COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
AGENDA
Tuesday, August 15, 2017
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 August 1, 2017.

6. Consider Payment of Claims.

7. Old Business:
   A. Update on Rose Lake Park Drain – Carl Baumgras.
   B. Update from Health, Safety & Grounds Committee – Mark Gregory.
   C. Consider Other Budget Amendments, Cash Transfers, and Journal Register Reports from Treasurer.
   D. Update on VoIP Telephone Installation with Jive Communications.
   E. Discuss 2018 County Budget – Susan Vander Pol.

8. New Business:
   A. Discuss E.M.S. MiWorks! Grant Application – Jeremy Beebe.
   B. Discuss Sheriff Secondary Road Patrol Grant Application – Justin Halladay.
   C. Discuss Vehicle Sale Bids – Justin Halladay & 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 9:31 a.m. by Chairman Emig.

Present: Commissioners Elkins, Wayne, Nehmer, Halladay, Emig, Tiedt and Gregory.

Also present: Scott Schryer-C.O.A. Director, Jerry Powell-Drain Commissioner, Carl Baumgras-Parks Director, Morris Langworthy-Parks Commission Chair, Luke Houlton-Road Commission Engineer/Manager, Bill Huss-Road Commission Clerk, Alan Gingrich-Road Commissioner, Lori Leudeman-County Treasurer, Nancy Crawford-Register of Deeds, Kaye Frederick-Probate/Family Court Administrator, Susan Vander Pol-County Coordinator, Karen Bluhm-County Clerk, and other members of the public.

Motion by Commissioner Gregory, seconded by Commissioner Nehmer, to approve the agenda as amended. Motion carried.

Brief Public Comment: None.

Employee/Board Comment: Nancy Crawford, Register of Deeds, asked for an additional transfer of $140.30 into the 245 Fund for the purchase of her two computers. A brief discussion was held.

Recommended by Commissioner Tiedt, seconded by Commissioner Nehmer, to approve reallocation of money in the 245 Fund, 902 Department for the purchase of computers for the Register of Deeds from the allocation for the server. Recommendation was unanimously supported.

Motion by Commissioner Nehmer, seconded by Commissioner Tiedt, to approve the minutes from July 18, 2017. Motion carried.

Recommended by Commissioner Tiedt, seconded by Commissioner Elkins, to approve the current claims of the County in the amount of $62,180.20. Recommendation was unanimously supported.

**Osceola County Road Commission Annual Report**

Luke Houlton, Engineer/Manager, and Bill Huss, Clerk, from the Road Commission provided Commissioners with an annual report. Mr. Houlton reviewed the information provided to Commissioners, highlighting various projects completed so far this year, and spoke about projects and timeframes for the remainder of 2017. He also spoke about the Township millages and how they are helping to improve roads in the County. Bill reviewed their 2016 annual financial report and answered questions. Discussion was held.

**Osceola County Family Court Child Care Fund Budget 2017-2018**

Kaye Frederick, Probate & Family Court Administrator, spoke about the 2017-2018 proposed Child Care Fund budget. The budget is basically the same as the previous year’s budget, with the biggest proposed changes in the reimbursement process for indirect costs. A brief discussion was held.
Recommended by Commissioner Elkins, seconded by Commissioner Nehmer, to approve 2017/2018 County Child Care Budget and authorize the appropriate signatures. Recommendation was unanimously supported.

**Commission on Aging-Reliance Community Care Partners Compliance**
Scott Schryer, C.O.A. Director, explained the Reliance Community Care Partners agreement and how it is used.

Recommended by Commissioner Nehmer, seconded by Commissioner Halladay, to approve the agreement with Reliance as presented and authorize the Chairman to sign. Recommendation was unanimously supported.

**Commission on Aging-Terminix Contract**
Scott Schryer, C.O.A. Director, spoke about the proposed Terminix Contracts presented for the Tustin and Evart locations. He reported they will renew automatically as long as we are satisfied with the service provided. A brief discussion was held.

Recommended by Commissioner Tiedt, seconded by Commissioner Wayne, to approve the agreements with Terminix for the C.O.A. Tustin and Evart locations and authorize the Chairman to sign. Recommendation was unanimously supported.

**County Parks-Personnel**
Carl Baumgras, Parks Director, and Morris Langworthy, Jr., Parks Commission Chairman, spoke to the Board regarding their difficulty in following the hiring policies of the County. He also addressed the problems they incur in staff turnover and the need to replace employees quickly. A lengthy discussion followed.

**County Parks-Rose Lake Drain**
Morris Langworthy, Jr., Parks Commission Chairman, spoke with Board members regarding the need to repair the Rose Lake Drain. He addressed the collapse this year and noted the lake level will continue to rise if the drain is not repaired. He said they would like to fix the drain this fall when lake levels will be at their lowest. He noted the project could cost as much as $80,000 and funding was discussed. Discussion was held and information will continue to be gathered.

**Flu Shot Clinic**
Karen Bluhm, County Clerk, asked Commissioners if they were interested in providing a flu shot clinic for County employees. Rite Aid has offered to once again come in and provid flu shots to employees at a cost of $27/injection for those not covered by health insurance. Discussion was held.

Recommended by Commissioner Nehmer, seconded by Commissioner Gregory, to provide the flu shot clinic with Rite Aid, pay for County employees without insurance coverage and authorize the County clerk to sign any necessary documents. Recommendation was unanimously supported.
44 North Health Insurance Update
Karen Bluhm, County Clerk, spoke to the Board regarding their Motion on July 5, 2017 regarding employee health care costs for the next benefit year. She explained the information provided at that meeting was not accurate as related to current cost share for employees and wanted to make sure Board members were aware of the differences. A lengthy discussion was held.

Recommended by Commissioner Tiedt, seconded by Commissioner Nehmer, to rescind Motion 3C of July 5, 2017 regarding health insurance and the increase in premium percentage share for nonunion and elected officials. Recommendation was unanimously supported.

Recommended by Commissioner Tiedt, seconded by Commissioner Gregory to approve including the HRA costs in the premium calculation for the employee percentage share for health insurance. Recommendation was unanimously supported.

Recommended by Commissioner Tiedt, seconded by Commissioner Elkins, to implement the HRA Health Plan Savings Options as presented at the July 5th meeting for nonunion employees and elected officials and authorize the Chairman and County Clerk to provide any necessary signatures. Recommendation was supported with Commissioner Wayne voting no.

Budget Amendments & Journal Register Report
Commissioner Tiedt reviewed the budget amendment presented.

Recommended by Commissioner Tiedt, seconded by Commissioner Wayne, to approve the budget amendment and the Treasurer’s June Journal Register for Osceola County as presented. Recommendation was unanimously supported.

VoIP Telephone Installation with Jive Communications
Susan Vander Pol, County Coordinator, gave a brief update on the installation of the new phone system.

2018 County Budget
Susan Vander Pol, County Coordinator, advised the budget packets would be sent out later this week.

Other Business: None.

Extended Public Comment: Alan Gingrich, County Road Commissioner, spoke about their recent meeting with State Representative Hoitenga. He also spoke about the importance of local township millages in helping with road maintenance.

Moved by Commissioner Gregory, seconded by Commissioner Nehmer to adjourn at 12:19 p.m. Motion carried.

Karen J. Bluhm, County Clerk                      Larry Emig, Chairman
For Jody.

From: Conradson, Susan (DEQ) <CONRADSONS2@michigan.gov>
Sent: Tuesday, August 8, 2017 4:20:33 PM
To: Carl Baumgras
Subject: RE: Rose Lake/Pine River Drain.

Carl:
Your summary in the note below captures the essence of the meeting today. The only thing I would add would be the need for DNR Natural River’s permit and any local permits that might be required (such as something from the Drain commissioner if this is a county drain).

sue
Susan Conradson, P.E. | Cadillac District Engineer | Water Resources Division
120 W. Chapin Street, Cadillac, MI 49601 | ☎ 231-876-4443 | Fax 231-775-1511
DEQ

From: Carl Baumgras [mailto:oscparksdir@hotmail.com]
Sent: Thursday, August 03, 2017 7:48 PM
To: Conradson, Susan (DEQ) <CONRADSONS2@michigan.gov>; Gary Karttunen <garyk@kpmengineering.com>; oscparks@live.com
Subject: Rose Lake/Pine River Drain.

August 3, 2017
Sue: Thanks for meeting with Gary and myself today to discuss the replacement of the Rose Lake/Pine River Drain. I understand from our conversation that we would need a replacement permit and that the only main concern is that the drain be maintained at the current level.
Would you send me any summary of this meeting that I might share with the County Commissioners on August 15, 2017?
Thanks, Carl
Osceola County Parks Director
Meeting Called to Order by Chairperson Gregory at 12:57 p.m.

Members Present:  Commissioners Mark Gregory, Roger Elkins and Jack Nehmer.
Members Absent:  None.

Additions or Deletions: None.

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

Public Comments - None.

Employee Comments – Mark Watkins commented about the Active Assailant exercise to be held in Newaygo County on September 22nd and Safe School programs.

Commissioner Elkins stepped out at 1:00 p.m. for a Parks Committee meeting.

Motion by Commissioner Nehmer, seconded by Commissioner Gregory to approve the minutes of July 18, 2017. Motion was unanimously supported.

Old Business:
Discuss Courtroom and Court Offices Security Enhancements
Bob VanPutten presented sketches showing an addition to the main courthouse to include the departments currently located in the Annex building. The addition would be a little over 59,000 square feet.

It was mentioned, along with prior discussion on security enhancements and building changes, there would be additional costs associated with relocating staff and functions during construction periods in the buildings that needs to be considered in any projected total project costs.

Commissioner Elkins returned at 1:14 p.m. and returned to the Park’s meeting at 1:36 p.m.

Discussion on the Annex parking lot and the drive pass through by the handicapped.
Brief discussion was held on traffic flow and access to the Annex Building’s back parking lot traveling next to the west handicapped ramp. The Committee made the following recommendation:

Recommended by Commissioner Nehmer, seconded by Commissioner Gregory to close the west driveway at the Annex Building and allow only maintenance staff vehicle access through that area. Recommendation was unanimously supported.

Board Comments – None.
Extended Public Comments (Six Minute Limit) - None.
The meeting adjourned at 1:47 p.m.

Respectfully submitted,

Susan M. Vander Pol
Osceola County Coordinator
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 ( ) Debt Service ( ) Other ________ ( )

REVENUE:

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TOTAL $(19,500) $(19,500)

Building Inspections
Department

[Signature]
Department Head Signature
8-8-17 Date

Board of Commissioners/Representative

Recorded ( ) Motion/Resolution No. __________
Budget Amendment No. __________

EXPLANATION: Additional Revenues
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 ✓ Debt Service ( ) Other ________ ( )

**REVENUE:**

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**TOTAL**

$(100.000) $(100.000)

**EXPLANATION:** TO COVER TREATMENT OF PRISONERS FROM JAIL COMMISSARY FUND

Department / General

Board of Commissioners/Representative

Recorded ( ) Motion/Resolution No. Budget Amendment No. ____________

Department Head Signature

Date 8-4-17
COUNTY OF OSCEOLA

AUTHORIZATION TO TRANSFER FUNDS

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

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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
(✓) 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.

(✓) By direction of the Board
( ) By direction of the Finance Committee

Date: 8-4-2017

Chairman

Finance Chairperson
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 (x) 245 Capital (x) Special Revenue ( ) Debt Service ( ) Other ________ ( )

### REVENUE:

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### EXPENSES:

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TOTAL

Sheriff / Capital

Department Head Signature

8-2-17 Date

Board of Commissioners/Representative

Recorded ( ) Motion/Resolution No. ______

Budget Amendment No. ______
COUNTY OF OSCEOLA

AUTHORIZATION TO TRANSFER FUNDS

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

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COMMENTS:

TO: 245 Capital

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
(✓) 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 cannot be completed.

(✓) By direction of the Board
( ) By direction of the Finance Committee

Date: 8-2-2017

Chairman

Finance Chairperson
### JOURNAL REGISTER FOR OSCEOLA COUNTY

Posted and Unposted Journal Entries

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Michigan Works! West Central Incumbent Worker Training
2017-2018

Types of Training for Workers
Michigan Works! West Central can assist employers with two types of training for employed workers. The Michigan Skilled Trades Training Fund or STTF, is state funded and helps to upgrade the skills of Michigan workers in skilled trades. Companies share the costs of the training, and the leveraging of other funding is desired. Applications are available in September and awards are made on a competitive scoring process. Applications are available only through Michigan Works! Skilled Trades funding may train current or new workers.

Another choice is the Michigan Works! Incumbent Worker Training or IW, is an activity that federal Workforce Innovation and Opportunity Act (WIOA) funding received by Michigan Works! Agencies may use for training workers. Incumbent Worker funding is an optional activity for Michigan Works! Incumbent Worker funding may train workers who have been employed by the company for six months or more. Incumbent Worker Funding is to assist companies in layoff aversion or employee retention. Funding is limited.

Michigan Works! West Central’s goal is to assist employers with obtaining funding to help meet their training needs, and to streamline the process to apply for both types of funding.

Applications are considered, as funding is available.

Employers are encouraged to work with us to determine which application is a better fit for the training and workers being considered. Where possible we will encourage applying for STTF funding first.

Incumbent Worker Training (Federal WIOA funding)
Incumbent Worker Training is to assist employers as part of an employer driven system to upgrade the skills of the existing workforce. Incumbent Workers are already employees, who have an established employment history with the employer for six months or more and are in need of skills enhancement training.

Incumbent Worker Training may be requested for companies when:

- Skill training is in a Targeted Industry Cluster, for West Central these are Manufacturing and Health Care. (Note – Food Processing is considered manufacturing.)

- Is designed to meet the special requirements of an employer, or group of employers to retain a skilled workforce or avert the need to lay off employees by assisting the workers in obtaining the skills necessary to retain employment.

- That is conducted with a commitment by the employer to retain or avert the layoffs of the incumbent workers trained.
**Application**
Companies may apply for both types of funding and are encouraged to consider the Michigan Skilled Trades Training Fund on line application first.

If you have questions about the application process, please contact Shelly Keene at skeene@michworkscw.org or call direct 231.660.0285 or Merri Bennett at mbennett@michworkscw.org or call direct 231.583.2029.

**The following is for the Michigan Works! West Central Incumbent Worker Application**

**Competitive Proposals**
These are competitive proposals for training. Michigan Works! West Central will select from among proposals received, using the review criteria.

**Incumbent Worker Proposal Document Instructions**

**Signature**
The Cover Sheet of the proposal must have the original signature of the appropriate authority for the proposing Training Provider. An electronically submitted copy of the original is acceptable.

**Employer Responsibilities**

**Registration of Workers:** The United States Department of Labor (USDOL) requires that the workers who receive training be registered as receiving WIOA services, which includes completing a WIOA registration and verification of eligibility. This includes providing personal information and documentation to identify the worker, citizenship and other information. **Workers must have been employed by the company for a minimum of six months.**

The employer(s) (use as many signature forms as necessary for applications from multiple companies) certifies the training is necessary and agree to register any positions created or vacant as a result of the training with the Michigan Works! system, and to accept referrals of individuals for those positions. The employer agrees to meet the reporting requirements of the program and to assist in facilitating the applications and information necessary to enroll employees in the Incumbent Worker program.

Incumbent Worker Training is subject to the monitoring requirements for WIOA programs. Monitoring is coordinated by Michigan Works! West Central and involves the Training Entity that provides the training and Hope Network, the Michigan Works! Service Provider, which will register the workers.

Original signature is also required of the employers and the training institution. (Scanned is acceptable if electronically submitted.)

**Workers Eligible for Incumbent Worker Training**

- Are employed directly by the employer (FLSA definition)
- Have an established employment history with the employer for 6 months or more
- Michigan Residents
Proposal Format and Instructions
Proposals will be submitted in the following format.

1. **Cover Sheet**
The Cover Sheet will identify the proposing Training Provider, employer(s), training and requested funding for the proposal. It will also be the signature sheet for the proposal. The signature certifies the proposing Training Provider meets all of the qualifications given in the instructions to submit a proposal.

2. **Narrative**
A brief description of the company; what they make or the service they provide; how many employees, etc. and of the training proposed. How will the training address the needs of the company and goals for the program? Has the company received **Incumbent Worker funded training previously**? If so, what were the amounts awarded and results in terms of people trained and retained on the job?

What type or combination of training is proposed?

Include employer certification.

3. **Financial Information and proposed tuition per unit of training**
A proposed budget for the training showing proposed training costs and a proposed tuition for participants.

4. **Participant Information (For Worker Registration, provided by Hope Network)**
The USDOL requires that the statewide funding have the workers who receive training paid for in part by the program, to be registered in the WIOA Incumbent Worker program. The registration requires specific documentation, which includes:

   For employers the I-9 Verification is commonly the verification needed. Social Security and Birth certificate or Drivers License are the most common items.

   Depending on their individual situations, workers may be asked to verify other items.

   Employers are encouraged to explain the reason for the registration and verification to their employees and understand that only those employees registered who attend Incumbent Worker training are eligible to have their training paid for by the program.

   **Michigan Works! Program staff will meet with the workers, as arranged by the employer.**

   **Workers must have an established employment history with the employer for 6 months or more and be Michigan Residents.**

5. **Additional Information** (optional)
Attach any additional sheets as needed – limit 3 pages.
Employers and applying educational institutions may be requested to answer questions about their proposals before the Review Committee of the Michigan Works! West Central Workforce Development Board. Training is expected to begin within 30 days of award and will have the end date projected. Training must be completed by the end of the Program Year, which is June 30.
Michigan Works! West Central
Need for Incumbent Worker Employer Identification Criteria (Checklist)

Company Name: Osceola County, EMS Department County: Osceola

Incumbent Worker Training Criteria
Please check as many as apply: (one required)

Industry Cluster
____ Manufacturing  ____ Health Care

Check as many as apply: Retain a Skilled Workforce

X Lack of skills in **current** workforce
    __ Introduction of new equipment or process to meet industry or customer standards, and need for skill training for current workforce
    __ New organizational strategies which would help retain jobs, and require skill training for current workforce
X Training is needed to increase the skills or skill level of the employees
    __ Training will increase the competitiveness of the employer and employees who receive the training
    Other (specify) ______________________________

Check as many as apply Layoff Aversion Factors

____ Obsolete or outdated physical plant
____ Outdated equipment or machinery
____ Outdated production process
____ Declining sales, or lower market share
____ Quality control issues
____ Increased domestic or foreign competition
____ Other (Specify) ______________________________

Industry sector declines
____ Lack of skills in local workforce
____ Transportation costs
____ Other costs (insurance, utilities, tax structure raw materials) high or increasing
____ Parent company or owner issues, may include retirements, sale of business or other factors

CERTIFIED BY: Jeremy Beebe, EMS Director

Name and Position ______________________________ Date ______________________________

This form is part of the application for Incumbent Worker funding.
## MICHIGAN WORKS! WEST CENTRAL
### INCUMBENT WORKER PROPOSAL
#### COVER SHEET (PY16)

<table>
<thead>
<tr>
<th>A. Legal Name &amp; Address of Proposed Training Provider</th>
<th>Received by Michigan Works! West Central</th>
</tr>
</thead>
<tbody>
<tr>
<td>Life EMS</td>
<td></td>
</tr>
<tr>
<td>Contact Person: Tony Sorensen</td>
<td></td>
</tr>
<tr>
<td>Phone: 616-242-8809</td>
<td>C. Proposal Summary</td>
</tr>
<tr>
<td>E-Mail: <a href="mailto:tsorensen@lifeems.com">tsorensen@lifeems.com</a></td>
<td>Request for: $5,250 from program</td>
</tr>
<tr>
<td></td>
<td>(DO NOT include Company match in first line)</td>
</tr>
<tr>
<td></td>
<td>Match: $5,250</td>
</tr>
<tr>
<td></td>
<td>Total: $10,500</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B. Employer(s) (name, address contact person):</th>
<th>Training in:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Osceola County</td>
<td>Proposed Number of Participants: 3</td>
</tr>
<tr>
<td>301 West Upton</td>
<td>Minimum Number of Participants:</td>
</tr>
<tr>
<td>Reed City, MI 49677</td>
<td>Necessary to Operate Program: NA</td>
</tr>
<tr>
<td></td>
<td>Proposed Tuition per Participant: $3,500</td>
</tr>
<tr>
<td>Employer EIN:</td>
<td>Proposed Start and Completion Dates:</td>
</tr>
<tr>
<td></td>
<td>From September 2017 To October 2018</td>
</tr>
</tbody>
</table>

| D. Training Provider Certification:                  |                                        |
| The proposing Training Provider certifies by the signature below that they are qualified to receive funding. The proposing Training Provider has the means to repay disallowed costs, is a legal entity, is not debarred or suspended from receiving state and/or federal funding, and agrees to be bound by the requirements of the funding source (Workforce Innovation and Opportunity Act, Workforce Development Agency, State of Michigan, and Michigan Works! West Central). |

Signature of Authorized Training Provider Representative:
The person whose signature appears below certifies the information given in this proposal is true and correct and that they are authorized to bind the proposing organization; certifies this proposal is a firm offer binding the organization for a period of 60 days, and understands that approved proposals are subject to negotiation.

<table>
<thead>
<tr>
<th>Typed Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Employer Certification:

The Employer(s) certify the following:

- That the training is necessary to prevent layoffs and/or to retain a skilled workforce as marked on the Incumbent Worker Checklist:
- That employees are required to complete a WIOA application, including information to verify their identity and their income and be enrolled in the Incumbent Worker program to have training paid by the program. The employer agrees to make the employees available for applications and assist in explaining the reason for the WIOA registration.
- To provide information and to report as required.
- To provide the matching funding indicated in this proposal.
- To provide job orders and registration to the Pure Michigan Talent Connect created because of this training.

Signature of Authorized Employer Representative:

Larry Emig Chairman, Board of Commissioners

Typed Name Title

Signature Date

Proposal Narrative

Employer Information & Need for Training
Osceola County EMS is the sole provider of prehospital emergency care and transport for Osceola County. Osceola County EMS responds to approximately 3,000 calls for service annually. Osceola County EMS operates 4 ambulances throughout Osceola County. Three ambulances operate 24 hours per day and the 4th operates 12 hours per day.

There is a statewide shortage of Paramedics. Osceola County has had at least 2 full time paramedic openings for over 6 months. A Paramedic class is being held by Life EMS in Reed City from September 2017 through October 2018. The tuition for the class is $3,500 per student.

Osceola County EMS is requesting funding to assist sending 3 current EMS employees to the Paramedic class. The goal is for the employee to obtain a Paramedic License with the State of Michigan upon successful completion of the class and testing. This would allow the employee to become employable as a full time Paramedic with Osceola County.
Has the company had Incumbent Worker or Skilled Trades Training Fund training in the last three years, if so, what were the amounts, number of workers trained and results of that training? NO

Describe the Proposed Program

The Paramedic Class is a 16 hour per week class that lasts approximately 13 months. The employee will also participate in 500 hours of clinical time on top of the 16 hour per week classroom time. Upon successful completion of the class the employee will receive a Paramedic certificate allowing the individual to test and become a licensed Paramedic through the State of Michigan. Once an employee becomes a licensed Paramedic an approximate 15% annual wage increase will be given.

Proposed Overall Budget

<table>
<thead>
<tr>
<th></th>
<th>Requested Funding</th>
<th>Employer Match</th>
<th>Total Project Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Instructor Costs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Supplies/Materials</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Other (Tuition)</td>
<td>$5,250</td>
<td>$5,250</td>
<td>$10,500</td>
</tr>
<tr>
<td>4. Employer Match from below</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$5,250</td>
<td>$5,250</td>
<td>$10,500</td>
</tr>
</tbody>
</table>

Budget Instructions
1. Instructor costs are the wages, fringes, and related costs of staff that work directly with employees.
2. Supplies and Materials are the costs of teaching materials.
3. Other can be any other item, including equipment use, rent, etc. Please specify under the budget section. The methodology of determining the value of the item used needs to be specified, such as a fair market rate for these items based on what it would cost for the use of similar items from another vendor.

Employer Match Breakdown

<table>
<thead>
<tr>
<th>Employee Wages</th>
<th>Facilities/Equipment</th>
<th>Other (Tuition)</th>
<th>Other (Specify)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$5,250</td>
<td></td>
<td></td>
<td>$5,250</td>
</tr>
</tbody>
</table>

Employer Match Instructions
Employers must report match by category with the monthly report. The categories are:
- Employee Wages while participating in training Note: Employee wages while in training may not be used to match both federal (Incumbent Worker) and State (STTF) funding
• Facilities and Equipment while used for training
• Instructional costs paid by the employer
• Other, may include administrative costs, travel, lodging refreshments etc. for employees attending training or trainers providing training.

**Detailed Budget**
Provide a detailed budget for each type or unit of training, including an indication of the number of workers planned to attend, and a minimum number needed to provide the training. If some workers will receive more than one type of training, also give the total unduplicated number of workers to be trained for all of the training. For example, if 5 different workers will receive 4 different units of training, this is 20 units of training and the unduplicated count is 5 workers. Show the number of hours for each training proposed. Show if the workers will receive a certificate or certification from the training.

A **Certificate** is recognized as a document issued by an educational institution or authorized training provider for completion of a course or training. A **Credential** is recognized as training provided that meet industry requirements for certification or licensure. **The issuance of a Certificate or Credential is a program requirement.**

Format for the application:

<table>
<thead>
<tr>
<th>Type of Training</th>
<th># of Workers</th>
<th>Hours of Training</th>
<th>Incumbent Worker $</th>
<th>Proposed Tuition per Worker</th>
<th>Employer Match (total at the bottom not by line item)</th>
<th>Total Costs (total at the bottom)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paramedic</td>
<td>3</td>
<td>1,300</td>
<td>$5,250</td>
<td>$3,500</td>
<td>$5,250</td>
<td>$10,500</td>
</tr>
</tbody>
</table>

(Expand as necessary)

This information and a match breakdown will be part of the regular monthly reporting requirements.

**Review Criteria**
Address the following:
• Cost and number of workers served
  Do the costs seem reasonable for the number of workers served?
• Type or types of training
  Is the training in demand; is it transferable to other employers?
• Program Goals
  Will the training prevent layoffs, support retention, increase the skills of the workers and/or increase the competitiveness of the employer and employees receiving the training?
• Method of providing training
  How will the training be provided? Contact hours and access to training staff are considerations.
• What are the measurable employee outcomes from the training?
Start and End of Training and Re-allocation of Funding
Funded training is expected to start within 30 days of approval. An extension may be approved for the start of training, and, a request for an extension should be made prior to the time when training should have started.

Submission of Applications
Proposals should be submitted electronically. A scanned application is acceptable with signatures.

Send to:
Michigan Works! West Central
Shelly Keene, Grants and Contracts Manager
skeene@michworkswc.org
SECTION C: SECONDARY ROAD PATROL AND
TRAFFIC ACCIDENT PREVENTION PROGRAM APPLICATION

I. Application and Contract Signature Page

This application is made under P.A. 416, as amended, in the amount and for the purpose set forth. On the basis of the information provided in this application and detailed budget submitted by the county, an award will be made to the county in the amount and for the period stated, and is subject to the Contract Conditions and Requirements. This agreement becomes effective as of the date county representatives are notified by OHSP.

We certify that the information contained in this application including, but not limited to, the Methods and Procedures and Budget Detail, is accurate to the best of our knowledge. We agree to comply with P.A. 416, the Contract Conditions and Requirements, Generally Accepted Accounting Principles, and OHSP policies with the understanding that failure to do so is cause for termination of the grant.

<table>
<thead>
<tr>
<th>A. REQUESTOR INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OSCEOLA</strong></td>
</tr>
<tr>
<td>3. Fiscal</td>
</tr>
<tr>
<td>October 1, 2017 to September 30, 2018</td>
</tr>
<tr>
<td>1. Applicant County</td>
</tr>
<tr>
<td>2. Federal Employer ID Number</td>
</tr>
<tr>
<td>3. Fiscal</td>
</tr>
<tr>
<td>October 1, 2017 to September 30, 2018</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B. CHAIRPERSON, COUNTY BOARD OF COMMISSIONERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>4. Name</td>
</tr>
<tr>
<td>5. Telephone Number</td>
</tr>
<tr>
<td>6. Street Address</td>
</tr>
<tr>
<td>7. City</td>
</tr>
<tr>
<td>8. ZIP Code</td>
</tr>
<tr>
<td>9. State Agency with which County EEO is on file: MICHIGAN DEPARTMENT OF MANAGEMENT AND BUDGET</td>
</tr>
<tr>
<td>10. Signature of Chairperson</td>
</tr>
<tr>
<td>11. Date</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C. SHERIFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>12. Name</td>
</tr>
<tr>
<td>13. Telephone Number</td>
</tr>
<tr>
<td>14. Email Address</td>
</tr>
<tr>
<td>15. Street Address</td>
</tr>
<tr>
<td>16. City</td>
</tr>
<tr>
<td>17. ZIP Code</td>
</tr>
<tr>
<td>18. Signature of Sheriff</td>
</tr>
<tr>
<td>19. Date</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D. FINANCIAL OFFICER</th>
</tr>
</thead>
<tbody>
<tr>
<td>20. Name</td>
</tr>
<tr>
<td>21. Telephone Number</td>
</tr>
<tr>
<td>22. Street Address</td>
</tr>
<tr>
<td>23. City</td>
</tr>
<tr>
<td>24. ZIP Code</td>
</tr>
<tr>
<td>25. Signature of Financial Officer</td>
</tr>
<tr>
<td>26. Date</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>E. PRIMARY CONTACT PERSON FOR SRP PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>27. Name and Title</td>
</tr>
<tr>
<td>28. Telephone Number</td>
</tr>
<tr>
<td>29. E-mail Address</td>
</tr>
<tr>
<td>30. Fax Number</td>
</tr>
<tr>
<td>Date Application Received</td>
</tr>
<tr>
<td>--------------------------</td>
</tr>
<tr>
<td>AUTHORITY: MCL 28.31, MCL 51.76, MCL 51.77, as amended</td>
</tr>
</tbody>
</table>
## II. Maintenance of Effort Base Data

### County-Funded Deputies

Report the number of county-funded, full-time certified deputies employed by, or budgeted for, the sheriff’s department as of the dates indicated below. The source of funding for the deputies (i.e., other grants, local contractual arrangements, etc.) is not a deciding factor in determining whether the county meets the maintenance of effort requirement. **Do not include P.A. 416-Funded Road Patrol Deputies.**

<table>
<thead>
<tr>
<th>County-Funded, Full-Time Certified Deputies</th>
<th>1) As of 9/30/78</th>
<th>2) Current</th>
<th>3) Budgeted for Upcoming Fiscal Year (October 1 – September 30)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Number</td>
<td>3</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>Number Whose Primary Duty is Road Patrol</td>
<td>3</td>
<td>9</td>
<td>9</td>
</tr>
</tbody>
</table>
III. Methods and Procedures

INSTRUCTIONS: Indicate how your department will utilize the funds allocated by selecting each box that describes an activity engaged in by your county's SRP Deputies. If “other” is selected, provide a description of the activity. All activities must be allowable under the provisions of P.A. 416 and must be consistent with the submitted budget.

☑ Patrol and monitor traffic violations on secondary roads.

☑ Investigate crashes involving motor vehicles on secondary roads.

☑ Provide emergency assistance to persons on secondary roads.

☑ Enforce violations of criminal laws which are observed by or brought to the attention of the sheriff's department while patrolling secondary roads.

☑ Enforce laws in state parks and county parks within the county.

☐ Provide a vehicle inspection program.

☐ Provide traffic safety information and education programs.

☐ Other (please describe)

☐ Additional Information:
IV. Resolutions, Contracts, and Law Enforcement Plan

A. List each city or village which has requested, by resolution, that the sheriff’s department provides services within its boundaries. If none, note N/A.

Note: Include a copy of each resolution. If any new resolutions are adopted during the fiscal year, immediately forward a copy to OHSP.

N/A

B. List each township, city, or village that contracts with the sheriff’s department to provide law enforcement services. If none, note N/A.

Note: Include a copy of each contract. If any new contracts are acquired during the fiscal year, immediately forward a copy to OHSP.

N/A

C. Include a copy of your most current Law Enforcement Plan with MSP for the unincorporated areas of the county.

Note: Law Enforcement Plans shall be updated at least every four years, following a sheriff’s election.

SEE ATTACHED.
# V. Equipment and Automotive Inventory

INSTRUCTIONS: List all equipment and automobiles purchased in full or in part with P.A. 416 funds.

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DESCRIPTION</th>
<th>SERIAL NUMBER</th>
<th>DATE PUT IN SERVICE OR PURCHASED</th>
<th>COST</th>
<th>DATE OF DISPOSAL</th>
<th>METHOD OF DISPOSAL</th>
<th>FAIR MARKET VALUE OR SALE PRICE AT DISPOSAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Siren &amp; PA Munical Supply</td>
<td>VPSA400</td>
<td>1979</td>
<td>$270.00</td>
<td>Unknown</td>
<td>Unknown</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Siren &amp; PA Munical Supply</td>
<td>VPSA400</td>
<td>1979</td>
<td>$270.00</td>
<td>Unknown</td>
<td>Unknown</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Screen Munical Supply</td>
<td>N/A</td>
<td>1979</td>
<td>$180.00</td>
<td>Unknown</td>
<td>Unknown</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Screen Munical Supply</td>
<td>N/A</td>
<td>1982</td>
<td>$180.00</td>
<td>Unknown</td>
<td>Unknown</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>MPH-80 MPH Industries</td>
<td>18783</td>
<td>1987</td>
<td>$1425.00</td>
<td>1998</td>
<td>Unknown</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>SW 9mm</td>
<td></td>
<td>1989</td>
<td>$427.00</td>
<td>2004</td>
<td>Traded for New gun</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Mossberg</td>
<td></td>
<td>1990</td>
<td>$150.00</td>
<td></td>
<td>Still in use</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>MX7000 Light Bar Code 3</td>
<td>L15707</td>
<td>09/20/1999</td>
<td>$798.69</td>
<td>2008</td>
<td>Scrapped</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Siren Control SVP</td>
<td>99130047</td>
<td>08/10/1999</td>
<td>$210.00</td>
<td>2005</td>
<td>Scrapped</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Maxtrac 300 Mobile Radio</td>
<td>428TXC2303</td>
<td>09/22/1999</td>
<td>$549.00</td>
<td>2010</td>
<td>Trade</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Motorola HT1000 Portable Radio</td>
<td>402TZN3588Z</td>
<td>09/22/1999</td>
<td>$833.00</td>
<td>2010</td>
<td>Trade</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Barrier Screen Troy Products</td>
<td>None</td>
<td>08/10/1999</td>
<td>$392.99</td>
<td>2005</td>
<td>Scrapped</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Shotgun rack Pro Guard</td>
<td>GP21440</td>
<td>09/27/1999</td>
<td>$242.46</td>
<td>Unknown</td>
<td>Unknown</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Traffic Radar Decatur</td>
<td>None</td>
<td>09/10/1999</td>
<td>$889.00</td>
<td>In use</td>
<td>In use</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>40 cal handgun Sig Sauer</td>
<td></td>
<td>09/22/1999</td>
<td>$626.29</td>
<td>2016</td>
<td>Trade</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>12 gauge shotgun Mossberg</td>
<td></td>
<td>09/22/1999</td>
<td>$199.28</td>
<td>In use</td>
<td>In use</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Headlight Flasher Unit/Code 3</td>
<td>Model 710</td>
<td>08/10/1999</td>
<td>$101.90</td>
<td>2005</td>
<td>Scrapped</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Dynamaxx Siren Horn</td>
<td>None</td>
<td>08/10/1999</td>
<td>$164.95</td>
<td>2005</td>
<td>Scrapped</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Light Control Box Code 3</td>
<td>None</td>
<td>08/10/1999</td>
<td>$71.95</td>
<td>2005</td>
<td>Scrapped</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Equipment Console/Troy Prod.</td>
<td>None</td>
<td>08/10/1999</td>
<td>$239.00</td>
<td>2005</td>
<td>Scrapped</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Car set-up</td>
<td>None</td>
<td>09/16/1999</td>
<td>$350.00</td>
<td>1999</td>
<td></td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>Striping Kit</td>
<td>None</td>
<td>09/16/1999</td>
<td>$212.65</td>
<td>2005</td>
<td>Sold</td>
<td>Unknown</td>
</tr>
<tr>
<td>1</td>
<td>In-car video system/Video Witness</td>
<td>96061172</td>
<td>1997</td>
<td>$3646.00</td>
<td>2003</td>
<td>Unknown</td>
<td>Unknown</td>
</tr>
<tr>
<td>---</td>
<td>----------------------------------</td>
<td>----------</td>
<td>------</td>
<td>----------</td>
<td>------</td>
<td>---------</td>
<td>---------</td>
</tr>
<tr>
<td>1</td>
<td>In-car video system/Laser Tech.</td>
<td>UX010925</td>
<td>2004</td>
<td>$2802.20</td>
<td>2007</td>
<td>Unknown</td>
<td>Broken</td>
</tr>
<tr>
<td>1</td>
<td>Speed Display Unit</td>
<td>VSC1820610 785E</td>
<td>1997</td>
<td></td>
<td>Still in use</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
VI. Budget Detail

INSTRUCTIONS: The budget must be completed in detail and shall only cover the period for which this application is made.

Note: Round to whole dollar amounts.

A. PERSONNEL

<table>
<thead>
<tr>
<th>POSITION TITLE</th>
<th>SALARY RATE</th>
<th>% OF TIME ON P.A. 416 ACTIVITIES</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deputy Sheriff</td>
<td>22.435</td>
<td>100</td>
<td>$48,998.00</td>
</tr>
<tr>
<td>Sick Pay (48 hrs.)</td>
<td>22.435</td>
<td></td>
<td>$1077.00</td>
</tr>
<tr>
<td>Holidays (88 hrs.)</td>
<td>22.435</td>
<td></td>
<td>$1975.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>OVERTIME (Worked holidays)</td>
<td>$33.66/hr.</td>
<td></td>
<td>$2425.00</td>
</tr>
<tr>
<td>LONGEVITY</td>
<td></td>
<td></td>
<td>$760.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>SUBTOTAL</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FRINGE BENEFITS</th>
<th>PERCENT</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FICA</td>
<td>7.65</td>
<td>PERCENT</td>
<td>$4225.00</td>
</tr>
<tr>
<td>RETIREMENT</td>
<td>10</td>
<td>PERCENT</td>
<td>$5524.00</td>
</tr>
<tr>
<td>HOSPITALIZATION</td>
<td>100%</td>
<td>AVG/EMPLOYEE/MONTH</td>
<td>$14711.00</td>
</tr>
<tr>
<td>WORKERS COMPENSATION</td>
<td>$3.35</td>
<td>RATE/$100 IN WAGES</td>
<td>$1797.00</td>
</tr>
<tr>
<td>OTHER INSURANCE</td>
<td>$85.00/MONTH</td>
<td></td>
<td>$1020.00</td>
</tr>
<tr>
<td>DENTAL</td>
<td>$7.00/MONTH</td>
<td></td>
<td>$84.00</td>
</tr>
<tr>
<td>LIFE INSURANCE</td>
<td>$30.00/MONTH</td>
<td></td>
<td>$360.00</td>
</tr>
<tr>
<td>SHORT TERM DISABILITY</td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>SUBTOTAL</td>
</tr>
<tr>
<td>TOTAL PERSONNEL</td>
<td></td>
<td></td>
<td>$82,956.00</td>
</tr>
</tbody>
</table>
B. AUTOMOTIVE EXPENSES

INSTRUCTIONS: The County may choose to account for Automotive Expenses using ONE of the two following methods: Actual Automotive Expenses OR Mileage Reimbursement. The same method must be used to account for the costs in the SRP general ledger accounts.

<table>
<thead>
<tr>
<th>DESCRIPTION OF EXPENSE</th>
<th>RATE</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTAL AUTOMOTIVE EXPENSES $0

OR

<table>
<thead>
<tr>
<th>COUNTY COST PER MILE OF PATROL OPERATION</th>
<th>ESTIMATED MILES</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTAL AUTOMOTIVE EXPENSES $0
C. EQUIPMENT

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>PURCHASE PRICE</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

TOTAL EQUIPMENT $0

D. OPERATING EXPENSES

<table>
<thead>
<tr>
<th>DESCRIPTION OF EXPENSE</th>
<th>RATE</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINTING/SUPPLIES</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>CLEANING/CLOTHING ALLOWANCE</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>TRAINING</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>RADIO MAINTENANCE CONTRACTS</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>MISCELLANEOUS (describe)</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

TOTAL OPERATING EXPENSES $0

TOTAL DIRECT COSTS
(Personnel, Automotive, Equipment, and Operating) $0

E. INDIRECT COSTS

NOT TO EXCEED 5% OF TOTAL DIRECT COSTS $0

TOTAL PROJECT COSTS (Direct + Indirect) $82,956.00

STATE ALLOCATION $45,198.00
F. BUDGET NARRATIVE

INSTRUCTIONS: Provide a narrative justifying and detailing the basis for determining the cost of the items included in each budget category. Include calculations that aren’t apparent on previous pages. Additional pages may be attached as needed.

SALARIES & WAGES:

PERSONNEL INCLUDES ONE DEPUTY WHO WILL WORK FULL-TIME ON SECONDARY ROADS. WITH THE MOST RECENT CONTRACT, THE ROAD PATROL DEPUTIES NOW WORK 2184 HOURS PER YEAR.

THERE ARE ELEVEN HOLIDAYS RECOGNIZED BY THE CURRENT CONTRACT. IT IS ASSUMED FOR BUDGETING PURPOSES THAT THE DEPUTY WILL WORK 6 OF THESE HOLIDAYS AT 1.5 HIS REGULAR RATE OF PAY. THESE WAGES ARE SHOWN IN THE "OVERTIME" COLUMN.

ALL DEPUTIES RECEIVE 8 HOURS OF STRAIGHT TIME HOLIDAY PAY IN DECEMBER OF EACH YEAR FOR EACH OF THE ELEVEN HOLIDAYS, PER THE CURRENT UNION CONTRACT. THIS IS SHOWN IN THE "HOLIDAYS" COLUMN.

FRINGE BENEFITS:

RATES ARE SHOWN ON FACE OF BUDGET DETAIL.
DATE: July 20, 2017

TO: Interested Bidders

FROM: Susan Vander Pol, County Coordinator

RE: Sale of 5 Used County Vehicles – Sealed Bids

OSCEOLA COUNTY is selling five used high mileage vehicles. For details and minimum bid amounts visit Osceola County’s website below.

The three Dodge Chargers and one Ford Explorer are shown on the Osceola County Sheriff’s Facebook page. Call (231) 832-2288 with questions or to make an appointment preferred on July 25 & 26 with Undersheriff Justin Halladay to see the Dodge Chargers and the Ford Explorer.

Call (231) 832-6146 with questions or to make appointment with Maintenance Supervisor Brad Halladay to see the 2002 Chevrolet Malibu.

Sealed bids must be submitted on county forms from www.osceola-county.org or call (231) 832-6196 for forms. Envelopes must be sealed and clearly marked as “Vehicle Sealed Bid.” Bids are due no later than Friday, August 4, 2017 at 3:00 p.m. when they will be publicly opened and read. Osceola County reserves the right to accept or reject all bids in whole or in part.
BID SUBMISSION FORM

2008 Dodge Charger
VIN: 2B3LA43H78H199818

The following **SEALLED BID** is submitted for the **USED** Vehicle listed above and is located at 325 W. Upton Avenue, Reed City, Michigan.

The bidder has reviewed the high mileage **VEHICLE** and accepts it in the “as is” condition.

**Minimum Bid:** $3,500.00  *(Bids “under minimum” will be automatically disqualified.)*

**Bids Due:** Friday, August 4, 2017, at 3:00 p.m.

Submit Bids To:  Susan Vander Pol, County Coordinator
Osceola County
301 West Upton Avenue
Reed City, MI 49677

Bids must be in **sealed** envelopes with the wording **“Vehicle Sealed Bid”** clearly marked on the envelope. Faxed bids will not be accepted.

**Bid Amount:** $ __________________________  2008 Dodge Charger

No Bidder may withdraw a Bid within 60 days of the Bid Date. The Owner reserves the right to accept any or all Bids, in whole or in part, and to waiver irregularities in any bid in the interest of the Owner.

**CONTACT PERSON:**

**COMPANY NAME:**

**ADDRESS:**

**TELEPHONE NO:**

**EMAIL ADDRESS:**

---

**OSCEOLA COUNTY SHERIFF’S DEPARTMENT**
**SALE OF: 2008 Dodge Charger / Minimum Bid: $3,500**

**Bids Due Date:** August 4, 2017, at 3:00 p.m.

1. Bidder: **Ronald Wright**
   City: **Romus, MI**
   Bid: $ 4,101.00

2. Bidder: **Bayridge Motors**
   City: **Staten Island, NY**
   Bid: $ 2,500.00

3. Bidder: 
   City: 
   Bid: $

4. Bidder: 
   City: 
   Bid: $

5. Bidder: 
   City: 
   Bid: $

6. Bidder: 
   City: 
   Bid: $

7. Bidder: 
   City: 
   Bid: $

8. Bidder: 
   City: 
   Bid: $

9. Bidder: 
   City: 
   Bid: $

10. Bidder: 
    City: 
    Bid: $

---

**Signature of Bid Opener:**

**Witness Signature:**
BID SUBMISSION FORM

2010 Dodge Charger
VIN: 2B3CA4CT9AH183579

The following **SEALED BID** is submitted for the USED Vehicle listed above and is located at 325 W. Upton Avenue, Reed City, Michigan.

The bidder has reviewed the high mileage **VEHICLE** and accepts it in the "as is" condition.

**Minimum Bid:** $4,000.00 *(Bids "under minimum" will be automatically disqualified.)*

Bids Due: Friday, August 4, 2017, at 3:00 p.m.

Submit Bids To: Susan Vander Pol, County Coordinator
Osceola County
301 West Upton Avenue
Reed City, MI 49677

Bids must be in **sealed** envelopes with the wording "**Vehicle Sealed Bid**" clearly marked on the envelope. Faxed bids will not be accepted.

**Bid Amount:** $________________________ 2010 Dodge Charger

No Bidder may withdraw a Bid within 60 days of the Bid Date. The Owner reserves the right to accept any or all Bids, in whole or in part, and to waive irregularities in any bid in the interest of the Owner.

**CONTACT PERSON:**

**COMPANY NAME:**

**ADDRESS:**

**TELEPHONE NO:**

**EMAIL ADDRESS:**

OSCEOLA COUNTY SHERIFF’S DEPARTMENT
SALE OF: 2010 Dodge Charger / Minimum Bid: $4,000

Bids Due Date: August 4, 2017, at 3:00 p.m.

1. Bidder: Bayridge Motors, Inc
   Bid: $2,700.00
   City:
   State:

2. Bidder: John Gentry
   Bid: $4,050.00
   City:
   State:

3. Bidder: 
   Bid: 
   City:
   State:

4. Bidder: 
   Bid: 
   City:
   State:

5. Bidder: 
   Bid: 
   City:
   State:

6. Bidder: 
   Bid: 
   City:
   State:

7. Bidder: 
   Bid: 
   City:
   State:

8. Bidder: 
   Bid: 
   City:
   State:

9. Bidder: 
   Bid: 
   City:
   State:

10. Bidder: 
    Bid: 
    City:
    State:

_Signed:_

**Signature of Bid Opener**

_Signed:_

**Witness Signature**
BID SUBMISSION FORM

2012 Dodge Charger
VIN: 2C3CDXAT6CH190930

The following SEALLED BID is submitted for the USED Vehicle listed above and is located at 325 W. Upton Avenue, Reed City, Michigan.

The bidder has reviewed the high mileage VEHICLE and accepts it in the “as is” condition.

Minimum Bid: $4,000.00  (Bids “under minimum” will be automatically disqualified.)

Bids Due: Friday, August 4, 2017, at 3:00 p.m.

Submit Bids To: Susan Vander Pol, County Coordinator
Osceola County
301 West Upton Avenue
Reed City, MI 49677

Bids must be in sealed envelopes with the wording “Vehicle Sealed Bid” clearly marked on the envelope. Faxed bids will not be accepted.

Bid Amount: $________________  2012 Dodge Charger

No Bidder may withdraw a Bid within 60 days of the Bid Date. The Owner reserves the right to accept any or all Bids, in whole or in part, and to waive irregularities in any bid in the interest of the Owner.

CONTACT PERSON: _________________________________________
COMPANY NAME: _________________________________________
ADDRESS: _______________________________________________

TELEPHONE NO: _________________________________________
EMAIL ADDRESS: _________________________________________

OSCEOLA COUNTY SHERIFF’S DEPARTMENT
SALE OF: 2012 Dodge Charger / Minimum Bid: $4,000

Bids Due Date: August 4, 2017, at 3:00 p.m.

1. Bidder: Bayridge Motors, Inc.
   Bid: $4,568.00
   City: Staten Island, NY

2. Bidder: Chicago Motors Inc.
   Bid: $4,107.00
   City: Chicago, IL

3. Bidder: John Gerrity
   Bid: $4,156.00
   City: Dearborn Hts, MI

4. Bidder: _______________________
   Bid: $________________
   City: _______________________

5. Bidder: _______________________
   Bid: $________________
   City: _______________________

6. Bidder: _______________________
   Bid: $________________
   City: _______________________

7. Bidder: _______________________
   Bid: $________________
   City: _______________________

8. Bidder: _______________________
   Bid: $________________
   City: _______________________

9. Bidder: _______________________
   Bid: $________________
   City: _______________________

10. Bidder: _______________________
    Bid: $________________
    City: _______________________


Signature of Bid Opener

Witness Signature
BID SUBMISSION FORM

2010 Ford Explorer
VIN: 1FMEU7DE4AU20587

The following **SEALED BID** is submitted for the **USED** Vehicle listed above and is located at 325 W. Upton Avenue, Reed City, Michigan.

The bidder has reviewed the high mileage **VEHICLE** and accepts it in the "as is" condition.

**Minimum Bid:** $2,500.00  *(Bids "under minimum" will be automatically disqualified.)*

**Bids Due:** Friday, August 4, 2017, at 3:00 p.m.

Submit Bids To: Susan Vander Pol, County Coordinator
Osceola County
301 West Upton Avenue
Reed City, MI 49677

Bids must be in **sealed** envelopes with the wording "**Vehicle Sealed Bid**" clearly marked on the envelope. Faxed bids will not be accepted.

**Bid Amount:** $__________ 2010 Ford Explorer

No Bidder may withdraw a Bid within 60 days of the Bid Date. The Owner reserves the right to accept any or all Bids, in whole or in part, and to waive irregularities in any bid in the interest of the Owner.

**CONTACT PERSON:**

**COMPANY NAME:**

**ADDRESS:**

**TELEPHONE NO:**

**EMAIL ADDRESS:**

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Garyer Vivian Delina</td>
<td>$3,159.95</td>
</tr>
<tr>
<td>Dale Hall</td>
<td>$4,700.00</td>
</tr>
<tr>
<td>Bayridge Motors Inc.</td>
<td>$3,568.00</td>
</tr>
<tr>
<td>Chicago Motors</td>
<td>$2,507.00</td>
</tr>
<tr>
<td>Brian Olender</td>
<td>$2,876.00</td>
</tr>
<tr>
<td>John Garry</td>
<td>$2,656.00</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Bids Due Date:** August 4, 2017, at 3:00 p.m.

**Signature of Bid Opener:**

**Witness Signature:**
BID SUBMISSION FORM

2002 Chevrolet Malibu
VIN: 1G1ND52J32M525636

The following **SEALED BID** is submitted for the **USED Vehicle** listed above and is located at 325 W. Upton Avenue, Reed City, Michigan.

The bidder has reviewed the high mileage **VEHICLE** and accepts it in the “as is” condition.

**Minimum Bid:** $350.00 *(Bids “under minimum” will be automatically disqualified.)*

Bids Due: Friday, August 4, 2017, at 3:00 p.m.

Submit Bids To: Susan Vander Pol, County Coordinator
Osceola County
301 West Upton Avenue
Reed City, MI 49677

Bids must be in **sealed** envelopes with the wording “**Vehicle Sealed Bid**” clearly marked on the envelope. Faxed bids will not be accepted.

Bid Amount: $ __________ 2002 Chevrolet Malibu

No Bidder may withdraw a Bid within 60 days of the Bid Date. The Owner reserves the right to accept any or all Bids, in whole or in part, and to waive irregularities in any bid in the interest of the Owner.

**CONTACT PERSON:**

**COMPANY NAME:**

**ADDRESS:**

**TELEPHONE NO:**

**EMAIL ADDRESS:**

---

**Bids Due Date:** August 4, 2017, at 3:00 p.m.

City: Stanwood, MI  
Bid: $ 655

22. Bidder: Brian Olender  
City: Tustin, MI  
Bid: $ 395

23. Bidder:  
City:  
Bid: $  

24. Bidder:  
City:  
Bid: $  

25. Bidder:  
City:  
Bid: $  

26. Bidder:  
City:  
Bid: $  

27. Bidder:  
City:  
Bid: $  

28. Bidder:  
City:  
Bid: $  

29. Bidder:  
City:  
Bid: $  

30. Bidder:  
City:  
Bid: $  

---

**Signature of Bid Opener**

**Witness Signature**