

GRAND TRAVERSE COUNTY BOARD OF COMMISSIONERS

Wednesday, March 21, 2018 @ 5:30 p.m.
Governmental Center, 2nd Floor Commission Chambers
400 Boardman, Traverse City, MI 49684

General Meeting Policies:

- ❖ Please turn off all cell phones or switch them to silent mode.
- ❖ Any person may make a video, audio or other record of this meeting. Standing equipment, cords, or portable microphones must be located so as not to block audience view.

If you need auxiliary aid assistance, contact 231-922-4760.

CALL TO ORDER:

1. OPENING CEREMONIES OR EXERCISES
(Pledge of Allegiance)
2. ROLL CALL
3. APPROVAL OF MINUTES
(Reading aloud is waived as long as the Board has been furnished a copy in the packet prior to the meeting)
 - a. Minutes of March 7, 2018 (Regular Meeting)3
4. FIRST PUBLIC COMMENT

Any person shall be permitted to address a meeting of the Board of Commissioners which is required to be open to the public under the provision of the Michigan Open Meetings Act. Public Comment shall be carried out in accordance with the following Board Rules and Procedures:

Any person wishing to address the Board shall state his or her name and address.

No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioners' questions, if any. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. The Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.

Public comment will be solicited during the two public comment periods noted in Rule 5.4, Order of Business. However, public comment will generally be received at any time during the meeting regarding a specific topic currently under discussion by the board. Members of the public wishing to comment should raise their hand or pass a note to the clerk in order to be recognized, and shall not address the board until called upon by the chairperson. Please be respectful and refrain from personal or political attacks.

5. APPROVAL OF AGENDA
6. CONSENT CALENDAR:

The purpose of the Consent Calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff or the public may ask that any item on the Consent Calendar be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected.

If any item is not removed from the consent calendar, the action noted (receive & file or approval) is approved by a single Commission action adopting the consent calendar.

All Information identified on the Consent Calendar can be viewed in it's entirety at www.grandtraverse.org.

- a. Receive and File:
 - 1) Airport Commission minutes of January 23, 2018 (Organizational and Regular Meetings)8
 - 2) Conservation District – February Report 16

3)	Northern Lakes Community Mental Health Minutes of February 15, 2018.....	22
b.	Approvals:	
1)	Northern Michigan Public Health Alliance Memorandum of Understanding Renewal	26
c.	Action:	
7.	SPECIAL ORDERS OF BUSINESS:	
a)	“The Boardman: A River Reborn” Update	31
b)	PUBLIC HEARING - Resolution of Support to Resubmit Land & Water Conservation Fund Grant Application for Boardman Lake Loop & Medalie Park Project.....	33
c)	PUBLIC HEARING – Approval to Apply for Michigan Natural Resources Trust Fund Grant – Lone Pine Footbridge.....	35
8.	ITEMS REMOVED FROM CONSENT CALENDAR	
9.	DEPARTMENTAL ITEMS:	
a.	HEALTH DEPARTMENT	
1)	Substance Use Assessment for the Grand Traverse County Drug Free Coalition Contract	37
2)	Purchase of Animal Control Truck.....	45
b.	GTSO:	
1)	Corrections Division – Operation Enhancements Presentation.....	65
c.	FINANCE:	
1)	FY2018 Budget Amendments	66
2)	February 2018 Claims Approval	73
d.	ADMINISTRATION:	
1)	Department Update.....	76
10.	OLD/UNFINISHED BUSINESS:	
11.	NEW BUSINESS:	
12.	SECOND PUBLIC COMMENT (Refer to Rules under Public Comment/Input above.)	
13.	COMMISSIONER/DEPARTMENT REPORTS:	
14.	NOTICES:	
15.	CLOSED SESSION IF NEEDED:	
16.	ADJOURNMENT	

GRAND TRAVERSE COUNTY
BOARD OF COMMISSIONERS

Regular Meeting
March 7, 2018

Vice Chairman Clous called the meeting to order at 5:30 p.m. at the Governmental Center.

OPENING CEREMONIES OR EXERCISES

The Pledge of Allegiance to the Flag of the United States of America was recited.

PRESENT: Dan Lathrop, Tom Mair, Cheryl Gore Follette, Addison Wheelock, Jr.,
Bob Johnson and Ron Clous

EXCUSED: Carol Crawford

APPROVAL OF MINUTES

Minutes of February 21, 2018 – Regular Meeting

Moved by Mair, seconded by Wheelock to approve the minutes as presented. Motion carried.

PUBLIC COMMENT

Ryan Hannon spoke about the renovation of Country Inn & Suites to 1 bedroom units for youths.

APPROVAL OF AGENDA

Moved by Wheelock, seconded by Johnson to approve the agenda as presented.
Motion carried.

CONSENT CALENDAR

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A. RECEIVE AND FILE

1. Northwest Michigan Community Action Agency Minutes of January 18, 2018
2. Michigan Township Association – Grand Traverse County Chapter Minutes
February 1, 2018 and March 1, 2018.

B. APPROVALS

1. Appointments to Boards & Committees (Building Authority, EDC and Land Bank)
Removed from calendar.
2. Resolution 32-2018
Resource Recovery
2018 Hauler License
3. Resolution 33-2018
Intergovernmental Agreement
Charlevoix Cheboygan Emmet Central Dispatch Authority
Grand Traverse County
Next Generation 911 Revised Agreement
4. Resolution 34-2018
Central Dispatch
Command Officers Association of Michigan (COAM)
Central Dispatch Supervisory Unit
Letters of Amendment
5. Resolution 35-2018
911
Central Dispatch Board of Directors
Amended Bylaws

ACTION ON THE CONSENT CALENDAR

After the County Clerk read the Consent Calendar for the record, the following item was removed:

B-1

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By Mair

Moved by Wheelock, seconded by Gore Follette to approve the Consent Calendar minus Item #B-1. Motion carried.

SPECIAL ORDERS OF BUSINESS

None

ITEMS REMOVED FROM CONSENT CALENDAR

B-1 - Appointments to Boards & Committees (Building Authority, EDC and Land Bank)

Commissioners decided to wait until we have a new County Administrator to fill the County Administrator/designee positions on the Building Authority and Economic Development Corporation boards. The County Clerk distributed a memo indicating that Richard Lewis was appointed by the Brownfield Redevelopment Authority board at their February 28, 2018 meeting to be the representative on the Land Bank Authority. Mrs. Scheele requested that in addition to appointing Heidi Scheppe and Dean Bott to the Land Bank Authority that the Board also appoint Richard Lewis as the Brownfield Redevelopment Authority Representative.

Moved by Mair, seconded by Gore Follette to appoint the following people to the Land Bank Authority: Dean Bott, County Administrator Designee, to fill the vacancy of the term ending December 31, 2019; Heidi Scheppe, Treasurer, to a three year term ending December 31, 2020, and Richard Lewis, Brownfield Redevelopment Authority Representative to a three year term ending December 31, 2020. Motion carried.

DEPARTMENT ACTION ITEMS

a. Commission on Aging

1. Advisory Board Bylaws

Cindy Kienlen, Commission on Aging Director, was available to answer Commissioners' questions.

Resolution 36-2018
Commission on Aging
Advisory Board
Approval of Bylaws

Moved by Gore Follette, seconded by Wheelock to approve Resolution 36-2018. Motion carried.

b. Central Dispatch

1. Grand Traverse 911 Annual Report 2017

Jason Torrey, 911 Director, gave a presentation on the 911 Annual Report, 2017.

c. Information Technology

1. Recommendation Vendor for SAN Replacement

Ming Mays, IT Director, provided information on the RFP process and the recommendation to approve Access Interactive as the SAN vendor.

Resolution 37-2018
IT
Access Interactive
Storage Area Network (SAN) Replacement

Moved by Johnson, seconded by Wheelock to approve Resolution 37-2018. Motion carried.

2. Action Plan Phases for Network Replacement – Stage 1,2,3

Ming Mays, IT Director, indicated that they were requesting approval to send out RFPs for the Network Replacement which is a 3 year process. Once the final bids are received, Mrs. Mays will bring the cost information back to the Board for approval.

Resolution 38-2018
IT
Action Plan Phases for Network Replacement

Moved by Gore Follette, seconded by Wheelock to approve Resolution 38-2018 with the addition that the IT Director try and negotiate the entire project this year instead of doing it over 3 years. Motion carried.

- 3. OnBase Upgrade & Data Encryption
Ming Mays, IT Director, explained the request for OnBase Upgrade and Data Encryption.

Resolution 39-2018
IT
ImageSoft
OnBase Upgrade and Data Encryption

Moved by Gore Follette, seconded by Johnson to approve Resolution 39-2018. Motion carried.

d. Administration

- 1. Resource Recovery Manager
Nate Alger, Interim County Administrator, indicated that the reference checks have already been completed by Human Resources and they would like to offer the Resource Recovery Manager position to Dave Shaffer.

Moved by Gore Follette, seconded by Wheelock to approve Administration to offer the position of Resource Recovery Manager to Dave Shaffer. Motion carried.

Commissioners directed staff to begin the process to transition the County away from IRIS once the new Resource Recovery Manager is on board.

OLD/UNFINISHED BUSINESS

None

NEW BUSINESS

a. Road Commission

- 1. South Airport Bonding
Jim Cook, Road Commission Manager, gave an update on the South Airport Road project. The project entails fixing South Airport Road from Veteran's Drive to US-31 and will cost approximately \$4 million dollars. The Road Commission plans to obtain bonds to cover the costs.

Moved by Wheelock, seconded by Johnson to authorize Grand Traverse County Finance Department to immediately begin the process of obtaining bonding for the South Airport Road Project and other possible minor projects. Motion carried.

PUBLIC COMMENT

None

COMMISSIONER/DEPARTMENT REPORTS

None

NOTICES

None

CLOSED SESSION

None

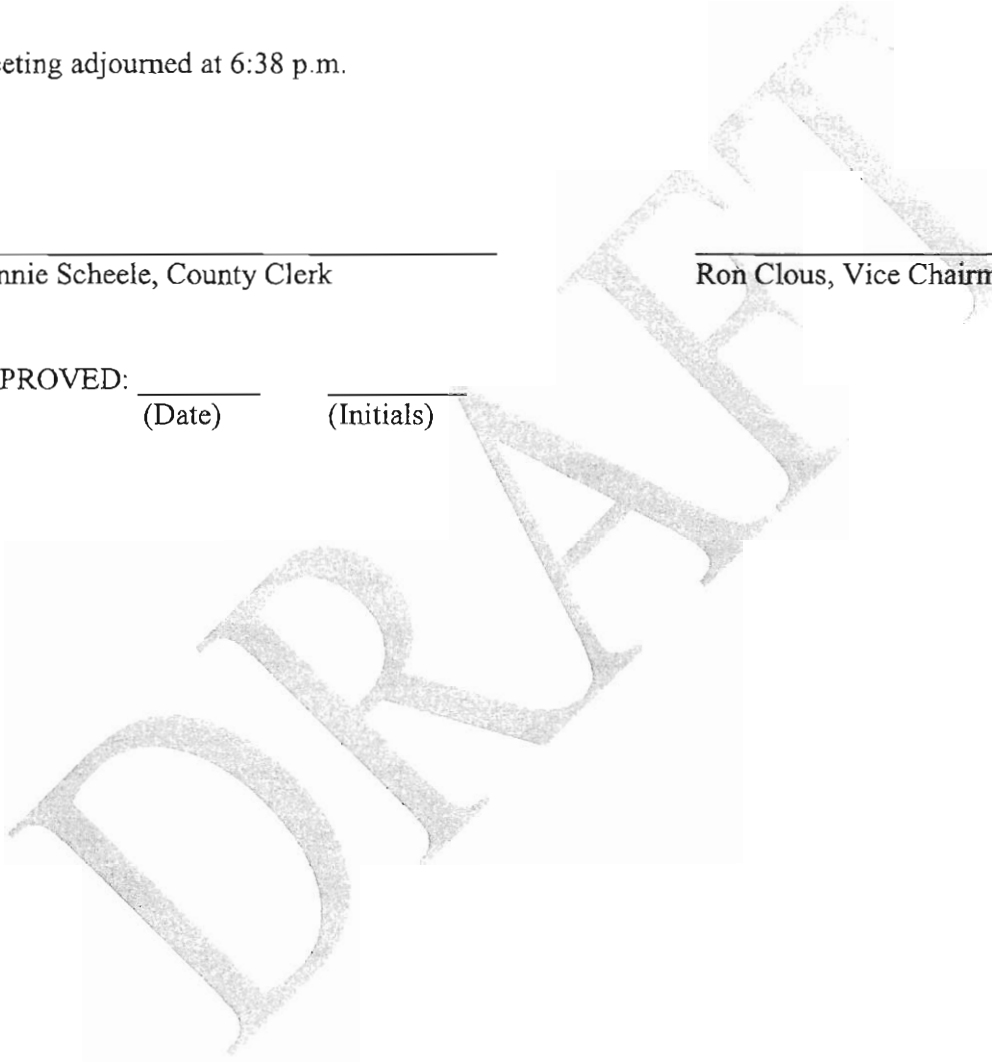
Meeting adjourned at 6:38 p.m.

Bonnie Scheele, County Clerk

Ron Clous, Vice Chairman

APPROVED: _____
(Date)

(Initials)



NORTHWESTERN REGIONAL AIRPORT COMMISSION
CHERRY CAPITAL AIRPORT
ORGANIZATIONAL MEETING
MINUTES
JANUARY 23, 2018
2:30 P.M.

A. Pledge of Allegiance

B. Roll Call:

Present	Chairman	Mark Eckhoff
	Commissioners	Dan Ahrns (via phone), Doug DeYoung, Mike Coco, Lee Foerster (via phone), Bob Johnson, Tom Kern
	Secretary	Kevin Klein
	Counsel	Karrie Zeits
	Others	Dan Sal, Luanne Zak, Heather Sexton, Todd Wodek
Absent		Debra Rushton (excused)

The Chairman called the meeting to order at 2:30 p.m. The Secretary called the roll and advised there was a quorum present.

C. Review and Approval of the Agenda:

It was moved by Commissioner Kern and supported by Commissioner DeYoung to approve the agenda as presented. **MOTION PASSED.**

D. Public Comment: None

E. Election of Officers for 2018:

At this time, the Chairman turned the meeting over to the Secretary to conduct elections.

Airport Director Klein thanked Commissioner Eckhoff for his service to the Airport Commission. Mr. Eckhoff will be invited back at a later date to acknowledge his service.

The floor was opened for nominations for Chairman for 2018. It was moved by Commissioner Kern and supported by Commissioner Johnson to elect Commissioner DeYoung as Chairman for 2018. Hearing no further nominations the Secretary closed the nominations. A roll call vote was taken: Ahrns-yes, Coco-yes, DeYoung-yes, Foerster-yes, Johnson-yes, Kern-yes. **MOTION PASSED.**

The floor was opened for nominations for Vice Chairman for 2018. It was moved by Commissioner Ahrns and supported by Commissioner Foerster to elect Commissioner

Johnson as Vice Chairman for 2018. Hearing no further nominations the Secretary closed the nominations. A roll call vote was taken: Ahrens-yes, Coco-yes, DeYoung-yes, Foerster-yes, Johnson-yes, Kern-yes. MOTION PASSED.

The floor was opened for nominations for Treasurer for 2018. Historically the Airport Director, Kevin Klein, is Treasurer until a Chairman of the Finance Committee is appointed by the Chairman. With this understanding, it was moved by Commissioner Johnson and supported by Commissioner Kern to elect the Airport Director, Kevin Klein, as interim Treasurer until the Chairman of the Finance Committee is appointed by the Chairman. A roll call vote was taken: Ahrens-yes, Coco-yes, DeYoung-yes, Foerster-yes, Johnson-yes, Kern-yes. MOTION PASSED.

The floor was opened for nominations for Secretary for 2018. It was moved by Commissioner Kern and supported by Commissioner Johnson to elect the Airport Director, Kevin Klein, as Secretary for 2018. A roll call vote was taken: Ahrens-yes, Coco-yes, DeYoung-yes, Foerster-yes, Johnson-yes, Kern-yes. MOTION PASSED.

At this time, the Secretary turned the meeting over to the Chairman, Commissioner Deyoung.

Mr. Eckhoff left the meeting at 2:44 p.m.

F. Selection of General Counsel and Labor Counsel:

The Commission reviewed proposals for the 2018 general counsel and labor counsel. The Airport Director recommended NRAC approval of Karrie Zeits of Sondee, Racine & Doren as general counsel and Michael Alanson as labor counsel pursuant to their written proposals.

It was moved by Commissioner Kern and supported by Commissioner Johnson to approve Michael Alanson as labor counsel. A roll call vote was taken: Ahrens-yes, Coco-yes, DeYoung-yes, Foerster-yes, Johnson-yes, Kern-yes. MOTION PASSED.

It was moved by Commissioner Kern and supported by Commissioner Johnson to approve Karrie Zeits of Sondee, Racine & Doren as general counsel. A roll call vote was taken: Ahrens-yes, Coco-yes, DeYoung-yes, Foerster-yes, Johnson-yes, Kern-yes. MOTION PASSED.

Attorney Zeits thanked the Airport Director and the Commission for their confidence and looks forward to another good year.

Commissioner Foerster requested that Mr. Alanson come to one of the meetings so the Board can meet him.

G. Selection of depositories for NRAC funds:

The Commission reviewed the selection of 2018 depositories for NRAC funds. They are as follows:

Chase	Honor Bank
Huntington National Bank	First Community Bank
PNC Bank	Traverse City State Bank
Fifth Third Bank	Morgan Stanley
Chemical Bank	The Bank of New York

It was moved by Commissioner Kern and supported by Commissioner Johnson to approve all mentioned 2018 depositories for NRAC funds. MOTION PASSED.

H. Calendar for NRAC regular meeting dates for 2018:

The Commission reviewed the 2018 Calendar of regular meetings for the NRAC. It was proposed by Airport Director Klein to change the March meeting time to noon.

It was moved by Commissioner Johnson and supported by Commissioner Kern to approve the Calendar as amended. MOTION PASSED.

I. Adoption of the Traverse City Record-Eagle and airport website (www.tvcairport.com) as the official publications for public notices.

It was moved by Commissioner Johnson and supported by Commissioner Kern to approve the Traverse City Record-Eagle and the airport website (www.tvcairport.com) as the official publications for public notices. MOTION PASSED.

J. Public Comment:

Todd Wodek, a DGS employee, asked when the bag room doors would be fixed. Airport Director Klein and Dan Sal indicated that the doors shipped today. The bag make-up doors would be started on Thursday and the bag claim doors next week. ABI Mechanical is working today on removing the air curtain. Chairman DeYoung noted that the doors had been approved at the last two meetings and went through the process.

Mr. Wodek asked if the security system, magnets and doors would be updated throughout the airport with the implementation of the new security strike fine structure. Airport Director Klein indicated that there is no intention to update the security system. Mr. Wodek then asked why. Airport Director Klein responded that the system functions and works fine.

Mr. Wodek questioned the functionality of the system, referencing a recent incident. Dan Sal responded that the system functioned properly. Mr. Wodek again questioned whether it worked in reference to this incident. Airport Director Klein then invited Mr. Wodek to come to the office to have further discussion. Mr. Wodek declined the invitation.

K. Commissioner Comment: None

L. Adjournment:

There being no further business to come before the Commission, the Chairman adjourned the meeting at 2:55 p.m.

Respectfully submitted,



Kevin C. Klein, A.A.E.
Secretary

NORTHWESTERN REGIONAL AIRPORT COMMISSION
CHERRY CAPITAL AIRPORT
REGULAR MEEETING
MINUTES
JANUARY 23, 2018
3:00 P.M.

A. Pledge of Allegiance

B. Roll Call:

Present	Chairman	Doug DeYoung
	Commissioners	Dan Ahrns (via phone), Mike Coco, Lee Foerster (via phone), Bob Johnson, Tom Kern
	Secretary	Kevin Klein
	Counsel	Karrie Zeits
	Others	Luanne Zak, Dan Sal, Heather Sexton
Absent		Debra Rushton (excused)

The Chairman called the meeting to order at 3:00 p.m. The Secretary called the roll and advised the Chairman a quorum was present.

C. Review and Approval of the Agenda:

It was moved by Commissioner Kern and supported by Commissioner Johnson to approve the agenda as presented. MOTION PASSED.

D. Public Comment: None

E. Reading and Approving Previous Meeting Minutes:

1. The regular meeting minutes of December 19, 2017 were reviewed by the Commission.

It was moved by Commissioner Johnson and supported by Commissioner Foerster to approve the minutes as presented. MOTION PASSED.

F. Reading of Communications:

1. The MDOT Passenger Statistics Report for December 2017 was received and filed. Airport Director Klein noted that 2017 was the best year ever at Cherry Capital Airport.

G. Reports of Standing Committees: None

H. Reports of Special Committees: None

I. Unfinished Business: None

J. New Business:

1. Prein & Newhof was approved as engineers for the NRAC at the January 24, 2017 regular meeting for a period of five years.

Prein & Newhof is requesting renewal of their retainer contract for 2018. The rate for the contract is the same as before at \$1,200 per year. The cost per hour is outlined in Attachment "A" of the Agreement for Professional Engineering Service.

Based upon the recommendation of the Airport Director, it was moved by Commissioner Kern and supported by Commissioner Johnson to approve Prein & Newhof's Agreement for Professional Engineering Service from February 1, 2018 through January 31, 2019. MOTION PASSED.

2. Mead & Hunt advertised for bids on the NRAC's behalf for flooring and receptacle upgrades in the airline terminal building. The engineer's estimate for these projects was \$650,000.

Bids were received as follows:

Grand Traverse Construction, LLC	\$697,400
Hallmark Construction, Inc.	\$762,000

Mead & Hunt recommends that a contract for flooring and receptacle upgrade be awarded to Grand Traverse Construction, LLC.

Based upon the recommendation of the Airport Director and Airport Engineer, it was moved by Commissioner Johnson and supported by Commissioner Kern to award the contract for flooring and receptacle upgrade to Grand Traverse Construction, LLC in the amount of \$697,400. MOTION PASSED.

3. Mr. Max Goldman, Colliers International, is the broker that brought Costco to the Airport. Mr. Goldman has proposed a listing agreement for the remaining 40+ acres in the South Airport Road development.

For a lease term of 10 years or more, the commission proposed would be 4% of the Net Aggregate Lease Value up to \$1,000,000 for the initial 10 year lease term and 3% of any Net Aggregate Lease Value over \$1,000,000 for the initial 10 year

lease term. The Net Aggregate Lease Value for a lease term of 10 years or more is the sum of the annual rental rate multiplied by 10.

For a lease term less than 10 years, the commission will be 4% of the Net Aggregate Lease Value up to \$1,000,000 for the lease term and 3% of the Net Aggregate Lease Value over \$1,000,000 for the lease term. The Net Aggregate Lease Value for a lease term of less than 10 years is the sum of the annual rental rate multiplied by the lease term.

The proposed term of the agreement would be for one year.

Based upon the recommendation of the Airport Director, it was moved by Commissioner Johnson and supported by Commissioner Ahrens to enter into a listing agreement with Colliers International (Max Goldman) for one year to procure tenants for the remainder of the South Airport Road development, such agreement subject to approval as to substance by the Airport Director and as to form by general counsel. MOTION PASSED.

4. In April 2016, Avflight Traverse City Corporation entered into several agreements for its business facilities located on the airport.

To complete a financing arrangement with Comerica Bank, they are requesting that the NRAC enter into a Consent to Mortgage of Leasehold Interest with Comerica Bank.

Based upon the recommendation of the Airport Director, it was moved by Commissioner Kern and supported by Commissioner Johnson to enter into a Consent to Mortgage of Leasehold Interest with Comerica Bank, such agreement subject to approval as to substance by the Airport Director and as to form by general counsel. MOTION PASSED.

- K.
 1. The Airport Director reviewed the Activity Report for the Commission.
 2. The Airport Director reviewed the Operations Report for the Commission.
 3. The Airport Director reviewed the Accounts Receivable Report for the Commission.

L. Public Comment: None

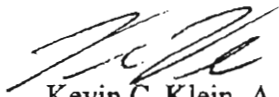
M. Commissioner Comment:

Commissioner Kern welcomed Commissioner Coco to the Board and asked him to introduce himself. Commissioner Coco gave a brief introduction of himself.

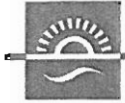
N. Adjournment:

There being no further business to come before the Commission, the Chairman adjourned the meeting at 3:55 p.m.

Respectfully submitted,



Kevin C. Klein, A.A.E.
Airport Director



Grand Traverse Conservation District
February 2018 Report

CONSERVATION TEAM

OWNER/PARKLAND: Grand Traverse County – Natural Education Reserve

Administration

- Conducted the 2nd day of a two day planning retreat.
- Attended regularly scheduled Boardman River Dams Project IT Meeting
- Attended County Parks and Recreation Master Planning Team meetings.
- Reviewed and provided written comment and suggestions regarding the County's Parks and Rec revised Master Plan.
- Attended the public hearing regarding the updated Parks & Rec Plan.
- Provided an annual report presentation to the County's park and Rec Commission.
- Continued trail planning efforts with TART for the Boardman River Trail from Meadows Pavilion Trailhead through former Boardman impoundment.
- Discussed post dam removal site plans with AECOM to determine and prioritize recreational needs and improvements for the NER.
- Continued solicitation of membership for the NER Advisory Committee.

Routine Monitoring and Maintenance

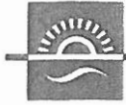
- Cleared major downfall trees from trails with chainsaws.
- Monitored all trails and trailheads, picked-up trash, and replaced dog waste bags as needed.
- Cleared snow to maintain access to all trailheads and American Waste disposal totes.
- Provided snow removal around the Boardman River Nature Center.

Grants

- Submitted EQIP (Environmental Quality Incentives Program) application materials through GTB/NRCS to help restore Boardman bottomlands through the planting of native bareroot trees and shrubs.
- Continued planning efforts towards County submission of a MI Natural Resource Trust Fund Grant for proposed Sabin footbridge to maintain trail connection Sabin Dam has provided since 1930's.

Other

- Conservation District staff led a Winter Guided Hike open to the public with 15 people in attendance.
- Continued communication with the Conservation Resource Alliance and AECOM to address two eroding banks just upstream of the Boardman Dam removal project limits.
- Continued to work with the IT Team, AECOM and TART to submit a DEQ permit amendment allowing for grading to accommodate the Boardman River Trail that passes through the Boardman Dam removal project limits.



BOARDMAN RIVER STEWARDSHIP

- Coordinated and attended a meeting with Boardman River property owners and Trout Unlimited to discuss issues related to the management of the river and watershed.
- Reviewed & commented on draft snow storage signs that were prepared by the Watershed Center GT Bay for the Kids Creek Watershed.
- Worked with our Conservation Team, AmeriCorps crew on loan from Grand Traverse Regional Land Conservancy, and a crew on loan from the GT Band to place 17 tone of rock rip-rap to restore a 50' eroding bank at Grasshopper Bridge.
- Received word from the USFWS that our Great Lakes Fish and Wildlife Restoration Act pre-proposal titled, "Boardman River: Brown Bridge – Aquatic Habitat Improvement & Bank Stabilization Project Using Wood – Phase-II" was selected for submission of a full proposal which is due March 30th.
- Attended monthly Boardman River Dams Project Implementation Team meeting.
- Attended a Boardman River Dams Project Monitoring Team meeting.

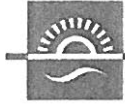
ENVIRONMENTAL EDUCATION

Nature Center Visitation this Month: 352
 Program Participants this month: 286
 Drop ins this month: 66
 Nature Center Visitation this year: 631

Nature Center Visitation February 2017: 474
 Program Participants February 2017: 413
 Drop in February 2017: 61
 Nature Center Visitation since 2008: 79,454

Program Participation & Program Planning:

- 51 preschoolers and their families served through Boardman River Nature Center preschool programming
- Planned and opened registration for the 2018 Nature Day Camp Program. Received roughly \$10,000 in registration dues in the first 24 hours. Over \$24,000 total sign up dues in the first week
- Received 2% grant funding for our "No Barrier to Nature Program" through the Grand Traverse Band
- Continued planning for outdoor exhibits along with children's garden project outside the Nature Center
- Executed using a new camp registration software that will cut down on administrative staff time spend on Nature Day Camp
- Began Scheduling spring NEST programs
- Continued planning for 2018 Native Plant and Seedling sale
- Continued work on migrating server items over to new One Drive



**MICHIGAN AGRICULTURE ENVIRONMENTAL ASSURANCE PROGRAM
(MAEAP)**

Farm Visits: 5 (Antrim/Grand Traverse), 4 (Benzie/Leelanau)

Risk Assessments Completed: 2 (Antrim/Grand Traverse), 4 (Benzie/Leelanau)

Farms Verified: 1

Updates:

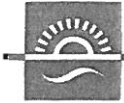
- 2/1: Taste the Local Difference Partnership Meeting
- 2/2: Antrim County Reverification
- 2/6: Grand Traverse Fruit Grower's Council Meeting
- 2/7: Farmer Field Day Partner Meeting (NRCS, GTCD, GTRLC)
- 2/13: Pesticide Applicator Exam
- 2/15: Reister's Grower Services Winter Meeting and Expo
- 2/20: Agriculture Day with Grow Benzie
- 2/21: Benzie Conservation District Board Meeting
- 2/28-3/2: Michigan Grape and Wine Conference

Current Projects:

- Working with:
 - 10 farms in Benzie
 - 15 farms in Leelanau
 - 13 farms in Grand Traverse
 - 13 farms in Antrim
- Risk Assessments Completed in February: 6
- Partnering with Taste the Local Difference on promotion/education opportunities for MAEAP and TLD.
- Working with Jason Kimbrough with NRCS to help growers pursuing MAEAP get EQIP funding
- Collaborating with the Migrant Resource Council and other partners on Agricultural Labor Day event in March.
- Promoting 2018 cost-share opportunities with growers.
- Researching grant opportunities to increase cost-share funding available to growers.
- Collaborating with Northwest Michigan County Farm Bureau on 2018 Conservation Education Grant opportunity to implement local field day for farmers and other parties interested in agriculture. Partnering with GTRLC and USDA-NRCS to plan and execute field day.
- Working with Michigan Envirothon to participate in educational day for high school students and conducting session on sustainable agricultural practices.
- Planning Agriculture Container Recycling Program dates for the upcoming growing season.

Upcoming Events:

- 3/5: Earth Day Partner Meeting
- 3/6: Grand Traverse Fruit Grower's Council Meeting



- 3/7: Agricultural Labor Meeting
- 3/9: Michigan Envirothon
- 3/13: Irrigation and Drainage Update
- 3/19: Quarterly Meeting with Regional Coordinator of Conservation Programs
- 3/19: Antrim Conservation District Board Meeting
- 3/21: Food and Farming Network Annual Summit
- 3/21: Benzie Conservation District Board Meeting
- 3/26: NW MI County Farm Bureau Board Meeting

NORTHWEST MICHIGAN INVASIVE SPECIES NETWORK (ISN)

Public Inquiry Responses: >6

Active Contacts: 105

Passive Contacts: 16,019

Volunteer Hours: 0

Volunteers: 0

Acres Surveyed: 0

Sites Surveyed: 0

Acres Treated: 0

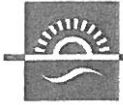
Sites Treated: 0

Meetings/Presentations:

- 2/2 – Advised at NRCS/EQIP payment schedule brainstorming
- 2/8-2/9 - Attended DNR's Tools for Engaging Landowners Effectively training; 5 new contacts
- 2/20 - "Attended" MISGP conference call re: new grant
- 2/21 - Participated in Rotary Environmental Sector meeting; ~20 attendees
- 2/21 - Attended Northsky professional development: Better Stories by Design
- 2/25-3/3 – National Invasive Species Awareness Week (NISAW)—Facebook outreach
- 2/27 - Met w/ TWC re: spring event; 1 contact
- 2/28 - Met with SEEDS re: future work; 1 contact

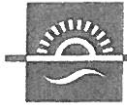
Other Accomplishments:

- **New GBB Participants! Cre Woodland (Empire-based landscaper) and Dawn Garrock (homeowner)**
- **Hired ISN Seasonal workers!**
- Created JB flier for townships/municipalities
- Created Top 20 flier
- Mailed GBB meeting postcards; >60 + digital invites
- ISN Gear [available for purchase!](#)
- ISN coloring book [available on website](#) for free download!
- Completed ISN Business Plan draft for Steering Committee review
- Completed ISN FY18 budget amendment
- Submitted DNR Pesticide Application Permit for state lands treatment
- Completed & submitted USFS 2016 progress report
- Facebook reach: 8,061
- Website reach: 7,898



Upcoming Events:

- April 4 – *Go Beyond Beauty* spring meeting
- **ISN Spring Partner Meeting: Wednesday, April 11, 1-3pm, Boardman River Nature Center**
- Garlic Mustard Workbees (and more) in May! (Dates on our website)
- June 1 – Jane Kramer *Foreshadowing* Gallery Opening
- June 2 – Garlic mustard paper making with Jane Kramer
- June 7 – ID and GPS training for seasonal crews & partners



Acronyms and Abbreviations

AECOM	Boardman River Dams Project Engineers
BBAC	Brown Bridge Advisory Committee
BRNC	Boardman River Nature Center
CRA	Conservation Resource Alliance
DDA	Downtown Development Authority
DNR	Department of Natural Resources
ECR	East Creek Reserve
EPA	Environmental Protection Agency
EQIP	Environmental Quality Incentive Program
GBB	Go Beyond Beauty
GIS	Geographic Information System
GLRI	Great Lakes Restoration Initiative
GM	Garlic mustard
GTCD	Grand Traverse Conservation District
HMAC	Hickory Meadows Advisory Committee
ISN	Invasive Species Network
JB	Japanese barberry
MACD	Michigan Association of Conservation Districts
MAEAP	Michigan Agriculture Environmental Assurance Program
MDARD	Michigan Department of Agriculture & Rural Development
MISC	Michigan Invasive Species Coalition
MNLA	Michigan Nursery & Landscape Association
NER	Natural Education Reserve
NMC	Northwestern Michigan College
NRCS	Natural Resources Conservation Service
NWMFFN	Northwest Michigan Food and Farming Network
NWISN	Northwest Michigan Invasive Species Network
OB	Oriental Bittersweet
USFWS	United State Fish & Wildlife Service
SEEDS	501(c)3 nonprofit organization
SFP	Safe Food Program
Tx	Treatment



Administrative Office, 105 Hall Street, Suite A, Traverse City, MI 49684

Board of Director's Meeting Minutes

February 15, 2018

2:30 PM

1. CALL TO ORDER:

Northern Lakes Community Mental Health, 204 Meadows Drive, Grayling with skype to 105 Hall Street, Traverse City, Michigan. Nicole Miller called the meeting to order at 2:40 p.m.

Board Members Present: Grayling - Carol Crawford, Pam Babcock, Betty Bushey, Randy Kamps, Nicole Miller, and Lorelei King.

Traverse City - Michael MacCready, Ty Wessell and Nina Zamora.

Board Members Absent: Dean Vivian (advance notice), Mary Marois (advance notice), Al Cambridge (advance notice), Dave Stephenson (advance notice) and Gary Stefanko (advance notice).

Others Present: Grayling - Karl Kovacs, Chief Executive Officer; Deb Lavender, Executive Secretary; Tracy Rosinski, Director of Office of Recipient Rights; Joanie Blamer, Chief Population Officer for Adults with Mental Illness; Becky Vincent, Director of Integrated and Managed Health Services; Carrie Gray, Chief Population Officer for Adults with IDD; and Andy Babcock.

Traverse City - Kari Barker, Director of Quality Improvement; Dan Mauk, Chief Information Officer; and Tiffany Seguin, MI Choice Waiver.

Confirmation of a Quorum - Yes.

Timekeeper - Betty Bushey

2. AGENDA:

Approved the Agenda for the February 15, 2018 meeting.

MOTION:	Approved the Agenda for the February 15, 2018 meeting as presented.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Kamps
SECONDER:	Carol Crawford

3. CONFLICT OF INTEREST DECLARATION:

There was no conflict of interest declaration.

4. CONSENT AGENDA:

A. *Consideration of Consent Agenda*

MOTION:	Approved the Consent Agenda.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Carol Crawford
SECONDER:	Lorelei King

5. OWNERSHIP LINKAGE:

- A. *Citizen Comment – None.*
- B. *Ownership Communication – None.*

6. CHIEF EXECUTIVE OFFICER’S REPORT:

Karl, Becky, Carol and Randy attended the Winter Conference for the Board Association (CMHAM). Karl shared comments about one of the breakout sessions on the “Sequential Intercept Model” related to mental health and corrections.

Karl noted that we are making great progress in our EHR selection. Our steering committee is gathering information, making site visits and hope that by mid-March there will be a presentation to the Executive Team.

The TC Building Ad Hoc Committee has met on three occasions. We are continuing to explore all possible options as we make a decision as to the direction we are headed. We engaged an architect to begin a study of our Traverse City building. We also met with another individual about other uses of our building and parking. Ultimately we will make a decision that is consumer informed.

There was discussion about the work that Karl has done with legislators; this year there will be a tremendous turnover of legislators; will have a change in Governor; need to become more involved and take some leadership to protect our kids in schools; encourage community members to attend the Mental Health First Aid class; identified definitions of ERPO – Temporarily prohibit guns, ATO – control by the court of services that are part of the hospital base, AOT – Kevin’s Law. The words “mental health” is coming up more often.

Karl referenced in his report the block grants that we have received. Referenced the Board Association’s work on its Strategic Plan.

The next Mental Health First Aid class is May 29 and 30 in Traverse City.

7. NORTHERN MICHIGAN REGIONAL ENTITY REPORT:

Reference was made to the minutes of the NMRE meeting on January 24, 2018. Nina attended the meeting and noted that she is very proud to say we are financially doing well.

8. ASSURANCE OF ORGANIZATIONAL PERFORMANCE:

- A. Receipt of CEO Response to Monitoring Report

MOTION:	The Board approved Policy 2.4 Financial Management (Internal Inspection) at 100% compliance,
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Kamps
SECONDER:	Lorelei King

MOTION:	The Board approved Policy 2.6 Community Resources (Internal Inspection) at 100% compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Betty Bushey
SECONDER:	Randy Kamps

MOTION:	The Board approved Policy 2.10 Administrative Cost (Internal Inspection) at 100% in compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Betty Bushey
SECONDER:	Carol Crawford

B. New Operational Worries – None.

C. February Monitoring Assignment

2.2 Treatment of Employed Workforce Members will complete and turn in and submit for review.

9. BOARD MEANS SELF-ASSESSMENT:

A. Receipt of CEO Response to Monitoring Report – 3.9 CEO Compensation (Direct Inspection)

MOTION:	The Board approved Policy 3.9 CEO Compensation (Direct Inspection) at 100% compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Kamps
SECONDER:	Nina Zamora

Reminder to Board members to complete the forms. There was discussion about compliance with the policy.

Receipt of CEO Response to Monitoring Report 3.10 Board Member Conflict of Interest (Direct Inspection)

MOTION:	The Board approved Policy 3.10 Board Member Conflict of Interest (direct inspection) and found we are 100% compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Kamps
SECONDER:	Betty Bushey

B. February Monitoring Assignment

3.5 CEO Meeting Agendas and Schedules (direct inspection) complete and turn in.

10. GOVERNANCE POLICIES DISCUSSION AND ASSESSMENT:

A. *Ends – None.*

B. *Executive Limitations – None.*

C. *Governance Process/Ownership Linkages*
RRAC Report/Minutes -

MOTION:	To Receive and File the February 6, 2018 RRAC minutes.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Kamps
SECONDER:	Nina Zamora

11. OWNERSHIP LINKAGE:

None.

12. ANNOUNCEMENTS/BOARD MEMBER REPORTS/BOARD ASSOCIATION INFO:

- Kristina Atkins was appointed by Wexford County. One additional appointment needs to be made by Grand Traverse County.

13. MARCH AGENDA PLANNING (TRAVERSE CITY):

Referenced items on the agenda.

14. MEETING EVALUATION:

- #1- we spent our time on the most important governance topics: majority was excellent
- #2- we encouraged diversity of viewpoints: majority was excellent
- #3- our decisions were made collectively: majority was excellent
- #4- The Board used its time effectively: majority was excellent
- #5- What is the most important thing the Board could do to improve our function as a board? None.

15. ADJOURNMENT:

The meeting adjourned at 3:26 p.m.

Respectfully Submitted,

Nicole Miller, Chairperson

Lorelei King, Board Secretary

Debra Lavender, Recording Secretary



Action Request

Meeting Date:	3/21/2018		
Department:	Health	Submitted By:	Wendy Hirschenberger
Contact E-Mail:	wwhirsch@gtchd.org	Contact Telephone:	995-6100
Agenda Item Title:	Northern Michigan Public Health Alliance Memorandum of Understanding renewal		
Estimated Time:	0.00 <small>(in minutes)</small>	Laptop Presentation:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Summary of Request:

Requesting renewal from the Grand Traverse County Board (of Health) to renew the Memorandum of Understanding for the Northern Michigan Public Health Alliance (NMPHA). The NMPHA is a collaboration of seven local health departments and cross sector partners that was created in December, 2014 following a two-year exploration with funding from the Robert Wood Johnson Foundation. The Alliance covers the 31 tip of the mitt counties with a mission to develop, implement, and sustain models of shared public health services that increase capacity, contain costs, maximize assets and more effectively impact health outcomes. Wendy Hirschenberger serves as the Chair of the Alliance.

Major Accomplishments:

- Designated as backbone organization for the 10-county Northern Michigan Community Health Innovation Region.
- Created back-up agreement among Medical Directors for eight local health departments
- Formed the Northern Michigan Regional Public Health Emergency Preparedness Team by pooling State grants to three local health departments--a first in the State
- Conducted regional community health needs assessment in partnership with hospital systems
- Awarded Robert Wood Johnson Foundation Implementation and Impact Program grant to measure cost savings and quality enhancements achieved by conducting community health assessment across public health jurisdictions.
- Secured over \$4M in grants from multiple funders to address priorities identified in community health assessment

Awards:

- * 2015 Michigan Department of Health and Human Services(MDHHS) Directors' Award for forming the NMPHA
- * 2016 MDHHS Directors' Award for the Northern Michigan Regional Public Health Emergency Preparedness Team
- * 2017 National Association of County & City Health Officials' National Health Security Award for the Northern Michigan Public Health

Suggested Motion: none needed

Approval of renewing the memorandum of understanding for the Northern Michigan Public Health Alliance.

Financial Informatic Not applicable

Total Cost:	n/a	General Fund Cost:		Included in budget:	<input type="radio"/> Yes <input type="radio"/> No
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If not included in budget, recommended funding source:

This section for Finance Director, Human Resources Director, Civil Counsel, and Administration USE ONLY:

Reviews:	Signature	Date
Finance Director		
Human Resources Director		
Civil Counsel		

Administration: Recommended Date: _____

Miscellaneous:

Attachments:

Attachment Titles: *NMPHA MOU Renewal #1.pdf*



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made and entered into by and among the Boards of Health of the Benzie Leelanau District Health Department, Central Michigan District Health Department, District Health Department #2, District Health Department #4, District Health Department #10, Grand Traverse County Health Department, and the Health Department of Northwest Michigan, hereinafter referred to as the "Boards of Health". All are organized under and by virtue of the Michigan Public Health Code, PA 368 of 1978, Part 24.

WITNESS:

WHEREAS, the Northern Michigan Public Health Alliance, hereinafter referred to as the "Alliance", consists of the public health agency representation from Alcona, Alpena, Antrim, Arenac, Benzie, Charlevoix, Cheboygan, Clare, Crawford, Emmet, Gladwin, Grand Traverse, Iosco, Isabella, Kalkaska, Lake, Leelanau, Manistee, Mason, Mecosta, Missaukee, Montmorency, Newaygo, Oceana, Ogemaw, Osceola, Oscoda, Otsego, Presque Isle, Roscommon, and Wexford counties; and

WHEREAS, each of the parties to the Memorandum of Understanding are authorized by the Michigan Public Health Code, PA 368, Part 24 to contact one another and cooperate to provide public health services lawfully to each of the parties, including sharing of costs; and

WHEREAS, the Alliance Vision is "healthy people in healthy communities" and the Alliance Mission is to develop, implement, and sustain models of shared public health services that increase capacity, contain costs, maximize resources, and impact health outcomes; and

WHEREAS, the Alliance Practical Vision is to share expertise, knowledge, and leadership; link services; develop prevention programs; develop marketing; expand the scope of public health; integrate behavioral health and substance use disorder services; train workforce; maximize resources; evaluate health outcomes; collaborate on public health emergency preparedness; engage community partners; and focus advocacy efforts; and

WHEREAS, each of the parties to this Memorandum of Understanding have agreed to participate in the Alliance in order to promote health, prevent disease, and protect the environment within each of the respective jurisdictions and the region as a whole; and

WHEREAS, it is to the mutual advantage and benefit of the parties to agree to cooperate among themselves for legislative advocacy, sustainability, policy direction, program development, resource coordination, and plan development to serve the public health infrastructure within each of the respective jurisdictions and the region as a whole; and

WHEREAS, the Boards of Health recognize that it is in the interest of citizens for local health departments to cooperate in strengthening the public health within the respective jurisdictions.

THEREFORE, the parties agree as follows:

I. PURPOSE

The purpose of this Memorandum of Understanding is to recognize the Northern Michigan Public Health Alliance and its Mission.

II. MUTUAL UNDERSTANDING

The Boards of Health agree to strengthen the Alliance by—

- Supporting this Memorandum of Understanding between local health departments
- Encouraging attendance and participation in the Alliance
- Maximizing opportunities by developing regional contracts, agreements, and funding streams for Alliance activities

III. MISCELLANEOUS PROVISIONS

- A. Term**—This Memorandum of Understanding will be in effect as of April 1, 2018. Every three years, all parties agree to review the terms and conditions and make mutually agreeable revisions
- B. Non-Assignability**—All of the parties are integral to its success. Therefore, no part may be assigned to another party without the written consent of the other parties
- C. Severability**—If any part of this agreement should be held to be invalid, the remaining portions shall remain in full force and effect
- D. Termination**—Any of the parties may terminate or change their participation in this agreement by providing thirty (30) days notice in writing to all other parties of the Agreement
- E. Notices**—Notice shall be deemed to have been received at the time of actual receipt of electronic communication.

I acknowledge that the provisions of this agreement have been reviewed, accepted, and agree to. I affirm that I have the authority to accept and sign this agreement.

For: Benzie Leelanau District Health Department
Melinda Lautner, Chair, Board of Health
6051 Frankfort Highway, Suite 100
Benzonia, Michigan 49616

X _____

Date: _____

For: Central Michigan District Health Department
Robert Schneider, Chair, Board of Health
2012 E. Preston St.
Mount Pleasant, Michigan 48858

X Robert Schneider

Date: 2-28-18

For: District Health Department #2
Kathleen Vichunas, Chair, Board of Health
630 Progress St.
West Branch, Michigan 48661

X _____

Date: _____

For: District Health Department #4
Robert Adrian, Chair, Board of Health
100 Woods Circle, Suite 200
Alpena, Michigan 49707

X _____

Date: _____

For: District Health Department #10
Jim Maike, Chair, Board of Health
521 Cobbs St.
Cadillac, Michigan 49601

X Jim Maike

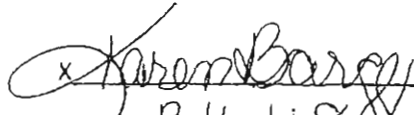
Date: 2/23/18

For: Grand Traverse County Health Department
Carol Crawford, Chair, Board of Commissioners
400 Boardman Ave.
Traverse City, Michigan 49684

X _____

Date: _____

For: Health Department of Northwest Michigan
Karen Barge, Chair, Board of Health
220 W. Garfield Ave.
Charlevoix, Michigan 49720

x  _____

Date: 3/16/18 _____

RESOLUTION

XX-2018

Public Health Alliance Memorandum of Understanding Renewal

WHEREAS, The Grand Traverse County Board of Commissioners met in regular session on March 21, 2018 and reviewed request to renew the Memorandum of Understanding for the Northern Michigan Public Health Alliance (NMPHA); and,

WHEREAS, the NMPHA is a collaboration of seven local health departments and cross sector partners that was created in December, 2014 following a two-year exploration with funding from the Robert Wood Johnson Foundation; and,

WHEREAS, the Alliance covers the 31 tip of the mitt counties with a mission to develop, implement and sustain models of shared public health services that increase capacity, contain costs, maximize assets and more effectively impact health outcomes; and,

WHEREAS, this Memorandum will be in effect as of April 1, 2018 and every three years, all parties agree to review the terms and conditions and make mutually agreeable revisions.

NOW THEREFORE BE IT RESOLVED BY GRAND TRAVERSE COUNTY, That this Board of Commissioners approves Memorandum of Understanding for the Northern Michigan Public Health Alliance (NMPHA).

BE IT FURTHER RESOLVED THAT, the Board of Commissioners authorizes the Board Chair or County Clerk to effectuate the necessary documents to implement the Board authorized action.

APPROVED: March 21, 2018

Memorandum



DATE: March 16, 2018

TO: Grand Traverse County Board of Commissioners

FROM: Frank Dituri, Chairman - Implementation Team

RE: Outline for March 21, 2018 "The Boardman: A River Reborn" update to County Commissioners

Thank you for the opportunity to provide an update on "The Boardman: A River Reborn" initiative. Below is an outline of topics we plan to cover. If you have questions or additional topics you'd like our team to cover, please contact any one of us prior to the meeting so that we will be prepared to address your question.

Presenters: Frank Dituri, IT Chairman
City of Traverse City
(231) 866-1851
fdituri@traversecitymi.gov

Amy Beyer, Director
Conservation Resource Alliance
(231) 946-6817
amy@rivercare.org

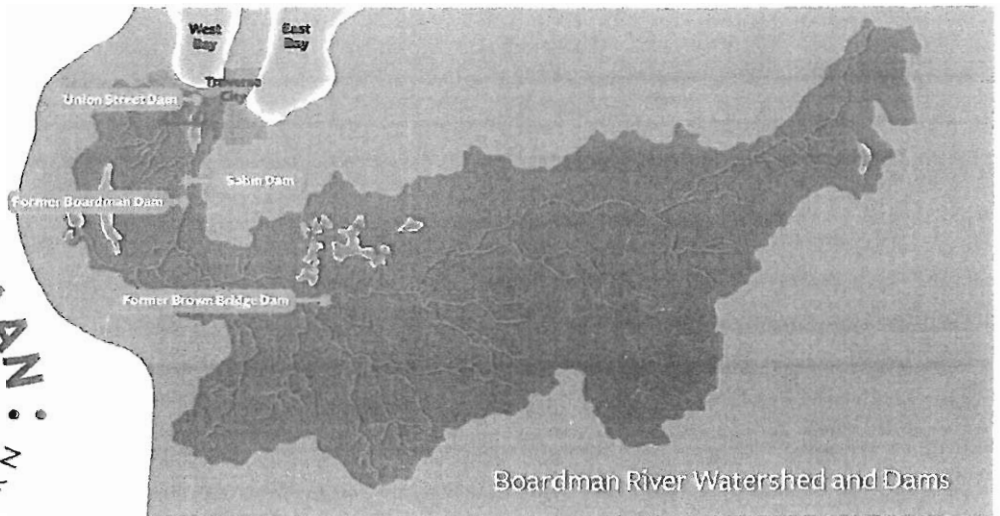
Available for questions: Dan DeVaun, Senior Water Resource Engineer
AECOM
(231) 922-4290
dan.devaun@aecom.com

DJ Shook, Fish, Wildlife, and Soil Conservationist
Grand Traverse Band of Ottawa and Chippewa Indians
(231) 486-2524
dj.shook@mi.usda.gov

Draft Presentation Outline (20 minutes + Q/A):

- Project Background, Team & Goals
- Brown Bridge Restoration Work
- Boardman Dam Restoration Work
- Sabin Dam Removal
- What's Next

* As representatives from the Great Lakes Fishery Commission are presenting to the BOC on April 4, we are not planning to cover FishPass at Union Street Dam.



History

- 2004** Traverse City Light and Power discontinues hydropower generation at three dams on the Boardman River - Brown Bridge, Boardman & Sabin dams - and terminates its leasing agreement with the dams' owners - Grand Traverse County and the City of Traverse City
- 2005** The Boardman River Dams Settlement Agreement establishes the multi-party Implementation Team (IT) and a public committee, the Boardman River Dams Committee, charged with assessing and making recommendations regarding the fate of the three dams along with another, the Union Street Dam
- 2006** The IT, with funding from the Great Lakes Fishery Trust, commissions a comprehensive Engineering Feasibility Study to assess dam disposition options
- 2008** An unprecedented community input process evaluates various dam disposition options
The IT presents two recommended alternatives that have gathered the most support for consideration to Grand Traverse County and the City of Traverse City
- 2009** Grand Traverse County and the City of Traverse City decide to pursue removal of Brown Bridge, Boardman and Sabin dams and modification of Union Street Dam
- 2012** Brown Bridge Dam removed and habitat restored in former impoundment - restoration activities in bottomlands are ongoing
- 2013** Prosperity Plan published describing watershed management and community priorities "beyond dam removal"
- 2014** Engineering and permitting for Boardman Dam removal and new Cass Road Bridge underway
- 2016** Construction of new Cass Road Bridge
- 2017** Removal of Boardman Dam and associated habitat restoration

Next Steps

- 2018** Removal of Sabin Dam and associated habitat restoration
Engineering and design of Union Street Dam *FishPass* project led by Great Lakes Fishery Commission
- Ongoing** Habitat and water quality monitoring
Stewardship activities including habitat enhancement, invasive species management and priority actions identified in the Prosperity Plan



Action Request Form

Meeting Date:	March 21, 2018		
Department:	Parks and Recreation	Submitted By:	Chris Forsyth and Nate Alger
Contact Email:	cforsyth@grandtraverse.org nalger@grandtraverse.org	Contact Telephone:	231-922-4797
Agenda Item Title:	Request for Resolution of Support for Resubmitting Land and Water Conservation Fund Grant Application for Boardman Lake Loop and Medalie Park Project		
Estimated Time:	5 Minutes	Laptop Presentation:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Summary of Request:

In 2017, the County Board of Commissioners indicated its support of the Boardman Lake Loop Trail project and application for Michigan Department of Natural Resources (MDNR) grants through resolutions, as identified below.

Resolution #27-2017: Support for the Michigan Natural Resources Trust Fund (MNRTF) Grant for the Boardman Lake Trail – Bridges, Etc. (\$300,000; MNRTF Board of Trustees has recommended for funding; awaiting Trust Fund agreement)

Resolution #28-2017: Support for the Michigan Natural Resources Trust Fund Grant for the Boardman Lake Trail – Boardwalk, Etc. (\$300,000; MNRTF Board of Trustees has recommended for funding; awaiting Trust Fund agreement)

Resolution #29-2017: Support for the Land and Water Conservation Fund Grant for the Boardman Lake Trail (\$150,000; withdrawn in 2017 per MDNR’s advice to reapply in 2018)

Resolution #30-2017: Support for the Recreation Passport Grant for the Boardman Lake Trail (\$50,000; not awarded)

The County Board also passed Resolution 105-2017, authorizing the County Administrator to execute a Memorandum of Understanding with the City of Traverse City, Garfield Township, and Traverse Area Recreation and Transportation Trails for the Boardman Lake Loop, which "commits each party to tasks to mutually achieve goals to build and finish the Boardman Lake Trail Loop."

Per the MDNR’s advice to reapply for a Land and Water Conservation Fund grant for the Boardman Lake Trail project, an application for the April 1, 2018 deadline is being prepared. The application, for \$300,000 for the development of the final segment of the Boardman Lake Loop Trail, also requires a resolution of support from the County Board of Commissioners, which we are requesting. The local match of \$300,000 would be from local funds pledged from the Brownfield Authority.

Suggested Motion:

Resolve to support 2018 application for a Land and Water Conservation Fund grant in the amount of \$300,000 for development of the final segment of the Boardman Lake Trail, and commit \$300,000 funds pledged from Grand Traverse County’s Brownfield Authority as local match.

Financial Information:

Total Costs: \$600,000	General Fund Cost: No	Included in budget:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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If not included in budget, recommended funding sources: Land and Water Conservation fund grant in amount of \$300,000 from MDNR; \$300,000 local match from Brownfield Authority funds.

This section for Finance Director, Human Resources Director, Civil Counsel and Administration USE ONLY:		
Review:	Signature	Date
Finance Director		
Human Resources Director		
Civil Counsel		
Administration Recommended: Yes <input type="checkbox"/> No <input type="checkbox"/>		
Miscellaneous:		

Attachments:

Attachment Titles: Draft Resolution LWCF Boardman Lake Trail 2018

(revised 9-2016)

RESOLUTION

XX-2018

**RESOLUTION OF SUPPORT FOR THE LAND AND WATER
CONSERVATION FUND GRANT FOR THE BOARDMAN LAKE TRAIL**

WHEREAS, the Land and Water Conservation Fund was established to provide funding for the development of lands for public outdoor recreation; and

WHEREAS, Grand Traverse County is increasingly known for its accessible parks, trails and opportunities for outdoor public recreation; and

WHEREAS, public outdoor spaces and recreation strengthen our local economy and improve our quality of life; and

WHEREAS, parks and outdoor recreation enhance the community's ability to attract residents, businesses and tourists; and

WHEREAS, Grand Traverse County's Master Plan and the *2018-2023 Grand Traverse Parks and Recreation Plan* recognizes the value of non-motorized transportation and interconnected regional trail systems; and

WHEREAS, Grand Traverse County, Garfield Township and the City of Traverse City have worked collaboratively to realize a completed Boardman Lake Trail connected with the regional trail system; and

WHEREAS, completing this segment of the West Boardman Lake Trail will close the loop around Boardman Lake and connect these trails to regional trails to the North and South,

NOW, THEREFORE BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, that Grand Traverse County supports the development of the final segment of the West Boardman Lake Trail project, endorses the County's 2018 application for \$300,000 of funding from the Land and Water Conservation Fund and commits \$300,000 of local funds pledged from the Grand Traverse County Brownfield Authority as local match.

Approved: March 21, 2018



Action Request Form

Meeting Date:	March 21, 2018		
Department:	Parks and Recreation	Submitted By:	Kristine Erickson
Contact Email:	kerickson@grandtraverse.org	Contract Telephone:	(231) 922-4818
Agenda Item Title:	Approval To Apply For MNRTF Grant For Lone Pine Footbridge		
Estimated Time:	5 Minutes	Laptop Presentation:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Summary of Request:

At one time, the half-mile long Lone Pine ADA Trail at the Natural Education Reserve (NER, one of the parks under the stewardship of County Parks and Recreation) terminated at a floating platform where those with (and without) disabilities could fish. Following the 2007 emergency drawdown of Boardman Pond, that platform was removed.

The removal of Boardman Dam this past year presents a tremendous opportunity to connect the Lone Pine Trail with the construction access road along the west side of the new river channel via a footbridge. Post-dam-removal, the construction access road will remain and be used as a maintenance access road. Long-term plans are for this road to serve as a recreational trail that will provide a high-quality recreational experience for all users of the NER and the Boardman River Valley trail system.

During its regular meeting on March 8, 2018, Parks and Recreation Commissioners passed a motion to make a recommendation to the Grand Traverse County Board of Commissioners to support this project and grant application by resolution.

To fund this project, Grand Traverse County Parks and Recreation is respectfully requesting the County Board of Commissioners' support and approval of a 2018 Michigan Natural Resources Trust Fund grant application in the amount of \$165,000, with a 25 percent match from grants and private donations.

Suggested Motion:

Resolve to support 2018 application for a Michigan Natural Resources Trust Fund grant in the amount of \$165,000 for construction of the Lone Pine footbridge, with a 25 percent match (\$55,000) from grants and private donations.

Financial Information:

Total Costs: \$220,000	General Fund Cost: No	Included in budget:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If not included in budget, recommended funding sources: Grants and private donations			

This section for Finance Director, Human Resources Director, Civil Counsel and Administration USE ONLY:		
Review:	Signature	Date
Finance Director		
Human Resources Director		
Civil Counsel		
Administration Recommended: Yes <input type="checkbox"/> No <input type="checkbox"/>		
Miscellaneous:		
Attachments:		
Attachment Title:		

(revised 9-2016)

RESOLUTION

___-2018

**RESOLUTION OF SUPPORT FOR THE MICHIGAN NATURAL
RESOURCES TRUST FUND GRANT FOR THE LONE PINE
PEDESTRIAN BRIDGE**

WHEREAS, the Michigan Natural Resources Trust Fund was established to provide funding for public acquisition and development of lands for conservation and public outdoor recreation; and

WHEREAS, Grand Traverse County is increasingly known for its accessible parks, trails, and opportunities for outdoor public recreation; and

WHEREAS, public outdoor spaces and trails strengthen our local economy and improve our quality of life; and

WHEREAS, parks, trails, and outdoor recreation enhance the community's ability to attract residents, businesses, and tourists; and

WHEREAS, Grand Traverse County's Master Plan and the *2018-2023 Grand Traverse County Parks and Recreation Plan* recognize the value of non-motorized transportation and interconnected regional trail systems; and

WHEREAS, Grand Traverse County, Garfield Township, and the City of Traverse City have worked collaboratively to realize an interconnected regional trail system along the Boardman River; and

WHEREAS, Grand Traverse County is removing dams along the Boardman River, where it runs through the County's Natural Education Reserve (NER, under the stewardship of County Parks and Recreation), to restore the river to a natural, free-flowing state; and

WHEREAS, the removal of Boardman Dam in 2017 creates an opportunity for the Lone Pine ADA Trail at the Natural Education Reserve to connect by an accessible pedestrian bridge to the "construction access road" located in the newly exposed bottomlands, to serve as a regional connector for the Boardman River Trail and offer a high quality recreational experience for all.

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS that Grand Traverse County supports the development of a pedestrian bridge at the termination of the Lone Pine trail at the Natural Education Reserve, endorses Grand Traverse County Parks and Recreation's 2018 application for \$165,000 of funding from the Michigan Natural Resources Trust Fund, and commits \$55,000 of local funds to be raised through grants and private donations.

APPROVED: March 21, 2018

Action Request



Meeting Date:	3/21/2018		
Department:	Health	Submitted By:	Wendy Hirschenberger
Contact E-Mail:	whirsch@gtchd.org	Contact Telephone:	995-6101
Agenda Item Title:	Substance Use Assessment for the Grand Traverse County Drug Free Coalition Contract		
Estimated Time:	2 <small>(in minutes)</small>	Laptop Presentation:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Summary of Request:

Contract for Substance Use Assessment for Grand Traverse County Drug Free Coalition :
 The Northern Michigan Public Health Alliance will conduct a comprehensive substance use assessment in order to establish baseline data for substance use in Grand Traverse County. Data collection will focus on data indicators from the spectrum of substances used (illegal and legal drugs, alcohol, tobacco, marijuana) from various sources and will be used to evaluate Grand Traverse County's overall substance use levels. Community resources will also be inventoried and gaps identified in order for the Grand Traverse County Drug Free Coalition to determine priorities, goals and a substance abuse prevention plan. A Community Health Needs Assessment is a systematic examination of health status indicators that is used to identify key problems and assets in a community and ultimately develop strategies to address them. The Northern Michigan Public Health Alliance is a partnership of 7 local health departments in Northern Michigan, who have expertise in epidemiology, health education and extensive experience in Substance Abuse Prevention programming such as Drug Free Communities, SAFE as well as a team of public health professionals who regularly conduct comprehensive Community Health Needs Assessment. Wendy Hirschenberger, with epidemiology expertise, will lead the assessment team. Grand Traverse County Health Department is serving as the fiduciary for the Northern Michigan Public Health Alliance for this contract with Catholic Human Services. The assessment team will comprised of staff from Grand Traverse County Health Department, District 10 Health Department and Health Department of Northwest Michigan. A larger grant was awarded to Catholic Human Services from the liquor tax dollars in order to staff the Grand Traverse County Drug Free Coalition and have an epidemiologic health assessment completed. This assessment will help the Coalition apply for a Drug Free Communities grant in 2019 to further the efforts of reducing substance and drug use in Grand Traverse County. Legal counsel has reviewed and approved of this contract.

Suggested Motion:

Approve the contract between Grand Traverse County Health Department and Catholic Human Services.

Financial Informatic

Total Cost:		General Fund Cost:	\$0.00	Included in budget:	<input type="radio"/> Yes <input type="radio"/> No
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If not included in budget, recommended funding source:

New revenue of \$24,000.

This section for Finance Director, Human Resources Director, Civil Counsel, and Administration USE ONLY:

Reviews:	Signature	Date
Finance Director		
Human Resources Director		
Civil Counsel		

Administration: Recommended Date: _____

Miscellaneous:

Attachments:

Attachment Titles: *GTCHD SU Assessment Contract.pdf*

CATHOLIC HUMAN SERVICES, INC.

CONTRACTUAL AGREEMENT

THIS AGREEMENT made between Grand Traverse County Health Department of the City of Traverse City, County of Grand Traverse, State of Michigan, Tax Number 38-6004852, hereinafter referred to as Contractor, and Catholic Human Services, Inc., whose principal place of business is located in the City of Traverse City, County of Grand Traverse, State of Michigan, hereinafter referred to as Agency.

WHEREAS, the Contractor is in the business of providing the following services: Substance Use Assessment for the Grand Traverse County Drug Free Coalition, and

WHEREAS, the Agency wishes to accept, utilize and retain the Contractor for the purpose of delivering said services; and IN CONSIDERATION of contracting with the Agency with compensation and other provisions as may be mutually agreed upon between the Contractor and Agency as contained herein,

IT IS HEREBY AGREED AS FOLLOWS:

- I. EMPLOYMENT: The Agency hereby engages and retains the Contractor in the position of Epidemiology for the purpose of delivering the following services: See Schedule 1, and the Contractor hereby accepts and agrees to such engagement and retention, subject to the provisions contained herein.
- II. TERMS: The Term of the Agreement shall be for a period of Ten Months, commencing on March 1, 2018, and terminating on December 31, _____, 2018, as subject, however, to prior termination as hereinafter provided.
- III. COMPENSATION: Agency shall pay to Contractor, and the Contractor shall accept from the Agency, in full payment for Contractor's services hereunder, compensation as set forth in Schedule I, attached hereto and incorporated by reference herein. It is specifically understood and agreed that the Contractor will receive no other benefits aside from the direct compensation set forth herein. Further, the Contractor shall be solely responsible for the payment and filing of any and all personal or business income or other taxes, state or federal, including necessary tax documents, which may be required from the necessary taxing authorities.
- IV. INDEPENDENT CONTRACTOR RELATIONSHIP: The parties specifically understand and agree that the Contractor herein shall provide the services and work required through this Agreement as an independent contractor, and nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties hereto.
- V. INSURANCE: The Contractor specifically acknowledges and agrees that he/she is not covered by any form of wage continuation insurance programs such as worker's compensation or unemployment compensation insurance. If the Contractor desires said insurance protection, then the contractor is solely responsible for payment of any and all premiums and other costs associated with said insurance coverage as might be available to the Contractor. Contractor shall procure professional liability insurance coverage, as applicable, with minimum policy limits as may be acceptable to Agency.

- VI. BEST EFFORTS OF CONTRACTOR: Contractor agrees that he/she will, at all times, faithfully, industriously, and to the best of his/her ability, experience, and talents, perform all of the duties that may be required of and from him/her, pursuant to the express and implicit terms hereof, to the reasonable satisfaction of the Agency.
- VII. CONTRACTOR RESPONSIBILITY: Contractor shall specifically and distinctly assume and does so assume all risks of damage or injury to property or persons arising directly or indirectly in connection with the work performed by Contractor and agrees to protect, hold harmless and indemnify Agency against all claims on account of any such damage or injury.
- VIII. AGENCY PRINCIPLES: The Contractor shall fulfill and provide all work and services consistent with the principles of the Agency, and also in accordance with any Job Description guidelines which are attached to this Agreement and incorporated by reference herein.
- IX. TERMINATION: Either party hereto may terminate this Agreement upon thirty-(30) days written notice to the other party. In the event of any material violation by contractor of any of the terms of the Contract, Agency may terminate this Agreement without notice and with pay only to the date of such termination.
- X. INTEGRATION: This Agreement contains the complete agreement and understanding concerning the arrangement between the parties and shall, as of the effective date hereof, supersede all other agreements between the parties. The parties stipulate that neither of them has made any representation with respect to the subject matter of the Agreement or any representation including the execution and delivery hereof except such representations as are specifically set forth herein and each of the parties hereto acknowledge that he/she or it has relied on its own judgement in entering into this Agreement.
- XI. MODIFICATION OF CONTRACT: No waiver or modification of this Agreement or of any covenant, condition, or limitation herein contained shall be valid unless in writing and duly executed by the party to be charged therewith, and no evidence of any waiver or modification shall be offered or received in evidence in any proceeding, arbitration, or litigation between the parties hereto arising from or affecting this Agreement, or the rights or obligations of the parties hereunder, unless such waiver or modification is in writing, duly executed as aforesaid, and the parties further agree that the provisions of this Section shall not be waived except as herein set forth.
- XII. SEVERABILITY: In the event any of the agreements and covenants contained herein shall be held to be invalid by any competent court, this Agreement shall be interpreted as if such invalid agreements or covenants were not contained herein, unless the Agency, in its sole discretion, determines that the purpose of this Agreement has been frustrated, in which case the Agency may elect to terminate the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement at _____,
Michigan, this _____ day of _____, 20 _____.

Contractor

Date

Witness

Catholic Human Services

Date

Witness

Rev. 11/2017

Catholic Human Services
and
Grand Traverse County Health Department
(on behalf of Northern Michigan Public Health Alliance)
March 1, 2018 through September 30, 2018
Schedule 1

SUBSTANCE USE ASSESSMENT - \$16,000

March 1, 2018 – September 30, 2018

Deliverable 1 A: Data dashboard/Secondary data collection

completed by April 30, 2018

Initial draft of data dashboard will be completed and a draft presented to the coalition on April 12, 2018

Comprehensive Substance Use Assessment Metric Dashboard

- Morbidity and Mortality Measures
- Alcohol
- Tobacco
- Marijuana
- Opioids
- Heroin
- Other drugs

Focus on all age groups for ease of stratification

- Youth (18 and younger)
- Young adult
- Adult
- Middle Age
- Older Adult
- Senior Adult

Secondary Data Sources

- Grand Traverse County Medical Examiner
- Grand Traverse County EMS/Fire Departments- Northflight, Kingsley EMS, MMR, Metro Fire, TC Fire
- Grand Traverse County Law Enforcement Agencies
- Michigan Syndromic Surveillance System
- Behavioral Risk Factor Survey (adult and youth)
- Munson Medical Center
- Partnering for Success
- Adolescent Health RAPP Data
- Michigan Profile for Health Youth (MiPHY, if available)
- Others as identified

Deliverable 1B: Primary data collection and Priority Setting**May 1 - September 30, 2018**

Facilitated focused discussions using the Technology of Participation (ToP) Consensus Workshop approach will be conducted. This is a highly structured yet participatory approach to collecting, organizing and reporting input. Focused discussions will be planned immediately before or after county community collaborative meetings to make it convenient for members to participate; others will also be invited to attend.

Summary Report from focused facilitated focus group discussions

Convene focus groups

- Recovering addicts
- Alcoholics
- Treatment and mental health professionals
- Youth
- Seniors
- Others as identified

Convene Key informant interviews

- Community Leaders
- Recovering addicts
- Alcoholics
- Treatment and mental health professionals
- Youth
- Seniors

Deliverable 2: Data Analysis, Data Summary and Resource Gap Analysis**October 1, 2018 –
December 31, 2018**

Data analysis involves reviewing and organizing primary and secondary data into more easily understood documents and presentations. We will apply traditional epidemiologic analysis techniques to give context to the Grand Traverse County data, identify trends, gaps in service and identify prevention methods used by other communities.

A. Data analysis

- Resource Gap Analysis
- Opportunities for Impact
- 5 two-page Issue Briefs which discuss a particular substance and summarizes data collected specific to the topic.
- Data profile summarizing county-level primary and secondary data collected in that county as well as trend data for key indicators, Trends and Contributing Factors such as access and root cause analysis.

B. Priority Setting

Priorities will be set at by participants (TBD) at one Task Force meeting using a method recommended by the National Association of County & City Health Officials for ranking community health assessment results.

Priority setting deliverable: Summary of priority setting process and results which will feed directly into Prevention Plan

C. Substance Use Assessment report creation

Report deliverables:

- Substance Use Assessment Executive Summary (eight to 10 pages) is a narrative highlighting overall activities, including participants, process, priorities etc.
- Substance Use Assessment Report is a narrative summary of all primary and secondary data collected, processes used to collect data and set priorities, and appendices with reports described above.
- Substance Use Assessment slide deck summarizing assessment activities.

DELIVERABLE 3: SUBSTANCE ABUSE PREVENTION PLAN - \$8,000 October 1, 2018 – December 31, 2018

To develop the substance abuse prevention plan, three to four Action Teams will be organized, one for each of the top ranked priorities identified during the Substance Use Assessment. Each Action Team will meet approximately three times, to select goals, objectives and strategies and to identify community partners willing to implement them. The plan will embrace the Social-Ecological Model for Prevention, align with Healthy People 2020 Goals and Objectives, and exclusively consist of evidence-based interventions.

Substance Abuse Prevention Plan Deliverable:

Community Health Improvement Plan consisting of brief narrative and matrices of goals, objectives, strategies, interventions, assigned community partners and funding plan for up to four priorities.

TIMELINE and BUDGET

The timeline for completion of all proposal work is March 1, 2018 – December 31, 2018. The total budget for the process and deliverables delineated below is \$24,000. Grand Traverse County Health Department will act as the contractor and fiduciary for the Northern Michigan Public Health Alliance team.

RESOLUTION

XX-2018

Health Department

Substance Use Assessment for the Grand Traverse County Drug Free Coalition Contract

WHEREAS, The Grand Traverse County Board of Commissioners met in regular session on March 21, 2018 and reviewed request to approve the contract for Substance Use Assessment for Grand Traverse County Drug Free Coalition between Grand Traverse County and Catholic Human Services, and,

WHEREAS, The Northern Michigan Public Health Alliance will conduct a comprehensive substance use assessment in order to establish baseline data for substance use in Grand Traverse County; and,

WHEREAS, A Community Health Needs Assessment is a systematic examination of health status indicators that is used to identify key problems and assets in a community and ultimately develop strategies to address them; and,

WHEREAS, The Grand Traverse County Health Department is serving as the fiduciary for the Northern Michigan Public Health Alliance for this contract with Catholic Human Services which will help the Coalition apply for a Drug Free Communities grant in 2019 to further the efforts of reducing substance and drug use in Grand Traverse County; and,

WHEREAS, Legal counsel has reviewed and approved of this contract.

NOW THEREFORE BE IT RESOLVED BY GRAND TRAVERSE COUNTY, That this Board of Commissioners approve the contract for Substance Use Assessment for Grand Traverse County Drug Free Coalition between Grand Traverse County and Catholic Human Services.

BE IT FURTHER RESOLVED THAT, the Board of Commissioners authorizes the Board Chair or County Clerk to effectuate the necessary documents to implement the Board authorized action.

APPROVED: March 21, 2018

Action Request



Meeting Date:	3/21/2018		
Department:	Health-Animal Control	Submitted By:	Dan Thorell
Contact E-Mail:	dthorell@gtchd.org	Contact Telephone:	995-6021
Agenda Item Title:	Purchase of Animal Control Truck		
Estimated Time:	10 <small>(in minutes)</small>	Laptop Presentation:	no

Summary of Request:

The current Animal Control vehicles are mid size trucks which are too small for the needs of the Animal Control Officers and their equipment. Animal Control Departments throughout the region utilize full size trucks in order to transport more than 2 animals and fit necessary equipment. In addition, Animal Control staffing has increased recently to 2 Animal Control Officers and 1 Supervisor (who will also be working in the field). Animal control will continue to use 2 existing 2006 Chevy Colorados but will need an additional vehicle for new staff. Benzie County Animal Control recently contacted Animal Control regarding purchasing their 2012 Dodge Ram 2500 4X4 Crew Cab with a Custom Fiberglass Coach Kennel Box for \$25,000. This truck has over 38,000 miles and is in good shape overall.. The back bumper needs to be replaced due to rust and damage. Some of the door mechanisms on the kennel box are corroded and do not operate. Traverse City Fleet inspected the truck on February 22 and determined that it was mechanically sound, but they could tell it had been sitting for some time and had some rust in the undercarriage. The exact same truck as the Benzie County Truck brand new would be \$43,480 which is \$18,480 more than the used truck. This truck is very large, difficult to back-up, and has poor fuel economy. Another option investigated was to purchase a new full size 1/2 ton extended cab truck with a smaller 6ft kennel box. The cost to buy a new truck and kennel box that suits the needs of Grand Traverse County would be approximately \$30,000. This is based on MIDEAL pricing for a 2018 RAM 1500 ST 4X4 Quad Cab with a Michiana Millworks custom aluminum kennel box. There are several advantages to buying a new 1/2 ton truck. The truck would have a full warranty for 3 years and a powertrain warranty for 5 years. The 1/2 ton truck will have better fuel economy. The shorter truck will be easier to maneuver in tight areas like forest roads and busy downtown areas. The purchase of this vehicle will be funded by the 2% grant received of \$3,376, salary savings from the past two months from not having a Animal Control Supervisor or additional Animal Control officer of appromixately \$20,538 and contingency funds available within the 2018 budget of approximately \$6,086.

Suggested Motion:

Request approval from the Board of Commissioners to purchase new 2018 Ram 1500 ST 4X4 Quad Cab and Michiana Millworks custom alluminum kennel box for approximately \$30,000.

Financial Information:

Total Cost:	\$30,000.00	General Fund Cost:	\$0.00	Included in budget:	n/a
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This section for Finance Director, Human Resources Director, Civil Counsel, and Administration USE ONLY:

Reviews:	Signature	Date
Finance Director		
Human Resources Director		
Civil Counsel		

Administration:	Recommended	Date:	
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Attachments:

Attachment Titles: *New Truck Bids, New Kennel Box Bids, Benzie County AC 2012 RAM 2500 Info*

Quote

Michiana Millworks

1221 N. Clay St.
 Sturgis, Mi. 49091
 Phone 269-651-1994

DATE: February 23, 2018
Quote# 22318
Stock #
Body company
Body size
Customer Name
Salesperson
Order Date:
Drop-off Date
Complete Date
Vin #

Quote To:

Traverse County Animal Control
 Dan Thorell

231-590-2655

DESCRIPTION	AMOUNT
1 Custom Aluminum Dog Catcher Truck	\$ 5,800.00
Build to Benzie County Spec	
Ramp	\$ 350.00
Cage on one side	N/C
Front power vents	N/A
Intrior lights	N/C
Safety Lightd	N/C
Inner safety doors	\$ 200.00
Under floor pole storage	\$ 100.00
TOTAL	\$ 6,450.00





SWAB WAGON COMPANY, INC.
ELIZABETHVILLE, PA. 17023

MARCH 7, 2018

GRAND TRAVERSE COUNTY
2650 LAFRANIER ROAD
TRAVERSE CITY, MICHIGAN 49686

ATTENTION - DANIELTHROLL

QUOTE FOR ONE (1) SWAB ARF.95 ANIMAL TRANSPORT BODY AND EQUIPMENT TO BE INSTALLED ONTO SUITABLE FORD ¾ or 1 TON CAB AND CHASSIS WITH SINGLE REAR WHEELS, 56" CAB-TO-AXLE DIMENSION, R-134A AIR CONDITIONING SYSTEM, REAR VIEW CAMERA AND PREP KIT, AND FUEL TANK FORWARD OF REAR AXLE BY SWAB WAGON COMPANY, INC.

BASE PRICE INCLUDING INSTALLATION ONTO CHASSIS. \$ 11,625.00

OPTIONS REQUESTED:

WHELEN LED 8 LAMP TRAFFIC ADVISOR.	\$ 650.00
TWO (2) 3" X 7" REAR LED - AMBER.	\$ 360.00
TWO (2) - (1) EACH BODY SIDE - SCENE LIGHTS.	\$ 260.00
PILLAR MOUNTED SPOTLIGHT.	\$ 325.00
COMPARTMENT LIGHTS (SET OF SEVEN)	\$ 280.00
BACK-UP ALARM.	\$ 75.00
FLOOR DECK TILES.	\$ 395.00
SAFETY DOORS (SET OF SIX)	\$ STANDARD
PET STEP RAMP.	\$ 140.00
CATCH POLE HOLDER.	\$ 120.00

TOTAL LESS SHIPPING. \$ 14,230.00

ADDITIONAL OPTION REQUIRED WITH CHASSIS 10,000 LB. GVW AND UNDER.

INSTALL FORD SUPPLIED REAR VIEW CAMERA AND PREFORM FIELD OF VIEW CONFORMITY TESTING TO MEET FMVSS 111 REGULATIONS. \$ 260.00

OR

INSTALL SWAB SUPPLIED REAR VIEW CAMERA WITH MONITOR AND PREFORM FIELD OF VIEW CONFORMITY TESTING TO MEET FMVSS 111 REGULATIONS. \$ 825.00

SHIPPING ESTIMATE - DUE TO DAILY FLUCTUATIONS IN FUEL PRICES AND FUEL SURCHARGES WE ARE UNABLE TO QUOTE FIRM SHIPPING COSTS THIS FAR IN ADVANCE OF ACTUAL SHIPMENT DATE. IF SHIPPED TODAY VIA FLAT BED TRUCK THE COMPLETED UNIT (CAB AND BODY) WOULD RUN \$ 1350.00.

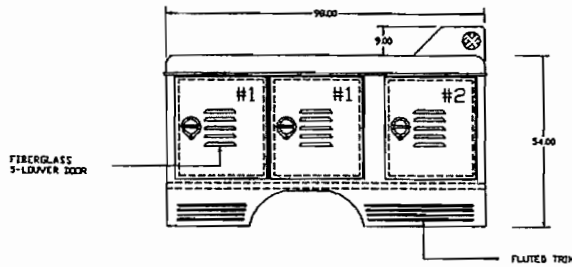
ALTERNATE DELIVERY – SWAB WILL PICK-UP DRIVER FROM TRAVERSE CITY AT HARRISBURG PA. AIRPORT – NO CHARGE.

COMPARTMENT SIZES:

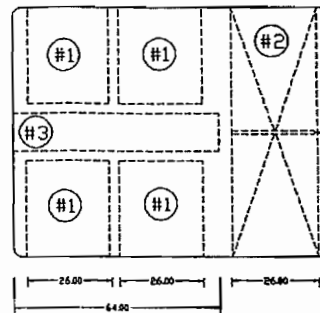
- #1 26" WIDE X 30" HIGH X 32" DEEP.
- #2 26" WIDE X 30" HIGH X THRU-BODY
- #3 12" WIDE X 30" HIGH X 64" DEEP.

TOTAL BODY WEIGHT LESS OPTIONS - 800 LBS.

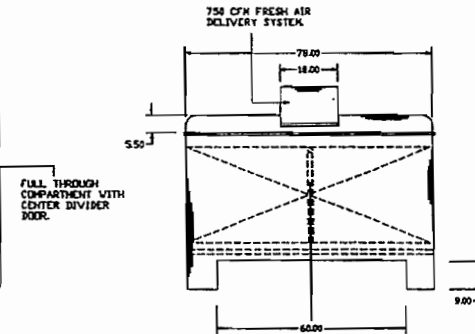
RIGHT SIDE COMPARTMENTS



FLOOR PLAN

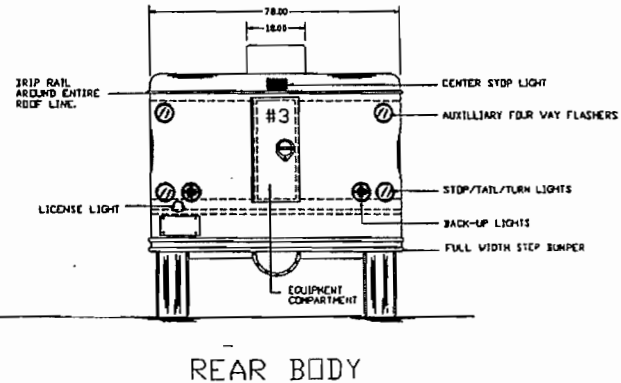
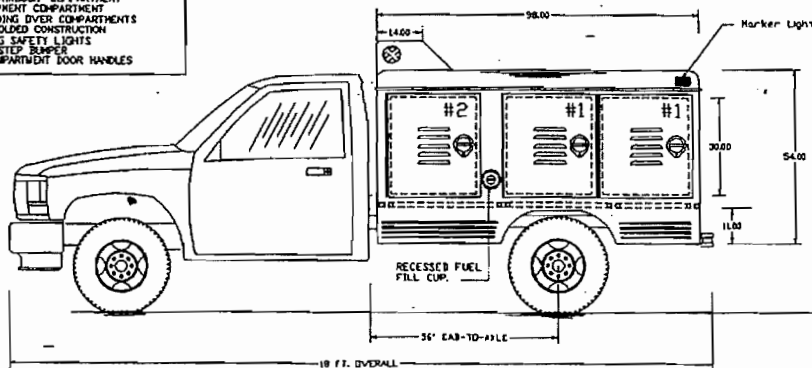


FRONT BODY



STANDARD FEATURES:

- 750 CFM AIR DELIVERY SYSTEM
- OVER 90 CUBIC FT. OF ANIMAL SPACE
- STANDARD "FRONT THROUGH" COMPARTMENT
- EXTRA LARGE EQUIPMENT COMPARTMENT
- RAIN GUTTER MOLDING OVER COMPARTMENTS
- SOLID FIBERGLASS MOLDED CONSTRUCTION
- FOUR WAY FLASHING SAFETY LIGHTS
- FULL WIDTH REAR STEP BUMPER
- EXTRA LARGE #3 COMPARTMENT DOOR HANDLES



Swab Wagon Company, Inc.

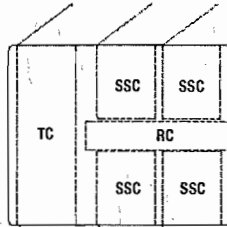
SWAB MODEL ARF-95 ANIMAL RESCUE UNIT.

SCALE 1=32

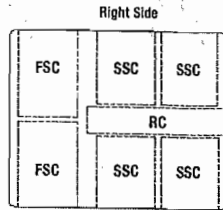
Available ARF 95 Floorplans

Standard floorplan is SWAB stock body.

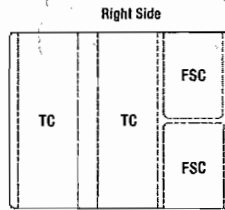
Optional floorplans A-E may require a longer delivery as they are built to customer order.



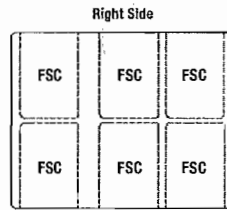
STANDARD FLOORPLAN



Left Side
OPTION A



Left Side
OPTION B



Left Side
OPTION C

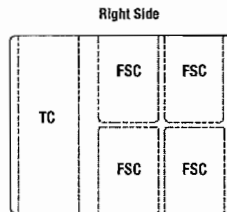
COMPARTMENT DIMENSIONS

Short Side Compartment (SSC)
25" wide x 30" high x 30" deep

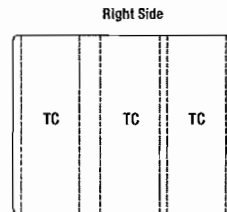
Full Side Compartment (FSC)
25" wide x 30" high x 36" deep

Through Compartment (TC)
25" wide x 30" high x 75" deep

Rear Compartment (RC)
12" wide x 30" high x 64" deep



Left Side
OPTION D



Left Side
OPTION E

SWAB ARF 95 Series

FIBERGLASS ANIMAL RESCUE BODY

Designed and built with knowledge born from over 90 years in the animal transportation industry. SWAB understands that animal rescue situations require equipment built with the highest levels of workmanship and attention to detail, one that says "I am a professional." If you're looking for the cheapest transport unit on the market, then you need not read any further. If you're looking for an animal transport with a level of craftsmanship, serviceability and durability that has kept SWAB customers coming back time and time again, then you're in the right place.



Welcome home... to SWAB.

Continuous Service Since 1868



- Solid fiberglass construction
- 750 CFM air delivery system – standard
- Extra large equipment storage compartment
- Rear step bumper
- Six available floor plans



- Front full through compartment – standard
- Heavy-duty stainless steel door hinges/latches
- 2 year warranty
- Light weight
- Safety doors – standard



For more information and photographs, please visit our website. www.swabwagon.com

SWAB Wagon Company, Inc.,

Box 919, 44 South Callowhill St. • Elizabethville, PA 17023

Phone 800-834-7922 • Fax 717-362-4579

www.swabwagon.com

CustomFiberglass COACHES

QUOTATION

Bowie International, LLC
313 South Hancock
Lake City, IA 51449
P: 800-831-0960 F: 712-464-8601

QUOTATION NO. 021218-1
DATE February 13, 2018
CUSTOMER ID Traverse City, MI

TO Dan Thorell
Traverse City
2650 LaFraier Rd.
Traverse City, MI 49686
231-995-6021



SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Steve Sinnard		Net 30	

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1.00	PRO 6WS7 Deluxe 6 Hole Animal Transport Unit w/ rear storage	\$ 12,090.00	12,090.00
	Includes: Roof rack, L.E.D. Lighted compartments, back-up alarm		
	Hi-Lo L.E.D. brake lights, bumper extensions, catch pole holder in		
	storage, Ultimate Safety Doors, stainless steel T-Lock handles,		
	keyed alike locks, ground effects, solid partitions, gel coat sealed		
	and webbed interior, clearance lights, pass through swing door		
	in front compartment, solid storage door, floor drainage trough		
	Fresh Air Ventilation system vented to each compartment		
2.00	XL Door - passenger and driver side front compartment	Incl	-
6.00	Interior Safety Door - powdercoated black	145.00	870.00
1.00	Air Conditioning System	1,850.00	1,850.00
3.00	LED Work Lights - 1 Left - 1 Right - 1 Rear	85.00	255.00
2.00	3" x 5" LED Amber flashing light - rear mount	165.00	330.00
1.00	GoLight Spotlight with dash and handheld remote control	385.00	385.00
1.00	Promotional discount	(250.00)	(250.00)
	Truck drop shipped to Lake City, Iowa for installation	Incl	
1.00	Completed truck delivered to customer location	950.00	950.00
	To be installed on a long bed pickup truck with 56" cab to axle		

SUBTOTAL	\$ 16,480.00
SALES TAX	
TOTAL	\$ 16,480.00

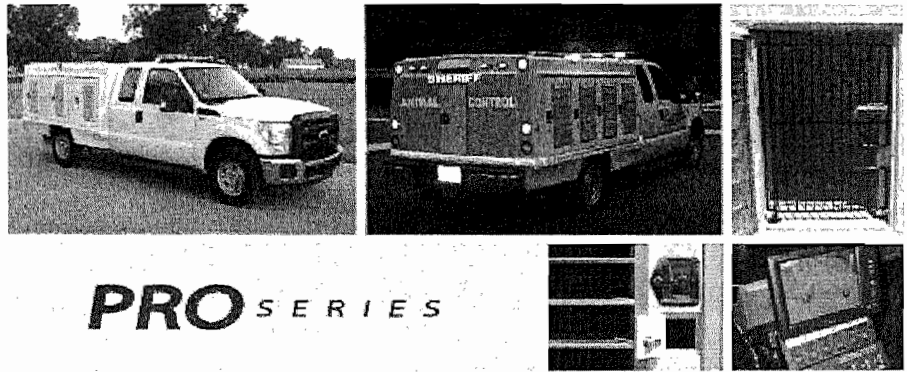
Custom Fiberglass Coaches is a subsidiary of Bowie International, LLC

Make all purchase orders and checks to Bowie International, LLC
www.customfiberglasscoaches.com email: ask@customfiberglasscoaches.com

CustomFiberglass COACHES

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Care Tips
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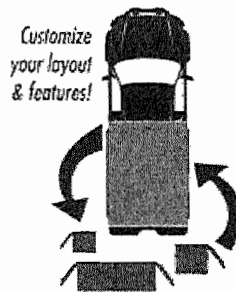
Custom Fiberglass Coaches is a subsidiary of Bowie Intl. [Contact us.](#)



PRO SERIES

The Ultimate Animal Control Vehicle

Known as the toughest, longest lasting animal transport units available, the PRO Series is also the most customizable unit in the industry. Choose from many layouts and options to fit your needs.



Customize
your layout
& features!

[View Full List of PRO-SERIES Models »](#)

[Download PDF Flyer »](#)

Key features include:

- Nearly unlimited customization options
- Ultimate safety doors with large louvers and small catch pole door within door
- Fresh air ventilation system vented to each compartment
- LED compartment lighting
- Back-up alarm and four-way flashers

Standard Equipment

Construction & Finish

- Reinforced one-piece molded fiberglass construction
- Ultimate safety doors with large louvers and small catch pole door within door
- Bright white gelcoat high gloss exterior finish
- Molded fiberglass ground effects
- Step bumper with tread plate top
- Stainless steel hardware throughout

Design Features

- Sloped floor drainage system
- Pass-through swing door in the front compartment
- Storage compartment with rear access and catch pole holder
- Stainless steel tube roof rack
- User friendly and easy to clean

Ventilation

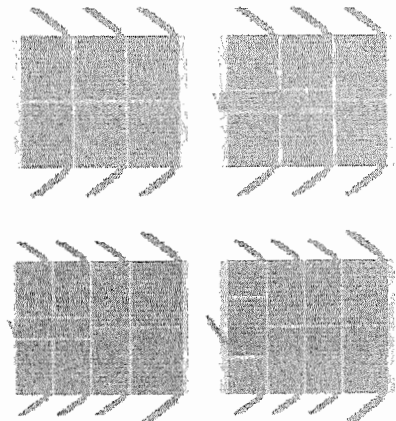
- Fresh air ventilation system vented to each compartment
- Adjustable aluminum louvers to control airflow

Wiring & Lighting

- Bright white L.E.D. lighting in compartments
- L.E.D. brake, running and reverse lights
- All wiring color-coded & in conduit to protect from animals

Layout Configurations

Configure your compartments nearly any way you choose!



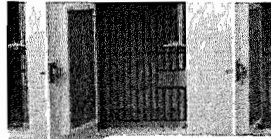
Choose from:

- Animal compartments
- Pass-through front compartments
- Storage compartments
- Deceased animal quarantine compartments
- Hoist compartments

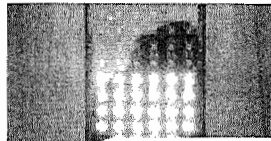
- Easily-accessible junction boxes for future options, etc.

Optional Equipment Overview

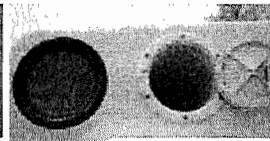
Option Specifications »



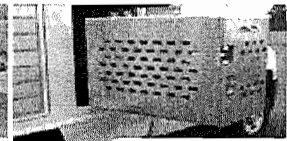
Interior Safety Door



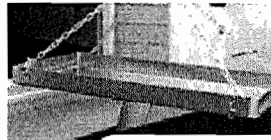
Amber Warning Strobe



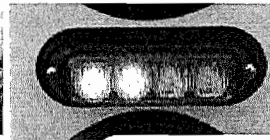
Catch Pole Holder



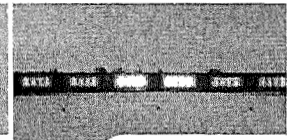
Back Saver Hoist



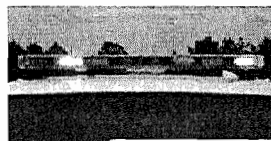
Deceased Animal Carrier



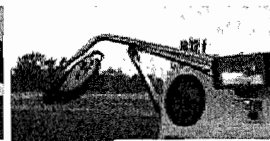
4 LED Mini Strobe Lights



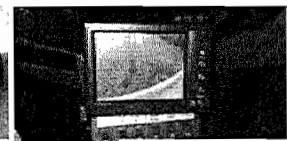
LED Traffic Advisor



LED Lightbars



Rear Blind Spot Mirrors



Rear Vision Camera



GoLight Spotlight

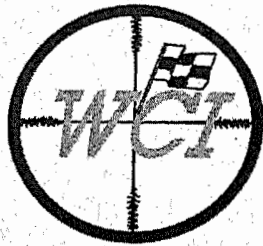


Clear Scene Lights



Strobe Beacon

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WOLVERINE COACH, INC.
56100 MAIN STREET
MATTAWAN, MICHIGAN 49071

STANDARD BOX \$3,200.00
UNIT INCLUDES: STOP LIGHT - DOME LIGHT - 12 VOLT FAN
SOLID ALUMINUM - INTERIOR & EXTERIOR

OPTIONS: ADDITIONAL

TRAP DOORS	\$ 150.00
COMPARTMENT PANS	85.00 each
MATS (4)	80.00
FLOOR MAT	69.00
ADDITIONAL DOORS	500.00 each
DOOR VENTS	75.00 each
SHELF	195.00
EXTRA FAN	185.00
EXTRA LIGHT	25.00
PAINT	CALL
POWER ROOF VENT	145.00
FENDER TRAP DOOR	225.00

1-888-668-3794 *FIND US ON THE WEB: www.wolverinecoach.com*





Prepared For:
 Dan Thorell
 Grand traverse
 Michigan
 Phone: 231-995-6021

Prepared By:
 Administrator
 Dennis Christina
 28400 Van Dyke
 Warren, Michigan, 48093
 Phone: 586-510-4601
 Fax: 586-573-7036

PRICE SHEET **2018 RAM 1500**

4x4 Quad Cab 140" WB ST (DS6L41)

Vehicle Price (excluding option discounts)	MSRP
Dealer Discounts & GVT Concessions	\$34,685.00
<i>MIDEAL Contract# 071B7700182 - 4WDL-0073A</i>	(13,813.00)
<i>Includes Title</i>	
<i>ADD: \$1.20/mile to deliver</i>	

Vehicle Subtotal	\$20,872.00
Option Credits	0.00
Other (Discount)Margin	0.00
Incentives	0.00

Total Other Items	0.00
Net Selling Price	\$20,872.00
Destination	1,395.00

Total Quote	\$22,267.00
--------------------	--------------------

TOTAL	\$22,267.00
--------------	--------------------

Customer Signature

Date

The information contained in this package is provided to assist in assessing our vehicles and is for your information only. Prices and content information shown are subject to change and should be treated as estimates only. Information on the comparison vehicle is derived from available public sources and may not be completely current or accurate. No representations, warranties or guarantees are given in the information. Neither Chrysler nor the dealer will be liable for any reliance on the contents hereof. Please see salesperson for the most current information and other details. Actual pricing may vary. Reference DX05102871 1/8/2018

BID PER ENCLOSED SPECIFICATIONS

Cost per vehicle \$25,366.00

Number of units 1

Total Bid Amount \$25,366.00

Vehicle Description:

Year 2018

Make Chevrolet

Model Silverado 1500
double cab 4wd w/t

Vendor:

Berger Chevrolet Inc.

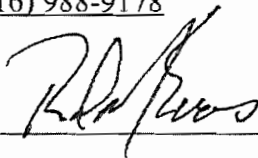
Address 2525 28th Street S.E.

Grand Rapids, MI 49512

Phone (616) 949-5200

Fax (616) 988-9178

Signature



Printed Signature Robert M. Evans

Date 3/7/2018

Bid Prepared For :

Grand Traverse County

Price includes title fee and delivery.
Pricing based off the Oakland County
Contact # 5218

MICHIGAN CONTRACT
GORNO FORD

Woodhaven, Michigan
Bus: 734-671-4017
Fax: 734-671-4375

GRAND TRAVERSE COUNTY
HEALTH DEPARTMENT
BUS: 231-995-6018
EMAIL: Imaher@grandtraverse.org

ATT: LESLIE MAHER

03-07-18

2018 FORD F-150 XL 4X4 SUPERCAB PICKUP W/6 FT BED, MI CONTRACT 071B7700181

SPEC# 4WDL-0073A

3.3L V6

6 SPD AUTO

3.73 AXLE RATIO

145"WB

TILT STEERING WHEEL

ABS BRAKES

245 / 70R-17 BSW

AM/FM STEREO

CONTRACT PRICE \$ 23,479.00

POWER EQUIPMENT GROUP \$ 1,170.00

DELIVERY \$ 650.00

TOTAL FOR DLEIVERED F-150 TO TRAVERSE CITY \$ 25,299.00

RECOMMENDED OPTIONS

DROP IN BEDLINER \$ 350.00

SPRAY IN BEDLINER \$ 495.00

MUNICIPAL LIGHTING PACKAGE \$ 1,595.00

CRUISE CONTROL \$ 225.00

CLASS IV TRAILER HITCH \$ 150.00

BACK UP ALARM \$ 125.00

REVERSE SENSING \$ 275.00

THANK YOU

Benzie County AC TRUCK 2012 RAM

Home > What's My Car Worth > Style > Options & Condition > ST Pickup 4D 8 ft

Trade In to a Dealer

Get an Instant Cash Offer

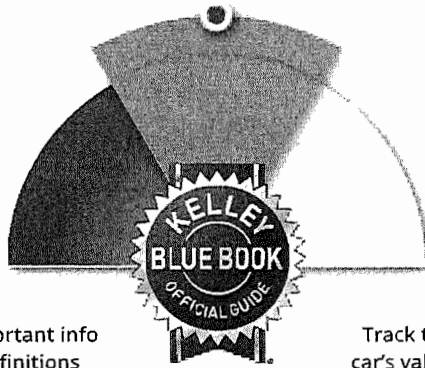
Sell to a Private Party

Next Steps: Find a Car

Browse reviews, photos, specs and more.

See what you should pay

Private Party Range
\$27,710 - \$30,891
Private Party Value
\$29,301



Important info & definitions

Track this car's values

Valid for ZIP Code 49684 through 02/15/2018

Write a review on your 2012 Ram

Value based on:

Fair

Good

Very Good

Excellent

Sell Your Current Car

Reach millions of buyers on KBB.com and AutoTrader.com

Place an ad

New Cars You Might Like



2017 Ram 1500 Regular Cab

2018 Ford F150 Regular Cab

2018 Chevrolet Silverado 1500...

More Shopping Tools

presented by RAM



2018 Ram 2500

- Build & Price
- Find a Dealer
- View Incentives
- Search New Inventory

Advertisement







Custom Fiberglass COACHES

QUOTATION

Bowie International, LLC
313 South Hancock
Lake City, IA 51449
P: 800-831-0960 F: 712-464-8601

QUOTATION NO. 081711-3
DATE August 23, 2011
CUSTOMER ID Berzle County, MI

TO Dorine Carter
Berzle County Animal Control
543 Michigan Avenue (US-31)
Beulah, MI 49617
231-613-0384



SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Steve Sinnard		Net 30	

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1.00	PRO 6W57 Deluxe 6 Hole Animal Transport Unit w/ rear storage	\$ 11,990.00	11,990.00
	Includes: Roof rack, L.E.D. Lighted compartments, back-up alarm		
	Hi-Lo L.E.D. brake lights, bumper extensions, catch pole holder in		
	storage, Ultimate Safety Doors, stainless steel T-Lock handles,		
	keyed alike locks, ground effects, solid partitions, gel coat sealed		
	and webbed interior, clearance lights, pass through swing door		
	in front compartment, solid storage door, floor drainage trough		
	Fresh Air Ventilation system vented to each compartment		
2.00	XL Door - passenger and driver side front compartment	Incl	-
2.00	Interior Safety Door - powdercoated black (\$130 each)	130.00	260.00
1.00	Air Conditioning System	1,800.00	1,800.00
3.00	Work Lights - 1 Left - 1 Right - 1 Rear	85.00	255.00
2.00	3" x 5" LED Amber flashing light - rear mount	175.00	350.00
1.00	GoLight Spotlight with dash and handheld remote control	350.00	350.00
1.00	Promotional discount	240.00	(240.00)
	Truck drop shipped to Lake City, Iowa for installation	Incl	
1.00	Completed truck delivered to customer location	750.00	750.00
SUBTOTAL			\$ 15,515.00
SALES TAX			
TOTAL			\$ 15,515.00

Custom Fiberglass Coaches is a subsidiary of Bowie International, LLC

Make all purchase orders and checks to Bowie International, LLC
www.customfiberglasscoaches.com email: ask@customfiberglasscoaches.com

RESOLUTION

XX-2018

Health Department

Purchase of Animal Control Truck

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on March 21, 2018 and reviewed request to approve the purchase of a vehicle for the Animal Control Department; and,

WHEREAS, The current Animal Control vehicles are mid size trucks, too small to adequately fill the needs of the Animal Control Officers and a full size truck is recommended to transport more than 2 animals and fit necessary equipment; and

WHEREAS, Animal Control staffing has recently increased to 2 Animal Control Officers and 1 Supervisor (who will also be working in the field) and while continuing to use the 2 existing 2006 Chevy Colorados, an additional vehicle is recommended; and,

WHEREAS, Options were explored regarding obtaining an additional Animal Control vehicle and a recommendation was made to purchase a new full size 1/2 ton extended cab truck with a smaller 6ft kennel box at a cost of approximately \$30,000, based on MIDEAL pricing for a 2018 RAM 1500 ST 4X4 Quad Cab with a Michiana Millworks custom aluminum kennel box; and,

WHEREAS, funding has been identified for this purpose.

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT Grand Traverse County approve the purchase of a vehicle for the Animal Control Department as identified for an amount not to exceed \$30,000.

BE IT FURTHER RESOLVED THAT, the Board of Commissioners authorizes the Board Chair or County Clerk to effectuate the necessary documents to implement the Board authorized action.

APPROVED: March 21, 2018



Action Request

Meeting Date:	March 21, 2018		
Department:	Sheriff's Office	Submitted By:	Capt. Ritter
Contact E-Mail:	tritter@gtsheriff.org	Contact Telephone:	231-995-4535
Agenda Item Title:	Corrections Division - Operational Enhancements		
Estimated Time:	30 Min <small>(in minutes)</small>	Laptop Presentation:	<input checked="" type="radio"/> Yes <input type="radio"/> No

Summary of Request:

We want to present to the County Board information pertaining to ongoing, short term and long term operational enhancements and possible future action opportunities by the County Board.

Further information will be distributed at the meeting.

Suggested Motion:

Financial Information:

Total Cost:	General Fund Cost:	Included in budget:	<input checked="" type="radio"/> Yes <input type="radio"/> No
-------------	--------------------	---------------------	---

If not included in budget, recommended funding source:

This section for Finance Director, Human Resources Director, Civil Counsel, and Administration USE ONLY:

Reviews:	Signature	Date
Finance Director		
Human Resources Director		
Civil Counsel		

Administration: Recommended Date: _____

Miscellaneous:

Attachments:

Attachment Titles:



Action Request

Meeting Date:	March 21, 2018		
Department:	Finance	Submitted By:	Dean Bott
Contact E-Mail:	dbott@grandtraverse.org	Contact Telephone:	922-4680
Agenda Item Title:	FY2018 Budget Amendments		
Estimated Time:	Board Packet <small>(in minutes)</small>	Laptop Presentation:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Summary of Request:

Public Act 2 of 1968, the Uniform Budgeting and Accounting Act for Local Units of Government, provides for amendments to the adopted budget upon anticipation of a variance in revenues and/or expenditures. The Finance Department and Department Heads monitor current year activity on an ongoing basis to identify such variances. Consistent with County policy, departments have prepared and the Finance Department has reviewed the attached FY2018 budget amendment requests. Board of Commissioners approval is requested to amend the adopted FY2018 budget as presented.

Suggested Motion:

Approve FY2018 budget amendments as presented.

Financial Information:

Total Cost: n/a	General Fund Cost: n/a	Included in budget: <input type="radio"/> Yes <input checked="" type="radio"/> No
-----------------	------------------------	---

If not included in budget, recommended funding source:
n/a

This section for Finance Director, Human Resources Director, Civil Counsel, and Administration USE ONLY:

Reviews:	Signature	Date
Finance Director	Dean Bott	3/13/2018
Human Resources Director		
Civil Counsel		
Administration: <input type="checkbox"/> Recommended	Date:	
<u>Miscellaneous:</u>		

Attachments:

Attachment Titles:
Budget Amendments Fiscal Year 2018

BUDGET AMENDMENTS

FISCAL YEAR 2018

As requested on March 21, 2018

101 GENERAL FUND

155 Juvenile Justice In Home Care (ART)

Increase Revenue

101-155-543.00	State Grant	41,316.00
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Increase Expenditure

101-155-702.00	Full Time & Regular Part Time	27,667.00
101-155-715.00	FICA	2,214.00
101-155-716.00	Health, Optical & Dental	3,021.00
101-155-716.02	Short & LT Disability	14.00
101-155-717.00	Life Insurance	14.00
101-155-718.01	Retirement DC	527.00
101-155-719.00	Workers' Compensation	191.00
101-155-727.00	Office Supplies	1,361.00
101-155-740.00	Food	2,729.00
101-155-750.00	Misc. Supplies	3,578.00
	Total	<u>41,316.00</u>

NOTES: To amend the 2018 budget for the continuation of the Juvenile Justice In Home Care grant for Aggression Replacement Training (ART), JJIHC16-28001. This grant was originally scheduled for the 2016-2017 year and has been extended for a second time to allow full use of the grant resources.

101 GENERAL FUND

435 Emergency Management

Increase Revenue

101-435-506.00	Federal Grants	33,105.00
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Increase Expenditure

101-435-977.00	Machinery & Equipment	33,105.00
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NOTES: To amend the 2018 budget for the FY15 Homeland Security Grant funds to be used for the purchase of (1) Teledyne Blueview Imaging 2D Sonar for the Sheriff's Office ROV unit.

101 GENERAL FUND

865 Insurance & Bonds

890 Miscellaneous Contingencies

Increase Expenditure

101-865-999.00	Transfer Out	6,500.00
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Decrease Expenditure

101-890-999.00	Transfer Out	6,500.00
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NOTES: To amend the 2018 budget for an additional appropriation to the Employee Fringe Benefits Fund to cover the cost of an Actuarial Valuation for OPEB.

136 86th DISTRICT COURT

137 Antrim

Decrease Revenue

136-137-582.00	Local Grants	34,180.00
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Decrease Expenditures

136-137-701.00	Department Head	13,660.00
136-137-702.00	Full Time & Regular Part Time	2,355.00
136-137-702.01	Longevity	170.00
136-137-703.00	Part Time Temporary	2,400.00
136-137-704.00	Overtime	2,200.00
136-137-705.00	Personal Leave	331.00
136-137-715.00	FICA	219.00
136-137-716.00	Health, Optical & Dental	(848.00)
136-137-716.02	Short & L-T Disability	(27.00)
136-137-717.00	Life Insurance	272.00
136-137-718.01	Retirement DC	121.00
136-137-718.05	Retirement - DB-UAL	246.00
136-137-719.00	Workers' Compensation	1.00
136-137-727.00	Office Supplies	278.00
136-137-729.00	Printing and Binding	1,500.00
136-137-808.00	Attorney Fees	10,000.00
136-137-808.02	Attorney - Circuit Court	10,000.00
136-137-810.01	Dues	(446.00)
136-137-835.02	Interpreter	35.00
136-137-850.01	Telephone Local & L.D.	(112.00)
136-137-850.04	Tele-Cellular Network	(440.00)
136-137-860.00	Travel	(255.00)
136-137-860.01	Conventions & Conferences	(595.00)
136-137-942.01	County Indirect	(5,899.00)
136-137-956.00	Employee Training	(255.00)
136-137-981.00	Books	(731.00)
		34,180.00

NOTES: Budget amendment requested by District Court Administrator to align Antrim County approved budget with the District Court Fund budget.

287 TNT FORFEITURE FUND

347 TNT

Increase Revenue

287-347-401.00 Fund Balance Forward 22,600.00

Decrease Revenue

287-347-582.12 Local Grant - NSU-NOVA 800.00

287-347-612.00 Restitution 707.00

287-347-646.02 Forfeitures 16,504.00

2887-347-665.00 Interest Earned 5.00

Total 18,016.00

Increase Expenditures

287-347-727.00 Office Supplies 2,789.00

287-347-729.02 Copy Machine Use 960.00

287-347-747.00 Small Tools & Supplies 100.00

287-347-850.00 Telephone 1,500.00

287-347-850.04 Tele-Cellular Network 1,372.00

287-347-860.00 Travel 1,000.00

287-347-940.00 Building Rent 5,478.00

Total 13,199.00

Decrease Expenditures

287-347-861.00 Vehicle Rent/Lease 71.00

287-347-956.00 Employee Training & Development 2,296.00

287-347-961.01 Investigative Expense - TNT 404.00

287-347-961.02 Alarm Monitoring 240.00

287-347-861.03 Purchased Evidence 5,604.00

Total 8,615.00

NOTES: To amend TNT Forfeiture Fund for projected budget based on revised TNT Grant budget (Fund 288). Grant year runs October 1 through September 30. 2018 budget is only projected until actual 2017 costs are finalized.

471 COUNTY FACILITIES

000 Non-Departmental

Increase Revenue

471-000-401.00 Fund Balance Forward 43,000.00

Increase Expenditure

471-000-818.00 Contract Services 43,000.00

NOTES: To amend budget for the use of fund balance to cover the cost of asbestos remediation services at the former Health Services Building per lease agreement with the Grand Traverse Pavilions.

677 EMPLOYEE FRINGE BENEFITS FUND

877 Retiree's Post-Employment Benefits

Increase Revenue

677-877-699.00 Transfer In 6,500.00

Increase Expenditure

677-877-818.00 Contract Services 6,500.00

NOTES: To amend original budget for 2018 for an additional Transfer In amount to cover the cost of an Actuarial Valuation for the OPEB (Retiree Health Care Benefits).

RESOLUTION

XX-2018

**Finance Department
Budget Amendments**

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on March 21, 2018, and reviewed budget amendments for Fiscal Year 2018 that have been requested by the Director of Finance and are recommended for approval; and,

WHEREAS, Public Act 2 of 1968, the Uniform Budgeting and Accounting Act for Local Units of Government, provides for amendments to the adopted budget upon anticipation of a variance in revenues and/or expenditures; and,

WHEREAS, The Finance Department and Department Heads monitor current year activity on an ongoing basis to identify such variances; and,

WHEREAS, Consistent with County policy, departments have prepared and the Finance Department has reviewed the attached FY2018 budget amendment requests; and,

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT the attached budget amendments for the Fiscal Year 2018 budget are hereby approved.
(See file for attachments.)

APPROVED: March 21, 2018



Action Request

Meeting Date:	March 21, 2018		
Department:	Finance	Submitted By:	Dean Bott
Contact E-Mail:	dbott@grandtraverse.org	Contact Telephone:	922-4680
Agenda Item Title:	February 2018 Claims Approval		
Estimated Time:	Board Packet <small>(in minutes)</small>	Laptop Presentation:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Summary of Request:

Claims and payroll disbursement activity for the month of February 2018 is requested for approval, as attached. Further detail regarding disbursements may be requested directly from the Finance Department.

Suggested Motion:

Approval of the requested claims and payroll disbursements for the month of February 2018.

Financial Information:

Total Cost:	\$5,639,425.46	General Fund Cost:		Included in budget:	<input checked="" type="radio"/> Yes <input type="radio"/> No
-------------	----------------	--------------------	--	---------------------	---

If not included in budget, recommended funding source:

This section for Finance Director, Human Resources Director, Civil Counsel, and Administration USE ONLY:

Reviews:	Signature	Date
Finance Director	Dean Bott	3/13/2018
Human Resources Director		
Civil Counsel		

Administration: Recommended Date: _____

Miscellaneous: _____

Attachments:

Attachment Titles:
February 2018 Claims Summary

AUDIT COMMITTEE

MARCH 2018 CLAIMS

<u>TYPE</u>	<u>DATE</u>	<u>AMOUNT</u>
CLAIMS, ACCOUNTS AND IMMEDIATE PAYMENTS FOR BOARD APPROVAL		
CLAIMS AND ACCOUNTS	3/13/2018	347,102.38
CLAIMS AND ACCOUNTS		
CLAIMS AND ACCOUNTS		
CLAIMS AND ACCOUNTS		
CLAIMS AND ACCOUNTS		
CLAIMS AND ACCOUNTS		
CLAIMS AND ACCOUNTS		
CLAIMS AND ACCOUNTS		
TOTAL CLAIMS & ACCOUNTS		<u>347,102.38</u>
IMMEDIATE PAYMENTS	3/1/2018	3,698.38
IMMEDIATE PAYMENTS	3/2/2018	827,054.79
IMMEDIATE PAYMENTS	3/5/2018	3,921.16
IMMEDIATE PAYMENTS	3/7/2018	415,392.18
IMMEDIATE PAYMENTS	3/8/2018	32,109.94
IMMEDIATE PAYMENTS	3/8/2018	1,594.08
IMMEDIATE PAYMENTS	3/9/2018	26,968.04
IMMEDIATE PAYMENTS		
IMMEDIATE PAYMENTS		
IMMEDIATE PAYMENTS		
IMMEDIATE PAYMENTS		
IMMEDIATE PAYMENTS		
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IMMEDIATE PAYMENTS		
IMMEDIATE PAYMENTS		
IMMEDIATE PAYMENTS		
IMMEDIATE PAYMENTS		
IMMEDIATE PAYMENTS		
IMMEDIATE PAYMENTS		
TOTAL IMMEDIATE PAYMENTS		<u>1,310,738.57</u>
TOTAL CLAIMS, ACCOUNTS, AND IMMEDIATE PAYMENTS		<u><u>1,657,840.95</u></u>
<i>CHECK DISTRIBUTION SUMMARY RECONCILING ITEMS</i>		
Health Department Claims:		
HEALTH	3/13/2018	44,282.23
HEALTH		
TOTAL HEALTH CLAIMS		<u>44,282.23</u>
Department of Public Works Check Runs Approved by Board of Public Works:		
DPW Check Runs	3/8/2018	171,109.36
DPW Check Runs		
DPW Check Runs		
DPW Check Runs		
DPW Check Runs		
TOTAL DPW CHECK RUNS		<u>171,109.36</u>
TOTAL RECONCILING ITEMS		215,391.59
Total Claims, Immediate Pay, Health & DPW		1,873,232.54
Monthly Check Distribution Summary		
Difference		<u>1,873,232.54</u>
PAYROLL		
PAYROLL		
PAYROLL		
BENEFITS		
TOTAL PAYROLL		<u>0.00</u>
FOR BOARD APPROVAL:		
TOTAL CLAIMS, ACCOUNTS, IMMEDIATE PAY & PAYROLL		<u><u>1,657,840.95</u></u>

REQUEST APPROVAL

RESOLUTION

XX-2018

**Finance Department
February 2018 Claims Approval**

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on March 21, 2018, and reviewed claims and payroll disbursements for the month of February 2018 that were requested by the Director of Finance and are recommended for approval; and,

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT the attached claims and payroll disbursement for the month of February 2018 are hereby approved. (See file for attachments.)

APPROVED: March 21, 2018



Administrator Report March 2018

Administration/Board of Commissioners

- Since being appointed to the interim management team, on February 7, 2018, Nate Alger and Chris Forsyth have met with staff and directors from various Departments to fully learn about the different operations of the County.

Construction Codes

- Although construction activity has slowed some due to the weather and frost laws, Construction Codes is focusing its efforts on hiring a new Commercial Plan Reviewer to replace Robert Hunt who will be transferring over the Electrical Division as a Electrical Inspector, and hiring a Office Specialist to replace Jean Mauk who will be moving over to Environmental Health.

Facilities Management

- Joe Berry began as the new Facilities Manager, and he is quickly tackling all the projects related to the County's facilities, and is developing strategies to maintain and improve the County's buildings.

Resource Recovery

- The Interim Management Team recently offered David Schaffer the position of Resource Recovery Direction, and he will be joining the County in April, after working as Benzie County's Solid Waste Department Director for the last two years.

Parks and Recreation

- Parks and Recreation, with the assistance of The Friends of Easling Pool, continue to raise the necessary funds to completely refurbish Easling Pool. As the date of this report, the Friends of Easling Pool have raised approximately \$500,000 of the \$625,000 fundraising goal.

Commission on Aging

- The Commission on Aging is in the process of working with an ad hoc committee to find members of the newly formed advisory committee.

Prosecuting Attorney

- The Prosecuting Attorney's Office has received funding from the Prosecuting Attorneys Association of Michigan (PAAM) to create a "Kids Going to Court" book. The office has invited children to enter a contest and create the cover design. We hope to decide the cover during National Crime Victims' Rights Week April 8-14, 2018, and complete the book later this year.