



County Staff Report August 2015

Strategic Goals

1. Maintain financial strength and stability
2. Strengthen and expand the County's use of technology
3. Address infrastructure needs
4. Continue community engagement and access to information
5. Ensure that County is viewed as a fair and equitable employer
6. Expand the capabilities of the Board of Commissioners
7. Advance the health and quality of life of the region
8. Protect and preserve County's water resources, forests, natural areas and scenic beauty

Administration/Board of Commissioners (1, 2, 4)

- Exploring options for automating the process for application, appointment and maintenance of Citizen Appointments to Boards & Committees. We expect to bring a proposal to the Board sometime in August.
- Working on copier replacements for 2015. The new equipment allows added functionality of scan to email for locations that did not have it prior.
- Working on reviewing and editing the new web site prior to our go live date later this month.

Central Dispatch/911 (7)

- Recommended and received approval to sign into a membership with the Michigan Public Safety Communications System (MPSCS).
- BOC approved the purchase of new 800 MHz radio equipment to enhance public safety communications for all of Grand Traverse County public safety. This equipment will provide every first responder with updated radio technology that will ultimately provide for more effective responses and increased responder safety.
- Working with NG911 Technical Consultant to finalize phone system and logging recorder contracts/scope of work/installation plan.
- Working with Peninsula Fire to rework unit designations and response protocols. Also communicating with MMR to define paging and communication needs as they negotiate a contract to provide EMS services in Whitewater Township.
- Finalized new activation procedures for Northern Michigan Mutual Aid events. Grand Traverse 911 has taken a leadership role as part of this process through the use of Code Red notifications for all Region 7 NMMA members, including ERT, dive teams, and command staff.
- Testing and scheduling interviews for one open 911 Dispatcher position.

- The Grand Traverse 911 Facebook page was identified by The Ticker as being one of the top 5 sites as measured by fans. We did get some bonus points for humor.

Grand Traverse 911 was featured in the July 11 Ticker article [Coming Out On Top... On Social Media](#) by Lynn Geiger. Here's what she had to say, "UpNorthLive boasts 88,039 "likes" and [Grand Traverse 911](#) (32,522 "likes") are two of the top five Facebook sites as measured by fans. Grand Traverse 911 gets bonus points for its sense of humor – whether posting about inclement weather, traffic tie-ups or animals on the run – in keeping people informed with a pun (intended) or clever play on words."

Commission on Aging (7)

- Storm Damage and Update (Strategic Goal #3) - Due to the storm and high winds that occurred August 2, 2015, the Traverse City Senior Center sustained property damage – five large trees fell, the top of another tree fell, the Senior Center door was damaged, an outdoor swing was destroyed, and much debris and fallen branches covered the property. No building damage occurred other than the door. Since the building sits on City parkland, City staff were contacted to address the damage. They were very helpful in fixing the door, cutting up the large trees, and got the project done quickly. Our staff at the TC Senior Center did a great job cleaning up much of the property, as well. Due to the possibility of falling branches, all outdoor activities have been cancelled until the trees have been inspected and branches removed.

In Home Services staff continued to see clients and assess damage to client homes.

A report on all damage observed was sent to the County Board of Commissioners.

- Traverse City Senior Center Renovation (Strategic Goal #3) - The Commission on Aging board approved moving forward with the Traverse City Senior Center renovation. Since this is a Traverse City building on Traverse City parkland, this will be run as a City project. All funds raised will be deposited with the City of Traverse City. Once completed, the Commission on Aging will rent the building from the City. Drawings have been prepared and approvals from the City Commission will be sought. Once City approvals are received, fund raising will begin.

Health Department (7)

ADMINISTRATION & FINANCE DIVISION

- Completed Maternal Child & Health block grant state review.
- Completed third quarter state reporting requirements for our State comprehensive grant agreement.
- Continued to work on 2016 budget in collaboration with other County departments.
- Debbra Miner, administrative support for the Health Officer, Medical Examiner and other divisions retired after 23 years of service to the county.
- Health Officer, Wendy Trute, gave a presentation at a legislative roundtable discussion with local legislators regarding immunization waiver rates and strategies to decrease so that children and the entire community are better protected from vaccine preventable disease.

- Making final preparations for the Health Department Accreditation the first week of August.

MEDICAL EXAMINER DIVISION

- Met new morgue/lab director at Munson. Lab expansion project is projected to be completed in the fall of 2015. Contribution from the Medical Examiner's office was budgeted for FY 2015.
- Organizing training for medical examiner scene investigators (paramedics in Benzie, Leelanau and Grand Traverse Counties) for the fall of 2015 including new investigation forms and scene supplies.

ENVIRONMENTAL HEALTH & ANIMAL CONTROL DIVISION

- Temporary Food Inspections- Environmental Health Staff were busy during the month of July conducting 41 temporary food inspections at large venues such as the National Cherry Festival, Traverse City Music Festival, Great Lakes Equestrian Festival, and the Traverse City Film Festival. We had no reports of food borne illness, which is always a concern since we have thousands of visitors who converge upon our area during the warmest time of the year. Staff must conduct pre-opening inspections at the temporary food events to insure the foods are maintained at proper temperatures, protected against contamination, from approved sources, cooked at proper temperatures, stored properly, insure proper hand washing facilities for food workers, etc. We devote a lot of staff time for planning, inspection and spot checks throughout the festivals to insure continued safe operation and food handling to reduce the risk of a potential food borne illness outbreak.
- Sewage Spill Incident- Environmental Health Staff responded to a sewage spill at the Arbors apartment complex off Hartman Road on July 7, 2015. Luckily, no surface waters were impacted as a result of this spill, which occurred when construction debris caused a blockage in the sewer main.
- Hot Dogs in Cars- With the return of hot summer weather, our Animal Control Officers have been responding to numerous calls regarding pets left in vehicles with inadequate ventilation. The public is reminded that on a warm day, the temperature in a car can exceed 120 degrees Fahrenheit in a matter of minutes (even with the windows partly opened). Pets can suffer brain damage, or die from heat stroke or suffocation if left unattended in these situations. Don't leave your pets in your vehicle unattended!

EMERGENCY MANAGEMENT & PUBLIC HEALTH PREPAREDNESS DIVISION

- Emergency Management - Emergency Management staff put in over 100 hours from July 2 - 12 for Cherry Fest. There were no large incidents. A Unified Command Post was active for all major events including: airshows, fireworks, parades, and concerts. Planning is complete for Film Fest and is currently underway for Northwestern Michigan Fair. Emergency Management Coordinator Bird was also accepted into the National Emergency Management Advanced Leadership Academy. The Advanced Academy is a 2 year program awarded to less than 10% of the nation's emergency management leadership. This is the equivalent to a master's degree and is provided free of charge by the Department of Homeland Security & the Federal Emergency Management Administration. Gregg will travel to Emmitsburg, MD for his first of five cohort sessions in October.

- Emergency Preparedness - Continuation of the planning process with the Centers for Disease Control on the hosting of a Mass Antibiotic Dispensing Course that is to be held in September. The Emergency Preparedness Coordinator (EPC), Mike Lahey, with the guidance and oversight of the Health Officer has completed and submitted a proposal to counterparts and the state on a regionalization approach to Public Health Emergency Preparedness. The EPC and a Communicable Disease Nurse attend an Emerging Infectious Disease Exercise in Grand Rapids where multiple disciplines were able to determine their roles and responsibilities during a large scale emerging infectious disease situation.

COMMUNITY HEALTH DIVISION

DISEASE CONTROL AND PREVENTION PROGRAMS:

- Communicable Disease Program - Sent the updated communicable disease list and reporting rules to all area medical providers. Included in the mailing were animal bite reports and information about the importance of reporting animal bites to rule out rabies exposure. Accreditation preparation. Transitioning our Ebola Preparedness committee to an Emerging Diseases committee. Provided the Lyme Disease Tool Kit to the area Emergency Room, Infectious Disease Providers, Hospital and Adolescent Health Clinics.
- Reproductive Health – Preparing for three days of on-site clinical Accreditation of our Reproductive Health clinic and STD/HIV programs. Sent the newly released and updated 2015 CDC sexually transmitted disease treatment guidelines to all area medical providers.
- Adolescent Clinics - Increased participation in the Teen Pregnancy Prevention Coalition for Grand Traverse County.

MATERNAL AND CHILD HEALTH PROGRAMS:

- Maternal Infant Health Program - The team of nurse case managers, social workers, and dietitians provided over 300 visits during the month of June, which is right on target for projections at this point in the fiscal year. Maternal and infant admissions to the program are slightly increased running about 2% above 2014 admissions. The team welcomed Karen Brown, State Tobacco Consultant, to their July staff meeting for an annual update on motivational interviewing and maternal smoking, which was well-received as staff continue to work on efforts to decrease maternal smoking rates in our region.
- Healthy Futures - Met with Munson Healthy Futures coordinator and management team to review and analyze program workload statistics and to begin dialogue regarding strategies to address increasing enrollments and home visit needs, particularly for moms and babies who do not qualify for the maternal infant health program, and who have breastfeeding support needs, or about an average of 30 new births per month. Staff for this special program have seen a nearly 65% increase in postpartum visits completed since 2013 as this program continues to be the best practice norm in our community.
- Children's Special Health Care Services - Program staff participated in the Special Kids Day at the Cherry Festival as outreach, which was a great success for 2015.
- Pediatric Cardiac Clinic - Met with Munson manager Phyllis Bertram and phone conference with University of Michigan Administrator to renew our commitment to work collaboratively to provide nursing support for the outreach/extension specialty clinic.

- Immunizations -Grand Traverse County Health Department continues to participate monthly with a regional Immunization Task Force.
- WIC - Two State WIC Consultants came for our follow-up management evaluation site visit in July. WIC met all indicators which were identified in our corrective action from 2014. Project Fresh cooperative with MSU extension has been successful this year. WIC had a banner month with over 952 appointments kept in June in spite of the construction on LaFranier, somewhat as a result of the use of texting for appointment reminders and timely follow-up with no-shows to keep clients up to date in the program.
- Hearing & Vision - Program staff performed over 1600 vision screenings in the month of June resulting in over 140 referrals for specialty follow-up, which is a record month.
- 2015 Cherry Festival Baby Comfort Station - We had another successful year at the Cherry Festival thanks to dedicated health department staff and volunteers from Munson and the community.

Total Tent Usages- 891 (average of 100 usages per day (2-4 persons per stop))

User comments:

- ✓ "Wish they had one of these everywhere."
- ✓ "So glad you have disposable paper."
- ✓ "This is Great – nice that you have diapers if needed."
- ✓ "I think this is the best thing in the world."
- ✓ "This is great. I didn't know this was going to be here. It is so nice!"
- ✓ "This is amazing ... a lot of festivals don't have this!"
- ✓ "Oooo. Rocking chairs – perfect!"
- ✓ "So glad it is cool in here. Babies need to cool down."
- ✓ "Wonderful."
- ✓ "So nice, thanks for providing this!"
- ✓ "This is perfect."
- ✓ "Best thing I have ever seen in public."
- ✓ "Way better than the changing tables in the stinky bathroom."
- ✓ "So nice that it is cool in here."
- ✓ "This is awesome!" (x3)
- ✓ "This is so nice – we really appreciate it."
- ✓ "Loved this tent. Used it last year when baby was one week old." (from GR)
- ✓ "What a great convenience!"
- ✓ "Thank you so much!" (From South Bend, IN, North Carolina, Ohio & Sault Ste. Marie)
- ✓ "This is a welcome surprise. Thank you. –A Dad"
- ✓ "We are from Ohio and we don't have these at our fairs – THANK YOU!"
- ✓ "This is so wonderful! I've never seen anything like it!"
- ✓ "This is fantastic!!!"
- ✓ "Very thankful for this area. Thank you."
- ✓ "It is so nice that you have this."
- ✓ "Been to lots of fairs and have never seen anything like it."
- ✓ "This is an amazing asset to the Cherry Festival and is much appreciated, thank you!"
- ✓ "My little Lulu needed this"
- ✓ "Wow, this is great!"
- ✓ "Amazing. Good for busy Mom of 4!"
- ✓ "What a great idea."
- ✓ "Thank you just doesn't cover it – fabulous!!"

- ✓ “My SIL told me about this – I didn’t believe her! Thank you!”
- ✓ “Loved that this is staffed and kept clean. So much better than the dirty bathroom.”
- ✓ “This is awesome. This is my first baby and I had no idea where I was going to breastfeed.”
- ✓ “Nice & cool idea.”
- ✓ “Thank you for the AC!”
- ✓ “So thankful for us.”
- ✓ “2nd year back – love the new location.”
- ✓ “Awesome place.” (family from Indiana)
- ✓ “Awesome. Have never seen a place like this at any festival.” (from Detroit)
- ✓ “So nice to have this!” (A nursing Mom)
- ✓ “It’s very convenient. You provided diapers and everything. That’s so cool.”
- ✓ “Wow this is really nice and you have diapers and wipes too.”
- ✓ “I’ve been to this festival several times with little ones. This is the first time I’ve used the tent. IT is soo nice for babies and for nursing Moms.”

Information Technology (2)

- Created a new server for the Boardman Campus with an updated operating system and increased file storage capacity. All data was migrated from the old server with no disruption to the 350 users of the server. The County and City each have their own allocated storage space on the server.
- A vendor supplied server failed in 911 Dispatch that relays call location data into the computer aided dispatching (CAD) system. The call location data was still available on the phone displays, but it was not automatically updating the CAD system. Due to lack of vendor support the I.T. department working with Jason Torrey was able to locate a used motherboard to fix the computer. This server will be replaced as a part of the new phone system upgrade for 911 Dispatch.
- Installed a new time clock server that maintains synchronized time for all 911 Dispatch applications. The County network switches and servers are also utilizing the time clock to keep time synchronized for all County/City applications.
- Installed a new medical application 911 Dispatch that provides dispatchers with critical medical procedures during 911 calls.
- Web site training was provided by our web site vendor to approximately 50 employees for editing of the new County web site that is set to go live on August 20th. Thank you to Liana Wilson, IT Technician, for setting up and taking down 25-30 computers in the training room for employees.
- Installed a new firewall/router at the DPW shop to replace aging equipment. The new equipment provides increased access speeds and wireless capability.

MSUE (7, 8)

- Following last Sunday’s severe weather in the Grand Traverse Region, MSU Extension worked with other county departments including Emergency Management to deliver timely information to the community. [Food safety information](#) was shared regarding what can be kept and what should be discarded from the refrigerator after a power outage, including a link to a [food-by-food chart from foodsafety.org](#). An article titled [“Which storm-damaged trees can be saved?”](#) written by MSU Associate Professor of

Horticulture & Forestry, Bert Cregg, was published on [MSU Extension's statewide website](#) and shared via our [Grand Traverse MSUE Facebook page](#). Careful inspection is required and people with substantial damage to their trees are encouraged to contact a [certified arborist](#) to ensure safe removal. Emergency Management held a briefing on Tuesday to assess damage in the region, and Dr. Duke Elsner, Extension Educator specializing in small fruit & wine grapes, was in attendance to provide an update on storm damage to area orchards and vineyards. As always, area growers have been kept up to speed on the latest developments and recommendations via [MSUE News](#) and weekly/special [FruitNet Reports](#).

- A successful Dining with Diabetes course series was completed throughout the month of June at the Grand Traverse Bay YMCA. Dining with Diabetes is a fun and interactive four-session course series designed for people at risk of diabetes or who have diabetes, as well as their family members, and/ or anyone interested in learning more about diabetes. Learning goals are focused on strategies for healthy eating for improved blood glucose control. Each of the four classes included a lesson taught by MSU Extension Educator, Sarah Eichberger MPH, RD with cooking demonstrations and tastings led by a NMC Great Lakes Culinary Institute graduate and physical activity breaks by a GT Bay YMCA fitness professional. This June series was the first time this evidence-based course was offered in the region. MSU Extension is grateful to the Grand Traverse Bay YMCA for hosting and helping to promote this educational offering. Be sure to check out the [recipe](#) for one of the class favorites.



Recent culinary grad and chef instructor, Carol Danly, preps the cooking demonstration as class participants are lead through a fitness break.

- While attending Safe Kids Worldwide (Prevcon) Conference in Washington D.C. this July, Injury Prevention Coordinator Jennifer Ritter had the privilege of attending a reception held at the Caucus Room of the Cannon House Office on Capitol Hill. Here child safety experts from around the world had the opportunity to have conversations with elected representatives in the House and Senate to discuss ways to continue to work together on child safety issues here in the United States. Ms. Ritter invited Congressman Dan Benishek, who attended for a brief time as well as his staff, whom stayed longer and learned from Ms. Ritter the services that Safe Kids North Shore offers in our region. Awards were also presented to Sandra Deal, the First Lady of Georgia and Senator Sherrod Brown of Ohio. The First Lady has been instrumental in leading efforts to increase awareness about leaving kids in hot cars and Senator Brown has been a champion of educating on preventable injuries, specifically those pertaining to sudden infant death syndrome and poisoning from e-cigarettes and their various contents. Other Special Guests also included the co-chairs of the Congressional Kids Safety Caucus.



Parks and Recreation (7)

- Two Percent Grants Awarded to Parks and Recreation - County Parks and Recreation has been awarded two grants, totaling \$14,324 from the Grand Traverse Band of Ottawa and Chippewa Indians. A grant for \$7,387 will be used to upgrade the camera system at the Civic Center to make the park safer for our community. A grant for \$6,397 will be used to renovate and further develop the area surrounding the Native American Trail Marker Tree, on the north end of the Civic Center Park. This place-making effort will esteem the tree and elevate the awareness of its historic impact on community members and visitors. Both projects will begin in fall 2015 and conclude before the end of June 2016.

Planning & Development (1, 3, 4, 7, 8)

- Department staff joined City and State officials in marking 30 years of redevelopment in the TIF 2 district in Traverse City with a walking tour of completed projects. Officials toured projects along Eighth Street and in Old Town. The Brownfield Redevelopment Authority was instrumental in providing the financing mechanisms for many of the projects.
- The County stepped up in its efforts to complete the Boardman Lake Trail. The Board of Commissioners agreed to apply for a Michigan Coastal Zone Management grant for a portion of the project while the Brownfield Redevelopment Authority will provide the needed local match.
- The County recently received an energy audit from Johnson Controls and will be issuing an RFQ for energy savings services to build on earlier efforts to cut energy costs. The County is using 48,500 fewer kWh and 4,500 fewer therms per year than in 2009 – that's a savings of \$23,000 per year or nearly \$140,000 total. The annual savings is equivalent to the energy consumed by 10.6 homes for one year.
- The Grand Traverse County Planning Commission will be hosting a Planning & Zoning Essentials workshop on Wednesday, September 30 from 5:30 p.m. to 9:00 p.m. at the Governmental Center. Local planning commissioners are encouraged to attend. Registration information is forthcoming.

Prosecuting Attorney (7)

- Prosecution - As the County's Chief Law Enforcement Officer, the Prosecuting Attorney is responsible for the prosecution of crimes including juvenile, misdemeanor and felony offenses, protection of abused and neglected children, and establishment of child support for needy children. For the month of July, we engaged in the following:
 - Authorized 246 misdemeanor warrants
 - Authorized 45 felony warrants
 - Authorized 15 juvenile petitions
 - Initiated 4 neglect/abuse case
 - Handled the following matters in Family Court:
 - 10 paternity cases
 - Obtained 11 judgments of child support
 - 7 mentally ill commitment hearings
- Civil Counsel
- Contract Drafting and Review - As the County's civil counsel, we assist various County departments in reviewing and drafting contracts and other agreements. Our involvement ranges from reviewing a contract and approving it "as to form," to negotiating the terms

and conditions of the contract with the other party. For the month of July, we reviewed four contracts for the following departments:

- Finance: one
- Central Dispatch: one
- Clerk: one
- Resource Recovery: one

- FOIA Coordination - In 1997, the County Board of Commissioners designated the Prosecuting Attorney as the FOIA coordinator for Grand Traverse County. As the coordinator, we ensure that the various county departments are complying with Michigan's FOIA law including determining whether the requested information should be exempt from disclosure. For the month of July, we reviewed five requests, and provided advice and consultation to the following departments:
 - Construction Codes Office: two
 - Drain Commissioner: two
 - District Court: one
- Board of Commissioners/Staff Questions - Part of our duties as Civil Counsel involves answering questions and/or preparing opinion memoranda for the Board of Commissioners and County staff related to a wide variety of issues, ranging from compliance with state and federal statutes to advising on exposure to liability. For the month of July, we answered questions/prepared memos for the Board of Commissioners and various departments including:
 - Health
 - Sheriff
 - Clerk
- Ordinance Drafting - As you know, under MCL 46.11, a county board of commissioners has the authority to adopt ordinances related to county affairs. One of our responsibilities is to prepare, amend or repeal ordinances when requested by the Board of Commissioners. For July, we did not prepare any ordinances.
- Litigation - We represent the County in civil actions filed in the Grand Traverse County District and Circuit Courts as well as the Federal District Courts. For the month of July, we represented the County in the following cases:
 - *David C. Baumann, et al v. Mary C. Kirby, et al.* Plaintiffs filed this action pursuant to Michigan's Land Division Act, in the Grand Traverse County Circuit Court seeking to vacate a portion of Grand Street and amend the Plat of Old Mission Harbor, located in Peninsula Township. Plaintiff has named over thirty individuals, businesses and other entities who may have an ownership interest located in the area of the plat to be amended. As required by state law, the County Drain Commissioner is named as a party. We represent the Drain Commissioner, and at this point we will be working with Plaintiffs to resolve this case whereby the plat would be amended but the existing drain would not be affected. On July 6th, Circuit Court Judge Rodgers executed a consent judgment that allows the plat to be amended. One of the conditions of the amendment is the existing drain would be illustrated on the amended plat and unaffected by the consent judgment. With the consent judgment being entered, this case is now closed.
 - *Grand Traverse County v. Evan P. Brown, et al.* In July, we filed 5 separate inmate reimbursement lawsuits seeking \$8,055.70 in total. As with the other lawsuits, we will seek to obtain multiple default judgments against those Defendants who fail to

answer the complaints, and consent judgments for those Defendants who are willing to pay the outstanding debt.

- *Richard W. Caughlan v. Grand Traverse Construction Codes Office, et al.* This is a FOIA lawsuit relating to a May 18th FOIA request, sent to Construction Codes Office where an attorney representing Mr. Caughlan wanted "all complaint made by the public against [a building inspector] in the last 10 years." This request and another request were forwarded to the Human Resources Department. H.R. staff responded to the requests in one letter dated May 26th. Unfortunately, the letter did not adequately address the alleged building inspector complaints. Pursuant to my office's discussions with both Human Resources and Construction Codes Staff, we learned these complaints do not exist. However, our office did not issue a certification stating that the requested records do not exist as required under Section 5 of FOIA, MCL 15.235(4)(b). When Mr. Caughlan's attorney received the H.R. staff letter, he almost immediately filed the lawsuit in Circuit Court on May 28th. At no time did he ever seek clarification or a resolution prior to filing the lawsuit. He also filed an emergency motion requesting the Circuit Court to hold a hearing, order the production of the alleged complaints, and order that the County pay costs, attorney fees, and damages in the amount of \$4,000. Judge Rodgers held a hearing on Plaintiff's motion on July 6th, and ruled that FOIA was not properly followed in this case. However, he refused the Plaintiff's request that the County pay \$4,000 in costs, fees and damages. Instead, Judge Rodgers ordered the County to pay \$1,500 in costs, attorney fees, and damages within 28 days of the hearing. Payment was recently made, and this case is now closed.
- Board of Commissioners' Meetings - We attend every Board meeting, committee meeting and any special meetings. For the month of July, Chris Forsyth attended the public health and safety committee meeting and the regular board meeting. Bob Cooney attended the ways and means committee meeting.
- Miscellaneous - We are continuing to work with the Drain Commissioner in expanding the special assessment district for Duck Lake.

Resource Recovery (8)

- Keystone Brush Site - In response to the August 2, 2015 weather event, Resource Recovery extended the open hours for the Keystone Brush Site and partnered with Long Lake, East Bay and Garfield Townships to provide residents with a one-time brush pass to dispose of up to 3 cubic yards of storm debris.
- Scrap Tire Drop-Off Event - A Scrap Tire Drop-Off Event for Grand Traverse County residents was held on August 7th and 8th. There was no charge to residents utilizing the drop-off as disposal costs for tires collected at the event are to be reimbursed through a grant awarded from the State of Michigan Department of Environmental Quality.
- Household Hazardous Waste - The final two Household Hazardous Waste Collection events are scheduled for Thursday, August 27th in Traverse City, and Saturday, October 10th in Kingsley.

Appointments are required and may be made through the HHW Appointment link on our website (recyclesmart.info) or by calling the RecycleSmart hotline at 231-941-5555. Small businesses and organizations should call for appointments.

- Illegal Dumping Cleanups - Three of the six sites documented on the Michigan cleanforests.org website have been cleaned and will be removed from the listings. Resource Recovery is working with volunteers and the Department of Natural Resources to ensure the remainder of the sites and any new sites reported are cleaned in the next two months.

Treasurer (1)

- 3 remaining employees completed training for accepting passports 8/3/15. Went over to shadow Circuit Court employees when they received passports for training and experience.
- Actively processing July Board of Review adjustments for all townships and City to have bills and refunds processed within 30 days.
- Started summer 2015 tax collection, worked on balancing Brownfield numbers for proper capture.