

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



BOARD OF COMMISSIONERS

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

ELECTED OFFICIALS

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

COUNTY STAFF

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

County Commission Agenda August 23, 2011

Order of Business:

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

Public Comment

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

Consent Agenda

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

Standing Committees

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

Closed Session

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

"Your interest in your County Government is appreciated"

AGENDA
JACKSON COUNTY BOARD OF COMMISSIONERS BOARD MEETING
August 23, 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** – *by Chairman Steve Shotwell*
2. **INVOCATION** – *by Vice-Chairman Mike Way*
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**
9. **PUBLIC COMMENTS**
10. **SPECIAL MEETINGS OF STANDING COMMITTEES**
11. **MINUTES** - Minutes of the 7/8/11 and 8/15/11 Special and 7/19/11 Regular Meetings of the Jackson County Board of Commissioners

Attachments:

*7/8/11 and 8/15/11 Special and 7/19/11 Regular Meeting Minutes

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

A. County Policy

1. **Revised/Reviewed Policies**
 - a. **Fiscal Policy 1140 – Grants Administration Policy**
 - b. **Fiscal Policy 1160 – Donations**
 - c. **Fiscal Policy 1170 – Annual Audit**

Attachments:

*Policies 1140, 1160, 1170

B. County Affairs & Agencies

2. Airport

- a. **Agreement for Professional Planning Services between Jackson County Airport and Mead & Hunt, Inc. for the Airport Layout Plan Project**

Attachments:

*Agreement for Professional Planning Services

- b. **Resolution (08-11.25) Authorizing Purchase of Easements and Land for the Runway 7-25 Safety Area Project at the Jackson County Airport – Dennis Dahlmann**

Attachments:

*Resolution (08-11.25) and Attachments

3. **Resolution (08-11.26) Authorizing the Jackson County Administrator/ Controller to Approve and Sign Remonumentation Grant Contracts**

Attachments:

*Resolution (08-11.26)

C. Human Services

- 1st Reading** 4. **Initiation of Fees for Court Ordered Testing (COT)**

Attachments:

*Memo from Director of Personal & Preventive Health Services

5. **Authorize the Health Department to Provide Medical Direction by Utilizing both Dr. Amy Schultz, 8 hours/week, through a Contractual Agreement with Allegiance Health and Dr. Donald Lawrenchuk, 8 hours/week, through an Amended Contractual Agreement with Livingston County**

Attachments:

*Memo from Health Officer regarding an Increase in Medical Direction

*2010-017 Community Health – Local Health Personnel

6. **Authorize Letter of Support from Board of Commissioners for the Jackson County Health Department to be an Implementation Site in Year One of MDCH Community Transformation Grant**

Attachments:

*Letter regarding Implementation Grant for Community Transformation

7. Agreement for Extension Services Provided by Michigan State University

Attachments:

*Agreement for Extension Services provided by Michigan State University

D. Personnel & Finance

8. Authorize the Administrator/Controller to sign two lease agreements between Jackson County and Providence Energy for one-time lease payments of \$6,730 and \$6,500 plus additional royalties from oil, natural gas, or minerals

Attachments: None.

9. Budget Adjustments

a Administrator/Controller – Misc. 2011 Budget Adjustments

Attachments:

*Misc. Budget Adjustments

*Budget Adjustment Float Policy

*Memo from Department of Human Services

E. Other Business

10. Claims dated 7/1/11 – 7/31/11

Attachments: None.

13. STANDING COMMITTEES

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

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

1. Appointments

a. Brownfield Redevelopment Authority – one public member, term to 3/2013

b. Road Commission – one public member, term to 12/2015

Attachments:

*Commissioner Board Appointments

*Applications

*Memo from BRA Staff regarding Appointment

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

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

14. **UNFINISHED BUSINESS** – None.

15. **NEW BUSINESS**

A. **MAC Conference Approval for Commissioner Mahoney**

Attachments:

*Memo from Deputy Administrator

16. **PUBLIC COMMENTS**

17. **COMMISSIONER COMMENTS**

18. **CLOSED SESSION**

A. **Union Negotiations Parameters**

Attachments: None.

19. **ADJOURNMENT**

JACKSON COUNTY BOARD OF COMMISSIONERS
Special Meeting
Friday, July 8, 2011 - 7:30 a.m.
5th Floor Commission Chambers

1. CALL TO ORDER - Chairman Shotwell called meeting of the Jackson County Board of Commissioners to order at 7:30 a.m.

2. ROLL CALL – Assistant Chief Deputy County Clerk – Kerry Alexander

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

(1) Absent: Commissioner Mahoney.

3. APPROVAL OF THE AGENDA – *Moved by Way, supported by Duckham for Approval of the Agenda.* Motion carried.

4. 2012 BUDGET ADOPTION

a. **Resolution (07-11.18) Jackson County 2012 General Appropriations Act** - *Moved by Lutchka, supported by Rice to Approve Resolution (07-11.18) Jackson County 2012 General Appropriations Act.* Roll call: (11) Yeas. Motion carried.

b. **Resolution (07-11.17) To Establish the 2012 Budget for the General Fund and for Special Revenue, Enterprise, Capital Project, and Internal Services Funds for the County of Jackson** – *Moved by Duckham, supported by Lutchka To Approve Resolution (07-11.17) To Establish the 2012 Budget for the General Fund and for Special Revenue, Enterprise, Capital Project, and Internal Services Funds for the County of Jackson.* Roll call: (11) Yeas. Motion carried.

c. **Resolution (07-11.23) To Amend the Compensation Plan for the County of Jackson to Add a 1% Cost of Living Adjustment (COLA) for Non-Union County Employees for Fiscal Year 2012** – *Moved by Videto, supported by Lutchka Resolution (07-11.23) To Amend the Compensation Plan for the County of Jackson to Add a 1% Cost of Living Adjustment (COLA) for Non-Union County Employees for Fiscal Year 2012.* Roll call: (11) Yeas. Motion carried.

d. **Resolution (07-11.24) To Amend the Compensation Plan for the County of Jackson to Add a 1% Cost of Living Adjustment (COLA) for County-wide Elected Officials for Fiscal Year 2012** – *Moved by Lutchka, supported by Williams to defer until regular July meeting.* Roll call: (11) Yeas. Motion carried.

5. DELINQUENT PROPERTY TAX TIMELINE – Karen Coffman gave a brief overview.

6. OTHER ITEMS – Discussion was held regarding moving the regular August board meeting from the 15th to the 23rd at 7:00 p.m.

7. CHAIRMAN'S COMMENTS – Chairman Shotwell stated that he is proud of the budget process and would like to review the priorities over the next six months.

8. ADJOURNMENT – Chairman Shotwell adjourned the Special Meeting of the Jackson County Board of Commissioners at approximately 9:20 a.m.

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

Amanda L. Riska – Jackson County Clerk

JACKSON COUNTY BOARD OF COMMISSIONERS
Special Meeting
Monday, August 15, 2011 - 4:00 p.m.
5th Floor Commission Chambers

1. CALL TO ORDER - Chairman Shotwell called the meeting of the Jackson County Board of Commissioners to order at 4:00 p.m.

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

(10) Present: Commissioners Herl, Rice, Duckham, Alexander, Videto, Mahoney, Williams, Smith, Elwell and Chairman Shotwell.

(2) Absent: Commissioners Lutchka and Way.

3. PUBLIC COMMENT – *Moved by Elwell, supported by Mahoney to Accept Written Communication from Summit Township Citizen, Karen Coffman.* Voice vote. Motion carried.

4. COLUMBIA TOWNSHIP LAND PURCHASE

- a. **Resolution (08-11.27) Authorizing the Purchase of Property in Columbia Township** - *Moved by Videto, supported by Duckham to Approve Resolution (08-11.27) Authorizing the Purchase of Property in Columbia Township.* Roll call: (10) Yeas. Motion carried.

5. AGREEMENT TO EXCHANGE PROPERTY-CITY of JACKSON/COUNTY FAIR – Item was placed on agenda in error. No discussion was held, nor action taken.

6. ADJOURN – Chairman Shotwell adjourned the Special Meeting of the Jackson County Board of Commissioners at 4:05 p.m.

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

Amanda L. Riska – Jackson County Clerk

Public Comment – Monday, August 15, 2011

My name is Karen Coffman, a tax paying citizen from Summit Township.

I am taking this opportunity to speak at public comment today regarding the proposed language and resolution for the County of Jackson to purchase three parcels in Columbia Township under their 1st Right of Refusal in Public Act 123 of 1999 as amended. I will not be available to attend the special meeting that is scheduled for 4:00 pm this afternoon.

The County foreclosed on three parcels in Columbia Township on March 31, 2011 for non payment of delinquent taxes. The County Treasurers office followed the governing statute for this process, did its due diligence to the fullest extent, and properly noticed and notified all interested parties with regard to these parcels of land. There was no error in processing the tax foreclosure.

Under Public Act 123 of 1999, once the County foreclosed, the State of Michigan did not take these parcels under their 1st Right of Refusal and Columbia Township also did not take these parcels under their 1st Right of Refusal as permitted by the statute. The County however, does wish to take these three parcels totaling over 100 acres of land in Columbia Township under their 1st Right of Refusal per board resolution today. The resolution language that is up for approval today does not clearly or specifically identify what the intended PUBLIC PURPOSE will be for these three parcels as is required by the statute. Having said that, **What is the County's PUBLIC PURPOSE for these parcels and why is that not clearly stated in the resolution?**

I have been verbally told that the **PUBLIC PURPOSE** is **"FOR PARKS"**.

- If that is the case, is it really in the best interest of the County to be spending approximately \$20,000 to purchase these three parcels with over 100 acres of land in Columbia Township with the intent to create a park(s)?
- Is the County being fiscally responsible in taking this action?
- Does the County have the money to purchase these parcels for the minimum bid as required by statute?
- If the PUBLIC PURPOSE is indeed to create a PARK, has this been discussed with Columbia Township? Is this part of their Master Plan?
- Does the County have a plan to see this PUBLIC PURPOSE to fruition? If there is a plan for a park, will the County be responsible for building the infrastructure needed on these parcels to create a PUBLIC PARK? How much money is that going to cost the County?

If the County agrees to purchase these parcels today, the County will not only become land owners, they will also become property managers. As part of the proposed language of the resolution it is stated that the reason the County wishes to purchase these properties for \$20,000 is that it will contribute to the health, safety and well being of the public. It is known that the previous owner is still residing on the property and the concern is to remove the current tenant safely and without incident.

As the land owner and given the alleged sensitive nature of effectively removing the current tenant(s) from the property, will the County be responsible for the costs associated with the removal of said tenants?

- Will removal via the District Court system be effective in that the current tenant does not recognize governmental entities?
- Will the County work with Columbia Township Police to assist in the tenant(s) removal? Will there be a cost associated with this?
- Will the County have State and Federal authorities get involved as to ensure the public health and safety concerns since it is alleged that there are munitions on these properties.

As the new owner of these three parcels of over 100 acres of land in Columbia Township, the County will also be responsible for paying the taxes on these three parcels. The 2011 taxes have already been assessed and the first bills have already been mailed out. Are these taxes / expenses being accounted for as the new land owner?

- What about other expenses that will be incurred as the new land owner?
- Does that County have a budget for these expenses? How long does the County plan to be a land owner?
- As the new owner of these three parcels of over 100 acres of land in Columbia Township, how does the County plan to maintain and monitor the land?
- Does the County have the resources to do this?
- Will the Columbia Township police department assist with this?
- Is the County going to allow the PUBLIC ACCESS to this property since it was purchased with tax payer dollars?

When the County foreclosed on these three parcels on March 31st, there was an active oil and gas lease on the property.

- As the new owner, is the County going to sign a new oil and gas lease in the hopes that there might be oil on the land? If the County does create a new lease to allow for oil

and gas exploration, and IF the company does find oil on the properties, the County would in effect then be generating revenue from these parcels.

- If this does happen, where will that money / revenue go? Back to the delinquent tax revolving fund?

If the County sells these parcels ... as per statute MCL 211.789(m) "IF THE LOCAL UNIT/COUNTY SELLS THE PROPERTY, ALL PROCEEDS OVER THE ACTUAL MINIMUM BID COSTS (or purchase price) MUST BE RETURNED TO THE EGU/COUNTY TREASURER."

I do not believe that it is in the tax paying citizens best interest for the County to purchase these three parcels, totaling over 100 acres of land in Columbia Township. There are far more unanswered questions that need to be addressed and the fact that the County does not have a plan in place to rightfully fulfill the obligation of PUBLIC PURPOSE as required by State Statute should be of concern.

MINUTES
JACKSON COUNTY BOARD OF COMMISSIONERS BOARD MEETING
July 19, 2011
7:00 p.m.
County Commission Chambers

1. **CALL TO ORDER** – Chairman Steve Shotwell called the July 19, 2011, Jackson County Board of Commissioners Meeting to order at 7:00 p.m.
2. **INVOCATION** – *by Commissioner Jon Williams*
3. **PLEDGE OF ALLEGIANCE** – *by Chairman Shotwell*
4. **ROLL CALL** – Chief Deputy Clerk Carrienne VanDusseldorp

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

Cmr. Videto removed item D. 6. under Personnel & Finance and asked that it be postponed to the next Study Session.

Moved by Mahoney, supported by Williams for Approval of the Agenda as Amended.
Motion carried unanimously.
6. **AWARDS & RECOGNITIONS** – None.
7. **COMMUNICATIONS/PETITIONS** – None.

Chairman Shotwell stated that he received a letter dated July 14, 2011 from the LifeWays Board and placed under New Business, item 15. D.
8. **SPECIAL ORDERS/PUBLIC HEARINGS**

A **County of Jackson, Michigan 2010 Comprehensive Annual Financial Report for the Fiscal year Ended December 31, 2010** – Alan Panter from Abraham & Gaffney, P.C. presented the report.

Moved by Mahoney, supported by Lutchka to Receive Audit as Presented. Motion carried unanimously.
9. **PUBLIC COMMENTS**

Attorney Steve Makowski spoke on the effect of the storm water fee on businesses in Jackson.
10. **SPECIAL MEETINGS OF STANDING COMMITTEES**

A. **County Policy Committee**
 1. **Revisions to Policies 1140, 4160, 3010, 3015**

The meeting adjourned briefly to allow for the members of the County Policy Committee to meet.

11. **MINUTES** - Minutes of the 6/21/11 Regular Meeting of the Jackson County Board of Commissioners.

Moved by Way, supported by Rice to Approve the Minutes of the 6/21/11 Regular Meeting of the Jackson County Board of Commissioners. Motion carried unanimously.

12. **CONSENT AGENDA**

Cmr. Williams removed Items C. 4. and C. 5. from the Consent Agenda. Items will be placed under 13. C. 1. and 13. C. 2. under Human Services.

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

A. County Policy

1. **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**

2nd Reading & Adoption

B. County Affairs & Agencies

2. **Resolution (07-11.20) Easement Acquisition for Runway 7-25 Safety Area Project – McIntyre Parcel**
3. **Amendment #6 between Mead & Hunt, Inc. and Jackson County-Reynolds Field regarding Land Acquisition for Runway 7/25 Project No. R1011700-090002.01**

C. Human Services

- ~~4. Resolution (07-11.21) Honoring Rose Morrison – Volunteer Leadership~~
- ~~5. Resolution (07-11.22) Honoring Bob Eby – Volunteer Service~~

D. Personnel & Finance

- ~~6. Authorize the Administrator/Controller to sign two lease agreements between Jackson County and Providence Energy for one-time lease payments of \$6,730 and \$6,500 plus additional royalties from oil, natural gas, or minerals. The Administrator/Controller will pursue inclusion of a Pugh clause and a clause that protects the county from post-production costs. Any revenue will be appropriated in the public improvement fund for parks use.~~

7. **Budget Adjustments**

a. Health Department

E. **Other Business**

8. **Claims dated 6/1/11 – 6/30/11**

13. **STANDING COMMITTEES**

A. **County Policy – Commissioner Dave Elwell**

1. **Revised Board Rule 4160 – Board of Commissioners & Administrator/Controller Conference and Travel Expenses**

Moved by Elwell, supported by Duckham to Approve Revised Board Rule 4160 – Board of Commissioners & Administrator/Controller Conference and Travel Expenses. Motion carried unanimously.

2. **Revised Personnel Policy 3010 – Vacant Positions**

Moved by Elwell, supported by Williams to Approve Revised Personnel Policy 3010 – Vacant Positions. Motion carried unanimously.

3. **Revised Personnel Policy 3015 – Workplace Diversity**

Some discussion held.

Moved by Elwell, supported by Williams to Approve Revised Personnel Policy 3015 – Workplace Diversity. Roll Call: (11) Yeas. Cmr. Herl, Lutchka, Rice, Duckham, Alexander, Videto, Shotwell, Williams, Smith, Way, and Elwell. (1) Nay. Cmr. Mahoney. Motion carried.

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

1. **Appointments**

a. **Land Bank Authority** – one public member, term to 10/2015

Cmr. Lutchka stated that the committee recommended Jeff Kruse. Cmr. Elwell nominated Ray Snell. Cmr. Williams nominated Laura Schlechte. (8) Kruse. Cmr. Herl, Lutchka, Rice, Duckham, Videto, Mahoney, Smith, and Way. (1) Snell. Cmr. Elwell. (3) Schlechte. Cmr. Alexander, Williams, and Shotwell. Jeff Kruse appointed.

C. **Human Services – Commissioner Jon Williams**

1. **Resolution (07-11.21) Honoring Rose Morrison – Volunteer Leadership**

Moved by Williams, supported by Mahoney to Approve Resolution (07-11.21) Honoring Rose Morrison – Volunteer Leadership. Motion carried unanimously.

2. Resolution (07-11.22) Honoring Bob Eby – Volunteer Service

Moved by Williams, supported by Duckham to Approve Resolution (07-11.22) Honoring Bob Eby – Volunteer Service. Motion carried unanimously.

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

14. UNFINISHED BUSINESS

A. Resolution (07-11.24) To Amend the Compensation Plan for the County of Jackson to Add a 1% Cost of Living Adjustment (COLA) for County-Wide Elected Officials for Fiscal Year 2012

Much discussion held.

Moved by Mahoney, supported by Way to Approve Resolution (07-11.24) to Amend the Compensation Plan for the County of Jackson to Add a 1% Cost of Living Adjustment (COLA) for County-Wide Elected Officials for Fiscal Year 2012. (5) Yeas. Cmr. Lutchka, Videto, Mahoney, Smith, and Way. (7) Nays. Cmr. Herl, Rice, Duckham, Alexander, Shotwell, Williams, and Elwell. Motion failed.

15. NEW BUSINESS

A. Change Dates of August Standing Committee Meetings and Board of Commissioner Regular Meeting

Moved by Herl, supported by Lutchka to Change Dates of August Standing Committee Meetings and Board of Commissioner Regular Meeting. Motion carried unanimously.

B. Resolution (07-11.19) Opt-Out Tax Exempt Resolution Blackman Charter Township Proposed Amendment to the Tax Increment Financing and Development Plan for the Local Development Finance Authority

Moved by Way, supported by Williams to Approve Resolution (07-11.19) Opt-Out Tax Exempt Resolution Blackman Charter Township Proposed Amendment to the Tax Increment Financing and Development Plan for the Local Development Finance Authority. Roll Call: (12) Yeas. Motion carried unanimously.

C. Jackson County Road Commission Appointment Process

Moved by Mahoney, supported by Lutchka to Suspend the Policy Regarding the Jackson County Road Commission Appointment Process. Motion carried unanimously.

D. Correspondence from LifeWays - Letter to Mid South Substance Abuse Commission

Moved by Herl, supported by Mahoney to Obtain the Chairman's Signature on Letter to MSSAC. Motion carried unanimously.

16. **PUBLIC COMMENTS**

Marce Wandell stated that the volunteer award resolutions will be presented at the County Fair.

17. **COMMISSIONER COMMENTS**

Cmr. Williams thought it was important for the citizens to have a vote on the storm water fee.

18. **CLOSED SESSION**

A. Discuss Written Opinion of the County's Attorney

Moved by Mahoney, supported by Way to go into Closed Session at 7:55 p.m.

Moved by Mahoney, supported by Duckham to return from Closed Session at 8:58 p.m.

Moved by Elwell, supported by Lutchka to direct our administration to work in conjunction with our legal counsel to oppose the city storm water fee, which we believe is an illegal tax, under the headlee amendment, that should be placed on the ballot for a vote of the people. Roll Call: (12) Yeas. Motion carried unanimously.

19. **ADJOURNMENT**

Chairman Shotwell adjourned the July 19, 2011 Meeting of the Jackson County Board of Commissioners at 9:01 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

COUNTY OF JACKSON POLICY MANUAL

FISCAL

Policy No.
1140

GRANTS ADMINISTRATION POLICY

I. GRANT DEVELOPMENT, APPLICATION, AND APPROVAL

A. MATCHING FUNDS

Grants which require a local cash match must be coordinated through the County Administrator's office. At a minimum, funds must be identified within the existing budget or corresponding budget to provide the match. Depending on the nature of the grant, there may also be some personnel implications which will bear discussion. For example, will the grant establish a level of service/staff level which cannot be sustained once the grant funds are depleted?

In all cases involving matching funds, departments are strongly encouraged to use their own resources when seeking matching funds. Contact the County Administrator for recommended strategies for securing matching funds.

B. GRANT BUDGETS

Most grants require the submission of an expenditure budget. This portion of the grant request should-shall be reviewed by the Administrator's office prior to submission. The technical review will center on calculations, cost centers which may have been overlooked and the identifying of expenses which the applicant may not have been aware of -- particularly in the indirect cost area.

In order to To request a technical review of your the grant proposal budget, please contact the County Administrator.

C. BOARD OF COMMISSIONER APPROVAL

The point at which legislative approval is required is determined by the requirements of the grant program. If the grant must be submitted by "an individual authorized by the legislative body," then Board approval is required prior to submitting the application. If such legislative approval is not specifically required by the written terms of the grant, the County Administrator (or designee) may, in his or her discretion, approve grant applications. The Fair, Airport, or \ Parks Board may authorize applications for grants that coincide with their spending authority with prior notification to the Administrator/Controller.

County Staff may apply for grants without approval for projects whose funds are not administered or held by Jackson County (i.e., State of Michigan).

~~In order to~~To facilitate acceptance by the Board, staff will prepare an explanatory memo as a Board agenda item which will be routed through the County Administrator's office. In all cases of grant awards, specific Board action must be taken to appropriate the awarded funds and make them available for expenditure.

II. GRANT PROGRAM IMPLEMENTATION

A. NOTIFICATION AND ACCEPTANCE OF AN AWARD

Official notification of a grant award is typically sent by a funding agency to the project manager and/or other county official designated in the original grant proposal. ~~The authorization to spend grant funds is derived from the County Board of Commissioners. In practice, this means that such authority must be granted by formal action of the County Board of Commissioners at a County Board meeting. The County Board of Commissioners must budget and appropriate received grants to spend grant funds.~~

Any notification of grant awards ~~should~~shall be prepared as a Board agenda item and routed through the County Administrator and other appropriate offices. A copy of the Notice of Award ~~should~~shall also be supplied to the ~~Fiscal Coordinator~~Finance Officer.

B. ESTABLISHMENT OF ACCOUNTS

The department ~~who that~~ obtained the grant ~~will~~shall provide the ~~Fiscal Coordinator~~Finance Officer with information needed to establish revenue and expense accounts for the project. Ordinarily, this information ~~will~~shall include a copy of a project summary ~~of the project~~ and ~~a copy of the~~ full project budget. Project managers ~~should~~shall work out the details of the accounts with the ~~Fiscal Coordinator~~Finance Officer.

C. PURCHASING GUIDELINES

All Jackson County purchasing guidelines apply to the expenditure of grant funds. If there are questions regarding these requirements, reference should be made ~~please refer~~ to County Purchasing Policies.

D. GRANT PROJECT MANAGER

Each grant program must have an individual assigned as project manager. This is the staff person who will be responsible for the proper administration of the grant and will act as staff liaison in response to any questions/problems with the grant. The project manager must possess the skill and ability to properly administer the

grant and be available for technical training as necessary. When general ledger grant accounts are established, the Administrator's Office must be advised in writing or by e-mail of the name of the project manager. Upon any occasion when the ~~Fiscal Coordinator~~Finance Officer finds it necessary to create journal entries to correct County general ledger accounts, the project manager shall always be provided with a copy of such journal entries.

III. FINANCIAL AND BUDGETARY COMPLIANCE

A. MONITORING GRANT FUNDS

Most ~~divisions~~departments use some internal mechanism (such as a spreadsheet) to monitor grant revenues, expenses, and budgetary compliance. The County maintains all this information on the County general ledger system ~~as well and~~ which is considered to be the County's "official" accounting system by the granting agencies. Project managers are strongly encouraged to use the County General ledger system for their grant tracking. As appropriate, the ~~Fiscal Coordinator~~Finance Officer will provide any necessary ~~is willing to provide any~~ training ~~necessary to do so~~.

~~If an off-system accounting system is used,~~If the County's accounting system is not used, it is the responsibility of the project manager to ensure that the project's internal records agree ~~to with~~ the County general ledger system. If the grant project is being monitored by some mechanism other than the County general ledger system, then quarterly reports must be provided to the ~~Fiscal Coordinator~~Finance Officer to ensure that the County general ledger system remains in balance with the "off-system" subsidiary records.

B. FISCAL YEARS

Frequently the fiscal year for the granting agency will not coincide with the County's fiscal year. This may require adjustment to County general ledger budget accounts and interim financial reports as well as special handling during the County's calendar year end close. It is the responsibility of the project manager to bring the need for accruals and/or adjustments to the attention of the ~~Fiscal Coordinator~~Finance Officer at the time the grant accounts are established.

C. GRANT BUDGETS

When the County general ledger accounting structure for ~~your a~~ grant is designated, it will include the approved grant budget. The terms of the specific grant will dictate whether the project manager will be allowed to process any budget transfers between budgeted line items. In no case will the grant project be authorized to exceed the total budget authority provided by the grant.

If ~~your a~~ grant's funds have not been totally expended by the County's year-end (December 31st), it is the responsibility of the project manager to notify in writing

or via e-mail the ~~Fiscal Coordinator~~Finance Officer by December 1st that budget funds must be carried forward to the new fiscal year, and to confirm the amounts of such carry forwards.

D. FIXED ASSETS

The County is responsible for maintaining an inventory of assets purchased with grant monies. ~~The County is accountable for them and must make them physically available for inspection during any audit. The County is accountable for maintaining the inventory of assets and must make the records physically available for inspection during any audit. The Facilities Department must be notified immediately of any sale. Any disposal of equipment shall be done in accordance with Administrative Policy 5160.~~ Often the proceeds of the sale can only be used on the grant program that purchased them. (Refer to the specific regulation governing the original grant).

IV. GRANT REPORTING

A. PROGRESS AND FINAL REPORTS

The project manager is solely responsible for the prompt submission of any progress and final reports required by granting agencies. The form, content and scheduling of such reports is usually specified in the terms of the grant agreement provided by the granting agency at the time of the grant award. ~~Notify the Fiscal Coordinator immediately if a progress or final report is not submitted timely. The project manager shall immediately notify the Finance Officer if a progress report is not submitted on time.~~ Copies of all progress and final reports to granting agencies must also be filed with the ~~Fiscal Coordinator~~Finance Officer.

B. AUDIT WORK PAPERS

All grants are audited by the County's external auditors at the end of each fiscal year. If ~~you are~~ using the County's general ledger system to track ~~your a~~ grant, and if those accounts have been maintained in balance throughout the year, preparation of detail grant work papers will be considerably easier. Assistance will be provided by the ~~Fiscal Coordinator~~Finance Officer, as necessary.

C. SUBRECIPIENT AUDITS

All subrecipients who have an annual audit prepared shall provide the County with said annual audit along with the auditors management letter.

V. RECORDKEEPING

Grant record keeping requirements may vary substantially from one granting agency to another. Consequently, a clear understanding of these grant requirements at the beginning of the grant process is vital. It is the Program Manager's responsibility to review record-keeping grant requirements and ensure that records are maintained accordingly.

VI. CLOSING OUT GRANTS

A. CLOSEOUT PAPERWORK

At the conclusion of ~~your a~~ grant project, it is the responsibility of the project manager to ensure that all contracts are finalized. The ~~Fiscal Coordinator~~Finance Officer must receive a copy of the grants retention schedule.

B. UNEXPENDED GRANT FUNDS

If any grant funds remain unexpended at the conclusion of the project, it is the responsibility of the project manager to determine the legal use of any unused appropriations. In some cases, it may be necessary to return the unused funds to the granting agency. In any event, the Administrator's office must be provided with written documentation supporting the legal disbursement of any unused grant funds.

C. DISALLOWED COSTS

The project manager is responsible for the monitoring of ~~cost-grants~~ to ensure no disallowed ~~costs-expenses~~ are incurred by the grant project. The incurring of disallowed cost is viewed as a serious problem and the project manager is responsible for the development of a source for the refund of the disallowed grant revenue.

**APPENDIX
GRANT ADMINISTRATION CHECKLIST**

I. BEFORE ~~YOU~~ APPLYING FOR A GRANT

- A. Review the requirements of the grant program. If the grant must be submitted by “an individual authorized by the legislative body,” then Board approval is required PRIOR to submitting the application. Submit a memo describing the grant project to the County Administrator for inclusion on ~~your~~ the Committee’s agenda.
- B. If the terms of ~~your~~ the grant require County matching funds, secure those funds and contact the County Administrator. Refer to Section A under “Grant Development, Applications, and Approval.”
- C. Submit ~~your~~ the proposed grant expenditure budget to the Administrator’s office for technical review. Refer to Section B under “Grant Development, Applications, and Approval.”

II. WHEN YOU RECEIVE A NOTICE OF AWARD

- A. Contact the ~~Fiscal Coordinator~~ Finance Officer to establish account numbers and a budget. Be sure that all parties are clear as to the fiscal year the granting agency is using. If it differs from the County’s fiscal year, certain year end adjustments must be made by the project manager.
- B. Prepare a memo requesting that the ~~Commission Board~~ appropriate the award and approve the appropriate budget adjustments. Refer to Section A under “Grant Program Implementation.”
- C. Notify the Administrator’s office as to the name of the contact person (project manager) for the grant.
- D. Review grant’s record keeping requirement, and ensure that a system is in place to monitor same.

III. GRANT ADMINISTRATION

- A. Follow all customary County policies when making grant expenditures.
- B. If ~~your~~ the grant project is monitored by some mechanism other than the County general ledger system, the project manager must file quarterly reconciliation reports with the ~~Fiscal Coordinator~~ Finance Officer. The quarterly reconciliation reports must be in a format agreed to by the Project Manager and the ~~Fiscal Coordinator~~ Finance Officer. Refer to Section A under “Financial and Budgetary Compliance.”
- C. If ~~your~~ the grant funds have not been totally expended by fiscal year end, notify the ~~Fiscal Coordinator~~ Finance Officer by December 1st as to the accounts and amounts to be carried forward.
- D. Notify the Facilities Manager of any asset purchased with grant funds ~~which you have~~ that have been disposed of. Refer to Section D under “Financial and Budgetary Compliance.”

Policy No. 1140 Cont.

- E. Prepare all requests for reimbursements in accordance with Section A under “Grant Reporting.”
- F. File Copies of all progress and final reports to granting agencies with the Administrator’s office.
- G. If ~~you are~~ working with subrecipients, confirm that audit requirements are met. Refer to Section C under “Grant Reporting.”

IV. GRANT REPORTING

- A. The project manager is responsible for timely submission of progress and monthly reports and ~~should~~shall notify the ~~Fiscal Coordinator~~Finance Officer immediately if a progress or final report is not -submitted timely. Copies of all progress and final reports to granting agencies must also be filed with the ~~Fiscal Coordinator~~Finance Officer.

V. GRANT CLOSEOUT

- A. File a final report with the granting agency, copy to the County Administrator or designee.
- B. If any grant funds remain unexpended, review ~~your~~the grant requirements to determine their legal use and notify the Administrator’s office. Refer to Section B under “Closing Out Grants.”
- C. Project manager is responsible for the monitoring of expenditures and incurrence of any disallowed cost. Refer to Section C under “Closing Out Grants.”

COUNTY OF JACKSON POLICY MANUAL

FISCAL

DONATIONS

Policy 1160

It is the intent of the Board of Commissioners that all donations to Jackson County be properly documented and recognized. To this end, the following policy applies to all donations of cash, materials, or in-kind services.

Guidelines

| Any donation of cash, stocks, real estate, or other written instrument must be properly receipted and accounted for as any other revenue to the County. Donations exceeding \$1,000 must be reported to the Administrator/Controller for notification to the Board of Commissioners. In certain instances, the Board of Commissioners may wish to properly recognize the donor for their generosity.

Donations of material, labor or other in-kind contributions estimated to exceed \$1,000 must also be reported to the Administrator/Controller for notification to the Board of Commissioners.

Generally, all donations to the County are acceptable as long as they are given for continuing or enhancing a service that the County provides. Exceptions or questions to the applicability of a donation must be reviewed and approved by the Board of Commissioners prior to the acceptance and use of the donation.

Adopted: 11/20/07
Revised: 00/00/00

COUNTY OF JACKSON POLICY MANUAL

FISCAL

ANNUAL AUDIT

Policy 1170

The acquisition of services for the annual audit shall adhere to the guidelines found in policy 2030 of the county's purchasing policies for professional services. In accordance with recommended accounting practices, audit services shall not be conducted by the same firm for more than five consecutive years except when other qualified firms do not exist as determined by the selection committee.

A judgment of qualifications shall be made through the acquisition process. A firm will be selected based upon professional qualifications as outlined in Policy 2030. All firms will be allowed to submit proposals to perform audit services in response to a Request for Proposal. Vendors who have contracted with the county to perform audit services for Jackson County ~~within the last~~ for more than five consecutive years shall only be considered if another qualified vendor is not found as determined by the selection committee.

In the event that another qualified vendor is not found and a vendor is recommended by the committee who has performed audit services for the county within the past five years, the county shall require a change in audit personnel. Changes to the audit personnel shall be approved by the County Administrator or his/her designee prior to the commencement of the audit.

Adopted: 7/21/09
Revised: 8/23/11



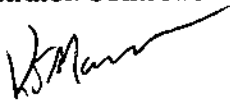
J X N

Jackson County Airport

3606 Wildwood Avenue
(517) 788-4225

Jackson, Michigan 49202
FAX (517) 788-4682

July 21, 2011

TO: Mike Overton, County Administrator/Controller
FROM: Kent Maurer, Airport Manager 
RE: August AGENDA ITEM: Contract with Mead and Hunt for Airport Layout Plan Update

Requested action: Seeking County Board of Commissioners approval of this contract

Generated Income: \$58,438 (Federal/State)

Expense: \$1,499 (2.5% match from Runway Public Improvement fund)

Funding: Forthcoming MDOT – Aeronautics Federal-State-Local grant

Background: The update of the Airport ALP will reflect recent changes in the airport runway/taxiway system including land acquisition and building locations. An updated ALP is required by the FAA.

This contract has been approved by the Airport Board and is being forwarding to the Board of Commissioners because of the amount of the contract

Recommendation: Forward to Board of Commissioners for consideration.

Attachments: Mead and Hunt contract excerpts.



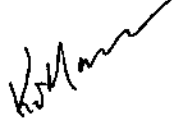
J X N

Jackson County Airport

3606 Wildwood Avenue
(517) 788-4225

Jackson, Michigan 49202
FAX (517) 788-4682

July 14, 2011

TO: Airport Board Members
FROM: Kent Maurer, Airport Manager 
RE: Contract with Mead and Hunt for Airport Layout Plan Update

Requested action: Approve this contract for forwarding to County Board of Commissioners

Generated Income: \$58,438 (Federal/State)

Expense: \$1,499 (2.5% match from Runway Public Improvement fund)

Funding: MDOT – Aeronautics Federal-State-Local grant

Background: The update of the Airport ALP will reflect recent changes in the airport runway/taxiway system including land acquisition and building locations. An updated ALP is required by the FAA.

Recommendation: Approve this contract and forward to Board of Commissioners for consideration.

Attachments: Mead and Hunt contract excerpts.

MEAD HUNT

Designing the future

July 8, 2011

Mr. Kent L. Maurer
Jackson County
Jackson County – Reynolds Field
3606 Wildwood Road
Jackson, MI 49202

Subject: Jackson County – Reynolds Field
Jackson, Michigan
Airport Layout Plan Update

Dear Mr. Maurer:

Enclosed are three copies of a contract for the above-mentioned project. We are sending a copy of this agreement to the MDOT Bureau of Aeronautics and Freight Services (AERO) for their review.

Once you have received approval from AERO, please sign all three copies, retain one copy for your files and return two executed copies to this office. A fully executed copy will be forwarded to AERO.

If you have any questions, please call me.

Sincerely,

MEAD & HUNT, INC.



Stephanie A. D. Ward, AICP
Manager, Aviation Planning Services

cc: Mark Grennell, AERO

AGREEMENT FOR PROFESSIONAL PLANNING SERVICES

THIS AGREEMENT made this _____ day of _____, in the year 2011,
BETWEEN THE Owner (herein referred to as SPONSOR),

Jackson County Airport
3606 Wildwood Road
Jackson, Michigan 49202

and the Planning Consultant (herein referred to as the CONSULTANT),

Mead & Hunt, Inc.
2605 Port Lansing Road
Lansing, Michigan 48906

For the following PROJECT:

Airport Layout Plan Update

WHEREAS, the Sponsor proposes to have professional planning services performed for the described project;

AND WHEREAS, the Sponsor has caused a review to make of the qualifications of the Consultant and is satisfied the Consultant is competent and qualified;

AND WHEREAS, the Consultant is willing and able to accomplish the services provided and set forth hereinafter in this Agreement;

AND WHEREAS, the Sponsor shall compensate the Consultant, in accordance with the Terms and Conditions in this Agreement.

Witnesseth: That for and in consideration of the covenants and agreements to be performed by the respective parties hereto, it is agreed by and between the Sponsor and the Consultant as follows:

Article 1 - Description of Work to be Done

Services to be furnished by the Consultant to the Sponsor together with obligations of the Sponsor or Sponsor's Agent, Michigan Department of Transportation, Bureau of Aeronautics & Freight Services (hereinafter referred to as AERO) to furnish certain information and data shall consist of the elements described in Attachment "A", Scope of Services, dated June 15, 2011, attached hereto and made a part hereof.

Element 1.1 - Subconsultant Service

Any services to be provided by subconsultants shall be provided for in a subconsultant agreement which shall meet the written approval of the Sponsor. Costs of subconsultant services shall be included in Element 3.1 - Fee.

Article 2 - Time of Beginning and Completion

Element 2.1 - Time of Beginning

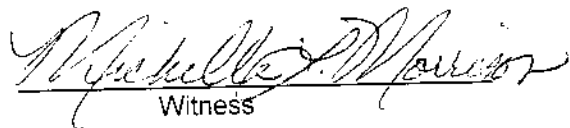
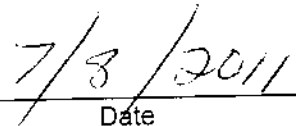
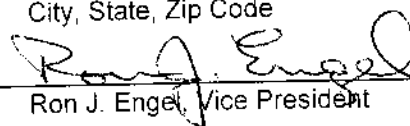
Upon acceptance of this agreement by both the Sponsor and the Consultant, the Consultant shall have 15 days from the date of notification to proceed in which to organize and actually commence work.

IN WITNESS WHEREOF, the parties hereto have fixed their hand this day and date first written

ACCEPTED BY THE SPONSOR

_____	_____
Witness	Jackson County Airport
_____	Sponsor
_____	3606 Wildwood Ave
	Street Address
	Jackson, Michigan 49202
	City, State, Zip Code
_____	_____
Date	BY: Authorized Representative of Sponsor

ACCEPTED BY THE CONSULTANT

	_____
Witness	Mead & Hunt, Inc.
	2605 Port Lansing Road
	Street Address
	Lansing, Michigan 48906
	City, State, Zip Code
	
Date	BY: Ron J. Engel, Vice President

AIRPORT: Jackson County Airport - Jackson, MI
PROJECT DESCRIPTION: JXN - ALP Update

DATE	21-Jun-11
TIME	
BY	sadw
FILE	

EXPENSES					
MILEAGE (MI)	300	\$0.50			\$150.00
AIRPLANE	0	\$0.00			\$0.00
RENTAL CAR	0	\$0.00			\$0.00
24-hr DWGS	265	\$10.00			\$2,650.00
MEALS	4	\$10.00			\$40.00
CDs	9	\$5.00			\$45.00
WORKING DOCS	1	\$100.00			\$100.00
SUMMARY DOCS	1	\$150.00			\$150.00
SHIPPING	1	\$50.00			\$50.00
TOTAL EXPENSES:					\$3,185.00

Meelings costs include drive time to meel r. JXN once for a meeling
 A.L.P. plotting casts include 14 covers of the full 19 page set
 A.L.P. also includes 8 CDs
 Labor for printing ALP's includes approx 10 minutes per sheet plus collation of drawings and burning CDs

SUMMARY	DIRECT LABOR COSTS	OVERHEAD ON LABOR @ 1.72	TOTAL LABOR COSTS	EXPENSES	FEE @ 0.11	SUB TOTAL	SUB- CONSULTANT	PROJECT TOTAL
Subconsultants	\$26,355.00							
MCOLEFF								
Total	\$26,355.00	\$17,110.56	\$27,065.56	\$3,195.00	\$3,327.94	\$33,581.50	\$26,355.00	\$59,936.50

RESOLUTION (08-11.25)

AUTHORIZING PURCHASE OF EASEMENTS AND LAND FOR THE RUNWAY 7-25 SAFETY AREA PROJECT AT THE JACKSON COUNTY AIRPORT, Jackson, Michigan

WHEREAS, the County Board of Commissioners approves easement acquisition for Parcels #100 and #105 and fee acquisition of parcel #103 all located on Maynard St. Jackson, Michigan; owner: Dennis Dahlmann as Further Described in Attachments

WHEREAS, The FAA has indicated that Runway 6-24 at the Jackson County Airport does not have the required “safety areas” and necessitating construction of a new runway, Runway 7-25; and

WHEREAS, continued progress in building this new runway with safety areas requires the acquisition of an easement for parcels # 100 and #105 plus fee acquisition of parcel #103; and,

WHEREAS, grant funds in the amount of have been granted by the Michigan Aeronautics Commission to the Jackson County Airport – Reynolds Field and are in the public interest and will fund these purchases; and,

WHEREAS, the easement acquisition costs for these three parcels has been determined by consent of parties to this action. The total additional compensation for parcel #100 to be paid to Mr. Dahlmann is \$50,000 plus accrued interest of \$1,453.23. The settlement further reimburses \$1,000 in expenses and \$17,151.08 to defendants legal counsel; and

WHEREAS this easement is required in order to construct new runway # 7-25 as detailed on the Jackson County Airport – Reynolds Field Airport Layout Plan; and,

WHEREAS, the Jackson County Board of Commissioners, have previously decided that this overall Runway Safety Area project will enhance the safety of the airport and is in the public interest; and,

WHEREAS, The Jackson County Board of Commissioners has legal authority to approve such easement and property acquisitions; and

WHEREAS, James E. Shotwell, Jr. is the Chairman of the Jackson County Board of Commissioners and has authority to sign legal documents on behalf of the Commission; and;

NOW, THEREFORE, BE IT RESOLVED THAT, the Jackson County Board of Commissioners approves of the referenced acquisitions AND authorizes James E. Shotwell, Jr. to sign on behalf of the Jackson County Board of Commissioners.

**James E. Shotwell, Jr.
County Board Chairman**

STATE OF MICHIGAN)
) ss.
COUNTY OF JACKSON)

I, the duly qualified and acting Clerk of the County of Jackson, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the County Board of Commissioners of the County of Jackson, State of Michigan, at a regular meeting held on August 23, 2011 at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



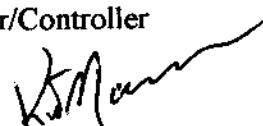
J X N

Jackson County Airport

3606 Wildwood Avenue
(517) 788-4225

Jackson, Michigan 49202
FAX (517) 788-4682

July 29, 2011

TO: Michael Overton, Administrator/Controller
FROM: Kent Maurer, Airport Manager 
RE: Easement and Land Acquisitions for Runway 7-25 Safety
Area Project – Dahlmann Parcels #100, #103 and # 105

I am requesting that the following item be placed on the agenda for the August 2011 Board of Commissioners meeting:

Approval of financial settlement for easement acquisition for Parcels #100 and #105 and fee acquisition of Parcel # 103 (Dahlmann parcels)

DETAILS: I am requesting Board of Commissioners approval for easement acquisition for Parcels #100 and #105 and fee acquisition of Parcel #103 all of which are located on Maynard St. and owned by Mr. Dennis Dahlmann. This packaged settlement is a result of a consent agreement based on negotiations and is recommended by our legal counsel as detailed in the attached letter from Mr. Yakima. The County of Jackson already has title to these easements and this parcel via the condemnation process and this action will settle the financial aspects of the acquisition process.

This cost includes additional compensation, defendants' attorney and appraisal fees plus interest.

Summary: With respect to parcels #103 and #105, Mr. Dahlman accepts the County's estimates of just compensation which has already been paid (\$6,000 and \$3,000 respectively). With respect to Parcel #100, the just compensation already paid was \$48,300 and the settlement calls for additional compensation of \$50,000 (plus accrued statutory interest of \$1,453.23); payment of the Dahlmann attorney expenses as required by law in the amount of \$17,151.08 plus reimbursement of \$1,000 in appraisal fees.

This agenda item is a direct submission to the Board of Commissioners without Airport Board review due the need for expediency. Funding for this purchase will come from the existing MDOT-Aeronautics grant for which the County has already paid its match. This administrative settlement has been approved by MDOT-Aeronautics.

I will be present at the County Affairs meeting to answer questions that might arise. I will be unable to attend the Board of Commissioners meeting due to a schedule conflict.

*The interest portion of this may increase slightly depending on when the actual closing occurs.

Attachments

Letter from Boris Yakima
Draft Resolution

MONAGHAN, P.C.

ATTORNEYS AND COUNSELORS
GOVERNOR'S PLACE

33 BLOOMFIELD HILLS PKWY. STE. 260
BLOOMFIELD HILLS, MICHIGAN 48304-2946

TELEPHONE (248) 642-8770

FACSIMILE (248) 642-8460

www.monaghanpc.com

July 29, 2011

BORIS K. YAKIMA
JOHN E. BRENNER
THOMAS J. MCCARTHY
CHARLES C. LILLIE
RONALD J. ZADORA
THOMAS E. CALLOW
TIMOTHY J. HARRINGTON
TRACY L. BARBASIOVANNI

OF COUNSEL
PATRICK A. McDONALD

PETER J. MONAGHAN
1931-1948

GEORGE F. MONAGHAN
1975-1980

JOSEPH A. MONAGHAN
1981-1978

PETER J. MONAGHAN, JR.
1988-1992

Via Electronic & U.S. Mail

Kent Maurer
Airport Manager
Jackson County Airport - Reynolds Field
3606 Wildwood Avenue
Jackson, MI 49202

**Re: County of Jackson v Dahlmann
Jackson County Circuit Court Case Nos. 10-2538-CC (Parcel 100); 10-2539-CC
(Parcel 103); 10-2540-CC (Parcel 105)**

Dear Mr. Maurer:

As you know, discussions with Dennis Dahlmann's attorney, Jerome Pesick, of Steinhardt, Pesick & Cohen, P.C., regarding potential settlement of Parcels 100, 103 and 105, either as a package deal, or individually, have continued over the past week. Parcel 103 is a fee simple acquisition of a vacant residential lot. Parcel 100 involves the County's acquisition of an avigation easement over portions of a 22.5 acre undeveloped residential/commercial site. An avigation easement has been acquired over Parcel 105, which is also a vacant residential parcel. As a result of these discussions, Mr. Pesick and I have reached a proposed agreement which, if approved, will settle all three (3) condemnation cases. The terms of the agreement are:

1. Paragraph 4 of the Avigation Easement, originally filed with the County's Declaration of Taking and recorded with the Jackson County Register of Deeds, will be modified by recordable amendment to incorporate additional language as reflected on the enclosure. MDOT has approved the modified language;
2. With respect to Parcels 103 and 105, Dahlmann will accept the County's estimates of just compensation, which have already been paid, and these condemnation cases will be dismissed without further costs;
3. As to Parcel 100, the County will pay an additional \$50,000 in compensation, plus accrued statutory interest from November 24, 2010, the date possession of the property rights was transferred, to the date of actual payment. Assuming payment were to occur on August 31, 2011, the interest would amount to \$1,453.23;
4. In addition to the aforesaid additional compensation, the County will reimburse the property owner's reasonable attorney fees in an amount equal to one third (1/3) of the increased compensation plus interest. Again, assuming payment on August 31, 2011, the attorney fees will be \$17,151.08. The County will also reimburse the owner's expert witness (appraisal) fees of \$1,000.00.

ESTABLISHED 1902

Given the significant savings in both legal and appraisal costs in continuing the condemnation litigation, as well as the potential exposure for higher amounts at case evaluation or jury trial, I believe that the settlement is in the County's best interest.

Very truly yours,

Boris K. Yakima

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FOR SETTLEMENT PURPOSES ONLY

- (4) The GRANTOR shall not use nor permit, nor suffer use of the GRANTOR's land described above for land fills, open dumps, waste disposal sites, etc., storm water retention ponds, creation of new wetlands, crops that would attract or sustain hazard bird movements, or any use that would be incompatible with the maintenance and operation of the AIRPORT. Provided however, nothing herein shall prohibit the use of GRANTOR'S land described above, for above ground storm water detention ponds and/or other temporary storage of water, in accordance with applicable local municipal ordinances and design standards.

FOR SETTLEMENT PURPOSES ONLY

RESOLUTION # _____

**AUTHORIZING PURCHASE OF AN EASEMENTS AND LAND FOR THE RUNWAY 7-25
SAFETY AREA PROJECT AT THE JACKSON COUNTY AIRPORT, Jackson, Michigan**

WHEREAS, the County Board of Commissioners approves easement acquisition for Parcels #100 and #105 and fee acquisition of parcel #103 all located on Maynard St. Jackson, Michigan; owner: Dennis Dahlmann as Further Described in Attachments

WHEREAS, The FAA has indicated that Runway 6-24 at the Jackson County Airport does not have the required "safety areas" and necessitating construction of a new runway, Runway 7-25; and

WHEREAS, continued progress in building this new runway with safety areas requires the acquisition of an easement for parcels # 100 and #105 plus fee acquisition of parcel #103; and,

WHEREAS, grant funds in the amount of have been granted by the Michigan Aeronautics Commission to the Jackson County Airport – Reynolds Field and are in the public interest and will fund these purchases; and,

WHEREAS, the easement acquisition costs for these three parcels has been determined by consent of parties to this action. The total additional compensation for parcel #100 to be paid to Mr. Dahlmann is \$50,000 plus accrued interest of \$1,453.23. The settlement further reimburses \$1,000 in expenses and \$17,151.08 to defendants legal counsel; and

WHEREAS this easement is required in order to construct new runway # 7-25 as detailed on the Jackson County Airport – Reynolds Field Airport Layout Plan; and,

WHEREAS, the Jackson County Board of Commissioners, have previously decided that this overall Runway Safety Area project will enhance the safety of the airport and is in the public interest; and,

WHEREAS, The Jackson County Board of Commissioners has legal authority to approve such easement and property acquisitions; and

WHEREAS, James E. Shotwell, Jr. is the Chairman of the Jackson County Board of Commissioners and has authority to sign legal documents on behalf of the Commission; and;

NOW, THEREFORE, BE IT RESOLVED THAT, the Jackson County Board of Commissioners approves of the referenced acquisitions AND authorizes James E. Shotwell, Jr. to sign on behalf of the Jackson County Board of Commissioners.

RESOLUTION _____

**James E. Shotwell, Jr.
County Board Chairman**

STATE OF MICHIGAN)
) ss.
COUNTY OF JACKSON)

I, the duly qualified and acting Clerk of the County of Jackson, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the County Board of Commissioners of the County of Jackson, State of Michigan, at a regular meeting held on July 19, 2011 at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

RESOLUTION (08-11.26)
Authorizing the Jackson County Administrator/Controller
to Approve and Sign Remonumentation Grant Contracts

WHEREAS, the County of Jackson contracts with surveyors to perform remonumentation work in the county; and

WHEREAS, the remonumentation work is funded through grant money from the State of Michigan; and

WHEREAS, the County must execute a contract with all monumentation surveyors providing services to the Remonumentation Program; and

WHEREAS, all contracts for the Remonumentation Program are to be presented to the County Board of Commissioners for approval and authorization; and

WHEREAS, the Jackson County Board of Commissioners can assign the authority to approve and sign such contracts to the Administrator/Controller.

NOW, THEREFORE, BE IT RESOLVED, that the Jackson County Board of Commissioners authorizes the Jackson County Administrator/Controller, Michael R. Overton, to approve and sign Remonumentation Program contracts on behalf of the Jackson County Board of Commissioners.

James E. Shotwell, Jr., Chairman
Jackson County Board of Commissioners
August 23, 2011



Jackson County Health Department

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

Phone (517) 788-4420

Fax (517) 788-4373

MEMO

To: Human Services Committee
From: Mary Ricciardello RN, BSN
Director, Personal & Preventative Health Services
Subject: Initiation of fees for Court Ordered Testing (COT)
Date: August 17, 2011

Motion Requested: Revise the JCHD fee schedule to add fees for COT in the amount of \$ 150.00.

I. Background

- A. Under Act 368 of 1978, Section 333.5129 of the Public Health Code, individuals arrested, bound over for trial, and/or convicted of certain sexual or drug offenses, can be ordered to receive counseling and/or testing for “venereal disease,” hepatitis B and C, and HIV. Courts can order defendants to be tested, at the defendant’s expense, at the local health department, an assigned counseling and testing agency, or a licensed physician.
- B. The court may order an individual who is examined or tested under this section to pay the “actual and reasonable costs” of that examination or test incurred by the physician or LHD that administered the examination or test.

II. Current Situation

- A. The JCHD STD Clinic Staff completes COT for Gonorrhea, Chlamydia, Syphilis, and HIV at no charge to the client. Approximately twelve court ordered tests are done each year. The \$150.00 charge represents approximately three hours of nursing time to counsel and test the client, prepare the paperwork and specimens, mail to the state lab, and complete the necessary follow-up, i.e. notifying the ordering judge, and possible partner follow-up for positive clients.
- B. Lab specimens are sent to the MDCH Laboratory and processed at no charge to the LHD.
- C. Clients are presenting from surrounding counties for testing because of the fees charged in their counties. Costs range from \$ 0 to \$ 250.00 depending on the county.

III. Next Steps

- A. The Board of Commissioners must approve amending the JCHD fee schedule to include COT.

IV. Recommendation

- A. Motion to add COT in the amount of \$ 150.00 to the JCHD fee schedule.



Jackson County Health Department

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

Phone (517) 788-4420

Fax (517) 788-4373

To: Board of Commissioners
County Administration

From: Ted Westmeier

Re: Medical Director

Date: August 3, 2011

Action Requested: Increase medical direction at the Health Department to 16 hours per week utilizing two Medical Directors at 8 hours each.

Background: Medical direction is needed for the proper operation of each local health department. Administrative Rules were amended in May, 2011 stipulating the minimum qualifications for and the minimum number of hours medical direction must be provided by local public health. One of the findings of the Accreditation Review conducted in October 2010 was that the Jackson County Health Department will need to provide a minimum of 16 hours/week of medical direction.

A Medical Director is responsible for developing and carrying out medical policies, procedures, and standing orders and for advising the administrative health officer on matters related to medical specialty judgments. The Medical Director in Jackson County acts as a consultant to administrative staff and interacts with our residents, federal, state and local agencies, the media and medical community on matters directly related to medical issues affecting public health. The Medical Director does not provide supervision nor conducts any medical procedures. Our minor medical procedures are conducted by registered nurses under standing orders approved by the Medical Director.

Current Situation: Medical direction is being provided through a contractual agreement with Livingston County. The Medical Director, Donald Lawrenchuk, MD, is employed by Livingston County at 24 hours/week, on call 24/7, and personnel costs are shared equally between Livingston and Jackson. Annual cost for Jackson County is \$60,000. Since we are currently sharing medical direction with Livingston County we are only providing medical coverage 12 hours/week, four hours below the current minimum requirements. Livingston County is also operating four hours below the current minimum requirements.

An Equal Opportunity Employer

Environmental Health Division
788-4433

Health Education
788-4655

Personal & Preventative
Health
788-4420

Recommendation: I recommend that we comply with the current rules and provide 16 hours of medical direction utilizing two Medical Directors at 8 hours/week. The contract with Livingston County can be modified so the current Medical Director provides 8 hours/week, on call 24/7, decreasing the reimbursement to \$40,000 annually. Dr. Lawrenchuk will provide medical direction for a majority of our current programs, mandated by the Michigan Public Health Code. I am recommending that the other 8 hours/week of Medical Direction be provided by Amy Schultz, MD, through a contractual agreement with Allegiance Health. Dr. Schultz is actively involved with the Health Improvement Organization (HIO), meets all of the qualifications required of a Medical Director, and has exceptionally strong ties with the local medical community, business community and non-profit organizations. Dr. Schultz was the driving force behind Jackson County's first Community Health Assessment and was actively involved in development of the HIO's Community Action Plan. Jackson County's Healthy Communities Strategic Goal is now merged with both the HIO and United Way's Community Solutions Team on Health. Dr. Schultz can provide us with the needed medical direction to assist the Health Department in improving the overall health of our community in direct alignment with the Community Action Plan. The reimbursement for Dr. Schultz would be \$40,656/annually.

Board Action: Motion to authorize the Health Department to provide medical direction by utilizing both Dr. Amy Schultz, 8 hours/week, through a contractual agreement with Allegiance Health and Dr. Donald Lawrenchuk, 8 hours/week, through an amended contractual agreement with Livingston County.

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788-4433

Health Education
788-4655

Personal & Preventative
Health
788-4420

DEPARTMENT OF COMMUNITY HEALTH
OFFICE OF PUBLIC HEALTH ADMINISTRATOR
LOCAL HEALTH PERSONNEL

Filed with the Secretary of State on May 2, 2011

These rules take effect immediately after filing with the Secretary of State unless adopted under sections 33, 44, or 45a(6) of 1969 PA 306. Rules adopted under these sections become effective 7 days after filing with the Secretary of State.

(By authority conferred on the director of public health by section 2495 of 1978 PA 368, MCL 333.2495.

R325.13001 and R325.13002 are amended and R 325.13004a is added to the Michigan Administrative Code as follows:

R 325.13001 Definitions.

Rule 1. As used in these rules:

(a) "Code" means 1978 PA 368, MCL 333.1101.

(b) "Health officer" means the administrative officer of a city, county, district, or associated health department who is appointed by the local governing entity or, in the case of a district health department, by the district board of health and who is responsible for the planning, implementation, and evaluation of a public health program designed to prevent disease and disability and to promote health. A health officer shall be a medical health officer or administrative health officer. If the health officer is not a physician, a medical director shall also be employed who is responsible to the health officer for medical decisions.

(c) "Local health department" means local health department as defined in section 1105 of the code.

(d) "Medical director" means a physician who qualifies as a medical health officer but who is employed by a local governing entity or, in the case of a district health department, by the district board of health to provide direction in the formulation of medical public health policy and program operation. A medical director shall be responsible for developing and carrying out medical policies, procedures, and standing orders and for advising the administrative health officer on matters related to medical specialty judgments.

(e) "Public health administrator" means a person who is responsible for developing and implementing good administrative practices and policies for a local health department and its programs.

(f) "Public health physician advisor" means a physician who is responsible for providing public health medical consultation and advice to persons serving under provisional or acting appointments as medical health officers, administrative health officers, or medical directors.

R 325.13002 Medical health officer; qualifications.

Rule 2. A medical health officer shall be a physician licensed in Michigan as an M.D. or D.O. who complies with 1 of the following requirements:

- (a) Is board certified in preventive medicine or public health.
- (b) Has an M.P.H. or M.S.P.H. degree and not less than 2 years of full-time public health practice.
- (c) Has an unexpired provisional appointment issued by the department under the authority of MCL 325.2495, provided the appointment was issued before the effective date of these rules.

R 325.13004a Medical director; requirements.

Rule 4a. A medical director shall comply with all of the following requirements:

- (a) Except as provided in subdivision (c) of this rule, a medical director shall devote his or her full time to the needs of a local health department.
- (b) For purposes of this rule, “full time” means 32 hours or more per week.
- (c) If a local health department serves a population of not more than 250,000 and cannot obtain full-time medical direction, the time may be reduced to not less than 16 hours per week. This exception does not apply if the medical director is covering 3 or more local health departments, even if the combined population served is not more than 250,000. Medical directors covering 3 or more local health departments must be full time, regardless of the total combined population.

MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

June 22, 2011

Dear Local Health Official:

SUBJECT: Invitation to Join Cohort #1–Implementation Grant for Community Transformation

The Michigan Department of Community Health plans to submit an application for a Community Transformation Grant (CTG) on behalf of 78 Michigan counties. The state health department cannot plan interventions in counties or cities with a population of 500,000 or more, as they are eligible to apply on their own for an award. This is a highly competitive application with funding from the U.S. Centers for Disease Control, authorized through the Patient Protection and Affordable Care Act. While only 75 awards will be made, the CDC received nearly 900 letters of intent to apply last week.

Successful grantees will be expected to support integration to implement, evaluate, and disseminate evidence-based community preventive health activities and strategies to reduce chronic disease rates, prevent the development of secondary conditions, address health disparities, and develop a stronger evidence base for effective prevention programming.

The focus of the grant is on policy development, systems change, and environmental changes in three strategic directions: 1) tobacco-free living, 2) active living and healthful eating, and 3) high impact quality clinical preventive services, especially including the prevention and control of high blood pressure and high cholesterol. The funding period is five years.

The measurable outcomes of the project must align with the following performance goals in the implementation areas: 1) Reduce by 5% death and disability due to tobacco use; 2) Reduce by 5% the rate of obesity through nutrition and physical activity interventions; and 3) Reduce by 5% the death and disability due to heart disease and stroke.

The application is due to CDC on July 15. We are working at a very fast pace to write a strong application that addresses each of these areas in a collaborative and integrated manner.

Several Chronic Disease Programs have collaborated for a number of years on the Building Healthy Communities (BHC) Project. The BHC project has a very similar framework as the Community Transformation grant for the first and second areas of focus above.

We are proposing initially to fund 16 health departments for Implementation during Year One (beginning September 2011). **Your agency has been selected to be included as an Implementation Site beginning in Year One of the grant.** We also will be funding 10 additional local health departments for Planning Activities during Year One. The funding amounts have not yet been determined but will be based on population. A match will not be required in years one or two. However, a hard match will be required in years three through five. We will be able to share more information once intervention sites have been finalized.

CDC is requiring that local workplans be very prescriptive; these will be quite challenging based on policy and environmental changes related to tobacco, nutrition and physical activity.

Local agency responsibilities involved in Implementation will be expected to: a) Dedicate one full-time project coordinator to this project except in one-county rural districts, b) Attend multiple CTG trainings, c) Implement aggressive policy and environmental change strategies, d) Work with and maintaining a CTG coalition (which could mean expanding existing coalitions that commit to assist with the CTG grant); e) Report documentation and evaluation of workplan activities on a monthly and quarterly basis.

If your agency is NOT interested in being included in this grant opportunity, please notify Kim Raiford at raifordk@michigan.gov by June 27th.

If MDCH is selected for funding, a letter of support will be required from: 1) your local or district health department director; 2) the chair of your county board of commissioners; and 3) the chair of your board of health in the case of multi-district health departments. If the grant is awarded, these letters of support will be due in early September and should clearly demonstrate commitment to policy and environmental change activities that support healthy lifestyles.

More details about the Community Transformation Grant can be found at: <http://www.cdc.gov/communitytransformation>. Also, questions can be directed to Mikelle Robinson at (517) 335-8381 or robinsonmik@michigan.gov. or to Rochelle Hurst at (517) 335-9811 or hurstr@michigan.gov.

If successful, the award of this grant to Michigan will help to forge an efficient, integrative, and visionary approach to creating health and wellness among all Michigan residents. We very much hope that you will choose to be a part of this exciting population-based solution.

Sincerely,



Carol Callaghan, Director
Division of Chronic Disease and Injury Control
Michigan Department of Community Health

Agreement for Extension Services provided by Michigan State University

Michigan State University Extension ("MSUE"), in collaboration with Jackson County ("County") is committed to helping people improve their lives through initiatives in four Extension Educational Program Institutes:

- Enhancing Michigan's First Green Industry: Agriculture & Agribusiness
- Preparing Michigan's Children & Youth for the Future
- Greening Michigan: Leveraging Natural and Human Assets for Prosperity
- Improving the Health & Nutrition of Michigan's residents

MSUE and the County have a long history of working cooperatively to deliver Extension services. We agree to each contribute resources to continue the delivery of Extension services in the County.

I. Basic Contributions. Generally, each of us agrees to contribute the following:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes by residents in your County. This includes access to educators appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.
2. Extension educators' salaries and benefits. At least one extension educator will be assigned to your County. The County may contract for additional extension educators at additional cost.
3. A 4-H program coordinator will be assigned for at least .5 FTE to the County, with up to 3.0 FTE assigned based on the youth population of the County. The County may contract for additional FTE employees at additional cost.
4. Administrative oversight of operating expenses for educators, 4-H coordinators, and other MSUE program staff and faculty ("Personnel") who provide programming to counties. Operating expenses include, for example, travel reimbursement, professional development and communications costs.
5. Supervision of the Personnel providing services to the residents of the county.
6. Supervision of County clerical staff assigned to the County Extension office, if desired.
7. Reporting at least once per year on the scope of services provided, the audiences served, and the impacts of programs delivered by MSUE in the County.

B. The County will provide:

1. Office space for a County Extension office. The office will include space for at least one extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. The office must have access to high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in Appendix A. The office and meeting space must be at least comparable to the average office space used by County employees. Access to the office building and relevant meeting spaces must be ADA compliant/accessible.
2. Clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media.
3. Operating expenses for the office and Personnel.

II. Funding

- A. MSU will pay the salary and benefits of the Personnel and the cost of the administrative oversight. These funds will be provided and disbursed within the University.
- B. The County will directly pay for the cost of the clerical staff (salary and benefits) and the general operating costs of the Extension office (see Appendix B).
- C. The County will provide funds to an annual assessment (see Annual Work Plan) that will be charged to the county and administered by MSU. The assessment will fund the operating expenses of the Personnel including the 4-H coordinator and the salary and fringe benefits of the 4-H coordinator position. The operating costs to be funded from the annual assessment are included in Appendix B. The assessment will be reviewed annually by MSU in consultation with the county.

III. Specific Contributions

Specific contributions and terms specific to the County are listed on Exhibit A, which is attached. Exhibit A will be updated annually to reflect the commitments for the upcoming year.

IV. Term and Termination

This agreement is effective on January 1, 2012 and terminates on December 31, 2016(5 yrs later). Either MSUE or the County may terminate this agreement, with or without cause, with 120 days written notice.

V. General Terms

- 1. Independent Contractor. The University is an independent contractor providing services to the County. The County and the University do not have the relationship of legal partners, joint ventures, principals or agents. MSUE Personnel have no right to any of County's employee benefits.
- 2. Force Majeure. Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
- 3. Assignment. This agreement is non-assignable and non-transferable.
- 4. Entire Agreement. The agreement, with its Exhibit A, is the entire agreement between MSUE and the County, superseding all previous agreements, for the subject matter of this Agreement. The agreement can only be modified in writing signed by both MSUE and the County.
- 5. No Third Party Beneficiaries. The agreement is solely for the benefit of MSUE and the County. It does not create any benefit or right for any other person, including residents of the County.
- 6. Indemnification: Without waiving any claim of governmental immunity, each party will protect, defend and indemnify the other and its elected officials, agents, representatives, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including attorney fees, of whatsoever kind and nature, such as, but not limited to, those resulting from injury or death to any persons, including the other party's own employees, or from loss or damage to any property, including property owned or in the care, custody or control of the other party, in any way incident to or arising out of the performance or non-performance of services by the other party or its agents, representatives and employees, or any subcontractor or its agents, representatives and employees, in connection with this Agreement. The obligations of the parties will survive any termination of this Agreement or completion of parties' performance under this Agreement.

7. Nondiscrimination: The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. The University, as required by law, will not discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

MICHIGAN STATE UNIVERSITY

JACKSON COUNTY

By:_____

Daniel T. Evon, Director,
Contract & Grant Administration

Its:_____

Date:_____

By:_____

Its:_____

Date:_____

EXHIBIT A: Annual Work Plan

A. Specific Contributions by MSUE:

1. At least 1.0 FTE extension educator whose primary office of operation will be the county Extension office included in assessment.
2. 1.2 additional extension educators at \$106,800 (FTE * rate).
3. 1.0 4-H program coordinator(s) included in assessment whose primary office of operation will be the county Extension office.
4. ____additional 4-H program coordinators/other paraprofessional at ____ (FTE * rate).
5. Administrative oversight included in annual assessment.
6. Access to extension educators with expertise in each of the MSUE Institutes included in annual assessment.
7. Supervision of University provided academic and paraprofessional staff. Supervision of county clerical staff and/or county staff upon request. Supervision is included in the annual assessment.
8. Annual reporting of services provided, audiences served, and impact of programs in the county.

B. Specific Contributions by the County:

1. Office space for a County Extension office. The office will include space for at least one Extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. Office space will be available for additional MSUE and/or county staff as mutually agreed. The office must have access to high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in appendix A. The office space must be at least comparable to the average office space used by County employees.
2. Clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media.
3. Operating expenses for the office and Personnel.
4. The Assessment Fee of \$79,074 and \$106,800 for additional personnel, as described above in Section A.

C. Assessment to County:

For the period January 1, 2012 to December 31, 2012, the County shall pay to MSUE \$185,874, which is the cost of the assessment plus any additional personnel costs. Payment will be made the first month of each quarter of the county fiscal year. Payments should be sent to CANR Budget and Finance, 210 Ag Hall, Michigan State University, East Lansing, MI 48824.

MICHIGAN STATE UNIVERSITY

By: _____

Daniel T. Evon, Director,
Contract & Grant Administration

Its: _____

Date: _____

JACKSON COUNTY

By: _____

Its: _____

Date: _____

Jackson County 2012
Name

Year

Appendix A

Technical Standards for County Internet Connections

Michigan State University Extension employs the use of technology to meet the ever changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

It is our goal to provide the safest computing environment we can. Besides employing CISSP and Microsoft certified technicians to manage our systems, IT providers who work with us can be assured that best practices are followed in data security at each step.

MSUE does support and encourage the use of technologies that others may not, including social media applications. We view communication with our constituents through channels such as Facebook, Twitter, and Second Life to be critical to our work. However, networks that support our employees are not expected to see traffic from gaming within some of these applications – most notably, services such as “Mafia Wars” or “Farmville”, which can be resource intensive. MSUE staff and others can refer to the standing Social Media Policy for more details.

The easiest way to allow access to necessary applications needed by Extension personnel is to allow the full MSU Internet Protocol Range access to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. The MSU-owned ranges are:

NetRange	35.8.0.0 - 35.10.255.255
CIDR	35.10.0.0/16 35.8.0.0/15

If you would like to narrow the scope further for additional protection, the addresses that will need to be allowable include:

35.9.160.36 (1935,443) (authentication)
35.8.201.221 (10020) (ProofPoint)
35.9.83.132 (all) (vpn.msu.edu)
35.9.121.194 (443) (SharePoint)
35.9.121.211 & 212 (443) (Exchange)
35.8.10.135 (adobe connect)

The following clients are necessary on all computers – Outlook (preferably 2010, MSUE provides Office 2010 licensing), Lync 2010 Client, SAP client, VPN client. (IE 7.0 or higher)

Some configuration changes are necessary to support services such as SharePoint, including modifications to Internet Explorer. These can always be found on the ANR Technology web site.

Questions may be directed to support@anr.msu.edu, where they will be routed to the best person to assist you.

Appendix B
Specification of the Allocation of Costs

Annual assessment funds will cover

- salary and fringe for 4-H Coordinator
- travel required by academic educator and/or paraprofessional staff, including the 4-H Coordinators
- computer
- cell phone costs
- expenses associated with programmatic work

County will be expected to provide

- office space
- utilities for office space
- at least one landline for phone service
- high speed internet access
- any computer needs of the clerical staff
- any travel the clerical staff may need to carry out as part of their work assignment
- other expenses associated with direct constituent service requests

**JACKSON COUNTY
MISCELLANEOUS BUDGET ADJUSTMENTS
2011**

101890-989000

1)	INCREASE	101253-575000 State Revenue Sharing	\$ 1,340,800	
	INCREASE	101890-989000 Contingency	\$ 1,340,800	1,340,800
To reflect fiscal 2011 State Revenue Sharing				
2)	INCREASE	101351-693050 MDOC boarding revenue	\$ 170,000	
	INCREASE	101351-760000 Medical expenses	\$ 146,300	
	INCREASE	101351-921000 Utilities	\$ 23,700	
To reflect increase in MDOC boarding & inmate medical expense				
3)	DECREASE	VARIOUS Wage/benefits-see attached detail	\$ 302,157	
	INCREASE	101890-989697 Contingency	\$ 302,157	302,157
To reflect float(wage) adjustment per policy #1040				
4)	DECREASE	101981-695257 Transfer in-Budget Stabilization	\$ 250,000	
	DECREASE	101890-989000 Contingency	\$ 250,000	(250,000)
	DECREASE	257982-965101 Transfer out-General fund	\$ 250,000	
	DECREASE	257100-699000 Transfer in-Fund balance	\$ 250,000	
To reflect elimination of transfer in from Budget Stabilization Fund				
5)	DECREASE	101981-699000 Transfer in-Fund balance	\$ 761,203	
	DECREASE	101890-989000 Contingency	\$ 761,203	(761,203)
To reflect elimination of transfer in from fund balance				
6)	INCREASE	101981-695291 Transfer in-Medical Care Facility Fund	\$ 113,051	
	INCREASE	101890-989000 Contingency	\$ 113,051	113,051
	INCREASE	291100-965101 Transfer out-General Fund	\$ 113,051	
	INCREASE	297982-965291 Transfer out-MCF		
To reflect reimbursement of MCF retiree cost				
7)	DECREASE	101981-695688 Transfer in-Self Insurance fund	\$ 24,101	
	DECREASE	101890-989000 Contingency	\$ 24,101	(24,101)
To reflect 2009 actual cost allocation charges				
8)	INCREASE	101981-695677 Transfer in-Worker Compensation fund	\$ 2,170	
	INCREASE	101890-989000 Contingency	\$ 2,170	2,170
To reflect 2009 actual cost allocation charges				

9)	INCREASE	101253-685010	Administrative reimbursement-RRF	\$	13,712	
	INCREASE	101890-989000	Contingency	\$	13,712	13,712
	INCREASE	515530-852000	Cost allocation expense	\$	13,712	
	INCREASE	515530-699000	Transfer in -fund balance	\$	13,712	
To reflect 2009 actual cost allocation charges						
10)	INCREASE	101253-685010	Administrative reimbursement-Child care Fund	\$	9,844	
	INCREASE	101890-989000	Contingency	\$	9,844	9,844
	INCREASE	292110-802030	Cost allocation/court study expense	\$	9,844	
	INCREASE	292981-699000	Transfer in -fund balance	\$	9,844	
To reflect 2009 actual cost allocation charges						
11)	INCREASE	101258-643089	MCF IT service revenue	\$	20,400	
	INCREASE	101258-705500	Casual wages	\$	20,400	0
To reflect additional IT service revenue						
12)	INCREASE	701000-204115	Math Makes a Difference-Transfer In	\$	10,000	
	INCREASE	101890-989000	Contingency	\$	10,000	(10,000)
To reflect County match-(up to \$10,000)						

Net GF contingency adjustment

736,430

JACKSON COUNTY FLOAT CALCULATION

2011 Budget adjustment re: Float policy #1040

dept	acct	budget amt	less 2.5%	adjusted amt
101131	704000	933,670	23,342	910,328
	715000	106,781	2,670	104,111
	718000	108,496	2,712	105,784
		1,148,947	28,724	1,120,223
			-	-
101136	704000	1,762,051	44,051	1,718,000
	715000	156,179	3,904	152,275
	718000	204,966	5,124	199,842
		2,123,196	53,080	2,070,116
			-	-
101229	704000	1,094,231	27,356	1,066,875
	715000	96,626	2,416	94,210
	718000	127,104	3,178	123,926
		1,317,961	32,949	1,285,012
			-	-
101301	704000	2,697,641	67,441	2,630,200
	715000	212,901	5,323	207,578
	718000	302,889	7,572	295,317
		3,213,431	80,336	3,133,095
			-	-
101345	704000	733,114	18,328	714,786
	715000	63,596	1,590	62,006
	718000	90,334	2,258	88,076
		887,044	22,176	864,868
			-	-
101351	704000	2,837,932	70,948	2,766,984
	715000	233,213	5,830	227,383
	718000	324,545	8,114	316,431
		3,395,690	84,892	3,310,798
101890	989697		<u><u>302,157</u></u>	

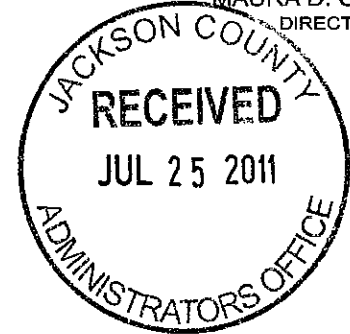


RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF HUMAN SERVICES
LANSING

MAURA D. CORRIGAN
DIRECTOR

June 29, 2011



James Shotwell, Jr., Chairperson
Jackson County Board of Commissioners
120 W. Michigan Avenue
Jackson, Michigan 49201

Dear Commissioner Shotwell:

Your **amended** 2010-11 annual plan and budget for Child Care Fund expenditures is approved for state reimbursement in the amount of \$2,176,257.44. This amount is 50% of your county's gross annual plan and budget which is \$4,352,514.88.

Act 87 P.A. 1978 prohibits the state from reimbursing county Child Care Fund expenditures which exceed a county's approved budget. Child Care Fund policy prohibits reimbursement of capital, rental, lease and certain equipment and repair costs. To be eligible for reimbursement if your expenditures exceed your **amended** approved budget of \$4,352,514.88, it will be necessary to submit a new/approved budget no later than September 1, 2011, with the three required signatures. Failure to comply with this requirement will result in state reimbursement being limited to the prior authorized budget.

Reimbursement for In-Home Care and Basic Grant will only be made up to the amount approved for individual service components.

The following In-Home Care components are authorized:

<u>Title</u>	<u>Administrative Unit</u>	<u>Gross Expenditures</u>
Wrap-A-Round Services	Court	\$ 15,000.00
Intensive Supervision	Court	\$ 78,575.00
CSC Program	Court	\$ 17,000.00
Child and Parent Center	Court	\$ 30,000.00
In-Home Detention	Court	\$ 37,725.49
Visitation Coach	DHS	\$ 25,000.00
Non-Scheduled Payments	DHS	\$ 10,000.00
Community Wrap-A-Round	DHS	\$ 3,000.00

The following Basic Grant components are authorized:

<u>Title</u>	<u>Administrative Unit</u>	<u>Gross Expenditures</u>
N/A		

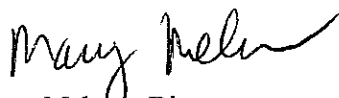
what org keys
make this up?
may I get a
copy of budget (amended)

James Shotwell, Jr., Chairperson
June 29, 2011
Page 2

Any claim for state monies from the Child Care Fund to cover expenditures incurred between October 1, 2010 and September 30, 2011, will signify your acceptance of the terms of this **amended** approval letter as well as all conditions outlined in the original approval letter.

If you have any questions or concerns regarding this letter, please contact me at (517) 241-7521.

Sincerely,

A handwritten signature in black ink, appearing to read "Mary Mehren", with a stylized flourish at the end.

Mary Mehren, Director
Federal Compliance Division

cc: The Honorable Diane M. Rappleye, Family Court Judge, Jackson County
Jerome Colwell, Director, Jackson County DHS
Keith Schafer, Child Care Fund/Chargeback Unit
Janie Ross, Child Care Fund Specialist
Child Care Fund File

Commissioner Board Appointments – August 2011

<u>BOARD</u>	<u>NEW TERM EXPIRES</u>	<u>CURRENT MEMBER</u>	<u>APPLICANTS</u>	<u>COMMITTEE RECOMMENDED APPOINTMENTS</u>
<u>Brownfield Redevelopment Authority</u>				
1) One public member	3/2013	TBD	Douglas Beiswanger Thomas Trent Harris Laura Schlecte Ray Snell	Thomas Trent Harris
<u>Road Commission</u>				
1) One public member	12/2015	John Hurd	Bradley Belden Deborah Charles Larry Chase Kevin Cromley Walter Davis Ryan Doll Craig Douglas Charles Drake Thomas Garrison Arthur Greenman Jere Hinkle Timothy Horsch Terry Klaasen Jeffrey Kruse Ray Kuzminski Ray Logan Rodney Mills Donald Peterson John Polaczyk Leland Prebble Michael Stimpson	Jeffrey Kruse

THIS FORM CONTAINS REQUIRED FIELDS - IT WILL NOT SUBMIT IF ANY OF THE REQUIRED FIELDS ARE EMPTY
** DENOTES A REQUIRED FIELD

INTERNET APPLICATION FORM INSTRUCTIONS: Complete all the required fields and submit

APPLICATION FOR EMPLOYMENT
JACKSON COUNTY AND COURTS



Date of Application June 18, 2011

**JOB PREFERENCE Brownfield Redevelopment Authority

NAME ** Beiswanger ** Douglas B
Last First Middle Initial
ADDRESS ** 6975 Paddock Lane ** Jackson ** MI ** 49201
Street City State Zip Code
TELEPHONE ** (517) 914 - 9555 ** (517) 782 - 2996
Home Daytime Number

Have you ever been employed by Jackson County or Courts before? ☒ Yes ☐ No

Are you legally eligible for employment in this country? ☒ Yes ☐ No
(Proof of U.S citizenship or immigration status will be required upon employment.)

When would you be available for work? Immediately

Are you available to work: ☒ Full-time ☐ Part-time ☐ Shift Work ☐ Temporary/Seasonal

Are you currently employed? ☒ Yes ☐ No May we contact your present employer? ☒ Yes ☐ No

If applying for a position requiring a drivers/chauffeurs' license please give license number: _____

List professional licenses you hold: Real Estate

If applying for a clerical position, please indicate typing/data entry speed: 65

Summarize special skills and qualifications acquired from employment or other experiences that may qualify you to work with Jackson County. _____

I believe that my experience in Real Estate, Business, and the non-profit sector
would be a great addition to this team.

Have you been convicted of a felony or misdemeanor in the last seven (7) years? ☐ Yes ☒ No
If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)? ☐ Yes ☒ No
If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts? ☐ Yes ☒ No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

President and Board Chair, Another Day Another Memory, www.AdamUpdate.com

Chairman of the Board, Catholic Charities of Jackson, Lenawee, and Hillsdale Counties

Reserve Deputy, Jackson County Sheriffs Office

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer**	Address**
ERA Reardon Realty	910 N West Ave
Job Title**	Immediate Supervisor and Title**
REALTOR	Rick Reardon, Owner
Summarize nature of work performed and job responsibilities:**	
Represent buyers, sellers, and investors in the purchase, sale, and investment of real estate in the State of Michigan.	
Dates of Employment**	Hourly Rate/Salary**
09/2010	Commission
Reason for Leaving**	
Still Employed	

Employer	Address
DSJAA LLC	6975 Paddock Lane, Jackson, MI 49201
Job Title	Immediate Supervisor and Title
Owner	None
Summarize nature of work performed and job responsibilities:	
Real Estate management and investments.	
Dates of Employment	Hourly Rate/Salary
11/2008	Comission
Reason for Leaving	
Still Employed	

Employer	Address
Good Earth Real Estate	604 Wildwood, Jackson, MI 49201
Job Title	Immediate Supervisor and Title
REALTOR	Phil Morgan, Owner
Summarize nature of work performed and job responsibilities:	
Represent buyers of sellers in real estate transactions.	
Dates of Employment	Hourly Rate/Salary
09/2009-09/2010	Commission
Reason for Leaving	
Joined a more technology savvy company with the tools needed to better perform in market.	

Employer	Address
Another Day, Another Memory	3027 Wildwood Ave
Job Title	Immediate Supervisor and Title
President/CEO	Board of Directors
Summarize nature of work performed and job responsibilities:	
Operate a 501(c)3 charity that supports grieving children and adults in Jackson and the surrounding communities.	
Dates of Employment	Hourly Rate/Salary
12/2008	0
Reason for Leaving	
Still employed	

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School ** Vandercook Lake	4	Diploma
College/University** Seina Heights University	4	B.A.S.
United States Marine Corps	8	Honorable Discharge
Other		

As public employers, Jackson County and the Courts are subject to the Freedom of Information Act and, under that Act, Jackson County is required to provide a copy of this application to any individual submitting a written request unless, as an applicant, you request that your application remain in confidence.

I wish this application for employment to remain in confidence

☒ Yes ☐ No

I hereby certify that all statements on this Application for Employment (and accompanying resume, if any) are made completely, truthfully and without evasion, and further understand and agree that such statements may be investigated and if found to be false will be sufficient reason for not being employed, or if employed, may result in my dismissal.

I authorize Jackson County and the Courts to investigate all statements contained in the application, including disciplinary records of any former employers, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

I understand that neither this document nor any offer of employment from the employer constitutes an employment contract unless a specific document to that affect is executed in writing by the employer. I understand that any employment offer may be conditioned upon the results of a pre-employment medical examination, and any other necessary medical tests to determine the presence of alcohol, drugs, or controlled substances, should they be required.

Jackson County and the Courts actively encourage applications by qualified individuals with disabilities, and does not discriminate in its consideration of such applicants. If you believe that any accommodation of a disability will be necessary for the testing and/or interview process contact the Human Resources Department at (517) 788-4340.

Signature of Applicant: _____

Date: June 18, 2011

JACKSON COUNTY AND COURTS, FOR PURPOSES OF HIRING, PROMOTION, ADVANCING, OR ASSIGNING JOBS OR ANY OTHER TERMS OR CONDITIONS OF EMPLOYMENT AGREES TO PROVIDE EQUAL EMPLOYMENT OPPORTUNITY REGARDLESS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, AGE, SEX, HEIGHT, WEIGHT, MARITAL STATUS, ARREST RECORD, OR DISABILITY AS DEFINED BY LAW OR ANY FACTOR NOT RELATIVE TO JOB PERFORMANCE; EXCEPT WHERE A SPECIFIED AGE, SEX OR PHYSICAL REQUIREMENT IS A BONA-FIDE OCCUPATIONAL REQUIREMENT.

Reset

Submit

DO NOT WRITE BELOW THIS LINE

Test Scores/Dates:

Application Number:

Start Date	Fund/Sub-Dept.	Job Title	Classification
Rate of Pay	Employee No.	Approved By:	PCN#

Douglas B. Beiswanger

6975 Paddock Lane, Jackson, MI 49201

517-914-9555

Doug.Beiswanger@gmail.com

Employment

Another Day, Another Memory, Jackson, MI

President/CEO (2008-Current)

- Chairman of the Board of Directors
- Manage daily operations of this 501(c)3 organization

ERA Reardon Realty, Jackson, MI

Realtor (2009-Current)

- Represent buyers, sellers, and investors in real estate transactions
- Produce sales of approximately \$3M-\$5M annually
- Formed Limited Liability Company to represent real estate investments

Sam's Club, a division of Wal-Mart Stores Inc., Midwest United States

Operations and Marketing Manager (1993-2009)

- Focused on struggling markets and teams as directed by corporate office
 - Selected to lead new sales teams in underperforming markets
 - Extensive training in the development of people to achieve continuous results
 - Extensive training in the building of team dynamics and roles management
 - Focus centered on development of teams with diverse backgrounds and education levels
 - Marketed, staffed, and opened new facilities, managing staff of 12-200 members
 - Led teams to achieve regional recognition for performance and team morale
 - Operated clubs ranging in sales volume from \$60M-\$90M annually
-

Education

Siena Heights University, Adrian, MI

Bachelor of Applied Sciences Degree (August 2011)

- Homeland Security

United States Marine Corps

Sergeant (June 2000)

- Combat Engineer, Demolitions, Nuclear, Biological, and Chemical Warfare
-

Civic Service

Catholic Charities of Jackson, Lenawee, and Hillsdale Counties

Chairman, Board of Directors

Jackson County Sheriff's Department

Reserve Deputy

Professional Affiliations

Jackson Chamber of Commerce
Kiwanis International

Jackson Non-Profit Network
National Assoc. of REALTORS

e-Pro Preferred Agent

Douglas B. Beiswanger

6975 Paddock Lane, Jackson, MI 49201

517-914-9555

Doug.Beiswanger@gmail.com

References

Pat Crawford
Retired, Alro Steel Corporation
3445 Cambridge
Jackson, MI 49203
517-392-2258

Joe Wolfe
President
The Protection Center
1203 First St
Jackson, MI 49203
517-787-1704

James Brown
Owner, JB Construction
513 Fourth St
Jackson, MI 49203
517-914-8167

Sue Lewis
Executive Director
Catholic Charities
199 N Broad St
Adrian, MI 49221
517-902-5838

Nicole Niles
Vice President
OSB Community Bank
417 S Main St
Brooklyn, MI 49230
517-937-4588

Johana Cruz
Supervisor
EECU Credit Union
4405 Page Ave
Michigan Center, MI 49254
517-990-3765

Rick Reardon
Broker/Owner
ERA Reardon Realty
910 N West Ave
Jackson, MI 49202
517-206-2919

Anthony Rana
Instructor
Siena Heights University
2111 Emmons Rd
Jackson, MI 49201
517-796-0800

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: HARRIS THOMAS TRENT
Last First Middle Initial
HOME ADDRESS: 4884 INDIAN CREEK DR., JACKSON 49201
Street City Zip Code
TELEPHONE: 517 240 4236 trent@tentharris.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. Brownfield Redevelopment Authority 3. [Signature]

Community Activities/Civic Organization/Boards/Commissions:

Activity/Organization:	Length of Service	Position(s) Held:
<u>Jackson Housing Commission</u>	<u>6 months</u>	<u>commissioner</u>
<u>Jackson Affordable Housing Corp.</u>	<u>7 months</u>	<u>board member</u>

Employment:

Law Office of Trent Harris, PLLC: attorney 6/2010 - present
Current Employer: Position: Dates of Employment:

Education: degrees: (BA) Chicago Kent College
Jackson High School 1995, Albion College 1999, of LAW 2008. (JD)

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

I have a background in commercial real estate and environmental law, and am interested in Jackson's economic success.

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

[Signature]

Signature

7/5/2011

Date

Please Type or Print
With Black BallpointPlease Type or Print
With Black Ballpoint

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: Schlecte Laura Dwyer
Last First Middle Initial

HOME ADDRESS: 759 W. Michigan Ave Jackson 49201
Street City Zip Code

TELEPHONE: 734/660-4260 cell 517/780-3830 work Laura@7803800.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. Brownfield Redevelopment Authority. 2. _____ 3. _____

Community Activities/Civic Organization/Boards/Commissions:

Activity / Organization:	Length of Service	Position (s) Held:
<u>REALTOR Organization both Local & State</u>	<u>Since 1983</u>	<u>Board of Directors/Chairs of Committees</u>
<u>Jackson Chamber of Commerce</u>	<u>2010</u>	<u>Legislative Committee</u>
<u>Varies Non Profits</u>	<u>Various Years</u>	<u>Char and Volunteer</u>

Employment:

Current Employer:	Position:	Dates of Employment:
<u>Prudential Premier Properties</u>	<u>Broker/Owner</u>	<u>Since 1983</u>

Education:

Western Michigan University, REALTOR designations - ARB, ARBM, CRB, GREEN, CCDS, PCM, National Trainer for Prudential & National Assoc. of REALTORS

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

With my real estate background & GREEN teaching certification & my passion for the growth of this community I would be a prefect fit for this committee

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

I have attended Urban Land Institute meetings with regard to the revitalizations of communities & areas. I would welcome the opportunity to share that information.


 Signature:

June 19, 2011

Date:

Submit

Reset

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: Snell Raymond _____
Last First, Middle Initial
HOME ADDRESS: 4729 Birch Haven Jackson 49201
Street City Zip Code
TELEPHONE: 517-474-0048 rcsnell@comcast.net
Home, Work, Cell, or Business (Include Area Code) E-mail Address

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

1. Land Bank Authority 2. Brownfield Development Authority 3. _____

Community Activities/Civic Organization/Boards/Commissions:

Activity / Organization:	Length of Service	Position (s) Held:
<u>United Way of Jackson</u>	<u>2006-Present</u>	<u>1st Vice President, Curenly Chairman</u>
<u>JCC Citizens Advisory Committee</u>	<u>2004-2006</u>	<u>Member</u>
<u>Michigan Economic Developers Association</u>	<u>2007-2008</u>	<u>Member</u>

Employment:

<u>Exit Realty 1st</u>	<u>Realtor</u>	<u>2004-2006 and 2009 through present</u>
Current Employer:	Position:	Dates of Employment:

Education:

Jackson Community College Associates Degree 2004

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

I am interested in utilizing my experince in helping Jackson County grow and prosper and believe these committes can have great impact on the local economy.

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

I have served on many community committies and am familiar with the work required to be a good member.

Raymond Snell 6/29/2011
Signature: Date:

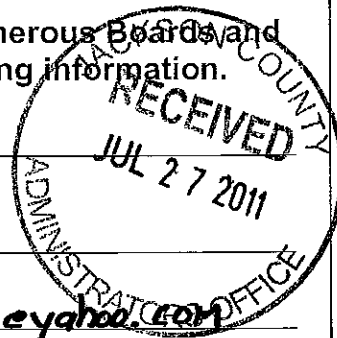
COUNTY OF JACKSON

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: BELDEN BRADLEY J
Last First Middle Initial
HOME ADDRESS: 5936 SALABELLE ST. * JACKSON * 49201
Street City Zip Code
TELEPHONE: (H) 784-8080 (C) 917-4275 bradley.belden@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. ROAD COMMISSION 2. _____ 3. _____

Community Activities/Civic Organization/Boards/Commissions:

Activity/Organization:	Length of Service	Position(s) Held:
<u>JACKSON JAYCEES</u>	<u>5 YEARS</u>	<u>VICE-PRESIDENT</u>
_____	_____	_____
_____	_____	_____

Employment:

Current Employer:	Position:	Dates of Employment:
<u>NONE CURRENTLY</u>	<u>FORMERLY OWNER Belden Asphalt Co.</u>	<u>1969 TO 2009</u>

Education: C.M.U. * MT. PLEASANT * B.S. BUSINESS / LAW '76
UOFM * ANN ARBOR * B.S. CIVIL ENGINEERING

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

TO HAVE SOMEONE WITH ACTUAL PAVEMENT EXPERIENCE ON THE ROAD COMMISSION BOARD TO BRING A FRESH PERSPECTIVE.

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

SEE RESUME ATTACHED

[Signature]

Signature

7/27/11

Date

Bradley J Belden

5936 Salabelle St.

Jackson, Michigan, 49201

Cell: 517-917-4275 * Home: 517-784-8080

Email --- bradleybelden@yahoo.com

Objective :

To obtain long term employment with a well established organization where I may fully utilize my seasoned skills in construction/facilities support and management.

Experience :

Belden Paving Company, Inc * BANDS Industries LLC

Jackson, MI * 1991-2010

Director of Operations

- Managed day to day operations of the paving, underground & prep construction.
- Solicited paving, underground and prep construction business.
- Engineered jobs and quoted bids/prices to customers and municipalities.
- Scheduled paving, underground and related construction jobs.
- Managed crew supervisors.
- Assured operating supply and subcontractor availability.
- Monitored job quality.
- Performed project cost analysis both on-going and final.
- Responsible for average yearly sales volume of \$7,000,000.

Belden Asphalt Company, Inc
Jackson, MI * 1978-1991
Lead Estimator – Construction Manager

- Managed paving, construction and pavement maintenance operations.
- Solicited paving and construction contracts.
- Bid Estimates – Negotiated Job Contracts.
- Scheduled paving and construction jobs.
- Supervised paving and construction crews.
- Part of management team.

Education :

Jackson Community College
1972-1973

Central Michigan University
1973-1975

University of Michigan
1976-1977

Professional Skills :

- Computer and Internet literate.
- Very knowledgeable in reading blue prints for estimation and project purposes.
- Assertive, self-motivated, goal-oriented, organized and efficient.
- A flexible, cooperative, hard worker, team player and reliable.
- A good morale builder.
- Seasoned manager of people. (Have managed thirty people)
- MDOT experience with project bidding, estimating and managing.
- Civil and Mechanical Engineering Skills.
- Heavy equipment knowledge.
- Experienced in all aspects of asphalt/concrete paving and related construction needs.
- Experienced in underground and facilities related work.
- Experience in working with municipalities both local and state.
- Able to perform cost analysis of completed and on-going projects.

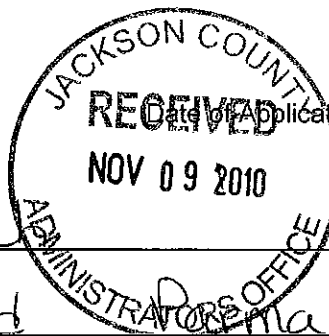
Salary Requirements:

- Negotiable * Willing to relocate as needed.

References :

- Professional and personal references available upon request.

**APPLICATION FOR APPOINTMENT
JACKSON COUNTY ROAD COMMISSION**



Date of Application 11/3/10

NAME Charles Deborah L.
Last First Middle Initial
ADDRESS 6891 N. Parma Rd Parma MI 49269
Street City State Zip Code
TELEPHONE 517-531-5310 517-444-1005 jimanddebbiecharles@yahoo.com
Home Daytime Number Cell Phone email address

Are you a U.S. Citizen? ☒ Yes ☐ No

Are you a Jackson County Resident? ☒ Yes ☐ No

List professional licenses you hold: none

Have you been convicted of a felony? ☐ Yes ☒ No
If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)? ☐ Yes ☒ No
If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts? ☐ Yes ☒ No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

Please see attached

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer Ingham County Address 301 N. Bush St. P.O. Box 38
Road Commission Mason MI 48854
Job Title Secretary to the Board Immediate Supervisor and Title William M. Conklin, Managing Director
Summarize nature of work performed and job responsibilities:
Executive Secretary to Managing Director and Assistant to Board,
taking and preparing board minutes, union negotiations, preparation of proposals, see
attached
Dates of Employment June 1981-April 2010 Hourly Rate/Salary 28.72/hour
Reason for Leaving Retired

Employer Ingham County Address 707 Buhl Dr PO Box 220
Drain Commission Mason MI 48854
Job Title Secretary to Dept. Head Immediate Supervisor and Title Richard L. Sode, Drain Commissioner (deceased)
Summarize nature of work performed and job responsibilities:
typing correspondence, assisting with drain assessment rolls,
taking and preparing minutes for Board of Public Works
Dates of Employment March 1977- June 1981 Hourly Rate/Salary do not recall
Reason for Leaving accepted job with Road Commission

Employer Norman M. Gaffney PC Address 530 S. Capitol, Lansing, MI
Job Title Legal Secretary Immediate Supervisor and Title Norman M Gaffney, Attorney at Law
Summarize nature of work performed and job responsibilities:
Legal Secretary, typing legal documents, making
appts, collecting fees and doing monthly invoices to clients
Dates of Employment 1974-1977 Hourly Rate/Salary do not recall
Reason for Leaving accepted job with County Drain Commission

Employer _____ Address _____
Job Title _____ Immediate Supervisor and Title _____
Summarize nature of work performed and job responsibilities:

Dates of Employment _____ Hourly Rate/Salary _____
Reason for Leaving _____

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School <u>Eaton Rapids</u>	<u>4</u>	<u>1973 graduate</u>
College/University		
<u>Some business courses at LCC</u>		
Other		

I authorize Jackson County to investigate all statements contained in the application, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

Signature of Applicant: Debra Charles Date November 3, 2010

References may be requested.

I worked at the Ingham County Road Commission from June 1981 through April 2010. After 29 years of service, I retired in April of this year. My position was Secretary to the Board.

My tasks were a variety of duties, including recording and preparing minutes for the Board of Ingham County Road Commissioners. As the Board's Secretary, a statutorily held position, I worked exclusively for the Board and the Managing Director. I prepared all Board meeting agendas, scheduled various appointments for Board meetings, and recorded and prepared all minutes. I also helped with scheduling, such as various public informational meetings, Budget public hearings, and construction public hearings, which are annual events. I handled all of the statutory legalities of publishing for these meetings and public hearings.

Although I did not directly set or recommend annual budgets, I participated in staff meetings and brainstorming in the preliminary stages leading up to presentation of a draft to the Board for its review and ultimate adoption.

As a non-union management level employee, I participated in labor negotiations, and was a member of the management team for the OPEIU Local 512 labor negotiations for many years. The Ingham County Road Commission also has the AFSCME Local 1499 and SEIU Local 517M employees. I also participated in preparation for these labor negotiations and prepared documents for management proposals.

For many years, and especially for the past six years, I was the staff liaison between union officials and management.

I believe I have a vast knowledge of County Road Commissions and how they function, from the day to day operations, to the legal responsibilities and public expectations of the Board of County Road Commissioners.

References:

Joseph D. Pulver, Managing Director
Clinton County Road Commission
997 West Dexter Trail
Mason MI 48854
517-676-6769

June H. Pallottini, Former Commissioner
Ingham County Road Commission (1993-2004)
2634 West Bellevue Road
Leslie MI 49251
517-589-8809

Joseph A. Guenther, Current Chair
Ingham County Road Commission
1904 Schoolcraft
Holt MI 48842
517-256-8013

David O. Sheathelm, Former Commissioner
Ingham County Road Commission (1989-2000)
3230 Sheathelm Road
Dansville MI 48819
517-623-6324

Thomas M. Mitchell, Current Member
Ingham County Road Commission
3591 Zimmer Road
Williamston MI 48895
517-819-8435

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: Chase Larry
Last First, Middle Initial
HOME ADDRESS: 131 Plymouth St Jackson 49201
Street City Zip Code
TELEPHONE: 517-612-9905 lec1454@comcast.net
Home, Work, Cell, or Business (Include Area Code) E-mail Address

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

1. Road Commission 2. 3.

Community Activities/Civic Organization/Boards/Commissions:

Activity / Organization:	Length of Service	Position (s) Held:
Eve on the Ave 5k Run/Walk	4 years	Events Coordinator
St. Johns UCC/Partnership Park	5 years	Events Coordinator for St. Johns UCC
Napoleon Township	4 years	Trustee

Employment:

Retired
Current Employer: Position: Dates of Employment:

Education:

Tecumseh High School -- Adrian College

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

I am a retired truck driver and after 30 years of running up and down roads I feel that I would be an asset to this commission

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

Larry Chase
Signature:

7/27/2011
Date:

THIS FORM CONTAINS REQUIRED FIELDS - IT WILL NOT SUBMIT IF ANY OF THE REQUIRED FIELDS ARE EMPTY

** DENOTES A REQUIRED FIELD

INTERNET APPLICATION FORM INSTRUCTIONS: Complete all the required fields and submit

APPLICATION FOR EMPLOYMENT
JACKSON COUNTY AND COURTS

Date of Application November 24, 2010

**JOB PREFERENCE Fair Board/ Road Commission/ Hospital Finance Auth. (Public Member)

NAME ** Cromley ** Kevin C
Last First Middle Initial
ADDRESS ** 3700 Sargent Rd ** Jackson ** MI ** 49201
Street City State Zip Code

TELEPHONE ** (517) 812 - 9553 ** (517) 812 - 9553 SOCIAL SECURITY _____
Home Daytime Number

Have you ever been employed by Jackson County or Courts before? ☐ Yes ☒ No

Are you legally eligible for employment in this country? ☒ Yes ☐ No
(Proof of U.S citizenship or immigration status will be required upon employment.)

When would you be available for work? As soon as needed

Are you available to work: ☒ Full-time ☒ Part-time ☒ Shift Work ☒ Temporary/Seasonal

Are you currently employed? ☒ Yes ☐ No May we contact your present employer? ☒ Yes ☐ No

If applying for a position requiring a drivers/chauffeurs' license please give license number: _____

List professional licenses you hold: ~~

If applying for a clerical position, please indicate typing/data entry speed: _____

Summarize special skills and qualifications acquired from employment or other experiences that may qualify you to work with Jackson County. _____

Have you been convicted of a felony or misdemeanor in the last seven (7) years? ☐ Yes ☒ No
If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)? ☐ Yes ☒ No
If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts? ☐ Yes ☒ No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

Volunteer for Relay for Life. I attend all Leoni township and County commissioner
meetings. I was a candidate for District 3 Commissioner.

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer **	Address **
NC Development Group	159 W. Pearl St.
Job Title **	Immediate Supervisor and Title **
Sales	John Collis Owner
Summarize nature of work performed and job responsibilities: **	
Sales / Rental of Properties	

Dates of Employment **	Hourly Rate/Salary **
11/08/2010	Commission
Reason for Leaving **	
Currently there	

Employer	Address
Tanning Trends Magazine	3101 Page Ave
Job Title	Immediate Supervisor and Title
Corporate Relations Director	Matt Russell / Owner
Summarize nature of work performed and job responsibilities:	

Dates of Employment	Hourly Rate/Salary
2000 - 2008	Salary
Reason for Leaving	
Career change	

Employer	Address
Job Title	Immediate Supervisor and Title
Summarize nature of work performed and job responsibilities:	

Dates of Employment	Hourly Rate/Salary
Reason for Leaving	

Employer	Address
Job Title	Immediate Supervisor and Title
Summarize nature of work performed and job responsibilities:	

Dates of Employment	Hourly Rate/Salary
Reason for Leaving	

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School** East Jackson High School	K-12	General
College/University** Spring Arbor University	4	Senior Year

Other

As public employers, Jackson County and the Courts are subject to the Freedom of Information Act and, under that Act, Jackson County is required to provide a copy of this application to any individual submitting a written request unless, as an applicant, you request that your application remain in confidence.

I wish this application for employment to remain in confidence ☒ Yes ☐ No

I hereby certify that all statements on this Application for Employment (and accompanying resume, if any) are made completely, truthfully and without evasion, and further understand and agree that such statements may be investigated and if found to be false will be sufficient reason for not being employed, or if employed, may result in my dismissal.

I authorize Jackson County and the Courts to investigate all statements contained in the application, including disciplinary records of any former employers, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

I understand that neither this document nor any offer of employment from the employer constitutes an employment contract unless a specific document to that affect is executed in writing by the employer. I understand that any employment offer may be conditioned upon the results of a pre-employment medical examination, and any other necessary medical tests to determine the presence of alcohol, drugs, or controlled substances, should they be required.

Jackson County and the Courts actively encourage applications by qualified individuals with disabilities, and does not discriminate in its consideration of such applicants. If you believe that any accommodation of a disability will be necessary for the testing and/or interview process contact the Human Resources Department at (517) 788-4340.

Signature of Applicant: Kevin Cromley Date: November 24, 2010

JACKSON COUNTY AND COURTS, FOR PURPOSES OF HIRING, PROMOTION, ADVANCING, OR ASSIGNING JOBS OR ANY OTHER TERMS OR CONDITIONS OF EMPLOYMENT AGREES TO PROVIDE EQUAL EMPLOYMENT OPPORTUNITY REGARDLESS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, AGE, SEX, HEIGHT, WEIGHT, MARITAL STATUS, ARREST RECORD, OR DISABILITY AS DEFINED BY LAW OR ANY FACTOR NOT RELATIVE TO JOB PERFORMANCE; EXCEPT WHERE A SPECIFIED AGE, SEX OR PHYSICAL REQUIREMENT IS A BONA-FIDE OCCUPATIONAL REQUIREMENT.

DO NOT WRITE BELOW THIS LINE

Test Scores/Dates: _____ Application Number: 2010112416023182400001

Start Date	Fund/Sub-Dept.	Job Title	Classification
Rate of Pay	Employee No.	Approved By:	PCN#

**APPLICATION FOR APPOINTMENT
JACKSON COUNTY ROAD COMMISSION**



Date of Application 11-4-2010

NAME DAVIS WALTER L.
Last First Middle Initial

ADDRESS 128 BURN OAK SPRING ARBOR MI 49283
Street City State Zip Code

TELEPHONE 517 782-8699 517 782-8699 517 937-8677 walterdavis@GATT.net
Home Daytime Number Cell Phone email address

Are you a U.S. Citizen? ☒ Yes ☐ No

Are you a Jackson County Resident? ☒ Yes ☐ No

List professional licenses you hold: _____

Have you been convicted of a felony? ☐ Yes ☒ No
If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)? ☐ Yes ☒ No
If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts? ☐ Yes ☒ No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

SEE ATTACHMENT 1 & 2

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer PRUDENTIAL PREMIER PROPERTIES Address _____
Job Title REALTOR Immediate Supervisor and Title MARC MEYER, BROKER
Summarize nature of work performed and job responsibilities:
Provided Professional Service in all areas of Real Estate.

Dates of Employment OCT 2000 - OCT 2002 Hourly Rate/Salary COMMISSION \$20,000
Reason for Leaving Financial, Cost Too Much To Be A Realtor - RETIRED

Employer ART MOBILE CHRYSLER/HONDA Address _____
Job Title SALE REPRESENTATIVE Immediate Supervisor and Title RON GREER
Summarize nature of work performed and job responsibilities:
Sold New and USED Automobiles

Dates of Employment AUG 1991 - OCT 1999 Hourly Rate/Salary COMMISSION \$42,000
Reason for Leaving Resigned For More Secure Employment

Employer U.S. ARMY RESERVE Address _____
Job Title PUBLIC RELATIONS SUPR Immediate Supervisor and Title _____
Summarize nature of work performed and job responsibilities:
SUPERVISE PUBLIC AFFAIRS OFFICER PERSONNEL IN ADMINISTRATION OF ARMY PUBLIC AFFAIRS POLICIES AND PROGRAMS.

Dates of Employment OCT 1988 - MAY 2000 Hourly Rate/Salary \$40,000
Reason for Leaving RETIREMENT

Employer U.S. ARMY Address _____
Job Title CHIEF ACCOUNTANT Immediate Supervisor and Title _____
Summarize nature of work performed and job responsibilities:
ASSISTED IN SUPERVISING FINANCE OFFICE; PROVIDED COST ESTIMATION, BUDGET OPERATION AND ALL PHASES OF ACCOUNTING.


Dates of Employment AUG 1981 - OCT 1988 Hourly Rate/Salary \$60,000
Reason for Leaving DISCHARGED FROM ACTIVE DUTY

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School CRANE TECH/CHICAGO	1965	DIPLOMA
College/University MALCOLM X JR. COLLEGE/CHICAGO		NONE
JACKSON COMMUNITY COLLEGE/JACKSON		NONE
Other MILITARY FINANCE SCHOOL		CERT. F. C. T. R.
DEFENSE INFORMATION SCHOOL		CERT. F. C. T. R.

I authorize Jackson County to investigate all statements contained in the application, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

Signature of Applicant:



Date

Nov 4, 2010

References may be requested.

WALTER L. DAVIS
128 Burr Oak, Spring Arbor, MI 49283
(517) 782-8699

RESUME

SALES

Realtor. Prudential Premier Properties October 2000 – October 2002. Provided professional service in all areas of Real Estate; maintains proficiency in marketing, selling and negotiating.

SALES

Sales Representative. Art Moehn Chevrolet Co. August 1991 – October 1999. Sales new and used automobiles; Built customer base by earning trust and respect from customers through honesty and positive interaction; and maintained up-to-date product knowledge of automobiles.

MILITARY

Public Affairs. 318th PA DET (PCH) October 1988 – May 2000 (Reserves)(Retired). Supervised office personnel in the administration of Army public affairs policies and programs within the 318th Public Affairs Detachment (Press Camp Headquarters); and served as the Senior Sergeant Major for two subordinate units.

Chief Accountant. 416th Engineer Command August 1981 – October 1988 (Active Duty). Assisted in the supervision of the finance office; planned and coordinated all phases of accounting and budget operations; and assisted in preparing financial reports, estimates and analysis.

MANAGEMENT

Production Manager. Charlotte Charles Inc. June 1969 – Jan. 1979 Responsible for the overall production of over 3 million food gifts items; provided cost estimation, quality assurance; and overall maintenance of production department.

EDUCATION

Jackson Community College Associate of Arts (pending)	May 1997 - June 1998
Defense Information School Basic Journalism	April 1989 - June 1989
Military Finance School Budget Management	July 1986 - Aug. 1986
Malcolm X Junior College General Studies	Sept. 1968 - Sept. 1969

REFERENCES AVAILABLE UPON REQUEST

Attachment 1

I am seeking appointment to the Jackson County Road Commission because I want to be apart of the county's process in maintaining and improving its road systems in order to enhance the safety and comfort of motorists traveling throughout our county.

After reviewing the job description, I am confident some of my life and past work experiences would be beneficial to the Jackson County Road Commission. First, I served on the Jackson County Veterans Affairs Committee for many years. I also served on the county's EMS commission -- both of these positions required my ability to work effectively as a team member. In addition, I served on the 7th Congressional Service Academy Review Board for many years. After serving over 30 years in armed forces, I believe teamwork is my strongest attribute. I believe teamwork is crucial when working on committees and commissions.

Secondly, I served with the American Legion in many capacities on the local, state and national level. I served as the Legion's State Finance Officer overseeing a \$2.5 million budget. This experience should be beneficial in carrying out the duties of the road commission. Some of my many duties included formulating policies and preparing budgets. As chief accountant, while serving in the military, I was responsible for supervising the finance office, planning accounting and budgeting operations. I believe these skills would be an added advantage for the Jackson County Road Commission.

Lastly, I am a hard worker and a dedicated individual who gives 100 percent of my abilities to all endeavors. I am a family man, married to Tamara Davis who has worked for the state of Michigan for over 22 years. I am retired with plenty time on hand. Please consider my experience and skills in making your final decision.

Please contact me with any additional questions, comments, or concerns.

Walter L. Davis

Attachment 2

HONORS, AWARDS AND FELLOWSHIPS RECEIVED:

- Jackson County Veteran of the Year (1999).
- Meritorious Service Medal (3d OLC)(1998) -- for meritorious service while assigned as the 416th Engineer Command Public Affairs Supervisor and as Chief Accountant from 1981 to 1998.
- Legionnaire of the year (1994) - for outstanding service as finance officer of American Legion Sauk Trail Post 246.
- Southwest Asia Service Medal (1991) - for participation in the Persian Gulf War.
- Kuwait Liberation Medal (1991) - for participation in the Persian Gulf War.
- Meritorious Service Medal (2d OLC)(1991) - for meritorious achievement while assigned to the Public Affairs Office.
- National Defense Service Medal w/Bronze Star (1991) - for participation in the Gulf War.
- Meritorious Service Medal (1st OLC)(1990) - for outstanding meritorious service while serving in various positions at the 416th Engineer Command.
- Meritorious Service Medal (1988) - for meritorious achievement as Chief Accountant.
- Army Commendation Medal (1987) - for outstanding achievement while participating in a Central American exercise as the audit/control noncommissioned officer.
- Recognition Certificate (1987) - for outstanding performance as the Audit/Control sergeant during a Central American exercise.
- Army Achievement Medal (2d OLC) (1986) - for meritorious achievement for training military technicians in the area of Joint Uniform Military Pay System-Reserve Component (JUMPS-RC).
- Army Achievement Medal (1st OLC) (1985) - for outstanding achievement while providing assistance in the area of finance for soldiers participating in a Middle-East exercise.
- Letter of Appreciation (1985) - for financial support during the Fourth U.S. Army Resource Management Conference.
- Army Achievement Medal (1985) - for outstanding achievement and exceptional administrative support to the financial mission of a major U.S. Army Command.
- Good Conduct Medal (2d Awd) (1986)
- Good Conduct Medal (1968)
- National Defense Service Medal (1968)

Please Type or Print
With Black BallpointPlease Type or Print
with Black Ballpoint

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: Doll Ryan W
Last First Middle Initial

HOME ADDRESS: 12012 Country River Dr Rives Junction 49277
Street City Zip Code

TELEPHONE: (517) 881-0290 dollrw@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. Jackson County Road Commission 2. _____ 3. _____

Community Activities/Civic Organization/Boards/Commissions:

Activity / Organization:	Length of Service	Position (s) Held:
<u>City of Jackson Planning Commission</u>	<u>Two years/One term</u>	<u>Chairperson</u>
<u>City of Novi Economic Development Corp</u>	<u>Two years/One term</u>	<u>Board Member</u>
_____	_____	_____

Employment:

State of Michigan	Section Manager	September 2005 - Present
Current Employer:	Position:	Dates of Employment:
_____	_____	_____

Education:

Bachelors Degree in Public Administration and Public Policy, Michigan State University

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

I want to provide my experience and education to benefit Jackson County.

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

I am a Certified Business Solutions Professional

Ryan Doll
 Signature:

8/2/11

Date:



August 2, 2011

Jackson County Board of Commissioners
120 West Michigan Avenue
Jackson, MI 49201

Dear Jackson County Board of Commissioners:

I am writing the Jackson County Board of Commissioners to express my interest in serving on the Jackson County Road Commission. My interest in this position is supported by five years of leadership experience in state and local governance in addition to my background in municipal planning and economic development.

I believe in a collaborative approach to accountable, responsive and accessible government and I am dedicated to creating a progressive community.

I have served as the Chairperson of the Jackson City Planning Commission as well has served as a Board Member of the Economic Development Corporation for the City of Novi. I hold a Bachelors Degree in Public Administration and Public Policy from Michigan State University and recently became certified as a Business Solutions Professional.

Professionally, I manage the state's Trade Adjustment Assistance and No Worker Left Behind programs within the state's Workforce Development Agency. In this position, I am responsible for statewide program administration including the development, operation and oversight of statewide policies and initiatives. As a Business Solutions Professional, I have been successful in leveraging my efforts in workforce development to create partnerships and pool resources to build and maintain a positive business climate within Jackson County and beyond.

I believe that my combination of experience, education and enthusiasm have uniquely positioned me to serve as a dynamic and open-minded member of the Jackson County Road Commission. I am looking forward to consideration for a seat on the Jackson County Road Commission.

Sincerely,



Ryan Doll, CBSP
Enclosure

12012 COUNTRY RIVER DRIVE | RIVES JUNCTION, MICHIGAN 49277
(517) 881-0290 | DOLLRW@GMAIL.COM

RYAN WILLIAM DOLL

EXPERIENCE

11/2010-Present Michigan Strategic Fund/Workforce Development Agency Lansing, Michigan

Departmental Manager

- Provide leadership for the Trade Adjustment Assistance Act and No Worker Left Behind programs
- Oversee approximately \$100M in federal re-employment and training funds
- Provide training and technical assistance to internal and external staff and local partners regarding my areas of responsibility
- Serve as the State of Michigan liaison to the U.S. Department of Labor for Trade Adjustment Assistance
- Direct and oversee the day-to-day work assignments of a staff of nine
- Oversee statewide policy development, program implementation and programmatic monitoring
- Design and implement outreach strategies to ensure workforce programs are accessible and effective
- Responsible for the development and oversight of discretionary grants to local partners

6/2005-11/2010 Michigan Department of Energy, Labor & Economic Growth Lansing, Michigan

Departmental Analyst

- Responsible for the development and maintenance of the federally mandated Workforce Investment Act (WIA) and Wagner-Peyser Strategic Plan including Statutory Waivers
- Manage the statewide, WIA eligible training provider list (Career Education Consumer Report) and WIA customer satisfaction measurements contracts
- Solely responsible for the operation of the statewide incumbent worker program, including all policy development and reporting requirements
- Responsible for the development and maintenance of state policy and procedures associated with the administration of statewide WIA programmatic reviews and data validation
- Serve as a DELEG liaison to four Michigan Works! Agencies for all WIA related activities
- Maintain comprehensive knowledge of the programmatic, fiscal and performance related aspects of the WIA
- Developed policy and presented implementation training for the Michigan National Career Readiness Certificate to Michigan Works! Agencies, state staff, economic development agencies, and advocacy groups

EDUCATION

5/2004 Michigan State University East Lansing, Michigan

- Bachelor of Arts, Public Administration and Public Policy

5/2010 Michigan State University East Lansing, Michigan

- Certified Business Solutions Professional

CIVIC LEADERSHIP

12/2008 – 12/2010 Jackson City Planning Commission Jackson, Michigan

Chairperson (Commissioner 2008-2009)

- Responsible for approving conditional use permits and reviewing proposed site plans
- Developed and maintain the comprehensive city master plan through the review and approval of development and zoning proposals to regulate land use within the city of Jackson

6/2005 – 6/2007 Novi Economic Development Corporation Novi, Michigan

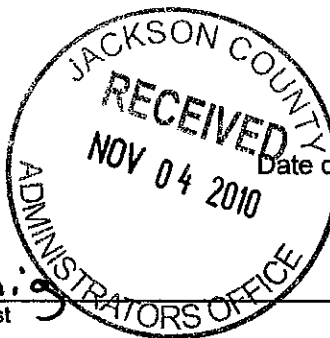
Board Member

- Developed and reviewed economic development initiatives and policy with a focus on attracting and retaining economic development within the city of Novi

12012 COUNTRY RIVER DRIVE | RIVES JUNCTION, MICHIGAN 49277

(517) 881-0290 | DOLLRW@GMAIL.COM

**APPLICATION FOR APPOINTMENT
JACKSON COUNTY ROAD COMMISSION**



Date of Application 11-3-10

NAME Douglas CRAIG A.
Last First Middle Initial

ADDRESS 401 MOUROE ST. BROOKLYN MI. 49230
Street City State Zip Code

TELEPHONE 517-592-8910 CONSTAR 2001 (A) AOL.COM
Home Daytime Number Cell Phone email address

Are you a U.S. Citizen? ☒ Yes ☐ No

Are you a Jackson County Resident? ☒ Yes ☐ No

List professional licenses you hold: _____

Have you been convicted of a felony? _____ Yes ☒ No
If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)? _____ Yes ☒ No
If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts? _____ Yes ☒ No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

HAM RADIO OPERATOR 20 YRS
BROOKLYN VILLAGE CLERK 3 1/2 YRS.
BROOKLYN VILLAGE TRUSTEE NOW
BROOKLYN VILLAGE CROSSING GUARD NOW
BROOKLYN ELEMENTARY SCHOOL PART TIME AIDE NOW
MARRIED WITH ONE SON

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer G. M. Address TOLEDO, OHIO

Job Title BUILT AUTO TRAN. Immediate Supervisor and Title

Summarize nature of work performed and job responsibilities:

WORKED ON LINES

Dates of Employment 8-9-76 to 8-9-2006 Hourly Rate/Salary \$30.00 PER HR.

Reason for Leaving RETIRED

Employer VILLAGE OF BROOKLYN Address

Job Title CROSSING GUARD - CLERK Immediate Supervisor and Title

Summarize nature of work performed and job responsibilities:

CROSSING SCHOOL KIDS - ALL CLERK DUTIES

Dates of Employment 9-10-2006 Hourly Rate/Salary 15.00 PER HOUR CROSSING

Reason for Leaving LEFT CLERK WHEN ELECTED TRUSTEE 150.00 PER MONTH AS CLERK

Employer VILLAGE OF BROOKLYN Address

Job Title VILLAGE TRUSTEE Immediate Supervisor and Title

Summarize nature of work performed and job responsibilities:

Dates of Employment 11-2-10 - Hourly Rate/Salary 56.00 PER MONTH

Reason for Leaving

Employer BROOKLYN ELEMENTARY SCHOOL Address

Job Title AIDE Immediate Supervisor and Title DEB POWELL

Summarize nature of work performed and job responsibilities:

SUPERVISE KIDS ON PLAYGROUND AND LUNCH ROOM.

Dates of Employment 9-1-08 Hourly Rate/Salary 9.75 PER HOUR

Reason for Leaving STILL DOING IT.

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School		
COLUMBIA CENTRAL, BROOKLYN	4 yrs	GRAD. 1975
College/University		

Other

I authorize Jackson County to investigate all statements contained in the application, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

Signature of Applicant: Cy Dylus Date 11-3-10

References may be requested.

APPLICATION FOR APPOINTMENT JACKSON COUNTY ROAD COMMISSION

Date of Application 11-11-10

NAME	Drake	Charles	L
	Last	First	Middle Initial
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ADDRESS	833 S Dettman Rd	Jackson	Michigan	49203-2214
	Street	City	State	Zip Code

TELEPHONE	517-768-0579	517-768-0580	517-937-1435	chuck@drakesestates.com
	Home	Daytime Number	Cell Phone	email address

Are you a U.S. Citizen? X Yes No

Are you a Jackson County Resident? X Yes No

List professional licenses you hold: EMT, Certified Fire Inspector

Have you been convicted of a felony? _____ Yes X No
If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)? ☐ Yes ☒ No
If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts? _____ Yes X No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

Served on the Board of Directors and in 2009 as Vice-President of the Jackson Area Landlords Association.

Served Eight years as Auditor, Treasurer, or Vice-President of Fraternal Order of Eagles Aerie 3634.

Served on the State of Michigan Fire Incident Reporting System Advisory Committee from 1990 to 2002.

Represented the Jackson Fire Department in the Jackson Emergency Operations Center.

Installed a Wide Area Network in the Jackson Fire Department & integrated with Jackson City network.

Participated in personnel issues including disciplinary, arbitration, mediation, and contract negotiations.

Served as a Reserve Police Officer with the City of Jackson from May 1976 to July 1986.

Assisted implementation of Mobile Data Terminals in police and fire vehicles in Jackson County

Michigan Arson Investigator of the Year 2001

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer City of Jackson	Address 161 W Michigan Ave, Jackson MI, 49201
Job Title Chief Fire Inspector/Acting Assistant Chief	Immediate Supervisor and Title Larry Bosell, Fire Chief
Summarize nature of work performed and job responsibilities: <u>Administrative staff with budget responsibility. Plan review with permit issuance and inspections. Fire investigation and prosecution.</u>	
Dates of Employment 7/1/1981 to 7/16/2007	Hourly Rate/Salary \$68,000/yr
Reason for Leaving Service retirement	
Employer City of Jackson	Address 161 W Michigan Ave, Jackson MI, 49201
Job Title Engineering Aid II	Immediate Supervisor and Title Andez Putnis Assistant City Engineer
Summarize nature of work performed and job responsibilities: <u>Street construction inspection, field surveys, drafting and design.</u>	
Dates of Employment 10/3/77 to 7/1/81	Hourly Rate/Salary \$16,000/yr
Reason for Leaving Transferred to the Jackson Fire Department	
Employer Kurzy Engineers	Address 3904 LaSalle St, Jackson MI 49201
Job Title Engineer Technician	Immediate Supervisor and Title Anthony Kurzy, Owner
Summarize nature of work performed and job responsibilities: <u>Street construction inspection, field surveys, drafting and design, subdivision plats.</u>	
Dates of Employment July 1969 to Aug 1977	Hourly Rate/Salary \$9,000/yr
Reason for Leaving Company closed	
Employer	Address
Job Title	Immediate Supervisor and Title
Summarize nature of work performed and job responsibilities:	
Dates of Employment	Hourly Rate/Salary
Reason for Leaving	

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School		
Grass Lake High School	1969	Diploma
College/University		
Jackson Community College	1973	Associate, Engineering Major
Spring Arbor University	1993	Bachelor, Management of Human Recourses
Other National Fire Academy	2003	Executive Fire Officer

I authorize Jackson County to investigate all statements contained in the application, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

Signature of Applicant: Charles Drake Date NOV 11, 2010

References may be requested.

CHARLES L. DRAKE

833 S. Dettman
Jackson MI 49203-2214
Home: (517) 768-0579

Qualifications

- Experienced in administration and supervision, with progressive responsibilities, including Acting as Chief of the Jackson Fire Department.
- A background in law enforcement, emergency planning, and infrastructure design and development.
- Experienced as a supervisor of emergency medical service, fire suppression, code enforcement, fire investigation, and hazardous material operations.
- Participated in contract negotiations, disciplinary actions, mediation, arbitration, and labor relations.
- Accomplished public speaker with presentations to local chapters, and state gatherings of public service groups.
- Organized National Fire Sprinkler Association seminars.
- A strong commitment to community risk reduction through a balanced delivery of education, code compliance, and inspection.
- Advanced technological skill and ability.

Education

Bachelor of Arts in Management; Spring Arbor University, Spring Arbor Michigan
Associate (Engineering major); Jackson Community College, Jackson Michigan

Experience

City of Jackson 1977 to 2007
Positions held: Police Reserve Officer, Engineering Aid I, Engineering Aid II, Firefighter, Fire Motor Driver, Captain, Fire Prevention Specialist I, Fire Prevention Specialist II, Acting Assistant Chief, and Acting Fire Chief.

Kurzy Engineers, Engineering Technician 1969 to 1977

Career Accomplishments

In Community Risk Reduction:

- Design and delivery of fire safety programs.
- Design and delivery of State required fire safety training to child care providers.
- Developed and managed a fire hydrant maintenance program.
- Investigation and resolution of building code violations.

- Keynote Speaker at local public service groups.
- Keynote Speaker at a state wide gathering of the Fraternal Order of Eagles.
- Managed the Jackson fire department commercial occupancy inspections.
- Organized National Fire Sprinkler Association seminars.
- Review and approval of construction, automatic fire suppression, and fire protective signaling system plans.
- Served on the Jackson Safe Kids committee.
- Successfully authored and administered a public education grant used to purchase a fire safety house.
- Supervised acceptance testing of fire protection systems.
- Taught MIOSHA required fire extinguisher training to area business employees.

As a Fire Arson Investigator:

- Assisted in the administration of an Arson Reduction grant.
- Awarded the International Association of Arson Investigators, "Investigator of the Year for 2001."
- Awarded the Michigan Arson Prevention Committees, "Anti-Arson Achievement Award for 2001."
- Deputized by the 13th District Court.
- Nationally certified as an arson investigator.
- Qualified as an "Expert witness" in District, and Circuit Court.

As Acting Assistant Chief of Training:

- Instructed City and County employees in the use of Mobile Data Terminals.
- Instructed the department in inspection techniques.
- Six firefighters were trained as high angle and technical rescue personnel with two being assigned to the Michigan Urban Search and Rescue team.
- Six department employees were trained as paramedic instructor coordinators thereby providing in house instructors certified to teach all levels of emergency medical service.
- Using the Instructor Coordinators the entire department was trained to the level of Emergency Medical Technician.

As an Administrator:

- Commanded major incidents involving multiple agencies.
- Conducted departmental promotional examinations.
- Participated in grievance hearings, disciplinary actions, contract negotiations, mediation, arbitration, and labor relations.
- Participated in the hiring process of firefighters, cadets, and civilian employees.
- Prepared and managed Fire Prevention and Training division budgets.
- Served on a Blackman Township Public Safety steering committee.
- Served on the Local Emergency Planning Committee, the Building Board of Appeals, and the Wellhead Protection Committee of Jackson County.
- Served on Promotional Examination Boards of other agencies.
- Successfully managed the Jackson Fire Department in the absence of the Chief.

Advancing Technology in the Fire Service

- Evaluated and selected a client-server Fire Incident Reporting System.
- Installed and managed concurrent Novel and Microsoft networks in the fire department.
- Installed and managed the fire departments' wide area network.
- Served as an advisor to the Mobile Data Terminal committee.
- Served as the operations manager overseeing a transition from analog to an all digital telephone system.
- Served on the Geographical Information System committee.
- Served on the "year 2000" committee.
- Served twelve years as an advisor to the State of Michigan concerning fire department electronic data submission, and transition from the Michigan Incident Reporting System to the National Fire Incident Reporting System.

Certifications and Affiliations

- Emergency Medical Technician.
- Hazardous Material Operations.
- Incident Command.
- Member of the Building Officials and Code Administrators.
- Member of the National Fire Protection Association.
- Michigan Certified Fire Inspector.
- Michigan Firefighter I, & II.
- Michigan Fire Officer.
- National Board of Fire Service Qualifications Arson Investigator.
- National Fire Academy Executive Fire Officer.

Professional Development

National Fire Academy:

Chemistry of Hazardous Materials, Executive Development, Fire Protection Principles and Practice, Leading Community Risk Reduction, Plan Review for Fire Inspectors, and Strategic Management of Change.

Michigan State Police Academy:

- Arson Investigation, (Beginning, Advanced, and Vehicle).
- Certified Fire Inspector.

Continuing Education:

- Jackson Community College – Leadership Academy.
- Jackson Community College – Reserve Police Officer Academy.
- Michigan State University – Annual Inspector recertification.
- Western Michigan University – Course work.
- University of Cincinnati – Fire Science course work.

APPLICATION FOR APPOINTMENT
JACKSON COUNTY ROAD COMMISSION

Date of Application _____

NAME Garrison Thomas G
Last First Middle Initial

ADDRESS 5916 Maple Dale Rd. Jackson Mich. 49201
Street City State Zip Code

TELEPHONE 517 563-9251 914-0516
Home Daytime Number Cell Phone email address

Are you a U.S. Citizen? ☒ Yes ☐ No

Are you a Jackson County Resident? ☒ Yes ☐ No

List professional licenses you hold: NA

Have you been convicted of a felony? ☐ Yes ☒ No
If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)? ☐ Yes ☒ No
If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts? ☐ Yes ☒ No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

Worked Jackson Co. Road Comm survey crew summer
vacations 1970-75. As Civil Eng was responsible for research &
development / technical specifications for a variety of transit vehicles,
preparing / bid package, review bid documents for compliance,
conducted pre-production meetings at factory. Developed statewide
capital budget, reviewed local requests for vehicles. Coordinated
delivery of all vehicles, conducted vehicle inspections, and
approved invoices for payment. Also responsible for advising
and assisting state / local agencies on compliance w/ Americans w/
Disabilities Act.

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer Alabama Dept of Transportation, Montgomery, AL Address 1100 John Overton Dr.
Job Title Civil Engineer Immediate Supervisor and Title Bob Jilla, Bureau Chief
Summarize nature of work performed and job responsibilities: Responsible for capital procurement - all transit vehicles under
state contract - 15 passenger vans up to 33 passenger buses.
Dates of Employment 1989 - 2005 Hourly Rate/Salary \$59,750
Reason for Leaving Retired

Employer AL Dept of Trans Address 1409 Coliseum Blvd MCM AL
Job Title Transportation Planner II Immediate Supervisor and Title Van Wittmann TPII
Summarize nature of work performed and job responsibilities: Responsible for statewide administration of Elderly & Handicapped Capital
assistance grant, all elements of grant application, Federal Program of Projects, 3rd Party Contracts
Dates of Employment 1986 - 1989 Hourly Rate/Salary
Reason for Leaving See above - Promotion

Employer AL DOT Address 1409 Coliseum Blvd.
Job Title Trans Planner I Immediate Supervisor and Title Bill Luckerson TPII
Summarize nature of work performed and job responsibilities: Implemented & Developed programs for Rural Public Transportation
Programs for state local systems, incl monitoring & intergovernmental reviews
Dates of Employment 1980 - 1986 Hourly Rate/Salary \$13,500
Reason for Leaving see above - promotion

Employer Jackson Transit Address
Job Title Project Director Immediate Supervisor and Title Carl Buchanan
Summarize nature of work performed and job responsibilities: Responsible for development of New
routes, marketing and public relations, developed county wide consolidation plan.
Dates of Employment winter 1979 - 1980 Hourly Rate/Salary \$11,400
Reason for Leaving See above

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School	Parkside H.S. 4 1970	NA
College/University	Jackson Com Col. 1970-72, 1975	A.A. Bus Mgt, MKT
	Central Mich U. 2 1/2 1972-1975	B.S. Land Use Planning
Other	Various Professional Classes	

I authorize Jackson County to investigate all statements contained in the application, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

Signature of Applicant: Thomas H. Harrison Date 11-15-10

References may be requested.

RESUME

Thomas G. Garrison
5916 Maple Dale Rd.
Jackson, Michigan 49201
Home Phone: (517) 563-9251

EDUCATION

1970-1972	Jackson Community College—General Curriculum
1972-1975	Central Michigan University—B.S. Land Use Planning
1975-1978	Michigan State University—Curriculum, Community Perspectives/Public Policy
1978-1980	Jackson Community College—Curriculum, Business Management
1981-2005	Various Professional Development Classes, Seminars, etc.

EXPERIENCE

1990-2005	Alabama Department of Transportation—Responsible for Capital Procurement of transit vehicles statewide. Responsibilities include research, development of technical specifications of several sizes/types of transit vehicles (including E-350, E-450, E-550, MB55 chassis), preparation of bid package, review of bid documents, development of Order Forms, Delivery/Inspection Forms, etc. Conducted Pre-Production meetings at factory, coordinated delivery of vehicles and inspections. Developed statewide capital budget, reviewed local requests for vehicles, approved invoices for payment. Also responsible for advising and assisting state and local agencies on compliance with Americans with Disabilities Act.
1980-1990	Alabama Department of Transportation—Assisted in development of local public transportation programs, Assisted in development of transportation programs for elderly and disabled, adherence to federal regulations for both programs.

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: Greenman Arthur
Last First, Middle Initial

HOME ADDRESS: 138 Southern Shores Brooklyn 49230
Street City Zip Code

TELEPHONE: 517-414-0249 aggreenm@comcast.net
Home, Work, Cell, or Business (Include Area Code) E-mail Address

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

1. Jackson County Road Commission 2. 3.

Community Activities/Civic Organization/Boards/Commissions:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Volunteer for Meals on Wheels</u>	<u>six years</u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>

Employment:

<u>Retired</u>	<u></u>	<u></u>
Current Employer:	Position:	Dates of Employment:

Education:

B.S. Civil Engineering, Trine University (Tri-State College)

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

I have skills that would benefit the Board. I'm a civil engineer; and in my 36 years at Consumers Energy I spent a number of years engineering electric and gas transmission lines across and within County Road ROW.

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

I wrote all the original Emergency Action Plans for all Consumers Energy hydro plants that were approved by the Federal Energy Regulatory Commission (FERC).

Arthur L. Greenman
Signature:

8/1/2011
Date:

THIS FORM CONTAINS REQUIRED FIELDS - IT WILL NOT SUBMIT IF ANY OF THE REQUIRED FIELDS ARE EMPTY
** DENOTES A REQUIRED FIELD

INTERNET APPLICATION FORM INSTRUCTIONS: Complete all the required fields and submit

APPLICATION FOR EMPLOYMENT
JACKSON COUNTY AND COURTS

Date of Application November 26, 2010

** JOB PREFERENCE Public member for Parks Board or Road Commission or Airport Board

NAME ** Greenman ** Arthur L.
Last First Middle Initial
ADDRESS ** 138 Southern Shores ** Brooklyn ** MI ** 49230
Street City State Zip Code

TELEPHONE ** (517) 414 - 0249 ** (517) 414 - 0249 SOCIAL SECURITY NO ** XXX / XX / XXXX
Home Daytime Number

Have you ever been employed by Jackson County or Courts before?

☐ Yes ☒ No

Are you legally eligible for employment in this country?

☒ Yes ☐ No

(Proof of U.S citizenship or immigration status will be required upon employment.)

When would you be available for work? Anytime

Are you available to work: ☐ Full-time ☐ Part-time ☐ Shift Work ☐ Temporary/Seasonal

Are you currently employed? ☐ Yes ☒ No May we contact your present employer? ☐ Yes ☒ No

If applying for a position requiring a drivers/chauffeurs' license please give license number: _____

List professional licenses you hold: _____

If applying for a clerical position, please indicate typing/data entry speed: _____

Summarize special skills and qualifications acquired from employment or other experiences that may qualify you to work with Jackson County. Responsible for the structural safety of all thirteen hydro plants in mi

Did Third Party work for gas transmission pipelines

Project Engineer for gas stransmission pipelines

Have you been convicted of a felony or misdemeanor in the last seven (7) years?

☐ Yes ☒ No

If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)?

☐ Yes ☒ No

If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts?

☐ Yes ☒ No

If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

I'm doing Meals-on-Wheels for Allegiance Hospital

Spent three weeks volunteering for the Red Cross in Lousiana in 2005

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer **	Address **
Consumers Energy	1945 W. Parnall Rd.
Job Title **	Immediate Supervisor and Title **
Senior Engineer	Bob Welsh, Manager of Gas T&S Engineering
Summarize nature of work performed and job responsibilities: **	

Dates of Employment **	Hourly Rate/Salary **
1966 to 2002	A good salary
Reason for Leaving **	
Retired	

Employer	Address
Job Title	Immediate Supervisor and Title
Summarize nature of work performed and job responsibilities:	

Dates of Employment	Hourly Rate/Salary
Reason for Leaving	

Employer	Address
Job Title	Immediate Supervisor and Title
Summarize nature of work performed and job responsibilities:	

Dates of Employment	Hourly Rate/Salary
Reason for Leaving	

Employer	Address
Job Title	Immediate Supervisor and Title
Summarize nature of work performed and job responsibilities:	

Dates of Employment	Hourly Rate/Salary
Reason for Leaving	

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School ** Northwest H.S.	four	College prep
College/University ** Tri-State College (now Trine U.)	four	Civil Engineering

Other

As public employers, Jackson County and the Courts are subject to the Freedom of Information Act and, under that Act, Jackson County is required to provide a copy of this application to any individual submitting a written request unless, as an applicant, you request that your application remain in confidence.

I wish this application for employment to remain in confidence

☐ Yes ☒ No

I hereby certify that all statements on this Application for Employment (and accompanying resume, if any) are made completely, truthfully and without evasion, and further understand and agree that such statements may be investigated and if found to be false will be sufficient reason for not being employed, or if employed, may result in my dismissal.

I authorize Jackson County and the Courts to investigate all statements contained in the application, including disciplinary records of any former employers, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

I understand that neither this document nor any offer of employment from the employer constitutes an employment contract unless a specific document to that affect is executed in writing by the employer. I understand that any employment offer may be conditioned upon the results of a pre-employment medical examination, and any other necessary medical tests to determine the presence of alcohol, drugs, or controlled substances, should they be required.

Jackson County and the Courts actively encourage applications by qualified individuals with disabilities, and does not discriminate in its consideration of such applicants. If you believe that any accommodation of a disability will be necessary for the testing and/or interview process contact the Human Resources Department at (517) 788-4340.

Signature of Applicant: Arthur L. Greenman

Date: November 26, 2010

JACKSON COUNTY AND COURTS, FOR PURPOSES OF HIRING, PROMOTION, ADVANCING, OR ASSIGNING JOBS OR ANY OTHER TERMS OR CONDITIONS OF EMPLOYMENT AGREES TO PROVIDE EQUAL EMPLOYMENT OPPORTUNITY REGARDLESS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, AGE, SEX, HEIGHT, WEIGHT, MARITAL STATUS, ARREST RECORD, OR DISABILITY AS DEFINED BY LAW OR ANY FACTOR NOT RELATIVE TO JOB PERFORMANCE; EXCEPT WHERE A SPECIFIED AGE, SEX OR PHYSICAL REQUIREMENT IS A BONA-FIDE OCCUPATIONAL REQUIREMENT.

DO NOT WRITE BELOW THIS LINE

Test Scores/Dates:

Application Number:

201011170828159100001

Start Date Fund/Sub-Dept. Job Title Classification

Rate of Pay Employee No. Approved By: PCN#

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: Hinkle Jere
Last First, Middle Initial

HOME ADDRESS: 10222 Tims Lake Blvd. Grass Lake 49240
Street City Zip Code

TELEPHONE: 517 522 3290 Igor847@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. Road Commission 2. 3.

Community Activities/Civic Organization/Boards/Commissions:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Church Trustee</u>	<u>Various Terms totaling 13 years</u>	<u>Chairman 7 years</u>
<u>Church Memorial and Endowment Com.</u>	<u>Three years</u>	<u>Treasurer</u>
<u></u>	<u></u>	<u></u>

Employment:

<u>Retired</u>	<u>Former Civil Engineering Consultant</u>	<u>1965 -- 2007</u>
<small>Current Employer:</small>	<small>Position:</small>	<small>Dates of Employment:</small>

Education:

B. S. in Civil Engineering, Kansas State University: M. S. in Civil Engineering, Northwestern University

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

To bring my knowledge gained from 40 years of transportation engineering and planning consulting experience and its application to Jackson County's Roadway system maintenance and improvements.

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

I have worked with various Michigan transportation agencies for over 15 years. These include MDOT and Kent, Ottawa, Grand Traverse and Washtenaw Counties. I am a registered professional engineer in Michigan.

/s/ Jere J. Hinkle
Signature:

11/18/2010
Date:

APPLICATION FOR APPOINTMENT
JACKSON COUNTY ROAD COMMISSION

Date of Application 11/9/2010

NAME Horsch Timothy M.
Last First Middle InitialADDRESS 3909 Hoyer Road Jackson MI 49201
Street City State Zip CodeTELEPHONE 517 206-2752 Same Same timthorsch@sbcglobal.net
Home Daytime Number Cell Phone email addressAre you a U.S. Citizen? X Yes NoAre you a Jackson County Resident? X Yes NoList professional licenses you hold: Residential Builders' and Maintenance and Alteration Contractors' Board
Residential Builders License, Certified Renovator with Environmental Protection AgencyHave you been convicted of a felony? Yes X No
If yes, please explain: _____Have you received a disciplinary suspension or been discharged from any position(s)? Yes X No
If yes, please explain: _____Do you have any relatives employed by Jackson County or Courts? Yes X No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

My private, professional experience as a self-employed Contractor coupled with my public service as a Trustee on the Napoleon Board and formerly serving on the Leoni Township Zoning Board of Appeals allows me to bring both private and public knowledge to the Road Commission. I serve my community in many aspects, including my 12-year membership with the Michigan Center Lions Club, which I serve as its Vice President, Chairman of the Carp Carnival for 8 years, and Chairman of the Community Food Basket for the past 3 years. I co-chaired the Holiday Light Program in Leoni Township, and served on the Cardinal Athletic Club for Michigan Center High School. Over the past 10 years, I have donated labor and materials for seniors in need of financial assistance with a building project.

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer	Address
<u>The Loyal Handyman General Contracting</u>	<u>3909 Hoyer Road, Jackson, MI 49201</u>
Job Title	Immediate Supervisor and Title
<u>Owner/President</u>	
Summarize nature of work performed and job responsibilities:	
<u>General Contractor</u>	

Dates of Employment	Hourly Rate/Salary
1998 to Present	

Reason for Leaving

Not Applicable, current employment

Employer	Address
R.W. Mercer	4201 Brooklyn Road, Jackson, Michigan 49201
Job Title	Immediate Supervisor and Title
Project Manager	Gary Adams

Summarize nature of work performed and job responsibilities:

Job costing permitting, job supervision, job buy outs, sub contract agreements, accounts payable, client negotiations, and sales

Dates of Employment	Hourly Rate/Salary
1996-1998	\$48,000 Annually

Reason for Leaving

Opportunity to start own business.

Employer	Address
Job Title	Immediate Supervisor and Title

Summarize nature of work performed and job responsibilities:

Dates of Employment	Hourly Rate/Salary
---------------------	--------------------

Reason for Leaving

Employer	Address
Job Title	Immediate Supervisor and Title

Summarize nature of work performed and job responsibilities:

Dates of Employment	Hourly Rate/Salary
---------------------	--------------------

Reason for Leaving

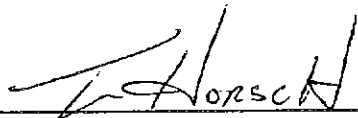
EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School		
Michigan Center High School	Four	Graduate
College/University		

Other

I authorize Jackson County to investigate all statements contained in the application, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

Signature of Applicant:

Handwritten signature of Tim Horsch in black ink, written over a horizontal line.

Date

11-9-2010

References may be requested.

APPLICATION FOR APPOINTMENT
JACKSON COUNTY ROAD COMMISSION

Date of Application 11/10/10

NAME	Klaasen	Terry	J
	Last	First	Middle Initial
ADDRESS	5919 Estola	Jackson	MI 49201
	Street	City	State Zip Code
TELEPHONE	(517) 782-4144	(517) 787-4100	(517) 262-0992 tklaasenc@marcouxallen.com
	Home	Daytime Number	Cell Phone email address

Are you a U.S. Citizen? X Yes No

Are you a Jackson County Resident? X Yes No

List professional licenses you hold: state bar of Michigan

Have you been convicted of a felony? _____ Yes X No
If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)? _____ Yes X No

If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts? _____ Yes X No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed. Private practice of law for 41 yrs. Elder First Presbyterian Church

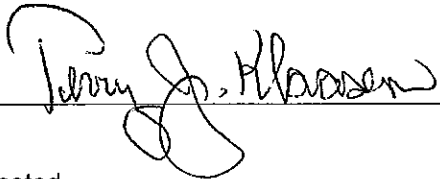
Board member & vice president of Greater Jackson Habitat for Humanity, Inc.

Board Member, Clark Lake Yacht Club

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School Southeastern H.S., Detroit, MI	Graduated 1961	
College/University Calvin College	Graduated 1965	Bachelor of Arts
University of Michigan Law School	Graduated 1968	Juris Doctor
Other		

I authorize Jackson County to investigate all statements contained in the application, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

Signature of Applicant:  Date 11/10/10

References may be requested.

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer	Rosenburg, Painter, Stanton & Bullen	Address	415 S. Jackson St., Jackson, MI 49201
Job Title	Associate Attorney	Immediate Supervisor and Title	N/A
Summarize nature of work performed and job responsibilities: General Practice of law. Estate Planning, litigation, etc.			

Dates of Employment	1969-	Hourly Rate/Salary	varied \$15,000.00 - \$100,000.00
Reason for Leaving	Never left		

Employer	Bullen, Moilanen, Klaasen & Swan, P.C.	Address	402 S. Brown St., Jackson, MI 49203
Job Title	Attorney/Shareholder	Immediate Supervisor and Title	N/A
Summarize nature of work performed and job responsibilities: General practice of law			

Dates of Employment	1979-	Hourly Rate/Salary	\$50,000.00 - \$100,000.00
Reason for Leaving	Firm dissolved, and remaining members became of counsel to Marcoux, Allen		

Employer	Terry J. Klaasen, P.C.	Address	P.O. Box 787, Jackson, MI 49204-0787
Job Title	Attorney	Immediate Supervisor and Title	N/A
Summarize nature of work performed and job responsibilities: General Practice of law			

Dates of Employment	1999-present	Hourly Rate/Salary	\$50,000.00 - \$100,000.00
Reason for Leaving	haven't		

Employer		Address	
Job Title		Immediate Supervisor and Title	
Summarize nature of work performed and job responsibilities:			

Dates of Employment		Hourly Rate/Salary	
Reason for Leaving			

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: KRUSE JEFFREY D.
Last First Middle Initial
HOME ADDRESS: 44 CORONADO DR. JACKSON 49201
Street City Zip Code
TELEPHONE: (517) 927-9505 JKRUSE44@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. Road Commission 2. _____ 3. _____

Community Activities/Civic Organization/Boards/Commissions:

Activity/Organization:	Length of Service	Position(s) Held:
<u>RSVP Advisory Board</u>	<u>3 yrs.</u>	<u>chair</u>
<u>LAND BANK Authority</u>	<u>3 yrs.</u>	<u>MEMBER</u>
<u>MICHIGAN CENTER Lions Club</u>	<u>4 yrs</u>	<u>MEMBER</u>

Employment:

RETIRED
Current Employer: Position: Dates of Employment:

Education:

SOUTHWESTERN MICHIGAN JR. COLLEGE - 1yr. SIENA HEIGHTS UNIVERSITY - 2yr.
Please indicate why you are requesting appointment to this Board(s)/Commission(s):
I AM REQUESTING APPOINTMENT TO THIS BOARD SO I MAY SERVE THE RESIDENTS OF JACKSON COUNTY AND WORK WITH THE BOARD TO CONTINUE TO MOVE THE ROAD COMMISSION FORWARD.
Additional Information you feel may be helpful in considering your request for Appointment:

Jeffrey D. Kruse
Signature

7-28-11
Date

APPLICATION FOR APPOINTMENT
JACKSON COUNTY ROAD COMMISSION

Date of Application _____

NAME KRUSE JEFFREY D.
Last First Middle Initial
ADDRESS 44 Coronado Dr Jackson MI 49201
Street City State Zip Code
TELEPHONE (517) 748-9398 (517) 927-9505 (517) 927-9505 jkruse@co.jackson.mi.us
Home Daytime Number Cell Phone Email address

Are you a U.S. Citizen? ☒ Yes ☐ No

Are you a Jackson County Resident? ☒ Yes ☐ No

List professional licenses you hold: _____

Have you been convicted of a felony? _____ Yes ☒ No
If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)? _____ Yes ☒ No
If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts? _____ Yes ☒ No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

Retired After 30 yrs. in the construction industry including
Road and bridge work. As a construction superintendent
I worked with budgets and schedules making sure
the project came in on time and within budget.
As a union business representative, I worked with
labor law issues and union contracts. I was also
a member of the State of Michigan construction code
review board for 9 years.

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer Jackson County Address _____

Job Title County Commissioner Immediate Supervisor and Title _____

Summarize nature of work performed and job responsibilities:

Dates of Employment Nov 08 - Dec 10 Hourly Rate/Salary _____

Reason for Leaving END of term

Employer Michigan Regional Council of Carpenters Address 3809 Woodward Ave Ste 1200 Detroit, MI 48201

Job Title Director Immediate Supervisor and Title Douglas Buckler - Executive Secretary

Summarize nature of work performed and job responsibilities:

Direct and support staff, contract negotiations, NLRB filings, prevailing wage submittals, handle membership issues.

Dates of Employment April 96 - Nov. 08 Hourly Rate/Salary _____

Reason for Leaving Retired

Employer CSM Group Address Kalamazoo

Job Title Construction Superintendent Immediate Supervisor and Title _____

Summarize nature of work performed and job responsibilities:

Coordinate contractor activities, schedule, bid specifications, contract specifications, owner relations

Dates of Employment 93 - 96 Hourly Rate/Salary _____

Reason for Leaving NEW job

Employer _____ Address _____

Job Title _____ Immediate Supervisor and Title _____

Summarize nature of work performed and job responsibilities:

Dates of Employment _____ Hourly Rate/Salary _____

Reason for Leaving _____

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School Madison High School	12	YES
College/University Southwestern Michigan J.C.	1	NO
Siena Heights College	2	NO
Other		

I authorize Jackson County to investigate all statements contained in the application, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

Signature of Applicant: Jeffrey D. Kruse

Date 11-8-10

References may be requested.

**APPLICATION FOR APPOINTMENT
JACKSON COUNTY ROAD COMMISSION**Date of Application 11-04-2010

NAME Kuzminski Ray
Last First Middle Initial
ADDRESS 10693 Hewitt Road Brooklyn, Mi 49230
Street City State Zip Code
TELEPHONE 517 592 8728 517 206 1256 517-936-8722
Home Daytime Number Cell Phone email address

Are you a U.S. Citizen? ☒ Yes ☐ NoAre you a Jackson County Resident? ☒ Yes ☐ NoList professional licenses you hold: ☒Have you been convicted of a felony? ☐ Yes ☒ No
If yes, please explain: _____Have you received a disciplinary suspension or been discharged from any position(s)? ☐ Yes ☒ No
If yes, please explain: _____Do you have any relatives employed by Jackson County or Courts? ☐ Yes ☒ No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

Past Columbia Township Supervisor
Past Columbia Township Trustee
Past Columbia Township Zoning Board & Planning Commission Member
Past Lake Columbia Property Owners Association Financial Committee
Past Township Millage Committee Chairperson
Past Intra-Government Experience
Past Earth-moving/Road Building/Excavation Experience
Past Jaycees State Vice President
Past Kiwanis Member

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
---------------	-----------------	--------

High School

LINCOLN PARK HIGH SCHOOL, LINCOLN PARK MICHIGAN 4yr

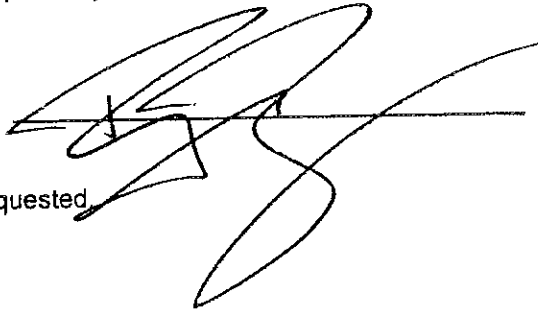
College/University

LAWRENCE TECH, SOUTHFIELD MICHIGAN 3YRS

Other

I authorize Jackson County to investigate all statements contained in the application, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

Signature of Applicant:



Date

11-04-2010

References may be requested

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer USIS, INC Address 7719 Leeburg Pike, FALLS CHURCH, VA 22043

Job Title SPECIAL Investigator Immediate Supervisor and Title

Summarize nature of work performed and job responsibilities:

FIELD OPERATIONS FOR BACKGROUND CHECKS FOR FEDERAL EMPLOYMENT APPLICANTS

Dates of Employment JUNE 2009 Hourly Rate/Salary

Reason for Leaving 0

Employer Columbia Township Address 8500 JEFFERSON, BROOKLYN 11230

Job Title TOWNSHIP SUPERVISOR Immediate Supervisor and Title SELF

Summarize nature of work performed and job responsibilities:

RESPONSIBLE FOR TOWNSHIP OPERATIONS THAT INCLUDED FORMULATE POLICY, ADAPT BUDGETS, MANAGE STAFF OF OVER 40

Dates of Employment 2004 - 2008 Hourly Rate/Salary

Reason for Leaving ELECTED OFFICE

Employer NAPA AUTO PARTS Address 30550 ECHO RD POKOKUS 48174

Job Title Account Executive Immediate Supervisor and Title

Summarize nature of work performed and job responsibilities:

RESPONSIBLE FOR SALES & OPERATIONS OF RETAIL STORES & ASSIGNED DISTRICTS

Dates of Employment 2003 - 2006 Hourly Rate/Salary

Reason for Leaving COMPANY CLOSED SALES DISTRICTS

Employer RDFIGGIE Address

Job Title ESTIMATOR & SALES Immediate Supervisor and Title

Summarize nature of work performed and job responsibilities:

PERFORMED SALES PRESENTATIONS FOR EXCAVATION COMPANY AS WELL AS FIELD OPERATIONS

Dates of Employment 1984 - 1987 Hourly Rate/Salary

Reason for Leaving LEFT FOR BETTER OPPORTUNITY

References:

Tom Finco
Jackson County Undersheriff 517 768 7904

Barry Marshal
Columbia Township Clerk 517 592 2000

Brent Beamish
Columbia School District Adminstor 517 592 6641
Columbia Township Trustee

Barry Gibson
Michigan International Speedway General Manager 517 592 6666

Grog Vogt
Performance Auto Parts Owner 517 789 7151

Joe Dunigan
Dunigan Construction Owner 517 787 4720

**APPLICATION FOR APPOINTMENT
JACKSON COUNTY ROAD COMMISSION**

Date of Application 11-02-2010

NAME Logan Raymond J.
Last First Middle Initial

ADDRESS 2947 Whipple Rd Jackson MI 49201
Street City State Zip Code

TELEPHONE 517-962-7906 517-960-3904 leveragepeople@ymail.com
Home Daytime Number Cell Phone email address

Are you a U.S. Citizen? ☒ Yes ☐ No

Are you a Jackson County Resident? ☒ Yes ☐ No

List professional licenses you hold: Real Estate Salesperson / working on getting Brokers License

Have you been convicted of a felony? ☐ Yes ☒ No
If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)? ☐ Yes ☒ No
If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts? ☐ Yes ☒ No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

- ① Youth Hockey Coach - 7 years
- ② Journeyman Commercial Carpenter
- ③ Past - Residential Builder
- ④ Self Employed as Business owner 1985-1995 - Pest Control Business
- ⑤ Living Organ Donor (Kidney)
- ⑥ JAAR: Lockbox Committee

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer	Copp & Company Real Estate	Address	809 E. Ganson, Jackson, MI 49202
Job Title	Realtor	Immediate Supervisor and Title	George Copp / Broker
Summarize nature of work performed and job responsibilities: List and Sell Foreclosed and Private Owner Homes. Freddie Mac, BPO's, etc...			
Dates of Employment	5-10-2010	Hourly Rate/Salary	Commission Sales
Reason for Leaving Not Leaving			
Employer	Century 21 Elite	Address	4010 Page Ave, Michigan Center, MI 49254
Job Title	Realtor	Immediate Supervisor and Title	Heidi Trachten / Diana Smith
Summarize nature of work performed and job responsibilities: Sell HUD and Foreclosed Homes			
Dates of Employment	8-1-2008 - 5/10/2010	Hourly Rate/Salary	Commissions
Reason for Leaving Went to Copp & Company for more money / opportunity.			
Employer	Reinhardt Realtors	Address	300 Michigan Ave, Grass Lake, MI 49230
Job Title	Realtor	Immediate Supervisor and Title	Marcia Shaughnessy / Manager
Summarize nature of work performed and job responsibilities: List and Sell Private Owner Homes			
Dates of Employment	8-28-2006 - 8/1/2008	Hourly Rate/Salary	Commissions
Reason for Leaving Market Changed, went to Sell HUD's and Foreclosures			
Employer	Brooklyn Realty	Address	300 S. Main, Brooklyn, MI 49230
Job Title	Realtor	Immediate Supervisor and Title	Gloria Hubbell / Broker
Summarize nature of work performed and job responsibilities: List and Sell Homes made with Clients Face to Face. Learn Business after being out of the Market for 7 years			
Dates of Employment	4-1-2005 / 8-25/2006	Hourly Rate/Salary	Commissions
Reason for Leaving Went to Reinhardt, Different Market Area / opportunity			

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School <i>Vandercook High</i>	<i>4</i>	<i>Diploma</i>
College/University		

Other *Carpenters Union Apprenticeship school.* *4yrs* . *Journeyman Carpenter*

I authorize Jackson County to investigate all statements contained in the application, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

Signature of Applicant: *[Signature]* Date *11-2-2010*

References may be requested.

**APPLICATION FOR APPOINTMENT
JACKSON COUNTY ROAD COMMISSION**

Date of Application 11-08-

10 _____

NAME Mills Rodney D

Last First Middle Initial

ADDRESS 2715 Forest Lake Dr Jackson Mi 49203

Street City State Zip Code

TELEPHONE 517-782-7539 517-202-0450 ramroddlgdirt@hotmail.com

Home Daytime Number Cell Phone email address

Are you a U.S. Citizen? X Yes No

Are you a Jackson County Resident? X Yes No

List professional licenses you hold:

N/A

Have you been convicted of a felony? Yes X

No

If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)? Yes X

No

If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts? Yes X

No

If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

Member of North Jackson Lions Club 38 years

Built parking lot at Boy Scout Camp Delivered Girl scout cookies 40

Years _____

Volunteer at Ella Sharp Museum

I have worked on and built roads and installed infrastructure in and around Jackson County for almost 50 years.

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Mills Excavating 2840 Shirley Dr Jackson Mi 49201

Employer _____ Address _____
_____President_____
Job Title _____ Immediate Supervisor and Title _____
_____Consult with my Brother on job bids and supervise the day to day field operations._____
Summarize nature of work performed and job responsibilities: _____

_____1965=2008_____Salary Varied
Dates of Employment _____ Hourly Rate/Salary _____
_____Retired_____
Reason for Leaving _____

Employer _____ Address _____
_____1962-1965 U.S. Army_____
Job Title _____ Immediate Supervisor and Title _____
Summarize nature of work performed and job responsibilities: _____
_____I ended my enlistment with the rank of Spec-5 I spent two years in Germany working as a atomic demolition & munition specialist._____

Dates of Employment _____ Hourly Rate/Salary _____
Reason for Leaving _____

Employer _____ Address _____
Job Title _____ Immediate Supervisor and Title _____
Summarize nature of work performed and job responsibilities: _____

Dates of Employment _____ Hourly Rate/Salary _____
Reason for Leaving _____

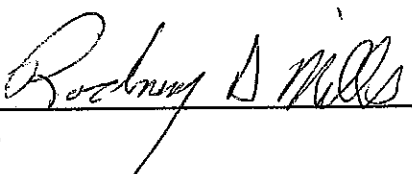
Employer _____ Address _____
Job Title _____ Immediate Supervisor and Title _____
Summarize nature of work performed and job responsibilities: _____

Dates of Employment _____ Hourly Rate/Salary _____
Reason for Leaving _____

EDUCATIONAL BACKGROUND:

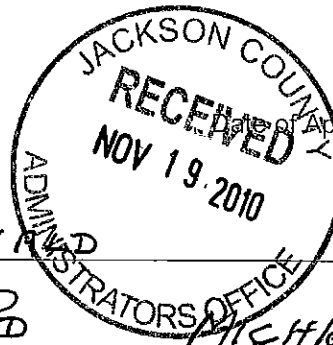
NAME/LOCATION	YEARS COMPLETED	DEGREE
High School _____	Grad of Northwest High School 1961	
College/University _____	1 Year at JCC 1961-1962	
Other _____		

I authorize Jackson County to investigate all statements contained in the application, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

Signature of Applicant:  Date 11-08-
10 _____

References may be requested.

APPLICATION FOR APPOINTMENT
JACKSON COUNTY ROAD COMMISSION



Date of Application 11-19-10

NAME PETERSON SR. DONALD B.
Last First Middle Initial

ADDRESS 3513 McCain Rd MICHIGAN 49203
Street City State Zip Code

TELEPHONE 787-3329 740-4206 LOLAPETE@COM.NET
Home Daytime Number Cell Phone email address

Are you a U.S. Citizen? ☒ Yes ☐ No

Are you a Jackson County Resident? ☒ Yes ☐ No

List professional licenses you hold: NONE

Have you been convicted of a felony? ☐ Yes ☒ No
If yes, please explain: _____

Have you received a disciplinary suspension or been discharged from any position(s)? ☐ Yes ☒ No
If yes, please explain: _____

Do you have any relatives employed by Jackson County or Courts? ☐ Yes ☒ No
If yes, please give name and department: _____

Provide any other information, including volunteer experience, you feel would be helpful in determining how you may be employed.

1. ALL SPORTS ASSO. - FIELD REPAIR AND
PARKING LOT MAINTENANCE
2. HELPED PREPARE RIGHT OF WAY FOR 32
MI. PIPE LING (PERMITS)
- 3.

NOTE: You are welcome to submit a resume. However, you are requested to complete the Education and Employment History sections of this application whether or not a resume is attached.

EMPLOYMENT HISTORY:

Employer CENTRAL FOUNDRY GM Address DEFIANCE OHIO
Job Title CHIEF INSPECTOR Immediate Supervisor and Title JIM McDONALD PLANT MGR
Summarize nature of work performed and job responsibilities:
SUPERVISED SALARY AND HOURLY INSPECTORS
RESPONSIBLE FOR ALL QUALITY OPERATIONS
Dates of Employment 3-1-52-10-1-67 Hourly Rate/Salary 17,000⁰⁰
Reason for Leaving CHANCE TO RUN PRODUCTION

Employer NEUNAM FOUNDRY Address KENDALLVILLE IND
Job Title MFG MGR Immediate Supervisor and Title JOHN MILNER OWNER
Summarize nature of work performed and job responsibilities:
SUPERVISE ALL MFG OPER.
Dates of Employment 10-1-67 TO 9-1-71 Hourly Rate/Salary \$18,500⁰⁰
Reason for Leaving

Employer CADILLAC FOUNDRY Address CADILLAC MI
Job Title PRES. Immediate Supervisor and Title BOARD OF DIRECTORS
Summarize nature of work performed and job responsibilities:
TOTAL CONTROL OF ALL OPER. - RESPONSIBLE
FOR PROFIT & LOSS OF ALL PLANT OPER.
Dates of Employment 9-1-71-5-1-75 Hourly Rate/Salary
Reason for Leaving TO RUN A LARGER OPERATION

Employer HAYES ALBION CORP Address ALBION MI
Job Title V.P. OF MFG. Immediate Supervisor and Title SENIOR VP OF OPER.
Summarize nature of work performed and job responsibilities:
HAD RESPONSIBILITY FOR 6 PLANTS MFG. OPERATIONS
Dates of Employment 5-1-75 TO 12-31-94 Hourly Rate/Salary 80,000⁰⁰
Reason for Leaving RETIRED AT 66

EDUCATIONAL BACKGROUND:

NAME/LOCATION	YEARS COMPLETED	DEGREE
High School <u>DOLLIVER HIGH</u>	<u>4</u>	
College/University <u>INDIANA TECH</u>		<u>MSBS</u>
Other <u>MGN TRAINING OHIO STATE</u>		

I authorize Jackson County to investigate all statements contained in the application, police departments, and other references or sources concerning me. I authorize all such references and sources to release this information without liability for damage incurred in giving it. I waive any written notice of the release of such records that may be required by state or federal law.

Signature of Applicant: Donald Peterson Date 11-19-10

References may be requested.

MIKE WAY

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: POLACZYK JOHN R
Last First Middle Initial
HOME ADDRESS: 801 S. WEBSTER JACKSON 49203
Street City Zip Code
TELEPHONE: (H) 783-6158 (C) 414-6624 (W) 768-7766 op13
Home, Work, Cell, or Business (Include Area Code) E-mail Address

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

1. ROAD COMMISSION 2. _____ 3. _____

Community Activities/Civic Organization/Boards/Commissions:

Activity/Organization:	Length of Service	Position(s) Held:
<u>CITY OF JACKSON</u>	<u>10 YEARS</u>	<u>PLANNING Comm.</u>
<u>" "</u>	<u>5 YEARS</u>	<u>CITY COUNCIL</u>
<u>" "</u>	<u>5 YEARS</u>	<u>PARKS Comm. CITY AFFAIRS</u>
<u>JACKSON COUNTY AIRPORT</u>	<u>8 YEARS</u>	<u>ZONING BOARD</u>
<u>ALLEGIANCE HEALTH</u>	<u>PROGRAM MANAGER</u>	<u>7/1998 - PRESENT</u>
Current Employer:	Position:	Dates of Employment:

Education:

SHAPIRO School of Nursing MSU - CITIZEN PLANNER

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

I AM LEAVING THE CITY COUNCIL AND LOOKING FOR
A WAY TO CONTINUE TO SERVE THE COMMUNITY.

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

FEEL MY EXPERIENCE AS COUNCIL MEMBER AND PLANNER WOULD
BE HELPFUL AS WHILE AS WORKING BETWEEN CITY AND COUNTY
[Signature] 7-18-11
Signature Date

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: Prebble Leland
Last First, Middle Initial

HOME ADDRESS: 3506 Audrey St Spring Arbor 49283
Street City Zip Code

TELEPHONE: 517 206 4491 lprebble@netzero.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. Road Commission 2. 3.

Community Activities/Civic Organization/Boards/Commissions:

Activity / Organization:	Length of Service	Position (s) Held:
<u>Region 2 Planning Commission</u>	<u>6 months</u>	<u>flunky</u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>

Employment:

<u>Self Employed Contractor</u>	<u>Owner/Operator</u>	<u>35 years Excavating, roadbuilding,</u>
Current Employer:	Position:	Dates of Employment:

Education:

4 year Bachelors in education

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

I have experience and interest in the maintainance of roads and financial control of that process.

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

I understand the fatigue of the hours spent plowing snow hours on end, and working in the 90 degree heat or the middle of the storm and the pressure that it puts on the workers.

Leland D. Prebble

Signature:

7/22/2011

Date:



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: Stimpson Michael A
Last First Middle Initial
HOME ADDRESS: 3807 HANOVER Horton 49246
Street City Zip Code
TELEPHONE: (517) 688-3027
Home, Work, Cell, or Business (Include Area Code) E-mail Address

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

1. Road Com 2. _____ 3. _____

Community Activities/Civic Organization/Boards/Commissions:

Activity/Organization:	Length of Service	Position(s) Held:
<u>Rd Com</u>	<u>1-2008 / 12-2010</u>	_____
_____	_____	_____
_____	_____	_____

Employment:

<u>Retired</u>	_____	_____
Current Employer:	Position:	Dates of Employment:

Education:

BA / EMU

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

EXPERIENCE

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

Michael Stimpson
Signature

8/8/11
Date

EXECUTIVE SUMMARY

WORK HISTORY

Jan 2008 –Dec 31, 2010	Jackson County Road Commissioner
1993 to July 7, 2006	Judge (Chief Judge Feb. 1998-Aug. 15, 2003) Michigan Tax Tribunal, Lansing, MI
Reason for leaving	End of term - RETIRED
1980 to 1993	Treasurer Washtenaw County, Ann Arbor, MI
Reason for leaving	End of elected term
1978 to 1980	Budget Director Washtenaw County, MI
Reason for leaving	Appointed to the Office of County Treasurer
1974 to 1978	Budget Analyst Washtenaw County, Ann Arbor, MI
Reason for leaving	Promoted to Budget Director
1973 to 1974	Grants Accountant Washtenaw County, Ann Arbor, MI
Reason leaving	Promoted to Budget Analyst

COMMUNICATION SKILLS

- Adjudicating complex cases in Tax Tribunal hearings between parties.
- Keynote speaker for numerous community and governmental organizations.
- Spokesman for Tax Tribunal and Michigan Association of County Treasurers
- Mediator in government and school district disputes.
- Negotiator of County union contracts.
- Active in the Legislative Committee of the Treasurer's Association.
- Pioneered educational outreach programs for the public.
- Editor-in-Chief for Army Battalion newspaper.
- News Director and Disc Jockey for WEMU, Eastern Michigan University.

EDUCATION

Bachelor of Arts, Eastern Michigan University, 1970

Postgraduate courses in business.

Level Two certification in assessment administration

Courses in Logic and Opinion Writing at the National Judicial College in Reno, NV

PROFESSIONAL AND COMMUNITY AFFILIATIONS

International Association of Assessing Officers IAAO

Michigan Municipal Bond Authority (Appointed by Governor 1991-1994)

Government Finance Officers Association

Michigan Association of County Treasurers (President 1992)

Salvation Army (Treasurer 1990)

Ann Arbor Optimist Club (President 1980)

WORK HISTORY AND ACHIEVEMENTS

1993 to July 7, 2006 **JUDGE**

Michigan Tax Tribunal, Lansing, MI

- Adjudicating highly complex cases, dealing with property and non-property taxes, in which the decisions rendered become the final decisions and have substantial social, economic and/or financial impacts on the parties.
- Non-property cases cover State taxes including Income Tax, Use Tax, Sales Tax, Severance Tax, SBT and other State taxes. The issues deal with nexus, industrial exemptions, officer liability and apportionment.
- Rule on all motions dealing with cases, both procedural and dispositive in nature.
- Do research on all legal and assessment questions.
- Write final legal Opinion and Judgment on cases.
- As Chief Judge, supervised and assigned Hearing Referees, assigned cases to all Judges, determine all jurisdictional issues and develop the \$1,100,000.00 budget.
- During my tenure as Chief Judge, the Tribunal eliminated the significant backlog of cases and created an updated computerized court docketing-tracking system.

1980 to 1993

COUNTY TREASURER

Washtenaw County, Ann Arbor, MI

- Pioneered the issuance of commercial paper by a county, reducing the County's interest expense by millions of dollars.
- Established cash management procedures for 100 bank accounts with daily cash from transactions averaging one million dollars.
- Managed an investment portfolio of approximately seventy million with an average return in the top five counties in the State for the twelve years.
- Administer all County revenue collections and policy.
- Implemented computerized delinquent tax collection, dog licensing and fund management systems.
- Improve the senior citizen tax deferral program.
- Key member of group organized to write the Personnel Policy and Procedures Manual.
- Set a precedent as the first elected official in Washtenaw County to be directly involved in union negotiations.

1978 to 1980

BUDGET DIRECTOR

Washtenaw County, Ann Arbor, MI

- Developed, published and managed the County's \$106 million dollar budget.
- Hire and supervise budget staff.
- Established intergovernmental funds system that utilized self-sustaining cost centers.
- Restructured and implemented County fees schedules.
- Implemented five-year budgetary plan as framework for annual budget development.
- Key member of management's union negotiating team.

Michael A. Stimpson 3807 Hanover Road Horton, MI 49245 (517) 688 - 3022

1974 to 1978

BUDGET ANALYST

Washtenaw County, Ann Arbor, MI

- Assisted Controller in the preparation of the County Budget.
- Improved the budget process by blending “program budgeting” and a “zero-based” budget approach with the County’s “line-item” budget approach providing far more usable management tools for program reviews and performance audits.

1973 to 1974

GRANTS ACCOUNTANT

Washtenaw County, Ann Arbor, MI

- Prepared financial reports for all County grants.
- Established grants accounting procedures still used today.
- Analyzed and reported quarterly payroll information.
- Assisted in developing language for grant applications.

References upon request.

Michael Lohmeier – Past Tribunal Judge	(248) 895-5404
Kathie Bennett – Admin. Assist. (Tribunal Analyst)	(517) 335-1228
Ross Bishop - Assistant Attorney General, Tax Division	(517) 373-3203
Howard Finkel – Retired, Dir. of Mgt. Services, Mich. St. Police	(941) 358-0999
Mark Hilbert – CPA Honigman Miller, Lansing Michigan	(517) 377-0727
Robert Brackenbary – Assistant Attorney General	(734) 945-2071



Brownfield Redevelopment Authority
Of Jackson County

Served By The Enterprise Group

MEMO

Date: July 19, 2011
To: County Affairs/Agencies Committee
From: Debbie Kelly, JCBRA Staff
CC: Amy Torres, JCBRA Executive Director
Subject: JCBRA Board Appointment

At their July 7, 2011 Board Meeting, the Jackson County Brownfield Redevelopment Authority (JCBRA) authorized recommendation for the appointment of Mr. Thomas Trent Harris to replace Ms. Cheryl Pezon, who recently resigned. The term of Ms. Pezon's vacated seat expires March 31, 2013.

The JCBRA Board submits this recommendation due to the qualifications and environmental law background that Mr. Harris currently holds, and the fact that both Ms. Pezon and her predecessor were attorneys. Please refer this recommendation to the County Affairs/Agencies Committee for their Monday, August 8, 2011 meeting; with the County Commission taking action at their Tuesday, August 16, 2011 board meeting.

JCBRA Staff will be in attendance at the County Affairs/Agencies Committee Meeting on Monday, August 8, 2011 at 10:00 a.m. in case questions arise.

Thank you for your consideration.



Jackson County ADMINISTRATOR/CONTROLLER

Michael R. Overton, Administrator/Controller

Adam J. Brown, Deputy Administrator

TO: Commissioners

FROM: Adam J. Brown
Deputy Administrator

SUBJECT: MAC Conference Approval for Commissioner Mahoney

DATE: August 17, 2011

Motion Requested: Approve travel request for Commissioner Gail Mahoney to attend the Michigan Association of Counties (MAC) summer conference.

I. Current Situation:

- A. By Board policy (4160) individual commissioners are required to receive approval from the full Board for travel expenses greater than \$2,000.
- B. Commissioner Mahoney has attended National Association of Counties (NACo) Legislative Conference and the MAC Legislative Conference. Her expenses for those two trips have surpassed the \$2,000 limit.
- C. Commissioner Mahoney has requested to attend the MAC Summer Conference.
- D. Approval from the Board of Commissioners is required for her to attend the Conference.
- E. The Commissioners total budget for professional development is \$7,350. The amount expended to date is \$3,346. Sufficient budget exists to support this request.