COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE
AGENDA
Tuesday, June 6, 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 May 16, 2017.

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.
   C. Update on C.O.A. Marion Renovation.
   D. Update on VoIP Telephone Installation with Jive Communications.

8. New Business:
   A. Discuss E.M.S. Rescue Task Force Equipment Grants/Funding – Shane Helmer.
   B. Discuss Sale of Vehicles – Justin Halladay & Susan Vander Pol.
   C. Discuss WMSRDC Transfer of Ownership Agreement – Justin Halladay & Susan Vander Pol.
   D. Discuss Items – Susan Vander Pol:
      1. Mecosta & Osceola-Lake Conservation Districts Services Agreement.
      2. Appointment to Community Mental Health Central MI.

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.
COMMITTEE OF THE WHOLE
MINUTES
MAY 16, 2017

The Committee meeting was called to order at 9:37 a.m. by Chairman Emig.


Also present: Jeremy Beebe-E.M.S. Director, Scott Schryer-C.O.A. Director, Jerry Powell-Drain Commissioner, Lisa Kaspriak-Medical Examiner Assistant, Susan Vander Pol-County Coordinator, Karen Bluhm-County Clerk, and other members of the public.

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

Brief Public Comment: None.

Employee/Board Comment: None.

Motion by Commissioner Gregory, seconded by Commissioner Nehmer, to approve the minutes from May 2, 2017. Motion carried.

Recommended by Commissioner Tiedt, seconded by Commissioner Halladay, to approve the current claims of the County in the amount of $69,016.60. Recommendation was unanimously supported.

Budget Amendments, Cash Transfer & Journal Register Report
Commissioner Tiedt reviewed the budget amendments and cash transfer presented for approval.

Recommended by Commissioner Tiedt, seconded by Commissioner Nehmer, to approve the budget amendments, cash transfer and County Treasurer’s April Journal Register Report as submitted. Recommendation was unanimously supported.

C.O.A. Renovation
Scott Schryer, C.O.A. Director, updated Board members on the progress at the Marion meal site project. He is hopeful they may be ready to open in early June.

C.O.A. Air Conditioning/Tustin Meal Site
Susan Vander Pol, County Coordinator, spoke to Board members regarding air conditioning installation for the upstairs and kitchen area of the Tustin meal site. She spoke about costs associated with the project, noting it will save $2,800 if our Maintenance staff does the work. Discussion was held.

C.O.A. Community Space Agreement
Scott Schryer, C.O.A. Director, presented a revised copy of the C.O.A. Community Space Agreement with the Evart Fair Board regarding the week of the Dulcimer Festival in Evart. A brief discussion was held.

Recommended by Commissioner Tiedt, supported by Commissioner Halladay, to approve the C.O.A. Community Space Agreement and authorize the Chairman to sign. Recommendation was unanimously supported.
E.M.S. Letter of Student Expectations – 2017
Jeremy Beebe, E.M.S. Director, explained that after the State has reviewed the proposed agreement regarding students enrolled in education classes sponsored by Osceola County E.M.S., they are asking for a formal Letter of Student Expectations approved by the Board.

Recommended by Commissioner Gregory, seconded by Commissioner Nehmer, to approve the E.M.S. Letter of Student Expectations 2017 and authorize the Chairman to sign. Recommendation was unanimously supported.

Medical Examiner Proposed Training
Lisa Kaspriak, Medical Examiner Assistant, spoke to Board members regarding an upcoming training being held for accreditation required by Department of Justice. Compliance is required by 2020, and this training will help provide information needed to meet the requirements. Discussion was held. Lisa also provided an annual report to the Chairman.

Recommended by Commissioner Gregory, seconded by Commissioner Tiedt, to approve the Medical Examiner Office two proposed trainings for Lisa Kaspriak and authorize out-of-state travel. Recommendation was unanimously supported.

Rose Lake Drain
Jerry Powell, Drain Commissioner, spoke to Board members regarding problems with the drain at Rose Lake affecting lake levels. He explained some of the history on the drain and his proposal on repairing the drain. Discussion was held.

Public Comment: None.

Extended Public Comments: None.

Liaison reports were given.

Motion to adjourn by Commissioner Nehmer, seconded by Commissioner Tiedt at 10:49 a.m. Motion carried.

Karen J. Bluhm, County Clerk

Larry Emig, Chairman
COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS
HEALTH, SAFETY & GROUNDS COMMITTEE
MINUTES

May 22, 2017

Meeting Called to Order by Chairperson Gregory at 4:05 p.m.

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

Others: Judge Scott Hill-Kennedy, Judge Tyler Thompson, Judge Kim Booher, Magistrate Dan Clise, Bob Van Putten – Landmark Design Group, Inc. and Susan Vander Pol – County Coordinator.

Additions or Deletions: None.

Motion by Commissioner Nehmer, seconded by Commissioner Elkins 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 May 2, 2017. Motion was unanimously supported.

Judge Booher arrived approximately 4:14 p.m.

Old Business:

Building Security Enhancements
Bob Van Putten presented sketches of the proposed building changes for the Annex Building and the Main Courthouse facility. Discussion was held with the commissioners, judges and magistrate on some tentative ideas Landmark Design has for putting new entrances on each of the courthouses that will hold security equipment and staff and renovations to the courtroom and office areas. Bob will revise the drawings and plan on touring the Annex Building again.

New Business – None.

Board Comments – The next meeting will be held on June 6th following the Board of Commissioners meeting.

Extended Public Comments (Six Minute Limit) - None.

The meeting adjourned at 5:18 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

Commission On Aging

Department Head Signature

Board of Commissioners/Representative

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

5-12-17 Date
Osceola County Board of Commissioners

301 W Upton Ave

Reed City, Michigan 49677

Board of Commissioners,

The ability to provide emergency medical services at Active Assailant Incidents are increasing throughout the world. Currently OCEMS does not have the proper equipment to be able to respond to those types of incidents. The ability to provide protective equipment for responding personnel is imperative. This protective equipment will help reduce the potential for injury during operations at a violent event.

The new concept of Rescue Task Force is becoming more and more a reality throughout the US. This allows for Paramedics/EMTS to respond into what is considered the WARM ZONE under a Force Protective Detail of Law Enforcement Officers. These responders will enter the warm zone to begin initial triage and treatment of those injured due to an active assailant. Then coordinate the removal of victims back to a casualty collection point for more definitive treatment.

I am requesting support and approval of the Osceola Board of Commissioners to submit the following grants and requests for funding:

Osceola County Community Foundation

TransCanada

MMRMA - RAP Grant

Ice Mountain

General Mills

Ventra Operations

The estimated Cost of this project is around $38,000. This equipment would then allow EMS employees in to areas to begin treatment of victims at a much quicker response and help reduce fatalities due to lack of medical care.
Below I have added the equipment we will be looking at for the Rescue Task Force.

21 Ballistic Vests – EMS personnel

5 Casualty Assessment Bags (CAB) to treat and assess up to 150 people.

1 Bag would have the following equipment. Each Ambulance would be equipped with 1 CAB

5 Rapid Response bags
  5 Tourniquets
  5 Chest Seals
  5 Halo Bandages
  5 Triage Tags
  5 Trauma Dressing
  5 Patient Mega Movers

Thank you for your consideration in this project.

Respectfully,

Shane Helmer

Assistant Director

306 N. Patterson
Reed City, MI. 49663

Phone: (231) 832-6152
Fax: (231) 832-6192
Osceola County

Proposed Sale of Vehicles

June 6, 2017

* * * * * * * * *

Sheriff's Department

2010 Dodge Charger  VIN 2B3CA4CT9AH183579  Minimum Bid: $4,000

2012 Dodge Charger  VIN 2C3CDXAT6CH190930  Minimum Bid: $4,000

2010 Ford Explorer  VIN 1FMEU7DE4AU20587  Minimum Bid: $2,500

* * * * * * * * *

General Services

2002 Chevrolet Malibu  VIN 1G1ND52J32M525636  Minimum Bid: $350
TRANSFER OF OWNERSHIP AGREEMENT/EQUIPMENT RECEIPT AND ACCEPTANCE
FOR PURCHASES UNDER FEDERAL AWARD NUMBER 97.067

This Transfer of Ownership Agreement ("Ownership Agreement") is executed by and between the West Michigan Shoreline Regional Development Commission (WMSRDC), 316 Morris Avenue, Suite 340, Muskegon, MI 49440 and Osceola County, 4325 220th Avenue, Reed City, MI 49677.

In consideration of the mutual promises, obligations, representations, and assurances in this Ownership Agreement, the WMSRDC and Political Subdivision agree to the following terms and conditions:

1. **Transfer of Title:**
   - Pursuant to the FY 2014 Homeland Security Grant Program Intergovernmental Agreement, the WMSRDC purchased the following Equipment with FY 2014 Homeland Security Grant Program funds as directed by the Region 6 Homeland Security Governing Board.
     
     **PO #351**
     1 - EOTech X320 Thermal Image Camera, Serial #IR089659
   
   - The WMSRDC grants all right, title, and interest to the Equipment to the Political Subdivision.

2. **Acceptance of Equipment:**
   
   - By signing this Ownership Agreement, the Political Subdivision accepts the Equipment in its current condition, "AS IS," acknowledges that it had an opportunity to inspect the Equipment.

3. **WMSRDC Assurances:** The WMSRDC represents the following:
   
   - The WMSRDC has full right and title to transfer ownership of the Equipment to the Political Subdivision.
   
   - The WMSRDC has no knowledge of any judgments, liens, mortgages, pledges, claims, rights, security, interests, encumbrances, or any other adverse interests against the Equipment.
➢ To the extent possible, The WMSRDC transfers all warranties to the Equipment to the Political Subdivision.

➢ The WMSRDC shall notify each Political Subdivision at the end of the fiscal year of the dollar amount of Equipment that has been transferred to the Political Subdivision.

4. **Political Subdivisions Responsibilities:**

➢ Upon execution of this Ownership Agreement the Political Subdivision shall be solely responsible for the Equipment, including but not limited to the following:

  ▪ Operation of the Equipment;
  
  ▪ Maintenance and repair of the Equipment;
  
  ▪ Replace or repair Equipment which is willfully or negligently lost, stolen, damaged, or destroyed;
  
  ▪ Investigate, fully document, and make part of the official Grant Program records any loss, damage, or theft of Equipment;
  
  ▪ Insurance for the Equipment if required by law or if the Political Subdivision deems appropriate in its discretion;
  
  ▪ Training for use of the Equipment, if training is not included with the purchase of the Equipment; and
  
  ▪ Liability for all Claims arising out of the Political Subdivision’s use of the Equipment.

➢ The Political Subdivision shall comply with and shall use the Equipment in accordance with the FY 2014 Homeland Security Grant Program Guidance.

➢ The Political Subdivision shall keep the WMSRDC informed of the location of the Equipment. If the Equipment by its nature is mobile, the Political Subdivision must provide a general location or “home-base” where the Equipment can be found. If the location of the Equipment changes, the Political Subdivision shall provide the new location to the WMSRDC immediately. The information required by this Section shall be provided to the WMSRDC upon execution of this Ownership Agreement and continue until three (3) years after the close of this Grant Program.

➢ The Political Subdivision shall list all Equipment transferred to it pursuant to this Ownership Agreement on its Schedule of Expenditures of Federal Awards.
Except for Equipment that is disposable or expendable, the Political Subdivision shall inform the WMSRDC if it plans to dispose of the Equipment and work with the WMSRDC regarding any issues associated with disposal of the Equipment.

The Political Subdivision shall be solely responsible for all costs, fines, and fees associated with the use and misuse of the Equipment, including but not limited to, costs for replacing the Equipment or costs, fines, or fees associated with an ineligible use determination by auditors.

The Political Subdivision shall make the Equipment available to the WMSRDC and State and Federal Auditors upon request.

5. **No Third Party Beneficiaries.** Except as provided for the benefit of the Parties, this Ownership Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right, in favor of any other person or entity.

6. **Discrimination.** The Parties shall not discriminate against their employees, agents, applicants for employment, or other persons or entities with respect to hire, tenure, terms, conditions, and privileges of employment, or any matter directly or indirectly related to employment in violation of any federal, state or local law.

7. **Permits and licenses.** Each Party shall be responsible for obtaining and maintaining, throughout the term of this Ownership Agreement, all licenses, permits, certificates, and governmental authorizations necessary to carry out its obligations and duties pursuant to this Ownership Agreement.

8. **Reservation of Rights.** This Ownership Agreement does not, and is not intended to, waive, impair, divest, delegate, or contravene any constitutional, statutory, and/or legal right, privilege, power, obligation, duty, or immunity of the Parties.

9. **Delegation/Subcontract/Assignment.** Neither Party shall delegate, subcontract, and/or assign any obligations or rights under this Ownership Agreement without the prior written consent of the other Party.

10. **No Implied Waiver.** Absent a written waiver, no act, failure, or delay by a Party to pursue or enforce any rights or remedies under this Ownership Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Ownership Agreement. No waiver of any term, condition, or provision of this Ownership Agreement, whether by conduct or otherwise, in one or more instances, shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Ownership Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Ownership Agreement.
11. **Severability.** If a court of competent jurisdiction finds a term, or condition, of this Ownership Agreement to be illegal or invalid, then the term, or condition, shall be deemed severed from this Ownership Agreement. All other terms, conditions, and provisions of this Ownership Agreement shall remain in full force.

12. **Captions.** The section and subsection numbers, captions, and any index to such sections and subsections contained in this Ownership Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers, captions, and indexes shall not be interpreted or be considered as part of this Ownership Agreement. Any use of the singular or plural number, any reference to the male, female, or neuter genders, and any possessive or nonpossessive use in this Ownership Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.

13. **Notices.** Notices given under this Ownership Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (1) the date of actual receipt; (2) the next business day when notice is sent express delivery service or personal delivery; or (3) three days after mailing first class or certified U.S. mail.

   ➢ If notice is sent to the WMSRDC, it shall be addressed and sent to: Erin Kuhn, Executive Director, WMSRDC, 316 Morris Avenue, Suite 340, Muskegon, MI 49440.

   ➢ If notice is sent to the Political Subdivision, it shall be addressed to:

     Larry Emig, Chairperson  
     Osceola County Board of Commissioners  
     301 West Upton Avenue  
     Reed City, MI 49677

   ➢ Either Party may change the address and/or individual to which notice is sent by notifying the other Party in writing of the change.

14. **Governing Law.** This Ownership Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan.

15. **Agreement Modifications or Amendments.** Any modifications, amendments, rescissions, waivers, or releases to this Ownership Agreement must be in writing and executed to by both Parties.

16. **Entire Agreement.** This Ownership Agreement represents the entire agreement and understanding between the Parties. This Ownership Agreement supersedes all other oral or written agreements between the Parties. The language of this Ownership Agreement shall be construed as a whole according to its fair meaning, and not construed strictly for or against any Party.
The individual or official executing this Ownership Agreement certifies that by his or her signature that he or she is authorized to sign this Ownership Agreement and bind the Fiduciary and Political Subdivision to the terms and conditions of this Ownership Agreement.

Fiduciary: The West Michigan Shoreline Regional Development Commission

________________________________________  ____________________________
Erin Kuhn, Executive Director                        Date

Political Subdivision: County

________________________________________  ____________________________
County Commissioner Board Chairperson, Signature    Date

________________________________________
Type or Print Name

WMSRDC: 05.2017
Homeland Security Certification of Goods Received

As the ordering/receiving local political subdivision authorized by the Region VI Hor Security Governing Board OSCEOLA COUNTY Local Political Subdivision

Hereby certifies that it is in receipt of (list quantity, description, model number, serial number)

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<th>Quan</th>
<th>Description and Model #</th>
<th>Serial Number</th>
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<td>2</td>
<td>EOTech X320 Thermal Image Cameras</td>
<td>IR089441 &amp; IR089659</td>
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*See Page 2 for more space if needed

As detailed on Purchase Order Number 351

And authorized the West Michigan Shoreline Regional Development Commission as Homeland Security Planning Board Fiduciary to process payment.

Any discrepancies that would prevent payment in full as listed on the Purchase Ord

The individual or officer signing this Certification confirms that by his or her signature authorized to sign this Certification on behalf of the Local Political Subdivision he or

OSCEOLA COUNTY
Local Political Subdivision

Mark Watkins
Name

8/8/20
Date

Director
Titl

WMSRDC:2013
Vendor
60427    CMP Distributors Inc.
         16753 Industrial Parkway
         Lansing, MI 48906

PO#:  351
Date:  05/02/2016
Ship to:  See attached

Requestor:  2000 Stine-Johnson, Susan
Date Requested by:  NET 30
Remarks:  AAF 2014-80-0065 FLIR EQ

Phone:  517-721-0970
Acct:
Reqs:  0

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<td>EO TECH X320 Handheld Thermal Imager - 320 x 240 Resolution; AA Batteries; 2X, 3X or 4X Zoom; Video Output; 12 Degree FOV Lens - 735 Detection; Covert Operation; Temperature Readout; Color Highlight Feature; Waterproof to 1m Submersion; 3 year warranty</td>
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<tr>
<td>0.00</td>
<td>BILL TO: WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION, 316 MORRIS AVENUE, SUITE 340, MUSKEGON, MI 49440</td>
<td>0.0000</td>
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Authorized Signature: [signature]
Date:  5-3-16

Taxes:  0.00
Shipping:  0.00
Totals:  19320.00

Line Distribution:
801430  62300  19,320.00  0.00
Total Amount:  19,320.00  0.00
FOR PURCHASE ORDER 351

BILL TO:

West Michigan Shoreline Regional Development Commission
316 Morris Avenue, Suite 340
Muskegon, MI 49460

SHIP TO – One (1) Each:

Ionia County
Attn: Doug DeVries
545 Apple Tree Drive
Ionia, MI 48846

Kent County Emergency Mngt.
Attn: Jack Stewart
701 Ball Avenue
Grand Rapids, MI 49503

Mason County
Attn: Elizabeth Reimink
408 Resseguie Street
Suite 100
Ludington, MI 49431

Mecosta County
Attn: Scott Schroeder
14485 Northland Drive
Big Rapids, MI 49307

Oceana County
Attn: Jim Duram
314 S. State Street
Hart, MI 49420

Osceola County
Attn: Mark Watkins
4325 220th Avenue
Reed City, MI 49677

Ottawa County
Attn: Beth Thomas
12220 Fillmore St.
West Olive, MI 49460
# Invoice

**CMP Distributors Inc.**  
16753 Industrial Parkway  
Lansing, MI 48906  
Phone # 517-721-0970  
Fax # 517-721-0974

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**Bill To**  
West Michigan Shoreline Regional Developm  
Attn: Susan Stine-Johnson  
316 Morris Ave Suite 340  
Muskegon, Mi. 49440

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**Ship To**  
****PLEASE SEE BELOW FOR SHIPPING INSTRUC

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<th>Description</th>
<th>Price</th>
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<td>EO Tech X320 Handheld Thermal Imager, 320 x 240 Resolution, AA Batteries, 2X, 3X or 4X Zoom, Video Output, 12 Degree FOV Lens-735 detection, Covert Operation, Temperature Readout, Color Highlight Feature, Waterproof to 1m submersion, 3 year warranty</td>
<td>2,750.00</td>
<td>19,250.00T</td>
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| Shipping and Handling | 1   | Shipping and Handling **PLEASE SHIP 1 EACH TO THE FOLLOWING ADDRESSES****  
 Ionia County  
 Attn: Doug DeVries  
 545 Apple Tree Drive  
  Ionia, Michigan 48846  

 Kent County Emergency Mngt  
 Attn: Jack Stewart  
 701 Ball Ave  
  Grand Rapids, Michigan 49503  

 Mason County  
 ATTN: Elizabeth Reimink  
 408 Ressegue Street  
 suite 100  
 Ludington, Michigan 49431 | 70.00 | 70.00T |

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### Returns Policy:
Returns accepted on un-opened, un-used items within 30 days with sales receipt. Restocking fee may be applied.

---

**Date** | **Invoice #**  
5/5/2016 | 47830  

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Visit us on the web [wwwcmpdist.com](http://wwwcmpdist.com)
# Invoice

**C.M.P. DISTRIBUTORS INC.**

16753 Industrial Parkway  
Lansing, MI 48906  
Phone # 517-721-0970  
Fax # 517-721-0974

**Bill To**  
West Michigan Shoreline Regional Developm  
Attn: Susan Stine-Johnson  
316 Morris Ave Suite 340  
Muskegon, MI, 49440

**Ship To**  
*****PLEASE SEE BELOW FOR SHIPPING INSTRUC*****

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<th>Rep</th>
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<td>CMP</td>
<td>5/5/2016</td>
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<th>Description</th>
<th>Price</th>
<th>Amount</th>
</tr>
</thead>
</table>
|      |     | Mecosta County  
ATTN: Scott Schroeder  
14485 Northland Drive  
Big Rapids, Michigan 49307 | | |
|      |     | Oceana County  
ATTN: Jim Duram  
314 S State Street  
Hart, Michigan 49420 | | |
|      |     | Osceola County  
ATTN: Mark Watkins  
4325 220th Ave  
Reed City, Michigan 49677 | | |
|      |     | Ottawa County  
ATTN: Beth Thomas  
12220 Filmore Street  
West Olive, Michigan 49460 | | |

**Subtotal** $19,320.00  
**Sales Tax (0.0%)** $0.00  
**Total** $19,320.00  
**Payments/Credits** $0.00  
**Balance Due** $19,320.00

RETURN POLICY: Returns accepted on un-opened, un-used items within 30 days with sales receipt. Restocking fee may be applied.
Alignment and Allowability Form

West Michigan Shoreline Regional Development Commission (WMSRDC)

1.A Subgrantee Name: West Michigan Shoreline Regional Development Commission (WMSRDC)
1.B Region: 6,6
1.C Regional Fiduciary: Yes
1.D Date Sent: October 9, 2015
1.E Category: Sustaining or maintaining a current capability
1.F Subgrantee Point of Contact: Cliff Johnson, Program Manager
1.G Subgrantee E-Mail Address: cjohnson@wmsrdc.org
1.H Subgrantee Phone Number: 231-722-7878 x 14
1.J Project Lead (if applicable): Tim Priese
1.J Project Lead E-Mail Address: prieset@oceanshershiff.net
1.K Project Lead Phone Number: 231-873-2121

2.A Grant Year: 2014
2.B Grant Program: HSGP-State Homeland Security Program (LETPA 25%)
2.C Investment Title: FY14 SHSP - #4 Emergency Response for CBRNE and All-Hazards Incidents
2.D Investment Project Number: 3
2.E Investment Project Title: Sustainment and enhancement of Emergency Response for CBRNE and All-Hazard Incident Capabilities
2.F Local Sub-Project Identifier, if needed (SUBGRANTEE USE ONLY): (Regional) - Region 6 LETPA FLIR Equipment Project

The Region 6 FY-14 LETPA FLIR Equipment Project aligns with Michigan’s FY-14 Investment #4: Emergency Response for CBRNE and All-Hazards Incidents. This investment sustains on-going On-scene Security and Protection, Mass Search and Rescue Operations and Interdiction and Disruption Core Capabilities and addresses gaps and identified goals and objectives in the Michigan Homeland Security Strategy. Gaps in these core capabilities will be addressed by acquiring new, maintaining existing and replenishing depleted equipment, creating new and updating related plans, increasing coordination between participating agencies and training and exercising new equipment and personnel/teams. (See FY-14 Michigan Supplemental Guidance Pages 28-29)

Investment activities will address the Threat Identification and Risk Assessment (THIRA) Capability Target (CT) for the following Core Capabilities (CC): (1) Mass Search and Rescue (SAR), deployment of specialized teams to reinforce on-going SAR efforts and transition to recovery; (2) On-Scene Security and Protection; assess, establish and maintain on-scene security and protection; and (3) Interdiction and Disruption, conduct simultaneous tactical counterterrorism operations in response to separate IED/VBIED attacks. (See FY-14 Michigan Supplemental Guidance Page 28) Threat and Hazard Identification is essential for a well-coordinated emergency response.

This project supports Investment Project #3 - Sustainment and Enhancement of Emergency Response for CBRNE and All-Hazard Incident Capabilities – As it identifies and prioritizes sustainment of specialized equipment, training, multi-agency CBRNE and All-Hazard Response Coordination and Capabilities.

2.I Homeland Security Strategy (SHSS or RHSS) Objective: 2.4. Prepare a report that specifies planning, training, equipment and exercise resources that are needed to sustain
2.J Core Capability 1: Protection - Interdiction and Disruption
2.K Core Capability 2:

FOR MSP-EMHSD USE ONLY:

Investment Alignment Review: [ ] Justification Accepted [ ] Justification Denied

Reviewer/Date: 11/2/2015

*** Please See Part III - Section 3.A - 3.I for the Allowability Review ***
This form is to be used as a component in your decision making for generating expenses. Reimbursed equipment costs must conform to descriptions for grant allowability as provided under the RKB/AEL item number(s) referenced below. For all other solution areas, refer to the federal grant program guidance. It is essential that the costs illustrate progress toward achieving outcomes for the investment that has been selected as the basis for allowability. For any cost reimbursement that is determined unallowable by a future federal or state audit, funding shall be returned to MSP-EMHSD.

### Part III - ALLOWABILITY REVIEW

<table>
<thead>
<tr>
<th>3.A Solution Area:</th>
<th>Equipment</th>
</tr>
</thead>
</table>

#### 3.C Detailed Description of Costs:

1. **15 - EO Tech X320 Handheld Thermal Imager, 320 x 240 Resolution, AA batteries, 2X, 3X, or 4X Zoom, Video Output, 12 degree FOV Lens - 735 detection, Cover Operations, Temperature readout, Color highlight feature, waterproof to 1 m submersion, 3 year warranty or equivalent:** (AEL: 04MD-01-IRED): 15 x $3,000.00 = $45,000.00


3. **10 - FLIR Recon M24 Thermal Monocular Pocket Scope - 320 x 240 [03OE-02-TILA] - (AEL: 04MD-01-IRED): 10 x $5,592.80 = $55,928.00**

4. **35 - Shipping approximately $100.00 each (AEL: 21GN-00-SHIP): 35 x $100.00 = $3,500.00**

Note: Final project purchases will not exceed available grant funds. All equipment is portable and will not require installation.

Note - The above listed equipment or its equivalent is being requested.

<table>
<thead>
<tr>
<th>3.D Quantity:</th>
<th>See Above</th>
<th>3.E Unit Cost:</th>
<th>See Above</th>
<th>3.F Total Cost:</th>
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<tr>
<td></td>
<td></td>
<td></td>
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<td>$136,731</td>
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</table>
Region 6 LETPA Committee will use FY-14 Homeland Security Grant Program funds to purchase FLIR, Night Vision or equivalent units for law enforcement agencies and specialized law enforcement teams throughout Region 6. This technology has a wide range of prevention, protection, critical incident response CBRNE and All-Hazard applications for law enforcement officers. The equipment will be deployed throughout Region 6 based on a needs survey - priority basis. The portable units will be used to assess on-scene security and protection, mass search and rescue operations as well as terrorist incident interdiction and disruption efforts. The project will support Region 6 Law Enforcement’s ongoing terrorist incident prevention and response efforts and capabilities.

The procurement of this equipment - technology will fill identified capability gaps throughout Region 6, which will last well beyond the grant performance period.

LETPA Alignment: This project will also help Region 6 meet the LETPA funding requirement as it supports law enforcement terrorism prevention-oriented activities by sustaining and enhancing law enforcement on-scene security and protection, mass search and rescue operations and interdiction and disruption core capabilities.

3.H Personnel Activity: Are the costs identified in this project associated with Personnel Activities? Please consult your federal grant program guidance for a more detailed description of allowable costs and to verify the maximum personnel cap percentage. The subgrantee is responsible to ensure that the maximum personnel cap amount is not exceeded.  

3.I EHP: Will there be ANY construction, renovation, and/or installation involved with this project regardless of funding source?

Environmental and Historic Preservation Compliance. FEMA is required to consider the potential impacts to the human and natural environment of projects proposed for FEMA funding. FEMA, through its Environmental and Historic Preservation (EHP) Program, engages in a review to ensure that FEMA-funded activities comply with various federal laws. Use of funds for construction, renovation, and installation projects must comply with EHP. Subgrantees must complete and submit an EHP Screening Memo for these projects. The use of federal funds on any part of a project may "federalize" the entire project, thereby requiring an Environmental and Historic Preservation (EHP) Program review of the entire project.

Any activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for FEMA funding.

Federal funds must be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be carefully reviewed in subsequent monitoring reviews and audits.
Alignment and Allowability Form

Submit to: EMID: HSGP@michigan.gov

Part IV - TRAINING SECTION

4.A Course Name:

4.B Is Training a FEMA-approved Course?

4.C Level of Training:

4.D Date of Course:

4.E Sponsoring Jurisdiction:

4.F Training Discipline:

4.G Company Name:

4.H Training Provider:

4.I Point of Contact:

4.J E-Mail:

4.K Address:

4.L Phone:

PLEASE NOTE: Costs determined to be unallowable by federal or state audit shall be returned to MSP-EMHSOD

This form shall be provided with reimbursement requests to establish linkage between cost documents provided and grant allowability guidance.

FOR MSP-EMHSOD USE ONLY:

Date AAF Received by MSP-EMHSOD:

Date Additional Information Requested:

Additional Information Requested: ☐ Yes ☐ No

Date Additional Information Received:

Grant Allowability Review:

☐ Conditional Justification Accepted

☐ Justification Denied

MSP-EMHSOD REVIEWER:

Justification accepted means that MSP/EMHSOD will work with the subgrantee during an audit to prove allowability under the grant program chosen in section 2.B based on the intended use/outcome described in section 3.G. If the intended use/outcome is different than listed in section 3.G, MSP-EMHSOD may not be able to justify in an audit that the costs are allowable under the grant program chosen in section 2.B. If anything is deemeed unallowable during an audit, the subgrantee will be responsible for repayment of the funding to the federal government and shall return the funds to MSP-EMHSOD.

Costs associated with weapons are not allowable under the grant. IE: Costs that will be mounted to weapons are not allowable, costs that will hold weapons are not allowable, etc.
FEMA

04MD-01-IRED - Camera, Infrared (IR)

Description:
Infrared (IR) a. Thermal b. Forward Looking Infrared Radiation (FLIR) and/or c. Infrared detection

FEMA Related Grant Programs:
- Environmental Planning and Historic Preservation (EHP)
- Emergency Management Performance Grants (EMPG)
- Homeland Security Grant Program (HSGP)
- Operation Stonegarden (OPSG)
- Port Security Grant Program (PSGP)
- State Homeland Security Program (SHSP)
- Tribal Homeland Security Grant Program (THSGP)
- Urban Areas Security Initiative Program (UASI)

Standardized Equipment List
For more information on operating considerations, mandatory and applicable standards, and training requirements, visit the Standardized Equipment List site (https://iab.gov/SELint.aspx). To search for an equipment item, use the same Authorized Equipment List item number. Note: some equipment items on the Authorized Equipment List may not be listed on the Standardized Equipment List.

http://beta.fema.gov/authorized-equipment-list-item/04md-01-ired
03OE-02-TILA - Optics, Thermal Imaging and/or Light Amplification

Description:
Thermal imaging and/or light amplification optics, including night vision equipment and Forward Looking Infrared (FLIR) for search operations involving trapped or lost victims or tactical operations.

FEMA Related Grant Programs:
- Amtrak - (IPR - Amtrak)
- Intercity Bus Security Grant Program (IBSGP)
- Operation Stonegarden (OPSG)
- Port Security Grant Program (PSGP)
- State Homeland Security Program (SHSP)
- Tribal Homeland Security Grant Program (THSGP)
- Transit Security Grant Program (TSGP)
- Urban Areas Security Initiative Program (UASI)
- Homeland Security Grant Program (HSGP)

Standardized Equipment List
For more information on operating considerations, mandatory and applicable standards, and training requirements, visit the Standardized Equipment List site (https://iab.gov/SELint.aspx). To search for an equipment item, use the same Authorized Equipment List item.
FEMA  21GN-00-SHIP - Shipping

Description:
Shipping costs for equipment purchased with grant funding.

FEMA Related Grant Programs:
- Emergency Management Performance Grants (EMPG)
- Intercity Bus Security Grant Program (IBSGP)
- Port Security Grant Program (PSGP)
- State Homeland Security Program (SHSP)
- Transit Security Grant Program (TSGP)
- Urban Areas Security Initiative Program (UASI)
- Operation Stonegarden (OPSG)
- Tribal Homeland Security Grant Program (THSGP)
- Homeland Security Grant Program (HSGP)

Standardized Equipment List
For more information on operating considerations, mandatory and applicable standards, and training requirements, visit the Standardized Equipment List site (https://iaa.gov/SELint.aspx). To search for an equipment item, use the same Authorized Equipment List item number. Note: some equipment items on the Authorized Equipment List may not be listed on the Standardized Equipment List.

System Assessment and Validation for Emergency
Description:
Optical systems that permit remote observation during field operations.

FEMA Related Grant Programs:
- Amtrak - (IPR - Amtrak)
- Intercity Bus Security Grant Program (IBSGP)
- Operation Stonegarden (OPSG)
- Port Security Grant Program (PSGP)
- State Homeland Security Program (SHSP)
- Tribal Homeland Security Grant Program (THSGP)
- Transit Security Grant Program (TSGP)
- Urban Areas Security Initiative Program (UASI)
- Homeland Security Grant Program (HSGP)

Standardized Equipment List
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Description:
Optics capable of use in long-range, sometimes long-term, observation of tactical, structural stability, or rescue operations.

FEMA Related Grant Programs:
- Amtrak - (IPR - Amtrak)
- Intercity Bus Security Grant Program (IBSGP)
- Operation Stonegarden (OPSG)
- Port Security Grant Program (PSGP)
- State Homeland Security Program (SHSP)
- Tribal Homeland Security Grant Program (THSGP)
- Transit Security Grant Program (TSGP)
- Urban Areas Security Initiative Program (UASI)
- Homeland Security Grant Program (HSGP)

Standardized Equipment List
For more information on operating considerations, mandatory and applicable standards, and training requirements, visit the Standardized Equipment List site (https://iab.gov/SELint.aspx). To search for an equipment item, use the same Authorized Equipment List item number. Note: some equipment items on the Authorized
MECOSTA AND OSCEOLA-LAKE CONSERVATION DISTRICTS
SERVICES AGREEMENT

WHEREAS, the Osceola County Board of Commissioners (here-in-after referred to as the County) desires to contract for administration and provision of a household hazardous waste collection and disposal program for Osceola County, and

WHEREAS, the County requires the services of a not for profit organization to provide these services, and

WHEREAS, the Mecosta and Osceola-Lake Conservation Districts (here-in-after referred to as the Districts) are not for profit organizations currently planning to provide a household hazardous waste collection and disposal program for Osceola County, and

WHEREAS, the Districts desires to provide this service to the County, now

THEREFORE, BE IT RESOLVED, that the County will contract these services from the Districts in accordance with the following terms and conditions:

The County agrees to:

1. Appropriate to the Districts in 2017 the amount of $_________.

The Districts agree to:

1. Provide a household hazardous waste collection and disposal program for Osceola County.
2. Provide an accounting of all appropriated funds to the County by February 1st of 2018.

Both parties agree to these general conditions:

1. Both parties agree that the Districts are contractors of services to the County and at no time will any representative of the Districts be considered an employee of the County.

2. This agreement constitutes the complete understanding concerning the provision of these services by the Districts to the County and shall supersede any and all prior agreements, written or oral, between the parties. It is further understood that no County personnel has the authority to amend or change this Agreement without written consent duly signed by both parties.

3. This Agreement shall become effective upon the proper signature of both parties and shall continue in full force and effect until December 31, 2017 unless a sixty (60) day written Notice of Termination is delivered by one party upon the other via the U.S. Postal Service or in person.
IN THE PRESENCE OF:

__________________________
Date
Larry Emig, Chairman
Osceola County Board of Commissioners

__________________________
Date
Don Henning, Chairman
Mecosta County Conservation District

__________________________
Date
Shawn Gingrich, Chairman
Osceola-Lake Conservation District
May 15, 2017

Dear Osceola County Board of Commissioners:

The tri-county consortium of Mecosta, Osceola and Lake are in the process of planning for our 15th area wide collection of household toxic and hazardous waste. We are again requesting your financial support for this project which will take place on Saturday, October 14, 2017.

Your financial support will go to offset the costs of the companies that we contract with for safe disposal and recycling efforts. For household hazardous waste we contract with Drug and Laboratory Disposal, Inc., located in Plainwell, MI. They provide experienced personnel who package, load, transport, and safely dispose of all household hazardous waste collected.

The purpose of this collection is to provide residents with a safe and effective means for the disposal of toxic and hazardous waste. Any other form of disposal (sewer, drain, landfill, dumping on ground) can potentially contaminate our surface and groundwater. Through proper disposal we are securing the health and safety of our plants, animals and future generations. To date this program has collected a total of 403,913 lbs. of waste at a cost of $336,278.92.

In 2008 we started a separate collection of dry cell batteries. For this collection we contract with a company called Battery Solutions out of Howell, MI. These batteries are 100% recycled via a mechanical separation process. To date this program has collected a total of 58,625 lbs. of batteries at a cost of $31,912.04.

We hope you see the importance of these collection programs and feel they merit your financial support.

Due to our financial obligations, and to assist in final planning, we ask that checks be mailed within 30 days of receipt of this letter. Make checks payable to Osceola-Lake CD with HHW noted under memo. Mail to Osceola-Lake CD, Attn: Charmaine Lucas, 138 W. Upton Ave., Suite 2, Reed City, MI, 49677.

For further information, contact Charmaine Lucas at (231) 796-0909 Ext. 3 or (231) 832-2950 Ext. 5.

Thank you for your consideration of this request for financial support.

Charmaine Lucas,
On Behalf of the Household Hazardous Waste Committee
Unacceptable Items:

**Tires** – Call local tire dealers.

**Electronics** – Call Goodwill Stores.

**Latex Paint** – Can be put in trash if completely dry. (To dry, leave lids off, add kitty litter or sawdust for speedier drying). Paint hardener products are also available at various businesses. For a list call (231) 796-0909 x3.

**Automotive Batteries** – Area auto parts stores or Recycle of Mecosta County.

**Ammunition or Explosives** – Call Sheriff - Lake Co. (745-2712) Mecosta Co. (592-0150) Osceola Co. (832-2288)

**Radioactive Materials** – Call NRC Hotline at 1-800-233-3497 (Nuclear Regulatory Commission)

**Cell Phones** – *(Must be able to hold a charge)*
Call Commission on Aging – Lake Co. (231) 745-2401 Mecosta Co. (231) 972-2884 Osceola Co. (231) 734-5559

**Construction/Remodeling Waste**
(Ex. Drywall, tiles, shingles, insulation, wood/metal scraps, etc.) Call local waste hauler for disposal.

**Appliances and Furniture** – Call Fabulous Finds – (231) 796-5840 The INC Spot – (231) 832-9495 Community Thrift Center – (231) 745-2551 Mecosta Co. Habitat for Humanity ReStore – (231) 972-2100

**Rechargeable Batteries** – Accepted at Lowes or Radio Shack in Big Rapids

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Clean Sweep is a simple and easy pesticide and mercury recovery program.

**Who can use the program?**
Any Michigan homeowner, farm, greenhouse, nursery, golf course or other end user of pesticides can use this service, but not dealers or persons who apply pesticides for hire.

**What can I bring and how much?**
Old, unwanted, out-of-date or unusable pesticides can be dropped off for safe disposal. Bring whatever you have.

**Tips for safe transport of hazardous materials:**
- Keep items in their original and labeled containers.
- Do not mix contents of unknown/unlabeled containers.
- Make sure that containers are not leaking prior to bringing them to a collection facility.
  * Inspect steel containers for rust, pinholes or deficient seams.
  * Place any leaking container in a clear plastic bag or leak proof container.
- Do not transport containers with open tops.
- Place chemicals in vehicle away from passengers.
- Secure all containers so they cannot slide tip or spill contents.

Now taking expired/unused medications.

---

Clean Sweep and Household Hazardous Waste Disposal in Lake, Mecosta & Osceola Counties

**October 14, 2017**

In cooperation with the Michigan Water Stewardship Clean Sweep Program

This service is provided to the residents of Lake, Mecosta and Osceola Counties and was made possible by the contributions of many businesses, organizations, foundations and governmental entities. Participation is free, but donations are greatly appreciated.

---

NOTE: Last year we collected 42,602 pounds of household hazardous waste in the three counties, from 820 households. We appreciate everyone who participated. Thank You! If you would like to volunteer, call (231) 796-0909 x3.
Household Hazardous Waste

Household Hazardous Waste (HHW) are materials that, if disposed incorrectly, can cause environmental damage by contaminating ground and surface waters, threatening human health and wildlife.

Disposing of these products in storm drains allows these materials to enter surface waters untreated. Pouring on the ground leads to potential ground water (drinking water) contamination. These wastes should not be thrown in the trash. Liquid wastes are not allowed in Michigan landfills.

The dangers of such disposal methods may not be immediately obvious, but certain types of household hazardous waste have the potential to cause physical injury to sanitation workers; contaminate septic tanks or wastewater treatment systems if poured down drains or toilets; and present hazards to children and pets if left around the house.

Please use a product completely, give the remainder to neighbors, or take it to the Household Hazardous Waste Collection Site. Empty containers can be disposed of with trash.

Watch for the following signal words:

| TOXIC   | DANGER |
| FLAMMABLE | WARNING |
| CORROSIVE | CAUTION |
| REACTIVE | BIOHAZARD |
| POISON |

Please drop off hazardous waste at collection sites only during scheduled hours. We have no means of disposal at any other time. Thank you.

---

2017 Collection
Saturday, October 14, 2017
9:00 am to 12:00 noon

Collection Sites:
**Lake County** – Wenger Pavilion, downtown Baldwin (behind Jones Ice Cream Parlor)
**Mecosta County** – Fairgrounds 540 West Avenue, Big Rapids
**Osceola County** – Road Commission North Facility, 13353 20 Mile Road, Tustin (Near Dighton)

Pre-registration is required if you have over 200 lbs. of waste for disposal. To obtain a registration form or for more information contact:

Lake County MSU Extension Office
830 Michigan Avenue, Suite 601, Baldwin
Phone: 231-745-2732 M-F 9 to 4
Fax: 231-745-6213
Email: msue.lake@county.msu.edu

Mecosta Conservation District
18260 Northland Dr., Big Rapids
Phone: 231-796-0909 Ext. 3 M-F 8 to 4
Fax: 855-693-2483
Email: charmaine.lucas@mi.nacdnet.net
Web Site: www.mecostacd.org

Osceola-Lake Conservation District
138 W. Upton Ave., Suite #2, Reed City
Phone: 231-832-2950 Ext. 5 M-F 8 to 4
Fax: 855-790-7472
Email: charmaine.lucas@mi.nacdnet.net
Web Site: www.osceolalakecd.org

A pre-registration form is required if bringing over 200 lbs. to the collection site and must be submitted to any contact above two weeks prior to the collection date.

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Acceptable materials (not all inclusive):

**Automotive Products & Fuels**
- Antifreeze
- Brake Fluid
- Car Wax
- Contaminated Oil
- Diesel Fuel
- Fuel Oil (no tanks)
- Gasoline
- Kerosene
- *Motor Oil - containers must be 5 gallons or less – NO DRUMS*
- Oil/Gas Mixtures
- Transmission Fluid

**Paint Products**
- Artists' Paints
- Deck Stain
- Preservatives
- Epoxy
- Glue/Adhesives
- Lead Based Paint
- Oil Based Paint
- Paint Strippers
- Thinners & Solvents
- Turpentine
- Varnish & Sealers

**Yard & Garden Products**
- Insect Repellents
- Insect Foggers
- Insect Killers
- Pesticides
- Fungicides
- Chemical Fertilizers
- Mouse/Rat Poison
- Herbicides

**Cleaners**
- Cleaning Solvents
- Dry Cleaning Solutions
- Floor/Furniture Polish
- Muriatic Acid
- Rust Removers
- Naval Jelly
- Oven Cleaners
- Silver Polish
- Metal Polish

**Miscellaneous**
- Household Batteries
- Fluorescent - Light Bulbs
- Lighter Fluids
- Mercury (elemental) Moth Balls
- Nail Polish/Remover
- Pool Chemicals
- Mercury - Thermometers
- & Thermostats
- Unused Medication

*Used motor oil – No 55 gallon drums - containers must be 5 gallons or less*
**BOARDS / AUTHORITIES / COMMITTEES APPOINTMENTS**

<table>
<thead>
<tr>
<th>ENTITY</th>
<th>APPOINTEE</th>
<th>BOARD DATE</th>
<th>NEW OR REAPPOINTED</th>
<th>TERM EXPIRES</th>
<th>TERM LENGTH</th>
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<td>Community Mental Health Central Michigan</td>
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<tr>
<td>1* Commissioner</td>
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<td>12/20/2016</td>
<td>Reappointed</td>
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<td>1 Consumer of Services or Family Member of</td>
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<td>7/21/2015</td>
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<td>6/19/2017</td>
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<tr>
<td>Board of Commissioners</td>
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