

Torch Lake Tour

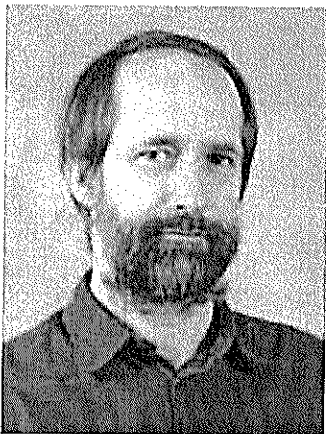
Saturday September 17, 2022

10 a.m. to Noon

Sponsored By

Torch Lake Public Action Committee

- Can you eat the fish out of Torch Lake?
- Are there PCB's in the lake? What about all the barrels and what is in them?
- Will Torch Lake ever be clean?



Professor Noel Urban

Michigan Tech Professors Noel Urban and Carol MacLennan will be presenting, on site a history of the mining industry at Torch Lake and the impact it left behind on the lake itself and our community.

They will also speak about the many studies that have been done at the site, the projects that are currently underway by US EPA and Michigan EGLE, and the future goal of a clean restored lake with spawning fish that are as good to eat as to look at.



Professor Carol MacLennan

Sign up quick to reserve your place.

Contact Mary at 906-231-7205

to sign up

and get directions for the tour.

HOUGHTON COUNTY CDBG PROGRAM INCOME
 HOMEOWNER EMERGENCY REPAIR PROGRAM (HERP)
 PROGRAM YEAR (PY) 21 PROGRAM GUIDELINES
 September 1, 2022

PROGRAM NARRATIVE

Based on available funding, the Homeowner Emergency Repair Grant provides low-income homeowners with a one-time grant, up to \$5,000, for emergency repairs to their home. An emergency is a situation or condition that occurred recently without warning, that is detrimental to or a threat to life, health, or safety, and requires immediate action.

The Houghton County Housing Program will provide one type of assistance to low and moderate income households: Houghton County Homeowner Emergency Repair Program (HERP) grants (emergency repair that provides for the repair of certain elements of a housing unit in emergency situations, such as repairs to a roof that is leaking, but the whole house is not rehabilitated, malfunctioning hot water equipment, structural damage, etc.). **Roof repair will be the only type of repair this program will assist with.** The HERP, funded by revenue generated from Community Development Block Grant activities, will be available to homeowners' households meeting 80% of the current area median income (low to moderate income households) that will improve the safety and well-being of residents occupying unsafe dwelling units. The Western UP Planning and Development Region administers the Houghton County Homeowner Emergency Repair Program to provide assistance to homeowners in Houghton County to help ensure their residence is safe, habitable, and livable. By providing home repair assistance to qualified homeowners, we are able to improve the housing stock, strengthen the local tax base, implement energy efficiency standards, and help residents age in place.

Up to \$5,000 for eligible emergency repairs may be available to qualified homeowners. Moderate-income households, which are only eligible for grant funding of 60% for emergency repair costs, must provide a 40% match from private or other public sources. Homeowner contributions may serve as these matching (or "leveraged") funds.

One hundred percent of total HERP funds will go to residents at or below 80% of the area's median income as defined by the current or most recent HUD income limits. The amount of HERP assistance shall not exceed 75% of the unit's market value with the proposed improvements in place. All Houghton County homeowners will be eligible to apply for assistance if they meet eligibility requirements.

APPLICANT CRITERIA

Applicants must meet the following guidelines to be eligible for the program:

- a. Applicants must be the legal owner and occupant of the property. All individuals having an ownership interest in the property to be improved must sign the Homeowner and Contractor contract.
- b. Applicants must have owned and lived in the home to be improved for at least one year. The property must be their principal, permanent year-round residence.
- c. The applicant must have current homeowner's insurance coverage at the time of the application and when work commences. Coverage must include damage from fire and federal flood insurance (if applicable).
- d. The applicant's annual household income must fall within the following HUD Section 8 income limits:

<u>Persons in Household</u>	<u>Income Limits</u>
1	\$40,050
2	\$45,800
3	\$51,500
4	\$57,200
5	\$61,800
6	\$66,400
7	\$70,950
8+	\$75,550

- e. Applicants must not have more than \$50,000 in liquid assets.

ELIGIBLE PROPERTY TYPES

- a. The property to be rehabilitated must be a residential building with no more than one dwelling unit and be owner-occupied.
- b. Manufactured housing must be a part of the community's permanent housing stock, which is defined as follows:
 1. Is on a permanent foundation;
 2. Is taxed as real property; or
 3. Is not subject to a chattel mortgage or severance agreement that treats the unit as personal property.
 4. The residence cannot be for sale.

Trailers or manufactured homes on rented land (including homes in manufactured housing communities) are not eligible.

DEFINITION OF LOW-INCOME

"Low-Income Household" shall mean all the persons occupying the housing unit whose total income does not exceed 80% of the area median income, adjusted for household size, as established by HUD.

HOUSEHOLD INCOME CALCULATIONS

The HUD definition of annual income is the gross amount of income of all adult household members that is anticipated to be received during the coming 12-month period. Income of all household residents aged 18 or over, unless they are a full-time student, will be included in the household income determination. This includes fulltime and part-time wages, self-employment wages, TANF, alimony, Social Security benefits, pensions, child support, and regular gifts of money from friends, family, church, or social agency. Money earned from providing services, and interest from bank accounts or investments must be disclosed.

APPLICANT SELECTION PROCESS

- a. Notification of availability of funds will be advertised by Houghton County and applications made available at accessible locations.
- b. Applications will be numbered according to date received and screened to determine income and property eligibility. A "lottery type drawing" will then be held.
 - From the applications drawn, 100 percent of the grant award will constitute emergency repair projects. Additional drawings will occur, if necessary, until a sufficient number of projects are selected.
 - Homeowners who have received program grant funds during the preceding 15 calendar years may apply. However, these applicants will be ineligible for selection unless no other qualified applicants are available.
- c. The HERP Administrator will contact selected applicants to determine whether a conflict of interest exists. Such a conflict exists when an applicant is employed by or is a Commissioner of Houghton County, or when an applicant is an immediate family member of any employee or Commissioner of Houghton County. Conflict of interest status will be communicated to the County Board, and the Board will determine whether any known conflicts affect applicant selection.
- d. Eligibility of selected applicants (not pertaining to conflicts of interest) will be verified by the HERP Administrator to the County Board.
- e. The HERP Administrator will act to make final selection of individual applicants, and successful applicants will be notified of funding award.
- f. To insure the efficient use of funds and staff resources the homeowner is responsible for providing necessary information to the HERP Administrator in a timely fashion. In the event a project becomes delayed due to inaction by the homeowner, the HERP Administrator shall notify the homeowner in writing, and if an oral or written response is not received within 15 days, the HERP Administrator may reject a pending application or cancel a project that is underway.

PROJECT LEVEL OF IMPROVEMENT

Eligible improvements include the following:

- a. Improvement resulting in substantial weatherization (i.e. roofing).
- b. General property improvements are prohibited from the HERP.
- c. Projects will not be approved if the condition of the home demonstrates that the homeowner is not able or willing to properly maintain a home. This requirement includes housekeeping problems as well as neglected maintenance.
- d. A program officer may visit your home to determine the extent of emergency repairs required.

Important notes:

- All emergency repairs must be completed within 90 days of approval.
- You are responsible for any repair costs that exceed the financial assistance available under the Houghton County Homeowner Emergency Repair Program.
- Work done before you receive program approval is not eligible for financial assistance.

CONTRACTOR QUALIFICATIONS

Contractors interested in doing emergency repair work financed through the HERP shall be of good reputation, carry active liability and worker's compensation insurance, be Michigan State-licensed as applicable, be Lead-Based Paint-Certified, and be in compliance with the Houghton County Section 3 Implementation Plan on file at the County and the Certified Grant Administrator. Contractors must not be federally debarred. Contractors that are debarred or are otherwise ineligible based on the above requirements will be denied participation in the current program until qualifications are met. Once qualifications are met, contractors may inform the HERP Administrator in writing. If the HERP Administrator then determines that a contractor has become qualified, the contractor will be added to the current list of qualified contractors.

CONTRACTOR SELECTION

The homeowner will submit at least three contractor estimates to the program administrator. The applicant must allow contractors access to the property for an inspection of proposed work to be done. The lowest bid will be selected by the program administrator after required bids are submitted. If the applicant disagrees with the selection, they may choose their preferred contractor and pay the difference. Chosen contractors must have current license and insurance policies in place to be selected.

CONTRACT AWARD

Contractor qualifications will be reviewed and confirmed prior to award of any contract. The contract will be awarded by the HERP Administrator. If the homeowner chooses a bid amount other than the lowest responsive and responsible bidder, the homeowner pays the difference between the bidder selected and the low bidder. The contract for rehabilitation work will be between the homeowner and contractor. The contractor will be responsible for all damages to person or property, either on or off the site that occur as a result of his/her work on the project. The homeowner must keep all guarantees and warranties furnished by the contractor on material and equipment for a period of two years.

CHANGE ORDERS

All work change orders to bid specifications require prior signed approval of changes by both the homeowner and the program administrator. Any changes made without prior signed approval will not be paid from HERP funds.

LEAD

Lead-based paint was used in more than 38 million homes until it was banned for residential use in 1978. The key to protecting yourself and your family during a renovation, repair or painting job is to use lead-safe work practices such as containing dust inside the work area, using dust-minimizing work methods, and conducting a careful cleanup. Federal law requires that contractors performing renovation, repair and painting projects that disturb painted surfaces in homes, childcare facilities, and schools built before 1978 be certified and follow specific work practices to prevent lead contamination.

ACCEPTANCE OF WORK

In the event of any dispute between the owner and the contractor concerning the completion of the emergency repairs, Houghton County will work with both parties to negotiate a satisfactory solution.

WALK-AWAY

The policy of Houghton County's Housing Rehabilitation Program is to provide services when those services may be delivered effectively and safely, without undue hazards to staff and contractors. The following list includes general conditions which may lead to the denial or withdrawal of services to a specific property. While the list is comprehensive, it is impossible to list all the conditions that might lead to the withdrawal of services, therefore, the County's Housing Rehabilitation program reserves the right to determine, on a case by case basis, when and if services will be denied or withdrawn.

HEALTH AND SAFETY

County staff and contractors must be able to perform their duties at a home without undue threats to their health or safety. Conditions which may constitute undue threats may include, but are not limited to, the following:

- Verbal or physical abuse directed toward a staff member or contractor.
- An overt threat of violence to any staff or contractor while services are being provided.
- Presence of unrestrained animals that may cause a threat to any staff or contractors.
- Electrical or plumbing hazards that cannot be resolved prior to, or as part of, required repairs.
- Environmental hazards such as carbon monoxide, gas leaks, friable asbestos, or other hazardous materials, including excessive mold and/or moisture problems which cannot be resolved by utilizing normal methods.
- Evidence of substantial, persistent infestations of rodents, insects or other vermin.
- The presence and/or use of any controlled substance, or paraphernalia, in the dwelling unit during the time period in which services are being performed.
- The presence of animal feces in any area of the dwelling unit where program staff and/or contractors must perform their duties.
- Excessive garbage built up in and around the dwelling unit which limits staff or contractors' access to the dwelling and encourages rodent infestation.
- Maintenance and housekeeping practices that are negligent to the point of limiting the access of staff or contractors to the dwelling or creating a work-limiting working environment.

COST EFFECTIVENESS

Repair work should be cost effective to address health and safety issues, and/or to correct Code Compliance findings. Situations or conditions which limit the cost effectiveness of any work may include, but are not limited to, the following:

- Structurally unsound dwellings
- Projects in which the cost of repairs would be infeasible to recapture due to home value or equity
- Housing units in which the cost of repairs exceeds maximum program limits and guidelines
- Uncooperative homeowners, where homeowners refuse to allow reasonable access necessary to permit services to be performed.

NOTIFICATION

Homeowners will be informed in writing when services are denied or withdrawn. Written notice will include the reason for the denial or withdrawal of services.

CERTIFIED GRANT ADMINISTRATOR

The program will be administered by a Certified Grant Administrator with oversight provided by Houghton County. The County is responsible to oversee the implementation and administration of the program. Long term objectives include assuring County compliance with service to disadvantaged populations, assisting with outreach to groups for disadvantaged citizens, and advocating on behalf of these groups.

COMPLAINT/DISCRIMINATION PROCEDURE

Discrimination or other complaints concerning the HERP program shall be in writing and addressed to the HERP Administrator. The HERP Administrator will contact the concerned party and attempt to solve the problem. If resolution is unsuccessful, a written response will be made within 15 working days. If the party is not satisfied with this response, the Executive Director will, at the Houghton County Board of Commissioners' option, attempt resolution for up to 30 days. If this step is omitted and/or resolution still is not achieved, a Review Committee established by the County Board will hold a hearing and make a final decision within 15 days. Within 15 additional days a written account will be made to the complainant. If either party to the complaint is not satisfied with resolution, the grantee must seek services of the closest Dispute Resolution/Mediation Program.

EQUAL OPPORTUNITY

In accordance with fair housing practices, by offering the program to low- and moderate-income households, Houghton County is making more quality housing to special targeted populations. The County also makes an effort to identify female- and minority-owned contracting firms and encourage them to apply.

The program shall comply with all requirements and conditions contained in the Program Income Program Guidelines. If a violation of the Program Guidelines occurs, the HERP Administrator shall immediately notify the Houghton County Authorized Official.



**CERTIFYING OFFICER DESIGNATION
(for Local Units of Government)**

The Certifying Officer, responsible for compliance with all environmental review requirements, is usually the chief elected official for the responsible entity/jurisdiction in which the project is located, or his/her designee. The designee should be an official with the legal authority to unilaterally sign a contract which obligates the grantee. The original of this executed form must be included in the Environmental Review Record.

DESIGNATION

Elizabeth Bjorn, Administrator, of Houghton County is the Certifying Officer as defined in 24 CFR Sec. 58.13 for the Environmental Review requirements of CDBG funds, Program Year: 2021

Date: _____ Designated by: _____
Tom Tikkanen, Chair

ACKNOWLEDGEMENT

I, **Elizabeth Bjorn, Administrator**, accept the responsibilities of the Certifying Officer for **Houghton County**, as defined in 24 CFR 58.13. I consent to assume the status of "responsible Federal official" as that term is used in section 102 of the National Environmental Policy Act of 1969 and understand that I am responsible for all the requirements of section 102 of NEPA and the related provisions in 40 CFR parts 1500 through 1508, and 24 CFR part 58, including the related Federal authorities listed in Sec. 58.5 insofar as the provisions of these laws apply to the HUD responsibilities for environmental review, decision-making and action that have been assumed by the responsible entity.

On behalf of the recipient, I personally accept the jurisdiction of the Federal courts for enforcement of all these responsibilities, in my capacity as certifying officer of the responsible entity.

Date: _____ Certifying Officer Signature: _____
**Elizabeth Bjorn
Administrator**

BUFFALO REEF ALTERNATIVES ANALYSIS

OVERVIEW

FOR LOCAL LANDOWNERS/GOVERNMENTS/STAKEHOLDERS

The Buffalo Reef Task Force (BRTF) is developing a DRAFT Analysis of Alternatives, including a recommended plan for protecting Buffalo Reef. The US Environmental Protection Agency (EPA), State of Michigan, Keweenaw Bay Indian Community (KBIC), and Great Lakes Indian Fish and Wildlife Commission (GLIFWC) funded this effort. While many stakeholders participated in the BRTF/Alternative Analysis development, US Army Corps of Engineers (USACE), KBIC, GLIFWC, United States Geological Survey (USGS), and Michigan Departments of Natural Resources (DNR) and Environment, Great Lakes, and Energy (EGLE) were the primary contributors.

The goal is to develop a plan for protecting/restoring Buffalo Reef from 23 million metric tons of copper mining tailings (stamp sands) dumped into Lake Superior at Gay 100 years ago. The scope of the solution matches the scope of the problem: 23 million metric tons of stamp sands would fill a 2000-mile-long train of coal cars. That train would stretch from Gay to San Francisco! It is impossible to execute a project this large without local impacts. This overview summarizes some of the larger impacts to make it easier for local stakeholders to digest and comment on the DRAFT Alternatives Analysis, which will be released in late July or early August. The BRTF looks forward to using your input to improve the DRAFT Alternative Analysis so that local impacts are minimized while maintaining an ecologically sound and cost-effective solution for protecting Buffalo Reef.

A word of caution. This project cannot go forward without a local sponsor. The local sponsor will operate and maintain the project after the federal government contribution is complete. The local sponsor will purchase and own all the real estate needed for the project. Many questions about project implementation can only be answered by the local sponsor. The BRTF will try to address concerns and answer questions regarding implementation of this plan, but some questions must be deferred to the yet to be determined local sponsor.

This overview focuses on impacts to real estate, recreation, and traffic. It provides figures with estimated timeframes for construction and descriptions of

methods/equipment for construction. These are uncertain because they are based on BRTF assumptions about how a contractor would accomplish this huge project. The timeframe is dependent on funding availability. The schedules provided in this document assumes funding of – over ~\$100M per year in 2021 dollars. Additional funding would accelerate the schedule, less funding would slow it. The dredging and stamp sand transportation methods and equipment are largely determined by the successfully bidder for project execution. The BRTF will consider excluding objectionable construction methods in bid documents, but often this raises the project cost and in turn reduces the probability of the project being funded.

Finally, the scope of the federal project (versus local sponsor project) has not been determined. The Alternative Analysis describes removing all identified stamp sand deposits that can be immediately dredged (12.7M CY) and placing them in a newly constructed landfill approximately 1.5 miles NW of the Coal Dock Road/Lake Linden-Gay Road intersection as the federal portion of the project. The local sponsor would maintain these facilities and dredge stamp sands that accumulate at Grand Traverse Harbor and Coal Dock for many decades after initial federal construction is complete. This division of responsibilities has yet to be determined.

With that said, here is an illustrated summary of what construction will happen and APPROXIMATELY when it will occur.

Project Summary

The Upland-All alternative (Figure 1) implementation schedule (Table 1) are based on several assumptions. They show how the project would unfold if a local sponsor and funding of – over ~\$100M/year are secured by 2025.

Figure 1: Project Overview

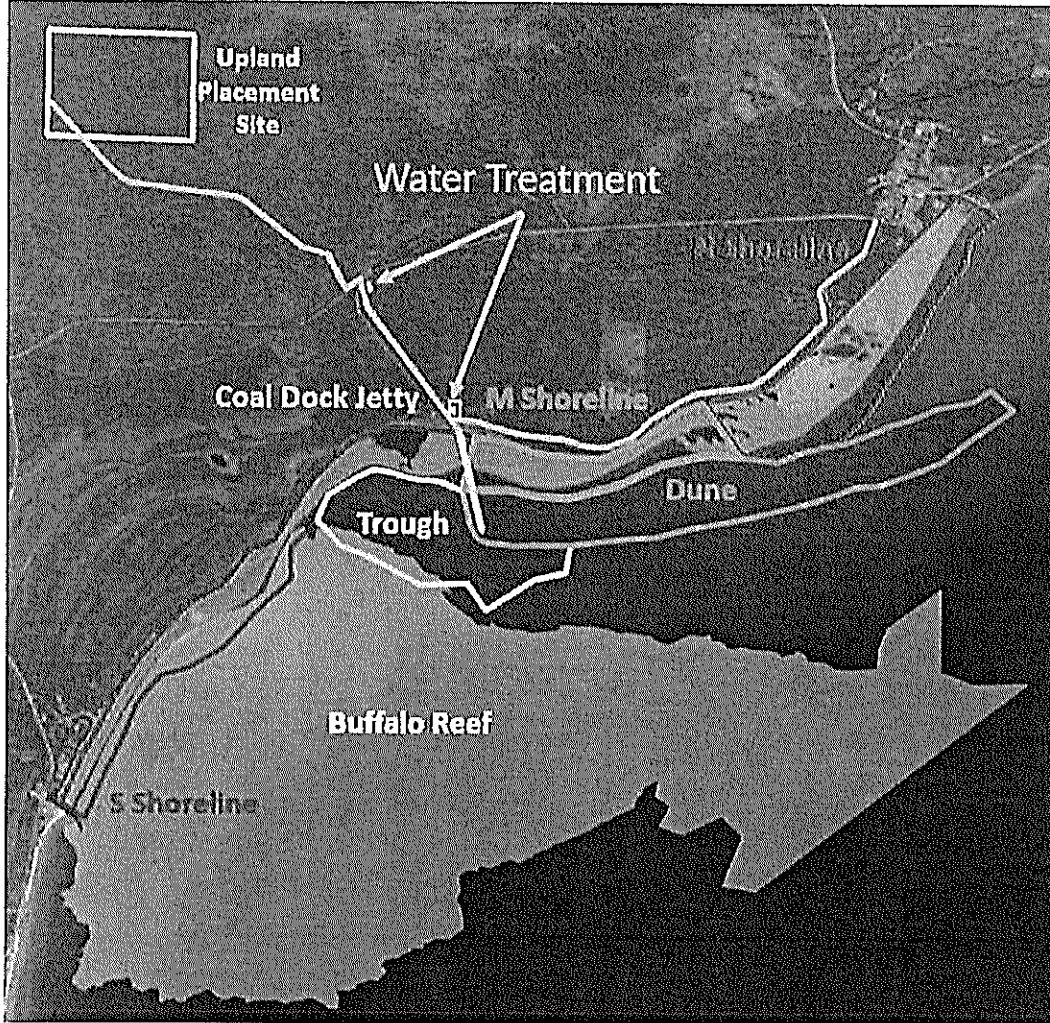


Table 1: DRAFT Schedule, Subject to Change funding & project sponsor availability

FEATURE	YEAR																			
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042+
Upland Jetty Dredging																				
Coal Dock Jetty																				
Coal Dock Jetty Dredging																				
Placement Site - Upland																				
Capital Cost-Water Treatment Pump Station																				
Water Treatment Dosing Implementation																				
South Shoreline																				
Beach Nourishment																				
North Shoreline - Upland																				
Dune																				
Middle Shoreline																				
Real Estate																				
Wetland Mitigation																				
Replacement of Septic Fields																				
Operations & Maintenance																				

Step by Step Timeline (subject to change based on funding & project sponsor availability)

Figure 2: Proposed Coal Dock Jetty and Gay Park Road Improvements

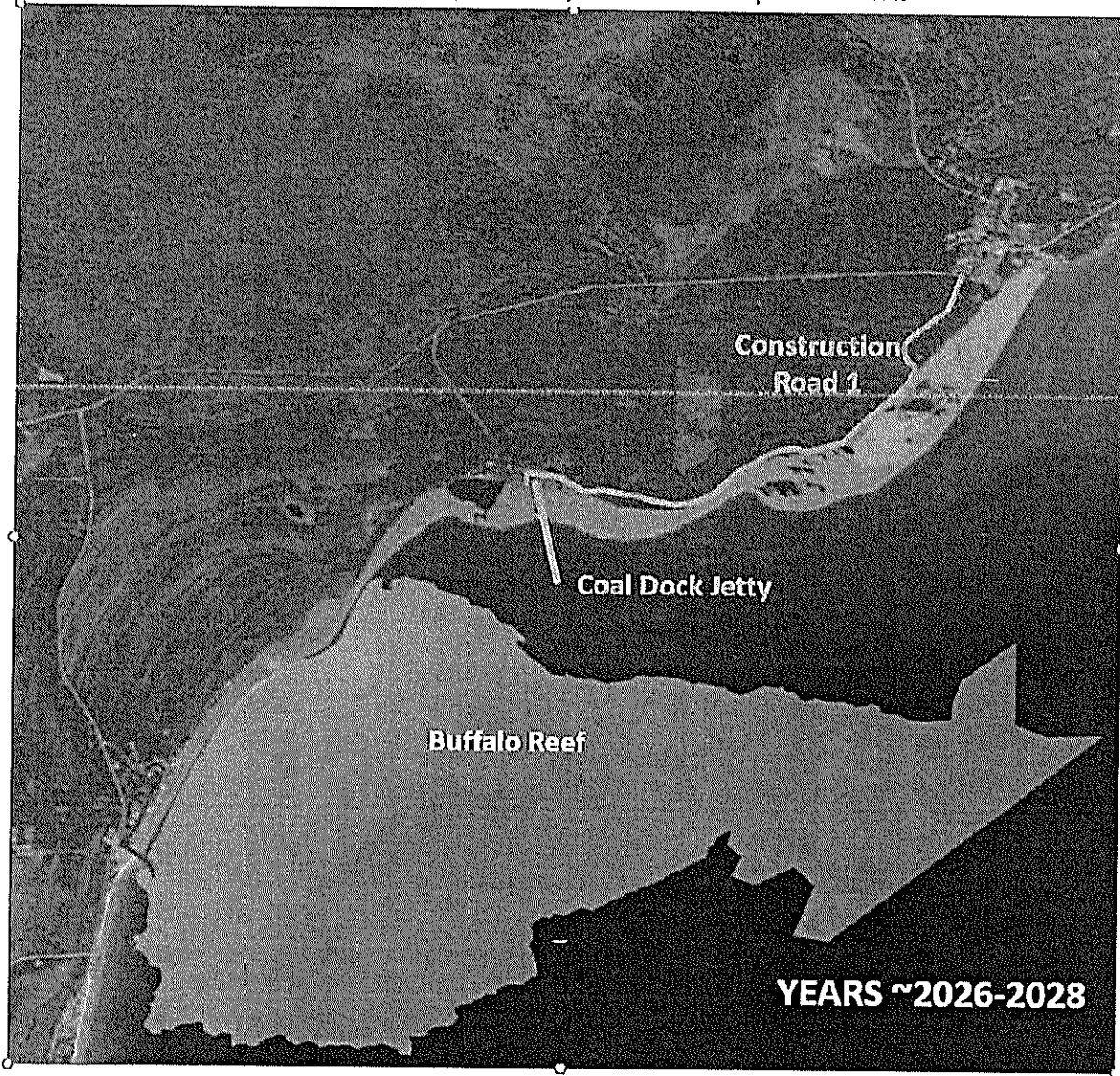


Figure 2a: Cross Sectional View of Coal Dock Jetty

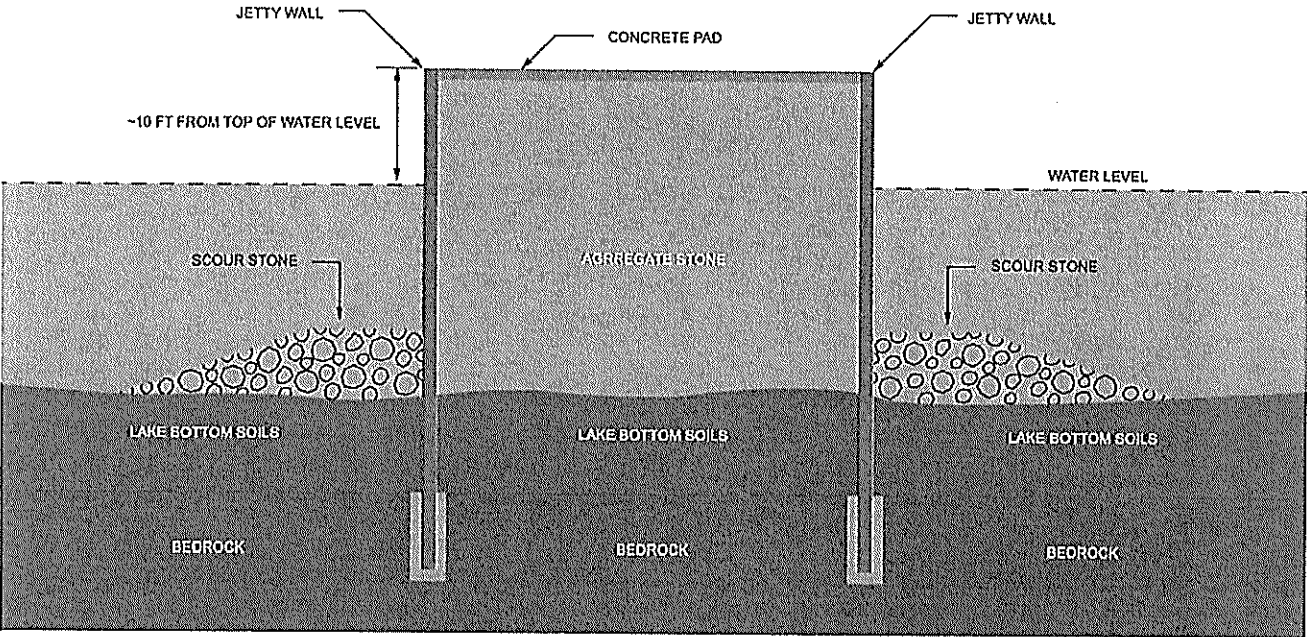


Figure 3: Landfill and Haul Road Construction

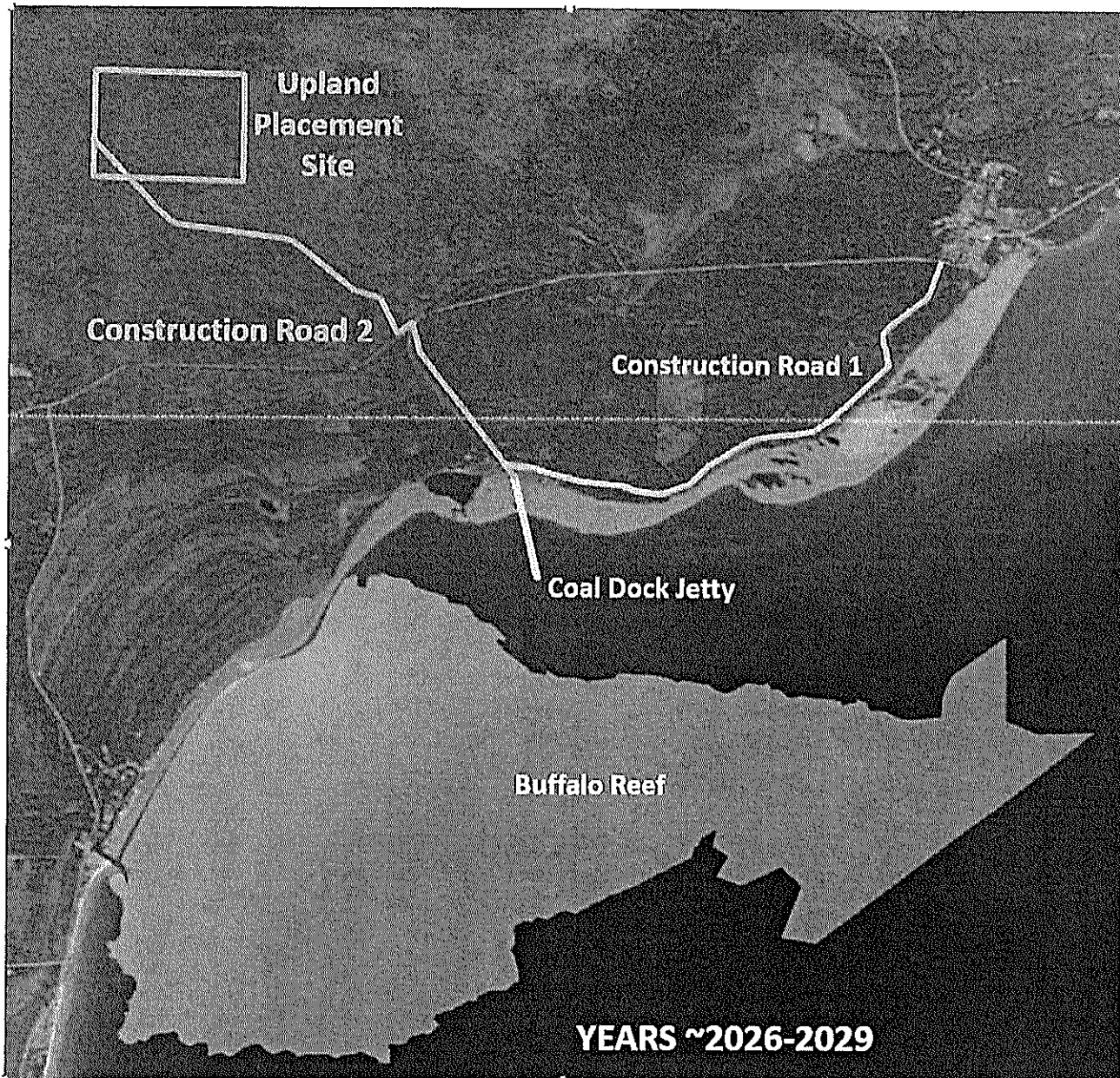
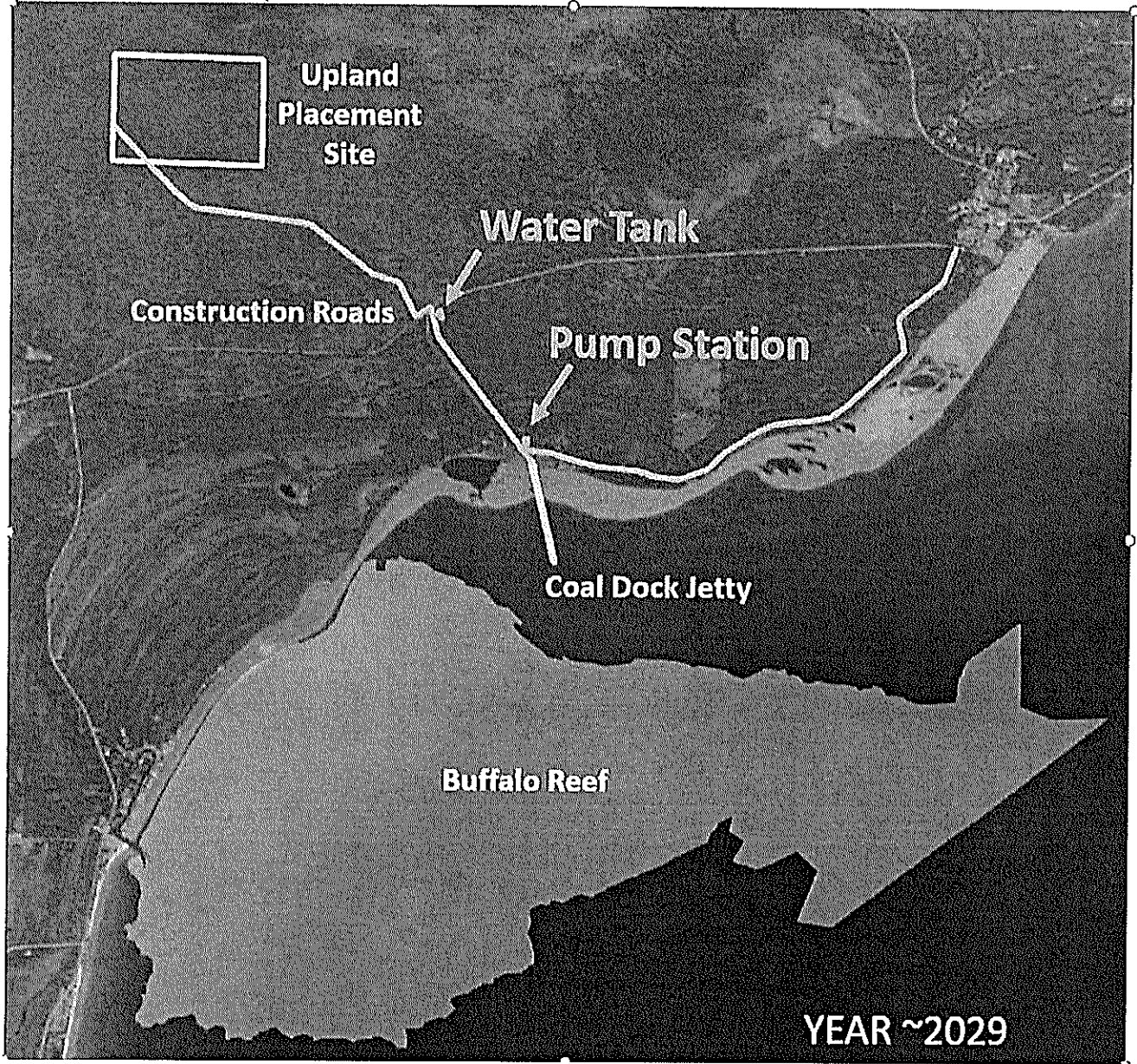


Figure 4: Leachate Management System



Typical dredging methods. The successful bidder may propose alternative methods.

Figure 5: Dredging the Beach, Picture from 2019 near Gay

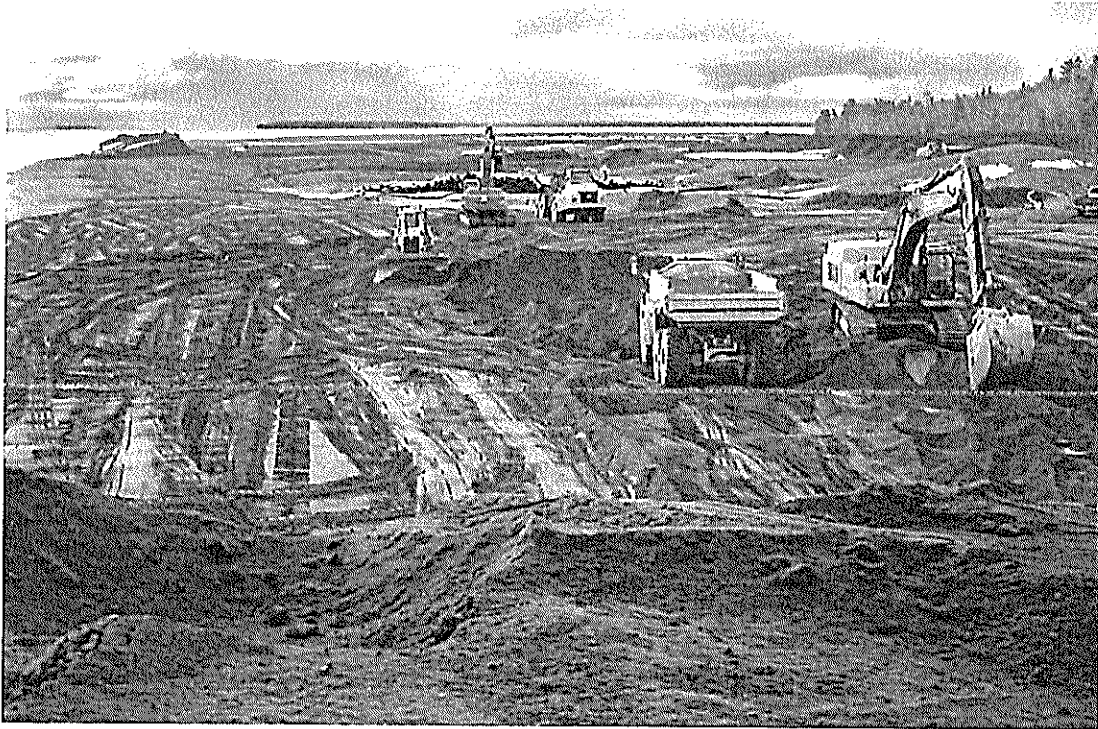


Figure 6: Barge Dredging Equipment for Underwater Stamp Sand

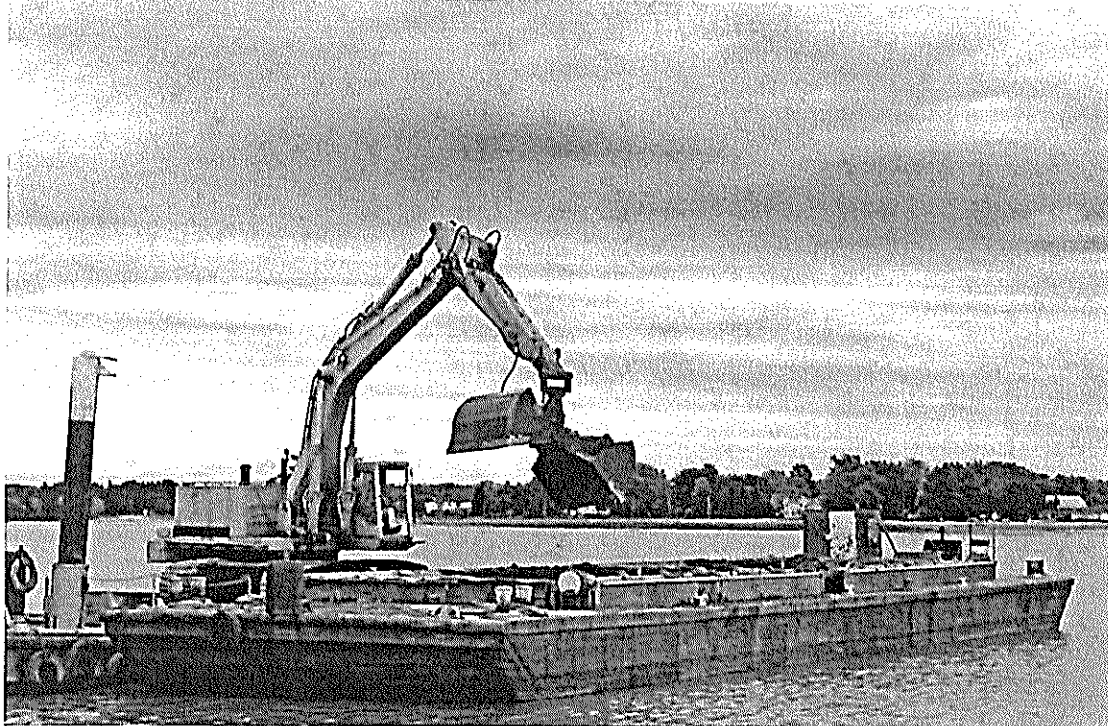
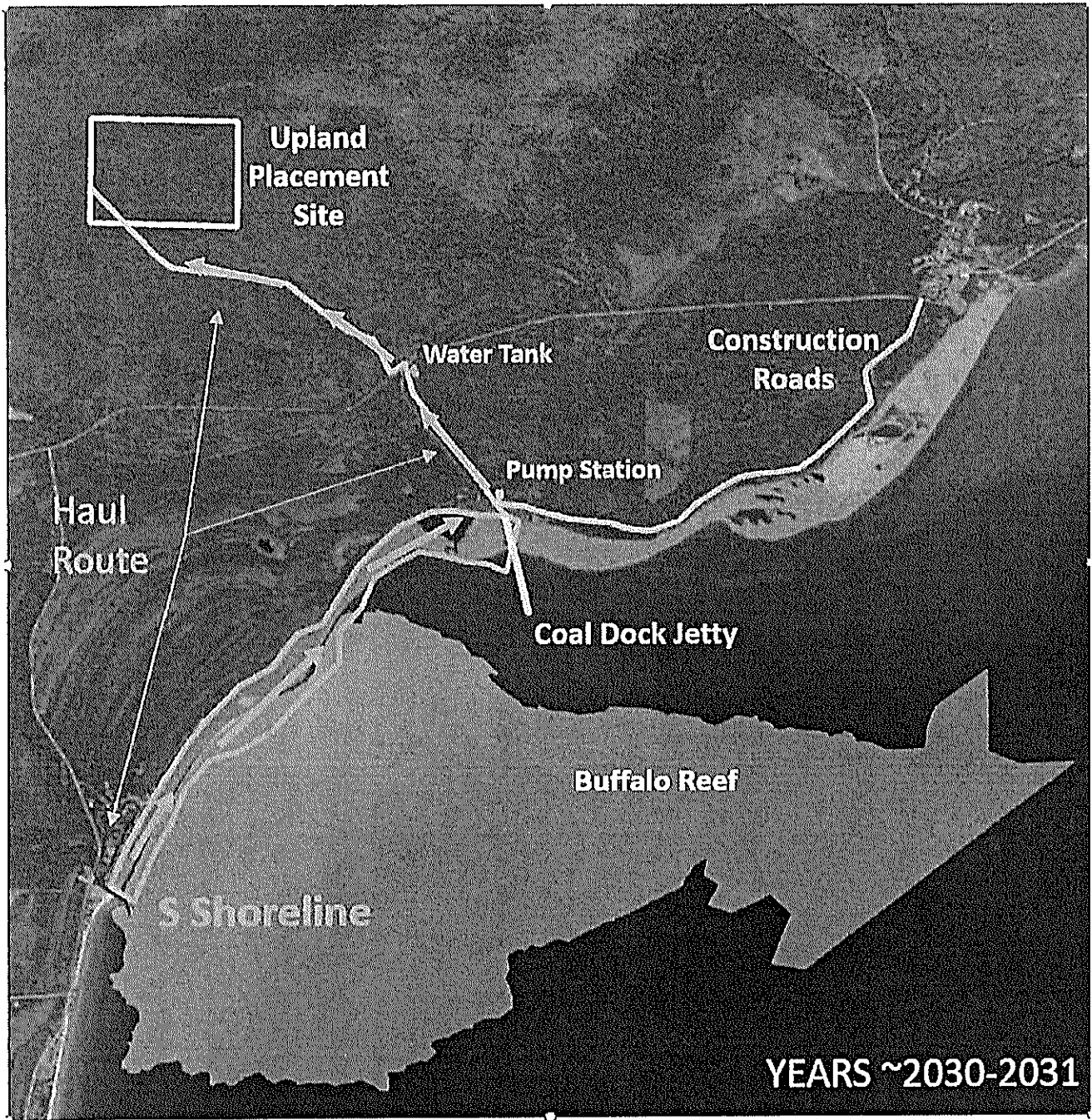


Figure 7: South Shoreline dredge and haul route



Approximately 1M CY of clean sand will be placed on the shoreline between Grand Traverse Harbor and Coal Dock to restore the pre-stamp sand beach width. The aerial photo in Figure 9 will help define the pre-stamp sand beach width.

Figure 8: Beach Nourishment to restore pre-stamp sand beach width

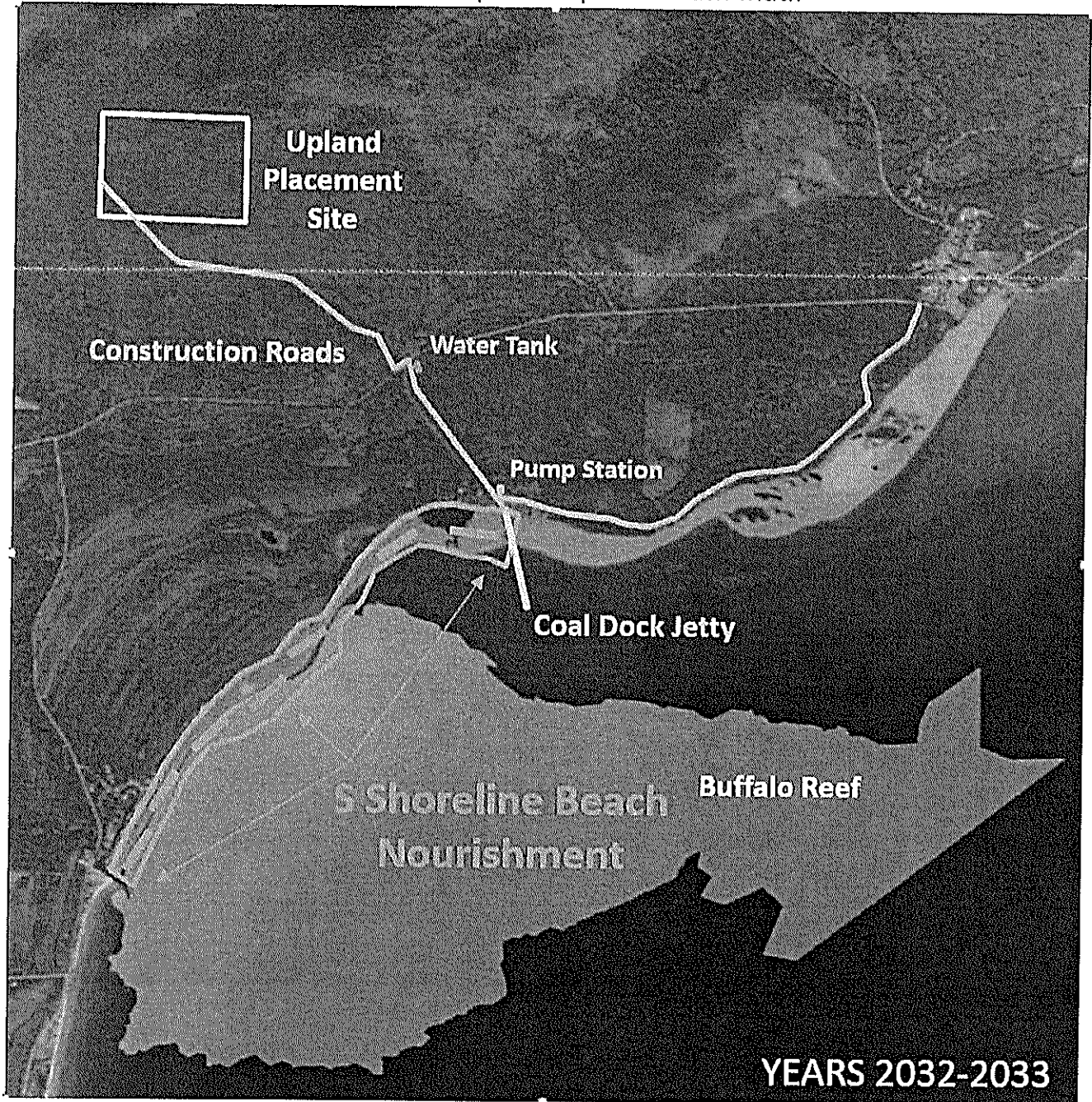


Figure 9: Pre stamp sand shoreline near Grand Traverse Harbor

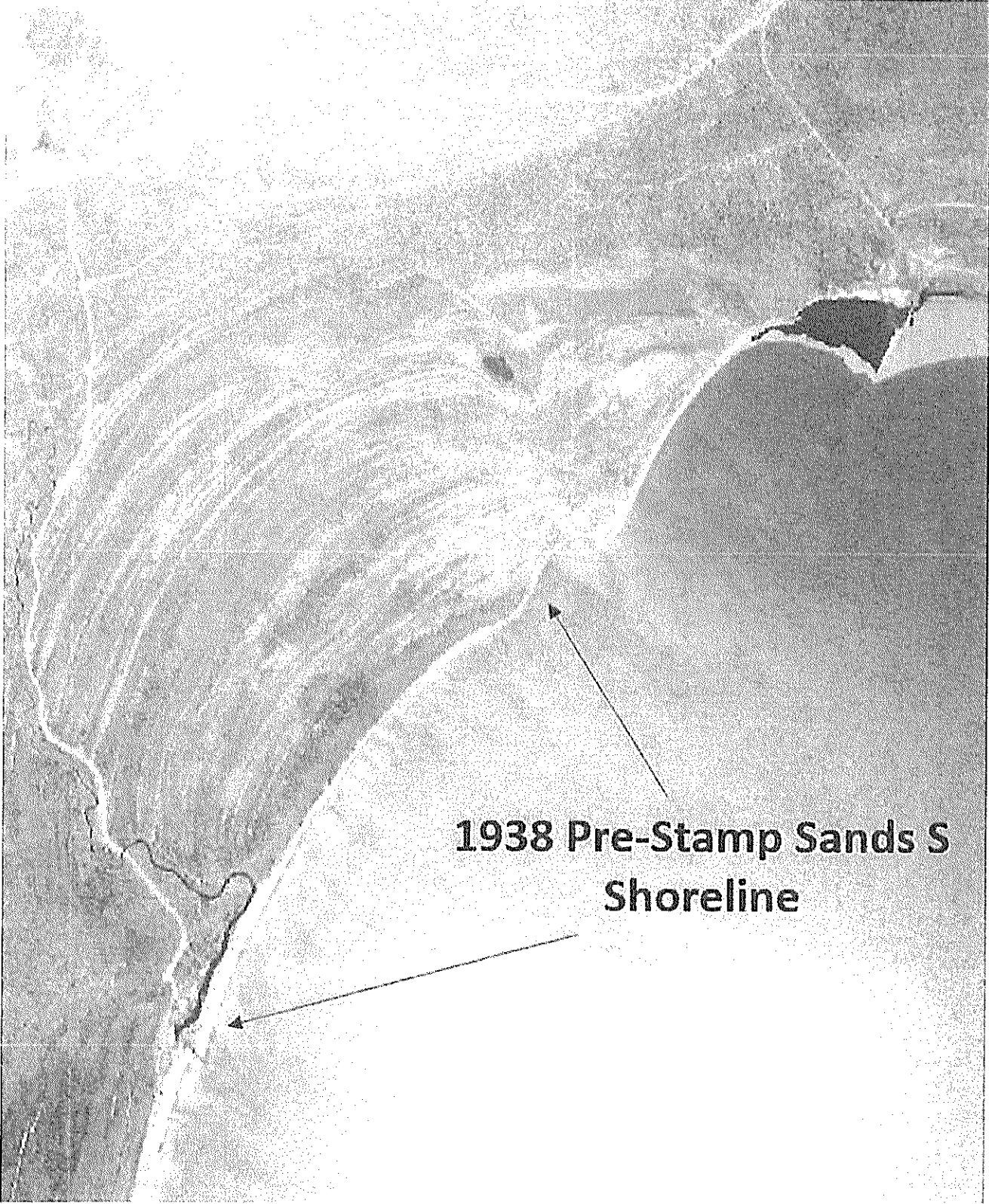


Figure 10: Trough Dredging and Haul Route

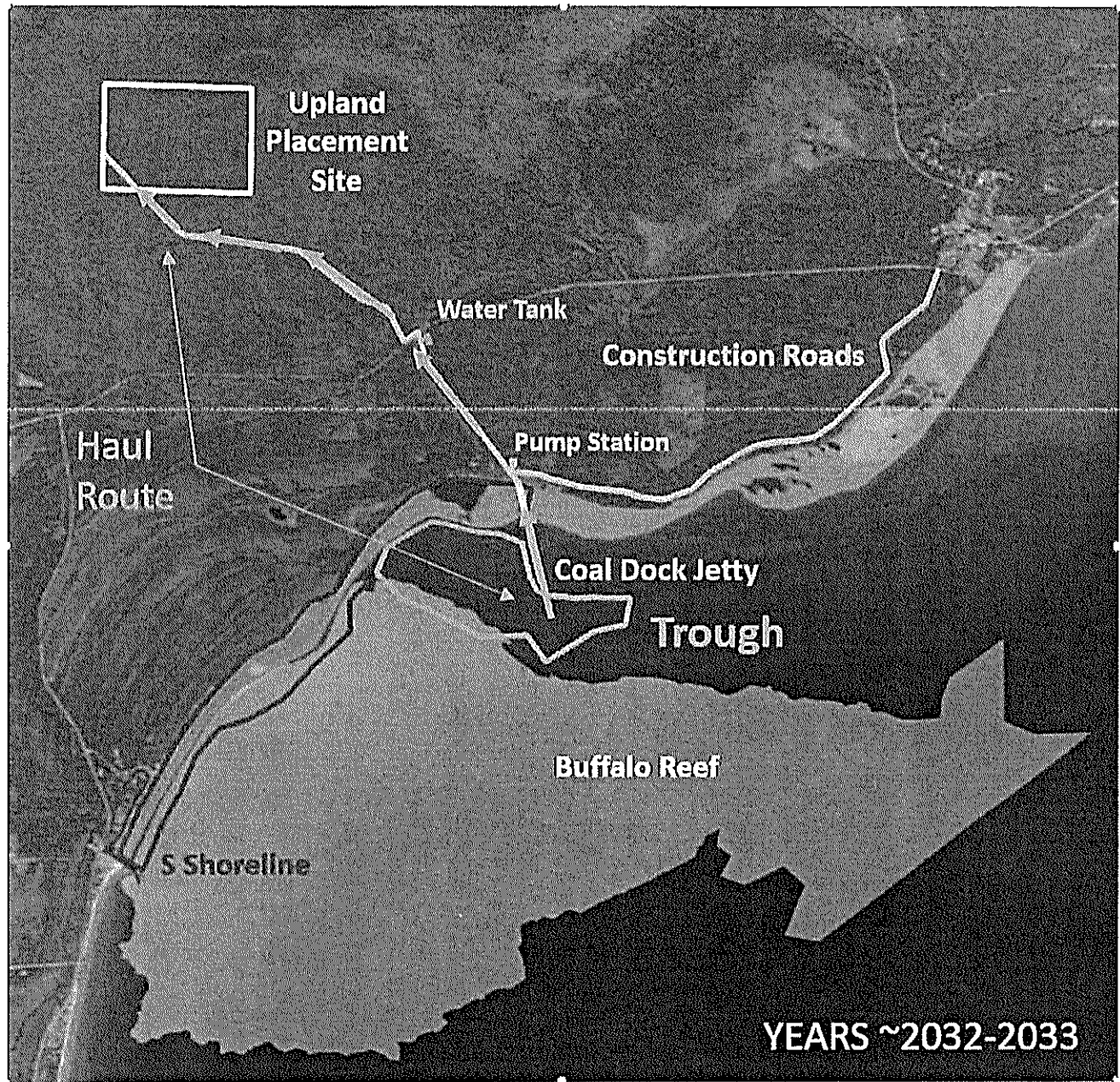


Figure 11: North Shoreline Dredge and Haul Route

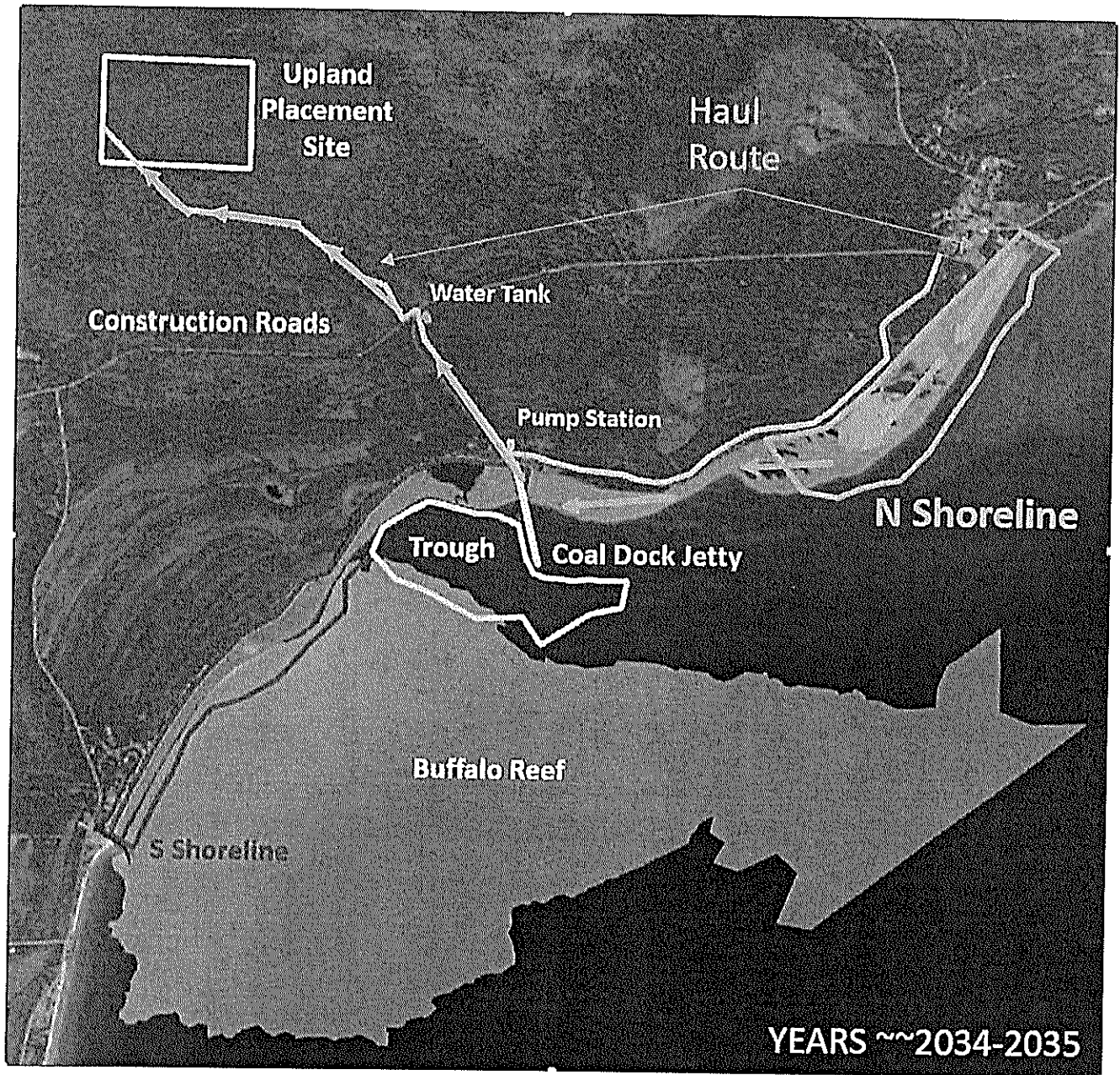


Figure 12: Lake Superior 'Dune' Dredge and Haul Route

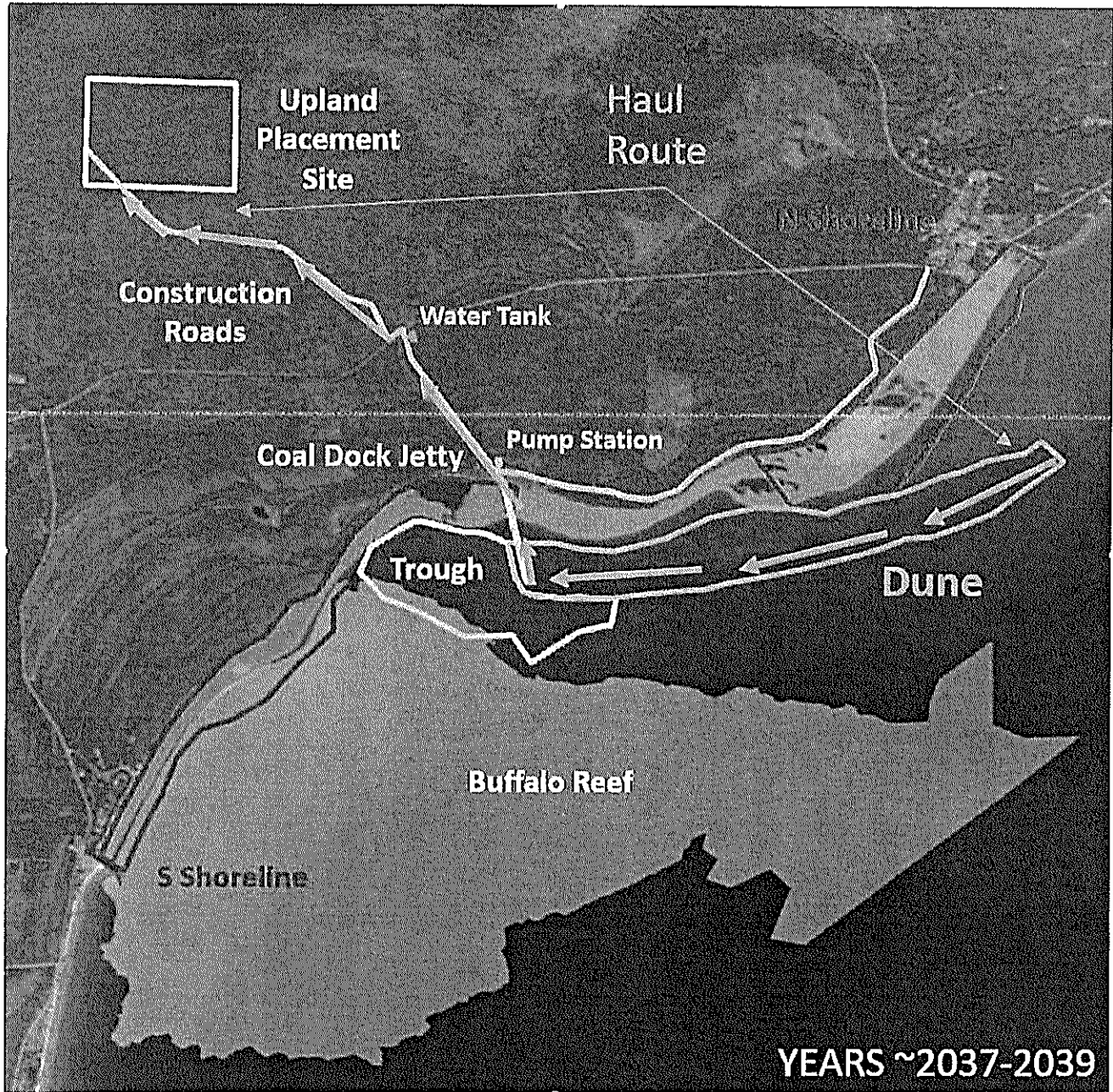


Figure 13: Middle Shoreline Dredge and Haul Route

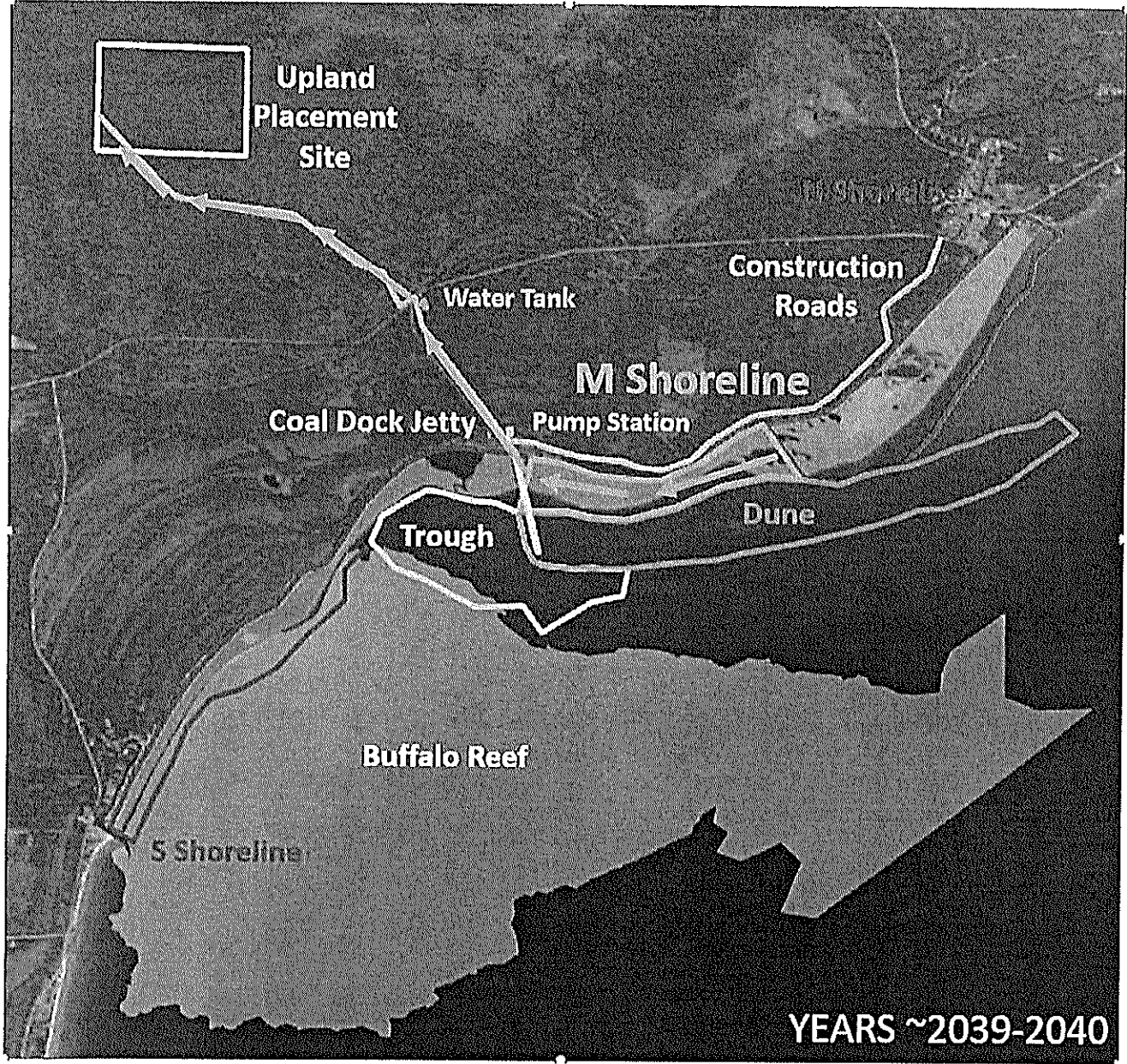
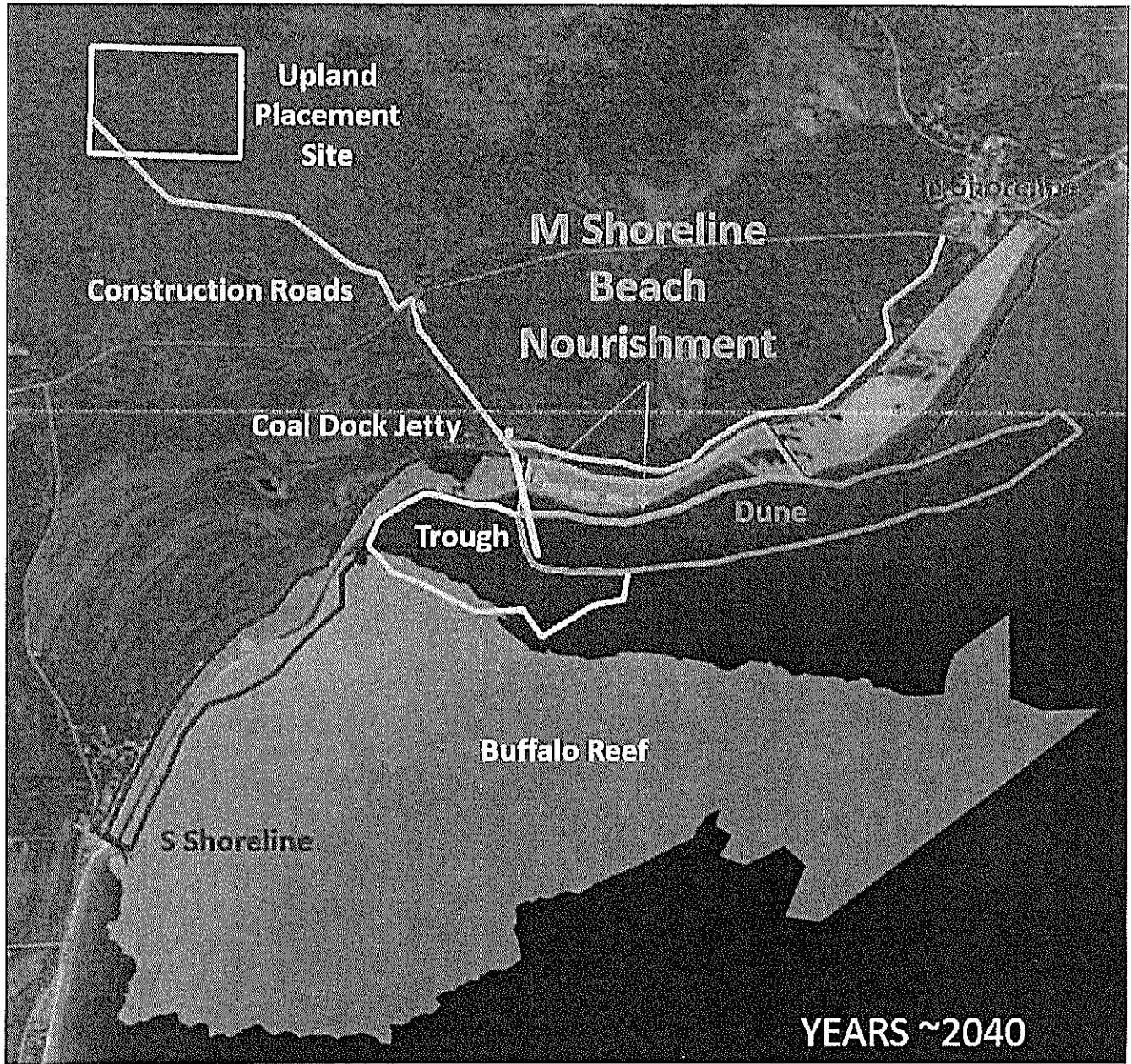
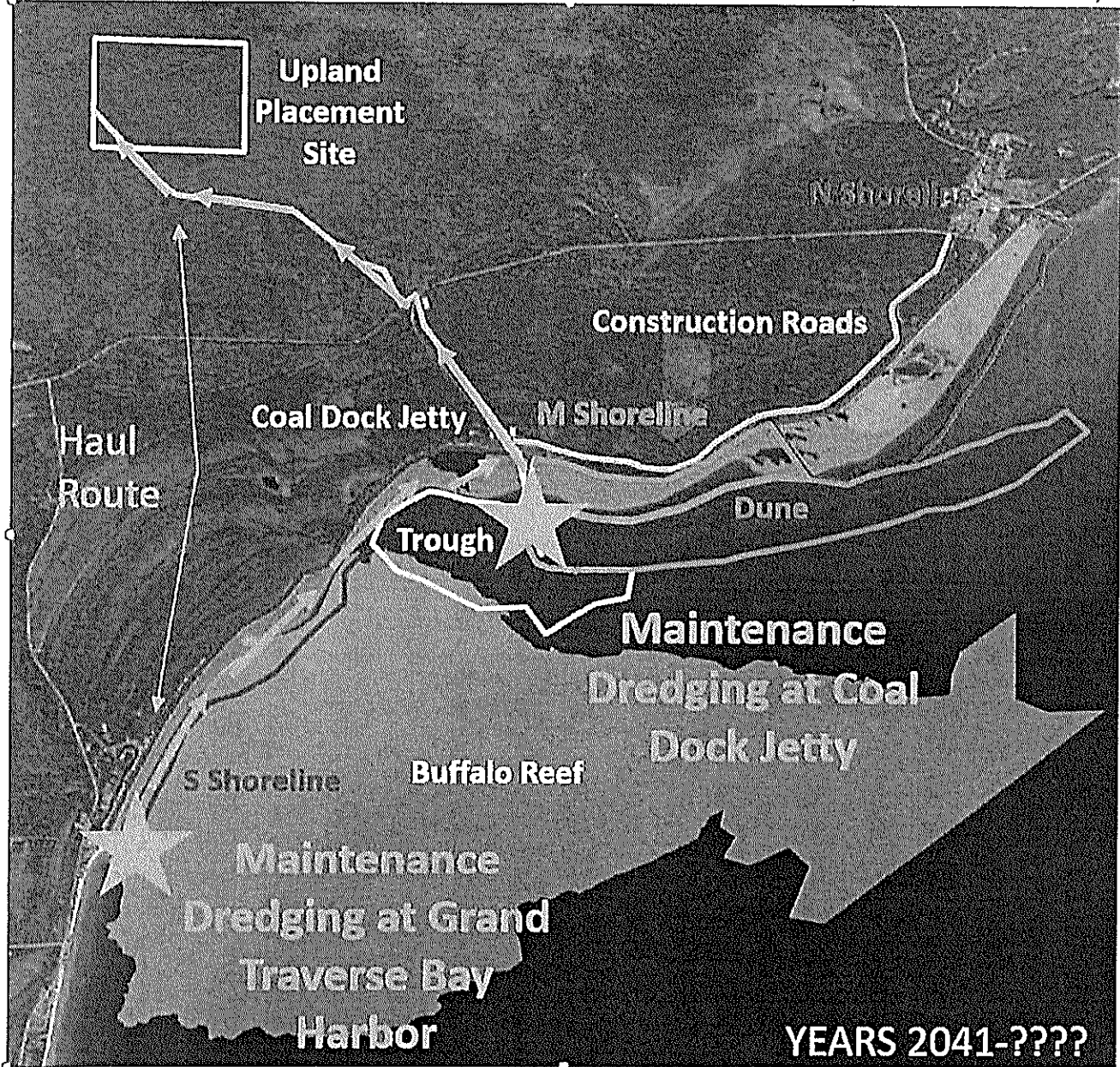


Figure 14: Middle Shoreline Beach Nourishment



At the conclusion of this project, residual stamp sand will remain in Lake Superior. Over time it will wash up to Grand Traverse Harbor and the proposed Coal Dock jetty. The local sponsor will continue to dredge at these locations until accumulating stamp sand no longer poses a danger to the reef. USACE is seeking a beneficial use for long term maintenance dredge spoils so that the landfill can be permanently closed after the Middle Shoreline is dredged.

Figure 15: Maintenance Dredging at Grand Traverse Harbor and the Proposed Coal Dock Jetty





August 24, 2022

Houghton County Board of Commissioners
 Houghton County Courthouse
 401 East Houghton Avenue
 Houghton, MI 49930

RE: Houghton County Arena

Dear Commissioners,

Please consider the following proposal to transfer ownership and future improvements of the Houghton County Arena from Houghton County to the City of Hancock.

Current State:		
Portage Lake Multi-Educational Services – Operations and Management		
Operating Revenue	YE 6/2021	\$142,501
Other Revenue	YE 6/2021	<u>\$ 6,099</u>
Total Revenue	YE 6/2021	\$148,600
Operating Expenditures	YE 6/2021	\$182,446
Net Income PLMES	YE 6/2021	-\$ 33,845
Houghton County (2004 Debt payment)		\$ 41,093
Houghton County (Insurance est.)		<u>\$ 6,000</u>
Houghton County Expenditures		\$ 47,093
City of Hancock (Pledge for 2016 Repairs)		\$ 12,000
City of Hancock – Plowing and Sanding		<u>\$ 17,500</u>
City of Hancock Expenditures		\$ 29,500
Cost in excess of revenue		-\$110,438

Large user groups:	
Finlandia University – Hancock	\$ 21,550
Copper Country Junior Hockey – area youth	\$ 39,719
Hancock Public Schools - Hancock	\$ 16,797

49% of large users are located in the City of Hancock.

HOCO Arena 10-year Capital Improvement Plan – provided by PLMES

Zamboni	\$120,000
Elevator – Handicap Accessibility to Wiittanen Room	\$100,000
Bathroom Updates (2004 renovations)	\$ 20,000
Exterior windows and outer surface upgrades Severe leakages and worn-down appearance	\$ 30,000
Outdoor lighting in parking lots Lots are poorly lit – safety concern	\$ 20,000
Scissor Lift (second hand) Used to change lights and signage	\$ 10,000
Metal Siding Wall facing ball fields is badly damaged	\$ 50,000
Total Capital Improvements	\$350,000

*** Concern that original plastic piping is still in place under the concrete floor. Numerous leaks have been repaired over the years with minimal expense. A major leakage would be an expensive undertaking if the floor had to be torn up and replaced.

Proposal

The City will take over ownership for \$1.00 and assume the following costs over the next 10 years.

Estimate rent for MSU Extension space/utilities -10 years	\$250,000
Estimate rent for Houghton Cty Fair Board space/utilities – 10 years	<u>\$100,000</u>
Total Estimated Rent provided in Arena	\$350,000
10-year Capital Improvement Plan (see above)	\$350,000
Insurance 10 years	<u>\$ 60,000</u>
Total contribution assumed by City of Hancock	\$760,000

The City will do everything possible to maintain the purpose and condition of the arena. As shown above, the City has a history of partaking in the Arena's maintenance and improvement. We are familiar with the building and feel that we can make improvements that reflect the needs of the community.

Sincerely,

Mary Babcock
Hancock City Manager

cc: Hancock City Council
Elizabeth Bjorn, Houghton County Administrator

HOCO ARENA 10 YEAR CAPITAL PLAN

Zamboni Ice Machine	\$120,000
Elevator for Wiitanen Room Handicapped accessibility is desired	\$100,000
Bathroom updates Floors, sinks and tiles need replacing	\$ 20,000
Exterior windows and outer surface upgrade Severe leakages and worn down appearance	\$ 30,000
Outdoor lighting in parking lots Lots are poorly lit	\$ 20,000
Scissors Lift (second hand) Changing ceiling lighting and signages	\$ 10,000
Metal siding Wall facing ball fields is badly damaged	<u>\$ 50,000</u>
Total	\$350,000

Concerns:

Original plastic piping is still in place under the concrete floor. Numerous leaks have been repaired over the years with minimal expense. A major leakage would be an expensive undertaking if the floor had to be torn up and replaced.

Capital expenditures are estimated. Firm pricing can be provided upon request.



July 8, 2014

Kathleen A. Beattie, Treasurer
Houghton County
401 E. Houghton Ave.
Houghton, MI 49931

RE: Proposal to Manage and Administer Houghton County Revolving Loan Fund

Dear Ms. Beattie:

On behalf of the Keweenaw Economic Development Alliance Board of Directors, we are pleased to provide the following proposal to manage and administer the Houghton County Revolving Loan Fund (HCRLF).

Experience

The Keweenaw Economic Development Alliance, through their Executive Director, has over 20 years of experience with the Community Development Block Grant program including six years managing a \$2 million revolving loan fund that included CDBG funds. KEDA is sending their Executive Director to "Certified CDBG Administration" training on July 24 (which is a requirement by the MEDC for CDBG capitalized RLF administration). KEDA currently manages a \$300,000 plus USDA Rural Development capitalized RLF serving Baraga, Keweenaw, and Houghton Counties.

KEDA's executive director, in a six year period, made 24 loans totaling \$1.29 million with \$1.35 million of associated bank lending, and \$1.68 million associated private investment. This experience included providing guidance to the loan applicants on preparing a business plan, review of financial information, loan packaging, basic underwriting, loan approval process management, loan document preparation, loan closing, filing liens, loan workouts, and loan reporting. He has Economic Development Finance Professional Certification from the National Development Council and has attended previous CDBG RLF administration training provided by the MEDC.

KEDA has an established relationship with the Michigan Small Business Development Center and will utilize their trained consultants for business plan review and financial analysis of loan applicants. KEDA also has an established relationship with Northern Initiatives (NI), an alternative lender serving all of the Upper Peninsula and Northern Lower Michigan. KEDA will utilize NI to partner on loans as the situation arises in order to spread risk.

Proposed Not to Exceed Fee

Loan Administration on a per loan basis \$2,205 plus publishing and legal costs
General HCRLF Administration on an annual basis \$6,804 plus publishing and legal costs
Or a maximum of 18% of HCRLF program income.

Work will be performed under an agreement (see attached).

Estimated Level of Effort

The above not-to-exceed fee is based on the following:

Loan Administration (Per Loan)

- Receive and confirm completeness of all loan applications (1-2 hrs.)
- Prepare or have prepared loan project financial and other analysis (1-4 hrs.)
- Prepare all documentation and correspondence for review by the RLF Committee and County Board (2-4 hrs.)
- Schedule and manage RLF Committee meetings including recording of minutes (3 hrs.)
- Prepare and post all required notices (1 hr.)
- Prepare all required environmental review documents (4-6 hrs.)
- Submit all required information and documents to the State of Michigan for loans approved by the RLF Committee (1 hr.)
- Attend and present proposed loans to County Board for approval (1 hr.)
- Prepare or have prepared in consultation with RLF Committee's legal counsel all loan documents (1-4 hrs.)
- Secure all required signatures to close loans and manage process for disbursement of funds from County (1-2 hrs.)
- File necessary liens, mortgages, and other appropriate documents (1 hr.)
- Collect all CDBG compliance documents (National Objective, Davis-Bacon, etc.) (2-4 hrs.)
- Prepare and submit loan closeout documents upon final payment (1 hr.)

Total Level of Effort: 20-35 hours per loan @ \$63/hour = \$1,260-\$2,205 per loan

General Administration (Monthly)

- Monitor loan status, communicate with loan client, notify RLF committee of delinquencies, negotiate and recommend loan workouts, and work with RLF legal counsel to manage loan defaults (1-3 hrs.)
- Maintain loan files (1 hr.)
- Track loan payments (1 hr.)
- Prepare and submit all required reports to the State of Michigan (1 hr.)

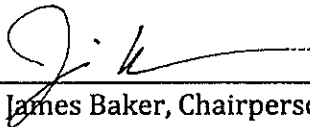
- Market the availability of the loan fund within Houghton County (3 hrs.)

Total Level of Effort: 7-9 hours per month @ \$63/hour = \$441-\$567 per month

All publishing and legal costs will be invoiced directly to Houghton County.


Any questions regarding this proposal should be directed to Jeff Ratcliffe at 906-482-6817 or Jeff@kedabiz.com.

Presented By Keweenaw Economic Development Alliance

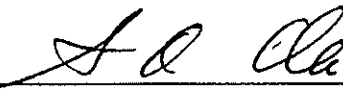
By: 
James Baker, Chairperson

7/8/2014
Date

Accepted by Houghton County

By: 
Kathleen A. Beattie, County Treasurer

SEPTEMBER 18, 2014
Date

By: 
Scott Ala, Chairperson

SEP 15, 2014
Date

Agreement to Administer the Houghton County Revolving Loan Fund

This agreement is between the County of Houghton, 401 E. Houghton Avenue, Houghton, Michigan 49931, and the Keweenaw Economic Development Alliance (KEDA), 600 E. Lakeshore Drive, P.O. Box 724, Houghton, Michigan 49931, for KEDA to administer the Houghton County Revolving Loan Fund (HCRLF), a CDBG-capitalized fund overseen by the Michigan Economic Development Corporation (MEDC).

TERM – The term of this agreement is from August 1, 2014 to December 31, 2015. During the term of the agreement KEDA will perform the administrative activities listed below. The term of the agreement shall be renewed annually unless terminated by written notice of either party to the other within thirty (30) days of the end of any calendar year in which the agreement is in effect.

PURPOSE – The County of Houghton recognizes that the purpose of the HCRLF is to promote economic development in Houghton County by providing “gap” financing to entrepreneurs to start-up new businesses, to established business to expand, to attract businesses to Houghton County and, in general, to retain and create new base industry jobs in Houghton County. The HCRLF Plan as adopted on 09/10/2002 and approved by the MEDC governs the administration of the HCRLF.

ADMINISTRATIVE ACTIVITIES - Specifically, KEDA will work with the Houghton County Board of Commissioners and its HCRLF Committee to perform the following HCRLF administrative activities.

- 1) Initiate contact with Houghton County businesses to identify projects needing financing for which HCRLF funding may be appropriate. This will also include working with companies outside Houghton County considering locating in Houghton County.
- 2) Assist loan applicants to assemble the necessary loan application materials.
- 3) Financially package these projects for presentation to the HCRLF Committee. It is understood that this may also require accessing other sources of project financing including banks, other revolving loan funds, state and federal financing sources in order to complete a financing package for a particular project.
- 4) Upon project approval by the County of Houghton, work with Houghton County’s attorney to prepare loan documents and complete all other documentation necessary for MEDC review and approval of the HCRLF loan or grant.
- 5) Monitor the HCRLF loan portfolio to ensure borrowers’ compliance with loan agreements, and report on a periodic basis to the HCRLF Committee. Create and maintain HCRLF files.
- 6) In the event that a borrower is not in compliance with the loan agreement, recommend actions to the HCRLF Committee to bring the borrower into compliance, or to modify the loan conditions, and work with the HCRLF Committee to implement compliance actions. Should legal action be required, work with the Houghton County attorney to resolve compliance issues.

7) Develop and maintain close working relationships with local government officials, state and federal economic development agencies, local development and professional groups, the banking community and other economic development-related agencies.

8) Maintain current information on federal, state and local business incentive programs, and make this information available to Houghton County businesses considering applying for HCRLF loans.

LEVEL OF EFFORT – KEDA, through its Executive Director, will perform the activities under this agreement. It is understood that the level of effort during any particular month will vary depending on the administrative duties needing to be performed during that month.

PAYMENT - KEDA will invoice the HCRLF on a time and materials basis based on the attached proposal with the understanding that no more than eighteen (18) percent of program income earned annually by the HCRLF can be used to cover administrative costs. To the greatest extent practical, KEDA intends to manage the HCRLF in a manner that allows for long-term availability of HCRLF funds as a regional economic development tool.

Signed by: HOUGHTON COUNTY BOARD OF COMMISSIONERS

By 
SCOTT ALA, Chairman

Sept. 15, 2014
Date

Signed by: KEWEEAWAW ECONOMIC DEVELOPMENT ALLIANCE

By 
JAMES BAKER, President

9/18/2014
Date

**Agreement to Administer the Houghton County Revolving Loan Fund -
Amendment No. 1**

This amendment is to an agreement dated September 15, 2014, between the County of Houghton, 401 E. Houghton Avenue, Houghton, Michigan 49931, and the Keweenaw Economic Development Alliance (KEDA), 902 College Ave., P.O. Box 724, Houghton, Michigan 49931, for KEDA to administer the Houghton County Revolving Loan Fund (HCRLF), a CDBG-capitalized fund overseen by the Michigan Economic Development Corporation (MEDC).

The agreement was based on a proposal by KEDA to provide administration services to the HCRLF dated July 8, 2014, and accepted September 15, 2014. Said proposal provided an estimated level of effort for described administrative tasks at an hourly rate of \$63.00 with a not-to-exceed fee of \$2,205 per loan for loan application processing and \$6,804 for general HCRLF administration provided the administration cost does not exceed 18% of program income. This rate reflected KEDA's wage and direct operating costs in 2014 which have changed over the past eight years. The new rate is calculated at \$77.00 per hour effective January 1, 2022.

The new not-to-exceed fees will be as follows:

1. Per loan administration excluding publishing and legal cost will be \$2,695
2. General HCRLF administration cost will be \$8,316
3. Total administrative fees cannot exceed 18% of program income

Signed by: HOUGHTON COUNTY BOARD OF COMMISSIONERS

By _____
Tom Tikkanen, Chairman

Date

Signed by: KEWEEAWAW ECONOMIC DEVELOPMENT ALLIANCE

By _____
Jeff Ratcliffe, Executive Director

Date

Act No. 146
Public Acts of 2022
Approved by the Governor
July 19, 2022
Filed with the Secretary of State
July 19, 2022
EFFECTIVE DATE: Sine Die

**STATE OF MICHIGAN
101ST LEGISLATURE
REGULAR SESSION OF 2022**

Introduced by Senator McBroom

ENROLLED SENATE BILL No. 101

AN ACT to amend 1974 PA 258, entitled "An act to codify, revise, consolidate, and classify the laws relating to mental health; to prescribe the powers and duties of certain state and local agencies and officials and certain private agencies and individuals; to regulate certain agencies and facilities providing mental health or substance use disorder services; to provide for certain charges and fees; to establish civil admission procedures for individuals with mental illness, substance use disorder, or developmental disability; to establish guardianship procedures for individuals with developmental disability; to establish procedures regarding individuals with mental illness, substance use disorder, or developmental disability who are in the criminal justice system; to provide for penalties and remedies; and to repeal acts and parts of acts," by amending sections 100d, 281c, 282, 408, 409, 426, 427a, 427b, 429, 436, 438, 469a, 498k, 498t, 516, 519, and 537 (MCL 330.1100d, 330.1281c, 330.1282, 330.1408, 330.1409, 330.1426, 330.1427a, 330.1427b, 330.1429, 330.1436, 330.1438, 330.1469a, 330.1498k, 330.1498t, 330.1516, 330.1519, and 330.1537), section 100d as amended by 2020 PA 99, section 281c as added and section 282 as amended by 2014 PA 200, sections 408, 427a, and 498k as amended by 1995 PA 290, section 409 as amended by 2020 PA 402, sections 426 and 429 as amended by 2016 PA 320, sections 436, 438, and 469a as amended by 2018 PA 593, section 498t as added by 1988 PA 155, and sections 516, 519, and 537 as amended by 2018 PA 596, and by adding sections 170 and 172.

The People of the State of Michigan enact:

Sec. 100d. (1) "Security transport officer" means an officer employed by a private security company under contract with a county under section 170.

(2) "Service" means a mental health service or a substance use disorder service.

(3) "Serious emotional disturbance" means a diagnosable mental, behavioral, or emotional disorder affecting a minor that exists or has existed during the past year for a period of time sufficient to meet diagnostic criteria specified in the most recent Diagnostic and Statistical Manual of Mental Disorders published by the American Psychiatric Association and approved by the department and that has resulted in functional impairment that substantially interferes with or limits the minor's role or functioning in family, school, or community activities. The following disorders are included only if they occur in conjunction with another diagnosable serious emotional disturbance:

(a) A substance use disorder.

(b) A developmental disorder.

(c) "V" codes in the Diagnostic and Statistical Manual of Mental Disorders.

(4) "Serious mental illness" means a diagnosable mental, behavioral, or emotional disorder affecting an adult that exists or has existed within the past year for a period of time sufficient to meet diagnostic criteria specified in the most recent Diagnostic and Statistical Manual of Mental Disorders published by the American Psychiatric Association and approved by the department and that has resulted in functional impairment that substantially interferes with or limits 1 or more major life activities. Serious mental illness includes dementia with delusions, dementia with depressed mood, and dementia with behavioral disturbance but does not include any other dementia unless the dementia occurs in conjunction with another diagnosable serious mental illness. The following disorders also are included only if they occur in conjunction with another diagnosable serious mental illness:

- (a) A substance use disorder.
- (b) A developmental disorder.
- (c) A "V" code in the Diagnostic and Statistical Manual of Mental Disorders.

(5) "Special compensation" means payment to an adult foster care facility to ensure the provision of a specialized program in addition to the basic payment for adult foster care. Special compensation does not include payment received directly from the Medicaid program for personal care services for a resident, or payment received under the supplemental security income program.

(6) "Specialized program" means a program of services, supports, or treatment that are provided in an adult foster care facility to meet the unique programmatic needs of individuals with serious mental illness or developmental disability as set forth in the resident's individual plan of services and for which the adult foster care facility receives special compensation.

(7) "Specialized residential service" means a combination of residential care and mental health services that are expressly designed to provide rehabilitation and therapy to a recipient, that are provided in the recipient's residence, and that are part of a comprehensive individual plan of services.

(8) "State administered funds" means revenues appropriated by the legislature exclusively for the purposes provided for in regard to substance use disorder services and prevention.

(9) "State facility" means a center or a hospital operated by the department.

(10) "State recipient rights advisory committee" means a committee appointed by the director under section 756 to advise the director and the director of the department's office of recipient rights.

(11) "Substance abuse" means the taking of alcohol or other drugs at dosages that place an individual's social, economic, psychological, and physical welfare in potential hazard or to the extent that an individual loses the power of self-control as a result of the use of alcohol or drugs, or while habitually under the influence of alcohol or drugs, endangers public health, morals, safety, or welfare, or a combination thereof.

(12) "Substance use disorder" means chronic disorder in which repeated use of alcohol, drugs, or both, results in significant and adverse consequences. Substance use disorder includes substance abuse.

(13) "Substance use disorder prevention services" means services that are intended to reduce the consequences of substance use disorders in communities by preventing or delaying the onset of substance abuse and that are intended to reduce the progression of substance use disorders in individuals. Substance use disorder prevention is an ordered set of steps that promotes individual, family, and community health, prevents mental and behavioral disorders, supports resilience and recovery, and reinforces treatment principles to prevent relapse.

(14) "Substance use disorder treatment and rehabilitation services" means providing identifiable recovery-oriented services including the following:

- (a) Early intervention and crisis intervention counseling services for individuals who are current or former individuals with substance use disorder.
- (b) Referral services for individuals with substance use disorder, their families, and the general public.
- (c) Planned treatment services, including chemotherapy, counseling, or rehabilitation for individuals physiologically or psychologically dependent upon or abusing alcohol or drugs.

(15) "Supplemental security income" means the program authorized under title XVI of the social security act, 42 USC 1381 to 1383f.

(16) "Telemedicine" means the use of an electronic media to link patients with health care professionals in different locations. To be considered telemedicine under this section, the health care professional must be able to examine the patient via a health insurance portability and accountability act of 1996, Public Law 104-191 compliant, secure interactive audio or video, or both, telecommunications system, or through the use of store and forward online messaging.

(17) "Transfer facility" means a facility selected by the department-designated community mental health entity, which facility is physically located in a jail or lockup and is staffed by at least 1 designated representative when in use according to chapter 2A.

(18) "Transition services" means a coordinated set of activities for a special education student designed within an outcome-oriented process that promotes movement from school to postschool activities, including postsecondary education, vocational training, integrated employment including supported employment, continuing and adult education, adult services, independent living, or community participation.

(19) "Treatment" means care, diagnostic, and therapeutic services, including administration of drugs, and any other service for treatment of an individual's serious mental illness, serious emotional disturbance, or substance use disorder.

(20) "Urgent situation" means a situation in which an individual is determined to be at risk of experiencing an emergency situation in the near future if he or she does not receive care, treatment, or support services.

(21) "Wraparound services" means an individually designed set of services provided to minors with serious emotional disturbance or serious mental illness and their families that includes treatment services and personal support services or any other supports necessary to foster education preparedness, employability, and preservation of the child in the family home. Wraparound services are to be developed through an interagency collaborative approach and a minor's parent or guardian and a minor age 14 or older are to participate in planning the services.

Sec. 170. (1) A county board of commissioners may establish a county mental health transportation panel. The purpose of the panel is to establish a transportation mechanism to serve as an alternative to a peace officer transporting an individual when required under this act.

(2) The members of the county mental health transportation panel must include all of the following:

(a) A county administrator or an individual who has similar responsibilities within the county as a county administrator.

(b) A judge of a court having jurisdiction in the county.

(c) A peace officer who works at a law enforcement agency or state police post within the county.

(d) A mental health professional who is an employee of a community mental health services program located within the county.

(3) The panel may recommend a contract with a private security company to hire security transport officers to transport individuals for involuntary psychiatric hospitalization or screening under this act and, only upon that recommendation, the county board of commissioners may enter into that contract.

(4) In order to enter into a contract with a county board of commissioners as described in subsection (3), the private security company must meet all of the following requirements:

(a) Maintain insurance coverage on file with the department that satisfies the following:

(i) As to motor vehicle coverage, a policy of insurance issued by an insurer authorized to do business in this state that provides the coverage required by chapter 31 of the insurance code of 1956, 1956 PA 218, MCL 500.3101 to 500.3179, including, but not limited to, personal protection insurance in the amount stated in section 3107c.

(ii) As to motor vehicle residual liability coverage relative to a vehicle or a vehicle operator used to transport an individual for involuntary psychiatric hospitalization or screening under this act, a policy of insurance issued by an insurer authorized to do business in this state that provides a limit of not less than \$2,000,000.00 for bodily injury to or death of 1 or more persons in an accident.

(iii) As to liability, other than for a motor vehicle, a policy of insurance issued by an insurer authorized to do business in this state that names the private security company, the county, and the county mental health transportation panel as co-insureds in the amount of \$25,000.00 per occurrence, for property damages and \$2,000,000.00 per occurrence for injury to or death of 1 or more persons arising out of the operation of the activity.

(iv) As to coverage required by this subsection, the insurer of the private security company is primary to any insurer, or coverage provider, of the county or the county mental health transportation panel, including any self-insurance or group self-insurance.

(b) Provide to security transport officers a specialized training program for best practices when working with and transporting an individual with severe mental illness or a person requiring treatment safely and effectively, which program must be approved by the department. This specialized training program must include training on recipient rights.

(c) Maintain a dispatch system that is available 24 hours a day, 7 days a week to receive transport orders and deploy security transport officers.

(d) Deploy 2 security transport officers for every transport order. Deployment of security transport officers under this subdivision must be gender appropriate for the situation.

(e) Establish a well-maintained company vehicle fleet appropriately equipped for recipient and security transport officer travel and safety.

- (f) Utilize the level of force authorized for peace officers under section 427a.
 - (g) Protect and respect all recipient regulations under the health insurance portability and accountability act of 1996, Public Law 101-191, and recipient rights under chapter 7. If the provisions of this subdivision are not met, the office of recipient rights of the local community mental health services program may investigate the matter and recommend remedial action as described in section 780 to the county board of commissioners.
 - (h) Maintain transport security officer duties, protocols, and procedures.
 - (i) Maintain transport service policies and procedures.
 - (j) Maintain protocols and procedures for transportation emergencies, recipient safety and transport care, de-escalation techniques, crisis intervention and prevention, and recipient and customer relations.
 - (k) Maintain mental health facility policies and procedures in the same manner as required of peace officers under chapter 4.
 - (l) Maintain hospital emergency room policies and procedures in the same manner as required of peace officers under chapter 4.
 - (m) Provide security transport officers with a defensive driving course.
 - (n) Maintain transport vehicle requirements and care and transport vehicle inspection procedures.
 - (o) Maintain roadside emergency procedures and policies, including basic first aid and courses in cardiopulmonary resuscitation.
- (5) Transportation by a security transport officer is not an arrest of the individual. A security transport officer has the authority to maintain custody of an individual who is taken into protective custody by a peace officer pursuant to a court order. However, the authority under this subsection only applies if the individual is being transported to or from a hospital, a mental health screening unit, or other mental health treatment center pursuant to a court order.
- (6) A private security company entering into a contract with a county board of commissioners is an independent contractor of the county and is not an employee, officer, or agent of the county or the county mental health transportation panel.
- (7) A security transport officer is not an employee, officer, agent, or independent contractor of the county or the county mental health transportation panel.

Sec. 172. (1) The mental health transportation fund is created within the state treasury.

- (2) The state treasurer may receive money or other assets from any source for deposit into the fund. The state treasurer shall direct the investment of the fund. The state treasurer shall credit to the fund interest and earnings from fund investments.
- (3) Money in the fund at the close of the fiscal year shall remain in the fund and shall not lapse to the general fund.
- (4) The department shall be the administrator of the fund for auditing purposes.
- (5) The department shall expend money from the fund, upon appropriation, only to carry out the provisions of section 170.

Sec. 281c. (1) Following an examination by a health professional under section 281b and a certification by that health professional that the requirements of section 281a(1) are met, a court may order the respondent held for treatment for a period not to exceed 72 hours if the court finds by clear and convincing evidence that the person presents an imminent danger or imminent threat of danger to self, family, or others as a result of a substance use disorder. If the hearing to be held under section 281b will not be held within that 72-hour period, the court may order the respondent held for treatment until the hearing. In making its order, the court shall inform the respondent that the respondent may immediately make a reasonable number of telephone calls or use other reasonable means to contact an attorney, a physician, or a health professional; to contact any other person to secure representation by counsel; or to obtain medical or psychological assistance and that the respondent will be provided assistance in making calls if the assistance is needed and requested.

(2) A program in which a respondent is being held under subsection (1) must release the respondent from the program immediately upon the expiration of the time period established by the court for the treatment under subsection (1). If determined appropriate by the court with the assistance of health professionals, a respondent may be transferred from a more-restrictive program setting to a less-restrictive program setting for the treatment ordered under this section.

(3) A respondent ordered held under this section shall not be held in jail pending transportation to the program or evaluation unless the court previously has found the respondent to be in contempt of court for either failure to undergo treatment or failure to appear at the examination ordered under section 281b.

(4) If a court is authorized to issue an order that the respondent be transported to a program, the court may issue a summons. If the respondent fails to attend an examination scheduled before the hearing under section 281b, the court shall issue a summons. The court shall direct a summons issued to the respondent and shall command the respondent to appear at a time and place specified in the summons. If the respondent who has been summoned fails to appear at the program or the examination, the court may order a peace officer to take the respondent into protective custody. After the respondent is taken into protective custody, a peace officer or security transport officer shall transport the respondent to a program on the list provided under subsection (5) for treatment. The transportation costs of the peace officer or security transport officer must be included in the costs of treatment for substance use disorder to be paid as provided in section 281a(4).¹

(5) A department-designated community mental health entity on at least an annual basis must submit each of the following lists to the clerk of the court in each county served by the department-designated community mental health entity:

(a) A list of all programs in the counties served by the department-designated community mental health entity that are able and willing to take respondents ordered held for treatment under subsection (1).

(b) A list of programs and health professionals in the counties served by the department-designated community mental health entity that are able and willing to provide treatment for a substance use disorder that is ordered under section 281b.

Sec. 282. (1) A peace officer, security transport officer, member of the emergency service unit, or staff member of an approved service program or an emergency medical service who acts in compliance with sections 276 to 286 is acting in the course of his or her official duty and is not criminally or civilly liable as a result.

(2) Subsection (1) does not apply to a peace officer, security transport officer, member of the emergency service unit, or staff member of an approved service program or an emergency medical service who, while acting in compliance with sections 276 to 286, engages in behavior involving gross negligence or willful or wanton misconduct.

(3) Approved service programs, staff of approved service programs, emergency medical services, staff of emergency medical services, peace officers, security transport officers, and emergency service units are not criminally or civilly liable for the subsequent actions of the apparently incapacitated individual who leaves the approved service program or emergency medical service.

Sec. 408. (1) An individual is subject to being returned to a hospital if both of the following circumstances exist:

(a) The individual was admitted to the hospital by judicial order.

(b) The individual has left the hospital without authorization, or has refused a lawful request to return to the hospital while on an authorized leave or other authorized absence from the hospital.

(2) The hospital director may notify peace officers or security transport officers that an individual is subject to being returned to the hospital. Upon notification by the hospital director, a peace officer must take the individual into protective custody. After the individual is taken into protective custody, a police officer or security transport officer must transport the individual to a hospital.

(3) An opportunity for appeal, and notice of that opportunity, must be provided to an individual who objects to being returned from any authorized leave in excess of 10 days.

Sec. 409. (1) Each community mental health services program shall establish 1 or more preadmission screening units with 24-hour availability to provide assessment and screening services for individuals being considered for admission into hospitals, assisted outpatient treatment programs, or crisis services on a voluntary basis. The community mental health services program shall employ mental health professionals or licensed bachelor's social workers licensed under part 185 of the public health code, 1978 PA 368, MCL 333.18501 to 333.18518, to provide the preadmission screening services or contract with another agency that meets the requirements of this section. Preadmission screening unit staff shall be supervised by a registered professional nurse or other mental health professional possessing at least a master's degree.

(2) Each community mental health services program shall provide the address and telephone number of its preadmission screening unit or units to law enforcement agencies, the department, the court, hospital emergency rooms, and private security companies under contract with a county under section 170.

(3) A preadmission screening unit shall assess an individual being considered for admission into a hospital operated by the department or under contract with the community mental health services program. If the individual is clinically suitable for hospitalization, the preadmission screening unit shall authorize voluntary admission to the hospital.

(4) If the preadmission screening unit of the community mental health services program denies hospitalization, the individual or the person making the application may request a second opinion from the executive director. The executive director shall arrange for an additional evaluation by a psychiatrist, other physician, or licensed psychologist to be performed within 3 days, excluding Sundays and legal holidays, after the executive director receives the request. If the conclusion of the second opinion is different from the conclusion of the preadmission screening unit, the executive director, in conjunction with the medical director, shall make a decision based on all clinical information available. The executive director's decision shall be confirmed in writing to the individual who requested the second opinion, and the confirming document shall include the signatures of the executive director and medical director or verification that the decision was made in conjunction with the medical director. If an individual is assessed and found not to be clinically suitable for hospitalization, the preadmission screening unit shall provide appropriate referral services.

(5) If an individual is assessed and found not to be clinically suitable for hospitalization, the preadmission screening unit shall provide information regarding alternative services and the availability of those services, and make appropriate referrals.

(6) A preadmission screening unit shall assess and examine, or refer to a hospital for examination, an individual who is brought to the preadmission screening unit by a peace officer or security transport officer or ordered by a court to be examined. If the individual meets the requirements for hospitalization, the preadmission screening unit shall designate the hospital to which the individual shall be admitted. The preadmission screening unit shall consult with the individual and, if the individual agrees, the preadmission screening unit must consult with the individual's family member of choice, if available, as to the preferred hospital for admission of the individual.

(7) A preadmission screening unit may operate a crisis stabilization unit under chapter 9A. A preadmission screening unit may provide crisis services to an individual, who by assessment and screening, is found to be a person requiring treatment. Crisis services at a crisis stabilization unit must entail an initial psychosocial assessment by a master's level mental health professional and a psychiatric evaluation within 24 hours to stabilize the individual. In this event, crisis services may be provided for a period of up to 72 hours, after which the individual must be provided with the clinically appropriate level of care, resulting in 1 of the following:

- (a) The individual is no longer a person requiring treatment.
- (b) A referral to outpatient services for aftercare treatment.
- (c) A referral to a partial hospitalization program.
- (d) A referral to a residential treatment center, including crisis residential services.
- (e) A referral to an inpatient bed.
- (f) An order for involuntary treatment of the individual has been issued under section 281b, 281c, former 433, or 434.

(8) A preadmission screening unit operating a crisis stabilization unit under chapter 9A may also offer crisis services to an individual who is not a person requiring treatment, but who is seeking crisis services on a voluntary basis.

(9) If the individual chooses a hospital not under contract with a community mental health services program, and the hospital agrees to the admission, the preadmission screening unit shall refer the individual to the hospital that is requested by the individual. Any financial obligation for the services provided by the hospital shall be satisfied from funding sources other than the community mental health services program, the department, or other state or county funding.

Sec. 426. Upon delivery to a peace officer of a petition and a physician's or licensed psychologist's clinical certificate, the peace officer shall take the individual named in the petition into protective custody and transport the individual immediately to the preadmission screening unit or hospital designated by the community mental health services program for hospitalization under section 423. If the individual taken to a preadmission screening unit meets the requirements for hospitalization, then unless the community mental health services program makes other transportation arrangements, the peace officer must take the individual to a hospital designated by the community mental health services program. The community mental health services program may arrange for a security transport officer to transport the individual to the hospital. Transportation to another hospital due to a transfer is the responsibility of the community mental health services program.

Sec. 427a. (1) If a peace officer is taking an individual into protective custody, the peace officer may use that kind and degree of force that would be lawful if the peace officer were effecting an arrest for a misdemeanor without a warrant. In taking an individual into custody, a peace officer may take reasonable steps for self-protection. In transporting an individual, a security transport officer may take reasonable steps for self-protection. The protective steps may include a pat down search of the individual in the individual's immediate surroundings, but only to the extent necessary to discover and seize a dangerous weapon that may be used against the peace officer, security transport officer, or other person present. These protective steps must be taken by the peace officer or security transport officer before the individual is transported to a preadmission screening unit or a hospital designated by the community mental health services program.

(2) Taking an individual to a community mental health services program's preadmission screening unit or a hospital under section 427 by a peace officer is not an arrest, but is a taking into protective custody. The peace officer must inform the individual that he or she is being held in protective custody and is not under arrest. An entry must be made indicating the date, time, and place of the taking, but the entry must not be treated for any purpose as an arrest or criminal record.

Sec. 427b. (1) A peace officer or security transport officer acting under this act has the same immunity provided for a governmental employee under section 7 of 1964 PA 170, MCL 691.1407.

(2) Neither a county nor a county mental health transportation panel is civilly liable for an act or omission of a security transport officer or a private security company contracted with a county under section 179.

Sec. 429. (1) A hospital designated under section 422 shall receive and detain an individual presented for examination under section 426, 427, 435, 436, or 438, for not more than 24 hours. During that time the individual shall be examined by a physician or a licensed psychologist unless a clinical certificate has already been presented to the hospital. If the examining physician or psychologist does not certify that the individual is a person requiring treatment, the individual shall be released immediately. If the examining physician or psychologist executes a clinical certificate, the individual may be hospitalized under section 423.

(2) If a preadmission screening unit provides an examination under section 409, 410, or 427, the examination shall be conducted as soon as possible after the individual arrives at the preadmission screening site, and the examination must be completed within 2 hours, unless there are documented medical reasons why the examination cannot be completed within that time frame or other arrangements are agreed upon by the peace officer or security transport officer and the preadmission screening unit.

Sec. 436. (1) If it appears to the court that the individual will not comply with an order of examination under section 435, the court may order a peace officer to take the individual into protective custody. After the individual is taken into protective custody, a peace officer or security transport officer shall transport him or her to a preadmission screening unit or hospital designated by the community mental health services program or to another suitable place for the ordered examination or examinations.

(2) A court order for a peace officer to take an individual into protective custody and transport the individual as described in subsection (1) must be executed within 10 days after the court enters the order. If the order is not executed within 10 days after the court enters the order, the law enforcement agency must report to the court the reason the order was not executed within the prescribed time period.

(3) Following the filing of a petition for assisted outpatient treatment, if it comes to the court's attention that the individual will not make himself or herself available for an evaluation, the court may order a peace officer to take the individual into protective custody. After the individual is taken into protective custody, a peace officer or security transport officer shall transport the individual to the designated preadmission screening unit or hospital. The court must be satisfied that reasonable effort was made to secure an examination before the court orders an individual to be taken into protective custody and transported for an evaluation. At the time the individual arrives at the preadmission screening unit or hospital, the preadmission screening unit or hospital must complete an assessment that includes an examination upon the arrival of the individual and release the individual following the conclusion of the examination unless the medical professional who examines the individual finds the need for immediate hospitalization. If immediate hospitalization is necessary, the director must file a petition, accompanied by 2 clinical certificates, with the probate court within 24 hours after the medical professional's finding. The petition must request involuntary hospitalization and may request a combination of hospitalization and assisted outpatient treatment. The court must set a hearing in accordance with section 452(1).

Sec. 438. If it appears to the court that the individual requires immediate assessment because the individual presents a substantial risk of significant physical or mental harm to himself or herself in the near future or

presents a substantial risk of significant physical harm to others in the near future, the court may order the individual hospitalized and may order a peace officer to take the individual into protective custody and transport the individual to a preadmission screening unit designated by the community mental health services program. After the individual is taken into protective custody by a peace officer, the court may, also, order a security transport officer to transport the individual to a preadmission screening unit designated by the community mental health services program. If the preadmission screening unit authorizes hospitalization, the peace officer or security transport officer must transport the individual to a hospital designated by the community mental health services program, unless other arrangements are provided by the preadmission screening unit. If the examinations and clinical certificates of the psychiatrist, and the physician or the licensed psychologist, are not completed within 24 hours after hospitalization, the individual must be released.

Sec. 469a. (1) Except for a petition filed as described under section 434(7), before ordering a course of treatment for an individual found to be a person requiring treatment, the court shall review a report on alternatives to hospitalization that was prepared under section 453a not more than 15 days before the court issues the order. After reviewing the report, the court shall do all of the following:

(a) Determine whether a treatment program that is an alternative to hospitalization or that follows an initial period of hospitalization is adequate to meet the individual's treatment needs and is sufficient to prevent harm that the individual may inflict upon himself or herself or upon others within the near future.

(b) Determine whether there is an agency or mental health professional available to supervise the individual's treatment program.

(c) Inquire as to the individual's desires regarding alternatives to hospitalization.

(2) If the court determines that there is a treatment program that is an alternative to hospitalization that is adequate to meet the individual's treatment needs and prevent harm that the individual may inflict upon himself or herself or upon others within the near future and that an agency or mental health professional is available to supervise the program, the court shall issue an order for assisted outpatient treatment or combined hospitalization and assisted outpatient treatment in accordance with section 472a. The order shall state the community mental health services program or, if private arrangements have been made for the reimbursement of mental health treatment services in an alternative setting, the name of the mental health agency or professional that is directed to supervise the individual's assisted outpatient treatment program. The order may provide that if an individual refuses to comply with a psychiatrist's order to return to the hospital, a peace officer must take the individual into protective custody. After the individual is taken into protective custody by a peace officer, a peace officer or a security transport officer shall transport the individual to the hospital selected.

(3) If the court orders assisted outpatient treatment as the alternative to hospitalization, the order must be consistent with the provisions of section 468(2)(d).

Sec. 498k. (1) If a minor who has been admitted to a hospital under this chapter leaves the hospital without the knowledge and permission of the appropriate hospital staff, the hospital must immediately notify the minor's parent, guardian, or person in loco parentis, the executive director if appropriate, and the appropriate police agency.

(2) If a minor has left a hospital without the knowledge and permission of the appropriate hospital staff or has refused a request to return to the hospital while on an authorized absence from the hospital, and the hospital director believes that the minor should be returned to the hospital, the hospital director must request that the minor's parent, guardian, or person in loco parentis transport the minor to the hospital. If the parent, guardian, or person in loco parentis is unable, after reasonable effort, to transport the minor, a request may be submitted to the court for an order to transport the minor. If the court is satisfied that a reasonable effort was made to transport the minor, the court shall order a peace officer to take the minor into protective custody. After the minor is taken into protective custody, a peace officer or a security transport officer shall transport the minor to the hospital.

(3) An opportunity for appeal, and notice of that opportunity, shall be provided to any minor and to the parent or guardian of any minor who is returned over the minor's objection from any authorized leave in excess of 10 days. In the case of a minor less than 14 years of age, the appeal shall be made by the parent or guardian of the minor or person in loco parentis.

Sec. 498t. If a person who requests hospitalization of a minor under section 498d or 498h is unable, after reasonable efforts, to transport the minor for the evaluation required by section 498e, a request may be submitted to the court for an order to transport the minor. If the court is satisfied that a reasonable effort was made by the person requesting hospitalization to transport the minor for evaluation, the court shall order a peace officer to

take the minor into protective custody. After the minor is taken into protective custody, a peace officer or a security transport officer shall transport the minor immediately to the evaluation site, and if necessary, from the evaluation site to the hospital for admission. The person requesting the transport order must meet the minor at the evaluation site and remain with the minor for the duration of the evaluation.

Sec. 516. (1) Any person found suitable by the court may file with the court a petition that asserts that an individual meets the criteria for treatment specified in section 515.

(2) The petition shall contain the alleged facts that are the basis for the assertion, the names and addresses, if known, of any witnesses to alleged and relevant facts, and if known the name and address of the nearest relative or guardian of the individual.

(3) If the petition appears on its face to be sufficient, the court shall order that the individual be examined and a report be prepared. To this end, the court shall appoint a qualified person who may but need not be an employee of the community mental health services program or the court to arrange for the examination, to prepare the report, and to file it with the court.

(4) If it appears to the court that the individual will not comply with an order of examination under subsection (3), the court may order a peace officer to take the individual into protective custody. After the individual is taken into protective custody, a peace officer or a security transport officer shall transport him or her immediately to a facility recommended by the community mental health services program or other suitable place designated by the community mental health services program for up to 48 hours for the ordered examination.

(5) After examination, the individual shall be allowed to return home unless it appears to the court that he or she requires immediate admission to the community mental health services program's recommended facility in order to prevent physical harm to himself, herself, or others pending a hearing, in which case the court shall enter an order to that effect. If an individual is ordered admitted under this subsection, not later than 12 hours after he or she is admitted the facility shall provide him or her with a copy of the petition, a copy of the report, and a written statement in simple terms explaining the individual's rights to a hearing under section 517, to be present at the hearing and to be represented by legal counsel, if 1 physician and 1 licensed psychologist or 2 physicians conclude that the individual meets the criteria for treatment.

(6) The report required by subsection (3) shall contain all of the following:

- (a) Evaluations of the individual's mental, physical, social, and educational condition.
- (b) A conclusion as to whether the individual meets the criteria for treatment specified in section 515.
- (c) A list of available forms of care and treatment that may serve as an alternative to admission to a facility.
- (d) A recommendation as to the most appropriate living arrangement for the individual in terms of type and location of living arrangement and the availability of requisite support services.
- (e) The signatures of 1 physician and 1 licensed psychologist or 2 physicians who performed examinations serving in part as the basis of the report.

(7) A copy of the report required under subsection (3) shall be sent to the court immediately upon completion.

(8) The petition shall be dismissed by the court unless 1 physician and 1 licensed psychologist or 2 physicians conclude, and that conclusion is stated in the report, that the individual meets the criteria for treatment.

(9) An individual whose admission was ordered under subsection (5) is entitled to a hearing in accordance with section 517.

Sec. 519. (1) Before making an order of disposition under section 518(2), the court shall consider ordering a course of care and treatment that is an alternative to admission to a facility. To that end, the court shall review the report submitted to the court under section 516(3), specifically reviewing alternatives and recommendations as provided under section 516(6)(c) and (d).

(2) If the court finds that a program of care and treatment other than admission to a facility is adequate to meet the individual's care and treatment needs and is sufficient to prevent harm or injury that the individual may inflict upon himself, herself, or others, the court shall order the individual to receive whatever care and treatment is appropriate under section 518(2)(c).

(3) If at the end of 1 year it is believed that the individual continues to meet the criteria for treatment, a new petition may be filed under section 516.

(4) If at any time during the 1-year period it comes to the attention of the court either that an individual ordered to undergo a program of alternative care and treatment is not complying with the order or that the

alternative care and treatment has not been sufficient to prevent harm or injuries that the individual may be inflicting upon himself, herself, or others, the court may without a hearing and based upon the record and other available information do either of the following:

(a) Consider other alternatives to admission to a facility, modify its original order, and direct the individual to undergo another outpatient program of alternative care and treatment for the remainder of the 1-year period.

(b) Enter a new order under section 518(2)(a) or (b) directing that the individual be admitted to a facility recommended by the community mental health services program. If the individual refuses to comply with this order, the court may direct a peace officer to take the individual into protective custody. After the individual is taken into protective custody, a peace officer or a security transport officer shall transport him or her to the facility recommended by the community mental health services program.

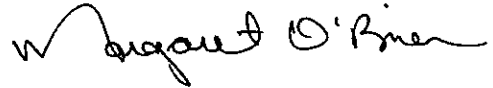
Sec. 537. (1) An individual is subject to being returned to a facility if both of the following are true:

(a) The individual was admitted to a facility on an application executed by someone other than himself or herself or by judicial order.

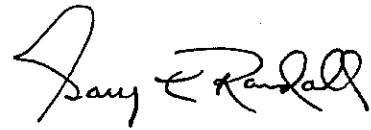
(b) The individual has left the facility without authorization, or has refused a lawful request to return to the facility while on an authorized leave or other authorized absence from the facility.

(2) The facility may notify a peace officer that an individual is subject to being returned to the facility. Upon notification, a peace officer shall take the individual into protective custody. After the individual is taken into protective custody, a peace officer or a security transport officer shall return him or her to the facility unless contrary directions have been given by the facility or the responsible community mental health services program.

(3) An opportunity for appeal must be provided to any individual returned over his or her objection from any authorized leave in excess of 10 days, and the individual shall be notified of his or her right to appeal. In the case of a child less than 13 years of age, the appeal shall be made by his or her parent or guardian.



Secretary of the Senate



Clerk of the House of Representatives

Approved _____

Governor

Additional gallons purchased per day	<u>5,000</u>	<u>10,000</u>	<u>15,000</u>
Cash Payment Method	\$86,000	\$173,200	\$259,800
User Rate Method (Yearly)	\$3,040	\$6,080	\$9,120
Lifetime of the Loan (40 years)	\$121,600	\$243,200	\$364,800
Airport Rate			
Current Commodity Charge	\$9.48	\$9.48	\$9.48
Additional Commodity Charge	\$0.67	\$1.34	\$2.01
Large User Surcharge	\$0.00	\$0.00	\$0.00
Existing Debt Service Charge	\$1.58	\$1.58	\$1.58
Total Rate/1,000 gallons	\$11.73	\$12.40	\$13.07

Sale of Lot 26 to William Hyrkas

RESOLUTION #22-12

WHEREAS, The Houghton County Board of Commissioners, as successor in interest to the dissolved Houghton County Airport Authority on July 24, 1989 is authorized to all rights of interest and statutory authority granted to the dissolved Houghton County Airport Authority.

WHEREAS, The Houghton County Memorial Airport Committee, created on July 26, 1989, under the Authority of the Houghton County Board of Commissioners, pursuant to Act 73 of the Public Acts of 1970 and Act 327 of the Public Acts of 1945, and pursuant to the authority vested in the County of Houghton by the Aeronautics Code of the State of Michigan has the authority to adopt rules and regulations for the management, government and the use of said airport property.

NOW THEREFORE, BE IT RESOLVED, Tom Tikkanen, Houghton County Board Chairman, is authorized to sign all closing documents for the sale of Lot 26 of Houghton County Airpark Plat, to William Hyrkas.

BE IT FURTHER RESOLVED, at a Houghton County Board of Commissioners Meeting held on September 13, 2022, a resolution was adopted to approve the conditions set forth in the purchase agreement presented on September 6, 2022 from William Hyrkas, for Lot 26, Airpark Plat, for the purchase price of \$50,800.00 pursuant to the Airport Industrial Park Covenants Section 5, Resale Rights, contained within the Houghton County Airpark Plat, September 12, 1973, in Liber 23 of Miscellaneous Records, Page 157, Houghton County Register of Deeds Records.

Motion Moved By:

Motion Supported By:

Roll Call Vote: Yes: _____

No: _____

Motion Carried:

RESOLUTION DECLARED ADOPTED.

Tom Tikkanen, Chairman
Houghton County Board of Commissioners

Date

STATE OF MICHIGAN)
) ss.
COUNTY OF HOUGHTON)

I hereby certify that the foregoing is true and complete copy of a Resolution adopted by the County of Houghton, Michigan at a meeting of its Board of Commissioners on the _____ day of September, 2022 the original of which Resolution is on file in my office. I further certify that the meeting was held and the minutes therefore were filed in compliance with Act No. 267 of the Public acts of 1976.

IN WITNESS WHEREOF, I have hereinto affixed my official signature this _____ day of September, 2022.

JENNIFER KELLY
Houghton County Clerk/Register of Deeds
County of Houghton



Jaikob Djerf <jaikob@houghtoncounty.net>

Proposal and Work order

1 message

Gary Hoaglund <ghoaglund@coleman-engineering.com>
To: Jaikob Djerf <jaikob@houghtoncounty.net>

Tue, Aug 9, 2022 at 11:59 AM

Hi Jaikob

Attached is the official proposal letter and work order as requested.

As always, just let me know if you have any questions.

Thank you again

Gary



COLEMAN ENGINEERING COMPANY



Colligō GIS

Gary D. Hoaglund • GIS Manager

635 Circle Drive • Iron Mountain, MI 49801

P: 906.774.3440 • F: 906.774.7776 • C: 906.221.0103

coleman-engineering.com

ColligoGIS.com

2 attachments



Proposal Ltr_GIS Parcel Updates.pdf

1141K



CGIS1041 Work Order No. 2.pdf

439K



Colligō GIS

635 Circle Drive
Iron Mountain, MI 49801
906-774-3440
contact@colligogis.com

August 8, 2022

Mr. Jaikob Djerf
Deputy Equalization Director
Houghton County Courthouse, 4th Floor
401 E. Houghton Avenue
Houghton, Michigan 49931

Re: GIS Parcel Update
Houghton County, Michigan

Dear Mr. Djerf:

Colligo GIS (Colligo) is pleased to submit this proposal to Houghton County (County) for the above referenced services.

Upon obtaining the County GIS parcel information, and creating a web accessible GIS map, it has been found that approximately 1,199 parcels that have an active record in the BS&A assessing database have not been incorporated into the County-wide GIS parcel layer.

Scope of Services

- Colligo has determined the following is a Township-by-Township summarization of the number of parcels that have an active record in the BS&A assessing database that need to be incorporated into the overall County wide GIS parcel layer.

Adams Township	48
Calumet Township	118
Chassell Township	45
Duncan Township	8
Elm River Township	19
Franklin Township	55
Hancock Township	18
Laird Township	34
Osceola Township	36
Portage Township	128
Quincy Township	10
Schoolcraft Township	49
Stanton Township	129
Torch Lake Township	285
Calumet Village	4
Lake Linden Village	7
City of Hancock	43
City of Houghton	151
TOTAL	1,199

- Colligo will map all parcels using the following methods:
 - Coordinate geometry (COGO) processes. Parcel boundaries will be created from the metes-and-bounds and general legal descriptions found in the BS&A tax database.
 - When descriptions are found to be incomplete, inaccurate or ambiguous, CEC will georeference the digital copies of the tax maps to their corresponding PLSS description. This process will spatially locate the tax map to its proper location on the face of the earth. Parcel boundaries will be digitized using these georeferenced maps.
 - Best fit. This will be accomplished by reviewing data of neighboring parcels, aerial imagery and other available data sources.

- Colligo will attach individual Parcel Identification Number's (PNUM) to all created parcels.

- Colligo will incorporate all created parcels into the existing publicly accessible GIS web map.

Fees

In accordance with the assumptions and conditions set forth in this letter, the scope of services listed above will be completed for an estimated fee of \$10,000.00. The following is a per township cost breakdown.

Adams Township	\$400.00
Calumet Township	\$1,000.00
Chassell Township	\$370.00
Duncan Township	\$70.00
Elm River Township	\$160.00
Franklin Township	\$460.00
Hancock Township	\$150.00
Laird Township	\$300.00
Osceola Township	\$300.00
Portage Township	\$1,070.00
Quincy Township	\$100.00
Schoolcraft Township	\$410.00
Stanton Township	\$1,080.00
Torch Lake Township	\$2,400.00
Calumet Village	\$50.00
Lake Linden Village	\$60.00
City of Hancock	\$360.00
City of Houghton	\$1,260.00
TOTAL	\$10,000.00

The County understands that Colligo will need to determine the complexity of each individual parcel tax description on a parcel-by-parcel basis. Many parcel tax descriptions may be difficult to map due to inaccuracies, errors or general ambiguity. Colligo will notify the County if, during the course of the project, it is determined the effort will be greater than \$10,000.00 and provide an amended scope of work and cost proposal.

Assumptions

The County understands the foundation of GIS parcel layers is the accuracy of the Public Land Survey System (PLSS) grid. This PLSS grid is comprised of polygonal GIS features that represent the County Town-Range, Section and Quarter-Quarter Section boundaries and appears to be originally obtained from the State of Michigan open data source. The accuracy of this data source is reported to be within seventy-five (75') feet and is not considered to be survey grade. It should also be mentioned the existing parcel data provided, in many cases, does not align with this PLSS grid. This greatly affects the overall accuracy of the GIS parcel layer and would increase the level of effort necessary required to increase the usefulness of the County GIS parcel layer.

If during the course of the project it is found that other services or additional data incorporation is required by the County, Colligo will provide the County with a written estimate of costs prior to the commencement of work. Examples of this data would include:

- Public Land Survey System (PLSS) Remonumentation Resulting in Substantial PLSS Grid Adjustment
- PLSS Grid Adjustment Resulting in Substantial Parcel Corrections
- Utility Incorporation
- Road Paser Ratings
- Points of Interest
- Proposed Development Mapping
- Aerial Mapping Data
- Data Spatial Correction
- Map Printing

If, during the course of the project, it is found that other services or incorporation of other data is required by and individual Township or City, a necessary cost of services increase may arise. If so, Colligo will notify the County, Township or City and prepare a written scope of services and cost proposal for approval prior to the commencement of work.

All layers are, and will remain, the property of the County.

Performance Schedule

If you accept this proposal, please endorse the attached Work Order No. 2 and return a copy via email to this office. Colligo anticipates starting work upon receipt of a signed Work Order.

We appreciate the opportunity to submit this proposal and if you have any questions or comments, please call me at (906) 774-3440.

Sincerely,
COLLIGO GIS



Gary D. Hoaglund (of Coleman Engineering on behalf of Colligo GIS)
GIS Manager

GDH/GRP

Attachment

J:\Proposals\Houghton County\2022\GIS\Houghton County - Parcel Update - 2022.docx

AGREEMENT NO. CGIS1041

WORK ORDER NO. -02

EXHIBIT "A"
WORK ORDER

COLLIGO GIS, INC. and its directors, officers, shareholders, employees, agents, affiliates, independent professional associates, consultants and subcontractors, as the case may be, (collectively, "COLLIGO") agree to perform for CLIENT, on this specific Project, the Services described below. The services shall be performed subject to and upon the terms and conditions set forth in the COLLIGO CLOUD SERVICES AGREEMENT listed at ColligoGIS.com/terms (the "Agreement") dated September 28, 2021 by and between COLLIGO and CLIENT, which Agreement is hereby amended to incorporate this Work Order.

It is agreed that this Agreement, and such other documents required by it during the term of this Agreement, may be approved by a signed copy transmitted by fax or .pdf copy containing all signatures in lieu of the original signed copy, and that a copy transmitted by fax or .pdf shall be legally binding upon the parties to said Agreement(s)."

PROJECT: GIS Parcel Update
Houghton County, Michigan

SERVICES: As described in our proposal letter dated August 8, 2022, a copy of which is attached and made part of this contract.

FEES: Services will be invoiced on a time and materials basis for an estimated fee of \$10,000 using our current standard fee schedule(s), for the scope of work and in accordance with the assumptions and conditions set forth in our proposal letter dated August 8, 2022, a copy of which is attached and made part of this contract.

Please understand that any estimate of cost for services is based on our current understanding of the project requirements and the level of effort needed to complete the various work tasks. An estimate should not be interpreted as a not to exceed cost. We will make every effort to not exceed our estimate and in the event that we do, an explanation will be provided.

SPECIAL TERMS AND CONDITIONS:

During completion of this work, Colligo will not accept responsibility for the safety of individuals other than Colligo employees.

AUTHORIZATION

This Work Order and the scope of services (the "Services") defined herein are approved and COLLIGO is hereby directed and authorized to proceed with the Services for the designated Project in accordance with the terms and conditions of the above-referenced Agreement.

Requested By:
HOUGHTON COUNTY

Accepted By:
COLLIGO GIS, INC.

By: _____

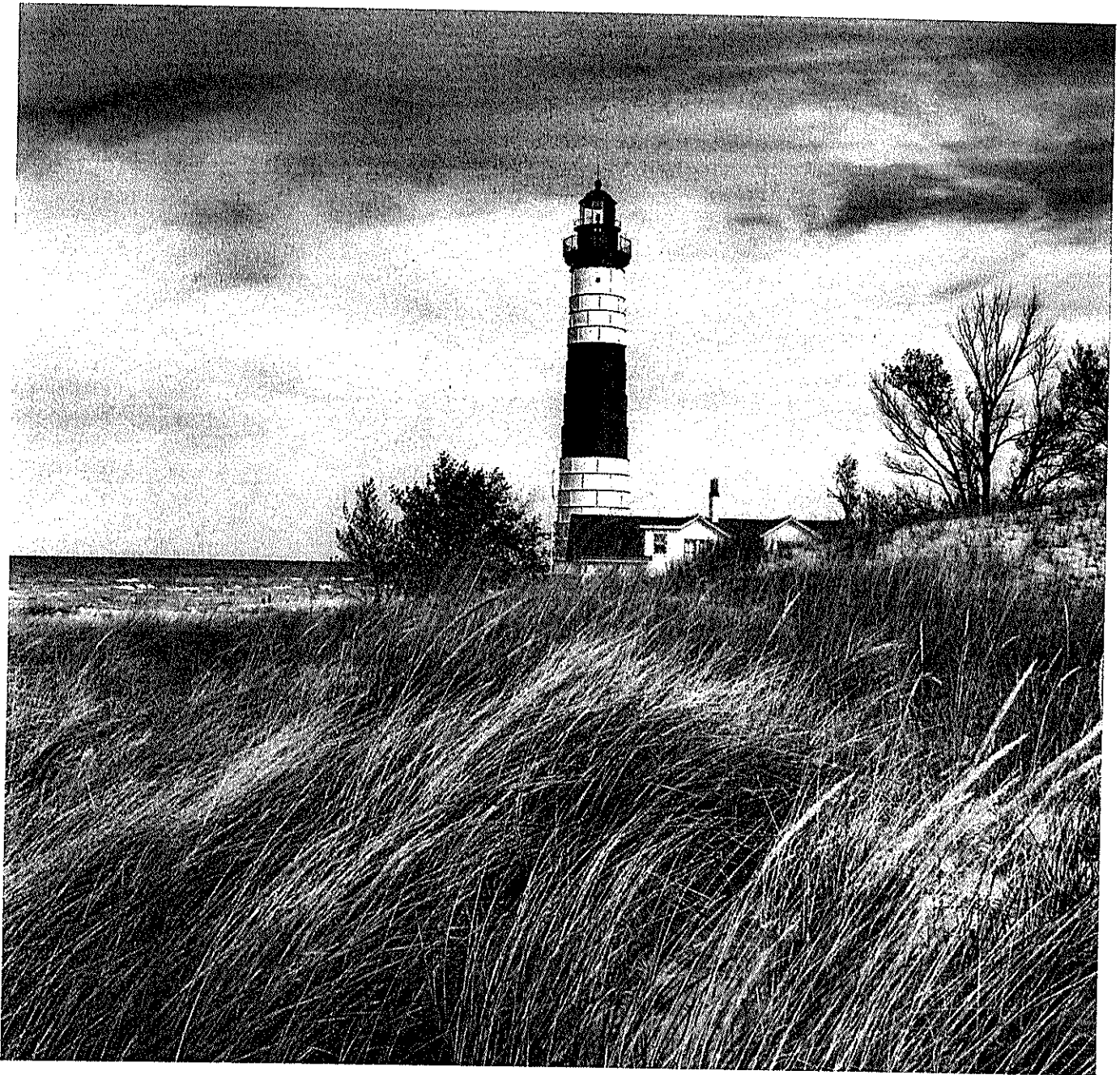
By: Kevin Trevillian, P.E.

Title: _____

Title: Principal

Date: _____

Date: August 8, 2022



Analysis of the Prosecutor Staffing Crisis among Michigan Counties

Prosecuting Attorneys Association of Michigan



PAAM Caseload Committee

April 2022

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Analysis of the Prosecutor Staffing Crisis among Michigan Counties

Prosecuting Attorneys Association of Michigan

April 2022

Summary

Purpose of this Study: The Prosecuting Attorneys Association of Michigan (PAAM) Caseload Committee conducted this study and prepared this report (“the Report”) in response to ongoing concerns regarding the increased demands on prosecutor offices and the unreasonable workloads resulting from those demands. The undisputed role of the prosecuting attorney in the criminal justice system is to seek justice. Though, on its face, this is a seemingly straightforward task, in the modern age of prosecution it is also an extremely complex one. New technologies, whether in the form of scientific evidence or body worn cameras, have significantly increased the time required to review warrants and prosecute cases. PAAM’s Caseload Committee prepared this report to help explain the multifaceted role of the modern prosecuting attorney and to discover whether there was a need for additional attorney staffing in the prosecutor offices that participated in the study.

There are eighty-three counties in Michigan. Twenty-eight counties participated in this study, which was conducted by examining caseloads of those offices in 2018 and the staffing levels of those same offices at the beginning of 2019. Throughout 2019, the Caseload Committee sought volunteers among county prosecutors to participate in this analysis and to help design the survey associated with this Report. The survey was circulated to counties in early 2020. Work on the project was delayed by the onset of the COVID-19 pandemic and prioritization of other projects. When work on the Report continued, the 2018 and 2019 data had already been collected and, fortuitously, represented a pre-COVID view of prosecutor staffing dynamics in Michigan. Since prosecutor staffing levels had not changed much in the intervening period, the decision was made to proceed with the analysis of the 2018 and 2019 data.

Figure 1 depicts the participating counties, shaded in blue. This study does not reflect any of the significant changes and case backlogs experienced by nearly every prosecutor’s office as the result of the COVID-19 pandemic. All data used in this study pre-dates the pandemic. This study relies, in part, upon the data found in the Adult Case Tracking (ACT) and Juvenile Case Tracking (JCT) systems. The data has not been independently verified.

The Key Findings, resulting from an analysis of nearly 2,000 pieces of data contributed by the twenty-eight participating counties, are as follows:

Key Findings:

- One hundred percent of the twenty-eight participating counties are understaffed.
- Eleven participating counties were more than ten attorneys short of the optimal level.
- Another eight participating counties were understaffed by four to eight attorneys.
- The prosecutor staffing shortage across all participating counties totaled 293 attorneys.



- The ten participating counties with the highest staffing shortfall are operating at or below 50 percent of their recommended attorney staffing levels.
- Another eleven participating counties have between 50 and 75 percent of the optimal number of attorneys.
- The shortages above only include time required for prosecution of adult and juvenile felony and misdemeanor cases. Examples of responsibilities not included in the shortfall number are attending specialty court hearings, representing the county in civil matters, attending child death review meetings, conducting veterans' preference hearings, coordinating with local Michigan Department of Health and Human Services (MDHHS) offices to adopt and implement child abuse and neglect investigation and interview protocols, and other matters. These additional duties significantly worsen the staffing shortfall.

Figure 1 - Participating Counties



Background and Introduction

In the years preceding this study, it seemed clear that, throughout the state, the workloads of Michigan's prosecuting attorneys were increasing at a far greater rate than staffing levels. Prosecutors have the privilege and responsibility to represent the people of the State of Michigan. These responsibilities are unique to them within the criminal justice system, and within the legal profession in general. Michigan Rule of Professional Conduct (MRPC) 3.8 describes the special responsibilities required of prosecutors. The comment to MRPC 3.8 elaborates on these unique requirements explaining that "[a] prosecutor has the responsibility of a minister of justice and not simply that of an advocate. This responsibility carries with it specific obligations to see that the defendant is accorded procedural justice and that guilt is decided upon the basis of sufficient evidence." The special expectations of prosecutors are appropriate, when considering the importance of their role in the criminal justice system. In fact, it is the prosecutor's responsibility to protect the constitutional rights of all parties in a criminal case, as may be seen in the quote below from *Berger v United States*.

"The United States Attorney [a prosecutor in Federal Court] is the representative not of an ordinary party to a controversy, but of a sovereignty whose obligation to govern impartially is as compelling as its obligation to govern at all; and whose interest, therefore, in a criminal prosecution is not that it shall win a case, but that justice shall be done. As such, he is in a peculiar and very definite sense the servant of the law, the twofold aim of which is that guilt shall not escape or innocence suffer. He may prosecute with earnestness and vigor – indeed, he should do so. But, while he may strike hard blows, he is not at liberty to strike foul ones. It is as much his duty to refrain from improper methods calculated to produce a wrongful conviction as it is to use every legitimate means to bring about a just one." *Berger v United States*, 295 US 78, 88 (1935)

In a modern criminal investigation, evidence exists that did not exist a decade ago, or in some cases, even five years ago. Advances in DNA technologies, body worn cameras, patrol car videos, and other technological and scientific advances aid in providing greater certainty in prosecution. However, they also increase the amount of time it takes to prosecute a case. For example, many jurisdictions require police officers to wear body cameras and most patrol cars today are equipped with video cameras. While that technology is a welcome additional source of evidence in a case, it increases the time it takes to prosecute a case by anywhere from one hour to one hundred hours or more, depending on the type of case. Footage from body worn cameras must be reviewed for exculpatory evidence, in order for prosecutors to comply with their constitutional duties. Using scientific evidence requires understanding the science behind that evidence and consultation with the expert creating the report. The addition of these types of scientific and technological advances were often not accompanied by an increase in attorney staffing needed to deal with the increased time required to prosecute a case.

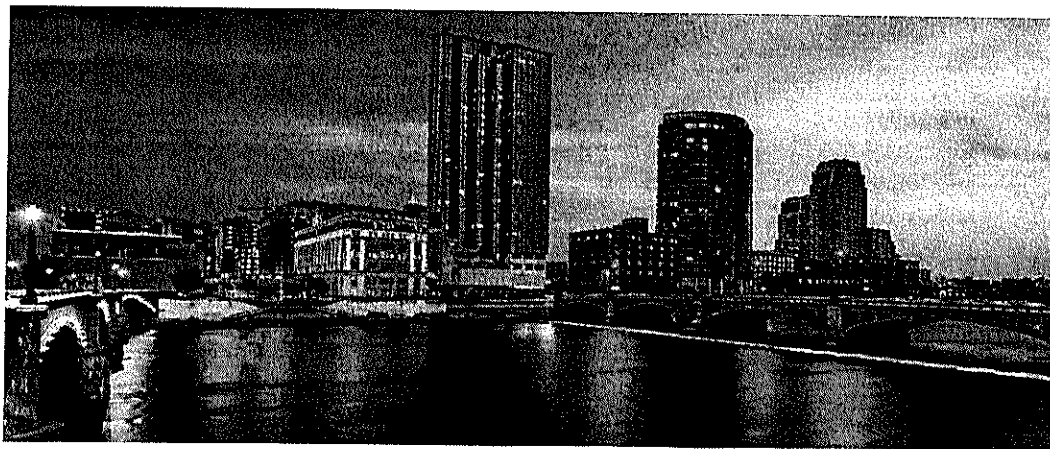
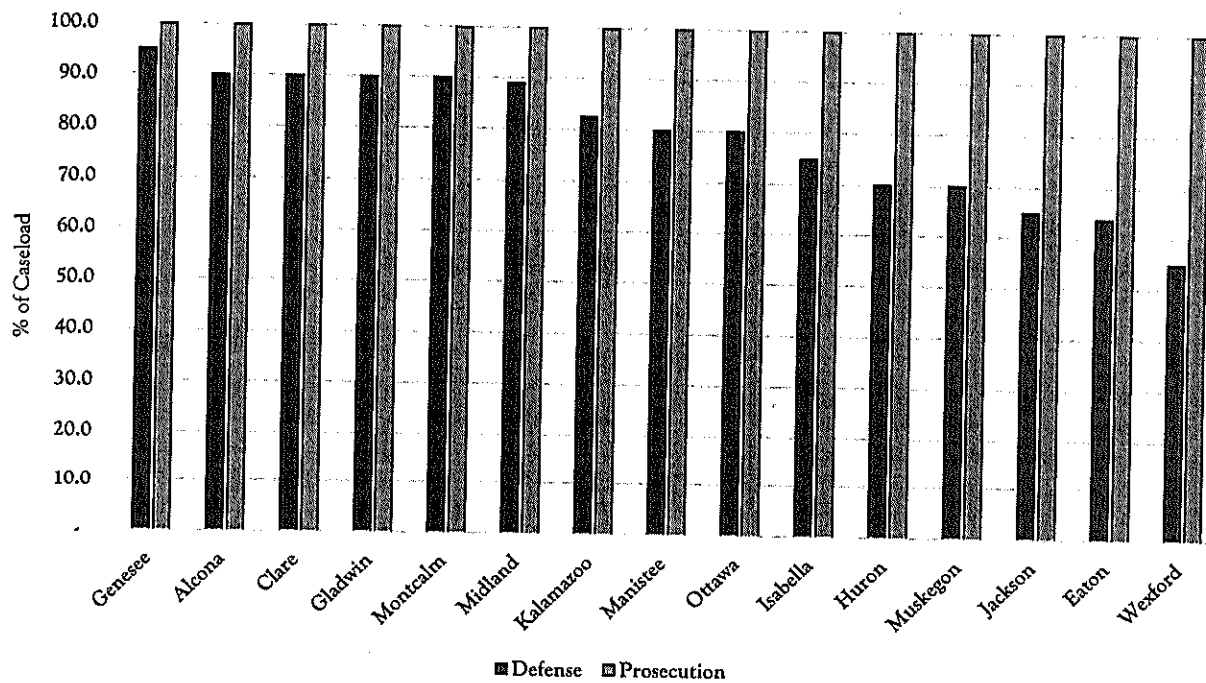
Michigan's prosecutors serve their communities with great skill and dedication, despite the overwhelming and growing caseloads and staff shortages that the offices have been facing for years. Prosecutor offices are responsible for 100 percent of the criminal cases that come through their office. By contrast, the attorneys that represent indigent defendants litigate only a portion of the cases within a county after a case is authorized and when a defendant is not able to afford his/her own attorney. Figure 2 depicts the caseload differences between the prosecutors and indigent defense counsel in participating counties. As may be seen in the graph, in the fifteen participating counties that responded to this item, all authorized criminal cases have a county prosecutor assigned to them. Court appointed defense attorneys, however, are not utilized in 5 percent to



45 percent of all cases. This results in significantly lower total caseloads for court appointed defense attorneys than for prosecutors.

Because this study is conducted by PAAM's Caseload Committee, and references information obtained from an indigent defense study, it is important to note the distinction in caseloads that exist between prosecutors and indigent defense attorneys. Prosecutors are responsible for reviewing all the warrants they receive. Upon review, the warrants are either authorized meaning the defendant is charged with a crime, sent back to the police agency for further investigation, or denied. The indigent defense attorneys become involved in the criminal case after the charges are authorized, meaning after the prosecutor has already done a significant amount of work on the case. Figure 2 addresses the caseload differences between the prosecutor offices and the indigent defense attorneys after the case has been authorized. It does not account for the work that is done by prosecutors prior to charges being authorized.

Figure 2 - Percentage of Authorized Criminal Cases that Receive a Court Appointed Attorney



Methodology

The participants that contributed the data analyzed in this Report represent diverse regions of the State of Michigan. There are counties from the Upper Peninsula, Metro Detroit, the Thumb area, Mid-Michigan, Northern Michigan, and Western Michigan. (See Figure 1 for a map of participating counties.) The offices range in size from over 170 attorneys to those with only one attorney. Offices participating in the study included both Republican and Democratic prosecutors. The twenty-eight participating counties are home to roughly 60 percent of the population of Michigan and include four of the five largest counties in the state. Thus, their responses are seen as being highly representative of the prosecutor staffing conditions throughout Michigan. The graphs included in this Report include data from all counties that responded to that item. Where there are fewer than twenty-eight counties included in a given graph, one or more participants did not respond to that question.

This Report includes an analysis of nearly 2,000 pieces of data that were contributed by the twenty-eight counties that participated in the associated survey. The overall approach to this analysis was to first estimate the total yearly attorney hours needed for prosecutors in each county to complete their primary mandates of prosecuting adult and juvenile misdemeanor and felony caseloads. This yielded the total attorney hours required by each county to complete their respective caseloads. A reasonable estimate of the annual hours worked by a typical prosecuting attorney was determined to be 1,855 hours per year. This accounts for 35 hours per week for prosecuting cases. This number does not include annual leave for sick or vacation time, training, or ministerial tasks. In the next step, dividing the total yearly attorney hours needed for prosecutors to complete their primary mandates by 1,855 hours results in the optimal number of attorneys required to handle a county's total caseload. These calculations can be illustrated as follows:

$$\frac{\text{Number of Cases} \times \text{Hours per Case}^1}{1,855 \text{ hours per attorney per year}} = \text{Optimal Number of Attorneys Needed}$$

*1) This step was repeated for each individual case type.
Please see Figure 3 for estimated hours by case type.*

The final step of the attorney staffing analysis consisted of subtracting the optimal number of attorneys needed to prosecute each county's caseload from the number of attorneys actually employed by that county. A positive number would indicate that a county was overstaffed. No counties in this Report were found to be overstaffed. A negative number indicates an understaffed county in need of additional prosecutors to handle its primary criminal caseload. This calculation can be illustrated as follows:

$$\text{Optimal Number of Attorneys Needed} - \text{Actual Number of Attorneys Employed} = \text{Attorney (Shortfall) or Surplus}$$



Figure 3 provides the estimated hours of work needed to complete each case type. Since counties do not track the hours worked on each case, this key data point was determined by averaging the PAAM prosecutor case hours survey and Caseload Standards for Indigent Defenders in Michigan ("the Rand Study"). The average hours worked per case in these two prior studies were then reviewed by the PAAM Caseload Committee, ensuring their applicability to the types of cases reported by the participating counties. In every calculation used to measure the number of hours those caseloads would take to complete, the most conservative number was used to determine the outcome.

Figure 3 – Attorney Hours Worked

Estimated Attorney Hours Worked, by Case Type		
Misdemeanors	<u>Avg. Case Hours (3)</u>	Notes: (1) Represents the minimum value reported for each category of crime. (2) The Rand study, <u>Caseload Standards for Indigent Defenders in Michigan</u> ("Rand Study") did not specify 180-day misdemeanors, so this figure represents the average of the PAAM prosecutor survey 180-day misdemeanor figure and the 93-day misdemeanor figure from the Rand Study. (3) Average Case Hours were calculated as the average of the PAAM prosecutor case hours survey and the Rand Study. The 2002 APRI study was not utilized in calculating these averages, due to questions surrounding its relevance in light of the increased use of technology since that time. (4) Assumed Annual Attorney Hours were derived from the Rand Study.
Additional uncategorized cases (1)	5.0	
90/93-day misdemeanors	5.0	
180-day misdemeanors (2)	5.3	
1-year misdemeanors	7.2	
Felonies	<u>Hours</u>	
Additional uncategorized cases	12.8	
Capital cases	65.8	
High severity cases	20.9	
Low severity cases	12.8	
Juvenile Misdemeanors	<u>Hours</u>	
Additional uncategorized cases	5.0	
90/93-day misdemeanors	5.0	
180-day misdemeanors	5.3	
1-year misdemeanors	7.2	
Juvenile Felonies	<u>Hours</u>	
Additional uncategorized cases	12.8	
Juvenile felony: Capital	65.8	
Juvenile felony: High severity	20.9	
Juvenile felony: Low severity	12.8	
Assumed Annual Attorney Hours (4)		1,855.0

In addition to the calculations discussed previously, various prosecutor responsibilities were analyzed. The following additional prosecutor responsibilities further increase the understaffing conditions in county prosecutor offices statewide: specialty courts, abuse and neglect caseloads, child support caseloads, work on county civil cases performed by prosecutors, crime victims' rights services provided, expungement reviews, discovery preparation, and other duties. These duties are discussed in greater detail in the "Additional Prosecutor Responsibilities" section of this Report.



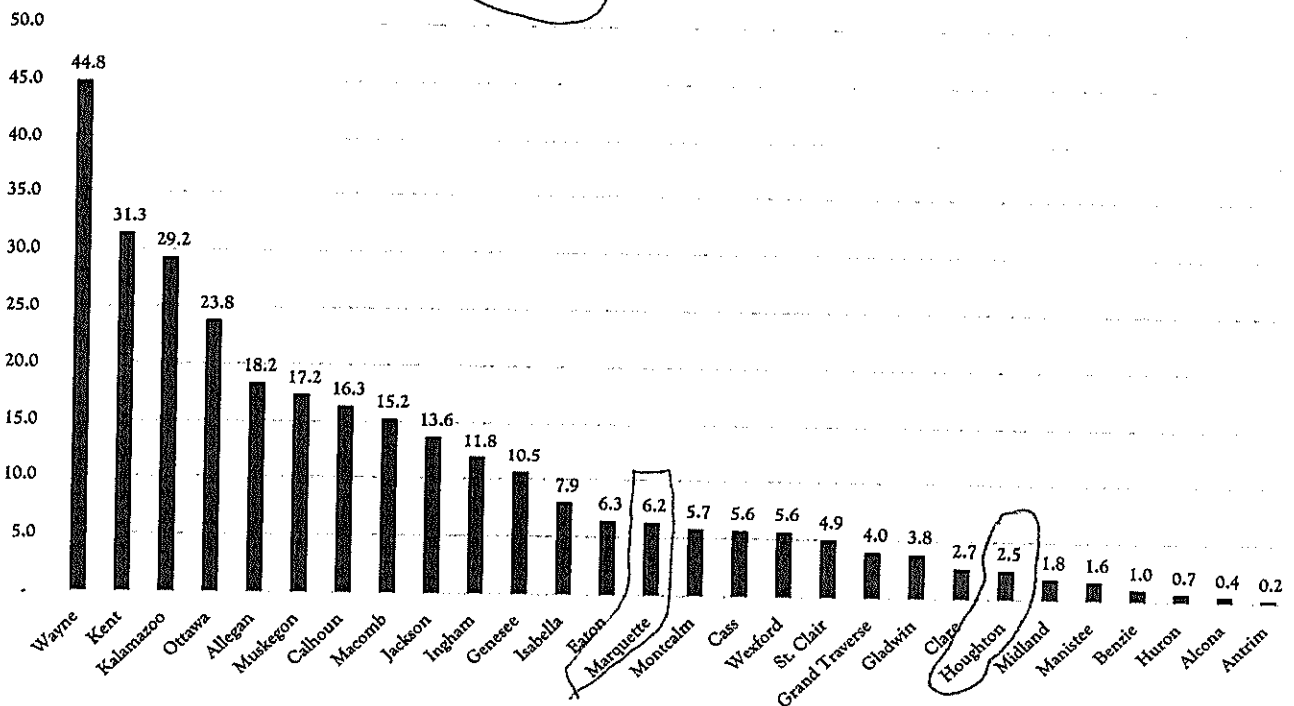
Docket Management and Case Requirements

The primary drivers used in determining the attorney shortfall for each county were the juvenile and adult misdemeanor and felony caseloads and the estimated attorney hours worked per case (presented in Figure 3). The survey conducted in connection with this Report gathered 2018 caseload data and staffing levels in the beginning of 2019 from the participating counties.

In every calculation used to measure the number of hours those caseloads would take to complete, the most conservative number was used to determine the outcome. Even viewing these numbers in the most conservative way, there was a startling shortage of 293 attorneys within the twenty-eight counties in the Report. Figure 4 illustrates the attorney shortage by county.

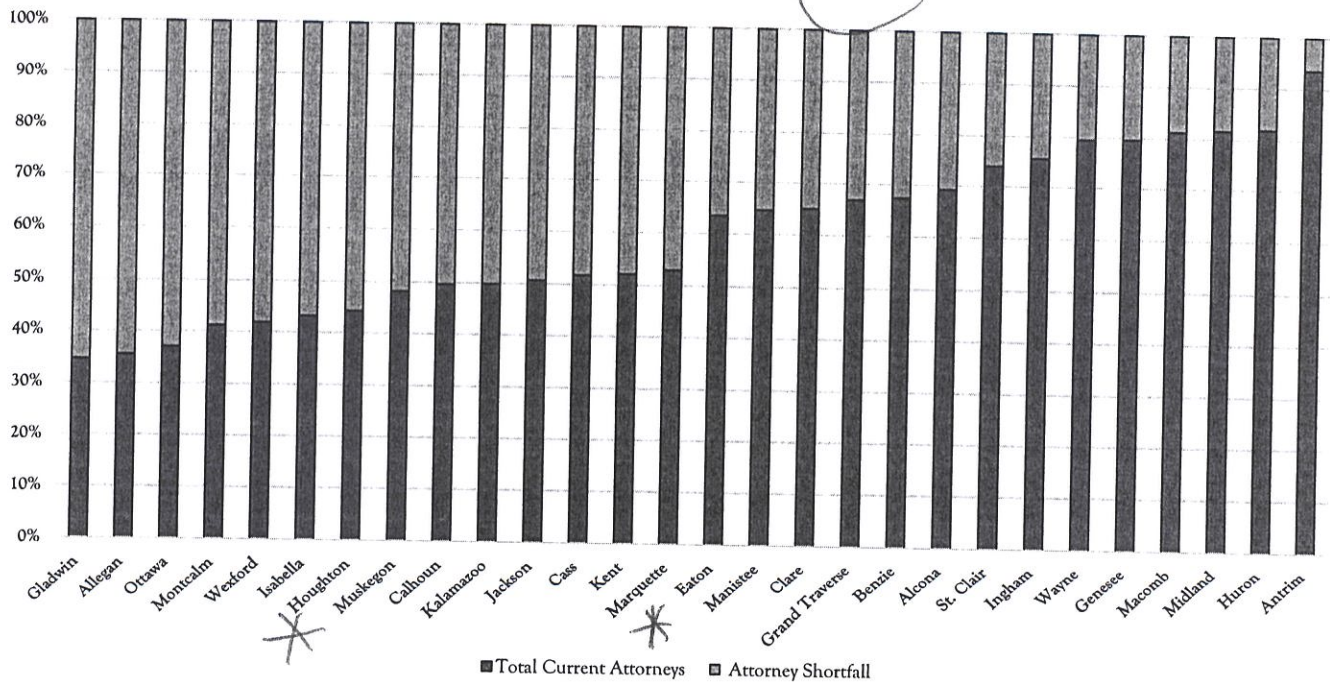
The following sections of this report show the varied and time-consuming tasks that are required of prosecutors, above and beyond managing adult and juvenile caseloads. Because every office was experiencing an attorney shortfall at the time of this study, the additional hours required to perform these non-docket related tasks, increase the attorney staffing shortfall for each county. In 2018, the attorney staffing shortage ranged from 44.8 attorneys in the most understaffed office to 0.2 in the office with the lowest deficit, as shown in Figure 4.

Figure 4 - Total Attorney Shortfall by County (2018)



The shortfall measured in the raw number of attorneys does not adequately convey the effect that such shortfalls have on the staffing needs of counties with smaller populations. Figure 5 illustrates the attorney shortfall as a percentage of the total staffing available in each office. Some smaller counties may only be one or two attorneys understaffed. However, because they are smaller, the percentage attorney shortfall can be as much as 30 to 50 percent. A percentage shortfall of that nature is just as significant to a small county as an actual 44.8 attorney shortfall is to a large county. Both instances leave the county with significant deficits of the number of attorneys needed to process their caseloads.

Figure 5 - Attorney Shortfall as a Percentage of Total Required Staffing (2018)



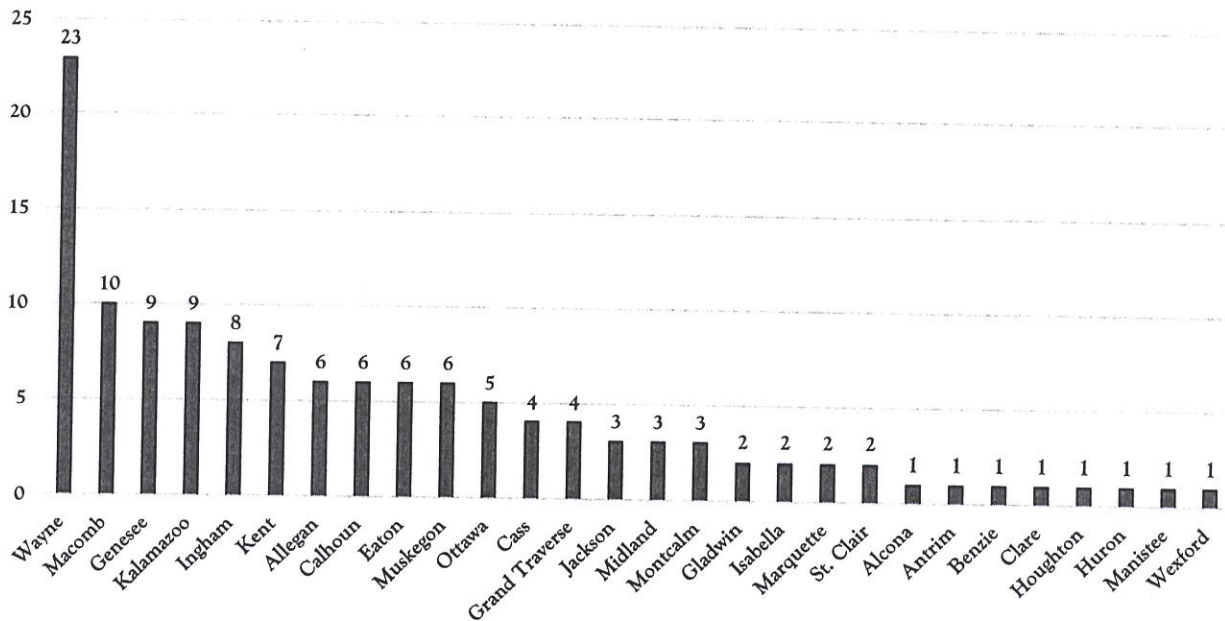
Additional Prosecutor Responsibilities

Citizens are often surprised at the breadth of responsibilities that their county prosecutors deal with on a regular basis. Some of these additional responsibilities are mandated by statute and some are voluntary, with the idea of justice and community safety at the forefront. The following charts and graphs provide a deeper look at some of these duties that increase the staffing shortages already existing in the participating counties.

Specialty Courts

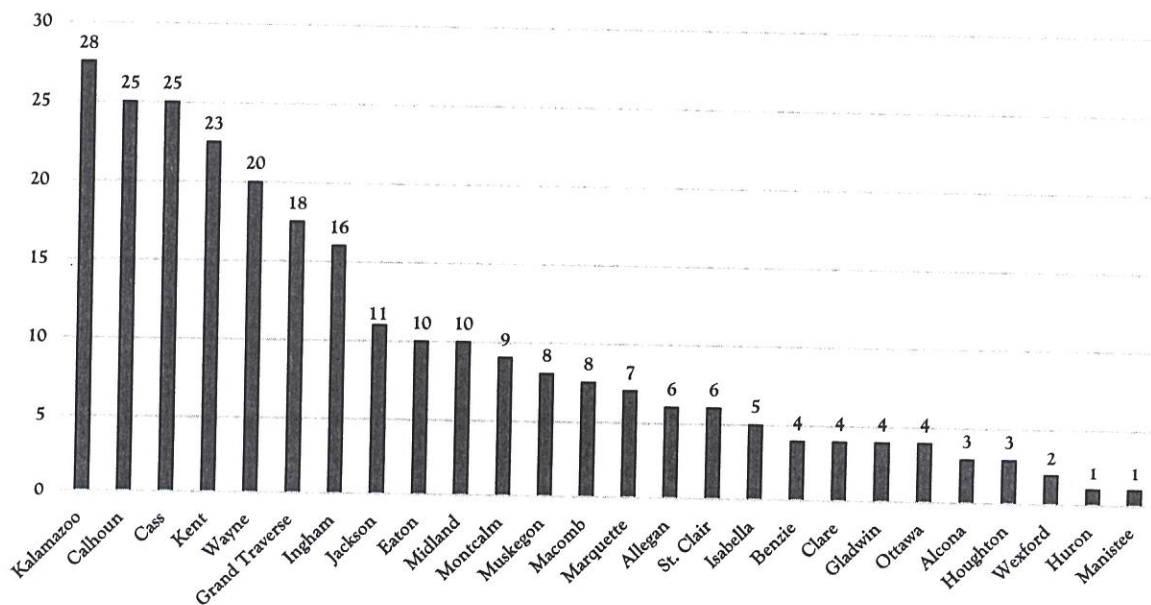
Specialty Courts (also referred to as problem-solving courts) can be convened when prosecutors agree to be involved in a non-standard court function, with the hope of obtaining justice and community safety. These courts are also an example of major time commitments that prosecutors take on while rarely receiving additional funding to hire the necessary attorneys to staff these courts. Specialty courts generally apply to one type of crime or defendant and offer treatment tailored to that specific crime or defendant, in lieu of jail sentences. Examples of specialty courts focused on a type of case are drug courts and domestic violence courts. Meanwhile, examples of courts focused on a certain type of defendant include veterans court and mental health court. Every county that participated in this study has at least one specialty court in their county. The number of specialty courts ranges from twenty-three at the highest to one court per county at the lowest, as shown in Figure 6.

Figure 6 – Number of Specialty Courts by County (2018)



In many cases, the specialty courts were added at the request of the local district or circuit court judges. Prosecutor participation is not only required for state and federal funding of the court, but it is also considered the best practice to promote defendant success. This is a role that prosecutors agree to take on for the good of the community, knowing that in very few circumstances will they receive any funding to hire staff to cover these court obligations. Figure 7 illustrates the number of hours counties spent per week staffing these specialty courts in their county. Although no one disputes that specialty courts have a place within the system to promote justice and community safety, it is time-consuming for attorneys to staff and prosecute these cases above and beyond their adult and juvenile dockets. Specialty courts often require the prosecutor to participate in team meetings with and without defendants present, in addition to the actual time spent in court on these cases.

Figure 7 – Weekly Attorney Hours Spent on Specialty Courts (2018)

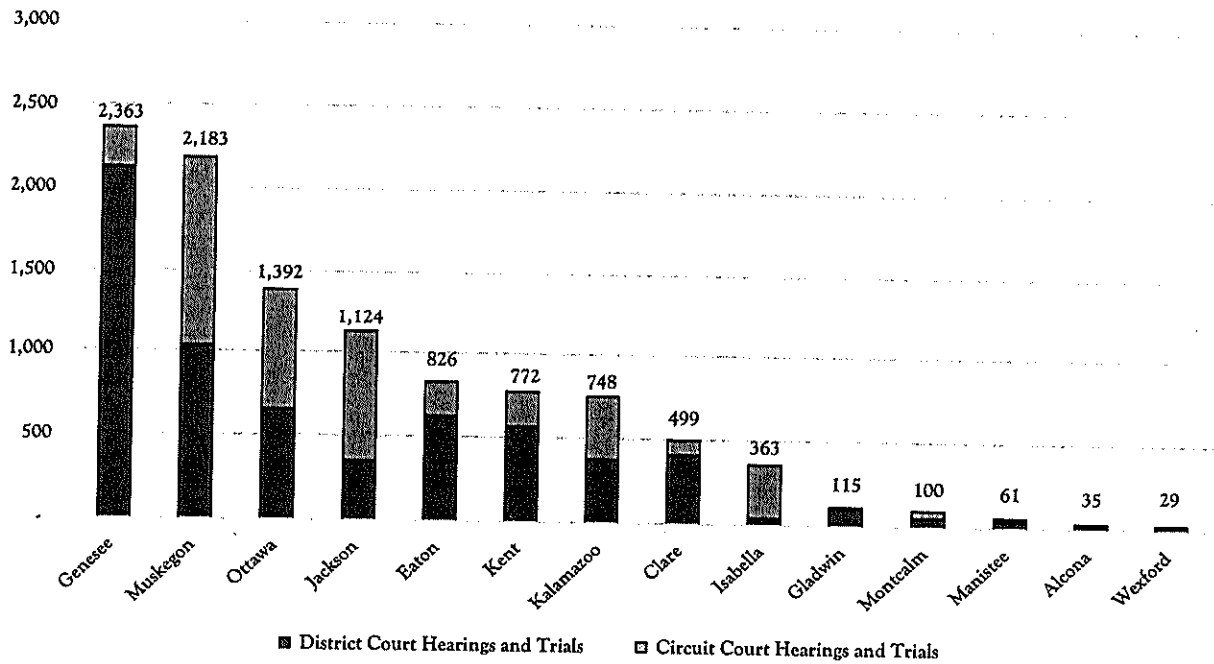


Crime Victims' Rights Act

This Report did not differentiate between crimes that require services to victims of crime as required by the Crime Victims' Rights Act (CVRA), and those that are technically considered victimless crimes. However, in reality, there is a significant increase in the time necessary to provide timely, respectful, and thorough information to victims of crime. Generally, less time is required to prosecute crimes that are not technically considered victim crimes. The number of victims in 2018 that received services varied by county. One county reported that over 10,000 victims received services, with a total of four counties providing services to more than 3,000 victims. Of the eighteen counties that provided this information, an average of 2,409 victims were provided with services.

Along with providing services to victims, the prosecutor must also subpoena all victims and witnesses that they need present for hearings and trials at both the district court and circuit court levels. Figure 8 shows that a wide range of subpoenas were issued by the counties. But, in every case, it is the prosecuting attorney that makes the decision as to who must appear for a certain hearing by reviewing the case file and deciding who should be subpoenaed to attend the hearing or trial.

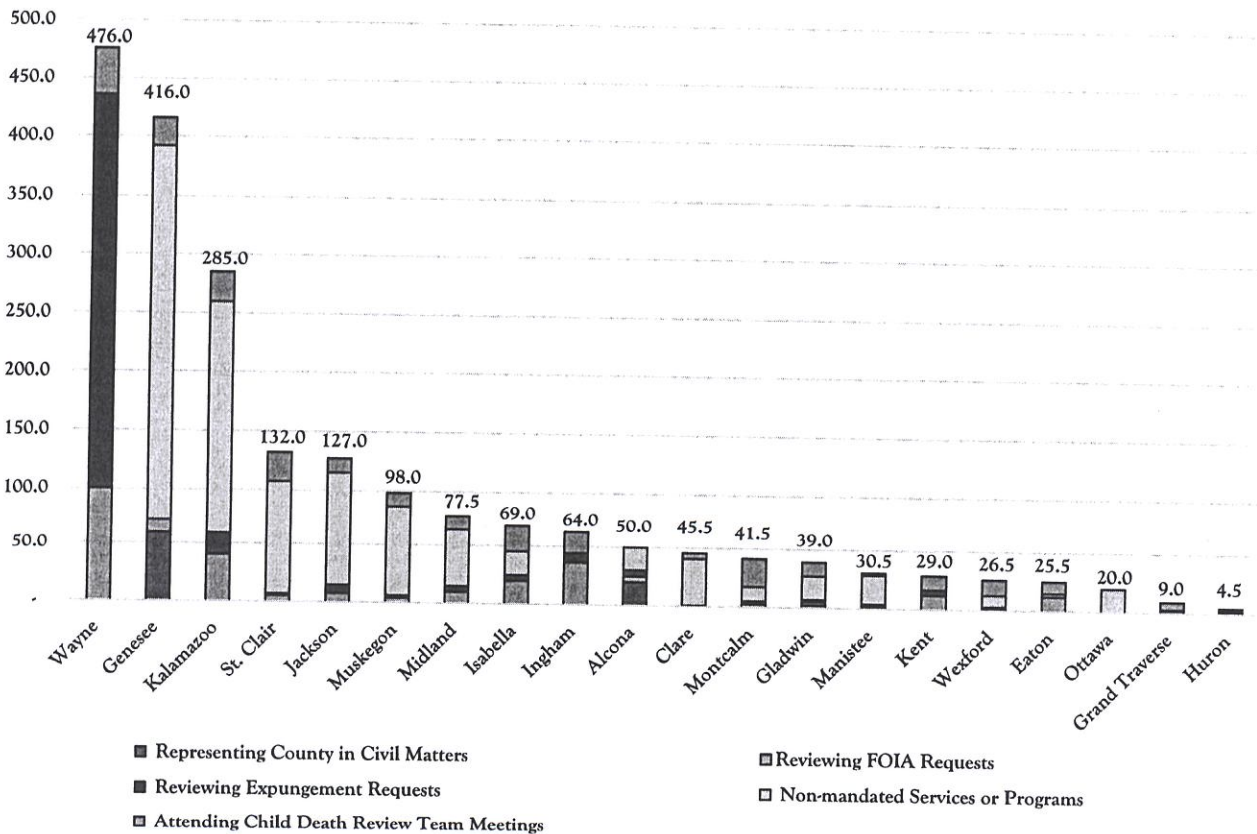
Figure 8 – Subpoenas Issued Monthly by County and Hearing Type (2018)



Non-mandatory Prosecutor Functions

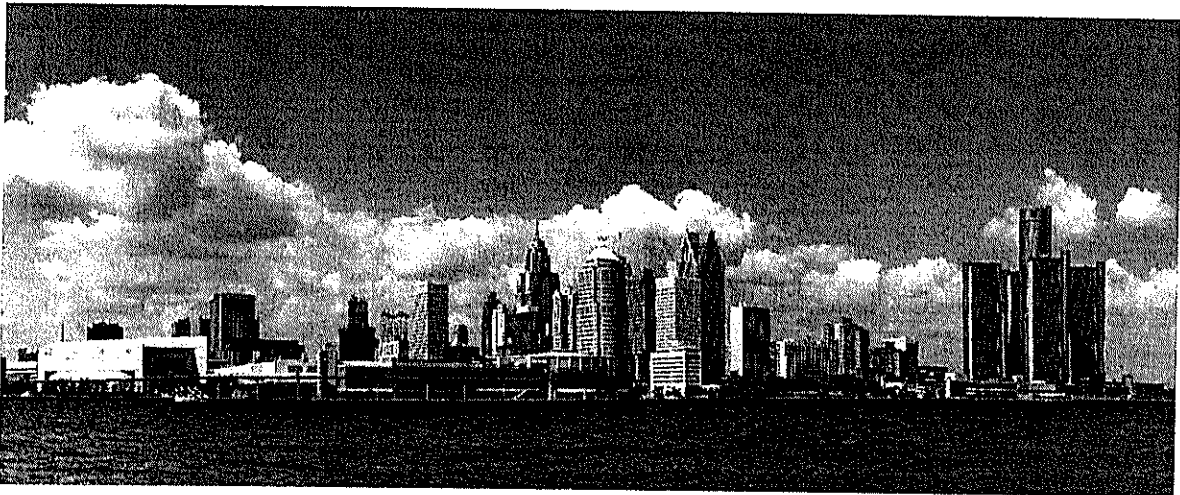
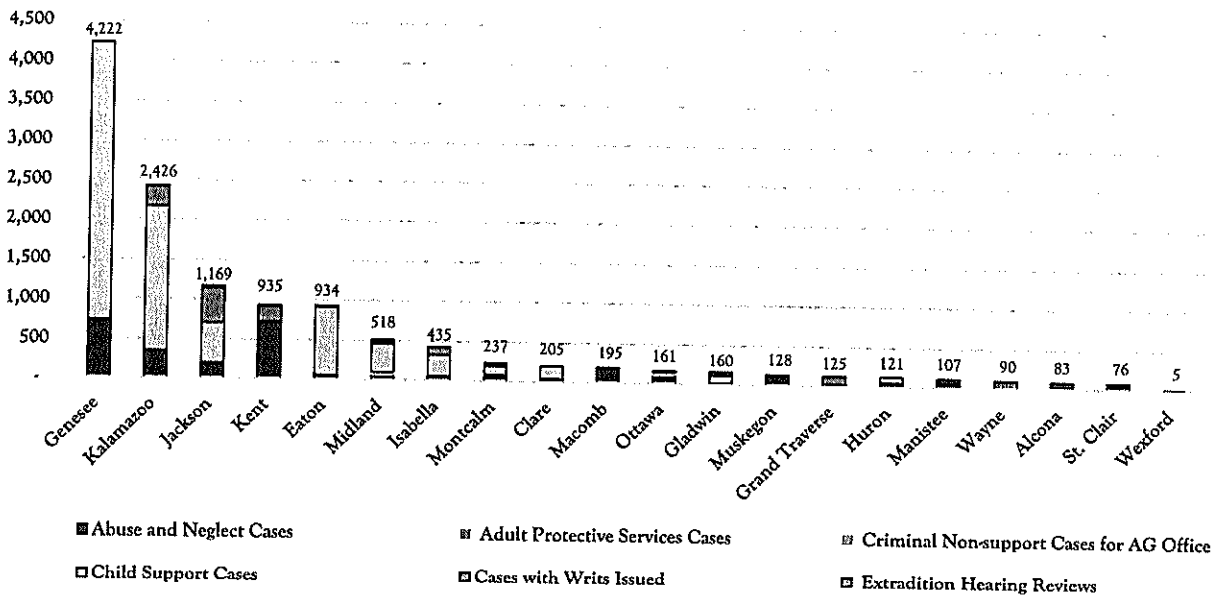
County prosecutors perform a variety of non-mandatory functions that are designed to provide enhanced services to their communities. In addition to prosecuting cases, counties review document requests under the Freedom of Information Act (FOIA), attend Child Death Review meetings, and review expungement requests. Some prosecutors represent their county in certain civil matters. Figure 9 provides some insight into the amount of time that is spent on responsibilities beyond prosecuting the criminal caseload. Regardless of size, location, or any other factor, these offices spend a significant amount of time performing tasks that were not captured in the attorney shortfall levels in this Report.

Figure 9 – Monthly Hours Dedicated to Responsibilities Unique to Prosecutors (2018)



The results in this Report center specifically on felony and misdemeanor caseloads. In addition to those types of cases, prosecutors also appear on child abuse and neglect cases representing MDHHS, as well as assisting the Attorney General by appearing on their behalf in Criminal Non-support cases. In some instances, counties receive partial funding from MDHHS to represent them in child abuse and neglect cases. Figure 10 lists six additional types of cases or actions on cases that are undertaken by many prosecutor offices. In these six categories alone, the twenty counties that responded reported an average of over 600 additional cases and actions that they complete and that are not included in the staffing shortage reported.

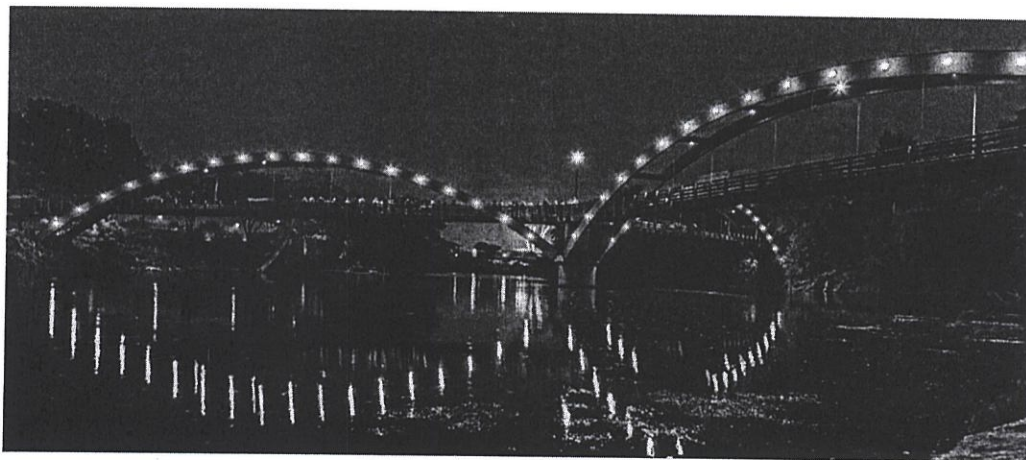
Figure 10 – Non-felony and Misdemeanor Cases per Year (2018)



Prosecutors participate in various civil cases in their county. Figure 11 identifies the number of cases where the prosecutor participated in the litigation of the case, rather than the number of hours spent on those cases. There is a wide range of time that each of these cases would take to complete. For example, the attendance by the prosecutor at a Personal Protection Order (PPO) arraignment is likely to take much less time than appearing at and conducting a PPO hearing. Again, these cases only further serve to increase the staffing shortage in a county because the hours needed to complete this work were not factored into the staffing shortage numbers presented in this Report.

Figure 11 – Annual Civil Cases (2018)

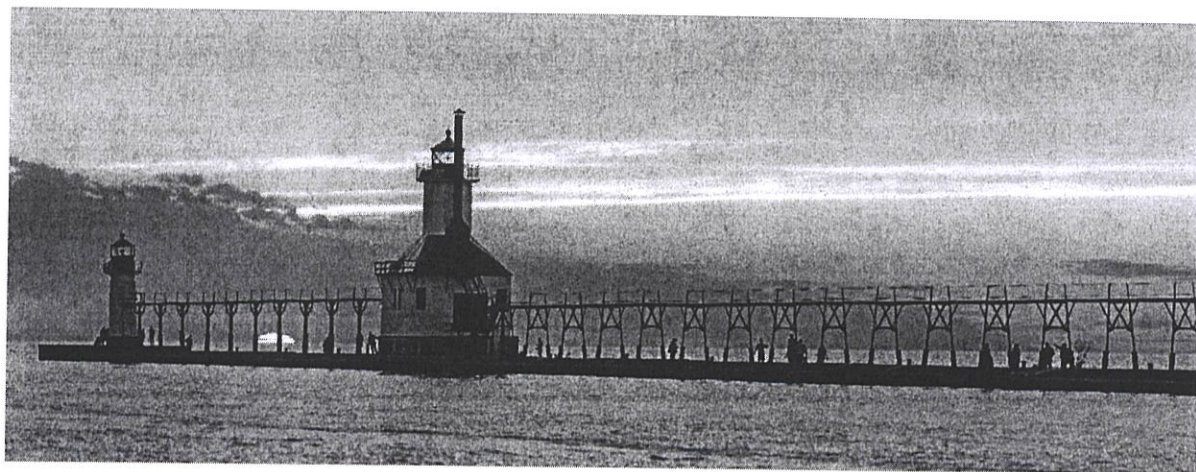
County	PPO Arraignments	PPO Hearings	Probate Mental Health Hearings	Civil Forfeiture Actions
Alcona			22	1
Clare		52	10	1
Eaton	3	33	120	2
Genesee			156	
Gladwin		25	10	3
Grand Traverse	39	39	38	
Huron				1
Ingham		200		10
Isabella			20	35
Jackson		29	604	10
Kalamazoo	46	48	525	8
Kent		63	566	28
Manistee	4	3	12	
Midland	9	26	87	2
Montcalm	13	10	8	
Muskegon		56		5
Ottawa	22	20	30	
St. Clair		70		
Wayne		4,825		2,697



Not all prosecutor offices litigate appellate cases. Figure 12 provides some insight into the number of appellate cases that the participating counties litigated in 2018. As in Figure 11, this chart focuses on case numbers and not hours per case. Appellate litigation is often very complex and time consuming, as it involves a thorough review of the record, pleadings, and case file in each individual case. The litigation of these cases could range in hours per case anywhere from a few hours to 120 hours or more. This chart illustrates yet another significant time commitment for the staff in the participating counties.

Figure 12 – Annual Appellate Services (2018)

County	Applications for Leave to Appeal	Claims of Appeal	Post-conviction Issues Litigated	Ginther Hearings	Restitution Hearings	Motion for Relief from Judgment
Alcona	3			2		3
Eaton	1		51	1		1
Gladwin	8	2	30	10	15	
Grand Traverse				1	3	10
Huron			5	1	4	
Ingham	4		15	1	1	15
Isabella					15	12
Jackson	27	22	15			15
Kalamazoo	29	37	27	2	2	8
Kent			522			
Manistee	3	3	15	3	7	3
Midland	3	3	25	2	15	10
Montcalm	8		25	3	8	8
Muskegon	9	22				
Ottawa	30	10	25	1	14	
Wayne	247	426	1,615	35		39



Findings and Conclusions

In every staffing instance reviewed in this report, prosecutors were being asked to accomplish more with less staffing and fewer resources, and they do it, year in and year out. They willingly do it because the pursuit of justice does not stop because an office is understaffed. They work harder and longer hours because prosecutors provide a voice for victims and protection for those who cannot protect themselves. Prosecutors have the privilege and responsibility to represent the people of the State of Michigan. The responsibility to provide justice extends just as much to the defendants they prosecute as to the victims for whom they advocate. In a 1940 speech, United States Attorney General Robert Jackson described the unique role of the prosecutor as follows:

“The qualities of a good prosecutor are as elusive and as impossible to define as those which make a gentleman. And those who need to be told would not understand it anyway. A sensitiveness to fair play and sportsmanship is perhaps the best protection against the abuse of power, and the citizen’s safety lies in the prosecutor who tempers zeal with human kindness, who seeks truth and not victims, who serves the law and not factional purposes, and who approaches his task with humility.” – *United States Attorney General Robert Jackson, 1940*

The unique responsibilities of the prosecutor require sufficient time and staffing to effectively carry out the duties placed upon a prosecutor. The end result of this Report shows that across the state, prosecutors are experiencing a staffing crisis which must be addressed.

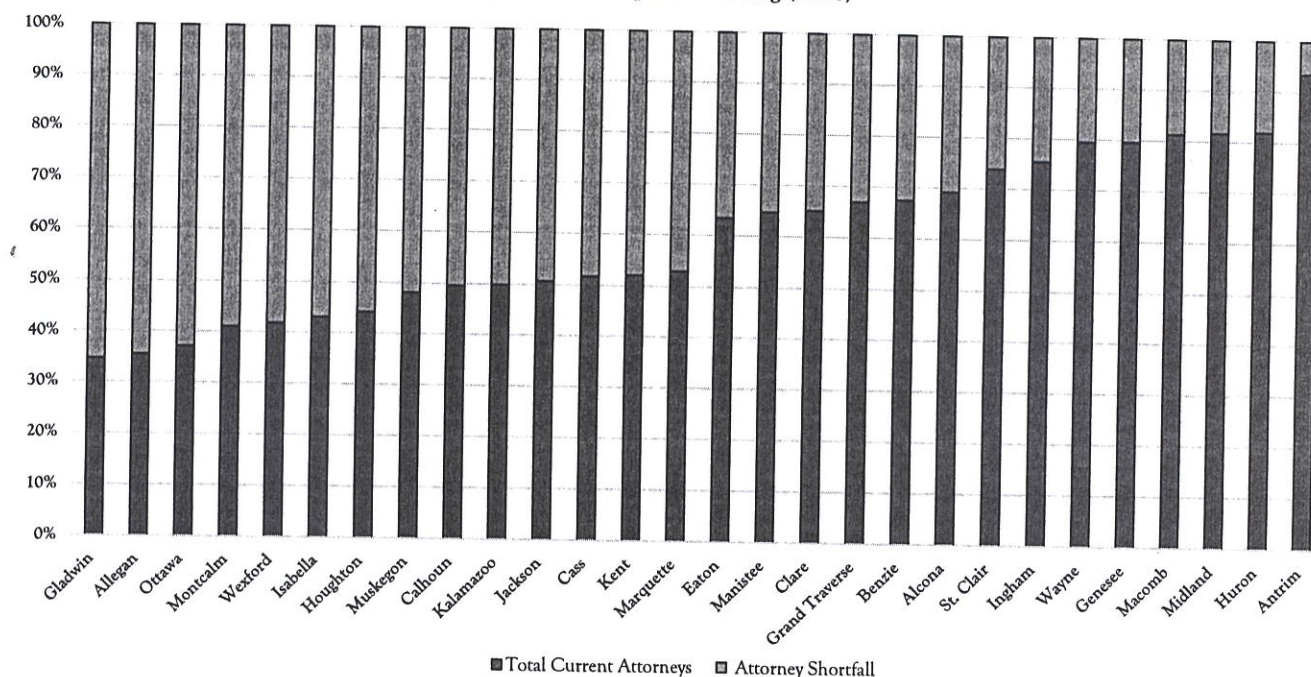
This Report is a conservative estimate of statewide staffing shortfalls. In every calculation used to determine an attorney excess or shortfall, the most conservative calculation was used to determine the outcome. Even viewing these numbers in the most conservative possible way, all of the participating counties were found to be understaffed with a startling total shortage of 293 attorneys within the twenty-eight counties in the study.

The shortfall was measured both by the raw number of attorneys understaffed and the attorney shortfall as a percentage of the total staffing required in each office. This equitably demonstrates the stress that the shortfalls are putting on both large and small offices. Figure 13 illustrates the attorney shortfall as a percentage of the total staffing required in each office. A large percentage shortfall in a small county is just as significant as a large raw number attorney shortfall in a large county. Both instances leave the county with significant deficits of the optimal number of attorneys needed to process their caseloads. The ten participating counties with the highest staffing shortfall are operating at or below 50 percent of their recommended attorney staffing levels. Another eleven participating counties have between 50 and 75 percent of the optimal number of attorneys.

All of the participating counties in this Report are understaffed. Eleven participating counties were more than ten attorneys short, versus the optimal level. Another eight participating counties were understaffed by four to eight attorneys. The prosecutor staffing shortage across all participating counties totaled 293 attorneys.



Figure 13 – Attorney Shortfall as a Percentage of Total Required Staffing (2018)



Although this Report found that all the participating counties are understaffed, it went even further to convey the additional duties of the prosecutor that were not included in the calculation of the staffing deficits. These duties further contribute to the staffing crisis in Michigan counties. The shortages discussed previously only include prosecution of adult and juvenile felony and misdemeanor cases. Examples of responsibilities not included in the shortfall number are attending specialty court hearings, handling child support cases, representing the county in civil matters, attending child death review meetings, appearing at PPO arraignments and hearings, representing petitioners in probate court mental health hearings, and other matters. These additional duties significantly worsen the staffing shortfall.

Understaffed prosecutor offices are not merely a problem that is relevant to the prosecutors themselves. Like any overloaded system, the prosecutor understaffing situation results in cases taking longer to make their way through the courts. Thus, justice is delayed for victims of crime and defendants have not been held responsible for their crimes. Further, defendants remain in an uncertain situation for a longer period of time. Another effect of an overloaded criminal justice system is that certain categories of lower-level crimes, such as retail fraud, are not prosecuted as aggressively as would be the case if more resources were available. Not prosecuting these types of crimes may leave defendants without the type of early intervention that can correct illegal behavior on a lower level without it escalating to more serious crimes.

PAAM is proud of the dedication of the prosecutors in every county in Michigan, who work to keep their communities safe and advocate for victims of crime. Having confirmed in this analysis that Michigan's county prosecutors are understaffed in their efforts to seek justice and protect their communities, it is PAAM's hope that the necessary funding to county prosecutor offices will be obtained to address badly needed staffing shortfalls and provide additional resources to perform this key function within all communities in the state.



Data Sources

2018 PAAM Prosecutor Caseload Study

ACT and JCT Program Code Numbers for 2018

ACT and JCT Program Code Numbers for 2018 Search Criteria

Caseload Standards for Indigent Defenders in Michigan (“the Rand Study”), 2019

Exploring the Key Components of Drug Courts: A Comparative Study of 18 Adult Drug Courts on Practices, Outcomes and Costs, National Institute of Justice, 2008

Michigan Crime Victims’ Rights Act (CVRA) MCL 780.751 to 780.834

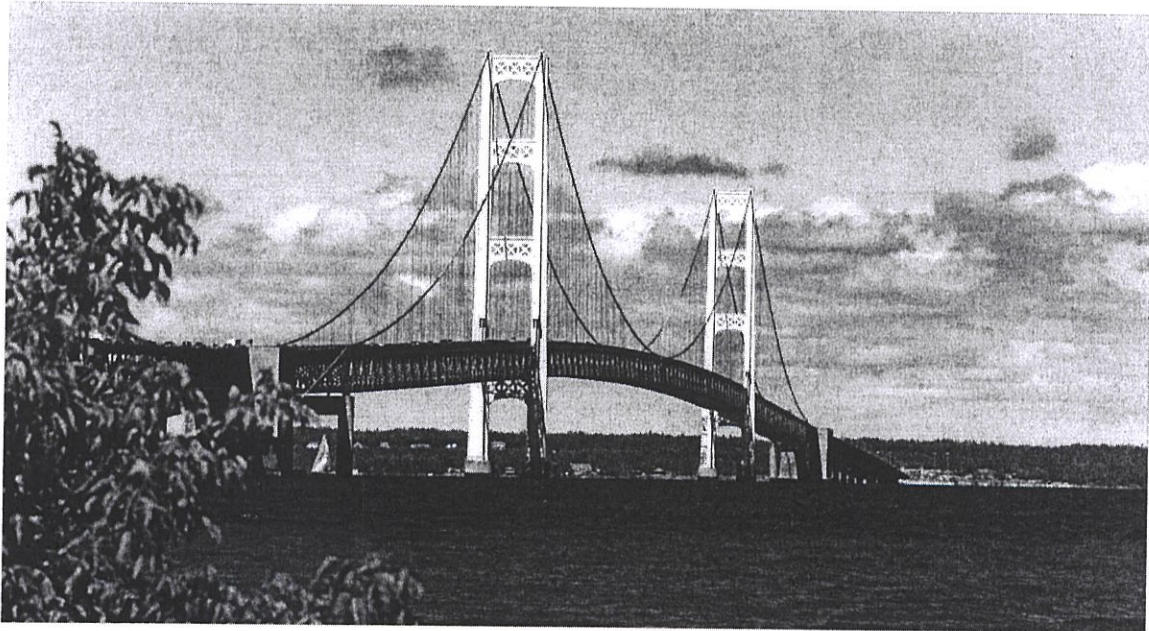
Michigan Rules of Professional Conduct 3.8

Prosecuting Attorneys Association of Michigan (PAAM) Prosecutor Survey

Prosecuting Attorneys Coordinating Council 2018 - Annual Prosecution Survey

Prosecuting Attorneys Coordinating Council 2019 - Annual Prosecution Survey

In Figures 4, 5, and 13, Calhoun, Eaton, Grand Traverse, and Kent counties provided a total number of adult and juvenile felony and misdemeanor cases only, while Kalamazoo provided a total number only of cases for juvenile misdemeanor and felony cases. In order to utilize their data alongside the other counties, the total number of felony and misdemeanor cases for these counties was allocated across the maximum penalty categories based on the average allocation of all other responding counties as a group.



**Prosecuting Attorneys Coordinating Council
2022 - ANNUAL PROSECUTION SURVEY**

(All Dollar Figures are Rounded to the Nearest Thousand)

County (Population Order)	Population	STAFFING					BUDGET					PA INFORMATION					STAFF SALARY RANGES					
		APA	Office Mgr./Adm.	Victim Witness Staff	Clerical	Crim. Invest.	Child Support Invest.	Other	Total Office Budget (From All Sources)	PA Status	Civil Counsel	County Paid Bar Dues	Provides On-Call Pay	PA Salary	CAPA	APA	Office Mgr./Adm.	Victim Witness Staff	Clerical	Criminal Investigator	Child Support Investigator	Other
1 Wayne	1,749,343	228	1	33	30	13	4	55	47,743.0	A	No	Yes	Yes	158.7	91.6 - 154.5	60.5 - 151.0	84.4 - 112.2	36.0 - 70.2	31.2 - 52.0	71.1 - 80.0	65.9 - 77.4	31.2 - 66.9
2 Oakland	1,257,584	96	1	7	51	9.5	3	0	23,761.0	A	No	Yes	Yes	177.4	113.8 - 152.5	66.6 - 138.3	47.3 - 63.4	52.1 - 69.9	31.7 - 49.7	54.9 - 78.8	54.9 - 78.8	0.0
3 Macomb	873,972	65	3	9	40	4	4	0	17,951.0	A	No	Yes	No	159.3	95.6 - 127.5	61.2 - 126.2	45.6 - 58.4	40.2 - 63.2	31.9 - 58.4	49.7 - 67.7	49.7 - 67.7	0.0
4 Kent	656,955	35	1	8	31	0	0	0	9,897.2	A	No	Yes	No	163.0	117.8 - 134.0	64.2 - 127.7	79.9 - 90.8	44.2 - 68.0	44.2 - 68.0	0.0	0.0	0.0
5 Genesee	405,813	31	1	4	30	4	0	1	10,221.1	A	Yes	Yes	Yes	167.3	117.0	45.4 - 103.8	43.3 - 63.3	46.3 - 67.6	29.6 - 51.0	70.0	0.0	0.0
6 Washtenaw	367,601	28	1	9	11	0	1	2	7,282.4	A	No	Yes	Yes	139.7	83.2 - 131.5	58.6 - 104.6	55.9 - 79.5	40.7 - 54.7	38.0 - 47.0	0.0	31.1 - 42.6	114.6
7 Ingham	292,406	35.5	1	5	22	0	3	0	6,293.8	A	No	Yes	Yes	142.9	115.7 - 138.8	58.7 - 106.5	69.9 - 83.9	39.3 - 46.9	33.0 - 55.6	0.0	48.6 - 58.3	45.2 - 79.5
8 Ottawa	291,830	14	2	4	9	0	0	2	4,933.3	A	No	Yes	Yes	149.9	105.2 - 136.7	72.9 - 117.2	59.5 - 77.4	37.0 - 55.1	37.0 - 55.1	0.0	0.0	0.0
9 Kalamazoo	265,066	29	1	10	15	0	3	0	6,876.5	A	**	Yes	No	150.4	113.5 - 139.3	63.8 - 106.9	79.9 - 98.0	46.0 - 71.4	32.0 - 56.6	0.0	46.0 - 56.6	0.0
10 Livingston	191,995	12	1	3	10	0	0	0	3,125.5	B	No	**	No	154.2	101.3 - 131.7	72.3 - 119.5	50.5 - 65.7	37.0 - 59.7	37.0 - 55.6	0.0	0.0	0.0
11 Saginaw	190,539	22	1	3	13	2	0	2	5,863.8	B	No	Yes	Yes	145.6	97.6 - 128.6	60.7 - 112.3	56.8 - 74.8	28.3 - 61.1	28.3 - 48.9	49.6 - 85.4	0.0	60.0 - 73.0
12 Muskegon	173,566	17	1	6	7	0	0	0	3,150.9	A	No	Yes	No	157.0	98.5 - 122.7	54.0 - 111.9	67.0 - 84.4	34.6 - 47.7	32.3 - 43.2	0.0	0.0	0.0
13 St. Clair	159,128	15.5	2	2.5	9.5	1	0	0	3,172.1	B	No	Yes	Yes	139.5	91.5 - 120.5	59.5 - 78.3	43.5 - 57.2	35.7 - 47.0	35.7 - 47.0	48.3 - 64.4	0.0	0.0
14 Jackson	158,510	12	1	3	6.5	0	0	0	1,820.4	A	No	Yes	Yes	130.3	105.6 - 132.0	70.5 - 104.3	60.8 - 76.0	36.1 - 61.0	36.1 - 45.2	0.0	0.0	0.0

* Estimated Data

** Data Not Available

Annual Estimates of the Resident Population for Counties in Michigan:
April 1, 2010 to July 1, 2019. (CO-EST2019-ANNRES-26)

Source: U.S. Census Bureau, Population Division. Release Date: March 2020

PA STATUS - CODE
(A) Full-time; private practice prohibited by agreement with county.
(B) Full-time; rarely or never handles private practice by choice.
(C) Works 40 hours per week or more on official duties; some private practice.
(D) Works less than 40 hours (avg.) on official duties; divides time with private practice.

PA STATUS AND SALARY

80 Counties = Average PA Salary: \$112.8

30 Counties = (A) "No Private Practice" agreement with county: \$126.5

41 Counties = (B) "No Private Practice" by choice: \$107.6

9 Counties = (C&D) "Some Private Practice": \$91.3

This report is compiled from a written response of most counties to PAAAF's Annual Survey. Some counties do not respond, and other responses are incomplete; local processes for recording vary widely. We try to correct and minimize errors with telephone follow-up, but some information is not available, and some responses defy interpretation. Only through a contact with an individual county can any data in this report be verified.

Published: 4/15/22

**Prosecuting Attorneys Coordinating Council
2022 - ANNUAL PROSECUTION SURVEY**

(All Dollar Figures are Rounded to the Nearest Thousand)

County (Population Order)	Population	STAFFING						BUDGET				PA INFORMATION								STAFF SALARY RANGES				
		APA	Office Mgr./Adm.	Victim Witness Staff	Clerical	Crim. Invest.	Child Support Invest.	Other	Total Office Budget (From All Sources)	PA Status	Civil Counsel	County Paid Bar Dues	Provides On-Call Pay	PA Salary	CAPA	APA	Office Mgr./Adm.	Victim Witness Staff	Clerical	Criminal Investigator	Child Support Investigator	Other		
15	Berrien	153,401	20	1	5	9	0	0	0	2	*3,378.8	A	No	Yes	144.9	97.3 - 130.3	57.7 - 102.8	47.6 - 63.9	36.8 - 63.9	27.6 - 36.0	0.0	0.0	40.6 - 63.9	
16	Monroe	150,500	12	1	3	5	0	0	0	0	2,462.7	B	No	Yes	129.7	104.0	49.2 - 95.7	40.9 - 53.7	32.9 - 47.1	31.7 - 45.9	0.0	0.0	0.0	
17	Calhoun	134,159	12	1	4	7	1.5	1	7	2,893.9	B	No	Yes	139.1	122.1	59.7 - 105.3	*50.3 - 64.3	*36.8 - 56.7	*35.5 - 56.7	*48.6 - 58.3	*48.6 - 58.3	*37.4	*37.4	
18	Allegan	118,081	10	0	1.5	8	0	0	0	1,940.2	A	No	Yes	122.7	104.9	66.4 - 92.9	0.0	47.7 - 64.0	44.1 - 64.0	0.0	0.0	0.0	0.0	0.0
19	Eaton	110,268	10	1	2	9	2	0	0	2,736.6	A	No	Yes	122.3	77.9 - 101.3	56.9 - 87.8	38.8 - 50.5	35.3 - 50.5	31.4 - 45.8	51.8 - 67.3	0.0	0.0	0.0	
20	Bay	103,126	7	0	3	8	0	1	0	2,156.8	A	No	Yes	114.2	79.1 - 94.5	64.3 - 78.0	0.0	44.2 - 50.3	32.3 - 42.3	0.0	0.0	0.0	0.0	0.0
21	Lenawee	98,451	10	1	2	9	2	0	0	*1,771.9	C	Yes	No	124.0	94.0 - 108.2	62.7 - 98.0	41.6 - 47.8	32.1 - 42.6	28.5 - 42.6	44.7 - 72.0	0.0	0.0	0.0	
22	Grand Traverse	93,088	7	1	2	4	0	1	0	*336.0	B	Yes	Yes	129.6	89.1 - 111.4	51.9 - 103.1	47.2 - 59.0	*37.8 - 52.1	*35.4 - 44.2	0.0	*37.8 - 47.3	0.0	0.0	0.0
23	Lapeer	87,607	5	0	2	4	0	1	0	1,369.3	A	Yes	Yes	108.4	69.3 - 86.7	56.6 - 80.0	0.0	37.2 - 46.5	37.2 - 46.5	0.0	37.2 - 46.5	0.0	0.0	0.0
24	Midland	83,156	7	1	2	3	0	1.5	0	1,802.8	A	No	Yes	131.7	94.1 - 122.4	61.3 - 105.9	52.9 - 68.8	38.8 - 60.9	36.8 - 54.1	0.0	38.8 - 54.1	0.0	0.0	0.0
25	Clinton	79,595	4	1	1	3	0	1	0	1,020.0	A	No	Yes	122.8	79.3 - 96.4	67.9 - 82.5	36.2 - 50.6	38.4 - 53.6	34.2 - 50.6	0.0	47.6 - 57.1	0.0	0.0	0.0
26	Van Buren	75,677	4	1	2	2	0	0	0	**	A	No	Yes	121.6	73.5 - 101.5	54.1 - 98.2	39.9 - 49.3	37.8 - 46.7	37.4 - 44.8	0.0	47.6 - 57.1	0.0	0.0	0.0
27	Isabella	69,872	6	1	2	5	0	0	0	1,632.8	B	No	Yes	125.0	92.7	57.4 - 77.2	39.9 - 49.3	37.8 - 46.7	34.2 - 50.6	0.0	47.6 - 57.1	0.0	0.0	0.0
28	Shiawassee	69,122	6	0	1	3	0	0	0	1,114.9	B	No	No	110.3	72.2 - 88.3	57.1 - 69.8	0.0	37.1 - 45.4	28.5 - 41.8	0.0	0.0	0.0	0.0	0.0
29	Marquette	66,699	6	0	1	6	0	0	0	1,067.6	B	No	Yes	116.7	74.0 - 86.7 49.5 - 69.8	49.5 - 69.8	0.0	42.8 - 52.0	31.3 - 38.3	0.0	0.0	0.0	0.0	0.0
30	Ionia	64,697	4	1	1	1	0	1	0	*550.0	B	No	Yes	100.9	65.5 - 80.2	54.9 - 67.2	38.0 - 46.4	43.7 - 55.7	35.7 - 43.6	0.0	40.4 - 49.2	0.0	0.0	0.0
31	Montcalm	63,888	4	1	1	2.6	0	0	0	994.7	B	No	Yes	113.6	77.1	49.6 - 56.9	40.1	33.5	36.3	0.0	0.0	0.0	0.0	0.0
32	Barry	61,580	4	1	1	2	0	0	0	966.6	B	Yes	No	116.9	74.2 - 89.0	53.8 - 69.2	47.3 - 56.7	37.7 - 45.0	33.0 - 39.4	0.0	0.0	0.0	0.0	0.0
33	St. Joseph	60,964	2	0	1	3	0	0	0	878.5	B	No	Yes	120.8	95.3 - 124.9	72.2 - 93.9	0.0	*38.0 - 49.4	*35.3 - 45.9	0.0	0.0	0.0	0.0	0.0
34	Tuscola	52,245	4.5	0	1	5.5	0	0	0	1,000.8	A	No	Yes	100.7	63.8 - 80.0	54.1 - 71.9	0.0	53.3	18.6 - 33.7	0.0	0.0	0.0	0.0	0.0
35	Cass	51,767	4	1	1.5	3	1	1	0	1,035.4	B	No	No	122.3	75.8 - 98.6	54.2 - 77.7	54.2 - 70.5	36.4 - 47.3	36.4 - 47.3	42.0 - 54.5	42.0 - 54.5	0.0	0.0	0.0
36	Newaygo	48,980	3	1	1	4	0	0	0	*1,182.1	A	No	Yes	118.2	67.8 - 79.7	58.1 - 73.1	46.4 - 54.6	31.7 - 37.3	31.7 - 44.0	0.0	0.0	0.0	0.0	0.0
37	Hillsdale	45,605	2	1	1	3	0	0	0	485.0	A	No	Yes	95.0	58.0 - 72.0	35.0 - 50.0	31.6 - 39.9	31.6 - 39.9	27.9 - 39.9	0.0	0.0	0.0	0.0	0.0
38	Branch	43,517	2	0	1	2.5	0	0	0	*502.0	B	Yes	Yes	103.0	79.8 - 96.8	68.0 - 85.2	0.0	*30.8 - 38.6	*30.8 - 38.6	*41.6	0.0	0.0	0.0	0.0

Prosecuting Attorneys Coordinating Council 2022 - ANNUAL PROSECUTION SURVEY

(All Dollar Figures are Rounded to the Nearest Thousand)

County (Population Order)	STAFFING										BUDGET					PA INFORMATION							STAFF SALARY RANGES					
	Population	APA	Office Mgr./Adm.	Victim Witness Staff	Clerical	Crim. Invest.	Child Support Invest.	Other	Total Office Budget (From All Sources)	PA Status	Civil Counsel	County Paid Bar Dues	Provides On-Call Pay	PA Salary	CAPA	APA	Office Mgr./Adm.	Victim Witness Staff	Clerical	Criminal Investigator	Child Support Investigator	Other						
39	Meocosta	43,453	2	0	2	2	0	0	0	0	0	0	0	612.0	A	Yes	Yes	Yes	52.7 - 65.9	0.0	35.0 - 47.0	0.0	0.0	0.0				
40	Sanilac	41,170	3	1	1	2	0	0	0	0	0	0	0	650.0	B	Yes	Yes	Yes	54.2 - 67.8	37.6 - 46.9	35.0 - 37.4	0.0	30.0 - 37.4	0.0				
41	Gratiot	40,711	3	0	1	2	0	0	0	0	0	0	0	732.0	B	**	Yes	No	60.1 - 76.1	0.0	31.8 - 38.7	0.0	31.8 - 38.7	0.0				
42	Chippewa	37,349	2	1	1	3	0	0	0	0	0	0	0	594.0	B	No	Yes	No	61.3 - 74.6	36.9 - 43.9	32.0 - 38.8	0.0	0.0	0.0				
43	Delta	35,784	2	1	3	2	0	0	0	0	0	0	0	**	C	Yes	Yes	66.6 - 80.1	31.9 - 37.9	27.4 - 36.5	0.0	0.0	0.0					
44	Houghton	35,684	1	1	0	1	0	0	0	0	0	0	0	**	B	No	**	61.4 - 75.8	39.7 - 47.2	36.1 - 42.4	0.0	0.0	0.0					
45	Waxford	33,631	3	1	1	2.5	0	0	0	0	0	0	0	732.4	B	No	Yes	55.0 - 68.0	43.0 - 54.6	31.1 - 38.9	0.0	32.9 - 38.9	0.0					
46	Emmet	33,415	4	1	1	3	0	0	0	0	0	0	0	1,038.2	A	No	Yes	76.2 - 105.0	58.5 - 74.5	40.6 - 46.0	0.0	40.6 - 46.0	0.0					
47	Huron	30,981	2	0	1.5	1	0	0	0	0	0	0	0	734.5	A	No	Yes	61.5 - 76.2	0.0	30.0 - 37.2	0.0	33.1 - 41.0	0.0					
48	Clare	30,950	3	1	1	2	1	1	1	1	1	1	1	576.2	B	No	Yes	66.0	32.4 - 38.0	29.9 - 35.1	60.0	27.8 - 33.0	60.0					
49	Mason	29,144	2	1	0.5	2	0	0	0	0	0	0	0	**	**	**	**	**	**	**	**	**	**	**				
50	Alpena	28,405	2	0	2	3	1	1	1	1	1	1	0	601.0	A	No	Yes	73.3 - 81.0	64.7 - 71.4	34.3 - 40.6	16.8	34.3 - 39.9	0.0					
51	Oceana	26,467	1	1	0	1	0	0	0	0	0	0	0	465.0	B	Yes	Yes	60.8 - 80.3	0.0	31.2 - 41.1	0.0	0.0	0.0	35.1 - 46.3				
52	Charlevoix	26,143	3	0	1	3	0	0	0	0	0	0	0	740.0	B	No	Yes	84.4	54.6 - 78.8	32.4 - 39.6	0.0	0.0	0.0	0.0				
53	Gladwin	25,449	2	1	1	1	0	0	0	0	0	0	0	611.5	B	No	Yes	67.5	67.8	35.4	0.0	0.0	0.0	0.0				
54	Cheboygan	25,276	2	1	1	2	0	0	0	0	0	0	0	649.3	B	No	Yes	90.3	79.7	48.6	0.0	0.0	0.0	0.0				
55	Dickinson	25,239	2	0	1	1	0	0	0	0	0	0	0	599.4	B	Yes	Yes	60.7 - 74.1	56.5 - 66.0	39.9	0.0	0.0	0.0	33.1 - 38.0				
56	Iscoco	25,127	1	0	1	2	0	0	0	0	0	0	0	333.9	C	No	Yes	60.0 - 61.2	0.0	35.0 - 37.0	0.0	0.0	0.0	0.0				
57	Otsego	24,668	2	1	1	3	0	0	0	0	0	0	0	726.8	B	No	Yes	68.5 - 85.7	56.8 - 71.0	31.9 - 41.9	0.0	33.6 - 41.9	0.0	0.0				
58	Manistee	24,558	2	1	1	1	0	0	0	0	0	0	0	500.0	A	Yes	Yes	60.5 - 78.7	51.3 - 66.8	30.0 - 42.9	0.0	0.0	0.0	0.0				
59	Roscommon	24,019	2	1	1	1	0	0	0	0	0	0	0	566.4	B	Yes	Yes	76.7 - 92.0	57.2 - 68.6	33.4 - 40.0	0.0	38.1 - 45.7	0.0	0.0				
60	Oscoda	23,460	1	0	1	1	0	0	0	0	0	0	0	458.0	B	No	Yes	53.0 - 62.0	0.0	33.2 - 43.1	0.0	33.2 - 43.1	0.0	0.0				
61	Antrim	23,324	2	1	1	1	0	0	0	0	0	0	0	709.1	B	No	Yes	85.5	85.3	39.5	0.0	0.0	0.0	0.0				
62	Menominee	22,780	2	1	1	1	0	0	0	0	0	0	0	588.7	B	No	Yes	75.2	61.1	51.2	60.0	27.8 - 33.0	60.0	0.0				

*



Gretchen Whitmer
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF CORRECTIONS
LANSING

Heidi Washington
DIRECTOR

August 15, 2022

Sheriff Josh Saaranen
Houghton County Sheriff's Office
403 E. Houghton Ave
Houghton MI, 48931

RE: MDOC Inspection

Sheriff Saaranen-

An inspection of the Houghton County Jail was conducted on August 8, 2022, by the Michigan Department of Corrections, County Jail Services Unit, as provided for by Act No. 232 of the Public Acts of 1953, as amended, being section 791.262 of the Michigan Compiled Laws.

The inspection was conducted by Ron Trachet, Regulation Agent with the County Jail Services Unit. The exit conference was conducted with Jail Administrator Captain Doug Hebner.

Inspection Findings

On the day of inspection, the Houghton County Jail was in **FULL COMPLIANCE** with the Administrative Rules for Jails and Lockups.

It should be noted that his Agent found that the facility is limited as far as capacity for housing and separation by classification due to limited space.

If you have any questions, please feel free to contact me.

Sincerely,

Ron Trachet

Ron Trachet, **Regulation Agent**
Michigan Department of Corrections
County Jail Services Unit
517-282-6096
TrachetR@michigan.gov



STATE OF MICHIGAN
DEPARTMENT OF CORRECTIONS
LANSING

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August 15, 2022

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If you have any questions, don't hesitate to call.

Sincerely,

A handwritten signature in black ink that reads "Gene Wood, R.S." in a cursive style.

Gene Wood, R.S
Manager, Environmental Health, Fire Safety, and County Jail Services
Michigan Department of Corrections
(810) 240-3609
Woodg4@michigan.gov



STATE OF MICHIGAN
DEPARTMENT OF CORRECTIONS
LANSING

Gretchen Whitmer
GOVERNOR

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August 15, 2022

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Ron Trachet, **Regulation Agent**
Michigan Department of Corrections
County Jail Services Unit
517-282-6096
TrachetR@michigan.gov



P.O. Box 606
2501 14th Avenue South
Escanaba, MI 49829

906.786.4701 • Fax 906.786.5853
www.upcap.org

To: Upper Peninsula County Commissioners
From: Jonathan Mead, UPCAP Executive Director
Subject: **UPACC Fall Conference – October 6 & 7, 2022**
Date: **August 30, 2022**

Preparations are being finalized for the Upper Peninsula Association of County Commissioners' (UPACC) Fall Conference to be located at Island Resort & Casino, Harris, MI beginning with registration at 12:15 on Thursday, October 6th and ending at approximately 11:00 a.m. on Friday, October 7th. ****Please note all times are Eastern Time.**

A group of rooms has been set aside for those individuals who wish to have overnight accommodations at Island Resort. **You must call 1(800) 682-6040 ASAP to secure room reservations.** To get the conference room rate, indicate that you are with UPCAP – Commissioners Block #6159). Check-in is 5:00 p.m. – Check out 11:00 a.m.

A registration form has been sent to your clerk and/or administrator. The Conference (early bird) registration fee is \$99.00 – which includes Thursday night hospitality/dinner and Friday morning breakfast. After September 21st, the fee increases to \$125 per person.

Again, you are responsible for your motel reservations.

JM:til
cc: County Clerks

UPACC Fall 2022 Conference
Island Resort & Casino
Harris, MI

Registration Form

October 6 & 7, 2022



Name _____ Name _____

Name _____ Name _____

Name _____ Name _____

RATES				
COUNTY	NUMBER ATTENDING	EARLY BIRD Registration Fee (ends 9/21/22)	Individual Registration Fee (after 9/21/22)	TOTAL DUE
_____	_____	\$99.00 each	\$125.00	\$ _____

MAKE CHECKS PAYABLE TO:
 U.P. Association of County Commissioners
 P.O. Box 606
 Escanaba, MI 49829

**Please include payment with registration.



P.O. Box 606
2501 14th Avenue South
Escanaba, MI 49829

906.786.4701 • Fax 906.786.5853
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UPACC Fall 2022 Conference
Island Resort & Casino
Harris, MI

Registration Form

October 6 & 7, 2022



Name _____ Name _____

Name _____ Name _____

Name _____ Name _____

		RATES		
COUNTY	NUMBER ATTENDING	EARLY BIRD Registration Fee (ends 9/21/22)	Individual Registration Fee (after 9/21/22)	TOTAL DUE
_____	_____	\$99.00 each	\$125.00	\$ _____

MAKE CHECKS PAYABLE TO:
 U.P. Association of County Commissioners
 P.O. Box 606
 Escanaba, MI 49829

**Please include payment with registration.

RESOLUTION IN SUPPORT OF CANAL VIEW – HOUGHTON COUNTY’S COVID
RESPONSE AND REQUEST FOR LESSENING OF RESTRICTIONS

RESOLUTION #22-13

WHEREAS, the required response to the pandemic over an extended period of time has had a negative impact on the community, residents and employees of Canal View, and other health care industries.

WHEREAS, our residents, staff and community are an essential aspect of Canal View and have proven our ability to keep our residents, employees and community safe and,

WHEREAS, our community nursing homes are vital to the overall health of the community and need to be able to operate in a manner that promotes both a healthy workforce and residents and,

WHEREAS, our health care system is essential within our community and we need to be able to safely provide plentiful services to our residents and,

WHEREAS, vaccines and available treatments have significantly lowered the spread and mortality rates of COVID-19 in our community, which is essential to the prosperity of our community, operation of businesses, schools and universities, and safe access to healthcare, and

WHEREAS, the COVID-19 virus has mutated to the extent that it is significantly less likely to cause severe illness or death and,

WHEREAS, the healthcare industry has lost an estimated 20% of its workforce, including 30% of nurses, has resulted in limited available services locally and puts our local healthcare organizations at risk of closure, and

WHEREAS, the healthcare labor force reveals a 1400% growth in the numbers of nurses moving to gig models –traveler, day-agency and other types of per diem – since the start of the pandemic, which has resulted in a significant increase in the local healthcare workers leaving the area and/or full-time employment and an increasing reliance on temporary workers, and

NOW, THEREFORE BE IT RESOLVED, that the County of Houghton support Canal View in their plight to relax continued masking and surveillance testing, except in the case of suspected or confirmed COVID.

BE IT FURTHER RESOLVED, that we recognize that Canal View has followed the applicable MDHHS rules, CMS regulations and CDC guidance by adhering to the core principles of infection control, and have thereby demonstrated their thorough knowledge and understanding of COVID-19 and should be able to continue to be able to manage infectious diseases within their facility as such. Let it be known that Canal View's practices and procedures are effective at mitigating spread and severe illness.

HOUGHTON COUNTY BOARD OF COMMISSIONERS)

COUNTY OF HOUGHTON)

I, JENNIFER KELLY, Clerk of the Houghton County Board of Commissioners and Clerk of the County of Houghton, do hereby certify that the above Resolution was duly adopted by the said Board on September 13, 2022.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the County of Houghton, Houghton, Michigan, on this 13th day of September, 2022.

Jennifer Kelly

Houghton County Clerk