



## County Staff Report July 2016

### 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/Resource Recovery (1, 2, 4, 7, 8)

- The County is pleased to welcome Jody Lundquist who will serve as the County's Finance Director and Aimee Carroll as the Human Resources Director. Both have started their positions during the month of July.
- On July 21st, members of the County Board and County Administration/Finance will make a presentation to the MERS Pension Board in Lansing to discuss strategies to help solve the County's Pension Unfunded Liability. The latest actuarial valuation reduced the County's Funding Ratio to 45% as a result of changes to the MERS Plan Design. The County has developed a proposal which will require support and buy-in from MERS, elected and appointed officials, and the Bargaining Unit. The plan works to reduce pension liabilities, stabilize pension payments, and maximize pension assets.
- The next Household Hazardous Waste Event is August 25. During the last event on June 23, there were 248 total vehicles served of which 10 were small businesses. TV 9and10 News did a story which can be viewed through the following link:  
<http://www.9and10news.com/story/32295905/grand-traverse-county-recyclesmart-collect-s-household-hazardouse-waste>
- In June, the County submitted 17 applications for 2% funding from the Grand Traverse Band of Ottawa and Chippewa Indians.

### Central Dispatch/911 (7)

- Michigan 911 Centers are working on legislative amendments to PA 32 to create more stable funding due to the increased costs associated with Next Generation 911 technologies.
- Working on the outstanding punch list items associated with the 800MHz radio project.
- Preparing for database conversions to migrate to the new SIP trunks for 911 circuits in September.

**Circuit Court**

- No report provided.

**Circuit Court - Family Division**

- No report provided.

**Commission on Aging (7)**

- No report provided.

**County Clerk (4)**

- Stats for month of June
  - New Circuit and Family Court Cases filed: 50 civil, 67 domestic, 28 felony, and 20 juvenile.
  - Five (5) jury pools sent out for Circuit Court trials.
  - Clerked two trials which lasted 5 days.
  - Clerked 3 County Commission meetings.
  - Vital Records filed: 200 births, 110 deaths, and 89 marriage licenses.
  - DBAs filed: 91
  - Concealed Pistol applications filed: 95
  - Concealed Pistol fingerprints done: 66
  - Concealed Pistol Licenses issued: 93
  - Passport Photos taken: 116
  - Certified Copies: 602 customers (this could be 1 or many copies per customer)
  - Wedding Ceremonies: 10
  - Voter Registrations: 269
  - Trained 111 area Election Inspectors

**County Drain Commissioner (3,7,8)**

- No report provided.

**District Court**

- No report provided.

**Equalization / GIS (1, 4)**

- No report provided.

**Facilities Management (3)**

- The County is pleased to welcome Marty Dunham who will serve as the County's Facilities Management Director. Marty starts during the month of July and will begin full time employment August 1.

**Friend of the Court**

- No report provided.

## Health Department (7)

### **ADMINISTRATION and FINANCE DIVISION**

- Community Health Needs Assessment- As a member of both the CHNA Steering Committee and the Munson Community Health Committee, the health officer has participated in the review, prioritization and selection of the community health priorities for the next 3 year cycle.
- Financial Reports- Completed the 2015 medicaid cost settlement report and submitted to the State of Michigan for reimbursement; Completed annual audit.
- Grants- Submitted second quarter health innovation grant reports; Coordinated with regional Northern Michigan Public Health Emergency Preparedness finance team to combine our health department budgets and submit our local 2016-2017 budgets to State of Michigan.
- FOIA Requests- In 2016, we have processed 44 FOIA requests for health department records: 29 Environmental Health, 9 Animal Control and 2 Community Health.
- Cherry Festival- Monitored syndromic surveillance reports from Munson ER during Cherry Festival for early warning signs of a disease outbreak; Hosted and coordinated the volunteer staffing of the Baby Tent; Staffed the festival Unified Command Post through Emergency Management and inspected the food vendors to ensure food safety for the community.
- Northern Michigan Public Health Alliance-The Northern Michigan Public Health Alliance has been identified as the backbone organization for the 25-county Northern Region Community Health Innovation Region. A CHIR Infrastructure Grant will begin in August; organizational development is currently underway. In addition, the Alliance is involved in several regional activities to increase efficiency and effectiveness, such 1) a Robert Wood Johnson Foundation-funded project to evaluate saved time and cost in conducting regional community health assessment; 2) a Public Health Emergency Preparedness Tabletop Drill, 3) a regional Environmental Health Strategic Plan; 4) Maternal Child Health quality improvement project to increase enrollment in the Maternal and Infant Health Program. Over the past 18 months, the Alliance has secured over \$4M in grant funds to address top priorities in the region, including the Michigan Home Visiting Initiative, Community-Based Immunization Initiative, Getting to the Heart of the Matter chronic disease prevention project, and many others. Finally, the Alliance website has been launched: [www.nmhealthalliance.org](http://www.nmhealthalliance.org).
- Community Health Innovation Region- The Northern Michigan Public Health Alliance has an important new role in the State Innovation Model, also known as Michigan's Blueprint for Health Innovation. The Alliance is one of five organizations chosen statewide to serve as a "backbone" organization for a Community Health Innovation Region (CHIR), one of the foundational elements of the State Innovation Model, which is funded with a grant from the US Centers for Medicare and Medicaid.

The Northern Region CHIR covers the 25 counties in the Northern Michigan Public Health Alliance. Its major responsibilities are community health assessment, community linkages, and data collection. The Health Officers from the six local health departments in the Alliance will play a leadership role in the Northern Region CHIR, which has a public health focus. (Each CHIR has a different foundation, such as health care system, community organization, etc.)

An infrastructure grant will be awarded to the Northern Health Plan, which serves as the CHIR fiduciary, in August. It will support three key positions, initially part-time: Executive Director, Regional Director for Community Health Assessment and Improvement, and Regional Director for Community Linkages Models. The first key activity is forming a governance structure for the CHIR; its development is currently underway.

- Community Health Assessment and Improvement- The Alliance was awarded a grant from the Robert Wood Johnson Foundation to evaluate savings in time and cost and quality enhancements achieved through conducting community health assessment on a regional basis. 12 counties are participating in the project, including Grand Traverse.
- Regional PHEP Tabletop Exercise- Mike Lahey from GTCHD planned and coordinated a tabletop exercise on 6/23 with leaders from BLDHD, GTCHD, and HDNW.
- Regional Environmental Health Strategic Plan Committee- With support from a Michigan Cross Jurisdictional Sharing grant, EH Directors from across Northern Michigan are developing a strategic plan. They've had three meetings to date. At their last meeting, on 6/27, they identified the following Strategic Directions: 1) Implementing regional efforts to establish common strategies; 2) fostering relationships with policy-makers and stakeholders; 3) pursuing educational opportunities to strengthen the EH profession; 4) refining data collection methods; 5) seeking and developing opportunities for funding; and 6) educating and resolving inequities between rural and urban health departments. At the next meeting, they will develop year 1 goals and objectives for each one.
- Maternal Infant Health Program (MIHP) Quality Improvement (QI) Committee -The MIHP QI Committee consists of the Maternal and Child Health Directors from the Alliance health departments and they meet on a monthly basis. They identified, '*If we educate staff and clients, then MIHP enrollment will increase*' as their improvement theory and are currently developing patient and staff education materials.
- NMPHA Marketing Work Group- The NMPHA website, [www.nmhealthalliance.org](http://www.nmhealthalliance.org), has been launched, and features the Alliance logo, links to each of the health department members, description of "what we do" and data collected in community health assessments.

#### **MEDICAL EXAMINER DIVISION**

- Working on the possibility of transitioning to a pathologist who could complete autopsies locally, utilizing the Munson morgue. This is a long term goal and would entail partnering with additional counties in order to support this model. Working on business plan and budget analysis to assess feasibility as well as Munson regarding logistics.

## **ENVIRONMENTAL HEALTH & ANIMAL CONTROL DIVISION**

- Animal Control- Working on budget and new model for services based on limited animal license fee revenue.
- Sewage Release on June 11- Environmental Health staff issued a Public Health Advisory on Saturday, June 11th in response to a spill of approximately 3,000 gallons of raw sewage into Kids Creek, Boardman River, and into West Grand Traverse Bay. The public was advised against body contact at four (4) public beaches near the mouth of the Boardman River where it empties into West Grand Traverse Bay. This precautionary advisory was lifted on Tuesday, June 14 after bacteriological water samples showed that E.coli levels met Michigan Department of Environmental Quality standards for full body contact.
- 2016 Beach Monitoring- The 2016 beach monitoring program got underway on Wednesday, June 22nd. Ten (10) public beaches along East and West Grand Traverse Bay as well as four (4) public beaches on Twin Lake, Long Lake and Duck Lake will be sampled every Wednesday throughout the summer for a total of 11 weeks. Test results are reported every Thursday and can be found by going to the following link through the GTCHD website: <http://www.gtchd.org/814/Public-Beach-Monitoring>
- Media Interviews- Environmental Health Staff conducted 15 media interviews during the month of June on subjects including sewage release, lead exposure sources in our environment, beach monitoring, state law regarding not allowing dogs in restaurant outdoor dining areas, and outdoor air quality/ozone alerts.
- Bedbug Presentation- Tom Buss provided a presentation to field staff at the Northwest Michigan Community Action Agency on June 13 regarding bedbugs.
- Regional Incident Command Exercise- Environmental Health Staff participated in an ½ day regional incident command exercise on June 23rd.

## **EMERGENCY MANAGEMENT and PUBLIC HEALTH PREPAREDNESS DIVISION**

- Emergency Management - It's been all hands on deck for emergency plans for 2016 National Cherry Festival. The Unified Command Trailer opened operations on June 30 and ran thru 2am on July 10th.
  - Additional functions include: Fife Lake July 4th Celebration and Fireworks, and the Great Lakes Equestrian Festival July 6 - Aug. 28, Traverse City Film Fest July 26-31, and Northwest Michigan Fair Aug 6-13.
  - Security and Emergency Planning meetings were held with Traverse City officials in support of Up North Pride events June 19 - 25th.
  - Completed a county facility audit of AEDs for a possible grant project to place more in our multiple story and large facilities.
  - Coordinated a health services building severe weather drill on June 21st with the county safety coordinator.

➤ Emergency Preparedness

- The 6 month planning phase for the Northern Michigan Public Health Emergency Preparedness Special Pathogen Table Top Exercise came to an end on June 23rd as Grand Traverse County Health Department Emergency Preparedness hosted 32 public health professionals from across northern Michigan in a unified response exercise to a highly contagious public health threat.
- Grand Traverse County Emergency Preparedness finalized and submitted the remaining Public Health Emergency Preparedness federal and state grant requirement deliverables through the month of June. The fourth Budget Period of the federal PHEP grant ended on June 30th, 2016 as the fifth Budget Period of the federal grant began July 1st. Prior to June 30, GTCHD Emergency Preparedness submitted 6 deliverables to the state of Michigan Emergency Preparedness Offices to ensure the preparedness requirements and benchmarks set in place by the Centers for Disease Control have been achieved for Grand Traverse County.

**COMMUNITY HEALTH DIVISION**

- Community Health Staff participated in a quarterly staff training on June 21st, which included the following topics: mindfulness, severe weather response, tobacco dependence and quitline referrals, darkness to light-child sexual abuse, and CPR practice.
- Community Health program supervisors and coordinators participated in the June 23rd Regional Tabletop Exercise.

*DISEASE CONTROL AND PREVENTION PROGRAMS:*

- Communicable Disease Program- CD Nurses followed up on 70 reportable communicable diseases and animal bites in June. Staff members recently attended the Annual Communicable Disease conference in East Lansing. In addition, the supervisor participated in a Tuberculosis Nursing Certification Course provided by MDHHS in Okemos, MI.
- Reproductive Health –
  - Provided services to 119 men and women in June. We continue to strive to see client visits increase to levels prior to implementation of EHR.
  - Staff participated in Public Health Nurse II interviews for an opening in our Reproductive Health/CD programs.
  - Continued participation, along with Adolescent Health, in Northern Michigan Title X agency Tobacco Dependence grant project aimed at inclusion of interventions to decrease smoking rates as part of preconception health.
- Adolescent Clinics-
  - Non-competitive applications for next Fiscal Year (2016-2017) were completed for each clinic including updated workplans and budgets for each clinic.

- o K-Town Youth Care hosted the quarterly meeting of the school linked clinics - meeting included the state consultant and other school linked clinic staff.
- Immunizations-
  - o The immunization clinic continues to have open appointments each week for vaccinations and waiver education.
  - o Completed planning for the implementation of a Home Visiting Immunization pilot, due to start July 1st.
  - o Continued participation in two regional grant projects, one focused on cross jurisdictional sharing potential with the reminder/recall process, and one focused on health care provider education aimed at improving immunization rates for children 19-36 months.

#### *MATERNAL AND CHILD HEALTH PROGRAMS:*

- Maternal Infant Health Program-
  - o Supervisors participated in a required day long regional coordinator training hosted by State MIHP leadership on June 14th in Thompsonville.
  - o Represented Grand Traverse County Health Department on Northern Michigan regional initiatives for Perinatal Planning and Home Visiting Leadership on June 20th hosted in Kalkaska.
  - o Hosted at the Health Department the Northern Michigan Maternal Child Continuous Quality Improvement (CQI) team on June 23rd with continued focus on improving rates for MIHP program acceptance for women and infants who qualify.
  - o United Health Care hosted a “baby shower” for MIHP pregnant clients with an attendance of 45. Lunch was served; raffle items included an infant car seat and infant home safety; information shared included safe sleep, lead prevention, infant/child development, immunizations, and breastfeeding.
  - o Two staff members participated in the Northern Lakes Community Mental Health public forum and partner update regarding changes to crisis services on June 29th.
  - o In response to the public comment received on Medicaid Proposed Policy 1611-MIHP, and in recognition of the time needed to establish contractual provider agreements, the proposed policy effective date for the transition of the administration of Maternal Infant Health Program (MIHP) services to the Medicaid Health plans is being extended from October 1, 2016 to January 1, 2017. We plan to attend a collaborative meeting for Maternal Infant Health Providers (MHPs) and Medicaid Health Plans (MHPs) on Tuesday, July 12, 2016, from 1:00 – 5:00 p.m. in Lansing.
  - o Clinicians received training on a Home Visit Vaccination pilot coordinated by our Immunization Program Coordinator and two home visiting public health nurses as part of a regional grant to improve immunization rates.

- Healthy Futures- We submitted our local Maternal Child block grant annual plan to the State. Hospital outreach continues to be a successful partnership for service to OB/NICU postpartum families.
- Children's Special Health Care Services-Staff attended the yearly educational update from the State in Harrison with epilepsy as the highlighted topic.
- WIC-
  - Project Fresh has been well-attended by our WIC clients during the month of June.
  - Scheduled over 1300 clinic and education appointments in the month of June, a record number over the past 3 years.
  - Participation rate continues to increase, hitting 93% at the end of May.
  - Welcomed State WIC Consultant Regina Poole for a visit this past month as part of our agency's preparation for the August Management and Evaluation Site Survey.
- Hearing & Vision-June has been a busy hearing and vision month with final kindergarten round-ups and office visits for retesting children who needed a 2nd check prior to referral or who missed their round-up day.
- Child Death Review-Facilitated and participated in the quarterly Tri-County (Benzie, Grand Traverse, Leelanau counties) Child Death Review Team June 6th. Public Act 167 of 1997 of the Child Protection Act supports the operation of local Child Death Review (CDR) teams to better understand why children die and to take actions to prevent other child deaths. Our team utilizes the operating principles of Keeping Kids Alive (name of Michigan CDR program) which center around the death of a child being a community problem, considering that the circumstances involved in most child deaths are too multidimensional for the responsibility to rest in any one place. These reviews are confidential.

### **Information Technology (2)**

- No report provided.

### **MSU Extension (7, 8)**

- 4-H Exploration Days: 30 Grand Traverse youth and 4 adult chaperones joined thousands of others across the state at Michigan State University's campus for the annual 4-H Exploration Days in June. This three day, two night event allows 11-19 year olds to see what college life is like – a potentially life-changing experience – by living in the dorms, going to fun and enriching classes of choice and meeting new friends. They are also treated to behind-the-scenes tours, entertainment and recreational activities, and much more.
- 4-H youth also had the opportunity this month to travel to Washington DC as part of 4-H Citizenship Washington Focus. A total of 47 youth from around the state and 5



chaperones spent 7 days visiting historical sites, senators and representatives as well as learning leadership, responsibility and civic engagement.

### **Parks and Recreation (7)**

- The Grand Traverse Bay YMCA has a new membership rate model and now offers fitness and wellness opportunities for all, regardless of income. The rate model applies to the Central Y at the Civic Center. Anyone can access the rate calculator on Y's website, which computes a monthly membership rate, based on household income. Simply enter household income and number of dependents, and calculator indicates monthly membership rate. To promote this affordable option, the Y recently mailed postcards to residents living within a three-mile radius of the Civic Center: 1,107 postcards to families and 3,307 postcards to seniors. Spread the word!
- At the close of June, there were 63 reservation permits for Power Island camping, the projected revenue for which is over \$10,000. This amount already is double the revenue earned for camping during the 2015 season. Parks and Recreation continues to receive daily inquiries about camping on the island, now that the island has an officially licensed campground as of June 7. Five new sites on the South Beach side of Power Island were cleared this past spring. There are a total of 10 sites, including the five on Bassett Island.
- On June 8, Parks and Recreation, in partnership with Crystal Bindi Studios, held an open house at Twin Lakes Park's Gilbert Lodge to promote Crystal Bindi's unique recreational programming, such as yoga, drumming, Middle Eastern dance, and more there. Crystal Bindi summer programs began June 1. Volunteers and Facilities Management staff helped clean out the basement of the lodge in late June, in anticipation of Crystal Bindi operating programs out of the basement this fall, or sooner.

### **Parks and Recreation/Senior Center Network (7)**

- 63 new members joined the Senior Center Network in May.
- 1,380 seniors participated in 5,089 units of service in May.
- Ticker article on June 28 featured information about the upcoming Senior Center millage and plans to launch capital campaign for senior center renovations.
- **Special Events of Note:** The New Dating Scene was featured in the Record Eagle; Ride BATA Day saw 25 people ride and learn more about our BATA options – plan to expand this to outreach locations in the fall; Downtown Architecture Walk on June 14 had 20 people learning more about our downtown; Reynolds Jonkhoff made presentations in outreach locations discussing pre-planning funeral arrangements. Friday, June 17 Manager Wells attended the Michigan Commission of Services to the Aging Public Hearing at Hotel Indigo, advocating for reinstating senior center funding from the State. The City of Traverse City has added one more pickleball court giving us five courts at the Senior Center. Shuffleboard program has had full court use for the season. Men's and Ladies' groups have fun outings planned for their groups this summer. New collaboration with Front Street Foundation to offer financial workshops to seniors. Project Fresh distribution went well. We were able to accommodate all those who

attended the day of distribution. We do have 35 people on the waitlist. Last year the State gave us some books mid-year; if that happens again, we'll distribute from this list. The Volunteer Appreciation Picnic/Concert was June 22 on the Beach with Northwestern Michigan College Concert Band, many received the Presidential Service Award from President Obama; Cherry Festival Senior Events planned for week of Festival – Lifetime Leadership Award Breakfast on July 4 honored Reverend Dr. Homer Nye, Jr. for his leadership within the community. Shuffleboard, Pinochle, Euchre, Golf, Bowling and the Intergenerational Picnic at the Pavilions on Wednesday. Beauties by the Bay Car Cruise on Friday, June 17 had 40 cars and over 100 people attended; the parade of senior homes on Friday, June 24 was at capacity with 24 places offering different senior living options in the area.

### **Planning and Development (1, 3, 4, 7, 8)**

#### **> COMMUNITY DEVELOPMENT/ECONOMIC DEVELOPMENT**

- o Staff is facilitating a committee of local, regional, and state leaders formed to develop a model to greatly expand access to health care by veterans in Grand Traverse County and northern Michigan. The concept of a hybrid network of Veteran Affairs healthcare and Munson healthcare would increase medical services available to veterans in the region by utilizing capacity available in Munson hospitals and alleviate the need to travel downstate to receive services. This effort is part of a larger effort to create a full service veterans care community with improved access to educational opportunities. Other services being considered for veterans are a long-term care facility, independent living facility, lodging for veteran patients and their caregivers, and a national cemetery.
- o Staff is working with MEDC to participate in the Center for Automotive Research being held August 1 – 4 at the Grand Traverse Resort. The event brings executive management from automakers and suppliers along with representatives from the financial community, academia, labor, government and business and automotive press gather to connect and focus on the issues impacting the industry and the pathways to success. In cooperation with the MEDC, Grand Traverse County is focusing on bringing jobs into the area and connect with leaders in the industry with the message that “we are open and ready for your business.”

#### **> BROWNFIELD REDEVELOPMENT:**

- o The Brownfield Redevelopment Authority worked in partnership with the City and DDA on property purchase at 145 West Front Street. This partnership implements plans for site preparation and public parking at 145 West Front, which originated in 2002 with the Traverse City Place brownfield plan.
- o The Brownfield Redevelopment Authority in partnership with the DEQ and EPA is monitoring the local groundwater conditions and taking water samples in an effort to verify the reduction or possible elimination of impact in the area of the Hotel Indigo as a result of the positive remediation activities that have occurred. The results of this assessment will aid in determining whether additional remediation is needed or whether closure is recommended.

- CONSTRUCTION CODE DIVISION (7)
  - Staff is working with Trivalent Group, who completed the County's IT Audit, to review bids received and recommend a company for the construction code software. The goal of the new software is to be integrated with the County software system(s) and to better serve the customers.
  - Online credit card payments will begin in August. Additional online approaches will also be improved upon and/or started in August.
- SOIL EROSION PROGRAM (8)
  - We welcome Mathew Cooke as the new Clerk for the Soil Erosion Program. Mathew brings energy and ideas for assisting the office in servicing the community.
  - With assistance from the IT Department, new protocols have been put in place for each permit issued which provides tracking components and accountability.

#### **Probate Court**

- No report provided.

#### **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 June, we engaged in the following:
  - Authorized 217 misdemeanor warrants
  - Authorized 33 felony warrants
  - Authorized 24 juvenile petitions
  - Initiated 1 neglect/abuse case
  - Handled the following matters in Family Court:
    - 2 allegedly mentally ill cases
    - 26 referrals from the office of child support
- 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 June, we reviewed four contracts for the following departments:
  - Administration: two
  - Sheriff: one
  - Parks and Recreation: 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 June, we reviewed five requests, and provided advice and consultation to the following departments:

- Equalization: one
  - Clerk: three
  - Administration: 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 June, we answered questions/prepared memos for the Board of Commissioners and various departments including:
- Commission on Aging
  - 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 June, 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 June, we represented the County in the following cases:
- *Grand Traverse County v. Justin Middaugh* In June, we filed one inmate reimbursement lawsuit seeking \$540.00. As with the other lawsuits, we will seek to obtain a consent judgment if the Defendant is willing to pay the outstanding debt.
  - *North Bay Produce, Inc. v. Cherry Central Cooperative, Inc. et al.* This is a re-plat action where Plaintiff is seeking a court order allowing an amendment to the plat for Wood Cliff Hills Subdivision vacating Wood Cliff Hills Drive. The County Drain Commissioner has been named as a Defendant in this lawsuit. Mr. McElyea is not objecting to the street vacation because it would not impact a County drain. Because the Drain Commissioner is not objecting, we have filed an answer stating that the vacation is not being opposed. A consent judgment should be prepared next resolving the case as to the Drain Commissioner. A proposed judgment has been drafted and reviewed, and has been entered with Circuit Court. The case is now closed.
- Board of Commissioners' Meetings - We attend every Board meeting, committee meeting and any special meetings. For the month of June, Chris Forsyth attended both regular board meetings, and the June 8<sup>th</sup> study session.

### **Public Works (7, 8)**

- No report provided.

**Register of Deeds (2, 4)**

- No report provided.

**Sheriff (7)**

- No report provided.

**Treasurer (1)**

- Reviewed all 13 township and the City databases to verify values, millage rates, and database settings before summer tax bills were run. Had meeting with Township Treasurers/Assessors to go over changes and questions regarding the 2016 summer tax roll.
- Completed & presented 2015 Treasurer's Report & required annual Foreclosure fund report to the board to declare excess proceeds to be transferred to the General Fund.
- Had our Passport compliance inspection by the US Department of State and had a positive review with no recommended changes for improvement. Processed 94 regular service, and 25 expedited passports in June.

**Veterans Affairs (7)**

- No report provided.