

RESOLUTION

**163-2019**

**Health Department**

**Dental Service Agreement – Amendment #22**

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on November 6, 2019 and reviewed from the Grand Traverse County Health Officer to approve Amendment #22 to the Dental Services Agreement with the Health Department of Northwest Michigan (HDNW); and,

WHEREAS, this is an extension of an agreement to provide dental care for the uninsured for the period October 1, 2019, through September 30, 2020; and,

WHEREAS, the current funding mechanism results in approximately \$48,843 designated for oral health outreach in Grand Traverse County; and,

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT Grand Traverse County approves Amendment #22 to the Dental Services Agreement with the Health Department of Northwest Michigan (HDNWM) for the provision of dental services to the uninsured.

BE IT FURTHER RESOLVED THAT, the Board of Commissioners authorizes the Board Chair or County Administrator to effectuate the necessary documents to implement the Board authorized action.

APPROVED: November 6, 2019

RESOLUTION

**164-2019**

**FY2019 Michigan Department of Agriculture and Rural Development  
Clean Sweep Grant**

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on November 6, 2019 and reviewed request to approve the FY2020 Michigan Department of Agriculture and Rural Development (MDARD) Clean Sweep Grant in the amount of \$35,000; and,

WHEREAS, Grand Traverse County's Resource Recovery Department is the recipient, administrator and fiduciary of the MDARD Clean Sweep Grant for 12 counties; and,

WHEREAS, These grant funds require no match and allow for the reimbursement of the costs to properly dispose of pesticides collected at the GTC and surrounding area Household Hazardous Waste events; and,

WHEREAS, the grant for the period October 1, 2019-September 30, 2020 is for the maximum amount of \$35,000; and,

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT Grand Traverse County approves the FY2020 Michigan Department of Agriculture and Rural Development (MDARD) Clean Sweep Grant in the amount of \$35,000.

BE IT FURTHER RESOLVED THAT, the Board of Commissioners authorizes the Board Chair or County Administrator to effectuate the necessary documents to implement the Board authorized action.

APPROVED: November 6, 2019

RESOLUTION

**165-2019**

**Finance Department  
Budget Amendments**

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on November 6, 2019, and reviewed budget amendments for Fiscal Year 2019 that have been requested by the Director of Finance and are recommended for approval; and,

WHEREAS, Public Act 2 of 1968, the Uniform Budgeting and Accounting Act for Local Units of Government, provides for amendments to the adopted budget upon anticipation of a variance in revenues and/or expenditures; and,

WHEREAS, The Finance Department and Department Heads monitor current year activity on an ongoing basis to identify such variances; and,

WHEREAS, Consistent with County policy, departments have prepared and the Finance Department has reviewed the attached FY2019 budget amendment requests; and,

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS,  
THAT the attached budget amendments for the Fiscal Year 2019 budget are hereby approved.  
(See file for attachments.)

APPROVED: November 6, 2019



**GRAND TRAVERSE COUNTY  
Budget Amendment Request**

Department: General Fund  
Submitted by: Dean Bott  
Budget Number: 27635

Budget Adjustment Option:		
<input type="checkbox"/>	A	Increase an expenditure and decrease an expenditure
<input checked="" type="checkbox"/>	B*	Increase an expenditure and increase a revenue
<input type="checkbox"/>	C*	Decrease an expenditure and decrease a revenue
<input type="checkbox"/>	D	Decrease a revenue and increase a revenue

**Directions:** Check appropriate option. Only one option per form. Only one fund number per form. Please use whole dollar amounts only.

\*Requires board approval

<input checked="" type="checkbox"/> Increase	<input type="checkbox"/> Decrease	Account Number	Account Name	Amount
		101-000-699.00	Transfer In	712,628.00
				<u>712,628.00</u>

<input checked="" type="checkbox"/> Increase	<input type="checkbox"/> Decrease	Account Number	Account Name	Amount
		101-894-718.05	Retirement - DB UAL	712,628.00
				<u>712,628.00</u>

Budget transfer from Land Bank from the proceeds of property sales to be used to fund the additional \$750,000 payment to MERS for our defined benefit pension plan.

Signature: Dean Bott Date: 10/31/2019  
Accountant Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
Finance Director Approval: Dean Bott Date: \_\_\_\_\_

Board of Commissioner Meeting Approval Date: 11/6/2019



**GRAND TRAVERSE COUNTY  
Budget Amendment Request**

Department: Land Bank  
Submitted by: Heidi Scheppe & Dean Bott  
Budget Number: 27633

Budget Adjustment Option:	
<input type="checkbox"/>	A Increase an expenditure and decrease an expenditure
<input checked="" type="checkbox"/>	B* Increase an expenditure and increase a revenue
<input type="checkbox"/>	C* Decrease an expenditure and decrease a revenue
<input type="checkbox"/>	D Decrease a revenue and increase a revenue

**Directions:** Check appropriate option. Only one option per form. Only one fund number per form. Please use whole dollar amounts only.

\*Requires board approval

<input checked="" type="checkbox"/> Increase	<input type="checkbox"/> Decrease	Account Number	Account Name	Amount
		620-000-401.00	Fund Balance	658,928.00
		620-000-686.00	Reimbursements	25,000.00
				<u>683,928.00</u>

<input checked="" type="checkbox"/> Increase	<input type="checkbox"/> Decrease	Account Number	Account Name	Amount
		620-000-999.00	Transfer Out	683,928.00
				<u>683,928.00</u>

Budget additional available fund balance and reimbursement revenues to cover transfer to General Fund. Funds transferred are from the proceeds of property sales by the Land Bank.

Signature: Heidi Scheppe Date: 10/29/2019  
 Accountant Approval: [Signature] Date: 10/29/19 10/30/19  
 Finance Director Approval: Dean Bott Date: 10/31/19

Board of Commissioner Meeting Approval Date: 11/6/2019



**GRAND TRAVERSE COUNTY  
Budget Amendment Request**

Department: Land Bank

Submitted by: Heidi Scheppe & Dean Bott

Budget Number: 27634

**Budget Adjustment Option:**

- A Increase an expenditure and decrease an expenditure
- B\* Increase an expenditure and increase a revenue
- C\* Decrease an expenditure and decrease a revenue
- D Decrease a revenue and increase a revenue

**Directions:** Check appropriate option. Only one option per form. Only one fund number per form. Please use whole dollar amounts only.

\*Requires board approval

<input checked="" type="checkbox"/> <b>Increase</b>	<input type="checkbox"/> <b>Decrease</b>		
<b>Account Number</b>	<b>Account Name</b>	<b>Amount</b>	
620-000-999.00	Transfer Out	28,700.00	

28,700.00

<input type="checkbox"/> <b>Increase</b>	<input checked="" type="checkbox"/> <b>Decrease</b>		
<b>Account Number</b>	<b>Account Name</b>	<b>Amount</b>	
620-000-992.00	Contingency	28,700.00	

28,700.00

Amend budget to cover balance of transfer to General Fund.

Signature: Heidi Scheppe

Accountant Approval: C.A. Wolf

Finance Director Approval: Dean Bott

Date: 10/29/2019

Date: 10/29/19 10/30/19

Date: 10/31/19

Board of Commissioner Meeting Approval Date: 11/6/2019



# GRAND TRAVERSE COUNTY Budget Amendment Request

Department: Central Dispatch

Submitted by: Jason Torrey

Budget Number: 27577

**Budget Adjustment Option:**

- A Increase an expenditure and decrease an expenditure
- B\* Increase an expenditure and increase a revenue
- C\* Decrease an expenditure and decrease a revenue
- D Decrease a revenue and increase a revenue

**Directions:** Check appropriate option. Only one option per form. Only one fund number per form. Please use whole dollar amounts only.

\*Requires board approval

<input checked="" type="checkbox"/> Increase			<input type="checkbox"/> Decrease			
Account Number			Account Name			Amount
207	308	977.00	Machinery & Equipment			21,477.00

21,477.00

<input checked="" type="checkbox"/> Increase			<input type="checkbox"/> Decrease			
Account Number			Account Name			Amount
207	308	686.00	Reimbursements			21,477.00

21,477.00

Check Figure -

To amend the 2019 budget for the purchase of public safety software that includes Web CAD Monitor and Mobility products from Tyler Technologies as approved with Board Resolution 200-2018. This purchase was budgeted for in 2018 but the purchase and application were not completed to satisfaction until recently. This project is partially funded by reimbursements from other Townships and Emergency Service providers.

Signature: email approval

Accountant Approval: C-A-Wolf

Finance Director Approval: Adam Pitt

Date: 10/11/2019

Date: 10/11/19

Date: 10/14/19

Board of Commissioner Meeting Approval Date: 11/6/2019



## GRAND TRAVERSE COUNTY Budget Amendment Request

Department: Commission on Aging

Submitted by: Cynthia Kienlen

Budget Number: 27593

**Budget Adjustment Option:**

- A Increase an expenditure and decrease an expenditure
- B\* Increase an expenditure and increase a revenue
- C\* Decrease an expenditure and decrease a revenue
- D Decrease a revenue and increase a revenue

**Directions:** Check appropriate option. Only one option per form. Only one fund number per form. Please use whole dollar amounts only.

\*Requires board approval

<input checked="" type="checkbox"/> Increase Account Number	<input type="checkbox"/> Decrease	Account Name	Amount
297 720 401.00		Fund Balance Forward	45,630.00

45,630.00

<input checked="" type="checkbox"/> Increase Account Number	<input type="checkbox"/> Decrease	Account Name	Amount
297 720 978.00		Vehicle	45,630.00

45,630.00

Check Figure -

Commission on Aging requested two vehicles be replaced during 2019. \$36,000 was budgeted for one of those replacements in 2019, which was expected to be a three quarter ton pickup. Commission on Aging was advised to purchase one ton pickups instead. The purchase of two one ton pickups was approved during the October 16, 2019 Board of Commissioner meeting for a total of \$81,630.

Signature: Cynthia Kienlen (via written request)

Accountant Approval: C. Q. Wolf

Finance Director Approval: Jan Pott

Date: 10/16/2019

Date: 10/18/19

Date: 10/21/19

Board of Commissioner Meeting Approval Date: ~~10/21/19~~ 11/6/19





**GRAND TRAVERSE COUNTY  
Budget Amendment Request**

Department: Resource Recovery  
Submitted by: David Schafer  
Budget Number: 27622

**Budget Adjustment Option:**  
 A Increase an expenditure and decrease an expenditure  
 B\* Increase an expenditure and increase a revenue  
 C\* Decrease an expenditure and decrease a revenue  
 D Decrease a revenue and increase a revenue

**Directions:** Check appropriate option. Only one option per form. Only one fund number per form. Please use whole dollar amounts only.

\*Requires board approval

<input checked="" type="checkbox"/> Increase	<input type="checkbox"/> Decrease	Account Number	Account Name	Amount
		691-520-543.06	State Grant-Farm Pesticides	3,958.00
		690-520-469.00	T. Grinder Tipping Fees	888.00
		691-520-626.00	Charges For Services Rendered	2,513.00
		691-520-675.00	Contributions - Private Sources	3,842.00
				<u>11,201.00</u>

<input checked="" type="checkbox"/> Increase	<input type="checkbox"/> Decrease	Account Number	Account Name	Amount
		691-520-818.13	Farm Pesticides	11,201.00
				<u>11,201.00</u>

**Summary:**

Increase Farm Pesticides expenditure line item to cover invoices for services rendered using related state grant funds and other revenue sources that are available. The use of other revenue sources is due to the fact that the 2019 expenditures include \$7241.90 of expenditures for services that were actually provided in 2018 with the revenue recognized in the prior year (2018).

Signature: Dean Bott

Date: 10/25/2019

Accountant Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Finance Director Approval: Dean Bott

Date: 10/25/19

Board of Commissioner Meeting Approval Date: 11/6/2019



## GRAND TRAVERSE COUNTY Budget Amendment Request

Department: Health Department

Submitted by: Marissa Milliron

Budget Number: 27629

**Budget Adjustment Option:**

- A Increase an expenditure and decrease an expenditure
- B\* Increase an expenditure and increase a revenue
- C\* Decrease an expenditure and decrease a revenue
- D Decrease a revenue and increase a revenue

**Directions:** Check appropriate option. Only one option per form. Only one fund number per form. Please use whole dollar amounts only.

\*Requires board approval

<input checked="" type="checkbox"/> Increase	<input type="checkbox"/> Decrease			Account Name	Amount
Account Number					
222 105	582.00			Local grants	24,000.00
					24,000.00

<input checked="" type="checkbox"/> Increase	<input type="checkbox"/> Decrease			Account Name	Amount
Account Number					
222 105	727.00			Office supplies	500.00
222 105	743.00			Other supplies	2,500.00
222 105	748.00			Gas, oil & grease	200.00
222 105	805.02			Contractual-Other	16,000.00
222 105	812.00			IT charges	1,500.00
222 105	850.00			Telephone	500.00
222 105	850.04			Tele-cellular	500.00
222 105	860.00			Travel	1,000.00
222 105	860.01			Conferences & conventions	1,000.00
222 105	941.02			System software	300.00
					24,000.00

Check Figure -

**Summary:**

To increase revenues and expenditures for the Substance Use Assessment Grant received from Catholic Human Services in the amount of \$24,000. The scope of work for this grant is for members of the Northern Michigan Public Health Alliance (NMPHA) to complete a substance use assessment for the Grand Traverse County Drug Free Coalition. Grand Traverse County Health Department is serving as the fiduciary of this grant. The members of the NMPHA, which include Health Department Northwest and District Health Department #10, will each be reimbursed \$8,000 from these grant funds for their participation in the substance use assessment.

Signature: *Marissa Milliron*

Date: 10/29/2019

Accountant Approval: *C. A. Way*

Date: 10/31/19

Finance Director Approval: *Dean Bell*

Date: 10/31/19

Board of Commissioner Meeting Approval Date: 11/6/19

*WST*

RESOLUTION

**166-2019**

**Grand Traverse County Board of Commissioners**

**Resolution Authorizing Northwestern Regional Airport Commission to Acquire**

**718 Duell Road, Traverse City, Michigan**

WHEREAS, the Grand Traverse County Board of Commissioners met in Regular Session on November 6, 2019; and

WHEREAS, Grand Traverse County and Leelanau County are owners of the property associated with the Cherry Capital Airport, a public airport (the "Airport"); and

WHEREAS, Grand Traverse County and Leelanau County (the "Counties") acquired the Airport from the City of Traverse City on July 6, 1990; and

WHEREAS, under Section 134 of the Michigan Aeronautics Code (MCL 259.134), the Counties jointly operate the Airport through the Northwestern Regional Airport Commission (NRAC); and

WHEREAS, in August of 2014 the Federal Aviation Administration (FAA) installed a GPS Approach into the north/south Runway 18/36 improving standards and safety for aircraft landing on runway 36 and requiring a wider Runway Protection Zone (RPZ) as directed by the FAA; and

WHEREAS, 718 Duell Road, Traverse City, Michigan (the "Property"), is in the revised RPZ for Runway 18/36; and

WHEREAS, the owners of the Property approached the Airport regarding a voluntary purchase of the Property; and

WHEREAS, the Airport has obtained an appraisal and a review appraisal for the Property and negotiated with the property owners in good faith for acquisition of the Property and has entered into a Purchase and Sale Agreement for the Property with the owners; and

NOW, THEREFORE, BE IT RESOLVED, the Board on this 6<sup>th</sup> day of November, 2019, does declare and determine as follows:

1. The terms and conditions as approved by the NRAC of the Purchase and Sale Agreement for the Property are hereby approved and the NRAC shall be authorized to acquire the Property pursuant to the terms of the Purchase and Sale Agreement.

2. The Property acquired shall be held jointly in the name of the Northwestern Regional Airport Commission, Leelanau County and Grand Traverse County for the purpose of expanding and operating a public airport as provided in MCL 259.133, 134, and 135.

3. A technical amendment to the Joint Operating Agreement for the NRAC and the Agreement Amending and Replacing Lease of May 1, 1972, shall be made in order to specify the Property, which shall be incorporated collectively with the legal description of the Airport.

4. The NRAC's right to continue to act in an agency relationship as specified in paragraph XI of the Amended Joint Operating Agreement dated February 17, 1999, is reaffirmed and the NRAC is authorized to take any and all actions to complete the acquisition of the Property and the terms of the Purchase and Sale Agreement on behalf of both Grand Traverse and Leelanau Counties.

5. The County Clerk is directed to forward this resolution to the NRAC.

APPROVED: November 6, 2019

AYES: Betsy Coffia, Bryce Hundley, Brad Jewett, Gordie LaPointe,  
Addison Wheelock, Jr., and Rob Hentschel

EXCUSED: Ron Clous

NAYS:

I, Bonnie Scheele, Clerk of said County and Clerk of Circuit Court for said County, the same being a Court of record having a seal, do hereby certify that the above is a true copy of the Record now remaining in my office of the whole thereof. In testimony whereof, I have hereto set my hand and affixed the seal of the Circuit Court the \_\_\_\_ day of \_\_\_\_\_ 2019.

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Bonnie Scheele, County Clerk

RESOLUTION

**167-2018**

**Installation of Carpet in Hall of Justice Probation Area**

WHEREAS, The Grand Traverse County Board of Commissioners met in regular session on November 6, 2019, and reviewed request to approve the purchase and installation of carpeting in the lower level, east side, probation area of the Hall of Justice; and,

WHEREAS, as a part of the recent remediation activity in the Hall of Justice, specs were written for replacement commercial grade carpet with anti-microbial treatment to the pad; and,

WHEREAS, Bids were requested with two responses received, the lower bid being from Ritsema Associates in the amount of \$22,700; and,

WHEREAS, Although the bid is within approval limits for the County Administrator, this is being presented to the board for information due to the interest in the project taking place at the Hall of Justice.

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS THAT Grand Traverse County ratify the award of a contract with Ritsema in the amount of \$22,700 to replace the carpeting in the lower level of the Hall of Justice as identified.

BE IT FURTHER RESOLVED THAT, the Board of Commissioners authorizes the Board Chair or County Administrator to effectuate the necessary documents to implement the Board authorized action.

APPROVED: November 6, 2019