

EATON COUNTY BOARD OF COMMISSIONERS

MEMBERS

Tim Barnes
Blake Mulder
Terrance Augustine
Brandon Haskell
Jeanne Pearl-Wright
Jane Whitacre
Mark J. Mudry
Joseph Brehler



MEMBERS

Brian Droscha
Dairus Reynnet
Wayne Ridge
Brian Lautzenheiser
Jim Mott
Jeremy Whittum
Barbara Rogers

1045 Independence Blvd, Charlotte, MI 48813

EATON COUNTY BOARD OF COMMISSIONERS/PUBLIC WORKS AND PLANNING COMMITTEE

WEDNESDAY, JANUARY 12, 2022

9:00 A.M.

BOARD OF COMMISSIONERS' ROOM, COUNTY COURTHOUSE, CHARLOTTE

AGENDA

1. Call to Order.
2. Pledge of Allegiance.
3. Agenda Additions and Changes.
4. Approval of December 8, 2021 Minutes.
5. Limited Public Comment.
6. Parks Report.
 - Optimist Park Lease
7. Construction Code Report.
8. DIA Update.
 - Department Update
 - Financial Report
9. Community Development Report.
10. Greater Lansing Regional Committee Memorandum of Agreement Renewal
11. Miscellaneous.
12. Limited Public Comment.

A quorum of the Board of Commissioners may be present at this meeting.

PUBLIC WORKS & PLANNING COMMITTEE

WEDNESDAY, DECEMBER 8, 2021

9:00 A.M.

MINUTES

MEMBERS PRESENT: Commissioners Brian Lautzenheiser, Jim Mott, Terrance Augustine, Joseph Brehler, Blake Mulder and Barbara Rogers

MEMBERS ABSENT: Commissioner Jane Whitacre

ALSO PRESENT: Commissioners Jeremy Whittum and Brian Droscha; Claudine Williams, Troy Stowell, Morgan Feldpausch, and John Fuentes

The December 8, 2021 regular meeting of the Public Works and Planning Committee was called to order at 9:00 a.m. by Chairperson Lautzenheiser.

The Pledge of Allegiance was given by all.

Commissioner Augustine moved to approve the agenda, as presented. Commissioner Brehler seconded. Motion carried unanimously.

Commissioner Rogers moved to approve the minutes of the November 10, 2021 meeting, as presented. Commissioner Brehler seconded. Motion carried unanimously.

An update on the remaining citizen appointments to the Parks Commission, Eaton County Transportation Authority (EATRAN), Purchase of Development Rights Selection Committee and Brownfield Redevelopment Authority and report of interested individuals was provided. Chris Arndt and Mark Sands discussed their interest in serving on the Parks Commission.

Commissioner Rogers moved to recommend the appointment of David Thomas to the Parks Commission to the Board of Commissioners. Motion failed due to lack of support.

Commissioner Mulder moved to recommend the appointment of Chris Arndt to a three year term expiring December 31, 2024 on the Park Commission to the Board of Commissioners. Commissioner Mott seconded. Motion carried unanimously.

Commissioner Rogers moved to recommend the appointment of Vicky Beers to a three year term expiring December 31, 2024 on the Eaton County Transportation Authority (EATRAN) to the Board of Commissioners. Commissioner Mulder seconded. Motion carried unanimously.

Commissioner Mulder moved to recommend the appointment of Ellen Lambright and James Garvey to two year terms expiring December 31, 2023 on the Purchase of Development Rights Selection Committee, to the Board of Commissioners. Commissioner Brehler seconded. Motion carried unanimously.

Commissioner Augustine moved to recommend the appointment of Roger Sepeter, Timothy Catron and Charamy Cleary to three year terms expiring December 31, 2024 on the Brownfield Redevelopment Authority, to the Board of Commissioners. Commissioner Mulder seconded. Motion carried unanimously.

Troy Stowell, Parks and Recreation Director, was present to provide the Department's monthly report. It was reported that there were non-profit funds available for a feasibility study for a regional trail connecting Eaton Rapids and Charlotte. There was discussion on the need to include and involve all affected local jurisdictions and elected officials in these discussions.

It was also reported that the Parks Department is working to renew the contractual agreement to provide mowing services for the City of Grand Ledge parks.

Mr. Stowell also reported that a city water main replacement construction project at Fitzgerald Park is currently underway.

It was also reported that the public opinion polling being conducted on behalf of the Friends of Eaton County Parks is scheduled to begin Monday, December 13, 2021.

The monthly reports for the Construction Code Enforcement Department were included in the meeting materials for review.

Morgan Feldpausch, Resource Recovery Coordinator, was present to provide the monthly update for the Designated Implementing Agency. It was reported that the 2022 annual waste hauler licensing process is underway.

It was also reported that MI EGLE has notified the County of eligibility to extend its current FY 2020-21 Scrap Tire Collection Grant to December 31, 2022.

Commissioner Brehler moved to recommend approval of the resolution to extend the County Scrap Tire Collection Grant to December 31, 2022, as presented, to the Board of Commissioners. Commissioner Augustine seconded. Motion carried unanimously.

It was recommended that the County enter into a one-year extension with its current battery recycling vendor.

Commissioner Brehler moved to recommend approval of the resolution to approve the contract for battery recycling through December 31, 2022, as presented, to the Board of Commissioners. Commissioner Mulder seconded. Motion carried unanimously.

Claudine Williams, Community Development Director, was present to provide the department's monthly report.

A resolution approving DCA 12-21-6, as recommended by the Planning Commission was distributed and reviewed. The text changes included in DCA 12-21-6 were individually reviewed and discussed.

Commissioner Mulder moved to recommend the approval of the resolution approving DCA 12-21-6, to the Board of Commissioners. Commissioner Mott seconded. Motion carried unanimously.

It was reported that the Purchase of Development Rights Selection Committee met on December 6, 2021 to review and score applications for submission to the Michigan Agricultural Preservation Board for PDR grant funds. A summary of the scoring was presented and discussed.

Commissioner Augustine moved to recommend approval of a resolution to prioritize property for submission to Michigan Agricultural Preservation Board for PDR grant funds, as presented, to the Board of Commissioners. Commissioner Mott seconded. Motion carried unanimously.

It was also reported that the Planning Commission approved a conditional use permit for the operation of an agricultural hemp processing operation on a property in Hamlin Township at its meeting on December 7, 2021. Discussion held, including consideration to expand the definition currently within the zoning ordinance to improve clarity. Staff will discuss this consideration with the Zoning Ordinance subcommittee at its upcoming meeting on December 15, 2021.

Dan Bailkowski spoke on behalf of his neighbor Michael Brady in support of changes to the temporary housing/camping sections of the zoning ordinance.

Chairperson Lautzenheiser adjourned the meeting at 10:00 a.m.

The next regularly scheduled meeting of the Public Works and Planning Committee will be held in January 2022 on a date to be determined by the Board of Commissioners at its Organizational Meeting scheduled for January 3, 2022.

Brian Lautzenheiser, Chairperson



133 FITZGERALD PARK DR.
Grand Ledge, MI 48837
(517) 627-7351 office
(517) 627-4234 fax
www.eatoncountyparks.org

Eaton County Parks Commission
Directors Report – December 2021

Monthly Briefing

Social Media Efforts (per Month):

Facebook

Total Reach: 11,501
Post Engagements (shares/likes): 1,241
New Page Likes: 27

Instagram

Followers 493
Following 192

* Annual Facebook Impact:

Total Reach: 91,694
Post Engagements: 8,460
New Page Likes: 657

Tri County Regional Planning - Trails

The collaborative group of representatives from Eaton, Ingham and Clinton County met virtually again with staff from OHM Advisors Group to review potential corridors including what criteria should be developed to measure potential impact. Additional discussion on the public engagement phase which is to begin Spring 2022.

Restore our Parks/Friends Meeting

The group led by the Friends of Eaton County Parks met to finalize the December Public Opinion Survey questionnaire.

Kiwanis Manor (Eaton Rapids) Trail Proposal

A detailed pitch for the potential use of funds provided by the Kiwanis Manor nonprofit group based in Eaton Rapids for the development of a regional connector trail between Eaton Rapids and Charlotte. While the amount of funds does not cover the entire development of a trail, the proposal outlined the need of a professional engineered study as well as the possibility of using fund as leverage against MDNR/MDOT TAP funds for development. **Update:** After the pitch, we were notified that we would receive \$70,000 to fund a professional feasibility study to fully explore and investigate route options. These funds will be distributed to our Friends Group to be held in a restricted account. Should no progress be made on the plan, funds will be forfeited and reverted to the Eaton Rapids Teen Space (who received the bulk of the Kiwanis funding)

FY 22 MDNR Trust Fund Grant Application

The need for a dedicated fishing platform at Crandell Park will be the focus of a 2022 DNR Trust Fund Grant Application. The current FY 2022 Budget allocated \$60,000 for a fishing pier, however, the lone quote received on the project was listed at \$112,000 and did not include initial design engineering, site prep, grading, finishing or site restoration. Also, \$50,000 allocated for a MDNR Trust Fund Match.

The planning firm Beckett & Reader (whom completed the Master Plan) has agreed to develop and author the grant application on our behalf for no cost. The caveat being that the County will work with Beckett & Reader as the chief consultant should the application be successful. In FY 21, Beckett & Reader was successful on 80% of MDNR Trust Fund grant applications.

Grand Ledge Mowing Contract 2022

Initial contact has been made with the City of Grand Ledge to discuss the renewal of our annual mowing contract, based on conversations/direction from the December Parks Commission meeting.

Crandell Park Trail Development (Ongoing)

Staff met with several representatives from the Charlotte Rotary Club at Crandell Park for a photo opportunity to celebrate the clubs \$100,000 gift for trail development. Crandell Bros. Trucking is planning for a spring construction window.

Trail Amenities have been ordered/delivered.

Lincoln Brick Observation Deck

C2AE is currently working on engineering design drawings for the project.

FY 2021/2022 Capital Projects

The following projects/equipment purchases were approved for FY 2021/2022:

- John Deere Backhoe Attachment (ordered)
- Fishing Pier with Habitat (hold – possible grant)
- John Deere Zero Turn Mower (ordered)
- Lincoln Brick Entrance Gate (ordered)
- Ford 450 Dump Truck (ordered)
- Lincoln Brick Observation Deck
- GloForge Laser Engraver (ordered)
- MDNR Trust Fund Match (\$50k)
- Trafx Vehicle/Trail Counter (delivered)
- Crandell Trail Development/Amenities

Partnerships & Collaborations

mParks Public Policy Committee - Congressional legislation SB 704 was announced with authorizes \$150M for “local units of government to develop or renovate public recreation facilities or sites.” The legislation is still in the Committee for Appropriations at this time.

Parks and Recreation Regional Discussions

Meetings of the Southern Michigan Recreation and Parks Association (SMRPA), The Regional Director’s Summit, and the Michigan Association of County Parks and Recreation Officials (MACPRO) were held.

Respectfully Submitted,



Troy Stowell, Director

REVENUE

Code	Revenue Source	Annual Budget	Current Month	YTD Collected	% Collected	Accounts Receivable
208.600.752.651	Fitzgerald Park Gate Receipts	\$ 44,000.00	\$ 381.00	\$ 10,502.37	24%	
208.600.752.652	Fitzgerald Park Site Fees	\$ 8,000.00	\$ 240.00	\$ 1,547.00	19%	\$ 271.00
208.600.752.653	Recreation Programs	\$ 20,000.00	\$ 20.00	\$ 1,999.05	10%	
208.600.752.654	Naturalist Programs	\$ 6,500.00	\$ 750.00	\$ 795.00	12%	
208.671.752.675	Donations	\$ 2,000.00	\$ -	\$ -	0%	
208.671.752.688	Fitzgerald Park Reimbursements	\$ -	\$ -	\$ -	N/A	
208.600.753.651	Fox Park Gate Receipts	\$ 16,000.00	\$ 14.26	\$ 217.26	1%	
208.600.753.652	Fox Park Site Fees	\$ 1,400.00	\$ 100.00	\$ 100.00	7%	
208.600.753.866	Fox Park Reimbursements	\$ -	\$ -	\$ -	N/A	
General Revenue Total		\$ 97,900.00	\$ 1,505.26	\$ 15,160.68	15%	\$ 271.00
208.539.000.540.000	Work Study Grant	\$ 100,000.00				
208.664.000.670.000	Rental Income	\$ 17,650.00				
208.580.000.580.000	Local Unit Contribution	\$ 38,000.00				
208.960.000.695.000	Fund Balance Carry Over	\$ 13,197.00				
208.960.000.699.101	Transfer In - County General Funds	\$ 777,505.00				
208.960.000.699.211	Transfer In - Special Projects	\$ -				
TOTAL REVENUE		\$ 1,044,252.00				

2020-2021			
Budget	Monthly	YTD	%YTD
\$ 44,000.00	\$ 1,095.60	\$ 10,031.66	23%
\$ 10,000.00	\$ -	\$ 380.00	4%
\$ 20,000.00	\$ 150.00	\$ 2,650.96	13%
\$ 8,000.00	\$ -	\$ 318.00	4%
\$ 6,000.00	\$ 75.00	\$ 75.00	1%
\$ -	\$ -	\$ -	N/A
\$ 15,500.00	\$ 20.75	\$ 366.64	2%
\$ 2,000.00	\$ -	\$ -	0%
\$ -	\$ -	\$ -	N/A
\$ 105,500.00	\$ 1,341.35	\$ 13,822.26	13%

EXPENDITURES

Code	Account	Adopted Budget	Budget Amended	Encumbrances (PO's)	Current Month Transactions	Y-T-D Expenditures	Amended Budget Less YTD Expenses	YTD % Spent	Last Years Y-T-D Expenditures
208.751	Administration	\$ 313,675.00	\$ 313,675.00	\$ -	\$ 21,019.30	\$ 65,598.99	\$ 248,076.01	20.91%	\$ 72,553.59
208.752	Fitzgerald Park	\$ 307,630.00	\$ 307,630.00	\$ -	\$ 22,630.46	\$ 57,323.97	\$ 250,306.03	18.63%	\$ 55,949.95
208.753	Fox Park	\$ 26,150.00	\$ 26,150.00	\$ -	\$ 261.64	\$ 3,166.31	\$ 22,983.69	12.11%	\$ 383.11
208.754	Bellevue Area Parks	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 6.59	\$ 180.99	\$ 819.01	18.10%	\$ 281.30
208.755	Lincoln Brick Park	\$ 34,882.00	\$ 34,882.00	\$ -	\$ 706.89	\$ 1,138.71	\$ 33,743.29	3.26%	\$ 8,814.89
208.756	Crandell Park	\$ 9,397.00	\$ 9,397.00	\$ -	\$ 104.40	\$ 104.40	\$ 9,292.60	1.11%	\$ 196.43
208.901	Capital Equipment	\$ 335,320.00	\$ 335,320.00	\$ 195,967.00	\$ -	\$ 207,617.80	\$ 127,702.20	61.92%	\$ 59,700.00
208.906	Debit Services	\$ 16,198.00	\$ 16,198.00	\$ -	\$ 1,542.10	\$ 4,626.30	\$ 11,571.70	28.56%	\$ 4,626.30
208.211	Transfer Out General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	N/A
EXPENDITURES TOTAL		\$ 1,044,252.00	\$ 1,044,252.00	\$ 195,967.00	\$ 46,271.38	\$ 339,757.47	\$ 704,494.53	32.54%	\$ 202,505.57

LINCOLN BRICK

	Revenue Source		Current Month	YTD Collected		Accounts Receivable
	Gate Receipts		\$ -	\$ 480.92		
	Site Receipts		\$ -	\$ 100.00		
	Reimbursements/Donations		\$ -	\$ -		
	Residence		\$ 500.00	\$ 1,500.00		\$ 4,500.00
765.671.675.000	TOTAL REVENUE		\$ 500.00	\$ 2,080.92		\$ 4,500.00

2020-2021	
Monthly	Year to Date
\$ 289.60	\$ 1,250.05
\$ -	\$ 100.00
\$ -	\$ -
\$ 500.00	\$ 1,500.00
\$ 789.60	\$ 2,850.05

765.007.001	Lincoln Brick Fund Balance:	\$ 125,433.44
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765.007.000	Lincoln Brick Perpetual Fund Balance:	\$ 68,879.44
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Grand Ledge, MI 48837
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December 2021 Report

Crystal Smith, CPRP
Recreation and Event Coordinator

Winter Activity Kits

- Promoted on WILX
- Working on changing crafts up and promoting on social media

Winter Event

- Will be held at Fitzgerald Park on Saturday, February 19, 5:00-8:00 pm
- Campfire for s'mores, illuminated sledding, craft station, trail game, snowman building, hot cocoa
- If we have enough volunteers and/or staff, we will have snowshoes and cross-country skis available
- Contacting library and observatory to see if they are interested in doing an activity at event.

Summer Adventure Camp

- Submitted interim paperwork to LARA
- Hosting 10 weeks of camp with July 4 week being a 3-day week.
 - Monday-Thursday 9:00 am-5:00 pm at Lincoln Brick Park
 - Monday, June 20-Thursday, August 25
 - Planning on 5 field trips: Sleepy Hollow State Park, Crandell Park, Michigan 4-H Children's Garden, Moo-ville, and Abrams Planetarium
 - Utilizing Grand Ledge School District Busing for trips
- Working on approving a new position for an Assistant Camp Director as LARA would like us to have one on staff for 2022 season
- Submitting our Environmental Health Inspection this week to the Health Dept.

Waterfest

- Planning has begun
- Sponsors and Vendors have begun to receive information
- Planning committee to meet via Zoom in late January

Car Show

- Marketing materials will begin circulating in January
- Dash Plaques have been ordered
- Sponsor and donation letters being printed to mail
- Ordering post cards for past participants to be mailed out once delivered to Parks Office
- Been using the Glow forge to make sample awards to try something new and unique

mParks Conference and Tradeshow

- Will be presenting a session during conference. Session is focused on Summer Camp & Covid
- Conference is being held Sunday, March 6-Wednesday, March 9 in Traverse City

OPTIMIST YOUTH PARK LEASE

THIS LEASE, Made this _____ day of _____, 20____, BETWEEN the County of Eaton, hereinafter called Lessor, acting by and through its Board of Commissioners, and the Charlotte Optimist Club, an unincorporated association, hereinafter called Lessee.

Lessor for and in consideration of the covenants and agreements hereinafter contained and made on the part of the Lessee, does hereby lease to Lessee, the premises know and described as follows, to-wit:

The east one-half of the Southwest one-quarter of the Southeast one-quarter, Section 35, T3N, R5W, Chester Township, Eaton County, Michigan, containing 20 acres more or less.

The property is under general jurisdiction of the Eaton County Parks and Recreation Commission, through its Board of Commissioners, is to be used for recreational area for the general public and for no other purposes whatsoever in the County of Eaton, State of Michigan.

It is Agreed that:

1. The Lease is for a period of ten (10) years commencing on the _____ day of _____, 20____.
2. Lessee shall pay as rent for said premises the sum of ONE DOLLAR (\$1.00) per year.
3. The Lessee agrees to promptly pay all rates and charges which may become payable for water, gas, electric currents, steam, telephone or other agencies used on the premises during the full term of this Lease.
4. The Lessee shall not make any alterations, additions or improvements to the premises without the written consent of the Lessor.
5. Any alterations, additions or improvements to the premises shall be made by the Lessee at his own expense.
6. Any alterations, additions or improvements to the premises shall remain on the premises at the expiration of the Lease and become the property of the Lessor unless otherwise agreed upon, in writing, by both parties.
7. All buildings, structures and other improvements upon the leased premises at the commencement of the term of this Lease, or at any time thereafter during said term, including all appurtenances thereto, whether now belonging to the Lessors, or hereafter built or placed upon the leased premises by the Lessee, shall immediately become and remain the property of the Lessor. The new buildings so to be erected shall be substantial, and shall in every respect comply with the laws, ordinances and regulations,

OPTIMIST YOUTH PARK LEASE

municipal or otherwise, that my govern the construction of the same, and Lessee shall save the Lessor harmless of and from any loss or damage by reason of the construction of said new building, and by reason of any Mechanic's liens or encumbrances of any kind or nature.

8. At all times during the term of this Lease, the Lessor shall have the right, by themselves, their agents or employees, to enter into and upon the leased premises, for the purpose of examining and inspecting same and determining whether the Lessee shall have complied with its obligations hereunder and in respect to the care and maintenance of the premises and the repair or rebuilding of the improvements thereon when necessary.
9. This Agreement is made upon the expressed condition that the Lessee shall save the Lessor free from all liabilities and claims for damages and/or suits for or by reason of any injury, or injuries, to any person, or persons, or property of any kind whatsoever, whether the person or property of Lessee, its agents or employees, or third persons, from any cause, or causes, whatsoever while in or upon said premises, or any part thereof during the term of this Agreement, or occasioned by any occupancy or use of said premises, or any activities carried on by Lessee in connection therewith, and Lessee hereby covenants and agree to indemnify and save harmless the Lessor from all liabilities, charges, expenses (including counsel fees) and costs on account of or by reason of any such injuries, liabilities, claims, suits or losses, however occurring or damages growing out of same. Additionally, Lessee agrees to annually provide Lessor with a current, paid-up, and valid certificate of liability insurance naming the Lessor as an additional insured to a limit of **one-half a million dollars**.
10. It is agreed that the Lessor is not a partner of the Lessee and that the parties are not engaged in a partnership or joint venture and the Lessor is hereby excluded from any liability for debts or liabilities of the Lessee.
11. The Lessee agrees not to sell, assign, mortgage, pledge, or in any manner transfer this Lease or any estate or interest thereunder and not to sub-let the lease to the premises, or any part, or parts thereof, and not to permit any licensee or concessionaire therein without the previous written consent of Lessor in each instance. Consent by Lessor to one assignment of this Lease or to one sub-letting of the leased premises shall not be a waiver of Lessor's right under this article as to any subsequent assignment or sub-letting. Lessor's rights to assign this Lease are and shall remain unqualified.
12. Lessor expressly reserves the right to enter and remove timber, minerals, oil and gas from said premises at any time whatsoever.

OPTIMIST YOUTH PARK LEASE

13. If the Lessee shall at any time be in default hereunder, and if the Lessor shall institute an action or summary proceeding against the Lessee, based upon such default, then the Lessee will reimburse the Lessor for the expense of attorney fees, costs and disbursements thereby incurred by the Lessor so far as the same are reasonable in amount; and the amount of such expenses, costs and disbursements shall, at the option of the Lessor, be deemed to be additional rent hereunder, and shall be due from the Lessee to the Lessor on the first day of the month following the incurring of such respective expenses.
14. In the event of a breach by the Lessee of any of the clauses, stipulations and covenants of this Lease and if such breach shall not be remedied within 30 days after written notice by the Lessor to the Lessee of the specific breach, the Lessor, at its option, may re-enter and take possession of said premises and if it so desires, annul this Lease.
15. This Lease may be terminated by mutual agreement of both parties upon thirty (30) days written notice.
16. This Lease may be terminated if Lessee ceases to actively use the premises for recreational purposes for six (6) months continuously, and upon written notice by Lessor.

Witness our hands and seals this _____ day of _____. 20_____.

EATON COUNTY BOARD OF COMMISSIONERS, Lessor

Witness: By: _____
Sarah Ferguson, Chairperson

CHARLOTTE OPTIMIST CLUB, an Unincorporated
Association, Lessee

Witness: By: _____



Eaton County
Department of Construction Codes
1045 Independence Boulevard, Charlotte, Michigan 48813
Telephone: (517) 543-3004 Fax: (517) 543-9924

MONTHLY ACTIVITY REPORT

For: Mr. John Fuentes, County Controller
From: Gene Bryan, Director

December 2020	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021
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1. Code Violations not related to inspections:

20	11	8	4	11	8	11	15	8	18	2	3	3
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2. Commercial projects submitted for Plan Review:

1	1	2	2	3	1	0	1	1	3	0	1	0
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3. Complaints about Contractors:

0	0	0	0	0	1	0	0	0	0	0	0	0
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4. Construction Code Surveys:

0	0	0	0	0	0	2	4	2	4	3	2	2
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5. Court Cases:

0	0	0	0	0	0	0	0	0	0	0	0	0
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6. Magistrate Hearings:

0	0	0	0	0	0	0	0	0	0	0	0	0
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9,000 Square foot truck service building in Charlotte



Eaton County Department of Construction Codes

1045 Independence Boulevard, Charlotte, Michigan 48813
Telephone: (517) 543-3004 Fax: (517) 543-9924

"OUR GOAL IS TO PROVIDE A SAFER PLACE TO LIVE, WORK AND PLAY"

Gene Bryan Director Building Official Building Inspector Electrical Inspector Mechanical Inspector Plan Reviewer	Bob Simons Building Inspector Plan Reviewer	Vernon Camp Jr. Plumbing Inspector Plan Reviewer
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SINGLE FAMILY HOUSING UNITS

Respective Calendar Years

YEAR	SINGLE WIDE (MH)	DOUBLE WIDE (MFG) (DW)	SITE BUILT (N)	YEARLY TOTAL
2006	0	2	123	125
2007	0	0	86	86
2008	0	1	39	40
2009	2	3	12	17
2010	7	19	22	48
2011	3	7	28	38
2012	7	14	35	56
2013	10	37	40	87
2014	7	48	40	95
2015	20	39	43	102
2016	8	27	57	92
2017	8	12	59	79
2018	3	6	66	75
2019	8	5	53	66
2020	2	2	62	66
2021 Last Month	0	8	6	14
2021 YTD	4	18	61	80

Eaton County Department of Construction Codes

County Wide Housing Starts Total

		January	February	March	April	May	June	July	August	September	October	November	December	Y.T.D. TOTAL	2020 Totals	2019 Totals
Charlotte	Site Built	1	3	2	1	X	X	X	X	X	X	X	X	7	17	9
	Mobile Homes	0	0	0	1	X	X	X	X	X	X	X	X	1	4	4
	Totals	1	3	2	2	0	0	0	0	0	0	0	0	8	16	13
Delta Twp.	Site Built	1	3	3	5	2	9	2	5	6	1	0	0	37	36	28
	Mobile Homes	0	0	0	0	0	0	0	0	0	0	1	0	1	11	11
	Totals	1	3	3	5	2	9	2	5	6	1	1	0	38	35	39
Eaton County	Site Built	4	6	7	4	5	9	11	5	3	1	0	6	61	60	53
	Mobile Homes	0	1	0	2	1	2	1	3	2	2	1	8	23	4	13
	Totals	4	7	7	6	6	11	12	8	5	3	1	14	84	64	66
Eaton Rapids	Site Built	0	0	1	0	1	0	0	0	0	0	0	0	2	3	4
	Mobile Homes	0	0	0	0	0	0	0	0	6	0	6	0	12	0	0
	Totals	0	0	1	0	1	0	0	0	6	0	6	0	14	3	4
Grand Ledge	Site Built	2	3	2	2	1	0	7	2	0	0	0	4	23	14	14
	Mobile Homes	2	0	0	0	0	0	0	0	0	0	1	0	3	6	0
	Totals	4	3	2	2	1	0	7	2	0	0	1	4	26	20	14
Oneida	Site Built	1	0	0	0	0	0	1	0	0	0	0	0	2	5	4
	Mobile Homes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Totals	1	0	0	0	0	0	1	0	0	0	9	0	11	5	4
County Wide Total		11	16	15	15	10	20	22	15	17	4	18	18	181	143	140

X = Not reported.

Eaton County Department of Construction Codes

PERMIT APPLICATIONS: MONTH BY MONTH 2011-2020

Year	Trade	January	February	March	April	May	June	July	August	September	October	November	December	YEAR TOTAL
2012	Building	4	15	30	30	29	33	36	34	30	36	19	16	312
	Mechanical	51	36	38	31	34	43	48	52	44	71	62	48	558
	Electrical	26	25	38	37	37	49	55	56	45	56	28	32	484
	Plumbing	19	12	23	24	17	27	26	31	14	20	14	19	246
MONTHLY TOTAL		100	88	129	122	117	152	165	173	133	183	123	115	1600
2013	Building	13	16	20	23	34	35	51	54	47	37	24	11	365
	Mechanical	42	38	37	57	42	44	61	39	44	61	65	43	573
	Electrical	30	15	27	58	34	50	52	47	44	68	40	29	494
	Plumbing	19	18	16	16	19	27	28	27	25	28	12	11	246
MONTHLY TOTAL		104	87	100	154	129	156	192	167	160	194	141	94	1678
2014	Building	13	17	15	38	44	43	33	69	57	48	31	66	474
	Mechanical	46	35	39	40	30	58	53	53	71	78	55	100	658
	Electrical	44	30	35	36	43	59	55	36	55	85	43	50	571
	Plumbing	21	17	20	23	21	29	24	17	22	21	18	47	280
MONTHLY TOTAL		124	99	109	137	138	189	165	175	205	232	147	263	1983
2015	Building	39	20	34	43	61	54	36	51	42	49	29	19	477
	Mechanical	88	29	50	38	50	59	46	50	55	65	61	47	638
	Electrical	53	54	53	41	51	81	54	52	49	59	43	40	630
	Plumbing	45	10	22	24	40	24	25	28	24	26	22	13	303
MONTHLY TOTAL		225	113	159	146	202	218	161	181	170	199	155	119	2048
2016	Building	23	19	21	45	45	67	58	56	57	59	44	28	522
	Mechanical	44	37	48	45	63	78	48	57	56	84	88	64	712
	Electrical	29	37	39	48	70	78	53	58	65	80	71	39	667
	Plumbing	20	20	23	26	32	34	29	33	22	31	23	24	317
MONTHLY TOTAL		116	113	131	164	210	257	188	204	200	254	226	155	2218
2017	Building	24	29	31	36	61	58	45	53	52	42	24	24	479
	Mechanical	51	50	61	50	60	53	49	67	68	75	78	44	706
	Electrical	36	40	59	48	64	62	57	73	58	78	55	45	675
	Plumbing	25	39	24	30	31	26	22	39	27	28	24	15	330
MONTHLY TOTAL		136	158	175	164	216	199	173	232	205	223	181	128	2190
2018	Building	14	21	49	53	58	60	67	64	53	54	31	27	551
	Mechanical	63	47	47	46	52	71	63	88	52	106	64	67	766
	Electrical	32	38	41	49	67	78	70	71	80	76	54	54	710
	Plumbing	24	17	20	31	27	36	27	37	21	25	12	23	300
MONTHLY TOTAL		133	123	157	179	204	245	227	260	206	261	161	171	2327
2019	Building	24	25	28	54	64	50	46	59	48	58	37	28	521
	Electrical	38	40	55	78	79	53	84	70	69	71	68	62	767
	Mechanical	51	40	43	56	66	65	71	51	53	103	65	62	726
	Plumbing	15	16	17	39	24	26	36	32	29	40	25	35	334
MONTHLY TOTAL		128	121	143	227	233	194	237	212	199	272	195	187	2348
2020	Building	18	28	20	6	53	55	71	74	47	66	45	31	514
	Electrical	62	48	43	8	49	79	85	99	93	80	88	69	803
	Mechanical	74	47	39	12	44	75	85	73	70	106	88	79	792
	Plumbing	24	30	22	11	20	32	47	45	35	39	33	30	368
MONTHLY TOTAL		178	153	124	37	166	241	288	291	245	291	254	209	2477
2021	Building	29	40	52	108	154	86	69	65	71	56	44	51	825
	Electrical	68	42	81	95	75	94	84	97	76	93	60	72	937
	Mechanical	62	68	81	85	69	81	85	93	68	93	73	71	929
	Plumbing	24	27	29	56	31	28	50	36	43	34	29	31	418
MONTHLY TOTAL		183	177	243	344	329	289	288	291	258	276	206	225	3109

Eaton County Department of Construction Codes

INSPECTIONS: MONTH BY MONTH 2011-2020

Year	Trade	January	February	March	April	May	June	July	August	September	October	November	December	Year Total
2012	Building	40	49	75	131	156	94	163	160	106	120	84	67	1245
	Mechanical	47	64	50	47	59	45	150	60	83	79	88	86	858
	Electrical	65	71	88	76	91	79	149	127	63	112	67	86	1074
	Plumbing	19	24	34	36	56	38	66	53	46	36	42	26	476
MONTHLY TOTAL		171	208	247	290	362	256	528	400	298	347	281	265	3653
2013	Building	45	45	96	144	88	74	113	184	173	185	129	82	1358
	Mechanical	65	43	134	113	57	56	56	65	50	71	71	62	843
	Electrical	43	53	135	133	75	57	77	93	80	99	76	69	990
	Plumbing	25	35	46	45	34	41	50	52	41	60	39	24	492
MONTHLY TOTAL		178	176	411	435	254	228	296	394	344	415	315	237	3683
2014	Building	72	67	50	117	140	144	144	118	187	183	162	156	1540
	Mechanical	66	61	45	52	43	46	64	58	66	93	68	77	739
	Electrical	73	74	57	36	72	61	101	105	99	103	83	95	959
	Plumbing	34	39	25	23	45	48	54	42	49	59	31	31	480
MONTHLY TOTAL		245	241	177	228	300	299	363	323	401	438	344	359	3718
2015	Building	89	79	132	145	171	166	216	182	161	192	176	135	1844
	Mechanical	88	49	73	74	109	109	78	66	71	92	78	74	961
	Electrical	90	68	101	78	89	84	102	114	106	140	88	99	1159
	Plumbing	35	51	34	88	72	72	52	63	58	53	51	74	703
MONTHLY TOTAL		302	247	340	385	441	431	448	425	396	477	393	382	4667
2016	Building	97	77	109	126	199	199	191	216	189	227	187	168	1985
	Mechanical	73	61	50	48	63	90	57	68	82	105	81	98	876
	Electrical	67	63	62	67	98	134	94	118	101	105	143	110	1162
	Plumbing	45	38	41	59	57	58	47	65	57	44	49	44	604
MONTHLY TOTAL		282	239	262	300	417	481	389	467	429	481	460	420	4627
2017	Building	107	105	156	129	195	197	187	195	236	214	164	121	2006
	Mechanical	92	97	77	60	117	57	60	87	95	79	76	82	979
	Electrical	93	97	97	82	136	105	103	157	131	116	100	104	1321
	Plumbing	46	46	74	47	49	49	42	68	61	53	37	29	601
MONTHLY TOTAL		338	345	404	318	497	408	392	507	523	462	377	336	4907
2018	Building	114	98	157	182	222	225	273	310	241	283	202	159	2466
	Mechanical	79	72	75	59	71	76	83	73	90	120	110	85	993
	Electrical	35	89	105	88	109	140	133	106	123	152	156	134	1370
	Plumbing	40	39	39	30	47	50	53	60	46	49	42	39	534
MONTHLY TOTAL		268	298	376	359	449	491	542	549	500	604	510	417	5363
2019	Building	157	125	131	189	220	240	267	239	262	273	190	219	2512
	Electrical	93	83	103	122	124	122	123	132	115	150	119	110	1396
	Mechanical	87	75	91	96	82	91	87	100	67	113	84	67	1040
	Plumbing	34	35	37	52	49	35	45	45	43	57	47	48	527
MONTHLY TOTAL		371	318	362	459	475	488	522	516	487	593	440	444	5475
2020	Building	174	141	116	9	146	206	236	272	263	274	256	277	2370
	Electrical	108	106	74	8	102	112	137	144	148	154	146	146	1385
	Mechanical	89	77	46	4	63	118	79	104	118	149	141	200	1188
	Plumbing	59	48	35	1	44	53	65	57	77	104	81	50	674
MONTHLY TOTAL		430	372	271	22	355	489	517	577	606	681	624	673	5617
2021	Building	187	134	204	244	329	292	319	322	300	305	280	268	3184
	Electrical	146	94	147	130	128	130	136	132	137	175	132	129	1616
	Mechanical	151	145	184	169	116	115	125	140	112	127	181	113	1678
	Plumbing	68	57	71	59	46	59	65	48	69	83	70	59	754
MONTHLY TOTAL		552	430	606	602	619	596	645	642	618	690	663	569	7232

Resource Recovery Report for Public Works and Planning

January 2022

General Updates:

The department met with Resource Recycling Systems (RRS) on 12/10/2021. This meeting reviewed information provided by the department as well as data collected by RRS. A follow-up meeting has been scheduled for 1/21/2021 to begin formulating options.

2022 Waste Hauler Licenses were mailed to current licensed waste haulers on 11/29/2021. Completed applications were due on 12/31/2021. The department has received 6 completed license applications so far. The department is following up with the outstanding license applications.

Second period semiannual solid waste ordinance reporting forms were mailed to licensed waste haulers on 12/15/2021. Completed forms and associated ordinance remittances are due on 1/15/2021. So far, the department has not yet received any completed reports.

County Programs:

Household Hazardous Waste Program: On 1/4/2022 the department received a request to amend the 2021-2022 Household Hazardous Waste Disposal Contractor Agreement from the current program contractor, Environmental Recycling Group (ERG). The proposed amendment would specifically impact the agreement's price sheet, increasing the average price per pound by approximately 6%. However, based on material weights collected during 2021 program year, the increased would likely result in an 8-9% overall price increase. The proposal cites supply, labor, transportation, and disposal cost increases as the reason for the price increases.

The department recommends allowing for an amendment of this nature. The recommendation is based on the following factors:

- The county's existing collection model and the resulting associated needs - contracted specialized labor, transportation, etc.
- The hazardous nature of the materials collected through this program and considerable lack of alternative disposal options.
- Limited/complete lack of alternative contractors able and/or willing to provide the needed services in regards to this collection program.
- The existing parameters, specifically the termination notice requirements, of the current agreement with the contractor for this service.

In order to accommodate for the increased costs associated with the amendment and continue to evolve a more efficient and overall sustainable program, the department recommends discontinuing the acceptance of latex paint. Latex paint is water based, is not hazardous, and can be thrown away with regular trash when dried. On average, latex based paint costs approximately \$10,000 per year.

The department also recommends that this situation be taken into consideration in the on-going evaluation of the department's programs and operations.

Scrap Tire Cleanup Grant: The County's 2020 Scrap Tire Cleanup Grant was again amended by EGLE. The amendment extended the duration from December 31, 2021 to December 31, 2022, allowing for use of the \$13,800 in remaining funds. Based on this extension, recent event participation trends, and existing stock of scrap tires at the county's collection site, the department has decided not to pursue or apply for the 2022 Scrap Tire Cleanup Grant Program.

Department Collection Events: The department has begun planning for 2022 collection events. Collection dates are as follows:

Spring Clean Up: 5/7/2022 Recycling Fever: 6/18/2022 Recycle-Palooza: 8/13/2022

To allow for preparation and historical consistency, collection event registration will open and advertising efforts will begin in March 2022.

The department proposes the following changes to the events accepted materials:

- Discontinuing the acceptance of medications. Medications are widely accepted at permanent and secure collection locations throughout the county (approximately 10 county wide locations). Over the past several years the department has had challenges identifying and securing a volunteer pharmacist to assist with collection events, a pharmacist is needed to ensure proper and required separation of control substances.
- Shifting tire collection services to one collection event rather than two. Demand and participation for the county's event-based tire collection over the last several years have declined. As a result of this, the department has had challenges with both scheduling labor and ensuring the collection of the required number of tires (to qualify for full grant reimbursement).

Local Projects:

First quarter 2021-2022 Solid Waste Alternative Grant reporting forms were mailed to program participants on 12/21/2021. Completed reports are due on 1/31/2022. The department has not received any reports at this time.

Sunfield Recycling Center Pilot Project:

The department has updated the site's accepted material list. Significant changes include the acceptance of scrap metal and plastic #5 (PP).

Education Programs:

On 12/21/2021 the department presented recycling and waste management information to the Eaton County Youth Facility. The presentations were attended by approximately 12-16 students. The department was also invited back to present to a different group of students on 1/13/2021.



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January 4, 2022

Ms. Morgan Feldpausch
Eaton County Resource Recovery Coordinator
1045 Independence Blvd.
Charlotte, MI 48813

**RE: 2022 HOUSEHOLD HAZARDOUS WASTE SERVICES
PROPOSAL # ERG-025021**

Dear Ms. Feldpausch,

ERG Environmental Services (ERG) would like to thank you for the opportunity to provide Household Hazardous Waste (HHW) services to your community. Per our conversation, presented herein is pricing for HHW services for CY 2022, to include ERG hosting approximately three (3) household hazardous waste collections to occur on mutually agreeable, and already scheduled dates in 2022.

As we discussed, ERG is asking for this alteration to the existing contract pricing in order to address drastic changes in the industry brought on by the continuing supply chain shortfalls and now alarming inflation of the post-COVID economy. Costs for labor, trucking and hazardous waste disposal have increased precipitously. Also, costs for supplies such as drums, boxes, pallets, absorbents, etc. has more than doubled in the past year while availability has waned to a trickle.

We at ERG believe that we have a demonstrated track record of being a reliable and fair partner to Eaton County. We have always strived to control costs and provide a high level of service for your HHW collection program. It is not with a light heart that we ask for this consideration, but we feel we must in order to keep up the high level of service that Eaton County residents have come to expect.

We appreciate the opportunity to provide this information to you. If you have any questions, please do not hesitate to contact me at 734.437.9658, or via email at edawkins@ERGENvironmental.com.

Thank you for this opportunity.

Sincerely,

ERG ENVIRONMENTAL SERVICES

Edward Dawkins
Vice President



ERG ENVIRONMENTAL SERVICES
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EATON COUNTY
January 4, 2022
HHW – Cost Proposal

ITEM DESCRIPTION	WASTE MGT. METHOD*	PRICE PER POUND
HHW Mobilization Fee	Includes 7 Personnel	NO CHARGE
Aerosols Disposal	FB	\$ 0.91
Automotive Fluids Recycling	RC	\$ 0.91
Solvents / Flammable / Oil-based Paint Disposal	FB	\$ 0.91
Clean Sweep Pesticides	ST / DI	\$ 0.91
Reactive / Oxidizers Disposal	ST / DI	\$ 0.91
Corrosives Disposal	ST	\$ 0.91
Misc. Cleaners and Toxics Disposal	ST	\$ 0.91
Mercury (liquid and devices) Recycling	RC	\$ 0.91
Batteries (mixed household) Recycling	RC	\$ 0.91
Fluorescent Lamps Recycling	RC	\$ 0.91
PCB Ballast Recycling	RC	\$ 0.91
Fire Extinguishers / Propane Recycling	RC	\$ 0.91
Smoke Detectors Disposal	RC / LF	\$ 0.91
Non-DEA Pharmaceuticals / OTC Medications	ST / DI	\$ 0.91
Latex Paint Recycling	RC / ST	\$ 0.50

NOTES	Customer to provide dumpster space for miscellaneous garbage disposal, and access to on-site hygiene facilities.
	A 2,500 lbs. event minimum will apply.
ASSUMPTIONS	This base proposal includes seven (7) ERG chemists to provide containers, label, package, load and ship the waste received from residents of Eaton County along with one (1) each permitted hazardous waste vehicle for transportation for a five (5) hour collection event.
WASTE MANAGEMENT	RC – Recycle • FI – Fuel Blending / Incineration ST – Stabilization • DI – Destructive / Incineration • LF – Landfill
TYPICAL UNACCEPTABLE MATERIALS	Weapons, explosives, construction materials/debris, appliances, radioactive materials (other than smoke detectors), shock-sensitive materials, standard household trash, tires, yard waste and compressed gas cylinders/insulation cylinders.

Eaton County Department of Resource Recovery

HHW 2022 Cost Proposal Analysis

	2020-2022 Contract Price Per Pound	2022 Proposal Price Per Pound	Percentage Increase	2021 Pounds Collected	2021 Contact Costs	2021 Proposal Costs
Aerosol Cans	\$ 0.87	\$ 0.91	5%	2247	\$ 1,954.89	\$ 2,044.77
Asbestos	\$ 0.87	\$ 0.91	5%	0	\$ -	\$ -
Characterisits of Unknowns	\$ -	\$ -	0%	0	\$ -	\$ -
Corrosive Liquids and Solids	\$ 0.87	\$ 0.91	5%	1003	\$ 872.61	\$ 912.73
Drycell Batteries	\$ 0.87	\$ 0.91	5%	2874	\$ 2,500.38	\$ 2,615.34
Fire Extinguishers/Propane	\$ 0.87	\$ 0.91	5%	3241	\$ 2,819.67	\$ 2,949.31
Flammable Liquids (Bulked and Non-B	\$ 0.87	\$ 0.91	5%	0	\$ -	\$ -
Lamps & Ballasts	\$ 0.87	\$ 0.91	5%	2697	\$ 2,346.39	\$ 2,454.27
Latex Paint	\$ 0.44	\$ 0.50	14%	31374	\$ 13,804.56	\$ 15,687.00
Medical Waste/Sharps	\$ 0.87	\$ 0.91	5%	509	\$ 442.83	\$ 463.19
Mercury	\$ 0.87	\$ 0.91	5%	12	\$ 10.44	\$ 10.92
Oil-Based Paint	\$ 0.87	\$ 0.91	5%	14532	\$ 12,642.84	\$ 13,224.12
Automotive Liquids	\$ 0.72	\$ 0.91	26%	10060	\$ 7,243.20	\$ 9,154.60
Oxidizer/Reactives	\$ 0.87	\$ 0.91	5%	301	\$ 261.87	\$ 273.91
Pesticide Liquids and Solids	\$ 0.87	\$ 0.91	5%	3488	\$ 3,034.56	\$ 3,174.08
Pharmaceduticals	\$ 0.87	\$ 0.91	5%	738	\$ 642.06	\$ 671.58
Smoke Detectors	\$ 0.87	\$ 0.91	5%	32	\$ 27.84	\$ 29.12
Toxics and Cleaners	\$ 0.87	\$ 0.91	5%	13892	\$ 12,086.04	\$ 12,641.72
Average / Total	\$ 0.79	\$ 0.84	6%	76877.0753	\$ 60,690.18	\$ 66,306.66

Eaton County Resource Recovery
Financial Report
Fiscal Year 2021/22
Through the end of December, 2021

	ORIGINAL BUDGET	ADJUSTED BUDGET	ACTUAL YEAR TO DATE	REMAINING BALANCE	% USED
Revenues					
Administration					
Private Grant	36,000	36,000	-	(36,000.00)	0%
Resource Recovery Services	4,000	4,000	12.48	(3,987.52)	0%
Donations	11,000	11,000	-	(11,000.00)	0%
Transfers-In	35,650	35,650	18,412.50	(17,237.50)	52%
Fund Balance - Carry Over	41,450	41,450	-	(41,450.00)	0%
Total Administration Revenues	128,100	128,100	18,424.98	(109,675.02)	
Operational Revenues					
Waste Hauler Licenses	2,000	2,000	930.00	(1,070.00)	47%
Solid Waste Surcharge	325,000	325,000	-	(325,000.00)	0%
Total Operational Revenues	327,000	327,000	930.00	(326,070.00)	
Total Revenues	455,100	455,100	19,354.98	(435,745.02)	4%
Expenditures					
Administration					
Personnel	157,195	157,195	29,763.27	127,431.73	19%
Supplies	1,850	1,850	434.75	1,415.25	24%
Other Services	8,450	8,450	3,076.27	5,373.73	36%
Debt Service - Vehicle Lease	8,295	8,295	2,073.54	6,221.46	25%
Transfer Out - General Fund	13,564	13,564	3,391.00	10,173.00	25%
Total Administration Expenditures	189,354	189,354	38,738.83	150,615.17	20%
Operational Expenditures					
County Projects	132,450	132,450	1,715.23	130,734.77	1%
Local Projects	133,296	133,296	3,370.14	129,925.86	3%
Total Operational Expenditures	265,746	265,746	5,085.37	260,660.63	2%
Total Expenditures	455,100	455,100	43,824.20	411,275.80	10%
Excess Revenues over Expenses (Net Carryover)	-	-	(24,469.22)	(24,469.22)	#DIV/0!
Administration					
Revenues	128,100	128,100	18,424.98	(109,675.02)	14%
Expenditures	189,354	189,354	38,738.83	150,615.17	20%
Available Resources from Administration	(61,254)	(61,254)	(20,313.85)	40,940.15	
Operations					
Revenues	327,000	327,000	930.00	(326,070.00)	0%
Expenditures	265,746	265,746	5,085.37	260,660.63	2%
Available Resources from Operations	61,254	61,254	(4,155.37)	(65,409.37)	
Projected Net Carryover	-	-	(24,469.22)	(24,469.22)	
9/30/2021 Fund Balance	100,185	100,185	100,185		
Projected 9/30/2022 Fund Balance	58,735	58,735	58,735		

**Eaton County Resource Recovery
Program Update**
Fiscal Year 2021/22
Through the end of December, 2021

	Adopted Budget	Budget Amendments	Amended Budget	YTD Transactions	Amended Budget Less YTD Transactions	% Used
Summary of Programs						
529 - County Programs						
Roadside Cleanup	1,200.00	-	1,200.00	451.46	748.54	37.6%
Household Battery Collection	9,000.00	-	9,000.00	-	9,000.00	0.0%
Scrap Tire Collection	36,000.00	-	36,000.00	-	36,000.00	0.0%
Sharps Compliance Program	-	-	-	-	-	0.0%
Household Hazardous Waste Collection	58,550.00	-	58,550.00	1,135.83	57,414.17	1.9%
Education Programs	1,000.00	-	1,000.00	37.98	962.02	3.8%
Electronic Recycling	21,900.00	-	21,900.00	-	21,900.00	0.0%
Event Supplies & Contractual	1,600.00	-	1,600.00	-	1,600.00	0.0%
Promotion Programs	3,200.00	-	3,200.00	-	3,200.00	0.0%
Book Recycling/Paper Shredding	-	-	-	-	-	0.0%
Total	132,450.00	-	132,450.00	1,625.27	130,824.73	1.2%
530 - SWAG Programs						
Bellevue/Olivet	17,501.00	-	17,501.00	-	17,501.00	0.0%
Charlotte Area Recycling (CARA)	28,500.00	-	28,500.00	-	28,500.00	0.0%
Delta Twp - Recycling Center	27,600.00	-	27,600.00	-	27,600.00	0.0%
City of Eaton Rapids	16,195.00	-	16,195.00	-	16,195.00	0.0%
City of Grand Ledge - Recycling	21,500.00	-	21,500.00	-	21,500.00	0.0%
Sunfield Recycling Center (Pilot Project)	22,000.00	-	22,000.00	3,370.14	18,629.86	15.3%
Total	133,296.00	-	133,296.00	3,370.14	129,925.86	2.5%



Community Development and Housing Department Report 12/31/2021
For Public Works & Planning Committee January 12, 2021

Case Status: (Permits and Applications Activity summarized on attached table):

- The **Planning Commission** met on December 7, 2021 and approved two Conditional Use Permits. One permit was for a Home Business in Vermontville Township and the other was for an Agricultural Business in Hamlin Township. A DCA was also recommended for approval to the Board of Commissioners for general text amendment updates to the zoning ordinance.
- The **Board of Appeals** met on December 7, 2021 and denied a variance request for a structure to be located too close to a private road right-of-way as there were other alternatives for its placement on the property that would meet.
- The **Zoning Ordinance Committee** met on December 15th, to discuss future text amendments to the zoning ordinance. They will continue to meet throughout 2022.
- The **Purchase of Development Rights Committee** met on December 3rd to discuss ranking and scoring applications for the 2022 grant application cycle. Two applications were recommended for approval to the Board of Commissions.

Zoning and Junk Code Enforcement (Activity is summarized on attached table):

- Currently there are thirty-six (36) junk violations and twenty-six (26) zoning violations

Housing Department Activities:

- Ms. Williams continues to speak to constituents in reference to the emergency repair program and has mailed out applications to those who have requested.
- The current total Program Income revolving loan fund balance is \$136,291. Total amount to be spent before June 30, 2022 is \$104,100. Four (4) program payoffs have been received since July 1, 2021.

Economic Development Activities:

- Ms. Williams attended, via zoom, a Regional Economic Collaborative meeting on December 16th. A final draft report of the Comprehensive Economic Resiliency Strategy was presented. A short overview of the Comprehensive Housing Assessment was also provided.
- Ms. Williams received (and forwarded to all locals) three site searches in the month of December.

Veteran Service Activities:

- Eighty-Seven (87) Veteran appointments were conducted in December.
- Zero (0) veterans were transported to the Ann Arbor hospital by a volunteer drivers.

Other:

Hamlin Township update.

CDBG CARES grant close out public hearing scheduled for January 19, 2022.

Additionally, Ms. Williams attended several other meetings on behalf of Eaton County.

CASES	Conditional Use Permits		Board of Appeals		Adminis- trative Variances		District Change Amend- ments		Site Plan Reviews		Zoning Referrals		Private Roads		Agricultural Buildings		Lot Line Adjustments		Land Divisions Reviewed		TOTAL	
																					MONTH	
MO/YR	"21"	"22"	"21"	"22"	"21"	"22"	"21"	"22"	"21"	"22"	"21"	"22"	"21"	"22"	"21"	"22"	"21"	"22"	"21"	"22"	"21"	"22"
JAN	1		0		0		0		0		18		0		3		5		4		31	
FEB	1		1		0		0		0		8		0		1		2		1		14	
MARCH	0		1		0		0		1		31		1		6		2		5		47	
APRIL	1		0		0		2		0		38		0		8		3		4		56	
MAY	0		0		0		0		2		39		0		4		2		4		51	
JUNE	3		2		0		1		0		33		0		0		4		2		45	
JULY	1		0		0		0		0		27		0		1		7		2		38	
AUG	1		1		0		0		1		31		0		2		4		6		46	
SEPT	4		0		0		0		0		25		0		3		3		4		39	
OCT	2		0		0		0		0		21		0		2		2		1		28	
NOV	0		0		0		2		0		12		0		1		3		2		20	
DEC	2		1		0		1		0		14		0		1		2		6		27	
TOTALS	16		6		0		6		4		297		1		32		39		41		442	

CASES	JUNK	JUNK	JUNK	JUNK	ZONING	ZONING	ZONING	ZONING
	(NEW)	(NEW)	(CLOSED)	(PENDING)	(NEW)	(NEW)	(CLOSED)	(PENDING)
		2021 carryover: 36				2021 carryover: 26		
MO/YR	2021	2022	2022	2022(PENDING)	2021	2022	2022	2022(PENDING)
JAN	0			36	3			26
FEB	1				1			
MARCH	0				1			
APRIL	2				1			
MAY	5				8			
JUNE	2				0			
JULY	2				7			
AUG	1				4			
SEPT	0				3			
OCT	4				6			
NOV	1				0			
DEC	0				1			
TOTALS	18				35			
			TOTAL PENDING JUNK & ZONING VIOLATIONS					62

**GREATER LANSING AREA REGIONAL STORM WATER PROGRAM
MEMORANDUM OF AGREEMENT
*NAME OF MUNICIPALITY***

RESOLUTION

At a regular meeting of the (*MUNICIPALITY NAME HERE*), held *at (NAME AND ADDRESS OF THE MUNICIPAL OFFICES HERE)* on (*Day and Date and Time of the meeting here*)

The following resolution was offered by (*Name of representative such as "Trustee Jones" here*) and supported by (*Name of representative who seconded the motion such as "Trustee Smith" here*).

WHEREAS the United States Environmental Protection Agency (USEPA) and the *Michigan Department of Environmental-Environment, Great Lakes, and Energy Quality (MDEQEGLE)* have required communities in the Greater Lansing tri-county region to apply for and maintain compliance with a National Pollutant Discharge Elimination System Phase II (NPDES II) permit, and;

WHEREAS, the communities prepared, reviewed, and proposed a Memorandum of Agreement for adoption by all the communities and agencies to formalize and establish the Greater Lansing Regional Committee for Stormwater Management (GLRC), and

WHEREAS, participation in the GLRC advances local efforts for responsible stewardship of our natural resources, allows for the cooperative management of the watersheds in our community and this region, and assists the participating municipalities and their departments in complying with the regulatory requirements promulgated by ~~the MDEQ-EGLE~~ and the USEPA Municipal Separate Storm Sewer System(MS4) stormwater discharge permits, and;

WHEREAS, the Memorandum of Agreement which was adopted by these municipalities and agencies originally in 2008, was revised and updated and re-adopted in 2012 and 2017, and has now been prepared reflecting changes in the participating communities and activities to meet permit requirements and extending the period of the agreement to April 30, 2027~~2~~, now;

THEREFORE BE IT RESOLVED, that the (*Name of governing body here*) approves the Greater Lansing Regional Committee for Stormwater Management Memorandum of Agreement revised by the GLRC on December ~~28, 2021~~¹⁶ and authorizes payment of the appropriate annual assessment for support of the Greater Lansing Regional Committee, and;

BE IT FURTHER RESOLVED, that the community's representative to the Greater Lansing Regional Committee is (*Insert GLRC rep position or name here such as "the Director of Public Works" or "Joe Smith, Water Department Manager"*).

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The Greater Lansing Regional Committee for Stormwater Management is a guiding body comprised of regulated Municipal Separate Storm Sewer System (MS4) communities within the Greater Lansing Region. The committee was established in 1999 to guide the implementation of the stormwater program for participating communities within the Grand, Red Cedar, and Looking Glass River watersheds. The GLRC is administered by the Tri-County Regional Planning Commission.

GLRC Members

Clinton County
Delhi Charter Township
Delta Charter Township
DeWitt Charter Township
City of DeWitt
City of East Lansing
Eaton County
City of Grand Ledge
Ingham County
Lansing Charter Township
Lansing School District
City of Lansing
City of Mason
Meridian Charter Township
Michigan State University
Waverly Community Schools

Administrative Support:

Tri-County Regional
Planning Commission
3135 Pine Tree Road.
Suite 2C
Lansing, MI 48911
(517) 393-0342
Fax (517) 393-4424



TRI-COUNTY
regional planning commission

MS4 Basics

Separate storm sewers capture runoff water in catch basins and pipes that lead directly to rivers, streams, and lakes without being processed at a treatment plant. Oil, pet waste, sediment or litter that is washed into the system enters and impacts waterbodies. To limit pollution, the EPA's Phase II rule requires operators of Municipal Separate Storm Sewer Systems in urbanized areas to implement programs and practices to control polluted stormwater runoff through the use of National Pollutant Discharge Elimination System (NPDES) permits. For permit compliance, MS4 municipalities must meet the "six minimum measures."

Role of the GLRC

The GLRC guides members through the six measures and the NPDES permit application process, helps them maintain compliance during the permit cycle, and assists them during DEQ audits and inspections. GLRC staff perform and facilitate the public education requirements, author ordinance and best management practice guidance documents, maintain permit tracking data, draft permit documentation, and provide municipal staff training. This collaborative approach creates consistent development standards throughout the region, fosters knowledge sharing, and saves municipalities money by pooling resources.

The Six Minimum Measures

Public Participation/Involvement



Providing opportunities for citizens to participate in program development and implementation, including effectively publicizing public hearings and/or encouraging citizen representatives on a stormwater management panel.



Public Education

Distributing educational materials and performing outreach to inform citizens about the impacts polluted stormwater runoff discharges can have on water quality.



Illicit Discharge Detection and Elimination

Developing and implementing a plan to detect and eliminate illicit discharges to the storm sewer system. Activities include developing a system map and informing communities about hazards associated with illegal discharges and improper disposal of waste.



Construction Site Runoff Control

Developing, implementing, and enforcing an erosion and sediment control program for construction activities that disturb one or more acres of land. Controls could include silt fences and temporary stormwater detention ponds.



Post-Construction Runoff Control

Developing, implementing, and enforcing a program to address discharges of post-construction stormwater runoff from new development and redevelopment areas. Applicable controls could include preventative actions such as protecting sensitive areas (e.g., wetlands) or the use of structural best management practices (BMPs) such as grassed swales or porous pavement.



Pollution Prevention/Good Housekeeping

Developing and implementing a program with the goal of preventing or reducing pollutant runoff from municipal operations. The program must include municipal staff training on pollution prevention measures and techniques, such as regular street sweeping, reduction in the use of pesticides or street salt, or frequent catch basin cleaning.

The DEQ touts the GLRC as an example for other regions to follow because it allows for open communication between watershed stakeholders and regulators, maintains regional consistency and compliance, and is a cost-effective approach that saves municipalities money.

MDEQ Statewide MS4 Program Coordinator Christe Alwin on the success of the GLRC's regional approach:

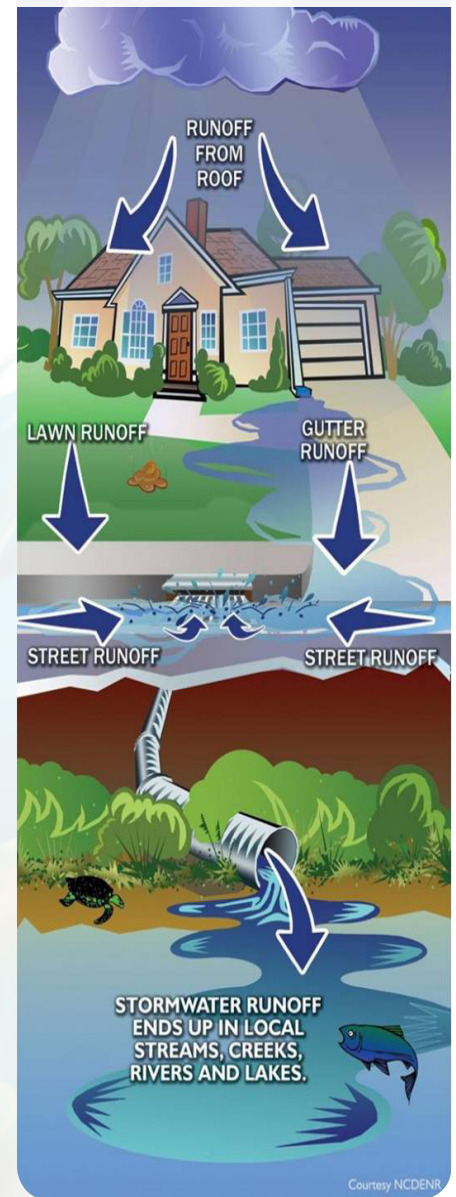
"Most GLRC members are subject to the federal stormwater regulations. There are three types of stormwater discharges regulated under the federal stormwater rules: discharges from construction activities, discharges from industrial activities, and discharges from municipal sources. GLRC members with regulated stormwater discharges from municipal sources are required to obtain MS4 permit coverage. Nationally there are over 6500 regulated MS4s.

At the request of the DEQ, the GLRC successfully piloted a new MS4 permitting approach. The GLRC framework of engaged membership focused on regional collaboration was used by the DEQ to guide development of the new MS4 permitting approach. **The GLRC continues to be an example of a successful model for collaborative stormwater management by maximizing financial resources, delivering consistent messaging across the watershed, and developing regional stormwater control standards."**

Benefits of Membership:

- Dues pay for materials and professional staff time/technical assistance that would be significantly more costly without membership. For example, permits require municipalities to educate the public and measure the effectiveness of their efforts. Rather than hire a consultant to draft a public education campaign (and pay internal staff to implement it), all GLRC members get credit for the outreach efforts of GLRC staff AND those of the other members. This collaborative approach keeps costs down. Also, every six years the GLRC conducts a community survey to analyze gaps in public knowledge and to determine the success of education initiatives. This survey is the key to permit compliance, but would be cost prohibitive if not for regional collaboration.
- GLRC staff attend conferences and meetings and report back to the group, providing members access to new ideas from other projects and programs.
- Membership connects municipalities to the GLRC's good relationship with the DEQ. DEQ staff attend meetings and sub-committee work groups, and work alongside the GLRC to ensure that plans and activities are acceptable and meet permit requirements. This tremendous asset isn't as likely for an individual community.
- GLRC membership enhances eligibility for state and federal infrastructure funds. There is a preference to grant funds to "development ready" communities who are already managing their resources. Participation in the GLRC is proof of this commitment.
- The GLRC also provides members with a place to learn from their peers. Members share expertise and insider problem solving techniques for the infrastructure and land management challenges facing the region. Area drain offices, cities, townships, MSU experts, and the MDEQ collaborate and solve problems together.

Diagram of an MS4



Check out the GLRC on Facebook, Twitter, and at MyWatersheds.org!



**GREATER LANSING REGIONAL COMMITTEE
for Stormwater Management**

MEMORANDUM OF AGREEMENT – DECEMBER 2, 2021

**Original Agreement – MAY 21, 2004
Revised and Adopted – DECEMBER 2, 2021**

I. PURPOSE

It is the purpose of this Memorandum of Agreement (hereinafter the Agreement) to set forth the composition, duties, and responsibilities of the Greater Lansing Regional Committee for Stormwater Management (hereinafter the “GLRC”) to be formed as more particularly described below. Local public agencies, institutions, and communities believe there are substantial benefits that can be derived under this Agreement through cooperative management of the Grand River, Red Cedar River and Looking Glass River watersheds to protect the Waters of the State; to meet local initiatives for protecting the environment; and in providing mutual assistance in meeting the requirements under the Michigan Department of Environment, Great Lakes, and Energy (EGLE) National Pollutant Discharge Elimination System (NPDES) Permit for Municipal Separate Storm Sewer Systems, (hereinafter the “MS4 Permit”) or similar stormwater discharge permits issued to public entities within the Grand River, Red Cedar River, and Looking Glass River watersheds.

The Agreement will also provide a framework for consideration of new, permanent watershed organizations with potentially broader responsibilities that could provide a more cost effective and efficient means to meet state and federal requirements, and public expectations for restoration and maintenance of the beneficial uses of the watersheds.

II. HISTORY OF GLRC

On November 15, 1999, Delta Township and the City of Lansing hosted a meeting for several local communities. The meeting notice stated that this was to be “an informal meeting to discuss the Stormwater Phase II program (now referred to as the MS4 program) and how, or if, there may be a way to pool resources on a regional basis”.

Representatives from various communities, counties and EGLE discussed the Federal Regulations for Stormwater Phase II and the EGLE’s program allowing a “Voluntary Permit Program.” Originally nine communities and three counties were listed as designated communities by EGLE.

Subsequent meetings were held to continue exploring the feasibility and cost of a cooperative effort. On June 8, 2000, a draft Resolution was prepared for the establishment of the “Greater Lansing Area Regional NPDES Phase II Stormwater Regulations Committee” and for each community to name a representative to serve on the committee.

Throughout the remainder of 2000, the committee obtained Resolutions from each community; elected officers; received proposals and interviewed four consulting firms. Tetra Tech MPS was

selected to assist the Committee in determining how to best comply with the Phase II Stormwater Rules. Tri-County Regional Planning Commission (TCRPC) also assisted the Committee in providing contractual, fiduciary, and administrative support.

In May 2001, Tetra Tech MPS completed the “Step 1 – Permit Strategy Development” study which incorporated the Committee’s decision (April 20, 2001) to proceed as a group using the State’s Voluntary General Permit approach. The Committee then agreed to retain Tetra Tech MPS to prepare the Voluntary General Permit Application for each of the nine communities. The cost for each community was based on a formula that included weighted factors for population and land area. Eight of the nine communities then passed a second resolution agreeing to continue as a group with voluntary general permits using the distribution of costs as presented. Williamstown Township elected to proceed with a jurisdictionally based permit.

The eight communities proceeding under the voluntary general permit, also formally agreed to have the watershed management plans developed under the individual drain commissioners.

On January 25, 2002, the Committee agreed to retain Tetra Tech MPS to prepare a watershed management plan for the Grand River, Looking Glass River, and the Red Cedar River. Again, the allocation of cost agreed to by everyone was based on weighted factors involving the percent of population and land in each watershed. Each community adopted a third resolution committing their appropriate funds for the watershed management plans.

A Public Education Advisory Committee was organized to assist in the educational portion of Voluntary General Permit Applications.

Throughout 2002 and 2003 fourteen additional communities within the three watersheds were invited to join the committee. Ten communities were required to meet the MS4 Permit requirements based on the 2000 census.

Eight communities ultimately joined and participated in the regional approach and completed the Voluntary General Permit Application utilizing Tetra Tech MPS.

In March 2003, all sixteen communities and the three counties submitted their Voluntary General Permit Applications to EGLE. In November 2003, certificates of coverage were issued to each of the sixteen communities and to each of the three counties.

In 2006 Lansing Public Schools and DeWitt Public Schools joined the GLRC.

In 2007, a lawsuit filed by a Township in Kalamazoo County, established that some townships no longer required an MS4 Permit from EGLE. As this case relates to the GLRC, EGLE determined that Alameda, Bath, Oneida, Watertown, and Windsor Townships would no longer need an MS4 Permit.

At the December 14, 2007, GLRC meeting, the GLRC membership took formal action to establish an Associate Membership category to encourage any public agency, institution, or community who did not have an MS4 Permit to join the GLRC.

In 2012, the City of DeWitt entered into an agreement nesting DeWitt Public Schools.

In 2012, the EGLE changed the process for permit renewal, instead of issuing a general watershed-based permit; individual MS4 permits will be issued. The application process will detail all activities of the GLRC and members through two separate applications. Then, the EGLE will review and negotiate, with the end result being EGLE issuing a permit specific for each member.

In 2016, Waverly Community Schools joined the GLRC.

In 2017, members reapplied for permit coverage.

In 2019/2020, members were issued MS4 permits expiring in October 2024.

In 2021, members submitted MS4 Progress Reports to EGLE.

III. GREATER LANSING REGIONAL COMMITTEE (GLRC)

A. Term

While the ultimate organization of the GLRC and its responsibilities has evolved over time and after thoughtful review of alternatives, the signatories to this Agreement want to continue to work together under the following terms to assure the continuation of responsibility for essential services. These stormwater management services provide for the legal and financial responsibility to meet state and federal stormwater discharge permit requirements as well as local initiatives to protect the Waters of the State.

The current GLRC agreement expires on April 30, 2022. This agreement replaces the current GLRC agreement in its entirety for the period expiring **April 30, 2027**. As confirmed by EGLE, expiration of the current permit is October 30, 2024; an application will be due to EGLE by **April 4, 2024**. The members may mutually agree to renew and/or extend the term of the GLRC under the provisions contained in this Agreement.

Any member community may withdraw from this Agreement and the GLRC by delivering to the Executive Committee a resolution of withdrawal adopted by its governing body. Any such withdrawal adopted shall be effective 30 days following delivery of withdrawal, provided however, that any withdrawing community shall remain liable for payment of its annual assessment through the end of the current fiscal year.

B. Composition

Membership in the GLRC shall consist of “full members”, “associate members”, and “ex-officio members”.

The full members of the GLRC shall consist of a representative, or designated alternate, appointed by the appropriate governing body in each township, city, village, school district, institution, and county that has an EGLE NPDES MS4 Permit and that are signatory to this Agreement.

The associate members of the GLRC shall consist of a representative, or designated alternate, appointed by the governing body in each township, city, village, school district, institution, and county that does not have an EGLE NPDES MS4 permit and that are signatory to this Agreement. However, once an associate member obtains an EGLE NPDES MS4 Permit, they must become a full member of the GLRC.

Members, and designated alternates, shall serve until replaced in writing by the appointing authority.

The GLRC may also include ex-officio representatives from such agencies as Tri-County Regional Planning Commission (TCRPC), EGLE and others as determined by the GLRC.

C. Public Participation

All meetings of the Full Committee of the GLRC shall be noticed and conducted in accordance with the Michigan Open Meetings Act, MCL 15.261, et seq. The Full GLRC:

- Determine the rules for public participation
- Schedule meetings at facilities that are fully accessible to the interested public, and
- Routinely provide notice of meeting times and places at publicly accessible locations

D. Voting

The GLRC shall take all formal actions by a simple majority vote of a quorum. A quorum shall consist of one more than fifty (50%) of the GLRC members, or their designated alternates, eligible to vote. Members eligible to vote are those full members and associate members authorized in writing by an appropriate governing authority that has adopted this Agreement and that has paid its assessment. Ex-officio members shall be non-voting members of the GLRC.

E. Election of Officers and Appointment of Executive Committee

The GLRC shall annually elect, from among its members, a Chair, a Vice-Chair, a Secretary and a Treasurer. The Chair and the Vice-Chair shall be elected or appointed officials, or employees of a voting full member of the GLRC. The Secretary and Treasurer may be representatives of any full, associate, or ex-officio member of the GLRC. There are no limits on the consecutive terms elected officers may serve. The Vice Chair, or the Treasurer in the event the Vice-Chair is unavailable, may assume the duties of the Chair if the Chair is unavailable.

The Executive Committee shall have a maximum of eight voting members consisting of:

- (2) the Chair and Vice Chair of the GLRC
- (3) one representative or alternate from each member county
- (3) the Chairs of the Illicit Discharge Elimination Plan (IDEP)/Post-Construction, Public Education Plan (PEP), and Total Maximum Daily Load (TMDL) Committees

The Chair of the GLRC shall chair the Executive Committee, with the responsibility succeeding to the Vice Chair, then the Chair of the PEP Committee if the Chair of the GLRC is absent. If neither the Vice Chair of the GLRC nor the Chair of the PEP Committee is present at an Executive Committee meeting, the Chair of the IDEP Committee shall serve

as Chair for the meeting. The Board Officers shall not have an alternate serve on their behalf on the Executive Committee.

The Executive Committee will seek consensus on all issues brought before it. In the absence of consensus, the Executive Committee will adopt motions only when a majority of its members vote in favor of a motion. Each full and associate member will have one vote. A County or Committee may designate an alternate to serve and vote on behalf of their appointed representative to the Executive Committee. If notice is provided to the GLRC Coordinator or Chair, an agent, such as a consultant, may represent a member community in place of the appointed municipal representative.

F. Meetings

The GLRC shall meet at least twice each year at a designated time and location established by the Executive Committee. Agendas for GLRC meetings will be distributed and circulated to all members at least 7 days in advance of all meetings. The Executive Committee will meet at least five times each year at the call of the Chair. All meetings of the GLRC, Executive Committee, standing committees or special committees established under the GLRC shall operate under the Robert's Rules of Order unless modified by a majority vote of the GLRC members. The meetings of the GLRC may be rotated to locations throughout the three watersheds allowing any member or community agency to host a meeting.

a. Electronic Meetings

The Full Board of the GLRC shall meet at a physical location for all meetings. An emergency exception to in-person meeting and voting requirements may be applied by decision of the GLRC Chair *if* the area where the meeting was scheduled to occur, or if the jurisdiction of members, is located in an area where a federal, state, or local authority has declared a state of emergency or major disaster.

The GLRC Executive Committee, IDEP/Post-Construction, PEP, and TMDL Committees, and any additional or ad-hoc committee, may transact business at electronic meetings. Electronic meetings must feature combination of internet/telephone, that integrate audio (and optionally video), and text. Virtual voting is permitted at GLRC's Committees, and virtual attendance satisfies quorum requirements. Login information must be shared with members and provided to the public at least 7 days in advance of the scheduled meeting. The public will be invited to attend and a comment period will be provided.

G. GLRC Duties

The GLRC shall have the following duties:

1. Budget and Assessments

The fiscal year for the GLRC shall coincide with the calendar year.

Upon execution of this Agreement, review and approve the annual budget for the GLRC and establish the allocation of annual assessments for each member category. The GLRC shall adopt a budget before each December 31 for the calendar year that follows.

2. Standing Committees

Establish and outline a charge for up to three standing committees. The IDEP/Post-Construction, PEP, and TMDL Committees will continue to function. Any member or designated alternate may serve on any standing committee. See Appendix A for a chart of the GLRC structure.

3. Watershed Management

The GLRC is committed to working with watershed partners in the region. This includes but is not limited to: Middle Grand River Watershed Planning Project (319), Red Cedar River Watershed Planning Project (319), Friends of the Looking Glass River Watershed, Middle Grand River Organization of Watersheds (MGROW), Mid-Michigan Environmental Action Council (Mid-MEAC), student groups, etc. The GLRC values the watershed efforts being conducted and will work with these groups to improve water resources in the Tri-County region.

4. Other Duties

- Maintain official written record of meetings that includes attendance, issues discussed and votes taken.
- Recommend to member communities, institutions, school districts, and counties any subsequent changes needed to this Agreement.
- Take other actions required, including delegation of responsibilities to the Chair or Executive Committee to carry out the purposes and conduct the business of the GLRC including, but not limited to, directing the activities of any committees established under this Agreement or subsequently authorized by the GLRC.
- Encourage and promote public input into decisions and recommendations of the GLRC, and of all committees established by the GLRC.

H. Executive Committee Duties

The Executive Committee shall have the following duties:

1. Budget

With the advice of the standing committees, supervise the expenditure of GLRC monies consistent with the approved annual budget.

2. Supervise Staff and Arrange Support Services

Arrange for the services of staff responsible for facilitating meetings, preparing agendas, and negotiating and advocating on behalf of the GLRC. Supervise and provide direction to staff of the GLRC, make provisions for necessary management support services for operation of the GLRC.

All staff or employees employed by the GLRC shall be and remain at all times solely the agents, servants, or employees of the GLRC and shall not be construed for any purposes to be an agent, servant, or employee of any constituent member of the GLRC.

3. Provide Forum for Discussion

Provide a forum for discussion, and, if appropriate, resolution of issues related to the implementation of this Agreement brought to its attention by any member of the GLRC.

4. Other Duties

- Assist the standing committees and special committees of the GLRC in meeting their respective responsibilities.
- Maintain a brief written record of each Executive Committee meeting including, at a minimum, attendance, list of issues, and a record of decisions.
- Take other actions that are consistent with the provisions of this Agreement and direction provided by the GLRC.

IV. RESOLUTION

The communities, institutions, school districts, and counties entering into this Agreement shall do so by the passage of a formal resolution, or exercising authority that includes the ability to commit to the payment of their appropriate assessments based on their membership category for support of the GLRC. In subsequent years, communities, institutions, school districts, and counties shall indicate their acceptance to continue this Agreement, should it remain unchanged, through the payment of their appropriate annual assessment in support of annual budgets approved by the GLRC.

Modifications to this Agreement as may be recommended by formal action of the GLRC shall be subject to acceptance of the appropriate authority of each community, institution, school district, or county.

Services provided through the GLRC and grant funds if obtained for stormwater management shall be, to the extent practical, limited to members that have signed and met their respective financial obligations under this Agreement.

V. FIDUCIARY SERVICES

The TCRPC has agreed to provide fiduciary services for the collection and expenditure of assessments paid under the terms of this Agreement. It is understood that the assessments paid under the terms of this Agreement will be used only for the services identified in the GLRC Annual Budget as adopted by the GLRC members. It is further understood that the assessments paid may be used to provide the required local match for federal grant dollars used to support the annual GLRC budget.

TCRPC has agreed to provide the Executive Committee full and complete access to records concerning the use of the funds collected from the members so that all expenditures of monies collected through assessments to members can be audited through a process determined to be appropriate by the Executive Committee. TCRPC has further agreed to provide a financial accounting of all funds collected and expended to the GLRC within 45 days following the end of each calendar year. Copies of the annual accounting and audit reports shall be made available to all GLRC member communities upon request. TCRPC shall obtain Executive Committee consensus before expenditure of any of the assessments collected.

VI. INDEMNIFICATION, INSURANCE AND LEGAL FEES

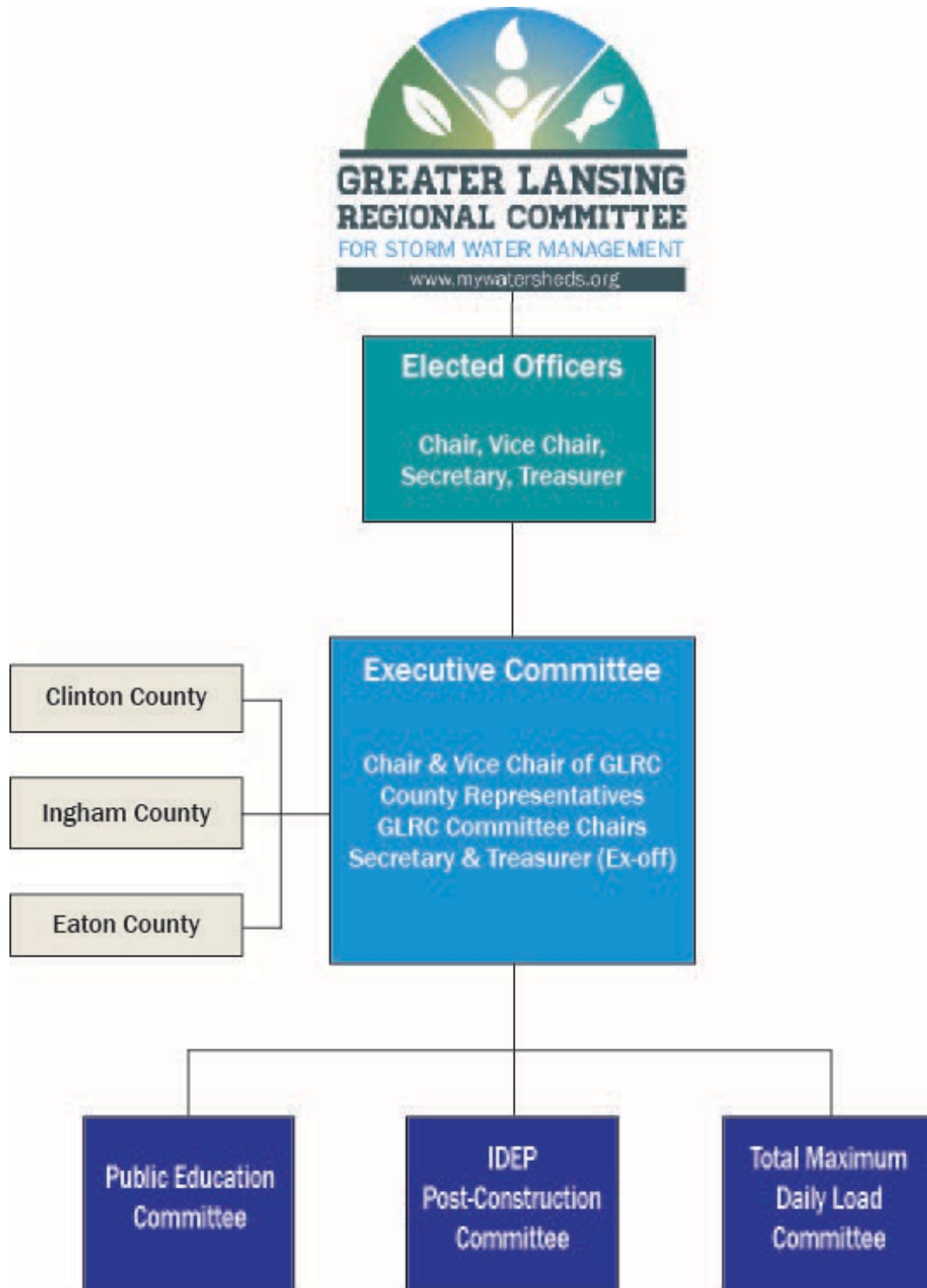
Each signatory to this agreement, as part of its general liability coverage, shall maintain coverage for any damages, claims, causes of action, or actions of any nature whatsoever arising from this agreement, and does hereby agree to indemnify and save and hold harmless each other signatory, respectively, its officers, employees, and agents from and against any and all such damages, claims, actions and causes of action, including legal fees, based on this agreement, as may arise from any action taken or permitted by each signatory, respectively.

This agreement is not intended to create a legal entity subject to suit. Nothing in this section shall be construed to give any third party any claim to which said third party would not otherwise be entitled, nor shall it abrogate or diminish the defense of governmental immunity, or any other defense, for any claim against any party.

APPENDIX A

**STRUCTURE OF THE
GREATER LANSING REGIONAL COMMITTEE**

FOR STORMWATER MANAGEMENT



EATON COUNTY CITIZEN INVOLVEMENT APPLICATION

Last Name: Tanner		First Name: Denise	Middle Initial: L
Street Address: 722 W Plain St		City/State/Zip: Eaton Rapids MI 48827	
Township:	Home Phone: 517-604-1393	Business Phone: 517-204-7222	
Employer: self-employed	Years of Service: 3	Occupation: Secretary for DG Tanner Builders, Inc.	
Are You At Least 18 Years of Age: Yes (☒) No (☐) Email: denise@dgtanner.com			

EDUCATION					
School	Name & Location Of School	Course Of Study	From: To:	Did You Graduate?	Degree or Diploma
High School	1) Mason High School 1001 Barnes St., Mason, MI	college prep	1988-1991	yes	diploma
College	1) Lansing Community College Lansing, MI	elementary education	1991-1993	no	college credits
	2)				
Other	1)				

PREVIOUS PUBLIC SERVICE EXPERIENCE	
Check All That Apply:	
☐ Local School Board	Position: _____
☐ Township Level	Position: _____
☐ City Level	Position: _____
☐ County Level	Position: _____
☐ State Level	Position: _____
☒ Other	Position: Jury Duty for a three week trial

REFERENCES		
Name: Jayne Franklin	Phone Number: 517-221-9417	Occupation: Secretary
Name: Mike Prelesnik	Phone Number: 517-648-1096	Occupation: Principal

Name Committee, Commission or Board Desired: Eaton County Construction Code Board of Appeals

List Special Skills and Qualifications (include avocations and special interests): I have some knowledge of laws, ordinances, and building code requirements in regards to new construction homes. I have experience in pulling building permits from several twsps.

Have you ever been convicted of an offense other than a traffic violation? Yes (☐) No (☒)
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Please be advised that all applicants may not be able to be appointed to a Board or Commission. If an appointment is not able to be made, the application will be held on file for four years. Thank you for your interest in Eaton County.

I certify that the above statements are true to the best of my knowledge.

Date: **12/10/2021**

Signature: 

RETURN APPLICATION TO: Eaton County Clerk's Office, 1045 Independence Blvd., Charlotte, MI 48813