



Wexford County

BOARD OF COMMISSIONERS

Gary Taylor, Chair

NOTICE OF MEETING

The Wexford County Board of Commissioners will hold a regular meeting on Wednesday, June 3, 2020 beginning at 4:00 p.m. in the 28th Circuit Court Room of the Historic Courthouse in Cadillac, MI, 49601.

In accordance with the Governor’s executive orders regarding shelter in place and social distancing to prevent further spread of the COVID-19 virus and allowing public meetings to be conducted remotely, this meeting can be attended remotely by Wexford County Commissioners, staff, and the general public. There are three ways to participate:

- **By Telephone:** Dial toll free 1-646-876-9923, enter Webinar ID 6307060616#
- **By Computer:** Go to the Zoom Web Site (zoom.us). Click on “Join a Meeting.” Join using Meeting ID 6307060616.
- **By Smartphone:** Install the Zoom application prior to the call. Launch the Zoom app at the time of the call and join using Meeting ID 6307060616.
- **YouTube Viewing ONLY.** Go to <https://wexfordcounty.org/> circuit court page and click on the link.

Instructions for virtual meeting participation are available at <https://wexfordcounty.org/> before the meeting date. This notice is given pursuant to and in accordance with the provisions of the Public Act 267 of the Public Acts of the State of Michigan, as amended, and as authorized by Michigan Executive Order No. 2020-15. In the event that you require assistance due to a disability, please follow the instructions at the bottom of the page.

TENTATIVE AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. ADDITIONS / DELETIONS TO THE AGENDA
- E. APPROVAL OF THE AGENDA
- F. EMPLOYEE RECOGNITION (*HR/PS 05/26/20*)
 - 1. Resolution 20-15 Extending Appreciation for Janet Kelly’s Dedicated Service 1
- G. PRESENTATIONS AND REPORTS
- H. PUBLIC COMMENTS

The Board welcomes all public input.

I. CONSENT AGENDA

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

If any item is not removed from the consent agenda, the action noted on the agenda is approved by motion of the Commission to adopt the consent agenda.

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J. AGENDA ITEMS

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- 10. Committee of the Whole – Fawcett Communication Center

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M. PUBLIC COMMENTS

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O. BOARD COMMENTS

P. CHAIR COMMENTS

Q. ADJOURN

Minutes of a regular meeting of the Wexford County Board of Commissioners, held at the Wexford County Courthouse, 437 E. Division St., Cadillac, Michigan on the third day of June 2020, at 4:00 p.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by Commissioner _____ and supported by Commissioner _____.

**RESOLUTION NO. 20-15
EXTENDING APPRECIATION FOR
JANET KELLY'S DEDICATED SERVICE**

WHEREAS, the Wexford County Board of Commissioners would like to personally thank Janet Kelly for her commitment to Wexford County for over the past 27 years. Jan worked with dedication and pride to meet the needs of Wexford County; and

WHEREAS, on May 29, 2020 Jan will retire from her position with the Wexford County 28th Circuit Court; and

WHEREAS, Jan began her career with Wexford County on January 1, 1993 as a Circuit Court Reporter and held that position throughout her career; and

WHEREAS, Jan excellently served as an official court reporter for Circuit Court actions for both Wexford and Missaukee counties; and

WHEREAS, throughout her career, Jan preserved the skills and capacity necessary for keeping her certification current; and

WHEREAS, Jan promptly and efficiently prepared accurate transcripts of proceedings in accordance with statutory requirements; and

WHEREAS, Jan's contributions as a hard-working, dedicated, and skillful employee are unparalleled and will be greatly missed by employees and officials of Wexford County.

NOW, THEREFORE BE IT RESOLVED that the Wexford County Board of Commissioners wishes you the best in your future endeavors and once again thanks you for your efforts for over the past 27 years while you served Wexford County as a very loyal and appreciated employee.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

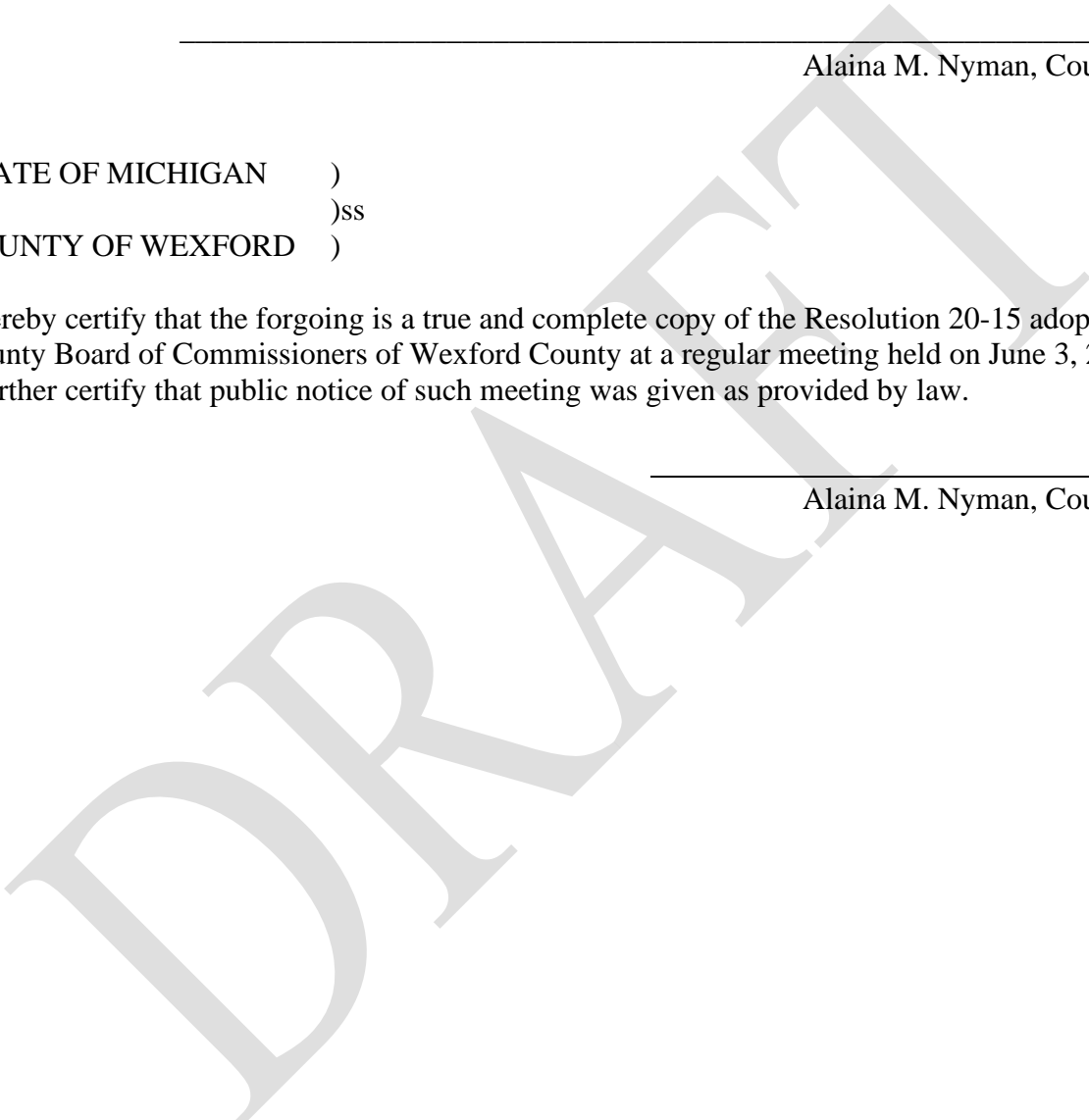
Gary Taylor, Chairman, Wexford County Board of Commissioners

Alaina M. Nyman, County Clerk

STATE OF MICHIGAN)
)ss
COUNTY OF WEXFORD)

I hereby certify that the forgoing is a true and complete copy of the Resolution 20-15 adopted by the County Board of Commissioners of Wexford County at a regular meeting held on June 3, 2020 and I further certify that public notice of such meeting was given as provided by law.

Alaina M. Nyman, County Clerk



WEXFORD COUNTY BOARD OF COMMISSIONERS
Regular Meeting *Wednesday, May 20, 2020

Meeting called to order at 4:00 p.m. by Chairman Taylor.

Roll Call: Present- Commissioners Joe Hurlburt, Mike Musta, Ben Townsend, Mike Bengelink, Mike Bush, Julie Theobald, Gary Taylor, Judy Nichols, and Brian Potter.

Absent- *None.*

Pledge of Allegiance.

Additions/Deletions to the Agenda-

1. **Add: J.6. 911 Grant Application**
2. **Add: J.7. Stay Home Order Employee Compensation Discussion**

Approval of the Agenda

MOTION by Comm Musta, seconded by Comm Bengelink to approve the agenda, as amended.

All in favor.

Employee Recognition- *None.*

Presentation and Reports- *None.*

Public Comment-

Michael Hayes, Cadillac, introduced himself to the Board. He has filed to run for Circuit Court Judge. He currently sits on the CWTA Board, United Way of Wexford/Missaukee County Board, and the Parent Counsel for St. Ann's. He hoped everyone was doing well and staying safe, and he is looking forward to things at least partially opening on Friday.

Consent Agenda

1. Approval of the May 6, 2020, Regular Meeting Minutes
MOTION by Comm Musta, seconded by Comm Nichols to approve the Consent Agenda.

Roll call: Motion passed 9-0.

Agenda Items

1. Asset Management Plan-Cedar Creek Water System
MOTION by Comm Musta, seconded by Comm Bengelink to approve the Revised Asset Management Plan developed by Infrastructure Alternatives, Inc. for the Cedar Creek Water System.

Roll call: Motion passed unanimously.

2. Two Seven Oh, Inc. Grant Agreement

MOTION by Comm Nichols, seconded by Comm Musta to approve the Reimbursement Grant Agreement from Two Seven Oh Inc. for March 12 through November 1, 2020 to spay/neuter animals prior to adoption with services provided by Meyer Veterinary Clinic and authorize the Chairman to sign the agreement.

Roll Call: Motion passed 9-0.

3. MIDC Cost Analysis-Grant Application
MOTION by Comm Bengelink, seconded by Comm Musta to approve the MIDC Cost Analysis for fiscal year 2021 with the local share funding of \$149,987.23 to be shared by Wexford and Missaukee Counties.

Roll Call: Motion passed 9-0.

4. Budget Amendment
MOTION by Comm Musta, seconded by Comm Nichols to approve the budget amendments dated 5/20/2020.

Roll Call: Motion passed 9-0.

5/20/2020

**Wexford County Board of Commissioners
 Amendments to the 2020 Budget**

Adj #	Acct	Acct Description	Revenue	Expense	a.
20200503	245.000.699.00	Appropriated Fund Balance	\$25,060		
	245.904.970.11	Courthouse Improvement		\$25,060	
		Courthouse Upgrade for the Electronic HVAC			
20200504	101.253.410.00	Personal Property Tax	\$38,250		
	101.301.702.03	Employee Wages-Deputy		\$18,750	b.
	101.351.702.03	Employee Wages-Corrections		\$18,000	
	225.000.702.03	Employee Wages-Animal Control		\$1,500	
		COVID-19 - Compensation for First Responders, Active Sheriff Deputies, Active Corrections Officers, Active Command Staff, Active Animal Control Staff			

Roll Call: Motion passed unanimously.

5. Committee of the Whole-Central Dispatch-911 Center
MOTION by Comm Potter, seconded by Comm Musta to form a Committee of the Whole for the purposes of discussing the Central Dispatch 911 Center.

Roll Call: Motion passed 9-0.

Administrator Koch explained the parking lot striping was done yesterday. They hydro seed was set to go in that week, however, because of the storm that might be delayed for things to dry up.

MOTION by Comm Theobald, seconded by Comm Nichols to rise and report the findings for the Committee of the Whole.

6. 911 Grant Application
MOTION by Comm Nichols, seconded by Comm Bengelink to approve Wexford County collaborating with other 911 centers to apply for a grant to update the Viper Phone System.

911 Director, Duane Alworden, explained we do not know if we have the grant yet. The application will be done by the end of the month. CCE is handling the grant application because they have the oldest system and they are all together on the Viper System. It was initially thought that we would not meet the qualifications, but it was discovered that we do.

Roll Call: Motion passed unanimously.

7. Stay Home Order Employee Compensation Discussion
Administrator Koch addressed the Board because there is a lot of confusion surrounding the Stay Home Order. She has told employees to return to work on May 22nd. The building will remain limited access to follow the Court's orders. She also explained that some of the courts may not have enough work to keep all employees busy, and we need to look at options.

One Commissioner questions if the panel that was established in the Board's resolution came to this decision. It was explained that that resolution covered an Executive Order that is no longer in place, so the panel was not needed to reach that decision.

It was also questioned if we aren't mandated to be open, why not wait a week until the Stay Home Order is lifted? That Commissioner also questioned why we were bringing employees back if we can't open to full capacity. It was explained that we do not know when we will be able to open to full capacity due to the Courts.

Another Commissioner stated that it is the Department Heads responsibility to stay in their budget and to run their department as they see fit.

Administrator's Report-

Administrator Koch thanked Adam and Skip from City Glass for their work on the sneeze guards that were installed.

She informed the Board we are still waiting on the signed Dispatch Union Contract and the MERs breakdown sheet.

She also brought up the topic of continuing virtual meetings or opening back to the public for meetings. As of now the Committee meetings scheduled for the following week will remain virtual.

Ms. Koch also explained to the Board that the Lake Street Building will be able to have a security guard, from the same company we currently use, from 10am-2pm Monday through Friday.

Correspondence-

1. Cash Investment

Public Comments-None.

Liaison Reports-

Comm Hurlburt hasn't been able to attend a meeting, but he has spoken with Al Cooper from the Road Commission and Paul Owens from North Flight.

Comm Townsend attended a library board meeting. Their attorney has established a plan for re-opening which will include curbside pickup for a time period. He has a Northern Lakes Community Mental Health meeting scheduled for the following day.

Comm Bengelink attended a virtual Lake Mitchell Improvement Board.

Comm Theobald has been contacted by several individuals regarding the Fair and other fairs being canceled.

Comm Taylor attended a Council on Aging virtual meeting and said it was a disaster.

Board Comments

Comm Hurlburt stated this was his first meeting attended in person, and he missed the interactions. He thought that they work well together as a team and can't wait to be back.

Comm Musta is looking forward to some openings and being back together.

Comm Townsend jokingly disagreed with Comm Hurlburt.

Comm Bengelink attended a meeting at the jail, and there are 4 areas that need attention. Granger has guaranteed 3 of them will be fixed by the middle of June. The 4th is still being determined. He also shared a quote from Ronald Reagan.

Comm Bush wished everyone a happy and safe Memorial Day.

Comm Theobald said she was happy to hear the quotes again, and she can't wait to be back.

Comm Nichols misses having everyone all together. She thanked all employees for their continued work. She also was able to watch Comm Potter live in court in his role as a probation officer.

Comm Potter stated it is a very fine line to walk between living safe and not living scared.

Chairman's Comments

Comm Taylor thanked everyone for attending.

Adjourn

MOTION by Comm Theobald, seconded by Comm Bengelink to adjourn at 4:35 p.m.

Roll Call: Motion passed unanimously.

Gary Taylor, Chairperson

Alaina Nyman, County Clerk

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: Finance Committee
FOR MEETING DATE: June 3, 2020
SUBJECT: Resolution No. 20-17, Supporting PA 511 Wexford –
Missaukee Community Corrections Grant Application

SUMMARY OF ITEM TO BE PRESENTED:

Resolution No. 20-17 is an annual resolution which supports the agreement between the Michigan Department of Corrections and both Wexford and Missaukee Counties for funding alternative programs to incarceration.

The request this year is \$126,890 an increase of \$6,490 from last year.

RECOMMENDATION:

The Finance Committee recommends the full board approve Resolution 20-17.

Minutes of a regular meeting of the Wexford County Board of Commissioners, held at the Wexford County Courthouse, 437 E. Division St., Cadillac, Michigan on the third day of June 2020 at 4:00 p.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by Commissioner _____ and supported by Commissioner _____.

**RESOLUTION NO. 20-17
SUPPORTING THE P.A. 511 WEXFORD-MISSAUKEE
COMMUNITY CORRECTIONS GRANT APPLICATION**

BE IT RESOLVED, that the Wexford County Board of Commissioners supports the P.A. 511 Wexford - Missaukee Community Corrections FY 2021 Grant Application on this date of June 3, 2020.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

Gary Taylor, Chairman, Wexford County Board of Commissioners

Alaina M. Nyman, County Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF WEXFORD)

I hereby certify that the foregoing is a true and complete copy of Resolution 20-17 adopted by the County Board of Commissioners of Wexford County at a regular meeting held on June 3, 2020, and I further certify that public notice of such meeting was given as provided by law.

Alaina M. Nyman, County Clerk



Wexford County

Request for Board of Commissioner Action

J.2.

Committee: Finance
Committee Meeting Date: May 27, 2020
BOC Meeting Date: June 3, 2020
Department: Central Dispatch
Submitted by: Duane Alworden
Subject: OLD VHF TOWER EQUIPMENT

Action Request:

BOC approval to spend \$8,250.00 to remove the old VHF equipment and Wexford Twp. tower.

Financial Information:

\$8,250.00

Summary:

Grand Traverse Mobile will remove all equipment from the towers and remove the tower that is on the property of the Wexford Township Hall, in removing all the old equipment from the 4 locations will save us roughly \$13,200.00 a year in tower rental costs and utility costs associated with running the equipment at each site.

The County's purchasing policy notes that three competitive cost quotations be obtained for purchases between \$5,000 and \$10,000. Efforts were made to obtain three quotes, but due to the specialized nature of this project, only one company provided a quote.

Wexford Township has been consulted regarding the removal of the equipment, and they have no issues with it.

There are funds in the departmental budget to cover this cost.

Timeline:

If approved this would be scheduled with Grand Traverse Mobile and done as soon as possible.

List of Attachments:

- Grand Traverse Quote dated: 4/24/2020

KENWOOD Grand Traverse Mobile Communications

Critical Radio Systems
Authorized Dealer

1670 Barlow Street, Ste. 1, Traverse City, Michigan 49686
Phone: 231.947.9851 Fax: 231.947.9077
sales@fireradios.com

4/24/2020

Wexford County Central Dispatch

REMOVAL OF OLD VHF EQUIPMENT FROM TOWERS AND REMOVAL OF WEXFORD TWP TOWER

REMOVAL OF VHF EQUIPMENT FROM THREE PRIMARY TOWERS

Item	Qty.	Model Number	Description	Net	Total
1	3	LABOR	Removal of VHF Equipment at Tower Sites (Not to Exceed) (Includes tower crew and ground crew to safely remove all equipment)	\$ 2,000.00	\$ 6,000.00
				Total For Removals	\$ 6,000.00

REMOVAL OF TOWER FROM WEXFORD TOWNSHIP

Item	Qty.	Model Number	Description	Net	Total
1	1	CRANE	Crane for Assistance in Laying Down Tower	\$ 750.00	\$ 750.00
2	1	LABOR	Removal of VHF Equipment at Tower Sites (Not to Exceed) (Includes tower crew and ground crew to safely remove all equipment)	\$ 1,500.00	\$ 1,500.00
				Total for Tower Removal	\$ 2,250.00

Total for Install \$ 8,250.00

Quote By: Neil Pickard
Quote Valid: 90 Days

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: Finance Committee
FOR MEETING DATE: June 3, 2020
SUBJECT: Networks Northwest – MI Works Lease Agreement

SUMMARY OF ITEM TO BE PRESENTED:

Networks Northwest has a lease with the County for space utilized by MI Works located at 401 Lake Street. The existing lease agreement will expire June 30, 2020. The new lease is for a one-year period, July 1, 2020 through June 30, 2021, and is presented for consideration.

An inquiry has been sent to Networks Northwest regarding any changes. An update will be given at the meeting should there be any changes.

RECOMMENDATION:

The Finance Committee recommends the full board approve the lease agreement.

LEASE

THIS LEASE, made and entered into this third day of June, 2020, by and between the **COUNTY OF WEXFORD**, a municipal corporation and political subdivision of the State of Michigan, (hereinafter referred to as the LESSOR) and the **NETWORKS NORTHWEST**, whose mailing address is P.O. Box 506, Traverse City, Michigan 49685 (hereinafter referred to as the LESSEE).

WITNESSETH:

WHEREAS, LESSEE has the authority to contract in order to obtain facilities providing office and storage space and it is in need of such facilities; and

WHEREAS, LESSOR has available certain space which will meet the office and storage needs of the LESSEE at 401 Lake Street, Cadillac, Michigan 49601 (hereinafter referred to as LEASED PREMISES); and

WHEREAS, the LESSOR agrees to lease a portion of said space to the LESSEE, and the LESSEE desires to lease the same.

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, **IT IS HEREBY AGREED** as follows:

I. Leased Premises and Authorized Use. For the period of July 1, 2020 through June 30, 2021, LESSEE shall lease office and storage space consisting of approximately 5,611 square feet at 401 Lake Street as designated previously and as shown on the attached sketch (Attachment A, page 9).

The LESSEE by entry into this Lease acknowledges that it has inspected the leased premises and takes the leased premises **AS IS**. It is expressly understood and agreed that the rights granted the LESSEE under this Lease apply to the leased premises alone and do not extend to other parts of the LESSOR's property of which the leased premises are a part. The LESSOR shall have the right to use the conference room subject to the LESSEE's schedule.

It is expressly understood and agreed that the authorized use of the leased premises is for general office purposes and storage space. The LESSEE shall not use the leased premises for any other purpose without the prior written consent of the LESSOR.

II. Parking. The LESSEE shall be entitled to the rented use of one parking space per 200 square feet of rented gross floor space designated by the LESSOR.

III. Telephones and Information Technology Systems. The LESSEE shall be responsible for providing its own telephone and/or information technology system, as well as any Michigan Works! signage.

IV. Rent. LESSEE shall lease the premises described in Section I for a period of one (1) year and agrees to pay LESSOR the following sums for occupation and use of the leased space and utilities:

A. For the period covering July 1, 2020 to June 30, 2021, the lease rate shall be \$11.00 per square foot for 5,611 square feet at an annual rate of Sixty-One Thousand Seven Hundred Twenty-One and 00/100 (\$61,721.00) Dollars, to be paid in monthly installments of Five Thousand One Hundred Forty-Four and 00/100 (\$5,144) Dollars.

B. The LESSOR shall have the right to re-open the Lease on an annual basis to review utility use and costs.

Each monthly rental payment due shall be paid on or before the first of each month in which the LESSEE occupies the leased premises. In the event of early termination of this Lease as authorized in this Lease, the LESSEE shall pay the LESSOR all rents due and owing as of the effective date of termination.

V. Lease Period and Termination. This Lease shall commence on the 1st day of July, 2020, and shall terminate on the 30th day of June, 2021.

Notwithstanding any other provision in this Lease to the contrary, the LESSEE may terminate this Lease at any time if funding is lost from state or federal sources. Additionally, the LESSEE shall have the right to lease less space in direct proportion to the percentage of the reduction in such funding.

VI. Warranties and Covenants. LESSOR hereby warrants that it has lawful title and right to make this Lease for the term aforesaid, and that LESSOR will put LESSEE in complete and exclusive possession of the leased premises.

LESSOR further covenants that if LESSEE shall pay the rental and perform all the covenants and agreements of this Lease to be performed by LESSEE, LESSEE shall, during the Lease term, freely, peaceably and quietly occupy and enjoy the full possession of the leased premises and the rights and privileges herein granted, without molestation or hindrance; and if at any time during the Lease term, the title of LESSOR shall fail or be discovered not to enable them to grant the term hereby demised, LESSEE, in addition to its other remedies at law or in equity, shall have the right to annul and void this Lease without any liability whatsoever.

VII. Right of LESSOR to Enter Leased Premises. LESSOR shall have the right to have a duly authorized employee, contractor, or agent enter upon the leased premises or any part thereof at any reasonable time for the purpose of examining the same or making such repairs or alterations as may be necessary for the safety and preservation thereof. Further, the LESSOR has the right to approve all modifications of the leased space with the LESSEE to pay the cost of any necessary building/construction permits.

VIII. Liability and Property Insurance. LESSEE shall obtain and maintain during the term of this Lease Comprehensive General Liability Insurance of not less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000.00) per occurrence and/or aggregate combined single limit, covering personal injury, bodily injury and property damage arising from its activities in the leased premises and/or on the LESSOR's property of which the leased premises are a part. LESSEE shall also be responsible for insuring its property in the leased premises against loss or damage by theft, vandalism, fire, water and/or other causes. LESSEE shall ensure that all motor vehicles driven on to the LESSOR's property by LESSEE's employees, contractors, and agents are covered by Motor Vehicle Liability Insurance including Michigan No-Fault Coverages.

LESSEE shall include the LESSOR and the LESSOR's elected and appointed officers and employees as Additional Insureds on the LESSEE's Comprehensive General Liability Insurance required by this Lease.

LESSEE shall provide LESSOR's Designated Representative at the time executed copies of this Lease are returned to the LESSOR with a certificate of Insurance showing that it has obtained the Comprehensive General Liability Insurance and included the LESSOR and the LESSOR's elected and appointed officers and employees as Additional Insureds as required by this section. The Certificate of Insurance shall include an endorsement stating the following: Thirty (30) days Advance Written Notice of Cancellation or Non-Renewal shall be sent to the Administration Office, 437 East Division, Cadillac, Michigan 49601. Upon receipt of such notice the LESSOR may terminate this Lease upon ten (10) days written notice to LESSEE.

If LESSEE's Comprehensive General Liability Insurance expires during the term of this Lease, the LESSEE shall deliver renewal certificate and/or policy to LESSOR at least ten (10) days prior to the expiration date.

IX. Liability.

- A. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of the LESSEE's activities on or its use of the leased premises or in LESSEE's performance of its responsibilities under this Lease shall be the responsibility of the LESSEE, and not the responsibility of the LESSOR, if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the LESSEE, anyone directly or indirectly employed by or a contractor, volunteer or agent of the LESSEE, provided that nothing herein shall be construed as a waiver of immunity that has been provided to the LESSEE or its officers and employees by statute or court decisions.
- B. All liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of LESSOR's performance of its responsibilities under this Lease shall be the responsibility of LESSOR and not the responsibility of the LESSEE if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of any LESSOR elected or appointed officer, employee

or agent, provided that nothing herein shall be construed as a waiver of any immunity by LESSOR or its officers and employees as provided by statute or court decisions.

C. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the LESSEE and LESSOR in fulfillment of their responsibilities under this Lease, such liability, loss, or damage shall be borne by the LESSEE and LESSOR in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any immunity by the LESSEE, LESSOR or their officers and employees, respectively, as provided by statute or court decisions.

X. Repairs. LESSOR, during the term of this Lease, shall keep the parking lot and building of which the leased premises are a part, in good repair. The LESSEE shall be responsible for repair and maintenance of the interior of the leased premises. LESSEE shall either repair at its own expense or reimburse the LESSOR for the full cost of any repairs of damage to the leased premises or the building of which they are a part caused by LESSEE, its officers, employees, contractors, volunteers, agents, visitors or customers.

XI. Furniture, Fixtures or Appliances in Leased Premises. Any furniture, fixtures or appliances, and the like, belonging to and installed by LESSOR in the leased premises prior to or during the period of this Lease are to be and remain the property of LESSOR, subject to the conditions of this Lease.

The LESSEE at its sole risk of loss or damage may install its own personal property and food bank items to be stored into the leased premises. The LESSOR shall have no responsibility for LESSEE's property or property which LESSEE may store in the leased premises. LESSEE shall have the right to remove its personal property and the stored items at any time before or within a reasonable time following the termination of this Lease, by lapse of time or otherwise, provided LESSEE, at its own expense, repairs any damage to the leased premises caused by such removal. If LESSEE's personal property and stored

items are not removed within thirty (30) days after termination of this Lease LESSOR may put it into storage at LESSEE's cost and expense. If LESSEE fails to recover its property from storage or make alternative arrangements for it within ninety (90) days from termination of this Lease it may be treated by the LESSOR as abandoned property and may be disposed of by LESSOR in such manner as the LESSOR in its sole discretion may elect.

XII. Compliance with the Law and Nondiscrimination. The LESSEE shall comply with all applicable federal, state and local laws, ordinances, rules and regulations in its use of and activities within the leased premises, including but not limited to prohibitions against discrimination with regard to persons seeking services or employment.

XIII. Maintenance and Responsibility for Visitors and Customers. The LESSOR shall be responsible for all cleaning, upkeep and maintenance of the interior space of the leased premises.

The LESSEE shall be responsible for actions of LESSEE's visitors and customers in the leased premises or on the LESSOR's property of which the leased premises are a part with respect to property damage, vandalism, littering, etc. The cost of all repairs and/or clean up as a result of such actions shall be charged to and paid by the LESSEE.

XIV. Utilities and Telephone Charges. LESSOR shall provide utilities for ordinary purposes related to the use of the premises by LESSEE as a general office. LESSEE shall be responsible for the installation of such telephones as it may require and the cost for their use.

XV. Heat and Air Conditioning. The LESSOR shall provide heat to the leased premises and to the extent possible air conditioning. If the air conditioner serving the leased premises ceases to function and is beyond repair, the LESSOR shall be responsible for providing a replacement.

XVI. Use of Parking Lot, Snow Removal, and Vehicle Storage. The LESSEE, upon occupying the leased premises, shall have free access to the parking lot serving the 401 Lake Street building. The LESSOR shall be responsible for snow removal from the parking lot as part of the LESSOR's established snow removal rotation for all LESSOR's parking lots. LESSEE may not store or keep vehicles overnight anywhere on the LESSOR's parking lot or other property without the prior express written consent of the

LESSOR. Any consent to vehicle storage or keeping overnight shall clearly identify the vehicle(s) to which it applies. All other vehicles left on the LESSOR's parking lot or other property overnight may be subject to tickets and towing.

XVII. Security. The LESSEE shall be responsible for the security of the leased premises.

XVIII. Alterations to Leased Premises. The LESSEE shall obtain the express written consent of the LESSOR prior to making any interior alterations to the leased premises, including painting or removal of floor coverings. No alterations may be made beyond those specifically authorized by the LESSOR.

XIX. Damage or Destruction of Leased Premises. In the event of the total destruction of the leased premises by fire or otherwise, this Lease shall cease and LESSEE shall be liable for rent only up to the time of such destruction.

In the event of a partial damage or destruction, by fire or otherwise, of the leased premises, such as to render it unsuitable for the intended use thereof, either of the parties hereto may, within thirty (30) days from the date in which the damage occurred, terminate this Lease upon written notice to the other party. Such termination shall be deemed effective as of the date in which the notice of termination is received by the non-terminating party. If this Lease is terminated, the LESSEE shall be liable for rent due and owing up to the effective date of termination. In the event this Lease is not terminated in accordance with this section, the LESSOR shall repair, restore, or rebuild areas of the premises so affected. While the repairs, restoration, or rebuilding is in process, LESSEE shall be liable only for rent for those portions of the premises used for its purposes. The remainder of said rent shall abate until such premises have been repaired, restored, or rebuilt and the LESSEE has resumed the use thereof.

XX. Waivers. No failure or delay on the part of either of the parties to this Lease in exercising any right, power, or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.

XXI. Amendments. Modifications, amendments or waivers of any provision of this Lease shall be made only by written mutual consent of the parties hereto.

XXII. Subletting or Assignment. The LESSEE may sublet space to the State of Michigan and agencies of a similar type that have traditionally shared space with the LESSEE. The LESSEE may not assign this Lease.

XXIII. Section Titles. The titles of the sections set forth in this Lease are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Lease.

XXIV. Complete Lease. This Lease contains all the terms and conditions agreed upon by the parties hereto. No other agreements, oral or otherwise, including, but not limited to, prior leases, regarding the subject matter of this Lease or any part thereof shall have any validity or bind any of the parties hereto.

XXV. Invalid/Unenforceable Clause or Provisions. If any clause or provision of this Lease is rendered invalid or unenforceable because of any State or Federal statute or regulation or ruling by any tribunal of competent jurisdiction, that clause or provision shall be null and void, and any such invalidity or unenforceability shall not affect the validity or enforceability of the remainder of this Lease. Where the deletion of the invalid or unenforceable clause or provision would result in the illegality or unenforceability of this Lease, this Lease shall be considered to have terminated as of the date in which the unenforceable clause or provision was rendered invalid or unenforceable.

XXVI. Certification of Authority to Sign Lease. The persons signing this Lease on behalf of the parties hereto certify by their signatures that they are duly authorized to sign on behalf of said parties and that this Lease has been authorized by said parties.

IN WITNESS WHEREOF, the authorized representatives of the parties hereto fully executed this

Lease on the day and year first above written.

WITNESSED BY:

LESSOR -- COUNTY OF WEXFORD

By: _____
Date Gary Taylor, Chairman
County Board of Commissioners

LESSEE--NORTHWEST MICHIGAN
COUNCIL OF GOVERNMENTS

By: _____
Date Matt McCauley, Chief Elected Official
NWMCOG - Networks Northwest

DRAFT

DRAFT

SKETCH/AREA TABLE ADDENDUM

SUBJECT	Property Address																													
	City	State Zip																												
	Owner	76'																												
	Client Michigan works adjet with con																													
IMPROVEMENTS SKETCH	Appraiser Name																													
	Scale: 1 = 25																													
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6" style="text-align: center;">AREA CALCULATIONS SUMMARY</th> </tr> <tr> <th style="width: 10%;">Code</th> <th style="width: 30%;">Description</th> <th style="width: 10%;">Factor</th> <th style="width: 10%;">Net Size</th> <th style="width: 10%;">Perimeter</th> <th style="width: 10%;">Net Totals</th> </tr> </thead> <tbody> <tr> <td>1 98</td> <td>1 STY ON SLAB</td> <td>1.00</td> <td>5611.0</td> <td>340.1</td> <td rowspan="2" style="text-align: center; vertical-align: middle;">7952.2</td> </tr> <tr> <td></td> <td>1 STY ON SLAB</td> <td>1.00</td> <td>2341.2</td> <td>231.9</td> </tr> <tr> <td colspan="3">Net LIVABLE Area</td> <td colspan="2">(rounded w/ factors)</td> <td style="text-align: center;">7952</td> </tr> </tbody> </table>		AREA CALCULATIONS SUMMARY						Code	Description	Factor	Net Size	Perimeter	Net Totals	1 98	1 STY ON SLAB	1.00	5611.0	340.1	7952.2		1 STY ON SLAB	1.00	2341.2	231.9	Net LIVABLE Area			(rounded w/ factors)	
AREA CALCULATIONS SUMMARY																														
Code	Description	Factor	Net Size	Perimeter	Net Totals																									
1 98	1 STY ON SLAB	1.00	5611.0	340.1	7952.2																									
	1 STY ON SLAB	1.00	2341.2	231.9																										
Net LIVABLE Area			(rounded w/ factors)		7952																									
AREA CALCULATIONS	Comment Table 1																													
	Comment Table 2	Comment Table 3																												

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: Finance Committee
FOR MEETING DATE: June 3, 2020
SUBJECT: Resolution 20-16 2020 Summer Millage Rate

SUMMARY OF ITEM TO BE PRESENTED:

Every year, the Board must approve the levy of summer millage. Joe Porterfield, Equalization Director, is presenting Resolution 20-16, the 2020 Summer Millage Rate which approves 100% levy of 6.7708 mills for the General Fund.

RECOMMENDATION:

The Finance Committee recommends the full board approve Resolution 20-16.

Minutes of a regular meeting of the Wexford County Board of Commissioners, held at the Wexford County Courthouse, 437 E. Division St., Cadillac, Michigan on the third day of June, 2020, at 4:00 p.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by Commissioner _____ and supported by Commissioner _____.

**RESOLUTION NO. 20-16
2020 SUMMER MILLAGE RATE
FOR FISCAL YEAR 2021 BUDGET**

WHEREAS, the voters of Wexford County did approve, on November 2, 1971 a fixed millage allocation of 7.500 Mills for Wexford County, subsequently reduced to 6.7708 through Headlee Rollbacks; and

WHEREAS, the State of Michigan in Public Act 357 of 2004 voted that the County of Wexford shall levy 100% of its reduced millage on the summer tax bill; and

NOW, THEREFORE BE IT RESOLVED, that the Wexford County Board of Commissioners will levy 6.7708 Mills in Ad Valorem Property Taxation in the summer 2020 collection for General Fund #101 operations.

BE IT FURTHER RESOLVED, that the Wexford County Board of Commissioners did comply with Section 16 of the Uniform Budgeting and Accounting Act during Budget Hearings for the 2019 Budget.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

Gary Taylor, Chairman, Wexford County Board of Commissioners

Alaina M. Nyman, County Clerk

STATE OF MICHIGAN)
)ss
COUNTY OF WEXFORD)

I hereby certify that the forgoing is a true and complete copy of the Resolution 20-16 adopted by the County Board of Commissioners of Wexford County at a regular meeting held on June 3, 2020 and I further certify that public notice of such meeting was given as provided by law.

Alaina M. Nyman, County Clerk

DRAFT

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: Finance Committee
FOR MEETING DATE: June 3, 2020
SUBJECT: L-4029 Report

SUMMARY OF ITEM TO BE PRESENTED:

The 2020 Tax Rate Request – Millage Request to the County Board of Commissioners, Form L-4029, is presented for approval.

RECOMMENDATION:

The Finance Committee recommends the full board approve Form L-4029.

2020 MILLAGE REDUCTION FRACTION CALCULATIONS WORKSHEET

L-4034

INCLUDING MILLAGE REDUCTION FRACTION CALCULATIONS NOT SPECIFICALLY ASSIGNED TO THE COUNTY EQUALIZATION DIRECTOR BY LAW

Wexford COUNTY TAXING JURISDICTION: 83 Wexford County

2019 Unit Total Taxable Value	(Prior TV)	993,534,270
2020 Losses to prior Taxable Value (MCL 211.34d)	(Losses TV)	16,787,859
2020 Additions (MCL211.34d)	(Additions TV)	33,050,027
2020 Unit Total Final Taxable Value (based on S.E.V.)	(Current TV)	1,029,627,323
2020 Unit Total Taxable Value based on Assessed Valuation	(AV based TV)	1,029,627,323
2020 Unit Total Taxable Value based on C.E.V.	(CEV based TV)	1,029,627,323
2019 Inflation Rate (for 2020 Calculations)	(2019 CPI)	1.019

1. Section 211.34d, M.C.L., "Headlee" (for each unit of local government)

See STC Bulletins 3 of 1995 and 3 of 1997 regarding the calculation of additions and losses.

$$\begin{array}{r}
 \text{(2019 Total T.V. - 2020 Losses)} \times \text{CPI} \\
 \text{(993,534,270 - 16,787,859)} \times 1.019 = \frac{995,304,593}{996,577,296} = \boxed{0.9987} \\
 \text{(1,029,627,323 - 33,050,027)} \\
 \text{(2020 Total T.V. - 2020 Additions)}
 \end{array}$$

ACTUAL 0.9987

2020 Millage Reduction Fraction (Headlee)

Round to 4 decimal places in the conventional manner.

2a. Section 211.34, M.C.L., "Truth in Assessing" (for cities and townships if S.E.V. exceeds A.V. 1 2020 only)

$$\frac{\text{2020 Unit Total Taxable Value based on AV}}{\text{2020 Unit Total Final Taxable Value (based on S.E.V.)}} = \frac{1,029,627,323}{1,029,627,323} = \boxed{1.0000}$$

ACTUAL 1.0000

2020 Rollback Fraction (Truth in Assessing)

Round to 4 decimal places in the conventional manner.

See STC Bulletin No. 6 of 2020 for more information regarding this calculation.

2b. Section 211.34, M.C.L., "Truth in County Equalization" (for villages, counties and authorities if S.E.V. exceeds C.E.V. for 2020 only)

$$\frac{\text{2020 Unit Total Taxable Value based on C.E.V.}}{\text{2020 Unit Total Final Taxable Value (based on S.E.V.)}} = \frac{1,029,627,323}{1,029,627,323} = \boxed{1.0000}$$

ACTUAL 1.0000

2020 Rollback Fraction (Truth in County Equalization)

Round to 4 decimal places in the conventional manner.

See STC Bulletin No. 6 of 2020 for more information regarding this calculation.

3. Section 211.24e, M.C.L., "Truth in Taxation" (for each taxing jurisdiction that levied more than 1 mill for operating purposes in 2019 only)

$$\begin{array}{r}
 \text{(2,019 Total T.V. - 2020 Losses)} \\
 \text{(993,534,270 - 16,787,859)} \\
 \text{(1,029,627,323 - 33,050,027)} \\
 \text{(2020 Total T.V. - 2020 Additions)}
 \end{array}
 = \frac{976,746,411}{996,577,296} = \boxed{0.9801}$$

2020 Base Tax Rate Fraction (Truth in Taxation)

Round to 4 decimal places in the conventional manner.

Use the same amounts for additions and losses as were used for the 211.34d ("Headlee") rollback.

NOTE: The truth in taxation BTRF is independent from the cumulative millage reductions provided by MCL sections 211.34d and 211.34. The Base Tax Rate equals the BTRF X last year's Operating Rate levied.

HEADLEE & MCL 211.34 ROLLBACK COMPUTATIONS

SOURCE AND PURPOSE OF OPERATING ONLY MILLAGE	PRIOR YEAR'S PERM REDUCED or REDUCED NEWLY VOTED MILLAGE see MCL 211.34d(9)	CURRENT MILLAGE REDUCTION FRACTION	CURRENT PERM. REDUCED MILLAGE *	TRUTH IN ASSESSING or TRUTH IN EQUALIZATION FRACTION	CURRENT MAXIMUM ALLOWABLE MILLAGE RATE
Post debt & specials to L-4029.	Last year's L-4029	L-4029 col. (6)	L-4029 col. (7)	L-4029 col. (8)	L-4029 col. (9)
	col. (7)				
Alloc. Gen. Ope	6.7797	x 0.9987	= 6.7708	x 1.0000	= 6.7708
<small>Was the above millage approved since this April 30? Y = YES</small>					
Voted Senior	1.0000	x 0.9987	= 0.9987	x 1.0000	= 0.9987
<small>Was the above millage approved since this April 30? Y = YES</small>					
Voted Safety	1.4500	x 0.9987	= 1.4481	x 1.0000	= 1.4481
<small>Was the above millage approved since this April 30? Y = YES</small>					
Voted Veterans	0.1000	x 0.9987	= 0.0998	x 1.0000	= 0.0998
<small>Was the above millage approved since this April 30? Y = YES</small>					
Voted Animal Cont	0.2000	x 0.9987	= 0.1997	x 1.0000	= 0.1997
<small>Was the above millage approved since this April 30? Y = YES</small>					
Voted MSUE	0.1700	x 0.9987	= 0.1697	x 1.0000	= 0.1697
<small>Was the above millage approved since this April 30? Y = YES</small>					
		x 0.9987	= 0.0000	x 1.0000	= 0.0000
<small>Was the above millage approved since this April 30? Y = YES</small>					
Total of newly voted & last year's perm reduced millage.	<u>9.6997</u>		<u>9.6868</u>		<u>9.6868</u>
			2020 MAXIMUM ALLOWABLE OPERATING MILLAGE UNDER HEADLEE & MCL 211.34 =		<u>9.6868</u>

NOTE: The only way to levy more than your maximum millage due to the Headlee rollback is to have voters approve additional millage.

TRUTH IN TAXATION COMPUTATIONS

2020 BASE TAX RATE FRACTION:	(from L-4034)	0.9801	(1)
2019 OPERATING MILLAGE RATE:	(actually levied)	9.6997	(2)
2020 BASE TAX RATE:	(w/out hearing)	9.5066	(1) x (2) = (3)
2020 MAX. ALLOWABLE OPERATING MILLAGE RATE:		9.6868	(from above) = (4)
MINUS 2020 BASE TAX RATE:	(B.T.R.)	9.5066	(3) = (5)
MILLAGE INCREASE:	(with a hearing)	0.1802	(4) - (5) = (6) or
			(7) - (5) = (6)

If you plan to levy more than the B.T.R. but less than the Max. Allowable, enter the amount here.

MILLAGE INCREASE	0.1802	
2020 BASE TAX RATE	9.5066	= 1.90%
		MILLAGE INCREASE FROM HEARING*
2020 TV x .001 x MILLAGE INCREASE		= \$ 185,539
		REVENUE INCREASE FROM HEARING
(2020 TV x 2020 BASE RATE) -1	9,788,255	
(2019 TV x 2019 ACTUAL OPER RATE) =	9,636,984 =	0.00%
		2020 REVENUE INCREASE WITHOUT HEARING

*Must be published in notice of public hearing on increasing property taxes. Your current year's millage cannot exceed your maximum under Truth in Taxation unless authorized by the governing body at the hearing. Your current year's millage cannot exceed your Headlee maximum without a millage election.

2020 TAX RATE REQUEST(This form must be completed and submitted on or before September 30, 2020)
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

County Wexford	2020 Taxable Value of ALL Properties in the Unit as of 5-03-20 1,029,627,323
Local Government Unit Wexford County	For LOCAL School Districts: 2020 Taxable Value Excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commerical Personal Properties if a millage is levied against them

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 2020 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5) 2019 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2020 Current Year "Headlee" Millage Reduction Fraction	(7) 2020 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing of Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy*	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Alloc.	Gen. Operating	11/2/1971	7.5000	6.7797	0.9987	6.7708	1.0000	6.7708			Allocated
Voted	Senior	8/2/2016		1.0000	0.9987	0.9987	1.0000	0.9987		1.0000	12/31/2021
Voted	Safety	8/7/2018		1.4500	0.9987	1.4481	1.0000	1.4481		1.4500	12/31/2023
Voted	Veterans	8/7/2018		0.1000	0.9987	0.0998	1.0000	0.0998		0.1000	12/31/2023
Voted	Animal Control	8/2/2016		0.2000	0.9987	0.1997	1.0000	0.1997		0.2000	12/31/2019
Voted	MSUE	5/5/2015		0.1700	0.9987	0.1697	1.0000	0.1697		0.1700	12/31/2020

Prepared by Clifford Porterfield	Telephone Number 231-779-9470	Title Equalization Director	Date 05/20/20
--	----------------------------------	---------------------------------------	------------------

CERTIFICATION: 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).

<input checked="" type="checkbox"/> Clerk	Signature	Type Name Alaina M Nyman	Date
<input type="checkbox"/> Secretary			
<input checked="" type="checkbox"/> Chairperson	Signature	Type Name Gary Taylor	Date
<input type="checkbox"/> President			

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2008 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	RATE
For Principal Residence, Qualified Ag. Oouqlified Forest and Industrial Personal	
For Commerical Personal	
For all Other	

*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. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in coulum 9.

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

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: Finance Committee
FOR MEETING DATE: June 3, 2020
SUBJECT: L-4026 Taxable Valuations Report

SUMMARY OF ITEM TO BE PRESENTED:

The 2020 Taxable Valuations Report, L-4046 form, reports to the State the real property taxable valuations as of May and is presented for consideration and approval.

RECOMMENDATION:

The Finance Committee recommends the full board approve Report L-4046.

TAXABLE VALUATIONS

STATEMENT of taxable valuations in the year 2020. File this form on or before the fourth Monday in June.

Real Property Taxable Valuations as of the Fourth Monday in May.
(DO NOT REPORT ASSESSED VALUATIONS OR EQUALIZED VALUATIONS ON THIS FORM.)

Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber- Cutover	(Col. 6) Developmental	(Col. 7) Total Real
2109 CLAM LAKE TOWNSHIP	6,627,360	13,336,083	10,003	69,550,657	0	0	89,524,103
2110 CHERRY GROVE TOWNSHIP	1,265,928	2,427,193	6,008	102,960,141	0	0	106,659,270
2111 HENDERSON TWP	468,540	714,855	3,168	6,547,213	0	0	7,733,776
2112 SOUTH BRANCH TWP	0	2,327,199	12,251	19,819,583	0	0	22,159,033
2209 HARING TWP	457,711	45,906,531	1,826,510	76,299,845	0	0	124,490,597
2210 SELMA TWP	602,623	1,878,723	234,117	77,099,038	0	0	79,814,501
2211 BOON TOWNSHIP	2,211,638	279,472	0	16,806,421	0	0	19,297,531
2212 SLAGLE TWP	774,139	278,082	395,480	17,363,389	0	0	18,811,090
2309 CEDAR CREEK TOWNSHIP	2,243,825	863,448	1,007,185	38,503,863	0	0	42,618,321
2310 COLFAX TOWNSHIP	3,666,582	134,321	158,864	25,865,630	0	0	29,825,397
2311 ANTIOCH TOWNSHIP	1,406,792	429,861	0	21,814,347	0	0	23,651,000
2312 SPRINGVILLE TWP	1,185,370	3,852,754	5,085,610	30,816,154	0	0	40,939,888
2409 LIBERTY TWP	2,060,630	409,077	31,449	16,915,439	0	0	19,416,595
2410 GREENWOOD TWP	1,003,825	0	0	18,697,694	0	0	19,701,519
2411 HANOVER TWP	0	2,831,308	1,173,516	39,724,581	0	0	43,729,405
Totals for County	28,077,922	118,183,309	42,745,296	761,290,896	0	0	950,297,423

This form is used to report total Taxable Valuations, broken down by classification, for each township and city within the county. The Taxable Valuations reported here are the final Taxable Valuations as of the fourth Monday in May, NOT the Tentative Taxable Valuations. Final Taxable Valuations may be different from Tentative Taxable Valuations when a township or city receives a county and/or state equalization factor more or less than was used to calculate Tentative Taxable Valuations.

TAXABLE VALUATIONS

STATEMENT of taxable valuations in the year 2020. File this form on or before the fourth Monday in June.

Real Property Taxable Valuations as of the Fourth Monday in May. (DO NOT REPORT ASSESSED VALUATIONS OR EQUALIZED VALUATIONS ON THIS FORM.)						
Township or City name	Col. 8) Ag. Personal	Col. 9) Com. Personal	Col. 10) Ind. Personal	Col. 11) Res. Personal	Col. 12) Util. Personal	(Col. 13) Total Personal
2109 CLAM LAKE TOWNSHIP	0	2,565,600	0	0	4,213,500	6,779,100
2110 CHERRY GROVE TOWNSHIP	0	325,500	0	0	1,800,800	2,126,300
2111 HENDERSON TWP	0	166,700	0	0	501,900	668,600
2112 SOUTH BRANCH TWP	0	884,800	0	0	1,111,000	1,995,800
2209 HARING TWP	0	9,839,900	183,400	0	5,100,600	15,123,900
2210 SELMA TWP	0	203,600	52,200	0	1,995,600	2,251,400
2211 BOON TOWNSHIP	0	47,700	0	0	1,299,800	1,347,500
2212 SLAGLE TWP	0	235,800	31,600	0	1,364,100	1,631,500
2309 CEDAR CREEK TOWNSHIP	0	418,700	489,900	0	1,986,200	2,894,800
2310 COLFAX TOWNSHIP	0	0	0	0	1,058,400	1,058,400
2311 ANTIOCH TOWNSHIP	0	333,100	0	0	685,800	1,018,900
2312 SPRINGVILLE TWP	0	459,800	1,000	0	5,199,100	5,659,900
2409 LIBERTY TWP	0	3,100	0	0	653,600	656,700
2410 GREENWOOD TWP	0	0	0	0	1,604,200	1,604,200
2411 HANOVER TWP	0	154,900	399,800	0	1,366,800	1,921,500
Totals for County	0	22,252,800	10,516,300	0	46,744,800	79,513,900

Print or Type Name of County Equalization Director	Signature	Date
Print or Type Name of County Board of Commissioners Chairperson	Signature	Date

TAXABLE VALUATIONS

STATEMENT of taxable valuations in the year 2020. File this form on or before the fourth Monday in June.

Real Property Taxable Valuations as of the Fourth Monday in May. (DO NOT REPORT ASSESSED VALUATIONS OR EQUALIZED VALUATIONS ON THIS FORM.)					
Township or City name	(Col. 14) Real & Pers. Taxable Values	(Col. 15) PRE/Qual Forest & Ag Taxable Values	(Col. 16) Commercial Pers. Prop. Taxable Values	(Col. 17) Industrial Pers. Prop. Taxable Values	(Col. 18) ~PRE, Ag/FR PP excl C&I PP Taxable Values
2109 CLAM LAKE TOWNSHIP	96,303,203	64,629,667	2,565,600	0	29,107,936
2110 CHERRY GROVE TOWNSHIP	108,785,570	71,245,499	325,500	0	37,214,571
2111 HENDERSON TWP	8,402,376	4,290,220	166,700	0	3,945,456
2112 SOUTH BRANCH TWP	24,154,833	8,164,833	884,800	0	15,105,200
2209 HARING TWP	139,614,497	64,892,366	9,839,900	183,400	64,698,831
2210 SELMA TWP	82,065,901	50,831,336	203,600	52,200	30,978,765
2211 BOON TOWNSHIP	20,645,031	13,119,585	47,700	0	7,477,746
2212 SLAGLE TWP	20,442,590	8,816,431	235,800	31,600	11,358,759
2309 CEDAR CREEK TOWNSHIP	45,513,121	31,169,016	418,700	489,900	13,435,505
2310 COLFAX TOWNSHIP	30,883,797	21,307,008	0	0	9,576,789
2311 ANTIOCH TOWNSHIP	24,669,900	16,200,595	333,100	0	8,136,205
2312 SPRINGVILLE TWP	46,599,788	20,244,811	459,800	1,000	25,894,177
2409 LIBERTY TWP	20,073,295	14,935,895	3,100	0	5,134,300
2410 GREENWOOD TWP	21,305,719	12,943,525	0	0	8,362,194
2411 HANOVER TWP	45,650,905	28,710,323	154,900	399,800	16,385,882
Totals for County	1,029,811,323	573,488,746	22,252,800	10,516,300	423,553,477

Print or Type Name of County Equalization Director	Signature	Date
Print or Type Name of County Board of Commissioners Chairperson	Signature	Date

TAXABLE VALUATIONS

STATEMENT of taxable valuations in the year 2020. File this form on or before the fourth Monday in June.

Real Property Taxable Valuations as of the Fourth Monday in May. (DO NOT REPORT ASSESSED VALUATIONS OR EQUALIZED VALUATIONS ON THIS FORM.)						
Township or City name	Col. 8) Ag. Personal	Col. 9) Com. Personal	Col. 10) Ind. Personal	Col. 11) Res. Personal	Col. 12) Util. Personal	(Col. 13) Total Personal
2412 WEXFORD TWP	0	358,300	0	0	4,980,300	5,338,600
10 CITY OF CADILLAC	0	5,976,700	9,358,400	0	11,214,600	26,549,700
MN CITY OF MANTON	0	278,600	0	0	608,500	887,100
2211V VILLAGE OF HARRIETTA-	0	0	0	0	286,300	286,300
2212V VILLAGE OF HARRIETTA-	0	0	0	0	21,900	21,900
2311M VILLAGE OF MESICK- AN	0	183,300	0	0	1,000	184,300
2312M VILLAGE OF MESICK-SPR	0	159,000	0	0	336,300	495,300
2411B VILLAGE OF BUCKLEY	0	125,900	0	0	631,200	757,100
Totals for County	0	22,252,800	10,516,300	0	46,744,800	79,513,900

Print or Type Name of County Equalization Director	Signature	Date
Print or Type Name of County Board of Commissioners Chairperson	Signature	Date

TAXABLE VALUATIONS

STATEMENT of taxable valuations in the year 2020. File this form on or before the fourth Monday in June.

Real Property Taxable Valuations as of the Fourth Monday in May. (DO NOT REPORT ASSESSED VALUATIONS OR EQUALIZED VALUATIONS ON THIS FORM.)					
Township or City name	(Col. 14) Real & Pers. Taxable Values	(Col. 15) PRE/Qual Forest & Ag Taxable Values	(Col. 16) Commercial Pers. Prop. Taxable Values	(Col. 17) Industrial Pers. Prop. Taxable Values	(Col. 18) ~PRE, Ag/FR PP excl C&I PP Taxable Values
2412 WEXFORD TWP	38,373,961	24,055,961	358,300	0	13,959,700
10 CITY OF CADILLAC	238,992,545	108,273,706	5,976,700	9,358,400	115,383,739
MN CITY OF MANTON	17,334,291	9,657,969	278,600	0	7,397,722
2211V VILLAGE OF HARRIETTA-	2,391,893	1,552,768	0	0	839,125
2212V VILLAGE OF HARRIETTA-	596,256	220,613	0	0	375,643
2311M VILLAGE OF MESICK- AN	332,551	0	183,300	0	149,251
2312M VILLAGE OF MESICK-SPR	7,405,581	3,031,198	159,000	0	4,215,383
2411B VILLAGE OF BUCKLEY	16,328,133	10,364,991	125,900	0	5,837,242
Totals for County	1,029,811,323	573,488,746	22,252,800	10,516,300	423,553,477

Print or Type Name of County Equalization Director	Signature	Date
Print or Type Name of County Board of Commissioners Chairperson	Signature	Date

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: HR/Public Safety Committee
FOR MEETING DATE: June 3, 2020
SUBJECT: Position Elimination - Friend of the Court Level 2

SUMMARY OF ITEM TO BE PRESENTED:

Ms. Randall, Friend of the Court, requests elimination of the L2 Department Aide position. This position has remained unfilled for over a year and is the only L2 position on the County’s employee roster. There are no L1 positions. The union steward has been contacted and is in favor of this request.

A justification letter from Ms. Randall is attached along with the Budget Impact of the 2020 Reclassification Requests for the Friend of the Court.

The BOC does not need to take action on the Reclassification and Position Description requests. Per county policy, the HR/PS Committee approved the request at their committee meeting on May 26, 2020.

If elimination of the L2 position is approved, the annual savings to the County would be more than \$44,000.

RECOMMENDATION:

The HR/Public Safety Committee recommends the full board approve the elimination of the Friend of the Court Level 2 Department Aide position.

WILLIAM M. FAGERMAN
CHIEF CIRCUIT JUDGE

28TH JUDICIAL CIRCUIT OF MICHIGAN

SALLY J. RANDALL
FRIEND OF THE COURT

MELISSA J. RANSOM
PRESIDING JUDGE OF THE FAMILY DIVISION
OF THE MISSAUKEE COUNTY CIRCUIT COURT

OFFICE OF THE FRIEND OF THE COURT

MAILING ADDRESS:
401 N. Lake St.
CADILLAC MI 49601

EDWARD D. VAN ALST
PRESIDING JUDGE OF THE FAMILY DIVISION
OF THE WEXFORD COUNTY CIRCUIT COURT

COUNTIES OF MISSAUKEE AND WEXFORD

OFFICES AT:
401 N LAKE STREET
CADILLAC MI 49601
(231) 779-9494
FAX (231) 779-9494

To: Wexford County Board of Commissioners

From: Sally Randall, Friend of the Court

Date: May 19, 2020

Re: Request for Accurate Position Descriptions and Level Increases
For the Friend of the Court IV-D Staff

CURRENT STAFFING AND REQUESTED CHANGE

Support Investigator – L4	Senior Support Enforcement Analyst – L6
Enforcement Support – L4	Intergovernmental-Case Manager – L5
Enforcement Support – L4	Account Rev/Mod Specialist - L5
Bookkeeper L-4	Senior Account/Auditor Specialist - L5
Enforcement Account Clerk – L3	Locate Specialist/Support Staff - L4
Enforcement Clerk – L3	SMILE Coordinator/Support Staff – L4
Enforcement Clerk - L3	Order Entry/Transfer/Sup Staff L-4
Department Aide – L2	Eliminate Position

The request for Accurate Position Descriptions and Level Increases is being made to bring the Friend of the Court Office up to the standards and levels that they have been operating at for several years.

Since, at least, 2014 the Friend of the Court Office has refined, fine-tuned, cross-trained, and individualized each position and the duties required to effectively serve the family court community it assists.

It is my request that we more accurately describe the duties of the Friend of the Court staff commensurate with their current responsibilities and level of knowledge/education necessary to perform those responsibilities. I also believe that by maintaining the knowledge/education level of this staff we could effectively eliminate the Level 2 position and permanently distribute those responsibilities among the remaining IV-D staff.

Because of the change in responsibilities for the staff, it is requested that their individual Levels be increased to those listed above reflecting their current duties and incorporating additional responsibilities once the Level 2 position is eliminated.

**Wexford County Friend of the Court
Budget Impact of 2020 Reclassification Requests**

#	Pay Grade	Position Title	Wages	Social Security	Retirement	Health Insurance	Workers Comp	Life Insurance	S & A Ins.	Total Wages/Bnft
0)	L2	Department Aide	\$ 25,448	\$ 1,973	\$ 1,873	\$ 21,350	\$ 335	\$ 41	\$ 302	\$ 51,322
	-	<i>Position Eliminated</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1)	L3	Enforcement Clerk	\$ 28,145	\$ 2,210	\$ 2,098	\$ 7,710	\$ 81	\$ 41	\$ 330	\$ 40,614
	L4	SMILE Coordinator-Support Staff	\$ 28,792	\$ 2,246	\$ 2,131	\$ 7,710	\$ 82	\$ 41	\$ 340	\$ 41,342
2)	L3	Enforcement Clerk	\$ 28,354	\$ 2,211	\$ 2,099	\$ 2,500	\$ 81	\$ 41	\$ 335	\$ 35,620
	L4	Order Entry-Case Transfer Support Staff	\$ 29,282	\$ 2,286	\$ 2,169	\$ 2,500	\$ 84	\$ 41	\$ 345	\$ 36,708
3)	L3	Enforcement/Account Clerk	\$ 26,625	\$ 2,153	\$ 2,043	\$ 17,490	\$ 79	\$ 41	\$ 302	\$ 48,734
	L4	Locate Specialist-Support Staff	\$ 27,509	\$ 2,226	\$ 2,113	\$ 17,490	\$ 81	\$ 41	\$ 312	\$ 49,772
4)	L4	Bookkeeper	\$ 33,501	\$ 2,638	\$ 10,421	\$ 2,100	\$ 97	\$ 41	\$ 398	\$ 49,196
	L5	Senior Account/Auditor Specialist	\$ 34,574	\$ 2,721	\$ 10,421	\$ 2,100	\$ 100	\$ 41	\$ 410	\$ 50,368
5)	L4	Enforcement Support	\$ 33,501	\$ 2,642	\$ 12,667	\$ -	\$ 97	\$ 41	\$ 398	\$ 49,346
	L5	Account Review/Modification Specialist	\$ 34,574	\$ 2,725	\$ 12,667	\$ -	\$ 100	\$ 41	\$ 410	\$ 50,517
6)	L4	Enforcement Support	\$ 33,501	\$ 2,642	\$ 10,421	\$ 21,350	\$ 97	\$ 41	\$ 398	\$ 68,450
	L5	Intergovernmental-Case Manager	\$ 34,574	\$ 2,725	\$ 10,421	\$ 21,350		\$ 41	\$ 410	\$ 69,522
7)	L4	Support Investigator	\$ 33,501	\$ 2,642	\$ 10,421	\$ 2,500	\$ 97	\$ 41	\$ 398	\$ 49,600
	L6	Senior Support Enforcement Analyst	\$ 35,646	\$ 2,808	\$ 10,421	\$ 2,500	\$ 103	\$ 41	\$ 423	\$ 51,943

Grey = Existing positions & budget

White = proposed positons & budget

Budgeted 2020 Expenditures	\$	393,612
Proposed 2020 Expenditures, if budgeted for 12 months	\$	349,444
Annual Reduced Cost	\$	44,169
Approximate Reduction for 2020	\$	22,084

BOARD OF COMMISSIONERS AGENDA ITEM

FROM: Finance Committee
FOR MEETING DATE: June 3, 2020
SUBJECT: Additional Assistant Prosecutor

SUMMARY OF ITEM TO BE PRESENTED:

A discussion took place at the May 27, 2020 Finance Committee meeting regarding the need for an additional assistant prosecutor.

Jason Elmore, Wexford County Prosecutor, is running for Circuit Court Judge and therefore cannot run for the elected prosecutor's position. This means that Mr. Elmore will leave the Prosecutor position either soon after the election of November 3 or at the end of December. To ensure continuity of service, the Finance Committee recommends the hiring of an additional assistant prosecutor before the November 3 election.

If the Board approves funding for an additional assistant prosecutor for October 1 through December 31, 2020, the appropriate 2020 budget amendments will be brought to the next Finance meeting for committee review and approval to the Board.

If the Board wishes to approve a permanent fourth attorney in the Prosecutor's Office, the 2021 budget will need to reflect that wish.

RECOMMENDATION:

The Finance Committee recommends the full board approve the funding for an additional assistant prosecutor to begin in the last quarter of 2020.



K.

Administrator's Report to the Board of Commissioners **For the meeting of June 3, 2020**

The last similar report was submitted for the second meeting of March, which was written roughly 103 executive orders ago. Wexford County's elected and appointed department heads and employees continue to do an outstanding job of meeting the needs of the County's residents through the pandemic while maintaining a work environment that is safe for everyone.

I will not go into any detail about the seemingly endless number of ways we've all had to adapt in the last ten weeks, other than to say I'm so very pleased at the let's-figure-how-to-make-it-work attitude that permeates each and every one of the County's departments. The evolving CDC recommendations and erratic drop of executive orders (not to mention requirements from the Michigan Supreme Court) means that we must be constantly vigilant for even more changes. However, the work of the County must go on. Following are a few things of note:

Completed Projects/Tasks

FOIA Requests: The Administration Office received 14 new Freedom of Information requests between March 14 and May 29.

New Employees: One new employee started working at the County since the second March Board of Commissioners meeting; a corrections officer.

Michigan Indigent Defense Commission Grant FY20 and FY21: The second quarterly report for FY20, normally due at the end of April, had an extended submittal deadline of May 31, which was met. A copy of the Financial Status Report will be included in the next Finance Committee packet. The FY21 cost analysis and compliance plan renewal application, approved by the Board of Commissioners on May 20, was subsequently submitted to MIDC. The MIDC's next meeting is scheduled for June 16, at which it is hoped our plan will be reviewed.

Current Projects/Tasks

Audit: Thanks to the magic of email and IT Right's ability to create connectivity where there once was none, much of the audit work has been completed remotely. However, two or three representatives from Rehmann will be on site for two days the second week of June. June 30 is still the target date for completion.

Respread of Pension Costs: Though it was originally anticipated that the calculations would be completed in mid-April, the widespread changes due to the pandemic has impacted that date. However, since the affected budgets will be amended for all of 2020 once the new rates are received, the delay is immaterial. That said, we expect to receive the final rate sheet soon, and every effort will be made to transform the rates into budget amendments quickly.

Policy Revisions: A top-to-bottom reformatting of all 312 pages has been completed. As soon as the ad hoc committee is able to meet again, the employee policies will be reviewed.

Additional Notes/Meetings

NACo Leadership Academy: All costs for this \$1,995 online program will be covered by a scholarship. The program runs for 12 weeks, starting in August. From the program flyer: "The curriculum provides best practices in leadership, organizational development and change management, negotiation and collaboration, effective business communication, and how to deliver increased value from high performance county management."

Respectfully submitted,
Janet Koch, County Administrator