

EATON COUNTY BOARD OF COMMISSIONERS
WEDNESDAY, JUNE 15, 2022 AGENDA

- I. Call to Order – 7:00 p.m.
- II. Pledge of Allegiance to the Flag
- III. Invocation
- IV. Roll Call
- V. Agenda Additions or Changes
- VI. Approval of Minutes of May 18, 2022
- VII. Retirement Recognition Resolutions
- VIII. Communications
- IX. Limited Public Comment
- X. COMMITTEE REPORTS AND RESOLUTIONS
 - A. HEALTH AND HUMAN SERVICES COMMITTEE – Commissioner Mott
 - 1. Resolution to Approve the Tri-County Office on Aging’s Multi-Year Plan for Fiscal Year 2023-2025
 - 2. Mid-State Health Network Substance Use Disorder Oversight Policy Board Appointment
 - B. PUBLIC SAFETY COMMITTEE – Commissioner Barnes
 - 1. Resolution to Approve Michigan Justice Training Competitive Grant Application
 - 2. Resolution to Approve Hazardous Materials Emergency Preparedness Grant Application
 - C. INFORMATION TECHNOLOGY & COMMUNICATION COMMITTEE – Commissioner Ridge
 - D. PUBLIC WORKS AND PLANNING COMMITTEE – Commissioner Lautzenheiser
 - 1. Adoption of Consolidated Construction Code Ordinance
 - 2. Resolution to Approve Michigan Materials Management County Engagement Grant Application
 - 3. Resolution to Amend Housing Department Emergency Repair Program Guidelines
 - 4. Resolution to Abolish the Parks Commission under PA 261 of 1965 and Reorganize the Parks Department under PA 156 of 1917
 - E. WAYS & MEANS COMMITTEE - Commissioner Mulder
 - 1. Resolution to Adopt 2022 Summer Property Tax Levy and Notice of Certification of County Allocated Tax Levy
 - 2. Resolution Receiving Advice from the County Treasurer as to a Surplus Which Can Be Transferred From the Delinquent Tax Revolving Fund to the General Fund
 - 3. Resolution to Approve an Application for a Farmland and Open Space Development Rights Agreement - Spitzley
 - 4. Resolution to Approve an Application for a Farmland and Open Space Development Rights Agreement - Westondorp
 - 5. Resolution Opposing HB 4730
 - 6. Resolution to Approve FY 20/21 Budget Amendments
 - 7. Resolution to Approve Protecting Local Government Retirement and Benefits Act Application for Waiver
 - 8. Claims and Purchases
- XI. Limited Public Comment
- XII. Commissioner Comment
- XIII. Unfinished Business
- XIV. Old Business
- XV. New Business
- XVI. Adjourn to Wednesday, July 21, 2021 regular meeting at 7:00 p.m.

EATON COUNTY BOARD OF COMMISSIONERS
MAY 18, 2022

The Eaton County Board of Commissioners met in regular session at the County Facilities, in the City of Charlotte, Wednesday, May 18, 2022 including the availability of virtual participation by the public.

Chairman Whittum called the meeting to order at 7:00 p.m.

The Pledge of Allegiance to the Flag was given by all.

Eaton Rapids Church of Nazarene Associate Pastor Joe Becker gave the invocation.

Roll call. Commissioners present: Tim Barnes, Blake Mulder, Terrance Augustine, Brandon Haskell, Jeanne Pearl-Wright, Mark Mudry, Joseph Brehler, Brian Droscha, Dairus Reynnet, Wayne Ridge, Brian Lautzenheiser, Jim Mott, Barbara Rogers and Jeremy Whittum.

Commissioners absent: Jane M. Whitacre

Commissioner Lautzenheiser moved the approval of the agenda as presented. Seconded by Commissioner Mulder. Carried unanimously.

Commissioner Lautzenheiser moved the approval of the April 20, 2022 meeting minutes and the Closed Session meeting minutes of the same day. Seconded by Commissioner Rogers. Carried unanimously.

Communications: Thank you card from the family of Jeremy Droscha. 2021 Annual Report of the Eaton County Drain Commissioner was submitted (on file). 2021 Annual Report of the Eaton County Planning Commission was submitted (on file). Letter from the Michigan Association of Registers of Deeds opposing HB 4730, which was referred to the Ways & Means Committee for further discussion.

Public Comment: None

Commissioner Barnes moved the approval of #22-5-52 Resolution to Appoint Deputy County Medical Examiner.

WHEREAS, the Board of Commissioners, by resolution created the Office of the County Medical Examiner; and

WHEREAS, Dr. Michael Markey, a duly licensed physician in the State of Michigan has been appointed as the County Medical Examiner to a contractual term expiring December 31, 2023; and

WHEREAS, Sparrow Hospital, Department of Forensic Pathology has recommended and will assign Dr. Christopher Hauch, M.D., to serve as a Deputy County Medical Examiner.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners appoint Dr. Christopher Hauch, M.D., effective May 1, 2022, as Deputy County Medical Examiner to the remainder of the term, expiring December 31, 2023; and
BE IT FURTHER RESOLVED, that the appointment of Dr. Patrick Hansma, as Deputy County Medical Examiner shall end effective April 30, 2022.
Seconded by Commission Lautzenheiser. Carried unanimously.

Commissioner Lautzenheiser moved the approval of #22-5-53 Resolution of approve DCA 5-22-1.

PREAMBLE: The Eaton County Land Development Code, an Ordinance adopted by the Commissioners of the County of Eaton pursuant to Public Act 183 of 1943, and administered pursuant to Public Act 110 of 2006, as amended, may be amended from time to time by following procedures outlined in Article 13 of the Development Code.

WHEREAS, Ernest and Caren Gurka initiated a petition to change the Land Development District (zoning) designation for a 25 acre parcel located off River Road (parcel 130-031-400-001-03), Section 31, Bellevue Township from Low Density Residential (R-1) to Limited Agricultural (LA); and

WHEREAS, the Eaton County Planning Commission held duly advertised and noticed public hearing on May 3, 2022; and

WHEREAS, the Eaton County Planning Commission found the requested amendment to be consistent with the required findings of fact (Items A-G) contained in Section 13.6 of the Eaton County Land Development Code; and

WHEREAS, the Eaton County Planning Commission has taken action on May 3, 2022 to recommend the approval of the request for change in the Land Development District designation.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the County of Eaton, Michigan having considered the findings of facts and recommendations hereby:

APPROVES the request by Ernest and Caren Gurka for a change in land use district classification in Section 7.1.2 of the Land Development Code to change a 25 acre parcel located off River Road (parcel 130-031-400-001-03), Section 31, Bellevue Township from Low Density Residential (R-1) to Limited Agricultural (LA);

A parcel of land located in the Southeast 1/4 of Section 31, Town 1 North, Range 6 West, Bellevue Township, Eaton County, Michigan being described as: Commencing at the Southeast Corner of Section 31, T1N, R6W; thence S89°50'57"W, 431.66 feet along the South line of said Section 31 the centerline of River Road and the point of beginning of the following described parcel; thence continuing S89°50'57"W, 498.45 feet along said South line; thence N01°42'19"W, 1323.21 feet to the North line of the South 1/2 of the Southeast 1/4 of said Section 31; thence S89°57'20"E, 930.06 feet to the East line of said Section 31; thence S01°42'19"E, 608.78 feet along said East line to the centerline of River Road; thence Southwesterly, 118.46 feet along said centerline along the arc of a curve to the right, said curve having a radius of 200.00 feet, a delta angle of 33°56'13", and a chord bearing S15°15'47"W, 116.74 feet; thence S32°13'54"W, 711.77 feet along said centerline to the point of beginning; said parcel contains 25.00 acres, more or less; said parcel being subject to the rights of the public over and across that portion currently being used for road purposes; said parcel being subject to any easements or restrictions of use or record.

Seconded by Commissioner Rogers. Carried unanimously.

Commissioner Lautzenheiser moved the approval of #22-5-54 Resolution to Approve county Veterans Services Grant Application.

WHEREAS, the Michigan Veterans Affairs Agency has grant funds available to counties to enhance and improve county veterans service operations; and

WHEREAS, the Community Development/Veterans' Services Department has developed a plan to utilize the funds to enhance veteran services within Eaton County; and

WHEREAS, the County is eligible for up to \$77,493 in base and per capita funding; and

WHEREAS, the Public Works & Planning Committee has reviewed the proposed plan prepared by the Community Development/Veterans' Services Department to utilize these grant funds and is recommending the approval of a grant application based on said plan; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize the submission of a grant application in an amount not to exceed \$77,493 for 2023; and

BE IT FURTHER RESOLVED, that the Controller be authorized to approve any necessary budget amendments to increase expenditures and increase grant revenue if the grant is approved by the State of Michigan; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners be authorized to sign any necessary documents.

Seconded by Commissioner Augustine. Carried unanimously.

Commissioner Mulder moved the approval of the 2022 Taxable Valuation Report.

Seconded by Commissioner Lautzenheiser. Carried unanimously. (On file)

Commissioner Mulder moved the approval of #22-5-55 Resolution to Approve County Clerk Election Security Grant.

WHEREAS, the Michigan Department of State has federal Help America Vote Act (HAVA) Election Security Grant (CFDA 90.404) funds available to be passed through to local jurisdictions for the reimbursement of expenditures to counties up to \$150 per precinct; and

WHEREAS, and the County Clerk has determined these funds can be used to reimbursement for the cost to purchase and upgrade technology and networks used to support election administration; and

WHEREAS, the grant funds will be used to reimburse the County, in the amount of \$7,650 to upgrade equipment operating systems that provide additional security; and

WHEREAS, the Ways and Means Committee has reviewed and is recommending the County Clerk be authorized to submit a request for the reimbursement of these eligible expenditures to improve election security.

NOW, THEREFORE, BE IT RESOLVED, that the Eaton County Board of Commissioners approves the County Clerk's application for reimbursement for the HAVA election security grant.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the FY21-22 budget to include revenue as outlined in the grant.
Seconded by Commissioner Pearl-Wright. Carried unanimously.

Commissioner Mulder moved the approval of #22-5-56 Resolution to Approve FY 2021-2022 Budget Amendments.

WHEREAS, the Eaton County 2021/2022 Appropriations Act of September 15, 2021 states that any amendment to increase a salary and/or a Capital Outlay line-item in excess of \$2,500.00 or any amendment to increase the total budget of any fund or department in excess of \$2,500.00 shall be amended by the Board of Commissioners, except that any amendment to decrease the General Fund Contingency shall be approved by the Board of Commissioners; and
WHEREAS, such amendments are needed in order to comply with the Uniform Budgeting and Accounting Act of 1978, P.A. 621.
NOW, THEREFORE BE IT RESOLVED, that the following budget amendments be approved and added to the 2021/2022 Eaton County Budget:

SPECIAL REVENUE FUNDS

<u>CHILD CARE FUND 292</u>		
Increase	Wage and Fringe – Day Treatment	\$ 28,000
Increase	Wage and Fringe – Youth Facility	\$ 5,000
Decrease	Wage and Fringe - LINK	\$ 33,000

To eliminate the vacant LINK Coordinator position and consolidate the program as a component of the Day Treatment Program and to amend the position allocation list to add an additional Day Treatment Specialist. To amend the position allocation list to add a part-time Youth Specialist for scheduling and staffing coordination.

<u>CHILD CARE FUND 292</u>		
Decrease	Fund Balance Carry-Over	\$ 75,000
Decrease	Stateward Chargebacks	\$ 75,000

To correct budget for estimated use of fund balance based on projected Stateward chargeback placements.
Seconded by Commissioner Mott. Carried unanimously.

Commissioner Mulder moved the approval of #22-5-57 Resolution to Approve Writing Off the 2013-2015 Delinquent Tax Receivables.

WHEREAS, the delinquent tax receivables for the years 2013-2015 have completed the statutory period for sale and disposition under Public Act 123 of 1999 being MCL 211.78- 211.78M; and
WHEREAS, the aggregate total amount of the 2013-2015 receivables remaining on the General Ledger is \$(0.26), and
WHEREAS, the beginning aggregate total of the 2013-2015 delinquent tax receivables was \$17,183,038, and

WHEREAS, the Ways and Means Committee has reviewed the appropriate records and recommended the Board of Commissioners write off the 2013-2015 delinquent tax receivables; and

NOW, THEREFORE, BE IT RESOLVED, that the Eaton County Board of Commissioners write off the 2013-2015 delinquent tax receivables.

Seconded by Commissioner Lautzenheiser. Carried unanimously.

Commissioner Mulder moved the approval of claims as audited by the Ways & Means Committee for \$768,018.49 and to accept the report of previously authorized payments.

Seconded by Commissioner Brehler. Carried unanimously.

Public Comment: None

Commissioner Comments: Chairman Whittum discussed ongoing regional discussions regarding transportation involving EATRAN and CATA. Commissioner Droscha stated the Hearts on Fire Ball will be held on May 20th at the Grand Ledge Opera House. Commissioner Augustine provided a brief update on the administrative staff re-organization within EATRAN. Commissioner Reynnet stated the Eaton County Amateur Radio Club will be holding an event day at Camp Frances in Charlotte July 25 and 26.

There was no Unfinished Business, Old Business or New Business.

Chairman Whittum adjourned the meeting to Wednesday, June 15, 2022 at 7:00 p.m.

Chairman of the Board of Commissioners

Clerk of the Board of Commissioners

EATON COUNTY BOARD OF COMMISSIONERS

**RESOLUTION OF APPRECIATION FOR
STEVEN BARNETT
PHYSICAL PLANT DIRECTOR**

JUNE 15, 2022

WHEREAS, Steven Barnett will be retiring from Eaton County on June 30, 2022 after 20 years of service; and

WHEREAS, Steve worked as the Physical Plant Director from January 14, 2002; until his retirement; and

WHEREAS, Steve has provided dedicated and honorable service to the residents and employees of Eaton County; and

WHEREAS, the Eaton County Board of Commissioners seeks to recognize and express appreciation for Steve's years of public service.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners does hereby thank Steve for years of exceptional service to Eaton County and expresses its best wishes to him in the next chapter of his life; and

BE IT FURTHER RESOLVED, that this resolution of appreciation and support be duly recorded and attached to the permanent records of the County on this 15th day of the month of June in the year 2022.

Jeremy Whittum
Chairman of the Board of Commissioners

Diana Bosworth
Clerk of the Board of Commissioners

EATON COUNTY BOARD OF COMMISSIONERS

June 15, 2022

**RESOLUTION TO APPROVE THE FISCAL YEAR 2023-2025 MULTI-YEAR PLAN
PRODUCED BY TRI-COUNTY OFFICE ON AGING**

Introduced by the Health and Human Services Committee

WHEREAS, the Tri-County Aging Consortium known as Tri-County Office on Aging, produced the Fiscal Year 2023-2025 Multi-Year Plan as required by the Older Americans Act and the Older Michiganians Act; and

WHEREAS, Eaton County Commission representatives appointed to the executive committee of the Aging Consortium have reviewed the Tri-County Office on Aging's Fiscal Year 2023-2025 Multi-Year Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners, do hereby approve the Fiscal Year 2023-2025 Multi-Year Plan as presented.

June 15, 2022

Health and Human Services Committee Appointment:

Mid-State Health Network Substance Use Disorder Oversight Policy Board

Kimberly Thalison, to a three year term expiring August 31, 2025

EATON COUNTY BOARD OF COMMISSIONERS

JUNE 15, 2022

**RESOLUTION TO AUTHORIZE APPLICATION FOR MICHIGAN JUSTICE
TRAINING COMPETITIVE GRANT**

Introduced by the Public Safety Committee

WHEREAS, the Michigan Commission on Law Enforcement Standards has grant funds available; and

WHEREAS, the Sheriff's Office is desirous of submitting a grant application; and

WHEREAS, the grant will provide funding for evidence technician training and equipment; and

WHEREAS, the grant application will seek up to \$13,545, and requires a 25% match for this purpose; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize the Sheriff's Office to submit a grant application in an amount not to exceed \$13,545 for the period of October 1, 2022 to September 30, 2023; and

BE IT FURTHER RESOLVED, acceptance of the grant, if approved will be contingent upon the identification and appropriation of the required matching funds; and

BE IT FURTHER RESOLVED, that if the County's participation in the grant is discontinued or requires a County General Fund contribution, the continuation of the grant funded positions will be reviewed by the appropriate committees to determine the necessity of General Fund commitment; and

BE IT FURTHER RESOLVED, that the Controller be authorized to approve any necessary budget amendments to increase expenditures and increase grant revenue if the grant is approved; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners be authorized to sign any necessary documents.

EATON COUNTY BOARD OF COMMISSIONERS

JUNE 15, 2022

**RESOLUTION TO APPROVE HAZARDOUS MATERIAL EMERGENCY
PREPAREDNESS GRANT APPLICATION**

Introduced by the Public Safety Committee

WHEREAS, the Michigan State Police Emergency Management and Homeland Security Division has grant funds available through the U.S. Department of Homeland Security; and

WHEREAS, the Eaton County Local Emergency Planning Committee is requesting Eaton County to sponsor the grant application; and

WHEREAS, the grant will provide funding for the completion of Superfund Amendments and Reauthorization Act (SARA) Title III, Section 302, off-site response plans and support of the ongoing operation of Local Emergency Planning Commissions (LEPC) for an amount up to \$5,970; and

WHEREAS, there is a 25% in-kind match which will be met by the LEPC member time and office and administrative expenses.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners approves Eaton County's application for participation in the Hazardous Materials Emergency Preparedness Grant; and

BE IT FURTHER RESOLVED, that the Controller be authorized to approve any necessary budget amendments to increase expenditures and increase grant revenue if the grant is approved by the State of Michigan; and

BE IT FURTHER RESOLVED, that the Chairperson or his designee is authorized to sign any necessary documents pertaining to the County's participation.

EATON COUNTY, MICHIGAN

Ordinance No. ____

AN ORDINANCE TO DESIGNATE VIOLATIONS OF THE STATE CONSTRUCTION CODE, INTERNATIONAL PROPERTY MAINTENANCE CODE AND THE MODEL MANUFACTURED HOME INSTALLATION STANDARDS TO BE MUNICIPAL CIVIL INFRACTIONS; TO DESIGNATE AUTHORIZED LOCAL OFFICIALS RESPONSIBLE TO ENFORCE VIOLATIONS OF THE STATE CONSTRUCTION CODE, INTERNATIONAL PROPERTY MAINTENANCE CODE AND THE MODEL MANUFACTURED HOME INSTALLATION STANDARDS TO ADOPT A SCHEDULE OF FINES; TO PLACE THE MUNICIPAL CIVIL INFRACTIONS VIOLATIONS BUREAU AT THE DEPARTMENT OF CONSTRUCTION CODES; TO ESTABLISH A CONSTRUCTION CODE BOARD OF APPEALS; TO ADOPT A SAVINGS CLAUSE; AND TO PROVIDE AN EFFECTIVE DATE.

THE COUNTY OF EATON ORDAINS:

SECTION 1. DESIGNATION OF VIOLATIONS OF THE STATE CONSTRUCTION CODE, AS ADOPTED AND ENFORCEABLE THROUGH RULES OF THE MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, CONSTRUCTION CODE COMMISSION, and of the INTERNATIONAL PROPERTY MAINTENANCE CODE, AND THE MODEL MANUFACTURED HOME INSTALLATION STANDARDS AND ENFORCED BY EATON COUNTY, AS MUNICIPAL CIVIL INFRACTIONS.

- A. Pursuant to the authority set forth in 1972 PA 230, as amended, being MCL 125.1523(3), any violation of any provision of the State Construction Code, which includes the International Building Code, the International Residential Code, the Michigan Residential Code, the International Mechanical Code, the International Plumbing Code, the National Electrical Code, the International Energy Conservation Code, and International Existing Building Code, which have been adopted through rules of the Michigan Department Licensing and Regulatory Affairs, Construction Code Commission, and of any provision of the International Property Maintenance Code and the Model Manufactured Home Installation Standards, and which are enforceable by Eaton County, or any exception granted thereunder, shall be a municipal civil infraction. A violation includes any act which is prohibited or made or declared to be unlawful or an offense, and any omission or failure to act where the act is required by the State Construction Code.

- B. The sanction for any violation of the State Construction Code, or of the International Property Maintenance Code, or the Model Manufactured Home Installation Standards, which is a municipal civil infraction, shall be a civil fine as provided herein, plus any cost, damages, expenses and other sanctions, as authorized under Chapter 87 of 1961 PA 236, as amended, and other applicable laws.
- C. The Director of the Eaton County Department of Construction Codes, and Eaton County Department of Construction Codes Building, Electrical, Mechanical and Plumbing Inspectors, deputies of the Eaton County Sheriff, and other persons specifically designated by the Director of the Eaton County Department of Construction Codes, are the County officials authorized to issue municipal civil infraction citations and municipal civil infraction violation notices for violations of the State Construction Code or the International Property Maintenance Code or the Model Manufactured Home Installation Standards.
- D. In addition to enforcement of violations of the State Construction Code, International Property Maintenance Code and the Model Manufactured Home Installation Standards as municipal civil infractions, enforcement of violations of the State Construction Code or International Property Maintenance Code or the Model Manufactured Home Installation Standards may be accomplished by civil action, along with any other remedies provided by law. Violation of this Ordinance is hereby declared a nuisance, per se, and adjudication of responsibility for a municipal civil infraction violation of the State Construction Code, International Property Maintenance Code or the Model Manufactured Home Installation Standards shall not preclude other civil proceedings to abate such nuisance.
- E. Each day that a violation exists constitutes a separate infraction.

SECTION 2. ADOPTION OF A SCHEDULE OF FINES FOR VIOLATIONS OF THE STATE CONSTRUCTION CODE, AS ADOPTED AND ENFORCEABLE THROUGH RULES OF THE MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, CONSTRUCTION CODE COMMISSION, AND OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE AND MODEL MANUFACTURED HOME INSTALLATION STANDARDS, ENFORCED BY EATON COUNTY.

- A. Fines to be Established by County Board Resolution

The County Board of Commissioners shall by Resolution adopt a schedule of fines for violations of the State Construction Code and of the International Property Maintenance Code and Model Manufactured Home Installation Standards, which may be amended by subsequent Resolution. For

purposes of establishing an initial schedule of fines, the following schedule is adopted.

B. Fines for Municipal Civil Infraction Citations

1. A person, corporation or firm who violates any provision of the State Construction Code or of the International Property Maintenance Code or the Model Manufactured Home Installation Standards, and is found responsible at the district court for a municipal civil infraction citation, shall pay a civil fine of not less than \$100.00 nor more than \$500.00, plus costs and other sanctions, for each infraction.
2. Repeat offenses shall be subject to increased fines as set forth below. As used in this subsection, "repeat offense," means a second (or any subsequent) municipal civil infraction violation of the same requirement or provision of the State Construction Code or of the International Property Maintenance Code or the Model Manufactured Home Installation Standards, committed by a corporation, person or firm within any 24-month period and (b) for which the person admits responsibility or is determined to be responsible. The increased fine for a repeat offense shall be as follows:
 - (i) The fine for any offense that is a repeat offense shall be no less than \$200 plus costs and other sanctions.
 - (ii) The fine for any offense that is a second repeat offense shall be no less than \$350.00 plus costs and other sanctions.
 - (iii) The fine for any offense that is a third or subsequent repeat offense shall be no less than \$500.00 plus costs and other sanctions.

C. Fines for Violation Notices

A person, corporation or firm who, as a result of violating any provision of the State Construction Code or of the International Property Maintenance Code or the Model Manufactured Home Installation Standards receives a municipal civil infraction violation notice, upon a determination of responsibility thereon, shall pay an initial civil fine at the Eaton County Municipal Civil Infractions Violations Bureau of \$100.00.

- (1) In the case of another offense within one year of the date of the initial infraction, the civil fine shall be \$200.00. (This shall be known as the second offense.)

- (2) In the case of another offense within one year of the date of the second offense, the civil fine shall be \$350.00. (This shall be known as the third offense.)
- (3) In the case of another offense within one year of the date of the third offense, the civil fine shall be \$500.00. (This shall be known as the fourth offense.) All subsequent offenses shall be subject to a civil fine of \$500.00.

SECTION 3. ESTABLISHMENT OF MUNICIPAL CIVIL INFRACTIONS VIOLATIONS BUREAU FOR DISPOSITION OF VIOLATIONS OF THE STATE CONSTRUCTION CODE, AS ADOPTED AND ENFORCEABLE THROUGH RULES OF THE MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, CONSTRUCTION CODE COMMISSION, AND OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE AND THE MODEL MANUFACTURED HOME INSTALLATION STANDARDS AND ENFORCED BY EATON COUNTY.

The Municipal Civil Infraction Violations Bureau, for disposition of violation notices issued under the State Construction Code or of the International Property Maintenance Code or the Model Manufactured Homs Installation Standards, shall be located at the Eaton County Department of Construction Codes, 1045 Independence Blvd., Charlotte, MI 48813.

SECTION 4. CONSTRUCTION BOARD OF APPEALS

A Construction Board of Appeals is created pursuant to Sec. 14 of the State Construction Code, MCL 125.1514, consisting of not less than 3 nor more than 7 members, as determined by the County Board of Commissioners, to be appointed to serve for 2-year terms. The Construction Board of Appeals has jurisdiction to hear and decide appeals from the denial of a permit or any other decision by the County in the enforcement of the State Construction Code or International Property Maintenance Code or the Model Manufactured Home Installation Standards.

SECTION 5. JURISDICTION.

This Ordinance is effective throughout Eaton County, Michigan, unless a local municipality has assumed jurisdiction for enforcing the State Construction Code or the International Property Maintenance Code or the Model Manufactured Home Installation Standards.

SECTION 6. REPEALER.

All ordinances in conflict are repealed to the extent necessary to give this ordinance full force and effect.

SECTION 7. SEVERABILITY.

The various parts, sections and clauses of this ordinance are hereby declared to be severable. Should any part, clause, sentence, paragraph or section of this ordinance be found invalid or unconstitutional for any reason by any court of competent jurisdiction, any such decision shall not affect the validity of the remainder of this ordinance.

SECTION 8. SAVINGS CLAUSE.

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they were commenced.

SECTION 9. EFFECTIVE DATE.

The provisions of this ordinance are ordered to take effect after publication.

I, Diana Bosworth, Eaton County Clerk, certify that this ordinance was adopted by the Eaton County Board of Commissioners and published on _____.

Diana Bosworth
Eaton County Clerk

EATON COUNTY BOARD OF COMMISSIONERS

JUNE 15, 2022

RESOLUTION TO APPROVE A MICHIGAN DEPARTMENT OF ENVIRONMENT GREAT LAKES AND ENERGY MICHIGAN MATERIALS MANAGEMENT COUNTY ENGAGEMENT GRANT APPLICATION

Introduced by the Public Works and Planning Committee

WHEREAS, the Resource Recovery Department has been established for the development and administration of the County Solid Waste Management Plan under Act 641; and

WHEREAS, key components of the Resource Recovery Department include increasing the amount of materials recycled; and

WHEREAS, the Michigan Department of Environment Great Lakes and Energy Michigan Materials Management County Engagement Grant is designed to provide assistance in materials management planning in order to expand the amount of materials recycled in the state; and

WHEREAS, County Engagement Grants are available through this program for up to \$10,000 with no required matching funds; and

WHEREAS, the Resource Recovery Department has worked with Resource Recycling Systems (RRS) to evaluate the department and identify steps to improve that will act as a building foundation for the grant; and

WHEREAS, the Resource Recovery Department will serve as the Designated Implementing Agency (DPA) contact for the grant; and

WHEREAS, Resource Recycling Systems (RRS) will perform the work requirements identified in the grant's associated actions and deliverables on behalf of the Resource Recovery Department in accordance with an agreed upon work scope authorized by both parties; and

NOW, THEREFORE, LET IT BE RESOLVED that Eaton County approves the application of the Michigan Materials Management County Engagement Grant; and

BE IT FURTHER RESOLVED, that acceptance of the grant award is contingent upon the approval of the work scope between the Resource Recovery Department and Resource Recycling Systems (RRS); and

BE IT FURTHER RESOLVED, that the County Controller/Administrator, is authorized to sign any necessary grant documents; and

BE IT FURTHER RESOLVED, that the Controller is authorized to make budget amendments to the adopted budget, in the event the grant is authorized.

EATON COUNTY BOARD OF COMMISSIONERS

June 15, 2022

**RESOLUTION TO AMEND THE EATON COUNTY
HOMEOWNER EMERGENCY REPAIR PROGRAM GUIDELINES**

Introduced by the Public Works & Planning Committee

WHEREAS, Eaton County has a Housing Program Income Revolving Loan Fund from past Community Development Block Grant (CDBG) project funded payoffs; and

WHEREAS, money from the Housing Program Income Revolving Loan Fund is used specifically for emergency repairs to homeowner occupied homes; and

WHEREAS, Program Guidelines have been adopted by the Eaton County Board of Commissioners to outline procedures and requirements for participation in this program and for the implementation of emergency repair projects; and

WHEREAS, the program policies and procedures in this guide have been developed to comply with all appropriate state and federal legislation and requirements; and

WHEREAS, these Program Guidelines periodically are in need of update to reflect the County's changing needs and issues regarding housing for its residents, and to clarify its intent and language; and

WHEREAS, The Program Guidelines have been reviewed and are being recommended by the Public Works and Planning Committee.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners approves the attached Homeowner Emergency Repair Program Guidelines, as presented and authorizes Housing Department staff submit the Program Guidelines to the programs regulating authority the Michigan Economic Development Corporation (MEDC).

Eaton County Housing Department's

Emergency Repair

Program Guidelines

June 15, 2022

Prepared by:

Eaton County Housing Department
1045 Independence Blvd
Charlotte, Michigan 48813



Eaton County Emergency Repair

Program Guidelines

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GENERAL PROVISIONS

These Program Guidelines set forth the policies of Eaton County's Emergency Repair Program (the Program). These guidelines also outline procedures and requirements for participation in the program and for the implementation of emergency repair projects. The existing program is funded with program income from previous Community Development Block Grant (CDBG) funds through past State of Michigan programs. These Guidelines set forth the general policies and practices of the program.

The program policies and procedures in this guide have been developed to comply with all appropriate state and federal legislation and requirements. They also reflect the intent of the Eaton County Master Plan and the County's Housing Plan. They are periodically updated to reflect the County's and the State of Michigan's changing needs and issues regarding housing for its residents. The Community Development and Housing Department Director (Housing Program Administrator), who is also the program administrator, with prior approval **of the Eaton County Commissioners from the Chairperson of the Public Works and Planning Committee of the Board of Commissioners**, may modify or waive the requirements in individual cases in unusual circumstances.

Homeowner Program Goals

The Eaton County Emergency Repair Programs primary goal is to assist low to very low-income households in Eaton County correct urgent problems within their home that may pose an imminent health and/or safety hazard to the occupants. By providing this program we are able to improve neighborhoods and the safety of homes.

Program Location

Homes for the emergency repair program, funded with program income, will be located throughout the entire county. (Areas of the county identified as City of Lansing property shall not be part of the Program area).

Sources of Funding

Money generated from past CDBG Housing Programs will be allocated as Program Income and made available to eligible Eaton County Residents for emergency home repairs. The program will be administered per these program guidelines.

Emergency Repair applicants are encouraged to submit an application to the Michigan Department of Health and Human Services (MDHHS) for a State Emergency Relief (SER) grant to provide matching funds.

Owner Contribution

If the emergency project exceeds the maximum allowed per these program guidelines, the homeowner may provide their own funding for the difference in order to complete the repair.

Funding is required to be committed prior to the start of any project. Owner project contributions must and shall be placed in escrow with the Eaton County Community Development and Housing Department at time of closing and prior to the project start date. (Lines of credit are not acceptable).

Fair Housing

Eaton County will not deny assistance to any homeowner on basis of race, color, religion (creed), national origin, sex, marital status, reliance on public assistance, age, disability, or familial status from participation in the Housing Program. All advertising shall include the Fair Housing logo, a Fair Housing Log shall be kept, and fair housing information and materials shall be distributed to area agencies, organizations or at public events.

All complaints or issues relating to fair housing shall be directed to the appointed Fair Housing Official, the Eaton County Director of Community Development and Housing. The Fair Housing Official shall keep record of all issues and complaints related to fair housing. If/when necessary individuals may be referred to the Michigan Department of Civil Rights Fair Housing Office.

Conflict of Interest

Applicants who are employed by Eaton County or who are related to a member of the Community Development and Housing Department staff must disclose their relationship on their application. Said applications shall be submitted to Michigan Economic Development Corporation (MEDC) for final approval. No program funds will be advanced without prior MEDC approval. None of the following persons are eligible to receive program funds or assistance:

- Elected County Officials or their immediate family members
- Any employee directly involved in administering the County Housing programs or their immediate family members

Displacement/Relocation

Funds will not be provided for use on any project which requires temporary or permanent relocation by any occupant. Eaton County shall not be responsible for payment of any relocation expenses to any occupant of the property. The cost of relocating will be the homeowner's responsibility.

ELIGIBILITY REQUIREMENTS

Applicants (Homeowners)

Ownership

The applicant must be the owner of record with clear title (warranty deed) or recorded land contract to the property.

Occupancy

An applicant must have owned and resided in the **home on the** property as their legal primary residence ~~for a period of not less than one (1) year~~ in order to receive assistance. **The home cannot be located within mobile home or manufactured home communities.**

Income Limitations

Only applicants who have a total household income of ~~60%~~ **80%** or less of the County's Median Income for the applicable household size, as published by HUD, will be eligible to receive program funds.

Household income is the total of all regular or periodic income from all sources, before deductions, for all household residents over age 18. Household income does not include food stamps, educational scholarships, or foster care payments. The yearly income is determined using proofs of income provided by the applicant and verified by Department staff and/or employers.

Home Based Businesses

Applicants with a home based business must provide two years of income tax returns. The depreciation amount deducted from these taxes cannot exceed 15%. Actual floor space of the business activity cannot exceed 15% of the home living area (does not include basements, unless used as living space, or garages).

Asset Limitations

An asset is a cash or non-cash item that can be converted to cash. All assets must be considered from both the prospective of its cash value and its actual income. All Asset and Income calculations and verifications will be conducted and shall comply with HUD Part 5 Income and Asset policies.

Credit History

Un-discharged tax liens and bankruptcies shall disqualify an applicant for program funding. Any bankruptcies must be discharged for at least three (3) years in order to be eligible for and participate in the program.

Mortgage/Land Contract Payments

Applicant's mortgage or land contract payments, including tax and/or insurance escrows, must be paid to a current status to be eligible to participate.

Homeowner's Insurance

The applicant must have homeowner's hazard insurance, which covers damage from fire, wind, etc., and must have federal flood insurance if applicable. The minimum fire and extended coverage insurance value must equal all debt against the property including Program Income funds. Insurance coverage must stay in effect on the property for the duration of the loan. Eaton County must be designated as a mortgagee on the homeowner's insurance policy.

Property Taxes

All property taxes and special assessments must be paid to date and continue to be paid in full by their due dates.

Multiple Requests

Each resident who falls within the eligibility guidelines has a lifetime limit of \$20,000 per property for Eaton County Program Income funds. If a previous recipient acquires a new property and still meets all qualifications of the program, they may begin accruing a new lifetime limit of \$20,000 provided all terms and conditions on any and all previous property's project were met.

Property

Single Family Housing

The home to receive funding through the Housing Program, must be located within Eaton County as described and be a single family home/property. Manufactured housing must be located on its own real taxed property to be eligible. Manufactured homes located on leased or rented land, such as those in manufactured housing communities, or another's property, are not eligible.

Property Condition

All properties and rehabilitation projects must meet the requirements of the local zoning and planning ordinances. Properties must be reasonably free of debris and homes shall have reasonable access to perform needed repairs/improvements.

Age of Home

In general, homes must be over 20 years of age to receive Emergency Program Funds for repairs needed as a result of a natural disaster not covered by homeowner's insurance. Exceptions to this limitation may be made under extenuating circumstances.

Improvements

All work performed must meet local codes, ordinances, and standards.

Minimum/Maximum Levels of Assistance

Program loans have no required minimum project value and are limited to a maximum amount of \$20,000.

Emergency Repair Program

Emergency Repairs are those repairs that correct urgent problems within a home that pose an imminent health and/or safety hazard to the occupants. Emergency repairs include, but are not limited to failed well or septic, leaking or damaged roof that is or has caused hazards to the dwelling space of the home such as falling ceilings, standing water, or wall or floor damage and shall be limited to a maximum amount of \$20,000 per household. The Homeowner shall be responsible for obtaining and providing two estimates/bids for the work required. County Staff may also obtain estimates/bids at the homeowner's request or if bids provided are identified as out of line with current industry charges. Due to the urgent nature of emergency projects, the normal bid process is adjusted.

Physical Disability Improvements/Accommodations

In cases where a homeowner is requesting work done in their home to accommodate a physical disability, they shall be asked to provide a written statement from a licensed physician stating the nature of the disability **state the specific need for the accomodation.**

Non-Eligible Rehabilitation Activities

Non-Eligible activities include but are not limited to:

- Out buildings including barns, pole barns, silos, tool sheds, storage buildings, etc.
- Work completed prior to the application.
- Tree surgery or removal (unless diseased or a hazard and part of the overall project).
- Luxury items (ie: fireplaces, hot tubs, saunas, swimming pools, etc.)

- Any items identified by HUD or MEDC.

Homeowner Labor

Michigan licensed contractors must be used to complete work utilizing program funds. Homeowner labor will not be allowed for any portion of a program project.

Improvement Standards

All improvements must be physically attached to the property and be permanent in nature. One exception is a freestanding kitchen range and/or refrigerator, which may be purchased with Program Income funds if the existing unit(s) fails health and quality standards. Any project improvements which would exceed 80% of the after rehab value of the property are not eligible.

Material, Equipment, Fixtures Standards

Materials, equipment and fixtures used will be moderately priced, but of durable quality. Materials of a type or quality, which are less than or exceeds those customarily used in the property's neighborhood will not be utilized using Program Income funds.

APPLICATION PROCESS

Application Intake Process/Review

Applications will be accepted as funding sources become available. Once resources are allocated, the Housing Program Administrator may limit the type and scope of applications accepted based on resources available.

Applicants must complete the application package forms and provide all income verification documents as directed. An application shall be considered "received" and dated accepted only after all required documents, including required verifications, are complete and received by staff. Eligibility determinations and funding awards will be made from the information presented in the application package. Re-verification of income and other time related information may be required periodically if delays occur.

Site Selection: Prioritization of Properties

Applications shall be processed on a first come, first served basis, and in accordance with these guidelines to meet funding requirements. However, when a property presents an immediate threat to structural integrity or which presents the occupants with an immediate threat of bodily injury, said property(s) will be given priority over previous applications. The first "accepted application" is the first one that is complete with all required information and verifications and which meets the Program's eligibility requirements.

In cases where an application is submitted but not completed in a timely manner, usually after two months, the Housing Program Administrator may notify the applicant(s) their application has expired. After an initial application has expired, the applicant must apply to the program completely anew, providing a complete and current application if they wish to participate in the program.

Declined Applications

Department staff shall notify in writing to any applicant who submits a written application for funds and is declined and advise the applicant of the reason for the decline. The written notification shall include information on the appeal process as described in these guidelines.

No Application Holdovers

Applications are accepted and committed to funding only within each funding period. There shall be no “holdovers”, pre-applications, nor reservations of funds from anticipated or applied-for grants. Potential applicants may contact the Department and have their name included on a mailing list for application materials. The Department will send applications for the next funding cycle to those on the notification mailing list when new applications are available. Applicants who were not funded in one cycle period must reapply to be eligible to receive funds during the next application window and will have no priority over the other new applicants.

APPLICANT SELECTION

Selection Process

Applications shall be processed on a first come first served basis, and in accordance with guidelines to meet funding requirements.

Property Photographs

Before and after photographs of the property shall be taken. Photographs should, as much as possible, be from the same location, of a similar angle and of the same subject matter.

Non-Discrimination

No person shall be denied assistance based upon race, color, creed, religion, national origin, sex, marital status, reliance on public assistance, age, disability, or familial status.

CONTRACTOR SELECTION

Non-Discrimination

No contractor or sub-contractor shall be denied work based upon race, color, creed, religion, national origin, sex, marital status, reliance on public assistance, age, disability or familial status. The Housing Department will encourage applicants to seek bids from disabled, female, minority and Section 3 contractors.

Required Documentation

Participating contractors shall include proof of licensing through the State of Michigan as a residential builder, corporation or partnership, a Certificate of Insurance for comprehensive public liability coverage for not less than \$500,000.00 bodily injury and \$100,000.00 property damage and worker's compensation in the amount required by law.

Contractor Verification of Eligibility

Once a contractor has been selected verification of eligibility shall be conducted. The following verifications shall occur: verification of a valid/current License through the Department of Energy, Labor and Economic Growth, Licensing Services for Builders, proof the contractors is not on HUD's Limited Denial of Participation list, and proof the contractor is not on the list of debarred/suspended contractors in the System for Award Management (SAM).

Scope of Work

A Scope of Work (rehabilitation specifications) may be created and provides a detailed listing of the work for the project and a first estimate of the anticipated cost of each activity. If a scope of work is created, it must be approved by the property owner.

Contract Award

After the bids are reviewed, the contract for the proposed work shall be awarded by the property owner, subject to the approval of the Administrator, to the lowest reasonable bidder. The contract shall be officially awarded upon execution of a signed contract between the homeowner and contractor. Absolutely NO program funds will be expended on a project until a signed Contract has been furnished to the Program.

Construction Contract

The property owner and contractor shall execute a Housing Rehabilitation Program Contract (Contract) acceptable to the Administrator and furnish a signed copy to the Housing Department. No funds will be expended on a project until a signed Contract has been furnished to the Program.

Pre-Construction Meeting

A pre-construction meeting may be held between the contractor, property owner and Housing Department Staff prior to commencement of construction. At this meeting, the parties shall review specifications to be completed, construction procedures, expected construction standards, and concerns of any party.

Notice to Proceed

When all necessary documentation and all construction issues have been addressed, and after any applicable three-day Right of Rescission period has expired, the Administrator and property owner shall jointly issue a "Proceed to Work" notice to the contractor. No work on the project may begin until the "Proceed to Work" notice has been issued. The "Proceed to Work" notice shall contain a required commencement date. Emergency repair work will be required to start immediately and be completed within thirty- (30) days.

Contractor Performance

Change Orders

If a change in Scope of Work is necessary due to detection of unforeseen additional rehabilitation required, or it is determined a specification is not adequate or required, the contractor, property owner and Administrator shall discuss and resolve the issue. Upon resolving the issue a written Change Order shall be prepared and signed by the contractor and property owner, and shall be approved by the Administrator; the Change Order shall become an addendum to the Contract. Change Orders will not be permitted to correct contractor errors in the bid.

Permits and Code Inspections

The contractor shall be responsible for obtaining all permits including but not limited to construction, mechanical, electrical, well and septic permits for the project. The contractor shall furnish a copy of all construction permits to the Department for the project file. The contractor is also responsible for obtaining all required inspections. Permits from the Michigan Department of Environmental Quality (DEQ) are also required when necessary. Permit and inspections fees are the contractor's responsibility and shall be included in the bid. Final payment for a project cannot be issued until all of the required permits and inspection proofs have been included in the project file.

Payments

All payments to the contractors shall be paid from the Program Income account. This includes funding from outside sources, which shall have been placed in escrow. Progress payments shall be in accordance with the Construction Contract. The

contractor must furnish to the Department a payment invoice and a signed Homeowner Payment Authorization form (provided by Department staff). The Final payment is authorized only after all work is satisfactorily completed, all code inspections have been passed and a final inspection by the Department staff has been made and, the property owner has signed a Final Inspection Report approving the project. Prior to issuance of the final payment, the contractor shall furnish to the Program office Full Waivers of Lien from all materials suppliers, subcontractors and the laborers, a Sworn Construction Statement certifying that the contractor has paid all laborers, suppliers and subcontractors in full and Section 3 compliance.

Contract Extension

If unforeseen circumstances require an extension of project completion, if agreed upon by the Administrator, contractor, and property owner, the Administrator shall authorize in writing the extension of the completion date.

Contract Termination

A contract will be terminated with a contractor and the balance of the contract will be awarded to another bidder when the contractor violates the conditions of the contract or does not perform work according to the agreed upon schedule. A contract may also be withdrawn if the contractor does not meet licensing or training requirements.

Damages

The contractor shall be responsible for all damages to persons or property, which occurs as a result of the contractor's work performance. The contractor shall furnish evidence of satisfactory insurance. County Staff and/or its representatives shall not be responsible for any damages, omissions or loss as a result of the contractor's performance nor the property owner's neglect.

Contractor Performance

The contractor shall complete the project strictly in accordance with generally accepted construction standards, the Scope of Work and Contract. The contractor and property owner must resolve any issues, which may arise, that do not affect the Work Specifications, contract agreements, or project cost. Department Staff must approve any issue that requires a change in the Scope of Work, Contract and/or project cost in writing.

Section 3 Reporting

The purpose of Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Section 3) is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal, State and local laws and regulations, be

directed to low and very low income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low and very low income persons. The contractor awarded the project will be expected to follow Section 3 compliance and will be provided documentation pertaining to Section 3 upon contract signing.

REPAYMENT

Deferred Loans

All emergency projects using Program Income funds must be in the form of a deferred loan to the recipient that is secured by a mortgage lien on the property. Households ~~between 0% to 60% of Average Median Income (very low income)~~ are encouraged to contribute matching funds, but are not required. All loans shall be deferred and have no principal or interest payments as long as the recipient continues to own and occupy the property. Payments on loans may be made without penalty, but are not required. However, the entire principal balance of all loans, along with any interest, must be paid immediately when the property is sold, or title is transferred, or if the home is refinanced to borrow money, or if the recipient no longer occupies the home as their primary residence. Additional fees may be required for recording costs.

Loan Assumption

Upon death of a loan recipient, a surviving spouse or joint recipients of the program (as long as both are on the lien/mortgage) automatic deferral of the loan's repayment until the survivor dies, sells the property, or no longer occupies the property as their primary residence shall be given. Additionally, in cases of divorce or separation of joint recipients of the program the same deferral shall be given.

Lien Execution

For all emergency repair projects, all owners of record, including land contract sellers and purchasers, shall execute the property lien(s) in the amount of the project funded by the County program. Land contract sellers may also have the option to subordinate their lien to the Eaton County Community Development and Housing Program instead of signing the mortgage. The Administrator shall have all liens recorded with the Eaton County Register of Deeds. If the land contract has maturity prior to the Eaton County loan maturity, waiver of the land contract sellers' signature(s) shall not be permitted.

Lien Forgiveness

Liens shall not be forgiven. However, part or all of the Program Income funds due at the time the property is sold may be forgiven with MEDC approval, if it is proven proceeds from a reasonable sale are insufficient to pay all superior liens and the program lien.

Subordination of Liens and Loans

Eaton County will subordinate its lien position to a new first mortgage only to refinance the existing mortgage debt to improve the rate or term of a loan (i.e. interest rate or amortization period). Eaton County shall not subordinate its lien position to a new first mortgage if any proceeds from the new first mortgage are used to pay cash equity to the owner nor if any proceeds are used to pay debts other than the first mortgage.

To subordinate a lien for an Eaton County project, the applicant must contact the Department and request the "Request for Subordination of Mortgage" package; it can be faxed or mailed to appropriate person. Once the information is submitted, along with any required fees, the Program Administrator shall review and approve and process or deny the request per the requirements of this section.

Any application to subordinate the lien must meet the following criteria prior to approval:

Policies Regarding Lien Subordinations

1. The household must have income at or below 80% of Average Median Income as established for Eaton County by HUD at the time of the subordination request and must provide proof of that current income.
2. A minimum of one year must have passed since assistance was received (one year from the completion of the project).
3. The new mortgage must have a fixed rate. The new loan must include the payment of taxes and insurances (escrows).
4. The County will only approve one subordination request per client. The only exception would be if the client was lowering their interest rate and/or reducing the term of their mortgage without borrowing additional money.
5. No Reverse Mortgages.
6. The total amount of all liens against the property, including the lien from the Housing project, cannot exceed 60% of the value of the property based on a current appraisal.
7. The County will NOT subordinate unless our loan(s) remain covered.
8. The interest rate for the new loan and associated loan costs must be competitive with the lowest rates and costs available in the lending industry. A worksheet evaluating current loan rates and costs must be included with the application to subordinate.
9. If this request is to pay off a land contract, or to stop foreclosure, the above calculation may not apply, please contact this office for pre-approval. We will review such requests individually.
10. Recording costs are the responsibility of the applicant and lenders should allow for that at closing.
11. The County will charge a \$100 handling fee for each subordination review. This fee must be paid prior to the release of the decision or original subordination document.

12. In cases where the County agrees to subordinate a loan so that the applicants may continue to occupy the home, the lender must disburse the proceeds of the loan directly for the approved purpose of the loan and not to cash for the homeowner or any other creditor.

Subordination Checklist

1. A homeowner or mortgage/title company must request a "Request for Subordination of Mortgage" package. Housing Department Staff will fax or mail to the appropriate persons. The package must be filled out in full and returned to the Housing Department with all the requested documentation.
2. Insurance- proof of current homeowners insurance
3. Income verification- copies of the most recent one month of pay stubs, social security statement, etc.
4. Appraisal – a copy of the appraisal report showing the homes' current market value.
5. Copy of the typed Uniform Residential Loan Application.
6. Copy of underwriting transmittal. The exact amount of the loan is needed to prepare the document. Please do not request a subordination agreement until you have had underwriting approval.
7. Copy of current title work on the property to indicate the County's position.
8. Provide the name, address, of the lender to be named in the subordination.

COMPLAINT RESOLUTION

The following Complaint Resolution Procedure included here outlines the procedures the Eaton County Housing Department will use to address Housing Program complaints and concerns from three general groups:

1. Complaints from applicants regarding the application process or the acceptance/refusal of their application to the County's Housing Programs;
2. Complaints from contractors regarding selection/rejection of their bid(s) for a project; and
3. Complaints from the applicant, contractor, and/or Housing Department staff about the quality of the work completed or not completed on a specific project.

Persons eligible to file complaints are limited to contractors and program applicants. This procedure shall be provided in writing to contractors when they bid on projects and to program participants when a completed application is received by the department. Additional copies may be furnished upon request.

Complaint Review

Informal dispute resolution shall begin with the third party administrator or program administrator. Complaints may be filed by a homeowner or contractor concerning the completion of work performed, quality of workmanship, or participation in the program. If a resolution cannot be found, complaints shall be presented in writing, within 30 days of project completion or sooner, to the Eaton County Community Development and Housing Department, 1045 Independence Blvd., Charlotte MI 48813. The program administrator shall respond within 15 working days after receipt of the initial complaint, to negotiate a satisfactory solution.

Complaint Review Committee

If either the homeowner or contractor is unsatisfied with the program administrator's decision, an appeal may be submitted to a Review Committee which shall be formed on a case by case basis. The Committee shall be comprised of a person with building/construction expertise (completely separate from the contractor who is part of the complaint, a local community representative, and a representative of Eaton County; however, it shall not be the Program Administrator or any program staff. The Review Committee will hear and review the case. The claimant may choose to appear in person before the committee, or have the written complaint submitted to committee on their behalf. The claimant will be notified in writing of the Review Committee's decision within 15 working days of the date of the decision. If the above listed efforts fail to resolve all outstanding issues, the services of the closest Dispute Resolution/Mediation Program may be sought. Said services shall be the responsibility of the aggrieved, including any financial cost.

PROGRAM ADMINISTRATION

Confidentiality

Eaton County does not publicize or make known specific applicant and/or recipient information to the general public. However, the Michigan Freedom of Information Act (FOIA – MCLA 15.23 et.seq.) provides, among other things, that a person has a right to inspect, copy, or receive copies of the following information held by a locality relative to Community Development Division (CDD) funds (federal or state): recipients' names, addresses and level of CDD assistance provided. As this information can be made public upon a written or oral request, the County has a responsibility for informing all applicants of this when they apply for assistance. In no case would it ever be appropriate to release a recipient's source or amount of income or any credit-related information.

Except as described above, all materials provided by participants in this program will be kept confidential and only provided to members of the County, State, and Third Party Administrator required to review and possess such information. All information will be kept in County files and appropriately secured.

Required File Documentation

Department staff and the Program Administrator are responsible for establishing permanent files and ensuring all necessary documents are included for all approved applications. An applicant may view their file in the office during regular business hours.

File Retention

A permanent file may be destroyed three (3) years after the loan is paid in full. Applications that are declined, cancelled, or withdrawn may be destroyed after one (1) year unless there is a pending appeal or complaint regarding that application.

Approval Authority

Sole approval of an emergency repair or home rehabilitation project through the County Housing Program rests with the County of Eaton. The Program Administrator and Housing Department Staff may consult with MEDC, potential match fund contributors, and/or County and State Building Inspectors as needed before approval is granted.

Third Party Administration

~~The Third Party Administrator for Eaton County is Hager Consulting, LLC. A contract has been signed between Eaton County and Hager Consulting to provide services as outlines in these program guidelines. Hager Consulting will perform work in accordance of the contract and TPA plan. This work includes, but is not limited to the following: assistance in grant and proforma preparation, policy and procedure preparation, site inspections, environmental review, SHPO consultation and preparation, scope of work/specification preparation, bidding process, construction documents and process, monitoring construction, document submission preparation, and working with County as needed to assure compliance and quality of finished projects.~~

EATON COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ABOLISH THE EATON COUNTY PARKS
AND RECREATION COMMISSION UNDER PUBLIC ACT 261 OF 1965
AND RE-ORGANIZE THE EATON COUNTY PARKS
DEPARTMENT UNDER PUBLIC ACT 156 OF 1917**

WHEREAS, the Eaton County Parks and Recreation Commission was established by Board of Commissioners resolution on November 19, 1969 and provided the authority pursuant to Public Act 261 of 1965, as amended, to have the general responsibility to oversee the maintenance and operation of the Eaton County Parks system by resolution on October 27, 1975; and

WHEREAS, a restructuring of the Eaton County Parks and Recreation Commission as a County Parks and Recreation Department under Public Act 156 of 1917, as amended, is desirable.

THEREFORE BE IT RESOLVED, that the Eaton County Board of Commissioners, hereby abolishes the Eaton County Parks and Recreation Commission under Public Act 261 of 1965, as amended, and re-organizes the County Parks and Recreation Department under Public Act 156 of 1917, being MCL 123.51 *et seq.*, as a County agency under the general control of the Eaton County Board of Commissioners, effective upon the transfer of all Park properties to the County of Eaton; and

BE IT FURTHER RESOLVED, that all authority and responsibility for the maintenance and operation of the County Parks system is hereby transferred from the existing Eaton County Parks and Recreation Commission to the re-organized Eaton County Parks and Recreation Department; and

BE IT FURTHER RESOLVED, that all contracts for goods and/or services involving the Parks and Recreation Commission as a party are hereby assigned from the existing Eaton County Parks and Recreation Commission to the Eaton County Board of Commissioners, and shall continue in full force and effect; and

BE IT FURTHER RESOLVED, that all current rules and regulations governing the use of County Parks shall continue in full force and effect, unless and until they are amended or repealed by the Board of Commissioners; and

BE IT FURTHER RESOLVED, that except as otherwise provided herein, all operations and activities of the Eaton County Parks and Recreation Department, including purchasing, contracting, employment, financial services, management information

services, and budget development, adoption and implementation, shall be conducted in accordance with the policies and procedures adopted by the Board of Commissioners for County departments; and

BE IT FURTHER RESOLVED, that the Eaton County Board of Commissioners or its designee shall appoint a Parks Director, who shall be a County employee under the supervision of the Controller/Administrator; and

BE IT FURTHER RESOLVED, that the Eaton County Board of Commissioners may authorize such employees as are necessary to assist the Parks Director in the maintenance and operation of the Parks system, subject to budgetary limitations, which persons shall be County employees and supervised by the Parks Director; and

BE IT FURTHER RESOLVED, that this Resolution shall supersede any and all other Resolutions establishing or amending the governing organizational structure of the Eaton County Parks and Recreation Commission; and

BE IT FURTHER RESOLVED, that the Eaton County Parks and Recreation Commission is hereby abolished, effective upon the transfer of all Park properties to the County of Eaton; and

BE IT FURTHER RESOLVED, that Eaton County Board of Commissioners Resolutions regarding the Parks Commission dated November 19, 1969 and October 27, 1975 are hereby rescinded.

EATON COUNTY BOARD OF COMMISSIONERS

JUNE 15, 2022

**RESOLUTION TO ADOPT 2022 SUMMER PROPERTY TAX LEVY AND
NOTICE OF CERTIFICATION OF COUNTY ALLOCATED TAX LEVY**

Introduced by the Ways and Means Committee

WHEREAS, Eaton County is authorized under the General Property Tax Act, Public Act 206 of 1893, as amended, to levy and collect County allocated property taxes; and

WHEREAS, the General Property Tax Act has been amended by Public Act 357 of 2004 being 211.44a, to require all Michigan Counties to impose a summer tax levy in 2007 and each year thereafter.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Public Act 357 of 2004, the Eaton County allocated tax shall be levied and collected on July 1, 2022, at the full amount allocated after application of the “Headlee” millage reduction fraction, or 5.2096 mills for General County Operations; and

BE IT FURTHER RESOLVED, that the Treasurer of each city and township in Eaton County is directed to account for and deliver the full County allocated tax collections for 2022 in accordance with the provisions of Public Act 357 of 2004; and

BE IT FURTHER RESOLVED, that this resolution constitutes certification of the levy of the County allocated tax and authorized collection of the County allocated tax July 1, 2022, at the full amount allocated after application of the “Headlee” millage reduction fraction, or 5.2096 mills.

**2022 TAX RATE REQUEST
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

County EATON	2022 4,208,049,009
Local Government Unit (County, Township, City, Village, K-12 School District, ISD, CC, or ANY Authority such as District Library, DDA, etc.) Eaton County	

**PLEASE READ THE
INSTRUCTIONS ON
THE REVERSE SIDE
CAREFULLY.**

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119.
The following tax rates have been authorized for levy on the 2022 tax roll.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
Source	Purpose of Millage	Date of Election	Millage Authorized by Election, Charter, etc.	2021 Millage Rate Reduced by MCL 211.34d	2022 HEADLEE Millage Permanently Reduction Fraction	2022 Millage Rate Permanently Reduced by MCL 211.34d	Sec. 211.34 Millage Rollback Fraction	Maximum Allowable Millage Rate*	Millage Requested to be Levied July 1	Millage Requested to be Levied Dec. 1	Expiration Date of Millage Authorized
Allocated	Operation	11/07/78	5.5000	5.2096	1.0000	5.2096	1.0000	5.2096	5.2096		N/A

Total **5.2096**

Prepared by Timothy Vandermark	Telephone Number (517)-543-4101	Title Equalization Director	Date 6/1/2022
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As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34, and for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, MCL 380.1211(3).

☒ Clerk	Signature	Type Name	Date
☐ Secretary		Diana Bosworth	
☒ Chairperson	Signature	Type Name	Date
☐ President		Jeremy Whittum	

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. A public hearing and determination is required for an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on the reverse side for the correct method of calculating the millage rate in column (5).

EATON COUNTY
2022 Tax Limitation Valuations

Form L-4028 Complete Millage Reduction Computation (Sec. 211.34D M.C.L.)

Code Number	Taxing Jurisdiction	2021 Taxable	Losses Taxable	Additions Taxable	2022 Taxable	2022 MRF
23	Eaton County	3,987,455,730	38,077,091	130,803,217	4,205,698,933	1.0000
23-130	Bellevue Twp	90,252,530	446,803	1,811,724	95,416,949	.9911
23-070	Benton Twp	111,084,493	2,369,512	2,273,060	115,114,331	.9952
23-150	Brookfield Twp	51,905,191	780,344	1,072,213	55,039,300	.9786
23-100	Carmel Twp	100,835,209	323,372	1,726,367	106,281,258	.9931
23-060	Chester Twp	63,731,733	69,611	1,572,400	67,809,686	.9928
23-050	Delta Charter Twp	1,592,740,233	17,847,576	83,124,576	1,692,650,333	1.0000
23-110	Eaton Twp	146,494,915	913,112	1,199,876	153,077,968	.9902
23-120	Eaton Rapids Twp	152,536,666	350,380	1,330,746	159,612,391	.9932
23-160	Hamlin Twp	116,264,809	871,858	1,766,045	122,021,789	.9912
23-090	Kalamo Twp	57,256,610	91,981	215,500	59,743,885	.9920
23-030	Oneida Twp	169,507,459	2,175,242	2,388,203	177,132,740	.9892
23-020	Roxand Twp	63,461,760	279,079	1,082,300	66,686,929	.9949
23-010	Sunfield Twp	70,200,990	204,297	685,592	74,164,135	.9841
23-050	Vermontville Twp	60,155,007	1,091,612	1,672,340	64,011,794	.9787
23-140	Walton Twp	72,731,756	1,367,424	975,848	76,167,310	.9804
23-080	Windsor Twp	281,480,736	1,175,880	7,244,308	298,551,355	.9940
23-200	Charlotte City	234,674,730	2,671,988	4,671,054	246,276,027	.9919
23-300	Eaton Rapids City	117,805,644	404,862	1,308,706	124,047,652	.9881
23-400	Grand Ledge City(IC)	252,098,352	862,362	11,413,734	273,422,973	.9905
23-500	Lansing City	107,721,988	1,957,754	2,974,185	102,145,169	IC
23-600	Olivet City	17,145,408	268,910	15,140	17,596,778	.9916
23-700	Pottersville City	57,369,511	1,553,132	279,300	58,728,181	.9865
23-131	Bellevue Village	20,104,164	73,349	545,752	21,656,491	.9802
23-081	Dimondale Village	36,251,075	162,983	222,387	37,679,438	.9952
23-021	Mulliken Village	12,895,730	73,020	109,900	13,510,338	.9885
23-011	Sunfield Village	11,932,307	58,758	89,792	12,521,163	.9866
23-051	Vermontville Village	14,080,558	954,112	1,033,942	15,211,678	.9564
ER District Library		386,607,119	1,627,100	4,405,497	405,681,832	.9910
	Charlotte District Library	482,004,854	3,908,472	7,597,297	505,635,253	.9916
	Benton/Pottersville District Library	168,454,004	3,922,644	2,552,360	173,842,512	.9922
	Mulliken District Library	63,461,760	279,079	1,082,300	66,686,929	.9949
	Sunfield District Library	70,200,990	204,297	685,592	74,164,135	.9841
	Capital Area District Library	49,777,723	572,700	2,628,400	44,200,904	IC
	Grand Ledge District Library (IC)	421,605,811	3,037,604	13,801,937	450,555,713	.9900
	Delta District Library(IC)	1,650,684,498	26,525,976	93,766,232	1,743,941,577	1.0000
	Charlotte DDA	7,308,805	216,100	29,000	7,390,262	.9953

(IC) indicates a taxing jurisdiction located in more than one county. Valuations are for this county only. Fraction is based on entire valuations located in the several counties involved.

Note: The Millage Reduction Fraction (MRF) shall not exceed 1.0000 beginning in 1994 and for all future years due to Public Act 145 of 1993.

Delta Library adds City of Lansing Grand Ledge Schools for 425 agreement.

EATON COUNTY
2022 Tax Limitation Valuations
For Local School Operating Millage (All Properties)

Form L-4028 Complete Millage Reduction Computation (Sec. 211.34D M.C.L.)

Code Number	School District	2021 Taxable	Losses Taxable	Additions Taxable	2022 Taxable	2022 MRF
23030	Charlotte	612,109,863	4,440,951	10,278,286	642,865,444	.9923
23050	Eaton Rapids(IC)	478,139,637	1,994,404	6,460,935	502,731,521	1.0000
23060	Grand Ledge(IC)	1,429,967,559	17,180,685	75,845,120	1,523,950,899	1.0000
23065	Maple Valley (IC)	120,212,364	1,153,533	2,246,990	127,297,784	.9832
23090	Pottersville	145,914,591	3,687,260	2,350,360	151,192,244	.9871
23490	Strange #3	6,817,540	44,300	187,500	7,099,382	1.0000
23010	Bellevue (IC)	86,841,493	444,776	1,354,786	91,620,957	.9887
23080	Olivet (IC)	150,087,362	2,387,139	2,240,394	157,299,414	.9839
33020	Lansing	70,663,040	1,417,054	1,265,885	73,285,321	IC
33070	Holt	124,756,243	218,383	1,106,510	130,759,112	IC
33215	Waverly (IC)	676,966,109	6,245,415	25,912,851	707,841,695	1.0000
34090	Lakewood	81,197,926	299,687	1,443,642	86,037,350	IC
34110	Portland	59,500	0	0	72,000	IC
38150	Springport	3,575,043	127,857	90,195	3,645,810	IC
<u>Intermediate Schools</u>						
23	Eaton (IC)	2,793,161,554	28,501,133	97,369,191	2,955,137,274	.9986
13	Calhoun	236,928,855	2,831,915	3,595,180	248,920,371	IC
38	Jackson	3,575,043	127,857	90,195	3,645,810	IC
33	Ingham	872,385,392	7,880,852	28,285,246	911,886,128	IC
34	Ionia	81,257,426	299,687	1,443,642	86,109,350	IC
<u>Others</u>						
Eaton, 911 and Jail		3,987,455,730	38,077,091	130,803,217	4,205,698,933	1.0000
Lansing Comm. College		2,302,352,951	25,061,537	104,130,366	2,435,837,027	IC
Capital Reg. Airport Auth.		107,721,988	1,957,754	2,974,185	102,145,169	IC
CATA		107,721,988	1,957,754	2,974,185	102,145,169	IC
Grand Ledge Fire Dis		421,605,811	3,037,604	13,801,937	450,555,713	.9900

(IC) indicates a taxing jurisdiction located in more than one county. Valuations are for this county only.
 Fraction is based on entire valuations located in the several counties involved.

Note: The Millage Reduction Fraction (MRF) shall not exceed 1.0000 beginning in 1994 and for all future years due to Public Act 145 of 1993.

EATON COUNTY
2022 Tax Limitation Valuations
For Local School Operating Millage (Non-Homestead)

Form L-4028 Complete Millage Reduction Computation (Sec. 211.34D M.C.L.)

Code Number	School District	2021 Taxable	Losses Taxable	Additions Taxable	2022 Taxable	2022 MRF
23030	Charlotte	153,737,893	241,595	5,530,463	163,823,602	1.0000
23050	Eaton Rapids(IC)	83,671,665	113,329	1,802,472	88,564,953	1.0000
23060	Grand Ledge (IC)	493,145,390	514,450	45,941,133	548,621,943	1.0000
23065	Maple Valley (IC)	18,140,493	26,600	1,153,192	19,793,927	.9950
23090	Pottersville	40,376,658	164,020	864,600	42,473,597	.9983
23490	Strange #3	3,710,396	-	187,500	3,907,554	1.0000
23010	Bellevue (IC)	18,137,476	42,319	776,161	19,684,172	1.0000
23080	Olivet (IC)	23,792,055	156,968	526,685	24,914,443	.9757
33020	Lansing	19,704,548	7,000	282,000	20,741,239	IC
33070	Holt	20,931,022	11,900	311,400	21,982,629	IC
33215	Waverly (IC)	298,505,751	287,262	11,415,600	314,303,985	1.0000
34090	Lakewood	16,288,450	103,629	1,045,600	18,223,066	IC
34110	Portland	59,500	-	-	72,000	IC
38150	Springport	254,927	2,057	2,600	260,330	IC

(IC) indicates a taxing jurisdiction located in more than one county. Valuations are for this county only. Fraction is based on entire valuations located in the several counties involved.

Note: The Millage Reduction Fraction (MRF) shall not exceed 1.0000 beginning in 1994 and for all future years due to Public Act 145 of 1993.

COUNTY OF EATON

Resolution No. 2022-_____

A regular meeting of the Board of Commissioners of the County of Eaton, Michigan (the "County"), was held in Charlotte, Michigan, on June 15, 2022. The following Commissioners were

PRESENT: _____

ABSENT: _____

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

**RESOLUTION RECEIVING ADVICE FROM THE COUNTY TREASURER
AS TO A SURPLUS WHICH CAN BE TRANSFERRED FROM THE
EATON COUNTY DELINQUENT TAX REVOLVING FUND TO THE
EATON COUNTY GENERAL FUND**

WHEREAS, Section 87b(7) of Act No. 206, Michigan Public Acts of 1893, as amended ("Act 206") authorizes the Board of Commissioners to transfer to the Eaton County General Fund any surplus in the Eaton County Delinquent Tax Revolving Fund (the "DTRF") by appropriate action of the Board of Commissioners; and

WHEREAS, the Eaton County Treasurer has reviewed the amounts which are currently available in the DTRF, and has determined that \$500,000.00 may be transferred to the General Fund as a "surplus" as of June 15, 2022; to be appropriated within the Fiscal Year 2022/2023 budget; and

WHEREAS, the Eaton County Treasurer hereby declares that a surplus of \$500,000.00 exists in the DTRF.

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD AS FOLLOWS:

1. The Eaton County Treasurer is authorized to transfer \$500,000 from DTRF to the General Fund as of June 15, 2022, for the Fiscal Year 2022/2023 budget.
2. Any further transfers of surplus amounts will be specifically approved after recommendation by the Eaton County Treasurer by resolution of the Board of Commissioners.

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

AYES:

NAYS:

ABSTAIN:

The foregoing Resolution was hereby declared adopted.

STATE OF MICHIGAN

COUNTY OF EATON

I certify that the foregoing is a true and accurate copy of the resolutions adopted by the Eaton County Board of Commissioners, that such resolutions were duly adopted at a _____ meeting held on the ____ day of _____, ____, and that notice of such meeting was given as required by law.

[SEAL]

Resolution Eaton Transfer from DTRF to GF

Eaton County Clerk

Jeremy Whittum, Chairperson

Dated: _____

EATON COUNTY BOARD OF COMMISSIONERS

June 15, 2022

**RESOLUTION TO APPROVE AN
APPLICATION FOR A FARMLAND AND OPEN SPACE
DEVELOPMENTAL RIGHTS AGREEMENT
(PUBLIC ACT 116 OF 1974, AS AMENDED)**

Introduced by the Ways & Means Committee

WHEREAS, Scott A. Spitzley, filed a Farmland and Open Space Application for properties located in Roxand Township, with the Eaton County Clerk's Office in March 7, 2022; and

WHEREAS, the applications include Parcel #'s 020-011-300-001-01, 020-011-100-003-05 and 020-010-400-062-03 parcels total +/- 166 acres; and

WHEREAS, the applicant is requesting 40 year agreements; and

WHEREAS, a copy of all applications were sent to all reviewing agencies as required by the act; and

WHEREAS, the Eaton County Ways & Means Committee has reviewed this application and is recommending approval.

THEREFORE, BE IT RESOLVED, that the Eaton County Board of Commissioners at its regularly scheduled meeting on May 18, 2022 does hereby approve the Farmland and Open Space Application filed by Scott A. Spitzley properties located in Roxand Township.

Diana Bosworth, County Clerk

Date

EATON COUNTY BOARD OF COMMISSIONERS

June 15, 2022

**RESOLUTION TO APPROVE AN APPLICATION FOR A FARMLAND
AND OPEN SPACE DEVELOPMENTAL RIGHTS AGREEMENT
(PUBLIC ACT 116 OF 1974, AS AMENDED)**

Introduced by the Ways & Means Committee

WHEREAS, Douglas J. Westondorp / Westvale View Dairy LLC filed a Farmland and Open Space Application for property located in Kalamo Township, with the Eaton County Clerk's Office in January 24, 2022; and

WHEREAS, this application includes Parcel # 090-018-300-010-00 parcel total +/-134.80 acres; and

WHEREAS, the applicant is requesting a 90 year agreement; and

WHEREAS, a copy of this application was sent to all reviewing agencies as required by the act; and

WHEREAS, the Eaton County Ways & Means Committee has reviewed this application and is recommending approval.

NOW, THEREFORE, BE IT RESOLVED, that the Eaton County Board of Commissioners at its regularly scheduled meeting on June 15, 2022 does hereby approve the Farmland and Open Space Application filed by Douglas J. Westondorp, property located in Kalamo Township.

Diana Bosworth, County Clerk

Date

EATON COUNTY BOARD OF COMMISSIONERS

JUNE 15, 2022

RESOLUTION TO OPPOSE HB 4730

Introduced by Ways and Means Committee

WHEREAS, House Bill 4730 would require county treasurers to provide electronic records containing any data maintained within the treasurer's office; and

WHEREAS, House Bill 4730 would burden county treasurers to provide "qualified data files" containing only one (1) piece of data out of 16 possible data items; and

WHEREAS, House Bill 4730 limits how much treasurers can charge for parcel records and would burden taxpayers with the cost of data collection provided to out-of-state, and other corporate entities; and

WHEREAS, the Michigan Association of County Treasurers, Michigan Association of Counties, Michigan Association of County Clerks, and Michigan Association of Register of Deeds oppose House Bill 4730.

NOW, THEREFORE BE IT RESOLVED, the Eaton County Commissioners calls upon the Michigan Senate to oppose efforts to adopt legislation under the current language as passed by the Michigan House of Representatives on April 27, 2022.

EATON COUNTY BOARD OF COMMISSIONERS

JUNE 15, 2022

RESOLUTION TO APPROVE 2021/2022 BUDGET AMENDMENTS

Introduced by the Ways and Means Committee

WHEREAS, the Eaton County 2021/2022 Appropriations Act of September 15, 2021 states that any amendment to increase a salary and/or a Capital Outlay line-item in excess of \$2,500.00 or any amendment to increase the total budget of any fund or department in excess of \$2,500.00 shall be amended by the Board of Commissioners, except that any amendment to decrease the General Fund Contingency shall be approved by the Board of Commissioners; and

WHEREAS, such amendments are needed in order to comply with the Uniform Budgeting and Accounting Act of 1978, P.A. 621.

NOW, THEREFORE BE IT RESOLVED, that the following budget amendments be approved and added to the 2021/2022 Eaton County Budget:

GENERAL FUND

SHERIFF'S DEPARTMENT 301.351

Increase	Repairs & Maintenance - Equipment	\$ 4,850
Increase	Transfers-In Commissary	\$ 4,850

To increase budget to replace ice maker in the jail.

SPECIAL REVENUE FUNDS

PUBLIC IMPROVEMENT FUND 245

Increase	Capital Outlay	\$648,500
Increase	Fund Balance Carryover	\$648,500

To increase total budget to complete budget amendment for the public health and energy performance contract to include the utilization of fund project reserves that were included within the total project.

CENTRAL DISPATCH FUND 261

No Budgetary Change	Wage and Fringe Benefits	\$ 0
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To approve the Central Dispatch Department request to amend the position allocation list to eliminate one Radio Manager position and add one (1) Public Safety Telecommunicator, and;

CENTRAL DISPATCH FUND 261

Increase	Property Tax Valuation Decrease	\$ 48,901
Increase	Fund Balance Carryover	\$ 48,901

To reduce current tax revenue to recognize the refund of collections based on valuation reductions awarded to petitioners by the Michigan Tax Tribunal.

JAIL MILLAGE FUND 281

Increase	Property Tax Valuation Decrease	\$ 34,271
Increase	Fund Balance Carryover	\$ 34,271

To reduce current tax revenue to recognize the refund of collections based on valuation reductions awarded to petitioners by the Michigan Tax Tribunal.

JUVENILE MILLAGE FUND 296

Increase	Property Tax Valuation Decrease	\$ 16,883
Increase	Fund Balance Carryover	\$ 16,883

To reduce current tax revenue to recognize the refund of collections based on valuation reductions awarded to petitioners by the Michigan Tax Tribunal.

DRAIN DEBT 851

Increase	Debt Service	\$450,000
Increase	Fund Balance Carryover	\$450,000

To increase total budget for the maturity of a long-term note, not accounted for in the budget development with remaining bond principal payments.

EATON COUNTY BOARD OF COMMISSIONERS

JUNE 15, 2022

**RESOLUTION TO APPROVE PROTECTING LOCAL GOVERNMENT RETIREMENT
AND BENEFITS ACT APPLICATION FOR WAIVER**

Introduced by the Ways & Means Committee

WHEREAS, the County received notification that the retirement health benefit system of the Healing & Recovery Center (Medical Care Facility) received a preliminary determination of underfunded status under Public Act 202 of 2017; and

WHEREAS, this system is included in the annual financial statements of the County; and

WHEREAS, the Facility continues to utilize the pay-as-you-go method to fund the liability of this closed system for financial reporting purposes for the year ended September 30, 2021; and

WHEREAS, the Facility utilizes the alternative method permitted under GASB Statement 75 for financial reporting purposes to calculate the unfunded liability results in a preliminary determination of underfunded status under the reporting requirements of Public Act 202 of 2017 for the component unit system; and

WHEREAS, the calculated actuarial determined contribution represents 0.4% of component unit revenue when considering the total enterprise fund revenue.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners approves the application for waiver and authorizes its submission to the Michigan Department of Treasury.

CLAIMS AUDITED BY THE WAYS AND MEANS COMMITTEE JUNE 10, 2022

FUND#	DEPT#	DEPARTMENT	AMOUNT
101	273	RECEIPTS REFUNDABLE	\$ 198.00
101	101	BOARD OF COMMISSIONERS	\$ 1,743.99
101	131	CIRCUIT COURT	\$ 30,892.71
101	136	DISTRICT COURT	\$ 34,219.71
101	141	FRIEND OF THE COURT	\$ 100.00
101	148	PROBATE COURT	\$ 16,510.66
101	149	JUVENILE COURT	\$ 10,580.38
101	172	CONTROLLER	\$ 11,035.13
101	215	COUNTY CLERK	\$ 80.83
101	228	TECHNOLOGY SERVICES	\$ 4,103.15
101	253	COUNTY TREASURER	\$ 1,033.87
101	261	MSU EXTENSION	\$ 35,482.75
101	265	BUILDING AND GROUNDS	\$ 23,172.39
101	267.229	PROSECUTING ATTORNEY	\$ 677.08
101	267.232	ECONOMIC CRIME UNIT	\$ 45.00
101	267-236	CRIME VICTIMS	\$ 880.50
101	301	SHERIFF DEPARTMENT	\$ 2,124.36
101	303	SHERIFF DELTA	\$ 5,956.11
101	351	SHERIFF CORRECTIONS	\$ 11,969.01
101	430	ANIMAL CONTROL	\$ 2,917.72
101	648	MEDICAL EXAMINER	\$ 1,430.00
101	681	VETERANS	\$ 2,141.57
101	721	COMMUNITY DEVELOPMENT	\$ 16.25
245	901	PUBLIC IMPROVEMENT	\$ 79,147.33
249	371	CONSTRUCTION CODE	\$ 16.25
252	299	PUBLIC DEFENDER	\$ 42,737.38
260	325	911 SURCHARGE	\$ 15,442.40
260	901	CENTRAL DISPATCH -911 SURCHARGE	\$ 1,455.00
261	325	CENTRAL DISPATCH	\$ 9,182.00
261	327	WIRELESS TRAINING	\$ 249.00
261	101-426	EMERGENCY SERVICES	\$ 300.00
261	901	CAPITAL OUTLAY	\$ 5,600.00
277	301	SHERIFF DEPARTMENT	\$ 43.75
298	228	COMPUTER FUND	\$ 2,449.32
298	901	COMPUTER FUND CAPITAL	\$ 59,048.31
		GRAND TOTAL	\$ 412,981.91

**APPROVED BY:
COMMISSIONERS**

UGUSTINE, BREHLER, DROSCHA, LAUTZENHEISER, MOTT, MULDER, PEARL-WRIGHT

CLAIMS AUDITED BY THE WAYS AND MEANS COMMITTEE JUNE 10, 2022
IMMEDIATE PAYMENTS

FUND#	DEPT#	DEPARTMENT	AMOUNT
101	040.801	STORM WATER IMPCT FEE REC'V	\$ 5,738.75
101	090.004	PREPAID EXPENSE-TELEPHONE	\$ 970.96
101	090.006	PREPAID EXPENSE-POSTAGE/PRESORT	\$ 1,058.47
101	273	RECEIPTS REFUNDABLE	\$ 1,056.36
101	273.001	RECEIPTS REFUNDABLE - ECU	\$ 30,354.53
101	273.002	RECEIPTS REFUNDABLE - ECU - MDHHS	\$ 2,356.26
101	101.101	BOARD OF COMMISSIONERS	\$ 165.00
101	131	CIRCUIT COURT	\$ 14,182.14
101	136	DISTRICT COURT	\$ 2,107.86
101	141	FRIEND OF THE COURT	\$ 218.84
101	147	COUNTY GUARDIAN	\$ 83.00
101	148	PROBATE COURT	\$ 125.42
101	149	JUVENILE COURT	\$ 2,730.61
101	151	CIRCUIT COURT PROBATION	\$ 7.75
101	172	CONTROLLER	\$ 33,151.97
101	262	ELECTIONS	\$ 1,767.36
101	215	COUNTY CLERK	\$ 273.97
101	228	INFORMATION SYSTEMS	\$ 3,116.07
101	253	COUNTY TREASURER	\$ 306.93
101	257	EQUALIZATION	\$ 1,062.52
101	265	BUILDING AND GROUNDS	\$ 27,923.72
101	267-229	PROSECUTING ATTORNEY	\$ 5,347.96
101	267-232	ECU	\$ 3,635.68
101	267-234	CHILD SUPPORT	\$ 18.94
101	267-236	CRIME VICTIMS	\$ 38.47
101	268	REGISTER OF DEEDS	\$ 32.55
101	275	DRAIN COMMISSION	\$ 2,603.99
101	301	SHERIFF DEPARTMENT	\$ 54,542.17
101	303	SHERIFF DELTA	\$ 19,683.80
101	351	SHERIFF CORRECTIONS	\$ 39,970.49
101	430	ANIMAL CONTROL	\$ 2,659.56
101	681	VETERANS	\$ 93.11
101	721	COMMUNITY DEVELOPMENT	\$ 376.35
101	728	ECONOMIC DEVELOPMENT	\$ 25,231.50
101	906-131	994.000 PRINCIPAL	\$ 244.56
101		995.000 INTEREST	\$ 52.28
101	906-149	994.000 PRINCIPAL	\$ 1,104.37
101		995.000 INTEREST	\$ 250.82
101	906-228	994.000 PRINCIPAL	\$ 1,031.63
101		995.000 INTEREST	\$ 238.72
101	906-229	994.000 PRINCIPAL	\$ 269.30
101		995.000 INTEREST	\$ 58.70
101	906.257	994.000 PRINCIPAL	\$ 711.94
101		995.000 INTEREST	\$ 157.37
101	906-275	994.000 PRINCIPAL	\$ 1,469.90
101		995.000 INTEREST	\$ 370.29
101	906-301	994.000 PRINCIPAL	\$ 9,832.52
101		995.000 INTEREST	\$ 1,622.32
101	906-303	994.000 PRINCIPAL	\$ 8,859.01
101		995.000 INTEREST	\$ 1,316.92
101	906-351	994.000 PRINCIPAL	\$ 420.22
101	906-351	995.000 INTEREST	\$ 113.79
101	906-430	994.000 PRINCIPAL	\$ 693.38
101		995.000 INTEREST	\$ 140.77
201	449	ROAD COMMISSION	\$ 650,373.75
208	751	PARKS ADMINISTRATION	\$ 3,246.91
208	752	FITZGERALD PARKS	\$ 3,043.02

CLAIMS AUDITED BY THE WAYS AND MEANS COMMITTEE JUNE 10, 2022
IMMEDIATE PAYMENTS

FUND#	DEPT#	DEPARTMENT	AMOUNT
208	753	FOX PARK	\$ 596.06
208	755	LINCOLN PARK	\$ 620.68
208	756	CRANDELL PARK	\$ 200.00
208	901	CAPITAL OUTLAY	\$ 9,800.00
208	906	994.000 PRINCIPAL	\$ 1,268.54
208	906	995.000 INTEREST	\$ 273.56
221	601	HEALTH DEPARTMENT	\$ 582,681.78
228	528	RESOURCE RECOVERY	\$ 638.40
228	529	COUNTY PROJECTS	\$ 1,687.77
228	530	LOCAL UNIT GRANT PROJECTS	\$ 35,819.76
228	906	994.000 PRINCIPAL	\$ 584.28
228	906	995.000 INTEREST	\$ 106.90
245	901	CAPITAL OUTLAY	\$ 3,252,634.37
249	371	CONSTRUCTION CODE	\$ 3,308.27
249	901	CAPITAL OUTLAY	\$ 1,364.12
249	906	994.000 PRINCIPAL	\$ 252.76
252	299	PUBLIC DEFENDER	\$ 895.43
255	257	REMONUMENTATION	\$ 1,120.00
260	325	911 SURCHARGE	\$ 5,871.17
261	325	CENTRAL DISPATCH	\$ 15,863.61
261	327	911 WIRELESS TRAINING	\$ 365.00
261	101-426	EMERGENCY SERVICES	\$ 1,571.48
261	906.994.000	DEBT SERVICE- PRINCIPAL	\$ 1,530.95
261	906.995.000	DEBT SERVICE -INTEREST	\$ 347.11
265	301	MICHIGAN JUSTICE TRAINING	\$ 3,600.00
268	301	BUILDING BRIDGES DOJ GRANT	\$ 5,840.86
272	130-138	PRIORITY COURT	\$ 3,570.00
273	130-140	DRUG COURT - PROGRAM INCOME	\$ 788.53
274	130.138	SWIFT & SURE SANCTIONS	\$ 790.00
275	130-138	VETERAN'S COURT	\$ 1,175.00
276	130.153	COMMUNITY CORRECTIONS	\$ 3,580.00
276	130.154	OTHER GROUP SERVICES	\$ -
276	130.330	DRUNK DRIVE JAIL REDUCTION	\$ 174.00
276	355	WORK CREW	\$ -
276	901	CAPITAL OUTLAY	\$ -
277	301	SHERIFF DEPARTMENT	\$ 9,881.33
278	130-138	DRUG COURT - GRANT FUNDING	\$ 4,821.72
287	301-428	AREA PLANNER	\$ 3,443.42
290	670	DEPT OF HUMAN SERVICES	\$ 670.14
292	273	RECEIPTS REFUNDABLE	\$ 385.25
292	130-356	YOUTH FACILITY	\$ 15,373.90
292	130-358	COMMUNITY BASED TREATMENT	\$ 97.18
292	130-360	DAY TREATMENT	\$ 2,666.45
292	130-362	IN HOME CARE	\$ 1,066.40
292	130-364	LINK PROGRAM	\$ 106.39
292	130-368	CCF PREVENTION SERVICES	\$ 8,651.81
292	130-650	STATE INSTITUTIONS	\$ 14,091.90
292	906-356	994.000 PRINCIPAL	\$ 550.65
292		995.000 INTEREST	\$ 119.03
292	906-360	994.000 PRINCIPAL	\$ 706.87
292		995.000 INTEREST	\$ 133.64
293	689	SOLDIERS & SAILORS	\$ 1,005.00
298	228	COMPUTER FUND	\$ 774.00
298	901	COMPUTER FUND CAPITAL	\$ 603.67
512	635	MEDICAL CARE FACILITY	\$ 1,126,756.22
514	221.000	HOME TAX EXEMPTION AUDIT DUE TO CITIES	\$ 64.39

CLAIMS AUDITED BY THE WAYS AND MEANS COMMITTEE JUNE 10, 2022
IMMEDIATE PAYMENTS

FUND#	DEPT#	DEPARTMENT	AMOUNT
514	225.000	HOME TAX EXEMPTION AUDIT- DUE TO SCHOOLS	\$ 6,858.19
514	226.000	HOME TAX EXEMPTION AUDIT- DUE TO TOWNSHIPS	\$ 505.39
514	228.000	HOME TAX EXEMPTION AUDIT- DUE TO STATE	\$ 190.58
515	253	FORECLOSING GVT UNIT	\$ 4,151.00
656	861	EMPLOYER SHARED RETIREMENT	\$ 631,281.51
670	090.000	HEALTH - SELF INSURANCE - PREPAID EXPENSES	\$ 665,155.00
670	851-865	HEALTH INS VISION CLAIMS CURRENT EMP	\$ 3,581.25
670	851-866	REIREES HEALTH INS VISION CLAIMS	\$ 217.16
676	852	RETIREE HEALTH HCSP	\$ 41,862.87
677	871	WORKERS COMPENSATION	\$ 9,795.73
680	854	DENTAL INSURANCE	\$ 15,105.10
690	20X0 230.001	DUE TO EATRAN	\$ 124.57
690	20X0 300.000	BONDS PAYABLE	\$ 44,000.00
690	20X0 906.995	INTEREST	\$ 563.81
691	20X1 221.000	DUE TO CITIES	\$ 297,529.54
691	20X1 224.000	DUE TO ROAD COMMISSION	\$ 217,242.32
691	20X1 225.000	DUE TO SCHOOLS	\$ 1,838,867.96
691	20X1 226.000	DUE TO TOWNSHIPS	\$ 443,928.99
691	20X1 228.000	DUE TO STATE	\$ 141.27
691	20X1 230.000	DUE TO OTHER GOVERNMENTAL UNIT	\$ 59,778.40
691	20X1 230.001	DUE TO OTHER GOVERNMENTAL UNIT EATRAN	\$ 36,188.92
691	20X1 230.002	DUE TO OTHER GOVERNMENTAL UNIT CATA	\$ 8,151.85
691	20X1 230.003	DUE TO OTHER GOVERNMENTAL UNIT AIRPORT AUTHORITY	\$ 1,905.74
691	20X1 230.004	DUE TO OTHER GOVERNMENTAL UNIT LIBRARY	\$ 97,165.82
691	20X1 234.000	DUE TO INTERMEDIATE SCHOOLS	\$ 589,836.52
691	20X1 235.000	DUE TO COMMUNITY COLLEGE	\$ 169,385.51
691	20X1 237.001	DUE TO OTHER LAND BANK	\$ 27.52
691	20X1 275.000	DUE TO TAXPAYERS TAX OVERPYMT	\$ 1,400.48
699	20X9.906.995	INTEREST	\$ 3,866.30
701	224.000	DUE TO ROAD COMMISSION	\$ 3,666,160.34
701	228-001	DUE TO STATE EDUCATION TAX	\$ 322,898.21
701	228-006	T/A-DUE TO STATE PROBATE CRT SHARED FEES	\$ 3,759.08
701	228-028	T/A-DUE TO STATE PROBATE CRT ORDERED PYMTS	\$ 210.10
701	228-037	T/A-DUE TO STATE CRIME VICTIMS RIGHTS	\$ 2,314.75
701	228-042	T/A-DUE TO STATE STATE COURT FEES	\$ 1,190.00
701	228.044	T/A0DUE TO STATE TSFR TAX	\$ 584,623.75
701	228-055	T/A-DUE TO STATE DNA SPECIMEN FEE	\$ 195.00
701	228-056	T/A-DUE TO STATE ELECTRONIC FILING FEE	\$ 2,300.00
701	228-057	T/A-DUE TO STATE JUROR COMPENSATION FUND	\$ 225.00
701	228-058	T/A-DUE TO STATE CIVIL FILING FEE FUND	\$ 12,561.00
701	228-059	T/A-DUE TO STATE JUSTICE SYSTEM FUND	\$ 2,871.38
701	228.063	DUE TO STATE CSC OFFENDER REGISTRATION FEE	\$ 720.00
701	228.064	DUE TO STATE FINGERPRINT - OTHER AGENCIES	\$ 648.75
701	230.000	DUE TO OTHER GOVERNMENT UNIT	\$ 15.00
701	230.001	DUE TO OTHER GOVERNMENTAL UNIT EATRAN	\$ 589,818.32
701	265-000	T/A-APPEARANCE BONDS PAYABLE	\$ 202.00
701	266-000	T/A-COURT ORDERS PAYABLE	\$ 31,000.00
701	271-002	T/A-RESTITUTION PAYABLE PROBATION	\$ 23,821.40
701	271-004	T/A-RESTITUTION PAYABLE JUVENILE	\$ 2,068.75
701	274.010	UNDISTRIBUTED TAX COLLECTIONS GENERAL TAX	\$ 0.18
701	300-003	T/A-BONDS PAYABLE DRAIN CONTRACT BONDS	\$ 58,000.00
702	228.002	DUE TO STATE MI WITHHOLDING TAX	\$ 62,257.08
702	229.001	DUE TO FEDERAL GOV'T FED WITHHOLDING	\$ 144,330.36
702	229-002	T/A-PAYROLL DUE TO FED GOVT SS TAXES	\$ 102,643.76
702	229-003	T/A-DUE TO FED GOVT MEDICARE TAXES	\$ 24,005.28
702	231.000	T/A - PAYROLL DEDUCTIONS PAYABLE	\$ 10,037.52
702	231-002	T/A-PYRL DEDUCTIONS PAYABLE HGB WELLNESS CTR	\$ 1,496.20

CLAIMS AUDITED BY THE WAYS AND MEANS COMMITTEE JUNE 10, 2022
IMMEDIATE PAYMENTS

FUND#	DEPT#	DEPARTMENT	AMOUNT
702	231.008	PYRL DEDUCTIONS PBLE FLEXIBLE SPENDING ACCT	\$ 9,402.72
702	231.009	PYRL DEDUCTIONS PBLE DEF COMP	\$ 54,715.41
702	231.011	PYRL DEDUCTION PBLE HEALTH CARE SAVING PLAN	\$ 35,361.83
702	231.015	PYRL DEDUCTIONS PBLE MERS	\$ 194,296.40
702	258.000	ACCRUED TAXES PAYABLE	\$ 126,648.30
703	274.01	UNDISTRIBUTED TAX COLLECTIONS GENERAL TAX COLL	\$ (0.40)
720	301	SHERIFF DEPT DONATIONS	\$ 40.55
801	901	DRAIN FUND	\$ 350,714.53
802	101.000	REVOVLING DRAIN FUND - INVENTORY	\$ 543.70
851	906.994.000	DRAIN PRINCIPAL	\$ 3,118,862.50
851	906.995.000	DRAIN INTEREST	\$ 477,546.68
851	906.996.000	DRAIN BOND ISSUANCE COSTS	\$ 500.00
		TOTAL CHECKS	\$ 21,307,320.03
CATEGORY		WIRE TRANSFERS	
OTHER AGENCIES			
PAYROLL AND BENEFITS			1156459.97
DEBT PAYMENTS			
CONSTRUCTION PAYMENTS			
INVESTMENTS			
		TOTAL WIRE TRANSFERS	\$ 1,156,459.97
GRAND TOTAL IMMEDIATE PAYMENTS			\$ 22,463,780.00

APPROVED BY:
COMMISSIONERS
AUGUSTINE, BREHLER, DROSCHA, LAUTZENHEISER, MOTT, MULDER, PEARL-WRIGHT

EATON COUNTY BOARD OF COMMISSIONERS

June 15, 2022

RESOLUTION TO AMEND PERSONNEL POLICY

Introduced by the Ways & Means Committee

WHEREAS, the Board of Commissioners has adopted a Personnel Policy for employees; and

WHEREAS, the Ways & Means Committee has reviewed and is recommending approval of the proposed revisions to Article 14, Hours, to the previously adopted personnel policy, to be effective immediately; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners approves the attached revisions to the Personnel Policy, effective immediately, as presented.

ARTICLE 14. HOURS

Section 1. Courthouse Hours

The Offices of the Eaton County Courthouse shall be open daily for business from 8:00 a.m. to 5:00 p.m., Monday through Friday, except on the holidays listed in the Holiday section. The normal work week shall be 40 hours.

Section 2. Overtime

(a) Non-Exempt Employees

Overtime shall consist of any and all time worked by an employee eligible for overtime in excess of 40 hours worked in the 7 consecutive days, Sunday through Saturday subject to the following provisions. Prior approval of overtime is required by an employee's supervisor. Only time worked shall be counted for purposes of computing overtime pay (See Article 6. Section 4., for Compensation for Holidays).

Employees working in classifications considered to be non-exempt from the overtime provisions of the Federal Fair Labor Standards Act (FLSA) who are required to work in excess of 40 hours in any one week shall be compensated at the rate of time and one half their regular rate of pay for all such hours. An employee, with the mutual agreement of the Department Head, may take compensatory time off at the rate of time and one half per hour of worked overtime in lieu of overtime pay. Compensatory time off shall be taken at a time mutually agreeable to the Department Head and the employee. Such time cannot accumulate in excess of 160 hours. Overtime must be paid for any time accumulated in excess of 160 hours. Compensation at the rate of time and one half will be paid to employees for compensatory time not taken upon their separation from employment. All employees will be paid in a lump sum payment only and in no event shall an employee be allowed to be continued on the payroll with their unused compensatory time hours.

A Department Head may, within their discretion, allow an employee to flex their work schedule as the department's workload demands, provided such adjustment to the work schedule does not interfere with the office's daily business hours contained in Section 1 of this Article. The adjustment to the work schedule should not be made to prevent or eliminate the need for the employee to utilize their accrued sick or vacation leave or provide for the employee to receive a benefit that they are not otherwise entitled to within these policies (i.e., Holiday Pay). The permitted flex schedule must be made to maintain the total number of hours (40) of a normal work week as required under the

provisions of FLSA and contained in Section 1 of this Article. In the event a Department Head approves an employee to flex their schedule within a week, the daily payroll hours will be recorded to reflect the flex schedule.

(b) Exempt Employees

Employees working in classifications considered to be exempt from the overtime provisions of the Federal Fair Labor Standards Act (FLSA) shall not receive overtime compensation or be eligible for compensatory time off.

A Department Head may authorize a flexible schedule other than that described above in Section 1 when an exempt employee is required by their supervisor to work more than a normal work day (increments of at least one hour), when the work load permits.

Section 3. Alternative Work Schedule

An alternative work schedule may be approved on a case-by-case basis at the sole discretion of the Department Head or Elected Official. An alternative work schedule may be considered if such alternative work schedule does not detrimentally affect or diminish the public availability for service in Section 1 of this Article. Examples of alternative work schedules may include (4) four- (10) ten hour shifts, another combination of shifts meeting the normal work week defined in Section 1 of this Article, or a hybrid work schedule including a combination of remote and in-person work. Employees to be assigned to a hybrid work schedule including remote work must complete a Hybrid Work Agreement. A Hybrid Work Agreement will be approved at the sole discretion of the Department Head or Elected Official.

An alternative work schedule may be terminated at any time at the sole discretion of the Department Head or Elected Official.

Section 34. Lunch Hours and Breaks

Each full time employee shall be allowed a one hour unpaid lunch break near the middle of their scheduled work shift, as determined by the Department Head, based on operational needs. Lunch hours may not be used for overtime purposes.

Breaks are generally allowed twice a day with one near the middle of the first 4 hours of the work day and one near the middle of the last 4 hours of the work day. Each break period is not to exceed 15 minutes and will be scheduled by the Department Head.

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Breaks may not be used for coming in late, leaving early, in conjunction with lunch breaks, or for overtime purposes. They do not accumulate if not taken.

HEALTH AND HUMAN SERVICES COMMITTEE MEETING

MONDAY, JUNE 6, 2022

9:00 A.M.

MINUTES

MEMBERS PRESENT: Commissioners Barbara Rogers, Mark Mudry, Blake Mulder, Jeanne Pearl-Wright and Dairus Reynnet

MEMBERS ABSENT: Commissioners Jim Mott and Tim Barnes

ALSO PRESENT: Commissioner Jeremy Whittum; Kate Long, Kim Thalison, Harriett Dean, Scott Struck, Melissa Threadgould, Michelle Strasz, Amy Etzel, Amanda Pollard, Jeremy Mulvany and John Fuentes

The June 6, 2022 regular meeting of the Health and Human Services Committee was called to order at 9:00 am by Vice-Chairperson Rogers.

The Pledge of Allegiance was given by all.

Commissioner Mulder moved to approve the agenda, as presented. Commissioner Pearl-Wright seconded. Motion carried unanimously.

Commissioner Reynnet moved to approve the minutes of the April 4, 2022 meeting, as presented. Commissioner Mudry seconded. Motion carried unanimously.

Kate Long, Tri-County Office on Aging was present to provide the agency's semi-annual update. An overview of current programs and services, upcoming special events and volunteer opportunities was provided. Discussion held. It was also reported that the agency's required Multi-Year Plan for fiscal years 2023-2025 is available for public review after several public hearings.

Commissioner Mulder moved to recommend the Board of Commissioners approve the Tri-County Office on Aging annual plan. Commissioner Pearl-Wright seconded. Motion carried unanimously.

It was reported that the appointment of Kim Thalison as the County's representative on the Mid-State Health Network's Substance Use Disorder Oversight Policy Board will expire on August 31, 2022. Ms. Thalison has indicated her willingness to continue to represent the County on this Board.

Commissioner Mulder moved to recommend the re-appointment of Kim Thalison to the Substance Use Disorder Oversight Policy Board to a three-year term expiring August 31, 2025. Commissioner Reynnet seconded. Motion carried unanimously.

Commissioner Mulder discussed additional funding that will become available in the future as a result of the recent national opioid litigation settlement and the need to consider establishing a workgroup to develop a recommendation for utilizing these funds. It was further discussed that Ms. Thalison and the Eaton County Substance Abuse Advisory Group will participate. Commissioner Mulder also discussed the need for public participation. Discussion held.

A summary of the Juvenile millage grant requests was presented and discussed. The following individuals were present to provide an overview of their program, current program statistics and request for funding to continue in Fiscal Year 2022/23: Harriet Dean, Eaton RESA, Truancy Intervention Program; Scott Struck, CEI-CMH, TIP Mental Health Services; Melissa Threadgould, CEI-CMH, Parent-Youth Child; Michelle Strasz, Capital Area College Access; and Christie Harry, Housing Services-Mid Michigan. Discussion held.

Commissioner Reynnet moved to adjourn the meeting at 10:10am. Commissioner Pearl-Wright seconded. Motion carried unanimously.

The next regularly scheduled meeting of the Health and Human Services Committee will be held on Tuesday, July 5, 2022 at 9:00am in the Board of Commissioners Room of the Courthouse located at 1045 Independence Blvd, Charlotte MI 48813.

Barbara Rogers, Vice-Chairperson

PUBLIC SAFETY COMMITTEE

THURSDAY, JUNE 2, 2022

4:00 P.M.

MINUTES

MEMBERS PRESENT:

Vice-Chairman Commissioner Wayne Ridge, Commissioner Mark Mudry, Commissioner Brian Droscha, Commissioner Brandon Haskell, Commissioner Jane Whitacre, and Commissioner Darius Reynnet

ABSENT:

Chairman Commissioner Tim Barnes

ALSO PRESENT:

Chairman Jeremy Whittum, Controller John Fuentes, Undersheriff Jeff Cook, Dispatch Director Kelly Cunningham, Deputy Dispatch Director Francis D'Huyvetter, Emergency Services Manager Ryan Wilkinson, Emergency Services Intern Ella Gardner, Rebecca and Phil Rolfe, and Jerri Nesbitt

The June 2, 2022, regular meeting of the Public Safety Committee was called to order at 4:00 p.m. by Vice-Chairman Commissioner Ridge.

The Pledge of Allegiance was given by all, led by Vice-Chairman Commissioner Ridge.

AGENDA ADDITIONS AND CHANGES

There were no additions or changes to the agenda. Commissioner Haskell moved to approve the agenda as presented. Commissioner Mudry seconded the motion. Motion carried unanimously.

APPROVAL OF MEETING MINUTES

Commissioner Haskell moved to approve the Minutes of the May 5, 2022 Public Safety Committee Meeting. Commissioner Reynnet seconded the motion. Motion carried unanimously.

LIMITED PUBLIC COMMENT

None.

EATON COUNTY AMATEUR RADIO CLUB

Commissioner Reynnet introduced Rebecca and Phillip Rolfe who gave a presentation on the history of amateur radio club, most commonly known as Ham radios, and announcing an upcoming Field Day event at Camp Frances, Charlotte, June 25 and 26, 2022. Attendance is free. There are 300 licensed operators in Eaton County.

SHERIFF'S OFFICE UPDATE

Undersheriff Cook highlighted the major incidents in May, 2022.

MICHIGAN JUSTICE TRAINING COMPETITIVE GRANT APPLICATION

The Michigan Justice Training Competitive Grant is a 75 percent reimbursable grant. Funds would be used for the training of Evidence Technicians. Discussion held. Commissioner Whitacre made a motion to recommend approval of the grant application to the Board of Commissioners. Commissioner Mudry seconded the motion. Motion carried unanimously.

Controller Fuentes reported that Eaton County was not awarded funds from the State of Michigan grant for First Responder Training and Recruitment that was applied for in February, 2022. Discussion held.

MONTHLY REPORTS

Controller Fuentes reviewed the April reimbursement report. There were no significant variances or changes in the current projections. The error noted last month in Abandoned Vehicle fees has been corrected. Jail census numbers averaged 47 percent for the month of April. There were no unusual incidents to report from court security.

CENTRAL DISPATCH UPDATE

Central Dispatch Director Cunningham reported that the tornado warning siren at Crandell Lake has been installed. Electrical service to be completed shortly. Dispatch Director Cunningham, Deputy Dispatch Director Francis D'Huyvetter, and Telecommunicator Houghtaling have been attending Township meetings answering questions regarding the 9-1-1 millage renewal on the August 2, 2022, ballot.

EMERGENCY SERVICES UPDATE

Emergency Services Intern Ella Gardner reported on the success of the 2022 Great Lakes Homeland Security Conference held in Grand Rapids recently. A tabletop exercise was recently held at Michigan State University.

HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT APPLICATION

This is an annual grant in which funds would be allocated for basic firefighting classes. The grant award amount is \$5,970. Commissioner Haskell made a motion to recommend approval of the grant application to the Board of Commissioners. Commissioner Whitacre seconded the motion. Motion carried unanimously.

MISCELLANEOUS

None.

LIMITED PUBLIC COMMENT

None.

ADJOURNMENT

Vice-Chairman Commissioner Ridge adjourned the meeting at 4:42 p.m.

The next regularly scheduled meeting of the Public Safety Committee will be held July 7, 2022, at 4:00 p.m.

Commissioner Wayne Ridge
Vice-Chairperson, Public Safety Committee

PUBLIC WORKS & PLANNING COMMITTEE

WEDNESDAY, JUNE 8, 2022

9:00 A.M.

MINUTES

MEMBERS PRESENT:

Commissioners Brian Lautzenheiser, Jim Mott, Terrance Augustine, Joseph Brehler, Blake Mulder, Barbara Rogers and Jane Whitacre

ALSO PRESENT:

Commissioners Jeremy Whittum and Brian Droscha; Travis Keeton, Chris Garrison, Morgan Feldpausch, Claudine Williams, and John Fuentes

The June 8, 2022 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 Whitacre moved to approve the agenda, as presented. Commissioner Rogers seconded. Motion carried unanimously.

Commissioner Rogers moved to approve the minutes of the May 11, 2022 meeting, as presented. Commissioner Mott seconded. Motion carried unanimously.

Parks Director, Travis Keeton, was present to provide the Department's monthly update. An update was provided on staffing, and the summer recreation and programming season. It was also reported that the proposed special use application has been finalized and is being submitted for legal review. Discussion held.

Commissioner Augustine discussed his recommendation that the County work to reach a long-term lease renewal for Fitzgerald Park with the City of Grand Ledge. Discussion held.

There was also discussion regarding the consideration for seeking a Parks Millage for development, maintenance and operations. There was discussion that previous estimates included consideration for land acquisition and regional trail development. There was further discussion on the need to review and update a millage funding plan to support a millage question. The Parks Director will work in conjunction with the Controller/Administrator to develop a plan for the Committee's review at its next meeting. There was further discussion that the plan include a local unit grant or distribution formula.

Commissioner Augustine moved to provide the Committee's support to the Ways and Means Committee for the consideration of a Parks Millage question for the November 2022 election. Commissioner Whitacre seconded. Motion carried unanimously.

Construction Code Enforcement Director, Chris Garrison, was present to provide the Department's monthly update. The monthly reports were included in the meeting materials for the Committee's review. A proposed consolidated code enforcement ordinance was presented for consideration. As report at the last regular meeting the State recommended the proposed revisions to simplify the County's administration of the Codes going forward. The proposed ordinance will replace the seven separate ordinances currently in effect in the County. Discussion held.

Commissioner Augustine moved to recommend adoption of the consolidated code ordinance to the Board of Commissioners, as presented. Commissioner Mott seconded. Motion carried unanimously.

Morgan Feldpausch, Resource Recovery Coordinator, was present to provide the monthly update for the Designated Implementing Agency. It was reported that the Recycling Workgroup received and reviewed the consultant's report and evaluation of the County's current system of programs. The report also included long-term alternatives for consideration. Discussion held.

The initial recommendation was for the County to pursue a Michigan Materials Management County Engagement grant. The grant would provide \$10,000 to continue the planning process. Discussion held.

Commissioner Brehler moved to recommend approval of a resolution authorizing the grant application, as presented. Commissioner Augustine seconded. Motion carried.

An update was provided on the Solid Waste Alternative Grant Program. As a result of the ongoing system evaluation underway it is recommended that current grantees be notified of the County's intent to approve continuation funding for FY 22/23 based on current grant awards in lieu of an application process. Discussion held, regarding the possible closure of current grantee collection programs and sites.

Commissioner Augustine moved to accept the Department recommendation and notify current local grantees of the County's intent to award continuation grants based on current awards for FY 22/23. Commissioner Mulder seconded. Motion carried unanimously.

It was also reported that the County received proposals for the development of a campus place making plan, in conjunction with proposals received for the County Master Plan develop project, to be discussed by the Community Development Director.

Community Development Director, Claudine Williams was present to provide the Department's monthly update. It was reported that responses to the County's requests for proposals to update the County Master Plan were received and reviewed by the Planning Commission. The Planning Commission recommended accepting the proposal submitted by ROWE for the project. As part of the proposal process, bidders were requested to submit a stand-alone proposal for the development of the campus place making plan discussed by Ms. Feldpausch. The preferred vendor for the project is also ROWE. Discussion held.

Commissioner Mulder moved to accept the recommendation of the Planning Commission and Resource Recovery Coordinator and award the master plan and place making contracts based on the proposal submitted by ROWE. Commissioner Augustine seconded. Motion carried unanimously.

An update on the Emergency Repair Program Income funds currently scheduled to be returned to the State on June 30th was provided. The department has received over 50 inquiries of interest based on media coverage of the availability of loan funds. The inquiries have not resulted in applications for loans. There was additional discussion regarding amending the program guidelines to allow for the funds to be distributed as grants. After further discussion the Committee took no action to provide for loans,. Further the Committee directed the Department to make further contact with those who have received the application information to assess interest before considering making a request to the State for an extension.

A draft of other proposed administrative amendments to the Emergency Repair Program guidelines was presented. Each individual amendment was reviewed and discussed.

Commissioner Augustine moved to recommend approval of the amendments to the Emergency Repair Program guidelines, as discussed, to the Board of Commissioners. Commissioner Brehler seconded. Motion carried unanimously.

Commissioner Mulder discussed the status of the Parks Commission in light of legal analysis provided to the Committee at its last meeting.

Commissioner Mulder moved to recommend a resolution to the Board of Commissioners to abolish the Parks Commission under PA 261 of 1965 and enact a County Parks and Recreation System under PA 156 of 1917. Commissioner Brehler seconded. Discussion held.

Commissioner Droscha, a current Board of Commissioner's representative on the Parks Commission re-iterated his opposition to this consideration indicating he does not feel the Board of Commissioners had the interest to administer the Parks at the same level the current Parks Commission does. Further discussion held.

Motion carried. Commissioner Rogers opposed.

Public Comment: Riley Spayde, member of the Friends of Eaton County Parks expressed his appreciation for the discussion regarding the support and consideration for seeking approval of the Parks Millage, which he views as a quality of life issue.

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

The next regularly scheduled meeting of the Public Works and Planning Committee will be held at 9:00am on Wednesday, July 13, 2022 in the Board of Commissioners Room of the Courthouse located at 1045 Independence Blvd, Charlotte MI 48813.

Brian Lautzenheiser, Chairperson