

County of Jackson
120 W. Michigan Ave.
Jackson, MI 49201
(517) 788-4335



BOARD OF COMMISSIONERS

Clifford E. Herl, District 1
David F. Lutchka, District 2
Jeffrey D. Kruse, District 3
Philip S. Duckham III, District 4
Earl J. Poleski, District 5
James C. Videto, District 6
James E. Shotwell, Jr., District 7
Gail W. Mahoney, District 8
Jonathan T. Williams, District 9
Patricia A. Smith, District 10
Michael J. Way, District 11
David K. Elwell, District 12

ELECTED OFFICIALS

Amanda Riska, Clerk
Dan Heyns, Sheriff
Mindy Reilly, Register of Deeds
Karen Coffman, Treasurer
Geoffrey Snyder, Drain Commissioner
Hank Zavislak, Prosecuting Attorney

COUNTY STAFF

Randy Treacher, Administrator/Controller and
Human Resources Director
Adam Brown, Deputy Administrator
Charles Adkins, Circuit Court Administrator
Tammy Bates, District Court Administrator
Andy Crisenbery, Friend of the Court
Gerard Cyrocki, Finance Officer
Connie Frey, IT Director
Brandon Ransom, Parks Director
Teresa Hawkins, Youth Center Director
Juli Ann Kolbe, Equalization Director
Dr. John Maino, Medical Director
Kent Maurer, Airport Manager
Ric Scheele, Director-Fleet & Facilities Opns.
Jan Seitz, MSU Ext.-Jackson County Director
Kristy Smith, Department on Aging Director
Dave Welihan, Veterans Affairs Officer
Ted Westmeier, Health Officer

County Commission Agenda **October 20, 2009**

Order of Business:

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Awards and Recognitions
7. Communications and Petitions
8. Special Orders/Public Hearing(s)
9. Public Comment
10. Special Meetings of Standing Committees
11. Minutes
12. Consent Agenda
13. Standing Committees
 - A. County Affairs
 - B. County Agencies
 - C. Human Services
 - D. Personnel & Finance
14. Unfinished Business
15. New Business
16. Public Comment
17. Commissioner Comment
18. Closed Session
19. Adjournment

Public Comment

Any person desiring to speak on a matter to the Board of Commissioners may do so under the Public Comment items near the beginning and end of the meeting. Please state your name and use the microphone. Please note that the Commission allocates a maximum of five minutes per individual at the beginning of the meeting and three minutes per individual at the end of the meeting for this purpose.

Consent Agenda

Items on the Consent Agenda are items generally routine in nature that have passed a Standing Committee and will be enacted by one motion and one vote. There will be no separate discussion on these items. Any Commissioner may remove an item from the Consent Agenda and it will be considered by separate motion at the proper place during the meeting.

Standing Committees

The Board of Commissioners operates under a Standing Committee system with the following Committees: County Affairs, County Agencies, Human Services, Personnel & Finance. All departments of the County coordinate their business through one of the Standing Committees. The Committees then forward their recommendations to the Board of Commissioners.

Closed Session

The Board of Commissioners is permitted under the Open Meetings Act to go into Closed Session to discuss labor contracts, purchase of property, and certain employee matters if requested by the employee. A two-thirds vote of the Commission is required to go into Closed Session.

"Your interest in your County Government is appreciated"

AGENDA
JACKSON COUNTY BOARD OF COMMISSIONERS BOARD MEETING
ANNUAL MEETING
October 20, 2009
7:00 p.m.
County Commission Chambers

***Mission Statement:** Jackson County Government, in cooperation with the community
and local governmental units, strives through a planned process
to deliver quality services that address public needs.*

1. **CALL TO ORDER** – *Chairman Steve Shotwell*
2. **INVOCATION** – *by Commissioner David Elwell*
3. **PLEDGE OF ALLEGIANCE** – *by Chairman Steve Shotwell*
4. **ROLL CALL** – *County Clerk Amanda Riska*
5. **APPROVAL OF AGENDA**
6. **AWARDS & RECOGNITIONS** – None.
7. **COMMUNICATIONS/PETITIONS** – None.
8. **SPECIAL ORDERS/PUBLIC HEARINGS** – None.
9. **PUBLIC COMMENTS**
10. **SPECIAL MEETINGS OF STANDING COMMITTEES**
 - A. Personnel & Finance
 1. **Requests from Fair Board**
 - a. **Temporary Loan from the General Fund of Up to \$100,000 to be Repaid after the 2010 Fair**
 - b. **Allow the Administrator/Controller to Supervise Fair Staff**

Attachments:
*Memo from Administrator/Controller dated 10/13/09
11. **MINUTES** - Minutes of the 9/15/09 Regular Meeting of the Jackson County Board of Commissioners

Attachments:
*9/15/09 Regular Meeting Minutes

12. **CONSENT AGENDA (*Roll Call*)**

A. **County Affairs** – None.

B. **County Agencies** – None.

C. **Human Services**

**2st Reading
& Adoption**

1. **Proposed Body Art Fee Schedule**

Attachments:

*Proposed Body Art Fee Schedule

*MDCH Body Art Information

2. **Resolution (10-09.24) Department of Human Services Board of Directors
Resolution for Use of Post 1998 MOE Funds for Payment to Bond for
Jackson County Medical Care Facility**

Attachments:

*Resolution (10-09.24)

*DHS Board of Directors Resolution for Use of Post 1998 MOE Funds

3. **Michigan Department of Community Health CPBC Agreement**

Attachments:

*Michigan Department of Community Health CPBC Agreement

D. **Personnel & Finance**

4. **Personnel**

a. **Eliminate the Fair Manager position**

b. **Eliminate the Facilities Supervisor – County Fair**

c. **Eliminate an HR Specialist**

d. **Eliminate a FOC Support Services Unit position**

e. **Eliminate a Parks Union Groundskeeper position**

Attachments:

*Memo from Friend of the Court dated 10-7-09

*Memo from Parks Director dated 10-7-09

5. **Request from Fair Board to make the Fair a Special Revenue Fund**

Attachments: None.

6. **Blackstone Property Purchase**

Attachments:

*Memo from Deputy Administrator dated 10/12/09 and attachments

7. **Recommendation to Negotiate for Audit Services**

Attachments:

*Memo from Deputy Administrator dated 10/12/09

8. **Intergovernmental Agreement Between County and City Regarding Asbestos Survey and Demolition of Structures**

Attachments:

*Intergovernmental Agreement

*County Owned Properties List

9. **Budget Adjustments**

a. **Fair**

b. **Child Care Fund**

Attachments:

*Fair Budget Adjustments

*Child Care Fund Budget Adjustments

10. **Claims – 9/1/09 – 9/30/09**

13. **STANDING COMMITTEES**

A. **County Affairs – *Commissioner Dave Lutchka***

1. Appointments

a. **Board of County Canvassers**

- one public member (Democrat), term to 10/2013

- one public member (Republican), term to 10/2013

b. **Land Bank Authority**

- one non-profit corporation representative, term to 10/2013
- one real estate experience member, term to 10/2013
- one commissioner member, term to 10/2013

Attachments:

*Commissioner Board Appointments-October 2009

B. **County Agencies – Commissioner Gail W. Mahoney**

None.

C. **Human Services – Commissioner Mike Way**

None.

D. **Personnel and Finance – Commissioner James Videto**

1. **Requests from Fair Board**

- a. **Temporary Loan from the General Fund of Up to \$100,000 to be Repaid after the 2010 Fair**
- b. **Allow the Administrator/Controller to Supervise Fair Staff**

Attachments:

*Memo from Administrator/Controller dated 10/13/09

14. **UNFINISHED BUSINESS – None.**

15. **NEW BUSINESS**

A. **Revised Personnel Policy 3290 – Bloodborne Pathogens**

Attachments:

*Policy 3290

16. **PUBLIC COMMENTS**

17. **COMMISSIONER COMMENTS**

18. **CLOSED SESSION – None.**

19. **ADJOURNMENT**



Jackson County ADMINISTRATOR/CONTROLLER

Randall W. Treacher, Administrator/Controller
Adam J. Brown, Deputy Administrator

October 13, 2009

TO: Jackson County Commissioners

FROM: Randy Treacher

RE: Fair Loan Request

The Fair Board has requested a short term loan to cover cash needs until the 2010 Jackson County Fair. Before that request is granted by the Board of Commissioners, it is important to review the extraordinary steps the Fair Board has taken to address their budget.

- 1) Staff Reductions – Two staff position reductions have been made during the last month. The facilities and the Fair Manager positions have both been eliminated. Legitimate questions have been raised as to how the Fair will operate without a manager. The short answer is that the Fair Board has budgeted for a part-time position in 2010. This is the format under which most fairs operate.
- 2) 2010 Budget – The Fair Board has adopted a much more realistic budget for 2010. The amended budget results in a profit of \$51,000 which is a good start toward eliminating their fund deficit. This profit is after the repayment of the proposed County General Fund loan.
- 3) Planning – The Fair Board is reaching out to the community in several ways. Vendor and patron surveys have been distributed and are being returned. A group of individuals have agreed to volunteer to develop a vision for the Fairgrounds. The group is facilitated by Dr. Lynn Harvey, retired from MSU Extension, who has considerable experience in this area.
- 4) Management – For the first time, the Fair Board is requesting assistance with the management of the Fair staff. This is appropriate as the County has been under the direction of professional management for the last 15 years. This change gives the Fair Board the opportunity to provide broad oversight and strategic direction for the Fair and grounds.

Recommendations:

In recognition of the work and actions of the Fair Board, it is my recommendation that the Board of Commissioners:

- Authorize the Administrator/Controller to assume the responsibilities of supervision of the Fair staff as requested by the Fair Board.
- Grant a temporary no interest loan from the General Fund to the Fair Fund of up to \$100,000 as needed and determined by the Administrator/Controller, to be repaid no later than September 30, 2010.

MINUTES
JACKSON COUNTY BOARD OF COMMISSIONERS BOARD MEETING
September 15, 2009
7:00 p.m.
County Commission Chambers

1. **CALL TO ORDER** – Chairman Shotwell called the September 15, 2009 meeting of the Jackson County Board of Commissioners to order at 7:00 p.m.

2. **INVOCATION** – *by Commissioner Mike Way*

3. **PLEDGE OF ALLEGIANCE** – *by Chairman Steve Shotwell*

4. **ROLL CALL** – *County Clerk Amanda Riska*

(12) Present. Commissioner Herl, Lutchka, Kruse, Duckham, Poleski, Videto, Mahoney, Williams, Smith, Way, Elwell and Shotwell.

5. **APPROVAL OF AGENDA**

Cmr. Poleski asked that Items 10 A. and 13. D. 1. Intergovernmental Agreement Between County and City Regarding Asbestos Survey and Demolition of Structures be removed.

Moved by Videto, supported by Duckham for Approval of the Agenda as amended.
Motion carried unanimously.

6. **AWARDS & RECOGNITIONS** – None.

7. **COMMUNICATIONS/PETITIONS** – None.

8. **SPECIAL ORDERS/PUBLIC HEARINGS** – None.

9. **PUBLIC COMMENTS**

Walter Wrozek, Bill Neef, Helen Vertabees, Nora Thomas, John Tulloch, Alice Bailey, Joan Galisero, Pam McCrum, Gene Linty and Lee Gibb all asked the County to restore the RSVP appropriation.

Steven Mobley introduced himself as a candidate for the 19th District State Senate seat.

10. **SPECIAL MEETINGS OF STANDING COMMITTEES**

~~A. Personnel & Finance~~

- ~~4. Intergovernmental Agreement Between County and City Regarding Asbestos Survey and Demolition of Structures~~

11. **MINUTES** - Minutes of the 8/18/09 Regular Meeting of the Jackson County Board of Commissioners

Moved by Mahoney, supported by Williams to Approve the Minutes of the 8/18/09 Regular Meeting of the Jackson County Board of Commissioners. Motion carried unanimously.

12. **CONSENT AGENDA**

Moved by Herl, supported by Elwell for Approval of the Consent Agenda. Roll Call: (12) Yeas. Motion carried unanimously.

A. County Affairs

1. **Parks – Resolution (09-09.22) Michigan Natural Resources Trust Fund Development Project Agreement – Sparks County Park Urban Fishing Project – Project Number TF-08-085**
2. **Road Commission – Adoption of Universal Credited Service for Road Commission Employees**

B. County Agencies

3. **Youth Center Annual Report-2008**
4. **Friend of the Court – CRP FY 2008/2009 Contract Amendment**
5. **Friend of the Court – CRP FY 2009/2010 Contract**
6. **Prosecutor’s Office – Title IV Contract Services Between Prosecuting Attorney and DHS**

C. Human Services

7. **Proposed Body Art Fee Schedule – 1st Reading**

D. Personnel & Finance

8. **Create New Fund for Parks Cascades Project**
9. **Budget Adjustments**
 - a. **Facilities**
 - Chamber Project Carryover from 2008
 - Wage Adjustment Resulting from Staff Reclassification
 - b. **Health Department**
 - FY0809 Budget Adjustment
 - FY0910 Budget Adjustment
10. **Claims – 8/1/09 – 8/31/09**

13. **STANDING COMMITTEES**

A. County Affairs – Commissioner Dave Lutchka

None.

B. County Agencies – Commissioner Gail W. Mahoney

None.

C. **Human Services – Commissioner Mike Way**

None.

D. **Personnel and Finance – Commissioner James Videto**

~~1. **Intergovernmental Agreement Between County and City Regarding Asbestos Survey and Demolition of Structures**~~

14. **UNFINISHED BUSINESS – None.**

15. **NEW BUSINESS**

A. **Revised Personnel Policy 3070 – Performance Evaluations**

Moved by Herl, supported by Mahoney to Approve Revised Personnel Policy 3070 – Performance Evaluations. Motion carried unanimously.

Cmr. Duckham made a motion to re-examine the RSVP.

Chairman Shotwell stated that his motion was out of order.

16. **PUBLIC COMMENTS**

17. **COMMISSIONER COMMENTS**

Cmr. Poleski responded to Wrozek to volunteer to transport.

Cmr. Lutchka stated that Farm Fest is being held on September 19th.

Cmr. Way volunteered to transport.

18. **CLOSED SESSION**

Moved by Mahoney, supported by Duckham to go into Closed Session at 7:34 p.m.
Motion carried unanimously.

A. **Discussion of Union Contract Negotiation Parameters**

Moved by Mahoney, supported by Lutchka to return from Closed Session at 8:31 p.m.
Motion carried unanimously.

19. **ADJOURNMENT**

Chairman Shotwell adjourned the September 15, 2009 meeting of the Jackson County Board of Commissioners at 8:32 p.m.

James E. Shotwell – Chairman, Jackson County Board of Commissioners

Amanda L. Riska – County Clerk

Respectfully submitted by Carrienne VanDusseldorp – Chief Deputy County Clerk



Jackson County Health Department

1715 Lansing Avenue • Ste. 221 • Jackson, Michigan 49202

Phone (517) 788-4420

Fax (517) 788-4373

MEMO

To: Human Services Committee
From: Steve Hall, Environmental Health Director
Subject: Proposed Body Art Fees
Date: October 14, 2009

PA 149 of 2007 required that local health departments inspect body art facilities prior to January 1, 2009. The Michigan Department of Community Health (MDCH) is responsible to license the body art facilities. MDCH did not have policies and procedures in place to meet the original deadline. Thus, they have set a new deadline for licensure of January 1, 2010. Body art facilities will be able to submit license applications to MDCH on September 1, 2009. The fees that are stipulated in the legislation are specifically designated to MDCH for licensing. The legislation does allow local health departments to charge their own fees to cover the cost of conducting the program. Should a local health department decide to not participate in the program, it may contract with another local health department to provide the services through an intergovernmental agreement.

I believe that contracting with another local health department to provide these services would be cost prohibitive to our local body art facilities. As such, I suggest that we participate in the program and adopt a fee schedule that will cover the cost of the program. In preparing to form a fee schedule, I have discussed the time involved in conducting a body art program with other local health departments in the state that already have a program through local ordinances. I have also looked at their fee schedules. As such, I propose the following fee schedule:

An Equal Opportunity Employer

Body Art Facility Inspection (Includes fixed and temporary):	\$165
Reinspection:	\$80
Plan Review (New Facility):	\$178
Plan Review (Remodel):	\$142
Enforcement Hearing:	\$100

Based on my evaluation of existing programs, I believe these fees will cover the cost of conducting the program.



STATE OF MICHIGAN

DEPARTMENT OF COMMUNITY HEALTH
LANSING

JENNIFER M. GRANHOLM
GOVERNOR

JANET OLSZEWSKI
DIRECTOR

August 25, 2009

Dear Health Officer:

Public Act 149 (PA 149), which was enacted in December 2007, indicates that individuals shall not tattoo, brand, or perform body piercing on another individual unless that tattooing, branding, or body piercing occurs at a body art facility licensed by the Michigan Department of Community Health (MDCH). Owners or operators of body art facilities are required to apply for a Body Art Facility License through the department.

PA 149 originally indicated that the deadline for licensure was January 1, 2009. However, MDCH wanted to ensure that the process for developing the policies and procedures for PA 149 was inclusive. As a result, the new deadline for licensure is January 1, 2010. Beginning September 1, 2009, owners or operators of body art facilities will be able to submit license applications to MDCH. Enclosed is a copy of the letter MDCH will be sending to facility operators notifying them of the application process.

Licenses will only be issued upon successful passage of an on-site inspection of the facility. PA 149 authorizes local health departments to perform these inspections. PA 149 also allows those health departments that are unable or unwilling to perform inspections, to contract with another local health department to perform that function. Those agencies choosing the option to contract with another local health department must obtain approval by the MDCH before execution of the agreement.

To help initiate the transition to this new licensure process, the MDCH has scheduled four informational/introductory trainings to be held across the state. Training dates and site locations are enclosed.

Additional information can be found at www.michigan.gov/bodyart. Questions about body art facility licensure can be directed to Michael Kucab at the MDCH at KucabM@michigan.gov or (517) 335-8165.

Sincerely,

Corinne Miller, PhD.
State Epidemiologist and Director,
Bureau of Epidemiology

CM:KM:rlt

Enclosures: Body Art Facility letter
Schedule of training dates

cc: EH Directors



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF COMMUNITY HEALTH
LANSING

JANET OLSZEWSKI
DIRECTOR

September 1, 2009

Notice to Body Art Facilities:

Public Act 149 (PA 149), which was enacted in December 2007, indicates that individuals shall not tattoo, brand, or perform body piercing on another individual unless that tattooing, branding, or body piercing occurs at a body art facility licensed by the Michigan Department of Community Health (MDCH). Owners or operators of body art facilities are required to apply for a Body Art Facility License through the department.

Body art is becoming increasingly popular and the implementation of PA 149 will set statewide requirements for body art facilities aimed at decreasing the risk of transmission of bloodborne diseases such as hepatitis B (HBV), hepatitis C (HCV), and human immunodeficiency virus (HIV).

PA 149 originally indicated that the deadline for licensure was January 1, 2009. However, the MDCH wanted to ensure that the process for developing the policies and procedures used to operationalize PA 149 was inclusive. As a result, the new deadline for licensure is January 1, 2010.

Owners or operators of body art facilities may submit license applications as early as September 1, 2009. Licenses will be issued upon successful passage of an on-site inspection of the facility. PA 149 authorizes local health departments to perform these inspections. A body art facility can locate the local health department having inspection jurisdiction by visiting the Michigan Association for Local Public Health at www.MALPH.org.

Owners or operators will have until January 1, 2010, to ensure that their body art facility is compliant with the *Requirements for Body Art Facilities*. The *Requirements for Body Art Facilities*, the licensure application and other information regarding licensure can be found at www.michigan.gov/bodyart.

Additional questions about body art facility licensure can be directed to Michael Kucab at the MDCH at KucabM@michigan.gov or (517) 335-8165.

Sincerely,

Corinne Miller, PhD
State Epidemiologist and Director,
Bureau of Epidemiology

CM:KM:rlt

Resolution (10-09.24)
Department of Human Services Board of Directors Resolution
for Use of Post 1998 MOE Funds for Payment to Bond for
Jackson County Medical Care Facility

Whereas, the Jackson County Medical Care Facility (JCMCF) serves all the people of Jackson County; and

Whereas, the current JCMCF building was completed and occupied in 2002 at its current location of 524 Lansing Avenue; and

Whereas, the citizens of Jackson County supported a millage in 1999 which allows Maintenance of Effort monies (MOEs) to be used for building upkeep and operational costs; and

Whereas, the Department of Human Services Board, together with the Administration and Staff of JCMCF, have gone to great lengths to maintain the facility; and

Whereas, the accompanying list of capital expenditures have been completed in this effort; and

Whereas, the Human Services Board of Directors supported and passed a Resolution to have \$250,000 of the interest payment that is due November 1, 2009 on the bonds for JCMCF be remitted from the post 1998 MOE funds.

Now Therefore Be It Resolved that the Jackson County Board of Commissioners hereby authorizes that \$250,000 of the interest payment that is due November 1, 2009 on the bonds for JCMCF, be remitted from the post 1998 MOE funds and that the County Treasurer be instructed to pay directly from the 1998 MOE to the Debt Service Fund.

James E. Shotwell, Jr., Chairman
Jackson County Board of Commissioners
October 20, 2009



**DEPARTMENT OF HUMAN SERVICES BOARD OF DIRECTORS
RESOLUTION FOR USE OF POST 1998 MOE FUNDS FOR PAYMENT TO
BOND FOR JACKSON COUNTY MEDICAL CARE FACILITY**

WHEREAS the Jackson County Medical Care Facility (JCMCF) serves all the people of Jackson County, and

WHEREAS the current JCMCF building was completed and occupied in 2002 at it's current location of 524 Lansing Avenue, and

WHEREAS the citizens of Jackson County supported a millage in 1999 which allows Maintenance of Effort monies (MOEs) to be used for building upkeep and operational costs, and

WHEREAS the Department of Human Services Board, together with the Administration and Staff of JCMCF, have gone to great lengths to maintain the facility, and

WHEREAS the accompanying list of capital expenditures have been completed in this effort,

Therefore be it **RESOLVED** that \$250,000 of the interest payment that is due November 1 on the bonds for JCMCF be remitted from the post 1998 MOE funds (new millage) and for the County Treasurer to be instructed to transfer \$250,000 from the 1998 MOE (new millage) Fund 297 to the Medical Care Facility Operating Account Fund 291.

I certify this is a copy of the Resolution supported and passed by the Department of Human Services Board of Directors at its regular meeting held on September 1, 2009.



Ronald Markowski, Chairperson

Department of Human Services Board of Directors



Date



STATE OF MICHIGAN

DEPARTMENT OF COMMUNITY HEALTH
LANSING

JENNIFER M. GRANHOLM
GOVERNOR

JANET OLSZEWSKI
DIRECTOR

Date: August 28, 2009

To: Local Health Department Health Officers

From: ^{KB} Kristi Broessel, Division Director
Grants and Purchasing Division

Subject: FY 09/10 Michigan Department of Community Health (MDCH) Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement

Enclosed is a listing of FY 09/10 CPBC agreement modifications from the FY 08/09 CPBC Agreement, Attachments and Supplemental Materials. The department is pleased to issue this FY 09/10 agreement prior to the October 1, 2009 agreement start date.

MDCH will forward Attachment I, Attachment II, Attachment III without the special requirements checklist, Applicable Laws, Rules, Regulations, Policies, Procedures and Manuals and the listing of FY 09/10 modifications to the agreement documents electronically and will forward the two originals of the FY 09/10 Michigan Department of Community Health Comprehensive Planning, Budgeting and Contracting (CPBC) Agreements, the Attachment III Special Requirements Checklist and Attachment IV – Funding Matrix through the mail. Please incorporate Attachment II, III, Attachment III Special Requirements Checklist and the Attachment IV into the signed agreement package you return.

Attachment IV

This attachment includes the proposed FY 09/10 allocations pending the enactment of the FY 09/10 MDCH Appropriation Bill. Any subsequent allocation changes will be made in Amendment #1 in November 2009.

Local Public Health Operations (LPHO) Allocation

The LPHO allocation is based on the Governor's Recommended FY 09/10 Appropriation level and includes funding for the Michigan Department of Agriculture (MDA) and the Michigan Department of Environmental Quality (MDEQ). The MDCH LPHO allocation is separated into three components: Hearing, Vision and Other MDCH LPHO Services. The allocations for each MDCH LPHO component are based on your final FY 09 MDCH LPHO services budget amounts.

New Attachment II

Attachment II – Guidance to State Agencies Regarding the Use of Funds Received Under the American Recovery and Reinvestment Act (ARRA) has been added. This attachment is mandated for subrecipients of ARRA funds. It is included in anticipation of receiving ARRA funds that will flow to Local Health Departments.

FY 08/09 CPBC Agreement Timeline

To ensure agreement execution by October 1, 2009, the due date for returning signed FY 09/10 CPBC Agreements, including Attachment III and IV, to the Department is September 25, 2009.

The following materials are to be submitted to the Department by November 1, 2009: Attachment I – Budget and the Maintenance of Effort Calculation. These materials will be used to develop CPBC Agreement Amendment #2 that will be issued in January 2010.

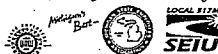
Please contact Theresa Christner at (517) 241-3299 if you have any questions regarding these materials. Thank you very much for your cooperation and compliance with the due dates.

Enclosures

KB:w/tc

LEWIS CASS BUILDING • 320 SOUTH WALNUT STREET • LANSING, MICHIGAN 48913
www.michigan.gov • (517) 373-3500

Printed by members of:



Contract #: _____

Agreement Between
Michigan Department of Community Health
hereinafter referred to as the "Department"
and
Jackson County Board of Commissioners
hereinafter referred to as the "Local Governing Entity"
on Behalf of Health Department
Jackson County Health Department
1715 Lansing Avenue, Suite 221
Jackson, Michigan 49202

Federal I.D.#: 38-6004845
hereinafter referred to as the "Contractor"
for
The Delivery of Public Health Services under
the Comprehensive Planning, Budgeting and Contract (CPBC) Agreement

Part I

1. Purpose:

This agreement is entered into for the purpose of setting forth a joint and cooperative Contractor/Department relationship and basis for facilitating the delivery of public health services to the citizens of Michigan under their jurisdiction, as described in the attached Annual Budget, established Minimum Program Requirements, and all other applicable Federal, State and Local laws and regulations pertaining to the Contractor and the Department.

Public health services to be delivered under this agreement include Local Public Health Operations (LPHO) and Categorical Programs as specified in the attachments to this agreement.

- 2. Period of Agreement:** This Agreement shall commence on October 1, 2009 and continue through September 30, 2010. This agreement is full force and effect for the period specified. The Department has the option to assume no responsibility for costs incurred by the Contractor prior to the signing of this agreement.

3. Program Budget and Agreement Amount

A. Agreement Amount:

In accordance with Attachment IV - Funding/Reimbursement Matrix, the total State budget and amount committed for this period for the program elements covered by this agreement is \$1,929,369.

B. Equipment Purchases and Title:

Any equipment purchases supported in whole or in part by the Department with categorical funding must be specified in an attachment to the Program Budget Summary. Equipment means tangible, non-expendable, personal property having useful life of more than one (1) year and an acquisition cost of \$5,000 or more per unit. Title to equipment having a unit acquisition cost of less than \$5,000 shall vest with the Contractor upon acquisition. The Department reserves the right to retain or transfer the title to all items of equipment having a unit acquisition cost of \$5,000 or more, to the extent that the Department's proportionate interest in such equipment supports such retention or transfer of title.

C. Budget Transfers and Adjustments:

1. Transfers between categories within any program element budget supported in whole or in part by state/federal categorical sources of funding shall be limited to increases in an expenditure budget category by \$10,000 or fifteen percent (15%) whichever is greater. This transfer authority does not authorize establishment of new budget categories, purchase of additional equipment items or new subcontracts with state/federal categorical funds without prior written approval of the Department.
2. Any transfers or adjustments involving State/Federal categorical funds, other than those covered by C.1, including any related adjustment to the total state amount of the budget, must be made in writing through a formal amendment executed by all parties to this agreement in accordance with Section VIII. A. of Part II.
3. The C.1 and C.2 provisions authorizing transfers or changes in local funds apply also to the Family Planning program, provided statewide local maintenance of effort is not diminished in total.

Any statewide diminishing of total local effort for family planning and/or any related funding penalty experienced by the Department shall be recovered proportionately from each local Contractor that, during the course of the agreement period, chose to reduce or transfer local funds from the Family Planning program.

4. **Agreement Attachments:**

A. The following documents are attachments to this Agreement Part I and Part II - General Provisions, which are part of this agreement through reference:

1. Attachment I - Annual Budget
2. Attachment II – Guidance to State Agencies Regarding the Use of Funds Received Under the American Recovery and Reinvestment Act (ARRA)
3. Attachment III - Program Specific Assurances and Requirements
4. Attachment IV - Funding/Reimbursement Matrix

B. The attachments are added into this Agreement as follows:

1. Original Agreement (Part I and Part II) - Attachment III, IV
2. First Amendment - Attachment I and IV (Revised)

5. **Statement of Work:** The Contractor agrees to undertake, perform and complete the services described in Attachment III - Program Specific Assurances and Requirements and the other applicable attachments to this agreement which are part of this agreement through reference.

6. **Method of Payments and Financial Reports:** The payment procedures shall be followed as described in Part II and Attachment I - Annual Budget and Attachment IV - Funding/Reimbursement Matrix, which are part of this agreement through reference.

7. **Performance/Progress Report Requirements:** The progress reporting methods, as applicable, shall be followed as described in IV - Funding/Reimbursement Matrix, which are part of this agreement through reference.

8. **General Provisions:** The Contractor agrees to comply with the General Provisions outlined in Part II, which are part of this agreement through reference.

9. **Administration of Agreement:**

The person acting for the Department in administering this Agreement (hereinafter referred to as the Contract Consultant) is:

Lucie Taylor, CPBC Consultant, 517-241-4834, TaylorLuc@michigan.gov

(Contract Consultant Name)	Title	Phone	E-mail Address
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10. Special Conditions:

- A.** This agreement is valid upon approval by the State Administrative Board as appropriate and approval and execution by the Department.
- B.** The Department and Contractor, under the terms of this agreement shall, subject to availability of funding and other applicable conditions, provide resources and continuous services throughout the period of this agreement as shown in Attachment I - Annual Budget.
- C.** The Department will not assume any responsibility or liability for costs incurred by the Contractor prior to the signing of this agreement.
- D.** The Contractor is required by PA 533 of 2004 to receive payments by electronic funds transfer.

11. Special Certification:

The individual or officer signing this agreement certifies by his or her signature that he or she is authorized to sign this agreement on behalf of the responsible governing board, official or Contractor.

12. Signature Section:

For the JACKSON COUNTY HEALTH DEPARTMENT

Name and Title

Signature

Date

For the MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

Mary Jane Russell, Interim Deputy Director
Operations Administration

Date

JACKSON COUNTY HEALTH DEPARTMENT

For FY 09/10, special requirements are applicable for the remaining program elements and funding sources listed in the attached pages and checked below:

- ☐ Adolescent STD Screening
- ☒ Bioterrorism Emergency Preparedness
- ☐ Bioterrorism - Cities of Readiness Initiative (CRI)
- ☒ Bioterrorism - Public Health Emergency Response - Novel - H1N1
- ☐ Bioterrorism Regional Epidemiology Support
- ☐ Building Healthy Communities
- ☐ Childhood Lead Poisoning Prevention Program
- ☒ Children's Special Health Care Services (CSHCS)
- ☐ Early Warning Infectious Disease Surveillance Travel
- ☐ Early Warning Infectious Disease Surveillance Workshop
- ☐ Expanded HIV Testing in High Prevalence Health Care Settings to Address Racial/Ethnic Disparities in Access to Testing Services
- ☐ Expanded HIV Testing Through Highly Targeted Community Based HIV Prevention Services
- ☐ Family Planning/BCCCP Joint Project
- ☐ Family Planning - Pregnancy Prevention
- ☐ Fetal Alcohol Spectrum Disorder Projects
- ☐ Generation With Promise
- ☐ Healthy Homes - Lead Safe Home Program
- ☐ HIV/AIDS CARE - MHI
- ☐ HIV/AIDS Maternal and Child Program
- ☒ HIV Prevention Services
- ☐ HIV Prevention Rapid Testing
- ☐ HIV Provider Education
- ☐ HIV/STD Partner Services
- ☐ HOPWA (Housing Opportunities for Persons Living with HIV/AIDS)
- ☒ Immunization Action Plan (IAP)
- ☒ Immunization - Assessment Feedback Incentive Exchange (AFIX) Follow-up Site Visit
- ☐ Immunization - Field Service Representatives
- ☒ Immunization - Nurse Education Reimbursement
- ☒ Immunization - Reaching More Children and Adults
- ☒ Immunization - Vaccine Quality Assurance Program
- ☒ Immunization - VFC/AFIX Basic Site Visit
- ☒ Informed Consent
- ☐ Laboratory Services
- ☐ Laboratory Services - Serologic Testing Algorithm for Determining Recent HIV Seroconversion and Variant and Atypical Resistant HIV Surveillance (STARHS and VARHS)
- ☒ Local Maternal and Child Health (MCH)
- ☒ Local Public Health Operations (LPHO)
- ☒ Local Tobacco Reduction
- ☒ Michigan Care Improvement Registry (MCIR)
- ☐ Michigan Care Improvement Registry (MCIR) - Regional
- ☐ Safe Routes to School Program

- ☐ Saginaw River/Bay Eat Safe Fish and Game Program
- ☐ Sexual Violence Prevention
- ☒ Sexually Transmitted Disease (STD) Control
- ☒ SIDS
- ☐ SMILE Michigan Dental Sealant Program
- ☐ TB Control (DOT)
- ☐ Teen Pregnancy Prevention Initiative
- ☒ WIC Services
- ☐ WISEWOMAN Coordination

MDCH Funding Allocations/Reimbursement Mechanisms Matrix

Program Element/Funding Source (a)	MDCH Source	Federal State	Funding Amount	Reimbursement Method (b)	Performance Target Output Measurement	Total (c) Perform. Expect.	State (d) Funded Target Perform.	State Funded Minimum Performance Percent Number (e)*	Vendor Sub-recipient (f)
Bioterrorism Emergency Preparedness									
Bioterrorism 10/1/09 - 7/31/10	Reg. Alloc.	F	\$132,441	Staffing (6),(14)	N/A	N/A	N/A	N/A	Subrecipient
Bioterrorism 8/1/10 - 9/30/10	Reg. Alloc.	F	\$26,488	Staffing (6),(15)	N/A	N/A	N/A	N/A	Subrecipient
Public Health Emergency Response	Reg. Alloc.	F	\$193,417	Staffing (6),(16)	N/A	N/A	N/A	N/A	Subrecipient
Novel H1N1 10/1/09 - 7/30/10									
CSHCS Case Mgt/Care Coordination	Calc. Amt.		Various	Fixed Unit Rate (1),(7)	N/A	N/A	N/A	N/A	Vendor
CSHCS Outreach & Advocacy	Reg. Alloc.	F	\$67,000	Staffing (6)	N/A	N/A	N/A	N/A	Vendor
	Reg. Alloc.	S	\$46,000						
HIV Prevention Categorical	Reg. Alloc.	F	\$18,318	Staffing (6)	N/A	N/A	N/A	N/A	Subrecipient
Immunizations									
Assessment Feedback Incentive Exchange (AFIX) Follow-up	Calc. Amt.	F	\$100/\$50 each	Fixed Unit Rate (2),(7)	N/A	N/A	N/A	N/A	Vendor
Immunization Action Plan	Reg. Alloc.	F	\$71,701	Staffing (6)	N/A	N/A	N/A	N/A	Subrecipient
	Local MCH	F	\$0	Staffing (6)	N/A	N/A	N/A	N/A	Subrecipient
Immunization Reaching More Children & Adults	Reg. Alloc.	F	\$14,550	Staffing (6),(20)	N/A	N/A	N/A	N/A	Subrecipient
Nurse Education	Calc. Amt.	F	\$150/each	Fixed Unit Rate (2),(7)	N/A	N/A	N/A	N/A	Vendor
Vaccine Quality Assurance	Reg. Alloc.	S	\$15,517	Staffing (6)	N/A	N/A	N/A	N/A	Vendor
VFC (only) Provider Site Visits	Calc. Amt.	F	\$150/each	Fixed Unit Rate (2),(7)	N/A	N/A	N/A	N/A	Vendor
VFC/AFIX Combined Site Visits	Calc. Amt.	F	\$300/each	Fixed Unit Rate (2),(7)	N/A	N/A	N/A	N/A	Vendor
FIMR - Fetal Infant Mortality Reduction	Local MCH	F	\$0	Staffing (6)	N/A	N/A	N/A	N/A	Subrecipient
Informed Consent	Calc. Amt.	S	\$50/each	Fixed Unit Rate (2),(7)	N/A	N/A	N/A	N/A	Vendor
Local MCH	Reg. Alloc.	F	\$88,189	Staffing (6)	N/A	N/A	N/A	N/A	Subrecipient
Local Public Health Operations									
MDA	Reg. Alloc.	S	\$118,727	Performance	% of Food Service Licensees receiving required inspections	N/A	75%	N/A	Vendor
MDCH Hearing	Reg. Alloc.	S	\$27,368	LPHO (3),(4)	N/A	N/A	N/A	N/A	Vendor
MDCH Vision	Reg. Alloc.	S	\$27,367	LPHO (3),(4)	N/A	N/A	N/A	N/A	Vendor
MDCH Other	Reg. Alloc.	S	\$155,928	LPHO (3),(4)	N/A	N/A	N/A	N/A	Vendor
MDEQ Drinking Water	Reg. Alloc.	S	\$79,245	LPHO (3),(4)	N/A	N/A	N/A	N/A	Vendor
MDEQ On-Site Sewage	Reg. Alloc.	S	\$93,025	LPHO (3),(4)	N/A	N/A	N/A	N/A	Vendor
Local Tobacco Reduction	Reg. Alloc.	S	\$20,000	Staffing (6)	N/A	N/A	N/A	N/A	Subrecipient
Sexually Transmitted Disease (STD) Control	Reg. Alloc.	S	\$21,878	Performance	% of required visits to providers performed	N/A	N/A	N/A	Subrecipient
SIDS	Calc. Amt.	F	\$85/each	Fixed Unit Rate (2),(11)	N/A	N/A	N/A	N/A	Vendor
WIC									
Resident Services	Reg. Alloc.	F	\$712,210	Performance (8)	#Average Monthly Participation	N/A	5,124	97%	Subrecipient

TOTAL MDCH FUNDING

\$1,929,369

Memo

To: Randy Treacher, County Administrator
From: Andy Crisenbery, FOC Director
Date: 10/14/2009
Re: Request to Abolish Support Services Unit Position

As you know, as a part of the 2010 budget year planning process, it was decided that the Friend of the Court office would give up a full time Support Services Unit (SSU) position. Our 2010 budget considers this fact.

Effective October 5, 2009, one of our six Support Services Unit positions became vacant. Therefore, we are asking that this position be immediately abolished.

Please ensure that this request is placed on the appropriate standing committee agenda, so that committee can approve it, and it can then placed on the full Board agenda.

Also, please understand. While it will be a greater challenge to meet our current telephone response time of keeping customers waiting for no more than 2 to 5 minutes, our goal will remain the same. Despite our goal, there may be times when we cannot consistently meet our goal.

Thank you for your time and attention in this regard.

JACKSON COUNTY PARKS

Memorandum

To: Randy Treacher, County Administrator
From: Brandon Ransom, Parks Director
Date: October 7, 2009
Re: Item #2 for October, 2009 County Affairs

Parks Department Re-Organization

Per: the Parks Re-organization approved by the Board of Commissioners, the Parks Department requests elimination of the Union Groundskeeper position (pay grade 8) on the golf course. This will reduce the number of full-time employees from 3 to 2 on the golf course.

This reduction, in addition to two other position eliminations that have taken place, will complete the Parks Department's re-organization that has reduced our department FTE levels from 11 to 8.



Jackson County

ADMINISTRATOR/CONTROLLER

Randall W. Treacher, Administrator/Controller

Adam J. Brown, Deputy Administrator

TO: Jackson County Board of Commissioners

FROM: Adam Brown, Deputy County Administrator

DATE: October 12, 2009

SUBJECT: Sale of Property on Blackstone

I. Background

- A. On March 28, 2009, the owner of 407 and 409 South Blackstone, Michael A. Grieve, submitted a written request to purchase the property on 405 South Blackstone, which is adjacent to his property. Mr. Grieve offered the county \$300 which was the assessed value of the property.
- B. In my conversation with Mr. Grieve I explained that the county would have to make sure that the property served no future public purpose and that the County would have to see if there was interest from other adjacent property owners before selling the property to him.
- C. The property on 405 South Blackstone came to the county through tax foreclosure in 2002. The property serves no public purpose, and is therefore of no value to the county.

II. Current Situation

- A. On June 29, 2009 we sent a letter to the property owners of the three adjacent lots:
 - 1. Sharon L. Morris, 235 West Wesley Street
 - 2. Lois M. Wild Trust, 237 & 239 West Wesley Street
- B. The letter to the adjacent property owners instructed them that one neighbor was interested in purchasing the property and if they were interested in the property they were to send a letter to the County Administrators Office expressing their interest. Furthermore, the letter stated that in the event more than one party was interested in the property, the County would determine conveyance through a closed bid process.

- C. Both property owners inquired either in person or by phone and asked for more information about the property, which I willingly provided for them.
- D. Letters of interest were to be due on August 15, 2009. No letters expressing interest were received.

III. Next Steps

- A. Having offered the property to the adjacent property owners without any interest and seeing that there is no other public use for the property, the County Administrators Office recommends selling the property to Mr. Michael Grieve for the price offered in addition to any legal costs associated with the transactions. This action will return the property to the county tax rolls and will create future income.
- B. With approval of the Jackson County Board of Commissioners, we will instruct our attorney to create the necessary documents to sell the property to Mr. Michael A. Grieve.

IV. Recommendation

- A. Approve the Deputy County Administrators request to sell the property on 405 South Blackstone to Mr. Michael A. Grieve, the owner of 407 & 409 South Blackstone, for a price of \$300.00. Fees associated with the conveyance of the property will be borne entirely by Mr. Grieve.

Attachments:

Letter of Request from Michael A. Grieve
Assessment
Letters to Adjacent Property Owners

RECEIVED

March 28, 2009

MAR 31 2009

CLERK OF COUNTY
TREASURER'S OFFICE

Dear Mr. Brown,

My name is Michael Grieve and I am the current owner of 407 and 409 S. Blackstone. It is my understanding that the county owns 405 S. Blackstone.

I contacted you about 6 months ago and you requested a letter of intent for the purchase of 405 S. Blackstone. I would like to offer \$300.00 for said property.

My intent is to clean the property and then fence the property to join with 407 and 409 S. Blackstone with an opening for parking.

Please feel free to contact me if you have any questions at the following phone numbers: (517)962-4562 or (517)9142925.

Thank you for your time,
Michael A. Grieve

Michael A. Grieve

1717 Deyo Street
Jackson MI 49203

Information herein deemed reliable but not guaranteed
04/17/2009 12:18 PM REAL ESTATE SUMMARY SHEET

Parcel: 4-0231.4000 Owner's Name: COUNTY OF JACKSON

Property Address: 405 S BLACKSTONE ST Map #: 4-5

Cur. Class : 401 Gov. Unit: 50 CITY OF JACKSON School: 38170 JACKSON PUBLIC SC
Prev. Class: 401 Neighborhood:

Liber/Page: Created: / / Split: / / Active

Legal Description: Mailing Address:
S 26 FT OF N 91 FT OF W 66 FT OF LOT 9 % KAREN COFFMAN
ALSO N 12 FT OF S 41 FT OF W 91 FT OF 120 W MICHIGAN AVE
SAME B4S R1W JACKSON MI 49201

Physical Property Characteristics		
2010 S.E.V.: 300	Taxable: 300 X	Lot Dimen:
2009 S.E.V.: 300	Taxable: 300	Acreage: 0.06
Zoning:	Land Value:	Frontage: 0.0
PRE: 0.000%	Land Impr. Value:	Average Depth: 0.0



Jackson County ADMINISTRATOR/CONTROLLER

Randall W. Treacher, Administrator/Controller

Adam J. Brown, Deputy Administrator

June 29, 2009

Sharon L. Morris
2095 Reynolds Rd
Jackson, MI 49201

To Whom It May Concern,

This is a courtesy letter to notify the owner of the property at 235 W. Wesley St. that an offer has been made to purchase the property at 405 S. Blackstone from Jackson County. If you have any interest in purchasing this property please notify our office within 45 days. Notice to our office should be addressed to Adam J. Brown at 120 W. Michigan Ave, 6th Floor, Jackson, MI 49201. In the event that there is no other interest in the property, it will be sold to the adjacent property owner originally expressing interest in acquiring the property. If there are multiple adjacent property owners interested in the property, the county will hold a closed bid to sell the property. If you have any questions regarding the disposition of this property please contact me 517-768-6623.

Sincerely,

Adam J. Brown
Deputy Administrator



Jackson County ADMINISTRATOR/CONTROLLER

Randall W. Treacher, Administrator/Controller

Adam J. Brown, Deputy Administrator

June 29, 2009

Lois M. Wild Trust
11365 Austin Rd.
Brooklyn, MI 49230

To Whom It May Concern,

This is a courtesy letter to notify the owner of the property at 237 W. Wesley St. and 239 W. Wesley St. that an offer has been made to purchase the property at 405 S. Blackstone from Jackson County. If you have any interest in purchasing this property please notify our office within 45 days. Notice to our office should be addressed to Adam J. Brown at 120 W. Michigan Ave, 6th Floor, Jackson, MI 49201. In the event that there is no other interest in the property, it will be sold to the adjacent property owner originally expressing interest in acquiring the property. If there are multiple adjacent property owners interested in the property, the county will hold a closed bid to sell the property. If you have any questions regarding the disposition of this property please contact me 517-768-6623.

Sincerely,

Adam J. Brown
Deputy Administrator



Jackson County ADMINISTRATOR/CONTROLLER

Randall W. Treacher, Administrator/Controller

Adam J. Brown, Deputy Administrator

TO: Jackson County Board of Commissioners

FROM: Adam Brown, Deputy County Administrator

DATE: October 13, 2009

SUBJECT: Recommendation to Negotiate for Audit Services

I. Background

- A. On August 6, 2009, Jackson County issued a request for proposal (RFP) for professional auditing services beginning with the Fiscal Year 2009 audit.
- B. A pre-proposal conference was held on August 31st, 2009. Four vendors attended the pre-proposal conference.
- C. Five proposals were received by the 2 PM contract deadline on September 21, 2009.

II. Current Situation

- A. Proposals for professional audit services were received by the following five firms.
 - 1. Abraham & Gaffney, P.C.
 - 2. Markowski & Company
 - 3. Plante & Moran, PLLC
 - 4. Rehmann
 - 5. Yeo & Yeo
- B. The following individuals were requested to participate in the selection process by the County Administrator/Controller:
 - 1. Adam Brown, Deputy County Administrator
 - 2. Gerard Cyrocki, Finance Officer
 - 3. Karen Coffman, County Treasurer
 - 4. Rex Pierce, Health Department Financial Manager
 - 5. Randy Treacher, County Administrator/Controller

- C. Members of the selection team reviewed each proposal for professional audit services and rated each submission based on the criteria established in the RFP. After individually reviewing each proposal, members of the selection team met together and discussed each proposal together.
- D. According to Policy 1170, "Vendors who have contracted with the county to perform audit services for Jackson County within the last five years shall only be considered if another qualified vendor is not found as determined by the selection committee." In accordance with this policy adopted by the Jackson County Board of Commissioners, the selection team did not score the proposal submitted by Rehmann. In the event that the county is not able to contract with a qualified vendor, the selection committee will review the proposal by Rehmann.
- E. The unanimous selection of the top three firms, in order of most qualified, are as follows:
 - 1. Plante & Moran, PLLC
 - 2. Abraham & Gaffney, P.C.
 - 3. Yeo & Yeo

III. Next Steps

- A. The County Administrator is requesting that the Board approve the selection committee's recommendation to negotiate with the most qualified firm, Plante & Moran, PLLC. The county will seek to negotiate an acceptable price for services within the approved budget.
- B. In the event an acceptable cost for service cannot be negotiated with the top qualified firm, the County Administrator, or his representative will negotiate with the next two qualified firms in the order listed above.
- C. When an acceptable contract for professional audit services is agreed upon, a draft contract will be reviewed by the county's attorney. The final award recommendation, with price, will come back to the Board for approval.

IV. Recommendation

- A. Approve Administrators request to negotiate with the selection committee's most qualified vendor, Plante & Moran, PLLC. In the event that an acceptable budget for professional audit services cannot be negotiated, the County Administrator would negotiate with the next qualified firm of Abraham & Gaffney, P.C.

INTERGOVERNMENTAL AGREEMENT
BETWEEN COUNTY AND CITY
REGARDING ASBESTOS SURVEY AND DEMOLITION OF STRUCTURES

THIS AGREEMENT, entered into on the ____ day of _____, 2009, by and between the County of Jackson, a Michigan county corporation, with offices at 120 West Michigan Avenue, Jackson, Michigan 49201 (“County”), and the City of Jackson, a Michigan municipal corporation, with offices at 161 West Michigan Avenue, Jackson, Michigan 49201 (“City”).

RECITALS

WHEREAS, the City has received Two Hundred Thousand Dollars (\$200,000.00) in grant funds from the Michigan State Housing Development Authority (MSHDA) Neighborhood Stabilization Program, to be used for demolition of dangerous and unsafe structures located within the City; and

WHEREAS, it will benefit the citizens of the City of Jackson by removing said dangerous and unsafe structures; and

WHEREAS, the County owns certain dangerous and unsafe structures on property located within the City; and

WHEREAS, the City wishes to use a portion of its available MSHDA funding to demolish and remove the structures owned by the County; and

WHEREAS, the County and City wish to enter into this agreement to describe their respective obligations with respect to the demolition of the dangerous and unsafe structures.

THEREFORE, the parties mutually agree as follows:

1. Depending on availability of funding, the City will demolish the structures owned by the County (the “Property”), identified on Attachment 1, attached hereto and incorporated by reference.
2. The City in its sole discretion will determine whether there are available funds to complete demolition for all structures on the Property.
3. Prior to demolition, the City will retain a contractor/consultant who will conduct an asbestos survey of the County’s structures on the Property to determine whether

asbestos-containing materials are present and require abatement prior to demolition.

4. County authorizes City, or its agents, officers, employees or contractors, to enter upon the Property at any time to conduct an asbestos survey of the Property, to ascertain the level of contaminants, and to demolish the structures located on the Property. All borings, surveying, testing, and demolition shall be at the City's expense. The City may inspect the buildings on the Property and conduct such tests as City deems appropriate. The City or any party the City designates shall be granted access to the Property for inspection, survey, inspection and demolition. Except for acts of the City's sole negligence or wrongdoing, the County shall indemnify, defend and save harmless the City from and against any demand, liability, cost, damage, loss or claim, including property damage, personal injury or death, brought by any third party in connection with the services performed by the City under this Agreement. The County shall list the City as additional insured on its general liability insurance coverage. The City's demolition contractor shall list the County as an additional insured on its general liability policy.
5. It is understood between the parties that the County shall have no liability or responsibility for either environmental investigation costs or costs associated with the demolition of structures located on the Property.
6. This Agreement is a result of negotiation between the parties, and accordingly, it will not be construed against either party in the event of a dispute or litigation arising out of this Agreement.
7. If any one or more provisions of this Agreement or in any instrument or other document delivered pursuant to this Agreement or the application thereof to any person or circumstance shall to any extent be declared or determined to be invalid or unenforceable, the validity, legality and enforceability of the remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected or impaired thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent of the law.
8. This Agreement contains the entire agreement between the parties, and any and all prior contemporaneous oral or written agreements made by either party shall have no force or effect. This Agreement shall be amended only by written instrument signed by each party. This Agreement shall be construed under Michigan law.

The parties have signed this Agreement by their authorize officers or agents on the _____ day of _____, 2009.

COUNTY OF JACKSON

By: _____

Its _____

CITY OF JACKSON

By: _____

Its _____

COUNTY OWNED PROPERTIES

Attachment 1

ORDER OF PRIORITY	BUILDING TYPE	BUILDING ADDRESS	APPROXIMATE SQUARE FOOTAGE
1	House	609 Burr	1148
2	House	122 W Mansion	864
3	House	425 St Clair	796
4	House	201 Orange	1561
5	House	209-11 E Biddle	1720
6	House	319 Marshall	768
7	House	414 N Columbus	1144
8	House	206 E Euclid	1267
9	House	2005 Francis	1056
10	Garage Only	126 W Mason	282
11	Garage Only	156 Randolph	231
12	House	116 W Robinson	1200
13	House	710 Lansing	1544

		2009 BUDGET	ACTUAL 9/28/2009	ACTUAL 12/31/2008	2010 BUDGET	CLIFF RECOMM	
561100	539000 PREMIUMS-STATE AID	0	0	37,848	0	0	
561100	539010 STATE APPROPRIATION	0	0	5,114	0	0	
561100	651020 BOOTH RENTAL	36,300	26,977	34,041	36,300	30,000	
561100	651030 MIDWAY RENTAL	130,000	104,673	107,066	130,000	120,000	
561100	651090 CONCESSION RIDES	44,000	70,171	41,097	44,000	45,000	*
561100	651091 POP CONCESSION RIDES	75,000	20,870	74,945	75,000	45,000	*
561100	673060 ADVERTISING REVENUE	2,100	0	1,000	2,100	1,000	
561100	664000 INTEREST	11,300	76	3,979	1,000	1,000	
561100	669030 RENT - TRAILER PARKING	8,000	6,825	6,245	7,000	7,000	
561100	669040 RENT - RACEWAY	0	20,000	64,024	0	0	
561100	669050 RENT - OFF SEASON	32,000	2,470	25,129	32,000	32,000	*
561100	669060 RENT - FAIR EVENTS CENTER	55,820	42,724	28,633	29,000	50,000	*
561100	644000 SALE OF USED/SCRAP EQUIPMENT	825	0	50	825	2,000	
561100	651040 GATE RECEIPTS	285,000	238,405	222,189	285,000	240,000	
561100	651050 GRANDSTAND RECEIPTS	325,000	179,759	326,550	330,000	210,000	
561100	651060 PARKING	45,000	33,502	34,909	45,000	35,000	
561100	651070 ENTRY FEES	1,125	1,090	1,201	1,200	1,200	
561100	651080 STALL FEES	1,550	871	1,362	1,375	1,375	
561100	675050 SPONSORSHIP/DONATIONS	19,500	19,685	17,700	27,700	20,000	
561100	695000 MISCELLANEOUS	1,065	8,855	2,514	1,000	1,000	

		2009 BUDGET	ACTUAL 9/28/2009	ACTUAL 12/31/2008	2010 BUDGET	CLIFF RECOMM
561100	696050 DONATION - MISC	0	0	7,000	0	0
561100	699000 TRANSFER IN PRIOR YEAR BALANCE	0	0	0	54,199	0
	TOTAL REVENUE	1,073,585	776,954	1,042,597	1,102,699	841,575
561100	703020 COMMITTEE WORK	2,625	1,540	2,730	2,625	2,625
561100	704000 WAGES-FULL TIME	136,968	103,232	135,352	108,822	75,000
561100	704040 WAGES-LONGEVITY/INCENTIVE	1,208	1,483	1,465	0	0
561100	705020 CLERICAL HELP	5,100	5,095	5,959	6,000	6,000
561100	705030 LABOR DURING FAIR	8,000	9,876	10,897	8,000	10,000
561100	705040 LABOR - JUDGES	5,000	4,770	4,845	5,000	5,000
561100	705500 WAGES-CASUAL	100,000	88,600	100,298	137,005	85,000
561100	706000 WAGES-OVERTIME	1,805	0	5,275	1,538	1,538
561100	711000 WAGES-IN LIEU OF INSURANCE	3,000	2,250	2,875	3,000	0
561100	715000 FICA	21,622	14,778	18,487	19,354	15,000
561100	716000 HEALTH INSURANCE	24,860	18,648	22,608	19,440	13,000
561100	717000 LIFE INSURANCE	645	455	590	538	215
561100	718000 RETIREMENT	5,905	4,434	5,824	6,707	3,500
561100	719000 WORKER'S COMPENSATION	1,413	984	1,229	1,897	1,000
561100	722000 UNEMPLOYMENT	0	1,179	262	0	15,000
561100	728000 PRINTING	7,100	3,995	7,009	7,100	7,100
561100	729000 POSTAGE	7,500	2,897	5,722	6,000	6,000
561100	729020 POSTAGE - PREMIUM	545	0	328	350	350

		2009 BUDGET	ACTUAL 9/28/2009	ACTUAL 12/31/2008	2010 BUDGET	CLIFF RECOMM
561100	730000 OFFICE SUPPLIES	9,500	4,647	8,478	9,500	6,500
561100	742520 SUPPLIES - PREMIUMS	3,800	0	0	3,800	0
561100	742530 BARNYARD FEED/BEDDING SUPPLIES	0	10	9	0	0
561100	748000 SUPPLIES - DECORATIONS	18,000	11,137	18,237	18,000	15,000
561100	776000 CLEANING SUPPLIES	5,000	5,156	5,250	5,300	5,300
561100	811000 DUES AND PUBLICATIONS	3,100	1,188	2,282	2,500	2,500
561100	802000 CONTRACTUAL SERVICES	45,000	10,826	66,498	50,000	50,000
561100	802010 AUDIT SERVICES	0	0	0	800	0
561100	810000 ATTORNEY SERVICES	1,000	4,045	419	1,000	2,000
561100	816000 SERVICE CONTRACTS	450	145	463	450	450
561100	817000 REFUSE SERVICE	10,000	7,460	9,942	10,000	10,000
561100	850000 TELEPHONE USAGE	3,000	1,643	2,596	3,000	2,500
561100	861000 MILEAGE	1,800	0	1,101	1,800	1,000
561100	861100 PROFESSIONAL DEVELOPMENT	7,000	1,852	6,854	10,000	1,000
561100	902000 ADVERTISING	72,000	65,088	83,137	72,000	65,000
561100	921000 UTILITIES	46,000	42,485	47,401	46,000	50,000
561100	931000 MAINTENANCE OF BUILDING	17,000	6,266	11,918	17,000	17,000
561100	932000 MAINTENANCE OF EQUIPMENT	7,000	6,993	14,832	12,000	12,000
561100	933000 MAINTENANCE OF OFFICE EQUIP	3,300	1,422	1,638	3,300	2,000
561100	935000 MAINTENANCE OF GROUNDS	48,000	58,224	51,986	48,000	50,000

		2009	ACTUAL	ACTUAL	2010	CLIFF
		BUDGET	9/28/2009	12/31/2008	BUDGET	RECOMM
561100	957520 CLASS PREMIUM	15,000	11,000	49,852	15,000	15,000
561100	958010 SPECIAL ATTRACTIONS	25,500	26,245	25,477	30,000	20,000
561100	958020 GRANDSTAND ATTRACTIONS	275,000	261,165	332,637	313,000	200,000
561100	959000 MISCELLANEOUS	600	0	528	0	0
561100	959610 RIBBONS, ROSETTES, ETC	2,900	1,847	3,141	2,900	2,500
561100	968010 DEPRECIATION EXPENSE	100,500	0	78,293	80,000	0
561100	995000 INTEREST EXPENSE	0	0	13,973	13,973	13,973
561100	965000 TRANSFER TO FUND BALANCE	19,839	0	0	0	51,524
	TOTAL EXPENSE	1,073,585	793,060	1,168,697	1,102,699	841,575
	NET REVENUE VS. EXPENSE	0	-16,106	-126,100	0	0

COUNTY OF JACKSON
CHILD CARE FUND-BUDGET ADJUSTMENT

2010

[illegible]

REASONING:

In the Courts' continuing efforts to help reduce the number of juvenile offenders who are made Act 150 State Wards, the Child Care Fund Administration has approved the use of direct placement into private treatment programs to help reduce these costs. The Courts' have started using this new alternative as appropriate. We are asking to adjust \$30,000 from the current approved budget for State Ward Chargeback and create an additional object code titled, "Residential Treatment". The cost savings of doing this can be substantial when compared to placing a child at Maxey Training School. The savings per day would average between \$150 to \$350 per day.

DEPT HEAD

Charles M. Adams

DATE _____

10-1-00

COMMITTEE

DATE _____

BUDGET DIR

DATE _____

ADMIN

DATE _____

BOARD OF COMM

DATE _____

County of Jackson

Budget Worksheet

Fund: 292

		2009				2010				
Object	Description	2007 Actual	2008 Actual	Working Budget	10/02/2009 Actual	Department Requested	Admin Recommened	Comm Recommened	Board Approved	Working Budget
Key: 292662		PROBATE COURT CC								
701011	FOSTER CARE EXPENSE	1,750	0	15,000	8,474	0	15,000	0	15,000	15,000
701013	IN-HOME CARE	318,856	305,270	349,000	186,028	0	62,000	0	62,000	62,000
701015	STATE WARD CHARGEBACK	1,305,039	1,157,892	1,550,000	492,185	0	1,300,000	0	1,300,000	1,300,000
730000	OFFICE SUPPLIES	0	0	0	0	0	0	0	0	0
850000	TELEPHONE USAGE	0	0	0	0	0	0	0	0	0
Total Revenues:		0	0	0	0	0	0	0	0	0
Total Expenses:		1,625,645	1,463,162	1,914,000	686,687	0	1,377,000	0	1,377,000	1,377,000
Net Income/Loss:		-1,625,645	-1,463,162	-1,914,000	-686,687	0	-1,377,000	0	-1,377,000	-1,377,000

**COUNTY OF JACKSON
CHILD CARE FUND-BUDGET ADJUSTMENT**

EXPENSE

2009

LINE ITEM								
FUND	DEPT.	ACCOUNT		ACCOUNT DESCRIPTION	CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET
292	Youth Center	292662	701015	State Ward Charge Back	1,550,000		30,000	1,520,000
292	Youth Center	292662		Residential Treatment	-	30,000		30,000
								-
								-
								-
								-
								-
								-
								-
								-
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								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
					1,550,000	30,000	30,000	1,550,000

REASONING:

In the Courts' continuing efforts to help reduce the number of juvenile offenders who are made Act 150 State Wards, the Child Care Fund Administration has approved the use of direct placement into private treatment programs to help reduce these costs. The Courts' have started using this new alternative as appropriate. We are asking to adjust \$30,000 from the current approved budget for State Ward Chargeback and create an additional object code titled, "Residential Treatment". The cost savings of doing this can be substantial when compared to placing a child at Maxey Training School. The savings per day would average between \$150 to \$350 per day.

DEPT HEAD

BUDGET DIR

DATE _____

DATE _____

COMMITTEE

ADMIN

BOARD OF COMM

DATE _____

DATE _____

DATE _____

JACKSON COUNTY

Budget to Actual (with Encumbrances)

Report Date: 09/30/2009

Ledger: GL
Budget Level: OB

Object Description

Object

Budget

Actual

Encmbrnce

Balance

Percent Used

Org. Key: 292662

PROBATE COURT CC

EXPENSE ACCOUNTS

Category: OTHER EXPENSES

FOSTER CARE EXPENSE	701011	15,000.00	8,473.93	0.00	6,526.07	56.49%
IN-HOME CARE	701013	349,000.00	186,027.68	112,735.82	50,236.50	85.60%
STATE WARD CHARGEBACK	701015	1,550,000.00	492,184.94	0.00	1,057,815.06	31.75%
SubTotal:		1,914,000.00	686,686.55	112,735.82	1,114,577.63	41.76%

PROBATE COURT CC

Revenue:	0.00	0.00	0.00	0.00	0.00 %
Expenses:	1,914,000.00	686,686.55	112,735.82	1,114,577.63	41.76 %
Net:	-1,914,000.00	-686,686.55	-112,735.82	-1,114,577.63	

Commissioner Board Appointments – October 2009

<u>BOARD</u>	<u>NEW TERM EXPIRES</u>	<u>CURRENT MEMBER</u>	<u>APPLICANTS</u>	<u>COMMITTEE RECOMMENDED APPOINTMENTS</u>
<u>Board of County Canvassers</u>				
1) One Public Member (Democratic)	10/2013	Lou Adams	Lou Adams Cheryl Roe Sanora Marsh	Lou Adams
2) One Public Member (Republican)	10/2013	Gene Bills	Lola Peterson Scott Reese Ray Snell	Lola Peterson
<u>Land Bank Authority</u>				
1) One Non-Profit Corporation Representative	10/2013	Katherine Martin	Katherine Martin	Katherine Martin
2) One Real Estate Experience Representative	10/2013	DeAnn Gumbert	DeAnn Gumbert Marvin Jester Robert Sutherby Douglas Beiswanger	DeAnn Gumbert
3) One Commissioner Appointment	10/2013	Phil Duckham	Phil Duckham	Phil Duckham

COUNTY OF JACKSON POLICY MANUAL

Policy No.
3290

PERSONNEL

BLOODBORNE PATHOGENS

The County of Jackson has the responsibility to ensure that personnel can perform their duties in a safe and effective manner. The existence of bloodborne pathogens poses a potential threat to the health of County personnel and employees may, in the course of their employment, come into contact with individuals who are communicable disease carriers.

Act No. 154 of the Public Acts of 1974, as amended, outlines the duties and responsibilities of an employee relative to Bloodborne Infectious Diseases.

Pursuant to Act No. 154 the County of Jackson shall provide employees with training to minimize the probability of exposure to a communicable disease and ensure that they have the option of receiving the Hepatitis B Vaccination series at no cost. In addition, employees will be provided with up-to-date information concerning safety procedures associated with communicable diseases.

County Departments will educate and train staff on procedures to eliminate or minimize exposure to bloodborne pathogens as appropriate to their county work assignments and protection of their clients.

Adopted by Board of Commissioners 11/08/94
Revised: 10/20/09