

**AGENDA**  
**Wednesday, April 15, 2020**  
**Immediately following the Finance meeting**  
**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**

3. **Approval of Agenda**

4. **Approval of Minutes**

**A. Board of Commissioners Minutes for March 30, 2020** **Pages 7-9**

5. **General Public Comment (Limited to Three Minutes per Speaker)**

6. **Communications List** **Pages 11-15**

7. **ADMINISTRATOR’S REPORT (Limited to three minutes)**

8. **COMMUNITY SERVICES DIRECTOR (Limited to five minutes)**

9. **Public Hearings/Special Presentation**

**10:15 a.m. Pete Preston- Equalization,**

**I. Resolution # 20-06** **Pages 17-20**

**Motion:** To accept the equalized value recommendation presented by the County Equalization Director of \$1,378,032,082 for Clare County set forth in Resolution # 20-06.

**Motion By:**

**Secunded By:**

**Carried**

**Failed**

**Roll Call**

**Yeas:**

**Nays:**

**Absent:**

10. **Committee Reports/Consent Calendar**







**Motion By:**

**Seconded By:**

**Carried**

**Failed**

- 11. CLERK'S REPORT (Limited to five minutes)**
- 12. TREASURER'S REPORT (Limited to five minutes)**
- 13. CHAIRPERSON REPORT (Limited to five minutes)**
- 14. VICE CHAIRPERSON REPORT (Limited to five minutes)**
- 15. COMMISSIONER REPORT (Limited to five minutes for each Commissioner)**
- 16. STATE OF COUNTY BUDGET**
- 17. PUBLIC COMMENT (Limited to three minutes per speaker)**
- 18. UNFINISHED BUSINESS**
- 19. NEW BUSINESS**
- 20. ADJOURNMENT**



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

Harrison, Michigan 48625

Unapproved minutes  
March 30, 2020

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

Pledge of Allegiance and moment of silence for our active military, veterans and first responders.

**COMMISSIONERS PRESENT**

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

**COMMISSIONERS ABSENT**

District 4 Jack Kleinhardt - Excused

**OTHERS PRESENT**

Dusty Merritt and Carl Parks

**APPROVAL OF AGENDA**

It was moved by Commissioner Strouse seconded by Commissioner Majewski, to approve the agenda. Vice Chairperson Pitchford asked for discussion, hearing none

Roll call vote revealed:

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

Nays: (0)

Absent: (1) Chairperson Kleinhardt

**Motion carried**

**APPROVAL OF MINUTES**

It was moved by Commissioner Majewski, seconded by Commissioner Haskell to approve the February 19, 2020 Regular Board of Commissioner minutes and March 17, 2020 Special Board of Commissioner minutes. Vice Chairperson Pitchford asked for discussion, hearing none

Roll call vote revealed:

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

Nays: (0)

Absent: (1) Chairperson Kleinhardt

**Motion carried**

**GENERAL PUBLIC COMMENT**

None

**COMMUNITY SERVICES DIRECTOR**

1. New Clare Senior Center  
It was moved by Commissioner Strouse, seconded by Commissioner Haskell to approve Lori Phelps to sign a contract with KLM Architect for the required renderings associated with the new Clare Senior Center. Vice Chairperson Pitchford asked for discussion, hearing none

Roll call vote revealed:

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

Nays: (0)

Absent: (1) Chairperson Kleinhardt

**Motion carried**

2. It was moved by Commissioner Majewski, seconded by Commissioner Hoefling to approve a \$0.50 per hour wage increase to the Senior Services kitchen staff, home delivered meal drivers, and home health aide staff from March 24, 2020 – April 20, 2020. Funds to be taken from Senior Services and not the General Fund. Vice Chairperson Pitchford asked for discussion, Commissioner Fitzpatrick questioned why such a short period of time, Commissioner Majewski confirmed it is considered hazard pay.

Roll call vote revealed:

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

Nays: (0)

Absent: (1) Chairperson Kleinhardt

**Motion carried**

**COMMITTEE REPORTS**

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

1. Road Commission

It was moved by Commissioner Haskell, seconded by Commissioner Fitzpatrick to set the first terms of the new road commission positions at 1 – 2 year term and 1 – 4 year term. Vice Chairperson Pitchford asked for discussion, hearing none

Roll call vote revealed:

Yeas: (5) being Commissioners Haskell, Fitzpatrick, Majewski, Strouse, and Pitchford

Nays: (0)

Abstain (1) Commissioner Hoefling

Absent: (1) Chairperson Kleinhardt

**Motion carried**

**B. Finance and Administration Committee**

1. Statutory Finance Committee

It was moved by Commissioner Fitzpatrick, seconded by Commissioner Hoefling to approve Statutory Finance Committee meeting minutes of February 24, 2020 in the amount of \$40,131.91 and March 9, 2020 in the amount of \$54,473.91. Vice Chairperson Pitchford asked for discussion, hearing none

Roll call vote revealed:

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

Nays: (0)

Absent: (1) Chairperson Kleinhardt

**Motion carried**

**COMMITTEE REPORTS – continued**

**Finance and Administration Committee - continued**

2. Monthly Expenditures

It was moved by Commissioner Hoefling, seconded by Commissioner Majewski to approve the expenditures for the month of February 2020 in the amount of \$3,153,374.47 with general fund expenditures totaling \$788,913.57. Vice Chairperson Pitchford asked for discussion, hearing one

Roll call vote revealed:

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

Nays: (0)

Absent: (1) Chairperson Kleinhardt

**Motion carried**

3. Budget Adjustments

It was moved by Commissioner Strouse, seconded by Commissioner Majewski to approve Budget Adjustment #20-42, 20-43, 20-47, 20-48, 20-46, 20-49, 20-50 and 20-54 in the amount of \$60,350.00, \$2,000.00, \$2,960.00, \$300.00, \$333,986.00, \$179,285.00, \$16,000.00 and \$700.00 to be distributed. Vice Chairperson Pitchford asked for discussion, Commissioner Strouse asked what the budget adjustments were for and Commissioner Fitzpatrick questioned the drain commission adjustments.

Roll call vote revealed:

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

Nays: (0)

Absent: (1) Chairperson Kleinhardt

**Motion carried**

4. Gypsy Moth Suppression Program Service Agreement

It was moved by Commissioner Majewski and Seconded by Commissioner Hoefling to approve the agreement between Clare County and Clare County Conservation District for the Gypsy Moth suppression program service. Vice Chairperson Pitchford asked for discussion, hearing none

Roll call vote revealed:

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

Nays: (0)

Absent: (1) Chairperson Kleinhardt

**Motion carried**

**PUBLIC COMMENT**

None

Meeting Adjourned at 10:13 a.m.

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Lori Martin, Clerk  
Clare County Board of Commissioners

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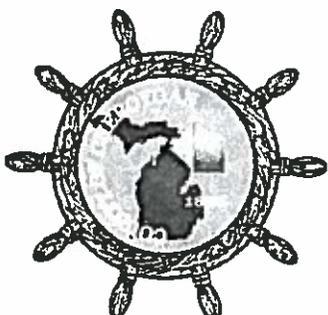
Samantha Pitchford, Vice Chairperson  
Clare County Board of Commissioners



**CLARE COUNTY BOARD OF  
COMMISSIONERS  
COMMUNICATIONS LIST  
March 18, 2020**

1. Cheboygan County- Resolution 2020-04, Supporting Passage of Legislation to Adopt 4 year terms for County Commissioners
2. Winterfield Township, preparing an update to its Master Plan





# BOARD OF COMMISSIONERS

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

Tel ~ (231) 627-8855  
Fax ~ (231) 627-8881  
E-mail ~ ccao@cheboygancounty.net

## Cheboygan County Board of Commissioners Resolution 2020-04 Supporting Passage of Legislation to Adopt 4-Year Terms for County Commissioners

At a Regular Meeting of the Cheboygan County Board of Commissioners, on  
March 10, 2020:

**WHEREAS**, the 1963 Michigan Constitution stipulated four-year terms for the County Board of Supervisors, the preceding body to today's Board of Commissioners; and

**WHEREAS**, the Legislature voted in 1966 to abolish Boards of Supervisors and formally replace them with the Boards of Commissioners after the 1968 elections; and

**WHEREAS**, Public Act 261 of 1966 promulgated that the length of terms for the new County Commissioners shall be concurrent with that of State Representatives, as specified in Article IV, Section 3 of the Michigan Constitution; and

**WHEREAS**, the scope of duties of a County Commissioner has greatly increased in the last century – road patrols, indigent defense, mental health treatment and substance abuse prevention programming, land use and solid waste planning, food and water supply safety, economic development efforts, emergency management and response, etc.; and

**WHEREAS**, Michigan is one of only five states in the United States that provides for exclusively two-year terms for County Commissioners; and

**WHEREAS**, all other county and township elected officials in Michigan are elected to terms of at least four years; and

**WHEREAS**, the position of County Commissioner is a highly complex oversight role that requires years to master; and

**WHEREAS**, legislation to amend state law to enact four-years terms has been filed in the form of House Bills 4937-38 and Senate Bills 504-505; and

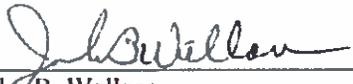
- |                                 |  |                              |                          |                                |  |                              |
|---------------------------------|--|------------------------------|--------------------------|--------------------------------|--|------------------------------|
| District 1<br>Mary Ellen Tryban | District 2<br>Richard B. Sangster<br>Vice-Chairman | District 3<br>Michael Newman | District 4<br>Cal Gouine | District 5<br>Roberta Matelski | District 6<br>John B. Wallace<br>Chair | District 7<br>Steve Warfield |
|---------------------------------|--|------------------------------|--------------------------|--------------------------------|--|------------------------------|

**WHEREAS**, the Michigan Association of Counties supports the legislation as introduced;

**THEREFORE, BE IT RESOLVED**, that the Cheboygan County Board of Commissioners supports House Bills 4937-38 and Senate Bills 504-505 to enact four-year terms for County Commissioners.

**Motion by Commissioner Michael Newman, seconded by Commissioner Mary Ellen Tryban to adopt Resolution #2020-04. A roll call vote was taken. Motion carried with:**

Yeas: Six (6)  
Nays: Zero (0)  
Absent: One (1)

  
\_\_\_\_\_  
John B. Wallace  
Chairman of the Cheboygan County Board of Commissioners

I, the undersigned, Clerk of Cheboygan County, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Cheboygan County Board of Commissioners, at its Regular Meeting on March 10, 2020 the original of which is part of the Board's minutes.

  
\_\_\_\_\_  
Karen L. Brewster  
Clerk of the Board of Commissioners Cheboygan County



March 24, 2020

Clare County Board of Commissioners  
225 West Main  
P.O. Box 438  
Harrison, MI 48625

Dear Sirs and Madams:

Pursuant to Public Act 33 of 2008, the Michigan Planning Enabling Act, this letter is to notify you that Winterfield Township, Clare County, Michigan, is preparing an update to its Master Plan.

The Township is asking for your cooperation and assistance in this process. Specifically, we welcome any inputs or comments you may have which would allow us to work more cooperatively in land use planning for our region. Such inputs may be shared at the regular meetings of our Planning Commission, held on the second Tuesday of every even numbered month, at 7:00 PM, at the Winterfield Township Hall, located at 8987 Cook Avenue, Marion, Michigan 49665.

Such inputs may also be shared via United States Postal Service (USPS) to Bonnie Blackledge, Township Clerk, 9775 Haskell Lake Road, Marion, MI 49665 or by email to [winterfield.twnshp@gmail.com](mailto:winterfield.twnshp@gmail.com). Further, we plan to submit all information required under the Act to you electronically, to be posted on the Township's website – [www.winterfieldtownship.org](http://www.winterfieldtownship.org). If you prefer, we will submit such information by United States Postal Service as provided in the Act, upon your written request.

For further information concerning the Master Plan including upcoming meeting dates and times, please contact me at (616) 204-0085 or [winterfield.twnshp@gmail.com](mailto:winterfield.twnshp@gmail.com).

Sincerely yours,

Bonnie Blackledge, Township Clerk  
On Behalf of the Winterfield Township Planning Commission



**RESOLUTION NO. 20- 06  
BOARD OF COMMISSIONERS  
CLARE COUNTY**

**FOR ADOPTION OF COUNTY EQUALIZATION 2020**

**WHEREAS**, the Board of Commissioners met April 15th, 2020 in Equalization Session; and

**WHEREAS**, the Board of Commissioners reviewed information provided by its Equalization Director showing a **Total County Equalized Value of \$1,378,032,082 and a Tentative Taxable Value of \$1,137,668,201 for 2020**; and

**WHEREAS**, all classes of real and personal property have been separately equalized in accordance with Michigan Compiled Law Section 211.34; and

**WHEREAS**, the County Equalized Values by Class are as follows; and

Agricultural	104,682,580
Commercial	90,758,682
Industrial	19,918,140
Residential	1,030,372,943
Timber-Cutover	0
Developmental	0
Total Real Property	1,245,732,345
Total Personal Property	132,299,737
<b>Total Equalized Value</b>	<b>1,378,032,082</b>

**THEREFORE**, the **COUNTY EQUALIZED VALUES** set forth above, are adopted.

**THIS RESOLUTION IS DECLARED ADOPTED THIS 15th DAY OF APRIL, 2020.** I, Lori Martin, Clerk of Clare County, State of Michigan, do hereby certify that the foregoing Resolution No. 20- 06 was duly adopted by the Clare County Board of Commissioners on April 15, 2020.

\_\_\_\_\_  
Lori Martin, Clerk  
Clare County

\_\_\_\_\_  
Jack Kleinhardt, Chairperson  
Board of Commissioners  
Clare County

Assessed Valuations - REAL

L-4024

CLARE County

Statement of acreage and valuation in the year 2020 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Real Property Assessed Valuations Approved by Boards of Review							Total Real Property (Col. 7)
	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7)	
WINTERFIELD TOWNS	6,530,500	0	1,473,600	22,655,700	0	0	30,659,800	
SUMMERFIELD TOWN	219,600	248,200	0	19,486,900	0	0	19,735,100	
FROST TOWNSHIP	60,800	2,107,200	31,900	57,224,450	0	0	59,583,150	
FRANKLIN TOWNSHIP	1,781,100	342,500	0	42,099,700	0	0	42,503,000	
REDDING TOWNSHIP	8,498,600	294,100	34,200	21,853,200	0	0	23,962,600	
GREENWOOD TOWNS	1,028,800	230,100	44,100	46,214,300	0	0	54,987,100	
HAYES TOWNSHIP	8,301,200	10,012,400	0	115,901,900	0	0	126,943,100	
HAMILTON TOWNSHIP	0	1,572,300	179,600	69,143,163	0	0	79,196,263	
FREEMAN TOWNSHIP	0	338,845	0	57,631,793	0	0	57,970,638	
LINCOLN TOWNSHIP	0	2,479,471	1,585,900	96,948,699	0	0	101,014,070	
HATTON TOWNSHIP	5,344,400	2,183,200	456,500	26,537,400	0	0	34,521,500	
ARTHUR TOWNSHIP	21,177,380	264,112	0	19,806,812	0	0	41,248,304	
GARFIELD TOWNSHIP	3,832,400	3,147,200	0	117,289,100	0	0	124,268,700	
SURREY TOWNSHIP	0	8,731,054	6,048,840	97,816,281	0	0	112,596,175	
GRANT TOWNSHIP	17,532,200	8,428,900	1,190,200	96,845,350	0	0	123,996,650	
SHERIDAN TOWNSHIP	30,375,600	1,752,300	367,700	36,204,800	0	0	68,700,400	
CITY OF CLARE-CLAR	0	35,337,800	6,511,200	42,466,900	0	0	84,315,900	
CITY OF HARRISON	0	13,289,000	1,994,400	44,246,495	0	0	59,529,895	
<b>Total for County</b>	<b>104,682,580</b>	<b>90,758,682</b>	<b>19,918,140</b>	<b>1,030,372,943</b>	<b>0</b>	<b>0</b>	<b>1,245,732,345</b>	

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF CLARE COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the number of acres of land, the value of the real property and of the personal property, the aggregate valuation of the real property and personal property, the equalized and assessed valuations of real property classifications in each township and city in said county as equalized by the Board of Commissioners in April of the reporting year, at a meeting of said board held in pursuant to the provisions of sections 209.1 - 209.8, MCL. I further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 199 of 1974; P.A. 385 of 1994; P.A. 224 of 1995; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the

Dated \_\_\_\_\_, 20\_\_\_\_

Equalization Director

Clerk of the Board of Commissioners

Chairperson of Board of Commissioners

**Personal and Real Property - TOTALS**

L-4024

**CLARE County**

Statement of acreage and valuation in the year 2020 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Number of Acres Assessed		Total Real Property Valuations			Personal Property Valuations			Total Real Plus Personal Property	
	(Col. 1) Acres	(Col. 1) Hundredths	(Col. 2) Assessed Valuations	(Col. 3) Equalized Valuations	(Col. 4) Assessed Valuations	(Col. 5) Equalized Valuations	(Col. 6) Assessed Valuations	(Col. 7) Equalized Valuations	(Col. 6) Assessed Valuations	(Col. 7) Equalized Valuations
WINTERFIELD TOWNSHIP	0.00		30,659,800	30,659,800	36,443,900	36,443,900	67,103,700	67,103,700	67,103,700	67,103,700
SUMMERFIELD TOWN	0.00		19,735,100	19,735,100	5,877,700	5,877,700	25,612,800	25,612,800	25,612,800	25,612,800
FROST TOWNSHIP	0.00		59,583,150	59,583,150	2,344,806	2,344,806	61,927,956	61,927,956	61,927,956	61,927,956
FRANKLIN TOWNSHIP	0.00		42,503,000	42,503,000	1,611,300	1,611,300	44,114,300	44,114,300	44,114,300	44,114,300
REDDING TOWNSHIP	0.00		23,962,600	23,962,600	3,671,900	3,671,900	27,634,500	27,634,500	27,634,500	27,634,500
GREENWOOD TOWNSHIP	0.00		54,987,100	54,987,100	4,836,900	4,836,900	59,824,000	59,824,000	59,824,000	59,824,000
HAYES TOWNSHIP	0.00		126,943,100	126,943,100	5,853,200	5,853,200	132,796,300	132,796,300	132,796,300	132,796,300
HAMILTON TOWNSHIP	0.00		79,196,263	79,196,263	3,796,000	3,796,000	82,992,263	82,992,263	82,992,263	82,992,263
FREEMAN TOWNSHIP	0.00		57,970,638	57,970,638	3,733,964	3,733,964	61,704,602	61,704,602	61,704,602	61,704,602
LINCOLN TOWNSHIP	0.00		101,014,070	101,014,070	22,279,500	22,279,500	123,293,570	123,293,570	123,293,570	123,293,570
HATTON TOWNSHIP	0.00		34,521,500	34,521,500	4,117,900	4,117,900	38,639,400	38,639,400	38,639,400	38,639,400
ARTHUR TOWNSHIP	0.00		41,248,304	41,248,304	874,314	874,314	42,122,618	42,122,618	42,122,618	42,122,618
GARFIELD TOWNSHIP	0.00		124,268,700	124,268,700	3,979,000	3,979,000	128,247,700	128,247,700	128,247,700	128,247,700
SURREY TOWNSHIP	0.00		112,596,175	112,596,175	8,455,253	8,455,253	121,051,428	121,051,428	121,051,428	121,051,428
GRANT TOWNSHIP	0.00		123,996,650	123,996,650	8,257,400	8,257,400	132,254,050	132,254,050	132,254,050	132,254,050
SHERIDAN TOWNSHIP	0.00		68,700,400	68,700,400	5,138,100	5,138,100	73,838,500	73,838,500	73,838,500	73,838,500
CITY OF CLARE-CLAR	0.00		84,315,900	84,315,900	6,263,500	6,263,500	90,579,400	90,579,400	90,579,400	90,579,400
CITY OF HARRISON	0.00		59,529,895	59,529,895	4,765,100	4,765,100	64,294,995	64,294,995	64,294,995	64,294,995
<b>Totals for County</b>	<b>0.00</b>		<b>1,245,732,345</b>	<b>1,245,732,345</b>	<b>132,299,737</b>	<b>132,299,737</b>	<b>1,378,032,082</b>	<b>1,378,032,082</b>	<b>1,378,032,082</b>	<b>1,378,032,082</b>

**OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF CLARE COUNTY**

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Dated \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Equalization Director

\_\_\_\_\_  
Clerk of the Board of Commissioners

\_\_\_\_\_  
Chairperson of Board of Commissioners

Equalized Valuations - REAL

L-4024

CLARE County

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WINTERFIELD TOWN	6,530,500	0	1,473,600	22,655,700	0	0	30,659,800	
SUMMERFIELD TOWNSHIP	0	248,200	0	19,486,900	0	0	19,735,100	
FROST TOWNSHIP	219,600	2,107,200	31,900	57,224,450	0	0	59,583,150	
FRANKLIN TOWNSHIP	60,800	342,500	0	42,099,700	0	0	42,503,000	
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GREENWOOD TOWN	8,498,600	230,100	44,100	46,214,300	0	0	54,987,100	
HAYES TOWNSHIP	1,028,800	10,012,400	0	115,901,900	0	0	126,943,100	
HAMILTON TOWNSHIP	8,301,200	1,572,300	179,600	69,143,163	0	0	79,196,263	
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LINCOLN TOWNSHIP	0	2,479,471	1,585,900	96,948,699	0	0	101,014,070	
HATTON TOWNSHIP	5,344,400	2,183,200	456,500	26,537,400	0	0	34,521,500	
ARTHUR TOWNSHIP	21,177,380	264,112	0	19,806,812	0	0	41,248,304	
GARFIELD TOWNSHIP	3,832,400	3,147,200	0	117,289,100	0	0	124,268,700	
SURREY TOWNSHIP	0	8,731,054	6,048,840	97,816,281	0	0	112,596,175	
GRANT TOWNSHIP	17,532,200	8,428,900	1,190,200	96,845,350	0	0	123,996,650	
SHERIDAN TOWNSHIP	30,375,600	1,752,300	367,700	36,204,800	0	0	68,700,400	
CITY OF CLARE-CLAF	0	35,337,800	6,511,200	42,466,900	0	0	84,315,900	
CITY OF HARRISON	0	13,289,000	1,994,400	44,246,495	0	0	59,529,895	
<b>Total for County</b>	<b>104,682,580</b>	<b>90,758,682</b>	<b>19,918,140</b>	<b>1,030,372,943</b>	<b>0</b>	<b>0</b>	<b>1,245,732,345</b>	

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF CLARE COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the number of acres of land, the value of the real property and of the personal property, the aggregate valuation of the real property and personal property, the equalized and assessed valuations of real property classifications in each township and city in said county as equalized by the Board of Commissioners in April of the reporting year, at a meeting of said board held in pursuant to the provisions of sections 209.1 - 209.8, MCL. I further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 199 of 1974; P.A. 385 of 1994; P.A. 224 of 1995; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the

Dated \_\_\_\_\_, 20\_\_

Equalization Director

Clerk of the Board of Commissioners

Chairperson of Board of Commissioners

## **A. JUSTICE STANDING COMMITTEE**



**CLARE COUNTY BOARD OF COMMISSIONERS**  
**E-911 PLAN TENTATIVE AMENDMENT RESOLUTION #20-07**

**WHEREAS**, Clare County ("County") has adopted a Final E-911 Service Plan ("Plan") pursuant to the Emergency Telephone Service Enabling Act, 1986 PA 32, as amended ("Act 32");

**WHEREAS**, the attached amendments have been proposed to address changes in the original Plan and to incorporate and address; and further delineate changes due to advances in technology including elements of Next Generation 911 and,

**WHEREAS**, the County Board of Commissioners desires to, and by the attached tentative amendments seeks to, amend the Plan to incorporate and address these matters.

**THEREFORE BE IT RESOLVED**, the Clare County Board of Commissioners adopts the attached tentative amendments to the Plan.

**BE IT FURTHER RESOLVED**, that in accordance with Section 309 and others of Act 32, a public hearing is hereby scheduled on this amendment on April 15, 2020, to be held at 10:00 a.m. at the Clare County Board of Commissioners Room, located at 225 West Main, Harrison St., Michigan.

**BE IT FURTHER RESOLVED**, that in accordance with Section 305 and others of Act 32, the County Clerk shall, within five (5) days of the adoption of the Resolution, forward a copy of the amended Plan, by certified mail, return receipt requested, to the Clerk or other appropriate official of each public agency located within the 911 Technical Service District of the Plan.

**BE IT FURTHER RESOLVED**, that in accordance with Section 308 and others of Act 32, the County Clerk shall give notice by publication of the hearing twice in a newspaper of general publication occurring at least thirty (30) days prior to the date of the hearing.

**BE IT FURTHER RESOLVED**, that the County Clerk and the Chairperson of the Board of Commissioners are hereby authorized to sign the tentative amended Plan and any necessary noticing documents under the provisions Act 32 and this resolution.

**ROLL CALL VOTE**

- Moved by:
- Supported by:
- Ayes:
- Nays:
- Absent:

**Dated:** April 15, 2020 \_\_\_\_\_, Chair

I, Lori Martin, Clerk of the Clare County Board of Commissioners, do hereby certify and set my seal to the above resolution as adopted by the Clare County Board of Commissioners at their regular meeting held on the 15<sup>th</sup> day of April, 2020.

---

Lori Martin, County Clerk

**CLARE COUNTY  
EMERGENCY TELEPHONE SERVICE DISTRICT  
FINAL PLAN**

**Revised January 2020**

## CLARE COUNTY AMENDED E-911 SERVICE PLAN

### I.

#### INTRODUCTION

Michigan Public Act 32 of 1986, MCL §484.1101 et seq, as amended, ("Act") authorizes Clare County to enact a E-911 Service Plan ("Plan") that establishes a Service District ("Service District") in which enhanced 911 (E 911) services are provided to callers requesting emergency medical, police and fire services. The County, through the Clare County Board of Commissioners ("County Board") has adopted a plan and various amendments to that plan under the Act (collectively, the "Plan"; the "Plan" as used herein shall refer to the "E-911 Plan" or "Enhanced 911 Plan" as used in the Act). The Plan, as amended, is designed to replace, supersede and update any inconsistent provisions of the previous plan, and to augment, supplements or add such provisions that are not inconsistent with the original Plan. The purpose of these amendments is to address technological and legislative changes, and facilitating a superior and ever improving 911 system with the County.

This Plan implements a Service District covering the entire geographic boundaries of Clare County by addressing the following:

- Technical considerations of the service supplier including system equipment for facilities that would be used in providing emergency telephone service and/or other communication technologies.
- Operational considerations including the designation of primary public safety answering points ("PSAP's") secondary PSAP's and alternative PSAP's, and the manner in which 911 calls and texts would be processed, dispatch functions performed, and informational systems utilized.
- Managerial considerations including the organizational form and agreements that would control technical, operational, and fiscal aspects of the emergency telephone service.
- Fiscal considerations including projected recurring and non-recurring costs with a financial plan for implementing and operating the system

By facilitating the development and maintenance of enhanced 911 services in the County, this Plan provides multiple benefits, including but not limited to:

- 1.1 Use of the universal, simple, easy-to-remember, three digit number for all emergencies in any location within the County;
- 1.2 Automatic number identification (ANI) and automatic location identification (ALI) for wire-based calls and geographic positioning identification for mobile or wireless technologies and automatic selective routing to increase the effectiveness of emergency response and dispatch services;
- 1.3 Establishment of financial, management and operational mechanisms designed to put the community in the best position to implement and maintain an up-to-date E 911 System;
- 1.4 Establishment of a system for recruiting and training qualified telecommunicators, also known as "dispatchers" or "Emergency Communications Technicians (ECTs)";
- 1.5 Establishment of centralized dispatch to more efficiently and effectively serve all residents of the County regardless of location therein;

- 1.6 Creating the environment to order and, therefore, facilitate the transition from wire-based to NG911 technology.

Unless otherwise defined herein, the terms used in this plan shall have their definition or meaning as used in the Act.

## II.

### PLAN ADOPTION

- 2.1 The Act requires the County Board to adopt by resolution, a Tentative Plan creating a Service District.
- 2.2 The Act requires the resolution to include a date, time and place for a public hearing to be held on a final Service Plan not less than 90 days after the date of adoption of the resolution.
- 2.3 The Act requires the County Clerk to give notice of the public hearing. Notice must be published twice in a newspaper of general circulation within the County. The first notice must be at least 30 days prior to the hearing, and the second notice within 30 days of the hearing.
- 2.4 The Act requires the County Clerk to forward a copy of the resolution, together with a copy of the Tentative Plan to the clerk of each community within the District.
- 2.5 Clare County Central Dispatch, which is also called "Central Dispatch" herein, shall be the primary PSAP for all portions of the Service District, provided it files a notice of intent to function as a PSAP. (see Appendix #1).
- 2.6 The Act requires the County Board to adopt the Tentative Plan as the Final Plan, except as modified by Plan Exclusions and PSAP Notices, as identified above.
- 2.7 Any public agency that wishes to withdraw from the Service District may do so only after strict compliance with Section 505 of the Act, including but not limited to, payment of any outstanding qualified obligations secured by any operational surcharge.
- 2.8 The Act permits the County to amend a plan by complying with the procedures described in Sections 301 to 310 of said Act.

## III.

### TECHNICAL CONSIDERATIONS

#### 3.1 Service District and Public Entities

The Service District created by this Service Plan shall be coterminous with the geographical area of the entire County. All cities, townships, villages and campuses wholly or partially located in the Service District, as public entities, are included in the Plan including, but not limited to, those identified in Appendix #2. The County Board shall supervise and, by default, provide primary PSAP and other 911 and central dispatch services for the Service District.

Nothing in this Section or Plan shall be construed as prohibiting the County Board from authorizing regional or other cooperative agreements including, but not limited to, authorizing Clare County Central Dispatch to serve as the primary PSAP for public service agencies outside of the County. The County Board is authorized to cooperate with the State 9-1-1 Committee or any other state, federal or local body or official authorized to install, operate, modify and maintain universal emergency number

service systems, whether wire-based, cellular, wireless, digital, radio-based, or other communication technologies within the Service District. In an Administrative Findings Resolution, the County Board is authorized from time to time to update the list of jurisdictions as provided in Appendix #2.

### **3.2 Enhanced 911**

This Plan includes the following services features:

1. Automatic Number Identification ("ANI"),
2. Automatic Location Identification ("ALI"), and
3. Selective Routing Network System ("SR").

Such features include, but are not limited to, information to the telecommunicator consisting of, as a minimum, the telephone owner's name, location and calling telephone number and, relative to wireless calls and texts, global positioning coordinates as mandated by the Federal Communications Commission (Collectively referred to as "Enhanced 911").

Wire-based telephone companies providing Enhanced 911 services to service users in the County, and those companies must maintain their Enhanced 911 services in order to continue to provide services to the users in the County. All wire-based telephone companies interested in providing wire-based services within the County must provide and maintain Enhanced 911 and will cooperate to supply, in accordance with the Michigan Public Service Commission tariff rates, rules and regulations, the design, installation and maintenance of the network for all facilities involved in providing emergency response telephone service, including modifications to all pay telephones to provide free 911 service. Service suppliers will selectively route all Clare County District emergency telephone service calls to Clare County Central Dispatch.

The wire-based telephone companies' equipment must be modified and/or maintained to provide Enhanced 911 services. The costs for such modification and maintenance are to be included in the technical surcharge installation and maintenance costs.

Clare County Central Dispatch shall maintain the Michigan Public Service Commission's ("MPSC") infrastructure and maintain interface as required by the MPSC until NG911 technology is implemented. When NG911 technology is implemented, Central Dispatch shall provide primary PSAP services to interface with the NG911 technological system. When the county board has selected a NG911 service provider, it may direct that all communication services direct 911 calls and texts from within the County to the chosen NG911 service provider as necessary to facilitate the delivery of NG911 services.

### **3.3 Wireless Implementation**

All Commercial Mobile Radio Service ("CMRS") or other wireless providers (collective "Wireless") providing service within the Service District are requested and directed to deploy Phase II, E 911 Enhanced service as provided in the wireless emergency service order ("Order"), FCC Docket No. 94-102, adopted June 12, 1996, with an effective date of October 1, 1996, including but not limited to provision of number, location and name. The County is Phase II compliant.

### **3.4 VOIP Implementation**

All voice or internet providers and other providers of digital communication technologies (collectively described as "VOIP") are required to provide Enhanced 911 services that are equivalent or

exceed Enhanced 911 service or in the case of mobile or nomadic VOIP, the equivalent of Phase II service.

### **3.5 Implementation—General**

Commercial wire-based, wireless or VOIP providers are “Service Suppliers” as that term is used herein. Service Suppliers shall automatically route all 911 calls and texts originating from service users in the County to the primary PSAP serving the area from which the call originated, as identified in this Plan and under the Act. All calls and texts within the wire exchanges covered by the Service District and this Plan but originating from other counties shall be automatically routed as directed by the 911 service plans adopted by the county board of commissioners from those counties, or, if no such provisions exist, to the appropriate secondary PSAP for routing to the appropriate public agencies and EMS providers within those counties. Any Calls and texts which cannot be automatically routed shall be routed to the appropriate primary PSAP.

The County Board may require that every wire-based, CMRS/wireless or VOIP service provider billing service users within the Service District submit a written registration as a “service provider” under the Act, including a contact person, telephone number and the type of service supplied, number of customers within the Service District as well as other information that the Board periodically deems relevant. The County Board may, by resolution, impose reasonable time limits on the registration and require periodic updates. The current service suppliers known to operate within the Service District are listed in Appendix #4.

Nothing in the Plan is intended to limit the County Board’s authority under the Act, and it is the intention of this Plan that the County Board be fully empowered and authorized to exercise any right, power or discretion that is authorized in the Act, including but not limited to the financial authority to impose or set operational surcharges, millages or fees. In addition, the County Board may exercise its ordinance powers to enforce all provisions of this Plan. The County Board is authorized and directed to take any action necessary to implement the Order, the Act, this Plan or any other applicable state or federal laws existing or subsequently adopted.

### **3.6 Service Supplier and Public Entity Updates**

The service suppliers will provide a system with respect to design, installation and maintenance of the network that operates in accordance with the Michigan Public Service Commission Tariff rates, rules, and regulations appropriate system equipment for facilities used in providing emergency telephone service. This Plan for the County of Clare that the service suppliers will continue to change. Therefore, any service providers within Clare County, in accordance with appropriate state and federal laws are and will automatically be incorporated in the Plan for all of Clare County. In an Administrative Findings Resolution, the County Board may periodically update the public entity, wire, wireless and digital Service Supplier or provider information described or required as provided in this Section of the Plan and Appendix #3. The County Board may also direct routing and other instructions to such service suppliers and public entities for purposes of PSAP improvements, including but not limited to NG911 implementation.

### **3.7 Compliance with the Act**

All Technical Considerations should comply with the standards provided in the “Emergency 9-1-1 Service Enabling Act, Act 32 of 1986”.

## IV.

### OPERATIONAL CONSIDERATIONS

#### 4.1 PSAP Operations

This Plan and the Act recognize a variety of options for the organization of 911 services at the County level. The following terms describe the following types of 911 services:

4.1(A) "Consolidated Dispatch" or "Central Dispatch" refers to a county-wide dispatch operation that is organized by the County through the organizational auspices of this Plan. A Consolidated Dispatch provides 911 call answering and emergency service dispatching ("PSAP Services") to all portions of the Service District, and may also serve an area that is greater than the entire Service District. This Plan uses "Consolidated Dispatch" and "Central Dispatch" synonymously.

4.1(B) "County Dispatch" refers to a dispatch operation that is organized by the County either through an Urban Cooperation Act Agreement with another public agency or agencies; or through the organizational auspices of this Plan. The County Dispatch may provide PSAP Services to an area that is less than the entire Service District, the entire Service District or through contract, greater than the Service District.

Clare County Central Dispatch, presently located within the Sheriff's Department at 255 W. Main St., Harrison, MI 48625, will continue to serve as the "Primary" Public Safety Answering Point (PSAP)/Central Dispatch for all of Clare County. In the event that the County participates in the creation of a dispatch authority or otherwise contracts with such an authority under the Urban Cooperation Act, the County will employ a County Dispatch model as described in the Agreement prepared under the Urban Cooperation Act and as further provided herein.

All primary PSAP designations in any existing Plan, as well as accompanying notices of intent to serve as primary PSAP are preserved. Clare County Central Dispatch, presently located within the Sheriff's Department at 255 W. Main St. Harrison, MI 48625 shall serve as the primary PSAP for the entire Service District, provided it maintains the notice of intent to serve as primary PSAP as described in Appendix #1. If no notice of intent to serve as primary PSAP is currently on file with the County Clerk or if any public agency that filed a notice of intent to serve as primary PSAP withdraws such notice under the Act, the primary PSAP will be any such entity that the County Board contracts with to provide PSAP services. All PSAPs effective on the date of this Plan's effectiveness and the public agencies dispatched and dispatch methods are identified in Appendix #4.

In an Administrative Findings Resolution, the County Board is authorized from time to time to update the list of PSAPs, public agencies dispatched and dispatch methods as provided in Appendix #4.

The alternate or secondary PSAP for each primary PSAP is identified in Appendix #4, and incorporated herein by reference.

All primary PSAPs must be staffed 24 hours per day, every day of the year, and shall have at least one device for receiving calls and texts for service from hearing or speech-impaired persons.

If a local unit of government or public safety agency that is identified in the Plan as being a primary PSAP or that has filed an intention to serve as a primary PSAP under the Act and Plan, and subsequently files a notice of intention to cease to function as a primary PSAP, the Clare County Central

Dispatch shall serve as the primary PSAP for the geographical area previously served by the local unit of government or public safety agency as soon as practicable.<sup>1</sup> Pursuant to 1986 PA 32, as amended, each public agency has 45 days after receipt of this tentative amended Plan to file with the County Clerk a notice of exclusion from the Clare County Central Dispatch service district.

#### **4.2 Dispatch Methods**

911 communications that result in a request for public safety agency response with the exception of emergency medical services, will be processed using the Direct Dispatch method. Requests for emergency medical services may be processed using manual transfer or relay methods to a secondary PSAP. 911 communications from jurisdictions outside the geographical boundaries of Clare County but which are included in this Service Plan will be handled by the Manual Transfer method. If, at any time, Selective Routing Transfer or the Manual Transfer method become unusable, 911 communications will be routed using the Relay Method.

Each public safety agency, designated above to serve as a PSAP or secondary, or back-up PSAP, shall file a notice of their intent, whether to serve or not to serve as a PSAP, not later than 45 days after the city or township which the agency serves, receive a copy of this Service Plan. Failure to file a notice of intent will result in the safety agency not being designated as a PSAP in the final 911 plan.

While the Plan is designed solely for the benefit of the residents and service users of Clare County, portions of other counties may be affected by the implementation of this Plan. Agreements shall be reached with these communities as to the proper forwarding of those 911 calls that originate beyond the boundaries of this Emergency Telephone Service District.

#### **4.3 Training**

The 911 Director on behalf of the County Board will ensure all ECTs who are required to meet State mandated designation are so designated and that all ECTs receive appropriate training for their function, including but not limited to maintaining their designation.

#### **4.4 Implementation-General**

The County Board may require that all public and private safety agencies providing emergency response services within the Service District register with the County Clerk and execute service agreements with the County on behalf of Central Dispatch. The County board may, by resolution, impose reasonable time limits on the registration and require periodic updates. The current PSAP operations and public and private safety agencies known to operate within the Service District are listed in Appendix #4. The County Board, in conjunction with the 911 Director, shall establish dispatch protocols consistent with the Act. The County Board will consider local government agreements with public and private safety agencies but is not obligated to restrict its dispatching based on those agreements. Furthermore, any agreement that the County Board may make for the County with public and/or private safety agencies will take precedence over any inconsistent local governmental agreement.

#### **4.5 PSAP/Public Safety Agency Updates**

The public and/or private agencies to be dispatched within the County and their dispatch methods are identified in Appendix #4.

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<sup>1</sup> "Practicability" shall be determined in the sole discretion of the County Board after consultation with the 911 Advisory Board and local unit of government affected.

In an Administrative Findings Resolution, the County Board is authorized from time to time to update the list of public and private agencies providing emergency response services within the Service District and their corresponding dispatch methods.

#### **4.6 911 Resource Protection**

To the extent permitted by law, the County Board reserves the right to adopt plans, policies and ordinances relating to the control of county property or which concludes is reasonable and necessary to implement the purposes of this Plan. Such authority shall not be deemed abridged by any provision of this Plan or any other agreement.

### **V.**

#### **MANAGERIAL CONSIDERATIONS**

##### **5.1 Legal Status**

See Appendix #5.

##### **5.2 PSAP Management**

Clare County Central Dispatch and each additional public or private safety agency that files a notice of intent to function as a PSAP (either primary or secondary) accepts the responsibility for the management of the on-line public safety dispatch center including the operational configuration, level of service and equipment needs for the geographical and political boundaries identified in the notice of intent and the financing for all such operations.

Management of each PSAP will be in accordance with the policies and procedures of the public safety agency that operates the PSAP. The public safety agency that operates Clare County Central Dispatch is listed in Appendix #5. At any time, The County Board may create a separate legal entity known as a Central Dispatch Authority through an interlocal agreement under the Urban Cooperation Act. The Agreement establishing a Central Dispatch Authority will require a 911 Authority Board to be developed and the Agreement will need to detail what authorities are delegated to the 911 Authority Board. If such an Agreement is made, the Agreement will be added to Appendix# 5.

##### **5.3 9-1-1 District Board**

The County Board may create an emergency 9-1-1 district board and delegate certain powers to the board. The 9-1-1 district board bylaws are listed in Appendix #6. The County Board shall maintain continuing authority regarding delegated powers and authority, which shall not be deemed abridged by this Plan.

### **VI.**

#### **FISCAL CONSIDERATIONS**

##### **6.1 Technical Charges**

### 6.1(A) Estimated Network Costs<sup>2</sup>

The Act presently provides for calculation of a 4% CAP for recurring charges and a 5% CAP for nonrecurring charges based on the highest monthly base rate in the emergency telephone district or \$20.00 whichever is lesser. This Plan authorizes the imposition and collection of this technical charge as provided in the Act. Each service provider shall provide the 911 Board with any technical surcharges authorized by the Michigan Public Service Commission, including any changes. If the Act is modified to reduce or expand these caps, this Plan shall be automatically adjusted without modification to authorize or establish such revised caps.

### 6.1(B) Estimated Network Charges

Network Charge will be collected by each wire based Service Supplier from all subscribers in the Service district, as approved by the Michigan Public Service Commission.

The Act requires each agency operating a PSAP to pay for all terminal equipment installation and for the actual PSAP equipment either through rental or capital acquisition. If the Act is modified, this Plan shall be automatically modified regarding the provision of such terminal or technical equipment.

Clare County Dispatch will utilize existing equipment. The County Board shall, through the budgetary process, budget sums it considers necessary and reasonable for maintaining existing and acquiring new equipment. Grant monies, wherever applicable may be sought for equipment costs and planning and development of the database.

## 6.2 **Operational Funding**

To finance the delivery of primary PSAP services, the County Board is authorized to implement, receive and expend, consistent with all applicable laws and County resolutions, any voter approved millages, 911 operational surcharge, County 9-1-1 charge, State 9-1-1 surcharges allocated to the County or any other funding provided under state or federal law, including but not limited to such fees authorized, imposed, and collected under the Act in an amount not to exceed what is necessary and reasonable to implement, maintain and operate the Clare County system. The County Board is authorized to make any request for funding from the Michigan Public Service Commission, State 9-1-1 Committee or any other entity authorized under the Act.

In addition, the Clare County Central Dispatch is authorized to accept and, with the County Board's approval, expend wireless surcharge revenue as provided under the Act and to expend such funds on equipment, services or such other purpose as is authorized by the Act or funding restrictions. All service suppliers must collect any State 9-1-1 surcharge or any other charge, fee or funding permitted to be authorized, imposed and collected under the Act and consistent with all applicable laws set by the County Board through resolution or implementing ordinance from service suppliers located within the Service District and remit such funds as provided under the Act, to the County. The County Board may require that service suppliers furnish an accounting of all funds collected and charged, including an identification of the number of service users that it is billing within the District. Any service supplier who fails to collect such funds and timely remit them as provided in this Plan and Act or to provide the reasonable accounting required hereby maybe enjoined by the County Circuit Court from providing

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<sup>2</sup> All rates are subject to annual review and Tariff Revision. Revenue projections and rates are based on lines as existed in 1995. The terms of certain rates and charges have expired, but are retained for informational purposes. The inclusion of these rates is not designed or intended to provide new or renewed authorization for these rates beyond their original term, and shall not be so construed.

communication services to service users within the Service District. The County Board is authorized to sue such service supplier in the Circuit Court to obtain such injunctive relief and/or damage relief for the amount of uncollected or unremitted surcharge that the service supplier should have provided to the County.

In the event that millage and/or 911 operational surcharge revenues are insufficient to cover the costs of financing the Clare County Central Dispatch, the County Board is authorized in its discretion to fund and or negotiate fees for primary PSAP services rendered to public safety agencies and other emergency service providers dispatched by Clare County Central Dispatch, and if such fees cannot be negotiated, to set them at reasonable and fair levels in relation to the estimated cost of the services actually delivered to the public or private safety agencies. Furthermore, consistent with substantive due process and equal protection standards, the County Board is authorized to set a service user fee at reasonable and fair levels in relation to the estimated cost of the services actually delivered to the service user or on his or her behalf or on behalf of a person or entity receiving the benefit of the emergency public and/or private services. Nothing in this section shall be construed as authorizing a private or public safety agency or emergency medical service to assess or pass along any dispatch fee to any public safety agency or citizen. The County Board may impose such fees through resolution or implementing ordinance, including authorization to the State of Michigan District Court system to collect such fees from the party adjudicated at fault for creating the emergency service condition through civil and criminal infraction proceedings. The County Board may authorize the initiation of civil court proceedings to collect any such service user fee.

*All Fiscal Considerations shall comply with the standards provided in the "Emergency 9-1-1 Service Enabling Act, Act 32 of 1986 as amended".*

### **6.3 Past Plans or Amendments**

These provisions are intended to modify, amend, supersede and replace any and all prior Plans or Plan Amendments. This Plan may be amended in any manner and at any time consistent with the Act.

### **6.4 Interpretation and Savings Clause**

The provisions of this Plan are designed to work in coordination with the Act. If there is any conflict between any provision in this Plan and the Act, the conflicting Plan provision shall be struck and the remainder of the Plan enforced without the conflicting provision.

### **6.5 Termination/Withdrawal**

This Plan may be terminated and participating municipalities may withdraw as provided in the Act.

**EXECUTION AND ACKNOWLEDGEMENT**

Date: \_\_\_\_\_

\_\_\_\_\_  
Jack Kleinhardt, Chairperson  
Clare County Board of Commissioners

I, Lori Martin, the Clare County Clerk, hereby attest that the Clare County Board of Commissioners approved this Plan on \_\_\_\_\_, and authorized the Chairperson to execute it on its behalf, which occurred in my presence.

Date: \_\_\_\_\_

\_\_\_\_\_  
Lori Martin, Clare County Clerk

## ACRONYMS

**ALI- Automatic Location Identification**  
**ANI- Automatic Number Identification**  
**E911- Enhanced 911**  
**NG911- Next Generation 911**  
**PSAP- Public Safety Answering Point**  
**ECT- Emergency Communications Technician**  
**MPSC- Michigan Public Service Commission**  
**CMRS- Commercial Mobile Radio Service**  
**VOIP- Voice Over Internet Protocol**  
**FCC- Federal Communications Commission**

## APPENDICES

**Appendix #1** Notice of intent to function as a PSAP  
**Appendix #2** Service District, Affected units of government within Clare County  
**Appendix #3** Public Entities  
**Appendix #4** List of Public Agencies Serviced by the 911 Network, includes Dispatch Methods  
**Appendix #5** Legal Status  
**Appendix #6** Clare County Central Dispatch 911 Advisory Board Bylaws

**APPENDIX #1**

**NOTICE OF INTENT TO FUNCTION AS A PSAP**

Pursuant to the provisions of the Emergency Telephone Service Enabling Act, Michigan Public Act 32 of 1986, as amended, each public safety agency has 45 days after receipt of this tentative 911 Service Plan to file with the County Clerk a Notice of Intent to Function as a PSAP. The notice shall be in substantially the following form:

**NOTICE OF INTENT TO FUNCTION AS A PSAP**

Pursuant to Section 307 of the Emergency Telephone Service Enabling Act, Clare County Central Dispatch shall function as a PSAP within the 911 Service Plan adopted by resolution of the Clare County Board of Commissioners on \_\_\_\_\_ (date).

\_\_\_\_\_  
(Appropriate Official)

**APPENDIX #2**

**JURISDICTIONS WITHIN SERVICE PLAN**

The following townships, villages and cities exist in whole or in part with the County and, therefore, the service district created by this Plan:

**TOWNSHIPS OF:**

Arthur	Hatton
Franklin	Hayes
Freeman	Lincoln
Frost	Redding
Garfield	Sheridan
Grant	Summerfield
Greenwood	Surrey
Hamilton	Winterfield

**VILLAGES OF:**

Farwell

**CITIES OF:**

Clare	Harrison
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### APPENDIX #3

#### SERVICE SUPPLIERS

The following service suppliers, as that term is used in the Act, are believed to operate in whole or in part, within Clare county and, therefore, the service district created by this Plan. This list is not meant to be exhaustive and any service supplier operating within Clare County is automatically added to this list and subject to this Plan:

#### 911 Service Supplier: PFN- Peninsula Fiber Network

#### Other Service Suppliers

123.Net	Met Tel of Michigan, Inc. dba Metropolitan Telecommunications
ACD.NET	Michigan Bell Telephone Company
A.C.N. Communications Services, LLC	Muskegon Cellular Partnership
Alltel Communications Wireless, Inc.	Network Services Telecom Group dba Anavon Technology Group
Advent Telecom	New Cingular Wireless PCS LLC
American Broadband + Telecommunications	New Par
Anybill T-Mobile	Nextiva, Inc.
AT&T Corp.	Newvortex Inc
Bandwidth, Inc.	OCMA Inc
Birch Telecom of the Great Lakes Inc.	PNG Telecommunications Inc.
Boomerang Wireless, LLC	Qwest Communications
Budget PrePay, Inc.	Ready Wireless, LLC
BullsEye Telecom	Republic Wireless, Inc.
Charter Advanced Services CCVIII LLC	RU Telecommunication
Clear Rate Communications, Inc.	Sage Telecom Communications LLC
CMS Inter.net, LLC	Spectrotel, Inc
Consumer Cellular, Inc.	Sprintcom, Inc.
Cricket Communications	Star2Star Communications, LLC
Dialpad, Inc.	T-Mobile Central LLC
Firsi Communications, LLC	Tag Mobile, LLC
Frontier North Inc. (MI)	Talk America Services, LLC
Global Connection Inc of America	Telecom Management, Inc. dba Pioneer Telephone
Google North America Inc.	TelNet Worldwide Inc.
Granite Telecommunications LLC	Telrite Corporation dba Life Wireless
GreatCall, Inc dba Jitterbug	Thunh Cellular LLC
Hughes Network Systems, LLC	Ting Inc
Integrity Networks, LLC dba Bullfrog Group	Tractone Wireless, Inc.
Interface Security Systems, LLC	Velocity the Greatest Phone Company Ever Inc
IP Networked Services	Verizon Wireless Personal Communications LP
Jupiter Networks Inc	ViaSat Inc
LJMI Telecommunications	Vonage America
Level 3 Communications	WindStream Communications, LLC
Matrix Telecom, Inc.	Winn Telecom
McLeod USA Telecommunications	Working Assets Funding Services, Inc.
MCImetro Access Transmission Svcs, Corp.	XO Communications
Metro PCS	YMAX Communications Corp.

**APPENDIX #4**

**PSAP, PUBLIC SERVICE AGENCIES AND DISPATCH METHODS**

Clare County Central Dispatch- Primary PSAP,

Clare Police Department- Back-Up PSAP,

Mobile Medical Response- Secondary PSAP

<u>PSAP Area</u>	<u>Public Agency<sup>1</sup></u>	<u>Dispatch Method</u>	<u>Back-Up PSAP<sup>2</sup></u>
<b>Law Enforcement</b>			
County of Clare	Clare County Sheriff's Department	Direct	
City of Clare	Clare Police Department	Direct	
County of Clare	Michigan State Police	Direct	
County of Clare	Dept. of Natural Resources- Law Division	Direct	
<b>Fire</b>			
Townships of Summerfield, Frost, Franklin, Hamilton, Hayes, Greenwood, Redding, Hatton and Arthur	Harrison Community Fire Department	Direct	
Townships of Lincoln and Freeman	Lincoln Township Fire Department	Direct	
Township of Garfield	Garfield Township Fire Department	Direct	
Township of Surrey	Surrey Township Fire Department	Direct	
City of Clare, Townships of Grant and Sheridan	Clare Fire Department	Direct	
County of Clare	Dept. of Natural Resources- Fire Division	Direct	
Township of Winterfield and Section 31 of Redding Township	Marion Fire Department	Relay	
<b>EMS</b>			
County of Clare	Mobile Medical Response	Manual Transfer or Relay	
<b>Other Agencies</b>			
County of Clare	Clare County Road Commission	Direct	
County of Clare	Emergency Management	Direct	
County of Clare	Animal Control	Direct	

<sup>1</sup> Depending on reciprocal aid agreements, authorization by the identified public agency and/or emergencies, CCCD has the right and authority to dispatch directly, by transfer or by relay methods, public agencies that are outside of the District and not specifically identified in this Appendix.

<sup>2</sup> This Plan anticipates that many neighboring 911 centers may serve as a backup, especially when NG911 is implemented. Upon recommendation of the 911 Director, the County Board may, in its discretion, enter into individual interlocal or regional cooperation and/or coordination agreements

**APPENDIX #5**  
**LEGAL STATUS**

Clare County is a political subdivision of the State of Michigan and is governed by the County Board of Commissioners. Clare County Central Dispatch is established by the Clare County Board of Commissioners pursuant to this Plan and the Emergency 911 Service Enabling Act, MCL 484.1101 et seq. to provide emergency dispatch services in Clare County, but operational control is currently assigned by the Board of Commissioners to the Clare County Sheriff. The County Board, Clare County Sheriff and 911 Director shall operate and manage Clare County Central Dispatch pursuant to the Act and this Plan, as well as other County policies and practices.

**APPENDIX #6**  
**911 ADVISORY BOARD BYLAWS**

See Next Page



## 911 ADVISORY BOARD BYLAWS

### I.

#### AUTHORITY AND PURPOSE

- 1.1 Consistent with the Clare County 9-1-1 Plan, this advisory board is established to provide recommendations on policy and operating procedures and also serve as a technical advisory board. Upon review by the County Board, the policy or dispatch procedure will be implemented by the director.
- 1.2 All actions of the Advisory Board and any committees established pursuant to these Bylaws shall comply with the county-wide policies, procedures, and standards established by the Clare County Board of Commissioners.

### II.

#### DEFINITIONS

For purposes of these bylaws:

- 2.1 "Advisory Board" shall refer to the Clare County 911 Advisory Board
- 2.2 "County Board" shall refer to the Clare County Board of Commissioners
- 2.3 "Plan" refers to the Clare County 9-1-1 Plan.
- 2.4 "Budget" refers to the annual fiscal plan compliant with Michigan Law regarding anticipated expenditures and revenue adopted by the County Board at the budget approval meeting set during the approval of the budget calendar.
- 2.5 "Director" refers to the chief administrative officer of Clare County Central Dispatch (CCCD)
- 2.6 "Quorum" refers to the minimum number of members that must be present at any of its meetings to make the proceedings of that meeting valid.
- 2.7 "Sheriff" refers to the Clare County Sheriff.

### III.

#### GOVERNANCE

**3.1** Status: This board is a policy, procedure and technical advising board and will make recommendations to the County Board on policies and procedures for the effective operation of the Plan and the effective administration of the 911 system. This may include, but is not limited to:

- Recommending standards for staffing.
- Providing recommendations to County Board and Sheriff, through its Administrator/Controller and Director, regarding policies and procedures as needed. This shall include, but is not limited to, an annual review of existing CCCD protocols
- Recommending a technical policy governing the operation and access to computers interfaced directly or indirectly with the LEIN or NCIC computer systems, including those which are used for the interstate exchange of criminal history record information. This includes "management control rights" only as it pertains to LEIN/NCIC operations.
- Making recommendations to the County Board regarding the selection of a Director.
- Providing recommendations to the Director and Sheriff to improve Central Dispatch Operations.
- Making recommendations to the Director and the County Board regarding the proposed annual budget and methods of financing operations.
- Making recommendations regarding any other technical matter relating to Central Dispatch as requested by the County Board, County Administrator/Controller, Sheriff, or Director.
- Making recommendations to the County Board to amend these Bylaws.
- Periodically reviewing the Plan and recommending changes to the County Board.

**3.2** Administration:

**3.2(A)** Membership: The Advisory Board shall be made up of one representative from each of the following agencies/departments:

- Clare County Board of Commissioners
- Clare County Fire Chief
- Michigan State Police, Mt. Pleasant Post #63
- Clare County Emergency Management
- MI Department of Natural Resources, Harrison
- Citizen Representative, Clare County
- EMS Provider
- Medical Control Authority
- Clare Police Department
- Clare County Sheriff Department
- Clare County Central Dispatch

**3.2A (1)** Alternate members may be selected by the organization responsible for designating the regular member, providing this designation is made in writing and in

advance of any meeting. Alternate members may vote only in the absence of the regular member.

**3.2A (2) Officers:** Officers of the Advisory Board shall be the Chairperson and the Vice Chairperson which shall be elected from the membership of the Advisory Board. Their terms of office shall be two years. The terms of office shall be staggered with the Chairperson election on even years and the Vice Chairperson election on odd years. Officers shall exercise the following functions but not limited to:

- ***The Board Chairperson:*** The Chairperson shall decide all questions of order, shall preside at the meetings of the Advisory Board, and will coordinate activities of the Advisory Board. Minutes shall be taken at each meeting as directed by the Chairperson and distributed to each member.
- ***The Board Vice-Chairperson:*** The Vice Chairperson shall act as the Chairperson in the Chairperson's absence.

**3.2A (3) Appointed Members:** Applications will be made available by the 911 Director. The Citizen Representative must be a resident in Clare County. The Citizen Representative shall be a two year appointment requiring active attendance. The Advisory Board may review the applications and make a recommendation to the County Board. The County Board must appoint the citizen Representative.

**3.2(B) Meetings:** The Advisory Board shall meet no less than once a quarter at a date and time set by the Chairperson. The Advisory Board may meet more often at its discretion. The duration of individual public comments may be limited by rules of procedure adopted by the Advisory Board. Four (4) members of the Advisory Board may call a special meeting by notifying in writing the Director and all other Board members at least ten (10) calendar days in advance of the date, time, and place. Meetings shall comply with the Open Meetings Act, MCL 15.261, et seq.

**3.2B (1) Organizational Meeting:** The first meeting of the year shall be an organizational meeting and the following should occur:

- Elect Board Chairperson or Vice Chairperson, dependent upon year.
- Recognize the Citizen Representative upon County Board Approval (if applicable).
- Review Clare County 9-1-1 Plan and recommend changes to the County Board.
- Review of CCCD Protocols.

**3.2B (2) Voting:** One representative from each of the agencies listed in the membership shall have one vote on all matters to be voted on.

**3.2B (3) Quorum:** No official business shall be conducted without a quorum of the Board. A minimum of two-thirds membership must be present, equivalent to seven out of the eleven representatives. Advisory Board members may participate in meetings by teleconferencing consistent with the Open Meetings Act (1976 PA 267, as amended, MCL 15.261, et seq). Upon approval of the Chairperson, Advisory Board members may appear at a meeting via teleconferencing device, including speaker phone or interactive television, provided that a quorum is present at the meeting site and all individuals

attending the meeting can hear, and be heard by, the Advisory Board member(s) attending via teleconferencing device. The Advisory Board member wishing to participate in meetings by teleconferencing must notify the Chairperson or Director by 12:00 noon on the business day prior to the meeting that will be missed, and must provide the reason(s) for such absence. Failure to establish a video/audio teleconference due to technical or other problems shall not preclude conducting the meeting, as long as a quorum is present. In the event that an Advisory Board member participates via teleconferencing, this will be indicated on the meeting minutes as "Present via teleconferencing." Members present via teleconferencing shall be permitted to participate in Board deliberations and vote on matters before the Advisory Board, provided that there is a quorum physically present.

**3.2B (4) Committees:** The Advisory Board may establish additional standing or ad-hoc committees to serve specific purposes as set forth by the Advisory Board.

**3.2(C) Exercise of Authority:** The Advisory Board shall be advisory to the County Board and shall not have the authority to bind Clare County to any liability, whether contractual or otherwise, nor to the expenditure of any public funds.

#### IV.

##### CONSTRUCTION

- 4.1** Wherever possible, these Bylaws shall be construed in a manner consistent with Michigan Law and the Plan. Where there is a conflict with Michigan Law or the Plan, the conflicting terms of these Bylaws shall be null and void and considered severed from the remaining portions, which shall continue in full force and effect.

#### V.

##### AMENDMENT

- 5.1** The Clare County Board of Commissioners reserves the right to amend or rescind these Bylaws in part or in whole at any time by majority vote of the County Board and in compliance with the Open Meetings Act.

**CLARE COUNTY BOARD OF COMMISSIONERS**  
**E-911 PLAN TENTATIVE AMENDMENT RESOLUTION # 20-08**

**WHEREAS**, Clare County ("County") has adopted a Final E-911 Service Plan ("Plan") pursuant to the Emergency Telephone Service Enabling Act, 1986 PA 32, as amended ("Act 32");

**WHEREAS**, the attached amendments have been proposed to address changes in the original Plan and to incorporate and address; and further delineate changes due to advances in technology including elements of Next Generation 911 and,

**WHEREAS**, the County Board of Commissioners desires to, and by the attached tentative amendments seeks to, amend the Plan to incorporate and address these matters.

**THEREFORE BE IT RESOLVED**, the Clare County Board of Commissioners adopts the attached tentative amendments to the Plan.

**BE IT FURTHER RESOLVED**, that in accordance with Section 309 and others of Act 32, a public hearing is hereby scheduled on this amendment on April 15, 2020, to be held at 10:00 a.m. at the Clare County Board of Commissioners Room, located at 225 West Main, Harrison St., Michigan.

**BE IT FURTHER RESOLVED**, that in accordance with Section 305 and others of Act 32, the County Clerk shall, within five (5) days of the adoption of the Resolution, forward a copy of the amended Plan, by certified mail, return receipt requested, to the Clerk or other appropriate official of each public agency located within the 911 Technical Service District of the Plan.

**BE IT FURTHER RESOLVED**, that in accordance with Section 308 and others of Act 32, the County Clerk shall give notice by publication of the hearing twice in a newspaper of general publication occurring at least thirty (30) days prior to the date of the hearing.

**BE IT FURTHER RESOLVED**, that the County Clerk and the Chairperson of the Board of Commissioners are hereby authorized to sign the tentative amended Plan and any necessary noticing documents under the provisions Act 32 and this resolution.

**ROLL CALL VOTE**

- Moved by:
- Supported by:
- Ayes:
- Nays:
- Absent:

**Dated:** April 15, 2020 \_\_\_\_\_, Chair

I, Lori Martin, Clerk of the Clare County Board of Commissioners, do hereby certify and set my seal to the above resolution as adopted by the Clare County Board of Commissioners at their regular meeting held on the 15<sup>th</sup> day of April, 2020.

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Lori Martin, County Clerk

### Revenue Data for Clare County Central Dispatch

Major Revenue Streams	Current Rate	2018-2019 Revenue	Set by:	Can we increase revenue from this source?
Millage	.35 mills expires in 2024	\$365,576.36	Voter	Yes
Technical Surcharge	0.19/per month/per device	\$153,968.00	State 911 Office	No
Operational Surcharge	\$1.00/per month/per device, expires June 30,2021	\$279,618.00	Voter	Yes
PSAP Training	an appropriation from the same fund that the technical	\$9,188.00	State 911 Office based on number of dispatchers	No
Local Community Stabilization Funds	Unknown, formula used by Dept of Treasury per statute	\$8,625.49	Dept. of Treasury	No
Additional Taxes/Separate Line Item from Millage	N/A	\$3,115.25	N/A	No
Revenue Total:		\$820,091.10		
2019 Expenses:		\$796,131.89		
FY 2019 NET:		\$23,959.21		

Approximate revenue to be collected in Clare County at the following surcharge rates:	Which would increase our yearly budget by:
\$1.00 (current rate)	\$0
\$1.25	\$69,904.50
\$1.50	\$139,809.00
\$1.75	\$209,713.50
\$2.00	\$279,618.00
\$3.00	\$559,236.00

\* Figures are best estimates based on previous years' data, there is no way to know how many devices will be billed in Clare County and it is subject to change from month to month



### 5 Year Projection Planning

Personnel Changes	Add Another Training Officer (CTO)	Promote current employee to vacant Supervisor position	Add Full Time Dispatcher Position (w/benefits)	Factor in Union Raises over next 5 years	Increases in Retirement and Health Insurance	Health Insurance Reimbursement
Cost	\$550/yr	\$2,000/yr	\$63,000/yr		Goes up every yr	Varies year to year \$48,000 last year, only planned for \$30,000
Notes		Unable to fill position after Terrian was promoted, lacking financial sustainability. (5 yrs = \$325,000)		Affects benefits too, not just wages		

Upcoming Projects/Expenses	Replace Dispatch Generator	UPS replacement in 2024 at 8 years old.	Viper Refresh (Dispatch Phone System)	New Radio Consoles (MCC 5500's disc. 2019)	UHF Repeaters	UHF Nodes
Cost	\$54,000	\$25,000+/-	\$180,000	???	\$8,000	\$6,100
Notes	Almost 14 years old, insurance claim in 2019 for \$25k	Only has 6 yr warranty.	Multi-node upgrade in 2024	only 2 years support + spare parts	As Needed	As Needed

Wish List	Point-to-Point addressing/GIS Project	CAD Add-On's to increase functionality	Radio Maint. Contract (includes yearly P.M.)	New Flooring for Dispatch
Cost	\$60-80k	Unknown	\$9,000-\$12,000/yr	Unknown
Notes			We currently rely on J.B. to do some of this.	Almost 14 years old, very worn, peeling up in spots

**Surcharge Increase**

August or November 2020, collection of funds begins July 1 2021, start seeing funds around November 2021



Clare County Board of Commissioners  
225 W Main  
Harrison, MI 48625

Dear Sir/Madam,

I am pleased to inform you that after several years of hard work and dedication **Mr. William Bell** had earned the rank of EAGLE SCOUT through the Boy Scouts of America on February 22 2020.

Will is not only a role model and dedicated young man in the Troop, but as well in school and his community. Will has good grades, as well as being a member of the Clare High school band, NHS, and a member of the cross country team. Will is dedicated and committed to all aspects of his life.

If you have a moment in your busy schedule, could you please return a letter of congratulations on this milestone accomplishment.

Thank you,



SJ Conroy  
Scoutmaster Troop 620

7715 Mystic Lake  
Lake, MI 48632  
989-400-5672

Clare County Board of Commissioners  
225 W Main  
Harrison, MI 48625

Dear Sir/Madam,

I am pleased to inform you that after several years of hard work and dedication **Mr. Josh Mangus** had earned the rank of EAGLE SCOUT through the Boy Scouts of America on February 22 2020..

Josh is not only a role model and dedicated young man in the Troop, but as well in school and his community. Josh has good grades, as well as being a member of the Farwell High school band, Drama Club, and a member of the Track and Field team. Josh is dedicated and committed to all aspects of his life.

If you have a moment in your busy schedule, could you please return a letter of congratulations on this milestone accomplishment.

Thank you,

  
SJ Conroy  
Scoutmaster Troop 620

7715 Mystic Lake  
Lake, MI 48632  
989-400-5672



# CLARE COUNTY BOARD OF COMMISSIONERS

225 West Main Street, P.O. Box 438 Harrison, MI 48625  
Ph: (989) 539-7436 Fax (989) 539-2588

District 1: DALE MAJEWSKI District 2: SAMANTHA PITCHFORD District 3: LEONARD STROUSE  
District 4: JACK KLEINHARDT District 5: MARK FITZPATRICK District 6: DAVID HOEFLING District 7: JEFF HASKELL

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March 18, 2020

William Bell  
7715 Mystic Lake  
Lake, MI 48632

Re: Eagle Scout Rank

Dear Mr. Bell:

On behalf of the Clare County Board of Commissioners I would like to extend a congratulations on attaining the Eagle Scout rank. This honor speaks volumes.

It takes skill, work and determination to achieve this much respected rank. You have shown yourself to be a leader among your classmates and fellow scouts. We commend you for your service and leadership.

On this important occasion we extend our best wishes on your achievement and in your future endeavors.

Sincerely,

Jack Kleinhardt  
Chairman  
Clare County Board of Commissioners



# CLARE COUNTY BOARD OF COMMISSIONERS

225 West Main Street, P.O. Box 438 Harrison, MI 48625  
Ph: (989) 539-7436 Fax (989) 539-2588

District 1: DALE MAJEWSKI District 2: SAMANTHA PITCHFORD District 3: LEONARD STROUSE  
District 4: JACK KLEINHARDT District 5: MARK FITZPATRICK District 6: DAVID HOEFLING District 7: JEFF HASKELL

---

March 18, 2020

Josh Mangus  
7715 Mystic Lake  
Lake, MI 48632

Re: Eagle Scout Rank

Dear Mr. Mangus:

On behalf of the Clare County Board of Commissioners I would like to extend a congratulations on attaining the Eagle Scout rank. This honor speaks volumes.

It takes skill, work and determination to achieve this much respected rank. You have shown yourself to be a leader among your classmates and fellow scouts. We commend you for your service and leadership.

On this important occasion we extend our best wishes on your achievement and in your future endeavors.

Sincerely,

Jack Kleinhardt  
Chairman  
Clare County Board of Commissioners





# Office of the Clare County Sheriff

255 West Main Street, P.O. Box 407  
Harrison, Michigan 48625

John S. Wilson Sheriff

Telephone: (919) 539 7166  
Fax: (919) 539 5721

To: All Full Time POAM Bargaining Unit Members  
From: Sheriff John Wilson  
Re: Letter of Understanding Agreement for COVID-19 State of Emergency  
Date: 03-20-20

In response to the requested review of hazardous pay that is enacted by municipalities during such times as a COVID-19 period we will do the following as in agreement with what POAM Representatives and the Clare City Police Department are also doing:

We, the employer and employee, hereby agree to:

- The Sheriff will grant ½ hour comp for every hour worked by each CCSD employee during the COVID State of Emergency period.
- This will begin as of 03-19-20. Retroactive time will be calculated and applied
- The time may not be used during the State of Emergency / Covid Incident Period
- The time may not be paid out even if an employee leaves employment
- The time will be scheduled in conjunction with avoiding overtime when it's used
- Any other concerns or applications to the LOU will be settled and final by management

David Aldrich  
POAM-Road Patrol  
Rep. Name Printed

David Aldrich  
POAM-Road Patrol  
Rep. Name Signature

3-20-20  
Date

Jason Schwartz  
COAM  
Rep. Name Printed

Jason Schwartz  
COAM  
Rep. Name Signature

3-20-20  
Date

Joseph White  
POAM-Corrections  
Rep. Name Printed

Joseph White  
POAM-Corrections  
Rep. Name Signature

3-20-20  
Date

Kabrina Brazier  
POAM-911  
Rep. Name Printed

Kabrina Brazier  
POAM-911  
Rep. Name Signature

3-20-20  
Date

John S. Wilson  
Sheriff/Designee  
Name Printed

John S. Wilson  
Sheriff/Designee  
Name Signature

3-20-20  
Date

# CLARE COUNTY

To: All Full Time / POAM Bargaining Unit Members  
From: Clare County Board of Commissioners  
Re: Letter of Understanding Agreement for COVID-19 Emergency  
Date: 03-20-20

In response to the requested review of hazardous pay that is enacted by municipalities during such times as a COVID-19 period we will do the following as in agreement with what POAM Representatives and other agencies are also doing:

We, the employer and employee, hereby agree to:

- The Sheriff will grant 1/2 hour comp for every hour worked by each CCSD employee during the COVID State of Emergency period.
- This will begin as of 03-19-20. Retroactive time will be calculated and applied
- The time may not be used during the State of Emergency / Covid Incident Period
- The time may not be paid out even if an employee leaves employment
- The time will be scheduled in conjunction with avoiding overtime when it's used
- Any other concerns or applications to the LOU will be settled and final by management

POAM-Road Patrol  
Rep. Name Printed

POAM-Road Patrol  
Rep. Name Signature

Date

COAM  
Rep. Name Printed

COAM  
Rep. Name Signature

Date

POAM-Corrections  
Rep. Name Printed

POAM-Corrections  
Rep. Name Signature

Date

POAM-911  
Rep. Name Printed

POAM-911  
Rep. Name Signature

Date

Sheriff John S. Wilson

Date

Chairperson Jack Kleinhardt  
Clare County Board of Commissioners

Date

Lori Martin  
Clare County Clerk

Date



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



Resolution # 20- 10

At a regular meeting of the Board of Commissioners of the County of Clare, Michigan, held on April 22, 2020.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_:

WHEREAS, the County of Clare (the "County") proposes to issue its tax-exempt bonds in one or more series (collectively, the "Bonds") to finance all or part of the cost of acquiring an existing building and constructing, equipping and furnishing comprehensive renovations to said building to house facilities for the County's Senior Services Council on Aging (the "Project").

WHEREAS, it is anticipated that the County will advance all or a portion of the costs of the Project prior to the issuance of the Bonds, such advance to be repaid from proceeds of the Bonds upon the issuance thereof; and

WHEREAS, Section 1.150-2 of the Treasury Regulations on Income Tax (the "Reimbursement Regulations") specifies conditions under which a reimbursement allocation may be treated as an expenditure of bond proceeds, and the County intends by this resolution to qualify amounts advanced by the County to the Project for reimbursement from proceeds of the Bonds in accordance with the requirements of the Reimbursement Regulations.

BE IT RESOLVED by the Board of Commissioners of the County of Clare, Michigan, as follows:

1. The County hereby declares its official intent to issue its limited tax general obligation bonds in one or more series in the aggregate principal amount of not to exceed \$545,000 to finance all or part of the cost of the Project. The County hereby declares that it reasonably expects to seek reimbursement for its advances to the Project as anticipated by this resolution.

2. The County Clerk is hereby instructed to publish the notice attached hereto once in a newspaper of general circulation in the County of Clare, which notice shall not be less than ¼ page in size in such newspaper.

3. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.

YEAS: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

\_\_\_\_\_

STATE OF MICHIGAN     )  
  )ss  
COUNTY OF CLARE     )

I hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Board of Commissioners of the County of Clare, Michigan, held on the April 22, 2020, the original of which is on file in my office. I further certify that notice of said meeting was given in accordance with the Open Meetings Act.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_\_ day of April, 2020.

\_\_\_\_\_  
Clerk, County of Clare

*Note: This notice must be not less than 1/4 page in size in the newspaper.*

NOTICE OF INTENT TO ISSUE BONDS  
BY THE COUNTY OF CLARE, MICHIGAN

NOTICE IS HEREBY GIVEN that the County of Clare, Michigan, intends to issue limited tax general obligation bonds in one or more series in the principal amount of not to exceed \$545,000 for the purpose of financing all or part of the cost of acquiring an existing building and constructing, equipping and furnishing comprehensive renovations to said building to house facilities for the County's Senior Services Council on Aging.

The bonds will bear interest from their date at a rate or rates to be determined at a competitive or negotiated sale but in no event to exceed such rates as may be permitted by law.

The bonds will be issued under and pursuant to the provisions of Act No. 34, Public Acts of Michigan, 2001, as amended, and the full faith and credit of the County of Clare will be pledged to pay the principal of and interest on the bonds as the same shall become due. The County of Clare will be obligated, as a first budget obligation, to advance moneys from its general funds or to levy ad valorem taxes on all taxable property within its corporate boundaries to pay the principal of and interest on the bonds as the same shall become due; provided, however, that the ability of the County to raise such moneys is subject to applicable constitutional and statutory limitations on the taxing power of the County.

RIGHT TO PETITION FOR REFERENDUM

This notice is given, by order of the Board of Commissioners of the County of Clare, to and for the benefit of the electors of the County of Clare in order to inform them of their right to petition for a referendum upon the question of the issuance of the aforesaid bonds. The bonds

will be issued, without submitting such a question to a vote of the electors, unless within 45 days after the date of publication of this notice a petition requesting a referendum upon such question, signed by not less than 10% or 15,000 of the registered electors residing within the County of Clare, whichever is the lesser, shall have been filed with the undersigned County Clerk. In the event that such a petition is filed, the bonds will not be issued unless and until the issuance thereof shall have been approved by the vote of a majority of the electors of the County of Clare qualified to vote and voting thereon at a general or special election.

#### FURTHER INFORMATION

Further information relative to the issuance of said bonds, the improvements to be financed by proceeds of the bonds and the subject matter of this notice may be secured at the office of the County Clerk of the County of Clare, 225 E. Main St., Harrison, Michigan 48625.

This notice is given pursuant to the provisions of Act 34, Public Acts of Michigan, 2001, as amended.

Lori Martin, Clerk  
County of Clare





2600 WEST BIG BEAVER ROAD, SUITE 300  
TROY, MI 48084-3312  
TELEPHONE (248) 433-7200  
FACSIMILE (844) 670-6009  
<http://www.dickinsonwright.com>

ERIC MCGLOTHLIN  
EMcGlothlin@dickinsonwright.com  
(248) 433-7566

Via Email

April 14, 2020

Board of Commissioners  
County of Clare, Michigan

Dear Commissioners:

The purpose of this letter is to memorialize the services we will perform as bond counsel to the County of Clare (the "Issuer") in connection with the issuance of a series of capital improvement bonds in the estimated principal amount of \$545,000 (the "Bonds") to finance all or part of the cost of acquiring an existing building and constructing, equipping and furnishing comprehensive renovations to said building to house facilities for the County's Senior Services Council on Aging (the "Project"). The Bonds are expected to be issued pursuant to the Act 34, Public Acts of Michigan, 2001, as amended. The Bonds will be secured by the limited tax full faith and credit pledge of the Issuer. We understand that the Bonds will be sold pursuant to a negotiated sale to the United States of America through its Department of Agriculture—Rural Development program. The Bonds will be issued as taxable bonds, meaning that the interest paid by the Issuer will not be excludable from income of the holder of the Bonds for federal or state income tax purposes.

**SCOPE OF ENGAGEMENT**

In our capacity as bond counsel, we expect to perform the following services:

- (1) Meet with representatives of the Issuer and the Issuer's consultants with respect to the proposed financing.
- (2) Provide legal advice as to the best method for authorizing, issuing and delivering the Bonds.
- (3) Analyze the Project and the Bonds for compliance with the requirements of applicable Michigan law.
- (4) Prepare and review documents necessary or appropriate to the authorization, issuance and delivery of the Bonds (including without limitation preparing the resolutions of the governing body of the Issuer approving publication of a notice of intent, and authorizing the issuance of the Bonds, the order of the authorized officer of the Issuer approving the sale of the

County of Clare  
 April 14, 2020  
 Page 2

Bonds, and all necessary closing documents), and coordinating the authorization and execution of such documents.

(5) Assist the Issuer in seeking from other governmental authorities (including without limitation the Michigan Department of Treasury) such approvals, permissions and exemptions as we determine are necessary or appropriate in connection with the authorization, issuance and delivery of the Bonds, except that we will not be responsible for any blue sky filings.

(6) Attend such meetings, conferences and bond closings as may be required.

(7) Review any request for proposals for the purchase of the Bonds.

(8) Subject to the completion of proceedings to our satisfaction, deliver our legal opinion (the "Bond Opinion") regarding the validity and binding effect of the Bonds and the source of payment and security for the Bonds. Our Bond Opinion will be addressed to the Issuer and will be delivered by us on the date that the Bonds are exchanged for their respective purchase price (the "Closing").

(9) Prepare the closing transcript for the Bonds.

Our Bond Opinion will be based on facts and law existing as of its date. In rendering our Bond Opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation, and we will assume continuing compliance by the Issuer with applicable laws relating to the Bonds. During the course of this engagement, we will rely on officials and employees of the Issuer to provide us with complete and timely information on all developments pertaining to any aspect of the Bonds and their security.

Our duties in this engagement are limited to those legal services expressly set forth above, which are services traditionally provided by bond counsel. As attorneys, we do not represent ourselves as financial advisors or experts and do not provide advice which is primarily financial in nature, such as advice concerning the financial feasibility of the Project or the financing, recommending a particular structure for the Bonds as being financially advantageous, advice estimating or comparing the relative cost to maturity of the Bonds depending on various interest rate assumptions, or advice regarding the financial aspects of pursuing a competitive sale versus a negotiated sale.

Specifically, among other things, our duties do not include: (a) handling litigation that may arise with respect to the Bonds; (b) preparing or reviewing property tax levy proceedings; (c) property acquisition and condemnation; (d) services relating to any grant funds related to the financing or to any contracts or agreements related thereto; (e) preparing requests for tax rulings from the Internal Revenue Service or no action letters from the Securities and Exchange Commission; (f) preparing blue sky or investment surveys with respect to the Bonds; (g) making

County of Clare  
April 14, 2020  
Page 3

an investigation or expressing any view as to the creditworthiness of the Issuer or the Bonds; (h) assisting in the preparation or review of any official statement or other disclosure document with respect to the Bonds, or performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document or rendering advice that the official statement or other disclosure document does not contain an untrue statement of a material fact or omit to state a material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading; and (i) addressing any other matter not specifically set forth above that is not required to render our Bond Opinion.

**ATTORNEY-CLIENT RELATIONSHIP**

The Issuer will be our client and an attorney-client relationship will exist between us. We assume that all other parties will retain such counsel as they deem necessary and appropriate to represent their interests in this transaction. We further assume that all other parties understand that in this transaction we represent only the Issuer, we are not counsel to any other party, and we are not acting as an intermediary among the parties. Our services as bond counsel are limited to those contracted for in this letter. Our representation of the Issuer will not affect, however, our responsibility to render an objective Bond Opinion for the Bonds.

I will be the attorney primarily responsible for managing the financing, and we will be assisted by Diana Murphy. Ms. Murphy and I are resident in our Troy office. Unless circumstances preventing travel as a result of the outbreak and spread of COVID-19 persist, I will attend any meetings at which our Firm's attendance is requested. Our resumes and other information about our Firm can be found on our website – [www.dickinsonwright.com](http://www.dickinsonwright.com). Please let me know if you would like any additional information.

**FEEES**

We propose that our fee for performing the services set forth above shall be payable upon the delivery of the Bonds and shall be in the amount of \$8,000, plus our out-of-pocket disbursements for expenses incurred in performing the foregoing services, which we would not expect to exceed \$200. Our fee for services is based upon the facts and expectations set forth above, and we reserve the right to modify our fee if such facts or expectations set forth above significantly change or the financing experiences any significant delays.

If, for any reason, the financing represented by the Bonds is not consummated or is completed without delivery of our Bond Opinion as bond counsel, or our services are otherwise terminated, we will expect to be compensated at our public sector rates, which rates are less than our standard hourly rates, for time actually spent on your behalf, plus client charges, as described above.

In addition, if the Issuer requests us to perform additional services beyond those set forth in paragraphs (1) to (9) above, we propose that such work be charged at hourly rates to be agreed upon by the Issuer and the Firm.

County of Clare  
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Page 4

Our representation of the Issuer and the attorney-client relationship created by this engagement letter will be concluded upon delivery of the Bonds. Nevertheless, subsequent to the Closing, we will make the required filing with the Michigan Department of Treasury, and prepare and distribute to the participants in the transaction a transcript of the proceedings pertaining to the Bonds.

Very truly yours,

DICKINSON WRIGHT PLLC

By: Eric McCallin

Accepted: \_\_\_\_\_, 2020

COUNTY OF CLARE

By: \_\_\_\_\_

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





# Clare County 2019-2020 ANNUAL REPORT

## BY THE NUMBERS

Almost 2,300 Clare County adults and youth participated in MSU Extension programs

More than 1,200 youth participated in 4-H and school enrichment programs

Almost 550 residents participated in health, wellness, nutrition and family development programs and services

Over 140 Clare County residents participated in gardening services and programs

Over 110 residents helped with financial, homeownership, and foreclosure prevention education

MSU spent nearly \$172,000 with local businesses in Clare County

Over 200 residents participated in agricultural services and programs

## MESSAGE FROM THE DISTRICT DIRECTOR



Shari Spoelman

I am pleased to bring to you another report of Michigan State University (MSU) Extension's work in Clare County. We are pleased to continue to serve the residents here and help strengthen our communities. MSU Extension staff members, grounded in local relationships, bring the university's research and resources to provide outreach and education in Clare County.

Under the leadership of MSU Extension Director Jeff Dwyer, we continue to grow as an organization and are challenged to continue to address the many issues facing Michigan residents. We do this by staying true to our many traditions and mission while stretching our reach through untraditional channels and new technologies.

We're passionate about serving Clare County and are looking forward to a new year. Thank you for your continued support of MSU Extension and for partnering with us to make a difference.

### MSU Extension District 6 Advisory Council

Ken Brown	Leonard Strouse	Rick Grove	Christine Hammond
Dick Metz	Jerry Jaloszynski	Bob Wachowski	Frank VanderWal
Chris Gentry	Jack Nehmer	Russ Nehmer	Marlynn Bradstrom
David Eggle	Mike Solomon	Judy Nichols	

## CONTACT US



MSU Extension - Clare  
225 W. Main  
Harrison, MI 48625



[msue.clare@county.msu.edu](mailto:msue.clare@county.msu.edu)



Clare County MSU Extension



989-539-7805

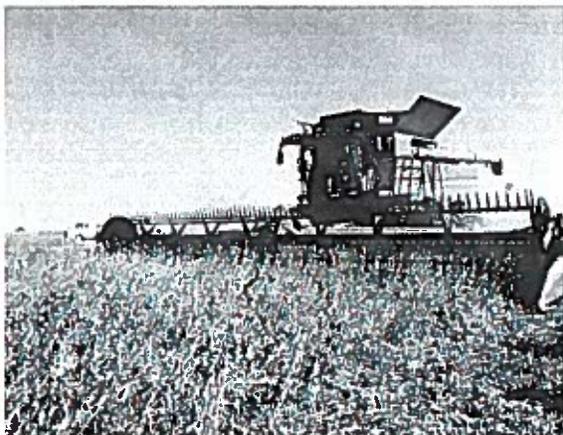


@msuextension

# Program Highlights



MSU Extension provides the key to success with housing, rental and home buyers' education courses.



MSU Extension provides education and support to farmers and producers.



Note the attention to food safety (hair cap) as a young man at Farwell schools begins preparing carrots for a dish during "Teen Cuisine."

## FINANCE & HOMEOWNERSHIP

MSU Extension offers financial and home-ownership education to community members. Financial capability education provides families and individuals tools and support to manage their personal finances and achieve financial goals. They learn to utilize a spending plan, pay their bills on-time, build a savings, as well as manage their debt and achieve their own financial goals. MSU Extension also provides programs regarding housing: rental education, home-buyer education, and foreclosure prevention. These opportunities are offered in a group setting, or individuals may meet with a housing counselor staff member on a one-to-one basis.

## AGRICULTURE

During the past year in Clare County, MSU Extension provided farm support and education through individual consultations, workshops, field tours, and research opportunities. Topics included beef production, quality assurance, animal health and well-being, forages, cover crops, soil health, farm financial management, breeding readiness, and farm stress.

With the implementation of the new field crop commodity section of the Farm Bill, MSU Extension partnered with FSA to provide educational sessions to help farmers navigate the best plan for their farm.

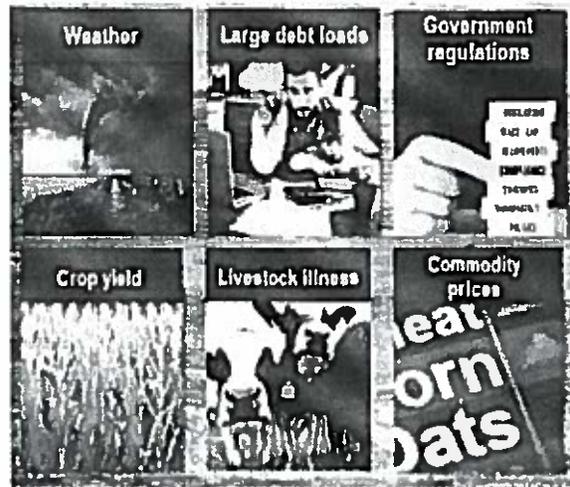
## NUTRITION & PHYSICAL ACTIVITY

During 2019, Clare County multi-session nutrition series were conducted with students from Clare Pioneer High School, Farwell Junior and Senior High SPARKS programs, Clare Primary SPARKS, and in several preschool rooms. Additional nutrition presentations took place throughout the county. The "Grow It, Try It, Like It" curriculum helped preschoolers explore fruits and vegetables through touch, smell, and taste. The "Jump Into Foods and Fitness" program kept primary-age students active while learning about healthy food choices, and students at Farwell High and Middle Schools prepared foods and learned about healthy food and activity choices with "Teen Cuisine" classes.

# Program Highlights

## FARM STRESS

Taking care of crops and animals can be hard. Selfcare and wellness in this high-stress profession are often overlooked but are critical for effective farm operations. MSU Extension helps farmers adapt to the changing agricultural environment and address related stress. Outreach efforts including television, radio, newsletters, journals, social media, podcasts, and expanded farm stress staff have been implemented to help the at-risk population. Two programs, "Communicating with Farmers Under Stress" and "Weathering the Storm" provide further support to farming communities. We're working together to promote awareness, reduce the stigma of mental illness, and save lives.



Farmers have many challenges facing them that can add to farm stress.

## TEEN LEADERSHIP

Two groups that MSU Extension helps facilitate and provide youth with leadership experiences are the Clare County Youth Action Council (YAC) and the newly formed Clare County 4-H Youth Leadership Council. The YAC group focuses on youth learning about philanthropy and grant making. The 4-H Youth Leadership Council helps 4-H Youth have a voice in the 4-H Program while making decisions that affect their interests and actively getting others involved. These programs help youth develop relationships with caring adults, communication skills, responsibility, mentoring and many other life skills.



Congratulations to the newly elected board and advisors of the Clare County 4-H Youth Leadership Council.

## SUMMER CAMPS

Clare County 4-H held three summer camp experiences that included Camp Clover, Cloverbud Day Camp, Exploration Days, and Forestry Day Camp. A total of 73 youth participated in these camps. Teens had the opportunity to learn leadership and responsibility while leading younger youth through their camp experience. Forestry Day Camp was held in conjunction with the Clare Conservation District and the DNR Huron Pines AmeriCorps program. Campers were able to take a field trip to a forestry products facility and Hartwick Pines State Park.



4-H members fishing from the dock is just one of the many experiences youth took part in while attending Camp Clover.

# MSU Extension and Mid-Michigan Industries working together



In early 2019 MSU Extension partnered with Mid-Michigan Industries (MMI) of Clare County. MMI works with adults with disabilities, building skills for community employment. They utilize the MSU Extension kitchen for training in the food service industry. MSU Extension's financial and homeownership counselor provided two 12-week programs for financial capabilities education.

Weekly, two groups from Mid Michigan Industries use the MSU Extension kitchen to learn safe food handling skills, preparing food, setting tables and serving food. With the skills learned through MMI, one individual has successfully found employment at a local eatery in Clare.

Another group of individuals come every Monday for one hour to work on their financial capability skills for twelve weeks. Each person is asked to think of their own personal financial goal. Some folks dreamed of going on a vacation while another planned to purchase a new television. MSU Extension provides them with skills to learn to obtain their goals.



One gentleman stated that with the skills he learned in the "financial capabilities" course, he learned how to plan and save for his own wedding. Another woman who attended the series stated this was the first time she did not go into debt over the Christmas holiday.



Everyone who attends the program has their own individual needs. Each week participants talk about planning for the future and reaching personal goals as well as the importance of protecting their personal finances. This partnership has been very successful and rewarding to MSU Extension and Mid-Michigan industries.

**MICHIGAN STATE UNIVERSITY** | Extension

## MISSION:

Michigan State University Extension helps people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities.

MSU is an affirmative action, equal opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Issued in furtherance of MSU Extension work, acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture. Jeffrey W. Dwyer, Director, MSU Extension, East Lansing, MI 48824. This information is for educational purposes only. Reference to commercial products or trade names does not imply endorsement by MSU Extension or bias against those not mentioned. The 4-H Name and Emblem have special protections from Congress, protected by code 18 USC 707.

**CLARE COUNTY RESOLUTION # 20-09**

**RESOLUTION AUTHORIZING ELECTION FOR A CLARE COUNTY MICHIGAN STATE UNIVERSITY EXTENSION MILLAGE PROPOSAL AND CERTIFYING BALLOT LANGUAGE**

**WHEREAS**, the Michigan State University Extension provides valuable services to Clare County residents in the form of 4-H youth development, agriculture and agribusiness, health and nutrition, home horticulture, finance and homeownership, natural resources and other community education programs; and

**WHEREAS**, steadily decreasing revenues have severely limited the County's ability to support these programs; and

**WHEREAS**, the Board of Commissioners seeks to have the voters of the County determine whether or not they desire to raise funds for the purpose of sustaining 4-H youth development and other community education programs through the MSU Extension by approving a millage up to 0.13 of one (1) mill for a period of six (6) years, 2020 through 2025, inclusive.

**NOW, THEREFORE, BE IT RESOLVED**, that the following proposal be submitted to the qualified voters of the County of Clare on Tuesday, August 4, 2020, in the state primary election:

<p><b>CLARE COUNTY MILLAGE FOR MICHIGAN STATE UNIVERSITY EXTENSION SERVICES and 4-H</b></p> <p>For the purpose of sustaining 4-H youth development, agriculture, health and nutrition, horticulture, finance and homeownership, and other community education programs through Michigan State University Extension services within Clare County, shall the limitation imposed under Article IX, Sec 6 of the Michigan Constitution on general ad valorem taxes within Clare County be increased by up to 0.13 mill (\$.13 on each \$1,000 of taxable valuation) for a period of six (6) years, 2020 through 2025, inclusive? If approved and levied in full, this millage will raise an estimated additional \$141,994.00 in the first calendar year of the levy, based on state taxable valuation. If approved and levied, a portion of the millage monies raised in their respective jurisdictions may also be captured by the Downtown Development and Brownfield Authorities of the cities of Clare and Harrison, the Downtown Development Authority of the Village of Farwell, and the Village of Farwell / Surrey Township Local Development Finance Authority pursuant to state law.</p>	<p>Yes <input type="radio"/></p> <p>No <input type="radio"/></p>
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# JANITORIAL SERVICES CONTRACT

## CLARE COUNTY BUILDING

THIS CONTRACT, made and entered into this twenty second day of April , 2020 by and between the County of Clare, a Michigan County Corporation (hereinafter referred to as the "County"), a party of the first part located at 225 W. Main Street, Harrison, Michigan 48625 and A.W.O.L., Inc, (hereinafter referred to as "Contractor"), a party of the second part located at P.O. Box 225, Clare, Michigan 48617-0225.

The Contractor hereby agrees to perform everything required to be performed and to provide and furnish all of the labor, required materials, necessary tools, expendable equipment, and all transportation services necessary to perform and to complete in a workmanlike manner all of the work specified in strict conformity with the requirements of the specifications and instructions. A copy of the specifications and instruction entitled CLARE COUNTY FACILITIES JANITORIAL SPECIFICATIONS are attached and incorporated herein by reference as if the same were set out in full.

### ARTICLE I. STATEMENT OF WORK

An overview of work performed under this project consists of the following:

1. Performing necessary daily, weekly, quarterly, and semi-annual janitorial services to properly maintain the Clare County Building as outlined in the Specifications.
2. Services will be provided 6.5 hours per day when the County Building is open with specific times determined mutually by the parties for janitorial and maintenance functions.
3. Confirm that the outer perimeter of the Building is secure Monday through Friday at 4:30 p.m. unless evening meetings are scheduled, at these times the building shall be secured no later than 11:00 p.m.; unless other arrangements are made with the Administrator or designee.

ARTICLE II. PAYMENT The Contractor shall be compensated eighty three thousand two hundred dollars, \$83,200, for year one of the contract, eighty four thousand two hundred forty dollars, \$84,240, for year two of the contract and eighty five thousand five hundred forty dollars for year three of the contract for all work performed as full payment therefore, and for every risk, hazard, or condition encountered in the work which may be different from what was indicated, expected, or anticipated. Payment shall be made in twelve equal payments of six thousand nine hundred thirty

three dollars and thirty three cents (\$6,933.33) for year one of the contract, seven thousand twenty dollars (\$7,200.00) per month for year two of the contract and seven thousand one hundred twenty eight dollars and thirty three cents (\$7,128.33) for year three of the contract, at the close of each calendar month within thirty (30) days of presentation of a properly executed voucher/billing statement. Annual increases, per the amounts submitted on the Contractor's bid, will be effective on the first day of October, annually for the second and third year of this contract.

### ARTICLE III. COMMENCEMENT AND COMPLETION OF WORK

The Contractor will commence work on May 1, 2020. Work shall be performed as specified for 3 years after commencement.

### ARTICLE IV. PENALTIES

In case of termination of the contract resulting from default by the Contractor, the County may obtain services from other sources and hold the Contractor responsible for any excess costs occasioned thereby.

### ARTICLE V. REGULATIONS & PERMITS

The Contractor shall comply with any applicable federal, state, and local laws, codes, and regulations.

### ARTICLE VI. INSURANCE

The Contractor shall furnish to the County a copy of a liability policy covering all known and unknown hazards (subject to standard exclusions), arising from the acts or omissions of the Contractor, his agents, or employees. Said policy shall contain a provision whereby the policy may not be canceled except by mailing to the County a notice of cancellation received at least ten (10) days prior to expiration of said policy. In addition to the insurance provided herein, it shall be the duty and obligation of the Contractor to maintain a policy of insurance covering his employees for any liability arising under the Workmen's Compensation Act (The Contractor shall cause a copy of said policy to be available for inspection by the County). The amounts and types of coverage shall be not less than those required in the attached specification and instructions.

### ARTICLE VII. LIABILITY

The County of Clare and its agents, servants, and employees shall not be liable for any injury or damages of any kind or nature suffered by the Contractor, his agents, or employees, resulting on the premises herein described, or arising out of their performance of any act or thing required in the contract, or by the County of Clare. The Contractor further covenants and agrees that he will indemnify and save harmless the County of Clare, its servants, agents, and employees from any

liability arising out of any matter of thing related to this contract or the premises described.

#### ARTICLE VIII. SAFETY STANDARDS

The Contractor agrees to comply with the standards and regulations of the Michigan Occupational Safety and Health Act (MIOSHA). Working areas shall be properly marked and barriers, warnings signs, and other protective devices installed as required to protect the public from any injuries, accident, or damages related to the work being performed.

#### ARTICLE IX. EXISTING CONDITIONS

Existing conditions including floor and wall surface features and existing conditions referred to in the specifications are for informational purposes only and shall not be deemed as part of the specifications. It shall be the Contractor's obligation to verify and augment such information and data to fully satisfy himself as to the conditions and features under which the work will be done.

#### ARTICLE X. ADMINISTRATOR'S RESPONSIBILITY & AUTHORITY

All work shall be done subject to the approval of the County Administrator. All questions which may arise as to the quality or acceptability of materials furnished, work performed, progress of the work, interpretation of specifications and instructions, and all questions as to acceptable fulfillment of the contract by the Contractor shall be decided by the County Administrator.

All claims of the Contractor or the County shall be made to the County Administrator for decision. All decisions of the County Administrator shall be made in writing within a reasonable time and shall be final.

#### ARTICLE XI. COUNTY'S RIGHT TO TERMINATE CONTRACT

In the event of any default by the Contractor, the County, without prejudice to any other right or remedy it may have, shall have the right to terminate the employment of the Contractor after giving the Contractor fourteen (14) days written notice. Such notice of termination shall be subsequent to default by the Contractor and after receiving written notice from the County Administrator certifying cause for such action. It shall be considered default by the Contractor whenever he shall:

- (1) Declare bankruptcy, become insolvent, or assign his assets for the benefit of his creditors.
- (2) Violate or disregard important provisions of the contract or instruction from the County Administrator/Controller.
- (3) Fail to prosecute the work according to the approved schedule of activities including amendments and/or modifications thereof.

- (4) Fail to provide a qualified superintendent, competent workmen or subcontractors, or proper material, or failure to make prompt payment thereof.
- (5) Breach of confidentiality of information that Contractor's employees may become aware of during the course of performance of work.

Additionally, the County may cancel the contract by giving the Contractor thirty (30) days advance written notice of cancellation if the County decides there is a lack of need or funding or there is a major change in the degree of janitorial services required caused by relocation of offices, program changes, or change in laws or applicable rules.

#### ARTICLE XII. COUNTY AND CONTRACTORS RIGHT TO EXTEND CONTRACT

Contract may be extended yearly, if both parties agree, at no additional cost.

#### ARTICLE XIII. CORRECTIONS OF WORK

All work and materials condemned by the County Administrator as failing to comply with the contract specifications and instructions shall be promptly removed, replaced, and/or re-executed by the Contractor to bring it into compliance with the requirements. This shall be done at the expense of the Contractor without cost to the County and shall include making good all work of other contractors destroyed or damaged by such removal or replacement or any furniture or equipment moving expenses.

#### ARTICLE XIV. CHANGES IN THE WORK

If, and as the need arises, the County Administrator may order changes and/or extra work without invalidating the contract. At the time of ordering such changes, additions, deletions, or modifications, the amount or method of compensation and any adjustments in the schedule of activities shall be determined and stipulated in writing.

#### ARTICLE XV. MISCELLANEOUS

Neither party shall be responsible for force majeure event. In the event of a dispute between parties with regard to what constitutes a force majeure event, the County's determination shall be controlling. If any provision of this contract or the application thereof to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of this contract, or the application of such provision to persons or circumstances other than those as to which it is invalid or unenforceable shall not be affected thereby, and each provision of this contract shall be valid and enforceable to the fullest extent permitted by law. It is understood by the parties hereto that this contract is intended by the parties as the final expression of their agreement, that it constitutes the sole and exclusive agreement of the parties hereto, and there have been no after agreements, representations, or verbal

or written understandings other than those included herein.

Contractor will provide the County Administrator with the names of the individuals who perform work in the County Building under the contract. Upon request of the County Administrator, information will be provided by Contractor sufficient to allow owner to run a comprehensive criminal history of the person performing work under the contract. In the event that a person performing work under the contract has pending criminal charges or is on probation or parole, then the County Administrator may limit that person's access to designated areas of the County Building.

The Contractor shall not assign this contract and no assignments shall be binding upon the County.

This contract cannot be modified or amended except by written agreement of the parties hereto.

This contract shall be binding upon the parties, heirs, executors, administrators, and assigns and shall insure to their benefit.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed by their duly authorized officers the day and year first above written.

CLARE COUNTY

A.W.O.L., INC.

BOARD OF COMMISSIONERS

\_\_\_\_\_  
DOROTHY DAVIS, PRESIDENT

\_\_\_\_\_  
JACK KLEINHARDT, CHAIRMAN

WITNESS \_\_\_\_\_

WITNESS \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

**CLARE COUNTY JANITORIAL  
SERVICE CONTRACT SPECIFICATIONS  
2020**

**A P P E N D I X**

<b>SCHEDULE OF CUSTODIAL ACTIVITIES (DAYTIME)</b>	<b>APPENDIX 1A Pages 2 &amp; 3</b>
<b>SCHEDULE OF JANITORIAL ACTIVITIES</b>	<b>APPENDIX 1B Pages 4 - 7</b>
<b>WORK ACTIVITY STANDARDS &amp; DEFINITIONS</b>	<b>APPENDIX 2 Pages 8 &amp; 9</b>
<b>MATERIALS, TREATMENTS, EQUIPMENT</b>	<b>APPENDIX 3 Page 10</b>
<b>EVALUATION FORMS</b>	<b>APPENDIX 4 Page 11</b>
<b>BUILDING INFORMATION</b>	<b>APPENDIX 5 Page 12</b>

## APPENDIX 1A

### SCHEDULE OF CUSTODIAL SERVICES

#### 1. DAYTIME SERVICES: Monday through Friday

All custodial activities shall be performed between the hours of 7:30 a.m. to 4:30 p.m. The contractor shall be responsible for submitting an approved detailed schedule of activities to accomplish the following:

- i. **Light Fixtures:** Clean, dust and replace bulbs as needed.
- ii. **Clerk and Treasurer's Vaults:** Dust, deodorize, vacuum and mop.
- iii. **Janitor's Closet:** Clean
- iv. **Windows:** Clean inside and out
- v. **Glass Partitions in Departments:** Clean
- vi. **Restrooms:** Refill dispensers, paper towels, toilet paper, soap, towels, seat covers and deodorizer dispensers.
- vii. **Floor Drains:** Deodorize and maintain
- viii. **Building:** Unlock and lock up daily. Check boilers, hot water heater, alarm, A.H.U.'s and A.C. units and check for water leaks. Make sure lights are off and doors are locked.
- ix. **Conference Rooms A & B:** Clean tables and set-up coffee for meetings and Jury Board  
– both day and night. Fill water jug in Room A. Empty trash.
- x. **Board of Commissioners Room:** Set up coffee for meetings.
- xi. **Ashtrays:** Clean and empty daily.
- xii. **Mail:** Take mail to the Post Office at 10:00 a.m. and pickup mail for the County Building, Sherriff's Department and Animal Shelter. Sort for all departments. Take out-going mail to the Post Office at 4:00 p.m.
- xiii. **Supplies and Parts:** Order restroom, cleaning and miscellaneous building supplies.
- xiv. **Keep track of copy paper and report the need to order to the Administrator's office. Receive and put away.**
- xv. **Lobby:** Water plants
- xvi. **Bulletin Boards:** Post meetings and take down outdated notices.

- xvii. **Calendars:** Change monthly.
- xviii. **Fire Extinguishers:** Check monthly for recharging.
- xix. **Clocks:** Reset time and change batteries.
- xx. **Entrances:** Mop wet floors and put out "Wet Floor" signs as needed.
- xxi. **Electrical Outlets:** Replace safety plug-ins as needed.
- xxii. **Christmas Decorations:** Put up and take down in Rooms A & B, lobby and main hallway. Take decorations to various department from storage rooms.
- xxiii. **Boilers/Equipment Units/A.H.U.S.:** Check gauges and make sure they are in working order.  
Sweep down cob webs and floors around units. Change air handler belts as needed.
- xxiv. **Repairs:** Call repairmen as needed..
- xxv. **First Aid Kits:** Keep the three (3) kits full.
- xxvi. **Flags:** Replace as needed and lower to half-staff as needed.
- xxvii. **Mail Room:** Fill staplers, tape dispensers, copy machine paper, bring copy paper to various departments as needed.
- xxviii. **Shredding:** Shred files for various departments within the County Building.
- xxix. **Unlocking of Doors:** Each morning, unlock offices for the County Clerk and Administration.
- xxx. **County Sale:** Move all sale items to Sheriff's garage from basement with the help of trustee(s). Also pick-up items from various department to store for county sale.

## APPENDIX 1B

### SCHEDULE OF JANITORIALS SERVICES

**I. EVENING SERVICES: Monday through Friday**

All janitorial activities shall be performed between the hours of 4:30 p.m. and 6:00 a.m. the following day. The contractor shall be responsible for submitting an approved detailed schedule of activities to accomplish the following:

**A. ROOM AND HALLWAY CLEANING:**

Office Areas, File Rooms, Libraries, Conference Rooms, Court Rooms, Halls, etc.

1. Empty waste receptacles and remove waste to designated area.
2. Wash or damp wipe, inside and outside, all waste receptacles presenting a soiled or odorous condition.
3. Replace liners when torn or soiled.
4. Empty and clean ash receptacles and sift-clean in sand-type receptacles.
5. Dust mop all non-carpeted floors. Damp mop all spills. Buff floors, applying spray wax if needed.
6. Thoroughly vacuum all carpeted floors, Monday, Wednesday and Friday. Vacuum all obvious dust and dirt Tuesday and Thursday.
7. Spot clean all carpeted areas when necessary.
8. Remove all mats and runners and clean floor area underneath. Clean all mats and runner by best means. Replace all mats and runners.
9. Clean and disinfect drinking fountains.

**B. RESTROOM CLEANING.**

1. Clean and sanitize all units.
2. Clean mirrors and counters polish chrome.
3. Sweep and damp mop floors with a germicidal solution paying special attention around washbowls, toilets and urinals.
4. Empty waste receptacles.
5. Clean switch, door and kick plates
6. Maintain floor traps free of odor.

C. **SECURITY**

1. The contractor shall be sure that all doors to offices, courtrooms etc. are properly locked and lights off before leaving the building upon completion of work.
2. The contractor shall be responsible for all keys placed in his/her possession and shall immediately notify the county if any keys are lost or missing. The contractor shall be responsible for replacement of keys and/or locks to assure proper security of building.
3. Due to the nature of sensitive and confidential information, contract employees will be required to undergo a criminal background check by the Sheriff's Department on a quarterly basis.

II. **WEEKLY SERVICE**

Performed on Monday and Tuesday of each week unless otherwise approved.

A. **ROOM AND HALLWAY CLEANING**

Office Areas, File Rooms, Libraries, Conference Rooms, Court Rooms, Halls, etc.

1. Dust high and low, including clocks, and all surfaces on which dust gathers, including electrical and computer cords, and ceiling fans.
2. Clean all cleared desk and counter top areas with approved desk/counter cleaner.
3. Remove all cobwebs, clean baseboards and windowsills.
4. Clean, spray wax and buff all hard surfaced floors.
5. Clean by most appropriate means all lobby, hallway and courtroom furniture. Wash thoroughly all fiberglass/vinyl furniture.
6. Clean outer surfaces of all computer equipment and copy machines.
7. Empty recyclable baskets and place in recyclable dumpster.

B. **RESTROOMS**

1. Clean partition walls and doors with germicidal solution, making sure to thoroughly rinse.
2. Clean with special attention to grouting and corners of floor, baseboards, and stalls.
3. Dust radiators, grills, ledges, etc.

C. **ELEVATORS/STAIRWELLS**

1. Police for litter and clean all stairwells and handrails.
2. Vacuum elevator floors as needed.

D. **BOILER ROOM**

1. Police for litter.
2. Sweep and damp mop concrete floors.

3. Remove cobwebs.

### III. MONTHLY SERVICE

Performed during the first week of each month unless otherwise approved.

#### A. ROOM AND HALL CLEANING

Office Area, File Rooms, Libraries, Conference Rooms, Court Rooms, etc.

1. Dust/Vacuum window curtains.
2. Clean all carpeted areas of heavy traffic showing noticeably greater soil than general area.
3. Spot clean walls, doors, etc., removing all cobwebs, fingerprints, smears and stains.
4. Clean partition glass or more often as needed.
5. Vacuum exposed air bars and heating outlets.

#### B. RESTROOMS

1. Scrub, spray wax and buff floors.
2. Wash with germicidal solution entrance doorways, walls, partitions, ledges, etc.

#### C. STAIRWELLS/ELEVATORS

1. Clean thoroughly and damp mop all stairwells.
2. Clean by most appropriate method elevator wall surfaces.
3. Spot clean stairwell wall areas, removing all cobwebs, fingerprints, stains, etc.

### IV. QUARTERLY SERVICE

First quarterly work must be performed during the first two weeks of the third month of the contract; second during first two weeks of the sixth month; third quarterly work during the first two weeks of the ninth month of the contract and the fourth quarterly work during the first two weeks of the twelfth month of the contract unless otherwise approved.

#### A. HEAVY TRAFFIC AREAS (INCLUDING RESTROOMS)

1. Strip, seal, wax and buff terrazzo tiled floors.

### V. SEMI-ANNUAL SERVICE

First semi-annual service must be completed six months from the date of the commencement of the year.

#### A. ROOM AND HALL CLEANING

Office Areas, File Rooms, Libraries, Conference Rooms, Court Rooms, Halls, etc.

1. Shampoo or steam clean carpets and chairs as needed.
2. Strip, seal, wax and buff tiled and terrazzo floors.

3. Clean light fixtures.

**B. BOILER ROOM**

1. Vacuum walls and pipes.

**APPENDIX 2**  
**WORK ACTIVITY STANDARDS AND DEFINITIONS**

The following definitions outline minimum acceptable standards for the activity to be performed.

**A. SWEEPING AND DAMP MOPPING**

1. Dust mopping must be performed with a treated mop. After sweeping and damp mopping operation, all floors must be clean and free from strings, bristles and dirt streaks.
2. Leave no dirt in corners, behind radiators, under furniture, behind doors, on stairs or landings. Leave no dirt where sweepings were picked up.
3. Leave no dirt, trash, or foreign matter under desks, tables or chairs.

**B. WET MOPPING AND SCRUBBING**

1. The floors must be properly prepared, thoroughly wept to remove visible dirt and debris, wads of gum, tar and foreign substances from the floor surfaces.
2. Upon completion of the wet mopping or scrubbing, the floor must be clean and free of dirt, water streaks, mop marks, strings; properly rinsed and dry mopped to present an overall appearance of cleanliness.
3. All surfaces must be dry and corners and cracks clean after the wet mopping scrubbing.

**C. STRIPPING AND SEALING**

1. Completely remove all dirt, wax and other foreign substances in returning the floor to its original surface.
2. Apply a thin coat of sealer with caution to prevent streaking or bleaching of floor surface. This application in preparation for waxing must be according to manufacturer's recommendations. The stripper, sealer and wax products used must be compatible for this activity, and wax must be minimum of 25% solids.

**D. WAXING AND BUFFING**

1. Apply wax in a thin, even coat and machine buff with a high-speed buffer immediately after drying. The number of coats applied will depend on the type and condition of the floor.
2. Spray buffing may be used in lieu of Step 1 above, providing that preliminary to the spray buffing, all steps for sweeping and damp-mopping are accomplished.
3. All waxed surfaces must be maintained so as to provide safe anti-slip walking conditions.
4. Chairs, wastebaskets and other similar items must not be stacked on desks, tables or window sills, nor used in place of stepladder.

5. All furniture readily movable by one person and intended to be moved frequently must be moved during all floor cleaning operations and replaced in original positions upon completion.
6. Baseboards, walls, furniture and equipment must in no way be splashed, disfigured or damaged during these operations, but rather left in a clean condition.

**E. WET MOPPING AND BUFFING**

1. At the stated frequencies, floors must be damp mopped and buffed between regular waxing operations. Prepare the floor by sweeping to remove all visible dirt and debris.
2. The floor area will then be damp mopped and machine buffed to a polished appearance with a high-speed buffer.

**F. RUGS AND CARPETING**

1. After vacuuming, leave all rugs clean, free from dust balls, free from dust balls, dirt and other debris. Prior to vacuuming, broom all edges not reached by vacuum. Leave nap on all carpeting lying in one direction.
2. Perform vacuuming and shampooing with commercial grade equipment only.

**G. DUSTING**

1. Do not move dusting residue from spot to spot, but remove directly from the areas in which dirt lies by the most effective means appropriate; treated dusting cloths or vacuum tools.
  - a. Leave no dust streaks.
  - b. Leave corners, crevices, molding and ledges free of dust and cobwebs.
  - c. Leave no oil spots or smudges on dusted surfaces cause by dusting tools.
2. Horizontal surfaces include, but are not limited to, counter tops, file cabinets, tables, coat racks, etc. Telephones, etc. must be lifted and dusted under. **DO NOT DISTURB WORK PAPERS.**
3. Dusting high and low includes, but is not limited to, partition tops, pictures, chair rungs, etc.
4. Window hangings are either Venetian blinds or drapes. Dust Venetian blinds. Lightly vacuum drapes.

**H. DAMP WIPING**

This task consists of using a clean damp cloth or sponge to remove all dirt spots and streaks from walls, glass and other specified surfaces and then drying to provide a polished appearance.

1. The wetting solution must contain an appropriate cleaning agent.
2. When damp wiping in toilet areas, use a multi-purpose disinfectant.

**I. MISCELLANEOUS - None.**

**APPENDIX 3**  
**MATERIALS, TREATMENT, EQUIPMENT**

**A. MATERIALS, TREATMENTS, ETC.**

1. Contractor must supply all cleaners, finishes, etc. for the treatment of the various types of flooring, carpeting, walls, by the flooring manufacturer and provide County with data safety sheets on all.
2. The contractor's prime responsibility is to protect owner's property at all times, and to use only such materials and treatments as will enhance appearance of flooring, etc., and preserve the surface against deterioration.
3. The contractor may be required to submit a complete list by brand names and product number of all supplies to be used in fulfilling this contract. Right is reserved by the County to accept or reject these items. An acceptable substitute must be immediately furnished for any rejected item.

**B. MECHANICAL AND OTHER EQUIPMENT**

1. The contractor must furnish all power equipment such as floor machines, vacuum systems and all other equipment.
2. The County will furnish an area, when necessary, for storage of contractor's equipment and supplies.
3. The contractor will be held solely responsible for all items stored on the premises.

**C. RESTROOM AND OTHER SUPPLIES**

1. The County shall supply paper towels, toilet paper, hand soap and sanitary napkins.
2. Rubbish removal from a central location is the responsibility of the County. Contractor must bag all papers and other materials and place inside outdoor containers provided for that purpose. Recyclable bags to be furnished by the County and after collection placed inside outdoor container. Key to be furnished by contractor.
3. Restroom units consist of washbowls, toilets and urinals. Clean and sanitize each unit by washing, inside and outside with a germicidal solution. Leave seats in a raised position.

**D. MISCELLANEOUS**

All hazardous conditions, such as burned out lights, loose railings, etc., must be reported by janitorial staff to contract supervisor, who must then notify County Administrator in writing.

**APPENDIX 4  
JANITORIAL SERVICES  
EVALUATION FORM**

CONTRACTOR: \_\_\_\_\_

CONTRACT DATE OR P.O. # \_\_\_\_\_

LOCATION: \_\_\_\_\_

INSPECTED BY: \_\_\_\_\_

DATE INSPECTED: \_\_\_\_\_

Factors	Satisfactory	Needs Improvement	COMMENTS
1. <u>Waste Receptacles</u>			
a. Emptied	_____	_____	
b. Liner Changed	_____	_____	
c. Cleaned	_____	_____	
d. Waste Removal	_____	_____	
2. <u>Dusting</u>			
a. Horizontal Surfaces	_____	_____	
b. High & Low	_____	_____	
3. <u>Floors</u>			
a. Vacuumed	_____	_____	
b. Spot Cleaned	_____	_____	
c. Shampooed or Steam Cleaned	_____	_____	
d. Swept, Dusted, Mopped, Buffed	_____	_____	
e. Washed	_____	_____	
f. Stripped and Waxed	_____	_____	
f. Mats & Runners cleaned	_____	_____	

APPENDIX V

COURTHOUSE INFORMATION

1. **SQUARE FEET:** The Clare County Courthouse consists of approximately 34,000 square feet and provides office/meeting room space for approximately 75 employees:

A. **ORIGINAL BUILDING**

a. **BASEMENT – 5,000**

b. **1<sup>ST</sup> FLOOR – 14,000**

B. **ADDITION**

a. **BASEMENT – 4,000**

b. **1<sup>ST</sup> FLOOR – 7,000**

c. **2<sup>ND</sup> FLOOR – 4,000**

2. **RESTROOMS – BREAKROOMS - LABS**

**PUBLIC – 12**

**EMPLOYEE – 9**

**BY FLOOR:**

**Main – 6 Public, 7 Private, Administration Wing – 1 Private**

**Breakrooms – 3 Paper Towel Dispensers (Clerk and 2<sup>nd</sup> Floor Kitchen)**

**Basement – Original Section 2 Public, New Section 2 Public**

**2<sup>nd</sup> Floor - 2 Public, 1 Private, R.I.S.E. - paper Towel Dispensers 1<sup>st</sup> Floor 5, 2<sup>nd</sup> Floor 3**

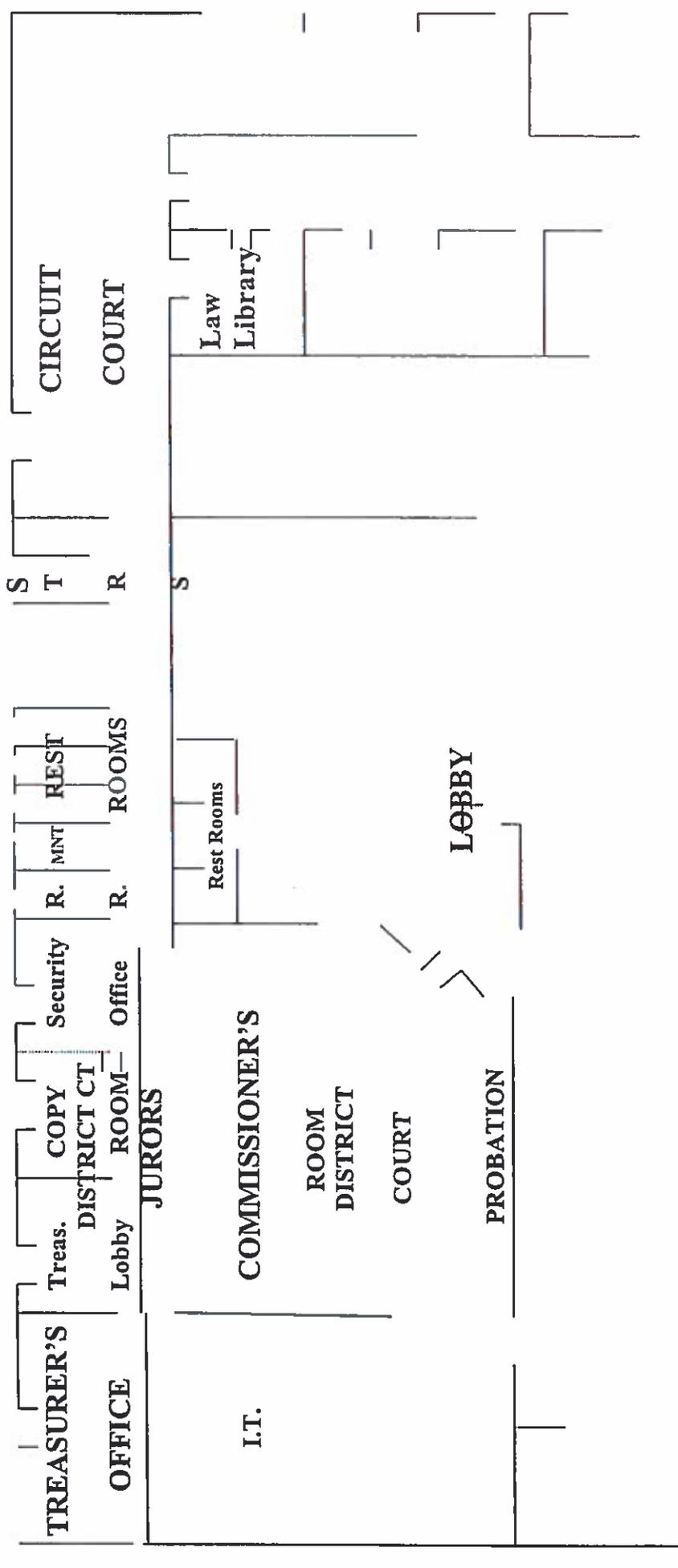
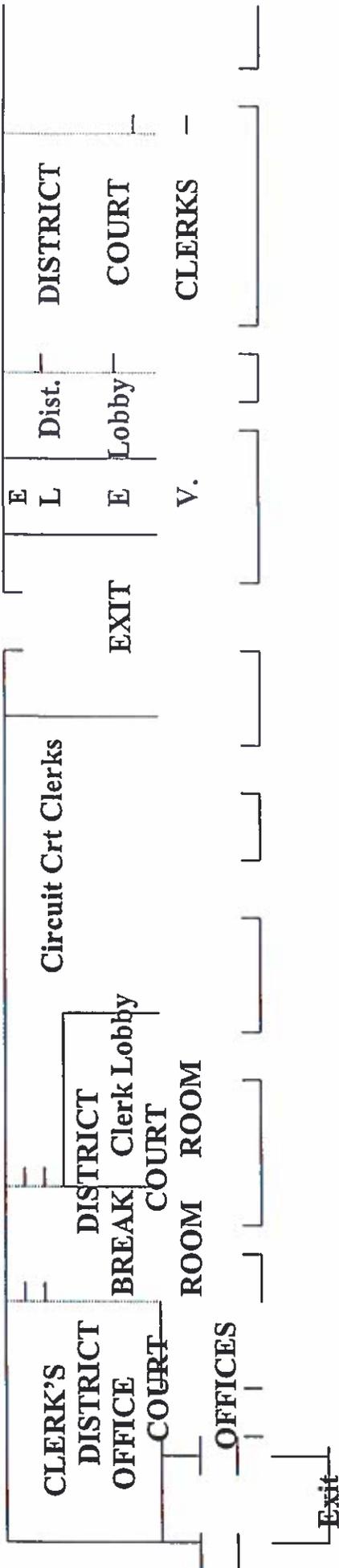
**exam rooms**

3. **ELEVATORS**

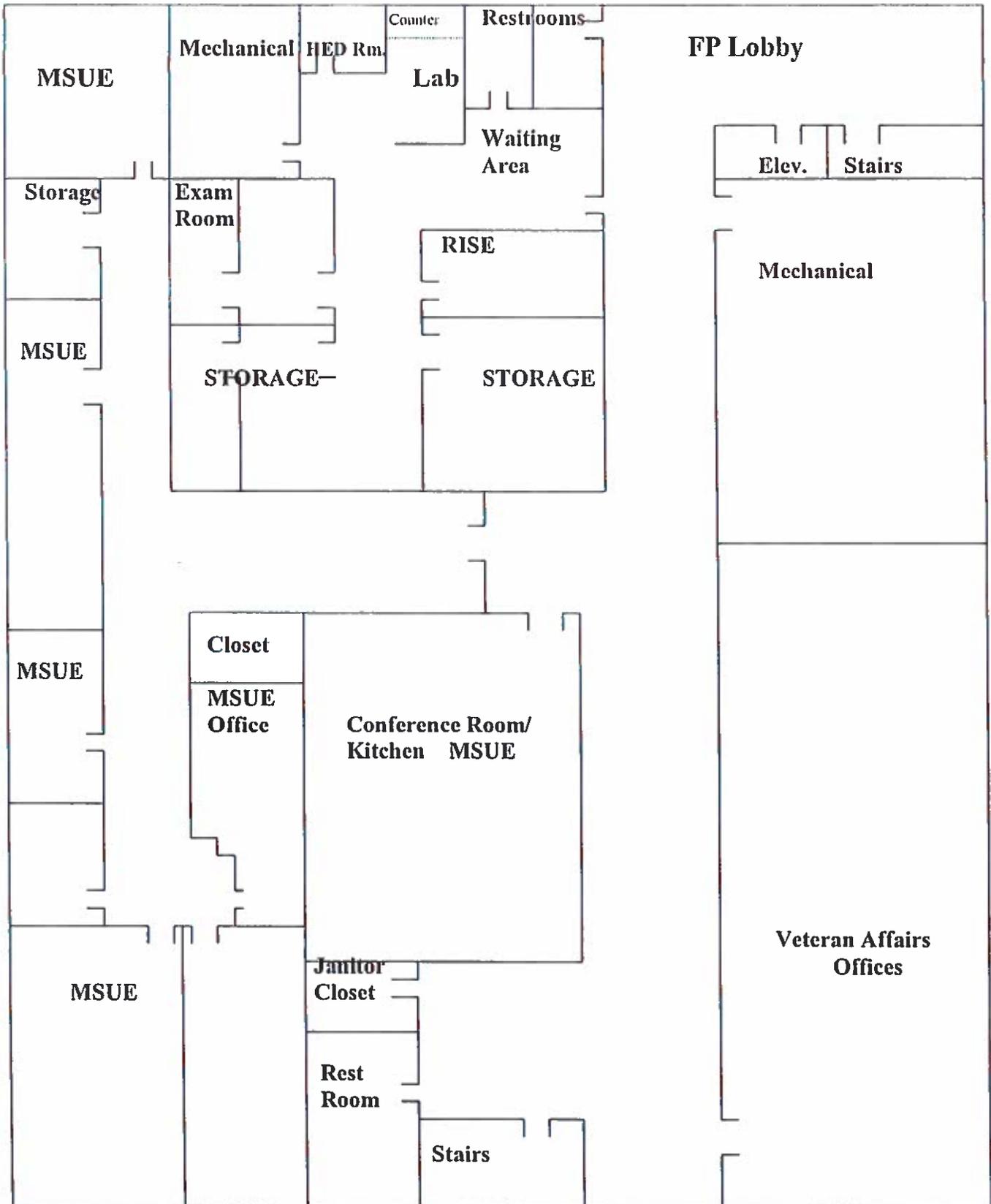
1. **Original Building - 1**

2. **Addition – 1**

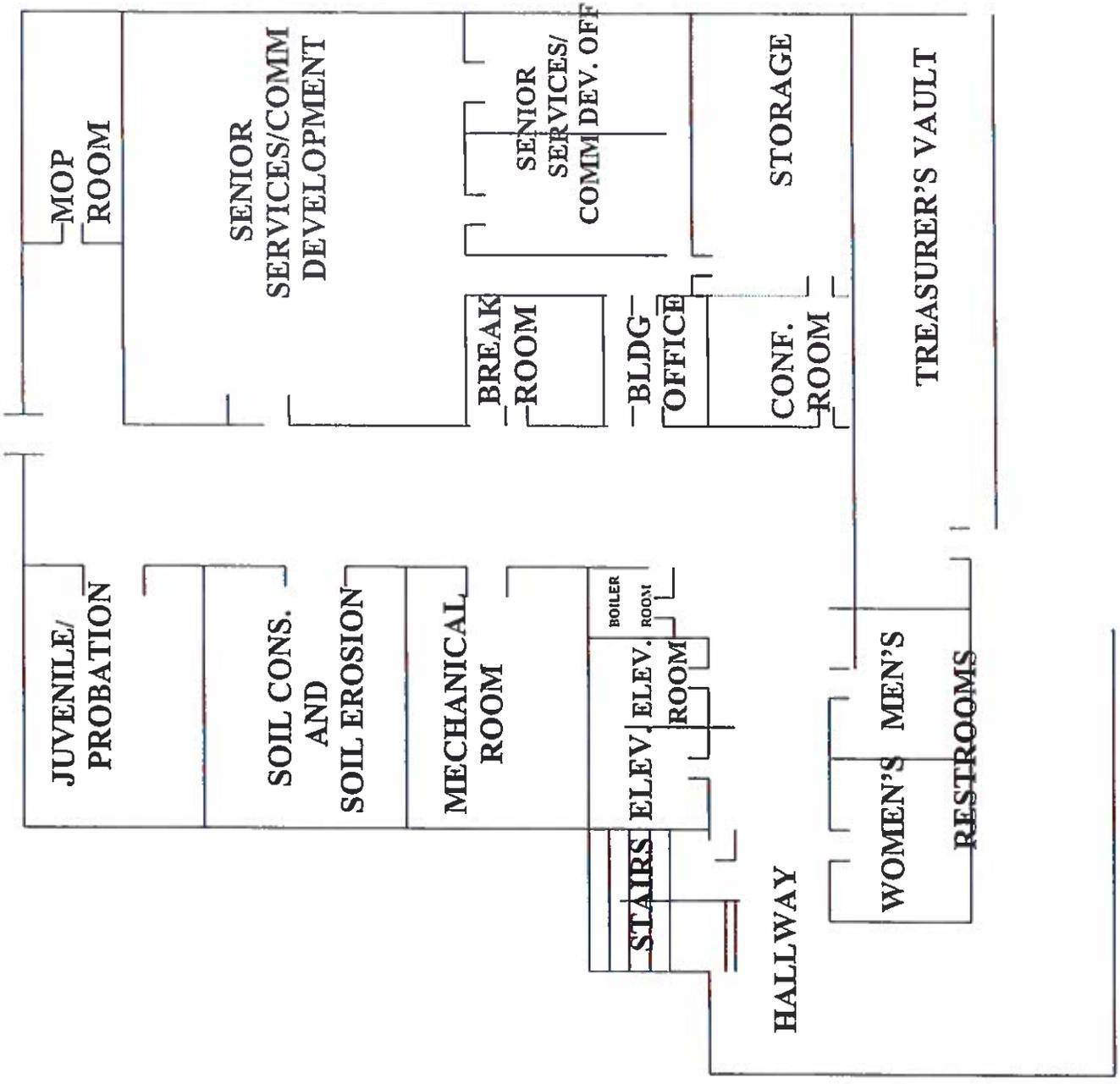
4. **FLOOR PLAN/DIAGRAM – SEE ATTACHED**

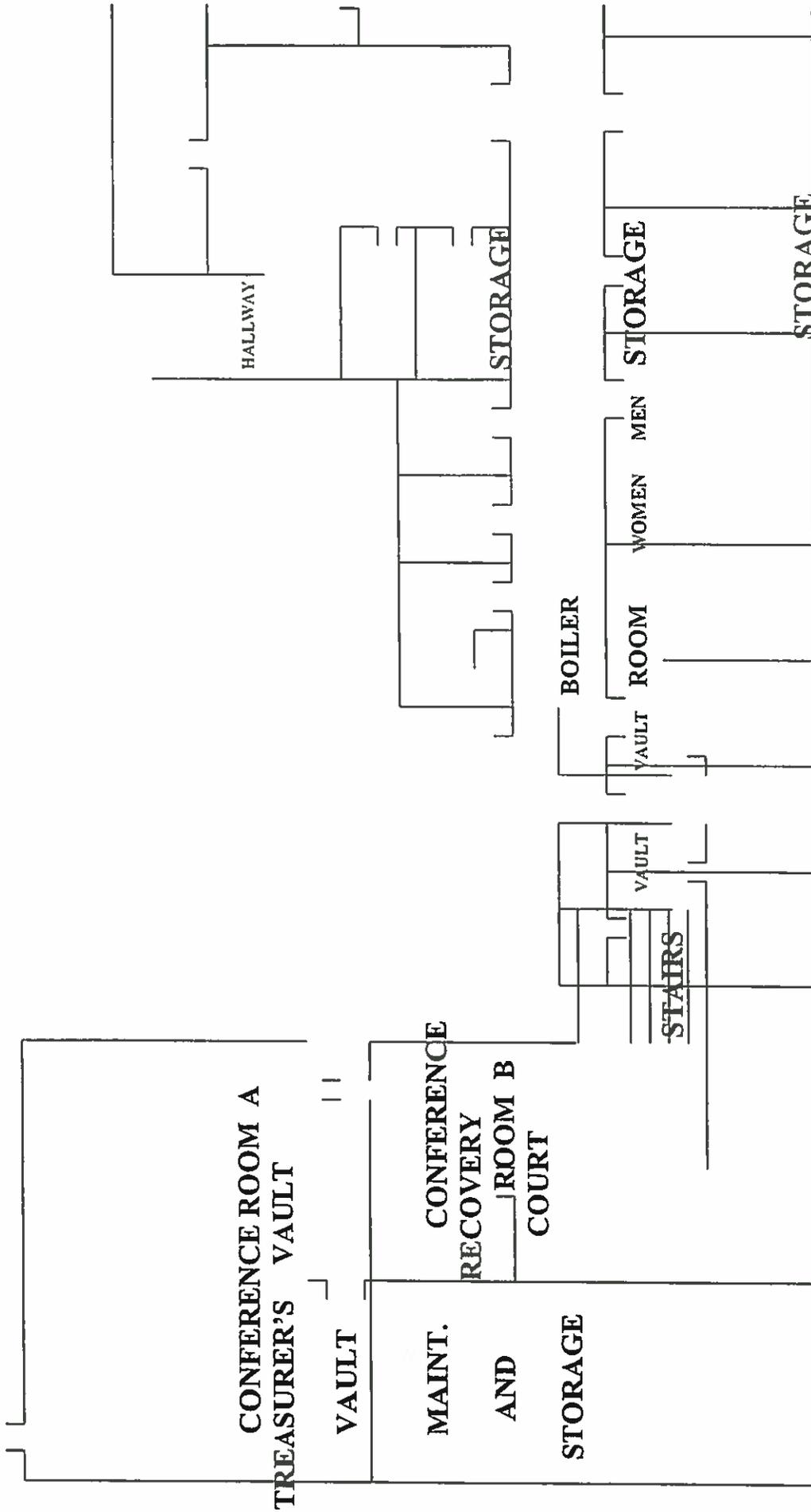












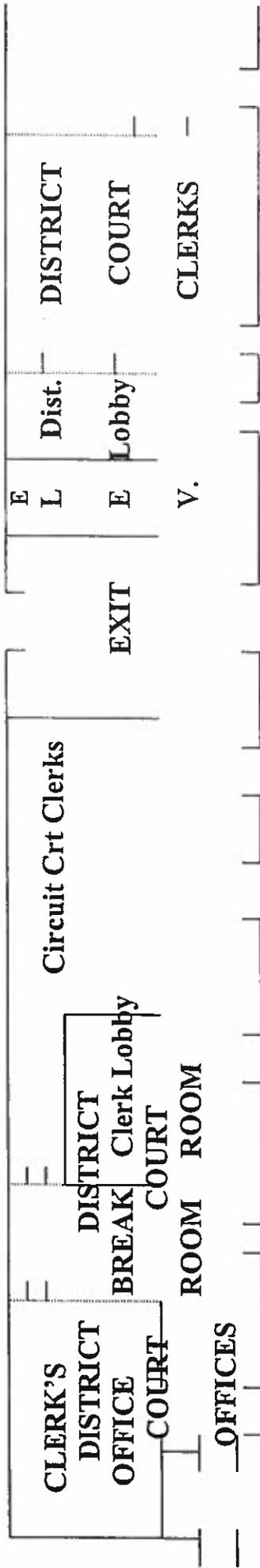
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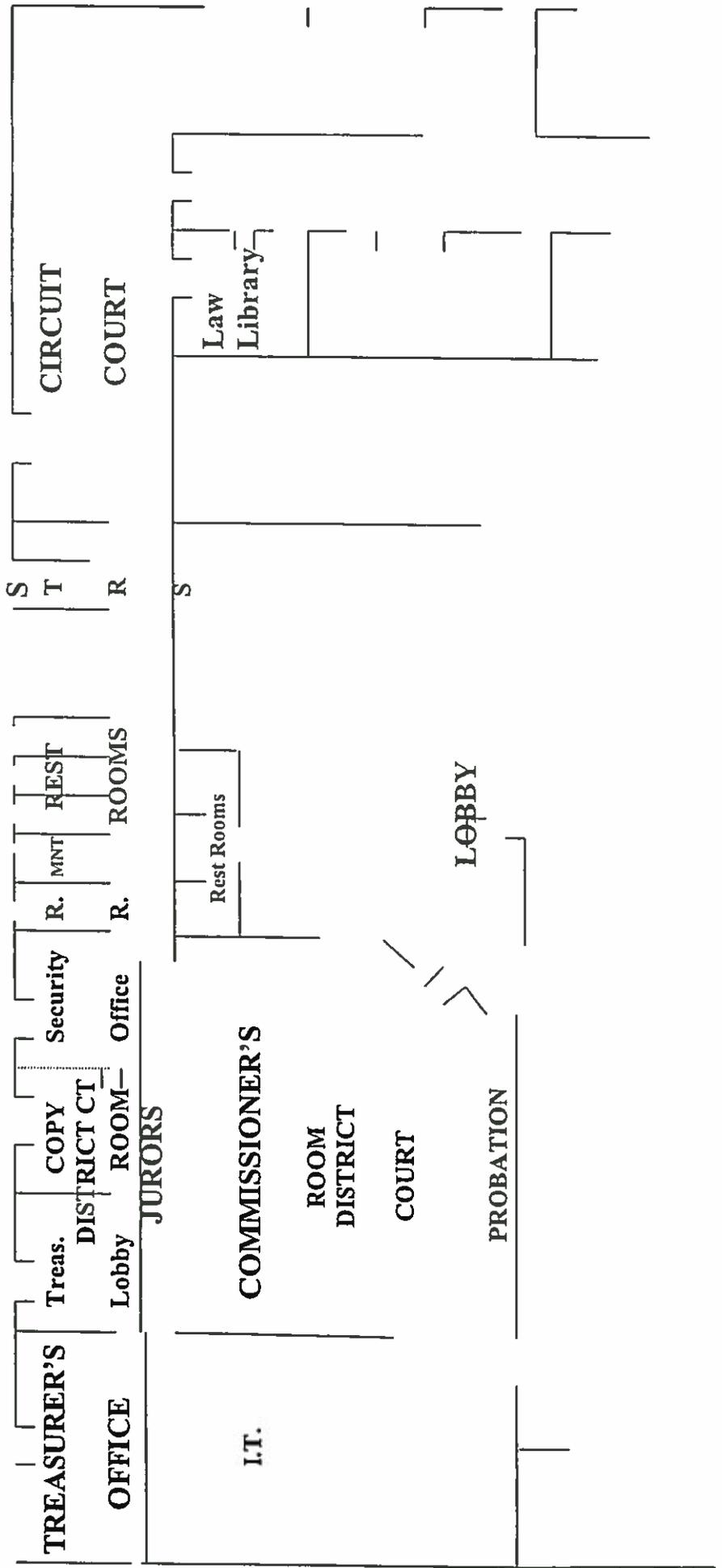
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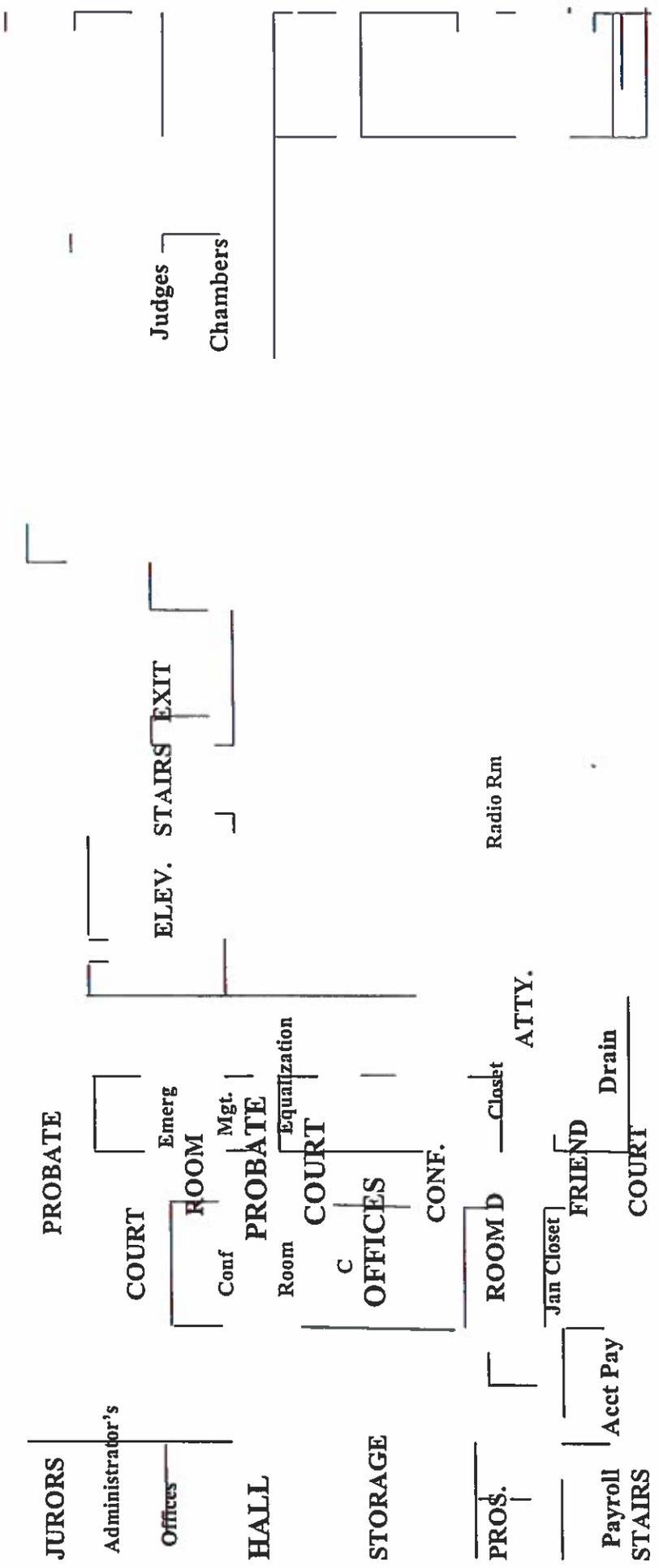
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**CORRECTIONS  
CORRECTIONS**



Exit





**D. FINANCE AND ADMINISTRATION  
STANDING COMMITTEE**



D1

# STATUTORY FINANCE COMMITTEE

## MEETING MINUTES OF

### March 30, 2020

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. March 30, 2020 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 Haskell to approve the March 30, 2020 General Fund claims as submitted in the amount of \$ 123,846.78 Motion carried.

##### B. PRESENTATIONS

#### IV. UNFINISHED BUSINESS

#### V. NEXT MEETING DATE: April 15, 2020 at 9:00 A.M.

#### VI. ADJOURNMENT

The Statutory Finance Committee meeting adjourned at 9:40 a.m.

# **STATUTORY FINANCE COMMITTEE**

## **MEETING MINUTES OF**

### **April 15, 2020**

COMMISSIONERS PRESENT: Commissioner Majewski, 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. April 15, 2020 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 Haskell and seconded by Commissioner Majewski to approve the April 15, 2020 General Fund claims as submitted in the amount of \$ 171,999.83 Motion carried.

##### **B. PRESENTATIONS**

#### **IV. UNFINISHED BUSINESS**

#### **V. NEXT MEETING DATE: May 4, 2020 at 9:00 A.M.**

#### **VI. ADJOURNMENT**

The Statutory Finance Committee meeting adjourned at 9:30 a.m.

MONTHLY EXPENDITURES					
Mar-20					
GENERAL FUND 101	PARKS & RECREATION 208	FRIEND OF COURT 215	GYPSY MOTH 239	PUBLIC BLDG IMPROVEMENT 245	
\$ 873,162.90	\$ -	\$ 29,363.51	\$ 10.55	\$ -	\$ 902,536.96
BLDG/ELECT DEPT 249	AUTOMATION FUND 256	INDIGENT DEFENSE FUND 260	911 SERVICE 261	LOCAL CORR CPL LICENSING 263	
\$ 19,111.40	\$ 2,395.00	\$ 57,506.65	\$ 51,249.00	\$ -	\$ 130,262.05
LOCAL CORR OFFICERS TRAIN FUND 264	DRUG LAW INF FUND 265	OWI FORFEITURE FUND 267	CLARE/GLADWIN RECOVERY CRT 268	LAW LIBRARY 269	
\$ 249.51	\$ 353.67	\$ 581.28	\$ 9,328.67	\$ 429.37	\$ 10,942.50
HOUSING 274	COMM DEV ESCROW 275	COUNCIL ON AGING 288	SOCIAL SERVICES 290	CHILD CARE PROBATE 291	
\$ 724.49	\$ -	\$ 117,647.93	\$ -	\$ 14,208.93	\$ 132,581.35
CHILD CARE SOCIAL SERV 292	SOLDIERS/ SAILORS RELIEF 293	VETERANS TRUST 294	AIRPORT 295	VETERANS SPECIAL PROJECTS 296	
\$ -	\$ 173.27	\$ -	\$ 4,553.44	\$ 1,805.68	\$ 6,532.39
CRTHOUSE RENOV DEBT 366	BLDG AUTH DEBT 370	BROWNFIELD DEBT FUND 380	ANIMAL SHELTER 413	CO CONST LOAN 466	
\$ -	\$ -	\$ -	\$ 92.26	\$ -	\$ 92.26
BROWNSFIELD AUTH-REV LOAN 480	BROWNSFIELD E P A 486	LAND BANK AUTHORITY 515	TAX REVOLVING 516	TAX FORECLOSURE FUND 518	
\$ -	\$ -	\$ 260.00	\$ 374.91	\$ 4,512.38	\$ 5,147.29
TRANSIT 588	JAIL COMMISS FUND 595	TECHNOLOGY 644	HEALTH INSURANCE 677	T & A 701	
\$ -	\$ 6,615.23	\$ -	\$ -	\$ 1,203,038.29	\$ 1,209,653.52
LIBRARY 721	CLEARING FUND 777	DRAIN 801	LAKE LEVEL 841	LAKE IMPROVEMENT 845	
\$ -	\$ 169,783.25	\$ -	\$ 25,671.38	\$ -	\$ 195,454.63
GRAND TOTAL	\$ 2,593,202.95			\$ 2,593,202.95	
		101 GENERAL FUND		\$ (873,162.90)	
		ALL OTHER FUNDS		\$ 1,720,040.05	







BY

**PROPOSAL**  
2020 Remonumentation Plan  
Clare County, Michigan

**SCOPE:** Lapham Associates proposes to implement the 2020 Remonumentation Plan as more specifically outlined by referenced Exhibit A “1993 Clare Remonumentation Work Plan Specifications for Research and Monumentation Procedures” or as revised by the 2020 Remonumentation Plan as required by the State of Michigan.

**AMOUNT:** Expenditures shall not exceed \$36,155.00

**BASIS OF PAYMENT:** Payment will be made for hours worked according to the rates on the attached Exhibit B. Billings may be submitted monthly. Billings will be paid within thirty days of receipt.

**INSURANCE:** Lapham Associates will provide a copy of professional liability insurance coverage. Lapham Associates will provide certificate of insurance of automobile and physical liability insurance naming Clare County Board of Commissioners as additional insured.

**TERMINATION:** Either may terminate work with thirty days advance written notice.

**EXPIRATION:** This proposal expires December 31, 2020 and can be renewed for two additional years by mutual consent of both parties.

\*This amount is the line item budget for contract surveying for research and monumentation and may be adjusted to reflect revised budget amounts, and actual costs incurred.

## **EXHIBIT B**

Following is our fee schedule for the 2020 Clare County Remonumentation Program:

Licensed Surveyor, Principal	\$ 95.00/hr.
One-Person Field Crew	\$ 65.00/hr.
Two-Person Field Crew	\$115.00/hr.
CAD Operator	\$ 58.00/hr.
Technical/Clerical	\$ 40.00/hr.

## CONTRACT

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2020 by and between the Clare County Board of Commissioners, party of the first part, and Lapham Associates, party of the second part, to wit:

- 1) That the “1993 Remonumentation Plan, Clare County, Michigan” Contract between the Clare County Board of Commissioners and Lapham Associates is hereby extended for a period of one year until December 31, 2020, and can be renewed for two additional years by mutual consent of both parties.
- 2) That all proposals, specifications, plans, certificates of insurance and other contract documents hereto attached or herein referred to, shall be and are hereby made a part of this agreement and contract.
- 3) That the party of the second part shall furnish labor, material and equipment necessary and do all the work as set forth in the proposal.

Monumentation and Remonumentation Plan for Clare County, Michigan 2020 Work Program –

According to the contract documents which have been made a part of the contract in a manner, time and place, all singular, as herein set forth.

IN CONSIDERATION WHEREOF, said party of the first part, for it and its successors, promises and agrees to pay to said party of the second part, the following sum as provided in the attached proposal:

**An amount not to exceed \$36,155.00\***

For completion of the above project in accordance with the contract documents, all in the time and manner therein provided.

For the faithful performance of all and singular of the stipulations, terms and conditions of this agreement, said parties respectfully bind themselves, their successors, heirs, executors, administrators and assigns.

\*This amount is the line item budget for contract surveying for research and monumentation and may be adjusted to reflect revised budget amounts, and actual costs incurred.

IN WITNESS WHEREOF, said parties have hereunto set their hand and seals, in duplicate, the day and year first written above.

WITNESS:

CLARE COUNTY BOARD OF COMMISSIONERS  
Party of the First Part

\_\_\_\_\_

By: \_\_\_\_\_  
Chairman, Board of Commissioners

WITNESS:

LAPHAM ASSOCIATES  
Party of the Second Part

\_\_\_\_\_

By: \_\_\_\_\_  
Timothy L. Lapham, PS

16

# 2020 REVISED COUNTY PLAN

## MONUMENTATION & REMONUMENTATION PLAN FOR CLARE COUNTY, MICHIGAN

PREPARED FOR THE IMPLEMENTATION OF 1990 PA 345 AS AMENDED, MCL 54.261-279

REVISED AND APPROVED BY THE BOARD OF COUNTY COMMISSIONERS:

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE

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## THE REASON FOR THIS REVISION

The State Survey and Remonumentation Act, 1990 PA 345, was revised on June 12, 2014 by 2014 PA 166. This revision, among other things, reinstated the State Survey and Remonumentation commission and required them in Section 8 to promulgate the rules and guide the counties to formalize a REVISED COUNTY PLAN. Issues identified in the law and by the commission to be specifically addressed are:

- A. A plan to remonument all of the original Public Land Survey corners, property controlling corners and protracted corners. The plan must also list other corners to be included or excluded. MCL 54.268(2)(a)&(c). If an explicit plan is included in a previous plan, then outline any modifications that may have occurred since the last update.
- B. A perpetual monument maintenance plan. MCL 54.268(2)(d) The Land Corner Recordation Act, 1970 PA 74, outlines when a Land Corner Recordation Certificate must be filed. In order to formalize the local practice, the county must define "as described."
- C. A peer review group. MCL 54.268(e)
  - i. Qualifications for peer review group membership must be defined.
  - ii. Safeguards can be defined to avoid one-company rule.
  - iii. Allowance of walk-in corner review must be identified.
- D. Geodetic coordinates to be collected. MCL 54.268(2)(a)(iii)
  - i. Geodetic coordinates are not defined by the law. Some counties want to use State Plane Coordinates as defined in 1964 PA 9, and others want to use latitude and longitude. The county can decide which to use, but it must be consistent and documented.
  - ii. The storage of coordinate values must be addressed at the county level.
- E. Agreements for active geodetic control sites. MCL 54.268(7)
- F. LCRC forms must be recorded at the county Register of Deeds and with the Department. MCL 54.268(2)(b). This has not changed.

It is the intent of the Revision to review the Remonumentation Plan, assess its validity and modify for recent technologies. Therefor the original county plan is included, almost in its entirety, deleting parts not deemed pertinent, making additions that will improve the programs and adding appendices that specifically address the issues identified in the 2014 revision.

## I. INTRODUCTION - THE REASON FOR THIS PLAN

The adoption by the Board of County Commissioners of a "County Monumentation and Remonumentation Plan" is a requirement of Act 345 of the Public Acts of 1990. When the State Legislature was considering the adoption of Senate Bill 380 (which became Public Act 345), the following "Supporting Argument" was presented by nonpartisan Senate staff for use by the Senate in its deliberations:

Implementing the county monumentation program would mark the first time in 175 years that a concerted effort was made to do this critically needed job. Since the 1850's, there has been no statewide effort to validate corners, even though surveyors tools have advanced from a 33-foot chain and a compass to a technological arsenal that includes a device that gives automatic measurements of angles between corners, and instruments that bounce a signal off a satellite to determine the exact longitude and latitude of a given point. Orderly, consistent remonumentation with standardized markers would assist in the documentation and planning of roads and utilities, the (location) of public and private property, the settlement of ownership claim and disputes, and the provision of a central data base containing information on counties and townships throughout the State. Completion of the remonumentation system in a county would enable the county to implement a computerized mapping system that would include the precise location of roads, utilities, and property lines; the corners would serve as the foundation for such a map. Further, the remonumenting on a county-wide basis would be more economical than contracting out a few corners at a time, and individual surveys would be less expensive if surveyors could rely on monumented corners.

The County must adopt a County Plan which must be approved by the State Survey and Remonumentation Commission in order to be eligible for state grants for monumentation and remonumentation. Grant requests must be made on an annual basis to support an annual Work Program designed to implement the County Plan. The grants are made available from funds that the County must send to the state regularly, beginning in January of 1991. The companion Act 346, of the Public Acts of 1990. (Senate Bill 381) provides for the collection of funds by each County's Register of Deeds.

## II. DEFINITIONS

The following words or phrases as used in this plan are either contained in Act 345, of the Public Acts of 1990, or are necessary for its administration:

- A) **Act** – Means Act 345, of the Public Acts of 1990, the State Survey and Remonumentation Act, being sections 54.261 to 54.279 of the Michigan compiled laws.
- B) **Commission** – Means the State Survey and Remonumentation Commission created under Act 345 of the Public Acts of 1990. As amended 6/12/2014, P.A. 166
- C) **Corner** – Means a public land survey corner or a property controlling corner.
- D) **County Grant Administrator** – Means a person appointed by the County Board of commissioners as the individual responsible for completing and submitting the annual application for a Survey and Monumentation Grant to the State of Michigan, and the administering of the approved annual grant. The County Grant Administrators duties are those set forth herein. The Clare County Clerk is the County Grant Administrator for Clare County
- E) **County Representative** – Means (1) the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the revised statutes of 1846, being Section 54.95 of the Michigan Compiled laws: or, if said office is vacant, (2) the licensed surveyor appointed by the County Board of Commissioners. The County Representative shall perform any duties assigned by law and other duties described herein.
- F) **Existent corner** – Means a previously established corner whose monument or accessories thereof, or traces of said monument or accessories, remain reasonably certain to be undisturbed.
- G) **Locate** – Means to recover an existing corner which conforms to the minimum standard specified herein.
- H) **Lost Corner** – Means a previously established corner whose position cannot be recovered beyond reasonable doubt, either from traces of the original general land office marker or its accessories or from acceptable evidence or testimony that bears upon the original position, and whose location can be restored only by reference to one or more independent corners.

- I) **Marker** – Means the physical object which occupies the location of a public land survey corner, a property-controlling corner, or a horizontal or vertical control station.
- J) **Monument** – Means to install a marker which meets or exceeds minimum standards as specified herein.
- K) **Monumentation Surveyor** – Means the surveyor who is awarded a contract to (a) perform research for and monument or remonument markers or (b) perform research for and establish or re-establish horizontal and/or vertical control markers.
- L) **Obliterated Corner** – Means a previously established corner which has no remaining traces of the marker or its accessories, but its position has been perpetuated or its position may be recovered beyond reasonable doubt by the acts and testimony of the interested landowners, competent surveyors, or other qualified local authorities or witnesses, or by some acceptable record evidence.
- M) **Open Meetings Act** – Means Act 267 of the Public Acts of 1976, as amended, being Sections 15.261 to 15.275 of Michigan Compiled Laws.
- N) **Peer Group** – Means the County Representative and not less than three non-associated Surveyors recommended by the County Representative and appointed by the County Board of Commissioners to review and advise acceptability of corner positions based on presented evidence. The County Representative shall act as chair.
- O) **Property-controlling Corner** – Means a public land surveyor corner or any corner established by the national geodetic survey which does not lie on a property line of the property in question, but which controls the location of 1 or more of the property corners of the property in question.
- P) **Public Land Survey Corner** – Means any corner actually established and monumented or established by protraction in an original survey or resurvey used as a basis of legal description for issuing a patent for the land to a private person from the United States Government. Centers of sections are public land survey corners.
- Q) **Remonument** – Means to install a marker where: 1) the existing marker does not meet minimum standards as specified; 2) the existing marker is in danger of becoming “lost” or “obliterated”; or 3) the corner has been “lost” or “obliterated”.
- R) **Surveyor** – Means a land surveyor licensed under Article 20 of the occupational code. Act 299 of the Public Acts of 1980, being sections 339.20001 to 339.2014 of the Michigan Compiled Laws, or a retired surveyor previously licensed under said Act 299.

### III. PLAN OBJECTIVES

- A) Provide for the location, monumentation and/or remonumentation of corners on a maximum 20 year planned timetable.
- B) Create a system for the research of the history of all corners and horizontal and vertical control markers.
- C) Create and maintain a repository for all records pertaining to Public Land Surveys.
- D) Provide for a "perpetual monument maintenance program" for all corners and horizontal and vertical control markers.
- E) Provide for the location of, and a data base for, horizontal and vertical control markers.
- F) Coordinate with adjoining counties for the monumentation of all county line corners.
- G) Annually determine monumentation requirements for which a grant application will be submitted for state approval.

#### **IV. GRANT ADMINISTRATION**

**The Clare County Clerk will be the Clare County Grant Administrator.**

**The County Grant Administrator's duties include:**

- A) Submitting annually a grant application and supporting documents to the Commission by December 31<sup>st</sup> of each year.**
- B) Selecting monumentation surveyors in compliance with qualification-based selection (QBS) as set forth in House concurrent Resolution 206 (June, 1987).**
- C) Submitting proposed county monumentation surveyor contracts to the Board of County Commissioners for its approval and its authorization for execution.**
- D) Recommending payment to the monumentation surveyor as provided by the contract.**
- E) Submitting other documentation as required by the Commission.**

## V. PLAN EXECUTION

The Clare County Surveyor is the County Representative.

In addition to any duties assigned by law, the County Representative shall establish requirements and procedures to implement the following:

- A) Research the history of corners and horizontal and vertical control stations.
- B) Field verify whether corners are "Existent", "Lost", or "Obliterated".
- C) Set a temporary marker at all corners, the location of which shall be established in accordance with the procedures set forth in the "Manual of instructions for the survey of public lands of the United States", 1973 prepared by the Bureau of Land Management of the United States Department of Interior (Technical Bulletin 6, or subsequent editions). Following the Peer Group's ratification of each corner location, a permanent marker shall be set.
- D) Recover all existing horizontal and vertical control stations.

The County Representative shall also be responsible for:

- A) Preparing a list of potential peer group members for appointment by the Clare County Board of Commissioners.
- B) Establishing, scheduling meetings of, and chairing a Peer Group which will meet and act as advisors for ratification of corner locations. These meetings shall be in compliance with the Open Meetings Act.
- C) Creating and maintaining a filing system for each corner, proposed to be included in the County plan, which contains all survey information compiled.
- D) Submitting documentation to the County Grant Administrator as required for the annual application for monumentation Grant which includes, but is not limited to, the following:
  - 1) For the current-year projects, a description of the work area completed, the work area projected to be completed by December 31<sup>st</sup>, and the work area remaining to be completed.
  - 2) A general work-progress report for all previously-awarded contracts.

- 3) The work program for the following year. The work program will indicate:  
(a) the area where the Public Land Survey corners and property-controlling corners are proposed to be monumented and/or remonumented within the next contract year: (b) the area where the Public Land Survey corners and property-controlling corners are to be researched in the next contract year: (c) the area where horizontal and vertical control stations are to be researched and located: and (d) the area where horizontal and vertical coordinates are to be established.
  - 4) Technical details and supporting documentation to enable the determination of the scope of work and level of funding required to accomplish the Work Program.
- E) Creating and maintaining a filing system for horizontal and vertical geodetic monumentation information obtained from National Geodetic Survey, United States Geological Survey and other sources.
- F) Coordinating the densification of horizontal and vertical geodetic monumentation with the Commission's Geodetic Advisor.

(9A)

## VI. WORK PROGRAM

To meet the objectives of the Act, all work shall be performed in the following manner:

- A) **Research:** A minimum number of corner locations shall be researched each year so as to complete the monumentation program as expeditiously as reasonably possible. Copies of all research information shall be available to the public. The County may charge a reasonable fee for such copies.

No marker shall be considered a part of the plan until the research for its location has been performed, a copy of the research has been supplied to the County Representative and the location has been ratified by the Peer Group.

- B) **Monumentation:** Annually locate and monument or remonument a minimum number of corners so as to complete the program as funds allow.

The corners proposed to be monumented shall be specified as part of the annual grant application. An annual grant may include some unspecified corners in danger of becoming "lost" or "obliterated".

For corners monumented under the Act, the Monumentation Surveyor shall furnish the County two copies of a completed and recorded Land Corner Recordation certificate, as required by Act 74 of the Public Acts of 1970, as amended, being Sections 54.201 to 54.214 of the Michigan Compiled Laws. The County Representative shall forward one copy to the County Grant Administrator to forward to the Commission with the work progress reports, as required by the Commission.

Any surveyor may submit a corner location to the County Representative for Peer Group review at a meeting time and place to be determined by the County Representative. When submitted, the surveyor shall have performed and shall submit documentation in the same manor as a Monumentation Surveyor is required to perform.

When filed with the County Representative, all information is considered filed with and available to the Commission. The County agrees to maintain these records and to provide copies of any records requested by the Commission at no charge.

- C) **Maintenance:** Maintain on a continuing basis all corners monumented or remonumented previously in the plan. See section VII hereof and Appendix BB for details.

## VII. PERPETUAL MONUMENT MAINTENANCE PROGRAM

When all corners have been monumented as specified under this Act, a "Perpetual Monument Maintenance Program" shall begin. Each year thereafter, a set of corners shall be checked and, if necessary, remonumented. The specific corners or specific region to be checked shall be a part of the annual grant application. It is the intent to attempt to check all corners within a twenty year period if funding allows.

## VIII. GEODETIC DENSIFICATION AND MAINTENANCE PROGRAM

The County Representative shall research for records of NGS/CGS (National Geodetic Survey/ Coast and Geodetic Survey) and other important horizontal and vertical control stations in the entire County. Thereafter, a thorough field search shall be made for each control station identified by the research. A report of the status of each station shall be prepared using the NOAA/NGS "DDPROC" (National Oceanic and Atmospheric Administration/National Geodetic Survey Descriptive Data Processing System) method. The report shall be filed with the County Representative, the Commission, and the NGS Geodetic Advisor for submission to NGS (National Geodetic Survey). The County Representative shall provide for the preservation and maintenance of all geodetic markers in the county.

When deemed timely by the County Representative, a Monumentation Surveyor shall be engaged to determine "NAD 83" (North American Datum of 1983), three-dimensional coordinates in accordance with Act 9 of the Public Acts of 1964, as amended by Act 154 of the Public Acts of 1988, being sections 54.231 to 54.239 of the Michigan Compiled Laws, on corners of other monumented points approved by the Commission. All work for NGS control densification and inclusion into the National Geodetic Reference System (NGRS) shall meet or exceed the positional accuracy and marker requirements of group C; Order 2; 20 PPM according to the FGCC standards entitled "Geometric Geodetic Accuracy Standards and Specifications for using GPS relative positioning techniques" for GPS (Global Positioning Systems) or Second-Order Class I-1:50,000 minimum distance accuracy for all other measurement systems according to FGCC manual entitled "Standards and Specifications for Geodetic Control Networks." The NGVD 1929 (National Geodetic Vertical Datum of 1929) datum will be used until such time as the new NAVD 1988 (North American Vertical Datum of 1988) vertical adjustment is completed.

Essentially, only the base Network markers meeting the necessary requirements may become part of the NGRS and the corner markers will be positioned to a minimum of Third Order Class I horizontal control network standards or group C, Order 3-100 PPM for GPS according to the FGCC standards and specifications.

The specific stations or specific region to be included in the work program shall be a part of the annual grant application.

#### **IX. AMENDING THE PLAN**

**This plan may be amended subject to:**

- A) Approval by the Board of County Commissioners.**
- B) Approval by the Commission.**

#### **X. SEVERABILITY**

**If any section or provision of this plan for any reason conflicts with present or future Legislative Acts or Administrative Rules, that section shall be invalid, but such invalidation shall not affect the remaining provisions of this plan.**

#### **XI. ANNUAL FUNDING AVAILABILITY**

**Work programs specified in Sections VI, VII, and VIII shall be adjusted depending upon the actual annual grant and other funds available.**

## **APPENDIX A – ITEMS ELIGIBLE FOR GRANTS FUNDS**

Items eligible for grant funds are those items necessary for preparation and implementation of the County Plan and include the following:

1. Corner research expenses for preparation and implementation of the Work Program.
2. Time spent to developing corner-location documentation, including time spent to research existing records. Summarize the evidence found, prepare drawings when necessary, and prepare a final report. Information to be shown on the above – noted drawing may include traverse information and useful physical features (e.g., lines of occupation, roadways, fences, etc.).
3. Time spent in presenting corner locations to the Peer Group, including their review and ratifications.
4. Field time spent to set and witness markers, including field-traversing time, if necessary.
5. Such other items as may be specified in the grant application and approved by the Commission.

## **APPENDIX B -- PROCEDURE FOR RATIFICATION OF A CORNER POSITION**

When a Monumentation Surveyor desires the ratification of one or more corner positions, he/she shall make a written request for same to the County Representative, accompanied by the corner – position documentation. Not later than 28 calendar days after said request, the County Representative shall call and chair a meeting, noticed in compliance with the Open Meetings Act, of a Peer Group to review the corner-position documentation furnished.

At least ten days prior to the meeting, the County Representative shall give notice of the meeting to the Peer Group, each Monumentation Surveyor whose corner – position documentation will be reviewed, and any surveyor known to have set a corner different from the position being considered. All corner-position documentation will be reviewed by the Peer Group. Minutes shall be taken which shall become the official record when approved by the Peer Group.

After the Peer Group's ratification, the Monumentation Surveyor shall install the appropriate corner marker and cap and shall file a Land Corner Recordation Certificate as required by Act 74 of the Public Acts of 1970, as amended being Sections 54.201 to 54.214 of the Michigan Compiled Laws. Two copies of said certificate shall be furnished to the County Representative.

## **APPENDIX C – MINIMUM STANDARDS FOR MONUMENTATION**

The permanent marker set at the location of the corner shall be set in conformance with Act 74, of the Public Acts of 1970, as amended, being Sections 54.201 to 54.214 of the Michigan Compiled Laws.

The County shall adopt standardized markers and/or caps to be utilized when remonumentation is necessary, specifications for the standard markers and/or caps shall be included in the Work Program and be made a part of all remonumentation surveying contracts. An existing monument, or a monument set by the monumentation surveyor if different than the standard monument may be deemed acceptable by the County Representative.

## **APPENDIX D – MINIMUM STANDARDS FOR CORNER WITNESSING**

All corners shall be witnessed in accordance with Act 74, of the Public Acts of 1970, as amended, and the published rules promulgated by the State Board of Land Surveyors under Act 299 of the Public Acts of 1980, as amended, being Sections 339.2001 to 339.2014 of the Michigan Compiled Laws. See Appendix BB for exception.

**APPENDIX E – RESEARCH & RECONNAISSANCE**

This appendix is intended to be a guide to outline normal research and reconnaissance procedures. It is not intended to be a complete procedural outline, nor will all suggested procedures be applicable in every case. The surveyor must use his/her professional judgment when designing a search procedure and when making decisions based on research and reconnaissance.

**I. REQUIRED RESEARCH SOURCES**

- A. **General Land Office (GLO) Survey: Including Original, Dependent, Independent or Omitted Lands (notes, plats, and special instructions).**  
If these records are not available in the county offices, they may be obtained from the Michigan Department of Natural Resources, the National or State Archives, or the Eastern Regional Office of the Bureau of Land Management.
- B. **Land Corner Recordation Certificate on record in the County Records.**
- C. **County Surveyor Records on record in the County Records.**
- D. **Land Surveys, Subdivision Plats and Condominium subdivisions.**

**II. OTHER POTENTIAL RESEARCH SOURCES**

<u>SOURCES</u>	<u>TYPE OF INFORMATION USUALLY AVAILABLE</u>
<b>A. <u>County Records:</u></b>	
County Register of Deeds	Land Corner Recordation certificates, land surveys, subdivision plats, condominium subdivisions and other records
County Road Commission or Dept. of Public Works	Highway locations surveys, GLO corner ties, highway easements, Township road orders and other records
County Drain Commissioner or Dept. of Public Works	County and township drain records unrecorded maps, and other records
Clerk of Court	Court Records

<u>SOURCES</u>	<u>TYPE OF INFORMATION USUALLY AVAILABLE</u>
Local Assessor	Conveyances, survey maps, tax maps and descriptions
Adjoining-County Offices or local Depts. of Public Works	County line records, county line roads
B. <u>Municipal Records:</u>	Cemetery records, township road & drain descriptions & maps, engineer clerk, zoning administrator, utility & public works department.
C. <u>Other Agencies:</u>	
1. State	Department of Transportation, Department of Natural Resources, State Archives, State Library.
2. Federal	Bureau of Land Management, Fish & Wildlife Service, Soil Conservation Service, US Forest Service, aerial photos.
D. <u>Other Sources:</u>	Private surveyors' and engineers' records utility companies & railroad companies.

**SOURCES**

**TYPE OF INFORMATION  
USUALLY AVAILABLE**

**E. Property Owner & Resident Interviews:**

Parol evidence of personal knowledge of corner location, or a history of the corner location as testified to by others. An interview form (see attached) should be utilized when conducting the interview. The interviewer should record a statement on the form commenting on the apparent credibility of the person interviewed. An affidavit by the person being interviewed should be obtained if significant weight is being given to the statement in the determination of the corner position.

**III. ANALYSIS:**

- A. Develop a procedure to ensure that all possible sources of information such as outlined above have been investigated.
- B. Review, when necessary, all maps, plats, subsequent surveys and aerial photos with the Public Land Survey (PLS) notes to correlate physical calls such as streams, lakes, swamps, etc., with distances on the maps, plats and photos.

**IV. RECONNAISSANCE (FIELD)**

- A. All recorded data related to established monuments, accessories and calls to natural features should be reviewed to locate and define the area of search. Thereafter, a Reconnaissance of the area using the record-research data, is necessary to narrow the area of search and explore the area for evidence. Then make a survey to locate existing monuments, occupation lines, possible corner locations, and natural feature calls from PLS field notes or other subsequent surveys.

- B. A licensed surveyor experienced in land corner search, should make the field search or valuable evidence may be overlooked or destroyed.
- C. The field search should be made at a time of year when conditions are most suitable for uncovering evidence. This may depend on the terrain, vegetation, or seasonal ground cover.
- D. The record evidence of the monument to be located will suggest the type of search equipment to be used during the field search. The following list should be considered when preparing for the search:
  - 1. Metal locator – for recovery of metallic monuments
  - 2. Hand tools (picks, shovel, etc) – where monumentation is expected within a small area or near the surface.
  - 3. Mechanical equipment (backhoe or jackhammer) – for excavation in large, deep, or difficult search areas.

The surveyor's judgment will control the depth and extent of the excavation. For reference purposes (for future surveys), provide an excavation report describing the extent and the location of the excavation. This may eliminate duplicate excavation efforts.

- E. In areas where the only information available is the original General Land Office survey, or resurvey data or where it is difficult to narrow down a corner search area, it may be advantageous to perform a corner search after a random traverse line has been surveyed along the section lines between known corners. The original line calls and corner locations can be calculated and field located from the random traverse, thus narrowing down the search area and maximizing the effort spent on the actual field search for original survey evidence and/or subsequent survey corner evidence.

## **APPENDIX F – CORNER MONUMENTATION**

### **FIELD MONUMENTATION**

#### **A. Type of Marker**

A durable and easily identifiable marker locatable with a magnetic locator should be placed at the position of each remonumented corner. If possible, Clare County will standardize the markers placed within its boundaries. Each marker will be stamped or engraved to identify it, have a centering mark to define the exact location of the corner, and be stamped with the license number of the surveyor responsible for its placement.

#### **B. In-place Markers**

An existing in-place, non-ferrous marker shall be replaced or embellished with a standard county marker.

### **SETTING OF MARKER**

The marker should be placed carefully to minimize any future movement of the marker. Reference markers should be placed where corner positions are in unstable or inaccessible locations. It is always necessary to consider what future uses may be made of the marker location.

### **NUMBER OF WITNESSES**

Each marker should have a minimum of four (4) witnesses to substantial objects, except in maintenance mode, when three “existing witnesses” will suffice.

### **LAND CORNER RECORDATION CERTIFICATE**

A Land Corner Recordation Certificate shall be prepared and filed for each corner monumented or remonumented. This certificate shall be a complete document relating to the location, monumentation, perpetuation and history of a corner in accordance with Act 74, P. A. 1970 as amended.

## **APPENDIX G – HORIZONTAL CONTROL**

The ultimate goal of the remonumentation program is the remonumentation of every corner in the State of Michigan, which may include the determination of “NAD83” (North American Datum of 1983) three-dimensional coordinates on these remonumented corners. The task of remonumentation will frequently involve horizontal traverse work between existing corners to enable the restoration of lost and/or obliterated corners. In order to maximize the remonumentation efforts, this traverse work should be performed to the minimum accuracy standard allowable to meet the requirements of Act 9, Public Acts of 1964, as amended, by Act 154, Public Acts of 1988 being Sections 54.231 to 54.239 of the Michigan Compiled Laws, i.e., FGCC, Third Order Class I for Horizontal Control.

It should be stressed that the recommended survey control system does not propose to promote the State Plane Coordinate system at the expense of adequate monumentation, perpetuation and recordation of corners. Instead, the system seeks to remonument the corners and to erect new accessories to these corners in accordance with sound land surveying procedures while at the same time applying all of the advantages of the State Plane Coordinate system. In counties where extensive traverse work will be required it will be advantageous to be on the State Plane Coordinate System right from the beginning of the remonumentation project.

There are several publications that can be obtained from the National Geodetic Survey that can assist in understanding State Plane Coordinates and implementing these types of survey traverses:

1. Understanding State Plane Coordinate Systems by Joseph F. Dracup
2. Fundamentals of the State Plane Coordinate Systems by Joseph F. Dracup
3. FGCC, Standards and Specifications for Geodetic Control Networks
4. FGCC, Geometric Geodetic Accuracy Standards and Specifications for using GPS relative positioning techniques

These publications, along with the horizontal and vertical geodetic control data for the county, can be obtained from:

**NGS INFORMATION CENTER  
N/CG 174, ROOM 26  
ROCKWALL BUILDING  
ROCKVILLE, MARYLAND 20852  
(301) 443-8631**

## APPENDIX H – SURVEY HISTORY

Clare County was originally surveyed under the United States Public Land Survey (USPLS) System in 1837-1839 by Deputy Surveyors Brink, Higbee, Hodgson, Nicholson and Reilly.

In 1847, Orson Lyon resurveyed Garfield Township (17-6). In 1842, he resurveyed Freeman Township (18-6).

In 1850, William A. Burt resurveyed Sheridan Township (17-3) and Grant Township (17-4). It is important to note in Burt's resurveys that he used a variation of the General Instructions of 1850 as issued in 1852 by the Surveyor General to his Deputies for the states of Ohio, Indiana and Michigan (see Special Instructions to Deputy Surveyors in Michigan 1808-1854, Professor Ralph Moore Berry, pp. 352-375. In 1852, Burt received a directive to use the 1850 instructions in the resurvey of all townships in his district, whether surveyed by him, or by deputy surveyors employed by him.

During 1856 and 1857, the remaining townships in Clare County, with the exception of Surrey Township (17-5), were resurveyed by various deputy surveyors, namely Levi H. Cannon, George E. Adair, and F. Coleman. These resurveys were made following the 1852 instructions with few variations from the general directions of subdividing townships.

This completed the USPLS in Clare County, except for a dependent resurvey made in 1921 of an Island in Budd Lake. The only township not resurveyed is Surrey Township (17N R5W). Two townships, Garfield and Freeman, were resurveyed prior to 1850. The remaining thirteen townships were resurveyed between 1850 to 1857, using variations of the 1850 instructions. Photostatic copies of the resurveyed Township Plat Maps and the original survey of Surrey Township are available in the Register of Deeds Office. Copies of the field notes are available for Hayes, Frost and part of Franklin Townships. In addition, there is a hand-copied book of G.L.O. corner witnesses. The origin of the book is unknown.

Clare County Surveyor Records were started in approximately 1885. Surveyors W.W. Harper and Arthur D. Johnson recorded the early County Surveys. From the early 1900's until 1954 the county surveys were recorded by Johnson. Walter Moore, R.L.S. No. 7870, was County Surveyor from 1955 to 1959. Paul B. Lapham, R.L.S. No. 9433, has been County Surveyor from 1959 to the present date.

There has been no funding for the County Surveyor Office in Clare County. Consequently, there has been no established office space for the County Surveyor. The County Surveyor records consist of five books which are housed in the Register of Deeds office. For a short period of time in the mid-1950's, the county purchased bronze monument caps from Prison Industries for placement by the then County Surveyor Walter Moore. These monuments were set at corners established by him in the course of his private surveying business.

Recorded Surveys in accordance with Act 132, P.A. of 1970, as amended, are recorded in the Register of Deeds Office. As of this date, June 1992, there are three Libers containing 2,360 pages. These surveys are indexed by Township and Section.

Corners set and recorded in conformance with Act 74, P.A. of 1970, as amended, are filed in the Register of Deeds office. There are approximately 700 filings with one to six corners filed on each instrument.

The county maintains an abstract service in the Register of Deeds/County Clerks office. During the course of its operation, a number of survey maps have been collected. These maps are kept in loose-leaf form. The collection contains maps by private surveyors and drawings of descriptions, ect. This collection is not indexed.

Clare County has had several private surveyors who have surveyed for extended periods of time. These surveyors, and the approximate periods during which they operated in Clare County are as follows:

White	Early 1900's	No Records
Littlefield	Early 1900's	No Records
Arthur Johnson	1958	Records Destroyed 1959
John P. Goggin	1945-1949	No Records
Walter S. Moore	1954-1959	Paul B. Lapham & Associates purchased records
Paul B. Lapham	1958-Present	Paul B. Lapham & Associates maintains records
John Meyers	1965-1980	Paul B. Lapham & Associates maintains records
Mark R. Roblson	1980-Present	Paul B. Lapham & Associates maintains records
Timothy L. Lapham	1981-1986	Paul B. Lapham & Associates maintains records
John Sedgman	1978-1982	Paul B. Lapham & Associates purchased records
Leonard Urbaniak	1970-Present	Paul B. Lapham & Associates maintains records
Frank McClung		Matthew McClung maintains records
Matthew McClung		Matthew McClung maintains records

Surveyors White and Littlefield surveyed in Clare County but there is virtually no records of their surveys. Early residents relate that Littlefield resurveyed almost all of Surrey Township, setting 3 inch tile and cinder monuments at all corners. Many of those tile can still be found.

Several other surveyors have either maintained offices in Clare County for short periods of time or have performed some surveys in Clare County. Many of their surveys are recorded in the Register of Deeds Office. Some of the surveys are filed with the collection of surveys maintained by the Abstract Division of the Register of Deeds/County Clerk's office.

The State of Michigan Department of Natural Resources (formerly Conservation Department) has made numerous surveys, particularly in the Northwest one-quarter of Clare County. Surveyor Marcus Schaff did a considerable amount of retracement surveying in the 1930's to mid 1940's. He did not set very many monuments. Instead, he located the corner position and witnessed the point to either dug pits or unmarked trees. His notes are available at the DNR office in either Roscommon or Traverse City. Kenneth Ostling was the Regional Surveyor from 1954 to 1984. Carl Roser is the current DNR Regional Surveyor. Both surveyors have made numerous surveys, recorded section corners, and prepared plats of survey. The records are available at the DNR Offices in Traverse City and Grayling.

Numerous surveys were made for County Road Construction during the period 1950-1970. Points were set at the intersection of existing road center lines for P.I.'s for road construction. Some of these corners may have been used as section corners by subsequent surveyors. A search of these areas may reveal multiple corners.

The Michigan Department of Transportation (formerly Michigan State Highway Department) has made extensive surveys for construction of both U.S. 10 and U.S. 27 Expressways. The maps of these surveys are at the Clare County Road Commission offices. Highway Right-of-Way maps are available from MDOT at Lansing.

Railroad Right-of-Way Maps have virtually disappeared. Some maps are available at the office of Paul B. Lapham & Associates, Inc. There is very little survey information on the maps. The description of the Right-of-Way acquired by the Railroads is on file in the Register of Deeds Office. There are numerous abandoned rights-of-way in Clare County such as the Leota Grade, the Meredith Grade, the Harrison Branch of the Ann Arbor Railroad etc.

Some of these maps are available in the Register of Deeds office and are kept in the aforementioned loose-leaf collection.

There are 507 recorded subdivision plats recorded in Clare County. The majority of these plats are concentrated in four townships – Garfield, Lincoln, Hayes, and Frost (234 plats). The City of Harrison accounts for 34 plats, and the City of Clare contains 32 plats.

**APPENDIX I  
SURVEYOR'S AFFIDAVIT**

FOR CONSIDERATION IN THE REMONUMENTATION OF LAND CORNERS IN THE STATE OF MICHIGAN,  
COUNTY OF \_\_\_\_\_  
(1915 pa 123, MCL 565.451a; 1990 PA 345, MCL 54.261)

TO WHOM IT MAY CONCERN:

Know by these presents: That I, \_\_\_\_\_,  
a Licensed Michigan Land Surveyor, No. \_\_\_\_\_, hereby submit testimony pertaining to the position of the  
\_\_\_\_\_ corner of Section \_\_\_\_\_, Town \_\_\_\_\_, Range \_\_\_\_\_, \_\_\_\_\_ Township,  
\_\_\_\_\_ County, Michigan, and that my testimony is based on the following facts:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Signature: \_\_\_\_\_

\_\_\_\_\_  
Typed Name

\_\_\_\_\_  
License Number

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Phone Number (Including Area Code)

STATE OF MICHIGAN >  
>S.S.  
County of \_\_\_\_\_>

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, the above  
named \_\_\_\_\_, to me known to be the person who, before me, swore  
to the foregoing instrument and acknowledged that he/she executed the same as his/her free act and deed.

\_\_\_\_\_  
(Notary typed or Printed Name)

Notary Public, \_\_\_\_\_ County, Michigan

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
(Notary Signature)

**APPENDIX J  
RESIDENT WITNESS INTERVIEW**

FOR CONSIDERATION IN THE REMONUMENTATION OF LAND CORNERS IN THE STATE OF MICHIGAN, COUNTY OF \_\_\_\_\_  
TO WHOM IT MAY CONCERN:

Know by these presents: That I, \_\_\_\_\_, hereby submit testimony pertaining to the position of the \_\_\_\_\_ corner of Section \_\_\_\_\_, Town \_\_\_\_\_, Range \_\_\_\_\_, \_\_\_\_\_ Township, \_\_\_\_\_ County, Michigan, and that my testimony is based on the following facts:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, that the foregoing statement is a true representation of the existing facts known to me.

Signature: \_\_\_\_\_

\_\_\_\_\_  
Typed or Printed Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Phone Number (Including Area Code)

\_\_\_\_\_  
Age/Occupation

I, the undersigned Licensed Land Surveyor, do hereby certify that the foregoing statement was executed before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature: \_\_\_\_\_

\_\_\_\_\_  
Typed or Printed Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Phone Number (Including Area Code)

# APPENDIX A-A

## INDEX TO COUNTY REMONUMENTATION PLAN

Following is a list of all corners included in the Clare County Plan. The most recent date that each corner was monumented has been noted. The date is blank if the corner has not been visited. The date that each corner will be revisited in the Maintenance Program will approximately follow the sequence in which they were monumented. Exceptions to this will be made when specific corners have been removed or obliterated. Meander corners are noted following the corner index.

APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 17N, Range 03W, Sheridan Township

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K03	1	2004	L03	1	2009	M03	1	2008		
K04	1	2004	L04		NOT IN PLAN	M04	1	2008		
K05	1	1998	L05	1	1998	M05	1	1996		
K06	1	2004	L06		NOT IN PLAN	M06	1	2014		
K07	1	1996	L07	1	1996	M07	1	1996		
K08	1	2004	L08		NOT IN PLAN	M08	1	2014		
K09	1	1996	L09	1	1996	M09	1	1996		
K10	1	2004	L10		NOT IN PLAN	M10	1	2014		
K11	1	2004	L11	1	2009	M11	1	2009		
K12	1	2004	L12		NOT IN PLAN	M12	1	2014		
K13	1	2002	L13	1	2002	M13	1	2002		

X or Y = meander corners

R or S = railroad corners

P or Q = property controlling corners

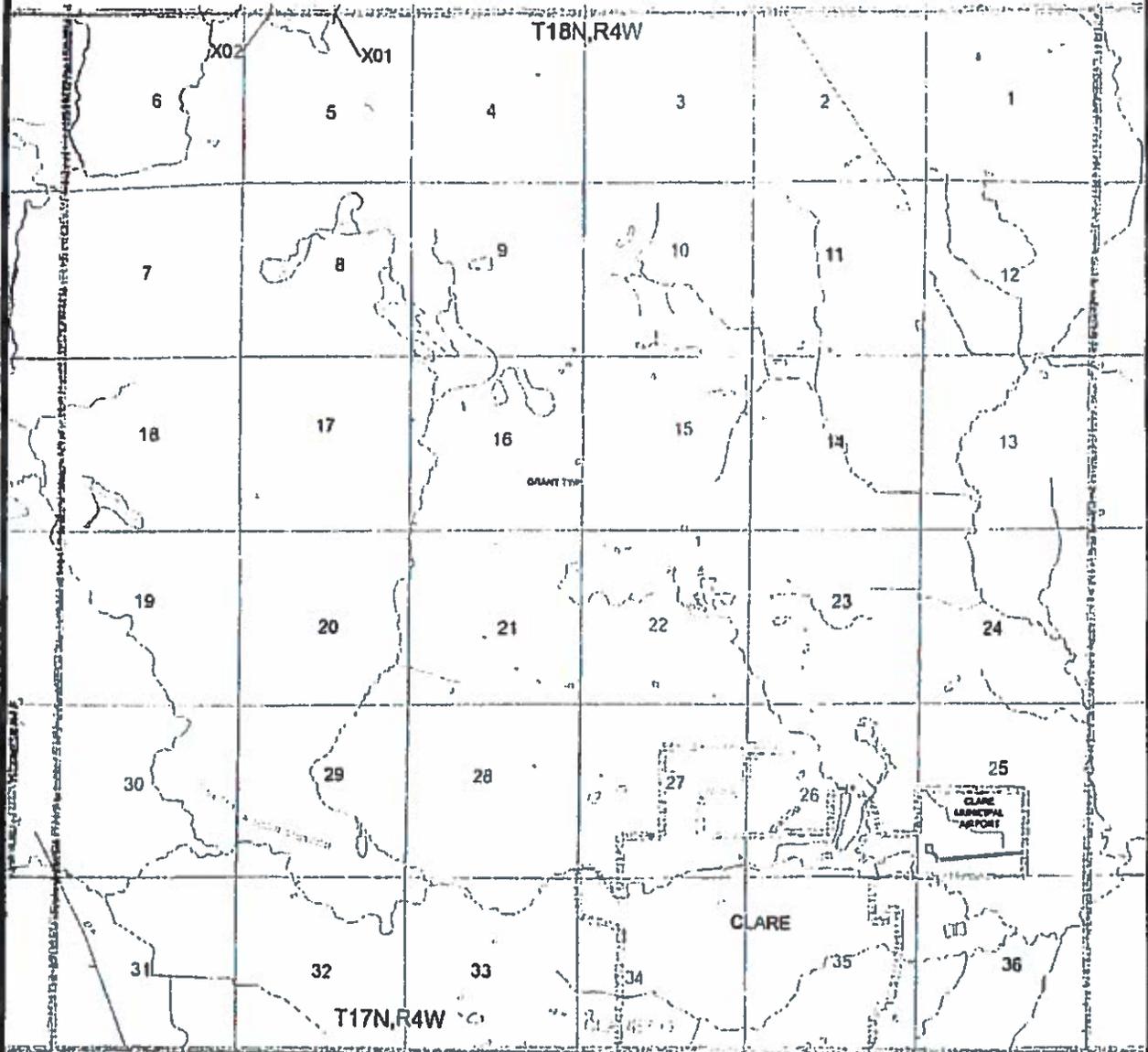
TOTAL CORNERS	135
TOTAL RECORDED CORNERS	133
CORNERS NOT RECORDED	2

APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 17N, Range 04W, Grant Township

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# Grant Township - T17N R04W



## Legend:

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

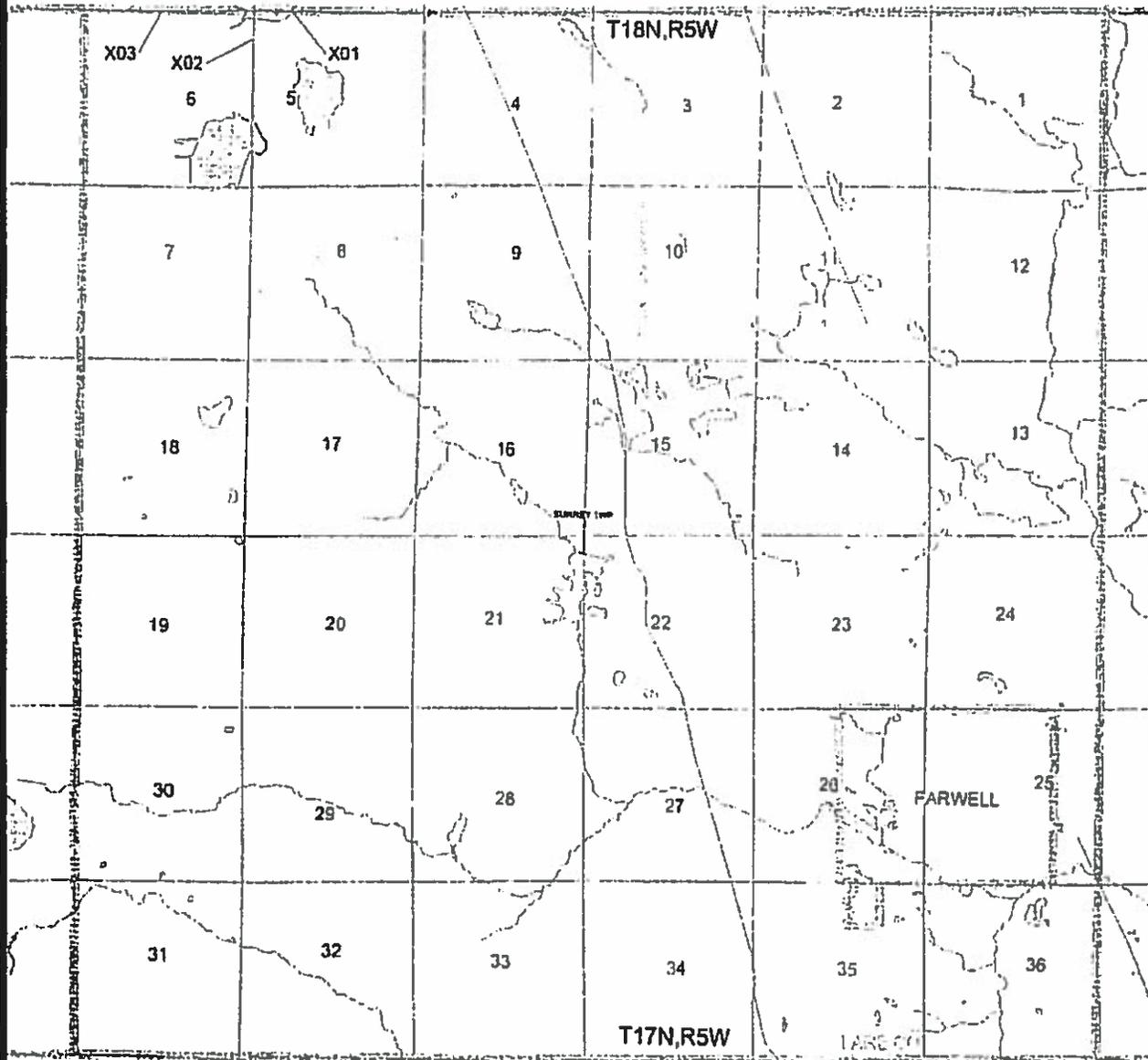
Sheet: 1 of 1

APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 17N, Range 05W, Surrey Township

<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr><td>1</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td>F</td><td>G</td><td>H</td><td>I</td><td>J</td><td>K</td><td>L</td><td>M</td><td>1</td></tr> <tr><td>2</td><td></td><td>6</td><td></td><td>5</td><td></td><td>4</td><td></td><td>3</td><td></td><td>2</td><td></td><td>1</td><td></td><td>2</td></tr> <tr><td>3</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>3</td></tr> <tr><td>4</td><td></td><td>7</td><td></td><td>8</td><td></td><td>9</td><td></td><td>10</td><td></td><td>11</td><td></td><td>12</td><td></td><td>4</td></tr> <tr><td>5</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>5</td></tr> <tr><td>6</td><td></td><td>18</td><td></td><td>17</td><td></td><td>16</td><td></td><td>15</td><td></td><td>14</td><td></td><td>13</td><td></td><td>6</td></tr> <tr><td>7</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>7</td></tr> <tr><td>8</td><td></td><td>19</td><td></td><td>20</td><td></td><td>21</td><td></td><td>22</td><td></td><td>23</td><td></td><td>24</td><td></td><td>8</td></tr> <tr><td>9</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>9</td></tr> <tr><td>10</td><td></td><td>30</td><td></td><td>29</td><td></td><td>28</td><td></td><td>27</td><td></td><td>26</td><td></td><td>25</td><td></td><td>10</td></tr> <tr><td>11</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>11</td></tr> <tr><td>12</td><td></td><td>31</td><td></td><td>32</td><td></td><td>33</td><td></td><td>34</td><td></td><td>35</td><td></td><td>36</td><td></td><td>12</td></tr> <tr><td>13</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td>F</td><td>G</td><td>H</td><td>I</td><td>J</td><td>K</td><td>L</td><td>M</td><td>13</td></tr> </table>													1	A	B	C	D	E	F	G	H	I	J	K	L	M	1	2		6		5		4		3		2		1		2	3														3	4		7		8		9		10		11		12		4	5														5	6		18		17		16		15		14		13		6	7														7	8		19		20		21		22		23		24		8	9														9	10		30		29		28		27		26		25		10	11														11	12		31		32		33		34		35		36		12	13	A	B	C	D	E	F	G	H	I	J	K	L	M	13	A01	1	1991	B01	1	2001
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# Surrey Township - T17N R05W



### Legend:

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

Sheet: 1 of 1

APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 17N, Range 06W, Garfield Township

1	A	B	C	D	E	F	G	H	I	J	K	L	M	1	A01	2	2011	B01		NOT IN PLAN
2		6		5		4		3		2		1		2	A02	2	2011	B02		NOT IN PLAN
3														3	A03	2	2019	B03	1	2019
4		7		8		9		10		11		12		4	A04	1	2002	B04		NOT IN PLAN
5														5	A05	2	2018	B05	1	2018
6		18		17		16		15		14		13		6	A06	1	2002	B06		NOT IN PLAN
7														7	A07	1	1996	B07	1	2006
8		19		20		21		22		23		24		8	A08	1	2006	B08		NOT IN PLAN
9														9	A09	1	2006	B09		NOT IN PLAN
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11														11	A11	2	2018	B11	1	2018
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C01	2	2018	D01	3	2013	E01	1	2002	F01	1	2007
C02	1	2018	D02		NOT IN PLAN	E02	1	2018	F02		NOT IN PLAN
C03	1	2018	D03	1	2018	E03	1	2018	F03	0	NOT IN PLAN
C04	1	2018	D04		NOT IN PLAN	E04	1	2018	F04		NOT IN PLAN
C05	1	2018	D05	2	2018	E05	1	2018	F05		NOT IN PLAN
C06	1	2018	D06	0	NOT RECORDED	E06	1	2018	F06		NOT IN PLAN
C07	2	2018	D07	2	2007	E07	2	2007	F07	2	2007
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C09		NOT IN PLAN	D09	1	2008	E09	2	2018	F09	1	2007
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G08	1	2018	H08		NOT IN PLAN	I08	0	NOT RECORDED	J08		NOT IN PLAN
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G11	2	2018	H11	0	NOT RECORDED	I11	1	1993	J11	0	NOT RECORDED
G12	1	2004	H12		NOT IN PLAN	I12	1	2004	J12		NOT IN PLAN
G13	1	2000	H13	1	2000	I13	1	2000	J13	1	2000

K01	1	2001	L01	1	1992	M01	1	2001	X01	0	NOT RECORDED
K02	1	2003	L02		NOT IN PLAN	M02	1	2005	X02	0	NOT RECORDED
K03	1	2004	L03	1	2006	M03	2	2014	X03	0	NOT RECORDED
K04	1	2003	L04		NOT IN PLAN	M04	1	2005	X04	0	NOT RECORDED
K05	1	1993	L05	0	NOT RECORDED	M05	2	2017	X05	0	NOT RECORDED
K06	1	2003	L06		NOT IN PLAN	M06	1	2005	X05	0	NOT RECORDED
K07	1	1996	L07	1	1996	M07	2	2017	X07	0	NOT RECORDED
K08	1	1993	L08		NOT IN PLAN	M08	1	2002	X08	0	NOT RECORDED
K09	1	1993	L09	1	2005	M09	2	2007	X09	0	NOT RECORDED
K10	1	2003	L10		NOT IN PLAN	M10	1	2002	X10	0	NOT RECORDED
K11	1	1993	L11	1	2005	M11	1	2002	X11	0	NOT RECORDED
K12	1	2003	L12		NOT IN PLAN	M12	1	2002	X12	0	NOT RECORDED
K13	1	2000	L13	1	2000	M13	1	1997	X13	0	NOT RECORDED
X14	0	NOT RECORDED									
X15	0	NOT RECORDED									
X16	0	NOT RECORDED									
X17	0	NOT RECORDED									
X18	0	NOT RECORDED									

X or Y = meander corners

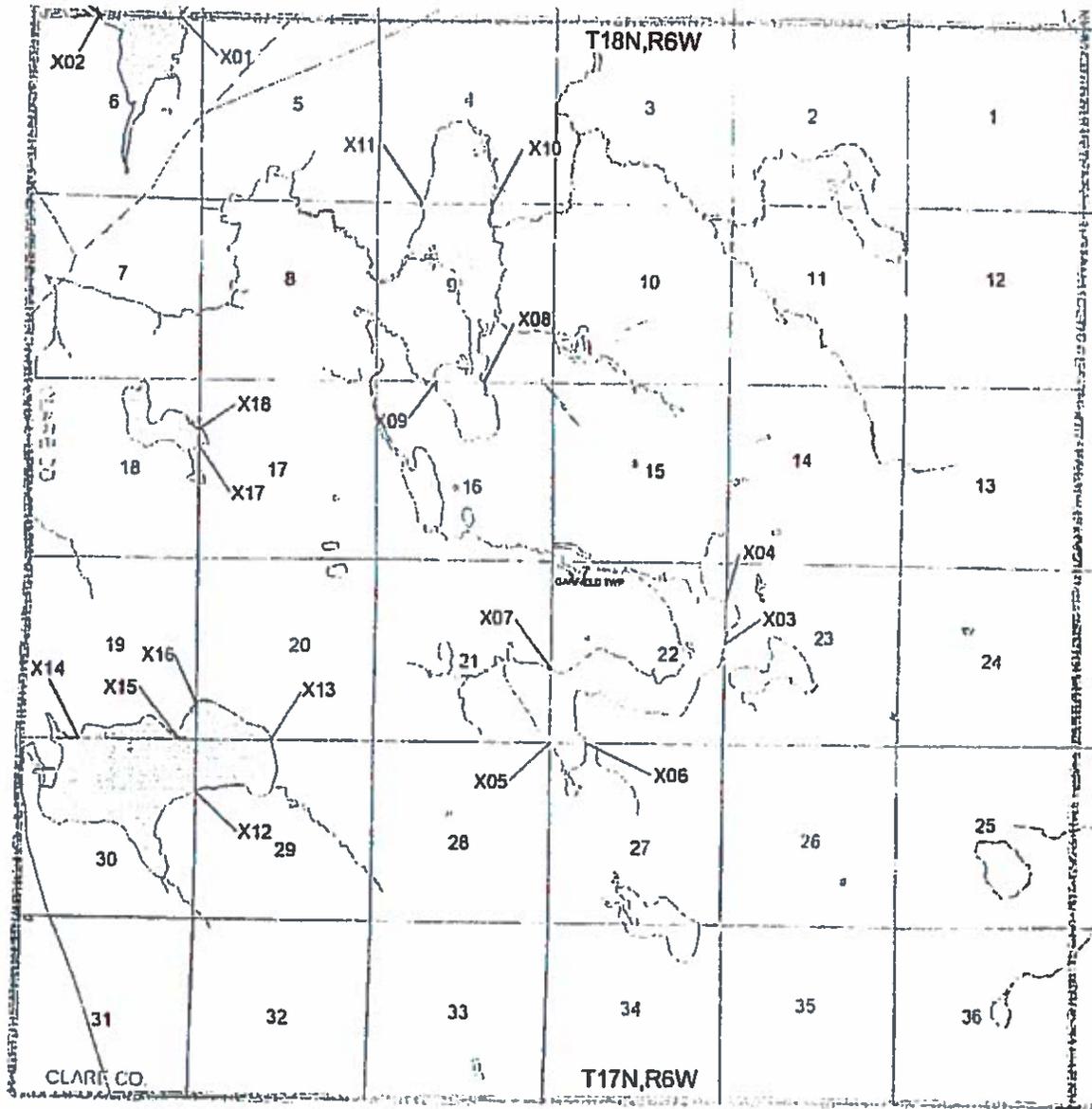
R or S = railroad corners

P or Q = property controlling corners

See accompanying map for locations

TOTAL CORNERS	153
TOTAL RECORDED CORNERS	119
CORNERS NOT RECORDED	34

# Garfield Township - T17N R06W



### Legend:

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

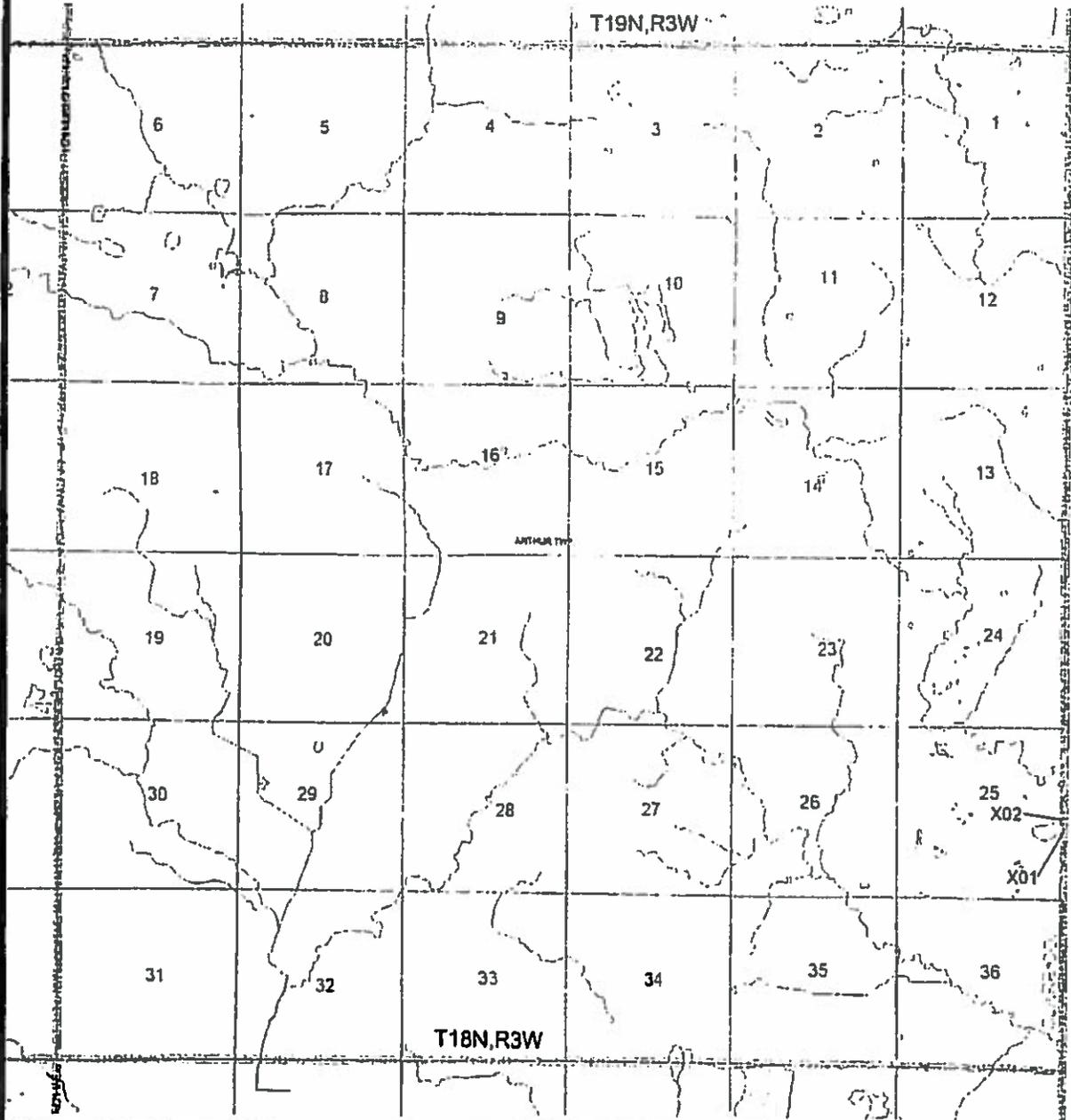
Sheet: 1 of 1

APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 18N, Range 03W, Arthur Township

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	A06	1	2012	B06	0	NOT RECORDED																																																																																																																																																																																																															
	A07	1	1995	B07	1	1995																																																																																																																																																																																																															
	A08	1	2007	B08		NOT IN PLAN																																																																																																																																																																																																															
	A09	1	2007	B09	0	NOT RECORDED																																																																																																																																																																																																															
	A10	1	2012	B10		NOT IN PLAN																																																																																																																																																																																																															
	A11	1	2006	B11	1	2006																																																																																																																																																																																																															
	A12	1	2006	B12		NOT IN PLAN																																																																																																																																																																																																															
	A13	1	2001	B13	1	2001																																																																																																																																																																																																															
C01	1	1998	D01	1	1998	E01	1	1998	F01	1	1999																																																																																																																																																																																																										
C02	1	2006	D02		NOT IN PLAN	E02	1	2014	F02		NOT IN PLAN																																																																																																																																																																																																										
C03	1	2006	D03	1	2014	E03	1	2014	F03	1	2014																																																																																																																																																																																																										
C04	1	2006	D04		NOT IN PLAN	E04	1	2014	F04		NOT IN PLAN																																																																																																																																																																																																										
C05	1	2005	D05	1	2005	E05	1	1998	F05	1	1998																																																																																																																																																																																																										
C06	1	2006	D06		NOT IN PLAN	E06	1	2004	F06		NOT IN PLAN																																																																																																																																																																																																										
C07	1	1995	D07	1	1995	E07	1	1995	F07	1	1995																																																																																																																																																																																																										
C08	1	2002	D08		NOT IN PLAN	E08	1	2004	F08		NOT IN PLAN																																																																																																																																																																																																										
C09	1	2002	D09	0	NOT RECORDED	E09	1	2004	F09	0	NOT RECORDED																																																																																																																																																																																																										
C10	1	2002	D10		NOT IN PLAN	E10	1	2004	F10		NOT IN PLAN																																																																																																																																																																																																										
C11	1	2002	D11	0	NOT RECORDED	E11	1	2004	F11	0	NOT RECORDED																																																																																																																																																																																																										
C12	1	2002	D12	0	NOT RECORDED	E12	1	2004	F12		NOT IN PLAN																																																																																																																																																																																																										
C13	1	2001	D13	1	2001	E13	1	2001	F13	1	2001																																																																																																																																																																																																										
G01	1	1998	H01	1	1998	I01	1	1996	J01	1	1999																																																																																																																																																																																																										
G02	1	2003	H02		NOT IN PLAN	I02	1	1996	J02		NOT IN PLAN																																																																																																																																																																																																										
G03	1	2004	H03	1	2003	I03	1	1996	J03	1	2012																																																																																																																																																																																																										
G04	1	2003	H04		NOT IN PLAN	I04	1	1996	J04	0	NOT RECORDED																																																																																																																																																																																																										
G05	1	1998	H05	1	1998	I05	1	1996	J05	1	2006																																																																																																																																																																																																										
G06	1	2003	H06		NOT IN PLAN	I06	1	2000	J06	0	NOT RECORDED																																																																																																																																																																																																										
G07	1	1995	H07	1	1995	I07	1	1995	J07	1	1995																																																																																																																																																																																																										
G08	1	2003	H08	0	NOT RECORDED	I08	1	2005	J08		NOT IN PLAN																																																																																																																																																																																																										
G09	1	2003	H09	0	NOT RECORDED	I09	1	2005	J09	1	2012																																																																																																																																																																																																										
G10	1	2003	H10		NOT IN PLAN	I10	1	2005	J10		NOT IN PLAN																																																																																																																																																																																																										
G11	1	2003	H11	1	2006	I11	1	2005	J11	1	2010																																																																																																																																																																																																										
G12	1	2003	H12		NOT IN PLAN	I12	1	2005	J12		NOT IN PLAN																																																																																																																																																																																																										
G13	1	2001	H13	1	2001	I13	1	2001	J13	1	2001																																																																																																																																																																																																										



# Arthur Township - T18N R03W



**Legend:**

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

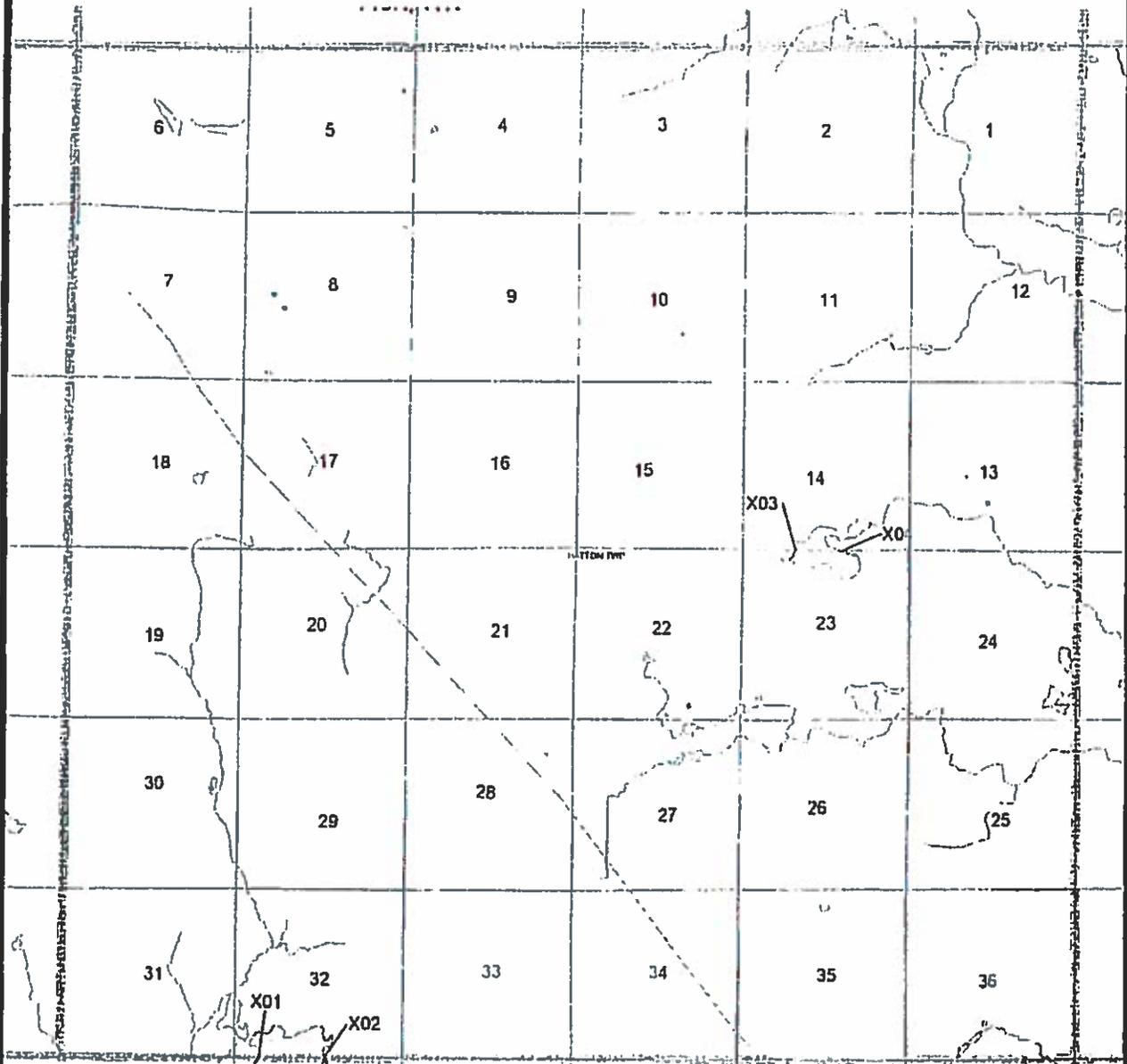
Sheet: 1 of 1

APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 18N, Range 04W, Hatton Township

1	A	B	C	D	E	F	G	H	I	J	K	L	M	1	A01	1	1997	B01	1	2000
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3	7	8	9	10	11	12	3	4	5	6	7	8	9	10	A03	0	NOT RECORDED	B03	0	NOT RECORDED
4	19	17	16	15	14	13	4	5	6	7	8	9	10	11	A04	0	NOT RECORDED	B04	0	NOT RECORDED
5	19	20	21	22	23	24	5	6	7	8	9	10	11	12	A05	1	2005	B05	1	2013
6	30	29	28	27	26	25	6	7	8	9	10	11	12	13	A06	0	NOT RECORDED	B06	0	NOT IN PLAN
7	31	32	33	34	35	36	7	8	9	10	11	12	13	13	A07	1	1994	B07	1	1996
8	A	B	C	D	E	F	G	H	I	J	K	L	M	13	A08	0	NOT RECORDED	B08	0	NOT IN PLAN
C01	1	2000													E01	1	2000	F01	1	2000
C02	1	2001													E02	1	2005	F02	0	NOT IN PLAN
C03	1	2001													E03	1	2005	F03	1	2013
C04	1	2001													E04	1	2005	F04	0	NOT IN PLAN
C05	1	2001													E05	1	2005	F05	1	2013
C06	1	2002													E06	1	2013	F06	0	NOT IN PLAN
C07	1	1996													E07	1	2002	F07	1	2002
C08	1	2008													E08	0	NOT RECORDED	F08	0	NOT IN PLAN
C09	1	2008													E09	0	NOT RECORDED	F09	0	NOT RECORDED
C10	1	2008													E10	0	NOT RECORDED	F10	0	NOT RECORDED
C11	1	2008													E11	0	NOT RECORDED	F11	0	NOT RECORDED
C12	0	NOT RECORDED													E12	0	NOT RECORDED	F12	0	NOT IN PLAN
C13	1	2001													E13	1	2001	F13	1	2001
G01	1	2000													I01	2	2016	J01	1	2000
G02	1	2013													I02	1	2004	J02	0	NOT IN PLAN
G03	1	2013													I03	1	2004	J03	1	2007
G04	1	2013													I04	1	2004	J04	0	NOT IN PLAN
G05	1	2013													I05	1	2004	J05	1	2006
G06	1	2013													I06	1	2004	J06	0	NOT IN PLAN
G07	1	1996													I07	1	1996	J07	0	NOT IN PLAN
G08	1	2011													I08	1	2004	J08	0	NOT RECORDED
G09	1	2011													I09	1	2004	J09	0	NOT RECORDED
G10	1	2011													I10	1	2004	J10	0	NOT IN PLAN
G11	1	2011													I11	1	2004	J11	0	NOT RECORDED
G12	1	2011													I12	1	2005	J12	0	NOT IN PLAN
G13	1	2001													I13	1	2001	J13	1	2001



# Hatton Township - T18N R04W



**Legend:**

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

Sheet: 1 of 1

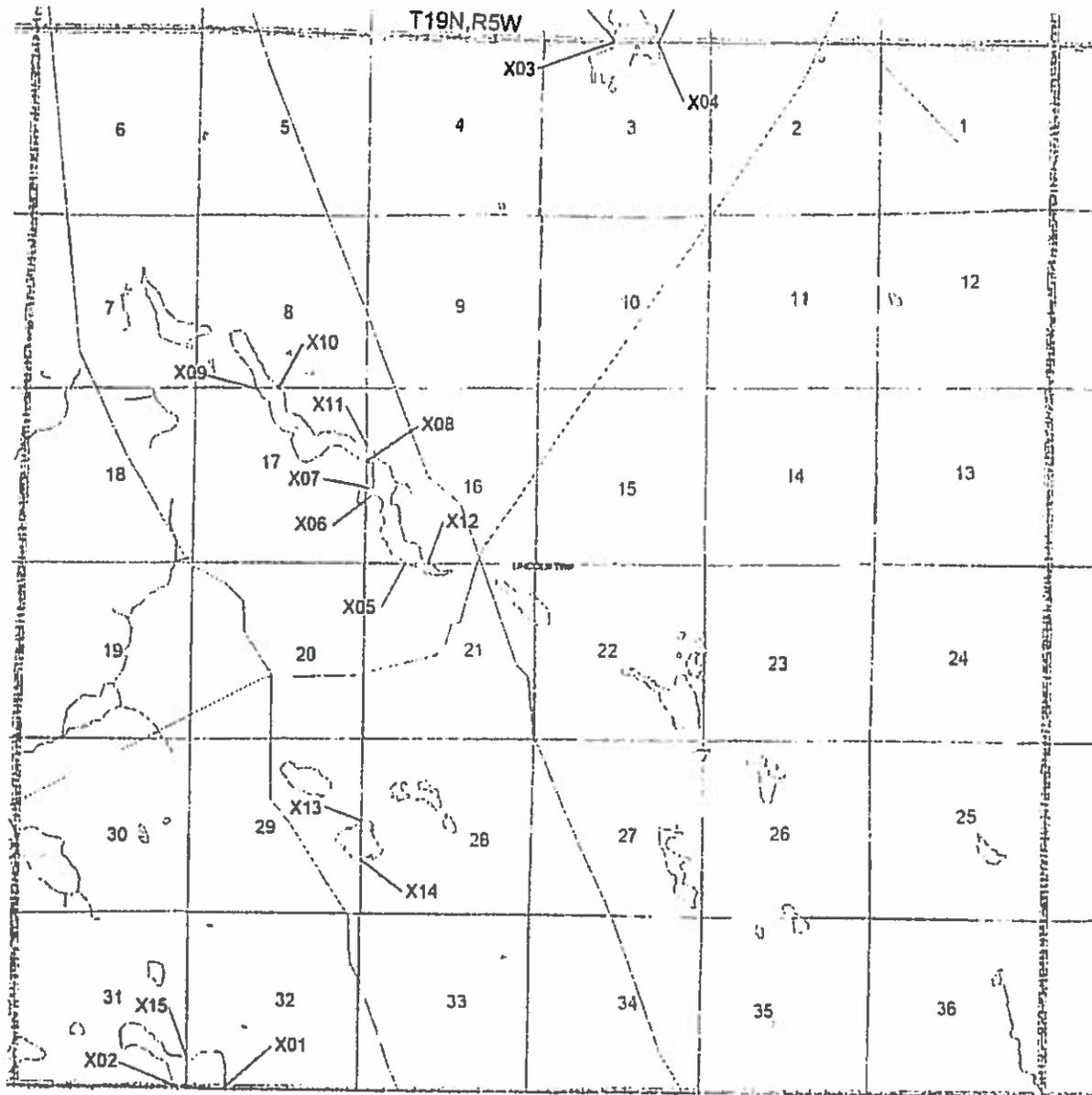


K01	1	1997	L01	1	1997	M01	1	1997	X01	0	NOT RECORDED
K02	1	2003	L02		NOT IN PLAN	M02	0	NOT RECORDED	X02	0	NOT RECORDED
K03	1	2003	L03	0	NOT RECORDED	M03	0	NOT RECORDED	X03	0	NOT RECORDED
K04	1	2003	L04		NOT IN PLAN	M04	0	NOT RECORDED	X04	0	NOT RECORDED
K05	1	2003	L05	1	2005	M05	1	2005	X05	0	NOT RECORDED
K06	1	2003	L06		NOT IN PLAN	M06	0	NOT RECORDED	X05	0	NOT RECORDED
K07	1	1994	L07	1	1994	M07	1	1994	X07	0	NOT RECORDED
K08	1	2003	L08		NOT IN PLAN	M08	0	NOT RECORDED	X08	0	NOT RECORDED
K09	1	2003	L09	0	NOT RECORDED	M09	0	NOT RECORDED	X09	0	NOT RECORDED
K10	1	2003	L10	0	NOT RECORDED	M10	0	NOT RECORDED	X10	0	NOT RECORDED
K11	1	2003	L11	0	NOT RECORDED	M11	0	NOT RECORDED	X11	0	NOT RECORDED
K12	1	2003	L12		NOT IN PLAN	M12	0	NOT RECORDED	X12	0	NOT RECORDED
K13	1	2001	L13	1	2001	M13	1	2004	X13	0	NOT RECORDED
X14	0	NOT RECORDED									
X15	0	NOT RECORDED									

X or Y = meander corners  
R or S = railroad corners  
P or Q = property controlling corners  
See accompanying map for locations

TOTAL CORNERS 155  
TOTAL RECORDED CORNERS 98  
CORNERS NOT RECORDED 57

# Lincoln Township - T18N R05W



**Legend:**

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

Sheet: 1 of 1

APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 18N, Range 06W, Freeman Township

1	A	B	C	D	E	F	G	H	I	J	K	L	M	1	A01	1	1999	B01	1	1999
2	6	5	4	3	2	1	2	3	4	5	6	7	8	9	A02	0	NOT RECORDED	B02	0	NOT IN PLAN
3	7	8	9	10	11	12	13	14	15	16	17	18	19	20	A03	0	NOT RECORDED	B03	0	NOT RECORDED
4	18	17	16	15	14	13	12	11	10	9	8	7	6	5	A04	0	NOT RECORDED	B04	0	NOT IN PLAN
5	19	20	21	22	23	24	25	26	27	28	29	30	31	32	A05	1	2003	B05	1	2003
6	31	32	33	34	35	36	37	38	39	40	41	42	43	44	A06	1	2003	B06	0	NOT RECORDED
7	A	B	C	D	E	F	G	H	I	J	K	L	M	7	A07	1	1997	B07	1	2003
8	19	20	21	22	23	24	25	26	27	28	29	30	31	32	A08	0	NOT RECORDED	B08	0	NOT IN PLAN
9	31	32	33	34	35	36	37	38	39	40	41	42	43	44	A09	0	NOT RECORDED	B09	0	NOT RECORDED
10	A	B	C	D	E	F	G	H	I	J	K	L	M	10	A10	0	NOT RECORDED	B10	0	NOT IN PLAN
11	19	20	21	22	23	24	25	26	27	28	29	30	31	32	A11	1	2002	B11	1	2006
12	31	32	33	34	35	36	37	38	39	40	41	42	43	44	A12	2	2011	B12	0	NOT RECORDED
13	A	B	C	D	E	F	G	H	I	J	K	L	M	13	A13	2	2011	B13	0	NOT IN PLAN

C01	1	1999	D01	1	1999	E01	2	2013	F01	1	1999
C02	0	NOT RECORDED	D02		NOT IN PLAN	E02	2	2013	F02		NOT IN PLAN
C03	0	NOT RECORDED	D03	0	NOT RECORDED	E03	2	2013	F03	0	NOT RECORDED
C04	0	NOT RECORDED	D04		NOT IN PLAN	E04	2	2013	F04		NOT IN PLAN
C05	1	2003	D05	1	2003	E05	2	2013	F05	0	NOT RECORDED
C06	1	2003	D06	0	NOT RECORDED	E06	2	2013	F06		NOT IN PLAN
C07	1	1997	D07	1	1997	E07	1	1997	F07	1	1997
C08	1	2006	D08		NOT IN PLAN	E08	0	NOT RECORDED	F08		NOT IN PLAN
C09	1	2006	D09	0	NOT RECORDED	E09	0	NOT RECORDED	F09	0	NOT RECORDED
C10	1	2006	D10		NOT IN PLAN	E10	0	NOT RECORDED	F10		NOT IN PLAN
C11	1	2006	D11	1	2011	E11	1	2013	F11		NOT IN PLAN
C12	1	2013	D12		NOT IN PLAN	E12	1	2013	F12	0	NOT RECORDED
C13	2	2011	D13	1	2011	E13	1	2002	F13	1	2003

G01	1	1999	H01	1	1999	I01	2	2015	J01	1	1999
G02	1	2005	H02		NOT IN PLAN	I02		NOT IN PLAN	J02	0	NOT RECORDED
G03	1	2005	H03	1	2005	I03	1	2005	J03	1	2009
G04	1	2005	H04	0	NOT RECORDED	I04	1	2005	J04		NOT IN PLAN
G05	1	2005	H05	1	2005	I05	1	2005	J05	0	NOT RECORDED
G06	2	2012	H06	0	NOT RECORDED	I06	1	2005	J06	0	NOT RECORDED
G07	1	1997	H07	1	1997	I07	1	1997	J07	1	1997
G08	0	NOT RECORDED	H08		NOT IN PLAN	I08	1	2004	J08		NOT IN PLAN
G09	0	NOT RECORDED	H09	0	NOT RECORDED	I09	1	2004	J09	0	NOT RECORDED
G10	0	NOT RECORDED	H10		NOT IN PLAN	I10	1	2004	J10		NOT IN PLAN
G11	0	NOT RECORDED	H11	0	NOT RECORDED	I11	1	2004	J11	0	NOT RECORDED
G12	0	NOT RECORDED	H12		NOT IN PLAN	I12	1	2004	J12		NOT IN PLAN
G13	1	2001	H13	1	2002	I13	1	2001	J13	1	2002

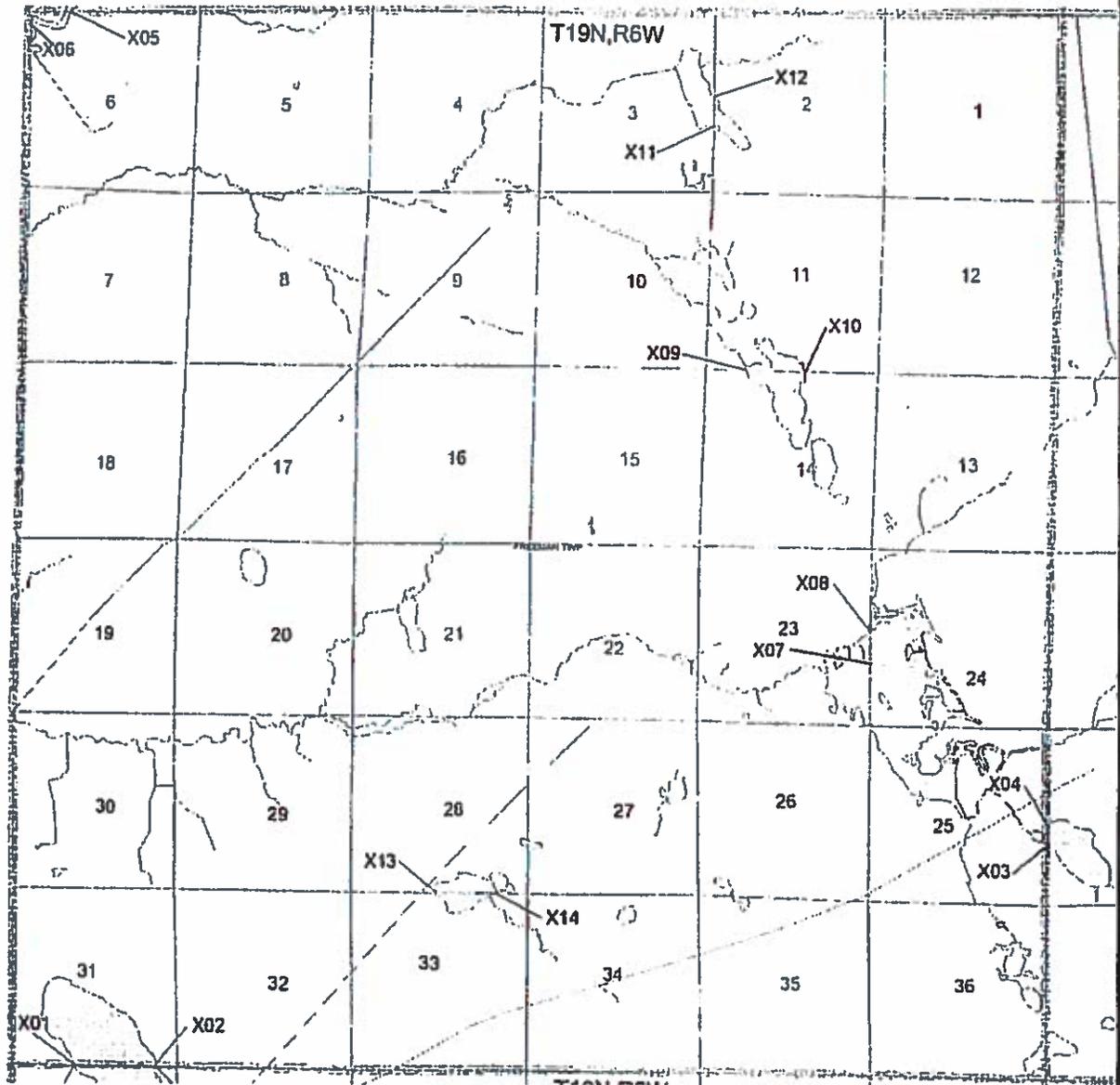
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K03	1	2009	L03	1	2009	M03	1	2008	X03	0	NOT RECORDED
K04	1	2008	L04		NOT IN PLAN	M04	1	2008	X04	0	NOT RECORDED
K05	1	2000	L05	1	2000	M05	1	2000	X05	0	NOT RECORDED
K06	0	NOT RECORDED	L06		NOT IN PLAN	M06	1	2002	X05	0	NOT RECORDED
K07	1	1997	L07	1	1997	M07	1	1994	X07	0	NOT RECORDED
K08		NOT IN PLAN	L08		NOT IN PLAN	M08	1	2002	X08	0	NOT RECORDED
K09	0	NOT RECORDED	L09	0	NOT RECORDED	M09	1	2002	X09	0	NOT RECORDED
K10	0	NOT RECORDED	L10		NOT IN PLAN	M10	1	2002	X10	1	2000
K11	0	NOT RECORDED	L11	0	NOT RECORDED	M11	1	2002	X11	0	NOT RECORDED
K12	0	NOT RECORDED	L12		NOT IN PLAN	M12	0	NOT RECORDED	X12	0	NOT RECORDED
K13	1	2001	L13	1	2002	M13	1	2001	X13	0	NOT RECORDED
X14	0	NOT RECORDED									

X or Y = meander corners  
R or S = railroad corners  
P or Q = property controlling corners  
See accompanying map for locations

TOTAL CORNERS 151  
TOTAL RECORDED CORNERS 93  
CORNERS NOT RECORDED 58

PRIOR TO 2020 PLAN REVISION  
X10 recorded as 001 in 2000

# Freeman Township - T18N T06W



## Legend:

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

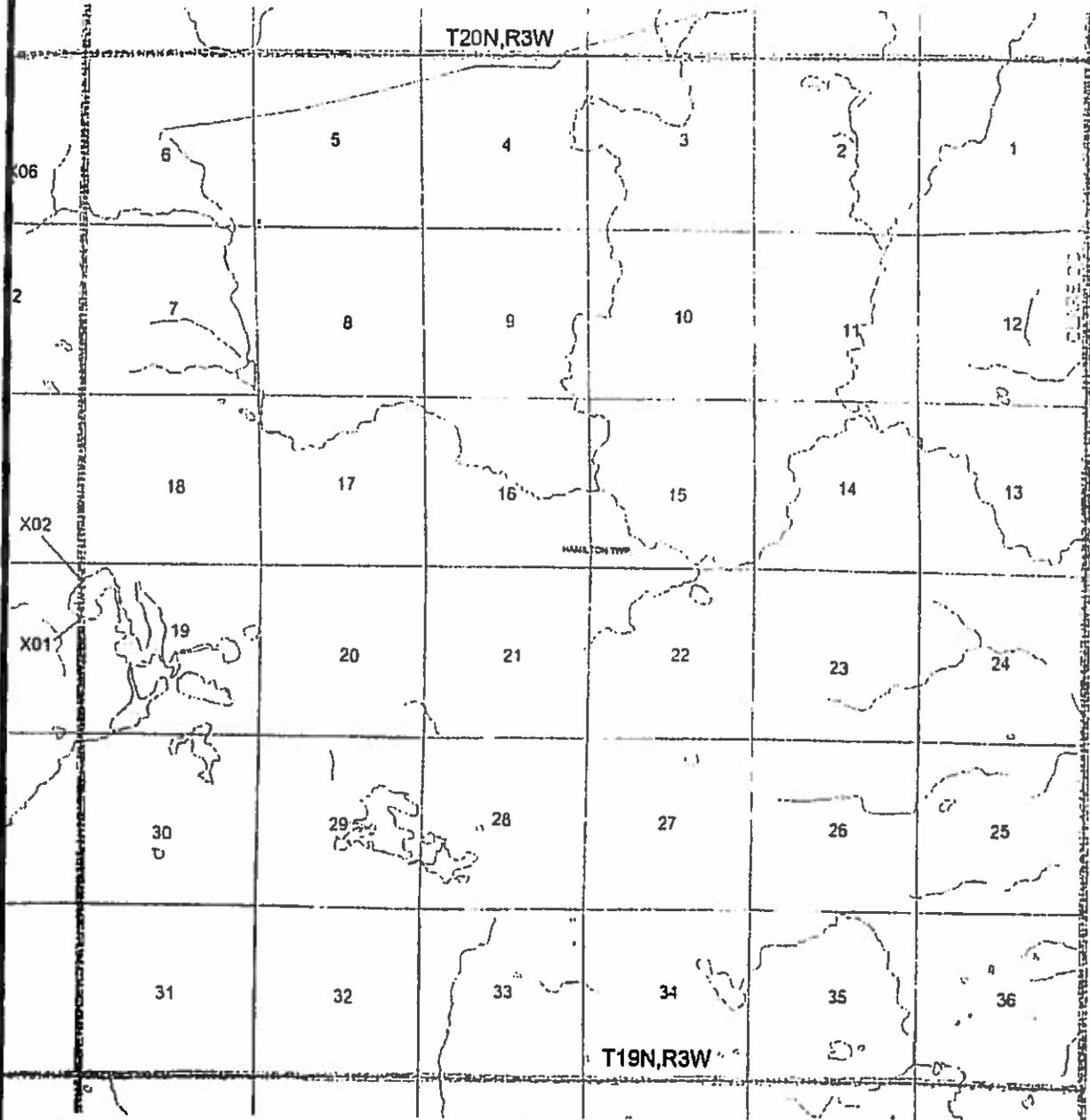
Sheet: 1 of 1

APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 19N, Range 03W, Hamilton Township

<table border="1" style="width: 100%; text-align: center;"> <tr><td>1</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td>F</td><td>G</td><td>H</td><td>I</td><td>J</td><td>K</td><td>L</td><td>M</td><td>1</td></tr> <tr><td>2</td><td></td><td>6</td><td></td><td>5</td><td></td><td>4</td><td></td><td>3</td><td></td><td>2</td><td></td><td>1</td><td></td><td>2</td></tr> <tr><td>3</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>3</td></tr> <tr><td>4</td><td></td><td>7</td><td></td><td>8</td><td></td><td>9</td><td></td><td>10</td><td></td><td>11</td><td></td><td>12</td><td></td><td>4</td></tr> <tr><td>5</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>5</td></tr> <tr><td>6</td><td></td><td>18</td><td></td><td>17</td><td></td><td>16</td><td></td><td>15</td><td></td><td>14</td><td></td><td>13</td><td></td><td>6</td></tr> <tr><td>7</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>7</td></tr> <tr><td>8</td><td></td><td>19</td><td></td><td>20</td><td></td><td>21</td><td></td><td>22</td><td></td><td>23</td><td></td><td>24</td><td></td><td>8</td></tr> <tr><td>9</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>9</td></tr> <tr><td>10</td><td></td><td>30</td><td></td><td>29</td><td></td><td>28</td><td></td><td>27</td><td></td><td>26</td><td></td><td>25</td><td></td><td>10</td></tr> <tr><td>11</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>11</td></tr> <tr><td>12</td><td></td><td>31</td><td></td><td>32</td><td></td><td>33</td><td></td><td>34</td><td></td><td>35</td><td></td><td>36</td><td></td><td>12</td></tr> <tr><td>13</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td>F</td><td>G</td><td>H</td><td>I</td><td>J</td><td>K</td><td>L</td><td>M</td><td>13</td></tr> </table>													1	A	B	C	D	E	F	G	H	I	J	K	L	M	1	2		6		5		4		3		2		1		2	3														3	4		7		8		9		10		11		12		4	5														5	6		18		17		16		15		14		13		6	7														7	8		19		20		21		22		23		24		8	9														9	10		30		29		28		27		26		25		10	11														11	12		31		32		33		34		35		36		12	13	A	B	C	D	E	F	G	H	I	J	K	L	M	13	A01	1	1997	B01	1	1997
1	A	B	C	D	E	F	G	H	I	J	K	L	M	1																																																																																																																																																																																																							
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# Hamilton Township - T19N R03W



**Legend:**

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

Sheet: 1 of 1

APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 19N, Range 04W, Hayes Township

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X14	0	NOT RECORDED									
X15	0	NOT RECORDED									
X16	0	NOT RECORDED									
X17	0	NOT RECORDED									
X18	0	NOT RECORDED									
X19	0	NOT RECORDED									

X or Y = meander corners

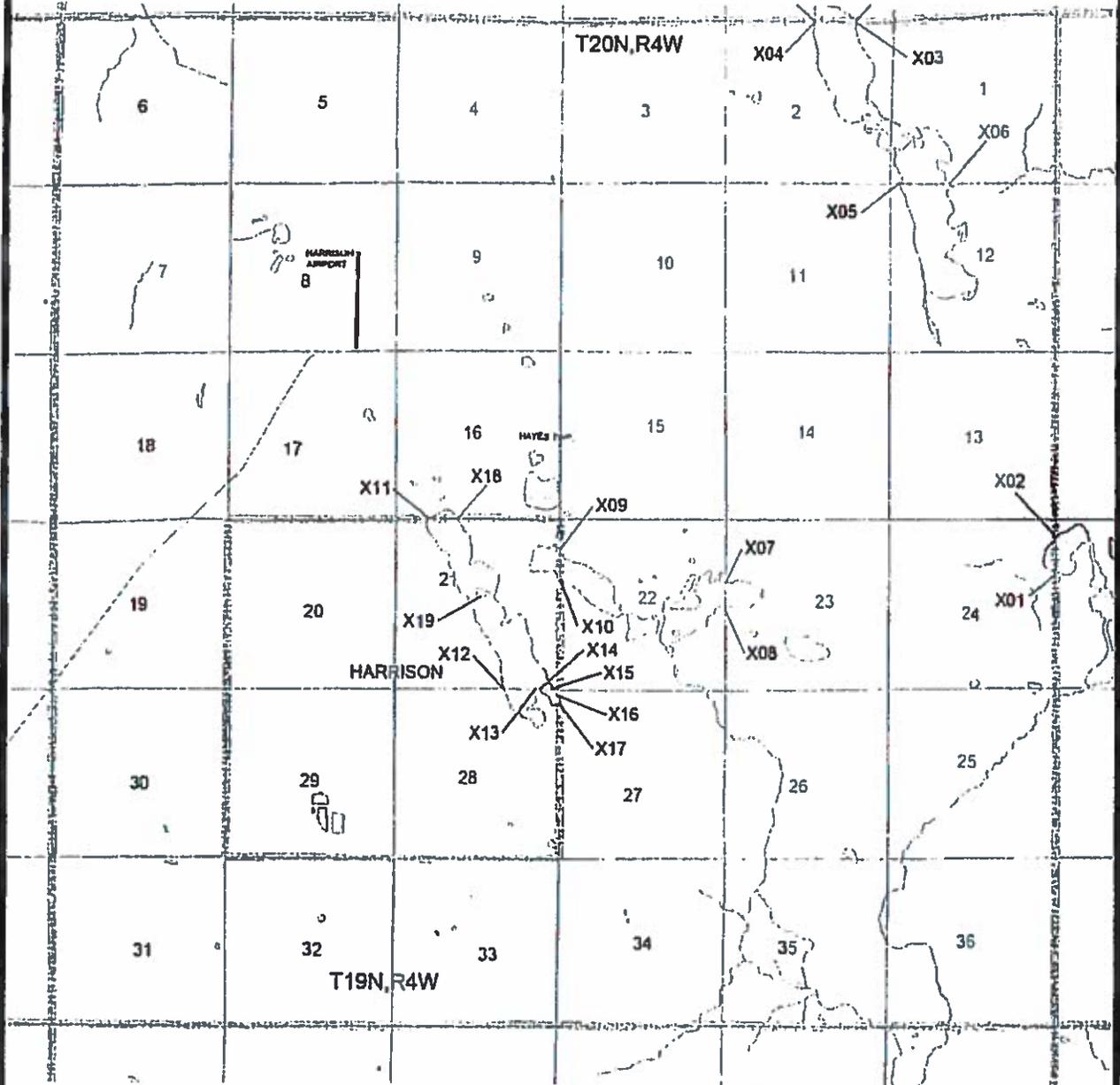
R or S = railroad corners

P or Q = property controlling corners

See accompanying map for locations

TOTAL CORNERS	163
TOTAL RECORDED CORNERS	126
CORNERS NOT RECORDED	37

# Hayes Township - T19N R04W



**Legend:**

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

**Notes:**

X19 = A.M.C. for Survey of Island in Section 21

## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

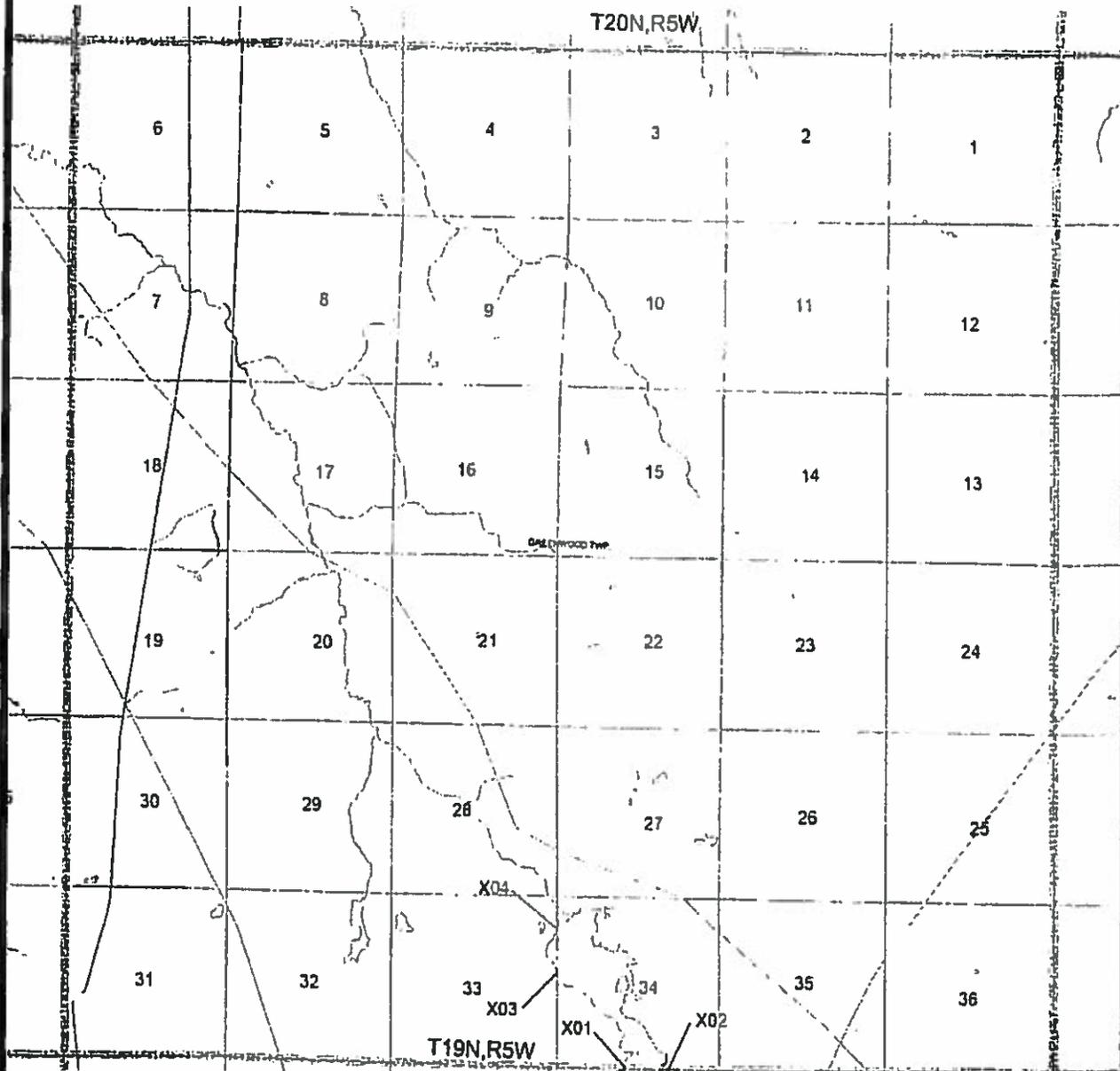
Sheet: 1 of 1

APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 19N, Range 05W, Greenwood Township

1 A B C D E F G H I J K L M 1	2 6 5 4 3 2 1 2	3 7 8 9 10 11 12 3	4 18 17 16 15 14 13 4	5 19 20 21 22 23 24 5	6 30 29 28 27 26 25 6	7 31 32 33 34 35 36 7	8 A B C D E F G H I J K L M 8	9 A B C D E F G H I J K L M 9	10 A B C D E F G H I J K L M 10	11 A B C D E F G H I J K L M 11	12 A B C D E F G H I J K L M 12	13 A B C D E F G H I J K L M 13	A01 1 1997	B01 1 1997	
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C03 1 2005	D03 1 2007	E03 1 2007	F03 1 2007	G04 1 2004	H04 1 NOT IN PLAN	I03 1 2005	J03 1 2011	A04 1 2004	B04 1 NOT IN PLAN	C04 1 2005	D04 1 NOT IN PLAN	E04 1 2007	F04 0 NOT RECORDED	A05 1 2004	B05 1 2014
C04 1 2005	D04 1 NOT IN PLAN	E04 1 2007	F04 1 NOT IN PLAN	G05 1 2004	H05 1 2012	I04 1 2005	J04 1 NOT IN PLAN	A06 1 2004	B06 1 NOT IN PLAN	C05 1 2005	D05 1 2007	E05 1 2007	F05 1 2007	A07 1 1995	B07 1 1995
C05 1 2005	D05 1 2007	E05 1 2007	F05 1 2007	G06 1 2004	H06 1 NOT IN PLAN	I05 1 2005	J05 1 2012	A08 1 2003	B08 1 NOT IN PLAN	C06 1 2005	D06 1 NOT IN PLAN	E06 1 2014	F06 1 NOT IN PLAN	A09 1 2003	B09 1 2006
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C07 1 1995	D07 1 1995	E07 1 1995	F07 1 1995	G08 1 2003	H08 1 NOT IN PLAN	I07 1 1995	J07 1 1995	A12 1 2014	B12 1 NOT IN PLAN	C08 1 2003	D08 1 NOT IN PLAN	E08 1 2014	F08 1 NOT IN PLAN	A13 2 2008	B13 1 1997
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# Greenwood Township - T19N R05W



**Legend:**

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

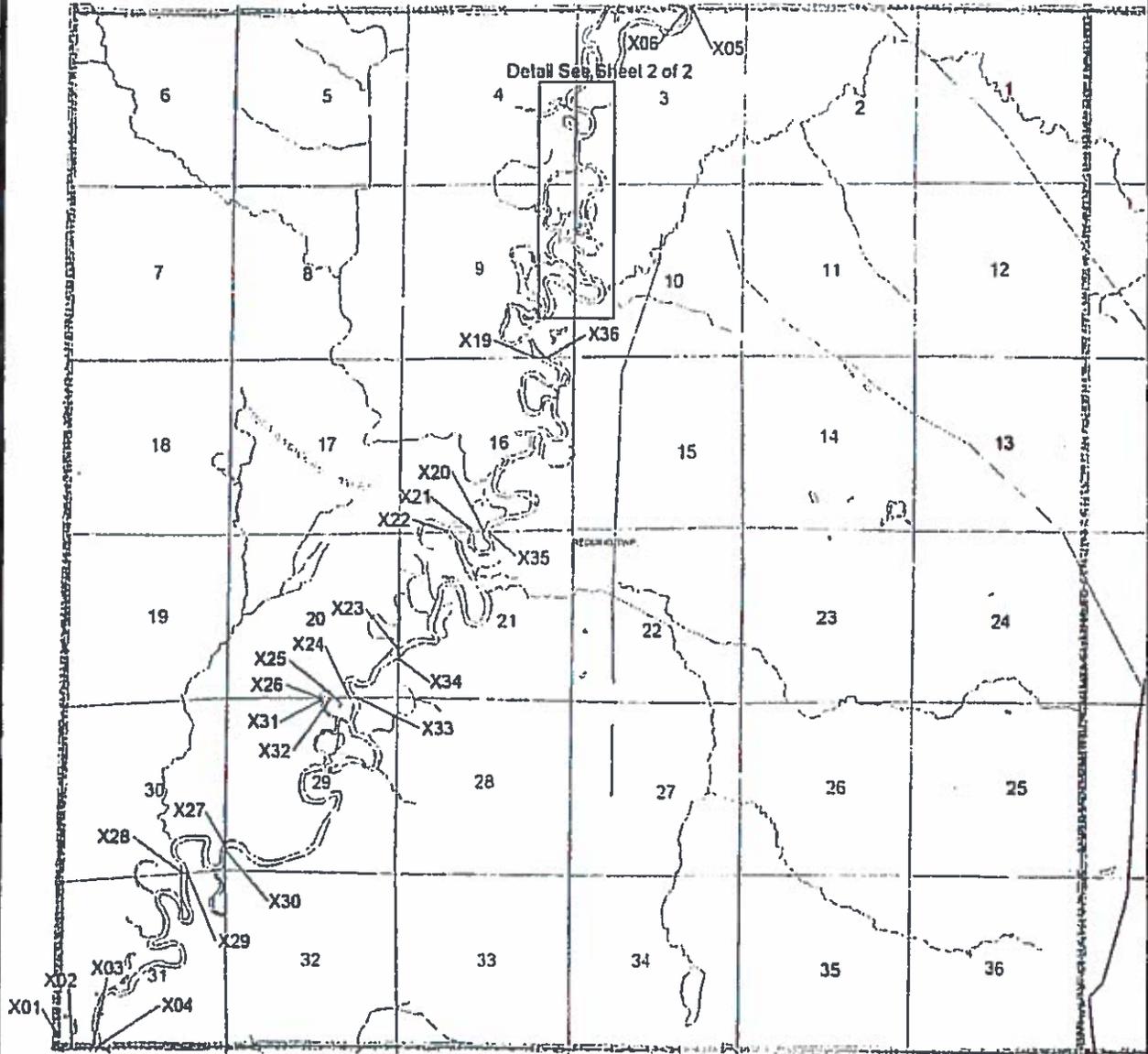
Sheet: 1 of 1

APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 19N, Range 06W, Redding Township

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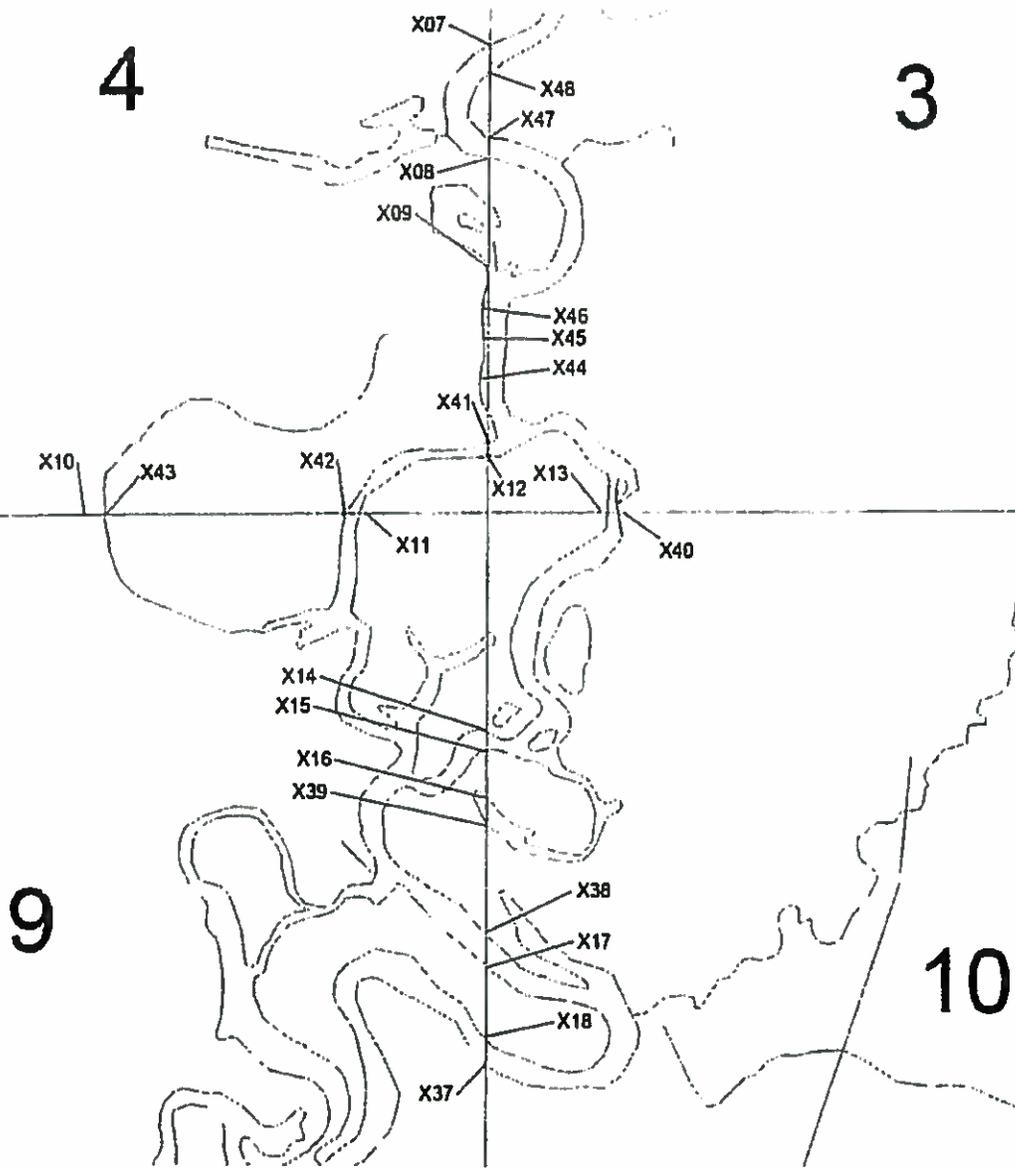
## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

Sheet: 1 of 2

# Redding Township - T19N R06W



**Legend:**

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Clare County Remonumentation Plan  
2020 Plan Revision



Date: February 28, 2020

Sheet: 2 of 2

APPENDIX AA  
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 Town 20N, Range 03W, Franklin Township

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APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 20N, Range 04W, Frost Township

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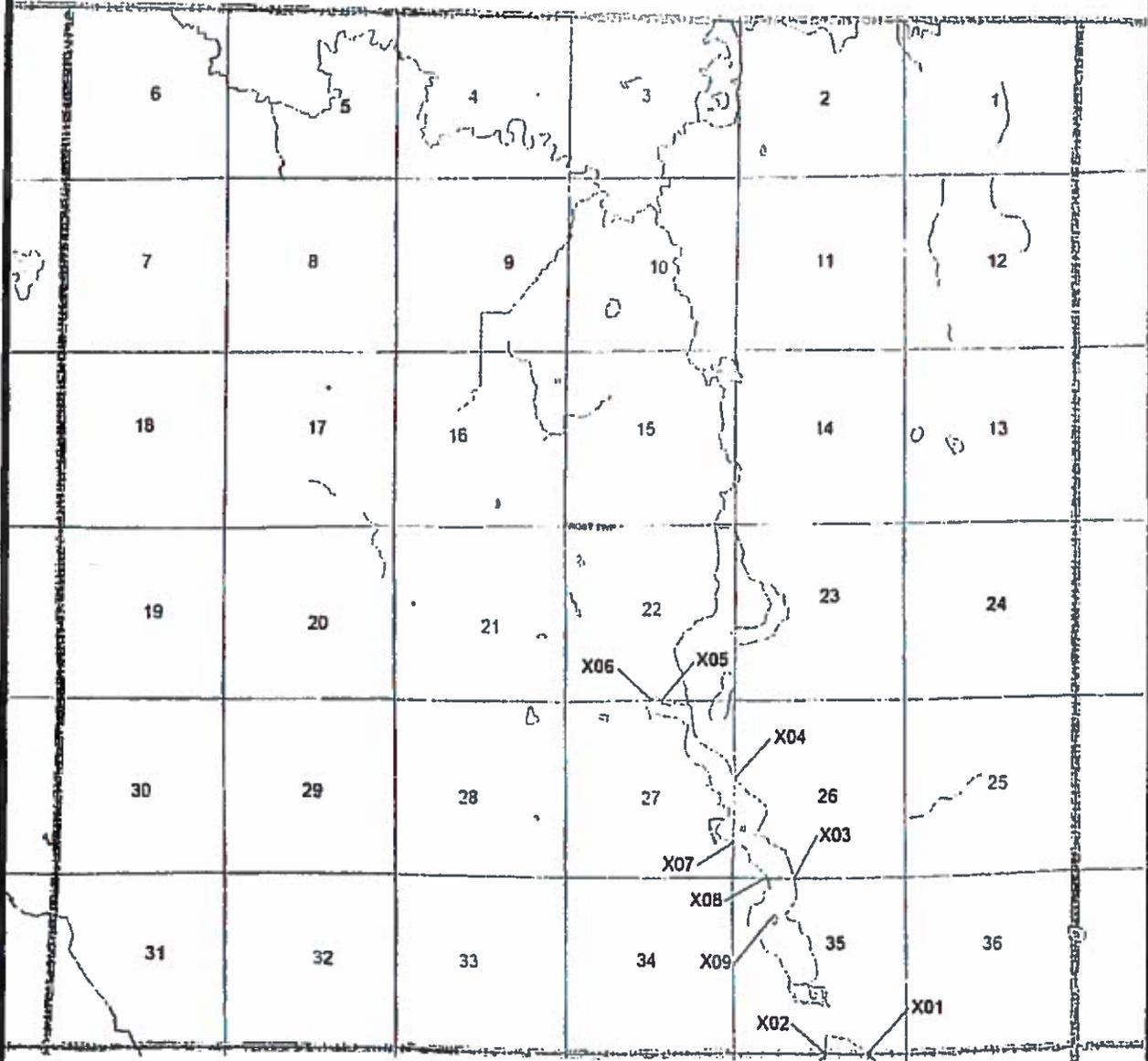
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K12	1	1993	L12		NOT IN PLAN	M12	0	NOT RECORDED			
K13	1	1996	L13	1	1998	M13	1	1997			

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X or Y = meander corners  
R or S = railroad corners  
P or Q = property controlling corners  
See accompanying map for locations

TOTAL CORNERS 142  
TOTAL RECORDED CORNERS 80  
CORNERS NOT RECORDED 62

# Frost Township - T20N R04W



**Legend:**

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

**Notes:**

X09 = A.M.C. for Survey of Island in Section 35

## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

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APPENDIX AA  
 Clare County Remonumentation Plan  
 Index to Remonumentation Corners  
 Town 20N, Range 05W, Summerfield Township

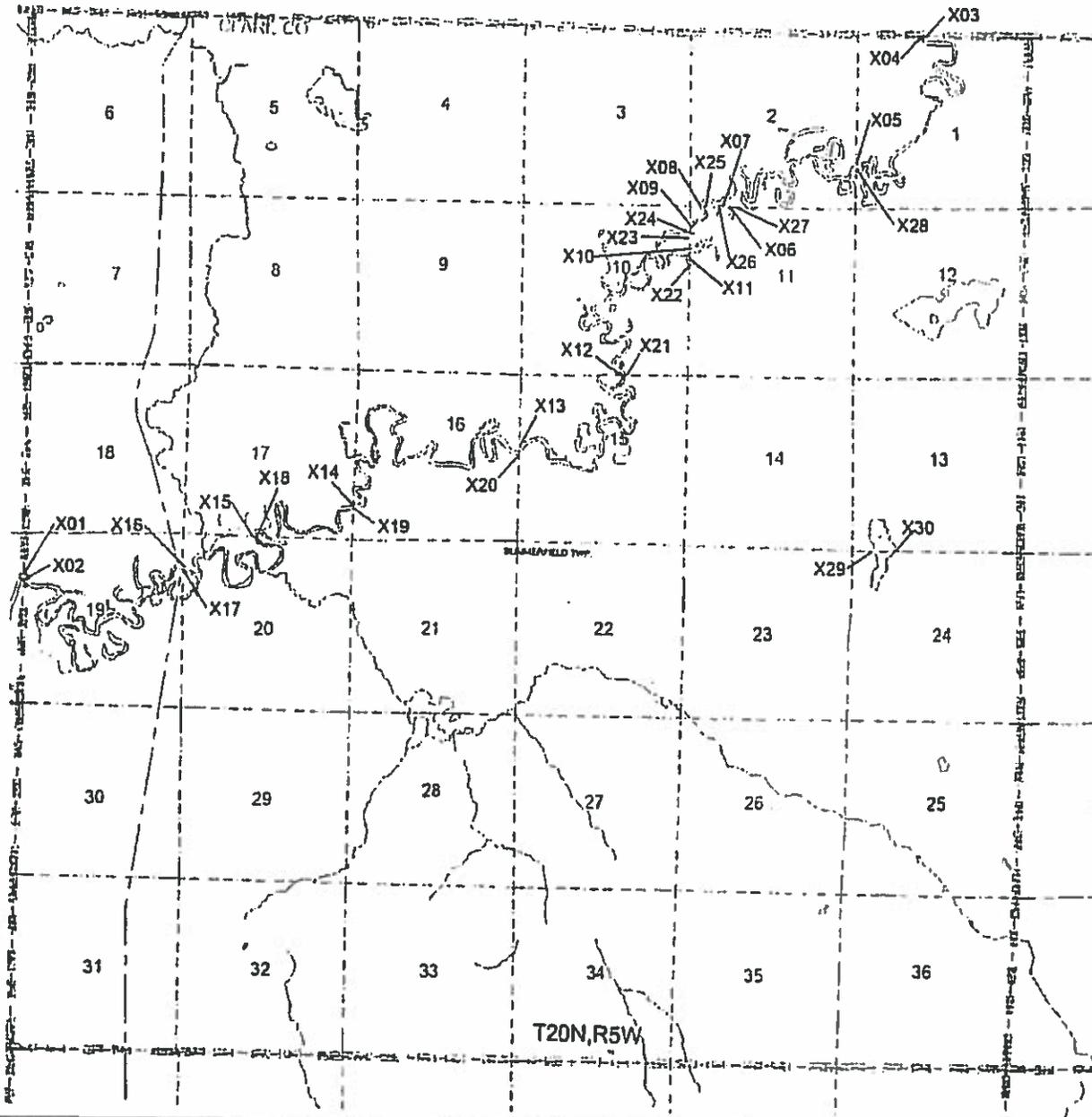
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C07	1			1999				D07	0				NOT RECORDED	E07	1	1999	F07	1	1999	
C08	1			2005				D08					NOT IN PLAN	E08	1	2005	F08		NOT IN PLAN	
C09	1			2000				D09	1				2000	E09	1	2000	F09	0	NOT RECORDED	
C10	1			2005				D10					NOT IN PLAN	E10	1	2005	F10		NOT IN PLAN	
C11	1			2005				D11	0				NOT RECORDED	E11	1	2005	F11	0	NOT RECORDED	
C12	1			2005				D12					NOT IN PLAN	E12	1	2005	F12		NOT IN PLAN	
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K08	1	2007	L08		NOT IN PLAN	M08	0	NOT RECORDED	X08	0	NOT RECORDED
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K10	1	1997	L10		NOT IN PLAN	M10	0	NOT RECORDED	X10	0	NOT RECORDED
K11	1	1997	L11	0	NOT RECORDED	M11	1	2011	X11	0	NOT RECORDED
K12	1	1997	L12		NOT IN PLAN	M12	0	NOT RECORDED	X12	0	NOT RECORDED
K13	1	1997	L13	1	1997	M13	1	1997	X13	0	NOT RECORDED
X14	0	NOT RECORDED	X27	0	NOT RECORDED						
X15	0	NOT RECORDED	X28	0	NOT RECORDED						
X16	0	NOT RECORDED	X29	0	NOT RECORDED						
X17	0	NOT RECORDED	X30	0	NOT RECORDED						
X18	0	NOT RECORDED									
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X23	0	NOT RECORDED									
X24	0	NOT RECORDED									
X25	0	NOT RECORDED									
X26	0	NOT RECORDED									

X or Y = meander corners  
R or S = railroad corners  
P or Q = property controlling corners  
See accompanying map for locations

TOTAL CORNERS	165
TOTAL RECORDED CORNERS	83
CORNERS NOT RECORDED	82

# Summerfield Township - T20N R05W



## Legend:

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

## Clare County Remonumentation Plan 2020 Plan Revision



Date: February 28, 2020

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 Index to Remonumentation Corners  
 Town 20N, Range 06W, Winterfield Township

<table border="1" style="width: 100%; text-align: center;"> <tr><td>1</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td>F</td><td>G</td><td>H</td><td>I</td><td>J</td><td>K</td><td>L</td><td>M</td><td>1</td></tr> <tr><td>2</td><td>6</td><td>5</td><td>4</td><td>3</td><td>2</td><td>1</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>2</td></tr> <tr><td>3</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>3</td></tr> <tr><td>4</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>4</td></tr> <tr><td>5</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>5</td></tr> <tr><td>6</td><td>18</td><td>17</td><td>16</td><td>15</td><td>14</td><td>13</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>6</td></tr> <tr><td>7</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>7</td></tr> <tr><td>8</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>8</td></tr> <tr><td>9</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>9</td></tr> <tr><td>10</td><td>30</td><td>29</td><td>28</td><td>27</td><td>26</td><td>25</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>10</td></tr> <tr><td>11</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>11</td></tr> <tr><td>12</td><td>31</td><td>32</td><td>33</td><td>34</td><td>35</td><td>36</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>12</td></tr> <tr><td>13</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td>F</td><td>G</td><td>H</td><td>I</td><td>J</td><td>K</td><td>L</td><td>M</td><td>13</td></tr> </table>													1	A	B	C	D	E	F	G	H	I	J	K	L	M	1	2	6	5	4	3	2	1								2	3														3	4	7	8	9	10	11	12								4	5														5	6	18	17	16	15	14	13								6	7														7	8	19	20	21	22	23	24								8	9														9	10	30	29	28	27	26	25								10	11														11	12	31	32	33	34	35	36								12	13	A	B	C	D	E	F	G	H	I	J	K	L	M	13	A01	1	2019	B01	1	2019
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K01	0	NOT RECORDED	L01	0	NOT RECORDED	M01	0	NOT RECORDED	X01	0	NOT RECORDED
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X19	0	NOT RECORDED									
X20	0	NOT RECORDED									
X21	0	NOT RECORDED									
X22	0	NOT RECORDED									
X23	0	NOT RECORDED									
X24	0	NOT RECORDED									
X25	0	NOT RECORDED									
X26	0	NOT RECORDED									

X or Y = meander corners

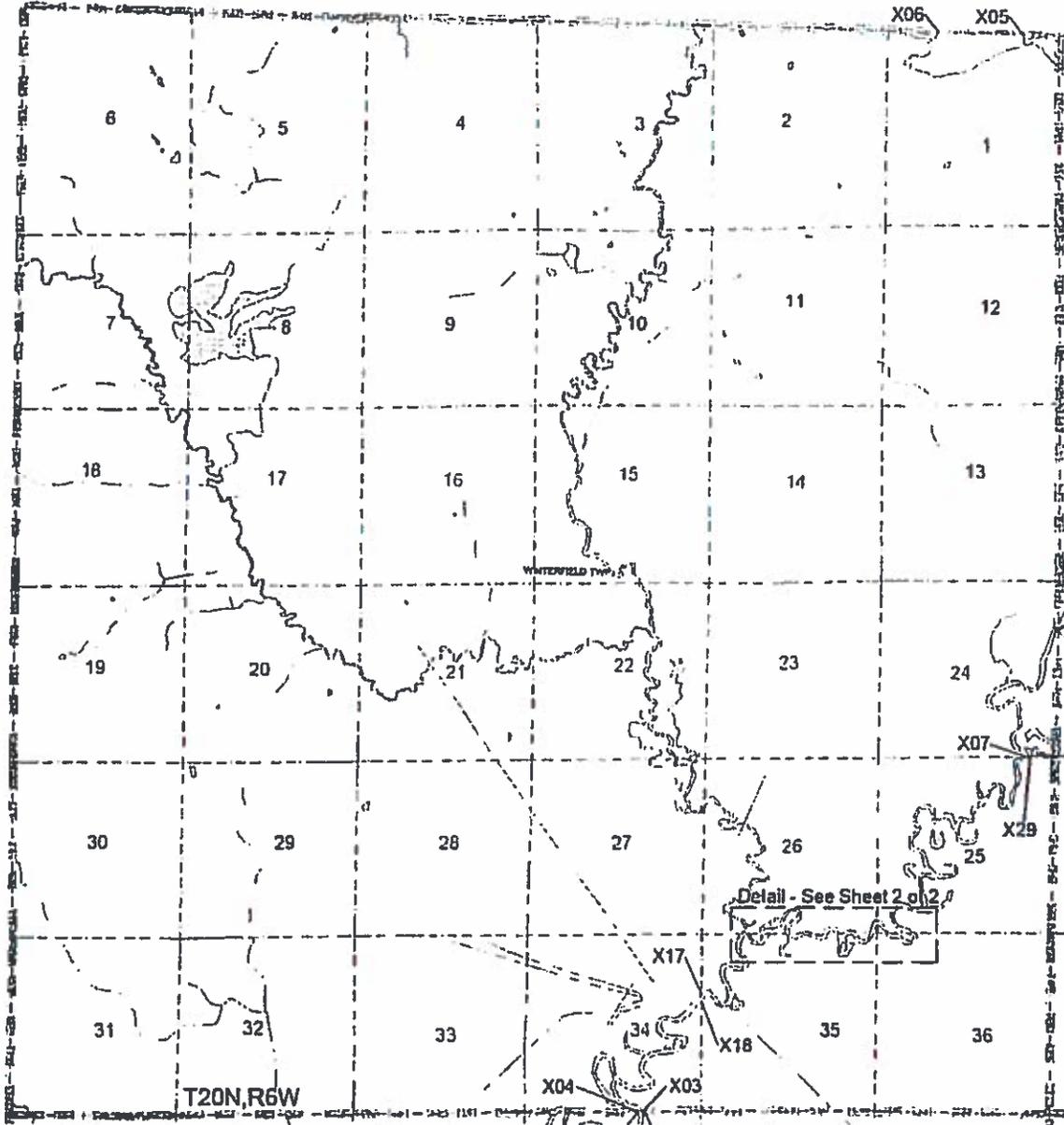
R or S = railroad corners

P or Q = property controlling corners

See accompanying map for locations

TOTAL CORNERS	177
TOTAL RECORDED CORNERS	113
CORNERS NOT RECORDED	64

# Winterfield Township - T20N R6W



**Legend:**

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

## Clare County Remonumentation Plan 2020 Plan Revision



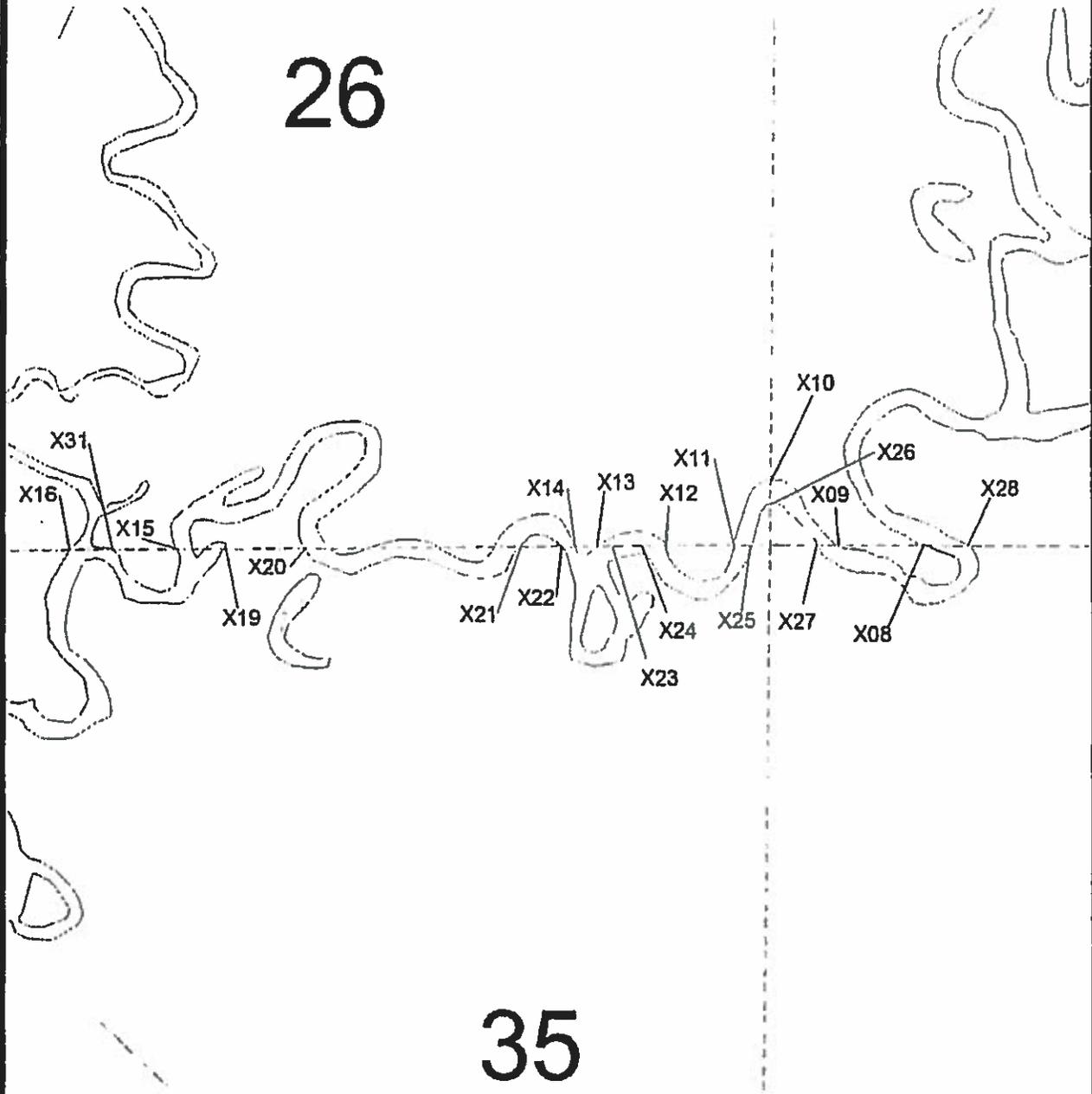
Date: February 28, 2020

Sheet: 1 of 2

Winterfield Township - T20N R06W

26

35



**Legend:**

X = Meander Corner With Number as Shown on BLM Copy of GLO Plat

Clare County Remonumentation Plan  
2020 Plan Revision



Date: February 28, 2020

Sheet: 2 of 2

## APPENDIX B-B

### PERPETUAL MAINTENANCE PLAN

The Maintenance Plan will begin after all corners have been monumented. However, if a previously monumented corner has been destroyed, the corner may be remonumented as necessary. When revisiting for maintaining or restoring a previously monumented corner, a Land Corner Recordation Certificate must be filed unless the corner is "as described" in the previous Land Corner Recordation Certificate with at least three existing witnesses.

"As described means":

A Land Corner Recordation Certificate does not need to be filed with geodetic coordinates if all the following conditions are met:

- (a) The monument marker exists as previously stated.
- (b) At least three existing witnesses remain.
- (c) No additional information has been found to refute the location.

Generally speaking, the corners will be re-visited in the same order that they were remonumented. If a corner is determined to be "as described" it is still the responsibility of the Monumentation Surveyor to provide to the county representative copies of all documentation discovered and reviewed to determine that item (c) above is met for inclusion in the corner dossier.

## APPENDIX C-C

### Peer Review Group

The Peer Review Group is the County Representative and not less than three additional non-associated surveyors appointed by the County Board of Commissioners. All members must be licensed or previously licensed surveyors. The surveyors must not be members of the same company or surveying organization. In order to establish a corner, if one of the members is not available, it is permissible to substitute a qualified substitute surveyor.

Normally, corners submitted by the contracted surveyor will be considered for Peer Review Group consideration. However, allowance for walk-in corner review is permissible. The county representative will place the walk-in corner on the agenda and schedule the Peer Review Group meeting. It is the responsibility of the surveyor presenting the walk-in corner to compile the research, perform the monumentation and provide documentation in a manner substantially the same as what a Monumentation Surveyor would be expected to do.

## APPENDIX D-D

### Geodetic Coordinates

**ALL LCRC's filed for remonumentation after this date must provide latitude and longitude for the corner as follows.**

- (a) Geodetic Coordinates reported will be in degrees, minutes and seconds.**
- (b) Accuracy of the coordinates will be within approximately 1.0 feet, or 0.01 second.**
- (c) The latitude and longitude reported hereon are for navigational purposes only and shall not be used to reestablish the corner position or relied upon for use in establishing property boundaries.**
- (d) Latitude and longitude shall be shown on the Land Corner Recordation Certificate and a database will be maintained by the County Representative.**
- (e) If a question arises, the distance from witnesses will be weighted as more accurate than a geodetic coordinate.**