

AGENDA
JACKSON COUNTY BOARD OF COMMISSIONERS BOARD MEETING
June 21, 2011
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 Gail W. Mahoney*
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**
11. **MINUTES** - Minutes of the 5/17/11 Regular Meeting and 6/1/11 and 6/7/11 Special Meetings of the Jackson County Board of Commissioners

Attachments:

*5/17/11 Regular Meeting Minutes

*6/1/11 and 6/7/11 Special Meeting Minutes

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

A. County Policy

1. Revised/Reviewed Policies

- a. **Board Rule 4030 – Meetings of the Board**
- b. **IT Policy 6050 – Enhanced Access to Public Records**

Attachments:

*Policy 4030

*Policy 6050

B. County Affairs & Agencies

2. **Parma Township Assessing Services – Authorize the County’s Interim Administrator/Controller to enter into a contract with Parma Township to provide assessing services**

Attachments:

- *Memo from Interim Administrator/Controller regarding Parma Township Assessing Services
- *Jackson County Equalization Department Proposal for Assessing Services for Parma Township

3. **Sparks Park Urban Fishery Project Construction Bids – Recommend acceptance of construction bid for the Urban Fishery Project from the low bidder, Rivertown Contractors, in the amount of \$379,900**

Attachments:

- *Memo from Parks Director regarding Urban Fishery Construction Bids
- *Urban Fishery Construction Bid Summary
- *Prime Professional Letter of Recommendation

C. Human Services

4. **Health Department 2010 Annual Report**

Attachments:

- *JCHD 2010 Annual Report

D. Personnel & Finance

5. **Courthouse Renovation Project**

- a. **Transfer and appropriate an additional \$24,247 in collected Justice Center fines from Org. Key 101136 to the Courthouse Renovation Project (Org. Key 245120).**
- b. **Transfer and appropriate \$37,495 from the Justice Center Transfer Reserve (Obj. Line 369010) to the Courthouse Renovation Project (Org. Key 245120).**
- c. **Approve contract for \$156,742 to WTI for construction of the Courthouse Renovation Project.**

Attachments:

- *Memo from Interim Administrator/Controller and Director of Fleet & Facilities Operations regarding the Courthouse Renovation Project

6. **County Tower Building Domestic Water System Replacement Project – Transfer \$328,384 from Fund Balance (245982-965000) to Project Code (245268-931980) and approve the contract with Paul Bengal Mechanical Contracting, Inc. of Jackson, Michigan, in the amount of \$328,384**

Attachments:

*Memo from Interim Administrator/Controller and Director of Fleet & Facilities Operations regarding County Tower Building Domestic Water System Replacement

E. Other Business

7. **Claims dated 5/1/11 – 5/31/11**

Attachments: None.

13. STANDING COMMITTEES

A. County Policy – Commissioner Dave Elwell

1. **Revised Animal Control and Protection Ordinance – Approve revisions to the Animal Control and Protection Ordinance recommended by the Animal Control Ad Hoc Committee**

Attachments:

*Revised Animal Control and Protection Ordinance

*Memo from Interim Administrator/Controller regarding revisions to the Animal Control and Protection Ordinance

- 1st Reading**
2. **Adoption of New Animal Control Civil Violation Fines – Adoption of the new Animal Control Civil Violation Fines as recommended by the Animal Control Ad Hoc Committee**

Attachments:

*Animal Control Civil Violation Fines

*Memo from Interim Administrator/Controller regarding revisions to the Animal Control and Protection Ordinance

B. County Affairs & Agencies – Commissioner Dave Lutchka

1. **Appointments**

a. Farmland Preservation Committee

- one public member with agricultural interests, term to 6/2014
- one public member with real estate or development interests, term to 6/2014
- one Commissioner member, term to 6/2012

- b. **Jury Board** - one public member, term to 4/2017

Attachments:

- *Commissioner Board Appointments
- *Memo from Judge McBain
- *Applications

C. **Human Services – Commissioner Jon Williams** - None.

D. **Personnel and Finance – Commissioner Jim Videto** - None.

14. **UNFINISHED BUSINESS** – None.

15. **NEW BUSINESS**

Roll Call A. **Resolution (06-11.16) Combination of the Register of Deeds and County Clerk**

Attachments:

- *Resolution (06-11.16)

Roll Call B. **Approve Contract for Michael Overton as Administrator/Controller**

Attachments:

- *To be provided

C. **2012 Budget Presentation**

Attachments: None.

D. **Set Date for Special Meeting of the Board of Commissioners for Approval of the 2012 Budget**

Attachments: None.

16. **PUBLIC COMMENTS**

17. **COMMISSIONER COMMENTS**

18. **CLOSED SESSION** – None.

19. **ADJOURNMENT**

MINUTES
JACKSON COUNTY BOARD OF COMMISSIONERS BOARD MEETING
May 17, 2011
7:00 p.m.
County Commission Chambers

1. **CALL TO ORDER** – Chairman Steve Shotwell called the May 17, 2011, Jackson County Board of Commissioners Meeting to order at 7:00 p.m.

2. **INVOCATION** – *by Commissioner Videto*

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

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

(12) Present. Commissioners Herl, Lutchka, Rice, Duckham, Alexander, Videto, Mahoney, Williams, Smith, Way, Elwell, and Shotwell.

5. **APPROVAL OF AGENDA**

Acting Administrator/Controller Adam Brown asked that Item 6. B. be removed from the Agenda to give the Library time to make a decision.

Moved by Way, supported by Duckham for Approval of the Agenda as Amended. Motion carried unanimously.

6. **AWARDS & RECOGNITIONS**

- A. **Proclamation Honoring the Civilian Pilot Training Program and World War II Aviators**

- ~~B. **Proclamation Supporting a Permanent Home at the Carnegie Library for Two Stained Glass Windows Featuring Jackson's Black Civil War Veterans**~~

- C. **Proclamation Supporting the Hanover School Centennial**

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

8. **SPECIAL ORDERS/PUBLIC HEARINGS**

- A. **Public Hearing – Resolution (05-11.14) Approving the Brownfield Redevelopment Plan for K2 Property, LLC in Summit Township (1361 Old McDevitt) a Brownfield Redevelopment**

No public comment.

- B. **Public Hearing – Register of Deeds and County Clerk Merger**

Ron Ellison, President of American Title Company, spoke against the idea of merging the departments.

Mindy Reilly expressed concern over the decision to merge the Clerk and Register of Deeds Offices.

Cmr. Duckham said he would probably not support the merger at this point.

Cmr. Rice talked about information he heard from different sources.

Cmr. Herl is not in favor of this merger.

A link was added to the main page of the website to allow for electronic communication regarding the merger.

Moved by Way, supported by Elwell to receive correspondence from Timothy McDonnell Michigan Land Title Association, Barbara Runyon – Cass County Clerk/Register, Bambi Somerlott – MARD President, and Fran Fuller – Eaton County Clerk/Register.

9. **PUBLIC COMMENTS**

John Wilson requested the County consider short-term financial assistance to the City of Jackson to prevent a financial manager from being assigned.

10. **SPECIAL MEETINGS OF STANDING COMMITTEES**

11. **MINUTES** - Minutes of the 4/19/11 Regular Meeting of the Jackson County Board of Commissioners

Moved by Videto, supported by Way to Approve the Minutes of the 4/19/11 Regular Meeting of the Jackson County Board of Commissioners. Motion carried unanimously.

12. **CONSENT AGENDA**

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

A. **County Policy**

1. **Revised/Reviewed Policies**

- Fiscal Policy 1120 – Interfund Borrowing-Temporary Cash Deficit Policy
- Personnel Policy 4010 – Authority
- Personnel Policy 4020 – Organizational Meeting
- Personnel Policy 4050 – Procedures

B. **County Affairs & Agencies**

2. **2011 Taxable Values and 2011 Millage Request**

3. **Resolution (05-11.14) Approving the Brownfield Redevelopment Plan for K2 Property, LLC in Summit Township (1361 Old McDevitt) and Public Hearing**

4. **Resolution (05-11.15) Approving a Grant Application to the Michigan Recreation Passport Grant Program for the Swain's Lake Restroom Renovation Project**

5. **Register of Deeds 2010 Annual Report**

C. **Human Services**

6. **Cat Sale – 2nd Reading and Approval**

7. **Microchip Pricing – 2nd Reading and Approval**

D. **Personnel & Finance**

8. **Budget Adjustments – Friend of the Court**

E. **Other Business**

9. **Claims dated 4/1/11 – 4/30/11**

13. **STANDING COMMITTEES**

A. **County Policy – *Commissioner Dave Elwell* - None.**

B. **County Affairs & Agencies – *Commissioner Dave Lutchka***

1. **Appointments**

a. **Retirement, one Chair appointment, term to 5/2014**

Cmr. Lutchka stated that the committee recommended Gerard Cyrocki. No other nominations from the floor. Gerard Cyrocki appointed.

b. **Veterans Affairs, one Persian Gulf member, term to 3/2015**

Cmr. Lutchka stated that the committee recommended Earl W. Smith, II. No other nominations from the floor. Earl W. Smith, II appointed.

C. **Human Services – *Commissioner Jon Williams* - None.**

D. **Personnel and Finance – *Commissioner Jim Videto* – None.**

14. **UNFINISHED BUSINESS – None.**

15. **NEW BUSINESS - None.**

16. **PUBLIC COMMENTS**

None

17. **COMMISSIONER COMMENTS**

Cmr. Lutchka proposed a challenge to the Jackson City Council for an ice cream scooping contest.

Cmr. Videto expressed appreciation for the comments made with regard to the Clerk/Register of Deeds merger.

Cmr. Williams thanked Amy Torres for the information on the Brownfield item.

Cmr. Mahoney said she will be back to vote on the Clerk/Register of Deeds issue.

18. **CLOSED SESSION** – None.

19. **ADJOURNMENT**

Chairman Shotwell adjourned the May 17, 2011 Meeting of the Jackson County Board of Commissioners at 7:49 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

EATON COUNTY CLERK'S OFFICE

Fran Fuller
Clerk and Register of Deeds

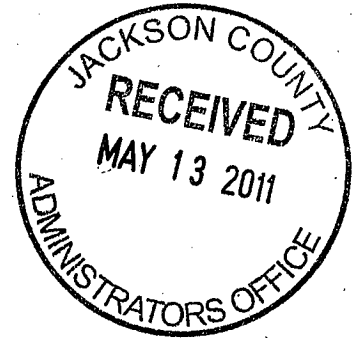
Denise Dyson
Chief Deputy Clerk

1045 Independence Blvd.
Charlotte, MI 48813

517-543- 2426 or 517-485-3417 Ext. 2426
Fax 517-541-0666

May 9, 2011

Jackson County Board of Commissioners
C/o Adam Brown
Jackson County Administrator
120 West Michigan Avenue
Jackson MI 49201



To the Jackson County Board of Commissioners,

My name is Fran Fuller and I am the County Clerk and Register of Deeds in Eaton County. I've worked for Eaton County for over 37 years. During that time I've worked in the Circuit Court Clerk's office, 4 years as Chief Deputy in the Register of Deeds Office and the bulk of my years in the County Clerk's Office. The 3 offices are located in 3 different parts of the Courthouse. I am writing today to urge you to reconsider your thoughts on consolidating the County Clerk and Register of Deeds Offices. There are so many reasons **not** to consolidate that I cannot list them all in this letter. I'll focus on just a few.

While serving as Chief Deputy in the Register of Deeds Office I was responsible for;

- Creating and balancing the office budget
- Hiring and firing employees
- Handling employee issues
- Attending Finance Committee meetings of the Board of Commissioners
- If the Tech Fund had been in existence I would have managed that budget as well

These duties were my responsibility because the Clerk/Register was too busy in the Clerk's Office. I was considered a Department Head and attended all Department Head meetings and was in the Administrative Group for benefits. In all responsibilities I was like the other Department Heads and Elected Officials, except one and that was pay. My pay was not comparable to my peers and we saw little of the Clerk/Register.

When I was elected County Clerk & Register of Deeds and moved to the County Clerk's Office, I told myself I would make it a point of visiting the Register of Deeds Office each day to keep up with what was going on. That promise didn't last long as the responsibilities in the County Clerk's Office keep me in the Clerk's Office most of the time. 94% of my time is spent in the Clerk's Office, 4% in the Court Office and 2% in the Register of Deeds Office. My Chief Deputy attends more Register of Deeds conferences and district meetings than I because I'm not available.

I often defer to my Chief Deputy when situations arise that I'm not familiar with. Case in point; this morning with my Chief Deputy on vacation, a Register of Deeds employee asked me a question I could not answer concerning the recording of a Federal Tax Lien. I checked the MARD handbook and finally had to contact a neighboring County's Register of Deeds to obtain the answer.

I am sure if these offices are combined the new Clerk/Register and the Chief Deputy would expect and deserve increases in salary due to their increased responsibilities, work load, number of

employees to supervise and knowledge of the offices. *Remember, if there is a savings because of the consolidation, the Clerk/Register and Chief Deputy are not receiving the salaries he/she deserves for the responsibility involved. If the Clerk/Register and Chief Deputy receive the deserved salaries, there is no savings.*

In closing I would strongly encourage you to reconsider the combination of the County Clerk and Register of Deeds Offices.

Respectfully,

A handwritten signature in cursive script that reads "Fran Fuller".

Fran Fuller
Eaton County Clerk and Register of Deeds

Board of Directors 2010-2011

Officers:

President: Timothy J. McDonnell
Old Republic National Title Insurance Co.
4000 Main St. Suite 150
Bay Harbor, MI 48779
Phone: 313-599-4375 Fax: 734-780-8413
timcdonnell@oldrepublictitle.com

President-elect: Catharine B. LaMont
LaMont Title Corporation
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Detroit, MI 48226
Phone: 313-963-8100 Fax: 313-963-5455
clmont@lamonttitle.com

Secretary-Treasurer: Allan G. Dick
Best Homes Title Agency, LLC
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adick@besthomestitle.com

Directors:

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bwittefel@lighthousegroup.net

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mwelbourn@transu.net

Jeff Basil
Safe Title
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Grand Haven, MI 49417
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jbasil@safetitle.net

Past President & Ex-Officio Officers:

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McLearant, MI 48858
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dmcfarlane@corporatetitle.com

Executive Director:

Marcy Lay
Cushman Handler & Reed, Inc.
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ED@mlta.org



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May 17, 2011

Jackson County Board of Commissioners
120 W. Michigan Avenue
Jackson, MI 49201

RE: Combining the Offices of the Jackson County Clerk and
Jackson County Register of Deeds

Dear Board of Commissioners:

The Michigan Land Title Association (MLTA) has been made aware of the proposal being considered by the Jackson County Board of Commissioners to combine the Offices of the County Clerk and the Register of Deeds, thereby creating a single elected office of County Clerk/Register of Deeds to manage the combined offices. There are a number of counties across the State of Michigan with combined Clerk/Register offices and it has been our experience that this has worked well in some areas and not so well in others. We realize that county governments are under increased pressure to reduce the operating costs of all county departments and understand why this option is being explored. However, we feel compelled to express our areas of concern regarding the proposed combination of these two offices.

The land title industry relies on convenient, reasonably-priced access to up-to-date land records in order to issue title insurance required for the sale and/or financing of most real estate transactions. Based on feedback from MLTA members in the Jackson County area, Mindy Reilly and her staff are doing an excellent job. The Jackson County Register of Deeds Office is operated in a very efficient and customer friendly manner. The office provides convenient access to land records including online access that is available 24 hours a day for a reasonable fee. Additionally, the land records in Jackson County are posted in a very timely fashion and are among the most current in the State of Michigan. The MLTA would be very concerned if the proposed combination of the Clerk and Register of Deeds offices will in any way impede the Register of Deeds office ability to provide the exceptional services we have come to expect.

The MLTA is very interested in the continued use of new technology and automation within Register of Deeds offices across the state. The Jackson County Register of Deeds has made excellent use of the Automation Fund established by statute in MCL 600.2567 and MCL 600.2568. These statutes dictate that a portion of each recording fee be set aside for the establishment of an Automation Fund. The Automation Fund is to be used to upgrade technology, systems and procedures in the Register of Deeds Office.

Website: www.mlta.org

Executive Director: ED@mlta.org

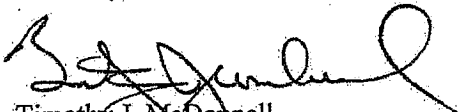
Should the Clerk and Register of Deeds offices combine, the MLTA would expect that the integrity of the Automation Fund be maintained for exclusive use in the Register of Deeds office pursuant to the statutes listed above. The MLTA would be very much opposed to any effort to use these funds for any other purpose.

In addition, the combination of these two offices could create a situation where one office will effectively be managed by a county employee rather than an elected official who is ultimately accountable to the voters. This has occurred in other counties across Michigan. The County Clerk's office has significant responsibilities with regard to maintaining the vital records, court records and managing the election process. The Register of Deeds is responsible for maintaining the integrity of the land records that are the basis for the ownership of the most valuable assets of the citizens of Jackson County. If these offices are to run efficiently and effectively for the citizens of Jackson County, they must be properly staffed to provide the services required. While the combination of the two offices may eliminate the salary of one elected official, it will most likely result in the creation of additional county personnel to account for the functions currently being handled by the elected position to be eliminated.

In closing, I hope the concerns of our industry are given strong consideration as you review the proposal to combine the County Clerk and Register of Deeds offices. Please contact me if you have any questions regarding the content of this letter or would like further feedback from the Michigan Land Title Association.

Thank you in advance for your time and consideration.

Sincerely,

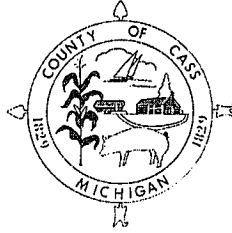


Timothy J. McDonnell
President—Michigan Land Title Association

cc. File

COUNTY OF CASS

Barbara Runyon, Clerk/Register
Monica Kennedy, Chief Deputy Clerk/Register
Paulette Nodruff, File Room Supervisor



Circuit Court File Room
60296 M-62 – Suite 10
Cassopolis, MI 49031
(269) 445-4416 phone
(269) 445-4453 fax

Post Office Box 355
120 N. Broadway
Cassopolis, MI 49031
(269) 445-4464 phone
(269) 445-4408 fax



May 12, 2011

Adam Brown
Jackson County Administrator
120 West Michigan Avenue
Jackson MI 49201

Dear Mr. Brown:

It has come to my attention that Jackson County is considering combining the County Clerk and Register of Deeds Offices in 2012. As a County Clerk/Register of Deeds in Cass County, I would strongly urge you to reconsider.

Cass County combined offices in 1992. I was elected to office in 2004. When I ran for office, I thought I knew what the job entailed, which was far from true. It's easy to look from the outside in and think you know what the office does, but until you work it, you don't know. I didn't know.

The County Clerk is responsible for so many important functions, such as, elections, vital records, passports, concealed weapons permits, secretary to various boards, Clerk of the Circuit Court, and other sundry of items. The Register of Deeds has the important role of maintaining all the land records in the County. I've often wondered why these offices were ever combined. What does the County Clerk have to do with land records, or the Register of Deeds have to do with elections or vital records?

The Clerk and Register of Deeds Offices are so diverse I find it extremely difficult to keep up with the constant changes. Elections alone have become so complex, with new requirements each election cycle; it's become a full-time job.

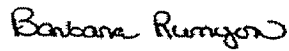
My experience is that I've been so busy with the Clerk's aspect of the job, that the Register of Deeds Office does not get the attention it deserves. Even with an exemplary Chief Deputy Clerk/Register, it's extremely difficult. I've spoken with other Clerk/Registers and they, too, have echoed my concerns. The Register of Deeds is such an important office, and deserves an elected official who serves the public on a full-time basis.

Page two

I realize every county is looking for area to cut their budget, but I would recommend that you do not combine the County Clerk and Register of Deeds. Why cut corners at the expense of the public? Please consider how this will adversely impact Jackson County and the citizens of Jackson County.

Thank you for your consideration.

Respectfully,

A handwritten signature in cursive script that reads "Barbara Runyon".

Barbara Runyon
Cass County Clerk/Register



Michigan Association of Registers of Deeds, Inc.

May 10, 2011



2011

EXECUTIVE BOARD

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Bambi Somerlott
Hillsdale County

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Vicki Daniels
Lenawee County

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Nancy Hutchins
Branch County

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Saginaw County

Secretary

Sally Reynolds
Livingston County

Adam Brown
Jackson County Administrator
120 West Michigan Avenue
Jackson MI 49201

Mr. Brown,

At Monday's meeting of the full board of the Michigan Association of Registers of Deeds, Inc. it was the unanimous decision of the entire board to pass a resolution opposing the combination of the County Clerk and Register of Deeds Offices; a copy of this resolution accompanies this letter.

I have kept abreast of the Jackson County proceedings via Mlive.com and it appears that you have no illusions to the potential outcome of this decision. I applaud your candor but question why, given your acknowledgment; perhaps your caution to the commissioners would be a better term; that this may strain staff and subordinate one office to the other the county has chosen to proceed. Discussions I have had with real estate professionals in the area indicate these hearings are perfunctory; the decision has, in essence, been made.

I thank you for your time and respectfully request you include the accompanying resolution to your May 17th board packet.

Regards,

Bambi Somerlott
MARD President



Michigan Association of Registers of Deeds, Inc.

2011

EXECUTIVE BOARD

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Hillsdale County

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It appears that in an effort to cut costs county commissions across the state are exploring the possibility of combining the clerk and the register of deeds offices. Justifications vary but in the majority of recent public hearings it has been primarily opportunistic; the retirement of long-serving incumbents. This association has yet to see a report where the financials are based on realistic cost analyses or a clear-eyed vision of the responsibilities of these two, distinct, constitutionally mandated offices.

Therefore to avoid the risk of compromising the integrity and service of these constitutional offices for a questionable monetary net gain let it be resolved the Michigan Association of Registers of Deeds, Incorporated oppose the combination of the Clerk and Register of Deeds Offices.

This resolution passed unanimously this ninth day of May, 2011.

Bambi Somerlott, President

JACKSON COUNTY BOARD OF COMMISSIONERS
Wednesday, June 1, 2011 - 9:00 a.m.
5th Floor Commission Chambers

1. CALL TO ORDER - Chairman Shotwell called meeting of the Jackson County Board of Commissioners to order at 9:00 a.m.

2. ROLL CALL - County Clerk – Amanda L. Riska

(11) Present: Commissioners Herl, Lutchka, Rice, Duckham, Alexander, Videto, Williams, Smith, Way, Elwell and Chairman Shotwell.

(1) Absent: Commissioner Mahoney.

3. PUBLIC COMMENT - None.

4. ADMINISTRATOR/CONTROLLER INTERVIEWS

- a. 9:00-9:40 – Briefing by Sharon Klumpp of Springsted Inc.
- b. 9:45-10:45 – Mary Swanson
- c. 11:00-12:00 – David Benda

12:00-1:45 – Break

- d. 1:45-2:45 – Pete Landrum
- e. 3:00-4:00 – Michael Overton
- f. 4:00-5:00 – Wrap Up. The Board of Commissioners will be conducting second interviews with Mary Swanson and Michael Overton on June 7.

5. ADJOURN – Chairman Shotwell adjourned the meeting of the Jackson County Board of Commissioners at 4:29 p.m.

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

Amanda L. Riska – Jackson County Clerk

JACKSON COUNTY BOARD OF COMMISSIONERS
Wednesday, June 7, 2011 - 2:00 p.m.
County Commission Chambers

1. CALL TO ORDER - Chairman Shotwell called meeting of the Jackson County Board of Commissioners to order at 2:00 p.m.

2. ROLL CALL - County Clerk – Amanda L. Riska

(11) Present: Commissioners Herl (arrived at 4:55 p.m.), Lutchka, Rice, Duckham, Alexander (arrived at 2:05 p.m.), Videto, Williams, Smith, Way, Elwell, and Chairman Shotwell.

(1) Absent: Commissioner Mahoney.

3. PUBLIC COMMENT - None.

4. ADMINISTRATOR/CONTROLLER INTERVIEWS

- a. 2:00-2:20 – Briefing by Sharon Klumpp of Springsted, Inc.
- b. 2:25-3:25 – Michael Overton
- c. 3:35-4:35 – Mary Swanson
- d. 4:45-5:45 – Board Deliberations

Moved by Elwell, supported by Williams to offer the position to Michael Overton. Roll Call: (7) Yeas: Cmr. Lutchka, Rice, Duckham, Shotwell, Williams, Smith, and Elwell. (3) Nays: Cmr. Alexander, Videto, and Way. (1) Abstained: Cmr. Herl. Motion carried.

5. ADJOURN – Chairman Shotwell thanked Sharon Klumpp for her work throughout this process and adjourned the meeting of the Jackson County Board of Commissioners at 5:42 p.m.

James E. Shotwell – Chairman, Jackson County Board of Commissioners
Amanda L. Riska – Jackson County Clerk

COUNTY OF JACKSON POLICY MANUAL

BOARD RULES

POLICY NO. 4030

ARTICLE III MEETINGS OF THE BOARD

Section 3.1 All Committee meetings and meetings of the Board shall be called in accordance with State Statute and Rules of this Board.

Section 3.2 The business of the Board shall be conducted in accordance with Robert's Rules of Order, latest revised edition, insofar as such rules are not in conflict with the rules adopted by the Board of Commissioners and the Statutes of the State of Michigan.

Section 3.3 All regular meetings of the Board shall take place at the Commission Chambers, 120 W. Michigan Avenue in Jackson County, Michigan, or at such other place as may be designated by the Board.

Section 3.4 The yearly meeting schedule of the Board of Commissioners, including the time and date of each meeting, shall be posted in the Lobby of the Jackson County Tower Building in January of each year.

Section 3.5 The September meeting of the Board of Commissioners will be considered its Annual Meeting. (The annual meeting must be held between September 14 and October 16 each year).

Section 3.6 All Standing Committee meetings will be "adjourned to the call of the Chair". If a "Special" meeting of any Standing Committee is necessary, it may be called by the Committee Chair or Board Chair by providing each member a minimum eighteen (18) hour notice.

Section 3.7 The Board shall convene for the purpose of holding special meetings only upon the written request of at least one-third (1/3) of the Commissioners, to the County Clerk, specifying the time, date, place and purpose of such meetings. The Administrator/Controller may also call a special meeting with the approval of the Chairman of the Board of Commissioners. When a special meeting is called by written request, as provided above, the County Clerk shall give notice to each of the Commissioners within 48 hours in one of the manners provided as follows:

- via a phone call, email or text message ~~facsimile transmission or email~~ to the Commissioner's ~~residence~~
- via personal delivery of the notice of the special meeting to the Commissioner
- leaving the notice of the special meeting at the residence of the Commissioner

The Clerk shall post a Public Notice at least 18 hours before the meeting ~~a Public Notice~~ as required by the Open Meetings Act (1976 PA 267).

COUNTY OF JACKSON POLICY MANUAL

BOARD RULES

Section 3.8 A Committee of the Whole meeting may be called, in accordance with Section 3.7 of these Board Rules, for a specific purpose. No votes may be taken at such a meeting.

Adopted 12/19/00
Revised 06/17/03
Revised 06/20/06

COUNTY OF JACKSON POLICY MANUAL

INFORMATION TECHNOLOGY

Policy No.
6050

COUNTY OF JACKSON ENHANCED ACCESS TO PUBLIC RECORDS POLICY

I. PURPOSE: This policy is established pursuant to the authority of the Enhanced Access to Public Records Act, 1996 P.A. 462, MCL 15441 et seq., as amended. The purpose of the Policy is: 1) to establish the definitions and operational provisions for a policy on enhanced access to public records, 2) to authorize the establishment of a fee schedule and to establish conditions for its waiver, and 3) to set forth a disclaimer as to all express and implied warranties regarding the access to or the use of public records for which enhanced access is provided.

II. DEFINITIONS

- A. "County" means the County of Jackson, Michigan, a Michigan municipal corporation.
- B. "Enhanced access," means a public record's immediate availability for public inspection, purchase or copying by digital means. Enhanced access does not include the transfer of ownership of a public record.
- C. "Geographical Information System, (GIS) (herein called "GIS")" means an informational unit or network capable of producing files, data, documents, images, or customized maps based upon a digital representation of geographical data.
- D. "Operating Expenses" include, but are not limited to, the County's direct cost of purchasing, compiling, storing, maintaining, processing, upgrading, or enhancing information or data in a form available for enhanced access, including the cost of computer hardware and software, systems development, employee time, and the actual cost of supplying the information or record in the form requested by the purchaser.
- E. "Person," means that term as defined in section 2 of the Freedom of Information Act, Act No 442 of the Public Acts of 1976, being section 15.232 of the Michigan Compiled Laws. *See Attachment*

F. "Public Body," means that term as defined in section 2 of the Freedom of Information Act, Act No 442 of the Public Acts of 1976, being section 15.232 of the Michigan Compiled Laws. *See Attachment*

G. "Public Record," means that term as defined in section 2 of the Freedom of Information Act, Act No 442 of the Public Acts of 1976, being section 15.232 of the Michigan Compiled Laws. *See Attachment**

H. "Software" means that term as defined in Section 2 of the Enhanced Access to Public Records Act, Act No. 462 of the Public Acts of 1996, MCLA 15.442 et seq., as amended.

I. "Reasonable fee" means a charge calculated to enable the County to recover over time those operating expenses directly related to the cost of providing enhanced access.

III. AUTHORIZATION

A. Pursuant to 1996 P.A. 462, all County of Jackson government public bodies may provide enhanced access for the inspection, copying, or purchasing of a public record that is not confidential or otherwise exempt by law from disclosure. [Sec. 3(1) (a); Sec. 3 (3)].

B. This policy does not require a public body to provide enhanced access to a **any** specific record, **[Sec. 3(4)]**. ~~if that public body has not established an access policy in accordance with Section 3 (3) of 1996 P.A. No. 462, being section 15.443 (3) with respect to that specific public record.~~

C. The County of Jackson, ~~it's~~ elected officials, department heads, boards, **and** commissions, ~~legally~~ responsible for the creation, preparation, ownership, custody, control, maintenance, preservation, guardianship, retention, possession or use of a public record shall select which public records may be made available through enhanced access.

D. Principles and policies to be considered in determining which public records shall be made available through enhanced access include, but are not limited to the following;

1. Management principles applied to information resources should be the same as those applied to other governmental resources.
2. Elected officials, department heads, agencies, boards, commissions and other county public bodies legally responsible for the creation, preparation, ownership, custody, control, maintenance, preservation, guardianship, retention, possession or use of public records **s** have the responsibility, authority and accountability for the management of public record information.
3. Information resource investments must be driven by legal, programmatic and governmental requirements.

4. County of Jackson government, in trust for the people of the County of Jackson, has a duty to ensure ownership of information and that county created intellectual property is protected and maintained.

IV.III- Operating Expenses FEES

A. It is the policy of the County to charge a reasonable fee for: providing enhanced access to:

1. Providing enhanced access to a public Record
2. Providing access to a geographical information system GIS. A GIS.
3. Providing The output from a GIS. geographical information system GIS.

B. Except as otherwise provided by law act or statute, the County's Geographical Information System GIS GIS Policy Board shall develop proposed operating expenses reasonable fee(s) for enhanced access to a public record, a GIS geographical information system GIS and the output from a GIS geographical information system GIS. The operating expenses fee(s) shall be approved by the Board of Commissioners before they shall become effective.

C. Except as otherwise provided by law, or this policy, all persons shall be charged the operating expenses reasonable fee(s) by the Board of Commissioners for enhanced access to a public record, a GIS geographical information system GIS or the output from a GIS geographical information system GIS.

~~D. The County may provide another public body with access to or output from its GIS for the official use of that other public body, at a rate negotiated by the GIS Policy Board, if the access to or output from the GIS is provided in accordance with a written intergovernmental agreement that conforms with Section 3(1)(d) of 1996 PA, 462 (MCL 15.443(1)(d), and the other public body complies with the other requirements of Section 3(1)(d) as it relates to collection and payment of fees to the County.~~

D. A public body may furnish access or enhanced access without charge or at a reduced charge if the public body determines that a waiver or reduction of fee is in the public interest because access or enhanced access can be considered as primarily benefiting the general public. Examples may include but are not limited to, instances when:

1. Release of the information for no cost or at a reduced cost is critical to public health, safety, or welfare;
2. The information is required for nonprofit research purposes such as academic or public interest research;
3. The information is required to meet legal, programmatic or Jackson County governmental objectives;
4. The information explains the rights, entitlements and/or obligations of individuals;
5. The cost of administering the fees would exceed the revenue to be collected;
6. The reasonable fee established would have a serious detrimental impact on the financial position of particular groups or classes or users;

7. The reasonable fee established would sufficiently limit the number of users to compromise achieving program or other Jackson County governmental objectives.

E. Waiver or fee reductions shall be decided by the elected official, department head, agency, board, commission, council or other county public body legally responsible for the creation, preparation, ownership, custody, control, maintenance, preservation, guardianship, retention, possession or use of the public record(s) in question. The waiver or fee reductions shall be approved by the Geographic Information System Policy Board prior to the award of that waiver or reduction.

F. This policy does not apply to public records prepared under an act or statute specifically authorizing the sale of those public records to the public or where the amount of the operating expense for providing a copy of the public record is otherwise specifically provided by an act or statute

G. An employee of the County or an individual elected or appointed to a board or governing body of the County shall not have an ownership in, or accept compensation from, an individual, group, etc., who sells information that is obtained from a public record of the County. However, this does not include compensation from the County.

~~F. An individual elected or appointed to a board or the governing body of the County shall not have an ownership in, or accept compensation from, an individual, group, etc, who sells information that is obtained from a public record of the County. However this does not include compensation from the County~~

IV. DISCLAIMER

A. Recipients of access to or the output from a GIS receive all information "AS IS". The County cannot and does not guarantee or warrant the availability of the GIS or the ability to connect to it. The County, its officers, officials, employees, agents, volunteers, contractors or its public bodies, make no warranties of any kind, including but not limited to warranties of accuracy, fitness for a particular purpose, or of a recipients right of use. Recipients are solely responsible for investigating, resisting, litigating, and settling such complaints, including the payment of any damages or costs.

B. No officer, official, employee, agent, volunteer, contractor, or other person or public body shall make any representation or warranty on behalf of the County or one of its public bodies except the Board of Commissioners by resolution adopted by a majority of those elected and serving.

FREEDOM OF INFORMATION ACT (EXCERPT) Act 442 of 1976

15.232 Definitions. [M.S.A. 41801(2)]

Sec. 2. As used in this act:

- (a) **"Field name"** means the label or identification of an element of a computer data base that contains a specific item of information, and includes but is not limited to a subject heading such as column header, data dictionary, or record layout.
- (b) **"FOIA coordinator"** means either of the following:
 - (i) An individual who is a public body.
 - (ii) An individual designated by a public body in accordance with section 6 to accept and process requests for public records under this act.
- (c) **"Person"** means an individual, corporation, limited liability company, partnership, firm, organization, association, governmental entity, or other legal entity. Person does not include an individual serving a sentence of imprisonment in a state or county correctional facility in this state or any other state, or in a federal correctional facility.
- (d) **"Public body"** means any of the following:
 - (i) A state officer, employee, agency, department, division, bureau, board, commission, council, authority, or other body in the executive branch of state government, but does not include the governor, lieutenant governor, the executive office of the governor or lieutenant governor, or employee thereof.
 - (ii) An agency, board, commission, or council in the legislative branch of state government.
 - (iii) A county, city, township, village, inter-county, intercity, or regional governing body, council, school district, special district, or municipal corporation, or a board, department, commission, council, or agency thereof.
 - (iv) Any other body which is created by state or local authority or which is primarily funded by or through state or local authority.
 - (v) The judiciary, including the office of the county clerk and employees thereof when acting in the capacity of clerk to the circuit court, is not limited in the definition of public body.
- (e) **"Public record"** means a writing prepared, owned, used, in the possession of, or retained by a public body the performance of an official function, from the time it is created. Public record does not include computer software. This act separates public records into the following two classes;
 - (i) Those that are exempt from disclosure under section 13.
 - (ii) All public records that are not exempt from disclosure under section 13 and which are subject to disclosure under this act.
- (f) **"Software"** means a set of statements or instructions that when incorporated in a machine usable medium is capable of causing a machine or device having information processing capabilities to indicate, perform, or achieve a particular function, task or result. Software does

not include computer-stored information or data, or a field name if disclosure of that field name does not violate a software license.

- (g) “**Unusual circumstances**” means any 1 or a combination of the following, but is not limited to the extent necessary for the proper processing of a request: (i) The need to search for, collect or appropriately examine or review a voluminous amount of separate and distinct public records pursuant to single request.
 - (ii) The need to collect the requested public records from numerous field offices, facilities or other establishments which are located apart from the particular office receiving or processing the request.
- (h) “**Writing**” means handwriting, typewriting, printing, photo-stating, photographing, photocopying, and every other means of recording, and includes letter, words, pictures, sounds, or symbols, or combinations thereof, and papers, maps, magnetic or paper tapes, photographic films or prints, microfilm, microfiche, magnetic or punched cards, discs, drums, or other means of recording or retaining meaningful content.
- (i) “**Written request**” means a writing that asks for information, and includes a writing transmitted by facsimile, electronic mail, or other electronic means.

Adopted: 6/19/01



Jackson County ADMINISTRATOR/CONTROLLER

Adam J. Brown, Interim Administrator/Controller

TO: County Affairs & Agencies Committee
Board of County Commissioners

FROM: Adam J. Brown
Interim County Administrator

SUBJECT: Parma Township Assessing Services

DATE: June 8, 2011

Motion Requested

Authorize the County's Interim Administrator/Controller to enter into a contract with Parma Township to provide assessing services.

I. Background

- A. The Parma Township Board requested bids for providing assessment services.

II. Current Situation

- A. The Jackson County Equalization Department submitted a bid of \$20,000 (attached) for assessing services for Parma Township.
- B. Parma Township approved the County's bid proposal.

III. Analysis

- A. **Strategic** – This recommended action supports the Cooperation Between Governments portion of the County's strategic plan.
- B. **Financial** – This contract covers the cost of our staff and will not have an additional burden on the General Fund.
- C. **Timing** – This work cannot be started until the contract is approved.
- D. **Legal/Policy** – The contract must be approved by the County Affairs & Agencies Committee of the Board of Commissioners. The County will separate the functions of assessing and equalizing by using different staff to comply with State law.

IV. Recommendation

Accept the Interim Administrator/Controller's recommendation to enter into a contract with Parma Township for assessing services.



Jackson County EQUALIZATION DEPARTMENT

JuliAnne L. Kolbe, Director

Proposal for Assessing Services for Parma Township

The Jackson County Equalization Department proposes to provide a property assessment administration program to be administered by the County Equalization Director, which will list, appraise and maintain a complete set of records for all real and personal property, subject to ad valorem taxation, specific taxes, in-lieu-of-taxes agreements, and exempt properties within the limits of the township.

A county employee will be assigned to Parma Township. This employee will hold office hours one day a week within the Parma Township Hall. The Equalization staff at the Jackson County Tower Building at 120 W Michigan Avenue, Jackson will be available during normal business hours the other days of the week for assistance to Parma Township, in essence providing Parma Township with 40 hours of assessing services.

The county employee assigned to Parma Township will be trained in property appraisal techniques. The assessor shall be certified by the Michigan State Tax Commission, as required for the township's size and state equalized value.

The County will maintain the master file of property records. The master file shall become the property of the Township when delivered. A monthly back-up will be provided to the Township for storage, in case of computer failure. A monthly back-up copy will also be maintained at the County Equalization Department. Parma Township will be responsible for the licensing of the assessing software and support fees associated with that software.

The current Michigan State Tax Commission Assessors' Manuals shall be the cost schedules used in the appraisal of all properties. All cost schedules shall be indexed to reflect current costs as of Tax Day (December 31st).

The County will be responsible for the notification of all property owners of a change in assessed and/or taxable values, as provided by law, as well as distribution of personal property statements and other official forms.

The County shall prepare the assessment roll and certify the same for the township in a timely manner.

The County will process all name and address changes, splits of property as approved by the Township's Land Division Committee, process all homestead changes, and the uncapping of recorded and unrecorded instruments.

The County will prepare a vacant land study and map in accordance with the Michigan State Tax Commission guidelines. The County will prepare Economic Condition Factors (ECF's) for each neighborhood as determined and map to display the ECF's in accordance with the Michigan State Tax Commission guidelines.

The County will advise and assist the Township's Board of Review in preparing for, conduction, and implementing any changes from the required March, July, and December Board of Review meetings.

The County shall deliver to the Township Treasurer a warrant prior to July 1st and December 1st of each year. The County shall deliver to the Township Treasurer a revised warrant after the appropriate Board of Review changes and corrections have been made to the assessment roll.

The County will assist the Township Treasurer with the preparation of the July and December tax roll by providing assistance with the balancing of taxable values and the input of correct millage rates for all tax rolls.

The County will prepare a monthly report for the Township Board meeting with an overview of the past month's activities performed by the assessor.

The County Equalization Director, or designated representative, shall represent the Township in all property assessment appeals and in the proceedings before the Michigan Tax Tribunal concerning properties under this Agreement. The Township shall designate and provide the legal services for such appeals or proceedings; however, costs or expenses which may be incurred by the County in employing additional counsel, expert appraisers, or performing extraordinary specific appraisal work in connection with such appeals, proceedings or other functions shall be paid by the Township provided that the Equalization Director seeks and obtains approval from the Township board prior to incurring such costs or expenses.

The County would ask the Township to participate in an electronic building permit system that will transfer such data to the computer aided assessment administration system without modification or hesitation. The system and its attributes shall be determined by the County.


The County will prepare special assessment benefit analyses, roll preparation, processing, and related reports when formally requested by the Township. The fee shall be \$50 per hour.

The County will perform all the above services, subject to costs and expenses set forth, for the Township under the terms and conditions below:


A. **Terms:** For the year of this agreement the annual fee shall be \$20,000.

B. **Payment:** The Township shall remit the annual fee in equal quarterly payments.

Respectfully submitted,


Juli Anne L. Kolbe, CMAAO
Jackson County Equalization Director

5/20/2011
Date


Adam Brown
Jackson County Interim Administrator/Controller

5/20/2011
Date

JACKSON COUNTY PARKS

Memorandum

To: Adam Brown, Interim County Administrator
From: Brandon Ransom, Parks Director
Date: June 3, 2011
Re: Sparks Park Urban Fishery Project Bids

The Sparks Park Urban Fishery Project continues to move forward with the receipt of construction bids for the project. To review, this is a Michigan Natural Resources Trust Fund project which has a total project budget of \$500,000. The project budget is in place and we are ready to carry forward with the construction phase of the project.

The Parks Department received construction bids for the Sparks Park Urban Fishery on May 24, 2011. We received 6 bids that ranged from \$379,900 to \$706,900 for the project. The low bidder was Rivertown Contractors of Grandville, Michigan.

The prime professional for the project (Landscape Architects and Planners) has reviewed the bids and checked references on the 3 low bidders. Their letter of recommendation is attached for your review. Parks department staff has also completed reference checks on the 2 low bidders and the results of those checks were satisfactory.

As a result, parks staff recommends the low bid of Rivertown Contractors in the amount of \$379,900 for the Sparks Park Urban Fishery Project.

We anticipate that construction will start very soon after the contracts have been finalized.

Attachments: Bid Summary Sheet
Prime Professional's Letter of Recommendation

Sparks Park Urban Fishery Project

Bid Summary

2:00 pm

May 24, 2011

Company					Bond?	Total Bid
Rivertown Contractors, Inc Grandville MI					Yes	379,900
Bailey Sand & Gravel Jackson MI					Yes	438,659
R.W. Mercer Co. Jackson MI					Yes	506,472
Jule Swartz & Sons Jackson MI					Yes	519,627
Mead Bros. Springport MI					Yes	613,950
Moore Trosper Holt MI					Yes	706,900



LANDSCAPE ARCHITECTS & PLANNERS, INC.

Landscape Architecture • Site Design • Land Planning

809 Center St., Suite 1, Lansing, Michigan 48906 - 517.485.5500 - info@lapinc.net

May 31, 2011

Mr. Brandon Ransom
Jackson County Parks
1992 Warren Avenue
Jackson, MI 49203

RE: SPARKS PARK URBAN FISHERY

Dear Mr. Ransom,

Bids were opened for the Sparks Park Urban Fishery project on May 24, 2011 at 2:00 pm EST. A total of six bidders submitted bids. The lowest three bidders are as follows:

Rivertown Contractors, Inc. – Lump sum price: \$341,000.00
Alternate 1: \$10,900.00
Alternate 2: \$14,600.00
Alternate 3: \$13,400.00

Bailey Sand & Gravel – Lump sum price: \$396,986.50
Alternate 1: \$6,400.00
Alternate 2: \$10,318.00
Alternate 3: \$24,954.00

R.W. Mercer Co. – Lump sum price: \$458,972.00
Alternate 1: \$19,200.00
Alternate 2: \$11,500.00
Alternate 3: \$16,800.00

LAP, Inc. has performed an extensive background check on all three contractors and found all to be capable to perform the scope of work as outlined in the bid documents. LAP, Inc. therefore recommends **Rivertown Contractors, Inc.**, D-608 Quincy Street SW, Grandville, MI 48418, be awarded the Sparks Park Urban Fishery project along with acceptance of all three alternates to bring the total bid amount to **\$379,900.00**.

Please contact us if you have any questions. Thank you for your assistance in this bidding process.

Sincerely,

Robert E. Ford
Landscape Architect

Matthew D. Lincoln
Landscape Architectural Designer



Jackson County Health Department

2010 Annual Report

Creating Healthy Communities

Jackson County Health Department
1715 Lansing Avenue, Suite 221
Jackson, Michigan 49202
Telephone: (517) 788-4420 Fax: (517) 788-4373
Website: www.co.jackson.mi.us/hd 

Mission Statement

The mission of the Jackson County Health Department is to continually endeavor to prevent disease, prolong life, and promote the public health.

Jackson County Commissioners

James Shotwell, Jr. (Steve), Chair	
Earl Poleski, Vice-Chair	
Cliff Herl	Gail Mahoney
David Lutchka	Jonathon Williams
Jeffrey Kruse	Patricia Smith
Philip Duckham III	Michael Way
James Videto	David Elwell

Human Services Committee

Michael Way, Chair
Jonathon Williams, Vice-Chair
Cliff Herl
Patricia Smith
Jeffrey Kruse

Jackson County Administration

Randall Treacher – Administrator/Controller
Adam Brown – Deputy Administrator/Controller

Jackson County Health Department Administration

Ted Westmeier, Health Officer
Dr. Donald Lawrenchuk, Medical Director
Shelly Bullinger, Director of Health Education and Health Promotion
Mary Ricciardello, Director of Personal and Preventative Health Services
Steve Hall, Director of Environmental Health
Jim Freeman, Emergency Preparedness Coordinator
Rex Pierce, Financial Services Manager



Message to the Community

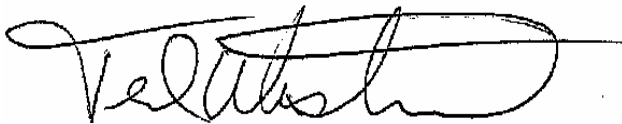
To the residents of Jackson County:

On behalf of the Board of Commissioners and the staff of our Department, I present the 2010 Annual Report for the Jackson County Health Department. The report will provide details of the major activities we have accomplished over the past year. It will also provide our revenue and expense summary. Federal and State funds account for a majority of our revenue (66.32%) followed by fees (19.06%). Administrative support accounts for only 12.2% of our expenses. We continue to direct our decreasing resources to client services while minimizing our administrative costs.

Effective public health is one of the characteristics of an industrialized society. Many of the major improvements in the health status of our country have been realized because of public health measures. These include programs to assure that our water and food are safe to consume, immunizations to prevent illness, and surveillance to monitor and control the spread of disease. Public health needs to be considered as an investment for the wellbeing of the community. Without the investment in those basic services the overall health of the community will begin to decline.

I am extremely proud to be associated with such a dedicated public health staff and their commitment to provide the highest quality service to our residents. I encourage you to review the report and contact me if you have questions or comments.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ted Westmeier', with a large, sweeping loop at the end.

Ted Westmeier, RS, MPH
Director/Health Officer

Client Testimonials

Hearing and Vision Program

“My son had an unfortunate injury on the ball field. He was 6 years old at the time and when watching a ball game, he looked up and caught a pop fly ball right in the eye. We visited the ER right away but were told that we were lucky and the damage was limited to swelling. Life moved on and we put it behind us. In November, my son had a vision screening by the specialists from the Jackson County Health Department at his elementary school. He failed that test and came home that day saying he needed glasses. We thought that was the long and short of it. But sitting in the exam room one week later, I knew something was wrong, and it was only in that moment that I remembered the softball injury. We were shuttled to 3 different eye specialists as an emergency case. Come to find out, my son couldn’t see out of that eye, just blackness – or as the doctors describe, like a shade is pulled down. As a result of the injury, he had a retina detachment. He still can’t see well out of that eye and it can’t be improved through corrective lenses. If it wasn’t for the screening by the Health Department, we would have gone even longer without care and by then my son would have been legally blind. I cannot express how sincere I am when I say I owe the Jackson County Health Department my deepest gratitude.”

Nikole Adkins

Early On

“When my son was diagnosed with Cerebral Palsy we were directed to Early On. We got a very fast response to everything and was hooked up with a program within a week! We had questions and felt a little lost, but Jackson Early On was right there with answers and ways to give us the help and support we needed!”

Rebecca Van Zandt

Children’s Special Health Care Services

“My family is very grateful to Peggy Taylor and Cheryl Cooper from Children’s Health Care for all the help they have given us. Our daughter has Type 1 Diabetes. We promised our daughter that we would hold events in our community for all kids who also have his disease. So far we have had an Easter-egg hunt, a kite-flying contest and a holiday hop. For every single event, the Health Department has been great! They have sent out flyer to all the kids on their list who have diabetes, to invite them to join in on all the fun. We definitely couldn’t get the word out to everyone without all of their help! They also have made sure that our daughter gets all of her diabetic supplies, and sees a pediatric endocrinologist at the U of M. Recently we’ve needed their help even more so that we could get much needed physical therapy for our son. Thanks to Children’s Special Health Care, our son is now getting therapy, has special shoe inserts, will be receiving special de-rotation straps for his legs, and sees a specialist from the U of M. We can’t thank you enough for all the help and peace of mind that you’ve given us.”

The Molton Family

Women, Infants & Children (WIC) Program

“The WIC Staff has been very personable, polite and enjoyable to work with. I believe other agencies could learn a lot from this staff on how to work with the public. Thank you for being so kind to us.”

Ciera Bush

Client Testimonials

Maternal Infant Health Program (MIHP)

“During my first pregnancy, I suffered from post-partum depression and wasn’t diagnosed until 5 months into it. I am so thankful that for this pregnancy MIHP will visit every few months and screen me for symptoms. Thank you MIHP for giving my husband, daughter, new baby and myself reassurance from post-partum depression!”

Nikole Peyton

Senior Center Health Promotion

“Last Spring I began attending the “Fit After Fifty” programs offered on Monday, Wednesday and Friday at the Lansing Avenue location. These classes provided not only an opportunity to exercise with a certified instructor but also enhanced our social network. Our instructor Julie Weisbrod, is excellent in watching over the group and making sure we are using the right muscle groups and the right moves. She suggests alternate applications for those that have joint issues and often reminds us to “suck in your stomach” to protect our backs. I think I can speak for our exercise group when I say, we truly enjoy the exercise classes, our instructor Julie Weisbrod and the opportunity to gather in a safe environment.”

Kathryn Keersmaekers

Car Seat Program

“I am so thankful for the Car Seat Program. I don’t have a lot of money and having this program helps a low-income family to be able to afford car seats to make our children safe. The Car Seat Program was very informative, straight to the point and everyone was very polite. I love the Car Seat Program. Thanks to all.”

Christina Ryan

Teen Pregnancy Prevention Initiative – Power of Me

“I liked that we got to talk about things I never talk about... this is the best program Jackson ever had! I hope this program continues to help others.”

Teen Participant

Medicaid Outreach

“I am pleased to have an opportunity to acknowledge the success of our partnership with the Jackson County Health Department. Late last school year, I met Janelle Buchler while working with a student who did not have health insurance. As we talked, we discussed the significant number of our students that have no health coverage, and how it impacts their ability to be successful in school. From that day, Mrs. Buchler has come to Wilson Academy on a weekly basis to help our students to obtain health care coverage. Though it remains a concern, there are fewer now. She meets with them individually and patiently helps them navigate a system that is often overwhelming for them. One of our families was also the beneficiary of the Health Department’s willingness to “Adopt a Family” for the last holiday season. They also collected donations to start our school store which will have basic school and hygiene supplies. Mrs. Buchler and the Health Department staff has been an incredibly valuable asset to our students this year! This is a partnership that grew out of recognition of a need and caring people working to narrow the gaps that exist between that need and the resources that can be used to fill it. It is our hope that our partnership will continue to grow and benefit our kids and families.”

Deven Moore, Principal and Kathy Shafer, Social Worker

TA Wilson Academy

Jackson County Health Profile

Selected Leading Causes of Death

	Jackson County			Michigan		
	2007	2008	2009	2007	2008	2009
Diseases of the Heart	244.2	238.5	255.9	240.9	243.6	231.1
Cancer	220.2	224.1	223.4	199.2	201.5	202.4
Chronic Lower Respiratory Disease	53.4	64.9	68.8	45.8	51.6	49.6
Cerebrovascular Diseases	47.2	49.9	47.6	46.0	46.5	44.3
Diabetes Mellitus	NA	29.3	26.9	NA	27.5	27.0
Total Accidents	41.7	28.1	27.5	36.9	36.8	36.8
Influenza and Pneumonia	17.8	20.6	17.5	16.2	18.7	15.4
Intentional Self-Harm (Suicide)	13.5	14.4	18.1	11.1	11.7	11.7
Assault (Homicide)	*	3.1	5.0	7.0	6.4	6.6

Case rates per 100,000

* There were less than 4 assaults in Jackson County in 2007; rates are not calculated when less than 6 events.

Cardio Pulmonary Disease Health Indicators

	Jackson County			Michigan		
	2007	2008	2009	2007	2008	2009
Diseases of the Heart	244.2	238.5	255.9	240.9	243.6	231.1
Chronic Lower Respiratory Disease	53.4	64.9	68.8	45.8	51.6	49.6
Cerebrovascular Diseases	47.2	49.9	47.6	46.0	46.5	44.3
Diabetes Mellitus	NA	29.3	26.9	NA	27.5	27.0
Influenza and Pneumonia	17.8	20.6	17.5	16.2	18.7	15.4

Case rates per 100,000

Maternal / Infant Health Indicators

	Jackson County			Michigan		
	2007	2008	2009	2007	2008	2009
Total Live Births	2,014	1,945	1,850	125,172	121,231	117,309
Teen Births (15-19)	271	249	252	12,493	12,028	11,841
***Teen Birth Rate (15-19)	49.1	45.7	46.0	34.2	33.3	32.7
*Teen Pregnancies (15-19)	399	363	374	19,737	19,538	18,450
***Teen Pregnancy Rate (15-19)	72.2	66.7	69.0	54.0	54.1	51.5
Low Birth Weight (↓ 2500 grams)	167	147	152	10,550	10,339	9,846
Very Low Birth Weight (↓ 1500 grams)	32	25	29	2,147	2,191	1,952
**Inadequate Prenatal Care	181	163	125	9,694	10,030	9,347
Inadequate Prenatal Care Percentage	8.9	8.4	6.8	7.7	8.3	8.0
Infant Deaths	15	14	12	997	894	881
****Infant Death Rate	7.4	7.2	6.5	8.0	7.4	7.5

* Pregnancies are the sum of live births, abortions and estimated miscarriages.

** The State's definition of prenatal care is classified by the Kessner Index. The Kessner Index is a classification of prenatal care based on the month of pregnancy in which prenatal care began, the number of prenatal visits, and the length of pregnancy (i.e., for shorter pregnancies, fewer prenatal visits constitute adequate care.)

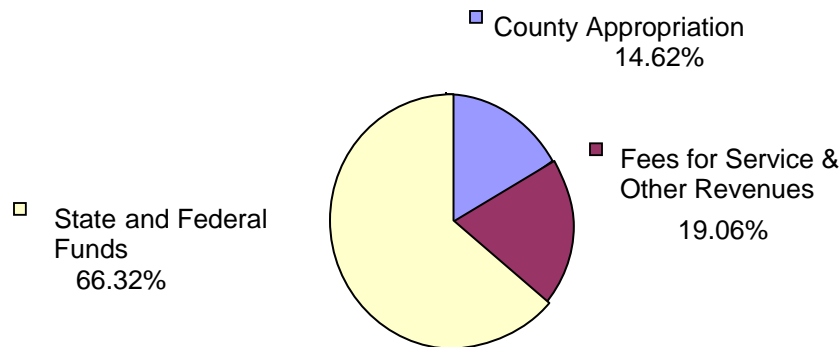
*** Case rates per 1,000

**** Case rates per 1,000 live births

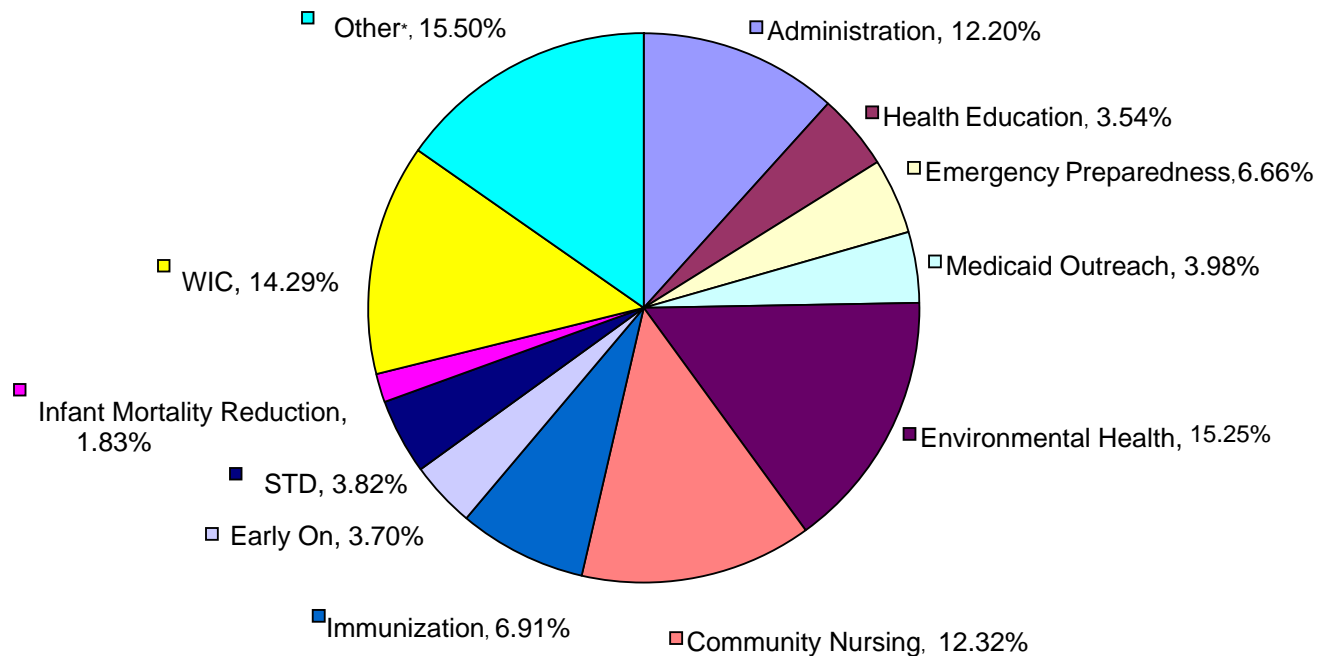
FY 2010 Revenue & Expenses

Total Budget = \$4,697,380

REVENUES FYE 9/30/10



EXPENDITURES FYE 9/30/10



*OTHER PROGRAMS

Abstinence Program.....	0.00%	Hearing and Vision.....	2.53%
AIDS.....	0.65%	Immunization Action Plan.....	1.80%
Car Seat Program.....	1.80%	Soil Erosion	1.18%
Children's Special Health Care Services		Teen Parent Program.....	0.00%
Outreach & Advocacy.....	2.91%	Teen Pregnancy Prevention.....	1.09%
Early On (Stimulus)	3.08%	Tobacco Reduction Coalition.....	0.47%

Environmental Health Services

Environmental Health by definition is: an individual state of being as influenced by changes in the environment such as a biohazard, hazardous material, pollution, working and living conditions, etc. It is the responsibility of the Environmental Health Division to ensure the relationship between the public and the environment remains a positive and healthy one and not one that leads to disease or chronic illness. We enforce rules and State regulations that are in place to protect the citizens of Jackson County from hazardous environmental conditions and ultimately, we are a resource to the community for most environmental questions and concerns. We provide these services through the following programs: Onsite Sewage and Water, Consumer and Industry Service Inspections, Groundwater Contamination Sampling and Investigations, Non-Community Water Supply, Food Service Sanitation, Household Hazardous Waste Collection, Radon/Indoor Air, Recreational Program Inspections, Subdivision/Site Condominium Reviews, Childhood Lead Poisoning Investigations, and other investigative services.

2010 in Review

- In 2010, Environmental Health (EH) in conjunction with Michigan State University Extension – Jackson County, conducted four Serve Safe restaurant manager training courses, each lasting sixteen hours. From these five classes, seventy participants successfully completed the class and have the knowledge to make their food establishment a safer place for their customers.
- EH also offers a 3 ½ hour program (Basics of Food Safety) designed to teach safe food handling techniques to kitchen staff. This program is not a manager certification course like the Serve Safe training. It is designed to give those currently or planning to work in a restaurant a basic level of food safety knowledge. This class is offered free of charge and was attended by 132 people in 2010.
- In March 2009, EH took over management of the Jackson County Animal Shelter. We are working to increase the number of adoptions and transfers of animals from the shelter. In 2010, a surgery suite was constructed at the animal shelter. This allows us to ensure that all animals adopted from the shelter are sterilized prior to leaving the shelter.

Environmental Health Statistics			
	FY 2008	FY 2009	FY 2010
Food Service Licenses Issued	561	552	532
Restaurant Inspections	1038*	996*	1021*
Restaurant Plan Reviews	26	29	32
Temporary Food Licenses Issued	112	105	113
Food Service Complaints Investigated	90	95	85
MI Department of Human Services Inspections	53	106	81
Sewage Disposal Permits Issued	187	113	145
Sewage Disposal Inspections	320	100	111
Water Well Permits Issued	240	180	200
Wells Abandoned	195	129	132
Non-Community Water Supplies (Monitored Quarterly)	244	235	237
Campground Inspections	28	29	28
Swimming Pool Inspections	62	66	58
Nuisance Complaints Investigated	44	122	93

*Includes fixed food establishments, vending, STFU's, and follow-up inspections

Personal and Preventative Health

Clinical Health Services

2010 in Review

Communicable Disease/HIV/AIDS/ STD

- A total of 385 reportable CD cases were investigated and entered into the Michigan Disease Surveillance System (MDSS). These did not include Influenza-Like Illness (ILI) cases as they are reported in aggregate numbers only, STD/HIV/AIDS cases, or prisoners from the Michigan Department of Corrections (MDOC) in Jackson County.
- CD Staff investigated 35 confirmed and/or probable cases of Pertussis. This represents a 388% increase over the prior year.
- A total of 733 cases of Gonorrhea and Chlamydia in Jackson County were reported through the MDSS.
- Local physicians and community partners have been updated on pertinent CD issues through the monthly Public Health Update.
- JCHD HIV/AIDS Counseling and Testing Staff participated in “National HIV Test Day”. Free walk-in HIV Counseling and Testing was offered 6/25/2010 in addition to the routine testing done in the STD Clinic. Public Service Announcements were done.
- Rapid HIV testing became available as a routine standard of in the STD Clinic on 1/11/2010. All clients are tested on an “opt out” basis. This has increased testing numbers from 191 to 627 in one year representing a 328% increase.

Immunization Program

- Immunization site visits were completed for 100% of the Vaccine for Children (VFC) provider offices in Jackson County (19) in 2010.
- Physician offices and staff were updated regularly on changes in the program through quarterly provider meetings, the Public Health Update, Nurse Education visits, site visits, press releases, and faxes.
- Adolescent Immunization rates in Jackson County have continued to increase in 2010 through numerous outreach efforts by the Immunization Staff. The % of those adequately immunized for 1 dose of Tdap, 3 doses of IPV, 2 doses of MMR, 3 doses of HBV, 2 doses of Varicella and 1 dose of Meningococcal vaccine has increased from 43% to 59%. Varicella or Chickenpox (2 doses) rates have increased from 60% to 70%, and for the Meningococcal vaccine (1 dose) from 51% to 64%. Jackson County rates continue at levels greater than the state average. Outreach efforts include recall letters to the 13 to 15 year old population, parent letters, encouraging providers to assess and administer adolescent vaccinations and enter into the Michigan Care Improvement Registry (MCIR), as well as providing immunizations to “hard to reach” populations such as the residents at the Jackson County Youth Center.
- JCHD utilized the American Recovery & Reinvestment Act (ARRA) monies to promote vaccinations for specific populations through special out-clinics located at designated sites throughout the community. JCHD held 18 special clinics throughout 2010. Special populations included the homeless, juveniles residing in the County Youth Home, insured teens with high deductibles and co-pays, uninsured or underinsured adults at high risk for pneumonia, and underinsured adults 60 years and older for the shingles vaccine.

Personal and Preventative Health

Clinical Health Services

Immunization Clinic			
	FY 2008	FY 2009	FY 2010
Total Immunizations Given*	7,575	7,133	14,921
Flu Vaccine Given	2,340	1,912	1,470
H1N1 Vaccine Given	NA	4	6,624
* Total immunizations given includes seasonal flu vaccine and H1N1 vaccine			

Sexually Transmitted Disease Clinic (STD)			
	FY 2008	FY 2009	FY 2010
Patients Examined	1,559	1,821	2,002

Jackson County Sexually Transmitted Disease Rates (per 100,000 population)			
	FY 2008	FY 2009	FY 2010
Gonorrhea	219.00	89.0	47.0
Syphilis (Early Latent)	0	1.89	2.52
Syphilis (Primary)	.63	0	0
Chlamydia	470.00	407.0	415.0

Tuberculosis Clinic			
	FY 2008	FY 2009	FY 2010
Newly Diagnosed TB	1	6	3
PPD Tests Administered	894	967	938

HIV / AIDS			
	FY 2008	FY 2009	FY 2010
HIV/AIDS Testing & Counseling Clients *	163	191	627
HIV New Cases **	5	5	9
HIV Prevalence Rate (per 100,000 population)	70.0	77.0	82.0

* Rapid HIV Testing began 1/11/2010 as a routine standard of care in the STD Clinic.

** HIV "new cases" represents Jackson County cases and does not include MDOC cases.

Rabies			
	FY 2008	FY 2009	FY 2010
Animals Tested	68	52	67
Animals Positive	4 (bats)	3 (bats)	6 (bats)

Personal and Preventative Health

Community Health Services

2010 in Review

Children's Special Health Care Services

- Local CSHCS used EZ Link, the electronic transfer of records between the LHD and the State.
- Hired and trained a new part-time CSHCS nurse and increased clerical hours.
- New part-time nurse attended State CSHCS orientation.
- CSHCS PHN participated on the CSHCS Local Advisory Council.
- CSHCS PHN assisted families with Medicaid/MiChild applications and CSHCS insurance premium payment benefit.

Early On

- On June 30, 2010, 446 children under age 3 were identified as having been served through Jackson County Early On in the past year. This represents a 22.5% increase over the previous year.
- Early On received a grant from the Great Parent Great Start program to train 3 Parent Educators in the Parents As Teachers curriculum.
- ARRA stimulus funds were used to create the "Toy Talker" program that provides additional parenting education services for Early On families using Parents As Teachers trained Parent Educators.

Fetal and Infant Mortality Review (FIMR)

- Jackson County FIMR Case Review Team held 9 meetings and reviewed 11 infant deaths.
- Collaborated with MIHP in the distribution of 49 cribs with safe sleep educational materials.
- Distributed 445 safe sleep infant t-shirts and 1445 infant sleep sacks to new moms.
- Received a grant from the Junior Welfare League of Jackson for additional cribs.
- Coordinated the Jackson County Safe Sleep Coalition including quarterly meetings and recall updates.
- Continued collaboration of the "House to House" program reaching women of child bearing ages and teens in targeted community regarding women's health, including pregnancy education, family planning and prenatal care.

Maternal Infant Health Program (MIHP)

- MIHP provides care coordination and intervention services, focusing on the mother-infant dyad. As of July 1, 2010, there was a change in care coordination services where services are provided by a registered nurse and licensed social worker, one of whom is designated as the Care Coordinator.
- JCHD was granted full Maternal Infant Health Program certification for 18 months.
- MIHP staff assisted pregnant women and children with Medicaid, MOMS, MiChild, and Plan First applications.

Personal and Preventative Health

Community Health Services

Maternal Support Services Program			
	FY 2008	FY 2009	FY 2010
Clients	217	226	233

Infant Support Services Program			
	FY 2008	FY 2009	FY 2010
Clients	186	191	163

Children's Special Health Care Services			
	FY 2008	FY 2009	FY 2010
Families Enrolled	705	688	680

Lead			
	FY 2008	FY 2009	FY 2010
Nurse Visits	10	18	10

Early On			
	FY 2008	FY 2009	FY 2010
Children Enrolled	303	364	446

Fetal Infant Mortality Review (FIMR)			
	FY 2008	FY 2009	FY 2010
Cases Reviewed	14	12	11

Health Education and Health Promotion

2010 in Review

Car Seat Program

- Provided low-cost, brand-new car seats, short-term rental car seats, car seat inspections and car seat safety education to families and agencies in Jackson County.
- Funded by United Way of Jackson County, Jackson Traffic Safety Program, Office of Highway Safety Planning, Jackson Junior Welfare League, Jackson County and the Jackson County Health Department.
- Provided in-services/presentations on car seat safety for various agencies and groups in the Jackson community. Monthly, the Car Seat Program provided courses on infant carrier safety for the Stork Club participants at Allegiance Health System.
- Provided free car seat inspections and hosted two, free “Car Seat Check Days.”

Hearing and Vision Screening

- Hired and trained two new hearing and vision technicians.
- **Vision screening increases from SY 08/09 to SY 09/10**
 - All children receiving a vision screening increased 177%
 - Preschoolers receiving a vision screening increased 730%
 - Children seen by a physician as a result of a vision referral increased 138%
- **Hearing screening increases from SY 08/09 to SY 09/10**
 - All children receiving a hearing screening increased 135%
 - Preschoolers receiving a hearing screening increased 705%
 - Children seen by a physician as result of a hearing referral increased 145%

Abstinence Programs (formerly Jackson County Abstinence Partnership/JCAP)

- Jackson Public Schools contracted with JCHD to continue providing six hours of puberty education to 1,214 fourth, fifth, and sixth graders in six schools.

Jackson Tobacco Reduction Coalition (JTRC)

- Source of information on smoking cessation, secondhand smoke and tobacco education campaigns and programs including the MDCH Tobacco Quitline and nicotine replacement therapy.
- Served as a data source for information and assistance regarding smoke-free and tobacco free policy assistance, and information regarding the implementation of the Dr. Ron Davis Smoke Free Law for worksites and restaurants.
- Provided presentations on tobacco issues such as quitting, health hazards associated with tobacco use and effects of secondhand smoke, as requested.

Health Education and Health Promotion

2010 in Review

Medicaid Outreach

- Assisted clients in applying for Healthy Kids Medicaid, MiChild, MOMS, and Plan First health care assistance programs.
- Provided information and resources to clients on Medicaid services and programs, community resources, and JCHD programs and services.
- Referred clients to JCHD services and community services.
- Marketed Medicaid services and JCHD services throughout the community by utilizing local media, participating in community events, networking with local resources, and developing relationships with local service providers.

Chronic Disease Prevention

- Members of the Health Improvement Organization (HIO) Coordinating Council targeting specific goals of the Community Action Plan (CAP).
- Dedicated funding for a health educator to assist in implementation of the CAP
- Dedicated funding to complete the first and now second community health assessment
- Implementing the Healthy Meal Program, a restaurant initiative
- Implemented the CAP kick off event for key community leaders
- Preparing for community wide event to kick off the Step by Step friendly wellness competition
- Received *Building Healthy Communities* funding to collaborate with the Partnership Park Downtown Neighborhood Association to develop a strategic action plan focusing on policy, system, and environmental changes to increase opportunities for healthy food options, physical activity and tobacco-free living.
- Member of the Intermediate School District's Coordinated School Health Council assisting with the 24/7 Tobacco-Free School Campus Policy and the School Nutrition Policy initiatives.
- Received National Business Coalition on Health (NBCH) funding to collaborate with Allegiance Health and the Michigan Purchaser's Health Alliance (MichPHA) to develop a Step by Step Guide for small businesses to assess their worksites on tobacco use, physical activity, nutrition and emotional wellness. A toolkit of resources on these identified areas was developed for worksites to use in developing their wellness initiatives.
- Provided a workshop for Jackson area business leaders on environment and health behavior
- Collaborated with Allegiance Health to provide Free Quit Tobacco Workshops
- Collaborated with Jackson Chamber of Commerce to provide three education sessions to the public regarding the new smoke free law.
- Provided an education session to elected officials on the implementation of the new smoke free law at the annual township supervisors meeting.
- Provided Complete Streets (CS) Training to elected officials and agency partners to educate on CS concepts and principles.

Health Education and Health Promotion

2010 in Review

Senior Center Health Promotion

- Managed four volunteer lay-leaders to extend available health promotion courses.
- Senior Health Promotion Specialist worked through 3 of 6 self-study courses to achieve the required bi-annual 20 continuing education credits toward a NETA (National Exercise Trainers Association) certification.
- Senior Health Promotion Specialist was a co-Captain to the 20 “Smart Seniors” who participated in their first annual *Smart Commute* county-wide event hosted by the Fitness Council of Jackson.

Teen Pregnancy Prevention Initiative (TPPI)

- The Jackson County Health Department continues to coordinate the Teen Pregnancy Prevention Initiative, funded by the United Way of Jackson County and the James A. and Faith Knight Foundation. The TPPI has written four grants this fiscal year to several funding sources, including the Office of Adolescent Health at the federal level.
- A Teen Advisory Council was created in March of 2010 featuring high school leaders from Jackson County schools. Fifteen teens have been trained on the issue of adolescent sexual health and as Peer Educators. Their passion has been a driving force behind increased school activities and the creation of special programs.
- Two “I WISH” assemblies took place in March at the Springport Middle School and High School reaching approximately 800 students.
- The TPPI updated and released the Strategic Action Plan for 2010-2015 in September, 2010 which can be found at www.tppijackson.org.
- The Michigan Coalition on Adolescent Sexual Health selected cities to *host Let’s Talk: Community Conversations around Adolescent Sexual Health* event. Jackson was selected as a host city and held the event on November 9, 2010 at Bella Notte Restaurant, in which thirty-five people attended. This provided an opportunity for excellent dialogue across sectors such as school, faith-based, agency, juvenile justice, parents, and teens regarding the issue.
- The state/nationwide version of the “I WISH” video was created in November of 2009. To date, nearly 65 copies have been sold statewide, in which \$2,600 has been generated from the sales of the video. These dollars will be used for special projects and to leverage funds for the TPPI.
- The TPPI was involved in one media campaign in 2010 in partnership with the **Most Teens Don’t** campaign. The TPPI Coordinator represented the teen sexual behavior component on the Most Teen Don’t campaign steering committee.

Women, Infants & Children (WIC) Program

- As a result of increased USDA funding and an increased high-risk client caseload, a full-time Registered Dietitian was added to the Jackson County WIC staff.
- Throughout 2010, staff continued to promote healthy food changes in WIC food packages and also prepared clients for more changes to come (Spring 2011), such as the addition of brown rice and soy beverages.
- A sustained grant from the Michigan Nutrition Network and the Jackson County Fitness Council provides information and group classes to encourage fun and safe physical activity for WIC clients and their families.
- Jackson County WIC continues to provide lead screenings for WIC children to promote early detection and treatment of lead poisoning.
- WIC celebrated World Breastfeeding Week 2010 with an ice cream social for breastfeeding mothers and families.
- For FY 2010, our local WIC clinic served an all time high enrollment of 5,725 clients and had an increased average monthly participation level of 5,300.

Health Education and Health Promotion

Car Seat Program			
	FY 2008	FY 2009	FY 2010
Car Seats Sold / Donated / Rented	599	539	582
Car Seat Checks Provided	128	134	131
Education Sessions	818	746	715
Hearing and Vision Screening			
	SY 07/08	SY 08/09	SY 09/10
Hearing Screenings Performed	6,531	5,204	7,055
Vision Screenings Performed	9,902	5,268	9,337
Abstinence Programs			
	FY 2008	FY 2009	FY 2010
Youth Served	1,884	1,214	NA
Schools Receiving Curriculum	6	6	NA
GET REAL Summer Program (new in 2008)	82	NA	NA
Jackson Tobacco Reduction Coalition			
	FY 2008	FY 2009	FY 2010
People Reached	265	172	169
Quit Kits Distributed (*MDCH Quit Kits no longer available)	138	91	60*
Medicaid / MICHild Health Insurance			
	FY 2008	FY 2009	FY 2010
Children (0-18) Enrolled on Medicaid	15,589 (37.9%)	15,701 (39.3%)	NA
Children (0-19) Enrolled on MICHild	574 (1.4%)	526 (1.3%)	NA
Medicaid Outreach			
	FY 2008	FY 2009	FY 2010
Individuals Informed about Medicaid	19,963	14,777	15,595
Individuals Assisted with Applications	360	1,040	1,020
Individuals Referred to Programs / Services	13,754	8,154	8,895
Teen Pregnancy Prevention (PATH) Program			
	FY 2008	FY 2009*	FY 2010
Teens Served	1,913	NA	NA
Schools Receiving Curriculum	13	NA	NA
* Program eliminated due to termination of County funding.			
Teen Parent Program			
	FY 2008*	FY 2009	FY 2010
Teens Served	30	NA	NA
* Received program funding from DHS in Dec. 2008 and due to executive order cuts the program was eliminated in June 2009.			

Health Education and Health Promotion

Senior Center Health Promotion Program			
	FY 2008	FY 2009	FY 2010
Health topic presentations	68	250	NA
Senior Fitness Test	NA	13	15
Chair Exercise Class	3,840	1,762	2,550
Strengthening Class (<i>Combined w/Aerobics July 2009</i>)	705	852	1,830
Low-Impact Aerobics	646	1,242	1,830
Balance Ball Class – (<i>Classes ended April 2009</i>)	161	73	NA
Line Dancing Lessons	952	1,070	1,110
Tai Chi Classes	535	453	624
PATH (Personal Actions Toward Health) Class	53	NA	84
MOB (Matter of Balance) Class	53	NA	112
WIC			
	FY 2008	FY 2009	FY 2010
Participants Enrolled	5,534	5,687	5,725
Average Monthly Participation	4,629	5,215	5,300

Emergency Preparedness

Mission Statement

Emergency Preparedness (EP) fully supports and strives to enhance the mission of the Jackson County Health Department. The mission is supported by ensuring emergency plans are current and practiced through orientations, drills, and exercises. The goal is to provide rapid and efficient response to Public Health threats.

2010 in Review

- The following plans continued to be compliant with the Office of Public Health Preparedness which is a department of the Michigan Department of Community Health: All Hazards Response Plan; Continuity Of Operations Plan (COOP); Strategic National Stockpile Plan (SNS); Pandemic Influenza Response Plan. A new plan, Mass Vaccination Plan was developed, has been approved, and will become part of the Emergency Preparedness Plans.
- The Jackson County Health Department volunteer program has resulted in securing volunteer nurses and others interested in volunteering to assist during an emergency or time of need.
- Training exercises continued to focus on request, receipt, and dispensing of Federally supplied (Strategic National Stockpile) antiviral medications and vaccines as well as ensure teams remain trained. Several types of internal employee alerts were conducted throughout the year.
- Participated in a Jackson County Local Planning Team, Full Scale Exercise.
- Redesigned the Jackson County Health Department, Emergency Preparedness website to provide more information with easier access.
- Completed and published Public Health Fact Sheets pertaining to disease facts, symptoms, and actions to be taken in the event contacting the disease. The Fact Sheets are accessible and printable at the Jackson County and Jackson County Health Department website.

Jackson County Health Department

1715 Lansing Ave, Suite 221

Jackson, Michigan 49202

Telephone: (517) 788-4420

Fax: (517) 788-4373

Website: www.co.jackson.mi.us/hd





Jackson County ADMINISTRATOR/CONTROLLER

Adam J. Brown, Interim Administrator/Controller

TO: Personnel & Finance Committee
Board of County Commissioners

FROM: Adam J. Brown, Interim Administrator/Controller
Ric Scheele, Director of Fleet & Facilities Operations

SUBJECT: Courthouse Renovation Project

DATE: June 8, 2011

Motion requested

Transfer and appropriate an additional \$24,247.00 in collected "justice center" fines from (org key 10136) to the Courthouse Renovation Project (org key 245120.) Transfer and appropriate \$37,495.00 from the justice center transfer reserve (object line 369010) to the Courthouse renovations project (org key 245120.) Approve the contract from WTI Services Inc of Beachwood, OH, for the Courthouse renovations in the amount of \$156,742.00.

I. Background

- A. The 12th District Court collections office is currently located in the basement of the courthouse. The 12th District Court Traffic Division is currently located on the 1st floor of the courthouse. Both divisions require a separate manager due to the geographic location of the two departments. The 12th District Court civil division suite is in need of new carpet, paint and ceiling tiles.
- B. The 12th District Court has reallocated to the County, monies collected from traffic fines to help fund a new "justice center."
- C. On 15 March, 2011, the Board of Commissioners appropriated \$95,000.00 to the 12th District Court renovation project.

II. Current Situation

- A. Utilizing a construction management company through the National Joint Powers Allegiance (NJPA), (a government agency working to improve the processes within government, by providing competitively bid, nationally leveraged procurement contracts) a cost was developed for this project.
- B. The turn key cost for this project is \$156,742.00.

III. Analysis

- A. **Strategic** – The vacated basement area caused when the collections department moves up to the 1st floor is proposed to be turned into a training room for courthouse personnel. This will help alleviate the congestion caused in the Office of Emergency Management by courthouse departments needing to use a large room for in house training. This project ties in with the “Safe Communities” strategic plan adopted by the Board of Commissioners.
- B. **Financial** – The 12th District Court has identified savings from FTE reductions by combining the collections department and traffic department together on the 1st floor of the courthouse and using one supervisor to manage both operations.
- C. **Timing** – The Board of Commissioners has to approve this motion to allow the project to begin.
- D. **Legal/Policy** – By policy, the Personnel and Finance Standing Committee along with the Board of Commissioners must approve the transfers and appropriations along with approving the contract for the proposed work.

IV. Recommendation

The County Administrator/Controller and Director of Fleet/Facilities recommends that the (Personnel and Finance Committee and the Board of County Commissioners) approve: Transfer and appropriate an additional \$24,247.00 in collected “justice center” fines from (org key 10136) to the Courthouse Renovation Project (org key 245120.) Transfer and appropriate \$37,495.00 from the justice center transfer reserve (object line 369010) to the Courthouse renovations project (org key 245120.) Approve the contract from WTI Services Inc of Beachwood, OH, for the Courthouse renovations in the amount of \$156,742.00.



Jackson County ADMINISTRATOR/CONTROLLER

Adam J. Brown, Interim Administrator/Controller

TO: Personnel & Finance Committee
Board of County Commissioners

FROM: Adam J. Brown, Interim Administrator/Controller
Ric Scheele, Director of Fleet & Facilities Operations

SUBJECT: County Tower Building Domestic Water System Replacement

DATE: June 10, 2011

Motion requested

The transfer of \$328,384.00 from fund balance (245982-965000) to project code (245268-931980). The contract, from Paul Bengal Mechanical Contractor, Inc. of Jackson MI for the County Tower Building Domestic Water System Replacement, is in the amount of \$328,384.00.

I. Background

- A. The County Tower Building (CTB) is an eighteen story building constructed in 1929. This facility is used on a daily basis by eleven county departments and two tenants.

II. Current Situation

- A. The (CTB) is experiencing water system failures caused by the 82 year old water supply lines rusting through. We have experienced failures in the 4" water main on the 12th and 8th floors that necessitated removing large portions of the marble masonry walls inside both restrooms. We currently have water monitoring devices on several floors to alert personnel if a leak occurs.
- B. The cost for this project is \$328,384.

III. Analysis

- A. **Service Level/Strategic**-This project ties in with the "Economic Development" and "Improved Work Environment" strategic plans adopted by the Board of Commissioners.
- B. **Financial**-The funding for this project has been identified in fund balance (245982-965000)
- C. **Timing**-The Board of Commissioners has to approve this motion to allow the project to begin. The CTB is at continued risk for additional failures to the existing water line.

- D. Legal/Policy-**By policy the Personnel and Finance Standing Committee along with the Board of Commissioners must approve the transfer along with approving the contract for the proposed work.

IV. Recommendation

- A.** The County Administrator/Controller and Director of Fleet/Facilities recommends that the (Personnel and Finance Committee and the Board of County Commissioners) approve the transfer of \$328,384.00 from Public Improvement Funds to project code (245268-931980); and approve the contract with Paul Bengal Mechanical Contracting, Inc. of Jackson MI for the work.

ANIMAL CONTROL AND PROTECTION ORDINANCE
COUNTY OF JACKSON, MICHIGAN
ORDINANCE NO. 1

The people of the County of Jackson, Michigan, do ordain:

ARTICLE 1

PURPOSE

The Board of Commissioners of the County of Jackson recognizes that Act 339 of the Public Acts of 1919, as amended, being sections 287.261-287.290 of the Michigan Compiled Laws ~~of 1948 (MSA Sections 12.511-12.541),~~ Act 426 of the Public Acts of 1988, being Sections 287.321-287.323 of the Michigan Compiled Laws as amended, ~~of 1948 (MSA section 12.545(21)-12.545 (23)),~~ and Act 368 of the Public Acts of 1978, being Section 333.1101-333.25211 of the Michigan Compiled Laws ~~of 1948,~~ and Act 207 of the Public Acts of 1970, as amended, being 287.291 of the Michigan Compiled Laws ~~(MSA 12.543 (11)),~~ constitute State Law for the regulation for dogs. The Board of Commissioners furthermore recognizes that animals require legal protection, that the property rights of owners and non-owners of animals need to be protected, and that the health, safety and welfare of the people in Jackson County will best be served by adoption of "The Animal Control and Protection Ordinance."

ARTICLE 2

DEFINITIONS

Except as otherwise provided in the Exceptions to these Definitions, the following terms shall be defined as follows:

"Adequate Care" means the provision of sufficient food, water, shelter, and medical attention to maintain an animal in a state of good health.

"Agent in Control" means that person (s) having temporary custody and/or responsibility of said animal.

~~**"Aggressive"** means hostile, injurious or destructive behavior.~~

"Aggressive Animal" shall mean an animal that exhibits menacing behavior on public or private property including that of its owner or keeper. Menacing behavior shall include, but not be limited to: charging, scratching, toppling, teeth-baring, snapping, growling, or other predatory

mannerisms, directed at a person or other animal in a place where the person or other animal is legally entitled to be.

"Animal"

means any vertebrate other than human beings.

"Animal Control"

means those persons under the supervision of the Sheriff assigned to enforce the provisions of this ordinance.

"Animal at Large"

means the unrestrained wandering or roaming of any animal on a public walkway, roadway, highway or on property not owned or leased by its owner. Also includes animals on their owner's property not under direct control or sight of the owner.

"Animal Shelter Manager or Manager" means the person, under the general supervision of the County Administrator/Controller, who oversees the daily operation of the Animal Shelter. He/she is responsible for preparing and monitoring the departmental budget and ensuring compliance with appropriate legislation, supervises the work of employees at the Animal Shelter and assists in any classification as necessary.

"Animal Control Officer" means the person under the supervision of the County Sheriff who shall enforce this Ordinance and the Laws of the State regarding domestic animal control, dangerous domestic animals, and protection of the people and domestic animals of Jackson County.

"Approved Vaccine"

means a veterinary biological that is administered to an animal to induce immunity in the recipient and that is licensed by the United States Department of Agriculture and approved by the State Veterinarian for use in this state pursuant to the Animal Industry Act of 1987, Act No. 466 for the Public Acts of 1988, being Sections 287.701 to 287.747 of the Michigan Compiled Laws.

"Attack"

means the intent to cause injury or otherwise forcefully endanger the safety of people or other animals.

"Board of Commissioners" means the Jackson County Board of Commissioners.

"Cat"

means an animal of any age of the species Felis Catus.

"County"

means County of Jackson, State of Michigan.

~~**"Dangerous"** means able or likely to inflict injury.~~

"Dangerous Animal" shall mean an animal that bites or otherwise causes serious injury to a person or other animal on public or private property where the injured person or other animal is legally entitled to be, including the property of the animal's owner or custodian. An animal that is intentionally trained or conditioned to fight or guard, except for animals trained for law enforcement or service purposes while engaged in the activities for which they were trained, shall be considered a dangerous animal.

"Day" means any day the Jackson County government offices are scheduled to conduct business. It shall not include any Saturday, Sunday or holiday designated by the Board of Commissioners.

"Direct Control" means a situation in which a person, whether by voice command, or physical tether, can immediately affect or alter the actions of an animal so as to ensure that the animal does not trespass or otherwise violate this Ordinance.

"Dog" means an animal of any age solely of the species Canis Familiaris or Canis Lupus Familiaris.

"Domestic Animals" means those animals that have traditionally, through a long association with humans, lived in a state of dependence upon humans or under the dominion and control of humans and which have been kept as tame pets, raised as livestock, or used for commercial breeding purposes.

"Euthanasia" means the humane destruction of an animal accomplished by a method not prohibited by law that produces rapid unconsciousness and subsequent death without evidence of pain or distress, or a method that utilizes anesthesia produced by an approved agent that causes painless loss of consciousness and subsequent death.

"Exhibition of Fighting" means a public or private display of combat between two or more animals in which the fighting, killing, maiming or injury of animals is a significant feature. It does not include demonstrations of the

hunting or tracking skill of an animal or their lawful use for hunting, tracking, or self-protection.

“Farm” means the land, plants, animals, buildings, structures, including ponds used for agricultural or aquacultural activities, machinery, equipment and other appurtenances used in the commercial production of farm products.

“Farm Dog” means a dog or dogs owned and used for aiding a person engaged in a farm operation which remains on the property used for the farm operation.

“Farm Operation” means the operation and management of a farm or a condition or activity that occurs at any time as necessary on a farm in connection with the commercial production, harvesting, and storage of farm products.

“Farm Product” means those plants and animals useful to human beings. Produced by agriculture and includes, but is not limited to, forages and sod crops, grains and feed crops, field crops, dairy and dairy products, poultry and poultry products, cervidae, livestock, including breeding and grazing, equine, fish, and other aquacultural products, bees and bee products, berries, herbs, fruits, vegetables, flowers, seeds, grasses, nursery stock, trees and tree products, mushrooms, and other similar products, or any other product which incorporates the use of food, feed, fiber, or fur, as determined by the Michigan Commission of Agriculture.

“Groom” means to clean or care for.

“Harbor” means to feed or shelter an animal (s) for three (3) or more consecutive calendar days.

“Hunting” means allowing a dog to range freely within sight or sound of its owner while in the course of hunting legal game.

“Kennel” means any facility, except a duly licensed pet shop, where three (3) or more dogs are kept for breeding, sale, sporting, boarding or training purposes, for remuneration.

“Large Carnivore” means either of the following:

- (i) Any of the following cats of the Felidae family, whether wild or captive bred, including a hybrid cross with such a cat:
- (1) A lion.
 - (2) A leopard, including, but not limited to, a snow leopard or clouded leopard.
 - (3) A jaguar.
 - (4) A tiger.
 - (5) A cougar.
 - (6) A panther.
 - (7) A cheetah.
- (ii) A bear of a species that is native or nonnative to this state, whether wild or captive bred.

"Law Enforcement Officer" means any person employed or elected by the people of the State, or by any municipality, county, or township, whose duty it is to preserve peace or to make arrests or to enforce the law, and includes conservation officers and State Police.

"Livestock" means horses, stallions, colts, geldings, mares, sheep, rams, lambs, bulls, bullocks, steers, heifers, cows, calves, mules, jacks, jennets, burros, goats, kids and swine, and fur-bearing animals being raised in captivity.

MCLA Michigan Compiled Law Annotated -
[http://www.legislature.mi.gov/\(S\(gaczp0ajdpkwu545f0toot45\)\)/mileg.aspx?page=home](http://www.legislature.mi.gov/(S(gaczp0ajdpkwu545f0toot45))/mileg.aspx?page=home)

"MCL" Michigan Compiled Laws

"Mutilate" means to destroy or disfigure a body part.

"Muzzle" means a device that when fitted upon an animal prevents it from biting any person or animal and which is made in a manner that will not cause injury to the animal or interfere with its vision or respiration.

"Neglect" means to fail to sufficiently and properly care for an animal to the extent that the animal's health is jeopardized.

"Nuisance Animal" shall mean an animal running at large, on public or private property other than that of its owner or keeper, whose behavior

constitutes a nuisance. Nuisance behavior shall include, but not be limited to: (a) making physical contact with a person or other animal in a harassing manner; (b) urinating or defecation; or (c) damaging inanimate personal property.

“Official Interstate Health Certificate” or “Official Interstate Certificate of Veterinary Inspection”

means a printed form that records the information required by State Law and is issued within thirty (30) days before importation of the animal it describes.

"Owner"

means a person having a right of property ownership in an animal, who keeps or harbors the animal or has the animal in his or her care or custody, or who permits the animal to remain on or about any premises occupied by the person. An owner does not mean a person who harbors an animal in the course of conducting a boarding, grooming, or training business, or a veterinary hospital, or a person who harbors an animal in violation of Act 309 of the Public Acts of 1939, being sections 287.301 to 287.308 of the Michigan Compiled Laws.

"Owner's Agent"

means an individual authorized in writing by the owner or lessee of an animal to intervene on behalf of the owner or lessee to protect the animal, except in cases where the animal is in imminent danger of harm, in which case no written authorization is required.

"Person"

means an adult individual, partnership, corporation, cooperative, association, joint venture, or other legal entity.

"Pet"

means any animal kept for pleasure rather than utility.

"Poultry"

means all domestic fowl, ornamental birds, and game birds possessed or being reared under authority of a breeder's license pursuant to Part 427 Breeders and Dealers of the Natural Resources and Environmental Protection Act, being Act No. 451 of the Public Acts of 1994, being Sections 324.42701 to 324.42714 of the Michigan Compiled Laws.

"Provoke"	means to perform a willful act or omission that an ordinary and reasonable person would conclude is likely to precipitate the bite or attack of an ordinary dog or animal.
"Quarantine"	means a state of enforced isolation. To detain in or exclude by quarantine, to isolate from normal relations or communication. An animal that has bitten or scratched, shall be kept in the owners home or a secure structure that would not allow any other person or animal to come in contact with, except family members. Animals may be quarantined at a veterinarian's office or the Animal Shelter.
"Rabies Suspect Animal"	means any animal, which has been determined by the Michigan Department of Community Health to be a potential rabies carrier and which has bitten or scratched a human, or any animal which has been in contact with or bitten by another animal which is a potential rabies carrier, or any animal which shows symptoms of rabies.
"Sanitary Conditions"	means space free from health hazards including excessive animal waste, overcrowding of animals, or other conditions that endanger the animal's health. This does not include a condition resulting from a customary and reasonable practice pursuant to farming and animal husbandry.
"Secure Structure"	means a four (4) sided structure with an enclosed top constructed of the same material as the sides. The sides must be at least six (6) feet high, with a concrete or buried fence floor. The door must be locked at all times.
"Serious Injury"	means permanent, serious disfigurement, serious impairment of health, or serious impairment of a bodily function of a person.
"Service Dog"	means any dog which is trained or being trained to aid a person who is blind, deaf or audibly impaired, or otherwise MCL 287.291; MSA-12.543 (11) (1970 PA 207).
"Shelter"	means adequate protection from the elements, suitable for the age and species of the animal to maintain the animal in a state of good health, including structures or natural features such as trees

and topography. Shelter is not required for livestock if there is a natural wind break such as a grove of trees.

(1) Dogs shall have a waterproof four (4) sided structure, of appropriate size with a roof and floor.

(2) Livestock shall have a sound, three (3) sided, roofed structure of appropriate size or wind break providing equivalent protection.

"Sheriff" The Jackson County Sheriff or his/her designee.

"State" means the State of Michigan.

"State of Good Health" means free from disease and illness, and in a condition of proper body weight and temperature for the age and species of the animal, unless the animal is undergoing appropriate treatment.

"Sterilized" means an animal which has, by virtue of a surgically performed castration or ovariectomy or other recognized veterinary procedure, been rendered incapable of sexual reproduction.

"Threaten" means to give sign or warning of danger.

"Torment" means to cause, by an act or omission, unjustifiable pain, suffering, or distress to an animal, or cause mental and emotional anguish in the animal as evidenced by its altered behavior for a purpose such as sadistic pleasure, coercion, or punishment that an ordinary and/or reasonable person would conclude is likely to precipitate a bite or attack.

"Torture" means to cause either severe physical or mental suffering.

"Treasurer" means the Treasurer of the County of Jackson.

"Veterinarian" means a person licensed to practice veterinary medicine as required in or under the Public Health Code, Act No. 368 of the Public Acts of 1978, being 333.18811 of the Michigan Compiled Laws, such other applicable State or Federal Law.

~~**"Vicious"** means dangerously aggressive.~~

"Water" means sufficient drinkable water that is suitable for the age and species of the animal and made regularly available unless otherwise directed by a licensed veterinarian.

“Wolf”

means an animal of the species Canis Rufus or Canis Lupus, but does not include an animal of the species Canis Lupus Familiaris.

“Wolf-Dog Cross”

means a canid resulting from the breeding of any of the following:

- (1) A wolf with a dog.
- (2) A wolf-dog cross with a wolf.
- (3) A wolf-dog cross with a dog.
- (4) A wolf-dog cross with a wolf-dog cross.

Exceptions

An animal shall not be considered a nuisance, aggressive or dangerous animal where its act is caused by; (a) an illness or injury suffered by the animal at the time of the act; (b) the negligent or reckless conduct of any person to whom the act is directed; (c) lawful hunting while the animal is under the control of its owner or custodian; or (d) defense of the animal's owner, or members of the owner's family or household, or their property.

ARTICLE 3

**ANIMAL CONTROL OFFICERS DUTIES,
AUTHORITY AND RESPONSIBILITIES**

Section 3.1

The Jackson County Board of Commissioners shall employ an Animal Shelter Manager who shall work with Animal Control as necessary, and in accordance with County budgetary and personnel policies.

Section 3.2

It shall be the responsibility of the Sheriff, Animal Shelter Manager and/or Animal Control Officers to enforce the provisions of this Ordinance.

Section 3.3

The Sheriff, Animal Shelter Manager and Animal Control Officers shall enforce this Ordinance and State Statutes as amended pertaining to control, regulation, and protection of dogs and other animals, including, but not limited to issuance of tickets, citations, or summonses to persons in violation of this Ordinance and/or State Statutes, and may make a complaint to the appropriate judicial or administrative authorities.

Section 3.4

The Sheriff, Animal Shelter Manager and Animal Control Officers shall wear satisfactory identification and carry a picture identification card when enforcing this Ordinance and State Laws.

Section 3.5

Animal Control Officers shall act reasonably and with the exercise of judgment in the enforcement of the State Law and County Ordinance in reference to animals. The duties of the Sheriff, and Animal Control Officers, in addition to those stated elsewhere in this Ordinance and State Statutes, shall include the following:

- 1) Take up and place in the County Animal Shelter all dogs or other animals, found running at large or being kept or harbored any place within the County contrary to the provisions of this Ordinance or the Statutes of the State. In the event the County Animal Shelter's facilities are inadequate for holding the type of animals seized, such as livestock and poultry, pursuant to this Ordinance and State Law, such animals shall be placed in such alternative facilities as authorized by the Board of Commissioners and permitted by the Statutes of the State.
- 2) Seize and impound, or require its owner to quarantine, all domestic animals which are rabies suspects, for examination for disease in accordance with Article 8 of this Ordinance and/or the Statutes of the State.
- 3) In accordance with the provisions of this Ordinance, to enter upon private premises except a building designated for and used for residential purpose, for the purpose of inspecting same to determine the harboring, keeping or possessing of any dog (s) or other animal (s) and whether the owners of said animals have complied with the appropriate provisions of this Ordinance and the Statutes of the State. To either seize and take with him any animals or allow sufficient time to permit the vaccination and licensing of dogs for whom no license had been procured in

accordance with this Ordinance and the Statutes of the State or for any other violation hereof. The provisions of this subsection shall specifically include, but not be limited to, investigation of or seizure for cruelty to animals.

- 4) Investigate complaints of dogs or other animals alleged to be dangerous to persons or property and take such actions as authorized by State Statutes or County Ordinance, including seizing, taking up, and impounding such animals.
- 5) Investigate complaints of cruelty to dogs or other animals, livestock or poultry and to take such actions as authorized by State Statutes or County Ordinance, including, seizing, taking up and impounding any dog or other animal, livestock or poultry which has been subject to such cruelty.
- 6) If authorized by the Treasurer, carry a book of receipts properly numbered in sequence for accounting purposes, for the issuing of dog licenses as provided in this Ordinance and shall issue such dog licenses in accordance herewith. The Animal Shelter Manager and Animal Control Officers, if authorized by the Treasurer, shall also perform, in conjunction with the Treasurer, such other duties assigned to the Treasurer by this Ordinance and the Statutes of the State regarding issuance, transfer and replacement of dog and kennel licenses and tags. While authorized by the Treasurer to perform such duties, the Animal Shelter Manager and Animal Control Officers shall ensure that the original of all records evidencing the performance of such duties are turned over to the Treasurer not less than monthly with copies of said records retained at the office of the County Animal Shelter. All fees and monies collected by the Animal Shelter Manager and Animal Control Officers as herein provided, shall be accounted for and turned over to the Treasurer on or before the first of each and every month, or more often, if

reasonably necessary under the standard practices of the Treasurer's accounting system.

- 7) Perform such other duties relating to the enforcement of this Ordinance and State Statutes as the Board of Commissioners may, from time to time, assign to the Sheriff, Animal Shelter Manager and Officers.

ARTICLE 4

SHELTER OPERATION, IMPOUNDMENT, RELEASE AND DISPOSAL

Section 4.1 The Animal Shelter Manager shall operate and maintain an adequate facility as a shelter to receive, care for and safely confine any animal in the Animal Control Officer's custody under provisions of this Ordinance. The Animal Shelter shall be accessible to the public during the days and hours in which County Offices are open and/or such other hours as may be authorized by the Board of Commissioners.

Section 4.2 An Animal Control Officer may impound and hold at the shelter any animal when it is the subject of a violation of this Ordinance, or State Laws, when it requires protective custody and care because of mistreatment or neglect by its owner, when it is voluntarily donated by its owner for disposition or when otherwise ordered impounded by a court.

Section 4.3 An animal shall be considered impounded from the time an Animal Control Officer takes physical custody of the animal.

Section 4.4 Impoundment is subject to the following holding periods and notice requirements:

- 1) An animal whose ownership is known by Animal Control or the Animal Shelter shall be held for a minimum of seven (7) days after the date of mailing a notice to the owner regarding the of impoundment of the animal. Notice of impoundment shall be sent to the owner by certified mail within forty-eight (48) hours from the time of impoundment.

This notice shall advise the owner of the impoundment, the date by which redemption must be made and that there will be fees payable prior to release. The Animal Shelter Manager shall maintain a record on each identifiable animal acquired indicating a basic description of the animal, the date it was acquired and under what circumstances. The record shall also indicate the date the notice of impoundment was sent to the owner of the animal and subsequent disposition of the animal.

- 2) An animal whose ownership is not determinable shall be held a minimum of four (4) days after its impoundment.
- 3) Animals held for periods prescribed under this section and not redeemed by their owner shall be subject to disposition.

Section 4.5

Disposition of animals shall be made as follows:

- 1) Any animal impounded shall be released to its owner or the owner's authorized agent (with written permission) if redeemed within the period set forth in this section, upon payment of fees for impoundment and care including actual cost of veterinary care incurred while held in the Animal Shelter provided the owner is in compliance with provisions of this Ordinance and State Statutes, including licensing and vaccination requirements; or
- 2) Any animal held for the prescribed period and not redeemed by its owner, and which is neither a potentially dangerous animal nor in a dangerous condition of health, may be released for adoption subject to Section 4.6; or
- 3) Any animal held for the periods prescribed under this section without redemption or adoption may be disposed of by euthanasia, except that livestock and poultry may be sold in accordance with State Statutes; or
- 4) Provisions of this section regarding holding periods do not apply to any animal which is sick or injured to the extent

that the holding period would cause the animal undue suffering in the judgment of the Animal Shelter Manager or Officer, or to any animal voluntarily delivered to the Animal Shelter by the owner thereof requesting humane destruction. Such animals may be disposed of by euthanasia at any time; or

- 5) Animals shall be disposed of in accordance with Animal Shelter policies except that live animals may not be sold for research. Live animals may be provided for the purpose of blood donation so long as they are not used for research.

Section 4.6

A dog or cat may be released for adoption subject to the following conditions:

- 1) The dog or cat has not been recovered by its owner and the required holding period has expired or the owner of the dog or cat has signed its ownership rights over to Animal Control.
- 2) The adoptive owner shall pay the applicable adoption fee and sign the purchase agreement authorizing the spay/neuter surgery.
- 3) In the case of a dog or cat that, based on the veterinarian's opinion, cannot have spay/neuter surgery, the adoptive owner shall pay a surgical prepayment deposit which shall be refundable upon furnishing written certification by a licensed veterinarian that the animal has been sterilized by spaying or neutering;
- 4) The adoptive owner shall sign a written agreement to sterilize an adopted dog or cat within thirty (30) days of adoption or upon the animal's attaining six (6) months of age, whichever event occurs last. Failure to comply with the agreement shall result in a forfeiture of the amount deposited under paragraph three (3) of this section, and the Animal Shelter Manager may require return of the adopted dog or cat to the Animal Shelter.

Section 4.7

The Animal Shelter Manager or Animal Control Officer may decline to release an animal for adoption under any of the following circumstances:

- 1) The prospective adoptive owner has been convicted of the crime of cruelty to animals within the previous five (5) years;
- 2) The existence of other circumstances which, in the opinion of the Animal Shelter Manager or Animal Control Officer, would endanger the health, safety or welfare of people or animals.

ARTICLE 5

DOG LICENSING

Section 5.1

It shall be required that any dog four (4) months of age or older shall be licensed.

Section 5.2

On or before March 1 of each year, the owner of any dog four (4) months old or over shall apply to the County, Township, City Treasurer or his/her authorized agent where the owner resides in writing for a license for each dog owned or kept by him/her. Such application shall state the breed, sex, age, color, and markings of such dog and the name and address of the previous owner. Such application for a license shall be accompanied by proof of a valid certificate of vaccination for rabies, with a vaccine licensed by the United States Department of Agriculture, signed by an accredited veterinarian.

Section 5.3

The person who becomes an owner of a dog that is four (4) or more months old and that is not already licensed shall apply for a license within thirty (30) days from the date the owner acquired the dog. A person who owns a dog that becomes four (4) months old that is not already licensed shall apply for a license within thirty (30) days after a dog becomes four (4) months old.

Section 5.4

The owner shall provide every licensed dog with a substantial collar, to which a license tag approved by the Michigan

Department of Agriculture, shall be securely attached and displayed on the animal at all times, except when the dog is engaged in lawful hunting or farming practices and accompanied by its owner.

Section 5.5

The license and license tag are assigned to the dog and are not transferable to another dog. They shall remain with the dog upon transfer to another owner within Jackson County. The last registered owner shall notify the Jackson County Treasurer's Office so that it may note such transfer upon its records. This Ordinance does not require the procurement of a new license, or the transfer of a license already secured, when the possession of a dog is temporarily transferred, for the purpose of hunting game, or for breeding, trial, or show, in the State of Michigan.

Section 5.6

A dog displaying a license tag from another Michigan County shall not require licensing in Jackson County until expiration of the current license, provided that the dog remains in the possession of the owner to whom the license was issued.

Section 5.7

If the Jackson County dog license tag is lost, it shall be replaced without charge by the Jackson County Treasurer's Office upon application by the owner of the dog, and upon production of such license and a sworn statement of the facts regarding the loss of such tag.

Section 5.8

Fees shall be waived for licenses issued for any service dog upon presentation of an affidavit by the dog's owner. The waiver shall apply to all subsequent licenses issued to that dog so long as it remains the property of the person named in the affidavit.

Section 5.9

A penalty equal to twice the applicable license fee shall be charged to any person who fails to apply for an initial license or a renewal license within the times specified.

Section 5.10

No dog shall be exempt from the rabies vaccination requirements set forth in this Ordinance, unless there is a valid medical reason supplied in writing by a licensed veterinarian. ~~A titer test must be performed on the exempt dog, that proves the dog's titer is~~

~~sufficient to adequately protect against the rabies virus. The veterinarian performing the titer test must put into writing the results of the test, which will be accompanied by a copy of the titer test results. The titer test must be done each year on the exempt dog before a current license will be issued. If the exempt dog's titer is not sufficient to protect the dog from the rabies virus, the dog will be required to have a rabies vaccination or be euthanized. All costs incurred will be paid by the owner of the dog.~~

Section 5.11

No owner shall purchase a license for a dog at the sterilized price unless the dog is sterilized.

Section 5.12

Fees are to be set by the Jackson County Board of Commissioners as authorized by State Statutes.

Section 5.13

Any dog not licensed or found not wearing a current license may be seized by an Animal Control Officer or law enforcement officer and held at the Animal Shelter. Upon termination of dogs' and other animals' statutory holding periods, dogs and other animals become the property of the Animal Shelter.

Section 5.14

None of the provisions of this Ordinance shall be construed as requiring the licensing of any dog imported into Jackson County from outside the State for a period not to exceed thirty (30) days for show, trial, breeding or hunting purposes.

Section 5.15

For grandfathered owners of wolf-dogs, a fee of not less than \$25.00 yearly will be set by the Board of Commissioners for people who own a wolf-dog cross as described in PA. 246 of 2000 as amended.

Section 5.16

A fee of not less than \$25.00 yearly will be set by the Board of Commissioners for grandfathered owners of large carnivore(s) as described in PA. 274 of 2000 as amended.

ARTICLE 6

KENNEL LICENSING

Section 6.1

Any person who owns, keeps or operates a kennel may, in lieu of individual licenses required for dogs under this Ordinance and

under the Statutes of the State of Michigan apply to the County Treasurer's Office or Animal Shelter for a kennel license entitling that person to own, keep or operate such kennel in accordance with applicable Laws of the State. The dogs in the kennel covered by the kennel license must be kept for sale, boarding, breeding, training or sporting purposes for remuneration. Pets must be licensed individually and will not be covered under the kennel license.

Section 6.2

In order to obtain a kennel license, any person who owns, keeps or operates a kennel at any single location within the boundaries of Jackson County except in cities, villages, or townships with their own animal control agency, shall;

(1) within thirty (30) calendar days prior to the start of such operation, or; (2) a person which has been previously issued a kennel license shall apply for a new kennel license by June 1 of each year, to the County Treasurer's Office or Animal Shelter, which shall issue such license if the kennel is in compliance with Sections 10 and 11 of Act 339, of the Public Acts of 1919, as amended, being Sections 287.270 and 287.271 of the Michigan Compiled Laws ~~of 1948 (MSA 12.520 and 12.521),~~ and with any applicable ordinance of the city, village or township in which it is located. The County Treasurer or Animal Shelter will not issue a kennel license to any person who has been denied a kennel license by the city, village or township where they reside.

Section 6.3

Failure to apply for a kennel license within the prescribed time limits will result in a doubling of the applicable fee.

Section 6.4

The Animal Control Officer shall have the right to inspect any kennel in the County of Jackson in order to determine whether said kennel is in compliance with this Ordinance and the State Statute. If the kennel has been issued a license, it shall be the duty of the Animal Control Officer to suspend said license if, in the Officer's opinion, conditions exist which are not in compliance with this Ordinance, Section 10 of Act 339 of the Public Acts of 1919,

as amended, being Section 287.270 of the Michigan Compiled Laws ~~of 1948 (MSA 12.520)~~ and the rules of the Michigan Department of Agriculture, pending correction of such conditions, and further shall have the ~~ability~~ duty to revoke said license if such conditions are not corrected within a designated reasonable time.

Section 6.5

All licensed kennels shall be required to have double fencing. The fence on the outer perimeter shall be constructed in such a manner as to prevent stray animals and people from making direct contact with kennel animals. Exceptions to the above would be: 1) solid fence such as a solid privacy fence and/or 2) animals kept inside a building or solid structure.

Section 6.6

Any dog kennel which under Michigan State Law is to be covered by a license shall be of such construction as will adequately and comfortably house any dogs kept therein during any season of the year. The buildings, including walls and floor, shall be of such construction as to be readily cleaned and kennels and yards connected therewith used to confine kennel dogs shall be kept clean and free from accumulation of filth and debris.

Section 6.7

All dogs kept or maintained in connection with such kennels shall be furnished with a clean, fresh water supply and adequate and proper food to maintain such animals in a state of good health.

Section 6.8

Any kennel dog four (4) months old or older must have a current rabies vaccination as evidenced by a valid certificate of vaccination for rabies with a vaccine licensed by the United States Department of Agriculture, signed by an accredited veterinarian. Failure to comply with this requirement shall be a violation of this Ordinance and subject the dog's owner to the penalties set forth in Article 13.

Section 6.9

Fees are to be set by the Jackson County Board of Commissioners as authorized by State Statutes.

ARTICLE 7

PROHIBITIONS AND REGULATED CONDUCT

Section 7.1

It shall be a violation of this Ordinance:

- 1) For any animal to engage in any of the behaviors described in Article 9 (Classification of Animals).
- 2) For a dog in heat (estrus) to be accessible to a male dog except for intentional breeding purposes.
- 3) For an animal to be within or on a motor vehicle at any location under such conditions as may endanger the health or well being of the animal, including, but not limited to dangerous temperatures, lack of food, water or proper care.
- 4) To abandon any domestic animal.
- 5) To knowingly place food or item of any description containing poisonous or other injurious ingredients in any area reasonably likely to be accessible to any animal except rodents.
- 6) To physically mistreat any animal by deliberate abuse, or neglect to furnish adequate care or shelter, including veterinary attention, or by leaving the animal unattended for more than twenty four (24) hours without adequate care.
- ~~7) To offer as a prize or give away any live animal/fowl in any contest, raffle, promotional event, lottery, or as enticement for fund raising, or for entry into any place of business.~~
- ~~87)~~ For any animal to leave the confines of any officially prescribed quarantine area, or be put outside unattended while under an officially prescribed quarantine.
- ~~98)~~ For a dog not accompanied by its owner or owner's authorized agent to come closer than three (3) feet from a public walkway, roadway, highway, or adjoining property, except when the dog is in an area that is completely fenced in.
- ~~109)~~ To interfere with, hinder, resist, oppose, obstruct, issue a false report or molest an Animal Control Officer in the performance of his/her duties, or for any person to remove any animal from an Animal Control vehicle or Animal

Shelter property without permission of the Animal Shelter Manager or Animal Control Officer.

- ~~4110~~) To fail to comply with the requirements of this Ordinance or Federal or State Statutes applicable to keeping of an animal or a facility where animals are kept.
- ~~4211~~) For livestock or poultry to run at large upon the premises of another or upon any public street, lane, alley or other public ground in the County unless otherwise specifically allowed.
- 12) To remove a collar or tag from any dog or other animal without the permission of its owner
- 13) To fail to take an animal to the Animal Shelter or Veterinarian after quarantine for inspection.
- ~~4514~~) To tie, tether or chain a dog with a choke type collar.
- ~~4615~~) To chain a dog on a chain that is not three (3) times the length of the dog from the tip of the dog's nose to the base of its tail.
- ~~4716~~) ~~To violate any section of Public Act 246 of 2000, as amended, which regulates the ownership, possession and care of wolf-dog crosses~~To tether a dog in accordance with MCL 750.50 (2) (g).
- ~~4817~~) To violate any section of Public Act 274 of 2000, as amended, which regulates the ownership, possession and care of large carnivores, specifically large cats and bears.
- ~~4918~~) To fail to keep a collar on a dog with an approved dog license affixed to the collar, unless the dog is engaged in legal hunting or farming practices.
- ~~2019~~) To decoy or entice any dog or animal out of an enclosure or off the property of its owner, or seize, molest or tease any dog or animal while held or led by any person, or while on the property of its owner.
- ~~2420~~) To fail to have any animal purchased from the Jackson County Animal Shelter sterilized on or before the date of the sterilization contract.

2221) To fail to keep a dog in a prescribed secure structure as required by Court Order or by this Ordinance.

Section 7.2

It shall also be a violation of this Ordinance:

- 1) To fail to provide adequate shelter any time an animal is confined in such a manner that it is unable to seek shelter no matter the length of time the animal is out in the weather.
- 2) To fail to provide sufficient and suitable water and food which would thus cause the animal to suffer thirst or hunger.
- 3) To kill any animal without just cause.
- 4) To torture, mutilate, maim, beat, or disfigure an animal.
- 5) For an animal to be caged or chained in such a manner as to allow it to become tangled, injured or to suffer undue stress.
- 6) To restrain an animal so that the weight of the animal's ~~tie~~ restraint does not allow the animal to comfortably raise his/her head or move.
- 7) To fail to keep an animal's area in good sanitary condition.
- 8) To confine an animal in such a fashion that the animal does not have a dry area to rest.
- 9) To fail to provide adequate grooming when the animal is in pain or distress, including but not limited to the following;
 1. Unable to lift head.
 2. Unable to urinate or defecate.
 3. Crying out in pain.
 4. Unable to rise or walk
 5. Fail to keep the eyes or ears free from infection or matted in such a way that it interferes with the animal's sight or hearing.

Section 7.3

It is unlawful for any person to fail to provide medical care when an animal is in pain or distress, including but not limited to the following:

- 1) In a state of emaciation.
- 2) Unable to rise and walk
- 3) Unable to urinate or defecate.
- 4) Crying out in pain.
- 5) Unable to eat or drink.
- 6) Suffering from unattended broken bones, wounds, burns or contusions.
- 7) Painful or difficult breathing.
- 8) Passing blood in urine, feces and/or vomit.
- 9) Presence of maggots or infested with other parasites.
- 10) Severe skin disease.

Section 7.4

It is unlawful to intentionally run down or otherwise abuse, harass or worry any animal with any vehicle including, but not limited to, a bicycle or motor vehicle, including a motorcycle or motorbike.

Section 7.5

In the event animals are used to give rides the following standards must be met and followed:

- 1) If the animal is not shod, it must be provided with footing (i.e.: grass, hay, wood shavings or dirt).
- 2) Twenty minute breaks shall be given every two (2) hours or less as needed, with water and shade provided.
- 3) No animal shall be used if it appears to be lame or in distress.

Section 7.6

Reporting of found animals:

- 1) Any person who finds and harbors an animal without knowing the identity of its owner shall notify the Animal Control and furnish a description of the animal within two (2) business days of finding the animal.
- 2) If the owner of the animal has not claimed it within seven (7) business days after the animal was reported found to the Animal Control, the finder may adopt the animal in accordance with applicable laws.

ARTICLE 8

CONFINEMENT OF ANIMAL AFTER BITING

Section 8.1

Any dog or other warm blooded animal that shall bite or scratch a person or animal shall be handled in accordance with the Southeastern Michigan Epidemiology Committee (SEMEC), most recently revised Information and Recommended Procedures for Rabies Prevention in Michigan, and/or such procedures as established by the Michigan Department of Community Health (MDCH) for control of rabies and disposition of non-human agents carrying disease, including rabid animals. In the event that owner of such animal is unable to or fails to comply with any of the prescribed procedures, an Animal Control Officer shall take possession and custody of such animal and follow the prescribed procedure. The owner of such animal shall bear the costs thereof. The owner of such animal must keep, maintain and confine or dispose of the animal as required by the SEMEC's most recently revised Information and Recommended Procedures for Rabies Prevention in Michigan, or procedures established by the MDCH. If unwilling or unable to do so, failure to release custody of said animal to an Animal Control Officer, or when so directed failure to deliver said animal to a veterinarian clinic for confinement shall constitute a violation of this Ordinance.

Section 8.2

At the end of the required confinement period, the animal must be taken to the County Animal Shelter to be inspected for visible health (i.e.: clear eyes, nose, general body condition) vaccinations, and current license if any required.

Section 8.3

Confinement of ferrets shall be governed by Act 358 of the Public Acts of 1994, as amended, being Sections 287.893 - 287.901 of the Michigan Compiled Laws ~~of 1948 (MSA 12.481 (201) - 12.481 (211)).~~

ARTICLE 9

CLASSIFICATION OF ANIMALS

<u>Section 9.1</u>	<u>Dogs Running Stray. A person who owns or has custody or control of a dog shall prevent the dog from running at large. A person who owns or has custody or control of a dog shall, at any time the dog is off that person's property, restrain the dog with a lead or leash. When the dog and owner are near other people or other dogs, the leash shall be no greater than six (6) feet in length. Dogs that are tethered or roaming free behind an approved barrier on private property either tethered or behind an approve barrier shall not constitute running astray or be found in violation of this ordinance.</u>
<u>Section 9.2</u>	<u>Quarantine. Every dog or cat which has bitten a person shall be quarantined for a period of not less than ten (10) days. Such quarantine shall be at the Animal Shelter, a veterinary office, or a place designated by the Animal Shelter Manager. The owner shall surrender the dog to the Animal Shelter Manager upon request.</u>
<u>Section 9.3</u>	<u>Public Hazard. Any animal that is known to have bitten a person or other animal may be declared a public health hazard by the Animal Control Officer. At his discretion, the Sheriff may require that the animal be removed from the community, quarantined or confined in a manner specified by the Sheriff</u>
<u>Section 9.4</u>	<u>Defecation. A person who owns or has custody or control of an animal shall prevent the animal from defecating on any public or private property other than his own or shall immediately collect and properly dispose of all fecal matter deposited by the animal while it is off his property.</u>
<u>Section 9.5</u>	<u>Stray Livestock. A person who owns or has custody or control of livestock or poultry shall prevent such animals from running at large on public or private property without the consent of the property owner, provided, however, that this Section shall not</u>

prohibit leading or driving livestock, under the owner's or custodian's supervision, along a public highway.

Section 9.6 Nuisance, Aggressive or Dangerous Animal. A person who owns or has custody of a dog shall prevent the dog from engaging in nuisance, aggressive or dangerous behavior.

~~**Section 9.1** Purpose: The purpose of this Article is to establish a procedure whereby animals that pose a significant threat of causing serious injury to humans, other animals or property are identified and subjected to precautionary restrictions before any such serious injury occurs.~~

~~**Section 9.2** Classification of Levels of Dangerousness: An animal shall be classified as potentially dangerous or dangerous based upon specific behaviors exhibited by the animal.~~

~~An animal will be considered a potentially dangerous animal if it exhibits behavior described in subsections (1) through (6) of this Section. An animal will be considered a dangerous animal if it exhibits behavior described in subsections (7), (8) and (9).~~

~~1) Level 1 behavior is established when an animal continuously runs loose.~~

~~2) Level 2 behavior is established when an animal indirectly causes injury or damage to a person, animal or property.~~

~~3) Level 3 behavior is established if an animal at large is found to menace, chase, display threatening or aggressive behavior or otherwise threaten or endanger the safety of any domestic animal.~~

~~4) Level 4 behavior is established when an animal bites or scratches another animal in a less than dangerous manner.~~

~~5) Level 5 behavior is established when an animal bites or scratches a person in a less than dangerous manner.~~

~~6) Level 6 behavior is established if an animal at large is found to menace, chase, display threatening or aggressive~~

~~behavior or otherwise threaten or endanger the safety of any person.~~

~~7) Level 7 behavior is established if an animal, while confined in accordance with Article 10, Section 10.1, aggressively bites or causes physical injury less than serious injury to any person or animal.~~

~~8) Level 8 behavior is established if an animal, while at large, aggressively bites or causes physical injury less than serious injury to any person or domestic animal.~~

~~9) Level 9 behavior is established if any one of the following conditions are met:~~

~~a) an animal, whether or not confined, causes the serious injury or death of any person; or~~

~~b) an animal, kills or causes serious injury to any domestic animal; or~~

~~c) an animal engages in or is found to have been trained to engage in exhibitions of fighting; or~~

~~d) an animal that has been classified as a Level 7 or 8 repeats the behavior described in subsection (7) and (8) of this section after the owner is found guilty of the classification level.~~

~~Notwithstanding subsection (1) through (9) of this section, the Sheriff or Officer shall have discretionary authority to refrain from classifying an animal as potentially dangerous, or dangerous even if the animal has engaged in the behaviors specified in subsections (1) through (9) of this section, if the Sheriff or Officer determines that the behavior was the result of:~~

~~(a) A person trespassing on the property of the animal's owner.~~

~~(b) A person provoking or tormenting the animal.~~

~~(c) The animal responding in a manner that an ordinary and reasonable person would conclude was~~

~~designed to protect a person if that person is engaged in a lawful activity or is the subject of an assault.~~

~~(d) An injury to the animal.~~

Section 9.3

~~Regulation of Potentially Dangerous Animals: In addition to the other requirements of this Ordinance, the owner of a potentially dangerous animal who has been deemed guilty either by, Judge, Jury, plea of guilt or no contest shall comply with the following regulations:~~

- ~~1) If the animal has engaged in Level 1-5 behavior, the animal shall be restrained by a physical device or structure that prevents the animal from reaching any public sidewalk or adjoining property whenever that animal is outside the owner's home and not on a leash. The structure shall also be constructed in such a way as to prevent a child from gaining access to the animal. The Sheriff may adopt administrative rules establishing specifications for the required device or structure. An animal that has engaged in Level 1 through 5, three or more times shall meet the requirements of subsection (2) of this section.~~
- ~~2) The owner of a Potentially Dangerous Animal as defined in Section 9.2 or Vicious Animal shall obtain and maintain liability insurance in the minimum amount of One Hundred Thousand Dollars and shall furnish a certificate of proof of insurance by which the County shall be notified at least thirty (30) calendar days prior to the cancellation or non-renewal of the policy.~~
- ~~3) If the animal has engaged in Level 6 behavior, the owner shall confine the animal within a secure enclosure whenever the animal is not held on a leash or inside the home of the owner. The secure enclosure must be located so as not to interfere with the public's legal access to the owner's property. The animal must be micro chipped at the expense of the animal owner, with the number turned over~~

~~to the Animal Shelter. When the animal is not held within a secure structure, or in the home of the owner the animal shall be humanely muzzled.~~

- ~~4) If the animal has engaged in Level 7 behavior, the owner shall meet the requirements of subsection (2) of this section, and shall also post warning signs on the property in conformance with administrative rules to be adopted by the Sheriff.~~
- ~~5) If the animal has engaged in Level 8 behavior, the owner shall meet the requirements of subsection (2) and (3) and (4) of this section and shall not permit the animal to be off the owner's property unless the animal is muzzled and restrained by an adequate leash and under the control of the owner or agent in control, or is within a securely fastened enclosed structure.~~
- ~~6) Any animal that has been found to have engaged in Level 9 behavior, shall be euthanized upon a court order. After a show cause hearing, the court shall order the destruction of the animal, at the expense of the owner, if the animal is found to be a dangerous animal that caused serious injury or death to a person or an animal. The court may order the destruction of the animal, at the expense of the owner, if the court finds that the animal is a dangerous animal that did not cause serious injury or death to a person but is likely in the future to cause serious injury or death to a person or in the past has been adjudicated a dangerous animal. Should the court not order the destruction of the animal the owner shall meet the requirements of subsections (2), (3), (4), and (5).~~

Section 9.4 ~~Reporting of Potentially Dangerous or Dangerous Animals:~~ Any person who observes or has evidence of animal behavior as described in Section 9.2 shall forthwith notify Animal Control by calling 911.

ARTICLE 10

CONFINEMENT OF ANIMALS

Section 10.1

It shall be in violation of this Ordinance:

- 1) For any domestic animal, ~~(including livestock and poultry)~~ except cats, to run at large unless such animal is engaged in lawful hunting and accompanied by its owner, or is displayed in an exhibition, or engaged in work they have been trained for or are being trained for.
- 2) For any animal, except cats, to remain outside unattended if said animal is not confined by a leash, chain or fenced in yard (to include electronic fences).
- 3) For any animal, except cats, to cause damage to property, real or personal, of another person.

Section 10.2

Any person's animal, except cats, observed by Animal Control, that violates any of Section 10.1 three (3) times, as documented in prior reports, shall~~may~~ be seized by an Animal Control Officer and held until the owner constructs a secure enclosure. The secure enclosure shall be constructed within ten (10) days. All costs incurred for the holding of an animal awaiting construction of an enclosure will be paid by the owner of the animal being held. The owner shall keep the animal in the secure structure at all times when not in the house or on a leash held by a responsible person.

Section 10.3

Owners of cats observed causing damage to property, real or personal, may be pursued through civil action by the property owner.

ARTICLE 11

TREASURER'S RECORDS AND DUTIES

Section 11.1

On June 15 of each year, the Treasurer may make a comparison of his/her records of the dogs actually licensed in each city or township of the County with a report of the supervisors of said

townships or assessors of said cities or the Animal Shelter Manager, to determine and locate all unlicensed dogs.

Section 11.2

On and after June 15 of each year, every unlicensed dog subject to license under the provision of this Ordinance or the Statutes of the State is hereby declared to be a public nuisance, and the Treasurer may thereafter list all such unlicensed dogs as shown by the returns in his/her office of township supervisors, city assessors, and Animal Shelter Manager and may deliver copies of such list to the Sheriff and the Director of the Michigan Department of Agriculture as well as those officers listed and set forth in Act 339 of the Public Acts of 1919, being 287.277 of the Michigan Compiled Laws (~~MSA 12.527~~), as amended.

Section 11.3

The Treasurer shall keep a record of all dog licenses and all kennel licenses issued during the year in each city and township in the County. Such records shall contain the name and address of the person to whom each license is issued. In case of all individual licenses, the records shall also state the breed, sex, age, color, and markings of the dog licensed; and in case of a kennel license, it shall state the place where the kennel is located. The records shall be a public record open to inspection during business hours. The Treasurer shall also keep an accurate record of all license fees collected by him/her or paid over to him/her by the city and township treasurers or Animal Shelter Manager.

Section 11.4

In all prosecutions for violation of this Ordinance, the records of the Treasurer's Office, or lack of same, showing the name of owner and the license number to which any license has been issued, and the licensed tag affixed to the collar or harness of the dog showing a corresponding number shall be prima facie evidence of ownership or non-ownership of any dog and of issuance or non-issuance of a dog license or tag.

ARTICLE 12
FEES AND EXPENSES

Section 12.1

Every township and city treasurer of Jackson County, Michigan, shall receive a fee for each dog license issued for the issuing and recording of same. The remuneration as herein established shall be deemed additional compensation for each township or city treasurer who receives a salary in lieu of fees, when so designated by the appropriate township or city council. This fee may be changed from time to time by the Board of Commissioners.

Section 12.2

Jackson County may make a census of the number of dogs owned by all persons in Jackson County, Michigan, in accordance with Statutes of the State. The Treasurer is hereby empowered to employ whatever personnel he/she reasonably believes necessary to conduct this census; such personnel shall receive for their services in listing such dogs, such sum as shall be set from time to time by the Board of Commissioners.

Section 12.3

The duties and obligations herein and imposed upon the respective designated officials may be delegated, by each of said officials, to their deputies with like force and effect.

Section 12.4

The fees and expenses as established by this Ordinance may be changed from time to time on or before November 1 of each year and for subsequent years by action by the Board of Commissioners.

ARTICLE 13
VIOLATIONS AND PENALTIES

Section 13.1

~~In the event of a violation of this Ordinance, t~~The Sheriff, his/her deputies, Animal Control Officers, or other law enforcement officers are authorized to issue a notice to any person who violates a provision of State Statutes or this Ordinance. The notice shall contain a description of the violation and shall cite the specific sections of the State Statutes or this Ordinance that apply. The Sheriff, his/her deputies, Animal Control Officers, or

other law enforcement officers may also order correction of a violation and may specify the nature of corrective action required and a reasonable time limit for the corrective action to be completed. In the case of violations that may present an imminent danger to public health and safety, immediate corrective action may be required. may issue a citation or seek a warrant for the person in violation, summoning him/her to appear before a district court within the County to answer the charges made regarding violation of this Ordinance.

Section 13.2

Criminal – ~~In accordance with MCLA 333.2441, v~~ Violation of this Ordinance, or any section hereof, Any person, firm or corporation, convicted of violating any of the provisions of this Ordinance, shall be ~~deemed guilty of a misdemeanor , punishable by imprisonment and shall be punished by a fine of not more than \$500, or imprisonment in the county jail~~ for not more than 90 days, a fine of not more than \$500.00, or or community service work, or any combination of these penalties. In addition, court costs shall be levied against the guilty party. Violations of the Dangerous Animals Act, being Act No. 426 of the Public Acts of 1988, as amended, shall be punishable as determined by a court having jurisdiction pursuant to Section 3 of the Act, being Section 287.323 of the Michigan Compiled Laws ~~of 1948 (MSA 12.545(23))~~.

Section 13.3

Civil – ~~In accordance with MCLA 333.2461, a~~ schedule of monetary civil penalties adopted by the County Board of Commissioners may be used to set civil penalties for violations of this Ordinance as adopted by the County Board of Commissioners.

Section 13.4

Enforcement – this Ordinance may be enforced by criminal proceedings, civil penalties or both and any violation may give rise to both criminal and civil liability. The Sheriff is authorized to seek judicial remedies and sanctions for any violation of this Ordinance when administrative efforts to resolve the violations(s) have

proven ineffective, inadequate or are otherwise deemed inappropriate.

ARTICLE 14

CONSTRUCTION

- Section 14.1** When not inconsistent with the context, words used in the present tense include the future. Words in the singular include the plural and words in the plural include the singular. Masculine shall include the feminine. The word "shall" is always mandatory and not merely directive. Words or terms not defined herein shall be interpreted in the manner of their common meaning. Headings shall be deemed for convenience and shall not limit the scope of any article or section of this Ordinance.
- Section 14.2** Where any of the provisions of this Ordinance are in conflict with provisions of any other local Ordinance or State Statutes or regulations, the latter shall prevail.
- Section 14.3** When used in this Ordinance, owner shall include agent in control and owner's agent.

ARTICLE 15

REPEAL

- Section 15.1** Any Jackson County Ordinance or parts thereof inconsistent with this Ordinance are hereby repealed.

ARTICLE 16

SEVERABILITY

- Section 16.1** If any part of this Ordinance shall be held void, such part shall be deemed severable and the invalidity thereof shall not affect the remaining parts of this Ordinance.

PROOF OF PUBLICATION

Published in the Jackson Citizen Patriot.

EFFECTIVE DATE OF ORDINANCE

This Ordinance shall take effect when notice of the adoption of this Ordinance by the Jackson County Board of Commissioners is published in a newspaper of general circulation in Jackson County. The County Clerk shall file a copy of this Ordinance, with a copy of the publication attached in his or her office.

ADOPTED this 15 day of October, 1996

AMENDED and ADOPTED this 19 day of September, 2000

AMENDED and ADOPTED this 19 day of November, 2002

AMENDED and ADOPTED this 17 day of May, 2005

AMENDED AND ADOPTED THIS 17 day of June 2008

AMENDED AND ADOPTED THIS 23 day of February 2011

AMENDED AND ADOPTED THIS 21 day of June, 2011



Jackson County ADMINISTRATOR/CONTROLLER

Adam J. Brown, Interim Administrator/Controller

TO: Policy Committee
Board of County Commissioners

FROM: Adam J. Brown
Interim Administrator/Controller

SUBJECT: Policies – Animal Control & Protection Ordinance

DATE: June 8, 2011

Motion Requested

Approve revisions to the Animal Control and Protection Ordinance recommended by the Animal Control Ad Hoc Committee

I. Background

- A. The Board of Commissioners (the Board) approved changes to the Animal Control and Protection Ordinance on February 15, 2011.
- B. In response to a large turnout of citizens who raised additional areas of concern regarding the Animal Control Ordinance, the Board established an Animal Control Ad Hoc Committee to make recommendations for additional revisions to the ordinance.

II. Current Situation

- A. The Animal Control Ad Hoc Committee represented many diverse interests, including that of the Board, rescue groups, a veterinarian, a shelter veterinarian, law enforcement, the farm community, county staff, and the Humane Society. It was made up of the following individuals:

- | | | |
|-----|--------------------|---|
| 1. | Michael Way, Chair | Commissioner |
| 2. | David Elwell | Commissioner |
| 3. | Brad Breliniski | Chair, Cascades Humane Society |
| 4. | Janette Mraz | Jackson County Animal Rescue Friends |
| 5. | Debbie Drouin | Jackson County Animal Shelter |
| 6. | Steve Hall | Jackson County Animal Shelter Manager |
| 7. | Steve Rand | Sheriff, Jackson County |
| 8. | Melissa Wilcox | Veterinarian, Kibby Park Vet. |
| 9. | Jim Spink | Supervisor, Liberty Township; Farm Bureau |
| 10. | Cathy Anderson | Veterinarian, Jackson County Animal Shelter |

- B. I served as the facilitator for the group.
- C. The group began meeting on April 4, 2011 and concluded their recommendations on May 17, 2011. The team reviewed the entire document. All team members were allowed to address any issues in the ordinance.
- D. Many of the revisions made in February that were unpopular with citizens have been removed from the ordinance, such as the requirement of \$100,000 of insurance for animals deemed aggressive and the previous classification plan.
- E. Article 9 eliminates the previous classification system in favor of a simplified classification system that allows greater discretion for Law Enforcement.
- F. A significant recommendation from the Animal Control Ad Hoc Committee was to impose civil penalties. Consequently a fee schedule is being included for discussion and recommendation to the full board. Revisions to the civil and criminal penalties can be seen in Article 13.
 - 1. The Committee believes that the attached civil penalty fee schedule provides the appropriate levels of incentives to promote the types of behavior exercised by responsible pet owners and disincentives to restrict behaviors of irresponsible pet owners.
 - 2. The added benefit of civil penalties is that it relieves the court system of misdemeanor cases. With civil penalties, violators of the ordinance can be issued a citation, which they can pay without going to court. Contested penalties will be processed through the judicial system.
- G. The Animal Control Ad Hoc Committee unanimously approved the changes for recommendation to the Policy Committee.

III. Analysis

- A. **Strategic** – The proposed revisions strengthen the county's strategic vision to maintain a safe community.
- B. **Financial** – There may be a financial impact, but between the reduction in criminal penalties and the increase in civil penalties, we are not anticipating any material change to our finances.

- C. **Legal/Timing** – The Animal Control and Protection Ordinance is within the powers granted to statutory counties. Revisions to this ordinance must be approved by the full Board of County Commissioners.

IV. Recommendation

The County Administrator/Controller recommends that the (Policy Committee and Board of County Commissioners) approve the attached revisions to the Animal Control and Protection Ordinance and also the Civil Penalty Fee Schedule as recommended by the Animal Control Ad Hoc Committee.

Attachments:

*Revised Animal Control & Protection Ordinance

*Civil Penalties



Animal Control Civil Violation Fines
(Additional State Fees May Apply)

<u>Civil Citations</u>	<u>Fee</u>
Nuisance, Aggressive, Dangerous Animal – 1 st Offense. No Prior Violations	\$100.00
Nuisance, Aggressive, Dangerous Animal – 2 nd Offense. Multiple Offenses	200.00
Possession of Prohibited Exotic Animal* – 1 st Offense. No Prior Violations	100.00
Possession of Prohibited Exotic Animal* – 2 nd Offense. Multiple Offenses	200.00
Cruelty – 1 st Offense	100.00
Cruelty – 2 nd Offense. Multiple Offenses	200.00
Dog Running Astray – 1 st Offense, Intact Dog	100.00
- If Neutered Within 30 Days of Citation	0
Dog Running Astray – 2 nd Offense, Intact Dog	200.00
- If Neutered Within 30 Days of Citation	100.00
Dog Running Astray – 3 rd Offense, Multiple Offenses, Intact Dog	300.00
- If Neutered Within 30 Days of Citation	200.00
Failure to License	75.00
- If License Purchased	25.00
Concealment of Dog	50.00
Failure to Wear Tag	25.00
Failure to Obtain Kennel License	100.00
Quarantine Violations	150.00
Stray Livestock Plus Transportation Costs:	
- 1 st Offense	100.00
- 2 nd Offense	200.00
- 3 rd Offense	300.00

*Those animals specifically prohibited by State or Federal law.

Commissioner Board Appointments – June 2011

<u>BOARD</u>	<u>NEW TERM EXPIRES</u>	<u>CURRENT MEMBER</u>	<u>APPLICANTS</u>	<u>COMMITTEE RECOMMENDED APPOINTMENTS</u>
<u>Farmland Preservation Committee</u>				
1) One public member with Agricultural Interests	6/2014	Nancy Hawley	Peter Ford Christopher Sadler Robert Wright III	Peter Ford
2) One public member with Real Estate or Development Interests	6/2014	Roger Gaede	Roger Gaede	Roger Gaede
3) One Commissioner member	6/2012	Dave Lutchka	Dave Lutchka	Dave Lutchka
<u>Jury</u>				
1) One public member* *Democrat or Independent	4/2017	Anna Dalton	Teresa Abbey Barbara Shelton* Marc Daly	Barbara Shelton
----- *Judge's Recommendation				

Memorandum

To: Susanne Schweizer
CC: Jackie Niciporek
From: Hon. John G. McBain
Date: 6/15/2011
Re: Jury Board Vacancy

After talking with Jackie, we have decided to hire Barbara Shelton to fill the Jury Board vacancy.

Thank you.

John G. McBain
Chief Circuit Court Judge
517-788-4390

CONFIDENTIAL

COUNTY OF JACKSON

REQUEST FOR BOARD OR COMMISSION APPOINTMENT



Mail or personally deliver to: County of Jackson Administrator/Controller's Office, 6th Floor
120 West Michigan Avenue, Jackson, MI 49201
(517) 788-4335 fax (517) 780-4755

The Jackson County Board of Commissioners appoints individuals to numerous Boards and Commissions. Persons who wish to serve should complete the following information.

NAME: Ford Peter L.
Last First Middle Initial

HOME ADDRESS: 9951 Huttenlocker munith mi 49259
Street City Zip Code

TELEPHONE: (517) 596-2603 (517) 206-5758 Ford5Farms@aol.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board(s) or Commission(s) to which Appointment is requested:

1. Farmland preservation 2. _____ 3. _____

Community Activities/Civic Organization/Boards/Commissions:

Activity/Organization:	Length of Service	Position(s) Held:
<u>Michigan tractor rollers Assn</u>	<u>8 yrs</u>	<u>2 yrs vice pres.</u>
_____	_____	_____
_____	_____	_____

Employment:

Current Employer:	Position:	Dates of Employment:
<u>Jackson county red comm.</u>	<u>Driver</u>	<u>3/97 to Present</u>

Education:

Some collage Highschool Grad.

Please indicate why you are requesting appointment to this Board(s)/Commission(s):

to try to preserve A tradition that is going away in this
County Do to Develement and Retierment of current Farmers

Additional Information you feel may be helpful in considering your request for Appointment:

Being at a age of 37 with a strong Farming Background
and manitaining a Family Farm with a open mind I thing I would Be a Good Choice
For this Board
Peter 5/27/11

Signature

Date

Please Type or Print
With Black Ballpoint

Please Type or Print
With Black Ballpoint

RECEIVED
MAY 23 2011
JACKSON COUNTY
ADMINISTRATORS OFFICE

COUNTY OF JACKSON

REQUEST FOR BOARD OR COMMISSION APPOINTMENT

Mail or personal delivery to: **County of Jackson -- Administrator/Controller's Office -- 6th Floor**
120 West Michigan Avenue, Jackson, MI 49201
(517) 788-4335 FAX (517) 780-4755

The Jackson County Board of Commissioners appoints individuals to numerous Boards and Commissions.
Persons who wish to serve should complete the following information.

NAME: Sadler Christopher A
Last First Middle Initial

HOME ADDRESS: 2925 Pheasant Run Dr. APT. J Jackson 49202
Street City Zip Code

TELEPHONE: 517-960-3517 c4sadler@gmail.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board(s) or Commission(s) to which Appointment is requested:

1. Agriculture Preservation Board 2. _____ 3. _____

Community Activities/Civic Organization/Boards/Commissions:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Hanover-Horton PTA</u>	<u>2 years</u>	<u>Vice President</u>
_____	_____	_____
_____	_____	_____

Employment:

<u>Jackson District Library</u>	<u>Branch Manager</u>	<u>9/2007-Present</u>
<small>Current Employer:</small>	<small>Position:</small>	<small>Dates of Employment:</small>

Education:

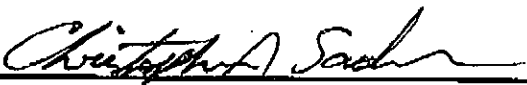
Concord High School; Western Michigan University, BA English/Communication; Eastern Michigan University, Masters of Public Administration (2013)

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

Agriculture is important to Michigan's economy as well as an important contributor to the vitality of Jackson County.

Additional Information you feel may be helpful in considering your request for appointment:

I am a member of the Great Lakes Leadership Academy, MSU College of Agriculture; I believe in solutions for the common good.


Signature:

5/23/2011
Date:

DDccommapptform 8-20-08



COUNTY OF JACKSON

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NAME: Gaede Roger A.
Last First Middle Initial

HOME ADDRESS: 2682 Vineyard Lane, Brooklyn, MI 49230
Street City Zip Code

TELEPHONE: H. (517) 592-2249
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board(s) or Commission(s) to which Appointment is requested:

Agricultural Preservation
1. Board 2. 3.

Community Activities/Civic Organization/Boards/Commissions:

Activity/Organization:	Length of Service	Position(s) Held:
- Region 2 Planning Commission	10+ yrs.	Vice-Chairman Treasurer
- Columbia Township Planning Commission	11+ yrs.	Chairman
- Jackson Co. Parks & Recreation Com.	8+ yrs.	Chairman, Vice-Chair, Secretary
- Agricultural Preservation	2+ yrs.	Board Member

Employment:
Retired General Motors Corp. Superintendent & Eng. Mgr.
Current Employer: Position: July 1964 through Sept. 1996
Dates of Employment:

Education:

Master of Science, Management, Bachelor of Mechanical Engineering

Please indicate why you are requesting appointment to this Board(s)/Commission(s):

As a member of the Jackson Co. Planning Committee, I participated in the committee developing agricultural land preservation criteria. Also that committee developed the county's agricultural land preservation ordinance.

Additional Information you feel may be helpful in considering your request for Appointment:

I attended the Ultimate Farm Land tour where I learned about agricultural land preservation techniques. Also, I have continued to learn more about this subject and the further development of agricultural preservation.

Signature

[Handwritten Signature]

Date

June 1, 2011

COUNTY OF JACKSON

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The Jackson County Board of Commissioners appoints individuals to numerous Boards and Commissions. Persons who wish to serve should complete the following information.

NAME: LUTCHKA DAVID F
Last First Middle Initial
HOME ADDRESS: 1439 S. FRANCISCO GRASS LAKE 49240
Street City Zip Code
TELEPHONE: 517 - 522-4596
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board(s) or Commission(s) to which Appointment is requested:

1. Ag. Preservation Bd. 2. 3.

Community Activities/Civic Organization/Boards/Commissions:

Activity/Organization:	Length of Service	Position(s) Held:

Employment:

FARMER COMMISSIONER	CEO	1953 - CURRENT 2005 - CURRENT
Current Employer:	Position:	Dates of Employment:

Education:

BBA - EMU

Please indicate why you are requesting appointment to this Board(s)/Commission(s):

Additional Information you feel may be helpful in considering your request for Appointment:

David Lutchka
Signature Date 5-6-11

COUNTY OF JACKSON

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The Jackson County Board of Commissioners appoints individuals to numerous Boards and Commissions.
Persons who wish to serve should complete the following information.

NAME: Abbey Teresa
Last First, Middle Initial

HOME ADDRESS: 216 S Waterloo Jackson 49201
Street City Zip Code

TELEPHONE: 517-414-9430 teresa.abbey@gmail.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board(s) or Commission(s) to which Appointment is requested:

1. Emergency Management Advisory Council 2. Jury Board 3. LifeWays Board

Community Activities/Civic Organization/Boards/Commissions:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Region II Planning Commission</u>	<u>2 1/2 years</u>	<u>member</u>
<u>Region II Planning Commission Executive Committee</u>	<u>1 1/2 years</u>	<u>member</u>
<u>Department on Aging Advisory Council</u>	<u>1 1/2 years</u>	<u>member</u>

Employment:

<u>Orion Systems, Inc.</u>	<u>Configuration Manager</u>	<u>March 1999 thru present</u>
Current Employer:	Position:	Dates of Employment:

Education:

Assoc. Accounting and Business Mgt. ; C++ programming

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

I want to continue to serve my community

Additional Information you feel may be helpful in considering your request for appointment:

I attend all meetings and take my responsibilities seriously

Teresa J Abbey

Signature:

3/30/2011

Date:

Democrat

COUNTY OF JACKSON

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The Jackson County Board of Commissioners appoints individuals to numerous Boards and Commissions.
Persons who wish to serve should complete the following information.

NAME: Shelton Barbara
Last First, Middle Initial

HOME ADDRESS: 6424 Inverness Ln Jackson 49201
Street City Zip Code

TELEPHONE: 517-945-8579 redhousedayz@gmail.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board(s) or Commission(s) to which Appointment is requested:

1. Emergency Management Advisory Council 2. Jury Board 3. Dept on Aging

Community Activities/Civic Organization/Boards/Commissions:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Relay for Life</u>	<u>five years</u>	<u>co captian</u>
<u>Democratic Womens Caucus/Jackson Co Democrats</u>	<u>less than 1 year</u>	<u>member</u>
<u>Emergency Response Team/Wacker Chemical Corp</u>	<u>seven years</u>	<u>lead member</u>

Employment:

Business Owner	Owner	
Current Employer:	Position:	Dates of Employment:

Education:

B.A. from Siena Heights University, Training in as an EMT-CPR, confined space rescue

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

As a business owner I finally have the time to devote to my local community/government. I look forward to offering my experience to make a difference.

Additional Information you feel may be helpful in considering your request for appointment:

I am an educated, passionate person ready to make Jackson better! I would like to some day run for a seat in State Government and this is a perfect place to start.

Barbara A Shelton

Signature:

3/20/2011

Date:

COUNTY OF JACKSON

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The Jackson County Board of Commissioners appoints individuals to numerous Boards and Commissions.
Persons who wish to serve should complete the following information.

NAME: Daly Marc
Last First Middle Initial

HOME ADDRESS: 5665 Holly Drive Jackson 49201
Street City Zip Code

TELEPHONE: 517 740-1809 elateachrm1@yahoo.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board(s) or Commission(s) to which Appointment is requested:

1. Jury Board 2. 3.

Community Activities/Civic Organization/Boards/Commissions:

Activity / Organization:	Length of Service	Position (s) Held:
<u>East Jackson Community Schools</u>	<u>July 2010-June 2014</u>	<u>Board Trustee</u>
<u>First United Methodist Church</u>	<u>January 2011-December 2013</u>	<u>Board of Trustees - Vice-Chair</u>
<u></u>	<u></u>	<u></u>

Employment:

<u>Baker College of Jackson/Owosso</u>	<u>Adjunct / HS Teacher</u>	<u>Sept. 2010-Present - January 2011-present</u>
Current Employer:	Position:	Dates of Employment:

Education:

Ed. S. - Curriculum & Instruction - Capella University - Minneapolis, MN - J.D. - Concord Law School - Los Angeles, CA

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

Seeking to serve the community where I live as an involved member of the community.

Additional Information you feel may be helpful in considering your request for appointment:

Marc Daly 3/19/2011
Signature: Date:

COUNTY OF JACKSON

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The Jackson County Board of Commissioners appoints individuals to numerous Boards and Commissions.
Persons who wish to serve should complete the following information.

NAME: Wright III Robert
Last First, Middle Initial
HOME ADDRESS: 3149 Page Ave Jackson 49203
Street City Zip Code
TELEPHONE: 517-784-3218 wrightroberta2@yahoo.com
Home, Work, Cell, or Business (Include Area Code) E-mail Address

Name of Board(s) or Commission(s) to which Appointment is requested:

1. Agriculture Preservation Board 2. 3.

Community Activities/Civic Organization/Boards/Commissions:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Questions YP of Jackson</u>	<u>1 year - 2010</u>	<u>Chair of Operations</u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>

Employment:

<u>Flagstar Bank</u>	<u>Retail and Commercial Services</u>	<u>2006-2011</u>
Current Employer:	Position:	Dates of Employment:

Education:

MA - Spring Arbor Univ.; BA (Biology) - Spring Arbor Univ.; Assoc. In Science - Jackson Com Coll; 1371 ENG - USMC

Please indicate why you are requesting appointment to this Board (s) /Commission (s):

Recent graduate and looking to become more active within the community. I feel that Agricultural Board and the Farmland Preservation Program could use a person that is passionate in preserving the needs of local farmers.

Additional Information you feel may be helpful in considering your request for appointment:

I grew up in a small farm community and have been educated within the Jackson County. Much of my studies and hobbies involve the cultivation of animals, plants, fungi and other life forms for use to sustain life.

Robert A Wright III

Signature:

6/3/2011

Date:

RESOLUTION (06-11.16)
Combination of the Register of Deeds and County Clerk

WHEREAS, Article 7, Section 4 of the Michigan Constitution of 1963 provides that the Board of Commissioners may combine the offices of county clerk and register of deeds into one office; and

WHEREAS, it is understood that this combination cannot become effective until the next election; and

WHEREAS, the Board of Commissioners is required to hold at least one public hearing and in the interest of open government, two public hearings were held on May 17, 2011 and June 10, 2011; and

WHEREAS, the County Board of Commissioners must act not less than ten (10) days nor more than (30) days after the public hearing; and

WHEREAS, the decision must be held not later than the sixth (6th) Tuesday before the deadline for filing the nominating petitions for the office of county clerk, register of deeds, or clerk/register; and

WHEREAS, the Board of Commissioners wishes to approve this measure far in advance of the deadline of April 3, 2012 for the purposes of collaborating with existing staff to ensure success; and

WHEREAS, the merging of the offices requires a vote of two-thirds (2/3's) of the Commissioners; and

WHEREAS, the Board of Commissioners recognizes the high performance level of both sitting elected officers and wishes to continue to provide a high level of service at an efficient cost.

NOW, THEREFORE, BE IT RESOLVED, that the Jackson County Board of Commissioners hereby approves the combination of the Register of Deeds and County Clerk position, which will become effective during the next regularly scheduled election for these officers.

James E. Shotwell, Jr., Chairman
Jackson County Board of Commissioners
June 21, 2011