GLADWIN COUNTY
DISTRICT BOARD OF COMMISSIONERS
401 West Cedar Avenue
Gladwin, Michigan 48624
(989) 426-4821
commissioners@gladwincounty-mi.gov

COMMITTEE OF THE WHOLE

May 11, 2021 9:00 a.m.

Agenda and supporting attachments are subject to change.

1. **Public Comments:**

2. **City Administrator's Report:**

3. **County Affairs:**
    1. GIS Cost of Service Contract – *Peter Preston, Equalization Director*
    2. MiSail Data Exchange Agreement with the State of Michigan – *Peter Preston, Equalization Director*
    3. L-4029 2021 Tax Rate Request – *Peter Preston, Equalization Director*
    4. CESF (Coronavirus Emergency Supplemental Funding) Grant for the Prosecuting Attorney's Office – *Prosecutor Miller and Interim Administrator Maveal*

4. **County Facilities and Transportation**:
    1. Tree Removal Estimates – *Rick Ghent, Maintenance Supervisor*

5. **Data:**

6. **511 Council:**

7. **Gladwin Parks and Recreation:**

8. **Insurance:**

9. **Memorial Restoration:**

10. **MERs:**

11. **Public Safety:**

12. **Personnel:**
    1. Contract Renewal for Equalization Services – *Peter Preston, Equalization Director*
    2. Resignation of Corporal Sheehan and Publication of Vacancy – *Jail Administrator McGourty*
    3. Resignation of Deputy Wortman and Publication of Vacancy – *Undersheriff Hartwell*

13. Finance:

1. Rite Aid Prescription Account / Use of Credit Card – *Jail Administrator McGourty*
2. Dispatcher Josh Tweed Training Request – *Michael Brubaker, 911 Administrator*
3. Estimates on Car/Deer Accident Claim – *Undersheriff Hartwell and Interim Administrator Maveal*
4. Request from Deputy Wortman for payment of unused PTO hours per Union Contract – *Interim Administrator Maveal*
5. Budget Amendment for Guardianship Reviews – *Court Administrator Schlese*

14. Report from Civil Attorney:

GLADWIN COUNTY
EQUALIZATION/ GIS DEPARTMENT
555 W CEDAR AVE, COUNTY ANNEX SUITE C
GLADWIN, MI 48624
PHONE: 989-426-9327
FAX: 989-426-6919

Cost of Services –Options – July 1, 2021 to June 30, 2022

Please find below a description of services provided by the Gladwin County Equalization Department. Some of these services are provided for no fee as they are in the normal course of business for an equalization department to perform their required studies and reporting. Other services are offered to local units for a fee.

___ Option #1: Standard Services for No Fee

- Maintenance of equalization database for property sales and transfers for the specific purpose of conducting annual Equalization Studies. Under these standard services, Equalization is not responsible for determining uncapping, percentage of interest transferred, or other issues impacting taxable value.

- Daily assistance, as needed, to assessors with assessment roll balancing and questions.

- Daily assistance providing basic information to taxpayers, realtors, title, mortgage and appraisal companies with information as prepared by Equalization. Such "basic information" does not include sketches, photos, or other information from the assessor's database.

- Processing of land division, property combinations, and property line adjustments. The County, upon receipt of authorized land divisions from the local unit assessor, will provide new parcel numbers for the parent and children. Upon receipt of deeds recording new parcels without authorized land division approval from the local unit assessor, Equalization will notice the local unit assessor that appropriate action is needed.

- Necessary updating of digital mapping data and GIS associated with land division, combinations, and property line adjustments.

- Upon request, a pre-equalization review of assessment roll and database will be conducted to assist in ensuring that starting numbers and ratio's meet minimum requirements prior to the mailing of assessment notices.

- Preparation of reports as required by law by Equalization to Board of Commissioners and State Tax Commission. Such service includes importing, reviewing and making recommendation of action concerning the local unit assessor's databases following March Board of Review.

____ OPTION #2- PARTIAL SERVICES FOR FEE (DATABASE MAINTENANCE, LOCAL UNIT ASSISTANCE, & MAPPING)

<u>$1.50 per parcel plus reimbursable costs and plus additional services.</u>

- Services as provided above under Option #1.

- Daily assistance, as needed, with providing information above and beyond the basic information noted above to taxpayers, realtors, title, mortgage, and appraisal companies. Such information would include property record cards, sketches and photos from the last back-up provided by the local unit assessor. The local unit assessor may opt out and request that inquiring party contact the local unit assessor.

- Processing, scanning, and emailing of deeds to the local unit assessor. Processing would include labeling deeds with parcel identification number, notes as to issues with legal descriptions, chain of title, etc. There would be a separate charge for printing (0.10 per page) and mailing (envelope plus postage) deeds.

- Writing letters and/or contacting entities involved to clear up issues regarding ownership, chain of title and legal descriptions.

- Processing and emailing of address changes received from sources other than a deed to the assessor.

- Username and password to FETCHGIS for use by Township Officials and updated digital mapping data associated with parcel splits and combinations (.SHP files – shape files) to be distributed annually to be integrated with BS&A Assessing or other Computer Assisted Mass Appraisal ("CAMA") system.

- If requested, export of names, addresses, sales, and legal description from equalization database to local unit assessor.

____ **OPTION #3- FULL SERVICE FOR FEE (TAXBILLS AND ADDITIONAL OPTIONS FOR ASSESSMENT NOTICE SERVICES)**

<u>$2.25 per parcel plus reimbursable costs and plus additional services.</u>

- Services as provided above under Option #1 and #2, above.

- Preparation of L-4029 for review and signature by local unit authorized signatories. Local unit is responsible for verification of information provided on the 4029 and ultimately responsible for millage levied on the respective tax bill.

- Calculate and balance to warrants and printing of Summer and Winter tax bills. Cost does not include the cost of paper, envelopes, binders, postage or third-party services providing same. These items not included in the $2.25 service fee are reimbursable costs to be charged back to the local unit.

____ **OPTION #3a- FEE FOR ADDITIONAL SERVICES**

<u>Additional Assessing Services- Personal Property Notice and Mailing (0.16 cents per parcel)</u>

- Using an export or backup from local unit assessor database, print, fold, stuff and mail personal property statements. The above cost of 0.16 cents per parcel does not include cost of personal property statement kits, paper or postage. These items not included in the 0.16 cents per parcel fee are reimbursable costs to be charged back to the local unit.

____ **OPTION #3b- FEE FOR ADDITIONAL SERVICES**

<u>Additional Assessing Services- Assessment Change Notice and Mailing (0.16 cents per parcel)</u>

- Using an export or backup from local unit assessor database, print, fold, stuff and mail assessment change notice. Also includes printing of assessment roll and alpha list. Above cost of 0.16 cents per parcel does not include the cost of paper, envelopes, binders, or

postage. These items not included in the 0.16 cents per parcel fee are reimbursable costs to be charged back to the local unit.

If Option #2 or #3 is selected, the service cycle runs from July 1 through June 30. An invoice of the flat rate is being mailed with this copy of the contract. Billing of additional services as noted above in Option #3a and b, the fees will be calculated and invoiced annually at the conclusion of the local unit March Board of Review.

Please check the level of service desired by _____ Township/City for the coming year. Please sign and return to Gladwin County Equalization Department prior to June 30, 2021.

Local Unit:

_____ _____

NAME: TITLE: Date

Gladwin County:

_____ _____

, Equalization Director Date

_____ _____

Date

_____, Chairperson, Gladwin County Board of Commissioners

Michigan Statewide Authoritative Imagery and LiDAR Program (MiSAIL)

Intergovernmental Agreement
For Data Exchange
Between Gladwin County and DTMB

This Intergovernmental Agreement (Agreement) is between Gladwin County a Constitutional and Municipal Corporation, *Gladwin County* (Partner) and the Michigan Department of Technology, Management and Budget, through its Center for Shared Solutions, P.O. Box 30026 Lansing, Michigan, 48909 (DTMB). In this Agreement, the Partner and DTMB may be referred to individually as "Party" or jointly as "Parties." Partners may include, but are not limited to, state, local and federal government entities.

In consideration of the mutual promises, obligations, representations and assurances in this Agreement, the Parties agree as follows:

1. Purpose

Pursuant to the Enhanced Access to Public Records Act, 1996 PA 462, MCL 15.441 *et seq*., the Urban Cooperation Act of 1967, MCL 124.501 *et seq*., and the authority granted to the Director of DTMB pursuant to Executive Reorganization Order No. 2009-39, Section V(E), MCL 18.441, the Partner and DTMB enter into this Agreement for the purpose of making Geographic Information System (GIS) data and digital orthoimagery data (Imagery) owned and maintained by the respective Parties available to both Parties, without fee or cost, to assist the Parties in performing statutory and governmental duties and activities that benefit DTMB or the Partner, specifically the scope of work described in Exhibit A.

2. Definitions

Data originator: The author or owner of the GIS data and information contained within the GIS data.

Geographic Information System data or **GIS data** or **Data:** The output from a Geographic Information System as defined by MCL 15.442(b) or the saved

output (datasets) covered by this Agreement, as more specifically identified in Exhibit A, and provided by either Party pursuant to MCL 15.441, *et seq*. GIS data does not include derivative works developed by DTMB or data produced by DTMB from GIS data.

Digital orthoimagery data – aerial imagery collected by the State of Michigan State) as part of the State's collection efforts per the specifications defined in the State's contract # 071B6600034 (Contract). A copy of the Contract is available online at: http://www.michigan.gov/documents/localgov/6600034_516430_7.pdf

Third Party: An organization or individual requesting GIS data that is not a party to this Agreement. Third Party does not include any organizations or individuals specifically identified as intended pass-through data recipients under Exhibit A.

3. Coordination Representatives

To provide for consistent and effective communication between DTMB and the Partner, each Party shall appoint a Coordination Representative to serve as its central point of contact on matters relating to this Agreement. The Coordination Representatives for this Agreement are listed below.

Everett Root
DTMB Center for Shared Solutions
Romney Building, 10th Floor
111 S. Capitol St.
Lansing, MI, 48933
Phone No. 517-335-3741
Fax No. 517-373-2939
E-mail roote@michigan.gov

Kayla Marchington
Gladwin County Equalization / GIS
555 W Cedar Ave Ste C
Gladwin, MI, 48624
(989) 426-9327
kmarchington@gladwincounty-mi.gov

4. Responsibilities of the Parties

The following paragraphs identify responsibilities of the parties involved:

a. **DTMB Responsibilities.** DTMB will provide the Partner, in accordance with the purpose, terms, and conditions of this Agreement and implementing arrangements, as appropriate, with the following:

i. Protection and good stewardship of the Partner's data;

ii. Those responsibilities set forth in Exhibit A.

b. **Partner Responsibilities.** The Partner will provide DTMB, in accordance with the purpose, terms, and conditions of this Agreement and implementing arrangements, as appropriate, with the following:

i. GIS dataset updates, without fee or cost, through the data exchange mechanism identified in Exhibit A;

ii. Protection and good stewardship of the State's data;

iii. Those responsibilities set forth in Exhibit A.

iv. A copy of their enhanced access policy and fee schedule(s)

v. Updates to fee schedule throughout duration of this agreement

5. <u>GIS Data Usage and Distribution Terms</u>

a. The County authorizes its GIS data to be used as identified in Exhibit A.

b. In the event that a Third Party requests GIS data, one of the following three scenarios will apply:

i. If the Partner receives a request for its own Data, that request will be subject to the Partner's local Enhanced Access to Public Records policy. There is no need for the request to go through or be approved by DTMB.

ii. In the event that DTMB receives a request for Data provided by the Partner, such requests will be honored pursuant to DTMB's Enhanced Access to Public Records policy 2410.04 and associated fee schedule. In accordance with its policy, DTMB will pass on any applicable fees pursuant to the Partner's local Enhanced Access to Public Records policy.

iii. If the Partner receives a request for any Data that it received from DTMB, it will provide the Data in accordance with its local Enhanced Access to Public Records policy, and pass on any applicable fees to DTMB as established under DTMB's Enhanced Access to Public Records policy 2410.04 and associated fee schedule. The Partner may also charge an administrative fee to distribute the Data as outlined in its local Enhanced Access to Public Records policy.

c. The Parties agree to exercise all applicable exemptions available under the Freedom of Information Act (FOIA), MCL 15.231 *et seq*., to ensure that the GIS Data will not be re-distributed to a Third Party.

6. GIS Data Disclaimer

a. All GIS data is provided "as is." The Parties expressly disclaim any and all warranties, express or implied, including, but not limited to, any warranties of accuracy, reliability, title, merchantability, non-infringement, fitness for a particular purpose, or any other warranty, condition, guarantee or representation, whether oral, in writing, or in electronic form including, but not limited to, the accuracy or completeness of any information contained in or provided by the GIS data. The Parties do not represent or warrant that access to GIS data will be uninterrupted or that there will be no failures, errors, omissions, or loss of transmitted information.

b. In no event shall either Party be liable to the other for any special, indirect, or consequential damages, or any damages whatsoever resulting from loss of use, data, or profits arising out of or in connection with the use or performance of GIS data under this Agreement.

7. Image Service Contact

The MiSAIL program includes partner access to a secure imagery viewing service known as the Michigan Imagery Solution (MIS), managed by the State of Michigan, DTMB, Center for Shared Solutions. Service will be accessible for up to five partner desktop applications and one partner web based application.

Image Service Contact designated per signature is the single point of contact for the DTMB for all technical considerations and inquiries regarding MIS access by partner.

Image Service contact	Email	Phone
Kayla Marchington	kmarchington@gladwincounty-mi.gov	(989) 426-9327 ext. 176

8. Effective Date and Duration

This Agreement becomes effective upon the date of the last approving signature and will remain in effect indefinitely until terminated unless superseded, rescinded, or modified by written agreement of both Parties.

9. Amendment and Modification

This Agreement may be amended or modified only by written agreement of both Parties.

10. Termination

a. Either Party may terminate this Agreement with sixty (60) days written notice for any reason, or for no reason.

b. Upon termination of this Agreement, GIS Data provided to DTMB under this Agreement by the Partner will be retained by DTMB, but will no longer be updated. Remaining GIS Data shall be marked that it has not been updated as of the date of the last update prior to termination.

11. Dispute Resolution

In the event of a dispute between the Parties, the Partner and DTMB agree to use their best efforts to resolve that dispute in an informal fashion through consultation and communication, or other forms of non-binding alternative dispute resolution mutually acceptable to the Parties.

12. Assignment

This Agreement may not be assigned, delegated, or otherwise transferred by the parties, nor may any right, duty, or obligation under this Agreement be assigned, delegated, or transferred, unless otherwise provided for in this Agreement.

13. Reservation of Rights

a. This Agreement does not, and is not intended to, impair, divest, delegate, or contravene any constitutional, statutory, or other legal right, privilege, power, or immunity of the Parties. Nothing in this Agreement is a waiver of governmental immunity by either Party.

b. Unless this Agreement expressly states otherwise, it does not, and is not intended to, transfer, delegate, or assign to the other Party, any civil or legal responsibility, duty, obligation, duty of care, cost, legal obligation, or liability associated with any governmental function delegated or entrusted to either Party under any existing law or regulation.

14. No Third Party Beneficiaries

Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or

benefit, right to indemnification, right to subrogation, or any other right in favor of any other person or entity.

15. Applicable Laws

The applicable statutes, regulations, directives, and procedures of the State of Michigan shall govern this Agreement and all documents and actions thereunder.

16. Entire Agreement

This Agreement represents the entire Agreement between the Parties and supersedes all other Agreements between the Parties governing the matters described. The language of this Agreement will be construed as a whole according to its fair meaning, and not construed strictly for or against any Party.

The undersigned execute this Intergovernmental Agreement on behalf of the Parties and by doing so, obligate and bind the DTMB and the Partner to the stated terms and conditions.

_____ _____

ERIC SWANSON DATE
Director
Center for Shared Solutions (CSS)
Romney Building, 10th Floor
111 S. Capitol St.
Lansing, MI, 48933

_____ _____

Karen Moore DATE
Gladwin County Board Chairman
401 W. Cedar Ave, Gladwin, MI, 48624

Exhibit A
Intergovernmental Agreement
For Data Exchange Between Gladwin County and DTMB
May 11, 2021

Attributes to be included with each data category will vary. DTMB has a standard data schema for each data type that will be shared with the partner. Variations between local data and the DTMB standard will be reviewed prior to data submission.

Description of Partner Data:

Tax parcels: Geometry and attributes for Community Parcel Repository

Address points: Geometry and attributes for structure point location at rooftop, driveway, geocoded along road centerline, or parcel centroid.

Road Centerlines: Geometry and attributes

Description of DTMB Data:

12" pixel resolution, 4-band (red, green, blue, near-infrared) aerial imagery. Specification document available at: http://www.michigan.gov/som/0,4669,7-192-78943_78944_78949_78952_63834---,00.html

Data Exchange Process: select one

- [x] Digital Upload (file upload or through feature service)
- [ ] External Hard Drive
- [ ] Other _____

Data Use: select one for each data category

Parcels:

- [ ] Publicly Available
- [ ] Available for use by all State of Michigan Agencies

Address Points:

- [ ] Publicly Available
- [ ] Available for use by all State of Michigan Agencies

Road Centerlines:

☐ Publicly Available

Update Schedule:

Parcels: 1-2 times per year
Address Points: 4 times per year
Road Centerlines: 4 times per year

Optional pass through to the United States Census Bureau:

The DTMB, Center for Shared Solutions (CSS) is the State of Michigan's liaison to the US Census Bureau (USCB) for local data collection efforts in support of various USCB geospatial data programs.

DTMB is authorized to pass data through to United States Census Bureau

Address Points:

☐ Yes
☐ No

Road Centerlines:

☐ Yes
☐ No

Michigan Department of Treasury
614 (Rev. 01-21)

ORIGINAL TO: County Clerk(s)
COPY TO: Equalization Department(s)
COPY TO: Each township or city clerk

L-4029

2021 Tax Rate Request (This form must be completed and submitted on or before September 30, 2021)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes	2021 Taxable Value of ALL Properties in the Unit as of 5-24-2021
Gladwin County	**1,048,045,455**
Local Government Unit Requesting Millage Levy	For LOCAL School Districts: 2021 Taxable Value excluding Principal Residence, Qualified Agricutlural, Qualified Forest, Industrial Personal and Commercial Personal Properties.
County of Gladwin	

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2021 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2020 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2021 Current Year "Headlee" Millage Reduction Fraction	(7) 2021 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Allocated	Gen. Oper	08/1972	5.7500	4.3866	1.0000	4.3866	1.0000	4.3866	4.3866		N/A

Prepared by	Telephone Number	Title of Preparer	Date
Peter J. Preston	**(989) 426-9327**	**Equalization Director**	

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

	Signature	Print Name	Date
☐ Clerk ☐ Secretary			
☐ Chairperson ☐ President			

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2021 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

** Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.*

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

FY 2021 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF)

This application is due to the MSP/GCSD no later than 12 p.m. (noon) EST on May 14, 2021. Late submissions and/or incomplete applications will not be accepted. Submission must be made electronically to msp-cesf@michigan.gov.

☐ **Our agency chooses not to apply for this funding.**

I. Applicant Information

Agency Name ⓘ	Agency Address (Street, City, State, and Zip)
County of Gladwin	401 West Cedar Avenue Gladwin, Michigan 48624

Date of Application	Project Start Date	Project End Date
04/29/2021	**June 1, 2021**	**December 31, 2021**

Agency's SIGMA Vendor ID ⓘ	Agency's SIGMA Address ID	Federal Tax Identification Number	DUNS Number ⓘ
CV0047992	025	38-6004850	019987627

II. Geographic Data

Population of Geographic Area Served	County(ies) Served
25692	Gladwin

Political Districts ⓘ

U.S. Congressional District	State House District	State Senate District
4th	97th	36th

III. Funding Disclosure

Is your jurisdiction also applying for other grant or foundation dollars (Federal, State, or Private) that will be used to pay for the budget items in this application? **Yes** ☐ **No** ☒

If **yes**, please explain.

IV. Project Information

Grant Summary

Describe your agency's efforts for preventing, preparing for, and/or responding to the coronavirus in four sentences or less (a maximum of 400 characters). This brief summary will be used for a short description of your agency's efforts for press notification. Be sure this description accurately represents what has been completed as well as future plans.

Gladwin County has carefully followed all State guidelines in respect to remote work (when available) and closing to the public when numbers increased. We continue to serve the residents of our community, but in a modified course of work. Safety measures, such as PPE in the courtrooms and the implementation of ZOOM have been essential in our continued work efforts toward a speedy trial.

Program Narrative

Describe the impacts of the coronavirus on your agency's caseload backlog, including number of cases, warrants, etc. in backlog. Then, describe how this funding will assist in resolving the backlog issues specific to your agency. (A maximum of 2,000 characters is allowed for this section).

The Prosecutor's Office has not had a change in responsbilites during this pandemic. Individuals are still being arrested, warrants are still being processed and people still need to be moved through the legal system. Our backlog has been created with the requirements of the courts through SCAO to adopt plans based on numbers to implement phases of interaction with the public. In a Phase One environment, remote work is essential and face to face interaction is disallowed. These phases impact our ability to quickly and fairly process caseload at a satifactory level. With 32 felony cases on hold and set for trial, a backlog has presented itself. This supplemental funding would allow for the hiring of an Assistant Prosecutor to handle the backlog so my office can continue to process the incoming cases in "real time".

V. Designation of Grant Officials ⓘ

Authorized Official

This individual is authorized to enter into binding contracts for the jurisdiction receiving funds (this is normally the mayor, city manager, county administrator, etc.).

Authorized Official Name and Title	Agency	Phone Number
Karen Moore, Chairperson	County of Gladwin	989-426-4821

Address		Email Address
401 West Cedar Avenue Gladwin, Michigan 48624		kmoore@gladwincounty-mi.gov
Project Director This individual is designated by the agency to be directly responsible for all grant activities, including reporting, and is the main contact.		
Project Director Name and Title Aaron W. Miller	Agency Gladwin County Prosecuting Attorney	Phone Number 989-426-8592
Address 401 West Cedar Avenue Gladwin, Michigan 48624		Email Address amiller@gladwincounty-mi.gov
Financial Officer This individual has detailed knowledge of the grant budgeting and accounting practices of the agency. The financial officer will be responsible for all financials regarding the reimbursement of grant funds.		
Financial Officer Name and Title Laura Brandon-Maveal, Interim County Administrator	Agency County of Gladwin	Phone Number 989-426-4821
Address 401 West Cedar Avenue Gladwin, Michigan 48624		Email Address Laurab@gladwincounty-mi.gov

VI. Budget Information

All budget items must be **directly related** to the hiring of a contractual employee to address coronavirus-related backlog.

Agency CESF Allocation (Provided by the MSP/GCSD): $25,000.00

Contractual Expenses

Provide a description of wage-related expenses for the contractual employee. Include the hourly rate and estimated number of hours to be worked during the grant performance period. Fringe benefits are **not eligible** for reimbursement.

The individual would be paid $60.00/hour as a contractual 1099 employee. There would be no fringes for this position and the County could fairly support 400 hours of work for this individual.

Total Contractual Grant Funds:
$24,000.00

Supplies and Materials Expenses

Provide a description of all Supply and Material expenses **directly related** to the work of the contractual employee. Include the budget item and the grant funds allocated toward each item.

Any and all case file supplies that are required to close outstanding cases set for trial. This would include, but not be limited to, case files, copies, exhibit creation and witness expense.

Total Supplies and Materials Grant Funds:
$1,000.00

Grant Funds Grand Total: $25,000.00

VII. Certification

☒ I certify, to the best of my knowledge, that the above information is true, complete, and accurate.

Coronavirus Emergency Supplemental Funding (CESF)
Fiscal Year (FY) 2021

Summary Page

Overview

The FY 2021 Coronavirus Emergency Supplemental Funding (CESF) Program will provide funding to county prosecutor offices for hiring contractual personnel to address coronavirus-related caseload backlog.

Eligibility

Applications are accepted directly from county prosecutor offices.

Deadline

A completed and signed application (including any attachments) must be received by the MSP/GCSD, via email to msp-cesf@michigan.gov no later than **12 p.m. (noon) EST on May 14, 2021**. There will be no extensions of this deadline. Applications received by the MSP/GCSD after **12 p.m. (noon) EST on May 14, 2021**, will not be considered for funding.

Contact Information

For questions about this solicitation or grant application form, please email msp-cesf@michigan.gov.

Release date: **April 16, 2021**

General Information

Program Purpose

The purpose of this grant program is to provide emergency supplemental funding to county prosecutor offices for the hiring of contractual personnel to address coronavirus-related backlog. Applicants should read this instruction form in its entirety in order to have a comprehensive understanding of all CESF requirements.

Eligibility

Applications are accepted directly from county prosecutor offices. Please note, if your jurisdiction received a direct CESF award from the Department of Justice, your agency is still eligible to apply under this CESF solicitation.

Application Process

The CESF application will be available beginning **April 16, 2021**. Applicants are encouraged to start working on their applications as soon as possible after the form is made available in order to have a sufficient amount of time to complete the application. Applicants are encouraged to submit early, as applications will be accepted, reviewed, and awarded on a rolling basis.

Deadline

To be considered for funding, a completed application must be received by the MSP/GCSD via email to msp-cesf@michigan.gov by **12 p.m. (noon) EST on May 14, 2021**. There will be no extensions of this deadline.

Agency Allocations

The following are allocations for county prosecutor offices; the allocation amounts are based on county populations. Applicants may not apply for more than their allocated amount.

- Counties with a population over 200,000: $100,000
- Counties with a population between 75,000 and 200,000: $50,000
- Counties with a population below 75,000: $25,000

Grant Period

The grant performance period will be **June 1, 2021, through December 31, 2021**. All grant-related work must be complete by **December 31, 2021**.

Notification Process

Applicants selected for a grant award will electronically receive a final award letter and grant agreement documents. Signed grant agreement documents must be returned by the given due date via email to msp-cesf@michigan.gov. Reimbursement of funds will not occur until signed grant agreement documents are received by the MSP/GCSD.

Application Opt-Out:

Agencies that choose not to apply for CESF funds must check the appropriate box located above Part I and submit the application form to msp-cesf@michigan.gov. Those not applying are only required to fill out Part I in addition to the checkbox indicating the agency's decision.

Source of Funds

The CESF is funded from the United States Department of Justice as appropriated in the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The CESF Program is authorized by Division B of H.R. 748, Pub. L. No. 116136 (Emergency Appropriations for Coronavirus Health Response and Agency Operations); 28 U.S.C. 530C.

Public Disclosure of Application

Application contents are subject to the Freedom of Information Act, 1976 PA 442, MCL 15.231 *et seq.*

Contact

For questions regarding the CESF, please contact the MSP/GCSD at msp-cesf@michigan.gov.

Application Instructions

Application Opt-Out:

Agencies that choose not to apply for CESF funds must check the appropriate box located above Part I and submit the application form to msp-cesf@michigan.gov. Those not applying are only required to fill out Part I in addition to the checkbox indicating the agency's decision.

Part I. Applicant Information:

Applicants must thoroughly complete the information for their agency in this section, including SIGMA coding information, which is critical to the reimbursement process. **Failure to completely fill out Part I may delay grant award.**

Part II. Geographic Data:

Applicants are required to complete the information included in this section.

Part III. Funding Disclosure:

Applicants are required to disclose other sources of coronavirus funding.

Part IV. Project Information:

1. **Grant Summary.**

   Summarize your agency's efforts for preventing, preparing for, and/or responding to the coronavirus for which you are seeking CESF assistance.

2. **Program Narrative.**

   Describe the impacts of the coronavirus on your agency's caseload backlog, including number of cases, warrants, etc. in backlog. Then, describe how this funding will assist in resolving the backlog issues specific to your agency.

Part V. Designation of Grant Officials:

All applicants must designate grant officials listed on the application form. All three roles must be filled by three separate people; the same person cannot fill more than one role.

Part VI. Budget Information:

Applicants must complete an accurate budget based on category eligibility listed below as well as their specific CESF allocation provided by MSP/GCSD. All budget items must be directly related to the hiring of a contractual employee to address coronavirus-related backlog.

Budget Category Eligibility:

- Contractual personnel to assist with activities that have been delayed during the coronavirus pandemic.
- Technology or other supplies specifically necessary for the performance of the contractual personnel.

Part VII. Certification:

Applicants are required to certify that all statements in the application are true, complete, and accurate to the best of their knowledge. Grantees are required to agree to allow the MSP and the Michigan Office of the Auditor General access, for the purposes of inspection, audit, and examination, to any books, documents, papers, and records of the grantee which are related to this grant. Further grant

requirements will be explained in your jurisdiction's CESF grant agreement. Signatures are not required for certification.

Conditions

The following conditions apply to grant awards. If an applicant receives a grant award, the applicant will then be known as a grantee. All references in the conditions section refer to a grantee, as opposed to an applicant, for this reason.

Limitations of Funds

The CESF is funded from the CARES Act and administered by the MSP/GCSD. All awarded funds must be spent by the grantee by **December 31, 2021**. All reimbursement requests for eligible expenses, including supporting documentation, must be submitted to MSP/GCSD by close of business (COB) on **January 31, 2022**. If a grantee incurs expenses prior to **December 31, 2021** but does not submit a reimbursement request for those expenses, including supporting documentation, by COB on **January 31, 2022**, the expenses **will not** be eligible for reimbursement.

Implementation

The grantee agrees to submit a signed grant agreement by the due date given or be subject to potential cancellation of the grant award. Grant funding will not be released until signed grant agreement documents are returned to the MSP/GCSD via email at to msp-cesf@michigan.gov.

Clarification

Prior to executing any changes from the approved funded items, the grantee must provide written notice to the MSP/GCSD of the proposed changes. The MSP/GCSD will notify the grantee, within 30 days, whether or not the proposed changes are approved.

Ineligible Expenditures:

The following items are not eligible for the CESF:

- Any expenses incurred prior to **June 1, 2021** or after **December 31, 2021**.
- Any expenses fully covered by other sources (federal, state, local, or private).
- Costs in applying for this grant (e.g., consultants, grant writers, etc.).
- Indirect costs or indirect administrative expenses.
- Contributions and donations.
- Management or administrative training, conferences.
- Grant administrative costs.
- Purchase of any type of vehicle, including accessories.
- Fines and penalties.
- Losses from uncollectible bad debts.
- Food, refreshments, and/or snacks, including those incurred during travel.
- Any other expenses that are not directly related to the hiring of contractual personnel to address coronavirus-related backlog.

Non-Supplanting:

Grantee agrees that funds accepted through the CESF will supplement existing funds and not supplant local funds with federal funds.

Expenditures:

1. The grantee understands and agrees that all expenditures from the grant will:
    a. Be permissible under state and federal law and consistent with statewide policies, regulations, and practices.
    b. Be adequately supported by source documentation, including invoices, cancelled checks, and electronic payment confirmations.
    c. Only be for items that have been approved through a CESF award or subsequently approved budget modification.
2. The grantee agrees to use the approved purchasing practices and bid procedures required by the "Applicant" for all expenditures involving project activity.
3. The grantee agrees to maintain accounting records following generally accepted accounting principles for the expenditure of grant funds. The grantee agrees to record all revenues and expenditures in a fund or account separate from the grantee's other funds or accounts.
4. The grantee agrees to maintain all documentation for costs incurred for a three-year period following the final MSP payment for the project.

Reporting Requirements and Release of Funds:

Payments to the grantee will be made on a reimbursement basis, providing the grantee is in compliance with all terms and conditions of the grant. For a payment reimbursement, a completed CESF Financial Status Report (FSR), which includes a section for reimbursement request, must be submitted to the MSP/GCSD via email to msp-cesf@michigan.gov. Source documentation supporting the requested reimbursement amount must be attached to the FSR. At a minimum, the source documentation should include copies of the original invoices, cancelled checks, and any other information that would support the request.

FSRs – The reports are due within twenty (20) days after the end of a reporting period. Reporting periods will be as follows: **June 1, 2021 – September 30, 2021; October 1, 2021 – December 31, 2021.**

The Grantee's Financial Officer or Authorized Official must sign and date the CESF FSR.

Funds may not be released to the grantee if any of the participants in the project:

1. Have not filed their annual financial report (F65) or audit per the Uniform Budgeting and Accounting Act, 1968 Public Act 2, as amended (MCL 141.421 to 141.440a) or the Uniform System of Accounting Act, 1919 Public Act 71, as amended (MCL 21.41 – 21.55) or
2. Have a payment due and owing to the State of Michigan.

OAKRIDGE TREE

3632 Whispering Pines Dr.
Gladwin, MI 48624
Phone # 989-426-8741

Estimate

Name / Address
Gladwin County Court House 401 Cedar Ave. Gladwin MI 48624

Date	Estimate #
4/23/2021	5253

Project

Item	Description	Qty	Rate	Total
Tree Rem...	4 trees in back parking lot		0.00	0.00
Tree Rem...	1 tree by city police 425 a piece for the four, complete removal and clean up, leaving holes to be filled with dirt by customer 600 for the tree by the city police, same, complete removal and clean up total $2300.00 Note: when we say complete clean up, we mean we take everything, including the stump grindings, blowing off the parking lot where needed, leaving you with only holes, for you to fill with dirt. We DO NOT leave a mess behind.		0.00	0.00

$4600.00 to be billed to Gladwin City

Total	$0.00

~ ONE CALL DOES IT ALL... ~

Michael Henry Tree Services LLC

3777 N. Clare Ave. • Harrison, MI 48625

Wood Chipping • Tree Trimming • Tree & Brush Removal
Stump Grinding & More. Fully Licensed & Insured.
INSURANCE WORK WELCOME

CELL: 989-339-4377 • BILLING: 1-989-817-3432
FAX: 989-539-9593

Submitted To: gladwin county courthouse
Address:
Date: April 24th 2021
City, State, Zip: gladwin MI
Phone: 426-6905
429-2748

We hereby submit specifications and estimates for:

4 box elders $2,100.00
1 Box elder $550.00

this price includes complete cleanup including stump grinding and chip removal

Fax 989-426-6919

maintenance
Maintenance@gladwincounty-mi.gov

Remit Payment To:
3777 N. Clare Ave.
P.O. Box 957
Harrison, MI 48625

We propose hereby to furnish equipment and labor - complete in accordance with the above specifications, for the sum of:
($ 2,650)

Payment to be made as follows:

NOTE: This proposal/estimate may be withdrawn by us if not accepted within _____ days.

Signature of Acceptance:
Date of Acceptance:

HOJOS TREE SERVICE

1114 East Cedar Avenue
Gladwin, MI 48624
989-426-6368
rchojnacki15@yahoo.com

QUOTE

Date	Quote #
4/26/2021	21-1019

Name / Address
Gladwin County Courthouse 401 W. Cedar Ave. Gladwin, MI 48624

Description	Total
Cut down five trees, remove wood, chip up brush, grind out stumps & clean up.	2,500.00
Total	$2,500.00

PRESTON COMMUNITY SERVICES, LLC

Meeting Your Community's Land Use Planning, Zoning & Property Assessment Needs

April 21st, 2021 *Sent via Electronic Mail*

Peter J. Preston, AICP, MAAO
Preston Community Services, LLC
P.O. Box 118
Laingsburg, Michigan 48848

Gladwin County Board of Commissioners
401 W. Cedar Ave
Gladwin, Michigan 48624
Email: laurab@gladwincounty-mi.gov

RE: Proposal to Renew Contract for Equalization Services

Dear Board of Commissioners:

Please find attached a proposal for Preston Community Services, LLC ("PCS") to continue to provide services to Gladwin County ("County") as it concerns the Gladwin County Equalization Office ("Department").

There proposal is substantially similar to last years renewal and includes no fee increase at this time due known budget issues. We are however asking that the contract be renewed for a three (3) year period with adjustments every subsequent year to reflect changes in inflation. This adjustment language has been set forth in each contract renewal with Gladwin County, but the County has elected to approve on an annual basis. In order for our company to properly allocate resources to the County, we respectfully request a longer term be considered. In previous conversations there has been concerns with the longer contract term in the event that services provided are not deemed adequate or sufficient. To address this concern, the contract (as with previously approved contracts) contains language that allows the County or the Contractor to terminate the contract without cause.

Thank you for your time and consideration. If you have any questions or need additional information concerning any part of this proposal, please do not hesitate to contact me directly at 517.256.0566 or via e-mail at pcsmail.pete@gmail.com.

Sincerely,

Peter J. Preston, AICP, MAAO
Community Planner & Assessor
Preston Community Services, LLC

Gladwin County Equalization Department
Contract for Professional Services

This Agreement is by and between **Preston Community Services, LLC ("Service Provider")** located at 259 E. Grand River (P.O. Box 118), Laingsburg, Michigan, 48848 and the **County of Gladwin, ("County"),** a municipal corporation and political subdivision of the State of Michigan. The County and the Service Provider by the respective undersigned, authorized officials agree to the providing of services as enumerated below for a fee by the Service Provider on behalf of and for the County.

IT IS HEREBY AGREED AS FOLLOWS:

1. AGREEMENT TERM. The term of this Agreement is from June 1, 2021 to May 31, 2024. This Agreement can be terminated for any reason at the option of either the County or the Service Provider with notice of at least thirty (30) calendar days. No representative of the County, other than its Board, acting as a municipal body, has any authority to enter into any agreement for any specified period of time or to make any agreement contrary to that contained herein.

2. CONTRACTED SERVICES. The Service Provider shall assign qualified employees to provide services to the Gladwin County Equalization Department ("Department"). As a limited liability company, the Service Provider, or its members or employees, are not considered to be an employee of the County. The Service Provider, or their employee or member, shall not be eligible for any fringe benefits including, but not limited to holiday pay, vacation, sick and personal leave, funeral leave, jury duty pay, life, health and dental insurance, military leave, short-term and long-term disability leave and life insurance and pension. The County is not responsible for Workman's Compensation and/or Liability Insurance for employees of the Service Provider. The Service Provider shall be responsible for all necessary federal, state and local obligations as it concerns qualified employees of the Service Provider.

3. SERVICES RENDERED. The Service Provider agrees to provide the following services to the County:

   a. Provide management support to County Administration. The Service Provider shall provide an employee for management support of the Department, including but not limited to coordination of duties for County employees in the Equalization Department, continuous analysis of department processes and procedures, identification and implementation of efficiencies, and incorporation of new technologies, etc. This will involve active communication with those responsible for the overall County administrative duties to ensure consistency with the overall goals and objectives of the Board of Commissioners.

   b. Perform the equalization function as required by the Michigan General Property Tax Act. Utilizing County staff, the Service Provider and its staff will conduct the equalization function to create uniformity by class among the individual local assessing units within the County and advise the Board of Commissioners if assessments are relatively equal.

c. Complete all necessary sales and appraisal studies for the equalization process. This process will involve the Service Provider's staff and directing County staff in the review of properties for the purposes of supplying information for the equalization study, including the appraisal of properties that have sold and a sample of other properties in the same class for comparison. The Service Provider, with support of existing Department staff, will prepare required studies, including residential, agricultural, commercial and industrial studies.

d. Prepare reports and documentation to determine adjustments by real and personal property class (agricultural, residential, commercial, industrial and developmental) for each local assessing unit. This report, known as the L-4018, is used by local unit assessors to determine final anticipated ratios for the upcoming assessment year and subject to review by the March Board of Review ("MBOR") of the respective unit.

e. Review and equalize after the local assessment units conclude MBOR. This process involves the Service Provider's staff and directing County staff in the review of local assessing unit's database and ensuring that appropriate ratios as established by the equalization study are met. Recommending factoring where appropriate is a responsibility of the Equalization Director and all appropriate information will be provided to the Director for making such recommendation where necessary. Preparation of annual reports for the equalization process will be submitted to the State Tax Commission ("STC") as required.

f. Equalization Director. The Service Provider shall provide an appropriately certified individual to be appointed by the Board of Commissioners as the Equalization Director. This individual will be responsible for duties of the Equalization Director as provided for through the Michigan State Tax Commission. For the purposes of this agreement, Peter J. Preston shall be appointed Equalization Director.

g. In coordination with the local unit Treasurer where such unit has contracted for services from the County, the Service Provider's staff and County staff will prepare for mailing summer and winter tax bills. Such services shall include working with local unit assessor and treasurer to calculate and balance for summer and winter tax billings, complete a warrant, and print for mailing purposes.

h. In coordination with the local unit Assessor, where such local unit has contracted for services from the County and the local unit has agreed to the additional services of printing and mailing assessment personal property statements and assessment notices, the Services Provider's staff and County staff will prepare from the local unit's database personal property statements and/or assessment notices and print for mailing purposes.

4. COMPENSATION. Payment to the Service Provider for the above referenced services identified as Section 3, Items a-f, shall be based on an annual fee of $66,560 to be paid in equal monthly installments. The Service Provider shall provide an invoice the first week of every month.

Payment to the Service Provider for the above referenced service identified as Section 3,

Items g, shall be based on a fee of $0.17 per tax bill to be paid following the completion of each of the two billing cycles. The Service Provider shall provide an invoice upon completion of each billing cycle.

Payment to the Service Provider for the above referenced service identified as Section 3, Item h, shall be based on a fee of $0.10 per assessment notice to be paid upon invoice by the Service Provider following completion of the March Board of Review in the respective local unit that has agreed to additional services to be provided by the County

Following the 2021 calendar year of service, the above rates shall be increased by the inflation rate multiplier as developed by the State Tax Commission based on information from the US Department of Labor, Bureau of Labor Statistics. The State Tax Commission releases the inflation rate multiplier annually in an official bulletin titled "Inflation Rate Multiplier for use in the 20__ capped value formula and the "Headlee" Millage Reduction Fraction (MRF) formula".

5. COUNTY COMMITMENTS. It is understood that the County will provide the Service Provider with the necessary software and department equipment to perform duties in the office. This shall include BS&A .Net Equalization Software, APEX sketching software, one desktop computer on the County's network, and the ability to remotely log into that computer as well as one (1) additional computer, and internet access for Service Provider staff laptops.

6. COMPLIANCE WITH THE LAW. The Service Provider shall perform all the services to be provided under this Agreement in compliance with applicable Federal, State and local laws, ordinances, rules and regulations.

7. WAIVERS. No failure or delay on the part of either of the parties to this Agreement in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.

8. MODIFICATION OF AGREEMENT. Modifications, amendments or waivers of any provision of this Agreement may be made only by the written mutual consent of the parties hereto. The Service Provider shall not be permitted to transfer this Agreement to any other party without approval of the County.

9. COMPLETE AGREEMENT. This Agreement constitutes the complete agreement concerning the contractual arrangement between the parties and shall, as of the effective date hereof, supersede any and all prior agreements concerning the equalization function of the County, oral or written, between the parties, if any. It is understood and agreed that this Agreement shall supersede and take precedence over any other document, handbook, benefit plan or other material which could otherwise be construed as being contractual in nature, whether in existence prior to, currently, or subsequent to the execution of this Agreement. It is further understood that no County personnel have the authority to enter into any agreement with the Service Provider for any specified period of time, or to make any agreement contrary to the provisions herein, except when the same is approved by the Board through a formal resolution.

10. INVALID PROVISIONS. If any provision of this Agreement is held to be invalid, the remainder of this Agreement shall not be affected thereby, except where the invalidity of the provision would result in the illegality and/or enforceability of this Agreement.

IN WITNESS WHEREOF, the authorized representatives of the Parties hereto have fully executed this Agreement on the day and year first above written.

SERVICE PROVIDER

BY _____
Name: Peter J. Preston, AICP, MAAO
Preston Community Services, LLC
Title: Owner/Managing Member

COUNTY OF GLADWIN

BY _____
Name: Karen Moore
Title: Gladwin County Board Chair

GLADWIN COUNTY SHERIFF'S OFFICE

MICHAEL SHEA
SHERIFF

501 WEST CEDAR AVENUE • GLADWIN, MI 48624
PHONE (989) 426-9284 OR 1-800-553-0911
FAX (989) 426-1173

RAY HARTWELL
UNDERSHERIFF

May 3, 2021

Dear Board of Commissioners:

Corrections Officer Corporal Patrick Sheehan has submitted his letter of resignation today. His last date of hire will be May 29, 2021. I will be looking to fill this vacancy as with the other vacancy we have had immediately. I will also be promoting a Corrections Officer to Corporal.

Sincerely,

Matthew McGourty
Jail Administrator
Gladwin County Jail

Cc: Laura Brandon-Maveal
Cc: Undersheriff Ray Hartwell

GLADWIN COUNTY SHERIFF'S OFFICE

MICHAEL SHEA
SHERIFF

501 WEST CEDAR AVENUE • GLADWIN, MI 48624
PHONE (989) 426-9284 OR 1-800-553-0911
FAX (989) 426-1173

RAY HARTWELL
UNDERSHERIFF

Fulltime Corrections Officer

Gladwin County Jail is accepting applications for a fulltime Corrections Officer position. Applicant must be 18 years old or older, no felony convictions and able to work nights, weekends, and holidays. Applicants must demonstrate successful completion of the EMPCO written exam, and a successful physical fitness exam, prior to being offered employment. Physical fitness, EMPCO testing sights and minimum standers information can be found at www.misctc.org. Applications can be picked up at the Gladiwn County Sheriffs Office. All applicants must submit an application and resume to the Gladwin County Sheriffs Office attention Matthew McGourty.

GLADWIN COUNTY SHERIFF'S OFFICE

MICHAEL SHEA
SHERIFF

501 WEST CEDAR AVENUE • GLADWIN, MI 48624
PHONE (989) 426-9284 OR 1-800-553-0911
FAX (989) 426-1173

RAY HARTWELL
UNDERSHERIFF

Date: February 18, 2021

To: County Administrator / Board of Commissioners
From: Undersheriff Hartwell
Reference: Deputy Resignation

Chad Wortman has resigned from his position as a Deputy Sheriff for the Gladwin Sheriff's Office. His last date of employment will be May 9, 2021. We will be immediately seeking a candidate to fill the vacancy. I am requesting you officially authorize us to proceed with filling the vacancy at the next board meeting.

Respectfully,

Raymond E. Hartwell / Undersheriff

GLADWIN COUNTY SHERIFF'S OFFICE

MICHAEL SHEA
SHERIFF

501 WEST CEDAR AVENUE • GLADWIN, MI 48624
PHONE (989) 426-9284 OR 1-800-553-0911
FAX (989) 426-1173

RAY HARTWELL
UNDERSHERIFF

May 3, 2021
RE: Request for Count County Credit Card

Dear Board of Commissioners':

I am seeking permission for the County to authorize the County Administrator to place the County Credit on file at Rite Aid of Gladiwn. Rite Aid is the back up Pharmacy we use. They are the only pharmacy opened in town on the weekends and late hours. Rite Aid will no longer bill for medications. Medications must be paid for at pickup. During the weekends/ late hours there are no admin employees here with access to petty cash. The Nurses/ Corrections Officers have no way to pay for the medications that we would need in a timely manner. Its critical to our operations that we acquire specific medications in a timely matter. A delay in certain medications could be detrimental to the health of the inmate. Thank you for your anticipated support in the is matter.

Thank you,

Matthew McGourty
Jail Administrator
Gladwin County Jail

Cc: Undersheriff Ray Hartwell
Cc: Laura Brandon-Maveal

501 W. Cedar Ave., Gladwin, MI 48624
Non Emergency Phone: 989-426-9284
Or 1-800-553-0911 Fax: 989-426-5517
Email Address: ad911@gladwinco.com
Mike Brubaker 911 Administrator
Karee Barlow 911 Asst. Administrator

GLADWIN COUNTY 9-1-1 CENTRAL DISPATCH

To: Gladwin County Commissioners
From: Karee Barlow-911 Assistant Administer
Date: May 3rd, 2021
Re: 911 Training

I have scheduled the following individual, Josh Tweed for the 'Handling calls regarding Missing and Exploited Children' training course. This on-line course is scheduled on 6/16/21 from 8-5p and will be sponsored by Macnlow. The total cost of this training is $275.00. I am seeking approval to pay this amount from the wireless training fund line item: 282-000-804-001.

This training is approved by the State of Michigan 911 training.

Course info:
Handling calls regarding Missing and Exploited Children MNA20211766

Cost: $275.00

All invoices will be submitted to the County Administrators' office.

Thank you for your time,

Karee Barlow
911 Assistant Administrator

MACNLOW Associates

Handling Calls Regarding Missing and Exploited Children (New Course!)

6/16/2021 - 6/16/2021

8:00 AM - 5:00 PM

NEW COURSE! This course is designed to provide information and tools for the telecommunicator to quickly gather information when dealing with a missing or exploited child. Portions of the course also cover the various forms of child sex trafficking and indicators that can create opportunities for telecommunicators in the prevention, identification and response. This is an excellent learning environment to examine best practices for dispatch centers to follow when receiving calls pertaining to the most vulnerable among us.

At the conclusion of the course, the telecommunicator will be able to:

- Define missing/endangered/exploited children
- List types of missing children
- Discuss missing and exploited children statistics
- Know what information to obtain when processing a missing child call
- Determine the NCIC categories for missing children
- Discuss the Amber Alert system
- List Child Sexual Exploitation Classifications
- Discuss Child Sex Trafficking
- Understand Autism & Wandering

The cost is $275 per person. The class is SNC approved (MNA2021-1766).
Location: Virtual Classroom with Live Instruction

RISK Michigan Municipal MANAGEMENT AUTHORITY

FORWARD THIS REPORT TO: MMRMA CLAIMS
14001 Merriman, Livonia, MI 48154
Telephone (734) 513-0300 FAX (734) 513-0318

CLAIM / INCIDENT REPORT

Note: Use this form (1) to report any claim which caused bodily injury or property damage or (2) to report any incident which has the potential to cause bodily injury or property damage.

(1) Name of Member	(2) Department	(3) Phone Number	(4) Reported By
County OF Gladwin	Sheriff	989-426-9284	R. Hartwell
(5) Exact Location of Claim/Incident	**(6) Date of Claim Incident**	**(7) Time: A.M. ☐ P.M ☒**	**(8) Date Reported**
M-61 near Shearer Rd.	04/28/21	8:54	04/28/21

PERSONAL INJURY Claim ☐ Incident ☐		**PROPERTY DAMAGE** Claim ☐ Incident ☒	
(9) Name and Address of Injured Person or Claimant		(15) Property Damaged VIN: 1FAHP2MT4FG129041 2015 Ford Interceptor	
		(16) Nature of Damage Car - Deer Accident	
(10) Occupation	(11) Phone		
(12) Nature of Injury	(13) Age	(17) Extent of Damage: ~~total loss of vehicle~~ See Report	
(14) Part of Body Injured		(18) Estimated	(19) Actual Cost

(20) Witnesses Names and Addresses		
	1)	Phone No:
	2)	Phone No:
	3)	Phone No:
	4)	Phone No:

(21) Describe clearly how the claim incident occurred (attach any supporting data)

POLICE REPORT NUMBER G-5181-21

See Report

Evaluation
(22) Loss Potential Major ☐ Serious ☐ Minor ☒

(23) Probable Recurrence Frequent ☐ Occasional ☒ Rare ☐

(24) Suggestions or actions taken to prevent recurrence	(25) **LAWSUIT**
	A. Date of Service
	B. Method of Service (Personal or Mail)
	C. Name of Person Served

(26) Submitted by:	(27) Date	(28) M.M.R.M.A. Reviewed	(29) Date
R. Hartwell	04/29/21		

02/14/2011

Authority: 1949 PA 300, Sec.257.622
Compliance: Required MSP UD-10E
Penalty: $100 and/or 90 days (Rev 01/2016)

External # 2444 Crash ID

File Class 93001

Incident # G518121

Reviewer Sgt. Greg Guild (2606)

STATE OF MICHIGAN TRAFFIC CRASH REPORT

ORI: MI2612600

Department Name: GLADWIN COUNTY SHERIFF OFFICE

Crash Date	Crash Time	No. of Units	Crash Type	Special Circumstances	Special Checks
04/28/2021	20:54	01	Single	○None ○Hit and Run ○School Bus ○Fleeing Police ○Unknown ●Deer	○ Fatal ○ Non-Traffic Area ○ ORV/Snowmobile

County	Traffic Control	Relation to Roadway	Weather	Area
26 - GLADWIN	None	On the Road	Clear	Straight Roadway Not Related to Other Selections

City/Twsp	Contributing Circumstances 1st	2nd	Light	Road Surface Condition	Total Lanes	Speed Limit	Posted
10 - GROUT TWP	None		Dark-Unlighted	Dry	02	55	Yes

Work Zone (if applicable): Type | Workers Present: No | Activity | Location

LOCATION

Prefix	Primary Road Name	Road Type	Suffix	Divided Roadway
	M-61	HWY		

Distance/Direction	Trafficway
0.25 Miles E	Not Physically Divided

Prefix	Intersecting Road Name	Road Type	Suffix	Divided Roadway
	SHEARER	ROAD		

Unit Number	Unit Known	State	Driver License Number	Date of Birth (Age)	License Type	Endorsements	Sex	Total Occupants	Hazardous Action
01	Yes	MI	C300367115435	06/10/1973 (47)	●Operator ○Chauffer ○Moped	○Cycle ○Farm ○Recreation	M	01	None

Unit Type	Driver Information	Driver is Owner	Injury	Race	Position	Restraint
MV	JAMES CHARLES CUDDIE ON DUTY-POLICE/EMERGENCY ON DUTY MI 99999 (989)426-9284	No	O	W	Front - Left	Shoulder & Lap Belt

Driver Condition at Time of Crash 1st	2nd	Driver Distracted By	Ejected	Trapped	Airbag Deployed
Appeared Normal		Not Distracted	No	No	Not Deployed

Hospital	Ambulance
None	None

Alcohol Suspected	Contributing Factor	Alcohol Test Type	Alcohol Test Results	Interlock Device
No	No	○Breath ○Blood ○Urine ○Field ○PBT ○Refused ●Not Offered	○Pending Test Results:	No

Drug Suspected	Contributing Factor	Drug Test Type	Drug Test Results	Citation Issued
No	No	○Blood ○Urine ○Field ○Refused ●Not Offered	○Pending Test Results:	○Hazardous ○Other

Vehicle Registration	State	Vehicle Description	Year	Make	Model	Color
2606	MI		2015	FORD	INTERCEPTOR	BLK

VIN	Vehicle Type	Special Vehicles	Private Trailer Type	Vehicle Defect
1FAHP2MT4FG129041	Passenger Car, SUV, Van	Police		

Automation Systems(s) in Vehicle	Automation System Level in Vehicle	Automation System Level Engaged at Time of Crash
No	No Automation	No Automation

Insurance Company	Insurance Policy #	Towed By	Towed To
MMRMA		NOT TOWED	NOT TOWED

Location of Greatest Damage	First Impact	Extent of Damage (Power Unit and/or Trailers)	Vehicle Direction	Vehicle Use	Action Prior
02	02	Functional Damage	E	In Pursuit/On Emergency	Going Straight Ahead

Sequence of Events (● indicates MOST harmful event): First ●20 - Animal | Second | Third | Fourth

PASSENGERS

Passenger Information	Date of Birth (Age)	Sex	Race	Position	Restraint

Injury	Ejected	Trapped	Airbag Deployed

Hospital	Ambulance

Passenger Information	Date of Birth (Age)	Sex	Race	Position	Restraint

Injury	Ejected	Trapped	Airbag Deployed

Hospital	Ambulance

Passenger Information	Date of Birth (Age)	Sex	Race	Position	Restraint

Injury	Ejected	Trapped	Airbag Deployed

Hospital	Ambulance

Carrier Information	USDOT	MC	MPSC

Driver's CDL Type	Endorsements	CDL Exempt
	○H ○P ○T ○N ○S ○X	○Farm ○Other

GVWR/GCWR	Vehicle Configuration	Cargo Body Type	Medical Card	Hazardous Material	ID #	Class #
○10,000 lbs. or Less ○10,001 - 26,000 lbs. ○Greater than 26,000 lbs.				○Placard ○Cargo Spill		

OWNERS

Owner Information	Owner Information

Damaged Property	Public	Owner & Phone

GREAVES BODY SHOP & TOWING INC

CARLGREAVES22@GMAIL.COM
897 N M18, GLADWIN, MI 48624
Phone: (989) 426-2100
FAX: (989) 426-8804

Workfile ID: 2de5a08e
PartsShare: 6dXdm8
Federal ID: 81-4102916
State ID: F168580

Preliminary Estimate

Customer: HARTWELL, GLADWIN COUNTY SHERIFF **Job Number:**

Written By: Carl Greaves

Insured:	HARTWELL, GLADWIN COUNTY SHERIFF	Policy #:	Claim #:
Type of Loss:		Date of Loss:	Days to Repair: 0
Point of Impact:	12 Front		

Owner:
HARTWELL, GLADWIN COUNTY SHERIFF
(989) 426-9284 Business

Inspection Location:
GREAVES BODY SHOP & TOWING INC
897 N M18
GLADWIN, MI 48624
Repair Facility
(989) 426-2100 Business

Insurance Company:

VEHICLE

2015 FORD Police Interceptor AWD (Fleet) 4D SED 6-3.5L Turbocharged Gasoline Gasoline Direct Injection BLACK

VIN:	1FAHP2MT4FG129041	Interior Color:		Mileage In:	Vehicle Out:
License:	26*006	Exterior Color:	BLACK	Mileage Out:	
State:	MI	Production Date:		Condition:	Job #:

TRANSMISSION
Automatic Transmission
4 Wheel Drive
POWER
Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Power Driver Seat
Power Adjustable Pedals
DECOR
Dual Mirrors
Tinted Glass
Overhead Console
CONVENIENCE
Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Message Center
Steering Wheel Touch Controls
Telescopic Wheel
RADIO
AM Radio
FM Radio
Stereo
Search/Seek
CD Player
SAFETY
Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Front Side Impact Air Bags
Head/Curtain Air Bags
SEATS
Cloth Seats
Bucket Seats
Reclining/Lounge Seats
WHEELS
Styled Steel Wheels
PAINT
Clear Coat Paint
OTHER
Traction Control
Stability Control

Get live updates at www.carwise.com/e/3Z2RuZ

Preliminary Estimate

Customer: HARTWELL, GLADWIN COUNTY SHERIFF **Job Number:**

2015 FORD Police Interceptor AWD (Fleet) 4D SED 6-3.5L Turbocharged Gasoline Gasoline Direct Injection BLACK

Line		Oper	Description	Part Number	Qty	Extended Price $		Labor	Paint
1	**FRONT BUMPER**								
2			O/H front bumper					2.6	
3		Repl	Bumper cover	EG1Z17D957DPTM	1	569.87		Incl.	3.4
4			Add for Clear Coat						1.4
5		Repl	RT Bumper cover rivet	W705436S300	1	3.00			
6	**	Repl	A/M RT Side support	AG1Z17C947A	1	8.00		0.2	
7	#	R&I	PUSH BAR					0.5	
8	**FRONT LAMPS**								
9	*	Repl	LKQ RT Headlamp assy +25%	DG1Z13008Z	1	368.75		0.5	
10		Repl	Aim headlamps		1			0.5	
11	**HOOD**								
12	*	Repl	LKQ hood +25%	DG1Z16612A	1	812.50		0.7	3.0
13			Add for Clear Coat						1.2
14	**FENDER**								
15	*	Repl	LKQ RT fender assy +25%	DG1Z16005B	1	340.00		1.7	2.0
16			Overlap Major Adj. Panel						-0.4
17			Add for Clear Coat						0.3
18	**	Repl	A/M RT Fender liner	BG1Z16102A	1	38.00		0.4	
19	*	R&I	RT Nameplate w/o flasher lamp					0.2	
20	*	Rpr	RT Upper rail				S	2.0	1.0
21	*	Rpr	RT Lower insulator					0.5	
22	#	Subl	Hazardous waste removal		1	3.00	X		
23	#	Repl	Cover Car		1	5.00	T	0.3	
24	#	Repl	Flex additive		1	10.00	T		
				SUBTOTALS		**2,158.12**		**10.1**	**11.9**

ESTIMATE TOTALS

Category	Basis		Rate	Cost $
Parts				2,140.12
Body Labor	10.1 hrs	@	$ 48.00 /hr	484.80
Paint Labor	11.9 hrs	@	$ 48.00 /hr	571.20
Paint Supplies	11.9 hrs	@	$ 30.00 /hr	357.00
Miscellaneous				18.00
Subtotal				3,571.12
Grand Total				**3,571.12**
Deductible				0.00
CUSTOMER PAY				**0.00**
INSURANCE PAY				**3,571.12**

MyPriceLink Estimate ID / Quote ID:
817047115308998656 / 85253761

Customer: HARTWELL, GLADWIN COUNTY SHERIFF **Job Number:**

2015 FORD Police Interceptor AWD (Fleet) 4D SED 6-3.5L Turbocharged Gasoline Gasoline Direct Injection BLACK

THIS ESTIMATE HAS BEEN PREPARED BASED ON THE USE OF AFTERMARKET CRASH PARTS SUPPLIED BY A SOURCE OTHER THAN THE MANUFACTURER OF YOUR MOTOR VEHICLE. WARRANTIES THAT APPLY TO THESE REPLACEMENT PARTS ARE PROVIDED BY THE MANUFACTURER, DISTRIBUTOR, OR INSURER OF THESE PARTS.

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR2JN10, CCC Data Date 04/16/2021, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

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SYMBOLS FOLLOWING LABOR:
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OTHER SYMBOLS AND ABBREVIATIONS:
Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

Customer: HARTWELL, GLADWIN COUNTY SHERIFF **Job Number:**

2015 FORD Police Interceptor AWD (Fleet) 4D SED 6-3.5L Turbocharged Gasoline Gasoline Direct Injection BLACK

CCC ONE Estimating - A product of CCC Information Services Inc.

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BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

Customer: HARTWELL, GLADWIN COUNTY SHERIFF **Job Number:**

2015 FORD Police Interceptor AWD (Fleet) 4D SED 6-3.5L Turbocharged Gasoline Gasoline Direct Injection BLACK

PARTS SUPPLIER LIST

Line	Supplier	Description	Price
6	Keystone 36555 ECORSE ROAD ROMULUS MI 48174 (800) 686-8494	#FO1043153 A/M RT Side support Quote: 865907691 Expires: 06/13/21	$ 8.00
9	All Star Auto Lights MI - RCY 15326 Oakwood Dr Romulus MI 48174	#04192106 LKQ RT Headlamp assy +25% RH,DARK GRAY,COMP,W/O BRACKET,13,6 Quote: CCC-64766876 Expires: 05/09/21	$ 295.00
12	LKQ Corp 35660 Clinton St. - Dealer #B3432 Wayne MI 48184 (800) 686-8494	#~269800166 LKQ hood +25% Hood NO DESCRIPTION,S#$Z2147 Quote: 865913164 Expires: 06/13/21	$ 650.00
15	LKQ Corp 35660 Clinton St. - Dealer #B3432 Wayne MI 48184 (800) 686-8494	#~279031640 LKQ RT fender assy +25% Fender R.,S#$RL258 Quote: 865914577 Expires: 06/13/21	$ 272.00
18	Keystone 36555 ECORSE ROAD ROMULUS MI 48174 (800) 686-8494	#FO1249144 A/M RT Fender liner Quote: 865915320 Expires: 06/13/21	$ 38.00

High Caliber Auto Body
3881 Roehrs Road
Beaverton, MI 48612
Phone: (989) 435-4484 | Fax: (989) 435-3123
REG# F149751 | Tax ID: 38-3412590

***** PRELIMINARY ESTIMATE *****

04/29/2021 11:24 AM

Owner

Owner: gladwin county sheriffs dept
City State Zip: Gladwin, MI 48624
FAX:

Inspection

Inspection Date: 04/29/2021 11:25 AM
Inspection Type:

Appraiser Name: Bob Killian
Appraiser License # :

Repairer

Repairer: HIGH CALIBER AUTO BODY
Address: 3881 Roehrs Rd.
City State Zip: Beaverton, MI 48612
License # :

Contact:
Work/Day: (989)435-4484
FAX: (989)435-3123
Regulation ID: F149751

Target Complete Date/Time:

Days To Repair: 6

Vehicle

OEM Part Price Quote ID: ****

2015 Ford Taurus Police Intercptr 4 DR Sedan
6cyl Gasoline Turbo 3.5
6-Speed Automatic

Lic Expire:
Veh Insp# :
Condition:
Ext. Color: black
Ext. Refinish: Two-Stage

VIN: 1FAHP2MT4FG129041
Mileage Type: Actual
Code: P3133G
Int. Color:
Int. Refinish: Two-Stage

Options

1st Row LCD Monitor(s)	2nd Row Head Airbags	4-Wheel Drive
AM/FM CD Player	Air Conditioning	Anti-Lock Brakes
Auto Headlamp Control	Bucket Seats	Cruise Control
Driver Information Sys	Dual Airbags	Electric Steering
Full Size Spare Tire	Halogen Headlights	Head Airbags
Intermittent Wipers	MP3 Decoder	Overhead Console
Power Adjustable Pedals	Power Brakes	Power Door Locks
Power Drivers Seat	Power Mirrors	Power Windows
Rear Window Defroster	Rem Trunk-L/Gate Release	Side Airbags
Skid Plates	Split Folding Rear Seat	Stability Cntrl Suspensn
Steel Wheels	Strg Wheel Radio Control	Tachometer
Tilt & Telescopic Steer	Tinted Glass	Tire Pressure Monitor
Traction Control System	Trip Computer	Velour/Cloth Seats

Damages

Line	Op	Guide	MC	Description	MFR.Part No.	Price	ADJ%	B%	Hours	R
Front Bumper										
1	E	6		Cover,Front Bumper	EG1Z17D957DPTM	$569.87			2.7	SM
2	L	6	13	Cover,Front Bumper	Refinish 2.5 Surface 0.6 Two-stage setup 0.5 Two-stage				3.6	RF
3	E	59		Ret,Frt Bumper Cover RT	AG1Z17C947A	$9.45			INC	SM
Front End Panel And Lamps										
4	E	42		Headlamp Assy,Halogen RT	DG1Z13008Z	$630.73			0.3	SM
5	N	973		Headlamps Aim	Additional Labor				0.4	SM
Front Body And Windshield										
6	EC	83		Panel,Hood	Replace Economy	$797.00*			1.7	SM
7	L	83		Panel,Hood	Refinish 3.1 Surface 1.2 Edge 0.8 Two-stage				5.1	RF
8	EC	104		Fender,Front RT	Replace Economy	$365.00*			1.6	SM
9	L	104		Fender,Front RT	Refinish 2.0 Surface 0.5 Edge 0.5 Two-stage				3.0	RF
Front Body Interior Sheetmetal										
10	EC	114		Skirt,Inner Fender RT	Replace Economy	$40.00*			INC	SM
Manual Entries										
11	SB			Hazardous Waste Removal	Sublet Repair	$5.00*				SM
12	EC			Cover Exterior	Replace Economy	$5.00*			0.2*	SM
12	**Items**									

MC	Message
13	INCLUDES 0.6 HOURS FIRST PANEL TWO-STAGE ALLOWANCE

Estimate Total & Entries

OEM Parts		$1,210.05	
Other Parts		$1,207.00	
Paint & Materials	11.7 Hours @ $34.00	$397.80	
Parts & Material Total			$2,814.85

Labor	Rate	Replace Hrs	Repair Hrs	Total Hrs	
Sheet Metal (SM)	$54.00	6.5	0.4	6.9	$372.60
Mech/Elec (ME)	$85.00				
Frame (FR)	$65.00				
Refinish (RF)	$54.00	11.7		11.7	$631.80

Labor Total	18.6 Hours		$1,004.40
Sublet Repairs		$5.00	
Gross Total			**$3,824.25**
Net Total			**$3,824.25**

Triple M Collision & Repair, LLC

From Paint To Brakes We Have What It Takes!
PO Box 135, 1240 E. Cedar Avenue, Gladwin, MI 48624
Phone: (989) 426-6331
FAX: (989) 426-1694

For - Hartwell

Workfile ID: a9619d9e
PartsShare: 6dYd5G
Federal ID: F136042
Resale Number: 84-4302460

Preliminary Estimate

Customer: Gladwin Sherriffs Department

Job Number:

Written By: Wyatt Buzzell

Insured: Gladwin Sherriffs Department
Policy #:
Claim #:
Type of Loss:
Date of Loss:
Days to Repair: 0
Point of Impact: 01 Right Front

Owner:
Gladwin Sherriffs Department

Inspection Location:
Triple M Collision & Repair, LLC
PO Box 135
1240 E. Cedar Avenue
Gladwin, MI 48624
Repair Facility
(989) 426-6331 Business

Insurance Company:

VEHICLE

2015 FORD Taurus SE FWD 4D SED 6-3.5L Flex Fuel Sequential MPI black

VIN: 1FAMP2MT4FG129041
License:
State:
Interior Color:
Exterior Color: black
Production Date: 4/2014
Mileage In:
Mileage Out:
Condition:
Vehicle Out:
Job #:

TRANSMISSION
Automatic Transmission
POWER
Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Power Driver Seat
Power Passenger Seat
DECOR
Dual Mirrors
Tinted Glass
Console/Storage
Overhead Console
CONVENIENCE
Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Message Center
Steering Wheel Touch Controls
Telescopic Wheel
Backup Camera
RADIO
AM Radio
FM Radio
Stereo
Search/Seek
CD Player
Auxiliary Audio Connection
SAFETY
Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Front Side Impact Air Bags
Head/Curtain Air Bags
Hands Free Device
SEATS
Cloth Seats
Bucket Seats
Reclining/Lounge Seats
WHEELS
Aluminum/Alloy Wheels
PAINT
Clear Coat Paint
OTHER
Traction Control
Stability Control

Preliminary Estimate

Customer: Gladwin Sherriffs Department **Job Number:**

2015 FORD Taurus SE FWD 4D SED 6-3.5L Flex Fuel Sequential MPI black

Line		Oper	Description	Part Number	Qty	Extended Price $	Labor	Paint
1	**FRONT BUMPER**							
2			O/H front bumper				2.6	
3	**	Repl	A/M CAPA Bumper cover w/o auto park	DG1Z17D957AAPTM	1	428.00	Incl.	3.4
4			Add for Clear Coat					1.4
5	**	Repl	A/M RT Side support	AG1Z17C947A	1	8.00	0.2	
6	**FRONT LAMPS**							
7		Repl	RT Headlamp housing	DG1Z13008N	1	729.83	0.5	
8			Aim headlamps				0.5	
9	**HOOD**							
10	**	Repl	A/M CAPA Hood	DG1Z16612A	1	797.00	1.4	3.0
11			Add for Clear Coat					1.2
12			Add for Underside(Complete)					1.5
13	**FENDER**							
14	**	Repl	A/M CAPA RT Fender	DG1Z16005B	1	365.00	1.8	2.0
15			Overlap Major Adj. Panel					-0.4
16			Add for Clear Coat					0.3
17		Repl	RT Front bracket	DG1Z16A142A	1	29.55	0.2	
18	**	Repl	A/M CAPA RT Fender liner	BG1Z16102A	1	40.00	Incl.	
19	#	Subl	Hazardous Waste Removal		1	3.00		
20	**	Repl	A/M Pre & Post Covid		1	15.00	1.0	
21	**		A/M Cover Car		1	5.00	0.3	
				SUBTOTALS		**2,420.38**	**8.5**	**12.4**

ESTIMATE TOTALS

Category	Basis		Rate	Cost $
Parts				2,420.38
Body Labor	8.5 hrs	@	$ 54.00 /hr	459.00
Paint Labor	12.4 hrs	@	$ 54.00 /hr	669.60
Paint Supplies	12.4 hrs	@	$ 34.00 /hr	421.60
Subtotal				3,970.58
Sales Tax	$ 2,841.98	@	6.0000 %	170.52
Grand Total				**4,141.10**
Deductible				0.00
CUSTOMER PAY				**0.00**
INSURANCE PAY				**4,141.10**

MyPriceLink Estimate ID / Quote ID:
817056834652217344 / 85271226

Preliminary Estimate

Customer: Gladwin Sherriffs Department **Job Number:**

2015 FORD Taurus SE FWD 4D SED 6-3.5L Flex Fuel Sequential MPI black

X_____

I have recieved a copy of this estimate for myself and authorize Triple M Collision & Repair LLC, to repair my vehicle as stated in the estimate.

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Preliminary Estimate

Customer: Gladwin Sherriffs Department **Job Number:**

2015 FORD Taurus SE FWD 4D SED 6-3.5L Flex Fuel Sequential MPI black

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Preliminary Estimate

Customer: Gladwin Sherriffs Department

Job Number:

2015 FORD Taurus SE FWD 4D SED 6-3.5L Flex Fuel Sequential MPI black

PARTS SUPPLIER LIST

Line	Supplier	Description	Price
3	Keystone 36555 ECORSE ROAD ROMULUS MI 48174 (800) 686-8494	#FO1000666PP A/M CAPA Bumper cover w/o auto park Quote: 865987552 Expires: 06/13/21	$ 428.00
5	Keystone 36555 ECORSE ROAD ROMULUS MI 48174 (800) 686-8494	#FO1043153 A/M RT Side support Quote: 865989903 Expires: 06/13/21	$ 8.00
10	Keystone 36555 ECORSE ROAD ROMULUS MI 48174 (800) 686-8494	#FO1230328C A/M CAPA Hood Quote: 865998758 Expires: 06/13/21	$ 797.00
14	Keystone 36555 ECORSE ROAD ROMULUS MI 48174 (800) 686-8494	#FO1241277PP A/M CAPA RT Fender Quote: 866001033 Expires: 06/13/21	$ 365.00
18	Keystone 36555 ECORSE ROAD ROMULUS MI 48174 (800) 686-8494	#FO1249144C A/M CAPA RT Fender liner Quote: 866002820 Expires: 06/13/21	$ 40.00

Laura Brandon-Maveal

From: Chad Wortman <chad.m.wortman@gmail.com>
Sent: Wednesday, May 5, 2021 4:13 PM
To: Laura Brandon-Maveal
Subject: Cash out PTO time

Hello,

My last day of employment with the Gladwin County Sheriffs Office is on May 9, 2021. I would like to cash out my remaining PTO time as I will be starting with another Department on May 10, 2021.

Thank you,
Deputy C. Wortman

Sent from my iPhone

28 accrued = $600.60
86 unused PTO = $1844.70
$2445.30

101-301-705.000

Laura Brandon-Maveal

From: Darrell Schlese <schlesed@clareco.net>
Sent: Thursday, May 6, 2021 2:22 PM
To: Laura Brandon-Maveal
Cc: Marcy Klaus; Kristie Simrau
Subject: guardianship reviews

The 'state' is cracking down on courts, making sure guardianship reviews are being done on time. Tina Wasalaski was doing ours, but with her gone, we needed to find someone else.

As a result, we will be contracting with Melody Hill for $50/ completed review, plus mileage (SCAO rate). We are anticipating that will total around $4,500 +/- for the balance of this year. Please transfer $4,500 from 101-148-706.004 to 101-148-707.000 Guardianship Review. She will be a contract employee.

Thanks,

Darrell A. Schlese, Court Admin.
55th Circuit/17th Probate