

Commissioner Minutes of August 24, 2010

The Gladwin County Board of Commissioners met in Regular Session August 24, 2010. The meeting was called to order at 9:00 a.m. by Chairman Whittington. The Pledge of Allegiance was recited. Roll call found all Commissioners present.

Agenda – no corrections.

The **Regular minutes of August 10, 2010** were then considered. *Motion by Commissioner Carl, supported by Commissioner Walters, to approve the minutes as presented. Ayes carried, motion passed.*

The **cash balances** for the General Fund and the Judicial Management Fund were then read. *General Fund - \$221,619.49 231 Fund - \$24,276.48.*

The **semi-monthly Finance report totaling \$64,225.29** was then considered for payment. *Motion by Commissioner Rhode, supported by Commissioner Carl, to approve the bills for payment as presented. Ayes carried, motion passed.*

Public Comments – none at this time.

Frank Starkweather, EDC Director, came before the Board with an EDC update. Mr. Starkweather commented that the Gardening grant had been completed with \$1.00 left from the \$10,000 grant. Discussion. *Motion by Commissioner Rhode, supported by Commissioner Carl, to refund the \$1.00 to the Midland Area Community Foundation with a letter of appreciation. Ayes carried, motion passed.*

Correspondence from the Chairman:

- On receiving the DHS Board minutes. Chairman Whittington asked if any Board members have considered a replacement for Donna Beck who is no longer serving on the DHS Board. The Board will make an appointment next meeting.

Carol Brubaker, City County Transit, came before the Board with two contracts for consideration and approval. The first contract is for diagnostic equipment and a furnace for the garage totaling \$33,736.00. *Motion by Commissioner Carl, supported by Commissioner Walters, to allow the Chairman to sign the contract as presented. Roll call vote as follows: Walters – yes, Carl – yes, Rhode – yes, Reid – yes, Killian – yes, Smith – yes, Whittington – yes. 7 yes, 0 no. Ayes carried, resolution 2010-012 declared adopted.* The second contract is a revision for operation in the amount of \$119,004.00. *Motion by Commissioner Reid, supported by Commissioner Smith, to allow the Chairman to sign the contract as presented. Roll call vote as follows: Carl – yes, Rhode – yes, Reid – yes, Killian – yes, Smith – yes, Whittington – yes, Walters – yes. 7 yes, 0 no. Ayes carried, resolution 2010-013 declared adopted.*

Dave Messing, Michigan Office Systems, were invited to speak to the Board on a bid drafted for print, scan, copy and fax services for all County offices. Commissioner Smith

commented that the Data committee has been looking at integrating print procedures throughout the County, but not prepared at this time to take a formal bid from this Company, as others were afforded the same opportunity. Discussion. *Motion by Commissioner Smith, supported by Commissioner Carl, to allow the previously notified companies the opportunity to bid for a single contract for print, scan, copy and fax needs.* Sealed bids will be opened at the meeting of September 14, 2010 with a deadline of September 13th at 4:00 p.m. The IT Director will be responsible for contacting those companies, with a letter to follow drafted by the Board Secretary. Roll call vote as follows: Rhode – yes, Reid – yes, Killian – yes, Smith – yes, Whittington – yes, Walters – yes, Carl – yes. 7 yes, 0 no. Ayes carried, **motion passed.**

Committee Reports –

Commissioner Smith reported:

- On attending Carriage Festival and enjoying the breakfast at the Airport.
- That she attended the Beaverton City Council meeting on August 16th, noting the new slope mower purchased by the City is awesome and will prevent accidents while mowing the steep slopes around the dam and the parks.
- On attending the Buckley steam engine show, commenting that she would like to see something like this developed in Gladwin County utilizing the Park and Rec area.
- On the Gladwin County Tea Party on Saturday, August 21st, noting she found it to be well organized and well attended. A most respectful audience was treated by the visit from Patrick Henry and his historical speech.
- That the Library Board meets tonight.

Commissioner Smith then noted that her Grandson from Maryland will be playing in Ohio this Sunday at 3:00 p.m. and the game will be televised on ESPN if anyone would care to watch.

Commissioner Walters reported:

- On attending the Sage Township meeting on the 11th.
- On the Airport Breakfast and Carriage Festival attended on the 14th.
- That the State auditors were here to perform an Emergency Management compliancy audit on the 16th.
- On the Sherman Township meeting on the 17th.
- On also attending the Fair Board meeting on the evening of the 17th.
- On the Pratt Lake, Lake Contos, and Wiggins Lake meeting on the 18th, noting weed control issues and “noise” issues were discussed. Commissioner Walters stated that the new Drain Commission was there and that he was welcomed by the Board.
- On attending the meet the candidates forum on the 21st hosted by “We the People”, commenting that it went well.
- On the Council of Local Government meeting held at Sage Township on the 23rd, noting it was a short meeting.
- That volunteers are needed for the Household Hazardous Waste collection if anyone is interested.

- On the loss of one Veteran: Michael Schroeder, Vietnam – Hay Township. Commissioner Walters commented that Sunday, August 29th, his son Dominique would be leaving for service in the Army.

Commissioner Killian reported:

- On attending the Beaverton Area Business Professionals luncheon on August 11th, noting Tom Tucholski from the Chamber gave a report.
- On the Lions Club sweet corn roast held on the 16th.
- On attending the Good Ole' Days car show in Beaverton on the 22nd, noting there was a nice turnout with 25 more cars than last year.

Commissioner Carl reported:

- On attending the Bourret Township meeting on the 10th.
- On the Clement Township meeting on the 11th.
- On attending the Butman Township meeting on the 12th.
- On the Gladwin Township meeting on the 18th.
- On attending the Public Safety and Building and Grounds meetings on the 19th.
- On the Council of Local Government meeting on the 23rd.

Commissioner Carl then inquired to a response by the County's Attorney on the Secord Noise Ordinance contract. Commissioner Reid stated that they are still waiting for a final contract. Commissioner Carl stated that the deadline for Equalization Director bids is today at 4:00 p.m. and asked what the Board's plans are to review the bids.

Commissioner Rhode stated that they will schedule a date for the Personnel committee to meet.

Commissioner Reid reported:

- On the Airport meeting on the 12th, noting things are going well and discussion on projects.
- On attending the Hay Township meeting on the 12th, commenting that there has been some "friction" in regards to the money spent on the junkyard clean-up project.
- On the Land Bank meeting, but was not held because there was no quorum.
- On attending the Secord Township meeting on the 18th, noting the noise ordinance was passed, but waiting for a final contract by the County's Attorney.
- On the Public Safety and Building & Grounds meeting on the 19th, noting Commissioner Rhode would be covering three of the items in his Finance report.

Building & Grounds matters - 1.) The HVAC system in the Courthouse is not working well and there are condensation issues. The system has been blown out and cleaned, but there are still issues. 2.) The flood claim for water damage is still open; as there is still work to be done on the walls in the Circuit Courtroom and on the books in the Register of Deeds. 3.) There was discussion on the combination of the Parks and Rec committee with the Building and Grounds committee because so many of the issues have to go to both committees for approval. Discussion. Commissioner Carl inquired if the committee was still intact, or if they were no longer meeting. Commissioner Smith commented that they would be meeting again in September and would have to appoint a new chairperson,

as Rebekah Townsend has stepped down. Discussion of mowing and maintenance. Bev Przystas commented that the Boy Scouts are willing to repair the toilets and winterize them. Kelly Gower spoke about positive changes that would be coming to Parks and Rec with the change in Chairmanship. Discussion. *Motion by Commissioner Smith, supported by Commissioner Reid, to allow the Boy Scout volunteers to repair and winterize the toilets under the supervision of the Maintenance Supervisor.* Discussion. Ayes carried, **motion passed.**

- That the State Auditor will be doing a walk through for the electrical grant.
- On attending the Buckley Antique Tractor Show, noting it would be a good thing for the Parks and Rec in this area, as it draws a lot of people.

Commissioner Reid then discussed the action taken at the last meeting to change the "spending cap" from \$500 to \$250. Commissioner Reid stated he would like to see the motion rescinded so that the topic can be revisited. *Commissioners Smith and Carl rescinded their motion and support.* Ayes carried, **motion passed.** Commissioner Reid stated a proposed plan to monitor the spending was to have each department spreadsheet their spending and submit those with their bills to the Clerk's Office. Commissioner Walters commented that the Department Heads could still spread their billings out to be under the \$500 limit and that \$250 is too small of an amount. Commissioner Smith spoke about accountability and fiduciary responsibility. Commissioner Rhode stated that the Board is making it too difficult for Department Heads to make purchases that they need. Discussion. Commissioner Whittington stated that a few Department Heads are causing a problem for the rest, and that it is no the position of the Board to micromanage. Discussion. The matter will be referred to County Affairs to draft a policy.

Commissioner Rhode reported:

- On 211 call activities.
- On the updated Unemployment rates in the County.
- That he sat in on the interviews for the MSU position and Debbie Mason was hired for the position.

Finance Matters –

1. Leo Gary, Emergency Management, has requested the below listed budget amendment.

101-426-756.0	\$1100.00
101-426-933.0	\$1100.00

Motion by Commissioner Rhode, supported by Commissioner Carl, to allow the budget amendment as requested. Ayes carried, **motion passed.**

2. Undersheriff Hartwell is requesting to register Sheriff Shea for the **Annual Sheriff's Fall Conference** at the Amway Grand Plaza in Grand Rapids. Cost is \$275.00 for registration and 2 nights of lodging. The entire cost of the conference is 302 funding eligible, and can be paid from 285-000-804.000. *Motion by Commissioner Rhode, supported by Commissioner Carl, to approve the conference expenses.* Ayes carried, **motion passed.**
3. The Undersheriff has also requested to purchase **15 portable belt carriers.** Cost of **\$825.00** to be paid from 101-301-758.000. *Motion by Commissioner Rhode, supported by Commissioner Reid, to allow for the purchase as outlined.* Ayes carried, **motion passed.**
4. In addition to the above requests, Undersheriff Hartwell would like authorization to purchase a **Photogrammetry computer program** to assist with crime scene investigations. Cost of \$1469.00 to be paid from 101-900-970.301. *Motion by Commissioner Rhode, supported by*

Commissioner Reid, to allow the Undersheriff to make the purchase as requested. Ayes carried, motion passed.

5. The Undersheriff has made amendments to the **part-time corrections officer schedule** to preserve overtime costs. A 24 hour/week officer will be hired to fill the gaps in scheduling and provide for the 2 officers that are considered "regular part-time" to pick up additional hours without charging overtime. The increase to hours will NOT affect the budgeted wages. *Motion by Commissioner Rhode, supported by Commissioner Carl, to allow for the position as outlined. Ayes carried, motion passed.*
6. Stacey Gasiciel, District Court Probation Officer, is requesting to be paid out for **5 unused vacation days (37.5 hours)** per her Court contract. *Motion by Commissioner Rhode, supported by Commissioner Smith, to pay Ms. Gasiciel for the unused vacation days as requested. Ayes carried, motion passed.*
7. Karen Blonde, Gladwin City Housing Commission, is asking that a "**Release of Funds**" in the amount of **\$175,000 for the MSC-2010-0496-HOA** (Homeowner Rehabilitation Program) be transferred to their agency from pass through funds deposited with the County. *Motion by Commissioner Rhode, supported by Commissioner Walters, to allow for the payout as requested. Ayes carried, motion passed.*
8. Laura Brandon-Maveal, Clerk and Ann Manning, Register have requested to attend the **UCOA conference held in Sault Ste. Marie**. Registration is \$75.00 with lodging costs of \$154.56 total. If approved, costs to come out of their respective travel budget line items. *Motion by Commissioner Rhode, supported by Commissioner Walters, to allow for the conference expense as outlined. Ayes carried, motion passed.*
9. Ginny Grant, Veterans Administrator, is requesting that **Fund 304 – Veterans/Brouillard Fund** be established to accept a donation made from the Brouillard Estate to be only used for Veterans expense. *Motion by Commissioner Rhode, supported by Commissioner Carl, to establish the fund as requested. Ayes carried, motion passed.*

Commissioner Rhode continued to report:

- On attending the Tea Party "Meet the Candidates" on Saturday, noting it was very appropriate and well done.
- On the MAC "Super Committee" Conference on September 15th from 9 a.m. – 1:00 p.m., noting there will be lots to discuss.

County Clerk, Laura Brandon-Maveal, then asked the Board to consider the donation of 24 sick hours from one dispatcher to another. Motion by Commissioner Rhode, supported by Commissioner Walters, to allow for the transfer of hours as requested. Ayes carried, motion passed.

Public Comments – *Nila Frei commented on the Council of Local Government meeting last night when candidates were invited to speak, then interrupted. Mrs. Frei thanked the Board for acknowledging Freedom of Speech, and their willingness to stop such behavior.*

Commissioner Reid commented on the sale of GIS maps and the need to have them better circulated in the community. Discussion. This matter will be discussed at the next County Affairs meeting.

*Motion by Commissioner Carl, supported by Commissioner Reid, to receive and file various reports and correspondence. Ayes carried, **motion passed.***

*Motion by Commissioner Carl, supported by Commissioner Walters, to adjourn. Ayes carried, **motion passed.** Meeting adjourned at 10:15 a.m. until September 14, 2010 unless otherwise directed.*

Laura Brandon-Maveal

Laura Brandon-Maveal, Clerk

Terry Whittington

Terry Whittington, Chairman

Gladwin City-County Transit



615 Weaver Court, P.O. Box 498, Gladwin, MI 48624
Phone: (989) 426-6751 Fax: (989) 426-5947

RESOLUTION OF INTENT

Resolution# 2010-012

The following resolution was offered by Reid

And supported by Smith

Be it resolved, that the County of Gladwin does hereby approve the proposed Contract submitted by the Michigan Department of Transportation.

Be it resolved that Terry Whittington, Board Chairman and Lauren Essenmacher, Executive Director be authorized and directed to execute Contract No. 2007-0211 Project No. 109907, Auth No. Z14/R1 for and on behalf of the County of Gladwin.

Resolution Declared Adopted.

CERTIFIED

Laura Brandon-Maveal

Laura Brandon-Maveal
County Clerk

August 24, 2010
Date

Date: July 15, 2010
Agreement No.: 2007-0211
Authorization No.: Z14/R1
Project No.: 109907
Agenda: SAB

**REVISED PROJECT AUTHORIZATION
GLADWIN COUNTY BOARD OF COMMISSIONERS
FY 2010 SECTION 5311 OPERATING**

This information is required by the Michigan Department of Transportation (MDOT) in order to record agreement of utilization of funds provided by the Federal Transit Administration, United States Department of Transportation and MDOT. The funds provided shall be used by the AGENCY in accordance with the above referenced Master Agreement.

Authorization Effective Date: October 1, 2009
Authorization Expiration Date: September 30, 2010
Fiscal Year of Effective Contract Clauses: 2010

The Federal Grant associated with the PROJECT AUTHORIZATION is MI-18-X050.
Grant Year: 2010 Federal Item Number: WK0050 Project is not R&D.

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Formula Grants for Other Than Urbanized Areas Program is 20.509.

Funding reflects the amount of funds currently available under the Federal Appropriation. If additional funds become available, a grant amendment and revised project authorization will be prepared.

Payments to the AGENCY under this PROJECT AUTHORIZATION will be based on 16% of the estimated eligible costs, which are \$239,588. The maximum amount to be paid will not exceed 16% of the AGENCY'S audited costs. If Section 5311 operating assistance funds are insufficient to reimburse at 16% of audited costs, a new reimbursement percentage will be calculated for all participating agencies.

In accordance with Section 7 of the Agreement, the dollar amount for third party contracts as identified in COMMISSION policy is \$25,000. All agencies who are not self-certified must submit third party contracts over \$25,000 to MDOT for approval. Please refer to Section 7 in the Master Agreement for competitive bidding requirements.

The AGENCY will be financially and legally responsible for the terms and conditions of the 5333(b) labor warranty as agreed to in your annual application.

The AGENCY agrees to prepare and furnish to MDOT quarterly operating assistance reports via the Public Transportation Management System (PTMS). Instructions on preparing the report are available in the "Local Public Transit Revenue and Expense Manual" (October 1, 2009 through September 30, 2010). The manual is available on the web at www.michigan.gov/mdotptd.

The purpose of Revision 1 is to increase operating assistance funds by \$119,004.

Funding source:
2010/7509 \$239,588 (F)

PRF Nos.: 2010-308
2010-660

GLADWIN COUNTY BOARD OF COMMISSIONERS



Terry Whittington
Signature

Terry Whittington, Chairman
Print Name and Title

Laura Brandon-Maveal
Signature

Laura Brandon-Maveal, Clerk
Print Name and Title

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Bureau Director
Bureau of Passenger Transportation

Date: July 15, 2010
Agreement No.: 2007-0211
Authorization No.: Z14/R1
Project No.: 109907
Agenda: SAB

**REVISED PROJECT AUTHORIZATION
GLADWIN COUNTY BOARD OF COMMISSIONERS
FY 2010 SECTION 5311 OPERATING**

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Grant Year: 2010 Federal Item Number: WK0050 Project is not R&D.

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Formula Grants for Other Than Urbanized Areas Program is 20.509.

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2010-660

GLADWIN COUNTY BOARD OF COMMISSIONERS


Signature

Terry Whittington, Chairman
Print Name and Title


Signature

Laura Brandon-Maveal, Clerk
Print Name and Title

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Bureau Director
Bureau of Passenger Transportation

Gladwin City-County Transit



615 Weaver Court, P.O. Box 498, Gladwin, MI 48624
Phone: (989) 426-6751 Fax: (989) 426-5947

RESOLUTION OF INTENT

Resolution# 2010-013

The following resolution was offered by Carl

And supported by Walters

Be it resolved, that the County of Gladwin does hereby approve the proposed Contract submitted by the Michigan Department of Transportation.

Be it resolved that Terry Whittington, Board Chairman and Lauren Essenmacher, Executive Director be authorized and directed to execute Contract N. 2007-0211 Project No. 89708A Z11 for and on behalf of the County of Gladwin.

Resolution Declared Adopted.

CERTIFIED

Laura Brandon-Maveal

Laura Brandon-Maveal
County Clerk

August 24, 2010
Date

Date: July 15, 2010
Agreement No.: 2007-0211
Authorization No.: Z11
Project No.: 89708A
Agenda: SAB

**PROJECT AUTHORIZATION
GLADWIN COUNTY BOARD OF COMMISSIONERS
FY 2010 SECTION 5311 CAPITAL/
SURFACE TRANSPORTATION PROGRAM**

This information is required by the Michigan Department of Transportation (MDOT) in order to record agreement of utilization of funds provided by the Federal Transit Administration, United States Department of Transportation and MDOT. The funds provided shall be used by the AGENCY in accordance with the above referenced Master Agreement.

Authorization Effective Date:

Authorization Expiration Date: Three years from the effective date of the authorization.

Fiscal Year of Effective Contract Clauses: 2010

The Federal Grant associated with the PROJECT AUTHORIZATION is MI-85-X005.
Grant Year: 2010 Federal Item Number: WK0050 Project is not R&D.

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Formula Grants for Other Than Urbanized Areas Program is 20.509.

The Special Section 5333(b) Warranty for Section 5311 can be found at:
www.dol.gov/dol/esa/public/regs/compliance/olms/13factsheet.htm.

The AGENCY agrees to prepare and furnish to the DEPARTMENT an annual milestone report for Section 5311. Reports are due 20 days after the end of the fiscal year.

Timely Expenditure of Funds

The funds included in this project authorization must be obligated (i.e., place orders for buses, issue third party contracts, purchase equipment, complete facility improvements) within six months of receiving an executed project authorization. If funds have not been obligated within twelve months, the DEPARTMENT may cancel this project authorization and the AGENCY will no longer have access to the funds with the exception of new facility construction. The DEPARTMENT will not extend this project authorization beyond three years except for very unique circumstances as determined by the DEPARTMENT.

Special Legislative Provision

As specified in the appropriation bill of the state transportation budget for FY 2010, transit agencies shall have four years from the federal approval date to carry out bus acquisition projects funded with federal transit administration capital grants matched with Comprehensive Transportation Funds (CTF). Project authorization line items unobligated four years after the federal approval date may be matched with CTF funds only up to 15 percent in the fifth and subsequent years. A revision to the authorization will be processed to reduce the CTF funds. "Unobligated" means any line item that is not committed to a third party or purchase order. This requirement applies only to bus acquisition grants. A waiver shall be granted by the department for an additional year with documented justification from the transit agency accompanied by a resolution from the board or authority seeking a waiver.

If a transit agency does not carry out a bus acquisition line item activity in a specific project authorization and the transit agency requests funds in a new project authorization for that same line item activity, the line item shall be matched at up to 15 percent.

<u>Item</u>	<u>Federal</u>	<u>State</u>	<u>Total</u>	<u>Toll Credits*</u>
Diagnostic equipment, power tools (807)	\$ 8,736	\$ - 0 -	\$ 8,736	\$1,747
Facility renovation (garage furnace) (801)	<u>20,000</u>	<u>5,000</u>	<u>25,000</u>	<u>- 0 -</u>
Total	\$28,736	\$5,000	\$33,736	\$1,747

*** Toll Credits are not available for expenditure. The AGENCY must report to the DEPARTMENT the expenditure of funds for all line items, including line items where toll credits have been allocated.**

Funding sources:

2010/7509 \$28,736 (F)
2010/7520 \$ 5,000 (S)

PRF No.: 2010-560

GLADWIN COUNTY BOARD OF COMMISSIONERS



Terry Whittington

Signature

Terry Whittington, Chairman

Print Name and Title

Laura Brandon-Maveal

Signature

Laura Brandon-Maveal, Clerk

Print Name and Title

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Bureau Director
Bureau of Passenger Transportation

Date: July 15, 2010
Agreement No.: 2007-0211
Authorization No.: Z11
Project No.: 89708A
Agenda: SAB

**PROJECT AUTHORIZATION
GLADWIN COUNTY BOARD OF COMMISSIONERS
FY 2010 SECTION 5311 CAPITAL/
SURFACE TRANSPORTATION PROGRAM**

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Authorization Effective Date:

Authorization Expiration Date: Three years from the effective date of the authorization.

Fiscal Year of Effective Contract Clauses: 2010

The Federal Grant associated with the PROJECT AUTHORIZATION is MI-85-X005.

Grant Year: 2010

Federal Item Number: WK0050

Project is not R&D.

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Formula Grants for Other Than Urbanized Areas Program is 20.509.

The Special Section 5333(b) Warranty for Section 5311 can be found at: www.dol.gov/dol/esa/public/regs/compliance/olms/13factsheet.htm.

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* ***Toll Credits are not available for expenditure. The AGENCY must report to the DEPARTMENT the expenditure of funds for all line items, including line items where toll credits have been allocated.***

Funding sources:

2010/7509 \$28,736 (F)
2010/7520 \$ 5,000 (S)

PRF No.: 2010-560

GLADWIN COUNTY BOARD OF COMMISSIONERS

Terry Whittington
Signature

TERRY Whittington, Chairman
Print Name and Title

Laura Brandon-Maveal
Signature

Laura Brandon Maveal, Clerk
Print Name and Title

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Bureau Director
Bureau of Passenger Transportation