Clerk  
Clare County Board of Commissioners

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Jack Kleinhardt, Chairperson  
Clare County Board of Commissioners

**CLARE COUNTY BOARD OF  
COMMISSIONERS  
COMMUNICATIONS LIST  
March 20, 2019**

1. Department of Agriculture and Rural Development-spreadsheet represents landowners in jurisdiction that have Farmland Development Rights Agreements with the State of Michigan.
2. Cheboygan County- Resolution #19-05, revising Medicare Prescription Drug Bill of 2003









GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF AGRICULTURE  
AND RURAL DEVELOPMENT

GARY MCDOWELL  
DIRECTOR

February 14, 2019

Dear Local Governing Body/Reviewing Agency:

The enclosed spreadsheet represents landowners in your jurisdiction that have Farmland Development Rights Agreements with the State of Michigan enrolled in the Farmland and Open Space Preservation Act of 1974 (PA 116).

This information is forwarded to you for your reference and is sent annually as required by the Farmland and Open Space Preservation Act, MCL 324.36104(9). If you would like to receive an Excel spreadsheet in the future via e-mail, please contact our office by sending your request to [MDARD-PA116@michigan.gov](mailto:MDARD-PA116@michigan.gov).

If you have any concerns or questions, feel free to contact this office.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard A. Harlow".

Richard A. Harlow, Program Manager  
Farmland & Open Space Preservation  
Environmental Stewardship Division  
517-284-5663  
[www.michigan.gov/farmland](http://www.michigan.gov/farmland)

Enclosure(s)















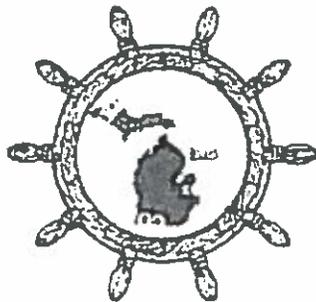
Agreement Number	Landowners	Legal Description	County	Local Gov Body	Town&Range	Section(s)	Acres (Approx.)	Start Year	End Year	Lien?
18-35460-123132	Schunk George	The N 1/2 of the SE 1/4 of the NE 1/4 of Section 8, EXC Clare	Clare	Clare County Board	T17N R3W	8	1983	2032		
18-44300-123174	Hasenfratz Anthony	E 1/2 of SE 1/4 Section 12, T17N R3W, Sheridan Town Clare	Clare	Clare County Board	T17N R3W	12	80 1985	2074		
18-44690-123134	Ramsey Roy	The E 1/2 of the NE 1/4 of Section 34, T17N R3W, She Clare	Clare	Clare County Board	T17N R3W	34	80 1985	2034		
18-51714-123118	Hosteller Samuel	SW 1/4 of the NE 1/4, ALSO NW 1/4 of the SE 1/4, AL; Clare	Clare	Clare County Board	T17N R3W	28	116 1987	2018		
18-56003-123120	Warner Robert	The W 1/2 of Section 36, ALSO the N 1/2 of the NW Clare	Clare	Clare County Board	T19N R6W	36	418 1991	2020		
18-56377-123167	Donald T Crawford & Norma K	The SW 1/4 of NE 1/4 of Sec 32, ALSO the S 1/2 of NW Clare	Clare	Clare County Board	T17N R3W	32	118 1998	2067		
18-59856-123120	Mann Burt	NW 1/4 of the NE 1/4 of Section 11, T17N R3W, Sheric Clare	Clare	Clare County Board	T17N R3W	11	40 2004	2020		
18-71388-123160	Gould Lynn	The E 1/2 of Sec 9, T18N, R3W, EXCEPT a parcel cor Clare	Clare	Clare County Board	T18N R3W	9	455 1978	2060		
18-71388-123160	Gould Lynn	SW 1/4 of SW 1/4 Section 9, T18N R3W, Arthur Towns Clare	Clare	Clare County Board	T18N R3W	9	40 1978	2060		
18-71388-123160	Gould Lynn	E 1/2 of NE 1/4 of NW 1/4 Section 16, T18N R3W, Ath Clare	Clare	Clare County Board	T18N R3W	16	20 1978	2060		
18-9768-123128	Paulette R Packard Trust UA de SE 1/4 of SE 1/4 Section 8, ALSO SW 1/4 AND the W Clare		Clare	Clare County Board	T17N R3W	8, 9, 17	539 1979	2026		







2.



## BOARD OF COMMISSIONERS

County Building  
P.O. Box 70, Room 131  
Cheboygan, Michigan 49721

Tel - (231) 627-8855  
Fax - (231) 627-8881  
E-mail - [ccbo@cheboygancounty.net](mailto:ccbo@cheboygancounty.net)

### CHEBOYGAN COUNTY BOARD OF COMMISSIONERS RESOLUTION #19-05

- WHEREAS Health care costs continue to rise for all Americans and, for some Americans, this increase can be devastating; and
- WHEREAS Medicare is the focus of many lawmakers who portray it as an "entitlement" program that costs the Treasury too much money. Technically, the term "entitlement" is correct but it has an unfortunate connotation; and
- WHEREAS Medicare is an essential medical plan that millions of seniors and disabled individuals depend upon to stay alive. Medicare is not a gift, as the term "entitlement" suggests. Many of the beneficiaries have worked their entire adult life and paid into the system in order to receive this crucial medical plan; and
- WHEREAS Due to spiraling costs largely associated with the price of prescription medications, our elected officials find themselves passing on increased costs to those who can least afford that increase, namely senior citizens and disabled individuals who are on Medicare's Part D drug program; and
- WHEREAS When congress enacted Medicare Prescription Drug Bill they enacted a law that does not allow Medicare to negotiate with pharmaceutical companies for drug price the way Medicaid and the Veterans Administration does; and
- WHEREAS One economist, Dean Baker, estimates that Medicare could have saved approximately \$332 billion dollars between 2006 and 2013 (approximately \$50 billion a year) had the Department of Health and Human Services been permitted to negotiate prices of drugs with the drug companies, as federal agencies do in other programs; and
- WHEREAS Rising prescription drug costs have been the primary reason for the increase in health benefit costs; and
- WHEREAS The increasing cost of prescription drugs and outrageous profits made by pharmaceutical companies is a systemic problem that significantly affects our state and our nation. It deserves non-partisan effort; and
- WHEREAS We must prevent our elected officials from balancing the budget on the backs of those who can least afford it, the elderly and disabled. Increases in premiums and drug costs are unacceptable. Ways to deal with a flawed Medicare Prescription Drug Bill; and
- WHEREAS We must preserve the Medicare program as it currently exists and to do so requires immediate action to cut unnecessary costs, particularly in the area of prescription drug coverage; and
- WHEREAS We must revise the Medicare Prescription Drug Bill of 2003 to allow negotiating lower drug prices and the importation of identical, cheaper, drugs from Canada and elsewhere; and
- WHEREAS We cannot allow the previously approved bill to stand as adopted at the risk of having the Medicare program be the cause of a staggeringly increasing deficit which will require tax increases or cuts to the rest of the government, nor can we allow the continuance of price increases to our citizens cause many to contemplate discontinuing medically necessary drugs in order to pay their bills, heat their houses and have food on the table; Therefore, Be It Further

District 1  
Maryellen Ingan

District 2  
Richard B. Sogister  
Marilyn Ingan

District 3  
Michael Trevisan

District 4  
C.A. Gouine

District 5  
Roberta Matelski

District 6  
John B. Wallace  
Chair

District 7  
Steve Warheld



- RESOLVED That the Cheboygan County Board of Commissioners goes on record urging our Legislators to immediately commence the process of revising the Medicare Prescription Drug Bill of 2003 to allow negotiating lower drug prices and the importation of identical, cheaper drugs from Canada and elsewhere; Be It Further
- RESOLVED That a copy of this resolution be forwarded to our area Federal and State Legislators, the National Association of Counties, the Michigan Association of Counties and the other Michigan Counties.

  
\_\_\_\_\_  
John B. Wallace, Chairperson  
Cheboygan County Board

I, Karen L. Brewster, Clerk of the County of Cheboygan, do hereby certify that the foregoing is a true and correct copy of the Resolution adopted by the Board of Commissioners at a regular meeting on March 12, 2019.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the County of Cheboygan on the 12<sup>th</sup> day of March 2019 at Cheboygan, Michigan.

  
\_\_\_\_\_  
Karen L. Brewster  
Cheboygan County Clerk/Register



## **A. JUSTICE STANDING COMMITTEE**





A3

**CENTRAL DISPATCH**

**261 / 000-978.000 Cost Share for Clare County to Join Multi-Node System**

For a multi-node telephony system to work, all host and remote nodes must operate using the same software. The other collaborators have been using their equipment for 2 years and will require a software update prior to Clare County joining. This is an unexpected cost for their agencies but they are willing to update early to assist Clare County, if Clare County is willing to contribute an equal portion of the costs. The total cost of their update is \$24,623.10 and each collaborator is expected to pay \$6,155.78 (Please see the attached quote). Central Dispatch plans to use existing funds in the new equipment line item to cover this cost (Please see the attached quote).

**Motion:** to approve the request by Central Dispatch to reimburse Mason-Oceana Central Dispatch in the amount of \$6,155.78 to pay for the software updates required for Clare County to join the multi-node telephony system.

**Motion By:**

**Seconded By:**

**Carried**

**Failed**

**INTERGOVERNMENTAL AGREEMENT  
Mid Mitt ESINet Consortium**

The Michigan County of Newaygo, the Mason-Oceana County Central Dispatch Authority (“MOCDA”), the Mecosta Osceola County Central Dispatch Authority (“MECEOLA”), and the Michigan County of Clare (collectively, the “Collaborators”) have elected to utilize the Intergovernmental Contracts Between Municipalities Act MCL §124.1 to share the costs of new telephone technologies and virtual backup capabilities for their 911 call answering and emergency service dispatch operations.

**I. Purpose and Definitions**

A. Each Collaborator provides 911 answering and dispatch services for emergency police, fire and medical requests and related first responder activities within their respective service districts. The Collaborators recognize that cost efficiencies can be achieved by common technology purchasing and coordination of certain functions among or between their 911 operations.

B. The Collaborators agree that representatives may meet periodically to discuss additional services, functions, partnerships or positions that could become the subject of additional association to achieve cost efficiencies and service effectiveness in the future.

C. For purposes of this Agreement, the following terms shall have the following meanings:

- “911 Act” refers to the 9-1-1 Service Enabling Act, MCL §484.1101 et seq.
- “Collaborators” means the County, Authorities and any other central dispatch entity that subsequently approves this Agreement and is admitted into the Collaboration as provided herein.
- “Common Benefit” means any tangible equipment or intangible service that provides a shared or joint advantage, including but not limited to a telephone system, computer software, or virtual backup.
- “911 Center Board” refers to the Authority’s Administrative Policy Board and the County 911 Boards as identified in the 911 Act, unless as provided by MCL §45.554(2)—the County Executive administers 9-1-1 or the Board of Commissioners in any of the Counties specifies otherwise.

**II. Name/Nature of Association**

A. The Collaborators agree that no joint venture is created by this Agreement and that no separate or independent legal entity is created hereby. Services provided by the holder of the associated position within a particular party shall be considered provided by that Collaborator, regardless of which party has hired, contracted with, or pays the holder of the position.

B. Each Collaborator covenants not to sue any other Collaborator regarding any associated services provided hereunder and waives any right of subrogation. Each party agrees

not to assign any right under this Agreement or any cause of action against the other party regarding services provided under this Agreement. Notwithstanding the above, nothing herein should be construed as intending to preclude a party from instituting legal proceedings to enforce the terms and conditions of this Agreement.

C. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the Collaboration or any of the Collaborators in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by each Collaborator in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the Collaboration or any of the Collaborators or their employees, respectively, as proved by statute or court decisions.

D. Each of the parties to this Agreement agrees to cooperate with the other parties in the operation of their respective risk management systems. Each party agrees that if an incident occurs and is reported as a part of its respective risk management system, and if the incident report involves activities involved with the Agreement for any participating entity or its respective staff or agency, a copy of said incident report will be immediately delivered to the designated representative of the other parties. It is agreed and understood that said incident reports will be held in the strictest of confidence to the extent permitted by law, and that each party agrees to cooperate fully with the other in the investigation and resolution of the incident or liability exposure revealed as a result of its respective risk management system.

E. This Agreement is not intended to be a third party beneficiary contract and confers no right on anyone other than the parties hereto.

F. The above notwithstanding, the Collaborators agree to call their association the "Mid Mitt Consortium" (herein referred to as "Collaboration").

### **III. Membership/Duration and Termination**

A. Any of the parties to this Agreement may withdraw from the Collaboration by providing the remaining Collaborator(s) with written notice of such withdrawal. The effective date of the withdrawal shall be ninety (90) days after the mailing of the notice through certified mail, return receipt requested to the Directors of the remaining parties. This Agreement shall continue indefinitely unless only one Collaborator remains, in which case the Agreement shall terminate. The parties to the Agreement may also terminate it by mutual consent.

B. Before a new party may be added to the Collaboration, all then current Collaborators must approve the membership. The new Collaborator shall incur all associated costs for joining the Mid Mitt ESInet and multinode E911 solution. If it approves this Agreement and all amendments, pays its allocated share of capital costs, the new party will become a full member of the Collaboration.

C. If a withdrawing member is hosting a server, microwave or other association hardware or software, that party may not terminate without at least insuring that the Collaboration or other members has or have adequate time to move the hardware to another location. Upon a party's withdrawal from or termination of this entire Agreement, a goal of this Agreement is that

each party retain or receive fair compensation of in-kind equipment or services or financial remuneration commensurate with its participation herein. A recognized principle in making that equitable distribution would be to try, where possible, to maintain equipment in the location in which it is installed. In such circumstances, each party, whether remaining in the Collaboration or leaving it, has the right to invoke the dispute resolution mechanism provided in Section VII below related to financial and equipment rights.

D. The promises provided in Section II shall survive the termination of this Agreement. The financial commitments of each party shall continue until the date of its withdrawal or the termination of the Agreement. Any financial commitment accrued during the period in which the party was subject to the terms of this Agreement shall continue despite its withdrawal or the termination of the Agreement.

#### **IV. Shared Services and Technology**

A. The Collaborators agree that the two areas of shared technology and service that are immediately subject to this Agreement are: 1) a 911 telephone system and 2) technologies that enable the Collaborators to serve as virtual emergency backups to one another if a Collaborator's 911 dispatch system experiences a primary system failure. In this regard and to facilitate this backup service, each Collaborator consents to being listed as a secondary or backup primary PSAP in the other's County 911 Plan or Plans and agrees to file a notice of intent to serve in that capacity if notified within the 911 planning process.

B. Subject to the decision-making provisions of Section V, additional technologies and services may be added if the organizational Collaborators determine that the association will realize economic efficiencies, service efficiencies, or hardware and/or software upgrades to ensure overall solution uptime.

#### **V. Decision-making**

A. The Collaborators agree that the 911 Directors will periodically confer to discuss operational and funding needs and to present recommendations to the respective entities governing the 911 Centers. Decision-making will be by consensus of the 911 Center Boards.

B. The Collaboration shall have the authority to commit retainer funds as described below to the extent authorized by the respective governing entities, but shall not have the authority to otherwise bind the individual member Counties through contract or common law.

#### **VI. Cost Allocation**

A. The PSAPs agree to individually cover hardware, software and service costs that the Consortium Board determines can be itemized and segregated per actual use and control by the individual member collaborators.

B. Where the costs of the hardware, software or services are not amenable to segregation by individual PSAP, the parties will consider the costs "common". "Common costs" will be distributed on an equitable basis among the membership PSAPs taking into account whether the relative size of the PSAP is relevant to the common cost. A list of common cost items will be listed in Appendix A

C. Common costs will be divided between collaborators. Division of costs shall be determined by consensus of the 911 Directors and shall consider hardware, software, labor, and any other expenses. Division may be equal by the number of Collaborators, determined by the number of dispatch position licenses held at each PSAP, or other division deemed appropriate by the 911 Directors.

D. The Collaboration may require a retainer from each of the Collaborators to facilitate common purchasing at a level agreed to by each of the Collaborators. The Collaboration will select one or more of the Collaborator's treasurers to serve as the repository for these retainer funds. All retainer funds shall be held in trust by the Collaborator(s) holding them for the common purposes and interest of the member. If a Collaborator withdraws or this Agreement is terminated, all unpledged or uncommitted portions of that Collaborator's retainer funds shall be returned to it upon withdrawal and or termination.

## **VII. Dispute Resolution**

The following shall be the dispute mechanism procedure for resolving any dispute among the Collaborators pertaining to the implementation and/or enforcement of this Agreement:

1. The 911 Directors shall participate in face to face meeting to try to resolve the dispute.
2. If this meeting does not lead to the resolution of the issue, a representative from each of the other Counties' 911 Boards, along with the 911 Directors, will meet in a face to face meeting in an effort to resolve the dispute.
3. If this meeting does not resolve the issue, the parties agree to work through a facilitative mediation process with an experienced, neutral mediator.

If this process does not lead to the resolution of the issue, any Collaborator may submit a written request to the American Arbitration Association asking it to appoint an arbitrator. Such request must be copied to the other Collaborators and submitted within twenty (20) days of the step two meeting. The costs of the arbitration will be split on an equal basis between the party requesting the arbitration as one party and the remaining Collaborators as the other. The arbitrator shall hold a hearing pursuant to the rules of AAA and the arbitrator's written decision will be binding and a judgment may be entered in accordance with Michigan Court rules in any circuit court within the geographic area covered by the Collaborators in this Agreement.

### VIII. Miscellaneous Provisions

1. Nothing in this Agreement shall be interpreted as precluding a party from associating with another 911 collaboration or consolidation in a manner that does not compromise the Common Benefits covered by this Agreement.
2. Any notice to be sent under this Agreement shall be effective when filed with the 9-1-1 Directors and corporation counsel of the other parties at its or their then current addresses.
3. This Agreement may be approved in counterparts.
4. This Agreement shall be effective when approved and executed by the last of the initial three Collaborators to approve it.
5. If any party must resort to judicial proceedings to enforce the terms and conditions of this Agreement, the prevailing party or parties shall be entitled to reimbursement of its or their reasonable attorneys' fees and costs.
6. Failure to enforce a term or condition of this Agreement shall not be construed as a waiver of that term and condition in subsequent enforcement proceedings.
7. If any provision of this Agreement is determined to be invalid, it shall be severed and the remaining provisions shall be deemed valid, binding and enforceable.
8. This Agreement contains the complete expression of the parties' understanding regarding the subjects contained herein. All prior or contemporaneous oral or written agreements are merged herein. This Agreement may not be modified except in writing duly approved and signed by all parties.

## **Appendix A Common Cost Items**

The Mid Mitt multimode is a complex telephony system that delivers 911 calls to each of the collaborators. The hardware, software and network are proprietary solutions by companies West Corporation, InDigital Telecom, and Peninsula Fiber Network (PFN). Defining the hardware, software and network components that are common costs is difficult. To determine what is a common cost versus individual collaborator cost responsibility, it is important to understand the solution at a high level.

At the heart of the Mid Mitt multimode are 2 "hosts". One is housed at MOCDA and the other at Meceola. Each host has site redundancy, meaning there are two of everything at a single host site. Each host site has a Server Side A and Server Side B. It would take at least one system failure on each server side at a host site to take down the host site. In this situation, all sites automatically failover to the other host site and a system failure goes unnoticed by the collaborator sites.

The two hosts are connected to one another in a way that the systems functions as one whole system. If a failure takes down one host, all calls are automatically and seamlessly delivered using the other host. By definition, common costs should be defined as any deficiency that takes away from the normal operation of all four server sides, both host sites, and the networks that interconnect them.

It may be easier to call out common costs by defining the only known costs that are not common.

### **Known "Non-Common" Costs:**

- Analog Interface Modules (AIMs)
- AC9s
- Keyboards
- Mice
- Monitors
- Handsets

The loss of service with any of the above components do not affect the integrity or uptime of the solution as a whole and are the responsibility of the individual PSAP.

If consensus cannot be agreed upon by the collaborator's technical contacts, Section VII on Dispute Resolution shall be followed to resolve whether a deficiency is (or is not) a common cost for all collaborators to share in accordance with section VI.

**Execution**

**INTERGOVERNMENTAL AGREEMENT  
Mid Mitt ESINet Consortium**

The Michigan County of Newaygo, the Mason-Oceana County Central Dispatch Authority ("MOCDA"), the Mecosta Osceola County Central Dispatch Authority ("MFCEOLA"), and the Michigan County of Clare (collectively, the "Collaborators") have elected to utilize the Intergovernmental Contracts Between Municipalities Act MCL §124.1 to share the costs of new telephone technologies and virtual backup capabilities for their 911 call answering and emergency service dispatch operations.

**NEWAYGO COUNTY**

By: \_\_\_\_\_  
Chairperson  
Newaygo County Board of Commissioners

Date: \_\_\_\_\_, 2019

Attest: \_\_\_\_\_  
Newaygo County Clerk

**INTERGOVERNMENTAL AGREEMENT  
Mid Mitt ESINet Consortium**

The Michigan County of Newaygo, the Mason-Oceana County Central Dispatch Authority ("MOCDA"), the Mecosta Osceola County Central Dispatch Authority ("MECEOLA"), and the Michigan County of Clare (collectively, the "Collaborators") have elected to utilize the Intergovernmental Contracts Between Municipalities Act MCL §124.1 to share the costs of new telephone technologies and virtual backup capabilities for their 911 call answering and emergency service dispatch operations.

**MASON-OCEANA 911 AUTHORITY**

By: \_\_\_\_\_  
Board of Authority Chairperson

Date: \_\_\_\_\_, 2019

Attest: \_\_\_\_\_  
Board of Authority Vice Chairperson

**INTERGOVERNMENTAL AGREEMENT  
Mid Mitt ESINet Consortium**

The Michigan County of Newaygo, the Mason-Oceana County Central Dispatch Authority (“MOCDA”), the Mecosta Osceola County Central Dispatch Authority (“MECEOLA”), and the Michigan County of Clare (collectively, the “Collaborators”) have elected to utilize the Intergovernmental Contracts Between Municipalities Act MCL §124.1 to share the costs of new telephone technologies and virtual backup capabilities for their 911 call answering and emergency service dispatch operations.

**MECEOLA CONSOLIDATED CENTRAL DISPATCH 911 AUTHORITY**

By: \_\_\_\_\_ Date: \_\_\_\_\_, 2019  
Board of Authority Chairperson

Attest: \_\_\_\_\_  
Board of Authority Vice Chairperson

**INTERGOVERNMENTAL AGREEMENT  
Mid Mitt ESINet Consortium**

The Michigan County of Newaygo, the Mason-Occana County Central Dispatch Authority (“MOCDA”), the Mecosta Osceola County Central Dispatch Authority (“MECEOLA”), and the Michigan County of Clare (collectively, the “Collaborators”) have elected to utilize the Intergovernmental Contracts Between Municipalities Act MCL §124.1 to share the costs of new telephone technologies and virtual backup capabilities for their 911 call answering and emergency service dispatch operations.

**Clare County**

By: \_\_\_\_\_ Date: \_\_\_\_\_, 2019  
Chairperson, Clare County Board of Commissioners

Attest: \_\_\_\_\_  
Clare County Clerk

Proposal #2 part A



## SVN Remote

*for*

## Clare County, MI

(Direct Sale)

**Quote Number: 26553**

Version: 8

February 17, 2019

The terms and conditions available at [west.com/legal-privacy/terms/call-handling](http://west.com/legal-privacy/terms/call-handling) will apply to this Quote, unless the parties have entered into a separate mutually executed agreement, or Customer is purchasing under a cooperative purchasing agreement. The terms of this Quote will govern any conflict with the above-mentioned terms, and Customer's issuance of a purchase order for any or all of the items described in this Quote will constitute acknowledgement and acceptance of such terms. No additional terms in Customer's purchase order will apply. This document contains confidential and proprietary information owned by West Safety Solutions Corp. or its affiliates, and such information may not be used or disclosed by any person without prior written consent.

**Summary - 5 Years - Clare County**

<b>Item</b>	<b>Cost</b>
Systems	\$93,996.87
Services	\$61,485.18
Recurring Services	\$13,050.00
Maintenance	\$40,301.00
Discount	(\$41,000.00)
<b>Total:</b>	<b>\$167,833.05</b>

<b>Year</b>	<b>Systems</b>	<b>Professional Services</b>	<b>Recurring Services</b>	<b>Maintenance Services</b>	<b>Discount</b>	<b>Totals</b>
Year 1	\$93,996.87	\$61,485.18	\$2,610.00	\$4,941.00	(\$32,008.12)	\$131,024.93
Year 2			\$2,610.00	\$8,840.00	(\$2,247.97)	\$9,202.03
Year 3			\$2,610.00	\$8,840.00	(\$2,247.97)	\$9,202.03
Year 4			\$2,610.00	\$8,840.00	(\$2,247.97)	\$9,202.03
Year 5			\$2,610.00	\$8,840.00	(\$2,247.97)	\$9,202.03
<b>Totals</b>	<b>\$93,996.87</b>	<b>\$61,485.18</b>	<b>\$13,050.00</b>	<b>\$40,301.00</b>	<b>(\$41,000.00)</b>	<b>\$167,833.05</b>



Lessee  
Clare County, MI

Vendor  
West

<b>Proposal Date:</b>	February 21, 2019
<b>Equipment Description:</b>	1- Viper Systems
<b>Commencement Date:</b>	March 15, 2019
	<u>Option 1</u>
<b>Equipment Cost:</b>	\$131,024.93
<b>Lessee Down Payment:</b>	
<b>Amount Financed:</b>	\$131,024.93
<b>Lease Term:</b>	4 Years
<b>First Payment Date:</b>	9/15/2019
<b>Payment Frequency:</b>	Semi-Annual
<b>Lease Rate:</b>	5.75%
<b>Payment Amount:</b>	\$18,566.59
<b>Payment Factor:</b>	0.14170

**Qualifications:**

1 **Pricing:** This is a lease proposal for the payment stream(s) indicated above. If any of the information identified above are not correct, please advise us so that we can determine if a new proposal is required. Other important elements of this proposal are:

a) **Rate Expiration:** Signing this proposal does not in itself lock in your rate. This lease must be credit approved, contracts properly signed, and the lease funded by Leasing 2 within thirty days from the date of this proposal to protect the rates quoted.

b) **Closing Costs:** There will be no up-front costs of any kind charged by Lessor including closing costs, points, administrative costs, etc. Your attorney may charge you to review the lease documents and complete the opinion letter required with our lease documentation.

2 **Type of Lease:** This is a lease-purchase type of financing. After all the lease payments are made, Lessee will own the equipment without further cost.

3 **Financial Reporting:** All city, county and tax districts (including fire districts) will be expected to provide GAAP audited financial reports. All non-for-profit corporations (vfd's) will be expected to provide IRS 990 federal tax returns. If you do not maintain these types of financial reports, please contact us to discuss.

4 **Vendor Payable / Escrow Account (where applicable):** In the event that the truck(s) and/or equipment are not ready to be delivered, proceeds of this lease will be held in a vendor payable account until delivery/acceptance. This is a non-interest bearing account to Lessee.

5 **Credit Approval and Documentation:** This is a proposal only and does not represent a commitment to lease. This financing is subject to credit review and approval and execution of mutually acceptable documentation including the opinion of lessee's counsel opining that the agreement is legal, valid and binding and qualified as a tax exempt obligation under the tax reform act of 1986 as amended.

**Financing By:** Leasing 2, Inc.  
**Contact:** Rick Carney  
**Phone:** 813-258-9888 x16

**Date:** February 21, 2019  
**Email:** rcarney@leasing2.com  
**Web:** www.leasing2.com

**REQUEST TO PROCEED:** When you are ready to proceed towards finalizing this lease, please email/fax a signed and completed proposal as indicated below. We will immediately email you "next step" instructions.

Proposal date: February 21, 2019

Option Chosen: \_\_\_\_\_ (where applicable)

Last month of your budget year? \_\_\_\_\_

Clare County, MI  
Name of Lessee

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contact E-Mail Address

\_\_\_\_\_  
Contact Phone

Please complete the above information and fax or email all pages of the proposal to

813-258-9333 rcarney@leasing2.com

## 5 Year Payment Plan for Updated 911 Telephony System

Proposal #2  
Part C

Year	West Safety Services	Leasing 2 (finance company)	Yearly Total	Project Total
Year 1	\$0.00	\$37,133.18	\$37,133.18	<b>\$185,340.84</b> (includes finance costs)
Year 2	9202.03*	\$37,133.18	\$46,335.21	
Year 3	9202.03*	\$37,133.18	\$46,335.21	
Year 4	9202.03*	\$37,133.18	\$46,335.21	
Year 5	9202.03*	\$0.00	\$9,202.03	

\*Future Software Maintenance Services are not financed, must be paid directly to West Safety Services each year.

Proposal #3



## **OS Upgrades**

*for*

**Mason Oceana-Meceola, MI**

**(Direct Sale)**

**Quote Number: 29624**

**Version: 2**

**December 12, 2018**

The terms and conditions available at [west.com/legal-privacy/terms/call-handling](http://west.com/legal-privacy/terms/call-handling) will apply to this Quote, unless the parties have entered into a separate mutually executed agreement, or Customer is purchasing under a cooperative purchasing agreement. The terms of this Quote will govern any conflict with the above-mentioned terms, and Customer's issuance of a purchase order for any or all of the items described in this Quote will constitute acknowledgement and acceptance of such terms. No additional terms in Customer's purchase order will apply. This document contains confidential and proprietary information owned by West Safety Solutions Corp. or its affiliates, and such information may not be used or disclosed by any person without prior written consent.

**Summary All Sites**

Item	Cost
Mason-Oceana Node A	\$12,284.30
Meceola - Node B	\$10,485.80
Newaygo - Remote	\$1,853.00
<b>Total:</b>	<b>\$24,623.10</b>

Year	Systems	Professional Services	Recurring Services	Maintenance Services	Totals
Year 1	\$12,440.00	\$12,183.10			\$24,623.10
<b>Totals</b>	<b>\$12,440.00</b>	<b>\$12,183.10</b>			<b>\$24,623.10</b>

\$24,623.10 divided amongst  
four agencies = \$6,155.78

**B. HEALTH AND HUMAN SERVICES  
STANDING COMMITTEE**



B3



STATE OF MICHIGAN  
DEPARTMENT OF MILITARY & VETERANS AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

BG PAUL D. ROGERS  
THE ADJUTANT GENERAL AND DIRECTOR

February 4, 2019

RE: County Veteran Service Fund Grant - 190000001312

Dear Ms. Karen Lipovsky,

The Michigan Veterans Affairs Agency has accepted the Clare County application for the 2019 County Veteran Service Fund Grant (CVSF). Your grant project titled, "Increased Veteran Service" has been assigned the grant number listed above.

The grant award will be funded for up to \$59,490.00 of approved costs during the grant period, effective the date the CVSF Grant Agreement is signed by both Clare County and the State of Michigan. The County will receive a direct payment of \$50,000 by January 31, 2019, and the remaining \$9,490.00 will be paid on a reimbursement basis. The award will be carried out under the direction of Ms. Tracy Byard as stated in the grant application.

All grant activities will be supervised by the Michigan Veterans Affairs Agency Grant Program Manager, Robert Price. For all communications related to the grant, please email Marie Douville at [douvillem@michigan.gov](mailto:douvillem@michigan.gov) and copy [MVAAGrants@michigan.gov](mailto:MVAAGrants@michigan.gov).

As a grantee, you must be registered to do business with the State of Michigan. Registration is available at the following website: [www.michigan.gov/SIGMAVSS](http://www.michigan.gov/SIGMAVSS). Failure to register will delay payment.

To accept the grant award, please review and sign the County Veteran Service Fund Grant Agreement and return by email to [MVAAGrants@michigan.gov](mailto:MVAAGrants@michigan.gov) (cc: [douvillem@michigan.gov](mailto:douvillem@michigan.gov)), as soon as possible. Failure to return the signed Grant Agreement may delay payment. Grant activities that take place prior to the DMVA signing the grant agreement will not be reimbursed.

Copies of the attached reporting templates and requirements will be sent under separate cover with instructions to the Project Director for use.

Regards,

A handwritten signature in cursive script that reads "Robert W Price".

Robert Price  
Director, Targeted Outreach

**GRANT AGREEMENT  
BETWEEN THE  
MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, MICHIGAN VETERANS AFFAIRS  
AGENCY  
AND Clare County**

This Grant Agreement ("Agreement") is made between the Michigan Department of Military and Veterans Affairs, (DMVA), Michigan Veterans Affairs Agency ("State"), and Clare County ("Grantee").

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. The State is authorized to provide grant assistance pursuant to House Bill No. 6403, 2018 Public Act No. 214. This Agreement is subject to the terms and conditions specified herein.

Project Name: Clare County [Project #: 190000001312  
Amount of grant: \$59,490.00

Start Date (date executed by DMVA): \_\_\_\_\_ End Date: 09/30/2019  
[unless alternate date specified]

**GRANTEE CONTACT:**

Name/Title  
Jack Kleinhardt, Board Chair  
Organization  
Clare County  
Address  
225 W. Main St  
Address  
Harrison, MI 48625  
Telephone number  
989-539-2510  
Fax number  
989-539-2588  
E-mail address  
jackkleinhardt@gmail.com  
Federal ID number - (Required for Federal Funding)  
031892094  
Grantee DUNS number - (Required for Federal Funding)

**STATE'S CONTACT:**

Name/Title  
Marie Douville, Contract and Grant Analyst  
Division/Bureau/Office  
MVAA  
Address  
222 N. Washington Sq. 5<sup>th</sup> Floor  
Address  
Lansing, MI 48933  
Telephone number  
517-284-5237  
Fax number  
  
E-mail address  
douvillem@michigan.gov

[Program will add a Remittance address if different than the above.]

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

**FOR THE GRANTEE:**

Signature \_\_\_\_\_  
Name/Title \_\_\_\_\_

Date \_\_\_\_\_

**FOR THE STATE:**

Signature \_\_\_\_\_  
Name/Title \_\_\_\_\_

Date \_\_\_\_\_

## **I. PROJECT SCOPE**

This Agreement and its appendices constitute the entire Agreement between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

(A) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.

(B) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

## **II. AGREEMENT PERIOD**

Upon signature by the State, the Agreement shall be effective from the Start Date until the End Date on page 1. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on page 1. Expenditures made by the Grantee prior to the Start Date or after the End Date of this Agreement are not eligible for payment under this Agreement.

## **III. CHANGES**

Any changes to this Agreement other than budget line item revisions less than 10% percent of the budget line item shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The State reserves the right to deny requests for changes to the Agreement or to the appendices. No changes can be implemented without approval by the State.

## **IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS**

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

(A) The Grantee must complete and submit quarterly financial and progress reports according to a form and format prescribed by the State and must include supporting documentation of eligible project expenses. These reports shall be due according to the following:

<b>Reporting Period</b>	<b>Due Date</b>
January 1 – March 31	April 30
April 1 – June 30	July 31
July 1 – September 30	Before October 15*
October 1 – December 31	January 31

\*Due to the State's year-end closing procedures, there will be an accelerated due date for the report covering July 1 – September 30. Advance notification regarding the due date for the quarter ending September 30 will be sent to the Grantee. If the Grantee is unable to submit a report in early October for the quarter ending September 30, an estimate of expenditures through September 30 must be submitted to allow the State to complete its accounting for that fiscal year.

The forms provided by the State shall be submitted to the State's contact at the address on page 1. [All required supporting documentation (invoices, proof of payment, etc.) for expenses must be included with the report.]

(B) The Grantee shall provide a final project report in a format prescribed by the State. The Grantee

shall submit the final status report, including all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days from the End Date of the Agreement.

[(C) The Grantee must provide copies of all products and deliverables in accordance with Appendix A.]

[(D) All products shall acknowledge that the project was supported in whole or in part by Michigan Veterans Affairs Agency, MVAA, per the guidelines provided by the program.

#### **V. GRANTEE RESPONSIBILITIES**

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this grant is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee's receipt or execution of this grant.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the grant.

#### **VI. USE OF MATERIAL**

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State, and federal awarding agency, if applicable, retains a royalty-free, nonexclusive and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

#### **VII. ASSIGNABILITY**

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

#### **VIII. SUBCONTRACTS**

The State reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

## **IX. NON-DISCRIMINATION**

Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, *et seq.*, and Executive Directive 2019-09. Contractor and its subcontractors agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex (as defined in Executive Directive 2019-09), height, weight, marital status, partisan considerations, any mental or physical disability, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. Breach of this covenant is a material breach of this Contract.

## **X. UNFAIR LABOR PRACTICES**

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

## **XI. LIABILITY**

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, or any employee or agent of the Grantee acting within the scope of their employment or agency.

(B) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

## **XII. CONFLICT OF INTEREST**

No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

## **XIII. ANTI-LOBBYING**

If all or a portion of this Agreement is funded with federal funds, then in accordance with OMB Circular A-21, A-87, or A-122, as appropriate, the Grantee shall comply with the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or in litigation against the State. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

## **XIV. DEBARMENT AND SUSPENSION**

By signing this Agreement, the Grantee certifies that it has checked the federal debarment/suspension list at [www.SAM.gov](http://www.SAM.gov) to verify that its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
- (2) Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

#### **XV. AUDIT AND ACCESS TO RECORDS**

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of [five] years after the final payment has been issued to the Grantee by the State.

#### **XVI. INSURANCE**

(A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.

(B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

#### **XVII. OTHER SOURCES OF FUNDING**

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement must not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings, or to immediately refund to the State, the total amount representing such duplication of funding.

#### **XVIII. COMPENSATION**

(A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The State will pay the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred and paid. All other costs necessary to complete the project are the sole responsibility of the Grantee.

(B) Expenses incurred by the Grantee prior to the Start Date or after the End Date of this Agreement are not allowed under the Agreement, unless otherwise specified in Appendix A.

(C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.

(D) The State reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the Contract & Payment Express Web Site (<http://www.cpexpress.state.mi.us>).

## **XIX. CLOSEOUT**

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments in excess of the costs allowed by this Agreement.

## **XX. CANCELLATION**

This Agreement may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the grantee for any further charges to the grant.

## **XXI. TERMINATION**

(A) This Agreement may be terminated by the State as follows.

(1) Upon 30 days written notice to the Grantee:

- a. If the Grantee fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable law or rules.
- b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.
- c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.
- d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.

- e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a through d, above and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).
- (2) Immediately and without further liability to the State if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:
- a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
  - b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
  - c. Convicted under State or federal antitrust statutes; or
  - d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
  - e. Added to the federal or state Suspension and Debarment list.

(B) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

## **XXII. IRAN SANCTIONS ACT**

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

## PROGRAM-SPECIFIC BOILERPLATE

### XXIII. DISCLOSURE OF INFORMATION

All reports and other printed or electronic material prepared by or for the Grantee under the Agreement will not be distributed without the prior written consent of the State except for items disclosed in response to a Freedom of Information Act request, Court Order or subpoena.

### PROJECT-SPECIFIC REQUIREMENTS – APPENDIX A

- *Clare County will receive an initial up-front payment of \$50,000 for the CVSF grant. The remaining balance of \$9,490.00 will be paid on a reimbursement basis.*
- *If there are remaining funds from the initial \$50,000 payment at the end of the Fiscal Year (September 30, 2019) the County will return those to the State.*
- *The County will provide verification of funds spent down from the original \$50,000 with the Quarterly Reports in the form of time sheets, receipts, invoices, or other appropriate documentation to support and verify the expenditures.*
- *Progress Reports and Quarterly Financial Reports will be due according to the schedule listed on page 2.*
- *All reports will be submitted on the Reporting Templates provided by the MVAA – see attached.*
- *Failure to properly complete progress reports, financial reports, and claims reports may delay payments.*
- *All purchases must be supported with receipts and/or invoices*
- *If additional funds are requested from the original grant application, the County will submit a Program Amendment along with a Budget Justification and Narrative for approval prior to using those funds.*
- *Travel rates, lodging, meals, and mileage reimbursement will be paid at the State of Michigan travel rates, see attached. Mileage must be substantiated with Mapquest routes attached.*
- *Submit a photocopy of PIV card no later than September 30, 2019.*

#### *Budget Narrative and Justification:*

*You will need to submit a revised Budget Narrative and Justification for the expenditure of grant funds only in each category intended for use no later than March 15, 2019. Do not include the general fund in this narrative.*

*You are increasing the number of hours for the Office Assistant by adding 21 hours per week. You will need to provide the hourly rate x the number of hours to be worked through the grant only and provide a total number of dollars.*

*You will also need to break out any fringe benefits per staff member including both the percentage and total amount.*

*As a reminder, supplanting is not allowed. Grant funds may be used to increase services only, not alleviate burden on the general fund.*



# 2018 COUNTY VETERAN SERVICE FUND GRANT

## GRANT APPLICATION TEMPLATE

Use this template in submitting the County Veteran Service Fund grant request.

Your Authorizing Official is the person able to accept funds and enter the County into agreements and contracts. This is usually the Chairperson of the Board of Commissioners.

### CONTACT INFORMATION

**Applicant County** Clare  
**DUNS Number** 031892094  
**Federal ID** 38-6004842

**POC Name** Tracy Byard  
**Mailing Address** P.O. Box 438 225 W. Main St., Harrison, MI 48625  
**Phone** 989-539-2510  
**Email Address** byardt@clareco.net

**Authorizing Official** Karen Lipovsky  
**Mailing Address** 225 W. Main St., Harrison, MI 48625  
**Phone** 989-539-2510  
**Email Address** klipovsky@gmail.com

**Financial Officer** Jenny Beemer-Fritzinger  
**Mailing Address** P.O. Box 564, Harrison, MI 48625  
**Phone** 989-539-7801  
**Email Address** beemer-fritzingerj@clareco.net

### PROJECT DETAIL

**Project Title** Increased Veteran Service  
**Grant Focus Area** Increase existing hours of veteran service operation

**PROJECT NARRATIVE**

Clare County Veterans Services work hard to obtain the maximum benefits available to Clare County Veterans, simplify the process for them and refer those who need other services to the appropriate agencies. The types of claims submitted for veterans include: Health Care for treatment in a VA medical facility, Disability Compensation, Pension, Aid and Attendance, Burial Benefits, Dependent Indemnity Compensation, Survivor's Pension, Education and Employment and more. Please see distribution of VA expenditures (attachment a) Clare County Veterans Services Department staff have worked diligently to establish and maintain relationships with other local providers in the county so as to provide a wrap around approach of services for Clare County Veterans. In order to achieve the needed service level in the Clare County Veterans Services Office, hours need to be increased to ensure the office is staffed and open Monday through Friday from 8 am to 4:30 pm. Currently the office consists of a director and an assistant. Please see Organizational Chart (attachment b) The director is full time however the office assistant was only working 13 hours a week which leaves the office closed 24.5 hours each week if and when the director is working out of the office, at meetings etc. In anticipation of this grant funding, Clare County increased the office assistant hours to 21 hours per week as of 10-1-2018 however would like to increase the hours to 29 hours per week. Attached is a detailed spreadsheet of day to day activity of the office assistant since 10-1-2018 (attachment c)

**BUDGET JUSTIFICATION AND NARRATIVE**

Budget Justification should be provided in an excel document, as Attachment A.

Budget Narrative should be provided below.

For FY 18 the office assistant worked 13 hours per week at 15.959 per hour. Please see the year end amount in column one (end Balance)  
In anticipation of additional funding, the assistant hours were increased to 21 hours per week. Please see column two (amended budget) for FY 19. Clare County would like to increase the hours of the office assistant to 29 hours per week. The \$25,000 would pay for the office assistant as follows

Part time assistant (29 hours)    \$24,066.17

please see attached budget spreadsheet

**SUBMISSION OF APPLICATION**

Type an X in the box for confirmation of the following statements.

I understand that my County must become registered to do business with the State of Michigan prior to receiving any grant funding. Registration is available at the following website: <a href="http://www.michigan.gov/SIGMAVSS">www.michigan.gov/SIGMAVSS</a> .	X
I understand that the grant agreement must be signed by the Authorizing Official before grant funds can be expended.	X
I have included Attachment A: Budget Justification.	X
I have included Attachment B: County FY18 Budget for the organizational structure that provides assistance to veterans and/or family members.	X
I understand that I should receive an email confirmation of submission of my application within 24 business hours, and if I do not receive an email confirmation, I should contact the agency for confirmation.	X
I understand that remote access to the United States Department of Veterans Affairs computing systems and obtaining PIV cards for county veteran services officers must be completed no later than September 30, 2019.	X

Signature: Tracy Byard

Date: 11-28-2018

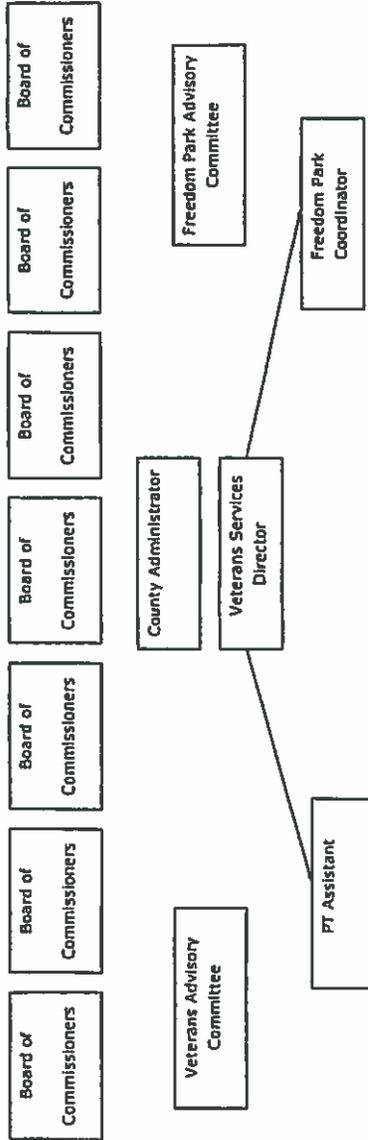
FY17 GEOGRAPHIC DISTRIBUTION OF VA EXPENDITURES (GDX)

FY17 Summary of Expenditures by State  
Expenditures in \$000s

County/ Congressional District	Veteran Population*	Total Expenditure	Compensation & Pension	Construction	Education & Vocational Rehabilitation/ Employment	Loan Guaranty#	General Operating Expenses	Insurance & Indemnities	Medical Care	Unique Patients**
ALCONA	1,470	\$ 9,180	\$ 4,970	\$ -	\$ 152	\$ -	\$ -	\$ 38	\$ 4,020	523
ALGER	930	\$ 7,608	\$ 4,323	\$ -	\$ 104	\$ -	\$ -	\$ 60	\$ 3,121	337
ALLEGAN	6,768	\$ 37,487	\$ 20,662	\$ -	\$ 1,827	\$ -	\$ -	\$ 671	\$ 14,327	1,727
ALPENA	2,692	\$ 19,161	\$ 9,250	\$ -	\$ 724	\$ -	\$ -	\$ 265	\$ 8,922	1,015
ANTRIM	2,115	\$ 11,077	\$ 7,515	\$ -	\$ 367	\$ -	\$ -	\$ 83	\$ 3,113	566
ARENAC	1,291	\$ 11,481	\$ 6,815	\$ -	\$ 172	\$ -	\$ -	\$ 27	\$ 4,466	418
BARAGA	753	\$ 7,227	\$ 3,602	\$ -	\$ 114	\$ -	\$ -	\$ 29	\$ 3,482	338
BARRY	4,344	\$ 25,327	\$ 12,595	\$ -	\$ 1,117	\$ -	\$ -	\$ 265	\$ 11,350	1,217
BAY	7,338	\$ 57,029	\$ 30,928	\$ -	\$ 2,162	\$ -	\$ -	\$ 346	\$ 23,593	2,432
BENZIE	1,728	\$ 9,647	\$ 5,987	\$ -	\$ 369	\$ -	\$ -	\$ 57	\$ 3,226	496
BERRIEN	10,965	\$ 61,395	\$ 35,351	\$ -	\$ 2,439	\$ -	\$ -	\$ 792	\$ 22,813	2,781
BRANCH	2,846	\$ 23,812	\$ 12,237	\$ -	\$ 455	\$ -	\$ -	\$ 144	\$ 10,976	885
CALHOUN	10,642	\$ 107,960	\$ 46,917	\$ 11	\$ 3,003	\$ -	\$ 1,644	\$ 633	\$ 55,753	3,524
CASS	4,037	\$ 19,524	\$ 10,222	\$ -	\$ 560	\$ -	\$ -	\$ 79	\$ 8,662	1,197
CHARLEVOIX	2,165	\$ 11,254	\$ 6,986	\$ -	\$ 384	\$ -	\$ -	\$ 43	\$ 3,842	579
CHEBOYGAN	2,415	\$ 20,748	\$ 11,995	\$ -	\$ 374	\$ -	\$ -	\$ 210	\$ 8,189	933
CHIPPewa	3,244	\$ 25,204	\$ 15,056	\$ -	\$ 1,155	\$ -	\$ -	\$ 179	\$ 8,814	1,066
CLARE	2,663	\$ 25,082	\$ 12,852	\$ -	\$ 418	\$ -	\$ 546	\$ 102	\$ 11,164	1,036
CLINTON	4,781	\$ 24,323	\$ 17,093	\$ -	\$ 1,654	\$ -	\$ -	\$ 203	\$ 5,373	756
CRAWFORD	1,543	\$ 10,334	\$ 6,192	\$ -	\$ 224	\$ -	\$ -	\$ 47	\$ 3,872	503
DELTA	3,835	\$ 44,918	\$ 21,654	\$ -	\$ 791	\$ -	\$ -	\$ 547	\$ 21,926	1,692
DICKINSON	2,594	\$ 41,706	\$ 14,189	\$ 635	\$ 672	\$ -	\$ -	\$ 257	\$ 25,149	1,427
EATON	7,041	\$ 47,571	\$ 30,210	\$ -	\$ 3,091	\$ -	\$ -	\$ 417	\$ 13,853	1,498
EMMET	2,483	\$ 14,364	\$ 9,313	\$ -	\$ 539	\$ -	\$ -	\$ 269	\$ 4,244	631
GENESE	28,587	\$ 163,185	\$ 97,865	\$ -	\$ 7,750	\$ -	\$ -	\$ 1,688	\$ 55,885	5,664
GLADWIN	2,361	\$ 21,333	\$ 11,833	\$ -	\$ 390	\$ -	\$ -	\$ 317	\$ 8,793	842
GOGEBIC	1,569	\$ 14,562	\$ 6,782	\$ -	\$ 315	\$ -	\$ -	\$ 67	\$ 7,398	746
GRAND TRAVERSE	6,298	\$ 40,866	\$ 25,508	\$ -	\$ 2,896	\$ -	\$ -	\$ 928	\$ 11,535	1,713
GRATIOT	2,449	\$ 19,909	\$ 12,075	\$ -	\$ 615	\$ -	\$ -	\$ 178	\$ 7,041	771
HILLSDALE	3,246	\$ 22,781	\$ 11,239	\$ -	\$ 630	\$ -	\$ -	\$ 157	\$ 10,754	1,041
HOUGHTON	2,643	\$ 26,001	\$ 11,627	\$ -	\$ 1,228	\$ -	\$ -	\$ 129	\$ 13,018	1,130
HURON	2,322	\$ 15,900	\$ 8,869	\$ -	\$ 354	\$ -	\$ -	\$ 159	\$ 6,517	786
INGHAM	13,764	\$ 86,324	\$ 44,964	\$ -	\$ 9,040	\$ -	\$ -	\$ 1,064	\$ 31,256	3,123
IONIA	3,955	\$ 22,513	\$ 12,816	\$ -	\$ 1,134	\$ -	\$ -	\$ 193	\$ 9,808	840
IOSCO	3,168	\$ 22,581	\$ 12,246	\$ -	\$ 353	\$ -	\$ -	\$ 174	\$ 10,975	688
IRON	1,365	\$ 18,202	\$ 6,981	\$ -	\$ 100	\$ -	\$ -	\$ 146	\$ 8,112	891
ISABELLA	3,030	\$ 21,456	\$ 11,148	\$ -	\$ 2,039	\$ -	\$ -	\$ 156	\$ 30,675	3,239
JACKSON	10,685	\$ 73,632	\$ 38,088	\$ -	\$ 4,370	\$ -	\$ -	\$ 499	\$ 46,599	3,484
KALAMAZOO	13,510	\$ 101,505	\$ 42,693	\$ 334	\$ 8,522	\$ -	\$ 2,300	\$ 1,058	\$ -	-

**FY17 GEOGRAPHIC DISTRIBUTION OF VA EXPENDITURES (GDx)**

FY17 Summary of Expenditures by State Expenditures in \$000s										
County/ Congressional District	Veteran Population*	Total Expenditure	Compensation & Pension	Construction	Education & Vocational Rehabilitation/ Employment	Loan Guaranty#	General Operating Expenses	Insurance & Indemnities	Medical Care	Unique Patients**
<b>Notes:</b> * Veteran population estimates, as of September 30, 2017, are produced by the VA Predictive Analytics and Actuary Service (VeIPop 2016). # Prior to FY 08, "Loan Guaranty" expenditures were included in the Education & Vocational Rehabilitation and Employment (EAVRE) programs. Currently, all "Loan Guaranty" expenditures are attributed to Travis County, TX, where all Loan Guaranty payments are processed. VA will continue to improve data collection for future GDx reports to better distribute loan expenditures at the state, county and congressional district levels. ** Unique patients are patients who received treatment at a VA health care facility. Data are provided by the Allocation Resource Center (ARC). Expenditure data sources: USA Spending.gov for Compensation & Pension (C&P) and Education and Vocational Rehabilitation and Employment (EAVRE) Benefits; Veterans Benefits Administration Insurance Center for the insurance costs; the VA Financial Management System (FMS) for Construction, Medical Research, General Operating Expenses, and certain C&P and Readjustment data; and the Allocation Resource Center (ARC) for Medical Care costs. 1. Expenditures are rounded to the nearest thousand dollars. For example, \$500 to \$1,000 are rounded to \$1; \$0 to \$499 are rounded to \$0; and \$5.00 or no expenditures. 2. The Compensation & Pension expenditures include dollars for the following programs: veterans' compensation for service-connected disabilities; dependency and indemnity compensation for service-connected deaths; veterans' pension for non-service-connected disabilities; and burial and other benefits to veterans and their survivors. 3. Medical Care expenditures include dollars for medical services, medical administration, facility maintenance, educational support, research support, and other overhead items. Medical Care expenditures do not include dollars for construction or other non-medical support. 4. Medical Care expenditures are allocated to the patient's home location, not the site of care.										



To Assist Veterans and their dependents in filing claims for benefits with local, state and federal agencies they may be entitled to receive and to assist them in any other way that we can with our abilities and resources.

The County Veterans Service OFFICERS are available to provide services and assistance to those distinguished men and women who have honorably served and protected our country. Whether you served your country during war or peace time, your sacrifice and commitment are appreciated. Therefore it is our privilege to ensure that you receive and are informed of all benefits to which you and your dependents may be entitled.

The Clare County Veterans Service Officers are in comradeship with the state and national service officers of the congressionally chartered veterans organizations'. Together they work for your rights and make sure that you will get the benefits that may be entitled to you or your dependents.

10/31/2018 10:45 AM  
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 DB: Clare County

REVENUE AND EXPENDITURE REPORT FOR CLARE COUNTY  
 PERIOD ENDING 10/31/2018

Page: 58/185

GL NUMBER	DESCRIPTION	END BALANCE 09/30/2018 MORH (ABNORM)	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018 MORH (ABNORM)	ACTIVITY FOR MONTH 10/31/18 THCR (DECR)	ENCUMBERED BALANCE	ENCUMBERED YEAR-TO-DATE
Fund 101 - GENERAL FUND							
Expenditures							
Dept 682 - VETERANS AFFAIRS							
101-682-702.000	DIRECTOR SALARY	34,565.34	36,329.00	2,773.73	7,773.73	33,555.27	0.00
101-682-705.000	PART TIME	11,482.47	17,691.00	1,175.76	1,175.76	16,515.24	0.00
101-682-706.000	VETERANS OVERTIME	1,293.96	0.00	0.00	0.00	0.00	0.00
101-682-710.000	FICA EXPENSE	2,958.87	3,350.00	239.25	239.25	3,110.75	0.00
101-682-711.000	MEDICARE EXPENSE	691.98	12,781.00	55.95	55.95	727.05	0.00
101-682-715.000	HEALTH INSURANCE	14,257.78	12,763.00	1,218.68	1,218.68	11,544.32	0.00
101-682-715.006	CYC BUNDLE	474.00	474.00	39.50	39.50	434.50	0.00
101-682-717.000	LIFE INSURANCE	70.00	70.00	0.00	0.00	70.00	0.00
101-682-721.000	SICK LEAVE	361.76	0.00	0.00	0.00	0.00	0.00
101-682-727.000	OFFICE SUPPLIES	1,342.49	850.00	0.00	0.00	788.47	0.00
101-682-814.000	DUES & SUBSCRIPTIONS	36.78	250.00	1.00	1.00	249.00	61.53
101-682-815.000	SERVICES/SUPPORT FEES	0.00	300.00	0.00	0.00	100.00	0.00
101-682-852.000	TELEPHONE	391.17	250.00	10.38	10.38	239.62	0.00
101-682-864.000	TRAVEL & EXPENSE	5,312.68	2,286.10	0.00	0.00	2,286.10	0.00
101-682-978.000	NEW EQUIPMENT	0.00	363.90	0.00	0.00	0.00	363.90
Total Dept 682 - VETERANS AFFAIRS		73,259.28	75,769.00	5,514.25	5,514.25	69,820.32	425.43

DATE	CALL/VISIT	NAME	ORGANIZATION	PHONE NUMBER	FOLLOW UP	INITIALS	NOTES
10/01/2018	Incoming	William	American Legion	(951)		RH	Wants to hire Veterans to redo his roof
10/01/2018	Incoming	John	Veteran	(989)		RH	Missed his DAV ride to VA appointment
10/01/2018	Incoming	David B	Veteran	(989)		RH	Needs ride tomorrow with DAV vehicle
10/01/2018	Incoming	James	Veteran	(989)		RH	Called Consumers-payment sent Thursday
10/01/2018	Incoming	John	Veteran	(231)		RH	Submitted change on direct deposit
10/01/2018	Incoming	Douglas	Veteran	(989)		RH	Message on Friday-form unsure what to do with
10/01/2018	Incoming	Jim IP	Veteran	(231)		RH	Needs Ride with DAV 10/25
10/01/2018	Incoming	Dan	Hittsman Holdship	(989)		RH	County Benefit/setting Fee James
10/02/2018	Incoming	Anna		(989)		RH	VA benefits for property tax
10/02/2018	Incoming	Sharon		(989)		RH	Support Groups for Wives
10/02/2018	Incoming	John	Veteran	(989)		RH	Need Apt.
10/02/2018	Incoming	Randy		(989)		RH	Claim
10/02/2018	Incoming	Betty		(989)		RH	Gulf War Registry
10/02/2018	Incoming	Vickie		(989)		RH	Referral
10/02/2018	Incoming	Michelle Ferree		(989)		RH	Ride
10/02/2018	Incoming	Betty		(989)		RH	Apt. change to Fri. Morning
10/02/2018	Incoming	Darwin		(989)		RH	VA upgrade in disability
10/02/2018	Incoming	Dan		(989)		RH	VA Home Loan
10/02/2018	Incoming	Steven		(989)		RH	Disability Claim
10/03/2018	Incoming	Dick		(989)		RH	Carl Lloyd 100 yr old veteran WWII Vet A&A
10/04/2018	Incoming	Nola		578		RH	Call for Clare Clinic
10/04/2018	Incoming	John		(989)		RH	
10/04/2018	Incoming	Ellen		(989)		RH	
10/04/2018	Incoming	Josh	Veteran	(989)		RH	VA Benefits
10/04/2018	Incoming	Thomas		(602)		RH	
10/04/2018	Incoming	Gieske	Veteran	(989)		RH	
10/04/2018	Incoming	Jack		(989)		RH	
10/05/2018	Incoming	Gieske	Veteran	(989)		RH	Vietnam Vet has questions
10/08/2018	Incoming	Jim		(989)		RH	Cancel ride on Tues.w/Tom
10/08/2018	Incoming	Mrs.		(989)		RH	Questions
10/08/2018	Incoming	Chuck		(989)		RH	Father-in Law Stephen
10/08/2018	Incoming	Amanda		(989)		RH	



10/15/2018 incoming	John [redacted]	Veteran	(989) [redacted]	Schedule	DAM	DAV ride Saginaw 10-22-18 8:30A
10/15/2018 incoming	David [redacted]	Veteran	(989) [redacted]	Schedule	DAM	DAV ride Saginaw 10-17-18 1:00pm
10/15/2018 incoming	David [redacted]	Veteran	(989) [redacted]	Schedule	DAM	DAV ride Saginaw 10-24-18 12:00p
10/15/2018 incoming	David [redacted]	Veteran	(989) [redacted]	none	DAM	No message
10/15/2018 incoming	David [redacted]	Veteran	(989) [redacted]	none	DAM	No message
10/15/2018 incoming	No name given	Veteran	(517) [redacted]	Referred	DAM	Vet from Roscom. Co referred to them
10/15/2018 incoming	Carl [redacted]	Veteran	number not given	placed in file	DAM	will drop off letter from VA
10/15/2018 incoming	No name given	Veteran	number not given	shared #	DAM	needed phone # Clare Clinic
10/15/2018 Stopped in	Wesley [redacted]	Veteran	(234) [redacted]	gave app.	DAM	SRF application
10/15/2018 incoming	Terry [redacted]	Veteran	(989) [redacted]	cx ride	DAM	DAV ride CX.
10/15/2018 incoming	Harold [redacted]	Veteran	(989) [redacted]	Schedule	DAM	DAV ride to Saginaw Walk in
10/15/2018 incoming	Troy [redacted]	Veteran	number not given	Schedule	DAM	general question VA healthcare
10/15/2018 incoming	Walter [redacted]	Veteran	(989) [redacted]	Referred	DAM	DAV ride to Detroit 11-15-18
10/15/2018 incoming	Ken [redacted]	Gladwin VSO	(989) [redacted]	Schedule	DAM	Update on Shirley McTivia
10/15/2018 incoming	Colleen [redacted]	Clare Co. Jail	(87) [redacted]	Referred	DAM	No message
10/15/2018 incoming	Ed [redacted]	Veteran	(989) [redacted]	none	DAM	DAV ride December 5, 2018
10/15/2018 incoming	Heldi [redacted]	Estes Trucking	(231) [redacted]	Schedule	DAM	Brick order is ready for delivery
10/15/2018 incoming	Eugene [redacted]	Veteran	(989) [redacted]	delivered	DAM	When will bricks be placed
10/15/2018 incoming	No name given	Isabella VSO	(989) [redacted]	call when placed	DAM	No message
10/15/2018 incoming	Ian [redacted]	SRF Committee	(989) [redacted]	other options	DAM	needs to access Clare Co Vets in VMS
10/15/2018 incoming	Bill [redacted]	Veteran	(989) [redacted]		DAM	He will call Admin endorse [redacted]
10/17/2018 incoming	No name given	Veteran	(616) [redacted]		DAM	Wants VSO to buy her house for Vets.
10/17/2018 incoming	Ken [redacted]	widow of veteran	(989) [redacted]		DAM	DAV ride to Saginaw 11-5-18 1:15pm
10/17/2018 incoming	John [redacted]	Erskine Auto	(989) [redacted]		DAM	He will call Admin endorse Karl H.
10/17/2018 incoming	Beverly [redacted]		(989) [redacted]	Picked up flag	DAM	Now wants flag from husbands funeral
10/17/2018 incoming	Kathy [redacted]		(989) [redacted]	Sent and clearer	DAM	Has check been sent for M. [redacted]
10/17/2018 Stopped in	Larr [redacted]		(989) [redacted]		DAM	Asked for SR application
10/17/2018 incoming	Brian [redacted]	Veteran	(989) [redacted]		DAM	No message
10/17/2018 Stopped in	Kyle [redacted]		(989) [redacted]		DAM	He is re applying for his gun permit
10/17/2018 incoming	Clare [redacted]	Saginaw VA	(989) [redacted]	referred	DAM	needs \$ to move to Clare County
10/17/2018 mail	Donny [redacted]	Veteran	[redacted]	put on VSO dest	DAM	invoice for ad (new director)
10/17/2018 incoming	Steven [redacted]	Veteran	[redacted]	called driver	DAM	veteran waiting to be picked up
10/17/2018 incoming	Terry [redacted]	Veteran	[redacted]	delivered	DAM	okayed departure change
10/17/2018 incoming			[redacted]		DAM	DAV ride cx for tomorrow

10/19/2018 incoming	Robert	Veteran	(989)		DAM	No message
10/19/2018 incoming	Chauncy	American Warrior	(706)	scheduled	DAM	DAV ride Saginaw 10-24-18 10:00A
10/19/2018 incoming	Anthony	Veteran	(989)	Referred	DAM	Private Veteran Group looking to partner
10/19/2018 incoming	Bob	DAV Driver	(989)	called Saginaw	DAM	Quit his job- Thanks for everything
10/19/2018 incoming	John	Veteran	(989)	scheduled	DAM	Letter from physician to clear for driving
10/19/2018 incoming	Mat	Wexford Resident	(231)	Called Wexford	DAM	DAV ride Saginaw 10-24-18 3:00p
10/19/2018 incoming	John	Veteran	(989)	scheduled	DAM	Wanted to talk to Renee'
10/19/2018 incoming	Terry	Veteran	(989)	scheduled	DAM	DAV ride Saginaw 10-31 and 11-1
10/19/2018 incoming	Henry	Veteran	(989)	scheduled	DAM	DAV walk in appt.
10/19/2018 incoming	Lori	Roscommon YSO	(989)	scheduled	DAM	DAV ride Saginaw 10-30 8:30AM
10/19/2018 incoming	Amy	Isabella Care Facility	(989)		DAM	release [redacted] Roscommon
10/22/2018 incoming	Richard	Veteran	(989)	Referred	DAM	confirmed [redacted] transport
10/22/2018 incoming	collect call	Clare Co. Jail	(877)		DAM	problem w/state property taxes
10/22/2018 incoming	Rob	Veteran	(586)		DAM	No message
10/22/2018 incoming	Kenneth	Veteran	(989)	schedule	DAM	No message
10/22/2018 incoming	Tracy	City of Harrison	(989)		DAM	needs help scanning documents
10/22/2018 incoming	No name given		(989)		DAM	DAV ride Saginaw 10-25 8:00am
10/22/2018 incoming	Dan	Veteran	(989)	scheduled	DAM	question about 2019 Street Fair
10/22/2018 incoming	Josh	Veteran	(989)	no access	DAM	needed phone # Clare Clinic
10/22/2018 incoming	John	Clare County IT	(989)		DAM	confirming ride on 10-24-18
10/22/2018 incoming	Mary	Clare Clinic	(989)	referred	DAM	[redacted] wants PO for items ordered
10/22/2018 incoming	No name given		(989)		DAM	[redacted] good candidate for SR Comm
10/22/2018 incoming	Michelle	Veteran	(231)	Referred	DAM	How to get VA comp for care giver
10/22/2018 incoming	James	Veteran	(989)	scheduled	DAM	started claim 2.5 yrs ago can he resume?
10/22/2018 incoming	Adam	Saginaw VA	497		DAM	DAV ride cx for 10-25-18
10/22/2018 incoming	Tim	Veteran	(989)	scheduled	DAM	is checking on B. Lackie DAV driver status
10/24/2018 incoming	No name given		(989)	Referred	DAM	DAV ride Ann Arbor 10-31 11:00A
10/24/2018 incoming	John	Veteran	(989)	Referred	DAM	wants to talk with Renee'
10/24/2018 incoming	Tim	Veteran	(989)	Referred	DAM	wants to discuss RAMP option
10/24/2018 incoming	Walter	Veteran	(989)	scheduled	DAM	DAV ride Ann Arbor 10-31 11:00A
10/24/2018 incoming	Robert	Veteran	(989)		DAM	DAV ride confirmed pick up
10/24/2018 incoming	Walter	Veteran	(989)		DAM	DAV ride cx
					DAM	question about his ride

10/24/2018	incoming	Walter	Veteran	(989)	[REDACTED]	question about his ride	DAM
10/24/2018	incoming	Walter	Veteran	(989)	[REDACTED]	question about his ride	DAM
10/24/2018	incoming	Walter	Veteran	(989)	[REDACTED]	question about his ride	DAM
10/24/2018	incoming	No name given		(989)	[REDACTED]	No message	DAM
10/24/2018	incoming	Jamet	Veteran	(989)	[REDACTED]	DAV ride cx 10-25-18	DAM
10/24/2018	incoming	Ryan	Veteran	(989)	[REDACTED]	original claim not filed correctly	DAM
10/24/2018	incoming	Walter	Veteran	(989)	[REDACTED]	No message	DAM
10/24/2018	incoming	Robert	Gladwin resident	(989)	[REDACTED]	Needs Copy of discharge papers	DAM
10/24/2018	incoming	Richard	Veteran	(989)	[REDACTED]	denied lymphoma claim	DAM
10/24/2018	incoming	Dawn	Sparks Program	(989)	[REDACTED]	Needs field trip today for Sparks	DAM
10/24/2018	Stopped in	Walter	Veteran	(989)	[REDACTED]	confirmed his trnsport	DAM
10/24/2018	incoming	Cid	Veteran	(989)	[REDACTED]	Proper placement of bronze marker	DAM
10/24/2018	incoming	Tammy	Hayes Township	(517)	[REDACTED]	change county for veteran	DAM
10/24/2018	incoming	Frank	Ingham County	(989)	[REDACTED]	DAV ride Ann Arbor 11-9 10:00AM	DAM
10/24/2018	incoming	David	Veteran	(989)	[REDACTED]	DAV ride Saginaw walk-in	DAM
10/24/2018	incoming	Phillip	Veteran	(269)	[REDACTED]	Needs copy DD214 for SR app.	DAM
10/24/2018	incoming	Kermit	Veteran	(989)	[REDACTED]	needs help with a VA claim	DAM
10/24/2018	Stopped in	John	Veteran	(989)	[REDACTED]	needs help with a VA claim	DAM
10/25/2018	incoming	Jeff	Saginaw VA	497-	[REDACTED]	documents required B. Lackie	DAM
10/25/2018	incoming	Kristen	Home Depot	(989)	[REDACTED]	Problem with delivery	DAM
10/25/2018	incoming	Pauline	widow of veteran	(989)	[REDACTED]	husband passed needs burial apt.	DAM
10/25/2018	incoming	Dan	Veteran	(989)	[REDACTED]	DAV ride Ann Arbor 10-21-18	DAM
10/25/2018	incoming	Walter	Veteran	(989)	[REDACTED]	DAV ride 12-18-18 Ann Arbor 3:00pm	DAM
10/25/2018	incoming	Claude	Veteran	(989)	[REDACTED]	DAV ride cx 10-30-18	DAM
10/25/2018	incoming	Pam	widow of veteran	(517)	[REDACTED]	Husband passed needs help w/bills	DAM
10/25/2018	incoming	Caroline		(989)	[REDACTED]	Husband wants Veterans ID card	DAM
10/25/2018	incoming	Claude	Veteran	(989)	[REDACTED]	DAV ride cx 10-30-18	DAM
10/25/2018	incoming	Bob	DAV Driver	(989)	[REDACTED]	When can he return to driving?	DAM
10/25/2018	incoming	Steve	Electrician	(989)	[REDACTED]	Will install lights at VFP today	DAM
10/25/2018	incoming	Mike	DAV Driver	(989)	[REDACTED]	He can drive 10-31-18	DAM
10/25/2018	outgoing	Donna	4-H	(989)	[REDACTED]	4-H will collect items for Veterans	DAM
10/25/2018	incoming	Wilma		(989)	[REDACTED]	Unable to bury son in Holly cemetery	DAM
10/25/2018	incoming	Tech	Veteran	(210)	[REDACTED]	Confirm info about [REDACTED]	DAM
10/26/2018	incoming	Phillip		(269)	[REDACTED]	Only one estimate for propane	DAM





11/08/2018	Stapped in	Tracy	Clare Co. Admin.	(989)	Karl Hauser	DAM	Discuss training Karl/
11/08/2018	Stopped in	Sue	Long Lake Ladies Aux.	(989)	Karl Hauser	DAM	Dropped of x-mas presents for vets
11/08/2018	Stopped in	Mr. [redacted]	[redacted] son	(989)	Karl Hauser	DAM	looking for burial flag -funeral home
11/08/2018	Stopped in	Sarah	Veteran	(989)	Karl Hauser	DAM	meet with Karl
11/08/2018	incoming	Frank	Stocking Funeral H.	(989)	scheduled	DAM	confirmed departure time 7:10am
11/09/2018	Stopped in	Dale	Veteran	(765)	Karl Hauser	DAM	dropped off folded flags
11/09/2018	incoming	James	City of Harrison	(989)	scheduled	DAM	DAV ride Ann Arbor 11-28 & 29 2018
11/09/2018	incoming	No name Given	Veteran	(989)		DAM	SPAM call
11/09/2018	outgoing	Sarah	City of Harrison	(989)		DAM	scheduled water to be shut off 11-13-18
11/09/2018	incoming	Barnes	Veteran	(989)		DAM	Volunteer at Park on Sunday
11/09/2018	incoming	JoAnn	Veteran	(989)		DAM	Direct deposit form for Mar
11/13/2018	incoming	Rodney	Veteran	(989)	scheduled	DAM	DAV ride Ann Arbor 11-23-18 11:00am
11/13/2018	incoming	Raymond	Veteran	(989)	scheduled	DAM	DAV ride Ann Arbor 11-21-18 10:00am
11/13/2018	incoming	Donald	Veteran	(989)	scheduled	DAM	DAV Ride Saginaw 11-21-18 10:30am
11/13/2018	incoming	Ronald	Veteran	(989)	rescheduled	DAM	DAV ride Covenant 11-21-18 9:00Am
11/13/2018	incoming	John	Veteran	(989)	Karl Hauser	DAM	DAV ride 11-16-18 rescheduled
11/13/2018	incoming	Dan	Veteran	(989)	scheduled	DAM	Phone # of VA life Ins. Company
11/13/2018	incoming	Kenneth	Veteran	(989)		DAM	DAV ride Saginaw 11/27/2018
11/13/2018	incoming	Bob	Veteran	(989)		DAM	when can he pick up mini brick?
11/13/2018	incoming	William	Veteran	(989)		DAM	wants SR app. but has Bad Conduct DD214
11/13/2018	incoming	Richard	Veteran	(989)	Karl Hauser	DAM	thinks he is victim of phone scam
11/14/2018	Stopped in	Dixon	Veteran	(989)	Karl Hauser	DAM	wants to apply for VA healthcare
11/14/2018	incoming	Ken	DAR	(989)	scheduled	DAM	DAV ride Ann Arbor 11-29-18 1:00pm
11/14/2018	Stopped in	Ruth	Clare Co. Transit	(989)		DAM	dropped off 4 boxes personal care items
11/14/2018	incoming	Tom	Harrison Chamber	(989)	Karl Hauser	DAM	asked to have Karl call him back
11/14/2018	incoming	Carey	Harrison Chamber	(989)	Karl Hauser	DAM	need people to become board members
11/14/2018	incoming	Richard	Veteran	(989)	Karl Hauser	DAM	meet with Karl Hauser
11/14/2018	Stopped in	Bob	Veteran	(989)		DAM	picked up mint brick
11/14/2018	Stopped in	Martin	Veteran	(989)		DAM	dropped off copy of DD214
11/14/2018	incoming	David	Veteran	(989)		DAM	DAV ride Saginaw 11-29-18 7:30am
11/14/2018	incoming	Ron	Veteran	(989)	cancelled	DAM	DAV ride Covnant cx for 11-21-18
11/14/2018	incoming	Pat	Veteran	(419)	Karl Hauser	DAM	enroll in dental plan retired veteran
11/14/2018	incoming	Kermit	Veteran	(989)	Karl Hauser	DAM	file VA disability claim
11/14/2018	incoming	Richard	Veteran	(989)	Karl Hauser	DAM	follow up previous call today

### County Quarterly Activity Report

	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Cummulative Totals
Grant Funded Hours					
Claims Activity					
Federal Burial Allowance					Sent to VA
Clothing Allowance					Sent to VSO
Survivors Pension					
Death Indemnity Compensation					
Educational Claims					
Non-Service Connected Pension					
Special Adapted Automobile					
Special Adapted Housing					
Service Connected Compensation					
Additional Forms Completed					
<b>TOTALS</b>					
Appeals Process					
Form 9					
Hearings					
Legal Briefs/G46					
Notice of Disagreement					
<b>TOTALS</b>					
Support Services					
Michigan Veteran Trust Fund Applications					
Soldiers/Sailors Relief Fund Applications					
County Burial Allowance					
Home Loan Guaratee Certificate of Eligibility					
Other Support Services					
<b>Total Support Services</b>					
Other Activities					
Personal Interviews					
File Reviews					
Claim Status Checks					

Additional forms completed include but are not limited to VA Forms 21-686c, 21-8470, 21-4142, 21-4192, 21-2680, 29-3361, 29-4125  
 Support services include but are not limited to requests for medal replacement, military records or correcting military records

<b>Michigan Veterans Affairs Agency</b>				
<b>County Veteran Service Fund</b>				
<b>Budget Report</b>				
<b>Grant No:</b> 19000000311	<b>Grantee:</b> [Grantee]	<b>Budget Period:</b>	<b>Project Director:</b> [ProjectDirector]	<b>Email Address:</b> [PDEmail]
<b>Invoice Number:</b>	<b>Remit Address:</b>	<b>SIGMA Vendor Code</b>		

Cost Category	Budget Period Activities	County Cost	Grant Cost	Invoice/Timesheet Attached
<b>Personnel</b>		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	a. Salary	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	b. Fringes	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Veteran Service Operations</b>				
		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Purchases</b>				
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	=	=		
		<b>Total Reimbursement Request</b>	\$	



**County Veteran Service Fund Grant - Employee Time Sheet**

Attachment C

Employee:							
County:							
Pay Period Dates:							
Day	Date	Leave Time	CVSF Hours	Activities Performed			
Week 1: Monday		Available Hours:	80	Enter in Grant Hours only and adjust '80' to reflect what grant is paying for			
Tuesday							
Wednesday							
Thursday							
Friday							
Week 2: Monday							
Tuesday							
Wednesday							
Thursday							
Friday							
TOTAL PERFORMED HOURS:							
By signature, I certify that the data recorded on this timesheet is true and accurate and the hours used were in support of the County Veteran Service Fund Grant.							
Employee Signature						Date	
Supervisor Signature						Date	
FOR BILLING PURPOSES:							
FEDERAL I.D.:						BILLING ADDRESS:	
DUNS I.D.:							
State of Michigan							
SIGMA Vendor I.D.:							
(ex., CV0012300)							

**DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET**

<p><b>VEHICLE AND TRAVEL SERVICES (VTS)</b>  <b>SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED</b>  <b>EMPLOYEES</b>  <b>Effective January 1, 2019</b></p>
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**MICHIGAN SELECT CITIES \***

	<b>Individual</b>	<b>Group Meeting pre-arranged and approved</b>
Lodging**	\$85.00	\$85.00
Breakfast	\$10.25	\$13.25
Lunch	\$10.25	\$13.25
Dinner	\$24.25	\$27.25

**MICHIGAN IN-STATE ALL OTHER**

	<b>Individual</b>	<b>Group Meeting pre-arranged and approved</b>
Lodging**	\$85.00	\$85.00
Breakfast	\$ 8.50	\$11.50
Lunch	\$ 8.50	\$11.50
Dinner	\$19.00	\$22.00
<b>Per Diem</b>	<b>\$87.00</b>	
Lodging	\$51.00	
Breakfast	\$ 8.50	
Lunch	\$ 8.50	
Dinner	\$19.00	

**OUT-OF-STATE SELECT CITIES \***

	<b>Individual</b>	<b>Group Meeting pre-arranged and approved</b>
Lodging**	Contact Conlin Travel	Contact Conlin Travel
Breakfast	\$13.00	\$16.00
Lunch	\$13.00	\$16.00
Dinner	\$25.25	\$28.25

**OUT-OF-STATE ALL OTHER**

	<b>Individual</b>	<b>Group Meeting pre-arranged and approved</b>
Lodging**	Contact Conlin Travel	Contact Conlin Travel
Breakfast	\$10.25	\$13.25
Lunch	\$10.25	\$13.25
Dinner	\$23.50	\$26.50
<b>Per Diem</b>	<b>\$97.00</b>	
Lodging	\$51.00	
Breakfast	\$10.25	
Lunch	\$10.25	
Dinner	\$23.50	

**Incidental Costs (per overnight stay) \$5.00**

**Mileage Rates**

Premium Rate	\$0.580 per mile
Standard Rate	\$0.340 per mile

\*See Select High Cost City Listing

\*\*Lodging available at State Rate, or call Conlin Travel at 877-654-2179 or [www.somtravel.com](http://www.somtravel.com)

**DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
VEHICLE AND TRAVEL SERVICES (VTS)  
SELECT HIGH COST CITY LIST**

**TRAVEL RATE REIMBURSEMENT FOR CLASSIFIED and UNCLASSIFIED EMPLOYEES EFFECTIVE  
January 1, 2019**

**Michigan Select Cities / Counties**

Cities	Counties
Ann Arbor, Auburn Hills, Detroit, Grand Rapids, Holland, Leland, Mackinac Island, Petoskey, Pontiac, South Haven, Traverse City	Grand Traverse Oakland Wayne

**Out of State Select Cities / Counties**

State	City / County	State	City / County
Arizona	Phoenix, Scottsdale, Sedona	Maryland	Baltimore City, Ocean City (Counties of Montgomery & Prince Georges)
California	Los Angeles (Counties Los Angeles, Orange, Mendocino & Ventura) Edwards AFB, Arcata, McKinleyville, Mammoth Lakes, Mill Valley, San Rafael, Novato, Monterey, Palm Springs, San Diego, San Francisco, Santa Barbara, Santa Monica, South Lake Tahoe, Truckee, Yosemite National Park	Massachusetts-Boston (Suffolk County), Burlington Cambridge, Woodburn Martha's Vineyard	
Colorado	Aspen, Breckenridge, Grand Lake, Silverthorne, Steamboat Springs, Telluride, Vail	Minnesota	Duluth, Minneapolis/St. Paul (Hennepin and Ramsey Counties)
Connecticut	Bridgeport, Danbury	Nevada	Las Vegas
DC	Washington DC, Alexandria, Falls Church, Fairfax (Counties of Arlington & Fairfax in Virginia) (Counties of Montgomery & Prince George's in Maryland)	New Mexico	Santa Fe
Florida	Boca Raton, Delray Beach, Fort Lauderdale, Jupiter, Key West	New York	Lake Placid, Manhattan (boroughs of Manhattan, Brooklyn, Bronx, Queens and Staten Island), Melville, New Rochelle, Riverhead, (Suffolk County), Ronkonkoma, Tarrytown, White Plains
Georgia	Brunswick, Jekyll Island	Ohio	Cincinnati
Idaho	Ketchum, Sun Valley	Pennsylvania	(Bucks County) Pittsburgh
Illinois	Chicago (Cook & Lake Counties)	Rhode Island	Bristol, Jamestown, Middletown, Newport (Newport County), Providence
Kentucky	Kenton	Texas	Austin, Dallas, Houston, LB Johnson Space Center
Louisiana	New Orleans	Utah	Park City (Summit County)
Maine	Bar Harbor, Kennebunk, Kittery, Rockport, Sanford	Vermont	Manchester, Montpelier, Stowe (Lamoile County)
		Virginia	Alexandria, Falls Church, Fairfax
		Washington	Port Angeles, Port Townsend, Seattle
		Wyoming	Jackson, Pinedale

**C. PHYSICAL RESOURCES  
AND  
ECONOMIC DEVELOPMENT  
STANDING COMMITTEE**



# CLARE COUNTY BOARD OF COMMISSIONERS

## APPLICATION FOR APPOINTMENT

Board or Commission to which appointment is desired. (If more than one, please list in order of preference.)

Airport \_\_\_\_\_  
\_\_\_\_\_

1. Name KIM W KENNICOTT 2. Occupation Retired

3. Employer Retired 4. E-mail address Kennicottkim@yahoo.com

5. Home Address 5295 FERNDALE ST HARRISON MI 48625  
Street City Zip

6. Home Telephone 989 368 1172 7. <sup>Cell</sup> Business Telephone 989 445 0186

8. Length of residency in Clare County 10 YRS 9. County Commissioners District \_\_\_\_\_

10. List other community organizations/commissions that are you a member?

Hayes Twp Planning Commission  
\_\_\_\_\_

11. Please indicate below the background or experience you have which will be of value if you are appointed. Also, indicate any reasons for desiring to serve on the requested board or commission.

(Please continue on reverse side if needed and be sure to sign and date.)

Please attach resume or other pertinent information if so desired.

Former Clare Co airport Manager - student pilot  
- Physical Plant Superintendent - Police officer.

3-10-19  
Date of Application

[Signature]  
Signature

PLEASE RETURN THIS APPLICATION TO: Clare County Administrator's Office  
225 W. Main St.  
P.O. Box 438  
Harrison, MI 48625  
Phone: (989) 539-2510  
Fax: (989) 539-2588



### CLARE COUNTY GIS DATA PRICING

#### HARDCOPY MAP RATES (PRINTS/PLOTS):

<u>Size</u>	<u>GIS Data</u>	<u>GIS Data W/ Aerial Image</u>	<u>Type</u>
8.5 X 11"	\$3.00	\$4.00	Print
Up to 18" X 24"	\$5.00	\$6.00	Plot

Cost includes time, data, ink, equipment and paper. Special requests will result in additional rate costs of \$20.00 per hour, a minimum charge of 1/2 hour, in addition to rates listed above.

#### SOFTCOPY MAP RATES (.PDF FORMAT):

The cost for softcopy map (.PDF) is \$3.00 and can be emailed or copied to CD. The CD media cost will be in addition to the softcopy rate. (See storage media costs)

#### CADASTRAL DATA (PARCELS) (.SHP FORMAT):

- \$20.00 PER Section
- \$500 per Unit (Township/City)
- \$6,000 countywide\*
- \$600 countywide annual update\*\*

\*Costs to local units of government and other outside agencies will be discounted to the extent of participation in initial data development, intended use or not for profit status.

\*\*After initial purchase of Countywide parcel data annual updates are available based upon date of purchase.

#### THEMATIC DATA (.SHP FORMAT)

Any spatial data layers not individually addressed above. These could include but are not limited to roads, hydrology, sections, etc.

	<i>Section*</i>	<i>Township</i>	<i>Countywide</i>
Cost if layer maintained by Clare County	\$5.00	\$150.00	\$2,000.00

\*A section equals approximately 1 square mile.

#### MEDIA COSTS:

CD: An additional \$2.50 each.

#### DISCLAIMER:

Clare County is not responsible for the accuracy of its GIS or the data contained therein. The GIS information published and disseminated by Clare County is compiled by Clare County, but Clare County does not verify such information and disclaims any responsibility for its accuracy. The undersigned purchaser of GIS data agrees to hold Clare County and its Board of Commissioners, employees, agents or representatives harmless against any inaccuracy of inadequacy, liability, loss, injury, or damage incurred as a consequence, directly or indirectly, resulting from the use and application of any of the GIS information provided by Clare County. Reproduction and/or redistribution of the data provided by Clare County is prohibited without the express written consent of Clare County.

\_\_\_\_\_  
Signature of Authorized Representative of Purchaser

\_\_\_\_\_  
Date

## CLARE COUNTY GIS DATA PRICING

*Changes requested by Equalization*

### HARDCOPY MAP RATES (PRINTS/PLOTS):

Size	GIS Data	GIS Data w/ Aerial Image	Type
8.5" X 11"	\$4.00 <i>3.00</i>	\$6.00 <i>4.00</i>	Print
Up to 11" X 17"	\$6.00	\$8.00	Plot
Up to 18" X 24"	\$10.00 <i>5.00</i>	\$12.00 <i>6.00</i>	Plot
Up to 24" X 36"	\$14.00	\$16.00	Plot
Up to 36" X 48"	\$20.00	\$22.00	Plot

*change these figures + include the other sizes we don't offer any additional copies are charged at same price.*

Additional Duplicate Prints: \$1.00 Additional Duplicate Plots: \$5.00\*

Cost includes time, data, ink, equipment, and paper. Special requests will result in additional rate costs of \$20.00 per hour, a minimum charge 1/2 hour, in addition to rates listed above.

### SOFTCOPY MAP RATES (.PDF FORMAT):

*3.00 Convert amount*

The cost for a softcopy map (.PDF) is \$3.00 and can be emailed or copied on a CD. The CD media cost will be in addition to the softcopy rate, see Storage Media Costs.

### CADASTRAL DATA (PARCELS) (.SHP FORMAT):

- \$20.00 per Section
- \$500 per Unit (Township/City)
- \$6,000.00 countywide\*
- \$600 countywide annual update\*\*

\*Costs to local units of government and other outside agencies will be discounted to the extent of participation in initial data development, intended use or not for profit status.

\*\*After initial purchase of Countywide parcel data annual updates are available based upon date of purchase.

### THEMATIC DATA (.SHP FORMAT)

Any spatial data layers not individually addressed above. These could include but are not limited to roads, hydrology, sections, etc.

	Section*	Township	Countywide
Cost if layer maintained by Clare County	\$5.00	\$150.00	\$2,000.00
<del>Cost if layer maintained by other agencies</del>	<del>\$1.00</del>	<del>\$36.00</del>	<del>\$500.00</del>

\*A section equals approximately 1 square mile.

*1.0k mil - We don't use other layers when possible.*

### MEDIA COSTS:

CD: An additional \$2.50 each.

### DISCLAIMER:

Clare County is not responsible for the accuracy of its GIS or the data contained therein. The GIS information published and disseminated by Clare County is compiled by Clare County, but Clare County does not verify such information and disclaims any responsibility for its accuracy. The undersigned purchaser of GIS data agrees to hold Clare County and its Board of Commissioners, employees, agents or representatives harmless against any inaccuracy or inadequacy, liability, loss, injury, or damage incurred as a consequence, directly or indirectly, resulting from the use and application of any of the GIS information provided by Clare County. Reproduction and/or redistribution of the data provided by Clare County is prohibited without the express written consent of Clare County.

Signature of Authorized Representative of Purchaser \_\_\_\_\_

Date \_\_\_\_\_

**D. FINANCE AND ADMINISTRATION  
STANDING COMMITTEE**



# STATUTORY FINANCE COMMITTEE

## MEETING MINUTES OF

**February 26, 2019**

COMMISSIONERS PRESENT: Commissioner Haskell and Commissioner Strouse

### CALL TO ORDER

Committee member Strouse called the meeting to order at \_\_9:00\_\_ a.m.

### II. PUBLIC COMMENTS:

### III. COMMITTEE ITEMS

#### A. February 26, 2019 Claims

Per legal counsel opinion, the County Board of Commissioners established separate meetings for review of claims by the Statutory Finance Committee.

It was moved by Commissioner Strouse and seconded by Commissioner Kleinhardt to approve the February 26, 2019 General Fund claims as submitted in the amount of \$ \_69,893.50 Motion \_carried\_.

#### B. PRESENTATIONS

### IV. UNFINISHED BUSINESS

V. NEXT MEETING DATE: March 12, 2019 at 9:00 A.M.

### VI. ADJOURNMENT

The Statutory Finance Committee meeting adjourned at \_\_10:00\_\_ a.m.

# **STATUTORY FINANCE COMMITTEE**

## **MEETING MINUTES OF**

**March 12, 2019**

**COMMISSIONERS PRESENT:** Commissioner Kleinhardt, Commissioner Haskell and Commissioner Strouse

### **CALL TO ORDER**

Committee member Strouse called the meeting to order at 9:00 a.m.

### **II. PUBLIC COMMENTS:**

### **III. COMMITTEE ITEMS**

#### **A. March 12, 2019 Claims**

Per legal counsel opinion, the County Board of Commissioners established separate meetings for review of claims by the Statutory Finance Committee.

It was moved by Commissioner Strouse and seconded by Commissioner Kleinhardt to approve the March 12, 2019 General Fund claims as submitted in the amount of \$ 62,511.56 Motion carried.

#### **B. PRESENTATIONS**

### **IV. UNFINISHED BUSINESS**

### **V. NEXT MEETING DATE: March 26, 2019 at 9:00 A.M.**

### **VI. ADJOURNMENT**

The Statutory Finance Committee meeting adjourned at 10:00 a.m.

MONTHLY EXPENDITURES						
Feb-19						
GENERAL FUND	PARKS & RECREATION	FRIEND OF COURT	GYPSY MOTH	PUBLIC BLDG IMPROVEMENT		
101	208	215	239	245		
\$ 851,138.18	\$ -	\$ 30,531.01	\$ 10.43	\$ -	\$ -	\$ 881,679.62
BLDG/ELECT DEPT	REG DEEDS AUTOMATION	911 SERVICE	LOCAL CORR OFFICER TRAING	DRUG LAW ENFORCEMENT		
249	256	261	264	265		
\$ 20,844.19	\$ -	\$ 53,910.71	\$ -	\$ -	\$ -	\$ 74,754.90
ORV ORDINANCE FUND	OWI FORFEITURE FUND	CLARE/GLADWIN RECOVERY	LAW LIBRARY	HOUSING		
266	267	268	269	274		
\$ 40.00	\$ -	\$ 572.11	\$ 9,318.05	\$ 408.20	\$ -	\$ 10,338.36
HOUSING	EECBG	COUNCIL ON AGING	SOCIAL SERVICES	CHILD CARE PROBATE		
275	283	288	290	291		
\$ 760.42	\$ -	\$ 118,239.79	\$ -	\$ 12,496.01	\$ -	\$ 131,496.22
CHILD CARE SOCIAL SERV	SOLDIERS/ SAILORS RELIEF	VETERANS TRUST	AIRPORT	VETERANS SPECIAL PROJECTS		
292	293	294	295	296		
\$ -	\$ 1,523.24	\$ -	\$ 4,083.50	\$ 570.31	\$ -	\$ 6,177.05
BLDG AUTH REFUNDING	USDA LOAN DEBT FUND-ROOF	USDA LOAN DEBT FUND SS CTR	ANIMAL SHELTER	CO BUILDING RENOVATION		
370	385	388	413	469		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BROWNSFIELD AUTH-REV LOAN	BROWNSFIELD E P A	LAND BANK AUTHORITY	TAX REVOLVING	TAX FORECLOSURE FUND		
480	486	515	516	518		
\$ -	\$ -	\$ 125.00	\$ 5,296.96	\$ 3,874.52	\$ -	\$ 9,296.48
TRANSIT	JAIL COMMISS FUND	TECHNOLOGY	HEALTH INSURANCE	T & A		
588	595	644	677	701		
\$ -	\$ 4,387.97	\$ -	\$ -	\$ 1,519,901.99	\$ -	\$ 1,524,289.96
LIBRARY	CLEARING FUND	DRAIN	LAKE LEVEL	LAKE IMPROVEMENT		
721	777	801	841	845		
\$ -	\$ 269,004.86	\$ 14,159.75	\$ 71.56	\$ -	\$ -	\$ 283,236.17
GRAND TOTAL	\$ 2,921,268.76		\$ 2,921,268.76			
			101 GENERAL FUND		\$ (851,138.18)	
			ALL OTHER FUNDS		\$ 2,070,130.58	





## LINE ITEM TRANSFER/BUDGET ADJUSTMENT #19-40

REQUESTING DEPARTMENT: Administrator

DATE: 3/20/2019

EXPLANATION OF REQUEST (explain fully) Transfer to adjust budget to coincide with the new indigent defense budget and cover short falls.

FROM		
Acct.#	101-000-619.136	\$78,000.00
Acct.#	101-131-810.000	\$180,000.00
Acct.#	101-136-810.000	\$65,000.00
Acct.#	101-682-702.000	\$3,000.00
Acct.#		
<b>TOTAL</b>		<b>\$326,000.00</b>

TO		
Acct.#	101-000-699.900	\$78,000.00
Acct.#	101-101-957.000	\$250.00
Acct.#	101-101-957.000	\$250.00
Acct.#	101-101-967.000	\$185.00
Acct.#	101-202-706.000	\$904.00
Acct.#	101-229-720.000	\$693.00
Acct.#	101-229-721.000	\$500.00
Acct.#	101-265-752.000	\$5,000.00
Acct.#	101-682-720.000	\$2,236.00
Acct.#	101-682-721.000	\$5,063.00
Acct.#	101-851-716.011	\$1,500.00
Acct.#	101-895-801.000	\$500.00
Acct.#	101-851-718.000	\$50,000.00
Acct.#	101-296-805.000	\$43,000.00
Acct.#	101-997-998.900	\$137,919.00
<b>TOTAL</b>		<b>\$326,000.00</b>

Department Head/Authorized Signature

.....  
**DO NOT WRITE BELOW THIS LINE**  
 .....

Verification:

- |                                   |   |   |   |  |
|-----------------------------------|---|---|---|--|
|                                   | / | / | / |  |
| 1. Finance/Budget Committee _____ | / | / | / |  |
| 2. Finance Chair _____            | / | / | / |  |
| 3. Board Chair _____              | / | / | / |  |
| 3. Administrator _____            | / | / | / |  |

Action

Req: \_\_\_\_\_



Acct.#		
Acct.#		
<b>TOTAL</b>		\$1,740,020.00

Acct.#		
Acct.#		
<b>TOTAL</b>		\$1,740,020.00

Department Head/Authorized Signature

.....

**DO NOT WRITE BELOW THIS LINE**

Verification:

			Action Req: _____
	Finance/Budget Committee _____	_/_/	
1.	Finance Chair _____	_/_/	
2.	Board Chair _____	_/_/	
3.	Administrator _____	_/_/	

**Sec. III. Types of Appointments to County Positions and Employment Dates**

\* \* \*

- B. Regular Part-Time Appointments. Employees hired to perform year around work but who work less than the normal workweek shall be considered regular, part-time employees and shall receive and shall receive only those benefits required by law, including Workers' Compensation benefits and Social Security coverage only. In the event that a full-time employee who has completed six (6) months of service is voluntarily reduced to a part-time position, the employer will provide single subscriber health insurance for that individual if they are scheduled to work more than nineteen (19) hours per week. They shall be compensated at the hourly rate they were receiving as a full-time employee.

\* \* \*

**Sec. VIII. Leave of Absence**

\* \* \*

- 1. Part-Time Paid Medical Leave Act Leave. Eligible Employees as defined under the Michigan Paid Medical Leave Act, 2018 PA 369, MCL 408.961 *et seq* (the "MPML Act"), who are not eligible for Vacation or Sick Leave under this Policy may be eligible to receive paid MPML Act Leave as provided and required by the MPML Act. As provided under the MPML Act, to be an eligible employee, a person must be hired in a regular part-time position that is:

- 1) not covered by a collective bargaining agreement;
- 2) is scheduled for more than 25 weeks in a calendar year in a job scheduled for more than 25 weeks;
- 3) works, on average, 25 hours per week or more (which shall be confirmed based upon hours worked the immediately preceding calendar year); and
- 4) is in an hourly position that is not exempt under the federal Fair Labor Standards Act, Section 13(a)(1), as a bona fide executive, administrative, or professional capacity employee.

Benefits for part-time employees covered by a collective bargaining unit shall be as provided in the applicable collective bargaining agreement.

Posters from the Department of Licensing and Regulatory Affairs have been posted by the County setting forth the MPML Act eligibility requirements, medical leave rights and remedies.



In addition, the following parameters apply to MPML Act Leave:

- 1) MPML Act Leave may only be taken by eligible employees for the reasons set forth in the MPML Act. County employees eligible to participate in paid vacation, personal or sick leave are not eligible for additional MPML Act Leave, even if all paid vacation, personal or sick leave has been exhausted by the employee;
- 2) Eligible Employees employed at or before the beginning of the calendar (benefit) year will be credited forty (40) hours of MPML Act Leave at the start of a benefit year. Eligible employees who become employed or eligible during the calendar (benefit) year will be credited with pro-rata MPML Act Leave. There is no accumulation/carryover of MPML Act Leave. Unused hours will be forfeited at the end of the calendar (benefit) year and are not compensable. MPML Act Leave is forfeited and not compensable upon termination or cessation of employment;
- 3) Newly hired Eligible Employees are not eligible to utilize accrued MPML Act Leave until the 90<sup>th</sup> calendar day after commencing employment;
- 4) MPML Act Leave must be used in one-hour increments; and
- 5) Eligible Employees who request MPML Act Leave must submit their request, including reasons for the request. Utilization of MPML Act Leave due to qualifying illness may require verification from a physician as determined by the County and is subject to the same requirements as Sick Leave use in the provisions Sec. VIII, *Leave of Absence*, Subsection B,(4), *Verification of Illness*, of this Policy. Eligible Employees will be provided no less than three (3) days to provide any required documentation.

Abuse of MPML Act Leave may result in discipline or discharge from employment with the County.



**RESOLUTION #19-08**

**CLARE COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AMENDING THE NON-UNION PERSONNEL MANUAL**

**WHEREAS**, Clare County has established a Clare County Non-Union Personnel Manual, with the current version having been initially adopted on December 17, 2008 and the Manual having last been revised on February 21, 2018; and

**WHEREAS**, the Michigan Legislature has adopted the Michigan “Paid Medical Leave Act,” being MCL 408.961, as amended, which shall be effective March 29, 2019; and

**WHEREAS**, certain changes in the County Non-Union Personnel Manual as to regular part-time non-union employees are needed to be consistent with this new law.

**NOW, THEREFORE, BE IT RESOLVED** that the Clare County Board of Commissioners hereby amends the Clare County Non-Union Personnel Manual, Section III, *Types of Appointments to County Positions and Employment Dates*, Subsection B, *Regular Part-Time Appointments*, to read as follows:

- B. Regular Part-Time Appointments. Employees hired to perform year around work but who work less than the normal workweek shall be considered regular, part- time employees and shall receive and shall receive only those benefits required by law, including Workers’ Compensation benefits and Social Security coverage. In the event that a full-time employee who has completed six (6) months of service is voluntarily reduced to a part-time position, the employer will provide single subscriber health insurance for that individual if they are scheduled to work more than nineteen (19) hours per week. They shall be compensated at the hourly rate they were receiving as a full-time employee.

**BE IT FURTHER RESOLVED** that the Clare County Board of Commissioners hereby amends the Clare County Non-Union Personnel Manual, Section VIII, *Leave of Absence*, to add a new Subsection I, entitled *Paid Medical Leave Act Leave*, to read as follows:

**I. Part-Time Paid Medical Leave Act Leave**

Eligible Employees as defined under the Michigan Paid Medical Leave Act, 2018 PA 369, MCL 408.961 *et seq* (the “MPML Act”), who are not eligible for Vacation or Sick Leave under this Policy may be eligible to receive paid MPML Act Leave as provided and required by the MPML Act. As provided under the MPML Act, to be an eligible employee, a person must be hired in a regular part-time position that is:

- 1) not covered by a collective bargaining agreement;
- 2) is scheduled for more than 25 weeks in a calendar year in a job scheduled for more than 25 weeks;
- 3) works, on average, 25 hours per week or more (which shall be confirmed based upon hours worked the immediately preceding calendar year); and
- 4) is in an hourly position that is not exempt under the federal Fair Labor Standards Act, Section 13(a)(1), as a bona fide executive, administrative, or professional capacity employee.

Benefits for part-time employees covered by a collective bargaining unit shall be as provided in the applicable collective bargaining agreement.

Posters from the Department of Licensing and Regulatory Affairs have been posted by the County setting forth the MPML Act eligibility requirements, medical leave rights and remedies.

In addition, the following parameters apply to MPML Act Leave:

- 1) MPML Act Leave may only be taken by eligible employees for the reasons set forth in the MPML Act. County employees eligible to participate in paid vacation, personal or sick leave are not eligible for additional MPML Act Leave, even if all paid vacation, personal or sick leave has been exhausted by the employee;
- 2) Eligible Employees employed at or before the beginning of the calendar (benefit) year will be credited forty (40) hours of MPML Act Leave at the start of a benefit year. Eligible employees who become employed or eligible during the calendar (benefit) year will be credited with pro-rata MPML Act Leave. There is no accumulation/carryover of MPML Act Leave. Unused hours will be forfeited at the end of the calendar (benefit) year and are not compensable. MPML Act Leave is forfeited and not compensable upon termination or cessation of employment;
- 3) Newly hired Eligible Employees are not eligible to utilize accrued MPML Act Leave until the 90<sup>th</sup> calendar day after commencing employment;
- 4) MPML Act Leave must be used in one-hour increments; and
- 5) Eligible Employees who request MPML Act Leave must submit their request, including reasons for the request. Utilization of MPML Act Leave due to qualifying illness may require

verification from a physician as determined by the County and is subject to the same requirements as Sick Leave use in the provisions Sec. VIII, *Leave of Absence*, Subsection B,(4), *Verification of Illness*, of this Policy. Eligible Employees will be provided no less than three (3) days to provide any required documentation.

Abuse of MPML Act Leave may result in discipline or discharge from employment with the County.

**BE IT FURTHER RESOLVED** that these amendments to the Clare County Non-Union Personnel Manual shall be effective from and after March 29, 2019.

---

Jack Kleinhardt, Chairperson  
Clare County Board of  
Commissioners

Ayes

Nays

Absent

I, Lori Martin, Clerk of said County of Clare and Clerk of the Circuit Court thereof, the same being a Court of Record, do hereby certify that the above Resolution #19-08 was adopted by the Clare County Board of Commissioners at their regular meeting held on March 20, 2019 as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Harrison, this 20th day of March, 2019.

---

Lori Martin, County Clerk

