

Please be advised that the Barry County Board of Commissioners has scheduled a Board of Commissioners meeting on July 13, 2021 at 9:00 a.m.
for the purpose of:

AGENDA
for Barry County Board of Commissioners
July 13, 2021; 9:00 a.m.; Commission Chambers
For more information go to: www.barrycounty.org

1. Call To Order at 9:00 a.m.
2. Moment of Silence/Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Written Agenda (including consent items & items for discussion)
6. Reports from State and County Officers
7. Limited Public Comment (3 minutes per person)
8. Various Correspondence
9. Consent Items (voted upon at one time by roll call vote):
 - a. Approval of June 22, 2021 Board of Commissioners meeting minutes.
(roll call vote)
10. Presentations: None
11. Public Hearings: Marilyn Smith – CDBG Emergency Program Income Guidelines
12. Items for Consideration (roll call vote indicated)
 - Approval of transfers and disbursements:
 - a. Approval of pre-paid invoices in the amount of \$3,755,750.60
 - b. Approval of claims in the amount of \$85,794.34
 - c. Approval of Commissioner Reimbursements (mileage) in the amount of \$286.05 **(roll call vote)**
 - d. Approval of the CDBG Program Income Emergency Repair Guidelines. **(roll call vote)**
 - e. Approval of the renewal of the Liability, Vehicle Physical Damage and Property and Crime Insurance coverage through the Michigan Municipal Risk Management Authority for the period of July 1, 2021 to July 1, 2022 in the amount of \$424,061 and authorize the member representative to sign the agreement. **(roll call vote)**
 - f. Approval of the Equalization appraisal contract with Accurate to do 152 appraisals in Barry County in the Commercial classes, and approval to transfer (152 x 55) \$8360 from the Equalization Permanent Salaries line item, 101-225-704-000 to the Contractual Services line item, 101-225-816-000. **(roll call vote)**
 - g. Approval to appropriate \$15,000 for the Barry County Chamber of Commerce and Economic Development Alliance to enter into an agreement with the Antero Group to provide Broadband Assessment and Implementation Support services to support advancing the expansion of broadband within Barry County. **(roll call vote)**
13. Unfinished Business
14. New Business

15. County Administrator's Report
16. Chairperson's Report
17. Vice Chairperson's Report
18. Commissioner Reports (for items not on the Agenda)
19. Limited Public Comment (3 minutes per person)
20. Other Business
21. Adjournment

Ben Geiger, Chair
Barry County Board of Commissioners

Unless otherwise posted in accordance with the Open Meetings Act, Board of Commissioners meetings are held at the Barry County Courthouse, Commissioners Chambers, 220 W. State St., Hastings, MI 49058. Questions regarding the meeting may be addressed to Michael Brown, Barry County Administrator, Barry County Courthouse, 220 W. State St., Hastings, MI 49058; (269) 945-1284.

Meetings of the Barry County Board of Commissioners are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, political affiliation, sexual orientation, gender identity or disability. Barry County will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting/hearing, to individuals with disabilities at the meeting/hearing upon four (4) business days notice to the County. Individuals with disabilities requiring auxiliary aids or services should contact the County by writing or calling: Michael Brown, County Administrator, Barry County, 220 W. State St., Hastings, MI 49058; 269-945-1284.

Only members of the Barry County Board of Commissioners shall be given the floor to speak during any Board meeting, except 1) Anyone who desires to speak under Limited Public Comment; 2) County officials and/or personnel may speak with the consent of the Chairperson; 3) Any person, with the consent of the Chairperson and/or a majority of the Board; 4) Public comment shall be limited to no more than three minutes per individual and at the times designated as stated above, except where extended privileges are granted by the Chairperson.

Barry County Board of Commissioners
June 22, 2021; 9:00 a.m.;
Leason Sharpe Hall, Barry Community Enrichment Center,
231 S. Broadway, Hastings, MI 49058
MINUTES

1. Chair Ben Geiger called the regular session of the Barry County Board of Commissioners to Order at 9:00 a.m.
2. Invocation led by Commissioner Geiger.
3. Those present stood and said the Pledge of Allegiance to the Flag of the United States of America.
4. Roll Call was taken. The following members were present Bruce Campbell, Vivian Conner, Ben Geiger, Catherine Getty, Howard Gibson, David Jackson, and Jon Smelker. Also present: County Administrator Michael Brown, and Clerk Pam Palmer.
5. Approval of Written Agenda (including consent items & items for discussion)

Moved by Conner, seconded by Campbell to add agenda item (d) to Items for Consideration. The written agenda was approved without objection as amended.
6. REPORTS FROM STATE AND COUNTY OFFICERS: Sheriff Dar Leaf – Swearing in of New Deputy Sheriff – Alizah Blundell.
7. LIMITED PUBLIC COMMENT: (3 minutes per person) – None.
8. VARIOUS CORRESPONDENCE: None.
9. CONSENT ITEMS (voted upon at one time by roll call vote):
 - a. Approval of June 8, 2021 Board of Commissioners meeting minutes.
 - b. Approval of June 15, 2021, Committee of the Whole meeting minutes.
 - c. Approval to schedule a public hearing regarding CDBG Emergency Program Income guidelines at the regular meeting of the Barry County Board of Commissioners on July 13, 2021, and after the public hearing, to approve the CDBG Program Income Emergency Repair Guidelines.
 - d. Approval of Budget Amendment 21-B.
(roll call vote)

Moved by Smelker, seconded by Gibson for approval of the Consent Items listed above. Roll call vote. Ayes: Campbell, Conner, Geiger, Getty, Gibson, Jackson, and Smelker. Nays: None. Motion carried.

10. PRESENTATIONS: 1. Joe Verlin, CPA CGFM, Gabridge & Co. – Barry County Audited Financial Statements, 12-31-20, 2020 Draft Financial Statements
2. American Rescue Plan Act (ARPA) Advisory Committee

Recess at 9:55 a.m. Resume meeting at 10:05 a.m. with all commissioners present.

11. PUBLIC HEARINGS: None

12. ITEMS FOR CONSIDERATION (roll call vote indicated)

Approval of transfers and disbursements:

- a. Approval of claims in the amount of \$84,324.64 (**roll call vote**)

Moved by Gibson, seconded by Smelker for approval of claims in the amount of \$84,324.64. Roll call vote. Ayes: Campbell, Conner, Geiger, Getty, Gibson, Jackson, and Smelker. Nays: None. Motion carried.

- b. Approval of Barry County Annual Financial Report for the Year Ended, 12/31/20 (**roll call vote**)

Moved by Gibson, seconded by Conner for approval of Barry County Annual Financial Report for the Year Ended, 12/31/20. Roll call vote. Ayes: Campbell, Conner, Geiger, Getty, Gibson, Jackson, and Smelker. Nays: None. Motion carried.

- c. Adoption of Resolution #21-17, Resolution to Initiate Lake Level Project for Canterbury Lake. (**roll call vote**)

Moved by Gibson, seconded by Campbell for adoption of Resolution #21-17 Resolution to initiate Lake Level Project for Canterbury Lake. Roll call vote. Ayes: Campbell, Conner, Geiger, Getty, Gibson, Jackson, and Smelker. Nays: None. Motion carried.

- (d) Moved by Conner, seconded by Gibson for approval to rescind Resolution #21-11, Resolution to Authorize the Declaration of the State of Emergency for the County of Barry, effective June 30, 2021. Discussion. Roll call vote. Ayes: Campbell, Conner, Geiger, Gibson and Smelker. Nays: Getty and Jackson. Motion carried.

13. UNFINISHED BUSINESS: None.

14. NEW BUSINESS:

- a. Adoption of Resolution #21-18 Resolution Approving the Tentative Agreement Reached and Successor Collective Bargaining Agreement with the Police Officers Labor Council, Deputy Sheriff Unit for January 1, 2021 through December 31, 2025 and authorize the Chair to sign the successor agreement. (**roll call vote**)

Moved by Smelker, seconded by Gibson for adoption of Resolutojn #21-18 Resolution Approving the Tentative Agreement Reached and Successor Collective Bargaining Agreement with the Police Officers Labor Council, Deputy Sheriff Unit for January 1, 2021 through December 31, 2025 and authorize the Chair to sign the successor agreement. Discussion. Roll call vote. Ayes: Campbell, Conner, Geiger, Getty, Gibson, Jackson, and Smelker. Nays: None. Motion carried.

15. COUNTY ADMINISTRATOR'S REPORT: None.
16. CHAIRPERSON'S REPORT: Commissioner Geiger reported slight wording amendments to the Community Corrections Grant Agreement, but further explained the change has no impact on the county. There was consensus from the board to allow the chair to sign the revised agreement. He also asked for a moment of silence for Horrace Hull who passed away after many years of service on the Barry County Posse.
17. VICE CHAIRPERSON'S REPORT: Commissioner Conner met with the Gun Lake Improvement Board which involves four townships and two counties regarding the weed assessment. She also mentioned that renovation at the Courts and Law Building is moving along nicely.
18. COMMISSIONER REPORTS (FOR ITEMS NOT ON THE AGENDA): - Each commissioner reported on their various committees, boards, events, and meetings.
19. LIMITED PUBLIC COMMENT (3 MINUTES PER PERSON):
 - Desmond Hubert thanked the board for passing Resolution #21-17 regarding the Canterbury Lake Level.
 - Rhonda Newcastle also thanked the board for passing the Canterbury lake level resolution.
20. OTHER BUSINESS: None.
21. ADJOURNMENT: at 10:34 a.m.

Ben Geiger, Chair
Barry County Board of Commissioners

Pamela A. Palmer, Barry County Clerk

Approved: _____
Date & Initials

7/13/2021			
		<u>PRE-PAID INVOICES</u>	
(First Meeting of the Month Only)			\$3,755,750.60
		<u>CLAIMS</u>	
			\$85,794.34
		<u>COMMISSIONER MILEAGE</u>	
			\$286.05

Prepaid Invoices

07/06/21		
From: Karen S. Barnes, First Deputy Clerk		
Re: June 2021 Prepaid Invoices		
	FUND #	AMOUNT
General Fund	101	\$ 194,349.60
Central Dispatch Fund	205	\$ 57,132.17
Charlton Park Fund	208	\$ 14,819.81
Friend of the Court Fund	215	\$ 3,468.79
Solid Waste Fund	228	\$ 980.15
Two Seven Oh, Inc - TNR Fund	229	\$ 7,244.00
BCRN Fund	233	\$ 33.90
Building Rehab Fund	248	\$ 82,135.00
Park & Recreation Fund	250	\$ 1,915.65
County Agriculture Preservation Fund	252	\$ 905.77
Indigent Defense Fund	261	\$ 32.18
Law Library Fund	269	\$ 2,997.20
Commission on Aging Fund	275	\$ 27,830.85
CDBG Fund	276	\$ 2,499.00
Swift & Sure Sanctions Program Fund	281	\$ 1,013.32
56B Sobriety Court Fund	282	\$ 1,037.82
Community Corrections Fund	283	\$ 7,220.64
Adult Drug Court Fund	285	\$ 1,772.68
Child Care Fund	292	\$ 25,494.00
Airport Fund	295	\$ 30,310.28
McKeown Bridge Park Construction Fund	472	\$ 8,700.00
Thornapple Manor Fund	512	\$ 2,533,227.07
Transit Fund	588	\$ 16,853.85
Commissary Fund	595	\$ 6,079.98
Data Processing Fund	637	\$ 8,118.43
Telephone Fund	660	\$ 5,022.57
Workers Compensation Fund	676	\$ 18,302.71
Health Insurance Fund	677	\$ 148,653.39
Disability Fund	678	\$ 432.00
Life Insurance Fund	681	\$ 4,844.18
Dental/Optical Fund	683	\$ 6,972.66
Trust & Agency Fund	701	\$ 421,375.07
Drain Fund	801	\$ 62,656.08
Drain Maintenance Fund	804	\$ 114.80
Gun Lake Weed Assessment Fund	843	\$ 49,965.00
Algonquin Lake Maintenance Fund	852	\$ 1,240.00
GRAND TOTAL		\$ 3,755,750.60

Document Totals by Fund

<u>Fund</u>	<u>Debits</u>	<u>Credits</u>	<u>Net</u>
101 General	56,614.69	1,022.27	55,592.42
227 Animal Shelter TNR	325.00	0.00	325.00
228 Solid Waste	24,252.80	0.00	24,252.80
229 Two Seven OH INC TNR	920.00	0.00	920.00
261 Indigent Defense	1,196.80	0.00	1,196.80
285 Adult Drug Court	27.01	0.00	27.01
595 Commissary	130.50	0.00	130.50
637 Data Processing	3,349.81	0.00	3,349.81
Grand Total:	<u>86,816.61</u>	<u>1,022.27</u>	<u>85,794.34</u>

BARRY COUNTY CL. LIST
COMMISSION MEETING OF 07/13/2021

Account	Vendor	Description	Invoice	Amount	PO Num
101-101	COMMISSIONERS				
807-000	MICHIGAN ASSOC. OF COUNTIES	Commissioners/Dues 7/1/21-6/30/22	m2170	10,642.99	
Sub Total 101-101 COMMISSIONERS				10,642.99	
101-140	TRIAL COURT CRIMINAL & CIVIL				
727-000	OFFICE DEPOT	Criminal/Civil/Supplies	177281842001	106.83	
727-000	OFFICE DEPOT	Criminal/Civil/Supplies	177311940001	12.99	
727-000	OFFICE DEPOT	Criminal/Civil/Supplies	175198722001	58.18	
801-000	MODERN COURT REPORTING LLC	Criminal/Civil/Transcription	105335	228.85	
801-000	MODERN COURT REPORTING LLC	Criminal/Civil/Transcription	105336	49.35	
803-000	SCHIPPER, MICHAEL	Criminal/Civil/Jury meal	3085	29.42	
861-000	SCHIPPER, MICHAEL	Criminal/Civil/Reimbursement for hotel	3086	1,208.00	
Sub Total 101-140 TRIAL COURT CRIMINAL & CIVIL				1,693.62	
101-148	TRIAL COURT FAMILY DIV.				
729-000	OTTO, JAN M.	Family Court/Reimbursement for postage	0002006574	15.50	
806-000	BLAKE, JESSICA ATTY	Family Court/Legal fees	0002006577	65.00	
806-000	CLAPP, CHARLES	Family Court/Legal fee	0002006579	162.50	
Sub Total 101-148 TRIAL COURT FAMILY DIV.				243.00	
101-175	ADMINISTRATION				
727-000	STAPLES	Admin/Misc office supplies	8062578943	53.07	
Sub Total 101-175 ADMINISTRATION				53.07	
101-191	ELECTIONS				
936-000	ELECTION SOURCE	Clerk/Office Supplies	21-2005	28.01	
Sub Total 101-191 ELECTIONS				28.01	
101-211	LEGAL COUNSEL				
806-110	COHL, STOKER, & TOSKEY, P.C.	Legal Counsel/Pro services May 2021	52419	1,981.61	
Sub Total 101-211 LEGAL COUNSEL				1,981.61	
101-215	CLERK				
727-000	QUILL CORPORATION	Clerk/Office Supplies	16941471	86.92	

Account	Vendor	Description	Invoice	Amount	PO Num
101-215	CLERK	(Continued)			
727-000	QUILL CORPORATION	Clerk/Offices supplies	16884841	52.58	
727-000	QUILL CORPORATION	Clerk/Offices Supplies	16898766	2.91	
			Sub Total 101-215 CLERK	142.41	
101-225	EQUALIZATION				
727-000	QUILL CORPORATION	Equalization/Office Supplies	17307649	27.99	
727-000	QUILL CORPORATION	Equalization/Office Supplies	17293177	55.46	
933-000	MILLER, KARLA	Equalization/Car wash	3092	10.00	
957-000	MILLER, KARLA	Equalization/Continuing education class	3084	102.50	
			Sub Total 101-225 EQUALIZATION	195.95	
101-236	REGISTER OF DEEDS				
727-000	QUILL CORP., C/O REGISTER OF DEEDS	Reg. of Deeds/Clear wire hooks	17045099	11.99	
932-000	QUILL CORP., C/O REGISTER OF DEEDS	Reg. of Deeds/HP toner	17045099	576.99	
			Sub Total 101-236 REGISTER OF DEEDS	588.98	
101-265	BUILDING & GROUNDS				
727-000	QUILL CORPORATION	BLDG & Grounds/Toner	17354623	65.32	
727-000	QUILL CORPORATION	BLDG & Grounds/Ibuprophen	17369709	42.36	
727-000	QUILL CORPORATION	BLDG & Grounds/Misc.supplies	17355644	115.76	
931-000	MICHIGAN SUPPLY CO.	BLDG & Grounds/Sloan parts	419525-00	474.00	
			Sub Total 101-265 BUILDING & GROUNDS	697.44	
101-275	DRAIN COMMISSIONER				
933-000	SPENCER'S TOWING & TIRE INC.	Drain/Trailer Tires (2)	48572	366.36	
			Sub Total 101-275 DRAIN COMMISSIONER	366.36	
101-299	MISCELLANEOUS				
816-100	WALKER, FLUKE & SHELDON PC	Misc./Professional services march 2021	2000192742	2,300.00	
			Sub Total 101-299 MISCELLANEOUS	2,300.00	
101-301	SHERIFF'S DEPARTMENT				
744-000	NYE UNIFORM CO	Sheriff/Uniform pants-JTCooper	777487	99.00	

Account	Vendor	Description	Invoice	Amount	PO Num
101-301	SHERIFF'S DEPARTMENT	(Continued)			
748-000	HASTINGS ACE HARDWARE	Sheriff/Duplicate key	2266964	2.59	
809-000	LEXIPOL	Sheriff/Police one online training	INV8852	3,416.00	
861-000	HARTWELL, CHERYL	Sheriff/Mileage/108 miles	21-8512	60.48	
861-000	HARTWELL, CHERYL	Sheriff/Parking	21-8512	28.00	
933-000	KIMBALL MIDWEST	Sheriff/Stock	527422JZ	52.15	
933-000	KIMBALL MIDWEST	Sheriff/Parts back order	20051252	268.57	
933-000	FOX CHEVROLET	Sheriff/Relay	205009969	251.42	
933-000	GOLDWORTHY'S INC.	Sheriff/Parts/Condenser Repair	41679	1,305.15	
933-000	WILDER TIRE & AUTO LLC	Sheriff/Weld Exhaust leak	5633	51.75	
933-000	WILDER TIRE & AUTO LLC	Sheriff/Welgng supplies for repair	5701	46.75	
933-000	WILDER TIRE & AUTO LLC	Sheriff/Mount/Balance 4 tires	22074	76.00	
933-000	WILDER TIRE & AUTO LLC	Sheriff/Front end alignment #23	22077	69.95	
933-000	BURKEY SALES & SERVICE INC	Sheriff/Windshield Replacement	3798	507.62	
Sub Total 101-301 SHERIFF'S DEPARTMENT				6,235.43	
101-351	JAIL				
727-000	OFFICE DEPOT	Jail/Supplies	173434731001	155.98	
727-000	OFFICE DEPOT	Jail/Supplies	173447909001	269.98	
727-000	OFFICE DEPOT	Jail/Misc.	173627077001	82.56	
727-000	OFFICE DEPOT	Jail/Misc.	173448144001	19.99	
742-000	GORDON FOOD SERVICE, INC.	Jail/Food	210470136	2,467.74	
742-000	GORDON FOOD SERVICE, INC.	Jail/Food	210470139	216.78	
742-000	GORDON FOOD SERVICE, INC.	Jail/Food	210634420	1,952.74	
742-000	GORDON FOOD SERVICE, INC.	Jail/Food	210634431	167.33	
742-000	GORDON FOOD SERVICE, INC.	Jail/Food	210696219	142.67	
742-000	GORDON FOOD SERVICE, INC.	Jail/Credit	15282638	-113.04	
742-000	GORDON FOOD SERVICE, INC.	Jail/Rebate	844539	-835.61	
742-000	GORDON FOOD SERVICE, INC.	Jail/Food	210953502	1,881.88	
742-000	GORDON FOOD SERVICE, INC.	Jail/Food	211015358	81.90	
742-000	GORDON FOOD SERVICE, INC.	Jail/Credit	15332448	-20.90	
742-000	GORDON FOOD SERVICE, INC.	Jail/Food	210862946	669.07	
742-000	GORDON FOOD SERVICE, INC.	Jail/Food	210794221	2,113.13	
742-000	GORDON FOOD SERVICE, INC.	Jail/Credit	15331797	-18.30	
742-000	GORDON FOOD SERVICE, INC.	Jail/Credit	15331795	-6.26	
742-000	GORDON FOOD SERVICE, INC.	Jail/Credit	15331796	-9.85	

BARRY COUNTY CLAIMS LIST
COMMISSION MEETING OF 07/13/2021

Account	Vendor	Description	Invoice	Amount	PO Num
101-351	JAIL	(Continued)			
742-000	PRAIRIE FARMS DAIRY	Jail/Food	9071568	185.42	
742-000	EDS BREADS	Jail/Breads	3076	83.93	
742-000	EDS BREADS	Jail/Breads	3077	75.44	
747-000	GORDON FOOD SERVICE, INC.	Jail/Supplies	210862952	103.74	
747-000	GORDON FOOD SERVICE, INC.	Jail/Supplies	210794229	125.02	
747-000	GORDON FOOD SERVICE, INC.	Jail/Credit	15284915	-18.31	
747-000	GORDON FOOD SERVICE, INC.	Jail/Supplies	210634427	204.45	
777-000	GORDON FOOD SERVICE, INC.	Jail/Janitor supplies	210794242	102.19	
777-000	CINTAS	Jail/Misc	4088097137	134.43	
777-000	CINTAS	Jail/Supplies	4087420910	244.32	
809-000	GRIFFIN PEST SOLUTIONS	Jail/Pest control	2051877	55.00	
809-000	GRIFFIN PEST SOLUTIONS	Jail/Pest control	2063591	55.00	
835-000	MESSENGER, ANDREW, MID MICH CORRECTI	Jail/Dr Nurse services	3083	7,612.50	
835-000	SPECTRUM HEALTH	Jail/Escobar C blood draw	18100740	25.00	
835-000	SPECTRUM HEALTH	Jail/Nicholas M	11324869	25.00	
835-000	SPECTRUM HEALTH	Jail/Son N	92901720	25.00	
835-000	SPECTRUM HEALTH	Jail/Nathan r	92717824	25.00	
835-000	SPECTRUM HEALTH	Jail/Tagen S	19014028	25.00	
931-000	B & V MECHANICAL INC	Jail/SW Sewer back up	179119	698.23	
931-000	B & V MECHANICAL INC	Jail/Kitchen sink drain	85217	539.00	
Sub Total 101-351 JAIL				19,543.15	
101-355	ANIMAL CONTROL - SHERIFF				
835-000	BROADWAY VETERINARY	Animal Control/Bat Euth/Ship	1648	42.15	
Sub Total 101-355 ANIMAL CONTROL - SHERIFF				42.15	
101-400	PLANNING				
861-000	ALDEN, JAMES	Planning & Zoning/Travel	04-2021	62.72	
861-000	BARNUM, SHIRLEY	Planning & Zoning/Travel	05-2021	72.80	
861-000	VANDERBOEGH, ROBERT	Planning & Zoning/Travel	09-2021	28.56	
861-000	PATTERSON, RICHARD	Planning & Zoning/Travel	06-2021	66.64	
861-000	SNOW, JOYCE	Planning & Zoning/Travel	11-2021	160.16	
861-000	GRAHAM, STACEY	Planning & Zoning/Travel	03-2021	65.52	
861-000	MINER, JACK	Planning & Zoning/Travel	10-2021	124.32	
861-000	MORGAN, CLYDE	Planning & Zoning/Travel	08-2021	151.76	

Account	Vendor	Description	Invoice	Amount	PO Num
101-400	PLANNING	(Continued)			
861-000	MORGAN, CLYDE	Planning & Zoning/Travel	07-2021	91.84	
861-000	NADWORNIK, JACK	Planning & Zoning/Travel	12-2021	23.52	
Sub Total 101-400 PLANNING				847.84	
101-430	ANIMAL SHELTER				
816-000	COVETRUS NORTH AMERICA	Animal Shelter/Cat vaccines	UT07578	320.94	
816-000	COVETRUS NORTH AMERICA	Animal Shelter/Dog Vaccines	UT08998	1,716.81	
835-000	BROADWAY VETERINARY	Animal Shelter/Rabies vaccines	21-1639	80.00	
835-000	BROADWAY VETERINARY	Animal Shelter/Rabies vaccines	21-1643	55.00	
835-000	BROADWAY VETERINARY	Animal Shelter/Alterations	21-1640	650.75	
835-000	BROADWAY VETERINARY	Animal Shelter/Alterations	21-1644	273.00	
835-000	BROADWAY VETERINARY	Animal Shelter/Medications	21-1641	942.50	
835-000	BROADWAY VETERINARY	Animal Shelter/Medications	21-1645	527.45	
835-000	BROADWAY VETERINARY	Animal Shelter/Euthanasia	21-1647	260.00	
835-000	BROADWAY VETERINARY	Animal Shelter/Euthanasia	21-1648	63.96	
Sub Total 101-430 ANIMAL SHELTER				4,890.41	
101-681	VETERANS BURIAL				
833-000	ZAAGMAN MEMORIAL CHAPEL	Vet Burial/Henry Smoker Jr	3087	300.00	
833-000	PRAY FUNERAL HOME	Vet Burial/Norman Francis	3088	300.00	
833-000	BEELER - GORES FUNERAL HOME	Vet Burial/Schipper/Bremer/Myers/Dykstra	3089	1,200.00	
833-000	GIRRBACH FUNERAL HOME	Vet	3090	1,800.00	
833-000	WILLIAMS-GORES FUNERAL HOME	Vet Burial/Berry/Holmes/Church/Leinaar/	3091	1,500.00	
Sub Total 101-681 VETERANS BURIAL				5,100.00	
Total 101 GENERAL FUND				55,592.42	
227-430	ANIMAL SHELTER				
835-000	BROADWAY VETERINARY	Animal Shelter/TNR Program	21-1642	300.00	
835-000	BROADWAY VETERINARY	Animal Shelter/TNR Program	21-1646	25.00	
Sub Total 227-430 ANIMAL SHELTER				325.00	
Total 227 ANIMAL SHELTER TNR GRANT 2015				325.00	

BARRY COUNTY CLAIMS LIST
COMMISSION MEETING OF 07/13/2021

Account	Vendor	Description	Invoice	Amount	PO Num
228-623	OVERSIGHT/HEALTH DEPT				
926-000	BARRY EATON DIST HEALTH DEPT	Solid Waste/HHW staff salary fringe	6588	1,166.20	
926-000	DRUG & LABORATORY DISPOSAL INC	Solid Waste/HHW pickup 5/8/21	2015-00131	23,086.60	
Sub Total 228-623 OVERSIGHT/HEALTH DEPT				24,252.80	
Total 228 SOLID WASTE FUND				24,252.80	
229-430	ANIMAL SHELTER				
835-000	BROADWAY VETERINARY	Animal Shelter/TRN Program	21-1646	230.00	
835-000	BROADWAY VETERINARY	Animal Shelter/TNR Program	21-1642	690.00	
Sub Total 229-430 ANIMAL SHELTER				920.00	
Total 229 TWO SEVEN OH INC - T.N.R.				920.00	
261-150	PUBLIC DEFENDER				
729-000	KROUSE, ROBERTA	Public Defender/Reimbursement mail	3082	6.45	
801-000	KMS ENTERPRISES	Public Defender/Roath/Transcript	661	55.35	
816-000	BRAINS	PD/Psych Eval/Atty Baker/Gary Ely	3081	1,105.00	
957-000	KINNEY, JAMES M ATTY	Public Defender/GR bar assoc. training	GRBA0002928:	30.00	
Sub Total 261-150 PUBLIC DEFENDER				1,196.80	
Total 261 INDIGENT DEFENSE				1,196.80	
285-131	TRIAL COURT CIRCUIT DIV.				
727-000	SPARTAN STORES LLC, ATTN: CASHIER	ADC/Graduation supplies	156670	27.01	
Sub Total 285-131 TRIAL COURT CIRCUIT DIV.				27.01	
Total 285 ADULT DRUG COURT				27.01	
595-351	JAIL				
733-000	BOB BARKER COMPANY, INC	Jail/Supplies	INV1624569	130.50	
Sub Total 595-351 JAIL				130.50	
Total 595 COMMISSARY				130.50	
637-258	DATA PROCESSING				

<u>Account</u>	<u>Vendor</u>	<u>Description</u>	<u>Invoice</u>	<u>Amount</u>	<u>PO Num</u>
637-258	DATA PROCESSING	(Continued)			
932-000	BIS DIGITAL INC.	IT(Data Processing)/Circuit ct audio	80403	1,215.00	
957-000	STAINES, AARON	IT/Comptia Certification	005504243488	50.00	
980-000	CDW GOVERNMENT, INC	IT/Access point 5 pk	F109639	1,250.84	
980-030	CDW GOVERNMENT, INC	IT/Sheriff/Laser Printer	D693778	407.55	
980-030	CDW GOVERNMENT, INC	IT/Warranty 3yr	D746349	68.22	
980-030	CDW GOVERNMENT, INC	IT/EdgeSwitch 16 pt	D470244	358.20	
			Sub Total 637-258 DATA PROCESSING	3,349.81	
			Total 637 DATA PROCESSING FUND	3,349.81	
			Grand Total	85,794.34	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
215434	7/6/2021	001510 ALDEN, JAMES	04-2021		PLANNING & ZONING/TRAVEL	62.72
					Total :	62.72
215435	7/6/2021	002496 B & V MECHANICAL INC	179119 85217		JAIL/SW SEWER BACK UP	698.23
					JAIL/KITCHEN SINK DRAIN	539.00
					Total :	1,237.23
215436	7/6/2021	042175 BARNUM, SHIRLEY	05-2021		PLANNING & ZONING/TRAVEL	72.80
					Total :	72.80
215437	7/6/2021	004501 BARRY EATON DIST HEALTH DEPT	6588		SOLID WASTE/HHW STAFF SALAR	1,166.20
					Total :	1,166.20
215438	7/6/2021	005000 BEELER - GORES FUNERAL HOME	3089		VET BURIAL/SCHIPPER/BREMER/M	1,200.00
					Total :	1,200.00
215439	7/6/2021	038927 BIS DIGITAL INC.	80403		IT(DATA PROCESSING)/CIRCUIT CT	1,215.00
					Total :	1,215.00
215440	7/6/2021	054997 BLAKE, JESSICA ATTY	0002006577		FAMILY COURT/LEGAL FEES	65.00
					Total :	65.00
215441	7/6/2021	005541 BOB BARKER COMPANY, INC	INV1624569		JAIL/SUPPLIES	130.50
					Total :	130.50
215442	7/6/2021	053099 BRAINS	3081		PD/PSYCH EVAL/ATTY BAKER/GAR	1,105.00
					Total :	1,105.00
215443	7/6/2021	005936 BROADWAY VETERINARY	1648		ANIMAL CONTROL/BAT EUTH/SHIP	42.15
			21-1639		ANIMAL SHELTER/RABIES VACCINE	80.00
			21-1640		ANIMAL SHELTER/ALTERATIONS	650.75
			21-1641		ANIMAL SHELTER/MEDICATIONS	942.50
			21-1642		ANIMAL SHELTER/TNR PROGRAM	990.00
			21-1643		ANIMAL SHELTER/RABIES VACCINE	55.00
			21-1644		ANIMAL SHELTER/ALTERATIONS	273.00
			21-1645		ANIMAL SHELTER/MEDICATIONS	527.45
			21-1646		ANIMAL SHELTER/TRN PROGRAM	255.00

Voucher List
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
215443	7/6/2021	005936 BROADWAY VETERINARY	(Continued) 21-1647 21-1648		ANIMAL SHELTER/EUTHANASIA ANIMAL SHELTER/EUTHANASIA	260.00 63.96
					Total :	4,139.81
215444	7/6/2021	006200 BURKEY SALES & SERVICE INC	3798		SHERIFF/WINDSHIELD REPLACEM	507.62
					Total :	507.62
215445	7/6/2021	006533 CDW GOVERNMENT, INC	D470244 D693778 D746349 F109639		IT/EDGESWITCH 16 PT IT/SHERIFF/LASER PRINTER IT/WARRANTY 3YR IT/ACCESS POINT 5 PK	358.20 407.55 68.22 1,250.84
					Total :	2,084.81
215446	7/6/2021	048180 CINTAS	4087420910 4088097137		JAIL/SUPPLIES JAIL/MISC	244.32 134.43
					Total :	378.75
215447	7/6/2021	007595 CLAPP, CHARLES	0002006579		FAMILY COURT/LEGAL FEE	162.50
					Total :	162.50
215448	7/6/2021	007717 COHL, STOKER, & TOSKEY, P.C.	52419		LEGAL COUNSEL/PRO SERVICES M	1,981.61
					Total :	1,981.61
215449	7/6/2021	054202 COVETRUS NORTH AMERICA	UT07578 UT08998		ANIMAL SHELTER/CAT VACCINES ANIMAL SHELTER/DOG VACCINES	320.94 1,716.81
					Total :	2,037.75
215450	7/6/2021	010565 DRUG & LABORATORY DISPOSAL INC	2015-00131		SOLID WASTE/HHW PICKUP 5/8/21	23,086.60
					Total :	23,086.60
215451	7/6/2021	050532 EDS BREADS	3076 3077		JAIL/BREADS JAIL/BREADS	83.93 75.44
					Total :	159.37
215452	7/6/2021	053981 ELECTION SOURCE	21-2005		CLERK/OFFICE SUPPLIES	28.01
					Total :	28.01

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
215453	7/6/2021	050360 FOX CHEVROLET	205009969		SHERIFF/RELAY	251.42
						Total :
215454	7/6/2021	013912 GIRRBACH FUNERAL HOME	3090		VET	1,800.00
						Total :
215455	7/6/2021	038690 GOLDWORTHY'S INC.	41679		SHERIFF/PARTS/CONDENSER REP	1,305.15
						Total :
215456	7/6/2021	014300 GORDON FOOD SERVICE, INC.	15282638		JAIL/CREDIT	-113.04
			15284915		JAIL/CREDIT	-18.31
			15331795		JAIL/CREDIT	-6.26
			15331796		JAIL/CREDIT	-9.85
			15331797		JAIL/CREDIT	-18.30
			15332448		JAIL/CREDIT	-20.90
			210470136		JAIL/FOOD	2,467.74
			210470139		JAIL/FOOD	216.78
			210634420		JAIL/FOOD	1,952.74
			210634427		JAIL/SUPPLIES	204.45
			210634431		JAIL/FOOD	167.33
			210696219		JAIL/FOOD	142.67
			210794221		JAIL/FOOD	2,113.13
			210794229		JAIL/SUPPLIES	125.02
			210794242		JAIL/JANITOR SUPPLIES	102.19
			210862946		JAIL/FOOD	669.07
			210862952		JAIL/SUPPLIES	103.74
			210953502		JAIL/FOOD	1,881.88
			211015358		JAIL/FOOD	81.90
			844539		JAIL/REBATE	-835.61
						Total :
215457	7/6/2021	045980 GRAHAM, STACEY	03-2021		PLANNING & ZONING/TRAVEL	65.52
						Total :
215458	7/6/2021	014574 GRIFFIN PEST SOLUTIONS	2051877		JAIL/PEST CONTROL	55.00
			2063591		JAIL/PEST CONTROL	55.00
						Total :

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
215459	7/6/2021	046544 HARTWELL, CHERYL	21-8512		SHERIFF/MILEAGE/108 MILES	88.48
					Total :	88.48
215460	7/6/2021	034865 HASTINGS ACE HARDWARE	2266964		SHERIFF/DUPLICATE KEY	2.59
					Total :	2.59
215461	7/6/2021	051301 KIMBALL MIDWEST	20051252 527422JZ		SHERIFF/PARTS BACK ORDER	268.57
					SHERIFF/STOCK	52.15
					Total :	320.72
215462	7/6/2021	020711 KINNEY, JAMES M ATTY	GRBA00029282		PUBLIC DEFENDER/GR BAR ASSO	30.00
					Total :	30.00
215463	7/6/2021	019445 KMS ENTERPRISES	661		PUBLIC DEFENDER/ROATH/TRANS	55.35
					Total :	55.35
215464	7/6/2021	053368 KROUSE, ROBERTA	3082		PUBLIC DEFENDER/REIMBURSEME	6.45
					Total :	6.45
215465	7/6/2021	054947 LEXIPOL	INV8852		SHERIFF/POLICE ONE ONLINE TRA	3,416.00
					Total :	3,416.00
215466	7/6/2021	040197 MESSENGER, ANDREW, MID MICH COR 3083			JAIL/DR NURSE SERVICES	7,612.50
					Total :	7,612.50
215467	7/6/2021	044423 MICHIGAN ASSOC. OF COUNTIES	m2170		COMMISSIONERS/DUES 7/1/21-6/30	10,642.99
					Total :	10,642.99
215468	7/6/2021	050512 MICHIGAN SUPPLY CO.	419525-00		BLDG & GROUNDS/SLOAN PARTS	474.00
					Total :	474.00
215469	7/6/2021	023592 MILLER, KARLA	3084 3092		EQUALIZATION/CONTINUING EDUC	102.50
					EQUALIZATION/CAR WASH	10.00
					Total :	112.50
215470	7/6/2021	041700 MINER, JACK	10-2021		PLANNING & ZONING/TRAVEL	124.32
					Total :	124.32

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
215471	7/6/2021	053319 MODERN COURT REPORTING LLC	105335 105336		CRIMINAL/CIVIL/TRANSCRIPTION CRIMINAL/CIVIL/TRANSCRIPTION	228.85 49.35 Total : 278.20
215472	7/6/2021	023831 MORGAN, CLYDE	07-2021 08-2021		PLANNING & ZONING/TRAVEL PLANNING & ZONING/TRAVEL	91.84 151.76 Total : 243.60
215473	7/6/2021	042642 NADWORNIK, JACK	12-2021		PLANNING & ZONING/TRAVEL	23.52 Total : 23.52
215474	7/6/2021	025800 NYE UNIFORM CO	777487		SHERIFF/UNIFORM PANTS-JTCOOI	99.00 Total : 99.00
215475	7/6/2021	025967 OFFICE DEPOT	173434731001 173447909001 173448144001 173627077001 175198722001 177281842001 177311940001		JAIL/SUPPLIES JAIL/SUPPLIES JAIL/MISC. JAIL/MISC. CRIMINAL/CIVIL/SUPPLIES CRIMINAL/CIVIL/SUPPLIES CRIMINAL/CIVIL/SUPPLIES	155.98 269.98 19.99 82.56 58.18 106.83 12.99 Total : 706.51
215476	7/6/2021	049593 OTTO, JAN M.	0002006574		FAMILY COURT/REIMBURSEMENT I	15.50 Total : 15.50
215477	7/6/2021	026508 PATTERSON, RICHARD	06-2021		PLANNING & ZONING/TRAVEL	66.64 Total : 66.64
215478	7/6/2021	029500 PRAIRIE FARMS DAIRY	9071568		JAIL/FOOD	185.42 Total : 185.42
215479	7/6/2021	027877 PRAY FUNERAL HOME	3088		VET BURIAL/NORMAN FRANCIS	300.00 Total : 300.00
215480	7/6/2021	050882 QUILL CORP., C/O REGISTER OF DEEDS	17045099		REG. OF DEEDS/HP TONER	588.98 Total : 588.98

Voucher List
BARRY COUNTY

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
215481	7/6/2021	028400 QUILL CORPORATION	17293177		EQUALIZATION/OFFICE SUPPLIES	55.46
			17307649		EQUALIZATION/OFFICE SUPPLIES	27.99
			17354623		BLDG & GROUNDS/TONER	65.32
			17355644		BLDG & GROUNDS/MISC.SUPPLIES	115.76
			17369709		BLDG & GROUNDS/IBUPROPHEN	42.36
					Total :	306.89
215482	7/6/2021	045689 QUILL CORPORATION	16884841		CLERK/OFFICES SUPPLIES	52.58
			16898766		CLERK/OFFICES SUPPLIES	2.91
			16941471		CLERK/OFFICE SUPPLIES	86.92
					Total :	142.41
215483	7/6/2021	046522 SCHIPPER, MICHAEL	3085		CRIMINAL/CIVIL/JURY MEAL	29.42
			3086		CRIMINAL/CIVIL/REIMBURSEMENT	1,208.00
					Total :	1,237.42
215484	7/6/2021	031553 SNOW, JOYCE	11-2021		PLANNING & ZONING/TRAVEL	160.16
					Total :	160.16
215485	7/6/2021	042287 SPARTAN STORES LLC, ATTN: CASHIER	156670		ADC/GRADUATION SUPPLIES	27.01
					Total :	27.01
215486	7/6/2021	053246 SPECTRUM HEALTH	11324869		JAIL/NICHOLAS M	25.00
			18100740		JAIL/ESCOBAR C BLOOD DRAW	25.00
			19014028		JAIL/TAGEN S	25.00
			92717824		JAIL/NATHAN R	25.00
			92901720		JAIL/SON N	25.00
					Total :	125.00
215487	7/6/2021	016600 SPENCER'S TOWING & TIRE INC.	48572		DRAIN/TRAILER TIRES (2)	366.36
					Total :	366.36
215488	7/6/2021	044789 STAINES, AARON	005504243488		IT/COMPTIA CERTIFICATION	50.00
					Total :	50.00
215489	7/6/2021	053592 STAPLES	8062578943		ADMIN/MISC OFFICE SUPPLIES	53.07
					Total :	53.07

Voucher List
BARRY COUNTY

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
215490	7/6/2021	046861 VANDERBOEGH, ROBERT	09-2021		PLANNING & ZONING/TRAVEL	28.56
					Total :	28.56
215491	7/6/2021	036260 WALKER, FLUKE & SHELDON PC	2000192742		MISC./PROFESSIONAL SERVICES I	2,300.00
					Total :	2,300.00
215492	7/6/2021	040022 WILDER TIRE & AUTO LLC	22074 22077 5633 5701		SHERIFF/MOUNT/BALANCE 4 TIRE:	76.00
					SHERIFF/FRONT END ALIGNMENT	69.95
					SHERIFF/WELD EXHAUST LEAK	51.75
					SHERIFF/WELING SUPPLIES FOR I	46.75
					Total :	244.45
215493	7/6/2021	037000 WILLIAMS-GORES FUNERAL HOME	3091		VET BURIAL/BERRY/HOLMES/CHUI	1,500.00
					Total :	1,500.00
215494	7/6/2021	055000 ZAAGMAN MEMORIAL CHAPEL	3087		VET BURIAL/HENRY SMOKER JR	300.00
					Total :	300.00
61 Vouchers for bank code : 001						Bank total : 85,794.34
61 Vouchers in this report						Total vouchers : 85,794.34

AGENDA REQUEST FORM

PROPOSED FOR MEETING OF: July 13, 2021 BOC

DEPARTMENT: CDBG – PROGRAM INCOME

PREPARED BY: Marilyn Smith

SUBJECT: PUBLIC HEARING AND GUIDELINES

SPECIFIC ACTION(S) REQUESTED: Approval of the CDBG Program Income
Emergency Repair Guidelines.

**SPECIFIC ACTION(S) RECOMMENDED BY THE COW (Admin.
use only):**

DESCRIPTION OF ACTION: PROGRAM INCOME PUBLIC HEARING AND
APPROVAL OF GUIDELINES.

TIME FRAME OF ACTION: JUNE 15, 2021 –COW TO **REQUEST** PUBLIC
HEARING AND **REQUEST** APPROVAL OF EMERGENCY PROGRAM
GUIDELINES FOR EMERGENCY CDBG AT JULY 13TH, 2021 BOC MEETING.

FUNDING REQUIRED: YES _____ NO XX _____

IF YES, ANSWER THE FOLLOWING:

1. FUNDING SOURCE (Federal, State, or Local) _____
2. IF LOCAL, SPECIFY FUND: _____
3. AMOUNT REQUESTED: _____
4. AMOUNT OF ONGOING COST, AND INTERVAL (Monthly, Quarterly,
Annual, etc.) _____
5. FINANCIAL IMPACT ON OTHER DEPARTMENTS: _____

PERSONNEL IF REQUIRED: NONE

NEW OR RENEWAL: NEW

ANY OTHER PERTINENT INFORMATION: See attached the Barry County
Emergency Home Improvement Guidelines and income limits.

CONTACT PERSON WITH PHONE NUMBER: Marilyn Smith, 734-341-1866

BARRY COUNTY EMERGENCY HOME IMPROVEMENT GUIDELINES

Date Approved and Signed: _____

Chair, Barry County Board of Commissioners _____



Therefore, Barry County is required to report income and demographic information for the adult members living in a household.

Reference Chapter 2-National Objective in MEDC's GAM for further information.

Link to the GAM:

Requirements for Household Eligibility:

Barry County shall certify that CDBG program recipients meet the HUD eligibility requirements. Barry County shall follow the HUD guidance for income calculations, using the **IRS Form 1040**

Adjusted Gross Income Calculation method:
<https://www.hudexchange.info/incomecalculator>

When using the IRS Form 1040 definition to determine an applicant's annual income, Barry County shall use the **most current version** of the IRS Form 1040 – the version filed **for current year tax reporting purposes**. An example of the worksheet is Form 2-D. Barry County is responsible for maintaining all documents used to determine and verify CDBG program recipient's income used with the HUD income calculator.

Barry County has chosen to use their own application, but it shall capture the same information as the MEDC Form 2-E and Form 2-F.

Reference Chapter 2-National Objective in MEDC's GAM for further information.

Link to the GAM:

Homeowner Rehabilitation-Emergency Repair:

- Program Income has been used in accordance with Title I requirements, in accordance with CDBG Program Income Emergency Repair, and program requirements outlined in MEDC's GAM.
- Barry County has a system for tracking Program Income generated by CDBG Program funds.
- Program Income shall be deposited into a separate fund or account (may be interest-bearing).
- Program Income information in Barry County's accounting records shall match the information reported to the State.
- Program Income received is directly tied to an original Barry County mortgage and note or net proceeds of sale.

Barry County shall have the flexibility under CDBG Program Income Emergency Repair to meet the needs of their residents, and may include:

CDBG Program Income Emergency Repairs shall be performed to safeguard against imminent danger to human life, health or safety, or to protect the property from further structural damage

Agreement would be recorded and would give Barry County a superior lien position to the Land Contract seller(s).

Lead Safe Housing Rule-Exemptions:

Some CDBG projects may be exempt from the Lead Safe Housing Rule, if they meet the criteria listed below:

- Housing units constructed after 1978
- CDBG Program Income Emergency Repairs are being performed to safeguard against imminent danger to human life, health or safety, or to protect the property from further structural damage due to natural disaster, fire or structural collapse. The exemption applies only to repairs necessary to respond to the emergency.
- Housing “exclusively” for the elderly or persons with disabilities, with the provision that children less than six years of age will not reside in the dwelling unit.
- An inspection performed according to HUD standards found the property contained no lead-based paint.
- Documented methodologies provided evidence that lead-based paint was identified and removed, and the property has achieved clearance.
- The rehabilitation will not disturb any painted surface.

Barry County shall implement the emergency repair program with lead requirements where applicable. Where no lead shall be disturbed (e.g. replacement of an existing water heater), no lead test or assessment shall be required.

All exemptions shall be documented in the project file. A Program Income Exempt Project Determination and a Lead-Based Paint Requirements Applicability Worksheet shall be submitted to and approved by MEDC for each activity before costs for the activity can be incurred.

Reference Chapter 5-Environmental Review in MEDC’s GAM for further information.

[Link to the GAM:](#)

Lead-Based Paint Compliance:

Barry County acknowledges that failure to comply with the lead-based paint requirements under the regulation will render it subject to sanctions authorized under the Federal funding programs providing assistance to the property. Violations may be subject a recipient to other penalties available under state or local law. Notifying owners, purchasers, or occupants of possible lead-based paint hazards does not relieve Barry County of its responsibilities under the new regulation.

Not complying may expose households and contractors with potentially dangerous levels of lead dust and debris that can cause life threatening illnesses and developmental delays.

An organizational conflict of interest means that, because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the government, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage.

Conflicts of interest in the award and/or administration of contracts shall be avoided. "No employee of Barry County shall participate in selection, or in the award or administration of a contract supported by federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when the employee, any member of his or her immediate family, his or her partner has a financial or other interest in the firm selected for award" [24 CFR 85.36(b) (3)]. Other federal regulations with which Barry County shall comply are the conflict of interest requirements in 24 CFR 570.611, which are included as Form 4-C.

Note: HUD considers the awarding of an engineering contract and an administrative contract to the same firm as a conflict of interest. Contracts for both services to the same firm are prohibited. Reference Chapter 4-Procurement and Contracting in MEDC's GAM for further information.

[Link to the GAM:](#)

Conflicts Prohibited:

No persons described above may obtain a financial interest or benefit from a Barry County's program income emergency rehabilitation program -assisted activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have a family or business ties, during their tenure or for one year thereafter.

General Policies:

Barry County is charged with the fiscal responsibility of certifying that 100% of CDBG Program Income Emergency Repairs are being performed to safeguard against imminent danger to human life, health or safety, or to protect the property from further structural damage due to natural disaster, fire or structural collapse.

Superseding Information

Any memos, update bulletins or published manuals produced by MEDC that change the requirements will supersede Barry County's Program Income Guidelines.

Cooperation

- Whether the person affected is a member of a group of low or moderate-income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class.
- Whether the interest or benefit was present before the affected person was in a position as previously described.
- Whether undue hardship will result either to the State, Barry County, or the person affected when weighed against the public interest served by avoiding the prohibited conflicts.

Reference Chapter 11-Citizen Participation and Other Requirements in MEDC's GAM for further information.

[Link to the GAM:](#)

Michael C. Brown, Certifying Officer
County Administrator

Date





FY 2021 INCOME LIMITS DOCUMENTATION SYSTEM

HUD.gov HUD User Home Data Sets Fair Market Rents Section 8 Income Limits MTSP Income Limits HUD LIHTC Database

FY 2021 Income Limits Summary

Selecting any of the buttons labeled "Explanation" will display detailed calculation steps for each of the various parameters.

FY 2021 Income Limit Area	Median Family Income Explanation	FY 2021 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Barry County, MI HUD Metro FMR Area		Very Low (50%) Income Limits (\$)	26,150	29,850	33,600	37,300	40,300	43,300	46,300	49,250
		Explanation								
	\$74,600	Extremely Low Income Limits (\$)*	15,700	17,950	21,960	26,500	31,040	35,580	40,120	44,660
		Explanation								
		Low (80%) Income Limits (\$)	41,800	47,800	53,750	59,700	64,500	69,300	74,050	78,850
	Explanation	80% OR BELOW USED FOR INCOME QUALIFICATION								

NOTE: Barry County is part of the **Barry County, MI HUD Metro FMR Area**, so all information presented here applies to all of the **Barry County, MI HUD Metro FMR Area**. HUD generally uses the Office of Management and Budget (OMB) area definitions in the calculation of income limit program parameters. However, to ensure that program parameters do not vary significantly due to area definition changes, HUD has used custom geographic definitions for the **Barry County, MI HUD Metro FMR Area**.

The **Barry County, MI HUD Metro FMR Area** contains the following areas: Barry County, MI;

* The FY 2014 Consolidated Appropriations Act changed the definition of extremely low-income to be the greater of 30/50ths (60 percent) of the Section 8 very low-income limit or the poverty guideline as established by the Department of Health and Human Services (HHS), provided that this amount is not greater than the Section 8 50% very low-income limit. Consequently, the extremely low income limits may equal the very low (50%) income limits.

AGENDA REQUEST FORM

PROPOSED FOR MEETING OF: BOC/ 7/13/21
DEPARTMENT: County Administration
PREPARED BY: Michael Brown, County Administrator

SUBJECT: Renewal of the Liability, Vehicle Physical Damage and Property and Crime Insurance coverage through the Michigan Municipal Risk Management Authority (MMRMA).

SPECIFIC ACTION(S) REQUESTED: Approval of the renewal of the Liability, Vehicle Physical Damage and Property and Crime Insurance coverage through the Michigan Municipal Risk Management Authority for the period of July 1, 2021 to July 1, 2022 in the amount of \$424,061 and authorize the member representative to sign the agreement.

SPECIFIC ACTION(S) RECOMMENDED BY THE COW (Admin. use only):
Not presented at a COW meeting.

DESCRIPTION OF ACTION: This is a request to renew the County’s liability, vehicle & property and crime coverage through the Michigan Municipal Risk Management Authority (MMRMA.) The MMRMA is a public entity self-insurance pool that provides liability and property coverage to municipal government entities across Michigan. The MMRMA was created in 1980 by three member municipalities as a joint purchasing arrangement, which allowed them to secure necessary insurance coverage at a reasonable price. Today, MMRMA’s membership is comprised of more than 300 local government entities across Michigan. For comparative purposes, below are the rates for the past few years:

2021-2022	\$424,061
2020-2021	\$408,526
2019-2020	\$395,227
2018-2019	\$381,067
2017-2018	\$381,914
2016-2017	\$372,760

TIME FRAME OF ACTION: Immediate.

FUNDING REQUIRED: YES _____ NO X (budgeted funds)

IF YES, ANSWER THE FOLLOWING:

1. FUNDING SOURCE (Federal, State, or Local) _____
2. IF LOCAL, SPECIFY FUND: _____
3. AMOUNT REQUESTED: _____
4. AMOUNT OF ONGOING COST, AND INTERVAL (Monthly, Quarterly, Annual, etc.) _____
5. FINANCIAL IMPACT ON OTHER DEPARTMENTS: _____

PERSONNEL IF REQUIRED: None.

NEW OR RENEWAL: Renewal.

ANY OTHER PERTINENT INFORMATION: None

CONTACT PERSON WITH PHONE NUMBER: Michael Brown, County Administrator, 269-945-1284.

MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY COVERAGE PROPOSAL

Member:	County of Barry	Proposal No: Q000013051
Date of Original Membership:	November 1, 1985	
Proposal Effective Dates:	July 01, 2021 To July 01, 2022	
Member Representative:	Michael Brown	Telephone #: (269) 945-1284
Regional Risk Manager:	Ibex Insurance Agency	Telephone #: (248) 538-0470

A. Introduction

The Michigan Municipal Risk Management Authority (hereinafter "MMRMA") is created by authority granted by the laws of the State of Michigan to provide risk financing and risk management services to eligible Michigan local governments. MMRMA is a separate legal and administrative entity as permitted by Michigan laws. **County of Barry** (hereinafter "Member") is eligible to be a Member of MMRMA. **County of Barry** agrees to be a Member of MMRMA and to avail itself of the benefits of membership.

County of Barry is aware of and agrees that it will be bound by all of the provisions of the Joint Powers Agreement, Coverage Documents, MMRMA rules, regulations, and administrative procedures.

This Coverage Proposal summarizes certain obligations of MMRMA and the Member. Except for specific coverage limits, attached addenda, and the Member's Self Insured Retention (SIR) and deductibles contained in this Coverage Proposal, the provisions of the Joint Powers Agreement, Coverage Documents, reinsurance agreements, MMRMA rules, regulations, and administrative procedures shall prevail in any dispute. The Member agrees that any dispute between the Member and MMRMA will be resolved in the manner stated in the Joint Powers Agreement and MMRMA rules.

B. Member Obligation - Deductibles and Self Insured Retentions

County of Barry is responsible to pay all costs, including damages, indemnification, and allocated loss adjustment expenses for each occurrence that is within the Member's Self Insured Retention (hereinafter the "SIR"). **County of Barry's** SIR and deductibles are as follows:

Table I
Member Deductibles and Self Insured Retentions

COVERAGE	DEDUCTIBLE	SELF INSURED RETENTION
Liability	N/A	\$75,000 Per Occurrence
Vehicle Physical Damage	\$1,000 Per Vehicle	\$15,000 Per Vehicle \$30,000 Per Occurrence
Fire/EMS Replacement Cost	N/A	N/A
Property and Crime	\$1,000 Per Occurrence	N/A
Sewage System Overflow	N/A	N/A

The member must satisfy all deductibles before any payments are made from the Member's SIR or by MMRMA.

Member's Motor Vehicle Physical Damage deductible applies, unless the amount of the loss exceeds the deductible. If the amount of loss exceeds the deductible, the loss including deductible amount, will be paid by MMRMA, subject to the Member's SIR.

The **County of Barry** is afforded all coverages provided by MMRMA, except as listed below:

1. Sewage System Overflow
2. Specialized Emergency Response Expense Recovery Coverage
- 3.
- 4.

All costs including damages and allocated loss adjustment expenses are on an occurrence basis and must be paid first from the Member's SIR. The Member's SIR and deductibles must be satisfied fully before MMRMA will be responsible for any payments. The most MMRMA will pay is the difference between the Member's SIR and the Limits of Coverage stated in the Coverage Overview.

County of Barry agrees to maintain the Required Minimum Balance as defined in the Member Financial Responsibilities section of the MMRMA Governance Manual. The Member agrees to abide by all MMRMA rules, regulations, and administrative procedures pertaining to the Member's SIR.

C. MMRMA Obligations - Payments and Limits of Coverage

After the Member's SIR and deductibles have been satisfied, MMRMA will be responsible for paying all remaining costs, including damages, indemnification, and allocated loss adjustment expenses to the Limits of Coverage stated in Table II. The Limits of Coverage include the Member's SIR payments.

The most MMRMA will pay, under any circumstances, which includes payments from the Member's SIR, per occurrence, is shown in the Limits of Coverage column in Table II. The Limits of Coverage includes allocated loss adjustment expenses.

Table II
Limits of Coverage

Liability and Motor Vehicle Physical Damage	Limits of Coverage Per Occurrence		Annual Aggregate	
	Member	All Members	Member	All Members
1 Liability	15,000,000	N/A	N/A	N/A
2 Judicial Tenure	100,000	N/A	N/A	N/A
3 Sewage System Overflows	0	N/A	0	N/A
4 Volunteer Medical Payments	25,000	N/A	N/A	N/A
5 First Aid	2,000	N/A	N/A	N/A
6 Vehicle Physical Damage	1,500,000	N/A	N/A	N/A
7 Uninsured/Underinsured Motorist Coverage (per person)	100,000	N/A	N/A	N/A
Uninsured/Underinsured Motorist Coverage (per occurrence)	250,000	N/A	N/A	N/A
8 Michigan No-Fault	Per Statute	N/A	N/A	N/A
9 Terrorism	5,000,000	N/A	N/A	5,000,000

Property and Crime	Limits of Coverage Per Occurrence		Annual Aggregate	
	Member	All Members	Member	All Members
1 Buildings and Personal Property	105,222,693	350,000,000	N/A	N/A
2 Personal Property in Transit	2,000,000	N/A	N/A	N/A
3 Unreported Property	5,000,000	N/A	N/A	N/A
4 Member's Newly Acquired or Constructed Property	10,000,000	N/A	N/A	N/A
5 Fine Arts	2,000,000	N/A	N/A	N/A
6 Debris Removal (25% of Insured direct loss plus)	25,000	N/A	N/A	N/A
7 Money and Securities	1,000,000	N/A	N/A	N/A
8 Accounts Receivable	2,000,000	N/A	N/A	N/A
9 Fire Protection Vehicles, Emergency Vehicles, and Mobile Equipment (Per Unit)	5,000,000	10,000,000	N/A	N/A
10 Fire and Emergency Vehicle Rental (12 week limit)	1,000 per week	N/A	N/A	N/A
11 Structures Other Than a Building	15,000,000	N/A	N/A	N/A
12 Dam/Dam Structures/Lake Level Controls	436,075	N/A	N/A	N/A
13 Transformers	0	N/A	N/A	N/A
14 Storm or Sanitary Sewer Back-Up	1,000,000	N/A	N/A	N/A
15 Marine Property	1,000,000	N/A	N/A	N/A
16 Other Covered Property	10,000	N/A	N/A	N/A
17 Income and Extra Expense	5,000,000	N/A	N/A	N/A
18 Blanket Employee Fidelity	1,000,000	N/A	N/A	N/A
19 Faithful Performance	Per Statute	N/A	N/A	N/A
20 Earthquake	5,000,000	N/A	5,000,000	100,000,000
21 Flood	5,000,000	N/A	5,000,000	100,000,000
22 Terrorism	50,000,000	50,000,000	N/A	N/A

Table III

Network and Information Security Liability, Media Injury Liability, Network Security Loss, Breach Mitigation Expense, PCI Assessments, Social Engineering Loss, Reward Coverage, Telecommunications Fraud Reimbursement.

	Limits of Coverage Per Occurrence/Claim	Deductible Per Occurrence/Claim	Retroactive Date
	\$5,000,000		
Coverage A Network and Information Security Liability: Regulatory Fines:	Each Claim Included in limit above Each Claim Included in limit above	\$25,000 Each Claim	7/1/2013
Coverage B Media Injury Liability	Each Claim Included in limit above	\$25,000 Each Claim	7/1/2013
Coverage C Network Security Loss Network Security Business Interruption Loss:	Each Unauthorized Access Included in limit above Each Business Interruption Loss Included in limit above	\$25,000 Each Unauthorized Access Retention Period of 72 hours of Business Interruption Loss	Occurrence
Coverage D Breach Mitigation Expense:	Each Unintentional Data Compromise Included in limit above	\$25,000 Each Unintentional Data Compromise	Occurrence

Coverage E PCI Assessments:	Each Payment Card Breach \$1,000,000 Occ./\$1,000,000 Agg. Included in limit above	\$25,000 Each Payment Card Breach	Occurrence
Coverage F Social Engineering Loss:	Each Social Engineering Incident \$100,000 Occ./\$100,000 Agg. Included in limit above	\$25,000 Each Social Engineering Incident	Occurrence
Coverage G Reward Coverage	Maximum of 50% of the Covered Claim or Loss; up to \$25,000 Included in Limit above	Not Applicable	Occurrence
Coverage H Telecommunications Fraud Reimbursement	\$25,000 Included in limit above	Not Applicable	Occurrence

Annual Aggregate Limit of Liability

Member Aggregate	All Members Aggregate
\$5,000,000	\$25,000,000

The total liability of MMRMA shall not exceed \$5,000,000 per Member Aggregate Limit of Liability for coverages A, B, C, D, E, F, G, and H, in any Coverage Period.

The total Liability of MMRMA and MCCRMA shall not exceed \$25,000,000 for All Members Combined Aggregate Limit of Liability for coverages A, B, C, D, E, F, G, and H, in any Coverage Period.

It is the intent of MMRMA that the coverage afforded under the Subjects of Coverage be mutually exclusive. If however, it is determined that more than one Subject of Coverage applies to one coverage event ensuing from a common nexus of fact, circumstance, situation, event, transaction, or cause, then the largest of the applicable Deductibles for the Subjects of Coverage will apply.

Table IV

Specialized Emergency Response Expense Recovery Coverage

Limits of Coverage

Specialized Emergency Response Expense Recovery	Limits of Coverage per Occurrence		Annual Aggregate	
	Member	All Members	Member	All Members
	N/A	N/A	N/A	N/A

Table V

Specialized Emergency Response Expense Recovery Coverage

Deductibles

Specialized Emergency Response Expense Recovery	Deductible per Occurrence
	Member
	N/A

D. Contribution for MMRMA Participation

County of Barry

Period: July 01, 2021 To July 01, 2022

Coverages per Member Coverage Overview:	\$385,480
Stop Loss Coverage:	\$13,581
Member Loss Fund Deposit:	\$25,000
TOTAL ANNUAL CONTRIBUTIONS:	\$424,061

E. List of Addenda

1. Limited Liability Coverage For Use or Operations of Unmanned Aircraft
2. Stop Loss Program Participation Agreement

This document is for the purpose of quotation only and does not bind coverage in the Michigan Municipal Risk Management Authority, unless accepted and signed by both the authorized Member Representative and MMRMA Representative below.

Accepted By:
County of Barry

Proposal No:
Q000013051

MMRMA



Member Representative

MMRMA Representative

Date

6-22-2021

Date

ADDENDUM

**STOP LOSS PROGRAM
PARTICIPATION AGREEMENT**

Optional

The Stop Loss Program limits the Member's cash payments during a July 1 - June 30 year for those costs falling within the Member's SIR. The Stop Loss Program responds only to cumulative Member SIR payments, including damages, indemnification, and allocated loss adjustment expenses, within a July 1 - June 30 calendar year. The paid costs include payments for any coverage provided to the Member by MMRMA provided that the costs are actually paid within the July 1 - June 30 period. On July 1 of each year, the Member's paid costs accumulate from zero.

If the Member has chosen to participate in the Stop Loss Program, and if the Member's paid costs exceed the member's entry point, the Stop Loss Program will pay, until July 1, all costs that would, in the absence of the Stop Loss Program, be paid from the Member's SIR. **County of Barry's** entry point is **\$250,000**. Withdrawing Members do not participate in the Stop Loss Program after the date of withdrawal.

The Member agrees to be bound by MMRMA rules relating to the Stop Loss Program.

Accepted by:

Member Representative

Date: _____

MMRMA 

Authorized Representative

Date: 6-22-2021

ADDENDUM

LIMITED LIABILITY COVERAGE FOR USE OR OPERATIONS OF UNMANNED AIRCRAFT (Optional)

This addendum modifies the Liability and Motor Vehicle Physical Damage Coverage Document

A. LIMITATIONS OF COVERAGE, PROCEDURES, EXCLUSIONS, DEFINITIONS.

1. MMRMA will pay for any loss as defined in Sections 1 and 2 of the Liability and Motor Vehicle Physical Damage Coverage Document, caused by the use or operation of an Unmanned Aircraft, the actual loss up to a \$1,000,000 limit per occurrence and subject to a \$2,000,000 annual member aggregate.
2. The Member Duties, Responsibilities, Other Conditions stated in Section 7 of the Liability and Motor Vehicle Physical Damage Coverage Document shall apply to Limited Liability Coverage for use or operations of Unmanned Aircraft.
3. As respects this Limited Liability Coverage for Use or Operations of Unmanned Aircraft Addendum, Section 7; Member Duties, Responsibilities, Other Conditions, of the Liability and Motor Vehicle Physical Damage Coverage Document is amended to include the following:

P. FAA COMPLIANCE

The terms of this Addendum apply only if the Member is in compliance with all FAA rules and regulations governing the use or operation of an unmanned aircraft, at time of occurrence.

4. The Liability and Motor Vehicle Physical Damage Coverage Document Section 4, Definitions, shall apply to this Limited Liability Coverage For Use Or Operation Of An Unmanned Aircraft Addendum.
5. As respects this Limited Liability Coverage For Use Or Operations Of Unmanned Aircraft Addendum, Section 2; Exclusion C, of the Liability and Motor Vehicle Physical Damage Coverage Document is deleted in its entirety and replaced by the following:

EXCLUSIONS

- C. Ownership, maintenance, loading or unloading, use or operation of any aircraft (other than unmanned aircraft), airfields, or runways; watercraft over 75 feet in length;

Period: 07/01/2021 to 07/01/2022

LIMITED LIABILITY COVERAGE FOR USE OR OPERATIONS OF UNMANNED AIRCRAFT
(Optional)

Accepted By:
County of Barry

Member ID:
1159

MMRMA

Member Representative

Date



MMRMA Representative

6-22-2021
Date



MICHIGAN MUNICIPAL
RISK MANAGEMENT
A U T H O R I T Y

July 1, 2021

Mr. Michael Brown
Barry County
220 W. State Street
Hastings, MI 49058

Dear Mr. Brown:

The following is a breakout of annual contribution of your coverage with the Michigan Municipal Risk Management Authority (MMRMA) for the policy period July 1, 2021 to July 1, 2022.

Automobile Liability & Vehicle Physical Damage		\$72,366
19 Private Passenger	\$13,159	
2 Police "Other"	\$1,298	
35 Police PP/Patrol	\$21,878	
15 Trucks	\$7,884	
3 Van	\$2,292	
17 Buses	\$25,855	
Police Professional Liability		\$120,271
Public Officials Liability		\$57,997
All Other Liability		\$25,774
Property		\$109,072
Stop Loss		\$13,581
Retention Fund		\$25,000
Total Contribution		\$424,061

If you have any questions or if I can be of further assistance, please call.

Sincerely,

Craig S. Manser
Regional Risk Manager



27750 Stansbury, Suite 100
Farmington Hills, Michigan 48334
877-888-IBEX (4239) 248-538-0470

Fax: 248-538-0471 www.ibexagency.com

Community: **Barry County**
 Renewal period: July 1, 2021 to July 1, 2022

	<u>Total Contribution</u>	<u>Fixed Costs</u>	<u>Property Totals</u>	<u>Stop Loss</u>
Last Year	\$408,526	\$383,526	\$97,707,802	\$250,000
This Year	\$424,061	\$399,061	\$103,964,024	\$250,000
Total Change	\$15,535	\$15,535	\$6,256,222	\$0
% Change (+ -)	3.8%	4.1%	6.4%	0.0%

Note: **New MMRMA property adjuster, Tracey Cool, tcool@mmrma.org**

RAP Grants:

<u>Approved</u>	<u>Issued</u>	<u>Description</u>	<u>Amount</u>	<u>Comments</u>
11/16/04	6/19/05	In car cameras	\$1,492	\$2,250/unit,
11/8/05	12/21/05	Prisnr restraint chair	\$1,325	50% up to \$3K
3/14/06	4/16/06	canine unit	\$1,000	
6/2/06	11/6/06	Livescan system	\$4,000	50% up to \$4,000
6/2/06	9/27/06	Security Camera Sys	\$5,000	50% up to \$5,000
	1/16/08	Moving Beyond Survival	\$257.50	
	8/12/09	Moving Beyond Survival	\$400.00	
8/27/09	1/27/10	Priority Dispatch Prj	\$10,000	50% up to \$10,000
5/18/10	6/29/10	In car cameras	\$9,605	33% up to \$9,605
	6/28/10	Legal Issues in Jail	\$743	3 police compltd
	7/14/12	Chiefs&Sheriff Training	\$298	
8/22/12	2/4/13	Taser Project	\$6,400	50% up to \$6,400
9/3/14	12/11/14	Digital Cameras/Security	\$4,924	50% up to \$8,220
9/3/14	3/4/15	Digital Cameras/Security	\$6,896	50% up to \$6,896
3/14/17	3/31/17	Passenger Surveil Cameras	\$11,445	50% up to \$11,445
5/31/18	11/26/18	Court Security Enhancemer	\$12,304	1/3 up to \$14,450.13
3/18/19		Police Staff & Command		75% up to \$2,625
			\$76,088	

2006 MMRMA Distribution:	\$18,007	
2007 MMRMA Distribution:	\$21,221	
2008 MMRMA Distribution:	\$42,645	
2010 MMRMA Distribution:	\$25,004	
2011 MMRMA Distribution:	\$117,619	
2012 MMRMA Distribution:	\$252,567	
2013 MMRMA Distribution:	\$76,288	
2014 MMRMA Distribution:	\$219,545	PK
2015 MMRMA Distribution:	\$307,214	LZ
2016 MMRMA Distribution:	\$253,935	PK
2017 MMRMA Distribution:	\$114,513	PK
2018 MMRMA Distribution:	\$154,713	PK
2019 MMRMA Distribution:	\$176,564	LZ
2020 MMRMA Distribution:	\$216,490	LZ
2021 MMRMA Distribution:	\$131,929	LZ
\$2,128,254		

AGENDA REQUEST FORM

PROPOSED FOR MEETING OF: BOC, July 13th, 2021

DEPARTMENT: Equalization

PREPARED BY: Timothy Vandermark, County Equalization Director

SUBJECT: Equalization Studies contract proposal revised

SPECIFIC ACTION(S) REQUESTED: Approval of the Equalization appraisal contract with **Accurate** to do 152 appraisals in Barry County in the Commercial classes, and approval to transfer (152 x 55) \$8360 from the Equalization Permanent Salaries line item, 101-225-704-000 to the Contractual Services line item, 101-225-816-000.

SPECIFIC ACTION(S) RECOMMENDED BY THE COW (Admin. use only): *Not presented at a COW meeting.*

DESCRIPTION OF ACTION: Equalization Studies are behind due to COVID & staff being shorthanded. So we need to contract out part of the fieldwork to meet our required state mandate by the State deadline.

TIME FRAME OF ACTION: Immediate

FUNDING REQUIRED: YES _____ NO X*

*Funds are available in the Permanent Salaries line item of the Equalization budget that can be transferred to the Contractual Services line item.

IF YES, ANSWER THE FOLLOWING:

1. FUNDING SOURCE (Federal, State, or Local) _____
2. IF LOCAL, SPECIFY FUND: _____
3. AMOUNT REQUESTED: _____
4. AMOUNT OF ONGOING COST, AND INTERVAL (Monthly, Quarterly, Annual, etc.) _____
5. FINANCIAL IMPACT ON OTHER DEPARTMENTS: _____

PERSONNEL IF REQUIRED: NA

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION: Using Accurate a contract assessor from Eaton County at the same rate as we pay in Eaton County. He has done Equalization Studies for us for about 9 years now.

CONTACT PERSON WITH PHONE NUMBER: Tim Vandermark 517-543-4101

AGREEMENT TO PROVIDE APPRAISAL SERVICES

THIS AGREEMENT made this 11th day of July, by and between the COUNTY OF Barry, STATE OF MICHIGAN, hereinafter referred to as the County; and **Accurate**, hereinafter referred to as the Consultant.

1. TERM/INDEPENDENT CONTRACTOR SERVICES

The County shall retain the services of Consultant for a term of six months beginning July 11th, 2021, and terminating January 11th, 2022. During the term of this agreement, Consultant shall provide Independent Contractor Services to the County as set forth in this Agreement.

2. COMPENSATION

The County will compensate the Consultant for the 2021 contract year for services pursuant to this Agreement as follows:

All Real Properties @ \$55 per parcel.

The numbers of parcels to be appraised are as follows up to 152. The maximum cost of the contract is \$8,360.

Minimum of 10% of class in the Commercial/Industrial to be appraised, as well as Commercial/Industrial ECF's.

The Consultant shall issue a voucher for services rendered.

3. PERFORMANCE STANDARDS

In performing Services under this Agreement, Consultant shall:

- a) Act in good faith, with diligence and in the best interests of the County; and
- b) Devote as much of his time as necessary to perform the services necessary to fulfill the duties and obligations pursuant to this Agreement.

4. INDEPENDENT CONTRACTOR

In the performance of the services to be rendered pursuant to this Agreement, it is mutually understood and agreed that Consultant shall be at all times acting and performing as an independent contractor. Nothing in this Agreement is intended to create an employer/employee relationship or joint venture relationship between the parties.

The parties agree that the Consultant is not an employee of the County, and not eligible for any compensation, fringe benefits, pension, workers' compensation, sickness or health insurance benefits or other similar benefits accorded employees of the County. The parties agree that the County will not withhold any sums for income tax, unemployment insurance, social security, or

any other withholding pursuant to any law or requirement of any governmental body.

5. RESPONSIBILITIES OF CONSULTANT

The Consultant shall be responsible for performing all necessary and required functions including, but not limited to:

- a) Maintaining a Level II State Certified Assessing License or higher.
- b) The Consultant shall field inspect, photograph all buildings, interview the property owner, if possible, and input all pertinent data into software appraisal program. Properties to be inspected will be chosen by the Consultant and verified by the Equalization Director.
- c) The Consultant shall, interview the property owner of the property that has sold, and any pertinent information to be used for the income approach to value.
- d) The Consultant shall utilize appraisal software as determined by the County; specifically BS&A Software, dot net, all drawings entered into apex software and pictures attached.
- e) **The consultant is responsible for all software license costs such as BS & A and apex.**
- f) The Consultant shall utilize Volume one and two of the Michigan Assessor's Manual or current version of BS&A Software for the valuation of all classes.
- g) The Consultant shall make himself available during the month of November & December to review appraisals as requested by local assessors.
- h) **The Consultant is responsible for using their own vehicle for fieldwork and maintaining their own insurance coverage.**

The Consultant shall hold the County and its officers harmless from all claims, demands, payments, suits, actions, recoveries, and judgements of every kind and description brought or recovered against Consultant by reason of any act or omission of Consultant.

6. RESPONSIBILITIES OF COUNTY

County shall indemnify and hold the Consultant harmless for claims, demands, payments, suits, actions, recoveries and judgments of every kind and description brought against Consultant for any act or omission of Consultant, its agents or employees which fall within the scope and course of the services to be provided by Consultant under this Agreement and occurring while Consultant is engaged in the execution and performance of such services.

The County will continue to employ members of the Equalization staff to complete all tasks as directed by the Consultant, including, but not limited to:

- 1) Preparation of tax maps, appraisal cards, deeds, and descriptions for properties to be appraised in each classification.

7. COMPLIANCE WITH CONSTITUTION, LAWS, AND RULES

All work and services rendered in connection with this project shall be performed in accordance with the Constitution and laws of the State of Michigan, the rules and regulations established by the State Tax Commission and

published in its four (4) volume Assessors Manual, the Michigan Tax Tribunal rules, and any additional revisions and updates of these above mentioned items throughout the term of this agreement, as well as any collective bargaining agreement in effect for County employees.

8. NONDISCRIMINATION

Consultant shall not discriminate against a person to be served or employee or applicant for employment because of race, color, age, sex, sexual preference, handicap, height, weight, marital status, political affiliation or beliefs.

9. TITLE TO RECORDS

The County shall have exclusive right, title and interest to any and all records, documents, papers, maps or other data pertaining to or prepared pursuant to the contract.

10. RETURN OF COUNTY RECORDS & EQUIPMENT UPON TERMINATION

Upon termination or completion of the project, Consultant shall turn over to the County all records and equipment of the County within five (5) days of such termination or completion.

11. NON-EXCLUSIVITY

Consultant warrants that he is, and holds himself out to the public as, an independent contractor engaged in the business of providing services such as those to be provided to the County pursuant to this Agreement. Nothing in this Agreement prohibits the Consultant from providing such services, or other services within the consultant's expertise, to other individuals or entities, provided that consultant shall not engage in the provision of services to others which constitute a conflict of interest for the consultant or which violate applicable law.

12. COMPLETENESS OF AGREEMENT

The agreement and any additional or supplementary documents incorporated herein by specific reference contains all of the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto unless in writing and signed by the County and Consultant.

13. GOVERNING LAW

This Agreement and any dispute arising under it or in any way related to it, shall be interpreted and/or governed, as the case may be, by the laws of the State of Michigan. In case of any such dispute, the parties agree to resolution of such dispute by means of binding arbitration conducted pursuant to the rules of the American Arbitration Association then in effect. Upon the rendition of an award in any such arbitration, the parties agree that judgment may be entered thereon in any court of competent jurisdiction.

14. TIME FRAME

The Consultant shall have all commercial/industrial appraisals completed and the necessary and required documentation to the County Equalization Director no later than NOVEMBER 1ST, 2021.

15. TERMINATION

The agreement may be terminated by either party without cause on thirty (30) days notice sent certified mail to the other party. After receiving notice of termination, the Consultant shall complete all normal appraisal tasks during the notice period, and the County shall make prompt payment of the fee for such services.

In the event of termination prior to the normal expiration date, the terminating party shall hold harmless the other party to the agreement as to any and all continued performance after the date of termination. In the event that the terminating party should require some further service or services, then the party performing such service or services shall be entitled to renegotiate a fee for such performance based upon their prevailing consultant fee.

IN WITNESS WHEREOF, an authorized representative of the County of Barry, State of Michigan, acting on behalf of said County and Accurate, have signed this agreement.

WITNESS

COUNTY OF BARRY, STATE OF MICHIGAN

By: _____

Contractor

By: _____

AGENDA REQUEST FORM

PROPOSED FOR MEETING OF: BOC/ 7/13/21

DEPARTMENT: County Administration

PREPARED BY: Michael Brown, County Administrator

SUBJECT: Funding for Broadband Assessment and Implementation Support Proposal between Barry County Chamber of Commerce & Economic Development and Antero Group

SPECIFIC ACTION(S) REQUESTED: Approval to appropriate \$15,000 for the Barry County Chamber of Commerce and Economic Development Alliance to enter into an agreement with the Antero Group to provide Broadband Assessment and Implementation Support services to support advancing the expansion of broadband within Barry County.

SPECIFIC ACTION(S) RECOMMENDED BY THE COW (Admin. use only):

Not presented at a COW meeting.

DESCRIPTION OF ACTION: The purpose of this agreement is to engage Antero, a professional services firm, to support advancing the expansion of broadband within Barry County with the goal of applying for Barry County American Rescue Plan Act funds and USDA Reconnect funds. Antero has experience working on similar projects. They include Van Buren County Broadband Feasibility Analysis; St. Joseph County Broadband Expansion; Southmayd Texas Broadband Readiness Assessment; and City of Harvey Broadband Initiative. A proposal including Project Understanding, Project Team Credentials, Relevant Projects, Scope of Work and Schedule is attached. The project cost has been estimated at \$30,000. The Barry Community Foundation Board of Directors has approved a grant of \$15,000 as a match to the Barry County Board of Commissioners' investment, should you approve this expenditure today.

TIME FRAME OF ACTION: Immediate so that a more formal implementation funding proposal can be submitted completed for submission to the ARPA

FUNDING REQUIRED: YES X NO _____

IF YES, ANSWER THE FOLLOWING:

1. FUNDING SOURCE (Federal, State, or Local) Local
2. IF LOCAL, SPECIFY FUND: General Fund Contingency
3. AMOUNT REQUESTED: \$15,000
4. AMOUNT OF ONGOING COST, AND INTERVAL (Monthly, Quarterly, Annual, etc.) NA
5. FINANCIAL IMPACT ON OTHER DEPARTMENTS: None

PERSONNEL IF REQUIRED: None.

NEW OR RENEWAL: New.

ANY OTHER PERTINENT INFORMATION: None

CONTACT PERSON WITH PHONE NUMBER: Jennifer Heinzman, Director, Barry County Chamber and Economic Development, 989-560-5786

BACKGROUND & HISTORY

The Barry County Chamber & Economic Development Alliance, in coordination with several local partners and service providers, has established a Broadband Committee for the purposes of identifying gaps in internet service in order to create a fully connected community with accessible, high-quality broadband internet.

The Committee has worked closely with Internet Service Providers (ISP's) and the Barry County Information Services Department to develop address-level broadband maps for Barry County. It was essential that the Committee develop their own maps, as the current maps published by the FCC are outdated and skewed—they are

not address level maps but are instead based on census tracts. The use of census tracts for broadband data maps is problematic, as a single address with adequate internet access designates the entire area as "served". The Committee was able to identify approximately 9,000 homes that are underserved (their internet service does not meet minimum upload/download speeds per FCC recommendation) and over 900 homes that are unserved (they do not have any ISPs in their area).

With the development of address level broadband access maps, the Committee is now ready to move the next phase of broadband expansion in Barry County: implementation. Due to the high level of expertise required to undertake such a project, the Committee accepted RFPs for the scope of work and resulting action plans.

The Committee received proposals from Urban Wireless, Antero Group, and CCG Consulting Group regarding the scope of work and services that need to be completed, and after review, it was determined that the proposal from the Antero Group was the most thorough and complete. The proposal from Antero Group is included with this request. The total cost to implement the proposal as presented is \$30,000; the Barry Community Foundation has committed to \$15,000 to support this project.

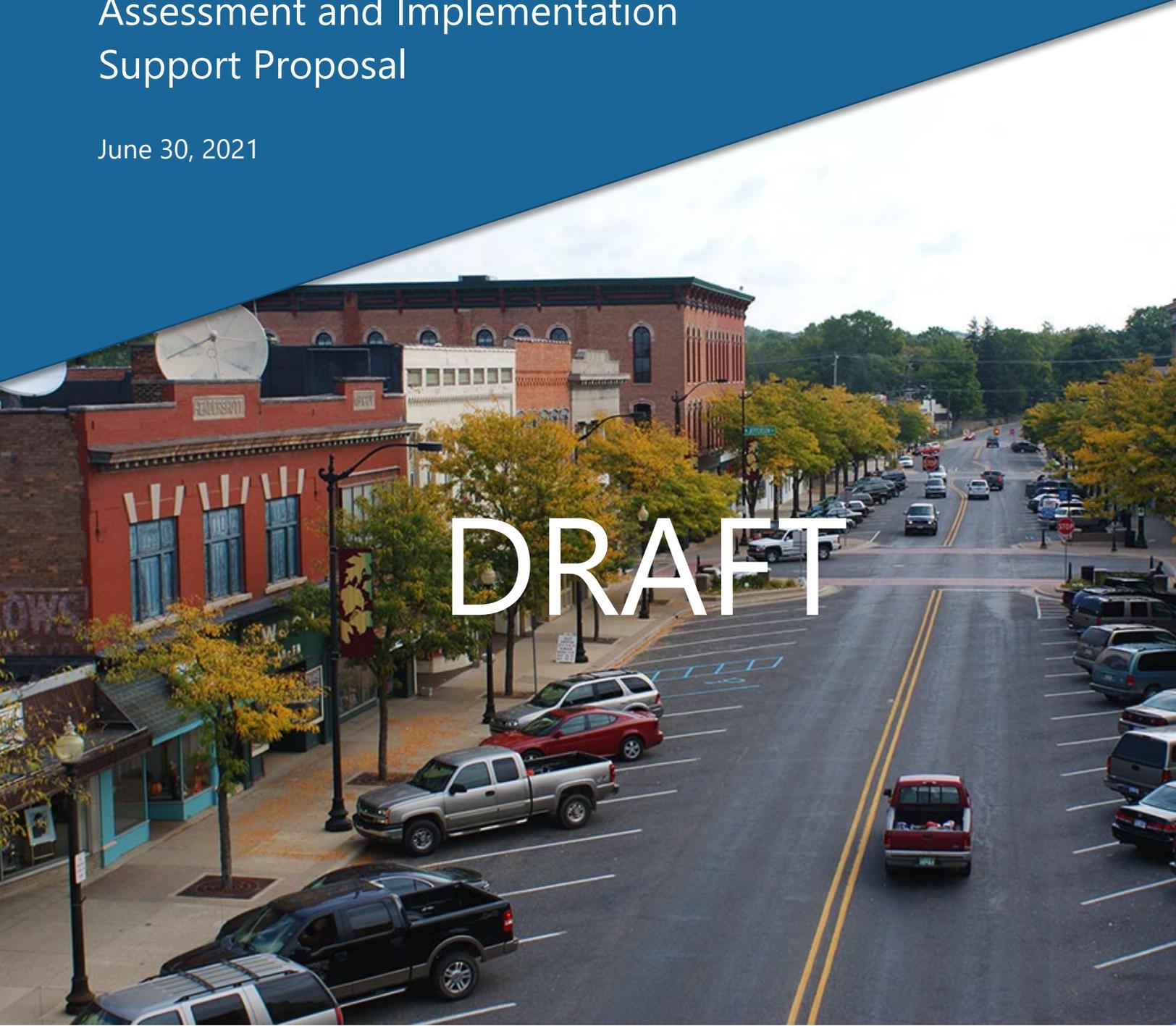
If approved, the BCEDA Broadband committee will work closely with Antero Group to ensure the scope of work is completed as proposed. Regular communications and updates will be provided to the Committee and County as well, and upon request as needed.



Antero Group

Barry County, Michigan Broadband Assessment and Implementation Support Proposal

June 30, 2021



DRAFT



June 30, 2020

Jennifer Heinzman
Executive Director & President
Barry County Chamber of Commerce
and Economic Development Alliance
221 W. State Street
Hastings, MI 49058

Re: Barry County Michigan Broadband Assessment and Implementation Support Proposal

Dear Ms. Heinzman:

Antero Group, LLC ("Antero") is pleased to present this broadband assessment and implementation support proposal to assist the Barry County Chamber of Commerce and Economic Development Alliance ("Alliance") in developing and implementing strategies for broadband expansion ("Project") in Barry County ("County"). This proposal was developed based on our understanding of the project during our telephone conversation on June 17, 2021, as well as subsequent email exchanges. Antero Group has significant experience working on county-level broadband expansion projects and is prepared to advance this project.

Antero Group is an urban planning, civil engineering, and strategic consulting firm with a reputation for creating vibrant places; facilitating economic development; and cultivating innovative and sustainable communities. With offices in Michigan, Indiana, Illinois, Texas, and Colorado, our team of engineers, planners, and economic developers look forward to this potential opportunity to partner with the Alliance to support and advance broadband priorities in Barry County.

For your use and review, we have included below a Project Understanding, Project Team Credentials, Relevant Projects, Scope of Work, Schedule, Assumptions, and Clarifications, and Fee Proposal. We are open to discussion of any element of this proposal.

PROJECT UNDERSTANDING

Antero understands that the Alliance wishes to engage a professional services firm to support advancing the expansion of broadband within Barry County for expansion of home broadband service options. Further, we understand that the Alliance will be utilizing USDA ReConnect funds and may elect to use a portion of the American Rescue Plan Act of 2021 funds, as broadband infrastructure is one of the eligible

expenses. We also understand that with federal funding, there are certain requirements and conditions that must be met, including the broadband speed requirement of 25/3 Mbps for residential fixed, non-mobile terrestrial broadband.

Antero understands that the Project will include:

- Analyzing existing conditions;
- Identifying eligible broadband expansion areas; and,
- Development of an implementation roadmap that will outline the steps needed for broadband implementation.

Our firm has extensive experience providing broadband project support in Michigan, Indiana, and throughout the country. Most recently, we have worked with Van Buren County Michigan on a broadband assessment study, and with St. Joseph County, Indiana on the expansion of a 24.4-mile redundant fiber loop. This work, coupled with our extensive regional planning and community engagement and facilitation experience, positions us to manage all aspects of the Project.

We offer a history of project leadership, management, and implementation that supports the development of quality neighborhoods, improves workforce and transportation options, and improves the quality of life of our client communities. We look forward to the potential of working with the Barry County officials, stakeholders, community, and we truly appreciate your consideration.

PROJECT TEAM CREDENTIALS



Antero Group is a civil engineering, urban planning and design, and strategic consulting firm based in Chicago, Illinois, with offices in Michigan, Indiana, Texas, and Colorado. Our mission is to create a better world by improving built environments and the processes that shape them. Our team is made up of civil engineers, urban planners, designers, and economic development specialists with a passion for solving complex community challenges through leveraging local assets. Our core service lines include Economic Development; Urban Planning; Public Facilitation; Project Management; GIS Services; Civil Engineering; and Strategic Consulting. With extensive experience in a variety of regional planning and economic development work, including resiliency and mitigation strategies, we are well-positioned to support the Barry County Chamber of Commerce and Economic Development Alliance in developing an innovative and effective broadband expansion plan for implementation.

Key Project Team Members

Our interdisciplinary team of professional engineers, AICP-certified planners, economic development specialists, and planning analysts have the technical expertise, and local knowledge necessary to provide the services required for this Project. The qualifications of the consultant team, including biographies of key staff, are listed below:

- **Eric Neagu, PE, LEED AP, AICP – Principal.** Mr. Neagu is a Principal with Antero Group. Mr. Neagu’s 20 years of experience spans public, private, and institutional clients. With a background that encompasses civil engineering, urban planning, and economic development, Mr. Neagu has a holistic approach to solving client problems. Mr. Neagu’s relevant project experience includes Van Buren County Broadband Assessment; St. Joseph County, Indiana Broadband Expansion Project; Bells Texas Infrastructure Analysis; Indiana Enterprise Center Master Plan; and more. Mr. Neagu has degrees from Purdue University, the University of Chicago, and certifications from Universita Bucconi and the American Planning Association.
- **Michael Schmitz, Senior Project Manager.** Mr. Schmitz serves as a Senior Project Manager for Antero Group, managing our Texas office and GIS and Planning services. Mr. Schmitz has 12 years of experience utilizing collaborative planning tools to develop innovative, community-driven solutions for communities. He manages a diverse portfolio of projects including several municipal and regional planning projects. Mr. Schmitz’s relevant project experience includes the Van Buren County Broadband Assessment; St. Joseph County Indiana Broadband Expansion Project; Southmayd Texas Broadband Readiness Assessment; Indiana Enterprise Center Master Plan; Navajo Nation Economic Development and Resiliency Plan; and more. Mr. Schmitz has degrees from the University of North Texas and certifications from the University of North Texas Center for Spatial Analysis and Mapping and the Texas Department of Agriculture.
- **Randal Bernthal, Planner.** Ms. Bernthal serves as a Planner with Antero group, managing public health, community engagement, and grant projects. Ms. Bernthal has 3 years of experience utilizing data analysis, research, and spatial analysis to make recommendations for clients to improve public health within their communities and workplaces. Ms. Bernthal’s relevant project experience includes the Van Buren County Broadband Assessment; Harvey Broadband Initiative; Indiana Enterprise Center Master Plan; Bells Texas Infrastructure Assessment; and more. Ms. Bernthal has also utilized design skills to create meaningful maps, presentations, and graphics to articulate analysis results visually for impactful discussion with clients and other stakeholders. Ms. Bernthal has degrees from the University of Illinois at Chicago and Illinois State University.
- **Shaosha Huang, Planning Analyst.** Ms. Huang is a Planning Analyst with Antero Group. Ms. Huang’s responsibilities include bringing creative solutions using data analytics and statistical analysis to support a wide range of community planning and design projects and tasks, research and data collection for ongoing initiatives related to land use, and identification of potential clients using business intelligence techniques with Tableau. Ms. Huang brings strong data analytical skills to various projects, including site selection, spatial analysis, data visualization, predictive analytics, and spreadsheet modeling. Ms. Huang has a degree from the Illinois Institute of Technology and a certificate from Northwestern University.

RELEVANT PROJECTS

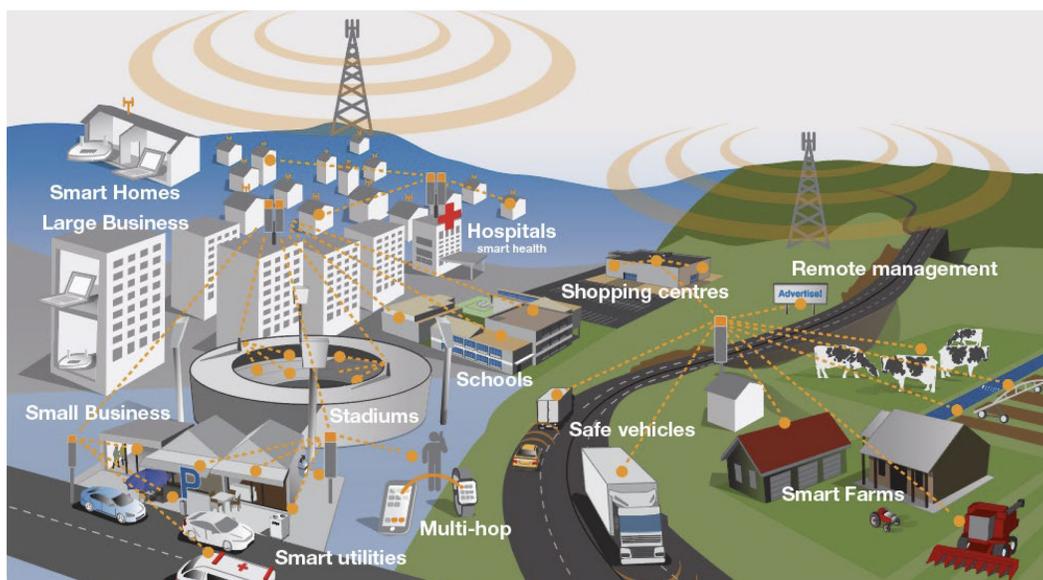
Antero brings a wealth of cross-disciplinary experience working on projects that are similar in scope to the Broadband Assessment Project. Our project experience equips our team to deliver this project on time, on budget, and to the Alliance’s satisfaction. Below is a select list of relevant projects.

Relevant projects include:

- **Van Buren County Broadband Feasibility Analysis:** Antero Group was selected to collect and analyze data related to existing broadband coverage and service levels to determine high priority areas for expansion. Through meeting with the Van Buren County Broadband Taskforce, Antero was able to identify key communities for expansion of services, and communities in need of increased service levels. The final report for this project will include specific and actionable recommendations accompanied by implementation resources identifying funding and partnership opportunities.

The graphic is a light blue rectangular box with white text and icons. At the top, it reads "Internet Assessment Survey for Van Buren County, MI" in a large, bold font. To the right of the title is a globe icon with three curved lines above it representing a signal. Below the title, a horizontal line separates it from the text: "Market Van Buren, in partnership with Antero Group, is conducting a survey to gather information on internet connectivity in Van Buren County, MI." Below this, there are two columns. The left column is headed "For Businesses:" and contains a blue double arrow icon pointing right, followed by a QR code. The right column is headed "For Homeowners:" and contains a blue double arrow icon pointing right, followed by another QR code. Below these columns, the text "Scan to start the survey!" is centered. At the bottom left, there is a globe icon with a mouse cursor pointing at it, and the logos for "MARKET VAN BUREN" and "Antero Group". At the bottom right, there is a paragraph: "The gathered information will be used to determine the demand for internet services and support efforts to address gaps in services throughout Van Buren County."

- Harvey Broadband Initiative:** In 2021 Antero Group was selected to support the City of Harvey's Broadband Initiative, which aims to close Harvey's digital divide by bringing broadband connectivity to all areas of the city through innovative public-private partnerships. This project includes coordinating a range of stakeholders to implement a phased deployment of broadband technologies and is currently in progress.
- St Joseph County Broadband Expansion:** Antero assisted the St. Joseph County Economic Development Department to secure a \$1M grant from the Economic Development Administration for broadband expansion. The grant funded the expansion of a 24.4-mile redundant fiber loop around the Indiana Enterprise Center, a 2,200- acre industrial and logistics center. Antero facilitated the planning and supported implementation efforts.
- Southmayd Texas Broadband Readiness Assessment:** Antero provided an existing condition and broadband readiness assessment for the City of Southmayd, Texas. The assessment included identifying priority areas, determining eligibility for expansion, and implementation strategy for the next steps.
- Van Buren County Rural Economic Development Improvement Plan:** Antero developed an Economic Development Improvement Plan for Van Buren County, Michigan. Antero performed a detailed assessment of existing assets, analyzed the ability of Van Buren County's infrastructure to respond to the rural business community and food production needs for future economic growth. Our team analyzed existing local businesses in the food production, manufacturing, and distribution industries, and the related issues that affected rural business development and attraction, including housing, internet connectivity, and transportation infrastructure. This report consisted of a local and regional business survey, industry clustering analysis, and stakeholder interviews that identified a strategy to support additional workforce and business attraction. Antero analyzed existing economic strengths and challenges for agricultural and food production industries; identified infrastructure inefficiencies; and strategized future economic development.



Outlined below is a proposed Scope of Work for your use.

SCOPE OF WORK

Antero Group proposes to complete the following Scope of Work. Whenever possible, we will work to consolidate meetings into one day to create time management efficiencies.

Task 1: Stakeholder and Community Engagement

1.1 Kickoff Workshop

Antero will kick off this Project with a workshop to review previous plan goals and to review the project scope, schedule, and the proposed implementation process. The meeting is intended to review and confirm the following project elements:

- Project scope;
- Project schedule;
- Project stakeholder;
- Identify draft vision, mission, goals, and objectives;
- Public and stakeholder engagement processes (e.g. meetings and surveys);
- Develop report outline; and,
- Review next steps.

1.2 Project Team Coordination Meetings

We will facilitate the below coordination meetings with Barry County. We will support Barry County in developing all meeting resources and materials. These coordination meetings will be used to develop project goals and priorities and to review deliverables. Agreed upon meetings may be remote. We propose the following coordination meeting schedule:

- **Coordination Meeting #1:**
We propose monthly coordination meetings to briefly discuss project status, ensure clarity, and address any questions or concerns.
- **Coordination Meeting #2:**
Review survey results, provide a status update, and address data gaps.
- **Coordination Meeting #3:**
Review draft recommendations.
- **Coordination Meeting #4**
Present final assessment and recommendations.

1.3 Stakeholders Coordination Meetings

Antero will facilitate an integrated process including the below meetings with identified regional stakeholders with support from Barry County and relevant stakeholders including the Barry County Broadband Expansion Committee, Connected Nation Michigan, and others. These stakeholder meetings will be used to solicit feedback from residents and broadband providers about their experiences with broadband, discuss the challenges faced by broadband service providers, and engage the community to discuss potential improvements of the broadband infrastructure. Outreach methods, may also include interactive online surveys, printed material for distribution, and other methods as identified by the Project Team and Barry County.

We understand the importance of coordinating and aligning efforts with current broadband providers in the County. We propose to engage the following providers:

- AT&T Michigan
- Barry County Telephone Company
- Charter Communications Inc
- Comcast
- HomeWorks Connect
- Martell Cable Services, Inc.
- MEI Telecom
- Message Express Internet
- Michwave Technologies, Inc.
- Surf Air Wireless
- WOW!

- **Stakeholder Workshop #1:**
In the first workshop, we will review with stakeholders the challenges in addressing gaps and barriers to accessibility. This meeting will also mark the distribution of two surveys: one for homes and one for broadband service providers. The information collected will identify priority expansion areas and inform recommendations.

- **Stakeholder Workshop #2:**
The second workshop will include a review of survey results, maps, and discuss preliminary recommendations for refinement.

Task 1 Deliverables: Meeting Minutes, Supporting Meeting Materials, and Preliminary Recommendations

Task 2: Data Collection

2.1 Geographic Information Systems Data Collection

Antero will collect available GIS data from Barry County, local, state, federal, and regional entities.

2.2 Review Existing Reports

To ensure the broadband assessment and the implementation support process is consistent with the existing Barry County, regional, and state efforts, Antero will review at a minimum:

- Michigan University Broadband and Student Performance Gap 2020
- Michigan Broadband Cooperative Community Broadband Access Framework 2019
- Merit Broadband Framework Expanding Community Networks in Rural Michigan 2019
- Michigan Infrastructure Commission Michigan Broadband Roadmap 2018
- Washtenaw County Board of Commissioners Broadband Equity Sub-Committee Final Report 2018
- Connect Michigan Final Grant Report 2015
- Connect Michigan Van Buren County Technology Action Plan 2015
- Connect Michigan Broadband's Economic Impact in Michigan 2013
- Connect Michigan Broadband Infrastructure, Adoption, and Technology Usage in Michigan 2011

2.2 Broadband Assessment Surveys

Antero will draft and distribute surveys to residents to gather information to determine the demand for broadband services support efforts to address gaps in services in Barry County. There will be two surveys developed, one for residents and one for providers.

2.3 Broadband Resources in the County

Based on the direction received and survey responses collected in Task 2.2 in combination with publicly available data, we will initiate a comprehensive review of the existing conditions of broadband availability, speeds, and infrastructure. We propose to collect the following data:

- Existing and potential area broadband providers;
- Current levels and areas of service;
- Planned expansions;
- Potential expansions; and,
- Other available broadband data from state, federal, and private sources.

Task 2 Deliverables: Existing Broadband Reports, Plans, and Studies, Surveys, Data Gaps

Task 3: Data Analysis

3.1 Broadband Assessment Surveys Analysis

The three broadband assessment surveys will be collected and analyzed by the Project Team utilizing three methods including mailing, scanning, and online exporting. Based on the three types of survey respondents, the survey responses will be analyzed from the survey respondent's perspective. The survey responses will give insights on including but not limited to:

- Current broadband statistics;
- Broadband expansion barriers; and,

- Demand for high-speed internet.

The survey results and analyses will be available for Barry County in Excel workbook, PDF, and Word formats.

3.2 Project Base Map

Antero will perform GIS and spatial analysis to assess gaps in service and identify target areas for expansion. The map will highlight broadband coverage, upload, and download speeds, transportation networks, floodplains, and potential expansion areas.

Task 3 Deliverables: Survey Results, Project Base map, Project Geodatabase

Task 4: Assessment Report

4.1 Recommendations

Once the broadband assessment and analyses are complete, clear gaps and challenges will begin to reveal themselves. This will allow for the Project Team to begin work on report development to propose key recommendations for consideration. Collaborative efforts will be crucial to ensuring a representative plan that garners County support and addresses high-need concerns and challenges to ultimately improve the broadband experience for the community. As these recommendations are solidified, an implementation guide with potential funding resources, partnership opportunities, and actionable next steps will be created and integrated into the plan. It is expected that this task will include the following:

- Development of recommended improvements; and,
- Action steps and potential funding sources.

Antero will develop a recommendations report detailing analysis findings, recommendations for infrastructure planning, and potential funding resources for implementation.

4.2 Report Development

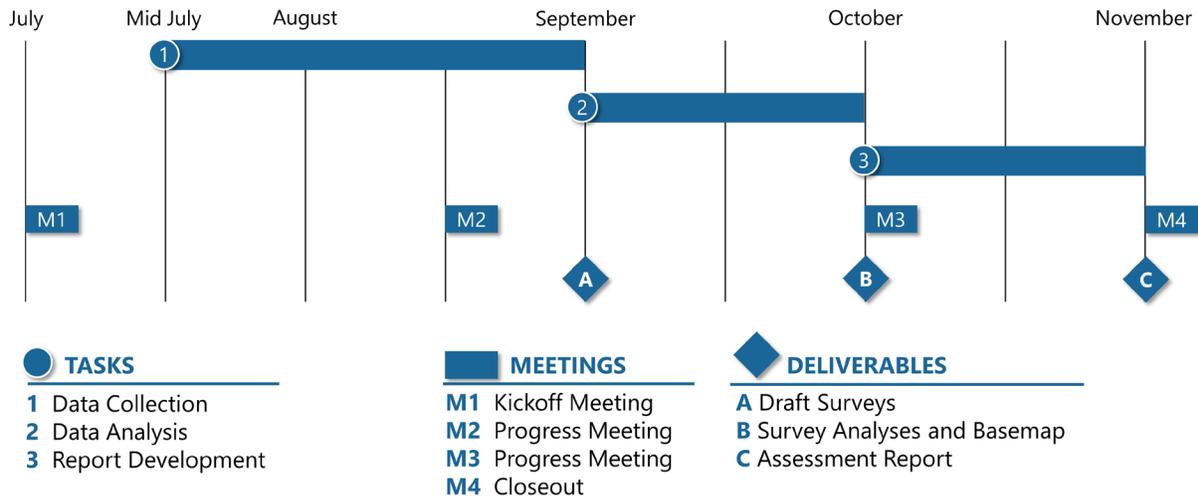
Following the recommendations from Task 4.1, Antero will develop the Draft and Final Broadband Assessment Report. A more detailed sequence of events includes:

- Development of full draft report document;
- Alliance staff initial review;
- Report revisions;
- Publish draft report for a public review and comment period (online and in-person);
- Necessary report revisions;
- Review and approval of final report;
- Alliance Board approval; and,
- Final report submitted.

Task 4 Deliverables: Final Broadband Assessment Report Document

SCHEDULE

We anticipate completion of this work within four months based on the meeting schedule and availability of data. At project kickoff, we will propose a more concise schedule of activities, including likely meeting dates.



ASSUMPTIONS AND CLARIFICATIONS

In preparation for this proposal, we have made the following Assumptions and Clarifications:

- Client will identify a single point of contact for ease of communication;
- Client will support Antero in collecting existing plans and data;
- Client will coordinate and schedule all meetings;
- To facilitate communication and responsiveness, Antero Group is permitted to freely discuss elements of various projects with other municipal consultants, State of Michigan, and Federal agencies;
- Past project documents and data from the Client will be accessible by Antero, when necessary;
- Documents developed by Antero will be marked as "DRAFT" or "FOR REVIEW" until final approval;
- Meeting space and refreshments are not included in this proposal budget;
- Engineering design and permitting are not included in this scope of work;
- Printing costs are not considered part of this project and will be billed on a time and materials basis; and,
- Document deliverables will be completed in Adobe InDesign and Word formats and will be delivered in Adobe PDF.

Tasks and dates outside of the above Scope of Work will be billed on a time and materials basis, as approved by County staff.

FEE PROPOSAL

Upon confirmation of Scope of Work, Antero Group will submit fee proposal to complete this work.

Project fees are based on the Scope of Service included herein. Should conditions change, including new information, project schedule, scope of work, or other project elements, we will work with the Alliance to modify this proposal accordingly. Work outside of the above Scope of Work will be completed on a time and materials basis according to the attached Fee Schedule. All work will be summarized in a monthly invoice, issued electronically to the Alliance on the first Friday of each month. Payment within 30 days of the invoice date is appreciated.

AUTHORIZATION

Should this proposal meet your expectations, please authorize by signing in the space provided below. Authorization of this proposal indicates compliance with the attached Terms and Conditions. This proposal is valid for 60 days from the date of issuance. Alterations to this proposal may only be made with the consent of both the Antero Group and the Client.

We appreciate this opportunity to work with the Alliance on the Project. Should you have any questions regarding this proposal, please feel free to call or email, 940-465-7909, mschmitz@anterogroup.com.

Sincerely,



Michael Schmitz
Director

Attachments: General Terms and Conditions
Fee Schedule

Signature

Print Name

Date



Signature

Michael Schmitz

Print Name

6.30.2021

Date