COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS'
COMMITTEE OF THE WHOLE
AGENDA
Tuesday, March 5, 2019
301 West Upton Ave., Reed City, Michigan
2nd Floor, Board of Commissioners' Room, 9:30 a.m.

NOTE: Claims will be available for review from 9:00 – 9:30 a.m.

1. Meeting Called to Order by Chairperson.

2. Additions or Deletions to the Agenda – Approval of the Agenda.


4. Employee/Board Comments.

5. Consider Approval of the Minutes of February 19, 2019.

6. Consider Payment of Claims.

7. Old Business:
   A. Update from Health, Safety & Grounds Committee – Mark Gregory:
   B. Consider Other Budget Amendments, Cash Transfers, and Journal Register Reports from Treasurer.

8. New Business:
   A. Discuss POAM Union Contract and Pay Scale – James Houghton.
   B. Discuss Coordinator Lease of Ricoh Copier – Susan Vander Pol.

9. Other Business:

10. Employee/Board Comments.

11. Extended Public Comments (Six Minute Limit).


Note: A quorum of the Board of Commissioners may be present at the Committee meetings.

PUBLIC COMMENT
The Committee welcomes public comment. We appreciate your attendance and look forward to hearing any concerns you may have. We request that the following rules of procedure be followed: At the beginning and at the end of each Committee meeting, there is time to receive public comment from the audience. If you wish to address the Committee, we ask that you stand, give your name and present your concern. If you wish to speak while the Committee is addressing a specific issue, you are asked to make arrangements ahead of time with the Committee Chairperson. No comments or questions will be taken at any other time.

If you should require special assistance in order to attend the meeting, please notify the County Coordinator at (231) 832-6196, twenty-four (24) hours before the posted meeting time, for arrangements to be made.
The Committee meeting was called to order at 9:36 a.m. by Chairman Nehmer.

Present: Commissioners Jack Nehmer, Jill Halladay, Larry Emig, Tim Michell, James Custer, Mark Gregory and Roger Elkins.

Also present: Susan Vander Pol-County Coordinator, Karen Bluhm-County Clerk and several members of the public.

Motion by Commissioner Gregory, seconded by Commissioner Elkins, to approve the agenda as presented. Motion carried.

Brief Public Comment: None.

Employee/Board Comment: None.

Moved by Commissioner Elkins, seconded by Commissioner Custer, to approve the minutes of February 5, 2019 as presented. Motion carried.

Recommended by Commissioner Halladay, seconded by Commissioner Elkins, to approve the claims in the amount of $47,543.51 for the County. Recommendation was unanimously supported.

MIDC Administrator Contract
Susan Vander Pol, County Coordinator, spoke about the contract with Karen Moore for MIDC Administrator. Ms. Moore is requesting a change in paragraph fifteen (15) of the proposed contract. Susan noted that all six (6) counties involved are being asked for the same change. Discussion was held.

Recommended by Commissioner Michell, seconded by Commissioner Gregory, to approve the Managed Assigned Counsel Administrator Agreement with the proposed change to section 15 and authorize the Chairman to sign. Recommendation was unanimously supported.

Morgue Update
Susan Vander Pol, County Coordinator, advised Commissioners that the morgue authority has contracted with a physician for the facility. They hope to be operational soon. Discussion was held.

MVAA Service Fund Grant Award
Susan Vander Pol, County Coordinator, asked Commissioners to approve a grant award from the State for our Veterans’ Services in the amount of $57,129.00. Discussion was held.

Recommended by Commissioner Custer, seconded by Commissioner Emig, to approve the MVAA 2019 County Veteran Service Fund Grant in the amount of $57,129 and authorize the Chairman to sign. Recommendation was unanimously supported.

Strategic Community Partners Contract
Susan Vander Pol, County Coordinator, asked Commissioners to approve the contract proposed with Mr. Jetter, Strategic Community Partners, for the internal investigations of E.M.S. and C.O.A. Discussion was held.

Recommended by Commissioner Gregory, seconded by Commissioner Michell, to approve the proposal from William A. Jetter in the amount of $7,200 plus travel. Recommendation was unanimously supported.
Building Official/Inspector Contract
Tony Gagliardo, Building Official, spoke to Commissioners about his contract for services. He previously asked for a vehicle to use to do inspections, however the County has found there are not extra vehicles he might use. He asked to meet with Health, Safety and Grounds Committee to revisit his proposed contract to decide how to proceed. The matter was referred to Committee.

Budget Amendments, Cash Transfers & Journal Register Report
Commissioner Halladay reported no budget amendments or cash transfer, however a January Journal Report was provided for approval.

Recommended by Commissioner Halladay, seconded by commissioner Gregory, to approve the February Journal Register Report from the County Treasurer for January adjustments as presented. Recommendation was unanimously supported.

DHHS Annual Report
Danielle Martin, MDHHS Director with Osceola/Mecosta, highlighted several items in their annual report presented to Commissioners. She also explained some of the services provided by the agency. She spoke about CPS cases as well as the need for more licensed foster care providers. She also highlighted volunteer services.

Osceola County Soil Conservation District Report
Dixie Ward, District Manager for Osceola County Soil Conservation District, shared a report and highlighted portions for Commissioners. She spoke about goals the conservation district is hoping to achieve. Vicki Sawicki, Invasive Species Coordinator for the District, spoke about the information presented and highlighted their 2018 accomplishments. Mark Sweppenheiser, Assistant District Manager, was introduced to Commissioners and explained he plans to continue with programs already in place and adding new ones to the district.

C.O.A. United Way Grant Application
Susan Vander Pol, County Coordinator, asked for the Commissioners to approve a grant application to the United Way for $25,000 to be used for the nutrition program. A brief discussion was held.

Recommended by Commissioner Elkins, seconded by Commissioner Custer, to approve the Commission on Aging United Way Grant Application and authorize the Chairman to sign. Recommendation was unanimously supported.

C.O.A. Taste of Osceola
Susan Vander Pol, County Coordinator, explained to Commissioners that the Taste of Osceola has in the past been done by the Leadership Group and part of the proceeds were received by the Commission on Aging. However, this year there is not a Leadership Group, and the staff at C.O.A. would like to host this year’s event. Lori Leudeman, County Treasurer and former member of the Leadership Group, also spoke about the event and expressed willingness to assist. Discussion was held.

Recommended by Commissioner Michell, seconded by Commissioner Gregory, to approve having the County Commission on Aging host the Taste of Osceola event as a fundraiser. Recommendation was unanimously supported.

Contract for Temporary Clerical Services for Building Inspections
Susan Vander Pol, County Coordinator, explained that the clerical person at the Building Inspections Department needs to be out for a period of time, so she has contacted someone with previous experience in the position to see if they might be willing to help during this leave of absence. Discussion was held.
Recommended by Commissioner Michell, seconded by Commissioner Emig, to approve having Peggy Graham provide clerical services for the Building Inspections department at $15.30 per hour to cover during an employee’s leave of absence for up to three months. Recommendation was unanimously supported.

Employee/Board Comments: None.

Extended Public Comment: None.

Moved by Commissioner Gregory, seconded by Commissioner Custer, to adjourn at 10:43 a.m. Motion carried unanimously.

Karen J. Bluhm, County Clerk  
Jack Nehmer, Chairman
Meeting Called to Order by Chairperson Gregory at 12:33 p.m.

Members Present: Commissioners Mark Gregory, Jack Nehmer and Roger Elkins

Members Absent: None

Others: Maintenance Working Supervisor Brad Halladay, County Clerk Karen Bluhm, Building Official Tony Gagliardo and County Coordinator Susan Vander Pol

Additions or Deletions: Discussion of Brooks Security Proposal, Document Storage for County Clerk’s Office, Building Official Compensation and an update on the renovations to space at the Health and Human Services building were added to the agenda.

Motion by Commissioner Elkins, seconded by Commissioner Nehmer to approve the agenda. Motion was unanimously supported.

Public Comments - None.

Employee Comments - None.

Motion by Commissioner Elkins, seconded by Commissioner Nehmer to approve the minutes of January 15, 2019. Motion was unanimously supported.

Document Storage – Karen Bluhm provided the commissioners with information for off-site document storage. A company in Saginaw, File Safe Storage, provides document storage in a climate-controlled environment. Discussion was held and the Committee made the following recommendation:

Recommended by Commissioner Elkins, supported by Commissioner Nehmer to refer the information on off-site storage of documents to the Committee of the Whole for consideration. Recommendation was unanimously supported.

Building Security Update and Brooks Security. – Discussion was held on the security improvements for the buildings. Susan Vander Pol provided information on some purchases to be made in conjunction with the Indigent Defense program. Brad Halladay provided information on the main courthouse entrance and will review the changes with Tony Gagliardo, Building Official. Brad and Tony will meet to discuss some possible changes to the entrance of the Building department office space to provide additional security. Brad provided information on a quote to update the emergency call button system the County currently has through Brooks Security. The Committee made the following recommendation:

Recommended by Commissioner Elkins, supported by Commissioner Nehmer to refer the quote from Brooks Security for a new alarm system to the Committee of the Whole for consideration. Recommendation was unanimously supported.

Potential Renovation of space at the Health and Human Services building for E.M.S. – Susan Vander Pol provided a copy of the Request for Proposal for architectural stamped drawings to renovate the space at the Health and Human Services building. Discussion was held.
Building Official Contract and Compensation – Discussion was held with Tony Gagliardo regarding the percentage of the building permits that is shared with the Building Official and the amount paid for inspections performed on previously issued permits by other building officials. The following recommendation was made:

Recommended by Commissioner Nehmer, seconded by Commissioner Elkins to contract with the Building Official with compensation set at 55% of the building permit fee for the current contract term; and $60 per inspection for building permits issued prior to 2019 with the inspection fee retroactive to January 1, 2019. Recommendation was unanimously supported.

Brief discussion was held on the County having a pool vehicle that employees or contracted services could use for general purposes for travel.

Board Comments – None.

Extended Public Comments – None.

Motion by Commissioner Elkins, seconded by Commissioner Nehmer to adjourn at 1:47 p.m.

Respectfully submitted,

[Signature]

Osceola County Coordinator
Client Information

OSCEOLA COUNTY COURTHOUSE
SUE VANDER POL
301 W. UPTON ST.
REED CITY, MI 49677

Proposal Number 1649
Date 1/28/2019 Expires 2/27/2019
Salesperson CHARLES BROOKS SR.

THANK YOU VERY MUCH FOR CHOOSING BROOKS SECURITY.
IF YOU HAVE ANY QUESTIONS FEEL FREE TO CALL (800)294-8677
**Client Information**

OSCEOLA COUNTY COURTHOUSE  
SUE VANDER POL  
301 W. UPTON ST.  
REED CITY, MI 49677

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**Proposal**

**Proposal Number** 1649  
**Date** 1/28/2019  
**Expires** 2/27/2019  
**Salesperson** CHARLES BROOKS SR.

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**Sub Total** $13,292.50

**Sales Tax** $0.00

**Total This Proposal** $13,292.50
Client Information
OSCEOLA COUNTY COURTHOUSE
SUE VANDER POL
301 W. UPTON ST.
REED CITY, MI 49677

Proposal Number 1649
Date 1/28/2019 Expires 2/27/2019
Salesperson CHARLES BROOKS SR.

NOTE: IP Panel w/Keypad, battery backup, cellular card - (Building Dept./Health & H.S., Annex, Courthouse, Animal Control, Commission on Aging) - Requires dynamic IP address from network administrator. If cannot provide network access, will switch to cellular and add $10 per panel per month.

Wireless Panic Button - Commercial grade hold-up switch transmitters w/key reset. (13 Annex, 15 Courthouse, 4 HHS/Building Dept., 2 Animal Control, 2 CoA)

Monthly monitoring and connection fee w/Total Connect - (NOTE: add $10/mo/panel if need cellular)

ALL EQUIPMENT IS BACKED BY A 1 YEAR WARRANTY ON PARTS AND LABOR

TO ACCEPT PROPOSAL PLEASE SIGN AND DATE BELOW

SIGNATURE: ___________________________ DATE OF SIGNATURE: ___________________________

Please print name here Please sign name here Date Approved
January 23, 2019

Karen Bluhm
Clerk
Osceola County
301 Upton
Reed City, MI 49677

FILE SAFE is pleased to present the following proposal for our document storage and retrieval services for 1946-1991 Civil and 1963-1999 Criminal Files. Our goal is to provide the most secured and cost effective document management services possible.

This proposal reflects storage of 15" boxes of records at our Record Storage Center in Saginaw, MI. File Safe will key the first record and last record of each box. Boxes will be assigned unique barcode labels and shelf locations for accurate tracking. Files can be retrieved via Fax, E-Mail, UPS or delivered by our staff 24/7.

SECURITY / INSURANCE:

Our facility is the only document storage center in the Mid Michigan, specifically designed for document storage. It is all steel construction on a 4’ concrete base, 14 feet above the 100 year flood plain. It has a Duralast roof, with a dry sprinkler system and a motion detector security system, which is, monitored 24/7. It has 2 indoor loading docks to keep documents out of the weather while unloading. Our industrial shelving system is made of steel uprights, steel beams and steel decking.

Our staff, vehicles and facility are all insured to meet or exceed all requirements recommended by the Professional Records and Information Storage Management Association (PRISM). All of our staff understand and have signed a confidentiality agreement to maintain privacy.
ARCHIVAL STORAGE BOXES:

We will convert the records from the current cabinets and shelves into new archival quality 15" boxes. Boxes must be labeled by customer name, document type, year, destruction year, first file and last file within each box.

TRANSPORTATION AND TRACKING:

File Safe will transport all boxes to our facility in Saginaw, MI with our own experienced and insured drivers. Each box will be labeled with a unique barcode label and the contents of the box will be imported into our database to provide accurate tracking of every file, box and shelf location.

SHREDDING AND RECYCLING:

At the end of your desired retention period, boxes can be removed from the shelving system for $2.00 per box and shredded/recycled for $3.00 per box. Records approved in writing for destruction, will be transported to Chicago, IL to Recycling Services where the records are shredded via industrial cross cut shredders. Shredded paper is bailed and transported to paper mills for manufacturing into cardboard.

OFF-SITE STORAGE:

Files and boxes will be tracked by a state of the art computer system specifically designed for professional Record Storage Centers. This system will track every file and box in storage and invoice only the boxes in storage for each month. You are only charged for the exact number of boxes in storage. Our solution eliminates unused space, overburdened space, damaged records and the labor to manage the filing system. Most importantly, you will be able to utilize 100% of your current filing space for additional revenue generation.

RETRIEVAL SERVICES – Regular Business Hours

We will pull requested files or boxes from our shelving system for $2.00 per file or box. Refiles are also $2.00 per file or box. To retrieve a file/box, simply fill out a retrieval form and fax it or e-mail it to us. Requested files will be faxed or e-mailed within 1 hour or delivered same day if requested by 2:00 pm and next day if requested after 2:00pm. Return fax or e-mail transmissions are $.25 per page. Files can be delivered for $35.00 per trip.
RETRIEVAL SERVICES – Emergency Calls & After Hours

Emergency retrievals must be phoned in and will be delivered within 45 minutes, after hour retrievals will be delivered within 2 hours. Emergency retrievals pulled during normal business hours are $15.00 per file, plus $75 delivery and after hours are $52.00 per file, plus $75 delivery.

ESTIMATED INVESTMENT TO PICK UP AND STORE 241 BOXES

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<th>11 Boxes</th>
<th>1946-1962 General Law Files</th>
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<th>Civil</th>
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<tr>
<td>26 Boxes</td>
<td>Miscellaneous Files</td>
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<td>63 Boxes</td>
<td>1963-1999 Criminal Files</td>
<td>#0001 - #3024</td>
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**Initial Investment (Picked up and Loaded into New Boxes)**

- 241 Picked Up & Logged @ $4.25 Per Box = $1,024.25
- 241 Boxes Converted to New FS Boxes @ $2.75 Per Box = $662.75

**Total Initial Investment** = $1,687.00

**Yearly Storage**

- 241 Boxes Stored Monthly @ $0.25 Per Box = $60.25 Monthly
- 12 Months Per Year @ $60.25 Per Month = $723.00 Annually

**Total Annual Storage** = $723.00

**Total Investment for Pick Up & First Year of Storage** = $2,410.00
File Safe has over 33 years of experience managing confidential record projects just like this one. If you have any questions or to schedule a pick up date, please call (989) 714-0469 or e-mail tprice@filesafeinc.com

Sincerely,

[Signature]

Troy Price
National Account Manager
File Safe, Inc.

Accepted by:

Karen Bluhm, County Clerk
Osceola County
301 Upton
Reed City, MI 49677

Signature:____________________

Date:____________________
Agreement Between
Osceola County
And
Anthony Gagliardo
For
Building Official and Inspection Services

THIS AGREEMENT, made and entered into this 1st day of January 2019, by and between Anthony Gagliardo, an individual (hereinafter referred to as the “Contractor”) and the County of Osceola, a municipal corporation and political subdivision of the State of Michigan (hereinafter referred to as the “County”).

WITNESSETH:

WHEREAS, the County desires Building Official, Inspection and Building Code Enforcement services; and

WHEREAS, the Contractor shall provide a Registered and Certified Code Official with an established and active certification in the Building Inspections Trade in the State of Michigan; and

WHEREAS, the Contractor and the County have agreed to the terms and conditions of this agreement to provide building official and inspection services.

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

1. Services to be provided by the Contractor.
The Contractor agrees to provide the following services to the County:

A. Provide timely Building Official, Inspection and Enforcement Services of any and all new construction.

B. As requested by the County, meet with the Construction Board of Appeals on any issue regarding an appeal of action taken on your part.

C. Respond to calls and/or inquiries as soon as practicable or on scheduled work days.

D. Perform Plan Reviews as necessary to be compensated as agreed to within this document.

E. Prepare all reports required by the County and/or the State of Michigan in compliance with any State and/or Local Ordinance or Law.

F. Furnish and maintain a toll free phone or cell phone with voice mail for inspection scheduling and questions from clients.

G. Maintain regular office and inspection hours as mutually agreed upon.

H. In addition to the described services, any further service required by the County including attendance at meetings necessary to enhance the implementation of the County’s Building Official and Inspection Code administration, as requested by the County, which are mutually agreed upon.

I. Provide personal transportation and necessary insurance coverage for vehicles and workers compensation (or exemption) and provide certification of same to the County.

2. Compensation. Payment shall be in bi-monthly installments for services rendered. For permits issued after commencement of this agreement, compensate the Inspector 55% of the gross permit fee for each building permit and building associated services, such as plan reviews and additional inspections. Building Inspections required for permits issued prior to 1-1-19 will be compensated at $60.00 per inspection.

3. Qualifications of the Contractor. The Contractor agrees that at all times during the term of this Agreement the Building Official and Inspector shall maintain their professional status and shall satisfy applicable licensing requirements of the State of Michigan, which qualifies them to continue service to the County in the designated Registered Code Official or Inspector capacity. The Contractor further agrees to keep current in the disciplinary fields required to maintain their license, to remain in good standing with the State of Michigan in the capacity required to fulfill the terms of this Agreement. It is understood that the failure to comply with these requirements is
a material breach of this Agreement and grounds for immediate termination of this Agreement by the County. It is agreed by both parties that the Inspector is employed on a contract basis to perform services to the County and will at no time be considered an employee of the County.

4. County's Title to Records, Documents, Papers, Etc. The County shall have the sole and exclusive right, title and interest to any and all records, documents, papers, maps or manuscripts pertaining to or prepared pursuant to this Agreement. All permits, reports and related materials shall be stored on county property.

5. Avoidance of Conflicts of Interest. The Contractor agrees, during the term of this Agreement or any extended term in which this Agreement remains in effect, to avoid both actual and the appearance of conflicts of interest.

6. County Responsibilities. The County agrees to provide the Contractor with the following:

A. The reasonable cooperation of County personnel.

B. Access to existing records to perform duties as depicted in this document.

C. A list of Inspections to be performed the afternoon prior to the days agreed to perform the services.

D. Code Books and necessary inspection forms to complete the Inspections requested including field reports.

E. Approved prints and plans on all projects requiring plan review.

F. Provide reasonable and necessary supplies to perform inspections. All supplies provided by the County shall remain the exclusive property of the County.

G. Provide Errors & Omissions Insurance coverage for the Official/Inspector when that person is acting in an official capacity for Osceola County.

H. Provide Office space as available and file storage space for all inspection reports and notes.

I. Provide secretarial support as needed by the Official/Inspector.

7. Nondiscrimination. The Contractor and the County, as required by law, shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, or marital status. Breach of this section shall be regarded as a material breach of this Agreement.

8. Compliance with the Law, Applicable Law and Venue. The Contractor, while engaged in any activity pursuant to this Agreement, shall comply with all applicable Federal, State or local laws, ordinances, rules and regulations. Breach of this section shall be regarded as a material breach of this Agreement.

This Agreement shall be construed according to the laws of the State of Michigan. The venue for the bringing of any legal or equitable action under this Agreement shall be established in accordance with the statutes of the State of Michigan and/or Michigan Court Rules.

9. Indemnification and Hold Harmless. The Contractor shall, at its own expense, indemnify, save and hold harmless the County, and its elected and appointed officials/officers, employees and agents from all claims, damages, costs, lawsuits and expenses, including, but not limited to, all costs from administrative proceedings, court costs and attorney fees, that they may incur as a result of any acts, omissions or negligence which may arise out of this Agreement.

The Contractor's indemnification responsibilities under this section shall include the sum of damages, costs and expenses which are in excess of the sum paid out on behalf of or reimbursed to the County, its officials/officers, employees and agents by the insurance coverage obtained and/or maintained by the Contractor pursuant to the requirements of this Agreement.

10. Waivers. No failure or delay on the part of either of the parties to this Agreement in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.
In no event shall the making by the County of any payment due to the Contractor constitute or be construed as a waiver by the County of any breach of a provision of this Agreement, or any default which may then exist, on the part of the Contractor, and the making of any such payment by the County while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the County in respect to such breach or default.

11. Modification of Agreement. Modifications, amendments or waivers of any provisions of this Agreement may be made only by the written mutual consent of the parties hereto.

12. Agreement Term. The Contractor shall commence performance of the services required under this Agreement on January 1, 2019, and the Agreement shall continue for a period of six months, with automatic extension unless terminated as provided in paragraph 3 or 13; or is otherwise amended by the written authorization of the parties.

13. Termination of Agreement. Either party shall have the right, upon thirty (30) calendar days prior written notice to the other party, to terminate this Agreement. In the event this Agreement is terminated, compensation shall cease at the end of the calendar month during which the termination is effective.

14. Return of County Records and Equipment upon Agreement Termination. Upon termination or completion of this Agreement, the Contractor shall turn over to the County all records, property, and equipment of the County within fifteen (15) days of such termination or completion.

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

16. Complete Agreement. This Agreement contains all of the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto.

17. Invalid Provisions. If any provision of this Agreement is held to be invalid, it shall be considered to be deleted, and the remainder of this Agreement shall not be affected thereby. Where the deletion of the invalid provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date in which the provision was declared invalid.

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

IN WITNESS WHEREOF, the authorized representatives of the parties hereto have fully executed this instrument on the day and year first above written.

WITNESSED BY: “CONTRACTOR”

_________________________________________ By ________________________________
Date

WITNESSED BY: “COUNTY” (COUNTY OF OSCEOLA)

_________________________________________ By ________________________________
Date
COUNTY OF OSCEOLA

BUDGET AMENDMENT

TO: COUNTY TREASURER AND COUNTY CLERK

AS PROVIDED IN THE UNIFORM BUDGETING AND ACCOUNTING ACT OF 1978, AS AMENDED, AND AS APPROVED BY THE DIRECTION OF THE BOARD OF COMMISSIONERS OR AS ESTABLISHED BY POLICY, IT IS HEREBY AUTHORIZED TO RECORD THE FOLLOWING ADJUSTMENTS TO THE BUDGET:

FUND: GENERAL ☑ 245 CAPITAL ( ) SPECIAL REVENUE (X) DEBT SERVICE ( ) OTHER _______ ( )

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<td>(_ , 000)</td>
<td>(_ , 000)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(_ , 000)</td>
<td>(_ , 000)</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>(_ , 000)</td>
<td>($ 3,000)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>BOARD OF COMMISSIONERS/REPRESENTATIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sheriff</td>
<td></td>
</tr>
<tr>
<td>Justin Kahl朋</td>
<td>Recorded ( ) Motion/Resolution No ___</td>
</tr>
<tr>
<td>DEPARTMENT HEAD SIGNATURE</td>
<td>BUDGET AMENDMENT NO. __________________</td>
</tr>
<tr>
<td>DATE: 2/11/19</td>
<td></td>
</tr>
</tbody>
</table>

EXPLANATION: [Handwritten note: Sheriff Investigating Case]
COUNTY OF OSCEOLA

AUTHORIZATION TO TRANSFER FUNDS

The County Treasurer is hereby directed to transfer funds in the following manner:

<table>
<thead>
<tr>
<th>FUND/ACCT</th>
<th>BUDGETED</th>
<th>TRANSFER</th>
<th>REMAINING</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>101</td>
<td>$1,000</td>
<td>$</td>
</tr>
<tr>
<td>TO:</td>
<td>267</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

COMMENTS:

The above transfer has been appropriated by the Board of Commissioners by previous resolution and may be less than the full amount appropriated in the source fund. The appropriating action was by:

- ( ) Appropriation Act
- ( ) Budget Resolution
- (X) Transfer Resolution

The County Treasurer is to complete the transfer within three business days following the date of this authorization order. A copy of the executed transfer is to be issued to the County Clerk. Should the County Treasurer be unable to complete the transfer, in whole or in part, within the time prescribed, a statement will be sent to the authorizing party within the same time limit, giving reason why the transfer can not be completed.

- (X) By direction of the Board
- ( ) By direction of the Finance Committee

Date: 2-15-2019

Chairman

Finance Chairperson

PM Sheriff
Investigation 0-20
ARTICLE XVII - UNIFORMS AND EQUIPMENT

17.1: **Uniforms and Equipment.** The County shall provide such uniforms and equipment as the Sheriff and the County shall determine are necessary, subject to reasonable rules for the preservation, use, and care of such uniforms and equipment. The county shall assume the cost of necessary dry cleaning of such uniforms under such rules as the Sheriff may determine. For employees classified as a Corrections Officer, such uniform and equipment shall include the following items:

1. 2 pair pants;
2. 5 shirts - (2) long sleeve and (3) short sleeve;
3. 1 winter jacket;
4. 1 belt, where needed;
5. All uniform brass;
6. 1 pair of handcuffs;
7. Footwear (1 pair) $200 every two years.
8. 1 badge
9. Bullet proof vest as needed as determined by the Sheriff or designee.
10. Equipment Allowance – The Employer will provide up to $75 dollars per year for an employee to purchase clothing or equipment approved by the administration. Prior approval of the purchase is preferred. Receipts for reimbursement must be submitted or the Sheriff’s Office may purchase the items. No unused cash payment will be providing to the Employee.

17.2: **Department Property.** Employees shall not be charged for loss or damage of the Employer’s property, tools, equipment, mobile or otherwise, or articles rented or leased by the Employer unless clear proof of negligence is shown.

17.3: **Personal Property.** The Employer shall compensate any employee for the loss of any personal property that may be broken or damaged in the line of duty which is not due to the employee’s own negligence or carelessness. Reimbursement to the employee by the Employer shall be limited to one hundred dollars ($100.00) per incident. In the case of eyeglasses, the Employer will reimburse up to two hundred ($200.00) dollars per incident.

ARTICLE XVIII - WAGES

18.1: **Wage Schedules.** Attached hereto as “Appendix A” are schedules showing the classification and wage rates of the employees covered by this Agreement. It is mutually agreed that said “Appendix A” and the contents hereof shall constitute a part of this Agreement. A 1% increase will be given for each year of the contract on January 1st. A 6th step is added beginning in 2019.

18.2: **New Classifications.** The Employer reserves the right to discontinue existing classifications and to establish new classifications. In the event the Employer should establish a new classification, the Employer agrees to negotiate with the Union concerning the rate of pay for such new classification. The discontinuance of any existing classification shall be subject to a special conference with the Union.

18.3: **New Hire Service Recognition.** A new hire may be recognized for their years of service as an officer. Officers with 5 years experience would be paid at Step 1 of the union scale; 10 years experience Step 2; 15 years experience Step 3; 20 years experience Step 4, upon hire.

ARTICLE XIX - LONGEVITY

19.1: **Longevity Benefit.** Employees shall be paid the following:

<table>
<thead>
<tr>
<th>Years of Service</th>
<th>Benefit Amounts</th>
<th>Years of Service</th>
<th>Benefit Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 - 9 years</td>
<td>$190.00</td>
<td>20 - 24 years</td>
<td>$760</td>
</tr>
<tr>
<td>10 - 14 years</td>
<td>$380.00</td>
<td>25 years</td>
<td>$950</td>
</tr>
<tr>
<td>15 - 19 years</td>
<td>$570.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
APPENDIX A

Corrections Officers will be paid according to the following scales:

### 2019

<table>
<thead>
<tr>
<th>START</th>
<th>6 MTH</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
</tr>
</thead>
<tbody>
<tr>
<td>$34,652.71</td>
<td>$35,379.69</td>
<td>$36,101.58</td>
<td>$36,837.76</td>
<td>$37,589.32</td>
<td>$38,356.24</td>
<td>$39,131.45</td>
<td>$40,337.34</td>
<td>$41,137.04</td>
</tr>
</tbody>
</table>

### 2020

<table>
<thead>
<tr>
<th>START</th>
<th>6 MTH</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
</tr>
</thead>
<tbody>
<tr>
<td>$34,999.23</td>
<td>$35,733.49</td>
<td>$36,462.60</td>
<td>$37,206.14</td>
<td>$37,965.21</td>
<td>$38,739.81</td>
<td>$39,508.30</td>
<td>$40,740.71</td>
<td>$41,780.71</td>
</tr>
</tbody>
</table>

### 2021

<table>
<thead>
<tr>
<th>START</th>
<th>6 MTH</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
</tr>
</thead>
<tbody>
<tr>
<td>$35,349.23</td>
<td>$36,090.83</td>
<td>$36,827.22</td>
<td>$37,578.20</td>
<td>$38,344.87</td>
<td>$39,127.71</td>
<td>$40,105.38</td>
<td>$41,148.12</td>
<td>$42,198.52</td>
</tr>
</tbody>
</table>
Osceola County Coordinator’s Office

Solutions Proposal

Konica Device Upgrade

PREPARED BY:
Vanessa Simpson, SLG and Major Accounts

Phone: (616) 559-3795
Email: vanessa.simpson@ricoh-usa.com
Proposal Submitted: February 20th, 2019
Ricoh IM C3000

Welcome to Workstyle Innovation. Now you can integrate multiple processes and simplify complex tasks across an office or throughout an organization with ease. Enjoy a new way to work, powered by Ricoh’s new Workstyle Innovation Technology, by creating unique and customized solutions and deploying workflow applications that streamline your business. Simply put, it’s an innovative and intuitive way to be more productive. Use the RICOH® IM C3000 to print, scan, copy and fax information in multiple formats to a wider range of audiences quickly and easily.

KEY FEATURES

- Fast output speed of 30 pages per minute
- 220-Sheet Single Pass Document Feeder
- 1,200 sheet standard paper capacity including 2 550-Sheet drawers and 100-Sheet Bypass Tray
- Up to 80 lb. Bond paper weight and 12” x 18” supported
- 2GB of RAM memory/ 250 GB HDD Standard
- Fax Type M20 (allows for fax forwarding and LanFax from computers)
- 600 x 600 dpi copy resolution / 1200x1200 print resolution
- USB and SD port
- OCR Unit for blank page detection when scanning items double-sided
- Power Filter included
- OPTIONAL Internal Finisher

This product image shown above may be configured with additional options/accessories not included with the mainframe. For more information, please speak with your Ricoh Sales Representative.
### Device Comparison

<table>
<thead>
<tr>
<th>Model</th>
<th>60 mo. Lease</th>
<th>Purchase Option</th>
<th>B/W usage</th>
<th>Color usage</th>
<th>Monthly</th>
</tr>
</thead>
<tbody>
<tr>
<td>IM C3000</td>
<td>$95.13</td>
<td>$4,312</td>
<td>2,500 * .0068 = $17.00</td>
<td>250 * .045 = $11.25</td>
<td>$123.38</td>
</tr>
<tr>
<td>Optional Internal Finisher</td>
<td>$9.40</td>
<td>$426</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### PRICING COMPONENTS

- Delivery and Installation Included
- Operator training
- Service performed by Ricoh customer service technicians
- Typical delivery timeframe is within 7-10 business days from signed paperwork submission.
- Gold maintenance agreement; includes parts, labor, toner and staples
- Optional recycle/disposal of existing hardware at no charge

### FINANCIAL CONSIDERATIONS

- Black/White and Color pricing is billed for usage only. No minimum monthly or quarterly commitment required.
- Service Rates are locked for the duration of the contract.

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Proposal Terms Valid Until: March 31st, 2019
At Ricoh, we look at our customer’s businesses from every angle to help them create the future they want. We see where there is room for innovation, where there is room to grow, and where there is room to rethink. Our dedicated people, processes and technologies drive the path to change that delivers the top business outcomes desired by our customers…whatever they might be. Ricoh is committed to providing our people with all the tools necessary to not only imagine what’s next for businesses, but to drive the change necessary within those businesses, to create the future they want.

<table>
<thead>
<tr>
<th>The Ricoh Value Proposition</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Drive Cost Effectiveness</strong></td>
</tr>
<tr>
<td>We help businesses increase efficiency by identifying non-core and labor intensive tasks that would be more efficiently done by others, and recommend technology investments that optimize business processes.</td>
</tr>
<tr>
<td><strong>Maintain Data Privacy and Security</strong></td>
</tr>
<tr>
<td>With more data at risk every day, customers look to Ricoh and our long history of securing data for the processes and technology that provide secure accessibility in their IT infrastructure.</td>
</tr>
<tr>
<td><strong>Streamline Business Processes</strong></td>
</tr>
<tr>
<td>We re-engineer critical workflows to optimize the flow of information and greatly enhance business agility for our customers.</td>
</tr>
<tr>
<td><strong>Manage Organizational Change</strong></td>
</tr>
<tr>
<td>Change isn’t always easy, but it is critical to any organization’s growth. Our technology solutions and work expertise help increase adoption of change.</td>
</tr>
<tr>
<td><strong>Maximize Worker Productivity</strong></td>
</tr>
<tr>
<td>Empowering iWorkers to collaborate, innovate and problem-solve rather than re-creating information that already exists is our top priority.</td>
</tr>
<tr>
<td><strong>Optimize Information</strong></td>
</tr>
<tr>
<td>We unlock business information hidden within companies and make it more easily available to the right people, at the right place and at the right time.</td>
</tr>
<tr>
<td><strong>Build a Strategic Infrastructure</strong></td>
</tr>
<tr>
<td>Beyond recommending systems and software, our teams of experts offer the critical expertise needed to design environments within which any businesses’ unique processes can flourish.</td>
</tr>
<tr>
<td><strong>Achieve Environmental Stability</strong></td>
</tr>
<tr>
<td>As the industry leader in eco-solutions, we are driving businesses toward conserving energy and minimizing waste. It’s good or business… and the planet.</td>
</tr>
</tbody>
</table>
Why Ricoh

The Ricoh Difference

There are many reasons why companies choose to partner with Ricoh, including our access to best-in-class technology and the strength of our people and support structure. Ultimately, however, customers stay with Ricoh because of our commitment to helping their businesses succeed.

Helping Our Customers Succeed

At Ricoh, we recognize that if we are to help our customers remain competitive, we must provide the vision and solutions that enable them to:

- Develop Business methodologies that focus on process improvement and increased workflow efficiency
- Control or reduce the total cost of ownership associated with document management processes
- Strengthen collaboration, while maintaining document security when sharing information
- Minimize environmental impact and partner on "green" document management initiatives
- Provide total compliance with regulatory and risk standards

Our People

Our team of sales and technical resources are personally committed to bringing the best solution to each individual customer, and we hold them accountable for your results. Our local service professionals average over 18 years’ experience and undergo approximately 100 hours of training per year. They work in conjunction with our dedicated systems analysts to concentrate on your digital document needs. Our highly trained and experienced service technicians support specific customers in assigned territories. This process fosters solid relationships and a true understanding of your operations, applications and peak production periods, to ensure maximum responsiveness and uptime.

- Experienced team supported by comprehensive award-winning training
- National network of 4,600 Ricoh-employed service professionals
- Accountable for your results
Our Approach. Our Solutions.

Ricoh believes that the key to transforming the way a company works starts with harnessing the collective imagination of people. This idea, paired with our award-winning technology and services, is how we are breathing new life into established forms of knowledge-sharing — helping companies move beyond paper and beyond the office, so employees can collaborate like never before. Services-led, technology-enabled and people-driven, Ricoh is committed to helping each customer leverage the powerful information and knowledge that already exists throughout its organization — often untamed, untapped and buried — to create the future it wants.

Support When and Where you Need It.

• National coverage through a team of more than 4,000 locally based technical support professionals
• Telephone response of one hour or less on average
• On-site response of four hours or less on average
• Routine preventative maintenance support
• Online self-service to submit service requests
• Technician parts inventory managed through an automated parts system
• Customer history tracked through Edge wireless mobile device
• Customer service guarantees

Facts about Ricoh

• Ricoh USA, Inc., is part of a financially stable organization with FY14 annual revenues of $21.3 billion
• Number 1 in global market share for MFPs (IDC’s Worldwide Hardcopy Peripherals Tracker)
• With over 108,000 Ricoh employees worldwide, Ricoh operates in approximately 200 countries and regions worldwide, with direct service in over 50 countries.
• Ricoh is a two-time winner of the Deming Award for quality; all manufacturing facilities are ISO 9001:2000 certified
• As a leader in environmental stewardship, Ricoh is ISO 14001 certified and has earned multiple awards, including the World Environmental Center (WEC) Gold Medal for its International Achievement in Sustainable Development