

# Montcalm County Board of Commissioners

P.O. Box 368  
Stanton, MI 48888  
(989) 831-7300  
Fax: (989) 831-7375  
www.montcalm.org

District #1  
Jeremy Miller

District #2  
Tom Lindeman

District #3  
Betty Kellenberger

District #4  
Ron Braman

District #5  
Ron Retzloff

District #6  
Patrick Q. Carr

District #7  
Ron Baker

District #8  
Tom Porter

District #9  
John Johansen

## MONTCALM COUNTY BOARD OF COMMISSIONERS AGENDA

Jack VanHarn Board of Commissioners Room  
Administrative Building, 211 W. Main Street, Stanton

**MONDAY, APRIL 23, 2018**

- 6:00 p.m.      Call to Order  
Pledge of Allegiance  
Prayer, Pastor Ried Martin, Crystal Congregational Church  
Roll Call  
Reading and Correction/Approval of Minutes from March 26, 2018  
Agenda Approval  
Public Comments  
Correspondence  
Committee Reports
1. Law Enforcement & Courts, April 9, 2018
  2. Health & Human Services, April 9, 2018
  3. Economic Development, April 9, 2018
  4. Finance & Personnel, April 9, 2018
- New Business:
1. Clerk Correspondence
  2. Controller Correspondence
- Old Business:
1. Amended Resolution 2018-05, Millage Proposal
- 6:10 p.m.      Joe Verlin, Gabridge & Co., 2017 Audit Report
- 6:30 p.m.      Kay Vestergaard, Equalization Director, 2018 Equalization Report
- Public Comments

The Montcalm County Board of Commissioners will provide necessary reasonable auxiliary aids and services, such as an interpreter for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon two (2) weeks' notice. Individuals with disabilities requiring auxiliary aids or services should contact the Montcalm County Board of Commissioners by writing, faxing or calling the County Controllers Office at the above location.

**BOARD CORRESPONDENCE**  
**MONDAY, APRIL 23, 2018**

**CONSIDERATION**

- |    |            |   |                        |
|----|------------|---|------------------------|
| 1. | Treasurer  | Amendment to 2018 Borrowing Resolution                | For Your Consideration |
| 2. | Treasurer  | Resolution Bloomer Twp. Cemetery Perpetual Care Funds | For Your Consideration |
| 3. | Treasurer  | Foreclosure List & Procedures for Purchase            | For Your Consideration |
| 4. | Controller | AFSCME Contract                                       | For Your Consideration |
| 5. | Controller | Montcalm County Warrant Report 042318                 | For Your Consideration |

**CONSENT AGENDA**

- |     |            |  |               |
|-----|------------|--|---------------|
| 6.  | Controller | Resolution 2018-03, Central Dispatch 911 System Charge | Place on File |
| 7.  | Controller | Resolution 2018-04, Commission on Aging Millage        | Place on File |
| 8.  | Controller | EverBank Commercial Finance, Printer Project           | Place on File |
| 9.  | Controller | AAAWM Care Management Waiver Programs Amendment        | Place on File |
| 10. | Controller | Contract Professional Valuation Services               | Place on File |

**FOR YOUR INFORMATION**

- |     |               |   |               |
|-----|---------------|---|---------------|
| 11. | John Johansen | EightCAP Governing Board Minutes, January 26, 2018                                  | Place on File |
| 12. | John Johansen | Montcalm Great Starts Collaborative Minutes, February 6, 2018                       | Place on File |
| 13. | John Johansen | EightCAP Governing Board Special Minutes, February 21, 2018                         | Place on File |
| 14. | John Johansen | Commission on Aging Minutes, February 22, 2018                                      | Place on File |
| 15. | John Johansen | AAAWM Board of Directors Minutes, February 26, 2018                                 | Place on File |
| 16. | John Johansen | Montcalm Care Network Minutes, February 27, 2018                                    | Place on File |
| 17. | John Johansen | Ionia/Montcalm DHHS Board Minutes, March 1, 2018                                    | Place on File |
| 18. | John Johansen | Montcalm Human Services Coalition Minutes, March 7, 2018                            | Place on File |
| 19. | John Johansen | Montcalm Conservation District Board Minutes, March 13, 2018                        | Place on File |
| 20. | Controller    | Notice of Day of Review of Drainage District Boundaries and Review of Apportionment | Place on File |



## **BOARD REVIEW LIST**

**MONDAY, APRIL 23, 2018**

FROM:

REFERENCE:

- |                          |                               |
|--------------------------|-------------------------------|
| 1. PIPELINE              | Volume 27, No. 1, Spring 2018 |
| 2. MICHIGAN COUNTRY LINE | March 2018                    |
| 3. GOVERNING             | April 2018                    |

## RESOLUTION

### Resolution To Adopt The 2018 County Equalization Report As Submitted With The Accompanying Statements

WHEREAS, the Equalization Department has examined the assessment rolls of the 20 townships and 3 cities within Montcalm County to ascertain whether the real and personal property in the respective townships and cities have been assessed in accordance with MCL 209.5 and 211.34 and

WHEREAS, based on its studies and review, the Equalization Department presented to the Equalization Committee the 2018 Equalization Data that equalizes the townships and cities valuations by adding to or deducting from the valuations of the taxable property in the 20 townships and 3 cities, and amount which represents the 2018 State Equalized Value, and

WHEREAS, the Equalization Committee has reviewed the data, and

WHEREAS, the attached report is the result of the foregoing process,

THEREFORE BE IT RESOLVED by the Board of Commissioners of the County of Montcalm, that the accompanying statements be, and the same hereby are, approved and adopted by the Board of Commissioners of the County of Montcalm as the equalized value of all taxable property, both real and personal, for each of the 20 townships and 3 cities in said County for a property value equalized at \$2,134,107,112 for real, and personal property values equalized at \$211,302,000 for a total equalized value of real and personal property at \$2,345,409,112 pursuant to Section 211.34 MCL, of 1948, as amended.

Adopted by the Montcalm County Board of  
Commissioners on: April 23, 2018

---

Kristen Millard, County Clerk

April 23, 2018

The Equalization Committee upon review of the 2018 Assessment Rolls for the townships and cities in Montcalm County recommend adopting equalized and taxable values for each of the following classes of property:

			<u>S.E.V</u>	<u>TAXABLE</u>
Class 101	Agricultural	(real)	436,953,662	211,659,194
Class 201	Commercial	(real)	175,270,350	159,747,282
Class 301	Industrial	(real)	39,517,300	33,362,050
Class 401	Residential	(real)	1,482,365,800	1,225,490,892
Class 501	Timber Cut-Over	(real)	-0-	-0-
Class 601	Developmental	(real)	-0-	-0-
TOTAL REAL PROPERTY			<b>2,134,107,112</b>	<b>1,630,259,418</b>
Class 101	Agricultural	(personal)	-0-	- 0 -
Class 251	Commercial	(personal)	25,436,800	25,436,630
Class 351	Industrial	(personal)	108,079,600	108,079,600
Class 451	Residential	(personal)	-0-	-0-
Class 551	Utility	(personal)	77,785,600	77,785,600
TOTAL PERSONAL PROPERTY			<b><u>\$211,302,000</u></b>	<b><u>\$211,301,830</u></b>
TOTAL <u>EQUALIZED</u> VALUE MONTCALM COUNTY OF				<b><u>\$2,345,409,112</u></b>
TOTAL <u>TAXABLE</u> VALUE FOR MONTCALM COUNTY OF				<b><u>\$1,841,561,248</u></b>

Values do not include IFT and CFT values!

The Board of Commissioners shall equalize all property separately by class according to MCL 211.34.

EQUALIZATION COMMITTEE:

\_\_\_\_\_  
Jeremy Miller  
District #1

\_\_\_\_\_  
Patrick Q Carr  
District #6

\_\_\_\_\_  
Tom Lindeman  
District #2

\_\_\_\_\_  
Ron Baker  
District #7

\_\_\_\_\_  
Betty Kellenberger  
District #3

\_\_\_\_\_  
Tom Porter  
District #8

\_\_\_\_\_  
Ron Braman  
District #4

\_\_\_\_\_  
John Johansen  
District #9

\_\_\_\_\_  
Ron Retzloff  
District #5



## Personal and Real Property - TOTALS

L-4024

### MONTCALM County

Statement of acreage and valuation in the year 2018 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

	Number of Acres Assessed	Total Real Property Valuations		Personal Property Valuations		Total Real Plus Personal Property	
Township or City	(Col. 1) Acres Hundredths	(Col. 2) Assessed Valuation	(Col. 3) Equalized Valuation	(Col. 4) Assessed Valuation	(Col. 5) Equalized Valuation	(Col. 6) Assessed Valuation	(Col. 7) Equalized Valuation
BELVIDERE TWP 101	3.55	88,492,800	88,492,800	26,899,200	26,899,200	115,392,000	115,392,000
BLOOMER TWP 1020	0.00	72,212,500	72,212,500	2,574,900	2,574,900	74,787,400	74,787,400
BUSHNELL TWP 103	0.00	66,720,448	66,720,448	1,527,800	1,527,800	68,248,248	68,248,248
CATO TWP 1040	0.00	96,586,100	96,586,100	5,199,900	5,199,900	101,786,000	101,786,000
CRYSTAL TWP 1050	0.00	122,766,100	122,766,100	3,384,700	3,384,700	126,150,800	126,150,800
DAY TOWNSHIP 1060	0.00	52,529,100	52,529,100	2,325,000	2,325,000	54,854,100	54,854,100
DOUGLASS TWP 107	0.00	97,688,900	97,688,900	1,831,900	1,831,900	99,520,800	99,520,800
EUREKA CHARTER T	0.00	151,117,600	151,117,600	7,984,500	7,984,500	159,102,100	159,102,100
EVERGREEN TWP 10	5.67	88,309,700	88,309,700	3,180,900	3,180,900	91,490,600	91,490,600
FAIRPLAINS TWP 110	0.00	64,145,900	64,145,900	2,349,700	2,349,700	66,495,600	66,495,600
FERRIS TWP 1110	0.00	48,037,764	48,037,764	2,747,400	2,747,400	50,785,164	50,785,164
HOME TOWNSHIP 11	0.00	73,796,900	73,796,900	5,391,600	5,391,600	79,188,500	79,188,500
MAPLE VALLEY TWP	0.00	86,700,900	86,700,900	3,542,400	3,542,400	90,243,300	90,243,300
MONTCALM TWP 114	0.00	116,828,600	116,828,600	4,945,200	4,945,200	121,773,800	121,773,800
PIERSON TWP 1150	0.00	155,741,900	155,741,900	4,970,200	4,970,200	160,712,100	160,712,100
PINE TWP 1160	0.00	79,893,200	79,893,200	1,842,100	1,842,100	81,735,300	81,735,300
REYNOLDS TWP 117	0.00	132,024,200	132,024,200	8,667,900	8,667,900	140,692,100	140,692,100
RICHLAND TWP 1180	0.00	75,431,500	75,431,500	3,556,600	3,556,600	78,988,100	78,988,100
SIDNEY TWP 1190	0.00	91,054,600	91,054,600	3,567,400	3,567,400	94,622,000	94,622,000
WINFIELD TWP 1200	0.00	106,900,600	106,900,600	3,764,300	3,764,300	110,664,900	110,664,900
CARSON CITY 2010	0.00	25,374,400	25,374,400	88,024,900	88,024,900	113,399,300	113,399,300
CITY OF GREENVILL	0.00	216,588,900	216,588,900	21,228,800	21,228,800	237,817,700	237,817,700
CITY OF STANTON 2	0.00	25,164,500	25,164,500	1,794,700	1,794,700	26,959,200	26,959,200

	Number of Acres Assessed	Total Real Property Valuations		Personal Property Valuations		Total Real Plus Personal Property	
Township or City	(Col. 1) Acres Hundredths	(Col. 2) Assessed Valuation	(Col. 3) Equalized Valuation	(Col. 4) Assessed Valuation	(Col. 5) Equalized Valuation	(Col. 6) Assessed Valuation	(Col. 7) Equalized Valuation
<b>Totals for County</b>	9.22	2,134,107,112	2,134,107,112	211,302,000	211,302,000	2,345,409,112	2,345,409,112

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF MONTCALM 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 State.

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

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

\_\_\_\_\_  
Clerk of the Board of Commissioner

\_\_\_\_\_  
Chairperson of Board of Commissioner

## Equalized Valuations - REAL

L-4024

### MONTCALM County

Statement of acreage and valuation in the year 2018 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Real Property Equalized by County Board of Commissioners							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
BELVIDERE TWP 101	15,157,700	2,024,100	3,040,900	68,270,100	0	0	88,492,800
BLOOMER TWP 1020	45,573,000	2,879,700	672,100	23,087,700	0	0	72,212,500
BUSHNELL TWP 103	33,700,298	2,184,650	341,000	30,494,500	0	0	66,720,448
CATO TWP 1040	22,598,900	10,270,400	999,100	62,717,700	0	0	96,586,100
CRYSTAL TWP 1050	21,928,000	3,474,800	205,000	97,158,300	0	0	122,766,100
DAY TOWNSHIP 106	35,502,000	1,080,700	263,900	15,682,500	0	0	52,529,100
DOUGLASS TWP 107	24,307,600	1,157,200	72,900	72,151,200	0	0	97,688,900
EUREKA CHARTER	11,308,300	13,934,000	843,400	125,031,900	0	0	151,117,600
EVERGREEN TWP 1	17,104,900	2,989,100	715,400	67,500,300	0	0	88,309,700
FAIRPLAINS TWP 11	17,408,500	1,732,300	290,000	44,715,100	0	0	64,145,900
FERRIS TWP 1110	19,407,364	628,300	342,200	27,659,900	0	0	48,037,764
HOME TOWNSHIP 11	21,595,500	8,719,600	3,734,500	39,747,300	0	0	73,796,900
MAPLE VALLEY TWP	36,543,200	1,355,800	60,900	48,741,000	0	0	86,700,900
MONTCALM TWP 11	19,273,100	7,243,700	964,200	89,347,600	0	0	116,828,600
PIERSON TWP 1150	16,069,800	4,313,900	606,000	134,752,200	0	0	155,741,900
PINE TWP 1160	23,165,900	1,377,900	130,500	55,218,900	0	0	79,893,200
REYNOLDS TWP 117	4,225,100	19,093,300	1,395,800	107,310,000	0	0	132,024,200
RICHLAND TWP 118	8,129,800	2,692,600	774,000	63,835,100	0	0	75,431,500
SIDNEY TWP 1190	17,707,800	1,959,200	46,500	71,341,100	0	0	91,054,600
WINFIELD TWP 1200	25,920,400	179,600	1,138,900	79,661,700	0	0	106,900,600
CARSON CITY 2010	326,500	7,845,700	1,639,700	15,562,500	0	0	25,374,400
CITY OF GREENVILL	0	66,933,700	21,221,400	128,433,800	0	0	216,588,900
CITY OF STANTON 2	0	11,200,100	19,000	13,945,400	0	0	25,164,500



Real Property Equalized by County Board of Commissioners							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
<b>Total for County</b>	436,953,662	175,270,350	39,517,300	1,482,365,800	0	0	2,134,107,112

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF MONTCALM 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 State.

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

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

\_\_\_\_\_  
Clerk of the Board of Commissioner

\_\_\_\_\_  
Chairperson of Board of Commissioner

## Assessed Valuations - REAL

L-4024

### MONTCALM County

Statement of acreage and valuation in the year 2018 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Real Property Assessed Valuations Approved by Boards of Review							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
BELVIDERE TWP 101	15,157,700	2,024,100	3,040,900	68,270,100	0	0	88,492,800
BLOOMER TWP 1020	45,573,000	2,879,700	672,100	23,087,700	0	0	72,212,500
BUSHNELL TWP 1030	33,700,298	2,184,650	341,000	30,494,500	0	0	66,720,448
CATO TWP 1040	22,598,900	10,270,400	999,100	62,717,700	0	0	96,586,100
CRYSTAL TWP 1050	21,928,000	3,474,800	205,000	97,158,300	0	0	122,766,100
DAY TOWNSHIP 1060	35,502,000	1,080,700	263,900	15,682,500	0	0	52,529,100
DOUGLASS TWP 107	24,307,600	1,157,200	72,900	72,151,200	0	0	97,688,900
EUREKA CHARTER T	11,308,300	13,934,000	843,400	125,031,900	0	0	151,117,600
EVERGREEN TWP 10	17,104,900	2,989,100	715,400	67,500,300	0	0	88,309,700
FAIRPLAINS TWP 110	17,408,500	1,732,300	290,000	44,715,100	0	0	64,145,900
FERRIS TWP 1110	19,407,364	628,300	342,200	27,659,900	0	0	48,037,764
HOME TOWNSHIP 11	21,595,500	8,719,600	3,734,500	39,747,300	0	0	73,796,900
MAPLE VALLEY TWP	36,543,200	1,355,800	60,900	48,741,000	0	0	86,700,900
MONTCALM TWP 114	19,273,100	7,243,700	964,200	89,347,600	0	0	116,828,600
PIERSON TWP 1150	16,069,800	4,313,900	606,000	134,752,200	0	0	155,741,900
PINE TWP 1160	23,165,900	1,377,900	130,500	55,218,900	0	0	79,893,200
REYNOLDS TWP 117	4,225,100	19,093,300	1,395,800	107,310,000	0	0	132,024,200
RICHLAND TWP 1180	8,129,800	2,692,600	774,000	63,835,100	0	0	75,431,500
SIDNEY TWP 1190	17,707,800	1,959,200	46,500	71,341,100	0	0	91,054,600
WINFIELD TWP 1200	25,920,400	179,600	1,138,900	79,661,700	0	0	106,900,600
CARSON CITY 2010	326,500	7,845,700	1,639,700	15,562,500	0	0	25,374,400
CITY OF GREENVILL	0	66,933,700	21,221,400	128,433,800	0	0	216,588,900
CITY OF STANTON 20	0	11,200,100	19,000	13,945,400	0	0	25,164,500

Real Property Assessed Valuations Approved by Boards of Review							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
<b>Total for County</b>	436,953,662	175,270,350	39,517,300	1,482,365,800	0	0	2,134,107,112

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF MONTCALM 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 State.

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

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

\_\_\_\_\_  
Clerk of the Board of Commissioner

\_\_\_\_\_  
Chairperson of Board of Commissioner



## BOARD OF COMMISSIONERS AGENDA REQUEST FORM

142

Please check the appropriate committee name.

Board of Commissioners	<input checked="" type="checkbox"/>	Economic Development and Physical Resources Committee	<input type="checkbox"/>
Health and Human Services Committee	<input type="checkbox"/>	Collective Bargaining Committee	<input type="checkbox"/>
Law Enforcement and Courts Committee	<input type="checkbox"/>	Finance and Personnel Committee	<input type="checkbox"/>

Please fill in the boxes below with the appropriate information.

Name:

Department/Organization:

Phone Number:  Fax Number:

Length of Time Needed:

Regarding:

Brief Description:

I HAVE SENT AN AMENDMENT TO THE BORROWING RESOLUTION FROM JOHN AXE THAT NEEDS TO BE ADOPTED FOR THE 2018 BOND TO BE INCLUDED IN THE BOARD PACKET.

ALSO, BLOOMER TOWNSHIP HAS PRESENTED A RESOLUTION ASKING FOR THEIR PERPETUAL CARE CEMETERY FUNDS BACK. THE BOARD WILL NEED TO APPROVE THIS IN ORDER FOR ME TO RELEASE THOSE FUNDS TO THEM.

Proposed Motion:

ALREADY EMAILED TO MICHELLE TO BE INCLUDED IN THE PACKETS.

Agenda Request Approved:  Meeting Date:  Time:

**Note: Persons will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Commissioners. Agenda requests for Committee meeting days must be received by 12:00 p.m. on the Monday preceding the meeting date. Agenda requests for regular board meetings must be received by 12:00 p.m. 10 days preceding the meeting date. Completed forms should be delivered to the Office of the County Controller. Fax (989) 831-7375**

#1

MONTCALM COUNTY BOARD OF COMMISSIONERS

A regular meeting of the Board of Commissioners of the County of Montcalm, Michigan (the "County"), was held in Stanton, Michigan, on April 23, 2018. The following Commissioners were

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

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

The preambles and resolution set forth below were offered by Commissioner \_\_\_\_\_ and were seconded by Commissioner \_\_\_\_\_.

**AMENDMENT TO  
2018 BORROWING RESOLUTION  
(2017 DELINQUENT TAXES)**

WHEREAS, on September 25, 2017 the Board of Commissioners approved a 2018 Borrowing Resolution (2017 Delinquent Taxes the "September 2017 Resolution"); and

WHEREAS, it is necessary to amend the "WHEREAS" clauses and paragraphs 101 and 102 of the September 2017 Resolution;

WHEREAS, ad valorem real property taxes are imposed by the County and the local taxing units within the County on July 1 and/or December 1 of each year; and

WHEREAS, a certain portion of these taxes remain unpaid and uncollected on March 1 of the year following assessment, at which time they are returned delinquent to the County's treasurer (the "Treasurer"); and

WHEREAS, the Treasurer is bound to collect all delinquent taxes, interest and property tax administration fees which would otherwise be payable to the local taxing units within the County; and

WHEREAS, the statutes of the State of Michigan authorize the County to establish a fund, in whole or in part from borrowed proceeds, to pay local taxing units within the County their respective shares of delinquent ad valorem real property taxes in anticipation of the collection of those taxes by the Treasurer; and

WHEREAS, the County Board of Commissioners (the "Board") has adopted a resolution authorizing the County's Delinquent Tax Revolving Fund (the "Revolving Fund Program"), pursuant to Section 87b of Act No. 206, Michigan Public Acts of 1893, as amended ("Act 206"); and



WHEREAS, such fund has been established to provide a source of monies from which the Treasurer may pay any or all delinquent ad valorem real property taxes which are due the County, and any city, township, school district, intermediate school district, community college district, special assessment district, drainage district, or other political unit within the geographical boundaries of the County participating in the County's Revolving Fund Program pursuant to Act 206 ("local units"); and

WHEREAS, the Treasurer is authorized under Act 206, and has been directed by the Board, to make such payments with respect to delinquent ad valorem real property taxes (including the property tax administration fees assessed under subsection (6) of Section 44 of Act 206) owed in 2017 to the County and the local units (collectively, the "taxing units") which will have remained unpaid on March 1, 2018 and the Treasurer is authorized to pledge these amounts in addition to any amounts not already pledged for repayment of prior series of notes (or after such prior series of notes are retired as a secondary pledge) all as the Treasurer shall specify in an order when the notes authorized hereunder are issued (the "Delinquent Taxes"); and

WHEREAS, the purpose of this borrowing is to provide funds for the 2018 Delinquent Tax Revolving Fund; and

WHEREAS, the Board has determined that in order to raise sufficient monies to adequately fund the Revolving Fund, the County must issue its General Obligation Limited Tax Notes, Series 2018 in one or more series, in accordance with Sections 87c, 87d, 87g and 89 of Act 206 and on the terms and conditions set forth below.

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD AS FOLLOWS: paragraphs 101 and 102 of the September 2017 Resolution are amended to read as follows:

## **I. GENERAL PROVISIONS**

“101. Establishment of 2018 Revolving Fund. In order to implement the continuation of the Revolving Fund Program and in accordance with Act 206, the County hereby establishes a 2018 Delinquent Tax Revolving Fund (the "Revolving Fund") as a separate and segregated fund within the existing Delinquent Tax Revolving Fund of the County previously established by the Board pursuant to Section 87b of Act 206.

102. Issuance of Notes. The County shall issue its General Obligation Limited Tax Notes, Series 2018 in one or more series (the "Notes"), in accordance with this Resolution and Sections 87c, 87d, 87g and 89 of Act 206, payable in whole or in part from the Delinquent Taxes and/or from the other sources specified below.”



Discussion followed. A vote was thereupon taken on the foregoing resolution and the vote for such resolution was as follows:

AYES: \_\_\_\_\_

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

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

ABSTAIN: \_\_\_\_\_

A sufficient majority having voted therefor, the resolution appearing above was adopted.

STATE OF MICHIGAN  
COUNTY OF MONTCALM

I certify that the foregoing is a true and accurate copy of the resolution adopted by the Montcalm County Board of Commissioners that such resolution was duly adopted at a regular meeting held on the 23rd day of April 2018, and that notice of such meeting was given as required by law.

\_\_\_\_\_  
Montcalm County Clerk

[SEAL]

## Resolution Regarding Cemetery Perpetual Care Funds #2

Whereas, Bloomer Township has deposited perpetual care funds with the Montcalm County Treasurer for investment for the Bloomer Center/Bloomer Township Cemetery, and

Whereas, Bloomer Township has requested that these funds be returned to Bloomer Township so they may be placed in a new perpetual care fund, and

Whereas, Bloomer Township is knowledgeable of the proper investment requirements of Act 20 PA 1943, as amended (MCL 129.91).

Now therefore, be it resolved as follows:

- (1) That the Montcalm County Treasurer shall return the principal amount of \$1,460 for the Bloomer Center/Bloomer Township Cemetery held in the county perpetual care fund, to Bloomer Township.
- (2) Upon receipt of the funds from the Montcalm County Treasurer, the Bloomer Township Treasurer, shall make a proper investment of this perpetual care money by opening a perpetual care investment account. The principal shall be permanently retained and only the interest earned may be used for the care and maintenance of the cemetery.

I hereby certify that the above is a true copy of a resolution adopted by the Montcalm County Board of Commissioners on \_\_\_\_\_.

---

Kristen Millard, Montcalm County Clerk

**Bloomer Township  
Regular Meeting  
March 19, 2018**

The meeting was called to order at 8:00 PM by Supervisor Dan Ryan at Bloomer Township Hall, 9890 E. Carson City Rd, Carson City, MI. Present for roll call were Sarah Todd, Colleen Schneider, Tara Chapko, Dan Ryan, Larry Hummel.

**Motion** by Hummel, seconded by Chapko to accept the minutes of the February 20, 2018 regular meeting with correction to *propose a* change in the proposed Master Plan. Carried.

**Motion** by Chapko, seconded by Schneider to accept the minutes of the March 1, 2018 special meeting as presented. Carried.

**Fire Department:** Matt Niemi and Mike McAlvey reported.

**County Commissioner:** Betty Kellenberger reported. Discussion regarding Montcalm County Emergency Management working on hazardous mitigation plan to eliminate long term risks or hazards on the county.

**Citizens Comments:** Discussion about Board of Review meetings without Assessor available.

**Motion** by Chapko, seconded by Hummel to research Assessors. Carried.

**Clerks Report:** Sarah Todd  
Correspondence reviewed.

**Motion** by Chapko, seconded by Schneider to accept clerks report. Carried.

**Motion** by Hummel, seconded by Chapko to pay bills totaling \$6,721.08. Carried.

**Treasurers Report:** Colleen Schneider

Balance of \$319,302.97 in general accounts after bills. 2017 tax season over, settled and balanced with county March 5, 2018 with 62 parcels delinquent.

**Motion** by Chapko seconded by Todd to accept treasurers report. Carried.

**Zoning Administrator:** Duane Hagerman reported 2 inquiries.

**Planning Commission:** Doug Proctor reported meeting March 13, 2018. Reviewed application for special use permit needing site plan. Sign Ordinance public hearing scheduled for April 10, 2018. Discussed proposed changes in land use map from township board. Sent proposed changes in Master Plan to LandPlan. Next regular meeting May 8, 2018.

**Cemetery Committee:** Ray Everingham reported no burials, cemetery to reopen April 1.

**New Business:**

**Motion** by Todd, seconded by Ryan to approve Hummel and Schneider to pursue completion of MTA Township Governance Academy. Carried.



**Motion** by Ryan, seconded by Schneider to balance budget by moving \$646 from Elections to Building and Grounds \$56, Board of Review \$310, Governing Body \$280. Carried.

**Motion** by Hummel, seconded by Chapko to accept 2018-19 budget with amendments from annual meeting of 3% increase for elected officials and one time payment of \$1,500 for supervisor, clerk, treasurer and \$250 for trustees. Carried.

**Motion** by Schneider, seconded by Chapko to pass **Resolution** regarding Cemetery Perpetual Care Funds, moving them from the county to the township. Carried.

**Announcements:**

Montcalm MTA meeting April 17, 2018.

Township Cleanup is Saturday, May 19, 2018, 8:00 AM – 12:00 noon.

**Adjournment:**

**Motion** by Chapko, seconded by Schneider to adjourn. Carried at 8.39 PM.

#3

**JOANNE VUKIN**  
**MONTCALM COUNTY TREASURER**

211 W. Main Street P. O. Box 368  
Stanton, Michigan 48888-9690  
Phone: 989-831-7334  
Fax: 989-831-7430  
e-mail: [jvukin@montcalm.us](mailto:jvukin@montcalm.us)

**Date:** April 16, 2018  
**To:** Townships, Cities & Villages in Montcalm County  
**From:** JoAnne Vukin, Treasurer  
**RE:** Foreclosure List & Procedures for Purchase

---

On April 2, 2018 I foreclosed on 38 parcels throughout our County. I have enclosed a list of the parcels that are in your jurisdiction. Your board will need to review the list and the procedures and determine if they have an interest in purchasing any of these parcels for a "**public purpose**".

Following are the procedures set by State Law MCL 211.78m that your jurisdiction will have to follow to acquire property through the foreclosure process.

- 1) The State is granted the right of first refusal to purchase property at the greater of the minimum bid or its fair market value and must notify the County Treasurer not later than the first Tuesday in July of their intent to purchase property.
  - a) A list of the foreclosed parcels has been sent to the State and I am awaiting their response.
- 2) If the State elects not to purchase any of the parcels then a city, village, or township may purchase any parcel(s) for a "public purpose" and pay the County Treasurer the minimum bid price and the cost of recording the quitclaim deed.
  - a) You must send me a letter of intent to purchase the property defining your "public purpose".
  - b) I will then review your request and notify you of the exact amount that is owed.

Page - 2 -

April 16, 2018

Foreclosure List & Procedures for Purchase

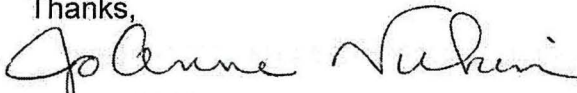
- 3) If a city, village, or township does not purchase the property, the county in which that property is located may purchase the property by payment to the County Treasurer of the minimum bid.
- 4) The County Treasurer shall then convey the property to the city, village, township, or county purchasing property within 30 days of receiving payment.
  - a) I will record a quitclaim deed within thirty (30) days and send it to you as soon as I receive it back from the register of deeds office.
- 5) If the property purchased by a city, village, township, or county is subsequently sold for an amount in excess of the minimum bid and all costs incurred relating to demolition, renovation, improvements, or infrastructure development, the excess amount shall be returned to the delinquent tax property sales proceeds account for the year in which the property was purchased by the city, village, or township.
- 6) Upon the request of the County Treasurer, a city, village, township, or county that purchased property shall provide to the County Treasurer without cost, information regarding any subsequent sale or transfer of the property.
- 7) All remaining parcels will be sold at public auction by the County Treasurer.

Please notify me as soon as possible if you have an interest in any of the parcel(s) as I will probably hear back from the State of Michigan prior to the deadline in July.

I will be going out to view these parcels shortly and would appreciate it if someone in your jurisdiction would contact me immediately if they notice anything out of the ordinary going on at any of these locations prior to my public land auction in August 2018. **I also will handle any mowing that needs to be done on the properties.** Thank you in advance for your assistance.

If you have any questions or concerns, please feel free to contact me.

Thanks,



JoAnne Vukin

Cc:enclosures



BÝ: jvukin

For 2018 Foreclosures of 2015 and prior taxes  
All Records  
Interest Computed As Of Foreclosure Date  
Unsold Parcels Only

DB: Montcalm

PARCEL	TAX DUE	INTEREST/FEES DUE	TOTAL DUE	CURRENT SEV	CURRENT ASSESSED	CURRENT TAXABLE	TAX YEARS	DELINQUENT
001-520-207-00	1,643.52	920.37	2,563.89	14,200	14,200	12,439	2017 2016 2015	
LOTS 207 & 208 SCHMIED PARK.								
Property Address: 11601 KILDEER DR LAKEVIEW MI 2017 Forfeiture RECORDED Document: 2017R-02033 Date: 3/2/2017								
004-002-023-00	117.75	633.77	751.52	600	600	600	2017 2016 2015	
D27 N 4 R OF S 20 R OF E 1/2 OF W 1/2 OF SE 1/4 OF SE 1/4, EXC E 2 R FOR ROAD SEC 2 T12N R8W.								
Property Address: 2017 Forfeiture RECORDED Document: 2017R-02084 Date: 3/2/2017								
004-220-141-00	194.42	647.31	841.73	300	300	300	2017 2016 2015	
LOT 141 HONEYMOON HEIGHTS NO 2.								
Property Address: ELM DR LAKEVIEW MI 2017 Forfeiture RECORDED Document: 2017R-02111 Date: 3/2/2017								
004-220-160-00	873.28	793.23	1,666.51	4,600	4,600	4,136	2017 2016 2015	
LOTS 160 & 161 HONEYMOON HEIGHTS NO 2.								
Property Address: 11481 ELM DR LAKEVIEW MI 2017 Forfeiture RECORDED Document: 2017R-02113 Date: 3/2/2017								
004-220-235-00	282.04	681.83	963.87	2,000	2,000	1,809	2017 2016 2015	
. LOT 235 HONEYMOON HEIGHTS NO 2.								
Property Address: 11613 S MAPLE DR LAKEVIEW MI 2017 Forfeiture RECORDED Document: 2017R-02117 Date: 3/2/2017								
004-230-372-00	348.64	697.65	1,046.29	2,000	2,000	1,809	2017 2016 2015	
. LOT 372 HONEYMOON HEIGHTS NO 3.								
Property Address: LAKESHORE DR LAKEVIEW MI 2017 Forfeiture RECORDED Document: 2017R-02119 Date: 3/2/2017								
004-240-682-00	444.99	721.41	1,166.40	2,000	2,000	2,000	2017 2016 2015	
. LOT 682 HONEYMOON HEIGHTS NO 4.								
Property Address: HICKORY DR LAKEVIEW MI 2017 Forfeiture RECORDED Document: 2017R-02129 Date: 3/2/2017								

FORECLOSURE LIST FOR MONTCALM COUNTY  
For 2018 Foreclosures of 2015 and prior taxes  
All Records  
Interest Computed As Of Foreclosure Date  
Unsold Parcels Only

PARCEL	TAX DUE	INTEREST/FEES DUE	TOTAL DUE	CURRENT SEV	CURRENT ASSESSED	CURRENT TAXABLE	TAX YEARS	DELINQUENT
005-001-026-01	1,663.53	1,034.94	2,698.47	11,200	11,200	10,998	2017 2016 2015	
(SEE LD COMMENTS) -- S 240 FT M/L OF NE 1/4 OF SE 1/4 OF SE 1/4 SEC 1. T10N R5W. 3.64 AC M/L. 12/31/03 SPLIT FROM 001-026-00 (LD APPROVED IN 2003);								
Property Address: 876 S EAST COUNTY LINE RD SUMNER MI 2017 Forfeiture RECORDED Document: 2017R-02135 Date: 3/2/2017								
007-024-009-00	1,751.30	994.93	2,746.23	15,700	15,700	14,291	2017 2016 2015	
S 500 FT IN WIDTH OF THAT PART OF SE 1/4 OF NE 1/4 LYING W OF STATE TRUNK LINE HWY M-66 EX STATE HWY R/W EX N 200 FT IN WIDTH OF SE 1/4 OF NE 1/4 LYING W OF HWY M-66 SEC 24 T11N R7W.								
Property Address: 94 W HILLIS RD STANTON MI 2017 Forfeiture RECORDED Document: 2017R-02215 Date: 3/2/2017								
007-352-037-00	1,381.53	957.85	2,339.38	13,700	13,700	6,733	2017 2016 2015	
* LOTS 37 & 38 JENSEN'S GROVE NO 2.								
Property Address: CHANNEL DR STANTON MI 2017 Forfeiture RECORDED Document: 2017R-02240 Date: 3/2/2017								
009-604-086-00	2,563.36	1,235.67	3,799.03	26,800	26,800	18,454	2017 2016 2015	
LOT 86 WEBSTER'S PLAT NO 4.								
Property Address: 3287 FLINT DRIVE SHERIDAN MI 2017 Forfeiture RECORDED Document: 2017R-02315 Date: 3/2/2017								
011-027-007-50	2,917.80	1,380.59	4,298.39	20,000	20,000	19,978	2017 2016 2015	
660 FT S OF NW COR; E 500 FT; S 200 FT; W 500 FT; N 200 FT OF W 1/2 OF NW 1/4 SEC 27 T11N R5W 2.30 AC								
Property Address: 1870 N CRYSTAL RD VESTABURG MI 2017 Forfeiture RECORDED Document: 2017R-02353 Date: 3/2/2017								
012-024-011-00	23,255.45	12,491.79	35,747.24	77,400	77,400	74,100	2017 2016 2015 2014 2013 2012	
SW 1/4 OF SW 1/4 EX W 595 FT, & EX E 430FT & ALSO EX COM 731.42 FT E OF SW COR TH N 300 FT, E 163 FT, S 300 FT, W 163 FT TO POB SEC 24 T12N R6W								
Property Address: 5167 HC - EDMORE RD EDMORE MI 2014 Forfeiture RECORDED Document: Date: 3/6/2014								

04/16/2018 09:37 AM

BY: jvukin

FORECLOSURE LIST FOR MONTCALM COUNTY  
For 2018 Foreclosures of 2015 and prior taxes  
All Records  
Interest Computed As Of Foreclosure Date  
Unsold Parcels Only

Page: 3/7  
DB: Montcalm

PARCEL	TAX DUE	INTEREST/FEES DUE	TOTAL DUE	CURRENT SEV	CURRENT ASSESSED	CURRENT TAXABLE	TAX YEARS	DELINQUENT
013-166-001-00	2,145.68	1,126.68	3,272.36	24,600	24,600	22,563	2017 2016 2015	

. LOTS 1 & 2 BLK 6 VILLAGE OF TRUFANT.

Property Address: 210 N F ST TRUFANT MI

2017 Forfeiture RECORDED Document: 2017R-02396 Date: 3/2/2017

---

014-019-016-20	704.43	741.15	1,445.58	5,000	5,000	5,000	2017 2016 2015	
----------------	--------	--------	----------	-------	-------	-------	----------------	--

738-949/740-426/016-00/016-10/014-00/1996 PART OF GOVT LOT 5 DES AS COM AT NW  
COR OF SEC 19; TH E 1138 FT; S 197 FT TO POB; TH E 15 FT; S 463 FT; W 15 FT; N  
463 FT TO P OF BEG SEC 19 T10N R8W .16 AC M/L

Property Address:

2017 Forfeiture RECORDED Document: 2017R-02413 Date: 3/2/2017

---

015-008-017-00	2,153.24	1,135.19	3,288.43	21,400	21,400	17,067	2017 2016 2015	
----------------	----------	----------	----------	--------	--------	--------	----------------	--

\*G104-F BEG AT SOUTHERNMOST COR OF LOT 52 KINGS LANDING PLAT #1, S 52 DEG 35' E  
ALONG NLY LINE OF ROSELLA DR OF SD PLAT 270 FT TO P OF BEG, S 52 DEG 35' E 91.8  
FT, S 32 DEG 37' W 40.15 FT, S 52 DEG 35' E 270.9 FT M/L N 0 DEG 26' E 645.5 FT  
ALONG N & S 1/4 LINE N 86 DEG 57' W 20 FT M/L, S 32 DEG 37' W 466.0 FT TO P OF  
BEG SEC 8 T11N R10W.

Property Address: 22657 ROSELLA DR PIERSON MI

2017 Forfeiture RECORDED Document: 2017R-02453 Date: 3/2/2017

---

015-028-007-00	1,534.54	979.90	2,514.44	32,900	32,900	25,045	2017 2016 2015	
----------------	----------	--------	----------	--------	--------	--------	----------------	--

. 165 FT N & S BY 300 FT E & W IN SE COR OF NE 1/4 OF NW 1/4 SEC 28 T11N R10W.

Property Address: 1723 LONG RD PIERSON MI

2017 Forfeiture RECORDED Document: 2017R-02464 Date: 3/2/2017

---

015-032-785-09	842.42	818.92	1,661.34	7,100	7,100	6,678	2017 2016 2015	
----------------	--------	--------	----------	-------	-------	-------	----------------	--

800-267/012-01/1997 LOT 9 WESTFIELD ESTATES

Property Address: 137 ANDREA DR SAND LAKE MI

2017 Forfeiture RECORDED Document: 2017R-02466 Date: 3/2/2017

---



For 2018 Foreclosures of 2015 and prior taxes

All Records

Interest Computed As Of Foreclosure Date

Unsold Parcels Only

PARCEL	TAX DUE	INTEREST/FEES DUE	TOTAL DUE	CURRENT SEV	CURRENT ASSESSED	CURRENT TAXABLE	TAX YEARS DELINQUENT
017-023-001-01	4,624.49	2,493.76	7,118.25	31,500	31,500	27,747	2017 2016 2015 2014

PART OF NE 1/4 OF SE 1/4 DES AS COM AT SW COR OF THAT PART OF NE 1/4 OF SE 1/4 LYING E OF HWY US 131; TH N 32 RDS PARALLEL WITH US 131; E 20 RDS; S 32 RDS PARALLEL WITH US 131; W 20 RDS TO P OF BEG EX COM AT SE COR OF SEC 23; TH N 1312.69 FT ALONG E SEC LINE TO S LINE OF NE 1/4 OF SE 1/4; TH N 89 DEG W 352.79 FT ALONG SAID S LINE TO POB; TH N 89 DEG W 330 FT TO E LINE OF US 131; N 11 DEG E 229.01 FT ALONG E LINE; S 77 DEG E 323.17 FT; S 155 FT TO P OF BEG SEC 23 T12N R10W 2.56 AC M/L

Property Address: 8250 N FEDERAL RD HOWARD CITY MI

2016 Forfeiture RECORDED Document: 2016R-02713 Date: 3/4/2016

017-027-007-00	205.93	650.00	855.93	4,000	4,000	1,554	2017 2016 2015
----------------	--------	--------	--------	-------	-------	-------	----------------

COM 307.4 FT N & 330.3 FT E OF SW COR OF SEC 27, THENCE N 0 DEG 05' E 145 FT, N 88 DEG 30' W 215 FT TO TAMARACK CREEK, S 0 DEG 05' W 145 FT, S 88 DEG 30' E 215 FT TO P OF BEG EX BEG AT A POINT N 0 DEG 05' E 316 FT & S 88 DEG 30' E 115.1 FT FROM SW COR OF SW 1/4 OF SW 1/4; N 0 DEG 05' E 60 FT; S88 DEG 30' E 16 1/2 FT; S 0 DEG 05' W 60FT; N 88 DEG 30' W 16 1/2 FT TO P OF BEG SEC 27 T12N R10W.

Property Address: W HC-EDMORE RD HOWARD CITY MI

2017 Forfeiture RECORDED Document: 2017R-02546 Date: 3/2/2017

018-006-016-41	1,653.79	1,275.91	2,929.70	8,200	8,200	6,881	2017 2016 2015 2014 2013
----------------	----------	----------	----------	-------	-------	-------	--------------------------

864-417 BEG AT SW COR OF N 1/2 OF N 1/2 OF SW 1/4 OF NW 1/4; S 330 FT TO POB; TH E TO A POINT 843 FT W OF E LINE OF SW 1/4 OF NW 1/4; S 330 FT; W TO W SEC LINE; N 330 FT TO P OF BEG SEC 6 T12N R5W 3.61 AC M/L

Property Address: N VICKERYVILLE RD EDMORE MI

2017 Forfeiture RECORDED Document: 2017R-02571 Date: 3/2/2017

018-006-016-60	2,600.00	1,265.10	3,865.10	17,300	17,300	17,300	2017 2016 2015
----------------	----------	----------	----------	--------	--------	--------	----------------

861-702 BEG AT SW COR OF N 1/2 OF N 1/2 OF SW 1/4 OF NW 1/4 SEC 6; E TO A POINT 843 FT W OF E LINE OF SW 1/4 OF NW 1/4; S 330 FT; W TO W SEC LINE; N 330 FT TO P OF BEG SEC 6 T12N R5W 3.61 AC M/L

Property Address: 11682 N VICKERYVILLE RD EDMORE MI

2017 Forfeiture RECORDED Document: 2017R-02572 Date: 3/2/2017

018-006-016-70	4,614.12	2,448.80	7,062.92	18,400	18,400	18,400	2017 2016 2015 2014 2013
----------------	----------	----------	----------	--------	--------	--------	--------------------------

864-417 BEG AT SW COR OF N 1/2 OF N 1/2 OF SW 1/4 OF NW 1/4; S 660 FT ALONG W SEC LINE TO POB; TH E TO A POINT 843 FT W OF E LINE OF SW 1/4 OF NW 1/4; S TO S LINE OF SW 1/4 OF NW 1/4; W TO SW COR OF NW 1/4; N TO P OF BEG SEC 6 T12N R5W 3.61 AC M/L

Property Address: 6043 E SCHMEID RD VESTABURG MI

2017 Forfeiture RECORDED Document: 2017R-02573 Date: 3/2/2017

BÝ: jvukĩn

Page: 5/7  
DB: Montcalm

Property Address: SENECA CT HOWARD CITY MI  
2017 Forfeiture RECORDED Document: 2017R-02678 Date: 3/2/2017

FORECLOSURE LIST FOR MONTCALM COUNTY  
 For 2018 Foreclosures of 2015 and prior taxes  
 All Records  
 Interest Computed As Of Foreclosure Date  
 Unsold Parcels Only

PARCEL	TAX DUE	INTEREST/FEES DUE	TOTAL DUE	CURRENT SEV	CURRENT ASSESSED	CURRENT TAXABLE	TAX YEARS DELINQUENT
042-341-006-00	3,968.07	1,501.86	5,469.93	19,800	19,800	15,937	2017 2016 2015

LOT 6, EXC 37 FT WIDE OFF SW END BLK 41 FRENCH'S THIRD ADDITION TO VILLAGE OF LAKEVIEW.

Property Address: 930 RICHARDSON LAKEVIEW MI  
 2017 Forfeiture RECORDED Document: 2017R-02724 Date: 3/2/2017

044-600-008-00	2,124.48	1,112.21	3,236.69	19,000	19,000	17,581	2017 2016 2015
----------------	----------	----------	----------	--------	--------	--------	----------------

LOT 8 WILSON'S ADDITION TO VILLAGE OF SHERIDAN.

Property Address: 223 S SHERMAN ST SHERIDAN MI  
 2017 Forfeiture RECORDED Document: 2017R-02729 Date: 3/2/2017

044-600-010-00	483.93	717.94	1,201.87	3,000	3,000	2,741	2017 2016 2015
----------------	--------	--------	----------	-------	-------	-------	----------------

. E 50 FT OF LOT 10 & E 50 FT OF S 33 FT OF LOT 9 WILSON'S ADDITION TO VILLAGE OF SHERIDAN

Property Address: E SMITH ST SHERIDAN MI  
 2017 Forfeiture RECORDED Document: 2017R-02730 Date: 3/2/2017

044-600-024-00	3,466.13	1,505.09	4,971.22	22,300	22,300	16,510	2017 2016 2015
----------------	----------	----------	----------	--------	--------	--------	----------------

. . W 1/2 OF LOTS 23 & 24 WILSONS ADDITION TO VILLAGE OF SHERIDAN

Property Address: 313 E SMITH ST SHERIDAN MI  
 2017 Forfeiture RECORDED Document: 2017R-02731 Date: 3/2/2017

047-435-686-21	753.12	776.76	1,529.88	7,700	7,700	7,700	2017 2016 2015
----------------	--------	--------	----------	-------	-------	-------	----------------

LOT 21 BIRCH RUN NO. 2

Property Address: SILVER BIRCH HOWARD CITY MI  
 2017 Forfeiture RECORDED Document: 2017R-02771 Date: 3/2/2017

051-657-011-50	375.09	688.99	1,064.08	8,600	8,600	2,600	2017 2016 2015
----------------	--------	--------	----------	-------	-------	-------	----------------

L532 P1054 . THAT PART OF LOT 2 BLK 7 LYING W OF E LINE OF LOT 8, IF EXTENDED WEBBER & MINER ADDITION TO VILLAGE OF CARSON CITY

Property Address:  
 2017 Forfeiture RECORDED Document: 2017R-02790 Date: 3/2/2017



04/16/2018 09:37 AM

BY: jvuKin

FORECLOSURE LIST FOR MONTCALM COUNTY  
For 2018 Foreclosures of 2015 and prior taxes  
All Records  
Interest Computed As Of Foreclosure Date  
Unsold Parcels Only

Page: 7/7

DB: Montcalm

PARCEL	TAX DUE	INTEREST/FEES DUE	TOTAL DUE	CURRENT SEV	CURRENT ASSESSED	CURRENT TAXABLE	TAX YEARS	DELINQUENT
052-590-044-00	1,207.91	908.99	2,116.90	13,000	13,000	6,745	2017 2016 2015	

LOTS 44 & 45 & S 33 FT OF VAC'D CONGRESS ST CONTIGUOUS THERETO NEWELL'S ADDITION  
TO CITY OF GREENVILLE

Property Address: 615 N EDGEWOOD ST GREENVILLE MI  
2017 Forfeiture RECORDED Document: 2017R-02843 Date: 3/2/2017

---

052-715-017-00	471.84	727.83	1,199.67	11,600	11,600	2,635	2017 2016 2015	
----------------	--------	--------	----------	--------	--------	-------	----------------	--

. \* COM AT SE COR LOT 45, NEWELL'S ADD; W 100 FT; S 1 DEG 30' W 87 FT; E 100  
FT; N 1 DEG 30' E 87 FT TO POB SEC 10 T9N R8W.

Property Address: ZVAC GREENVILLE MI  
2017 Forfeiture RECORDED Document: 2017R-02849 Date: 3/2/2017

---

052-725-015-00	10,025.00	3,626.87	13,651.87	44,100	44,100	37,307	2017 2016 2015	
----------------	-----------	----------	-----------	--------	--------	--------	----------------	--

. . COM 33 FT S OF NE COR SEC 15; W 140 FT; S 185 FT; E 140 FT; N 185 FT TO P O  
B; SEC 15 T9N R8W.

Property Address: 1301 E KENT RD GREENVILLE MI  
2017 Forfeiture RECORDED Document: 2017R-02851 Date: 3/2/2017

---

053-210-013-00	1,033.00	822.05	1,855.05	8,500	8,500	6,682	2017 2016 2015	
----------------	----------	--------	----------	-------	-------	-------	----------------	--

DNR DEED 626-489 LOT 13 DUANE'S SUBDIVISION

Property Address: 335 N SECOND STANTON MI  
2017 Forfeiture RECORDED Document: 2017R-02867 Date: 3/2/2017

---

PARCEL COUNT: 38	88,806.97	53,104.37	141,911.34	574,400	574,400	480,249		
------------------	-----------	-----------	------------	---------	---------	---------	--	--

**MONTCALM COUNTY**  
**OFFICE OF THE COUNTY CONTROLLER**

211 W. MAIN ST.  
P.O. BOX 368, STANTON, MI 48888  
(989) 831-7300  
FAX (989) 831-7375  
[www.montcalm.org](http://www.montcalm.org)

APR 23 2018  
BOARD ACTION  
FOR YOUR CONSIDERATION

#4

Date: April 18, 2018  
To: Board Of Commissioners  
Cc:  
From: Bob Clingenpeel, County Controller/Administrator  
RE: AFSCME Contract

---

The Collective Bargaining Committee on March 19, 2018 passed a tentative agreement with AFSCME General. Judge Simon and AFSCME came to an agreement on the Probate and Juvenile portion of this contract. Judge Hemingsen and AFSCME came to an agreement on the District Court portion of this contract.

Therefore I recommend the following;

**To authorize the AFSCME contract with AFSCME General, Judge Simon and AFSCME portion of the Probate and Juvenile Court contract, Judge Hemingsen and AFSCME portion of the District Court contract, and allow for proper signature.**

#5

## Montcalm County Warrant Report

Date: 04/23/2018

Warrant Number: 042318

Amount: \$ 484,180.69

The expenditures presented on this report are approved for payment as by the Board of Commissioners.

\_\_\_\_\_  
Chairman, Finance and Personnel Committee

\_\_\_\_\_  
Date



APR 23 2018

BOARD ACTION  
TO BE PLACED ON FILE

MONTCALM COUNTY BOARD OF COMMISSIONERS  
RESOLUTION  
#2018-03

#6

MONTCALM COUNTY CENTRAL DISPATCH  
PROPOSITION FOR 9-1-1 SYSTEM CHARGE

The following preamble and resolution were offered by Commissioner Kellenberger and supported by Commissioner Lindeman:

**WHEREAS**, the Citizens of Montcalm County are receiving valuable services through the 9-1-1 Services; and

**WHEREAS**, the voters of Montcalm County have supported the 9-1-1 Surcharge at a rate not to exceed \$2.85 each month to fund the Central Dispatch; and

**WHEREAS**, the Montcalm County Central Dispatch will require a renewal of the 9-1-1 Surcharge to continue present services and meet the future needs of Central Dispatch.

**NOW THEREFORE BE IT RESOLVED**, that the Montcalm County Board of Commissioners, by the authority vested, will place the 9-1-1 System Charge on the primary election ballot of August 7, 2018.

**BE IT FURTHER RESOLVED**, that the ballot proposal will read:

MONTCALM COUTNY CENTRAL DISPATCH  
PROPOSITION FOR 9-1-1 SYSTEM CHARGE

This proposition will allow the County of Montcalm to continue to assess a 9-1-1 charge of up to \$2.85 each month per service user.

Shall the County of Montcalm, Michigan, be authorized to assess a 9-1-1 charge at a rate not to exceed \$2.85 each month, subject to reduction as provided by law, to each service user located within the geographic boundaries of Montcalm County, Michigan, for a period of five (5) years, July 1, 2019, through June 30, 2024, both inclusive, to maintain and operate the 9-1-1 system in the County of Montcalm, Michigan.


YES \_\_\_\_\_

NO \_\_\_\_\_

AYES: Commissioners: Lindeman, Kellenberger, Braman, Retzloff, Carr, Baker, Porter and Johansen.

NAYS: None.


RESOLUTION DECLARED ADOPTED.

  
\_\_\_\_\_  
Kristen Millard,  
Montcalm County Clerk

STATE OF MICHIGAN     )  
                                      ) ss.  
COUNTY OF MONTCALM )

I, the undersigned, the duly qualified and acting Clerk of the County of Montcalm, Michigan (the County) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board of Commissioners at a regular meeting on the 26<sup>th</sup> day of March, 2018, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereto affixed my official signature on this 27<sup>th</sup> day of March 2018, A.D.

  
\_\_\_\_\_  
Kristen Millard,  
Montcalm County Clerk

MONTCALM COUNTY BOARD OF COMMISSIONERS  
RESOLUTION  
#2018-04

APR 23 2018  
BOARD ACTION  
TO BE PLACED ON FILE

#7

COMMISSION ON AGING MILLAGE PROPOSAL
--------------------------------------

The following preamble and resolution were offered by Commissioner Retzloff and supported by Commissioner Johansen:

**WHEREAS**, the Senior Citizens of Montcalm County are receiving valuable services through the Commission on Aging Office, and

**WHEREAS**, the voters of Montcalm County have supported a millage of .45 mill to fund the Commission on Aging and their services, and

**WHEREAS**, the Montcalm County Commission on Aging will require .45 mill to continue present services and meet the future needs of county senior citizens, now

**THEREFORE BE IT RESOLVED**, that the Montcalm County Board of Commissioners, by the authority vested, will place a millage question on the primary election ballot of August 7, 2018.

**BE IT FURTHER RESOLVED**, that the ballot proposal will read:

**PROPOSITION FOR RENEWAL OF COMMISSION ON AGING MILLAGE**

**This millage will allow the County of Montcalm, Michigan to continue to levy the previous voted constitutional tax rate limitation on general ad valorem taxes of 0.45 mills to provide funds for the Montcalm County Commission on Aging for Senior Citizen Services.**

**Shall the constitutional tax rate limitation on general ad valorem taxes within the County of Montcalm, Michigan, be 0.45 mills (\$0.45 per \$1,000) on the taxable value of such property, subject to reduction as provided by law, for a period of four (4) years, 2018 through 2022, both inclusive, to provide funds for The Commission on Aging for Senior Services within the County of Montcalm, Michigan (such levy is estimated to provide revenues of approximately \$765,000 in 2018 and is a renewal of previously authorized millage in the amount of 0.45 mills)?**

**To the extent required by law, a portion of this millage will be captured by and retained by the Village of Edmore Downtown Development Authority, the Crystal Township Downtown Development Authority, The Village of Howard City Downtown Development Authority, the Village of Lakeview Downtown Development Authority, The City of Stanton Downtown Development Authority, and the City of Greenville Downtown Development Authority.**



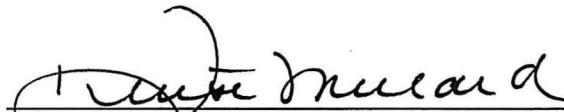
YES \_\_\_\_\_

NO \_\_\_\_\_

AYES: Commissioners: Lindeman, Kellenberger, Braman, Retzloff, Carr, Baker, Porter and Johansen

NAYS: None


RESOLUTION DECLARED ADOPTED.

  
\_\_\_\_\_  
Kristen Millard,  
Montcalm County Clerk

STATE OF MICHIGAN     )  
                                      ) ss.  
COUNTY OF MONTCALM )

I, the undersigned, the duly qualified and acting Clerk of the County of Montcalm, Michigan (the County) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board of Commissioners at a regular meeting on the 26<sup>th</sup> day of March, 2018, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereto affixed my official signature on this 27<sup>th</sup> day of March 2018, A.D.

  
\_\_\_\_\_  
Kristen Millard,  
Montcalm County Clerk

EVERBANK COMMERCIAL FINANCE, INC.  
PO Box 911608  
Denver, CO 80291-1608



COUNTY OF MONTCALM, MICHIGAN  
BOB CLINGENPEEL  
211 W. MAIN STREET  
P.O. BOX 368  
STANTON, MI 48888

RECEIVED  
APR 05 2018  
Montcalm County  
Controller

Contract #: 41661435

Commencement Date: 3/16/2018

**WELCOME TO EVERBANK COMMERCIAL FINANCE, INC.**

Thank you for choosing us and we look forward to serving all of your financing needs.

Enclosed for your records are an executed copy of your agreement and a copy of our W-9. Take a moment to carefully review your contract and payment details to ensure they are consistent with your understanding and contact us if you have any questions.

Remit payments to:  
**EVERBANK COMMERCIAL FINANCE, INC.**  
**P.O. Box 911608**  
**Denver, CO 80291-1608**

If applicable to your agreement, you will also be receiving information from our insurance provider, Great American Insurance Group. This package will contain details regarding insurance requirements and the services we offer. Direct any insurance-related questions to them at 866.223.6365.

Again, welcome to EVERBANK COMMERCIAL FINANCE, INC., we appreciate your business and invite your feedback any time.

If you have any questions or need assistance, contact us at 866.651.8795, Monday-Friday, 8 am to 7 pm EST or email us at [clientsupport@financeservicecenter.com](mailto:clientsupport@financeservicecenter.com).

Sincerely,  
**EVERBANK COMMERCIAL FINANCE, INC.**

**KEEP ALL OF YOUR FINANCES FRONT AND CENTER!**

The EverBank Finance Service Center is now Up & Running.

Start accessing a number of billing processes online anytime with our self-service website

- Manage all of your contracts in one place
- Make current payments or schedule recurring ones
- Search invoices & track payment histories

If you haven't already done so, enroll today at [Financeservice.everbank.com](http://Financeservice.everbank.com). All you'll need is your Taxpayer ID Number, Billing Zip Code & Contract Number.



# RENTAL AGREEMENT

Please fax completed agreement to 1-866-329-8795



COMMERCIAL FINANCE

This Agreement has been written in "Plain English." When we use the words Customer, You and Your in this Agreement, we mean the Customer indicated below. When we use the words Owner, We, Us, and Our in this Agreement, We mean EverBank Commercial Finance, Inc. Our address is 10 Waterview Boulevard, Parsippany, New Jersey 07054.						
CUSTOMER INFORMATION	Customer Name County of Montcalm, Michigan			Agreement Number 41661435		
	Billing Street Address/City/County/State/Zip 211 W. Main St., P.O. Box 368, Stanton, MI 48888			Federal Tax ID Number 38-6004874		
	Equipment Location (if different from above)			Customer Phone Number 989.831.7300		
SUPPLIER INFORMATION	Supplier Name ("SUPPLIER") BOSS Business Solutions			Supplier Phone Number 866.602.2677		
	Street Address/City/State/Zip 4888 Maxwell Rd., Gagetown, MI 48735					
Equipment Description			Quantity	Serial Number		
See Schedule A						
TERM AND PAYMENT SCHEDULE	Initial Term (months) 60	Number of Payments 60	Rental Payment \$2,680.00	Advance Rental \$0.00	Plus Applicable Taxes	
	Payment Frequency <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Other _____			(If more than one Rental Payment is required in advance, the additional amount will be applied at the end of the initial or any renewal term.)		
INSURANCE & TAXES	You are required to provide and maintain insurance related to the Equipment, and to pay any property, use, and other taxes related to this Agreement or the Equipment. (See Sections 4 and 6 on page 2 of this Agreement.) If You are tax-exempt, You agree to furnish Us with satisfactory evidence of Your exemption.					
<b>TERMS AND CONDITIONS</b> BY SIGNING THIS AGREEMENT YOU ACKNOWLEDGE THAT YOU: (i) HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS ON THE FRONT AND SECOND PAGE OF THIS AGREEMENT, (ii) AGREE THAT THIS AGREEMENT IS A NET AGREEMENT THAT YOU CANNOT TERMINATE OR CANCEL, YOU HAVE AN UNCONDITIONAL OBLIGATION TO MAKE ALL PAYMENTS DUE UNDER THIS AGREEMENT, AND YOU CANNOT WITHHOLD, SETOFF OR REDUCE SUCH PAYMENTS FOR ANY REASON, (iii) WILL USE THE EQUIPMENT ONLY FOR BUSINESS PURPOSES, (iv) WARRANT THAT THE PERSON SIGNING THIS AGREEMENT FOR YOU HAS THE AUTHORITY TO DO SO, (v) CONFIRM THAT YOU DECIDED TO ENTER INTO THIS AGREEMENT RATHER THAN PURCHASE THE EQUIPMENT FOR THE TOTAL CASH PRICE, (vi) AGREE THAT THIS AGREEMENT WILL BE GOVERNED BY THE LAWS OF THE STATE OF NEW JERSEY AND YOU CONSENT TO THE JURISDICTION OF ANY LOCAL, STATE OR FEDERAL COURT LOCATED WITHIN NEW JERSEY. YOU AND WE EXPRESSLY WAIVE ANY RIGHTS TO A TRIAL BY JURY, AND (vii) IF THIS AGREEMENT IS REPLACING AN EXISTING AGREEMENT, THE NEW PAYMENT MAY INCLUDE THE BALANCE OF THAT AGREEMENT AND RESULT IN A GREATER AGGREGATE COST TO YOU. For security purposes and to help the government fight terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each individual or commercial entity that enters into a customer relationship with the financial institution. For this reason, We may request the following identifying information: name, address, date of birth. We may also ask other questions or request other documents meant to verify Your individual or commercial identity.						
EVERBANK COMMERCIAL FINANCE, INC. Owner X <i>[Signature]</i> Authorized Signature Print Name and Title <i>Assoc. Team Leader</i>			County of Montcalm, Michigan Customer X <i>[Signature]</i> Authorized Signature Print Name and Title <i>[Signature]</i>			
Date <i>3/16/18</i>			Date <i>3-15-18</i>			
<b>PERSONAL GUARANTY</b> THIS PERSONAL GUARANTY CREATES SPECIFIC LEGAL OBLIGATIONS. When We use the words You and Your in this Personal Guaranty only, mean the Personal Guarantor(s) indicated below. When we use the words We, Us and Our in this Personal Guaranty, We mean EverBank Commercial Finance, Inc. ("ECF"). In consideration of Our entering into the rental agreement identified above ("Agreement"), You unconditionally and irrevocably guarantee to Us, Our successors and assigns the prompt payment and performance of all obligations of the Customer identified above ("Customer") under the Agreement. You agree that this is a guaranty of payment and not of collection, and that We may proceed directly against You without first proceeding against the Customer or against the equipment covered by the Agreement. You waive all defenses and notices, including those of protest, presentment and demand. You agree that We may renew, extend or otherwise modify the terms of the Agreement and You will be bound by such changes. If the Customer defaults under the Agreement, You will immediately perform all obligations of the Customer under the Agreement, including, but not limited to, paying all amounts due under the Agreement. You will pay to Us all expenses (including attorneys' fees) incurred by Us in enforcing Our rights against You or the Customer. This is a continuing guaranty which will not be discharged or affected by Your death and will bind Your heirs and personal representatives. You waive any rights to seek repayment from the Customer in the event You must pay Us. If more than one personal guarantor has signed this Personal Guaranty, each of You agrees that Your liability is joint and several. You authorize Us or any of Our assignees to obtain credit bureau reports regarding Your personal credit, and make other credit inquiries that We determine are necessary. THIS PERSONAL GUARANTY IS GOVERNED BY THE LAWS OF THE STATE OF NEW JERSEY. YOU CONSENT TO THE JURISDICTION OF ANY LOCAL, STATE, OR FEDERAL COURT LOCATED WITHIN NEW JERSEY. YOU EXPRESSLY WAIVE ANY RIGHT TO A TRIAL BY JURY.						
X Personal Guarantor (no title)			X Personal Guarantor (no title)			
Print Name _____ Date _____			Print Name _____ Date _____			
Home Street Address/City/State/Zip _____			Home Street Address/City/State/Zip _____			
Social Security Number _____ Phone Number _____			Social Security Number _____ Phone Number _____			
<b>ACCEPTANCE OF DELIVERY</b> You certify that all the Equipment listed above has been furnished to You, and that delivery and installation has been fully completed and satisfactory. Further, all terms and conditions of the Agreement have been reviewed and agreed to by You. Upon Your signing below, Your promises herein will be irrevocable and unconditional. You understand and agree that We have purchased the Equipment from the above Supplier, whom You may contact for Your warranty rights, which We transfer to You for the term of the Agreement. Your approval as indicated below of Our purchase of the Equipment from the Supplier, its delivery and Your acceptance is a condition precedent to the effectiveness of the Agreement.						
DATED: <i>3-15-18</i> CUSTOMER: <i>Montcalm County</i>			SIGNATURE: <i>[Signature]</i>		TITLE: <i>[Signature]</i>	



1. **AGREEMENT; DELIVERY AND ACCEPTANCE.** You agree to rent the equipment and other property described on the front of this rental agreement (collectively "Equipment") on the terms and conditions shown on the front and second page of this agreement ("Agreement"). If You have entered into any purchase or supply contract ("Supply Contract") with any Supplier, You assign to Us Your rights under such Supply Contract, but none of Your obligations (other than the obligation to pay for the Equipment if it is accepted by You as stated below and You timely deliver to Us such documents and assurances as We request). You will arrange for the delivery of the Equipment to You. When You receive the Equipment, You agree to inspect it to determine if it is in good working order. The Equipment will be deemed irrevocably accepted by You upon the earlier of: a) the delivery to Us of a signed Delivery and Acceptance Certificate (if requested by Us); or b) 10 days after delivery of the Equipment to You if previously You have not given written notice to Us of Your non-acceptance ("Acceptance Date"). The Initial Term shall commence on a date designated by Us after receipt of all required documentation and acceptance by Us (the "Commencement Date"). The first Rental Payment ("Payment") is due on or before the Commencement Date, as invoiced by Us, unless in row A of the Term and Payment Schedule on the front of this Agreement it is specified that 0 Advance Payments are due, in which case the first Payment will be due on the date specified by Us in the month following the Commencement Date, and the remaining Payments will be due on the same day of each subsequent month (or such other time period specified on the front of this Agreement) at an address specified by Us in writing. The Payment is subject to increase if the Commencement Date occurs 30 days or more after the date We approved Your application and the yield on the US Interest rate swaps that most closely matches the term of the Agreement increases during such time. The Swaps Rate is published in the Federal Reserve Statistical release H.15 and can be found at <http://www.federalreserve.gov/releases/h15/>. You authorize us to adjust the Payment up or down by not more than 15% if the total amount we have paid in connection with the purchase, delivery and installation of the Equipment, including any trade-up and buyout amounts (collectively, the "Total Cash Price") differs from the estimated Total Cash Price originally assumed for documentation purposes. If any Payment or other amount payable to Us is not paid within 3 days of its due date, You will owe Us a late charge not to exceed the greater of 10% of each late payment or \$20.00 (or such lesser rate or amount as is the maximum allowable under applicable law.)

2. **NO WARRANTIES.** We are leasing the Equipment to You "AS-IS." YOU ACKNOWLEDGE THAT WE DO NOT MANUFACTURE THE EQUIPMENT, WE DO NOT REPRESENT THE MANUFACTURER OR THE SUPPLIER, AND YOU HAVE SELECTED THE EQUIPMENT AND SUPPLIER BASED UPON YOUR OWN JUDGMENT. WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE. YOU AGREE THAT REGARDLESS OF CAUSE, WE ARE NOT RESPONSIBLE FOR AND YOU WILL NOT MAKE ANY CLAIM AGAINST US FOR ANY DAMAGES, WHETHER CONSEQUENTIAL, DIRECT, SPECIAL, OR INDIRECT. YOU AGREE THAT NEITHER SUPPLIER NOR ANY SALESPERSON, EMPLOYEE OR AGENT OF SUPPLIER IS OUR AGENT OR HAS ANY AUTHORITY TO SPEAK FOR US OR TO BIND US IN ANY WAY.

3. **EQUIPMENT LOCATION; USE AND REPAIR; RETURN.** You will keep and use the Equipment only at the Equipment Location shown on the front of this Agreement. You may not move the Equipment without Our prior written consent. At Your expense, You will keep the Equipment eligible for any manufacturer's certification, in compliance with all applicable laws and in good condition, except for ordinary wear and tear. You will not make any alterations, additions or replacements to the Equipment without Our prior written consent. All alterations, additions and replacements will become part of the Equipment and Our property at no expense to Us. We may inspect the Equipment at any reasonable time. Within 10 days of the expiration or earlier termination of this Agreement You will deliver the Equipment to Us in good condition and repair, except for ordinary wear and tear; to any place in the United States that We designate and upon Our request, You will provide Us with a certification from the manufacturer or its authorized representative as to the Equipment's condition. To the extent that any portion of the Equipment consists of software or other licensed products, You will return all tangible items of software and destroy all intangible items of software, certify in writing to Us that You have complied with the above requirements, have not retained such software and will not use the software after termination. It is solely Your duty to remove all sensitive or confidential data stored within the Equipment prior to returning it. You will pay all expenses of uninstalling, crating and shipping and insure the Equipment for its full replacement value during shipping, and We reserve the right to charge You a restocking fee equal to two (2) monthly Payments. You agree that You will not take the Equipment out of service and have a third party pay or provide funds to pay the amounts due hereunder.

4. **TAXES AND FEES.** You will pay all excise taxes, sales and use taxes, personal property taxes, and all other taxes and charges which may be imposed during the term of this Agreement, arising from the use, acquisition, ownership or leasing of the Equipment, whether due before or after termination of the Agreement. You will reimburse Us for all administrative costs associated with the preparation, filing, payment, and other costs necessary to properly administer taxes associated with the Equipment. Where required by law, We will file the personal property tax returns with respect to the Equipment, and You shall pay Us in advance, and when We require, the taxes that We anticipate will be due during the year. You further agree to pay Us a documentation fee to cover Our expenses in processing this Agreement.

5. **LOSS OR DAMAGE.** As between You and Us, You are responsible for any loss, theft or destruction of, or damage to, the Equipment (collectively "Loss") from any cause at all, whether or not insured, until it is delivered to Us at the end of this Agreement. You are required to make all Payments even if there is a Loss. You must notify Us in writing immediately of any Loss. Then, at Our option, You will either (a) repair the Equipment so that it is in good condition and working order, eligible for any manufacturer's certification, or (b) pay Us the amounts specified in Section 9(b) below.

6. **INSURANCE.** You will provide and maintain at Your expense (a) property insurance against the loss, theft or destruction of, or damage to, the Equipment for its full replacement value, naming Us as loss payee, and (b) public liability and third party property insurance, naming Us as an additional insured. You will give Us certificates or other evidence of such insurance when requested. Such insurance will be in a form, amount and with companies acceptable to Us, and will provide that We will be given 30 days advance notice of any cancellation or material change of such insurance. We reserve the right to reject Your insurance carrier. IF YOU DO NOT GIVE US EVIDENCE OF INSURANCE ACCEPTABLE TO US, WE HAVE THE RIGHT, BUT NOT THE OBLIGATION, TO OBTAIN INSURANCE COVERING OUR INTERESTS FOR THE TERM OF THIS AGREEMENT, INCLUDING ANY RENEWAL OR EXTENSIONS. WE MAY ADD THE COSTS OF ACQUIRING AND MAINTAINING SUCH INSURANCE, AND OUR FEES FOR OUR SERVICES IN PLACING AND MAINTAINING SUCH INSURANCE (COLLECTIVELY, "INSURANCE CHARGE").

ON WHICH WE MAY EARN A PROFIT, TO THE AMOUNTS DUE FROM YOU UNDER THIS AGREEMENT. Such insurance may duplicate coverage provided under Your existing policy. You will pay the Insurance Charge in equal installments allocated to the remaining Payments. Nothing in this Agreement will create an insurance relationship of any type between Us and any other person. You acknowledge that We are not required to secure or maintain any insurance, and We will not be liable to You if We terminate any insurance coverage that We arrange.

7. **TITLE; RECORDING.** We are the owner of and will hold title to the Equipment. You will keep the Equipment free of all liens and encumbrances. You agree that this transaction is a true lease. However, as a precaution in case this transaction is deemed to be a lease intended for security, You grant Us a first priority security interest in the Equipment (including any replacements, substitutions, additions, attachments and proceeds). You will deliver to Us such signed documents as We may request to protect Our interest in the Equipment.

8. **DEFAULT.** Each of the following is a "Default" under this Agreement: (a) You fail to pay any Payment or any other payment within 10 days of its due date, (b) You do not perform any of Your other obligations under this Agreement or in any other agreement with Us or with any of Our affiliates and this failure continues for 10 days after We have notified You of it, (c) You become insolvent, You dissolve or are dissolved, or You assign Your assets for the benefit of Your creditors, or enter any bankruptcy proceeding; (d) any guarantor of this Agreement dies, does not perform its obligations under the guaranty, or becomes subject to one of the events listed in clause (b) or (c) above.

9. **REMEDIES.** If a Default occurs, We may do one or more of the following: (a) We may cancel or terminate this Agreement or any or all other agreements that We have entered into with You; (b) We may require You to immediately pay Us, as compensation for loss of Our bargain and not as a penalty, a sum equal to (i) the present value of all unpaid Payments for the remainder of the term plus the Equipment's anticipated residual value discounted at 3% per annum, if applicable, plus (ii) all other amounts due or that become due under this Agreement; (c) We may require You to deliver the Equipment to Us as set forth in Section 3 and terminate use of any software component of the Equipment; (d) We or Our agent may peacefully repossess the Equipment without court order and You will not make any claims against Us for damages or trespass or any other reason; and (e) We may exercise any other right or remedy available at law or in equity. You agree to pay all of Our costs and reasonable attorney's fees of enforcing Our rights against You. If We take possession of the Equipment, We may sell or otherwise dispose of it with or without notice, at a public or private sale, and apply the net proceeds (after We have deducted all costs related to the sale or disposition of the Equipment) to the amounts that You owe Us. You will remain responsible for any amounts that are due after We have applied such net proceeds.

10. **FINANCE LEASE STATUS.** You agree that if Article 2A-Leases of the Uniform Commercial Code applies to this Agreement, this Agreement will be considered a "finance lease" as that term is defined in Article 2A. By signing this Agreement, You agree that either (a) You have reviewed, approved, and received, a copy of the Supply Contract or (b) that We have informed You of the identity of the Supplier, that You may have rights under the Supply Contract, and that You may contact the Supplier for a description of those rights. **TO THE EXTENT PERMITTED BY APPLICABLE LAW, YOU WAIVE ANY AND ALL RIGHTS AND REMEDIES CONFERRED UPON A LESSEE BY ARTICLE 2A.**

11. **ASSIGNMENT. YOU MAY NOT ASSIGN, SELL, TRANSFER OR SUBRENT THE EQUIPMENT OR YOUR INTEREST IN THIS AGREEMENT.** We may, without notifying You, sell, assign, or transfer this Agreement and Our rights to the Equipment. You agree that the new owner will have the same rights and benefits that We have now under this Agreement but not Our obligations. The rights of the new owner will not be subject to any claim, defense or set-off that You may have against Us.

12. **AUTOMATIC RENEWAL.** You must give Us at least 90 days written notice before the end of the initial term that You will return the Equipment to Us. If You do not give Us such written notice or if You do not deliver the Equipment in accordance with the terms and conditions of this Agreement, this Agreement will automatically renew for an additional 12-month period, and then on a monthly basis until You deliver the Equipment to Us. During such renewal(s) the Payment will remain the same. We may cancel an automatic renewal term by sending You written notice 10 days prior to such renewal term. With respect to items of Equipment consisting of software, Your right to continue use of such software will be subject to the applicable license agreement.

13. **INDEMNIFICATION.** You are responsible for any losses, damages, penalties, claims, suits and actions, including attorneys' fees caused by or related to (a) the installation, ownership, use, rent, or possession, of the Equipment or (b) any data You store within the Equipment.

14. **TRANSITION BILLING.** In order to facilitate an orderly transaction, including installation and training and to provide a uniform billing cycle, the "Effective Date" of this Agreement will be the date after the installation, as shown on the first invoice. You agree to pay a prorated amount for the period between the installation date and the Effective Date. This payment for the transition period will be based on the Lease Payment prorated on a 30-day calendar month and will be added to your first invoice.

15. **MISCELLANEOUS; FAX SIGNATURES.** This is the entire agreement between the parties and supersedes all prior agreements, whether oral or written, concerning the subject matter hereof. Any change in any of the terms and conditions of this Agreement must be in writing and signed by Us. You agree, however, that We are authorized, without notice to You, to supply missing information or correct obvious errors in this Agreement. All of Our rights and indemnities will survive the termination of this Agreement. It is the express intent of the parties not to violate any applicable usury laws or to exceed the maximum amount of interest permitted to be charged or collected by applicable law, and any such excess payment will be applied to Payments in inverse order of maturity, and any remaining excess will be refunded to You. If You do not perform any of Your obligations under this Agreement, We have the right, but not the obligation, to take any action or pay any amounts that We believe are necessary to protect Our interests. You agree to reimburse Us immediately upon Our demand for any such amounts that We pay. If more than one Customer has signed this Agreement, each of You agree that Your liability is joint and several. Any signature, execution and delivery of any document or instrument may be satisfied in Our discretion and to the extent permitted by the UCC by authentication of such document or instrument as a record within the meaning of Article 9 of the UCC. A fax version of Your signature on this Agreement when received by Us shall be binding upon You as if originally signed. However, this Agreement shall be binding on Us when signed by Us. Both You and We agree that the version of this Agreement with Our original signature shall constitute the original authoritative version.





(N)  
SCHEDULE A TO COPY RENTAL AGREEMENT

AGREEMENT NUMBER: 41661435

CUSTOMER NAME: County of Montcalm, Michigan

This Schedule A to the Copy Rental Agreement dated March 13, 2018 by and between  
County of Montcalm, Michigan and EverBank Commercial Finance, Inc. (the  
"Agreement") is hereby attached to and becomes a part of the item description for the Agreement

Description of Equipment and Equipment Location:

EQUIPMENT MAKE/MODEL/ACCESSORIES	SERIAL NUMBER	STARTING METER	EQUIPMENT LOCATION
1. Kyocera TA3011i			
2. Kyocera TA3011i			
3. Kyocera TA3011i			
4. Kyocera TA3011i			
5. Kyocera TA3011i			
6. Kyocera TA3011i			
7. Kyocera TA3011i			
8. Kyocera TA3011i			
9. Kyocera TA3011i			
10. Kyocera TA3011i			
11. Copystar CS4052ci			
12. Copystar CS4052ci			
13. Copystar CS4052ci			
14. TA406ci			
15. TA406ci			
16. TA406ci			
17. TA406ci			

This Agreement is hereby verified as correct by the undersigned, who acknowledges receipt of a copy.

EVERBANK COMMERCIAL FINANCE, INC.

Owner

Jennifer Kerwin  
Assoc. Team Leader

By

Print Name and Title

Date

Customer

Bob Clinton  
By  
Bob Clinton, Controller

Print name and Title

Date



(BL)

SCHEDULE A TO COPY RENTAL AGREEMENT

AGREEMENT NUMBER: 41661435 (page 2)

CUSTOMER NAME: County of Montcalm, Michigan

This Schedule A to the Copy Rental Agreement dated March 13, 2018 by and between  
County of Montcalm, Michigan and EverBank Commercial Finance, Inc. (the  
"Agreement") is hereby attached to and becomes a part of the Item description for the Agreement

Description of Equipment and Equipment Location:

EQUIPMENT MAKE/MODEL/ACCESSORIES	SERIAL NUMBER	STARTING METER	EQUIPMENT LOCATION
1. TA406ci			
2. TA406ci			
3. TA406ci			
4. TA406ci			
5. Copystar CS5002i			
6. Kyocera M2640			
7. Kyocera M2640			
8. Kyocera TA3011i			
9. Kyocera M6535			
10. Kyocera M6535			
11. Kyocera P6035cdn			
12. Kyocera P6035cdn			
13. Kyocera P6035cdn			
14. Kyocera P2040dw			
15. Kyocera P2040dw			
16. Kyocera P2040dw			
17. Kyocera P2040dw			

This Agreement is hereby verified as correct by the undersigned, who acknowledges receipt of a copy.

EVERBANK COMMERCIAL FINANCE, INC.

Owner

By

Print Name and Title

Date

Jennifer Kerwin  
Assoc. Team Leader

3/16/18

Customer

By

Print name and Title

Date

Bob Clingman  
Bob Clingman, Controller

3-13-18





(PL)  
**SCHEDULE A TO COPY RENTAL AGREEMENT**

**AGREEMENT NUMBER:** 41661435 (page 3)

**CUSTOMER NAME:** County of Montcalm, Michigan

This Schedule A to the Copy Rental Agreement dated March 13, 2018 by and between  
County of Montcalm, Michigan and EverBank Commercial Finance, Inc. (the  
"Agreement") is hereby attached to and becomes a part of the item description for the Agreement.

**Description of Equipment and Equipment Location:**

EQUIPMENT MAKE/MODEL/ACCESSORIES	SERIAL NUMBER	STARTING METER	EQUIPMENT LOCATION
1. Kyocera P2040dw			
2. Kyocera P2040dw			
3. Kyocera P2040dw			
4. Kyocera P2040dw			
5. Kyocera P2040dw			
6. Kyocera P2040dw			
7. Kyocera P2040dw			
8. Kyocera P2040dw			
9. Kyocera P2040dw			
10. Kyocera P2040dw			
11. Kyocera P2040dw			
12. Kyocera P2040dw			
13. Kyocera P2040dw			
14. Kyocera P2040dw			
15. Kyocera P2040dw			
16. Kyocera P2040dw			
17. Kyocera P2040dw			

This Agreement is hereby verified as correct by the undersigned, who acknowledges receipt of a copy.

**EVERBANK COMMERCIAL FINANCE, INC.**

Owner

By

Jennifer Kerwin  
Assoc. Team Leader

Print Name and Title

Date

3/16/18

Customer

By

Bob Ching  
Print name and Title

Date



(VBL)  
**SCHEDULE A TO COPY RENTAL AGREEMENT**

AGREEMENT NUMBER: 41661435 (page 4)

CUSTOMER NAME: County of Montcalm, Michigan

This Schedule A to the ~~Copy~~ Rental Agreement dated March 13, 2018 by and between County of Montcalm, Michigan and EverBank Commercial Finance, Inc. (the "Agreement") is hereby attached to and becomes a part of the item description for the Agreement

Description of Equipment and Equipment Location:

EQUIPMENT MAKE/MODEL/ACCESSORIES	SERIAL NUMBER	STARTING METER	EQUIPMENT LOCATION
1. Kyocera P2040dw			
2. Kyocera P2040dw			
3. Kyocera P2040dw			
4. Kyocera P2040dw			
5. Kyocera P2040dw			
6. Kyocera M2640idw			
7. Kyocera P2040dw			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			

This Agreement is hereby verified as correct by the undersigned, who acknowledges receipt of a copy.

EVERBANK COMMERCIAL FINANCE, INC.  
Owner

By Jennifer Kerwin  
Asst. Team Leader

Date

3/16/18

Customer

By

Print name and Title

Date

Bob Chung  
3-15-18

**AMENDMENT TO AGREEMENT  
REVISED PURCHASE OPTION**

Please fax completed and signed Amendment to 1-866-329-8795  
Questions or need assistance? Call 1-866-550-8795



RE: AGREEMENT NUMBER: 41661435 by and between

LESSEE/CUSTOMER: County of Montcalm, Michigan

LESSOR/OWNER: EverBank Commercial Finance, Inc.

DATED: March 3, 2018

The above referenced Rental Agreement ("Agreement") is hereby amended as follows:

The applicable **END OF TERM PURCHASE OPTION** on the front page of the Agreement are hereby deleted and replaced as follows:

<b>END OF TERM PURCHASE OPTION</b>	You will have the following options at the end of the original term, provided the Agreement has not terminated early and no event of default under the Agreement has occurred and is continuing:	<b>PLUS APPLICABLE TAXES</b>
	Check one applicable box. If no box is checked or if more than one box is checked, the Fair Market Value Purchase Option will apply.  <input type="checkbox"/> Fair Market Value Purchase Option <input checked="" type="checkbox"/> \$1.00 Purchase Option  <input type="checkbox"/> Fixed Price Purchase Option of _____ % of the Total Cash Price (defined in Section 1)	

All other terms and conditions in the Agreement shall remain in full force and effect.

**EVERBANK COMMERCIAL FINANCE, INC.**

Lessor/Owner

X

Jennifer Kerwin  
Authorized Signature  
Assoc. Team Leader

Print Name and Title

Date

3/16/18

**County of Montcalm, Michigan**

Lessee/Customer

X

Bob Chasid  
Authorized Signature

Print Name and Title

Date

3-13-18





# ADDENDUM TO LEASE, RENTAL, OR OTHER FINANCE AGREEMENT

Please fax completed and signed Addendum to 1-866-329-8795

Questions or need assistance? Call 1-866-550-8795

LESSEE/CUSTOMER NAME: County of Montcalm, Michigan

AGREEMENT NUMBER: 41661435

LESSEE/CUSTOMER ADDRESS: 211 W. Main St., P.O. Box 368, Stanton, MI 48888

This Addendum supplements the provisions of the Rental Agreement Agreement identified above ("Agreement"). You and We make this Addendum an integral part of the Agreement. Capitalized terms used in this Addendum that are not defined will have the meanings specified in the Agreement. If there is any conflict between the Agreement and this Addendum, then this Addendum will control and prevail.

- Funding Intent.** You reasonably believe that sufficient funds can be obtained to make all Lease or Rental Payments and other payments during the term of this Agreement. You affirm that funds to pay Lease or Rental Payments and other payments under this Agreement are available for Your current fiscal year. You and We agree that Your obligation to make Lease or Rental Payments under this Agreement will be Your current expense and will not be interpreted to be a debt in violation of applicable law or constitutional limitations or requirements. Nothing contained in this Agreement will be interpreted as a pledge of Your general tax revenues, funds or moneys.
- Use of Equipment.** The Equipment will be operated and controlled by You and will be used for essential government purposes and will be essential for the term of this Agreement.
- Signatures.** You warrant You have taken the necessary steps; including any legal bid requirements under applicable law to arrange for acquisition of the Equipment; the approval and execution has been in accordance with all applicable open meeting laws; and that a resolution of Your governing body authorizing execution of the Agreement has been duly adopted and remains in full force and effect.
- Non-Appropriation of Funds.** If sufficient funds are not appropriated and budgeted by Your governing body in any fiscal year for Lease or Rental Payments or other payments due under this Agreement, this Agreement will terminate as of the last day of Your fiscal year for which funds for Lease or Rental Payments are available. You will give Us written notice within fifteen (15) days of the occurrence of such non-appropriation. Such termination is without any expense or penalty, except for the portions of the Lease or Rental Payments and those expenses associated with Your return of the Equipment in accordance with Section 3 of this Agreement for which funds have been budgeted and appropriated or are otherwise legally available. You agree that, to the extent permitted by law, (x) You will not terminate this Agreement if any funds are appropriated by You or to You for the acquisition or use of equipment or services performing similar functions to the Equipment during Your fiscal year in which such termination would occur and (y) You will not spend or commit funds for the acquisition or use of equipment or services performing functions similar to the Equipment until the fiscal year following the fiscal year for which funds were first not available for the Lease or Rental Payments.

All other terms and conditions of the Agreement shall remain in full force and effect.

<b>EVERBANK COMMERCIAL FINANCE, INC.</b>	<b>County of Montcalm, Michigan</b>
Lessor/Owner	Lessee/Customer
X	X
Authorized Signature Assoc. Team Leader	Authorized Signature Controller
Print Name & Title	Print Name & Title
Date	Date



CARE MANAGEMENT/WAIVER PROGRAMS  
PURCHASE OF SERVICE AGREEMENT  
AMENDMENT

APR 23 2018  
BOARD ACTION  
TO BE PLACED ON FILE

#9

The Area Agency on Aging of Western MI, Inc. (AAAWM) and Montcalm County Board of Commissioners (Partner) entered into an Agreement on or after January 1, 2016 in which the Partner agreed to provide certain services for Care Management - MI Choice Medicaid Waiver Program services (CM/WA).

That Agreement is now amended as follows:

- 1) Services and unit rates for purchased services, agreed to by the Partner shall be as specified in the attachment I of this amended Agreement.
- 2) All terms, rights and obligations of the parties in the original Agreement signed on or after January 1, 2016 are reaffirmed, except as specifically modified by this Amendment.

The parties agree to this Amendment, effective April 1, 2018. Failure to return this signed agreement by April 30, 2018 may result in a delay for reimbursement of services provided.

AREA AGENCY ON AGING OF WESTERN MICHIGAN, INC.

By	<u>Jackie O'Connor</u>	<u>3-21-18</u>
	Jackie O'Connor, AAAWM Executive Director	Date
By	<u>[Signature]</u>	<u>4-8-18</u>
	Authorized Signature	Date
	Montcalm County Board of Commissioners	Title

Original Agreement  
Amended

01-01-16 or later  
04-01-18

**I. Service and Bidding Information****Name of Applicant:** *Montcalm County Board of Commissioners***Billing Type/Benefit Type***Care Management/AAAWM CM or HS*

<b>Services:</b>	<b>Abbr Code</b>	<b>Billing Code</b>	<b>Cost / Unit</b>	<b>Cost Details</b>	<b>Boundaries Specifics</b>	<b>Counties Served</b>
Homemaking-CM (AAAWM)	HMKR	S5130	\$4.35			Montcalm
Personal Care-CM (AAAWM)	PCCM	T1019	\$4.80			Montcalm
Respite (in home)-CM (AAAWM)	IHR	S5150	\$4.80			Montcalm





# I. Service and Bidding Information

Name of Applicant: **Montcalm County Board of Commissioners**

Waiver/Community Based

Services:	Abbr Code	Billing Code	Cost / Unit	Cost Details	Boundaries Specifics	Counties Served
Adult Day Care	ADC	S5100	\$2.85		Standard Remark 5502	Montcalm
Chore	CHORE	S5120	\$5.50	15.00 hourly plus any materials costs	use standard remark "6015 Heavy duty household chores"	Montcalm
Community Living Supports	CLS	H2015	\$4.50			Montcalm
Environmental Modifications	Home Mod	S5165	\$0.00	bid process/pre-approval via Laurie D-E		Montcalm
Home Delivered Meals	HDM	S5170	\$5.75	HDM		Montcalm
Liquid Diet Supplement	Liq.Supp.	B4150 BO	\$1.55			Montcalm
Respite (in home) 15 min.	IHR	S5150	\$4.35			Montcalm
Transportation - per mile (non-emerg)	Transport	S0215	\$0.54		Use standard remark "7002"	Montcalm
Transportation - per trip (non-emerg)	Transport	T2003	\$32.25	>or = 50 miles--include "7002 PVT transport"		Montcalm
Transportation - per trip (non-emerg)	Transport	T2003	\$26.75	<or = 49 miles --include "7002 PVT transport"		Montcalm

#10

## CONTRACT FOR PROFESSIONAL VALUATION SERVICES

### SECTION I: BASIC SERVICES OF THE CONTRACTOR

**THIS AGREEMENT** is made between the County of Montcalm, a Michigan municipal corporation (the "County"), with a principal place of business at County Administration Building 211 West Main Street, PO Box 368, Stanton, Michigan 48888 and CSZ Services ("Contractor"), with a principal place of business at 112 W Walker, PO Box 98, St Johns, MI 48879.

The **Contractor** shall physically inspect, measure, document, photograph all parcels selected by the County for field appraisal studies for the 2019 assessment year. The improvements shall be sketched and valued on a software system compatible with current County software. The contractor shall also sketch the legal description of said parcels.

The **Contractor** shall work with the County to eliminate any adversarial situations.

The **Contractor** shall provide all necessary transportation and field equipment to perform the services.

The **Contractor** hereby acknowledges that all personnel and employees used in the completion of the services shall, for all purposes, be considered employees of the Contractor and not that of the County.

The **Contractor** will be available for appointments should the taxpayer or taxpayer representative request a meeting or to be present during inspections.

The **Contractor** will complete 20 inspections, sketches and valuations for the County to review before continuing on with the complete project.

The Contract shall commence on May 1, 2018, and the work completed no later than September 15, 2018. An import of all work performed will be given to the County on or before September 15, 2018, for use in County Equalization studies.

Compensation for Basic Services shall be in the amount of:

\$20,000 based on all Industrial & Commercial parcels. 270 Total.

Compensation for service shall be paid within 30 days of billing for parcels completed.

Terms of contract shall be for 2018, with an option to extend for years 2019 & 2020 if mutually agreed upon.

## **SECTION II: COUNTY RESPONSIBILITIES**

The County shall provide access to the Contractor property description files as they currently exist in the County database or in County possession. This may include, but not limited to, legal descriptions, property number, owner and address information as well as other information the County may possess concerning such properties.

The County shall provide, at the discretion of the Equalization Director and Contractor, mailings and/or other information to the General Public as to the intentions of the Contractor and the work being provided on behalf of the County.

The County shall provide all mapping or GIS information needed to complete and aide in completion of the project.

The parties acknowledge that it is the responsibility of the County to determine the nature and extent of implementation of the Contractor's work provided. To that end, the County assumes responsibility for the defense of any claim, cause of action or other proceeding that may or might be instituted by the State Tax Commission or any other entity arising from contracted work.

## **SECTION III: MISCELLANEOUS PROVISIONS**

Relationship between the County and Contractor shall be at all times be deemed in a relationship of Independent Contractor to the County.

The Contractor will maintain at least \$1,000,000 of general liability and property damage, unemployment, workers disability, automobile liability and any other insurance required by law for the Contractor and his agents or officers as will protect him and the County from claims. The Contractor shall save the County harmless and indemnify the County from any claims for bodily injury, death, or property damage that may arise due to his acts or negligence or that of his



employees that arise from his error or omission to properly perform his duties as Contractor (description under Section I).

The parties to this Agreement acknowledge that, inasmuch as the Agreement is in the nature of a Personal Services Contract, and as the County's decision to contract with the Contractor is based in part on the perceived expertise and ability of the Contractor, it is agreed that the Contractor duties and obligations hereunder may not be assigned, transferred, or conveyed without advance written approval from the County.

The Contractor shall be responsible to the highest levels of competency presently maintained by other practicing professional assessors and appraisers, for the professional and technical soundness and accuracy of the property valuations, drawings, property inspection data and all other work and materials furnished under this agreement.

Ownership of all documents, data, drawings, specifications, photographs, property cards, summaries, with the exception of the field work card, will be the property of the County. Calculated cost methodology will be used and applied for all parcels.

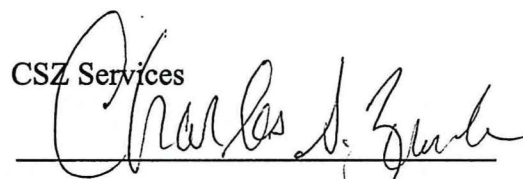
In the event of a material breach of the Agreement by either party, it is agreed that the non-defaulting party shall be permitted to recover, in addition to any other remedies as may be available to it, at law or equity, all reasonable attorney's fees and costs incurred as a direct result or consequence of such breach.


**IN WITNESS WHEREOF**, the parties hereto have set their hands and seals the day and year written below.

Date: 04/02/18

Montcalm County

  
\_\_\_\_\_  
Kay Vestergaard, Director of Equalization

CSZ Services  
  
\_\_\_\_\_  
Charles S Zemla

  
\_\_\_\_\_  
Bob Clingenpeel, Controller

APR 23 2018

#11

**EightCAP, Inc.**  
**GOVERNING BOARD ORGANIZATIONAL MEETING MINUTES**  
**January 26, 2018 @ 9:30 am**  
**Maxfield's Restaurant ♦ 11228 S. Wyman Road - Blanchard**

**Members Present:**

Kortni Campbell  
 Renae Caudill  
 Yvette Clark  
 Jennifer Cook  
 Tom Lindeman  
 Doug McFadden  
 James Moreno  
 Georgia Sharp  
 Ashley Strasser  
 Gary Tegge  
 Lori Wilson-Mazzola

**Members Absent:**

Angela Keehn  
 John Schafer

**Board Vacancies: 2 (Private Sector)****Staff Present:**

Dee Andersen  
 Lori Johnson  
 Jan Lacy  
 Janel Boulis  
 Dan Petersen  
 Jane Russell

**Call to Order**

With a quorum present, the meeting was called to order at 9:34 am by Dan Petersen, Agency President.

**Seating of 2018 Board Members**

Board members received a proposed 2018 membership list in their meeting packages—a revised list was distributed at the meeting. Mr. Petersen noted that a democratic selection process was held to fill four low-income sector seats on the Board (two-year terms—1/2018-12/2019). After the process was complete, two of the top vote getters (Tabitha Hernandez-Silverio in Ionia County and Megan Stout in Isabella County) decided that they would no longer be able to serve.

In Isabella County, the second vote getter for the low-income sector seat was John Schafer—his name appeared on the revised membership list. In Ionia County, there were two second place vote getters—Sally Stout and Ashley Strasser. A coin toss was held at the meeting. Ashley Strasser was the winner, and her name was added to the proposed membership list as the low-income sector representative for Ionia County.

<b>Name</b>	<b>Sector/Representation</b>	<b>Term</b>
Campbell, Kortni	Consumer At-Large/Head Start Policy Council	10/2017 – 9/2018
Caudill, Renae	Montcalm/Consumer Sector*	2018-2019
Clark, Yvette	Gratiot/Public At-Large – Delegate for Commissioner Jan Bunting	2017-2018
Cook, Jennifer	Gratiot/Public – Delegate for Commissioner Sam Smith	2017-2018
Keehn, Angela	Ionia/Private – Ionia BPW Club	2018-2019

Name	Sector/Representation	Term
Lindeman, Tom	Montcalm/Public - Montcalm Co. Commissioner	2017-2018
McFadden, Doug	Montcalm/Private At-Large - Hathaway Properties	2018-2019
Moreno, James	Isabella/Public – Isabella Co. Commissioner	2018
Schafer, John	Isabella County/Consumer Sector*	2018-2019
Sharp, Georgia	Ionia/Public – Ionia County Commissioner	2017-2018
Strasser, Ashley	Ionia/Consumer Sector*	2018-2019
Tegge, Gary	Gratiot/Consumer Sector*	2018-2019
Wilson-Mazzola, Lori	Montcalm/Private – Stanton American Legion Post 452	2017-2018
Vacancy	Gratiot/Private	2018-2019
Vacancy	Isabella/Private	2018-2019
*Low-Income Sector		

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE SLATE OF 2018 GOVERNING BOARD MEMBERSHIP AS AMENDED.*** Motion carried unanimously.

### **Election of Officers**

Board members received a document entitled “2018 Officers and Committees Worksheet” in their meeting package. The handout provided a description of the charges (per the Bylaws) for the Governing Board, Executive Committee, Human Resources Committee, Bylaws and Appeals Committee, and Audit Committee. The list also included the previous year’s Board officers and the membership for each of the Committees.

**Chairperson:** Mr. Petersen called for nominations for the office of Chairperson.

***MOTION WAS MADE AND SUPPORTED TO NOMINATE DOUG MCFADDEN FOR THE OFFICE OF CHAIRPERSON.***

Mr. Petersen called for any other nominations from the floor. There were no other nominations.

***MOTION WAS MADE AND SUPPORTED TO CLOSE NOMINATIONS AND TO CAST A UNANIMOUS BALLOT FOR DOUG MCFADDEN AS CHAIRPERSON.*** Motion carried unanimously.

The Chair was turned over to Mr. McFadden.

**Vice-Chairperson:** Mr. McFadden called for nominations for the office of Vice-Chairperson.

***MOTION WAS MADE AND SUPPORTED TO NOMINATE GARY TEGGE FOR THE OFFICE OF VICE-CHAIRPERSON.***



Mr. McFadden called for any other nominations from the floor. There were no other nominations.

***MOTION WAS MADE AND SUPPORTED TO CLOSE NOMINATIONS AND TO CAST A UNANIMOUS BALLOT FOR GARY TEGGE AS VICE-CHAIRPERSON. Motion carried unanimously.***

**Secretary:** Mr. McFadden called for nominations for the office of Secretary.

***MOTION WAS MADE AND SUPPORTED TO NOMINATE RENAE CAUDILL FOR THE OFFICE OF SECRETARY.***

Mr. McFadden called for any other nominations from the floor. There were no other nominations.

***MOTION WAS MADE AND SUPPORTED TO CLOSE NOMINATIONS AND TO CAST A UNANIMOUS BALLOT FOR RENAE CAUDILL AS SECRETARY. Motion carried unanimously.***

**Treasurer:** Mr. McFadden called for nominations for the office of Treasurer.

***MOTION WAS MADE AND SUPPORTED TO NOMINATE TOM LINDEMAN FOR THE OFFICE OF TREASURER.***

Mr. McFadden called for any other nominations from the floor. There were no other nominations.

***MOTION WAS MADE AND SUPPORTED TO CLOSE NOMINATIONS AND TO CAST A UNANIMOUS BALLOT FOR TOM LINDEMAN AS TREASURER. Motion carried unanimously.***

Executive Committee	
Office	Members
Chairperson	Doug McFadden
Vice Chairperson	Gary Tegge
Secretary	Renae Caudill
Treasurer	Tom Lindeman
Policy Council President	Kortni Campbell

### **Committee Appointments**

The following proposed slate of Committee appointments was distributed at the meeting.

Human Resources Committee	
Representation	Members
Public Sector Representative	Tom Lindeman
Private Sector Representative	Lori Wilson-Mazzola
Consumer Representative	Gary Tegge
Alternate	Jennifer Cook

Bylaws and Appeals Committee	
Representation	Members
Public Sector Representative	Jennifer Cook
Private Sector Representative	Doug McFadden
Consumer Representative	Gary Tegge
Alternate	James Moreno

Audit Committee	
Representation	Members
Public Sector Representative	Georgia Sharp
Private Sector Representative	Lori Wilson-Mazzola
Consumer Representative	Renae Caudill
Alternate	Doug McFadden

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE COMMITTEE APPOINTMENTS AS READ.*** Motion carried unanimously.

### **Establish 2018 Meeting Calendar**

Traditionally, the Board has met on the 4<sup>th</sup> Friday of every other month with the meetings held at the Administrative Campus (906 Oak Drive, Greenville, MI 48838), except for the January organizational meeting, which takes place at Maxfield's in Blanchard.

A memo in the meeting package proposed two different schedules for consideration for 2018—one following the traditional format and the other an alternative schedule, keeping the same dates and times, but moving the location of the meeting around the service area to some of the facilities in which EightCAP operates.

2018 “Traditional” Schedule (proposed)		
Date	Time	Location
January 26	9:30a	Maxfield’s (Blanchard)
March 23	9:30a	EightCAP Offices – Turk Lake 906 Oak Dr., Greenville, MI 48838
May 18*	9:30a	
July 27	9:30a	
September 28	9:30a	
November 16*	9:30a	
*Third Friday due to holiday		

2018 "Alternative" Schedule (proposed)		
Date	Time	Location
January 26	9:30a	Maxfield's (Blanchard) 11228 N Wyman Rd, Blanchard, MI 49310
March 23	9:30a	EightCAP Offices – Turk Lake 906 Oak Dr., Greenville, MI 48838

<b>May 18*</b>	9:30a	Camp Wah Wah Tay See 825 South St., Greenville, MI 48838
July 27	9:30a	Wilcox Nonprofit Center – Gratiot County Outreach Office 525 N. State St., Alma, MI 48801
September 28	9:30a	Ionia County Outreach Office 5827 Orleans Rd, Orleans, MI 48865
<b>November 16*</b>	9:30a	Isabella County Outreach Office 310 W. Michigan Ave., Mt. Pleasant, MI 48858
<b>*Third Friday due to holiday</b>		

***MOTION WAS MADE AND SUPPORTED TO ACCEPT THE PROPOSED 2018 ALTERNATIVE MEETING SCHEDULE.***

Caudill indicated that she had a conflict with the July 27<sup>th</sup> meeting date and suggested that it be changed to July 20<sup>th</sup>.

***MOTION WAS MADE AND SUPPORTED TO AMEND THE MOTION TO ADJUST THE JULY MEETING DATE TO JULY 20<sup>TH</sup>.*** Motion carried unanimously.

***MOTION WAS MADE AND SUPPORTED TO ADOPT THE 2018 ALTERNATIVE MEETING SCHEDULE AS AMENDED.*** Motion carried unanimously.

### **Approval of Meeting Minutes**

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE NOVEMBER 17, 2017, GOVERNING BOARD MEETING MINUTES.*** Motion carried unanimously.

### **Agenda Approval**

An additional item was added under L. Proposal Overviews: “5. Low Income Home Energy Assistance Program (LIHEAP).”

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE AGENDA AS AMENDED.*** Motion carried unanimously.

### **Public Comment**

Mr. Petersen introduced new member Ashley Strasser. Ms. Strasser has served on the EightCAP, Inc. 0-5 Head Start Policy Council for three years, currently as the Vice-Chair.

### **Consent Agenda**

- |  |              |
|--|--------------|
| 1. Court Appointed Special Advocate (CASA) Activity Report | Copy on File |
| 2. Community Services Activity Report                      | Copy on File |
| 3. Weatherization Activity Report                          | Copy on File |
| 4. Signed Contracts and Agreements (11/16/17 to 1/16/18)   | Copy on File |
| 5. Personnel Turnover (11/13/17 to 1/8/18)                 | Copy on File |



**6. Board Attendance Report (1/2017 to 12/2017)**

Copy on File

**7. Notices of Federal Interest**

Copy on File

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE CONSENT AGENDA.*** Motion carried unanimously.

**Reports**

**1. Program**

**a. Foster Grandparent Program/Senior Companion Program (FGP/SCP) Activity Report – Lori Johnson**

Ms. Johnson presented the report. The year-to-date program report noted the following volunteer information.

FGP		SCP	
Period Covered: October 1, 2017 -December 22, 2017			
# of Volunteer Hours	17,626	# of Volunteer Hours YTD	5,258
# of Active Volunteers	48	# of Active Volunteers	25
# of Children Served	230	Number of Individuals Served (38 In-Home, 30 Nursing Home/Rehab)	68

The report also included information on volunteer training, in-service location, recruitment, and new partnerships.

The following information was shared.

- The program currently has 52 active FGs; hopefully, participation will increase as the weather improves and the summer programming begins. The SCP is fully enrolled, with four interested applicants on the waiting list.
- Talks are continuing with Spectrum Health to encourage their private practices—their care managers and social workers at each private practice in the counties that the program services—to become a referral station for their patients to get a senior companion. This is a great access point for individuals that can use the SCP services.
- President Trump has appointed a CEO to our federal funding agency—the Corporation for National and Community Service (CNCS). This is a move in the right direction for CNCS. The appointment has gone through Senate confirmation, and we are awaiting the formal announcement.
- The program's Spring Recognition event will take place in April this year to allow more of the teachers to attend (the event was previously held in May, which is a busy month for schools). Attendance at the event is approximately 120 people. The location, menu, and additional logistics are still being explored.

Mr. McFadden commended the program on providing 22,000 hours of senior companion services during the previous program year.

**b. Head Start Activity Report – Janel Boulis**

i. **Activity Report:** Ms. Boulis presented the program report for January 2018.

<b>0-5 Head Start - January 2018</b>				
<b>Operated This Month</b>	<b>Last Day Services Provided</b>	<b>All Classes/Options in Session</b>	<b>Reported Enrollment</b>	<b>Funded Enrollment</b>
Head Start	11/30/17	Yes	667	667
	12/15/17	Yes	654	667
EHS	11/30/17	Yes	268	268
	12/29/17	Yes	266	268
GSRP	11/30/17	Yes	80	80
	12/15/17	Yes	80	80

Regarding Head Start enrollments (654 enrolled out of a funded enrollment of 667), Boulis noted that, within the new performance standards, Head Start had changed the definition of “enrolled.” The new definition indicates that the child must have attended one day of classes or must have had one home visit. As a result, there may be discrepancies in the enrollment figures due to timing (i.e. children enrolled prior to the holiday break but unable to attend class until after the new year). Enrollment is currently back up to 667. The same applied to the Early Head Start enrollment.

<b>Waitlist</b>	<b>Nov. / Dec.</b>	<b>Avg. Daily Attendance (ADA) for Nov. / Dec.</b>		
Head Start	159 / 187	Head Start	84.11%	84.42%
EHS - Center Based	39 / 33	EHS - Center-Based	76.74%	76.26%
EHS - Home Based	35 / 38	EHS - Home Based	642 HVs	470 HVs

Regarding the waitlist, the program is seeking toddlers and pregnant women for its Early Head Start Home-Based program. According to the Head Start Regional Office, this is a common situation for many programs.

<b>Disabilities*</b>	
2017-2018 Cumulative	
Head Start/EHS	19.5%

\* Head Start must maintain enrollment of over 10% students with a disability

<b>Child and Adult Care Food Program (CACFP)</b>			
	<b>Breakfasts</b>	<b>Lunches</b>	<b>Snacks</b>
November 2017	4,194	5,828	5,330
December 2017	2,005	2,773	2,476

<b>CACFP - Total Cost vs. Total Reimbursement</b>			
<b>10/1/17 to 9/30/18</b>			
<b>Time Period</b>	<b>Total Cost</b>	<b>Reimbursement</b>	<b>Difference</b>
November 2017	\$91,130	\$69,458	\$21,672
December 2017	\$117,376	\$84,747	\$32,629

\*Balance is absorbed by the pertinent program

Coaching Requests as of 1/12/18		
County	# of Requests	Change
Gratiot/Clinton	8	-
Ionia	3	+3
Isabella	7	-
Montcalm	7	-

Mental Health Referrals as of 1/12/18
<ul style="list-style-type: none"> <li>35 children have been referred to our Mental Health Coordinator for further observation.</li> </ul>

Regarding mental health referrals, Boulis noted that the program had seen an increase in severe behavioral issues, including an increased number of girls being referred this school year.

Head Start Health Requirements 2017-2018 Program Term					
Physicals	Dental Exams	Hearing/Vision	Hemoglobin	Blood Lead	Immunizations
86%	60%	84%	80%	92%	96%

#### Physical Exams

- 16 children have an upcoming physical exam appointment.

#### Dental Exams

- 73 dental exams have been requested.
- 55 children have upcoming appointments.

Tegge questioned the low percentage of dental exams completed. Ms. Boulis indicated that many dentists do not see children until they are three or four years of age, so families do not have a dental home. In addition, efforts are being made to educate parents on the importance of going to the dentist.

Moreno noted that Isabella County had recently joined the National Association of Counties (NACo), which has a dental plan available that is reasonable and increases the participation of children. He offered to look into it and share the information.

#### Immunizations

- 10 children have a provisional status for immunizations.
- 8 children have a waiver for immunizations.

Early Head Start Health Requirements 2017-2018 Program Term				
Well Child Checks	Hearing/Vision Screens	12 Mos. Blood Lead/Hemoglobin	24 Mos. Blood Lead/Hemoglobin	Immunizations
87%	97%	76%	84%	96%

McFadden commended the program on serving over 1,000 children during the 2017 grant year. He encouraged the members to share this type of information with individuals in their local communities.



ii. **Revised EightCAP, Inc. 0-5 Head Start Enrollment Priorities Policy for Preschool:**

The proposed change was presented by Ms. Boulis. The reason for the change is to ensure that as many 4-year-old children as possible can receive at least some preschool experience.

Priorities for Head Start enrollments are as follows:

1. Children transferring from another center within the agency;
2. Returning Children (children who left HS and are returning);
3. ~~Children currently enrolled in Alternate Placements who have a diagnosed disability;~~
3. 5-Year-Old diagnosed disabled or documented need signed off by ERSEA Team Supervisor FSS – Disabilities;
4. 4-year-old children (at least 4 years old by September 1, oldest first);
  - a. Homeless
  - b. Income eligible children
  - c. Over-Income children with a special need
5. 3-year-old children (at least 3 years old by September 1, oldest first);
  - a. EHS Transitioning children
  - b. Homeless
  - c. Income eligible children
  - d. Over-Income children with a special need
6. 3-year-old children (at least 3 years old after September 1, oldest first);
  - a. EHS Transitioning children
  - b. Homeless
  - c. Income eligible children
  - d. Over-Income children with a special need
7. ~~Homeless 4-year-old children~~ (at least 4 years old by September 1, oldest first, as allowed by program guidelines);
8. ~~Income eligible 4-year-old children~~ (at least 4 years old by September 1, oldest first, as allowed by program guidelines);
9. ~~Over Income 4-year-old children with a special need~~
10. ~~Early Head Start children, in descending order:-~~
  - a. ~~Homeless children 3 years old by the first day of school for fall enrollment~~
  - b. ~~3 years old by the first day of school for fall enrollment~~
  - c. ~~3 years old within 30 days of the first day of school~~
  - d. ~~Over Income 3-year-old with a special need (see Enrollment Priority Guidance)~~
  - e. ~~Turning 3 years old throughout the school year;~~
11. ~~Homeless children who are 3 years old by September 1 and as they turn 3 years old throughout the school year;~~
12. ~~Income eligible children who are 3 years old by September 1 and as they turn 3 years old throughout the school year;~~
13. ~~Over Income 3-year-old children with a special need~~
14. ~~Over income 3-year-old children with documented need~~

***MOTION WAS MADE AND SUPPORTED TO ADOPT THE REVISED EIGHTCAP, INC. 0-5 HEAD START ENROLLMENT PRIORITIES POLICY – PRESCHOOL (copy on file). Motion carried unanimously.***

- iii. **0-5 Head Start 2017-18 Health and Safety Screening Report:** The program conducts an annual health and safety review in the fall to assure that the enrolled children are in healthy and safe environments. Ms. Boulis reviewed the report with the members. Of the 47 health and safety indicators on the report, the program was out of compliance on two. The report identified the site details and the corrective action that was taken to rectify the deficiencies.

***MOTION WAS MADE AND SUPPORTED TO ACCEPT THE 0-5 HEAD START 2017-2018 HEALTH AND SAFETY SCREENING REPORT AND TO DIRECT THE APPROPRIATE SIGNATURES (copy on file). Motion carried unanimously.***

- iv. **School Readiness Goals Reports – 2017-2018 Fall Checkpoint (Information Only):**

Board members received copies of two reports in the meeting package:

- School Readiness Goals Report – Preschool
- School Readiness Goals Report – Infant/Toddler

The reports are a snapshot in time and provide a comparison of EightCAP's 0-5 Head Start children and the widely held expectations. After the next checkpoint (sometime around the end of February), the reports provided to the Board will provide a side-by-side comparison of the progress made towards meeting the goals.

## **2. Finance – Jane Russell**

### **a. Financial Report P/E 12/31/17**

The report was presented by Ms. Russell. A total of \$16,777,684 was available with \$13,649,015 expended as of December 31, 2017. The report also included the Head Start statements of expenditures for October and November 2017—this information is also provided to the Policy Council at their regular monthly meetings.

The following information was noted.

- The report has been revised to include both the Agency and Corporate Balance sheets.
- Regarding the Income Statement, expenditures were on track for the first quarter.
- Regarding the Grant Report, it was noted that the CSBG grants now run for a two-year period.
- Regarding the Head Start report, it is anticipated that the program will be under spent by approximately \$300,000 with the majority in the Head Start Duration funding. It is also anticipated that the Early Head Start program will also be under spent. Expenses will be booked into December. Final close out of the grant will occur in March 2018, with the final expenditure report due March 31, 2018.

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE FINANCIAL REPORT FOR THE PERIOD ENDED 12/31/17. Motion carried unanimously.***



**b. Review and Consider Approval of Authorized Signers on Bank Accounts**

The list of authorized signers for 2018 follows.

Financial Institution Name/ Address/Phone Number	Name of Account(s)	Account Number	Authorized Signers
Isabella Bank PO Box 337 1810 W. Washington St. Greenville, MI 48838 616-754-5100	EightCAP General Checking	xxxx779	•Doug McFadden (Chairperson) •Tom Lindeman (Treasurer) •Daniel Petersen •Jane Russell
	EightCAP Payroll Checking	xxxx761	•Doug McFadden (Chairperson) •Tom Lindeman (Treasurer) •Daniel Petersen •Jane Russell
	EightCAP PayPal Checking	xxxx565	•Doug McFadden (Chairperson) •Tom Lindeman (Treasurer) •Daniel Petersen •Jane Russell

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE AUTHORIZED SIGNERS ON THE BANK ACCOUNTS.*** Motion carried unanimously.

- c. Review and Consider Approval of Authorized Corporate Credit Cards:** Board members received a list of corporate credit cardholders and credit limits in the meeting package. It was noted that there were no changes from the previous year.

Financial Institution Name/Address/Phone #	Name of Account(s)	Cardholder Name	Credit Limit
Isabella Bank PO Box 337 1810 W. Washington St. Greenville, MI 48838 616-754-5100	Corporate Credit Card	Daniel Petersen Jane Russell Don Yaw Janel Boulis Christa Jerome Jan Lacy Steven Powell	\$20,000 \$5,000 \$5,000 \$4,000 \$3,000 \$3,000 \$3,000

***MOTION WAS MADE AND SUPPORTED TO AUTHORIZE THE USE OF CORPORATE CREDIT CARDS BY THE NAMED INDIVIDUALS.*** Motion carried unanimously.



**d. Audit Engagement Letter (Information Only)**

Board members received copies of the Audit Engagement Letter dated December 11, 2017, from Rehmann Robson outlining the auditing services they are to provide for EightCAP, Inc. for the year ended September 30, 2017. It was noted that the audit field work began Tuesday, January 16<sup>th</sup>, and wrapped up on Wednesday, January 24<sup>th</sup>. Upon completion, the audit report will be brought to the Board for review and approval.

**e. Detailed Credit Card Statements (Information Only)**

Head Start regulations require that the Governing Board and Head Start Policy Council be provided with information on agency credit card charges. Board members received copies of the Corporate Purchasing Card and MasterCard Credit Card activity for October, November, and December 2017. All payment requests and supporting documentation were available for review at the meeting.

**Proposal Overviews – Dan Petersen**

1. **Court Appointed Special Advocates (CASA) 2018 Request to Ionia-Montcalm United Way:** Funding is being requested from Ionia-Montcalm United Way in the amount of \$10,000 to provide trained volunteers to be a voice for abused and neglected children in the juvenile justice system by providing advocacy for their needs and ensuring a permanent home. The \$10,000 in local funds would allow the program to receive \$19,500 in Montcalm County Juvenile Court Child Care Fund match dollars. The project would benefit an estimated 56 children in Montcalm County during the period 4/01/18 to 9/31/19.

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE 2018 CASA – IONIA-MONTCALM UNITED WAY APPLICATION IN THE AMOUNT OF \$10,000. Motion carried unanimously.***

2. **Montcalm CASA 2018 – Montcalm County Juvenile Court:** Funding is being requested from the Montcalm County Juvenile Court in the amount of \$19,500 to provide trained volunteers for the CASA program. The program will raise funds that must be used to match this contribution from the county (example: requests to organizations such as United Way). The funds will be used for general program support, as part of the \$39,000 total budget. EightCAP is the grant fiduciary, and the CASA Volunteer Program falls under the auspices of the Governing Board, with operational counsel and support provided by the CASA Advisory Board. The project would benefit an estimated 40 children in Montcalm County during the period 10/1/17 to 09/30/18.

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE MONTCALM CASA 2018 REQUEST TO MONTCALM COUNTY JUVENILE COURT IN THE AMOUNT OF \$19,500. Motion carried unanimously.***

3. **LIHEAP Crisis Assistance (LCA) FY 2018:** Funding is being requested from the Michigan Department of Health and Human Services in the amount of \$450,800 to provide energy assistance for individuals facing an emergency who use deliverable fuels to heat their homes, along with providing client education to enable them to become or move towards self-

sufficiency. The project would benefit an estimated 550 households during the project period 1/01/18 to 08/31/18.

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE FY 18 LCA APPLICATION IN THE AMOUNT OF \$450,800. Motion carried unanimously.***

4. **Michigan Community Action (MCA) MEAP LIHEAP 2017-2018:** Funding is being requested from Michigan Community Action in the amount of \$182,280 to assist eligible households with metered fuel payment assistance (with some ability for exceptions regarding deliverable fuels). The project would benefit an estimated 124 households during the project period 12/19/17 to 09/30/18.

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE MCA MEAP LIHEAP 2017-2018 APPLICATION IN THE AMOUNT OF \$182,280. Motion carried unanimously.***

5. **Low Income Home Energy Assistance Program (LIHEAP):** Funding is being requested from the Michigan Department of Health and Human Services in the amount of \$302,524 to be used for weatherization measures identified through the NEAT audit. In addition, the funding can be used for roof repairs on owner or rental units and roof replacements on owner-occupied units (however, the Agency uses the funds for weatherization measures and directs those in need of roof replacements to other agencies in the community). The project would benefit an estimated 95 individuals during the period 01/18/18 to 09/30/18.

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE LIHEAP APPLICATION IN THE AMOUNT OF \$302,524. Motion carried unanimously.***

## **Old Business**

### **1. Strategic Planning Update**

One of the items identified in the Strategic Plan was to have an increased presence of the Board amongst the Agency staff and on the website. Mr. Petersen distributed a Board Member Website Questionnaire for members to complete for this purpose. The information provided would then be used on the Agency website.

Another item was to have at least two Results Oriented Management and Accountability (ROMA) Nationally Certified Trainers on staff. Mr. Petersen reported that he received his certification in November.

He also reported that he had recently convened an Employee Engagement Advisory Panel to act in an advisory capacity to the President and to enable high levels of engagement in a uniform and consistent manner throughout the agency. One of the Panel's suggestions was to develop a "Desk Reference Guide" for staff members so they can better understand the programs that are available through the Agency and how to make referrals, if appropriate. This was also an item on the Strategic Plan.



## **New Business**

### **1. Renewal of Authorization to Sign**

***MOTION WAS MADE AND SUPPORTED THAT THE EIGHTCAP, INC. GOVERNING BOARD OF DIRECTORS AUTHORIZE THE CHAIRPERSON, AND/OR VICE-CHAIRPERSON, AND/OR THE AGENCY PRESIDENT TO SIGN ANY AND ALL CONTRACTS AND PROPOSALS APPROVED BY THE EIGHTCAP, INC. GOVERNING BOARD OF DIRECTORS. Motion carried unanimously.***

It was noted that a summary of “Signed Contracts & Agreements” is routinely included on the Consent Agenda so that Board members are aware of the contracts and agreements entered into on behalf of the Agency.

### **2. Consider Changes to EightCAP Pay Scale for Early Head Start Home Visitors and Housing Resource Specialists**

A memo regarding the proposed “Changes to the EightCAP, Inc. Home Visitors (HV) and Housing Resource Specialist (HRS) Wage Scale” was included in the meeting package and reviewed with the members. The current pay scale for these positions (as of the pay period beginning 1/13/18) follows.

Step 1	Step 2	Step 3	Step 4
\$12.71	\$13.59	\$14.55	\$15.56

It is being proposed that a fifth step be added for those HVs and HRSs who hold a bachelor’s degree or higher in a field related to their position (as indicated on the relevant job descriptions). Those without a bachelor’s degree in a related field would top out at the fourth step.

Step 1	Step 2	Step 3	Step 4*	Step 5**
\$12.71	\$13.59	\$14.55	\$15.56	\$17.25
*top step for staff members who have not obtained at least a bachelor’s degree				
**staff member eligible if they hold a bachelor’s degree in related field				

This recommendation is based on the following.

- According to the 2014 Head Start Wage Comparability Study, the average wage for a Home Visitor with a bachelor’s degree or higher in Michigan was \$17.73.
- According to the 2013 salary survey conducted by Michigan Community Action, the range for a Housing Resource Specialist with advanced training, bachelor’s degree or 4 years of experience or a combination was \$14.72 to \$18.38.
- EightCAP has experienced a high turnover in both of these positions. Since 6/01/16, EightCAP has:
  - Lost 8 home visitors through resignation and several others who’ve transferred to/been hired for other positions within the Agency. There were between 19 and 22 HV positions in the Agency during this time frame (the number recently increased).



- Lost 7 Housing Resource Specialists through resignation. There were 6 of these positions in the Agency during this time frame.

It was noted that the Policy Council had approved the Early Head Start Home Visitor component of the recommendation.

***MOTION WAS MADE AND SUPPORTED TO ADOPT THE CHANGES TO THE EIGHTCAP, INC. HOME VISITOR AND HOUSING RESOURCE SPECIALIST WAGE SCALE AS PRESENTED. Motion carried unanimously.***

- 3. Consider Comment on Child Day Care Licensing Rules Change:** EightCAP has been notified that the Michigan Department of Licensing and Regulatory Affairs (“LARA”), Child Care Licensing Division will be updating its Licensing Rules for Child Care Centers in 2018. Head Start and Early Head Start classrooms are licensed under these rules. LARA is accepting comments from the public that will be considered as the rules are updated.

Mr. Petersen is requesting that the EightCAP, Inc. Governing Board and HS Policy Council send a joint letter and comment form to LARA’s Child Care Licensing Division (other agencies as appropriate) and authorize the chairperson/president to sign it. The letter would urge the state to change one of the rules that is a barrier for families enrolled in EightCAP’s Head Start and Great Start Readiness Programs related to transportation services (a memo pertaining to the request, a draft transportation advocate letter, and LARA comment form were included in the meeting packet). The rule is:

***“R 400.8770. Time limitation on child transit. Rule 770. For children under school-age, transportation routes shall be planned so that a child is not in the motor vehicle longer than 1 continuous hour.”***

Paragraph [§1303.73\(b\)\(1\) of the Head Start Performance Standards](#) also addresses the length of time that a child can be on a vehicle operated by a licensed facility. It says that Head Start programs must ensure that the

***“...time a child is in transit to and from the program must not exceed one hour unless there is no shorter route available or any alternative shorter route is either unsafe or impractical...”***

The most stringent rule applies, so Head Start grantees in Michigan are required to adhere to the Michigan Licensing Rules on this particular issue. The practical effect of this is that EightCAP’s program requires many of its families to go to a meeting point in order to meet the bus to keep the planned route time at an hour or less. Currently, there are 36 children that have meeting points for pick-up routes and 37 children that have meeting points for drop-off routes. Of the 76 routes that EightCAP Transportation has each school day, 35 have at least one meeting point. It is often the case that meeting points are several country blocks away from the child’s drop off/pick up point with parents not having access to transportation.

The topic of meeting points generates the largest number of complaints that the Agency receives from those we serve. The letter would encourage the state to adopt language that is more in line with the Head Start Regulations.

It was noted that the Policy Council had authorized the PC President to sign onto the joint letter and comment form.

***MOTION WAS MADE AND SECONDED TO SUPPORT FILING OF THE COMMENT ON THE CHILD DAY CARE LICENSING RULES CHANGE. Motion carried unanimously.***

4. **Consider Relocation of Administrative Offices:** A memo regarding “facilities planning/location of EightCAP administrative offices” was included in the meeting package and reviewed with the members by Mr. Petersen. Since the end of the Agency’s agreement with ReMAX Realty for listing the property that the Agency owns at 5827 Orleans Road, Orleans, MI 48865 (“Orleans Property”) is approaching, it is a natural time to reevaluate the Agency’s use of its facilities. The property has been on the market for 3½ years with minimal interest.

The memo provided additional information including the background on the Orleans Property, the mortgage on the building, scenarios in order to give the Board examples of the situation the Agency might find itself in based on the decisions made in the future, other known considerations, and a deadline for the relocation. Both facilities are aging school buildings in need of repairs to the buildings and grounds including replacement of the parking lots and roof repair/replacement (both buildings), and repairs to the southern wall and septic system (Turk Lake only).

EightCAP would do a lot split to continue to own Buildings #1 and #2 and the land around them at the Turk Lake property. This might require a survey and filing fees. The use of the Turk Lake Administrative Building and Buildings #5, #6, and #8 would need further consideration.

There would also be an impact on employees’ commute times. A chart showing the driving distances from the center of the ZIP code where affected employees live and the address of each office was included in the memo.

Mr. Petersen is recommending that the Board authorize moving the EightCAP administrative office from its current Turk Lake location to the Orleans Property by July 2018 and allow the President to take the necessary steps to effectuate the move.

After discussion, it was decided to hold a special meeting of the Board at the Orleans facility (Ionia County Outreach Office) on Wednesday, February 21, 2018, at 10 am. This would allow the members to tour the facility and to have a better perspective on the matter. A floor plan of the Orleans building will be emailed to the members prior to the special meeting. Mr. Petersen will also consult with a realtor to explore the options for selling the Turk Lake property.

5. **Community Action Partnership – Management and Leadership Training Conference (MLTC) – Doug McFadden:** Mr. McFadden recently attended the MLTC held on January 9<sup>th</sup> – January 12<sup>th</sup> in Houston, Texas. The conference was targeted to board and staff leaders at Community Action Agencies. The conference featured intensive training, roundtable discussions, and networking opportunities. It also engaged dialogue about how to increase impact and efficiency throughout the year. Mr. McFadden shared information from the training with the Board members.



## **President's Report**

Mr. Petersen provided the following information.

- David Bradley is hosting a Webinar Series on Advocacy. The schedule and topics follow.
  - *Monday, January 29<sup>th</sup>, at 3 pm Eastern Time - Planning Agency Visits by Members of Congress*
  - *Monday, February 26<sup>th</sup> at 3 pm Eastern Time – Hill Meetings: What to do when you go to your Member's Office*
  - *Monday, May 7<sup>th</sup>, at 3 pm Eastern Time – How Congress Works: Authorization & Appropriations*

Members interested in participating were asked to contact Mr. Petersen—the dates will also be shared via email.

- The Organizational Performance Standards require that Board members be provided with a copy of the organization's bylaws every two years and that they be reviewed by an attorney within the past five years. The bylaws were last updated in November of 2015. Mr. Petersen would like to schedule a Bylaws and Appeals Committee meeting to begin the review process of the bylaws prior to the March 23, 2018, Board meeting. Members of the Committee will be contacted to establish a date, time, and location for the meeting.
- A handout of "Community Action – Upcoming Board Involvement/Training Opportunities" was distributed and reviewed with the members. Members interested in participating in any of the events were asked to contact Mr. Petersen or Ms. Lacy.
- The kickoff meeting for the Agency's 2018 Walk for Warmth planning will be held in the conference room of the Administrative building on Monday, January 29, 2018, at noon. Board members are welcome to attend or participate electronically.
- The Head Start Program Performance Standards final rule states that programs must provide 1,020 hours of planned class operations over at least eight months per year for at least 50% of its center-based funded enrollment by August 1, 2019. Communication has been received from the Office of Head Start announcing that the Secretary has exercised his authority to waive the August 1, 2019, Head Start center-based service duration requirements, effectively lowering the requirement from 50% of 0%. The Department is also considering whether to remove the requirement that programs provide 1,020 annual hours of planned class operations for 100% of its funded enrollment by August 1, 2021. However, if Congress does not appropriate significant funds, the Secretary would likely make a similar determination.

This is disappointing to the Agency, as our program was looking forward to having full-day Head Start services across our counties. Hopefully, this will continue to be a discussion.

- Regarding the current audit process, Mr. Petersen reported that the exit interview with the audit team was positive. It is anticipated that the report will be presented to the Board at the March meeting. Audit Committee members were asked to be prepared to meet on March 23, 2018, at



9 am prior to the full Board meeting to review the audit (dependent on the availability of the audit).

### **Board Chair's Report**

Mr. McFadden thanked the members for placing their trust in him.

### **Other Business**

There was no additional business brought before the Board.

### **Adjournment**

The meeting adjourned by consensus at 11:57 am.

Respectively,   
Renae Caudill, Board Secretary



## Montcalm County

Montcalm County Great Start Collaborative

### Minutes

2/6/2018

COPY FOR YOUR  
INFORMATION

APR 23 2018

#18

**I. Call to order:**

Nancy Secor called meeting to order at 11:36 am

**II. Welcome & Introductions:**

Present: Matt Balenger, Janel Boulis, Kristen Bross, Verna Carr, Renae Caudill, Doris Demorest, Erin Finkler Liz Ingraham, John Johansen, Terri Legg, Christine Mann-Munger, Karen Marsman, Lillie McNeil, Tabatha Nadasky, Cari O'Connor, Jennifer Peterman, Nancy Secor, Ron Simon, Jennifer Stratton, Kelly Taylor Roger Thelen, Mindy Train, Michelle Goodwin, Jennifer Bathrick, Dena Kent, Pastor Ej Wolf

**III. Public Comment:**

None

**IV. Agenda Approval:**

*Motion to accept the February MCGSC agenda, was made by Renae Caudill motion seconded by Roger Thelen, all voted in favor, none opposed*

**V. Meeting Minutes Approval:**

*Motion to accept the December MCGSC minutes, was made by John Johansen motion seconded by Terry Legg, all voted in favor, none opposed*

**VI. Director Report: Cari O'Connor**

**TAG 2018:** Grant submitted by deadline which includes a continuation of the Parent University activities, music activities, and Peer to Peer PL support. We received the grant and are looking for hosts for these activities.

**Love and Logic Parenting class:** Greenville location was in January. Please contact myself or Kim Brown if you are interested in hosting a class. New Schedule is available. Dates are set!

**MCGSC and MCGSC PC Evaluation:** The Evaluation this year was released to you via email on December 18th and is taking the place of the previous MSU evaluation process. Please remember that as in previous years our technical assistance and funding levels may be reliant on your answers. If there were something that you need as an organizational member, I would hope that you would let us know well before the evaluation. Please let us know if there is anything, we can do better to support your participation. Thank you for all of you who completed the survey already. Your completion of this is very important in our MDE evaluation process. As discussions of collaborative moving to outcome based funding I am not worried but did want to let you know that, your opinion on our work does matter not only locally but also to MDE!

**MI SCHOOL Data:** Parent Portal is on line! Early Childhood reports now available.

**GSRP Preschool Billboard April Campaign**

**Preschool applications for 2017-18 school year:** These will be available on line or hard copies for you to help support preschool enrollment. Bottom line is any application will be processed into the system but if they only want to be considered for 2017-18, they can make a note. November –February is the official count day for GSRP. We will be filling ALL exits from the classroom through April 1, 2018. 2018-19 on line application changes are in the works.

**New Licensing Guidelines: Changes are COMING!!!** These will take effect in March 2018. Big changes for example anyone coming into a GSRP or Head Start classroom supporting children unsupervised will be required to e finger printed at a minimum cost of \$50 per person. This includes special education staff, bus drivers, etc. Michigan is the only state that is not requiring this at this time. Breakdown of those licensing rule changes is on line.

**GSRP CNA:** Ask was for over 700 slots (serving 522 students) based on our free and reduced lunch numbers by district, our capacity, and number of age eligible students identified based on the last census numbers. We are tasked with assuring the proposal builds the program/service capacity needed in the community and is part of an integrated delivery system. The GSC "endorses" the ISD that partners with the GSC in strategic efforts to provide high-quality preschool, fostering school readiness and life success for children residing within the GSC region. **Action needed looking for a motion to support Executive Committee's actions to endorse rather than review form that needs to be kept on file.**

*Motion to support the ASK, was made by Terry Legg motion seconded by Renae Caudill, all voted in favor, none opposed*

**K Round up activities are coming soon!** We are in process of collecting dates and times. We will be looking for parent support in order to cover all of them and do the K round up survey effectively. Please connect with Cassie if you are interested in supporting this activity this year!

**GSRP allocation approval:**

634 slots 48 set aside CB Per CNNA request 8CAP 48 slots	<b>Carson</b> 32	<b>CM</b> 96	<b>Greenville</b> 144	<b>Lakeview</b> 80	<b>Montabella</b> 64	<b>Tri County</b> 80	<b>Vestaburg</b> 64	<b>MAISD</b> 24
First Round Total Allocation: 7-17-17 604/634 slots	32	68 as of 8- 2017	144	80	64	80	64	24
Second Round 8-26- 17	32	68	176	80	64	80	64	24
10/31/17	32	68	176	80	62	80	64	24
1/31/18	32	68	180	80	58	80	64	24

**\*\*Slots not utilized with an enrolled child by October 1, 2017 will be reallocated with in the MAISD where capacity will allow.**

Over Income Allocation by CHILDREN NOT SLOTS- ***** Not to be enrolled UNTIL all income eligible students have been enrolled								
CC	CM	Greenville	Lakeview	Montabella	Tri County	Vestaburg	MAISD	Eight CAP
0	3	4	4	6	15	4	1	0

Total 37

Three factors:

1. IEP student enrollment
2. Half day programming over full day; self-transport over transporting one way, one way transportation over both ways transportation
3. Program enrollment status: making programs viable / filling program holes/ kids in wait



**Kindergarten Preschool Partnership:** A request was made for the MCGSC to host an activity of collaboration between preschool and Kindergarten teachers. We will be sending an invite via email for all kindergarten teachers to meet with preschool providers to discuss Early Childhood perspective in March. Survey Monkey was sent out to try to secure the best date for the majority. Essential Literacy training via continuum of birth to third grade. Communication link focus. Minimum one K teacher per building; best-case scenario would be all kindergarten teachers. Please support. **March 26<sup>th</sup> 1-3:30 at the MAISD.**

**MCGSC Collaborative Activities & Support Recognition:**

Site sponsors of our Winter Wear Drive:

Michigan One

Montcalm County Libraries

Seiter Center

MCN

GACF

First United Methodist Church, Edmore

DPIL Sponsorships:

Stanton Women's Club

**VII. New Business:**

**A. Highlight Presentation: Montcalm County Triathlon Pastor Wolf**

PowerPoint and flyer attached

**B. State of Michigan 3<sup>rd</sup> Grade Reading Law: Michelle Goodwin**

3<sup>rd</sup> Grade Reading Law information attached.

**VIII. Old Business:**

**A. Dolly Parton Imagination Library Update**

Applied for a United Way Montcalm-Ionia Grant, went, and presented on Montcalm County Dolly Parton Imagination Library to the United Way panel, will be notify if our grant was accepted, end of March.

Annual report will be available shortly!

**B. Trusted Advisor Grant Update**

Fall 2017-March 7, 2018

62 adults and 49 children attended TAG activity events

(March 19 would add 11 adults and 12 more children to those totals)

**Individual Family Services:**

Fall 2017-March 7, 2018

7 families/adults 20 children

(2 more families since March 7, 2018)

**IX. Committee Reports:**

**A. LICC: Kelly Taylor**

Early On and Build Up Michigan referral data by district from July 2017 until January 2018.

**Upcoming Professional development:** CPI Training for Early On and Early Childhood staff on February 19<sup>th</sup> and April 11<sup>th</sup>.

**Past Professional Development/Community Outreach:** The Parent Child Learning Group/Early On team visited the Alpha Women's Center on January 17<sup>th</sup> for "Snacks and Facts." We toured the facility and learned about the resources available for families. This will help us promote the Center and better serve our families.

**Facebook:** Please "like and share" our [MAISD Early On and PCLG Facebook page](#).

**Playgroups:**

McNaughton Elementary-Tuesdays 9:30-11:00

Vestaburg Elementary-Tuesdays 9:30-11:00

Montcalm Area Career Center-Thursdays 9:30-11:00

Seiter Education Center-Fridays 9:30-11:00

**"You and Me" baby class:**

Seiter Education Center-Fridays 11:30-12:30

**Welcome LICC new parents:**

Kristen Bross

Tabitha Nadasky

**B. Executive & Communication: No Report**

**C. Parent Leadership: Shannon Behrend**

February's Meeting: 13 parents 9 children Trent Hilding, attorney presented on the importance of legal documents and what each provide for each family. He took many questions from parents on specific issues related to parenting minors, business concerns, and issues related to aging/medically fragile family members. Parents seemed excited to have the chance to ask questions about topics that can be challenging and easily avoided by many. He provided his business cards and an open door to families offering a discount for those who took the time to attend the meeting. March Parenting Event: Potluck and activity to be finalized ASAP

APRIL 16<sup>th</sup>, 2018: Pediatric Chiropractic Care with Dr. Tiffany Padden, Chiropractor

MAY 14<sup>th</sup>, 2018: Nutrition and Supplements, What You Need to Know for Your Children with Dr. Kathy Padden, Chiropractor

**D. Early Care & Education: Mindy Train**

In January, hosted two literacy events in partnership with the Tamarack District Library and the Flat River Community Library. At these two events, we created snowman, using socks, buttons, and rice simple items that families would have around the house, to be able to create on their own. Encourage families to visit their public library often, as they hold stories hours for various ages, family events for the whole family and that there are many resources available to them, than just books. Each child that attended was able to take home a book to keep offered by Great Start. Families also enjoyed hot chocolate and cookies! Combine, we had 12 parents and 15 children.

**E. Family Wellness: Karen Marsman**

- We met on December 6<sup>th</sup>, 2017 and discussed several upcoming events.
- We received a dental grant for \$700 from West Michigan Dental Foundation. A request was sent out to local dental providers to see if they were willing to donate either funds or items. After we find out if we receive any further donations, we will decide how to use the money for future events and needs.
- We looked at the "Final" Baby Gift Bag (minus the gift bag), and would like to have donations from agencies to put towards an actual bag. Agency names would be printed on the bags if we were able to purchase them.
- Sample Baby Gift Bags were given to Spectrum and Sparrow OB/GYN offices to possibly distribute to expectant mothers. We needed approval from them before handing them out in the offices. Initially our thought was to hand them out in the OB/GYN offices in order to reach as many expectant mothers as possible. However, after much discussion on distribution of the bags, we considered the possibility of hosting a Community Baby Shower at the Family Fun Day instead. Family Fun Day at MCC will be held on April 28<sup>th</sup>. Several ideas were brought up, and it was decided to seek approval from the We Care for Kids Council first before we held more discussion and planning at the February meeting.
- We have a New Parent section that is ready to be put onto the Great Start Montcalm website, but there is a hold up with the designer. This section would be a resource to new parents on things like social interaction, immunizations, what to expect, developmental delays, fatherhood, safe sleep, this would be in addition to the resource directory we currently have, just more tailored to new parents.
- Connections enrollments are still not moving. There have been discussions with Lillie McNeil about the possibility of Child Care Providers having access to it. We have the testing supplies for loan if someone wanted to use them, but

everyday items work just as well. We are struggling to find new parents, as it seems that everyone keeps seeing the same families on a regular basis.

**X. Roundtable Updates:**

**Terri Legg-** In need of volunteers for income tax program, UW will also be helping DHHS clients and assisting in the tax program. As of right booked for Montcalm/Ionia County. United to end hunger, April 21<sup>st</sup> packaging 80,000 meals and collecting personal care items, located at MCC, register on United Way's website to help volunteer

**Ron Simon-** first strategic plan work has started. For the 2018-19 school year, more balanced calendar, most half days on Wednesday and spring break will be moved up a week earlier. Starting a partnership with MCC to enhance offering for students.

**Jennifer Stratton-** Moving to Gratiot County, Dena Kent will be taking her place.

**XI. Principles of Collaboration and Feedback:**

**Questions/thoughts for the MCGSC Director**

- You do a great job and I am proud of you! Congrats on getting the TAG
- Can we meeting to chat a bit about early literacy- Karen Marsman

**Questions/thoughts regarding 3<sup>rd</sup> grade reading law**

- Very good presentation. Michelle is knowledgeable and thorough regarding the topics
- Yikes, great info and will see how this impacts everyone
- I am concerned at this point, how the system will work. If it is strictly done by the DIBELS system, it may not show students full potential as the test is long and students loose interest
- Thank you for the handout and explaining what this means.
- How will this impact pre-K

**Thoughts/needs that you have on your participation at the MCGSC Board Meeting today**

- Nice presentation on the triathlon, good for promoting
- Enjoyed the meetings, looking forward to April's meetings
- Triathlon kids, very excited to give this opportunity to the children in my life.

**Highlight presentation suggestions for future meetings**

- Hopewell Ranch

**Any other comments/lunch ideas**

- Lunch was good
- Mindy's special soup and gluten free rolls
- Coles Corner
- Village Kupps
- Anderson and Girls

**XII. Adjournment**

*Motion to accept the adjourn at 1:30pm, was made by Mindy Train motion seconded by Christine Mann-Munger, all voted in favor, none opposed*

Minutes recorded by Mindy Train

Next Meeting Date: [April 11, 2018 11:30 am – 1:30 pm at the MAISD 621 New St Stanton](#)

**\*\*Please see our website for the most updated calendar information at [www.GreatStartMontcalm.org](http://www.GreatStartMontcalm.org)**





APR 23 2018

#13

**EightCAP, Inc.**  
**GOVERNING BOARD SPECIAL MEETING MINUTES**  
**February 21, 2018 @ 10 am**  
**Ionia County Outreach Office ♦ 5827 Orleans Road - Orleans**

**Members Present:**

Renae Caudill  
Yvette Clark (electronic)  
Jennifer Cook  
Janie Diels  
Tom Lindeman  
Doug McFadden  
Georgia Sharp  
Ashley Strasser  
Gary Tegge  
Lori Wilson-Mazzola

**Members Absent:**

Kortni Campbell  
Angela Keehn  
James Moreno  
John Schafer

**Board Vacancies: 1 (Private Sector)**

**Staff Present:**

Jan Lacy  
Dan Petersen  
Jane Russell

---

**Call to Order**

With a quorum present, the meeting was called to order at 10:03 am by Chairperson Doug McFadden.

**Agenda Approval**

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE AGENDA.*** Motion carried unanimously.

**Public Comment**

There was no public comment.

**Seating of Gratiot County Private Sector Representative on the EightCAP, Inc. Governing Board**

Alma College has nominated Janie Diels to serve as their representative on the EightCAP, Inc. Governing Board (copies of the nomination letter were included in the meeting package). Dr. Diels is a professor at the College and a resident of Alma. Dr. Diels would fill the Gratiot County Private Sector seat that was previously held by Tom Batchelder, who did not seek renewal at the end of his 2016-2017 membership term. Dr. Diels was introduced and shared background information on herself.

***MOTION WAS MADE AND SUPPORTED TO SEAT JANIE DIELS ON THE EIGHTCAP, INC. GOVERNING BOARD AS A GRATIOT COUNTY PRIVATE SECTOR REPRESENTATIVE.*** Motion carried unanimously.

## **Banking Resolutions**

In order to update the authorized signatories on the Agency's financial accounts with Isabella Bank, the Board is required to adopt resolutions documenting the granting of said authority (as authorized by the Board at the January 26, 2018, organizational meeting—copies of the resolutions were included in the meeting package). The following individuals are designated as "Authorized Signers" on the Agency's financial accounts.

Douglas J. McFadden.....	Chairperson
Thomas F. Lindeman .....	Treasurer
Daniel A. Petersen Jr.....	President
Jane M. Russell .....	VP for Finance

***MOTION WAS MADE AND SUPPORTED TO APPROVE THE BANKING RESOLUTIONS (COPIES ON FILE).*** Motion carried unanimously.

## **Consider Relocation of Administrative Offices and Tour of the Orleans Facility**

At the January 26<sup>th</sup>, organizational meeting, Mr. Petersen recommended that the Board authorize moving the EightCAP administrative office from its current Turk Lake location to the Orleans Property by July 2018 and allow the President to take the necessary steps to effectuate the move. At that time, members were provided with a memo containing additional information pertaining to the recommendation, i.e. background on the Orleans Property, the mortgage on the building, other known considerations, etc. (a copy of the initial memo was included in the special meeting package).

Both facilities are aging school buildings in need of repairs to the buildings and grounds, including replacement of the parking lots and roof repair/replacement (both buildings), and repairs to the southern wall and septic system (Turk Lake only).

After discussion, the Board scheduled a special meeting on Wednesday, February 21, 2018, at 10 am at the Orleans facility (Ionia County Outreach Office) to allow the members to tour the facility and to have a better perspective on the matter—a floor plan of the Orleans facility was emailed to the members and a corrected floor plan was included in the special meeting package.

Mr. Petersen met with the realtor that has the current listing on the Orleans Property to discuss their thoughts for the Turk Lake campus. If the Administrative functions were moved to Orleans, EightCAP would do a lot split of the Turk Lake property to allow for control and continued use of Buildings #1 and #2 (the original location of Threshold Academy) and the land around them. It was noted that the Turk Lake bricks and mortar building is owned outright by the Agency. Due to the uniqueness of the property, no value has been determined.

Questions were raised regarding the heating and cooling systems at the Orleans facility. Mr. Petersen indicated that there were no known issues with the heating system. Currently, 70% of the building is in use and heated. Follow up will be made on the building's cooling system.



Mr. Petersen escorted the members on a tour of the Orleans facility. After the tour, additional discussion was held on the parking lot repairs, the location of Board and Policy Council meetings should the relocation take place, the planned use of any proceeds from the sale of the Turk Lake property, and the specifics of the two scenarios presented in the informational memo.

***MOTION WAS MADE AND SUPPORTED TO ACCEPT THE RECOMMENDATION OF THE PRESIDENT TO RELOCATE THE EIGHTCAP ADMINISTRATIVE OFFICE FROM ITS CURRENT TURK LAKE LOCATION TO THE ORLEANS PROPERTY.***

Additional discussion was held on the sale of the Turk Lake property, including possible issues with the lot split. At the present time, Montcalm Township has not been contacted about the property. After discussion, the motion was amended as follows.

***MOTION WAS MADE AND SUPPORTED TO ACCEPT THE RECOMMENDATION OF THE PRESIDENT TO RELOCATE THE EIGHTCAP ADMINISTRATIVE OFFICE FROM ITS CURRENT TURK LAKE LOCATION TO THE ORLEANS PROPERTY, CONTINGENT UPON THE ABILITY TO DO A LOT SPLIT OF THE TURK LAKE PROPERTY.***


Follow up on the heating and cooling systems and the lot split will be brought to the Board at its March 23, 2018, regular meeting. After further discussion,

***MOTION WAS MADE AND SUPPORTED TO TABLE THE MOTION UNTIL THE NEXT REGULAR MEETING.*** Motion carried unanimously.

### **Adjournment**

The meeting adjourned by consensus at 10:54 am.

Respectively, \_\_\_\_\_

  
Renae Caudill, Board Secretary



APR 23 2018

#14

Montcalm County Commission on Aging  
Regular Executive Board Meeting  
February 22, 2018

**CALL TO ORDER:** John Johansen called the meeting to order at 3:30 pm.

**PRESENT:** John Johansen, Betty Kellenberger, Barb Abrahamsen, Susan Brantley and Chuck Hazekamp.

**ABSENT:** Ralph Hauenstein.

**OTHERS PRESENT:** Karen Sheets, Hannah Bliss, Trevor Wright, Bob Clingenpeel, Aaron Hadley and Bonnie Zuidewind.

**APPROVAL OF AGENDA:** Betty Kellenberger moved and Barb Abrahamsen seconded to approve the agenda as presented. Motion carried.

**APPROVAL OF MINUTES:** Chuck Hazekamp moved and Betty Kellenberger seconded to approve the minutes as amended. Motion carried.

**PUBLIC COMMENTS:** Public comment was called for. None was given.

**AAAWM REPORT:** John Johansen reported there was no meeting for January.

**CHAIRPERSON REPORT:** None given.

**DIRECTOR'S REPORT:** Karen Sheets reported our yearly annual audit thru Area Agency on Aging of Western Michigan, was cancelled for February 22, 2018 and rescheduled for March 15, 2018.

Karen Sheets passed out Montcalm County Proposition for Renewal of Commission on Aging Millage to the board.

Advisory Board balance is \$22,662.90 as of February 13, 2018.

Bob Clingenpeel stated that he had gotten an email from Howard City and they are interested in the white van. Karen Sheets gave them the specs on the meal van and white van to see which one they are interested in. She stated that she gave the Kelly Blue Book for price on the vans.

Budget Report: As of February 21, 2018- we should be at 41.65% and Revenue-56.27% and Expense-31.92%.



**OLD BUSINESS:**

Greenville: Barb Abrahamsen stated that all members paid their yearly dues.

Howard City Action Center: None given.

**NEW BUSINESS:**

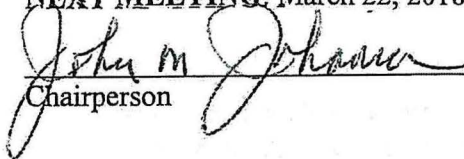
Executive Board: Moved by Barb Abrahamsen, supported by Betty Kellenberger to recommend Aaron Hadley to the Montcalm County Board of Commission to fill the vacant seat on the Commission on Aging Board. Motion carried.

2018 millage: Moved by Chuck Hazekamp, supported by Betty Kellenberger to recommend to the Montcalm County Board of Commissioners a .45 mill renewal millage on August 2018 primary ballot. Motion carried.

Veterans: Chuck Hazekamp stated that he had a meeting with Trevor Wright to discuss veteran programs. Chuck and Trevor gave their point of view on veterans program. They both agree that the veterans program has grown in the last 18 months; VFW halls now have services officers coming to the halls to help veterans. The CoA board agreed to leave the veterans program as is, not to go for a millage, but keeping the veterans program in our future vision.

**MEETING ADJOURNED:** At 4:25 pm.

**NEXT MEETING:** March 22, 2018 at 3:30 pm.

  
Chairperson

3/22/18  
Date

APR 23 2018

#15

## AREA AGENCY ON AGING OF WESTERN MICHIGAN

## BOARD OF DIRECTORS

## MINUTES

February 26, 2018

Area Agency on Aging of Western Michigan Office  
3215 Eaglecrest Drive NE, Grand Rapids MI 49525

---

UNIT OF GOVERNMENT	MEMBERS PRESENT	MEMBERS ABSENT
ALLEGAN COUNTY	Stuart Peet Don Black	
GRAND RAPIDS, CITY	Jane DeVries	Kurt Reppart
IONIA COUNTY	Larry Tiejema Dennis Sitzler	
KENT COUNTY	Nancy Nielsen (phone)	Carol Hennessy
LAKE COUNTY	Marilyn Burns	Betty Dermeyer
MASON COUNTY	Gary Castonia Patsy Hagerman (phone)	
MECOSTA COUNTY	Sharon Bongard Bill Routley	
MONTCALM COUNTY	John Johansen Linda Weger	
NEWAYGO COUNTY	Vern Willett Cindy LaBelle	
OSCEOLA COUNTY	Larry Emig Richard Karns	

**Staff Present:** Anne Ellermets, Suzanne Filby-Clark, Anne Hackathorn, Bridget McGovern, Jackie O'Connor, Regina Salmi and Dan Travis.

**Guests:** Laura McMurtry – Aging and Adult Services Agency (AASA), Robert Sundholm – Advisory Council Chairperson

## **I. Roll Call and Agenda Approval**

Chairperson Bill Routley called the meeting to order at 1:32 pm.

Jackie O'Connor took roll call. Quorum present.

Larry Tiejema moved and Larry Emig seconded the motion to approve the agenda. Motion carried.

## **II. Minutes of the November 27, 2017 Meeting**

John Johansen moved and Don Black seconded the motion to approve the November 27, 2017 minutes. Motion carried.

## **III. Reports**

### **A. Advisory Council Report**

Bob Sundholm reported on the February 5, 2018 Advisory Council meeting. The Advisory Council hosted State Senator Peter MacGregor who discussed the caregiver wages issue. No solutions were forthcoming, though the Senator encouraged us to continue to update our legislators on this issue.

The Legislative Committee recommended sending two Michigan letters. The first was a recommendation that Michigan taxes remain unchanged because any change, up or down, would affect older adult service wait lists and service delivery. The other letter was to support AASA's budget and the increase in the AASA budget suggested by the Silver Key Coalition.

The Advisory Council will have another legislator come to the March meeting.

### **B. Financial Report**

Dan Travis presented the fourth close report on FY17 Financials through September 30, 2017 which is 100% of the Fiscal Year.

Report 1- Balance Sheet – Assets – There currently is a \$68,000 balance which is a good change from the original projected deficit. It is possible that another \$230,000 could be paid to AAAM by the State in late spring as part of the Risk and Quality withhold funds.

Report 5 – Summary Expense Report - At 100% of the fiscal year, total Administration was at 99.02% of the Operating Budget. Part of this is related to accrued sick and vacation. Total spending for services was at 100.21%.

FY 2018 Report 5 was also reviewed.

Report 5 - Administrative expenses are on target. Under the Service Partners, the outliers are Community Action of Allegan County and Sarah Care.

Dan answered multiple questions from Board members.



Dan reviewed the 2018 Conflict of Interest Agreement and requested that Board members complete before leaving the meeting.

### **C. Medicaid Waiver/Care Management Program**

Suzanne Filby-Clark reviewed the Purchased Service reports for FY 2017. The first report was on the type of services purchased under the Older Americans Act (OAA) funding. Over \$800,000 was spent on a variety of services. Many in-home services are still provided by family and friends. Homemaking is the most often requested and purchased service.

The second report was the list of MI Choice Vendors and the amount of funding they received in FY 2017. The range of payments was from a few hundred dollars to over one million dollars.

### **D. Supportive and In-Home Services**

Anne Hackathorn reviewed the highlights of the FY 2017 OAA client and unit data reports. FY 17 had increased funding for home delivered meals and in-home services particularly homemaker services. Increased client numbers and service units reflected this funding increase.

Anne Ellermets discussed the Family Caregiver University flyer which was the class schedule for the year. This is the fourth year of the University classes. Funding comes from sponsors with no OAA funds being used. Participants have a reasonable \$5 cost per class.

### **E. Public Relations and Communications**

Regina Salmi has been focusing on a new data analytic tool from the Community Media Center who helps with our website changes. This data helps designing our website to meet the software used by our visitors.

### **F. Executive Director's Report**

Jackie O'Connor encouraged everyone to turn in their Conflict of Interest statement form before the end of the meeting.

Federal funding is operating on Continuing Resolution number five that expires March 23, 2018. She reviewed President Trump's recommendations for FY 2019 and how they would affect older adult services.

Governor Snyder's 2019 budget is recommending stable funding for the Aging and Adult Services (AASA) budget. Her concern is future changes to the MI Choice Medicaid Waiver. Though no change is expected as the 2019 fiscal year starts, the MI legislators have asked for feedback from stakeholders about the various home and community based programs by early summer. We expect a move toward more managed care, bundling of programs and services, or expansion of the dual eligible pilots.

Bill Routley stated that Jackie was willing to speak to the Board of Commissioners about the Aging services in their area. She had presented to Mecosta County Board of Commissioners in February. Board members should contact Jackie if they want her to make a presentation. He also asked if it would be beneficial for State Representatives to attend a Board meeting. There was discussion and Jackie will look into this suggestion.

#### **IV. Other**

##### **A. Aging and Adult Services Agency**

Laura McMurtry thanked Dan and his team for the work they have done on finance and balancing the budget. Laura indicated there are no proposed increases in the budgets for AASA at this point. She will be working with Lacey Charboneau on the AAAWM Area Plan.

##### **B. Public Comments**


Cindy LaBelle asked about the Older Michiganians Day. This will be held in Lansing on May 16, 2018. Jackie will include a flyer in the March Board packet.

Nancy Nielson asked about the AAAWM Annual Meeting. This will be held on Monday, April 23, 2018 at the Prince Conference Center.

##### **C. Next Meeting Date**

The next Board meeting will be on March 26, 2018. The meeting was adjourned at 3:02 p.m.

  
Suzanne Filby-Clark, Recorder

  
Bridget McGovern, Recorder

\_\_\_\_\_  
Richard Karns, Secretary

APR 23 2018

#16

MONTCALM CARE NETWORK  
611 North State Street  
Stanton, MI 48888  
(989) 831-7520

The monthly meeting of the Montcalm Care Network Board was held February 27, 2018 at Montcalm Care Network, 611 North State Street, Stanton, MI 48888.

Chairperson John Johansen called the meeting to order at 7:32 p.m.

**ROLL CALL:**

Members Present: John Johansen, Betty Kellenberger, Jack McCrackin, Kurt Peasley, Kelly Porter, Kathy Lobert, Amanda Shaffer, Pam Sparks, Josh Stump, and Lisa Zunk

Absent: Lorna Grassley, Bob Kamphuis

Others Present: Sally Culey, Julianna Kozara, Jim Wise, and Tammy Quillan

**APPROVAL OF THE AGENDA:**

Betty Kellenberger MOVE TO APPROVE THE AGENDA FOR FEBRUARY 27,  
Josh Stump 2018 AS PRESENTED.  
Motion Carried.

**MINUTES OF PREVIOUS MEETINGS:**

Kelly Porter MOVE TO APPROVE THE MINUTES OF JANUARY 23, 2018  
Amanda Shaffer AS PRESENTED.  
Motion Carried.

**PUBLIC COMMENTS:**

None

**REPORTS AND MONITORING:**

**CONSENT AGENDA:**

Kelly Porter MOVE TO APPROVE THE CONSENT AGENDA FOR FEBRUARY  
Kurt Peasley 27, 2018 AS PRESENTED.  
Motion Carried.



**DIRECTOR'S REPORT:**

Betty Kellenberger    MOVE TO APPROVE THE DIRECTOR'S REPORT AS  
Kathy Lobert            PRESENTED.  
Motion Carried.

**CHAIRPERSON'S REPORT:**

None

**ONGOING ISSUES:**

Tammy Quillan reviewed ongoing issues at the state, regional and local level.

**BUSINESS:**

**POLICY ISSUES:**

None

**PROGRAM ISSUES:**

Betty Kellenberger    MOVE TO APPROVE THE ANNUAL SUBMISSION FOR FISCAL  
Kathy Lobert            YEAR 2017 AS PRESENTED.  
Motion Carried.

Pam Sparks             MOVE TO APPROVE AN AMENDMENT WITH BEACON AFC FROM  
Kathy Lobert            FEBRUARY 6, 2018 TO SEPTEMBER 30, 2018 FOR AN  
                              ADDITIONAL \$50,000 AND A TOTAL NOT TO EXCEED  
                              \$150,000.

**PERSONNEL ISSUES:**

Kurt Peasley            MOVE TO ACCEPT THE HUMAN RESOURCES 2017 ANNUAL  
Kathy Lobert            REPORT AS PRESENTED.  
Motion Carried.

Josh Stump             MOVE TO APPROVE REVISIONS TO POLICIES #8900, 8901,  
Kurt Peasley            8902, 8904, 8905, 8906, 8908, 8916 AND 8918 AS  
                              PROPOSED IN THE HANDOUT.  
Motion Carried.

4

**FINANCIAL ISSUES:**

None

**LEGAL BUSINESS:**

None

**OLD BUSINESS:**

None

**NEXT MONTH AGENDA ITEMS:**

None

**NEXT MEETING DATE:**

Tuesday, March 27, 2018 at 7:00 p.m., at Montcalm Care Network.

**ADJOURN:**

Meeting adjourned at 8:09 p.m.

Respectfully submitted,

Tammy Quillan  
Recording Secretary

---

Kelly Porter  
Board Secretary/Treasurer

THIS PAGE INTENTIONALLY LEFT BLANK



APR 23 2018

#17

## IONIA/MONTCALM DISTRICT DHHS BOARD MEETING

March 1, 2018

Ionia County DHHS Office

Phone (616) 527-5200

## MINUTES

PRESENT: Melvin Haga, Sandra Cook, Laura Linebaugh, Brian DeKraker, Michelle Seigo, Brenda Cowling-Cronk, Lisa Brown

ABSENT: John Johansen, Terese Gainer

GUESTS: Mary Montgomery-Colvin, Melissa Brandt

I. Call to Order

The meeting was called to order at 9:00 a.m. by Ms. Cook, Chairperson

II. Public Comment

III. Review of Agenda

IV. Review of February Minutes

Mr. Haga moved to approve the February meeting minutes/2<sup>nd</sup> Mr. DeKraker. Motion was carried by voice vote.

V. Contracts

VI. New Business

- A. Ms. Brandt, AP Supervisor, came and presented on the process to apply for assistance. Ms. Brandt passed out applications and other hand-outs explaining what each section is about, including Medicaid (and its 42 different insurance options), Food Assistance, Cash Assistance, Child Day Care, and SER (State Emergency Relief). There is a new application version as of 02/18, which has fewer pages and is easier to complete.
- People are still encouraged to fill out an application online. MiBridges is the name of the program. The paper version will soon be added to this system. 03/28/18 is the date for the new MiBridges roll out to occur.
  - The Portal & the 211 database – United Way of Greater Grand Rapids will be the 211 provider for Ionia & Montcalm counties, and this will be available to both staff and clients to access resources. It will also show community information available.
- B. May Appreciation Week – sponsored by the Board members. Dates are, Ionia, May 3<sup>rd</sup> after the 10:00 a.m. Board meeting, approximately 11:45 a.m. Montcalm's will be on Wednesday May, 2<sup>nd</sup> at 11:45 a.m.
- Salad, pizza, fruit, chips, pop and dessert will be served at both luncheons.
  - Mr. Haga will bring pop, Ms. Cowling-Cronk will bring paper products and flowers, Mr. DeKraker will bring chips, Ms. Cook will bring fruit, and Ms. Montgomery-Colvin will bring 2 sheet cakes to the Thursday, May 3<sup>rd</sup> luncheon in Ionia, and Ms. Linebaugh will bring cookies to the Wednesday, May 2<sup>nd</sup> luncheon in Stanton. Ms. Brown will take care of the salad bar items and ordering pizza for both luncheons.

VII. Old Business

A. Board of Commissioners Liaison Update

1. Ms. Cowling-Cronk provided an update on the Circuit Court building regarding the elevator glitch, and how it has to be working before the building can be officially opened. The date has been pushed back to April/early May. The project is still considered under budget. Discussion regarding the Public Defender office.

B. Director Report

1. Staffing – We have new positions being filled, and then filling behind those positions.
2. BSC 3 Director, Ms. Miller, came to both Ionia and Montcalm counties to meet with staff to discuss any concerns they may have. The meetings were well attended, with good discussions.
3. Ionia & Montcalm yearly Licensing Audits to take place, Ionia's in March, and Montcalm's in April.
4. Currently very busy in Protective Services with many investigations.

VIII. MCSSA:

- A. Mr. DeKraker discussed the topics that MCSSA will be bringing to the Legislators at the conference March 7 & 8, 2018. This include, opioid use (more for the government to do), healthcare for Michigan residents (Healthy MI program), Juvenile Justice – raise the age to 18 for adult crimes (instead of 17 year olds pushed into adult courts), prevent elder abuse (provide more financial support).
- B. They are also presenting compensating relatives of foster children. Advocate for more appropriations, without county child care funds.

IX. Review of Financial and Statistical Reports

X. Correspondence

- A. In receipt of Ms. Ebenstein's approved resignation of State Appointee from Mr. Lyon, MDHHS Director.

XI. Issues and Concerns

XII. Adjournment

Ms. Linebaugh motioned to adjourn the meeting/2<sup>nd</sup> Mr. Haga. Motion approved.

---

Sandra Cook, Chairperson  
Ionia/Montcalm District DHHS Board

---

Michelle Seigo, Secretary  
Ionia/Montcalm District DHHS Board



**Montcalm Human  
Services Coalition**  
"Working Together, We Do More"

COPY FOR YOUR  
INFORMATION

APR 23 2018

#18

**Minutes**

Wednesday, March 7, 2018

9:00 – 11:00am

Montcalm Area ISD, Michigan Room, 621 New St., Stanton 48888

Christensen called the meeting to order at 9:05 am

**Present:**

Melissa Christensen, Bonnie Havlicek, Kristi Jeffrey, John Johansen, John Kroneck, Jeremy Miller, Phillip Millerov, Cari O'Connor, Tammy Quillan, Michelle Seigo, Karen Sheets, Ron Simon,

**Others Present:**

Bill Hendrain- Michigan State University Extension

Dave Chesla- Spectrum Health

Cheryl Thelen- Mid-Michigan District Health Department

**Staff Present:**

Mindy Train

**Public Comment:**

Public comment was offered, none were given.

*The collaborative introduced themselves to those in attendance*

*Motioned by John Kroneck supported by Ron Simon, to approve the minutes of the February 7, 2018 meeting as presented, Motion carried.*

**Health Montcalm Improvement Plan- Cheryl Thelen**

PowerPoint attached

**Spectrum Health, All of Us Research Program- Dave Chesla**

PowerPoint attached

Should any of the guests or community have questions or interest in learning more about the program, please do not hesitate to share my contact information.

Dave W. Chesla, PA-ASCP

Director, Research Operations, Spectrum Health Universal Biorepository

35 Michigan St NE, 6<sup>th</sup> floor MC 56, Grand Rapids, MI 49503, (616) 267-2629

**Legislative Update- February 26, 2018**

Present: James Lower and Rick Outman (on behalf of Judy Emmons)

James Lower:

A bill is being worked on regarding restricted air space and drones. There are currently no restrictions on where drones can fly, causing problems especially with prisons. Drones are able to fly over prison walls and drop off phones, drugs, and other banned substances. The bill will allow restricted air space to apply to drones.

There have been cuts, including the prison food programming. Discussion is still taking place on what can be done to fix the problem.

There is continued discussion on how to get more money for the Sheriff's offices.

Rick Outman (Judy Emmons):

There was a description of the OK2Say program and how it came to be and how it is spreading to other states. They are very proud of it, but it is not gaining ground like it could be. We need to spread the word to make it more effective.

Program cuts have affected many areas, one of which is the food program at the prisons. They are looking at ways to reinstitute that and make it work.

Money for roads has been given a big boost and is ahead of schedule in the funding. The money is already there, it is just being taken from an area that is no longer being used, so there is no additional money coming from the budget for it.



## Q & A

Gun violence regulations – there was MUCH discussion on the issue. The fact is that no one in the room is going to come to an agreement on it, so discussing it all day is not going to change anything. There will still be issues and laws up for discussion regarding this issue, and some will pass, but until people change, it will always be a divisive topic.

More was discussed on the roads and the money from that.

There were some questions regarding agriculture that were still in beginning stages or stagnant.

Education questions were asked about timeline. Jim would call Cari on those.

By: Cassie Davis, MCGSC Parent Liaison, these are my brief notes; they are not intended as a comprehensive representation of all the discussion that took place.

## **“Does Anyone Have Anything to Share?”**

**Tammy Quillan-** Approved for grant funding, expanding My Town services, looking for space in the Carson City Area

**John Johansen-** Water quality committee to evaluate septic ordinance, five meetings, first two meetings, discussing what other communities are doing regarding this issue. Flat River/Pine River is doing more testing; many data, some progress has been made toward the problem.

**Bob Clingenpeel-** Rick Outman is running for 33<sup>rd</sup> district

**Ron Simon-** Career Fair 2018. April 10 at Greenville High School. 12 to 2:30 PM especially for high school seniors. 3:00 – 6:00 PM for the community at large. More than 25 area companies seeking employees for a wide variety of careers. Bring your resume, portfolio, and samples of work. Be prepared for on the spot interviews. This is a hiring event. If you are looking for a job, this is the place to find employers who are looking for you!

**Cari O'Connor-** Planning for summer festivals, we pass out bags at each event, with early childhood resources, if you are interested in having your information in the bag or would like to donate an item to add to the bag, please contact Cari, would need quantity of 600.

Gearing up for our spring kick off TAG workshops, more details to come.

**Karl Yoder-** Chemical Bank is doing a 2018 on profit community questionnaire; please complete and mail/fax/email back to Karl Yoder.

**Bonnie Havlicek-** Hosting a training on food safety, cooking for crowds, serving food safely, April 5<sup>th</sup>

**Karen Sheets-** Pie baking contest, St. Patty's Celebration March 16<sup>th</sup> 12pm, Alzheimer presentation March 26<sup>th</sup> 10am

**Phil Millerov-** Problem right now, of kids vaping in school. Medication take back, April 26<sup>th</sup> in Carson City.

**Kristie Jeffrey-** Encourage districts to file truancy reports, 5 unexcused absents after eight parents are held accountable

**Mel Christensen-** United to end hunger, April 21<sup>st</sup> packaging 80,000 meals and collecting personal care items, located at MCC, register on United Way's website to help volunteer

Discover your tomorrow, computer science/agricultural science

MCC Greenhouse, garden bot, plants/waters; some see it in action, at the greenhouse.

## **Next Meeting Date**

The next meeting scheduled for Wednesday April 11, 2018 from 9:00am – 11:00am at the MAISD Office

## **Adjournment**

Meeting adjourn at 10:51 am

## **Minutes Recorded By: Mindy Train**



77 S. State  
Stanton, MI 48888  
(989) 831-4606 Ext 3  
(989) 831-4540 Fax  
www.montcalmcd.org

COPY FOR YOUR  
INFORMATION

APR 23 2018

#19

The Montcalm Conservation District Board of Directors met at the U.S.D.A. Service Center on Tuesday, March 13, 2018. Meeting called to order at 8:30 a.m. by Bruce Noll, Chairman.

**DIRECTORS PRESENT:** Bruce Noll, Mark Sabin, Steve Wyckoff, Jed Welder and Chris Mark. **OTHERS:** Judy Cloer Executive Director, Nicholas Sanchez, FAP Forester, Tony Wernette, MAEAP Technician, Jeremy Sova, NRCS District Conservationist, Frank Packard, NRCS Technician, John Johansen, County Commissioner, and Karen Ickes, MAEAP Technician for Clare and Osceola Counties.

**PUBLIC COMMENT:**

**RECOGNITION OF GUESTS:** Karen Ickes, MAEAP Technician spoke about her Natural Resources Background and that she is working on a Thesis.

**AGENDA:** Motion by Wyckoff to approve the agenda, supported by Welder, carried.

**MINUTES AND TREASURER'S REPORT:** Motion by Sabin to approve the Minutes, supported by Welder, carried. Motion by Wyckoff, to approve the treasurer's report, place on file, subject to audit and to pay the bills, supported by Welder, carried.

**REPORTS:**

**OFFICER REPORTS:**

**CHAIRMAN:** I have put out 2 signs advertising our Tree Sale. More will go out shortly after the ground thaws.

**VICE CHAIRMAN:**

**TREASURER:** On June 2<sup>nd</sup> the Solid Waste Committee will be holding a Household Hazard Waste Collection. The location is undecided at the time. More information will follow later.

**AGENCY:**

**NRCS:** Assistance/Progress: February 23 was the last day for EQIP sign-up, finished with 12 qualified applications, waiting to see how many are accepted for funding. Met with landowner to go over his Nutrient Management records-submitted payment. Contacted 2 landowners about when they plan of installing their OFSC and Ag handling facilities for this summer. Frank finished up landowner Fish and Wildlife Habitat in case there is a third sign-up. Site visit with landowner about Seasonal High Tunnel and Fruit Trees. Landowner finished up OFSC design and was sent to engineer for approval. Contract Management: Modifying contracts, Status Reviews/contract follow-up and making payments. Other Items of Interest: Went to a Communicating with Farmers Under Stress Workshop at Montcalm Community College. Worked on vehicle safety checklist and getting quotes for damaged or worn parts/tires. Submitted AD700 for approval. Teleconference on EPAC new restructuring of the USDA yesterday, will not have any effect on the Conservation District as of now. Jeremy speaker at Ag-1 Workshop in Lakeview at Bowling Alley. Our number of field visits has picked up.

**DISTRICT:** DNR Notice of Authorization for Diane Smith, 11384 E. David Hwy., Westphalia, MI. Property is in Crystal Township, Crystal Lake. Install 54 linear feet of vinyl seawall within one foot of the existing shoreline. Place 7 cu yards of clean backfill landward of the new seawall. Place 5 cu yards to toe stone along a minimum of 54 linear feet of the waterward toe of the newly installed seawall. DEQ Permit: David Kletke, 1319 Chester Rd., Lansing, MI, Sidney Township, Dickerson Lake. Place 14.81 cu yards of riprap shore protection along 50 feet of shoreline. Riprap shall follow the existing shoreline contour.

**FORESTRY ASSISTANCE PROGRAM FORESTER:** FY2018 Deliverables: Media Occurrences: FY Total 10, Outreach Events: FY Total 9, Number of Landowner Site Visits: FY Total 34, Number Referrals to Private Sector: 2 FY Total, Number of Referrals to Public Sector: FY Total 20, Qualified Forest Program Enrollments (landowners: FY Total 2, Qualified Forest Program Enrollments (acres) FY Total 533, Number of MAEAP Forest Wetland Habitat\*A\*Syst: FY Total 3.

-Tree sale incentive article in Kent CD Tree Sale catalog & media outlets.

-Manned a booth at Plymouth Christian High School's career day event.

-Attended Tree Farm Quarterly Meeting in Gaylord.

-Wheels to Woods Field Trip with Sparta 5<sup>th</sup> grade.

-Planning Hemlock Woolly Adelgid survey at Howard Christensen Nature Center.

-Kent Showcase

-Sparta farmer/forestland owner luncheon.

-Attending West MI Conservation Network Meeting (CISMA meeting).

-Welder asked question on Blue Spruce Needlecast.



**WERNETTE: WATER STEWARDSHIP TECHNICIAN:** Tony will be leaving as MAEAP Technician on April 15<sup>th</sup>. He will now be working in his lamb business full time. We will miss him. His position has not been posted yet. He has been a great asset to Mecosta and Montcalm counties. Have sent in an application for a Surface Water Workshop-sites have not been determined. Discussed Lake Management Plans.

**WYCKOFF:** F4EC is moving along. Discussed if the donated combine is running? We believe so. The combine will be parked all over the county in the next few weeks. Thirty-four 4-H clubs will be decorating a 4x4 sheet of plywood showing why 4 H and Extension is so important to the youth in Montcalm County. These signs will be hung on the combine. A banner for the front of the combine in regards to millage quest, has been approved. Went to Washington D.C. with a grant from Duck Unlimited. I was representing the Montcalm Conservation District. Met with Stabenow's office staff and Representative Moolenaar on our issues. Discussed GLRI money and their importance, waste water, clean water issues, and the Farm Bill.

Flat River Watershed meeting will be held on April 16<sup>th</sup>, 6:30 P.M. at Turk Lake Conference Room.

**WELDER:** Attended Mid-Michigan Septic Management Committee meeting where he is a Project Member. Committee was formed to discuss and develop framework for an ordinance to enhance the management of septic systems within Mid-Michigan that would be acceptable for partners in the region. Conservation districts in the region have collected water quality samples and done scientific testing that demonstrates that human sewage from failing septic systems and illicit discharges is a significant source of the problems. There is no mechanism to check the status of systems once installed. In the next 30 days something will be coming out of this meeting. Set up pilots. Proposing rewriting Bill.

-Discussed Dairy Processing Plant. City of Greenville had structure with Right Place.

**JOHANSEN-COUNTY COMMISSIONER:** John stopped in before the start of the Board Meeting but was unable to stay because of a meeting conflict.

**NEW BUSINESS:**

**TREE SALE:** As of this morning we have 64 tree orders. Mark will be picking up the fruit trees from Watervliet Fruit Exchange, 7821 Red Arrow Highway, Watervliet, MI on April 16<sup>th</sup> or 17<sup>th</sup>. We will be picking them up from our Nurseries on Monday the 16<sup>th</sup>. Orders are slow coming in. Today I sent an article to the Daily News to remind customers about our Spring Sale. John Johansen will be furnishing the truck for pick up again this year. Our many thanks to the Johansen family.

**INSURANCE POLICY:** Discussed the changes in our Insurance Policy for 2018. Board agreed to pay the premium with the changes.

**ONE LINE PAYMENT:** It is to late for this year but discussed the importance of being able to pay for the trees on line and by credit card on line or in the office. In the past we have not done this, but more and more people are asking every day in we take credit cards. Next year we plan to have this set up so that it is possible to do so.

**NEW LOGO:** Some Districts are designing new logos instead of using the one created by MACD. We are looking for more identify for our District. This will be discussed again later as to how we go about this, have a contest, etc.

-Our next board meeting will be held at the U.S.D.A. Service Center on Tuesday, April 13, 2018 at 8:30 a.m.

-Chairman declare the meeting adjourned at 9:50 a.m.

Respectfully submitted by Cloer, Secretary.





**MONTCALM COUNTY DRAIN COMMISSIONER**  
**Sandy M. Raines**  
211 W. Main Street  
Stanton, Michigan 48888

INFORMATION

APR 23 2018

#20

**NO. 115 DRAIN**

**MONTCALM COUNTY**  
**COUNTY CONTROLLER**  
**STANTON MI 48888**

<u>Parcel</u> <u>Number</u>	<u>Year(s) of</u> <u>Assessment</u>
AT-LARGE	1
<u>Estimated</u> <u>Apportionment %</u>	<u>Estimated Drain</u> <u>Assessment</u> (See note below*)
15.000	\$0.00

**THIS IS NOT A BILL.**

*Drain assessments will appear on winter tax statement.*

*\*Estimated assessment will increase if drain maintenance is performed.*

**NOTICE OF DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES  
AND REVIEW OF APPORTIONMENTS**

**DATE:** April 24th, 2018

**TIME:** 9:00 a.m. - 5:00 p.m.

**LOCATION:** Montcalm County Administrative Building  
3rd Floor Conference Room  
211 W. Main Street PO Box 368  
Stanton, MI 48888

**QUESTIONS:** (616) 597-6471

The Day of Review is an opportunity to review the **NO. 115 DRAIN** Drainage District boundaries and apportionment of benefit with the Drain Commissioner or a staff member. A map of the proposed Drainage District boundary revisions can be found on the reverse side of this notice.

The Drain Commissioner, engineers and/or other staff members will be available to assist individuals throughout the day, and make revisions where necessary. There is no need to schedule an appointment for a specific time on the Day of Review. The computation of costs for the Drain will also be available at the Day of Review. Drain assessments are collected in the same manner as property taxes and will appear on your winter tax bill.

Persons with disabilities needing accommodations for effective participation in the Day of Review should contact the Drain Commissioner's Office at the number noted above (voice) or through the Michigan Relay Center at 7-1-1 (TDD) at least 24 hours in advance of the Day of Review to request mobility, visual, hearing or other assistance.

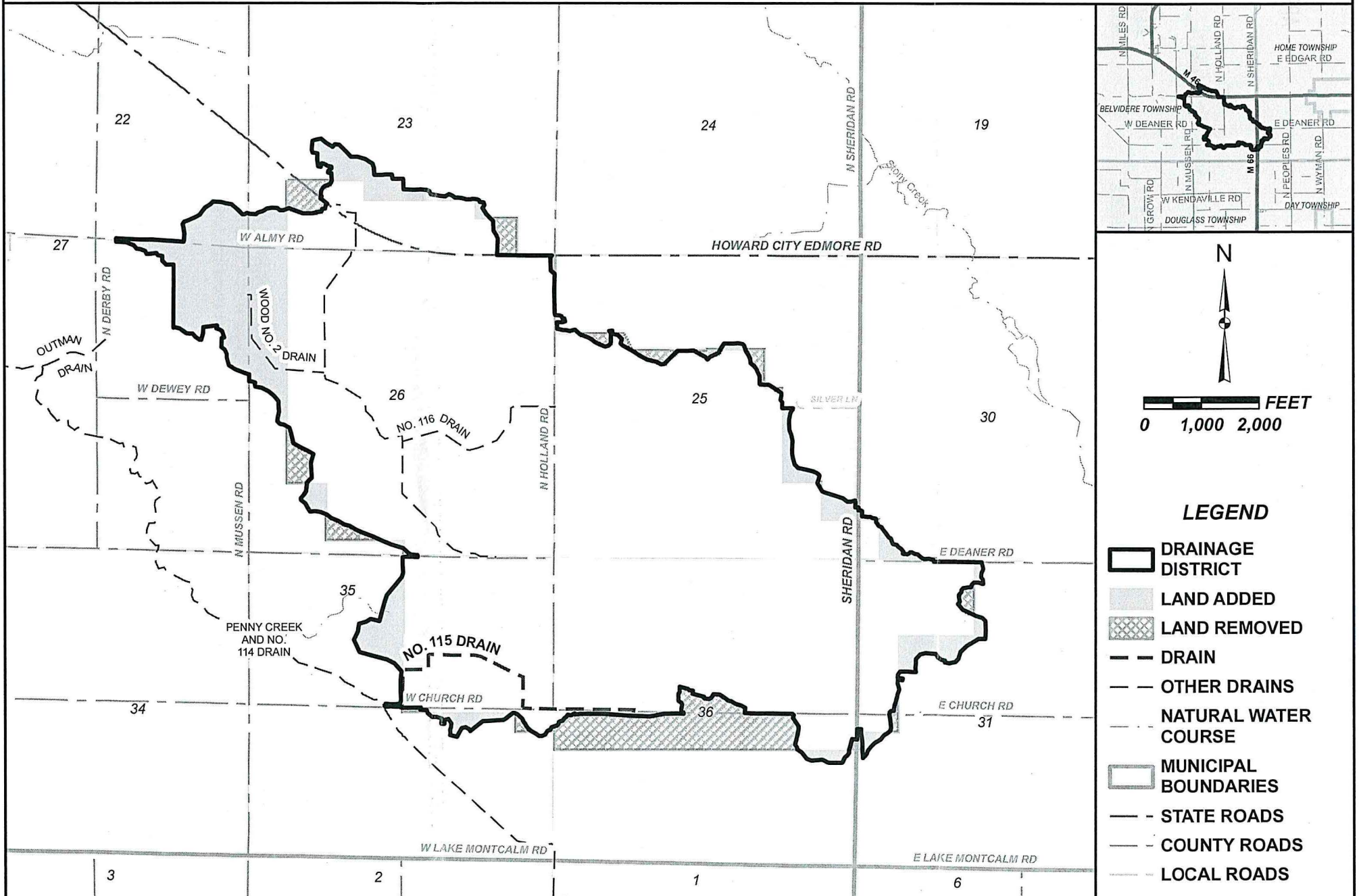
You may appeal the Drain Commissioner's decision to revise the district boundary to the Montcalm County Circuit Court within ten (10) days, and you may also appeal the determination of apportionments to the Montcalm County Probate Court within ten (10) days.



# NO. 115 DRAIN DRAINAGE DISTRICT

## MONTCALM COUNTY DRAIN COMMISSIONER

### SANDY RAINES







**MONTCALM COUNTY DRAIN COMMISSIONER**  
**Sandy M. Raines**  
211 W. Main Street  
Stanton, Michigan 48888

**MONTCALM COUNTY**  
**COUNTY CONTROLLER**  
**STANTON MI 48888**

### **HEMMINGWAY LAKE DRAIN**

<u>Parcel Number</u>	<u>Year(s) of Assessment</u>
AT-LARGE	1
<u>Estimated Apportionment %</u>	<u>Estimated Drain Assessment</u> (See note below*)
15.000	\$1,200.00

### **THIS IS NOT A BILL.**

*Drain assessments will appear on winter tax statement.*

*\*Estimated assessment will increase if drain maintenance is performed.*

### **NOTICE OF DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES AND REVIEW OF APPORTIONMENTS**

**DATE:** April 24th, 2018

**TIME:** 9:00 a.m. - 5:00 p.m.

**LOCATION:** Montcalm County Administrative Building  
3rd Floor Conference Room  
211 W. Main Street PO Box 368  
Stanton, MI 48888

**QUESTIONS:** (616) 597-6471

The Day of Review is an opportunity to review the **HEMMINGWAY LAKE DRAIN** Drainage District boundaries and apportionment of benefit with the Drain Commissioner or a staff member. A map of the proposed Drainage District boundary revisions can be found on the reverse side of this notice.

The Drain Commissioner, engineers and/or other staff members will be available to assist individuals throughout the day, and make revisions where necessary. There is no need to schedule an appointment for a specific time on the Day of Review. The computation of costs for the Drain will also be available at the Day of Review. Drain assessments are collected in the same manner as property taxes and will appear on your winter tax bill.

Persons with disabilities needing accommodations for effective participation in the Day of Review should contact the Drain Commissioner's Office at the number noted above (voice) or through the Michigan Relay Center at 7-1-1 (TDD) at least 24 hours in advance of the Day of Review to request mobility, visual, hearing or other assistance.

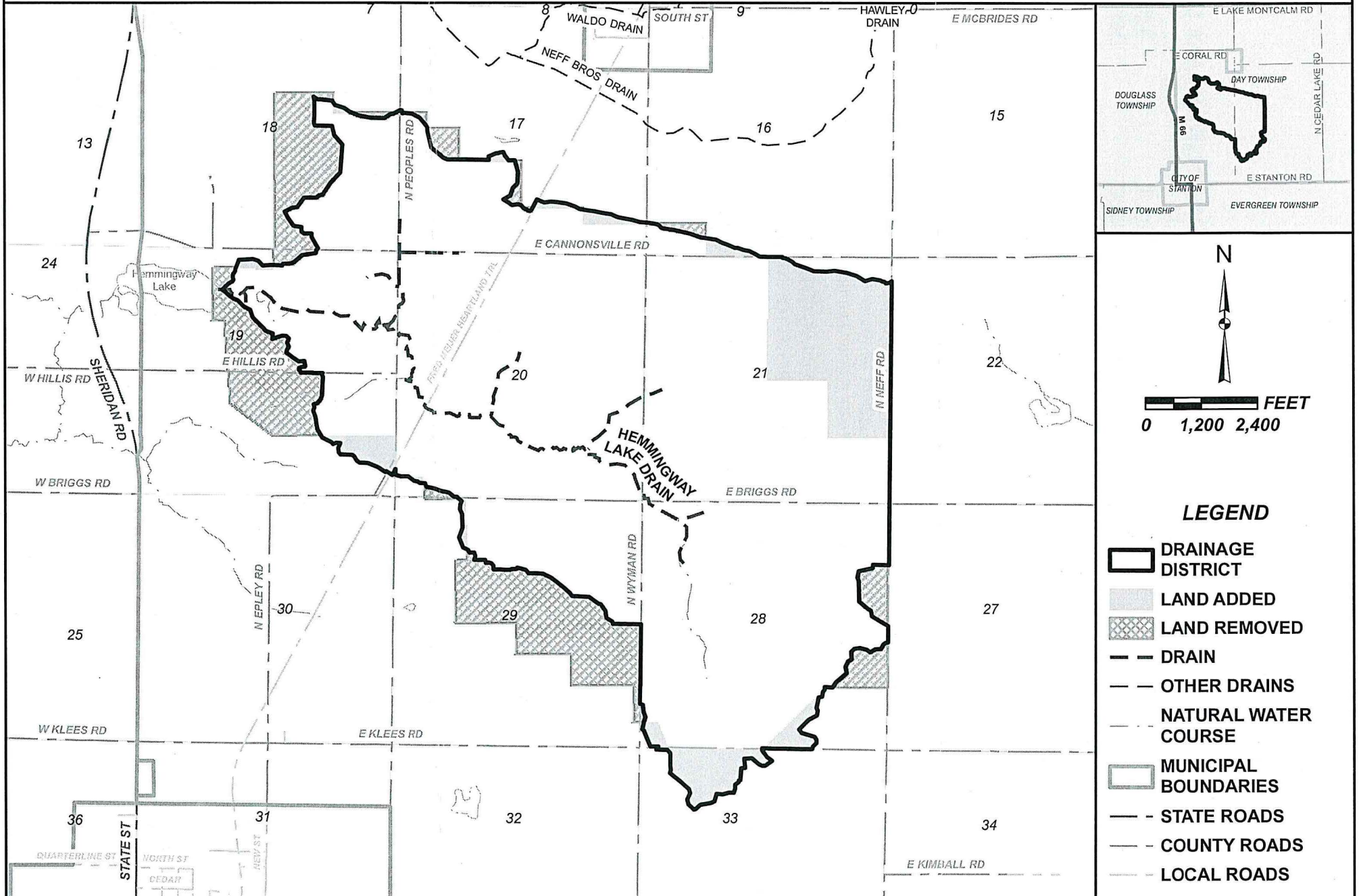
You may appeal the Drain Commissioner's decision to revise the district boundary to the Montcalm County Circuit Court within ten (10) days, and you may also appeal the determination of apportionments to the Montcalm County Probate Court within ten (10) days.





# HEMMINGWAY LAKE DRAIN DRAINAGE DISTRICT

## MONTCALM COUNTY DRAIN COMMISSIONER SANDY RAINES





# FAQs

Sandra M. Raines  
Montcalm County  
Drain Commissioner



## FREQUENTLY ASKED QUESTIONS about the Day of Review of Drainage District Boundaries and Review of Apportionments

### *What is a Day of Review of District Boundaries?*

The Michigan Legislature passed a law in 2013 to allow revisions to historical drainage district boundaries when recommended by a licensed engineer.

Property owners can review changes with the Drain Office staff during the Day of Review. The proposed boundary revisions can be found on the map on the reverse side of the notice.

### *What is a Drainage District?*

A drainage district is the land area that benefits from the drain. The drainage district makes up the watershed that contributes water to the drain. Each property and municipality within the drainage district pays for maintenance and improvement of the drain.

### *Why are the boundaries being revised?*

Revisions are recommended because the historic drainage district boundaries do not accurately reflect the current watershed of the drain.

### *What is a Day of Review of Apportionments?*

A Day of Review of Apportionments provides an opportunity for property owners to review the percent of benefit of the drain assigned to their property. The apportionments of benefit are based on acreage and location factor. The apportionments determine the assessment amount for each property for costs of construction or maintenance.

### *Why are the apportionments being revised?*

Parcel apportionments are being revised to more accurately reflect the percentage of benefit that each property receives from the drain.

If a parcel is on the outer boundary of a drainage district, it is possible that only a portion of the parcel will be assessed.

### *Why did I receive a notice?*

Notices went out to the following property owners:

- ***Properties being added to the Drainage District.*** The properties were not previously in the drainage district, but the engineers determined that the properties are within the drain's watershed.
- ***Properties being removed from the Drainage District.*** The properties were previously in the drainage district, but the engineers determined that the properties are not in the drain's watershed.
- ***Properties currently in the Drainage District and proposed to remain in the Drainage District.*** There is no change in terms of boundaries for these properties.

All property owners subject to an assessment were sent a copy of the notice.

### *When do I receive my drain assessment?*

Drain assessments are included on your Winter Tax bill, and are only levied when costs are incurred for the drain. Assessment amounts vary from year to year.

### *What is my assessment amount?*

Estimated assessment amounts are available at the Day of Review. If you are unable to attend, you may call (616) 597-6471 if you have any questions.

### *Do I have to attend the Day of Review?*

You are not required to attend the Day of Review.

Sandra M. Raines

Montcalm County Drain Commissioner | 211 West Main Street | Stanton, MI 48888 | [Montcalm.org](http://Montcalm.org)

## **LAW ENFORCEMENT & COURTS COMMITTEE MINUTES**

Monday, April 9, 2018, 9:00 a.m.  
Jack Van Harn Board of Commissioners Room  
Administrative Building

The meeting was called to order by Chair Betty Kellenberger at 9:00 a.m. Roll call was taken.

Members Present: Betty Kellenberger, Chair  
Tom Porter, Vice Chair  
Tom Lindeman  
Ron Baker

Members Absent: Ron Retzloff, Alternate

Other in Present:	Bob Clingenpeel	Elisabeth Waldon	John Johansen
	Michelle Becker	Joe Tilton	Ron Braman
	Pat Carr	JoAnne Vukin	Ron Baker
	Brenda Taeter	Jeremy Miller	

Public Comments were offered. None were given.

The committee reviewed the following Montcalm County Kennels/Multiple Dogs fee structure recommended by Bob Clingenpeel, County Controller:

Kennel/Multiple Dogs Licenses: (On time/after June 1)

3 to 10 Dogs:	\$60.00 / \$120.00
11 to 40 Dogs:	\$80.00 / \$160.00
41 and over:	\$110.00 / \$220.00

Proof of vaccination applies to all licenses.

**The committee recommends to the full board to accept the kennel/multiple dog licenses as presented.**

Controller Updates – Mr. Clingenpeel indicated he has been in contact with Chris Dennie from MDIC and the Indigent Defense plan submitted has yet to be accepted or denied.

Public comments were offered. JoAnne Vukin, Treasurer, would like to send current kennel license owner pricing and information and will need to order tags as soon as possible. Mrs. Vukin indicated she has many inquiries regarding licensing for kennels.

Mr. Lindeman shared an issue in Fairplain Township regarding chickens; Mr. Clingenpeel indicated this should be handled by the township.

Meeting adjourned at 9:16 a.m.



# HEALTH & HUMAN SERVICES COMMITTEE MINUTES

Monday, April 9, 2018, 9:30 a.m.

Jack VanHarn Board of Commissioners Room  
Administrative Building, 211 W. Main Street, Stanton

Meeting called to order at 9:30 a.m. by Chair Tom Lindeman. Roll call was taken.

Members Present: Tom Lindeman, Chair  
Jeremy Miller, Vice Chair  
Ron Braman  
Ron Baker  
Tom Porter

Members Absent:

Others present:	Bob Clingenpeel	Dave Feldpausch	John Johanson
	Michelle Becker	Elisabeth Walden	Betty Kellenberger
	Brenda Taeter	Joe Tilton	George & Patty Marek
	Pat Carr	Charlie Braman	Chris Johnson

Public comments were offered. None were given.

Dave Feldpausch, EMS Director, reviewed the following reports with the committee:

- Response Times for February & March
- Mutual Aid Reports for February & March
- EMS Summary for February & March
- Rescue Unit In-Service Times, 2017
- Quality Improvement Questionnaires

Mr. Feldpausch indicated they have had another record breaking number of calls for the month and feels they are moving in the correct direction going forward. The committee noted there were some excellent comments from the Quality Improvement Questionnaires.

The committee reviewed the House Bill No. 5752 & 5753 regarding Waste Water Treatment Systems. Mr. Clingenpeel indicated the Bills contain quite a bit of information and he wanted the committee to be aware what has been introduced at the house level.

Controller Updates – None were given.

Public comments were offered. Commissioner Johansen followed-up regarding the House Bills mentioned earlier and indicated the Health Department and Conservation District have met regarding this and he will have more information to share with commissioners soon.

Meeting adjourned at 9:42 a.m.

Respectfully submitted,

---

Tom Lindeman, Chair

# **ECONOMIC DEVELOPMENT & PHYSICAL RESOURCES COMMITTEE MINUTES**

Monday, April 9, 2018, 10:00 a.m.  
Jack VanHarn Board of Commissioners Room  
Administrative Building, 211 W. Main Street, Stanton

The meeting was called to order by Chair John Johansen at 10:00 a.m. Roll call was taken.

Members Present:     John Johansen, Chair  
                             Ron Braman, Vice Chair  
                             Tom Porter  
                             Jeremy Miller  
                             Tom Lindeman, Alternate

Members Absent:

Others present:	Bob Clingenpeel	Elisabeth Waldon	Betty Kellenberger
	Michelle Becker	Joe Tilton	Ron Baker
	Brenda Taeter	Sandy Raines	Lori Wilson
	Pat Carr	Scott Wright	Mark Christiansen
	Bruce Rowland	Chris Johnson	George & Patty Marek
	Charlie Braman	Chris Mason	Mr. & Mrs. Sabatovich
	Steven Meinhardt	Bruce Rowland	Tim Dorsch

Public comments were offered. Chris Johnson, Tim Dorsh, Charlie Braman, Rich Sabatovich and Bruce Rowland all shared their concerns with the proposed plan regarding Crystal Lake level site. Concerns include the cost involved for the project and the fact that the current system is working adequately and the Drain Commissioner's presentation to the township was not clear or convincing this plan is necessary. Citizen indicated \$215,000, which is the amount quoted for this project, could be used for improvements to the community, additional law enforcement and roads that are in need of repair or paving. In past years, controlling the lake level has been done by volunteers with no cost involved and no issues.

The committee reviewed the request from Scott Wright, Maintenance Director, regarding the roof over the Friend of the Court office that is leaking into the interview room. The maintenance crew has observed water pooling in this area and are concerned with the interior damage that could result from the leaking. Mr. Wright contacted Kieff's Roofing and received a quote to replace the 15' x15' area with a new sloped rubber roof for \$995.00. Mr. Wright would like permission to start this work immediately due to the rainy weather approaching.

Motioned by Miller, supported by Porter, to allow the Maintenance Director to approve the repair/replacement of the roof over the Friend of the Court as soon as possible. Motion carried.

The committee reviewed the request from the Scott Wright, Maintenance Director, regarding the landscaping around the beech tree in the front of the administration building. Mr. Wright



indicated the posts are rotten and the area is an eye sore and he would like to get bids from a landscaper to redo the area.

The committee suggested the maintenance crew do their best to remove the rotted post and possibly add stone to fill in around the tree for now.

The committee reviewed the request from Sandy Raines, Drain Commissioner, for the replacement of the lake level control structure for Crystal Lake due to safety and liability. Ms. Raines gave the history of lake level going back to 1932 and indicated in 1983 the Board of Commissioner appointed the Drain Commissioner to oversee lake levels in the county. Ms. Raines expressed her concern regarding the poor design in Crystal, the danger involved for her workers and the liability with no easement; her attorneys suggested getting an easement or purchase the property.

Mark Christiansen, Road Commission, was in attendance and indicated he is always willing to work with the county on any projects and will provide signs for a detour if necessary for the project, and if necessary will replace the culvert with a concrete culvert which would last for the next 100 years.

Ms. Raines indicated the preliminary estimate for the project is \$215,000.00 but she felt the final cost would be closer to \$150,000.00 and while there are other options she felt they would be a band aid fix. Other options would be to delegate the authority to back Crystal Township or the County could abandon controlling lake levels.

Commissioner Johansen expressed his concern with any easements on private property and the liability and would like to investigate this further and explore other options. Commissioner Johansen also expressed concern with approving a resolution with no final cost included.

Ms. Raines indicated she will request her removal as the county's delegated authority over Crystal Lake level.

The committee discussed the 5-Year Capital Improvement Plan and Mr. Clingenpeel indicated he and Commissioner Johansen will work towards a plan for replacement issues that need to be addressed and discuss at the next meeting.

Controller Updates – None were given.

Public comments were offered. Chris Mason, Crystal Lake Association, indicated the Association will gladly take responsibility for maintaining the lake level as they have in the past. Charlie Braman questioned the \$10,000.00 the Drain Commissioner charges to remove and replace the leveling plate twice a year and shared that this small community has always worked together to do what is necessary and he does not see any easement issue. Tim Dorsh felt easement is not an issue and reiterated a project like this is costly for residents and unnecessary. Steve Meinhardt was very concerned that the Drain Commissioner seems uninformed about sovereign immunity and doesn't understand why the easement is an issue now but wasn't back in 1983 when her office took responsibility for the process. Mr. Meinhardt again reiterated the cost for this project is way more than what is necessary and this amount of money could go for many needed improvements in the community.



Meeting adjourned at 11:22 a.m.

Respectfully submitted,

---

John Johansen, Chair

## **FINANCE & PERSONNEL COMMITTEE MINUTES**

Monday, April 9, 2018, 11:00 a.m.  
3<sup>rd</sup> Floor Conference Room, Administrative Building  
211 W. Main Street, Stanton, MI 48888

Meeting called to order by chair Ron Baker at 11:25 a.m. Roll call was taken.

Members Present:     Ron Baker, Chair  
                               John Johansen, Vice Chair  
                               Ron Retzloff  
                               Betty Kellenberger  
                               Jeremy Miller

Members Absent:

Others Present:	Bob Clingenpeel	Elisabeth Waldon	Lori Wilson
	Michelle Becker	Joe Tilton	Scott Wright
	Pat Carr	JoAnne Vukin	Dave Feldpausch
	Brenda Taeter	Tom Porter	Kris Millard
	Kathy Jo Vanderlaan	Mike Kalka	Kay Vestergaard
	Josh Gibbs		

Public comments were offered. None were given.

The committee reviewed the request from David Feldpausch, EMS Director, to fill the vacant Supervisor position and post both internally and externally to find the best candidate for the position.

Motioned by Johansen, supported by Kellenberger, to allow the EMS Director to fill the vacant supervisor position. Motion carried.

The committee reviewed the request from Scott Wright, Maintenance Director, regarding hiring a replacement for the custodial position. Mr. Wright stated this position was reduced to part-time over a year ago and he would like to have the position reinstated to full-time due to the amount of work this position requires. The committee reminded Mr. Wright that other department are in the same predicament with recent budget cuts and suggested he consider hiring 2 part timers. Mr. Wright shared he is concerned with the lack of interest in a part-time position.

Motioned by Johansen, supported by Retzloff, to allow the Maintenance Director to replace the current part-time custodial position by May 31, 2018. Motion carried.

The committee reviewed the request from Scott Wright, Maintenance Director, for A/C units for the Treasurers vaults. The current units are not working well and the windows are in poor shape which has created a concern for the security of the building. The cost for this project will not exceed \$7,500.00 and Mrs. Vukin indicated this is not being paid from the general fund.

Motioned by Retzloff, supported by Johansen, to allow the maintenance director to supervise the installation of a new A/C unit in the treasurer's office at a cost not to exceed \$7,500.00 to be paid from the Treasurers department.

The committee reviewed the request from Scott Wright, Maintenance Director, regarding a phone upgrade. Mr. Wright explained he has the previous director's iPhone 5 and none of the buttons work to silence calls or adjust volume. The phone is 4-5 years old and Mr. Wright in on call 24/7 365 days a year.

The committee authorized Scott Wright to upgrade his phone as this in the Maintenance Departments budget for FY2018.

Lori Wilson, Register of Deeds and Mike Kalka, Building Department, shared with the committee what they consider a unique opportunity for them to share an employee. Ms. Wilson indicated her office has been very busy with the increase in home sales and she is proud to report her office has seen over a million dollars in transactions in recent days. Mr. Kalka reported the Building Department is seeing a record number of permits sales as has been very busy as well. Mr. Kalka also reported he recently suffered a loss in his department due to the death of an employee and he will be closing the office at noon until he can fill that position.

Mr. Kalka and Ms. Wilson would like to recall an Administrative Aide that would work 4 hours a day in each office; Ms. Wilson will utilize Tech Fund for the time in her office and Mr. Kalka will use Building Department funds toward benefits and the 4 hours per day in his office.

Motioned by Johansen, supported by Kellenberger, to recall an administrative aide position to be shared and funded by the Register of Deeds Tech Fund and the Building Department. Motion carried.

The committee reviewed the request to pay the 2018 membership dues for the West MI Regional Planning Commission in the amount of \$4,117.23. Mr. Clingenpeel indicated this was approved in the budget process.

Motioned by Johansen, supported by Kellenberger, to pay the 2018 membership dues for WMRPC in the amount of \$4,117.23. Motion carried.

Kathy Jo VanderLaan and Josh Gibbs, Montcalm Economic Alliance/The Right Place, were in attendance to discuss the benefits of supporting the economic growth in Montcalm County. The cumulative metrics from 2011-2018 reports a return on investment of \$518:\$1. Benefits of supporting this business development strategy assists in creating new jobs, retaining jobs, assisting with worker training dollars, exposing students to a future career in manufacturing and many other initiatives. Mr. Clingenpeel indicated \$10,000.00 would be a good start towards supporting the Montcalm Economic Alliance.

**The committee recommends to the full board to authorize payment of \$10,000.00 to the Montcalm Economic Alliance.**

The committee reviewed the FY2018 budget adjustment presented by Brenda Taeter, Chief Financial Officer. The adjustments are broken down into 3 categories: General Fund, Special Revenue Funds and Enterprise Funds.



**The committee recommends to the full board to approve the FY2018 Budget Adjustments as presented.**

Budget Review – The committee reviewed the revenue and expense reports. Brenda Taeter, Chief Financial Officer, was in attendance to answer questions or concerns. Ms. Taeter indicated the audit will be presented to the full board on Monday, April 23, 2018.

Audit Claims - The committee reviewed the warrant reports.

**The committee recommends approving warrant #040918 in the amount of \$1,016,269.13.**

Controller Updates – None were given

Public comments were offered. None were given.

Meeting adjourned at 12:22 p.m.

Respectfully submitted,

---

Ron Baker, Chair

MONTCALM COUNTY BOARD OF COMMISSIONERS  
AMENDED RESOLUTION  
#2018-05

MSU EXTENSION/4H AND MONTCALM CONSERVATION DISTRICT MILLAGE PROPOSAL
---

The following preamble and resolution were offered by Commissioner: \_\_\_\_\_  
and supported by Commissioner:

**WHEREAS**, the Citizens of Montcalm County are receiving valuable services through the Michigan State University Extension/4H and the Montcalm Conservation District, and

**WHEREAS**, the Michigan State University Extension/4H and the Montcalm Conservation District, will require .20 mill to continue present services and meet the future needs of the county citizens, now

**THEREFORE BE IT RESOLVED**, that the Montcalm County Board of Commissioners, by the authority vested, will place a millage question on the primary election ballot of August 7, 2018.

**BE IT FURTHER RESOLVED**, that the ballot proposal will read:

**PROPOSITION FOR Montcalm county new millage to fund MSU Extension including 4H Youth Programs and the Montcalm Conservation District.**

**Shall the limitation upon the total amount of general ad valorem taxes imposed upon real and tangible personal property for all purposes in one year under the Michigan Constitution be increased for funding MSU Extension services, including 4-H Youth Programs and the Montcalm Conservation District, in Montcalm County, and levy for that purpose not more than 0.2000 mill (equal to \$.20 on every \$1,000.00 of taxable value of real and tangible personal property) for a period of five (5) years, 2018 through 2022, inclusive, for the purpose of providing operating funds to Montcalm MSU Extension and 4-H Programs (2/3 levy or approximately \$277,500.00 per year) and Montcalm Conservation District (1/3 levy or approximately \$136,400.00 per year) ?**

**To the extent required by law, a portion of this millage will be captured and retained by the Village of Edmore Downtown Development Authority, the Crystal Township Downtown Development Authority, the Village of Howard City Downtown Development Authority, the Village of Lakeview Downtown Development Authority, the City of Stanton Downtown Development Authority, and the City of Greenville Downtown Development Authority.**

YES      \_\_\_\_\_

NO        \_\_\_\_\_

---

AYES: Commissioners: \_\_\_\_\_  
\_\_\_\_\_

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

RESOLUTION DECLARED ADOPTED. \_\_\_\_\_  
Kristen Millard,  
Montcalm County Clerk

STATE OF MICHIGAN     )  
                                  ) ss.  
COUNTY OF MONTCALM )

I, the undersigned, the duly qualified and acting Clerk of the County of Montcalm, Michigan (the County) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board of Commissioners at a regular meeting on the \_\_\_\_ day of \_\_\_\_\_, 2018, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereto affixed my official signature on this \_\_\_\_ day of \_\_\_\_\_ 2018, A.D.

\_\_\_\_\_  
Kristen Millard,  
Montcalm County Clerk