



Board of Commissioners

Tim Barnes
Blake Mulder
Terrance Augustine
Brandon Haskell
Jeanne Pearl-Wright

Trevor "TJ" Youngquist
Mark Mudry
Joseph C. Brehler
Brian Droscha
Jacob Toomey

Scott Hansen
Brian Lautzenheiser
Jim Mott – Chair
Frank Holmes
Barbara A. Rogers – Vice Chair

EATON COUNTY BOARD OF COMMISSIONERS/PUBLIC WORKS AND PLANNING COMMITTEE

WEDNESDAY, APRIL 10, 2024
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 March 13, 2024 Minutes.
5. Limited Public Comment.
6. MSU Extension Semi-Annual Report – Bill Hendrian.
7. Construction Code/Planning and Zoning Report.
 - Finance Report
8. DIA Update.
 - Materials Management Plan
 - Designation of the County Approval Agency (CAA) and Designated Planning Agency (DPA)
 - Finance Report
9. Parks Report.
 - Lincoln Brick Park (house and tornado shelters)
 - Finance Report
10. ~~Landfill Semi-Annual Sampling Report~~
11. Miscellaneous.
12. Limited Public Comment.
13. Adjournment.

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

PUBLIC WORKS & PLANNING COMMITTEE

**WEDNESDAY, MARCH 13, 2024
9:00 A.M.**

MINUTES

MEMBERS PRESENT: Commissioners Barbara Rogers, Blake Mulder, Joe Brehler, Terrance Augustine, Trevor Youngquist, and Scott Hansen

ABSENT: Commissioner Brian Lautzenheiser

ALSO PRESENT: Commissioners Jim Mott, Brian Droscha; Connie Sobie, Claudine Williams, Chris Garrison, Brandy Miller, Deb Penfield, Jarod Bogdanov-Hanna, Travis Keeton, Matt Hannahs, and Rachel Cushieri-Murray

The March 13, 2024 regular meeting of the Public Works and Planning Committee was called to order at 9:00 a.m. by Chairperson Rogers.

The Pledge of Allegiance was given by all.

Commissioner Mulder moved to approve the agenda. Commissioner Augustine seconded. Motion carried unanimously.

Commissioner Hansen moved to approve the February 14, 2024 meeting minutes. Commissioner Brehler seconded. Motion carried unanimously.

Limited Public Comment. None.

Matt Hannahs, Engineer-Manager for the Eaton County Road Commission, was present to provide the Commissioner's semi-annual update. An overview of past, current, and upcoming projects was given, as well as a brief summary of the draft 2022-2023 Annual Report and 2023 Millage Report.

Construction Code and Planning & Zoning Director, Chris Garrison, presented the department's monthly report. It was noted the online permitting system is up and running and is getting good reviews from contractors.

Brandy Miller, Planning and Zoning Administrator, presented reports on two (2) zoning ordinances amendments. DCA-3-24-1 and DCA-3-24-2 (full text is in the Board packet). Discussion was held. Commissioner Mulder moved to recommend approval of both amendments, DCA-3-24-1 and DCA-3-24-2, to the Board of Commissioners. Commissioner Augustine seconded. Motion carried unanimously.

Ms. Miller also gave an update on Marihuana Facilities in reference to the Zoning Ordinance. She stated on March 5, 2024 the Eaton County Board of Appeals rendered an official interpretation of the Zoning Ordinance as to where Marihuana Facilities may operate. Ms. Miller clarified townships under Eaton County's zoning jurisdiction still controlled whether or not they opted in and allowed Facilities in their community. If a Township does wish to allow them, the zoning ordinance, via the Ordinance Interpretation, now identifies where they may operate. Discussion was held.

Resource Recovery Assistant, Debbie Penfield, stated the Solid Waste Ordinance Hearing scheduled for Lebron Trash Hauling has been cancelled. Mr. Labron turned in all of his paperwork and payment on March 12, 2024 and is now compliant.

Resource Recovery Director, Jarod Bogdanov-Hanna, spoke about three (3) upcoming recycling events. An update on the Materials Management Plan (MMP) was given with an overview of what the County's responsibilities would be as the designated County Approval Agency. A timeline of how the MMP would move forward was given. Discussion was held.

Parks Director, Travis Keeton, presented the department's monthly report. Mr. Keeton noted he is working with John Merrick to update the park maps in an effort to promote our parks. He is also working on hiring a new Naturalist and the upcoming budget.

Bob Robinson, Eaton County Treasurer, reported on upgrades to the PACE program. The PACE program allows districts to be established that permit businesses to make energy-efficient upgrades to their facilities and use a 20-year special assessment on property to pay for upgrades instead of getting a commercial loan. Treasurer Robinson notes the PACE program has been very successful in Eaton County with five (5) businesses using this economic incentive tool. Commissioner Brehler moved to recommend approval of the PACE program updates as presented to the Board of Commissioners for approval. Commissioner Augustine supported. Motion carried unanimously.

Limited Public Comment. Rachel Cushieri-Murray gave an Eaton Conservation District update. She informed the Committee the State of Michigan is considering moving the MEAP program budget from the Conservation District to MDARD. This would result in the elimination of a full-time staff position in the Eaton County office. Technicians would instead be hired by the State and concentrate their efforts on the eastern side of Michigan. Ms. Murray stated this would be a large reduction in the support our Eaton County agricultural community receives. A list of future events for the Conservation District was provided.

Chairperson Rogers adjourned the meeting at 10:55 a.m.

The next regularly scheduled meeting of the Public Works and Planning Committee will be held on Wednesday, April 10, at 9:00 a.m. in the Board of Commissioner Room of the Courthouse located at 1045 Independence Blvd, Charlotte, MI 48813.

Barbara Rogers, Chairperson



Eaton County

2023 ANNUAL REPORT

BY THE NUMBERS



MSU had \$75,619,076 total economic impact in Eaton County



527 youth participated in 4-H clubs, early childhood or after school programs



MSU Extension website received 22,038,201 page views by Michigan residents. Of the 560 Eaton County sessions, over 66% still used desktop computers to access the webpages.



1,411 Eaton County residents participated in 435 different MSUE programs in 2023, with an estimated 8,944 contact hours by programming staff.

100

Serving Eaton County over 100 years

MESSAGE FROM THE DISTRICT DIRECTOR

Eaton County MSU Extension provided programming from all four MSU Extension institutes in 2023. Each institute is home to Educators, Program Instructors, Program Coordinators, Paraprofessionals, Students, and various part-time staff who live and work in the local communities. A detailed list of staff is included at the end of this report. The following pages highlight just some of the programming that staff delivered to Eaton County residents in 2023.

During this period, over 1,400 Eaton County residents participated in 435 different in-person or online programs. In addition, 459, 4-H youth and 210, 4-H volunteers participated in club activities and projects leading up to the 2023 Eaton County Fair. Your local MSU Extension staff and the statewide network of Educators worked through local partners to bring the University's research and resources directly to our County residents.



CONTACT



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551 Courthouse Drive #1
Charlotte, MI 48813



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(517) 543-2310



Michigan State University Extension



@MSUEExtension

MICHIGAN STATE
UNIVERSITY

Extension



Supporting Agriculture and Agri-Business

Agriculture and Agribusiness Institute



Farm Business Educators explain the Farm bill.

PROGRAMS AND PARTICIPATION

Animal Agriculture	31 and 140
Farm Business	9 and 62
Consumer Hort.	21 and 267
Environmental	5 and 14
Field Crops	45 and 166
Fruit Crops	10 and 48
Ornamental Hort.	5 and 37
Vegetables	5 and 53



Photo by Heather Dyer.

PROGRAMS HOSTED LOCALLY

Williams Farm Machinery Customer Appreciation Day
Charlotte FFA - SPS Presentation
Charlotte FFA - ERAIL Presentation
Smart Gardening, Delta Twp District Library, Closing out your garden
One-on-one education 161

ON-FARM RESEARCH

Since soybean yield increases have not kept pace with those of corn, wheat, and sugar beets, on-farm research helps producers evaluate products, practices and equipment. This is all with an eye to increase yield and profitability.

Last year fifty-nine on-farm research trials were conducted across Michigan to help inform producers. In 2023, MSU Extension cooperated with the Michigan Soybean Committee to plan, promote, conduct and evaluate six regional meetings to share the research results and gather feedback.

After summarizing the survey results, the financial impact of the research applied was one of many helpful findings. The average amount of additional income was \$17.03 per acre applied to 16,058 acres, producing an actual financial impact of \$273,512 in 2023!



Fifty-nine on-farm research trials were conducted across Michigan in 2022 to help inform producers in 2023.

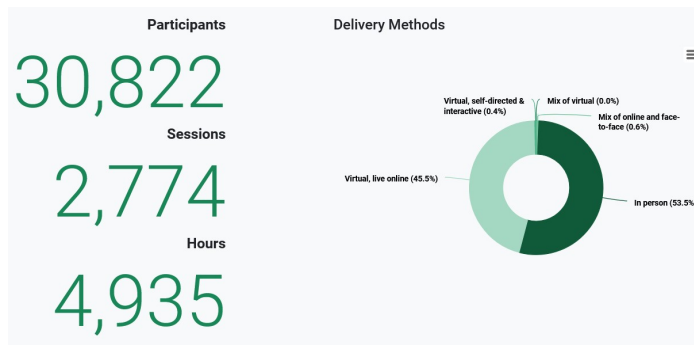


Supporting Good Health and Safe Food

Health and Nutrition Institute

PROGRAMS AND PARTICIPATION

Food Safety 57 programs
General Health 70 programs
SNAP-Education 7 programs
Statewide over 30,000 participants!



PROGRAMS HOSTED LOCALLY

Family Medicine Immunization Update
Tai Chi I - Charlotte
TeenCuisine - Delta Township
Michigan Cottage Food Law Training
Alison House
Presentations on food budgeting, meal planning, and using food pantry foods

PHYSICAL ACTIVITY

Our Community Nutrition Instructors work with schools, community groups, even the courts, providing basic nutrition education and physical activity. On one occasion this past year, Joanna Urban was wrapping up programming with a fourth-grade class. They were discussing what they had learned about nutrition and physical activity. One student raised his hand to comment about a change that occurred after tracking his physical activity. "I get way over an hour of exercise every day now. Since the first day you came to our class, I cut four hours of video games out of my day.....I told my dad that I was worried about how much he plays video games, and he told me he would stop playing them completely."





Supporting Youth Development

Children and Youth Institute



The MSU Extension Children and Youth Institute provides programs for youth, caregivers, and families.



4-H offers youth the opportunity to pick an animal or still-life project and learn throughout the year. The culmination is often the show at the County Fair.



4-H is Michigan's largest youth development program serving over 200,000 youth each year.

PROGRAMS AND PARTICIPATION

4-H general learning	20 programs
Career Exploration and Workforce Development	16 programs
Child and Family Development	76 programs
Healthy Living	2 programs
Leadership and Civic Engagement	12 programs
Science literacy	7 programs

PROGRAMS HOSTED LOCALLY

Youth Involvement	
In 4-H Clubs	459
Youth Involvement	
In 4-H and afterschool	527
4-H Clubs	25
4-H Volunteers	210
All participants received training, participated in meetings, updates, and even learned parliamentary procedure.	

4-H INVOLVEMENT IN THE FAIR

Beef	50 entries
Cavies	9 entries
Dairy	13 entries
Dairy Market	89 entries
Goats	54 entries
Poultry	31 entries
Rabbits	67 entries
Sheep	55 entries
Swine	111 entries
Horse	38 entries
Dog	27 entries
And hundreds of non-animal entries	



Supporting Strong Communities

Community, Food, and Environment Institute



PROGRAMS AND PARTICIPATION

Community Food Systems	5 programs
Financial and Homeownership	26 programs
Government and Community Vitality	21 programs
Leadnet	5 programs
Natural Resources	14 programs
Product Center	14 programs
Sea Grant	11 programs



PROGRAM EXAMPLES

Spending Plans
Saving
Foreclosure Prevention
Introduction to Lakes
MSU Gate “Guppies” class: Woods, Water, and Wildlife of Michigan
Conservation Conversations
One-on-one education 18 contacts

Participants

3,285

Sessions

281

Hours

441

HELPING STRUGGLING HOMEOWNERS

MSU Extension Educator Brenda Long is on the Financial and Homeownership Education (FHE) team. She assisted homeowners with the online Michigan Homeowner Assistance Fund (MIHAF) process. Many of these homeowners did not have the technology skills to self-apply and upload the required documents. She also provided follow-up assistance. As a HUD certified housing counselor, Brenda could also provide in-depth mortgage counseling to homeowners including communicating with their mortgage servicers and submitting a mortgage assistance application. She also worked closely with several county treasurers who referred homeowners facing foreclosure for delinquent property taxes.

Statewide over 3,285 participants in Finance and Home Ownership programs!

MSU Extension staff located in Eaton County

Zaire Parotte	4-H Program Coordinator	(517)543-4420	zaire@msu.edu
Heather Dyer	Health & Nutrition Social Media	(517)543-4405	dyerh@msu.edu
Health/Nutrition	Community Nutrition Instructor	(517)543-4468	
Agriculture	Agriculture and Agribusiness	(517)-543-4463	
All institutes	Office Manager	(517)543-2310	
Bill Hendrian	District 8 Director	(616)527-5358	hendria2@msu.edu

Additional MSU Extension staff serving Eaton County

Charles Gould	Bioenergy Educator	(616)994-4547	gouldm@msu.edu
Sheila Hebert	Maternal Infant Health Educator	(517)432-3076	murphysh@msu.edu
Monica Jean	Field Crops Educator	(616)443-8782	atkinmon@msu.edu
Steve Whittington	Field Crops Educator	(989)831-7500	whitti34@msu.edu
Ezra Pompos	Housing & Financial Instructor	(517)887-4588	epompos@msu.edu
Holly Tired	Social Emotional Educator	616-632-7893	tired@msu.edu
Roxanne Turner	CYI / 4-H Supervising Educator	517-546-3950	turnerr@msu.edu
Eric Walcott	Government & Public Policy	517-353-9106	walcott3@msu.edu
Casey Zangaro	Swine Educator	989-875-5292	zangaroc@msu.edu
Paola Bacigalupo Sanguesa	Dairy Educator	970-888-1356	paolabs@msu.edu
Katie Ockert	Community, Food, Environment Educator		ockertka@msu.edu



Eaton County Department of Construction Codes & Planning and Zoning

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"

Department of Construction Codes & Planning and Zoning Report 4/4/2024 For Public Works & Planning Committee April 10, 2024

Department Boards:

- The **Planning Commission** met on April 2nd, they approved a two Conditional Use Permits; one for Eaton Rapids Township for an addition onto the township hall and one for Centennial Acres Golf Course allowing for a land division and lot line adjustment of their properties in Sunfield and Roxand Townships.
- The **Zoning Board of Appeals** did not meet in April due to lack of business.
- The **Construction Code Board of Appeals** did not meet in March or April due to lack of business.
- The **Zoning Ordinance Committee** met on March 19th, the meeting resulted in DCA-5-24-3 a proposed text amendment for Agricultural Businesses (14.1) and Home Business (14.13). Their next meeting is scheduled for April 16th at 4:00 p.m.

Online Permitting System (BS&A):

We have been live for a month now, for those who have used the system before, applying for permits is easier. We are still, and will continue to assist applicants without internet connection to apply for permits in the office.

Master Plan Update:

The sixty-three (63) day review period ended. The Public Hearing for the Master Plan is scheduled to take place on April 23rd at 6:00 p.m. Staff has continued to work with Mr. Eric DeYoung of Nederveld regarding the future land use for properties located in Carmel and Eaton Townships adjacent to the I-69 Interchange.

The Draft Eaton County Master Plan is located on the Eaton County Website:

<https://www.eatoncounty.org/618/Master-Plan>

Community Outreach:

Staff attended the following meetings:

- Carmel Township to discuss the proposed future land use change
- City of Charlotte regarding Michigan Can Line
- Staff organized and attended a meeting with Carmel Township, Eaton Township, City of Charlotte, City of Charlotte Fire Department and Barry-Eaton District Health Department to discuss the proposed future land use change in Carmel and Eaton Townships.

Code Enforcement (open/active):

- Work without permits - fourteen (14)
- Hazardous buildings - twenty-three (23)
- Junk - forty-three (43)
- Zoning - thirty-one (31)

One (1) ticket was issued in March for work without a permit.

County Wide Housing Starts		January	February	March	April	May	June	July	August	September	October	November	December	2023 Totals	2024 Totals
Delta Twp.	Site Built	2	1	0										23	3
	Mobile Homes	0	0	3										0	3
	Totals	2	1	3	0	0	0	0	0	0	0	0	0	23	6
Eaton County	Site Built	4	1	7										78	12
	Mobile Homes	0	0	0										9	0
	Totals	4	1	0	0	0	0	0	0	0	0	0	0	87	5
Eaton Rapids	Site Built	2	2	0										0	4
	Mobile Homes	0	0	0										10	0
	Totals	2	2	0	0	0	0	0	0	0	0	0	0	10	4
Grand Ledge	Site Built	0	1	0										14	1
	Mobile Homes	10	0	0										5	10
	Totals	10	1	0	0	0	0	0	0	0	0	0	0	19	11
Oneida	Site Built	0	0	0										2	0
	Mobile Homes	0	0	0										0	0
	Totals	0	0	0	0	0	0	0	0	0	0	0	0	2	0
County Wide Total		18	5	0	0	0	0	0	0	0	0	0	0	141	36

Monthly Activity Con Code	Tickets issued		Magistrate hearings		Court cases		Commercial Plan Review		Complaints regarding contractors		Public Surveys		TOTAL MONTH	
	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"
MO/YR														
JAN		0	1	0	0	0	2	4	0	0	4	0	7	4
FEB		0	0	0	0	0	4	1	0	0	0	1	4	2
MARCH		1	0	0	0	0	0	4	0	0	3	2	3	7
APRIL			0		0		4		0		2		6	0
MAY			0		0		5		0		2		7	0
JUNE			0		0		5		1		8		14	0
JULY	22		1		0		4		0		5		32	0
AUG	6		0		1		3		0		4		14	0
SEPT	0		1		1		4		0		2		8	0
OCT	0		0		0		4		0		3		7	0
NOV	0		0		0		7		0		2		9	0
DEC	0		0		0		4		0		2		6	0
TOTALS	28	1	3	0	2	0	46	9	1	0	37	3	117	13

Construction Inspections	Building		Electrical		Mechanical		Plumbing		TOTAL	
									MONTH	
MO/YR	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"
JAN	224	348	132	110	211	119	78	86	645	663
FEB	240	319	109	124	106	174	96	96	551	713
MARCH	255	376	89	136	87	149	156	92	587	753
APRIL	237		98		89		182		606	0
MAY	326		104		86		177		693	0
JUNE	297		120		86		62		565	0
JULY	335		101		68		47		551	0
AUG	471		148		114		71		804	0
SEPT	432		124		59		11		626	0
OCT	437		141		114		66		758	0
NOV	361		104		97		93		655	0
DEC	347		129		121		61		658	0
TOTALS	3962	1043	1399	370	1238	442	1100	274	7699	2129

Construction Permits	Building		Electrical		Mechanical		Plumbing		TOTAL	
									MONTH	
MO/YR	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"
JAN	50	33	69	71	85	84	44	51	248	239
FEB	64	23	46	70	63	70	259	42	432	205
MARCH	47	56	57	60	63	128	78	32	245	276
APRIL	78		82		71		46		277	0
MAY	83		64		64		35		246	0
JUNE	68		80		75		34		257	0
JULY	91		80		60		22		253	0
AUG	90		79		60		40		269	0
SEPT	143		116		74		31		364	0
OCT	65		103		107		35		310	0
NOV	67		140		174		142		523	0
DEC	63		58		96		21		238	0
TOTALS	909	112	974	201	992	282	787	125	3662	720

Construction Enforcements	WWOP	WWOP	WWOP	WWOP	HAZ BLDG	HAZ BLDG	HAZ BLDG	HAZ BLDG
	(NEW)	(NEW)	(CLOSED)	(PENDING)	(NEW)	(NEW)	(CLOSED)	(PENDING)
		2023 carryover 7				2023 carryover 21		
MO/YR	2023	2024	2024	2024(PENDING)	2023	2024	2024	2024(PENDING)
JAN	22	3	1	9	7	0	0	21
FEB	20	8	9	8	5	1	0	22
MARCH	14	9	3	14	5	3	2	23
APRIL	20				0			
MAY	9				5			
JUNE	12				2			
JULY	14				0			
AUG	8				3			
SEPT	5				1			
OCT	3				5			
NOV	1				0			
DEC	2				1			
TOTALS	130	20	13	14	34	4	2	23
			TOTAL WORK WITHOUT PERMITS (WWP) & HAZARDOUS BUILDINGS VIOLATIONS					37

Planning & Zoning Cases	Conditional Use Permits		Board of Appeals		Administrative Variances		District Change Amendments		Site Plan Reviews		Zoning Referrals		Private Roads		Agricultural Buildings		Lot Line Adjustments		Land Divisions Reviewed		TOTAL	
																					MONTH	
MO/YR	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"	"23"	"24"
JAN	0	0	0	0	0	0	0	0	0	0	19	10	0	0	0	1	1	1	2	1	22	13
FEB	0	0	0	0	0	0	0	0	0	0	16	10	0	0	2	2	5	1	1	5	24	18
MARCH	0	1	0	1	0	0	0	2	0	0	19	19	0	0	2	1	1	2	3	3	25	29
APRIL	4	2	1	0	0		1	0	0		22		0		3		0		1		32	2
MAY	3	1	2	1	0		0	1	0		22		0		3		2		2		34	3
JUNE	0		0		0		0		0		22		0		1		2		1		26	0
JULY	0		0		0		0		0		32		0		1		3		1		37	0
AUG	1		0		0		1		0		25		0		4		4		2		37	0
SEPT	1		0		0		0		0		25		0		4		2		1		33	0
OCT	4		0		0		0		0		21		0		1		3		3		32	0
NOV	0		0		0		0		0		16		0		1		2		1		20	0
DEC	2		1		0		0		0		9		0		1		2		1		16	0
TOTALS	15	4	4	2	0	0	2	3	0	0	248	39	0	0	23	4	27	4	19	9	338	65

Planning & Zoning Enfor.	JUNK	JUNK	JUNK	JUNK	ZONING	ZONING	ZONING	ZONING
	(NEW)	(NEW)	(CLOSED)	(PENDING)	(NEW)	(NEW)	(CLOSED)	(PENDING)
		2023 carryover: 39				2023 carryover: 33		
MO/YR	2023	2024	2024	2024(PENDING)	2023	2024	2024	2024(PENDING)
JAN	3	0	0	39	2	0	1	32
FEB	2	1	0	40	1	0	0	32
MARCH	7	4	1	43	3	0	1	31
APRIL	2				1			
MAY	2				3			
JUNE	1				2			
JULY	0				0			
AUG	1				0			
SEPT	2				1			
OCT	3				3			
NOV	0				5			
DEC	0				0			
TOTALS	23	5	1	43	21	0	2	31
			TOTAL PENDING JUNK & ZONING VIOLATIONS					74

Eaton County Construction Code
Financial Report
Fiscal Year 2023/24
Through the end of March, 2024

	Original Budget	Adjusted Budget	Actual Year to Date	Projected Year to Date	Remaining Balance	% Used
Revenues						
Permitting Revenue						
Building Permits *	300,000	350,375	491,994.01	711,148.05	(360,773.05)	203%
Mechanical Permits	120,000	120,000	98,332.02	196,664.04	(76,664.04)	164%
Electrical Permits	120,000	120,000	70,904.02	141,808.04	(21,808.04)	118%
Plumbing Permits	65,000	65,000	40,926.00	81,852.00	(16,852.00)	126%
Total Permitting Revenue	605,000	655,375	702,156.05	1,131,472.13	(476,097.13)	
Other Revenue						
Construction Code Services	11,600	11,600	15,582.00	31,164.00	(19,564.00)	269%
Fines and Forfeitures	500	500	-	-	500.00	0%
Fund Balance Carryover	400,310	400,310	-	-	400,310.00	0%
Total Other Revenue	412,410	412,410	15,582.00	31,164.00	381,246.00	
Total Revenues	1,017,410	1,067,785	717,738.05	1,162,636.13	(94,851.13)	109%
Operational Expenditures						
Personnel	682,374	682,374	256,246.61	829,003.84	(146,629.84)	121%
Supplies	22,700	22,700	10,760.78	20,521.56	2,178.44	90%
Other Services & Charges	59,012	79,387	29,963.85	49,927.70	29,459.30	63%
Total Operational Expenditures	764,086	784,461	296,971.24	899,453.10	(114,992.10)	
Other Expenditures						
Debt Service - Vehicle Leases	19,404	19,404	9,504.75	22,811.40	(3,407.40)	118%
Capital Outlay	51,000	51,000	-	51,000.00	-	100%
Transfer Out - General Fund	45,000	45,000	89,500.00	45,000.00	-	100%
Transfer Out - Public Improvement	134,000	134,000	-	134,000.00	-	100%
Transfer Out - Computer Fund	3,920	33,920	1,960.00	33,920.00	-	100%
Total Other Expenditures	253,324	283,324	100,964.75	286,731.40	(3,407.40)	101%
Total Expenditures	1,017,410	1,067,785	397,935.99	1,186,184.50	(118,399.50)	111%
Excess Revenues over Expenses (Net Carryover)	-	-	319,802.06	(23,548.37)		
9/30/2023 Estimated Fund Balance	1,139,660	1,139,660	1,139,660	1,139,660		
Projected 9/30/2024 Fund Balance	739,350	739,350	819,858	1,116,111		

* Projected Building Permits Includes One-Time Single Permit for \$288,036

Resource Recovery Department Report

For Public Works & Planning Committee

4/10/2024

General Updates:

Resource Recovery is updating the department budget for fiscal year 2025. Due to increased vendor costs for County Projects (Recycling Events), Resource Recovery is working with the Controller's Office on increasing its budget for Household Hazardous Waste Collection and Electronics Recycling. Currently, Resource Recovery's budget is able to accommodate vendor price increases.

EGLE grant reporting for 1st quarter is due on April 29th. Resource Recovery is submitting grant reports for the EGLE Scrap Tire Grant, EGLE Rural Electronics Recycling Grant, and EGLE 2023 Infrastructure Grant (Recycling Trailer). Information is still needed from Rural Electronics Recycling grant partner Delta Township. The EGLE 2023 Infrastructure Grant is in process, with the Eaton County recycling trailer being designed with the new Eaton County Seal and recycling information. The Recycling Trailer Operation (RTO) will be operational later this year, with standard operating procedures currently being developed.

County Projects (Programs):

County Project Recycling events are live and receiving participants. Participants as of 4/5/2024 are:

Spring Clean-Up (~200)	Delta Township	May 18, 2024
Recycling Fever (~100)	Charlotte	June 15, 2024
Recycle Palooza ~(100)	Charlotte	August 10, 2024

Resource Recovery's participation goal is approximately 500 participants per event to maximize cost efficiency of the events. Communications Director Logan Bailey is working with Resource Recovery to effectively market and advertise events county wide to meet participation goals.

Local Projects

SWAG reporting is underway for 1st quarter 2024. Resource Recovery is currently receiving reports from local municipalities and organizations for evaluation.

Materials Management Plan

Resource Recovery is submitting a draft resolution for the Materials Management Plan. The draft resolution's intent is to designate the Eaton County Board of Commissioners as the County Approval Agency (CAA) for Michigan Department of Environment, Great Lakes & Energy's amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451. The resolution will also authorize the Department of Resource Recovery to consult with adjacent counties for a multicounty plan in compliance with the legislation and assist in the submission of the Notice of Intent (NOI) of the Eaton County Board of Commissioners to be designated as the CAA by the July 6, 2024 deadline.

The designation of the Eaton County Board of Commissioners as the County Approval Agency authorizes the BOC to appoint the Designated Planning Agency (DPA), recommended to be the Department of Resource Recovery. The appointment of Resource Recovery as the DPA resolution will be submitted next month for the Public Works and Planning Committee to review for submission to the County Approval Agency.

Resource Recovery is actively working with adjacent counties and the private sector to prepare for the Materials Management Planning Committee (MMPC). Resource Recovery is in discussions with Ionia County, Clinton County, Calhoun County and Ingham County for updates on county plans. Barry County and Jackson County are being contacted.

Resource Recovery has met with Granger for preliminary discussions on MMPC appointment and hauler information and data as it relates to the development of the MMP. Hammond Farms, the primary organic materials handler in Eaton County, is being consulted on Tuesday, April 9th, with a tour of the organic materials processing facility.

EATON COUNTY BOARD OF COMMISSIONERS

APRIL 17, 2024

**RESOLUTION OF INTENT TO PREPARE A MATERIALS MANAGEMENT PLAN
(MMP) FOR EATON COUNTY**

Introduced by the Public Works and Planning Committee

WHEREAS, the Michigan Department of Environment, Great Lakes & Energy (EGLE) is overseeing the transition from solid waste disposal to a new materials management system that will be geared toward seeking alternatives to landfilling, reducing environmental impacts, contributing to a circular economy, and identifying the highest and best use for all materials including recyclables, organics, and solid wastes; and

WHEREAS, amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, went into effect on March 29, 2023 and require all counties to prepare a Materials Management Plan (MMP); and

WHEREAS, the EGLE Director officially initiated the MMP process as of January 8, 2024 and requires all County Board of Commissioners to respond within 180 days; and

WHEREAS, Eaton County intends to submit a Notice of Intent to EGLE within 180 days identifying the Eaton County Board of Commissioners as the County Approval Agency (CAA) which is the entity that assumes responsibility for the MMP and is authorized to approve the MMP.

NOW, THEREFORE BE IT RESOLVED, that the Eaton County Board of Commissioners accepts the CAA responsibilities and approves the submission of a Notice of Intent to EGLE to prepare an MMP.

BE IT FURTHER RESOLVED, that the Eaton County Board of Commissioners authorizes the Chair of the Board to execute the Notice of Intent for Eaton County and act as the CAA primary contact.

BE IT FURTHER RESOLVED, that the Controller/Administrator be authorized to approve any necessary budget amendments to increase grant revenue and expenditures.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners or his designee is authorized to sign any necessary documents.

Eaton County Resource Recovery
Financial Report
Fiscal Year 2023/24
Through the end of March, 2024

	Original Budget	Adjusted Budget	Actual Year to Date	Projected Year to Date	Remaining Balance	% Used
Revenues						
Administration						
Private Grant	36,000	36,000	-	-	36,000.00	0%
Donations	11,000	11,000	100.00	8,000.00	3,000.00	73%
Transfers-In	81,392	81,392	40,696.00	81,392.00	-	100%
Fund Balance - Carry Over	33,395	33,395	-	-	33,395.00	0%
Total Administration Revenues	161,787	161,787	40,796.00	89,392.00	72,395.00	
Operational Revenues						
Waste Hauler Licenses	1,800	1,800	1,935.00	1,500.00	300.00	83%
Solid Waste Surcharge	330,000	330,000	173,258.26	346,767.46	(16,767.46)	105%
Agricultural Plastic Revenue	2,500	2,500	2,050.32	2,000.00	500.00	80%
Total Operational Revenues	334,300	334,300	177,243.58	350,267.46	(15,967.46)	
Total Revenues	496,087	496,087	218,039.58	439,659.46	56,427.54	89%
Expenditures						
Administration						
Personnel	192,908	192,908	53,559.77	211,832.80	(18,924.80)	110%
Supplies	3,000	3,000	959.66	1,919.32	1,080.68	64%
Other Services	10,104	10,104	5,439.83	15,879.66	(5,775.66)	157%
Debt Service - Vehicle Lease	-	-	53,847.00	53,847.00	(53,847.00)	0%
Transfer Out - Public Improvement	40,624	40,624	20,312.00	40,624.00	-	100%
Total Administration Expenditures	246,636	246,636	134,118.26	324,102.78	(77,466.78)	131%
Operational Expenditures						
County Projects	132,350	132,350	2,053.80	132,350.00	-	100%
Local Projects	117,101	117,101	33,004.27	117,101.00	-	100%
Total Operational Expenditures	249,451	249,451	35,058.07	249,451.00	-	100%
Total Expenditures	496,087	496,087	169,176.33	573,553.78	(77,466.78)	116%
Excess Revenues over Expenses (Net Carryover)	-	-	48,863.25	(133,894.32)	(21,039.24)	
Available Resources from Administration	(84,849)	(84,849)	(93,322.26)	(234,710.78)	149,861.78	
Available Resources from Operations	84,849	84,849	142,185.51	100,816.46	(15,967.46)	
Projected Net Carryover	-	-	48,863.25	(133,894.32)	133,894.32	
9/30/2023 Estimated Fund Balance	240,513	240,513	240,513	240,513		
Projected 9/30/2024 Fund Balance	207,118	207,118	289,376	106,619		

**Eaton County Resource Recovery
Program Update**
Fiscal Year 2023/24
Through the end of March, 2024

	Adopted Budget	Amended Budget	YTD Transactions	Projected YTD Transactions	Amended Budget Less YTD Transactions	% Used
Summary of Programs						
529 - County Programs						
Roadside Cleanup	1,900.00	1,900.00	1,043.08	1,900.00	856.92	100.0%
Household Battery Collection	11,000.00	11,000.00	-	11,000.00	11,000.00	100.0%
Scrap Tire Collection	36,000.00	36,000.00	-	36,000.00	36,000.00	100.0%
Household Hazardous Waste Collection	60,000.00	60,000.00	822.77	60,000.00	59,177.23	100.0%
Education Programs	1,000.00	1,000.00	54.95	1,000.00	945.05	100.0%
Electronic Recycling	18,000.00	18,000.00	-	18,000.00	18,000.00	100.0%
Event Supplies & Contractual	1,200.00	1,200.00	133.00	1,200.00	1,067.00	100.0%
Promotion Programs	3,250.00	3,250.00	133.00	3,250.00	3,117.00	100.0%
Total	132,350.00	132,350.00	2,186.80	132,350.00	130,163.20	100.0%
530 - SWAG Programs						
Bellevue/Olivet	17,501.00	17,501.00	5,021.34	17,501.00	12,479.66	100.0%
Charlotte Area Recycling (CARA)	28,500.00	28,500.00	10,645.94	28,500.00	17,854.06	100.0%
Delta Twp - Recycling Center	27,600.00	27,600.00	4,202.97	27,600.00	23,397.03	100.0%
City of Grand Ledge - Recycling	21,500.00	21,500.00	8,062.76	21,500.00	13,437.24	100.0%
Sunfield Recycling Center (Pilot Project)	22,000.00	22,000.00	5,071.26	22,000.00	16,928.74	100.0%
Total	117,101.00	117,101.00	33,004.27	117,101.00	84,096.73	100.0%



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

Directors Report-April 10th, 2024

Monthly Briefing:

Lincoln Brick House

Tornado Shelters

Budget

New Naturalist

Seasonal Apps

Thorne Apple Trail/Barry County

Summer Camp

Lincoln Brick House: We have received 3 quotes for the demo of the old Lincoln Brick house ranging between \$12,000-\$40,000.00. Before we can move forward with any type of removal the house needed to be tested for asbestos. Samples have been taken, and we are waiting on results but the technician is very confident we will test positive for asbestos.

Tornado Shelters: The topic of tornado shelters has been brought up at Lincoln Brick Park. We do not have any shelters that could be used if a tornado did strike. Most parks do not have designated shelters as many park organizations rely on early weather alert systems. The park's supervisor and I have looked into emergency shelters and for the size we would need the cost would be \$100,000.00-\$250,000.00. That cost is based on a prefabricated shelter and not a building. The variation in the cost is due to the size of the container, and options like a concrete pad, and electrical, and some have the option for HVAC systems. We also looked into the specifications for our vault toilets but these do not qualify as a tornado shelter. Moving forward whenever parks construct new facilities making sure they can double as a shelter should be taken into consideration.

Annual Budget: The 2024-2025 budget request is complete and has been submitted to Melissa Ballard.

Naturalist: We have hired Ethan Jacobs as the new park's naturalist, he started on March 18th. On his first day, he immediately started working with Annie's Big Nature Lesson doing programs. I have attached a report of what Ethan is currently working on and some goals for the future. I am very excited to see what this will become in the future as Ethan will be offering new programs. 1 program I think will be a huge success is teaching outdoor survival skills and backpacking expeditions. I have budgeted for camping equipment for the backpacking program and when this

equipment is not being used for our programming we can rent it out to the public. There are just a handful of places where people have this option and to my knowledge, no other park department offers this.

Seasonal Applications: As of 4/4/2024 parks has received 21 applications for seasonal park operations. The quality of candidates has been great and very refreshing based on our experience over the last few years.

Thorne Apple Trail: Ben Youngs did get quotes for applying blacktop to the remaining portion of the Thorne Apple Trail Eaton County Parks owns and leases. This does include the portion of the trail that has been discussed as a safe route for children who attend Maple Valley School. The quotes range from **\$108,000.00-\$275,000.00**. I have attached a screenshot from the GIS system indicating the safe route. If this section was paved it would connect to the new trail Barry County is currently working on that ends on Curtis Road.

Summer Camp: Registration for our summer camp program went live on 4/1/2023 at 12:01 a.m. Within 10 hours of its opening, we took in \$21,888.00. That amount has now increased to over \$28,000.00. With the success and demand for summer camp programs, I am looking into expanding this next year and running nature camps on the museum side of the interpretive center.

Current Naturalist Projects:

- Partnership with Michigan Audubon
- Revamping ABNL Lessons
- Working on a partnership with Great Start Collaborative
 - To set up Talking is Teaching Trails
- Partnering with Hayes Intermediate School
 - DNR Salmon in The Classroom
- Setting up volunteer days to work on trail maintenance/Invasive species removal
 - Volunteer Day with Sportsman's Warehouse Team
- Cleaning out Lincoln Brick Nature Center
 - Hopefully have it open in the fall for Classes
- Refining weekly programs for summer camp
- Developing updated guided hikes for Lincoln Brick and Fitzgerald parks

Proposed Black Top Section for Thorne Apple Trail



Eaton County Parks and Recreation
Financial Report
Fiscal Year 2023/24
Through the end of March, 2024

	Original Budget	Adjusted Budget	Actual Year to Date	Projected Year to Date	Remaining Balance	% Used
Revenues						
Administration						
Property Tax Revenues	2,209,922	2,209,922	238.25	2,209,922.00	-	100%
Grant Revenues	-	-	-	-	-	0%
Donations	1,200	1,200	303.00	909.00	291.00	76%
Transfers-In	-	-	-	-	-	0%
Fund Balance - Carry Over	(1,168,730)	(563,372)	-	-	(563,372.00)	0%
Total Administration Revenues	1,042,392	1,647,750	541.25	2,210,831.00	(563,081.00)	
Operational Revenues						
Site Fees	12,310	12,310	3,930.00	7,860.00	4,450.00	64%
Naturalist & Special Program Revenues	31,900	31,900	3,250.61	19,751.83	12,148.17	62%
Farm Rental Income	17,700	17,700	-	17,000.00	700.00	96%
Total Operational Revenues	61,910	61,910	7,180.61	44,611.83	17,298.17	
Total Revenues	1,104,302	1,709,660	7,721.86	2,255,442.83	(545,782.83)	132%
Expenditures						
Administration						
Personnel	628,368	628,368	280,676.73	751,122.38	(122,754.38)	120%
Supplies	36,057	36,057	9,966.33	18,932.66	17,124.34	53%
Other Services	51,604	51,604	19,974.29	19,948.58	31,655.42	39%
Debt Service (Vehicle Lease)	17,650	17,650	11,382.70	27,318.48	(9,668.48)	155%
Transfers Out - General Fund	-	-	-	-	-	0%
Total Administration Expenditures	733,679	733,679	322,000.05	817,322.10	(83,643.10)	111%
Operational Expenditures						
Park Specific Expenses (less personnel)	203,123	203,123	74,177.71	150,948.94	52,174.06	74%
Capital and One Time Purchases	167,500	167,500	98,114.30	165,057.00	2,443.00	99%
Grant Program Expenses	-	605,358	115,659.26	605,358.00	-	100%
Total Operational Expenditures	370,623	975,981	287,951.27	921,363.94	54,617.06	94%
Total Expenditures	1,104,302	1,709,660	609,951.32	1,738,686.04	(29,026.04)	102%
Excess Revenues over Expenses (Net Carryover)	-	-	(602,229.46)	516,756.79	(574,808.87)	
9/30/2023 Estimated Fund Balance	2,037,796	2,037,796	2,037,796	2,037,796		
Projected 9/30/2024 Fund Balance	3,206,526	2,601,168	1,435,567	2,554,553		

Eaton County Parks and Recreation
Program Update
Fiscal Year 2023/24
Through the end of March, 2024

	Original Budget	Adjusted Budget	Actual Year to Date	Projected Year to Date	Remaining Balance	% Used
Park Specific Expenses (less personnel)						
Fitzgerald Park	97,423	97,423	47,520.83	95,041.66	2,381.34	97.6%
Fox Park	47,000	47,000	11,704.33	23,408.66	23,591.34	49.8%
Bellevue Area Parks	2,000	2,000	321.42	771.41	1,228.59	38.6%
Lincoln Park	39,700	39,700	12,166.18	24,332.36	15,367.64	61.3%
Crandell Park	17,000	17,000	2,464.95	7,394.85	9,605.15	43.5%
Total Park Specific Expenses	203,123	203,123	74,177.71	150,948.94	52,174.06	74.3%
Capital and One Time Purchases						
Admin - Equipment Trailer	24,000	24,000	-	24,000.00	-	100.0%
Admin - Bobcat	84,000	84,000	81,982.30	84,000.00	-	100.0%
Admin - Zero Turn Mower	16,000	16,000	13,557.00	13,557.00	2,443.00	84.7%
Lincoln Park - HVAC Replacement/Repairs	25,000	25,000	-	25,000.00	-	100.0%
Lincoln Park - Bathroom Auto Locks	5,000	5,000	-	5,000.00	-	100.0%
Crandell Park - Kayak Dock Extension	8,500	8,500	-	8,500.00	-	100.0%
Crandell Park - Bathroom Auto Locks	5,000	5,000	2,575.00	5,000.00	-	100.0%
Total Capital and One Time Purchases	573,746	573,746	246,469.72	466,954.88	106,791.12	81.4%
Grant Programs						
Eaton Rapids - Mill Pointe Park Pavillion	-	39,200	-	39,200.00	-	100.0%
City of Charlotte - Library Picnic Area	-	5,000	5,000.00	5,000.00	-	100.0%
Delta Township - Webster Bridge Design	-	150,750	18,752.13	150,750.00	-	100.0%
Grand Ledge - Grand Ledge Ball Park Phase I	-	212,694	-	212,694.00	-	100.0%
Hamlin Township - Hamlin Park Picnic & Play	-	87,157	87,157.13	87,157.00	-	100.0%
Olivet - Walking Bridge Fencing	-	5,000	4,750.00	5,000.00	-	100.0%
Vermontville - Creating Safe Fall Space	-	35,000	-	35,000.00	-	100.0%
Pottersville - Sunset Hills Park	-	65,557	-	65,557.00	-	100.0%
Signage	-	5,000	-	5,000.00	-	100.0%
Total Grant Programs	-	605,358	115,659.26	605,358.00	-	100.0%