

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
MAY 27, 2025 – 3:00 P.M.
101 WEST MAIN STREET
IONIA, MICHIGAN**

THIS MEETING WILL BE HELD IN PERSON AND ZOOM

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment** (Three-minute time limit per-speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting (s)
 - B. Approve per diem and mileage
 - C. Approve payments of Common Cash and General Fund Payroll for the month of March 2025- \$ 4,775,487.41
 - D. Approve payments of Health Department payroll and accounts payable for the month of March 2025-\$ 133,100.42
 - E. Approve payments of Road Department payroll and accounts payable for the month of March 2025-\$ 893,569.62
 - F. Approval of payments from Trust and Agency for the month of March 2025-\$ 438,214.75
 - G. Approve payments of Common Cash and General Fund Payroll for the month of April 2025- \$ 5,905,964.36
 - H. Approve payments of Health Department payroll and accounts payable for the month of April 2025-\$ 140,597.13
 - I. Approve payments of Road Department payroll and accounts payable for the month of April 2025-\$ 4,067,574.95
 - J. Approval of payments from Trust and Agency for the month of April 2025-\$ 287,983.31
- VII. Unfinished Business**
 - A.
- VIII. New Business**

- A. Request Approval to Agreement or Additional Sheriff's Office Services Between the Township of Ionia and the County of Ionia – Sheriff Noll
- B. Request to Reinstate Deputy Position that was on hold – Sheriff Noll
- C. Request Approval of Materials Management Grant – Melissa Eldridge
- D. Request to Pay Central Michigan Excavating, LLC- Melissa Eldridge
- E. Request to Approve Ionia County Community Corrections FY25 Grant Application – Selina Schmidt
- F. Request Approval of Agreement between Aetna Better Health and Ionia County Health Department – Chad Shaw/Brenda Ingersoll
- G. Request approval of Budget Amendment – Chad Shaw/ Brenda Ingersoll
- H. Approval of Appointment of Local Health Officer- Chad Shaw

IX. Department Reports

- A. Public Defender
- B. Commission on Aging

X. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. Board of Commissioners
- C. County Administrator

XI. Reports of Special or Ad Hoc Committees

XII. Public Comment (3-minute time limit per speaker)

XIII. Closed Session

- A. NONE

XIV. Adjournment

Board and/or Commission Vacancies

- Community Corrections Advisory Board-Ionia Community Mental Health Representative

Appointments for consideration in the month of May 2025:

- Midwest Michigan Trail Authority

Appointments for consideration in the month of June 2025:

- NONE

County of Ionia Request for Per Diem and Mileage

Commissioner Hesche

March

2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	Mar 11				24
Commissioners Meeting	Mar 25				24
Special Board Meeting					
Grievance Hearing Committee					
Personnel Committee	Mar 20				24
Lake Board-Morrison Lake					
Mid-West Trail Authority					
Road Department Meeting	10 Mar.				24
Road Dept	24 Mar				24
Other					

Total Per Diem Requested:

Total Mileage Requested:

Signed

Date

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours

Mileage for 2025 is .70 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Hesche

April

2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	8 April				24
Commissioners Meeting	22 April				24
Special Board Meeting					
Grievance Hearing Committee					
Personnel Committee	April 17				24
Lake Board-Morrison Lake					
Mid-West Trail Authority	24 April				84
Road Department Meeting	7-April				24
Township Sub. meet	14 April				24
Road Dept	25 April				24
Other					

Total Per Diem Requested:

Total Mileage Requested:



Signed

1 May 25

Date

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours

Mileage for 2025 is .70 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Hodges

April 2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	4-8		50.00	38	
Commissioners Meeting	4-22		50.00	38	
Otisco Township	4-8		50.00	4	
Special Board Meeting					
Audit Committee					
Facilities Committee			50.00	38	
Finance Committee					
Airport Board					
Community Mental Health	4-21		50.00	38	
Park Advisory Board					
West Michigan Regional Planning Comm					
Mental Health	4-28		50.00	38	
Other:					
				194	

Total Per Diem Requested: \$300.00

Total Mileage Requested: \$135.80

D. R. Hodges
Signed

5-1-25
Date

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours
Mileage for 2025 is .70 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Kelley

APRIL

2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	4/8	1 1/2	50		
Commissioners Meeting	4/22	1 1/2	50		
Special Board Meeting					
M-bb corridor	4/25	1 1/2	50		
Facilities Committee	4/15	1 3/4	50		
Personnel Committee	4/17	3/4	50		
Bargaining Committee					
Brownfield Redevelopment Authority	4/22	1	50		
Commission on Aging Board	4/17	1 1/2	50		
Eight-CAP Governing Board					
Mid-West Trail Authority	4/24	1	50	58	40.60
Road Department Advisory	4/7	1 1/2	50		
Road Department Advisory	4/21	1	50		
SMART					
West Michigan Regional Planning Comm					
Other: IONIA CITY BRA	4/13	1			
M-bb corridor - SPECIAL	4/11	2	50		
TWP OFFICERS MTG	4/14	2	50	7	4.90
M-bb corridor - SPECIAL	4/23	3/4	50	9	6.30

Total Per Diem Requested:

650-

Total Mileage Requested:

51.80

Signed



Date

5/1/25

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours

Mileage for 2025 is .70 cents per mile.

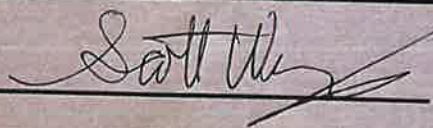
**County of Ionia
Request for Per Diem and Mileage**

Commissioner Wirtz
February 2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	2-11-25		50		
Commissioners Meeting	2-25-25		50		4.90
Special Board Meeting	2-27-25		50		4.90
Audit Committee					
Airport Board	2-11-25		50		
Airport Zoning Board	2-11-25		50		4.90
Board of Public Works					
Community Correction Advisory Board					
Long Lake Board					
Other:					

Total Per Diem Requested: \$ 250

Total Mileage Requested: \$ 14.70

Signed 

Date 3-6-25

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours
Mileage for 2025 is .70 cents per mile.

County of Ionia
Request for Per Diem and Mileage

Commissioner Wirtz
March 2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	3-11-25		50		
Commissioners Meeting	3-25-25		50		4.90
Special Board Meeting					
Audit Committee					
Airport Board	3-11-25		50		4.90
Airport Zoning Board	3-11-25		50		
Board of Public Works					
Community Correction Advisory Board					
Long Lake Board					
Other:					

Total Per Diem Requested: \$200

Total Mileage Requested: \$ 9.80

Signed Scott Wirtz

Date 4-11-25

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours
Mileage for 2025 is .70 cents per mile.

County of Ionia Request for Per Diem and Mileage

Commissioner Wirtz

April 2025

Board/Commission	Date	Hours	Per Diem	Miles	Mileage
Commissioners Meeting	4-8-25		50		4.90
Commissioners Meeting	4-22-25		50		4.90
Special Board Meeting					
Audit Committee					
Airport Board					
Airport Zoning Board					
Board of Public Works					
Community Correction Advisory Board	4-25-25		50		4.90
Long Lake Board					
Other:					

Total Per Diem Requested: \$ 150

Total Mileage Requested: \$ 14.70

Signed 

Date 5-8-25

Per Diem Rates: \$50 for meetings up to three hours; \$75 for meetings more than three hours
Mileage for 2025 is .70 cents per mile.

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION
Agreement for Additional Sheriff's Office Services
Between the Township of Ionia and the County of Ionia

05/27/25

CONTACT:

Sheriff Noll

DESCRIPTION:

Three-year agreement to provide additional Sheriff's Office services to Ionia Township.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

[Click here to enter text.](#)

FINANCIAL ANALYSIS:

June 1, 2025 through May 31, 2026	\$3,214.30 per month (\$43.67 per hour)
June 1, 2026 through May 31, 2027	\$3,278.53 per month (\$44.54 per hour)
June 1, 2027 through May 31, 2028	\$3,344.20 per month (\$45.43 per hour)

The above listed rates were calculated with a 2% increase each year. However, the actual rate increase each year will be based on actual costs, but will be no more than the 2% increase, whichever is lower.

LEGAL REVIEW:

[Click here to enter text.](#)

DEADLINE:

05/27/25 Board meeting

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Ionia County Board of Commissioners approve the three-year agreement with Ionia Township for additional Sheriff's Office services.

ADMINISTRATOR'S RECOMMENDATION:

County Administrator Recommends Approval of this Request.

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Reinstating deputy position that was put on hold in 2020/2021

05/27/2025

CONTACT:

Sheriff Charlie Noll

DESCRIPTION:

Requesting the reinstatement of the deputy position that was held to assist in getting wage increases in 2020/2021. With current resources improving, restoring this role is essential to meet our growing operational demands and ensuring public safety.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

[Click here to enter text.](#)

FINANCIAL ANALYSIS:

With Ionia Township's newest contract that adds 866 hours of service at \$43.67 hourly, with a 2% yearly increase, that \$37,818.22 would be used to help fund an additional deputy.

LEGAL REVIEW:

[Click here to enter text.](#)

DEADLINE:

05/27/2025 Board meeting

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Ionia County Board of Commissioner to approve the reinstatement of the deputy position held in 2020/2021 and become fully staffed ensuring efficient county coverage.

ADMINISTRATOR'S RECOMMENDATION:

County Administrator Recommends Approval of this Request.



MATERIALS MANAGEMENT PLANNING PROGRAM GRANT AGREEMENT
BETWEEN THE
MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
AND IONIA COUNTY

This Grant Agreement ("Agreement") is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), **Materials Management Division** ("State"), and **Ionia County** ("Grantee").

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. Legislative appropriation of Funds for grant assistance is set forth in **Public Act No. 0166 of 2020**. This Agreement is subject to the terms and conditions specified herein.

PROJECT INFORMATION:

Project Name: MMP-Ionia

Project #: PLA-25-002

Amount of grant: \$93,402.00

% of grant state \$93,402.00 / % of grant federal \$0

PROJECT TOTAL: \$93,402.00 (grant plus match)

Start Date (executed by EGLE):

End Date: 12/7/2026

GRANTEE CONTACT INFORMATION:

Name/Title: Melissa Eldridge/District Manager

Organization: Ionia Conservation District

Address: 100 Main Street

City, State, ZIP: Ionia, MI 48846

Phone Number: 616-527-2098

Fax Number: N/A

E-Mail Address: melissa.eldridge@mi.nacdnet.net

Federal ID Number (Required for Federal Funding): N/A

Grantee DUNS/UEI Number (Required for Federal Funding): N/A

SIGMA Vendor Number: CV0048014

STATE'S CONTACT INFORMATION:

Name/Title: Christina Miller/Materials Management Planning Specialist

Division/Bureau/Office: Materials Management Division (MMD)

Address: 525 W. Allegan

City, State, ZIP: Lansing, MI 48909

Phone Number: 517-614-7426

Fax Number: N/A

E-Mail Address: EGLE-MMP@Michigan.gov

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

FOR THE GRANTEE:

Signature	Name/Title	Date
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FOR THE STATE:

	Tracy Kecskemeti, Acting Division Director, MMD	
Signature	Name/Title <i>klg</i> 05/06/25	Date

I. PROJECT SCOPE

This Agreement and its appendices constitute the entire Agreement between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

(A) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.

(B) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

II. AGREEMENT PERIOD

Upon signature by the State, the Agreement shall be effective from the Start Date until the End Date on page 1. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on page 1. Expenditures made by the Grantee prior to the Start Date or after the End Date of this Agreement are not eligible for payment under this Agreement.

III. CHANGES

Any changes to this Agreement other than budget line-item revisions less than 10% percent of the budget line item shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The State reserves the right to deny requests for changes to the Agreement or to the appendices. No changes can be implemented without approval by the State.

IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

(A) The Grantee must complete and submit quarterly financial and progress reports according to a form and format prescribed by the State and must include supporting documentation of eligible project expenses. These reports shall be due according to the following:

Reporting Period	Due Date
January 1 – March 31	April 30
April 1 – June 30	July 31
July 1 – September 30	Before October 15*
October 1 – December 31	January 31

*Due to the State's year-end closing procedures, there will be an accelerated due date for the report covering July 1 – September 30. Advance notification regarding the due date for the quarter ending September 30 will be sent to the Grantee. If the Grantee is unable to submit a report in early October

for the quarter ending September 30, an estimate of expenditures through September 30 must be submitted to allow the State to complete its accounting for that fiscal year.

The forms provided by the State shall be submitted to the State's contact at the address on page 1. All required supporting documentation (invoices, proof of payment, etc.) for expenses must be included with the report.

(B) The Grantee shall provide a final project report in a format prescribed by the State. The Grantee shall submit the final status report, including all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days from the End Date of the Agreement.

(C) The Grantee must provide electronic copies of all products and deliverables in accordance with Appendix A.

(D) All products shall acknowledge that the project was supported in whole or in part by Materials Management Grant, EGLE, per the guidelines provided by the program.

V. GRANTEE RESPONSIBILITIES

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this grant is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee's receipt or execution of this grant.

(D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services submitted to the State under this Agreement. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in drawings, designs, specifications, reports, or other services.

(E) The State's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The State's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the grant.

VI. USE OF MATERIAL

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State, and federal awarding agency, if applicable, retains a royalty-free, nonexclusive and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

VII. ASSIGNABILITY

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

VIII. SUBCONTRACTS

The State reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

IX. NON-DISCRIMINATION

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

X. UNFAIR LABOR PRACTICES

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

XI. LIABILITY

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, or any employee or agent of the Grantee acting within the scope of their employment or agency.

(B) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

XII. CONFLICT OF INTEREST

No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

XIII. ANTI-LOBBYING

If all or a portion of this Agreement is funded with federal funds, then in accordance with 2 CFR 200, as appropriate, the Grantee shall comply with the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or in litigation against the State. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

XIV. DEBARMENT AND SUSPENSION

By signing this Agreement, the Grantee certifies that it has checked the federal debarment/suspension list at www.SAM.gov to verify that its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
- (2) Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

XV. AUDIT AND ACCESS TO RECORDS

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of seven years after the final payment has been issued to the Grantee by the State.

XVI. INSURANCE

- (A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.
- (B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

XVII. OTHER SOURCES OF FUNDING

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement must not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings, or to immediately refund to the State, the total amount representing such duplication of funding.

XVIII. COMPENSATION

- (A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The State will pay the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred and paid. All other costs necessary to complete the project are the sole responsibility of the Grantee.
- (B) Expenses incurred by the Grantee prior to the Start Date or after the End Date of this Agreement are not allowed under the Agreement, unless otherwise specified in Appendix A.

(C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.

(D) The State reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the SIGMA Vendor Self Service web site (<https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>).

XIX. CLOSEOUT

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments in excess of the costs allowed by this Agreement.

XX. CANCELLATION

This Agreement may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the grantee for any further charges to the grant.

XXI. TERMINATION

(A) This Agreement may be terminated by the State as follows.

(1) Upon 30 days written notice to the Grantee:

- a. If the Grantee fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable law or rules.
- b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.
- c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.

- d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
 - e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a through d, above and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).
- (2) Immediately and without further liability to the State if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:
- a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
 - b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
 - c. Convicted under State or federal antitrust statutes; or
 - d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
 - e. Added to the federal or state Suspension and Debarment list.

(B) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

XXII. IRAN SANCTIONS ACT

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

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PROJECT-SPECIFIC REQUIREMENTS – APPENDIX A

GRANT PROJECT SCOPE

The scope of this project is to ultimately develop and implement a Materials Management Plan (MMP). The detailed scope of work and proposed timeline for the project is included in this Agreement in Attachment C – Work Program. The detailed budget in Attachment C is for reference only. The executed budget for this project can be found in Attachment A – Grant Budget.

Grants shall be used for administrative costs for preparing, implementing, and maintaining a materials management plan (MMP), including, but not limited to, the following

- a. Development of a work program as described in subsection (4)(b) and R 299.4704 and R 299.4705 of the Michigan Administrative Code, including a prior work program.
- b. Developing an initial MMP and amending the MMP.
- c. Ensuring public participation.
- d. Determining whether new materials management facilities are consistent with the MMP.
- e. Collecting and submitting data for the database utilized by the department for materials management facility reporting purposes and evaluating data in the database for the planning area.
- f. Recycling education and outreach.
- g. Recycling and materials utilization programs.
- h. Preparation of required reports to the department
- i. MMP implementation.
- j. Efforts to obtain support for the MMP and planning process from local units of government.

NOTE: Grantee shall keep records documenting specific use of the MMP Grant funds.

COMPENSATION

Expenses related to the development of the Notice of Intent and Work Program are eligible for reimbursement from January 8, 2024, until the grant end date. Any other expenses outside of the grant period will not be reimbursable.

GRANT REIMBURSEMENT PROCESS

The Grantee is responsible for the payment of all eligible costs necessary to complete the project. The Grantee shall submit reimbursement requests to the State which specify the time period covered by the reimbursement request and the payments made by the Grantee during the time period. Grant reimbursements will be for the documented purchase expenditures, not to exceed the awarded grant amount. Grantees must agree to supply data related to the development and implementation of the MMP as requested by Michigan Department of Environment, Great Lakes, and Energy (EGLE)

All grants are paid through a reimbursement process. All grantees will submit proof of payment (i.e., canceled checks, ACH, wire transfer confirmations, bank statements, etc.) and proof of receipt of goods to EGLE proving that the vendor has been paid prior to receiving reimbursement from the grant program. Reimbursement must be requested in conjunction with required, quarterly progress

reports. Total payment made to the Grantee by the State shall not exceed the amount identified in this grant agreement. Any costs associated with the project that exceed the awarded grant amount shall be the responsibility of the Grantee.

The Grantee is responsible for ensuring that all partner entities fulfill their commitments under the grant proposal.

TRAVEL EXPENSES

If travel expenses are included in the Budget, the Grantee must follow the State of Michigan Travel Rates found in Attachment B of this Agreement. The most recent State of Michigan Travel Rates can be found at DTMB - Travel (michigan.gov).

PURCHASE OF EQUIPMENT

The purchase of equipment not specifically listed in the Budget must have prior written approval of the Grant Administrator. Equipment is defined as non-expendable personal property having a useful life of more than one year and a true value of \$10,000 or more. Such equipment shall be retained by the Grantee unless otherwise specified at the time of approval.

Equipment purchases of \$10,000 or more will require the EGLE be listed on a Lien or Uniform Commercial Code (UCC) for 5 years, or until the equipment depreciates to less than \$10,000.

To the greatest extent practicable, all equipment and products purchased with funds made available under this award should be Michigan-made as a first choice, or American-made.

RECAPTURE: The Grantee is hereby notified and hereby acknowledges that the Grant is subject to recapture and that the Grantee will incur an obligation to repay the Grant (the "Recapture Obligation") immediately, in full, if:

- a. it fails to comply with the entirety of the grantee's grant application attached, including all budget, tasks and timeline.
- b. it sells, exchanges, or disposes of any equipment described in this Agreement without the Grantor's written approval; or
- c. the State of Michigan determines that there has been a default under the Agreement and seeks reimbursement.

In the event that the Grantee becomes liable for a Recapture Obligation, it shall satisfy the Recapture Obligation within the time specified in the written notice thereof to the Grantee by the Grantor.

REPORTING REQUIREMENTS

The Grantee shall submit progress reports quarterly using a reporting form provided by the Grant Manager. These reports shall be due according to the table in **Part IV** of this Agreement.

QUARTERLY REPORTS

The Grantee shall submit the final quarterly status and financial report, including all supporting documentation for expenses, by January 31, 2027.

Quarterly progress and must be submitted at least every three months during the Agreement Period, even if no funds were expended. Provide the following narrative using the numbers and headings listed below for all tasks and funds expended during the time reporting period:

Submit the quarterly project reports using the following survey: [Materials Management Planning Grants Quarterly Report Submittals Survey](#).

If you need this information in an alternate format, contact EGLE-Accessibility@Michigan.gov or call 800-662-9278.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations. Questions or concerns should be directed to the Nondiscrimination Compliance Coordinator at EGLE-NondiscriminationCC@Michigan.gov or 517-249-0906.

This form and its contents are subject to the Freedom of Information Act and may be released to the public.

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ATTACHMENT A – GRANT BUDGET



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

MATERIALS MANAGEMENT DIVISION

MATERIALS MANAGEMENT PLANNING PROGRAM

FINANCIAL STATUS REPORT

Grantee / Vendor Name: Ionia County

Vendor Number: CV0048014

Project Name: MMP - Ionia County

Grant Given Number:

Contract Date From: **To:** 12/7/2026

Contact Name: Melissa Eldridge **Contact Number:** 616-527-2098

Contact Email: melissa.eldridge@mi.nacdn.net

Category	Category Number	Amount
Salary and Benefits	1	
Contractual	2	\$ 93,402.00
Equipment	3	
Supplies	4	
Travel	5	
Other Direct Costs	6	
Category Subtotal		\$ 93,402.00

INDIRECT BUDGET	Percentage
	\$ -

PROJECT BUDGET	
Total	\$ 93,402.00

MATCH BUDGET	Percentage
Total	\$ -

GRANT BUDGET	
Total	\$ 93,402.00

Retention Rate: 0%

ATTACHMENT B – STATE OF MICHIGAN TRAVEL RATES

**DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET,
VEHICLE AND TRAVEL SERVICES
SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED EMPLOYEES
FY 2025 – Effective January 1, 2025**

MICHIGAN SELECT CITIES*

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	\$98.00	
Breakfast	\$11.75	\$14.75
Lunch	\$11.75	\$14.75
Dinner	\$28.00	\$31.00

MICHIGAN IN-STATE ALL OTHER

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	\$98.00	
Breakfast	\$9.75	\$12.75
Lunch	\$9.75	\$12.75
Dinner	\$22.00	\$25.00
Lodging	\$66.00	
Breakfast	\$9.75	
Lunch	\$9.75	
Dinner	\$22.00	
Per Diem Total	\$107.50	

OUT-OF-STATE SELECT CITIES*

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	Contact Conlin Travel	
Breakfast	\$15.00	\$18.00
Lunch	\$15.00	\$18.00
Dinner	\$29.00	\$32.00

OUT-OF-STATE ALL OTHER

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	Contact Conlin Travel	
Breakfast	\$11.75	\$14.75
Lunch	\$11.75	\$14.75
Dinner	\$27.00	\$30.00
Lodging	\$66.00	
Breakfast	\$11.75	
Lunch	\$11.75	
Dinner	\$27.00	
Per Diem Total	\$104.75	

Incidental Costs Per Day (with overnight stay) \$5.00

Mileage Rates	Current
Premium Rate	\$0.70 per mile
Standard Rate	\$0.440 per mile

* See Select Cities Listing

** Lodging available at State rate, or call Conlin Travel at 877-654-2179 or www.concursolutions.com

SELECT CITY LIST
SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED EMPLOYEES
Effective October 1, 2024

Michigan Select Cities/Counties		
	CITIES	COUNTIES
	Ann Arbor, Auburn Hills, Beaver Island, Detroit, Grand Rapids, Holland, Leland, Mackinac Island, Midland, Muskegon, Petoskey, Pontiac, South Haven, Traverse City	Grand Traverse, Oakland, Wayne
Out of State Select Cities/Counties		
STATE	CITIES	COUNTIES
Alaska	All locations	
Arizona	Phoenix, Scottsdale, Sedona	
California	Arcata, Edwards AFB, Eureka, Los Angeles, Mammoth Lakes, McKinleyville, Mill Valley, Monterey, Novato, Palm Springs, San Diego, San Francisco, San Rafael, Santa Barbara, Santa Monica, South Lake Tahoe, Truckee, Yosemite National Park	Los Angeles, Mendocino, Orange, Ventura
Colorado	Aspen, Breckenridge, Grand Lake, Silverthorne, Steamboat Springs, Telluride, Vail	
Connecticut	Bridgeport, Danbury	
District of Columbia	Washington DC (See also Maryland & Virginia)	
Florida	Boca Raton, Delray Beach, Ft Lauderdale, Jupiter, Key West, Miami	
Georgia	Brunswick, Jekyll Island	
Hawaii	All locations	
Idaho	Ketchum, Sun Valley	
Illinois	Chicago	Cook, Lake
Kentucky	Kenton	
Louisiana	New Orleans	
Maine	Bar Harbor, Kennebunk, Kittery, Rockport, Sanford	
Maryland	Baltimore City, Ocean City	Montgomery, Prince George
Massachusetts	Boston, Burlington, Cambridge, Martha's Vineyard, Woburn	Suffolk
Minnesota	Duluth, Minneapolis, St. Paul	Hennepin, Ramsey
Nevada	Las Vegas	
New Mexico	Santa Fe	
New York	Bronx, Brooklyn, Lake Placid, Manhattan, Melville, New Rochelle, Queens, Riverhead, Ronkonkoma, Staten Island, Tarrytown, White Plains	Suffolk
Ohio	Cincinnati	
Pennsylvania	Pittsburgh	Bucks
Puerto Rico	All locations	
Rhode Island	Bristol, Jamestown, Middletown, Newport, Providence	Newport
Texas	Austin, Dallas, Houston, L.B. Johnson Space Center	
Utah	Park City	Summit
Vermont	Manchester, Montpelier, Stowe	Lamoille
Virginia	Alexandria, Fairfax, Falls Church	Arlington, Fairfax
Washington	Port Angeles, Port Townsend, Seattle	
Wyoming	Jackson, Pinedale	

ATTACHMENT C – WORK PROGRAM

EGLE MMP Work Program Template

Note: Use of this template is not mandatory for submittal to this Request for Work Programs. Work programs submitted prior to the release of this document are not required to re-submit, unless requested by EGLE Recycling Unit.

Grants shall be used for administrative costs for preparing, implementing, and maintaining a materials management plan (MMP), including, but not limited to, the following:

- (a) Development of a work program as described in subsection (4)(b) and R 299.4704 and R 299.4705 of the Michigan Administrative Code, including a prior work program.
- (b) Developing an initial MMP and amending the MMP.
- (c) Ensuring public participation.
- (d) Determining whether new materials management facilities are consistent with the MMP.
- (e) Collecting and submitting data for the database utilized by the department for materials management facility reporting purposes and evaluating data in the database for the planning area.
- (f) Recycling education and outreach.
- (g) Recycling and materials utilization programs.
- (h) Preparation of required reports to the department.
- (i) MMP implementation.
- (j) Efforts to obtain support for the MMP and planning process from local units of government.

County Information

County Name: Ionia

County Approval Agency Name: Ionia County Board of Commissioners

County Approval Agency Contact: Chad Shaw

County Approval Agency Email: cshaw@ioniacounty.org

Single or Multicounty: Single

Multicounty group name if applicable:

Please include a CAA for each county if a multicounty group.

EGLE ONLY FIELD		REQUESTED START DATE:
EGLE Work Program Approval Date:	2/6/25	10/1/25
Single or Multicounty Effort:	SINGLE	
Standard Grant Amount:	\$60,000	
Per Capita Population:	66,804x \$0.50 = \$33,402	
Total Grant Amount Allowed:	\$93,402	
Grant Amount Requested:	\$93,402	
Grant Amount Remaining Balance:	\$0	

Contact Information for MMP Grant Manager:

Contact Name: Melissa Eldridge

Contact Title: District Manager, Ionia Conservation District

Email Address: melissa.eldridge@mi.nacdnet.net

Phone Number: 616-527-2098

Designated Planning Agency

Contact Name: Melissa Eldridge

Contact Title: District Manager, Ionia Conservation District

Email Address: melissa.eldridge@mi.nacdnet.net

Phone Number: 616-527-2098

Ionia County Materials Management Planning Committee was formed and approved by the CAA on 13 August, 2024. Please see minutes attached for August, September, October, and December 2024. Work Program was approved by the Ionia County Materials Management Planning Committee on 10 October, 2024:

County Materials Management Planning Committee Members

Regional Planning Agency	Material Recovery Facility
Name: Dan Schoonmaker	Name: Michael Lamphere
Title: WMSBF Executive Director	Title: Boston Township
County Elected Official	Compost Facility/Anaerobic Digester
Name: Jack Shattuck	Name: Dan Tietema
Title: County Commissioner	Title: Organicycle Owner
Township Elected Official	Business Generating Managed Materials
Name: Christian Jensen	Name: Lynelle Wilson
Title: Portland Township Supervisor	Title: Chair, Ionia Chamber of Commerce
City or Village Elected Official	Waste Diversion or Reduction
Name: Doug Hyland	Name: John Feuerstein
Title: President, Village of Muir	Title: Otisco Township
Environmental Interest Group	Managed Materials Hauler
Name: Kristie Walls	Name: Steve Blayer
Title: Owner, Walls Quarter Horses	Title: Granger Waste Services
Solid Waste Disposal Facility	Adjacent Community Business Outside the Planning Area (optional)
Name: Don Johnson	Name: Gary Pitsch
Title: Hastings WM Landfill	Title: Pitsch Enterprises
Additional Optional Members for Multicounty Groups (Per County)	
Elected Official of County or Municipality	Business that generates managed materials
Name:	Name:
Title:	Title:

		2024	2025				2026				2027			
Task	Completion Date	10/24-12/24	12/24-3/25	4/25-6/25	7/25-9/25	10/25-12/25	1/26-3/26	4/26-6/26	7/26-9/26	10/26-12/26	1/27-3/27	4/27-6/27	7/27-9/27	10/27-12/27
0.4.1	Oct-24	X												
0.4.2	Dec-24	X												
1.1.1	Mar-25		X											
1.1.2	Mar-25		X											
1.2.1	Jun-25			X										
1.2.2	Jun-25			X										
1.2.3	May-25			X										
1.3.1	Sep-25				X									
1.3.2	Sep-25				X									
1.3.3	Sep-25				X									
1.3.4	Jul-25				X									
1.4.1	Dec-25					X								
1.4.2	Dec-25					X								
1.4.3	Dec-25					X								
2.X.X	Dec-26									X				
3.X.X	Dec-27													X

Section: Timetable

Section: Tasks

Year 0:

Q4: October 2024 – December 2024

Task 0.4.1: Work Program Development and Public Engagement

Description: Develop overall goals to guide work program creation, describing the activities for developing and implementing the MMP and associated costs to be covered by the county and the grant, seeking input from stakeholders and committee members.

Timeline: Solidify goals and activities in September and October 2024. Submit work program following October 2024 meeting.

Task 0.4.2: Introduce Recycling Topics and Committee Meeting/Planning Methodology

Description: Introduce topics related to recycling and prepare committee for efficient material planning discussions. Create a meeting flow to ensure the responsible use of time and funds and maximize the potential of the committee

Timeline: Develop workflow in November 2024, introduce and explain to committee, seeking input for maximum efficiency in December 2024..

Year 1:

Q1: December 2024 – March 2025

Task 1.1.1: Recycling Goals and Objectives – MMPC, ICD

Description: Determine goals and objectives for recyclables in Ionia County including plastics, glass, metals, cardboard, and paper. Includes public interest surveys and plan writing of the Goals and Objectives.

- Review facility inventory
- Review infrastructure
- Identify gaps in recycling infrastructure
- Recycling drop-off site feasibility, steps, and inclusion in MMP
- Ag Plastic: Problems and Solutions
- Future recycling goals and feasibility
- Generate MMP items/goals
- Develop and implement education and outreach

Timeline: Four meetings of Materials Management Planning Committee between December 2024-March 2025 to discuss goals and objectives. Public survey methods approved at December meeting and distributed in January.

Task 1.1.2: Complete half of inventory of Data and Facilities – MMPC, ICD, WM, Granger, Pitsch

Description: Begin collecting information on materials management data and facilities across Ionia County, including total waste infrastructure. Write findings into the Plan, beginning formatting.

- Documentation of all Materials Management Facilities
- Documentation of all managed materials
- Current MSW diversion rate, targets, and goals

Timeline: Collect data on each managed material per month. January: Conventional recyclables; February: Municipal Solid Waste; March: Organics.

Q2: April 2025 – June 2025

Task 1.2.1: First third of Municipal Solid Waste Goals and Objectives – MMPC, ICD

Description: The Municipal Solid Waste discussion will be a massive part of the Materials Management Plan as it will include conversations around the creation of funding mechanisms, a Host Community Agreement, local ordinances, landfill management, and more. These have been pressing issues in the county for the last two years and will likely generate much publicity. The goal for the first three months of this discussion is to review

the current plan and policies to determine what should be kept from the 1999 Solid Waste Plan and what needs updating.

- Overview MSW
- Review facility inventory
- Review infrastructure
 - What is going where
 - How to reduce
- Review current policy/Solid Waste Plan
 - Maintain/eliminate?
- Review Solid Waste Plan Amendment (2024)
- Goals for future MSW facilities

Timeline: Three meetings of Materials Management Planning Committee between April 2025 - June 2025 to review current infrastructure and discuss future goals and objectives. Surveys similar to the recycling surveys will be distributed in April to guide goal setting discussions.

Task 1.2.2: Complete second half of inventory of Data and Facilities – MMPC, ICD, WM, Granger, Pitsch

Description: Begin collecting information on materials management data and facilities across Ionia County, including total waste infrastructure. Write findings into the Plan, continuing formatting.

- Documentation of all Materials Management Facilities
- Documentation of all managed materials
- Current MSW diversion rate, targets, and goals

Timeline: Collect data on each managed material per month. April: Organics; May: Household Hazardous Waste; June: Medical Waste and Other.

Task 1.2.3: Install Recycling Drop-off Site #1 – ICD, CAA

Description: Village of Muir will receive a Recycling Drop-off Site, the first of four funded by the EGLE Infrastructure Grant.

- Installation of Compactors
- Educational Materials distributed across the county
- Outreach events with public and local schools.

Timeline: Installation in May, wildflower planting and recycling education in back half of May with Twin River Elementary School with support from Recycling Partnership and Community Foundation grants.

Q3: July 2025 – September 2025

Task 1.3.1: Second third of Municipal Solid Waste Discussion – MMPC, ICD

Description: The specific goals and objectives surrounding the landfill in Ionia County and any future facility have been identified as important topics to be considered per the residents of Ionia County. All of the below items have been previously discussed in the County but need to be addressed within this committee.

- Pitsch Sanitary Landfill and any future facility

- Tonnage (present and future)
 - How to reduce
- Annual capacity
- Community goals (present)
- Future deactivation plan
- Community goals (future)
- Reporting
- Host Community Agreement
- Tipping surcharge
- Hauler Licensing Ordinance
- Road maintenance: Which roads need to be addressed due to truck traffic
- Enforcement mechanisms
- Future MSW goals and feasibility

Timeline: July: How landfills in Ionia County specifically affect the County's goals and objectives; August: Landfill enforcement mechanism feasibility; September: Continue enforcement mechanism discussion as guided by public.

Task 1.3.2: Biannual Public Hearing – MMPC, ICD, CAA

Description: Public forum available to all held at rotating locations around the county. The public will be invited via email, social media, county website, and any other reasonable communication method. Public will be encouraged to share their thoughts, goals, and desires on any topic within Materials Management Planning.

Timeline: Meeting will occur in July.

Task 1.3.3: Begin writing conventional recyclables information into Plan - ICD

Description: Describe and write Goals, Objectives, Strategies, and additional information regarding conventional recyclables.

Timeline: Prepare data, funding mechanism descriptions, goals, objectives, responsible parties, and all other narrative information throughout the quarter.

Task 1.3.4: Install Recycling Drop-off Site #2 – ICD, CAA

Description: Portland Township will receive a Recycling Drop-off Site, the second of four funded by the EGLE Infrastructure Grant.

- Installation of Compactors
- Educational Materials distributed across the county
- Outreach events with public and local schools.

Timeline: Installation in July, recycling education will occur throughout the year with support from Recycling Partnership grant and regional government (Danby, Portland, Orange, Sebewa).

Q4: October 2025 – December 2025

Task 1.4.1: Complete Municipal Solid Waste Discussion – MMPC, ICD

Description: We anticipate that the enforcement mechanisms, siting requirements, and updates to solid waste will take a significant amount of time. It is the hope of the DPA that December 2025 will see a defined and equitable conclusion to this topic, but additional months are held in contingency.

- Future MSW goals and feasibility
- Generate MMP items/goals
- Develop and implement education and outreach

Timeline: October/November: Define and generate future MSW goals, feasibility, and education plans; December: Approve all mechanisms and begin implementation steps at the county level.

Task 1.4.2: Biannual Public Hearing and Annual Review – ICD, MMPC, CAA

Description: Public forum available to all held at rotating locations around the county. The public will be invited via email, social media, county website, and any other reasonable communication method. Public will be encouraged to share their thoughts, goals, and desires on any topic within Materials Management Planning. Annual review will provide an update of plan writing and review of local responsibility in enforcement.

Timeline: Meetings will occur in December.

Task 1.4.3: Complete writing conventional recyclables information into Plan – ICD

Description: Describe and write Goals, Objectives, Strategies, and additional information regarding conventional recyclables.

Timeline: Prepare data, funding mechanism descriptions, goals, objectives, responsible parties, and all other narrative information throughout the quarter.

Section: Public Participation

- SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis for each managed material topic: Recyclables (glass, plastic, metal), Municipal Solid Waste, Organics, Household Hazardous Waste, Medical/Other.
 - Distributed via County, Municipalities, ICD
- Biannual Public Hearings
 - Public Hearings held in July and December of each year (six total) where public may voice any goals, objectives, or concerns about the MMP.
 - Held throughout the county to ease accessibility.
 - Scheduled at a time convenient to the general public
- All committee meetings public following Michigan Administrative Code R 299.4706 and Open Meetings Act.
 - Held monthly except November.
 - Time reserved on the agenda for questions and comments from the general public.
- Designated Planning Agency maintains a mailing list of all municipalities, affected public agencies, private sector, and all interested persons who request information regarding the plan.
- All reference materials and documents related to the plan available on County website and by request by DPA.

- Follow all guidance in 324.11574, including public approval process.

Section: Costs

See Budget Template

Please provide costs of the individual elements and the total cost of plan preparation in Year 1. Use of the [Approved Budget Form with Narrative](#) is recommended. Please use "N/A" or "None" to indicate there are no costs associated with a given budget category.

Sustainability Section
Budget Template

Applicant Name:	Ionia County
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Applicant Name:	Ionia County
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Applicant Name:	Ionia County
Project Title (Program):	Materials Management Plan

Project Title (Program):	Materials Management Plan
Vendor Number (VSS):	0048014

[illegible]

Instructions
Include all staff performing work on the project. For each staff person, provide their name, job title, annual salary/wages, and percent of time dedicated to the grant project. **NOTE:** The state may require Davis Bacon Act or prevailing wage rates to be paid. See RFP Section IV.

Instructions
Allowable benefits include health, dental, and optical insurance. For each listed staff person, provide their fringe benefit rate, and confirm their annual fringe benefit cost. Note, applicant(s) will be required to justify the fringe rates given in their proposed budget prior to an agreement being finalized.

Instructions
All sub-recipients, vendors, contractors, and consultants and their estimated costs should be identified. Provide the vendor/contract name, the service, and the \$ amounts to be paid using grant funds and/or matching funds. Use TBD if the entity is unknown. Include the basis of cost (competitive, historical, quote, catalog, etc.).

Contractual Services (Name)	Description of Services	Match (\$)		Grant (\$)	Total (\$)	Contractual Services Narrative	
		Monetary	In-Kind				
Ionia Conservation District	DPA, Committee Facilitation, Plan W			\$ 90,000.00	\$ 90,000.00	Ionia Conservation District (ICD) is contracted by the Ionia County Board of Commissioners (CAA) to coordinate all things related to resource recovery, including serving as the Designated Planning Agency for the Materials Management Planning Process. ICD will require their District Manager (DM) to be the primary DPA POC, communicate all MM updates to CAA, and facilitate public and MMPC meetings; a Materials Management Coordinator to coordinate all MMPC materials, write the MMPC, take minutes for all meetings, and assist the DM in municipal outreach, and assistance from CAA to assist with meeting facilitation, approve MMPC, and serve as a member of the MMPC. Cohl, Stoker, and Toskey, PC will provide legal guidance and vetting on the plan as it is being written.	
Cohl, Stoker, and Toskey, PC	Legal			\$ 3,402.00	\$ 3,402.00		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
Contractual Services Subtotal				\$ 93,402.00	\$ 93,402.00		

Instructions
Items costing less than \$5,000 per unit or a useful life expectancy of less than one year. Supplies are generally consumed during the project performance. Supply items must be direct costs to the project and not duplicative of supply costs included in the indirect rate applied for this project. Provide the item, unit cost, and quantity of units.

Supplies & Materials (Itemize)	Quantity (#)	Cost (\$/Unit)	Match (\$)		Grant (\$)	Total (\$)	Supplies & Materials Narrative
			Monetary	In-Kind			
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
Supplies & Materials Subtotal					\$ -	\$ -	

Instructions
Items costing \$5,000+ per unit, with a useful life of one year+. Provide the item, unit cost, quantity of units, and the \$ amounts to be paid using grant funds, and/or matching funds.

Equipment (Itemize)	Quantity (#)	Cost (\$/Unit)	Match (\$)		Grant (\$)	Total (\$)	Equipment Narrative
			Monetary	In-Kind			
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
Equipment Subtotal					\$ -	\$ -	

Instructions	Other Direct Costs (Description)		Quantity (#)	Rate (\$/Unit)	Grant (\$)		Match (\$)		In-Kind	Total (\$)	Other Direct Costs Narrative
							Monetary				
Include all other known direct costs not otherwise categorized or disallowed. Provide the title/name and the cost of each item/service listed, and the \$ amount to be paid using grant funds, and/or matching funds										\$ -	
										\$ -	
										\$ -	
										\$ -	
										\$ -	
										\$ -	
										\$ -	
										\$ -	
										\$ -	
										\$ -	
						\$ -	\$ -			\$ -	
Other Direct Costs Subtotal											
Instructions Include all mileage, lodging, meals, and other known travel costs. All listed travel must be necessary or beneficial to the performance of the proposed grant. Applicants may use internal travel policies, if the applicant organization does not have an internal policy, the most recent State of Michigan Travel Rates posted by the Michigan Department of Technology, Management & Budget must be used.	Travel									Total (\$)	Travel Narrative
	Mileage									\$ -	
	Lodging									\$ -	
	Meals									\$ -	
	Airfare									\$ -	
	Other Travel (Itemize)									\$ -	
										\$ -	
										\$ -	
										\$ -	
										\$ -	
										\$ -	
Travel Subtotal											
Direct Cost Subtotal											
Instructions Provide the indirect rate (up to 10%) used by applicant's organization as a percentage of total personnel and fringe benefits.						\$ 93,402.00	\$ -			\$ 93,402.00	
										Total (\$)	
	Indirect (10% Max)		Rate (%)	2.50%		\$ -	\$ -			\$ -	
Total Cost											

NOTE: In order to receive reimbursement for costs covered under the grant agreement, selected applicants must submit the following documentation:
 Invoice/Receipt/Payroll Summary/Contract for expenses incurred, AND proof of payment via bank statement or cleared check.

Section Five: Staffing

Please describe staffing needs and responsibilities for plan preparation in Year 1. Full-time equivalent is abbreviated below to "FTE."

Position	FTE	Responsibilities
Ionia Conservation District – District Manager	1	• Primary DPA Contact • Communicates all Materials Management dealings and updates to CAA • Facilitates MMPC Meetings • Facilitates Public Hearing Meetings
Ionia Conservation District – Materials Management Coordinator	1	• Secondary DPA Contact • Coordinates all materials for MMPC • Writes MMP with guidance from MMPC and Public • Takes minutes for MMPC and Public Hearing Meetings • Assists District Manager in municipal outreach
Cohl, Stoker, and Toskey, PC	1%	• Legal counsel and vetting of MMP

Materials Management Planning Committee (MMPC)

8/22/24 Minutes

10:00 a.m.

100 W Main Street

Ionia, MI 48846

County Board Room

- Call to order at 10:03
- Introductions:
- Present: Melissa Eldridge (Ionia Conservation District), John Feuerstein (Otisco Township), Lynelle Wilson (Chamber of Commerce), Michael Lamphere (At Large), Steve Blayer (Granger), Chris Jensen (Portland Township), Dan Tietema (Organicycle), Kristie Walls (At Large), Donald Johnson Waste Management), Daniel Schoonmaker (West Michigan Sustainable Business Forum).
- Absent: Doug Hyland (Village of Muir), Jack Shattuck (Ionia County).
- Public Comment:
 - Gary Pitsch: Serves on Solid Waste Planning Committee, would like to be added to Materials Management Planning Committee. Stated that he could bring something to the table.
 - Chris Wireman: N/A
- Election of Officers
 - Chair: Kristie Walls
 - Vice-Chair: Chris Jensen
 - Secretary: Lynelle Wilson
 - Motion to elect officers carried unanimously.
- Agenda Approval
 - Agenda approved.

New Business

- Committee Bylaws
 - Bylaws shall be reviewed and voted upon in the next meeting.
- Monthly Meeting Schedule
 - Fourth Thursday at 10am. Exception November (no meeting), and December (3rd Thursday) in lieu of holidays.
 - Feuerstein suggested two meetings per month if necessary. Not necessary at this time.
- Committee Appointment Recommendations
 - Motion to add Gary Pitsch (Pitsch Sanitary Landfill) to MMPC by Jensen, seconded by Blayer. Motion carried.
- Materials Management Planning Process
 - Eldridge: An amendment to solid waste law part 115 requires the creation of a Materials Management Plan. This committee has been formed to create that plan. The Ionia County Solid Waste Plan was written in 1999, EGLE has required an

update to Materials Management Plan that covers all waste (municipal solid waste, recycling, organics, hazardous, etc.). Today is about showing where the county is at this point. Discussion of Materials Management Plan requirements as dictated by EGLE.

- Plan of Work
 - Eldridge: Current focus is to complete work plan. Washtenaw's Plan and definition of terms requested to ensure compliance with the law. Proposed recycling plan to imitate Montcalm County's drop-off sites.
 - Schoonmaker: A template is likely available.
 - Eldridge: Sara Osborn (attorney) could be consulted as legal advice.
 - Lamphere: Where are the proposed recycling sites?
 - Belding, Portland Twp., Muir, southwest corner (Saranac or Lake Odessa).
 - Eldridge: Conservation District fields over 250 calls per year about recycling.
 - Schoonmaker: Discussion of Benchmarks will be forefront. Point of the plan should not be to meet benchmarks, but make a plan to serve the community for next 20 years. Citizens are already reaching out to the county with desires for recycling and more.
 - Eldridge re-stated benchmark goals, current municipal solid waste recycling rate is ~14% in Ionia County.
 - Schoonmaker questioned what guidance was missing from EGLE. A template for the Materials Management Plan is missing.
- Walls motioned to adjourn, Lamphere second. Motion carries unanimously.
- Adjourn at 10:47 a.m.

Materials Management Planning Committee (MMPC)

9/26/24 Minutes

10:00 a.m.

100 W Main Street

Ionia, MI 48846

County Board Room

- Call to order at 10:02
- Present: Melissa Eldridge (Ionia Conservation District), John Feuerstein (Otisco Township), Michael Lamphere (At Large), Steve Blayer (Granger), Dan Tietema (Organicycle), Kristie Walls (At Large), Donald Johnson Waste Management), Doug Hyland (Village of Muir).
- Absent: Dan Schoonmaker (West Michigan Sustainable Business Forum), Lynelle Wilson (Chamber of Commerce), Chris Jensen (Portland Township), Jack Shattuck (Ionia County).
- Public Comment:
 - N/A
- Agenda Approval
 - Motion to approve agenda made by Hyland, seconded by Feuerstein. Agenda approved unanimously.
- Addition: Approval of August Minutes
 - Motion to approve minutes made by Pitsch, seconded by Hyland. Minutes Approved unanimously.

Old Business

1. Approval of committee bylaws
 - Committee bylaws require amendments to make specific to Materials Management Planning Committee. Motion to amend bylaws as a whole made by Blayer, seconded by Pitsch. Motion Bylaws approved pending approval of amendments made by Pitsch, seconded by Pitsch. Motion passed unanimously.

New Business

1. Plan of Work: Presented by Eldridge. The goal of the plan of work is to plan for the next three years to organize the progress in creating goals and writing the Materials Management Plan. As time goes by, items will likely be added and removed.
 - a. Demographics
 - i. 39% of county considered urban, 60% of county considered rural. Ionia County has 9 villages/cities and 16 townships. ~22,000 households.
 - b. Facility Inventory
 - i. Eldridge described the current facilities that manage materials in Ionia County, received input from committee members regarding the accuracy of the County Profile supplied by RRS.
 - c. Infrastructure

- i. Eldridge described the current infrastructure pertaining to materials management in Ionia County and received input from committee members regarding the accuracy of the County Profile supplied by RRS.
 - d. Report Collection
 - i. Eldridge requested tonnage and hauler reports from Blayer, Johnson, and Pitsch.
- 2. Plan of Work Additional Items
 - a. Eldridge and Walls introduced a draft of the Work Program and requested additions, omissions, and changes.
 - b. Tietema requested an addition of "Medical/Other" as a category.
 - c. Anaerobic Digesters/Agricultural resources were discussed with a request to investigate feasibility of a study to show diversion rates of agricultural organic material.
 - d. Committee agreed that Ionia County has unique needs as an agricultural community that is 60% rural.
 - e. Walls requested that time to write and review should be scheduled and added.
 - f. It was decided that the DPA will take all requests into consideration, edit the draft Work Program, and present it to the committee for approval at the next meeting.
- 3. Next Steps: Walls
 - a. Next meeting is October 24 at 10am with goals to approve Work Program with any additions.
 - b. Eldridge: No meeting in November, DPA will submit Work Program to EGLE.
 - c. Meet again in December, begin in Recycling, pending approval of Work Program.
- Hyland motioned to adjourn, Lamphere second. Motion carries unanimously.
- Adjourn at 11:44 a.m.

☐	Gary Pitsch: Provide customer list of haulers
☐	Steve Blayer/Don Johnson: Provide list of haulers/tonnage in county
☐	DPA Updates plan of work, creates Google Drive for committee info
☐	Provide any additional updates to the Work Plan

Materials Management Planning Committee (MMPC)

10/24/24 Minutes

10:00 a.m.

100 W Main Street

Ionia, MI 48846

County Board Room

- Call to order at 10:04
- Present: Melissa Eldridge (Ionia Conservation District), John Feuerstein (Otisco Township), Michael Lamphere (At Large), Steve Blayer (Granger), Dan Tietema (Organicycle), Kristie Walls (At Large), Doug Hyland (Village of Muir), Gary Pitsch (Pitsch Sanitary Landfill), Dan Schoonmaker (Michigan Sustainable Business Forum), Chris Jensen (Portland Township), Jack Shattuck (Ionia County), Don Johnson (Waste Management).
- Absent: Lynelle Wilson (Chamber of Commerce), Don Johnson (Waste Management)
- Public Comment:
 - N/A
- Agenda Approval
 - Motion to approve agenda made by Jensen. Seconded by Lamphere. Motion carried.
- Approval of September Minutes
 - Motion to approve minutes made by Feuerstein. Seconded by Shattuck. Motion carried.

Old Business

1. Approval of Committee Bylaws
 - Addition to bylaws:
 - i. 2.2: "The county committee shall typically meet on the fourth Thursday of each month, excluding November and December. November meeting will be determined by the committee. The December meeting will be held on the third Thursday of the month. If any regularly scheduled meeting falls on one of the legal county holidays (as established by committee policy), the committee will meet on the next business day that is not a holiday. If there is no business to discuss, the chair has discretion to cancel the meeting.
 - ii. Committee discussed policies regarding virtual attendance. Motion to edit bylaws 4.3: "Virtual participation in Materials Management Planning Committee meetings will be available with the condition that members in virtual attendance may not vote. Additionally, virtual members may not count towards a quorum." Made by Pitsch. Seconded by Tietema. Motion carries. Tietema reminded the Committee that there should be a 24 hour notice on virtual attendance.
 - iii. Schoonmaker requested that if there is no business to discuss then the chair may decide to post-pone the meeting.
 - iv. Motion to approve bylaws as revised made by Pitsch. Seconded by Hyland. Motion carries.

2. Approval of Work Program

- Eldridge reminded Committee that the Work Program is a fluid document. See Work Program for details. Committee discussed the need to address management of closed landfills in the new plan, noting that the Pitsch Sanitary Landfill is slated to close within the decade. Motion to approve Work Program and submit to EGLE made by Shattuck. Seconded by Schoonmaker. Motion carries.

New Business

1. Report: "Economic Impact Potential and Characterization of Municipal Solid Waste in Michigan" (Dan Schoonmaker – Michigan Sustainable Business Forum)
 - <https://wmsbf.org/circular-economy/#sustainablematerials>
 - See report for details.
- Shattuck motioned to adjourn, Jensen second. Motion carries unanimously.
 - Adjourn at 12:07 a.m.

☐

Dan Schoonmaker to provide additional insight regarding MSBF Report upon request.

☐

Amended bylaws.

☐

Invite Bill Haagsma to December meeting as expert.

Materials Management Planning Committee (MMPC)

12/19/24 Minutes

10:00 a.m.

100 W Main Street

Ionia, MI 48846

County Board Room

- Call to order at 10:02
- Present: Melissa Eldridge (Ionia Conservation District), Steve Blayer (Granger), Dan Tietema (Organicycle), Kristie Walls (At Large), Dan Schoonmaker (Michigan Sustainable Business Forum), Jack Shattuck (Ionia County), Don Johnson (Waste Management), Lynelle Wilson (Chamber of Commerce), Patrick Jordan (Ionia County).
- Virtually Present: Chris Jensen (Portland Township), Steven Pitsch,
- Absent: Doug Hyland (Village of Muir), Gary Pitsch (Pitsch Sanitary Landfill), John Feuerstein (Otisco Township), Michael Lamphere (At Large)
- Public Present: Bill Haagsma (SpeedTech), Terry Blom (SpeedTech)
- Public Comment:
 - N/A
- Agenda Approval
 - Motion to approve agenda made by Shattuck. Seconded by Tietema. Motion carried.
- Approval of October Minutes
 - Motion to approve minutes made by Tietema. Seconded by Blayer. Motion carried.

Old Business

1. NA

New Business

1. Description of Recycling Drop-off Sites: Bill Haagsma
 - Bill Haagsma described the recycling drop-off sites that exist in Montcalm County, which Ionia County was awarded a grant from EGLE to establish through Ionia Conservation District.
 - Described advantages to compactor system: lower contamination of recyclables, fewer pulls, and cleaner site.
 - First two sites will be in Muir and Portland Township respectively.
2. Introduce Goals Discussion
 - Motion to approve Goal Framework* made by Shattuck. Seconded by Wilson. Motion carried.
 - i. *Each managed material (Recyclables, MSW, Organics, HHW, and Medical) will be discussed in accordance with four goals:
 1. Reduce Generation
 2. Increase Diversion
 3. Equitable Regulation
 4. Regional Cooperation

- ii. With four strategies per goal:
 - 1. Objectives
 - 2. Resources needed
 - 3. Education and outreach
 - 4. Implementation
 - o Draft topics/objectives in the Recyclables Strategies introduced and discussed.
 - i. Agricultural community should be referenced and addressed throughout.
 - ii. Construction and Demolition waste is a large waste stream and could be reduced by a C&D recycling facility.
 - iii. In discussion of reducing waste and encouraging diversion, local stakeholder buy-in is imperative.
- 3. Recycling: SWOT Analysis
 - o Communities are encouraged to share strengths, weaknesses, opportunities, threats of the existing recycling programs in Ionia County with the committee through Ionia Conservation District.
 - o Continue discussion
- Schoonmaker motioned to adjourn, Shattuck second. Motion carries unanimously.
- Next meeting January 23, 2025
- Adjourn at 12:07 a.m.

☐

Ionia Conservation District will forward SpeedTech informational video to committee.

☐

Committee to collect input for SWOT analysis

☐

Central Michigan Excavating, LLC

951 Somers Road
Lyons, Michigan 48851

QUOTE #67

SENT ON:

May 06, 2025

RECIPIENT:

Melissa Eldridge

431 Swartz Court
Ionia, Michigan 48846



Phone: 616-902-5887

Email: centralmichllc@gmail.com

Website: centralmichiganexcavating.com

Product/Service	Description	Qty.	Unit Price	Total
Equipment/Labor	Concrete Pad 6" thick reinforced with wire, 3000psi	1	\$17,800.00	\$17,800.00
Equipment/Labor	Gravel Driveway 23A Gravel	1	\$3,640.00	\$3,640.00
Concrete Bollard's		10	\$220.00	\$2,200.00

A deposit of \$11,820.00 will be required to begin.

Total

\$23,640.00

This quote is valid for the next 30 days, after which values may be subject to change.

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Approve Ionia County Community Corrections FY25 Grant Application
May 27, 2025

CONTACT:

Selina Schmidt, CCAB Manager

DESCRIPTION:

Ionia County CCAB has approved the FY26 application for P.A. 511 funded programming for Ionia County. The Board of Commissioners also has to approve the application. This year, we are requesting continuation funding for the cognitive programming for men and women that the county has been utilizing as well as continuation funding for the Opioid/Methamphetamine Specific Program through TriCAP

OTHER DEPARTMENTS/AGENCIES AFFECTED:

Circuit Court, Circuit Court Probation, Jail

FINANCIAL ANALYSIS:

There will be no cost to the county after reimbursement through P.A. 511 funds

LEGAL REVIEW:

[Click here to enter text.](#)

DEADLINE:

[Click here to enter text.](#)

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

Approve the FY26 Community Corrections grant application and authorize appropriate signatures on the associated resolution

ADMINISTRATOR'S RECOMMENDATION:

County Administrator Recommends Approval of this Request.

**RESOLUTION OF THE
IONIA COUNTY BOARD OF COMMISSIONERS
TO REVIEW AND APPROVE
THE FY2026
COMMUNITY CORRECTIONS GRANT APPLICATION**

WHEREAS, on May 21, 2025 the Ionia County Community Corrections Advisory Board met;
and

WHEREAS, a quorum of members were present; and

WHEREAS, the Fiscal Year 2026 Community Corrections Grant Application was presented to
the Ionia County Community Corrections Advisory Board for review and approval; and

WHEREAS, a motion was made and seconded to submit the grant application as amended; and

WHEREAS, a vote was taken to approve the Fiscal Year 2026 Community Corrections Grant
Application, and

WHEREAS, the motion passed by voice vote; and

WHEREAS, the Ionia County Board of Commissioners has been presented with the Fiscal Year
2026 Community Corrections Grant Application for review and approval;

NOW, THEREFORE, BE IT RESOLVED that the Ionia County Board of Commissioners
hereby confirms its review and approval of the Fiscal Year 2025 Community Corrections Grant
Application and Authorizes necessary signatures.

Jack Shattuck, Chairman

Gregory Geiger, County Clerk

Cognitive Group

Cognitive Group

CCIS Code: C01 **Local Program Name:** Men's CBT **New Initiative:** [☐]Yes [☒]No
Provider Name: Cognitive Consultants **Program Location:** [☒]Jail [☒]Community
For Regional CCABs only, list all member counties that will use this program:

Input

Curriculum

- 1) Curriculum Name: CBT
2) Total number of sessions to complete the curriculum: 12

Staff

[☒] certify that staff members are certified and have been trained.

Participants

- 3) Projected Number of new Enrollments: 50
4) What is the target population?

[☒]Sentenced Felons

[☒]Delayed/Deferred Felons

5) Eligibility criteria: Enrollees must score probable to highly probable in at least 1 of the following: (Choose all that apply)

a) COMPAS Criminogenic Needs Scales: Substance

Abuse, Cognitive Behavioral, Criminal

Personality, Leisure/Recreation, Social Environment, Family

Criminality, Social Isolation, Criminal Opportunity, Criminal

Association

b) Gender Responsive Scales:

c) [☒]Felony Probation Violator, regardless of COMPAS Score

Funding

Activities

Approved Activities:

- 1) Group facilitation
- 2) Group check-in
- 3) Assignment of Homework
- 4) Review of homework
- 5) Reporting group attendance

Outputs

1) Number of Groups Conducted

2) Number of Progress Reports

3) Number of Terminations

a) Successful

b) Unsuccessful

4) Number of groups attended per participant

a) ALOS to Complete

☒ I acknowledge that I have read the above information and will comply.

Key Performance Measurement (KPM)

You may choose any of the following or provide another measurable performance indicator.

☐ Of those who successfully completed this program, % will obtain employment.

☒ Of those who successfully completed this program, 90% will not be convicted of a crime 3, 6, 12 months post completion.

☐ Of those who successfully completed this program, % will increase parenting time.

☐ Of those who successfully completed this program, % will increase their post-test score.

☐ Of those who successfully completed this program, % will maintain sobriety for 3, 6, 12 months.

☐ Other:

Logic Model

Click [here](#) to generate logic model

Cognitive Group

Cognitive Group

CCIS Code: C01 **Local Program Name:** *Women's Seeking Safety* **New Initiative:** ☐ Yes ☒ No
Provider Name: *Cognitive Consultants* **Program Location:** ☐ Jail ☒ Community
For Regional CCABs only, list all member counties that will use this program:

Input

Curriculum

- 1) Curriculum Name: *Seeking Safety*
2) Total number of sessions to complete the curriculum: 12

Staff

☒ I certify that staff members are certified and have been trained.

Participants

- 3) Projected Number of new Enrollments: 10
4) What is the target population?

☒ Sentenced Felons

☒ Delayed/Deferred Felons

5) Eligibility criteria: Enrollees must score probable to highly probable in at least 1 of the following: (Choose all that apply)

a) COMPAS Criminogenic Needs Scales: *Substance*

Abuse, Cognitive Behavioral, Criminal

Personality, Leisure/Recreation, Social

Environment, Residential Instability, Family Criminality, Social Dysfunction, Parental Stress

Isolation, Criminal Opportunity, Criminal Association

b) Gender Responsive Scales: *Experiences of Abuse as*

Adult, Experiences of Abuse as a Child, Relationship

c) ☒ Felony Probation Violator, regardless of COMPAS Score

Funding

Activities

Approved Activities:

- 1) *Group facilitation*
- 2) *Group check-in*
- 3) *Assignment of Homework*
- 4) *Review of homework*
- 5) *Reporting group attendance*

Outputs

1) Number of Groups Conducted

2) Number of Progress Reports

3) Number of Terminations

a) Successful

b) Unsuccessful

4) Number of groups attended per participant

a) ALOS to Complete

☒ I acknowledge that I have read the above information and will comply.

Key Performance Measurement (KPM)

You may choose any of the following or provide another measurable performance indicator.

☐ Of those who successfully completed this program, % will obtain employment.

☒ Of those who successfully completed this program, 90% will not be convicted of a crime 3, 6, 12 months post completion.

☐ Of those who successfully completed this program, % will increase parenting time.

☐ Of those who successfully completed this program, % will increase their post-test score.

☐ Of those who successfully completed this program, % will maintain sobriety for 3, 6, 12 months.

☐ Other:

Logic Model

Click [here](#) to generate logic model

Outpatient Group Treatment

Outpatient Group Treatment

CCIS Code: G18 **Local Program Name:** OMSP **New Initiative:** ☐ Yes ☒ No
Provider Name: TriCap **Program Location:** ☐ Jail ☒ Community
For Regional CCABs only, list all member counties that will use this program:

Input

Curriculum

- 1) Curriculum Name: *Opioid Meth Specific Programming*
- 2) Number of required curriculum sessions: 336
- 3) What is the max number of individual sessions when deemed clinically appropriate? 21

Staff

Credentials of Provider:

Relevant MCBAP Certification, Licensed or Limited License Social Worker, Licensed or Limited License Counselor, Licensed or Limited License Psychologist

Participants

- 4) Projected Number of new Enrollments: 20
- 5) What is the target population?

☒ Sentenced Felons

☒ Delayed/Deferred Felons

☐ Pretrial Defendants

- 6) Eligibility Criteria: Enrollees must have a completed clinical assessment that identifies need for the service.

Funding

Activities

Approved Activities:

- 1) *Group facilitation*
- 2) *Group check-in*
- 3) *Assignment of Homework*
- 4) *Review of homework*
- 5) *Reporting group attendance*

Assessment Completion

- 5) What assessment is used?

☒ Biopsychosocial

☒ SUD Assessment

Outputs

- 1) Number of Groups Conducted
- 2) Number of Progress Reports
- 3) Number of Terminations
 - a) Successful
 - b) Unsuccessful
- 4) Number of groups attended per participant
 - a) ALOS to Complete

☒ I acknowledge that I have read the above information and will comply.

Key Performance Measurement (KPM)

You may choose any of the following or provide another measurable performance indicator.

☐ Of those who successfully completed this program, % will obtain employment.

☐ Of those who successfully completed this program, % will not be convicted of a crime 3, 6, 12 months post completion.

☐ Of those who successfully completed this program, % will increase parenting time.

☐ Of those who successfully completed this program, % will increase their post-test score.

☐ Of those who successfully completed this program, % will maintain sobriety for 3, 6, 12 months.

☒ Other: *70% of those who successfully complete OMSP will not be re-arrested in the county with an opiate or meth related charge 6 months and 12 months post completion*

Logic Model

Click [here](#) to generate logic model

Program Cost Descriptions

Program Cost Descriptions

CCAB Name

Ionia County
Position

Title	Name	Hourly or Hourly Salaried? Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
CCAB Manager	Selina Schmidt	Hourly	\$28.06	\$				
				%	\$19,515.78	10.0%	520	\$16,542.78

Position Description

Total Position				
\$16,542.78				
Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
Administration	100.0%	\$16,542.78	\$40,125.80	\$
Totals	100.0%	\$16,542.78	\$40,125.80	\$0.00

Contractual Services
Contract

Terms of Reimbursement

Name of Provider	Services Provided	
Cognitive Consultants	Seeking Safety/CBT	C01- Men's CBT: \$200 per group session x 52 weekly men's group sessions x 2 groups per week; 104 groups total=\$20,800 (includes supplies, group preparation, facilitation, progress reports, and monthly billing, which includes date of session, length of session, list of attendees and attendance). C01 - Women's Seeking Safety: \$200 per group session x 52 weeks =\$10,400 (includes supplies, group preparation, facilitation, progress reports, and monthly billing). Cognitive Consultants will charge an individual rate of \$30 per session for Community Corrections clients if a session has less than three Community Corrections clients but has three or more total session participants

Founding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
C01	\$20,800.00	\$	\$	\$20,800.00
Program Code	CPS	Local/Other	Fee Renevue	Total
C01	\$10,400.00			
Totals	\$31,200.00	\$0.00	\$0.00	\$31,200.00

		Total CPS	Local/Other	Fee Renevue	Total
All Contract Totals		\$103,700.00	\$0.00	\$0.00	\$103,700.00
Equipment					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
	\$	\$	\$	\$0.00	
Totals	\$0.00	\$0.00		\$0.00	\$0.00
Supplies					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
	\$	\$	\$	\$0.00	
Totals	\$0.00	\$0.00		\$0.00	\$0.00
Travel					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
	\$	\$	\$	\$0.00	
Totals	\$0.00	\$0.00		\$0.00	\$0.00
Training					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
	\$	\$	\$	\$0.00	
Totals	\$0.00	\$0.00		\$0.00	\$0.00
Board Expenses					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
	\$	\$	\$	\$0.00	
Totals	\$0.00	\$0.00		\$0.00	\$0.00
Other					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
	\$	\$	\$	\$0.00	
Totals	\$0.00	\$0.00		\$0.00	\$0.00
Contract					

		Terms of Reimbursement
Name of Provider	Services Provided	<i>Monthly reimbursement at the rate of \$35 per individual counseling session x 4 per month and \$35 per person per group counseling session x 16 per month. Total=\$700 per person per month x 5 months (150 day program length) + \$125 per assessment = \$3,625 per successful completion</i>
TriCap	Opiod Meth Specific Programming	

Founding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
G18	\$72,500.00			
Totals	\$72,500.00	\$0.00	\$0.00	\$72,500.00

All Contract Totals	Total CPS	Local/Other	Fee Renevue	Total
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Equipment					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Totals					

Supplies					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Totals					

Travel					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Totals					

Training					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Totals					

Board Expenses					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Totals					

Other					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description

Totals

Position								
Title	Name	Hourly or Hourly Salaried? Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
				%		%		

Position Description

Total Position

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
	%			
Totals	%			

Contractual Services
Contract

Terms of Reimbursement

Name of Provider	Services Provided	
TriCap	Opiod Meth Specific Programming	Monthly reimbursement at the rate of \$35 per individual counseling session x 4 per month and \$35 per person per group counseling session x 16 per month. Total=\$700 per person per month x 5 months (150 day program length) + \$125 per assessment = \$3,625 per successful completion

Founding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
G18	\$72,500.00			
Totals	\$72,500.00	\$0.00	\$0.00	\$72,500.00

All Contract Totals	Total CPS	Local/Other	Fee Renevue	Total
---------------------	-----------	-------------	-------------	-------

Equipment					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Totals					

Supplies					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Totals					

Travel

Program Code	CPS	Local/Other	Fee Renevue	Total	Description
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Totals

Training					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description

Totals

Board Expenses					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description

Totals

Other					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description

Totals

Proposal

Proposal

CCAB Name

Ionia County

Program	Program Code	Originally Requested	Funding Request	
Group-Based Programs				
Education	B00	\$	\$0.00	
Employment	B15	\$	\$0.00	
Cognitive	C01	\$	\$31,200.00	
Domestic Violence	C05	\$	\$0.00	
Sex Offender	C06	\$	\$0.00	
Outpatient Services	G18	\$	\$72,500.00	
Sub-Total		\$0.00	\$103,700.00	
Supervision Programs				
Pretrial Supervision	F23	\$	\$0.00	
Sub-Total		\$0.00	\$0.00	
Assessment Services				
Actuarial Assessment	I22	\$	\$0.00	
Pretrial Assessment	F22	\$	\$0.00	
Sub-Total		\$0.00	\$0.00	
Case Management	I24	\$	\$0.00	
Susbtance Abuse Testing	G17	\$	\$0.00	
Other	Z00	\$	\$0.00	
5 Day Housing	Z02	\$	\$0.00	
Program Total		\$0.00	\$103,700.00	
Administration				
Salary & Wages		\$	\$16,542.78	
Contractual Services		\$	\$0.00	
Equipment		\$	\$0.00	
Supplies		\$	\$0.00	
Travel		\$	\$0.00	
Training		\$	\$0.00	
Board Expenses		\$	\$0.00	
Other		\$	\$0.00	
Administration Total		\$0.00	\$16,542.78	
Total Funding Request		\$0.00	\$120,242.78	
Reserved Funding		Approved Funding	Applied Admin %	Approved Admin %
\$		\$	13.76	13.76

Part One

Contact Sheet

Name of CCAB: Ionia County

Federal I.D. Number: 38-6004857

A: General Contact Information:

	CCAB Manager	CCAB Manager's Direct Supervisor	CCAB Chairperson	Agency Serving as Fiduciary of Award & Contact Person
Name:	Selina Schmidt	Hon. Ronald J Schafer	Hon. Suzanne Kreeger	Chad Shaw
Title:	Court Administrator/CCAB Manager	Chief Judge, 8th Circuit	Circuit Judge, 8th Circuit	County Administrator
Address:	100 W Main St	100 W Main St	100 W Main St	101 W Main St
City:	Ionia	Ionia	Ionia	Ionia
State:	Michigan	Michigan	Michigan	Michigan
Phone:	(616) 330-4493	(616) 527-5336	(616) 527-5315	(616) 527-5300
Email:	sschmidt@ioniacounty.org	rschafer@ioniacounty.org	skreeger@ioniacounty.org	cshaw@ioniacounty.org

Type of Community Corrections Board: County Advisory Board

Date application was approved by the local CCAB: 05/21/2025

Participating County

Counties/Cities Participating in the CCAB: Ionia

Date application was approved by county board(s) of commissioners and/or city council:

[] Tentative Date

05/27/2025

B: CCAB Membership

Representing:	Name	Email	Vacant
County Sheriff:	Charlie Noll	cnoll@ioniacounty.org	[]
Chief of Police:	Dion Sower	d.sower@ci.belding.mi.us	[]
Circuit Court Judge:	Suzanne Kreeger	skreeger@ioniacounty.org	[]
District Court Judge:	Raymond Voet	rvoet@ioniacounty.org	[]
Probate Court Judge:	Robert Sykes, Jr.	rsykes@ioniacounty.org	[]
County Commissioner(s): (One Required for each member of County)	Scott Wirtz	wirtzse@gmail.com	[]
Service Area (Up to 3):	Andrew Hayes	hayesa@michigan.gov	[]
County Prosecutor:	Kyle Butler	kbutler@ioniacounty.org	[]
Criminal Defense Attorney:	Walter Downes	wdownes@ioniacounty.org	[]
Business Community:	Ron Possehn	rlpofmi@gmail.com	[]
Communications Media:	Tim McAllister	tmcallister@thedailynews.cc	[]
Circuit/District Probation:	Tammy Pettit	pettitt3@michigan.gov	[]
City Councilperson (Applies to City or City/County Regional CCABs only - one from each member City/County required):	Jeff Winters	jmwinters0403@gmail.com	[]
Workforce Development:	Abigail Stalker	astalker@westmiworks.org	[]

A: PCR Table FY 2024

	CCAB PCR	State PCR
Overall	40.6%	18.8%
Group 2	29.9%	12.8%
Straddle Cell	48.7%	21.6%
Group 2 Straddle	46.3%	21.1%
Pretrial Appearance Rate	0.0%	91.0%
Pretrial Public Safety Rate	0.0%	96.0%

Does this data exclude those dispositions with prisoner status? **Yes**

B: Recidivism

County	# of Probation Violations - New Sentence to Prison	# of Probation Violations - Technical to Prison
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C: COMPAS Criminogenic Needs Profile

Please list the Top 3 needs scales (medium/probable and high/highly probable combined) as identified within the COMPAS Criminogenic Needs and Risk Profile for all probationers provided by OCC. Additionally, identify both the local and proposed OCC strategies that will impact the identified needs scales. OCC funded strategies must be identified by CCIS Code and Local Name of Program as it appears on the program descriptions:

First: *Substance Abuse*
Second: *Criminal Personality*
Third: *Leisure/Recreation*

List non-OCC funded programs in support of the top three criminogenic needs.

Swift and Sure Sanctions Probation Program

Sobriety Court

Veteran's Treatment Court

Mental Health Court

Adult Drug Court

OS Probation Services

The Right Door for Recovery and Wellness

AA/NA

Samaritas

MAT services

Peer Recovery Coach Services

Check the Program codes in support of the top three criminogenic needs. B00: Education, C01: Cognitive, G18: Outpatient Services

State Board Impact

A: Key Objectives

Does your plan intend to impact sentenced felons? Yes

Please state the objective:

Overall PCR from 40.60 % in FY 2024, to 25.00 % in FY 2026.

List OCC Programs in support of Objective:

C01: Cognitive

Local Program Name:

Men's CBT

List OCC Programs in support of Objective:

C01: Cognitive

Local Program Name:

Women's Seeking Safety

List OCC Programs in support of Objective:

G18: Outpatient Services

Local Program Name:

OMSP

List Non-OCC Programs in support of Objective:

SSSPP

Sobriety Court

Veteran's Treatment Court

Mental Health Court

Adult Drug Court

OS Probation Services

The Right Door for Recovery and Wellness

Samaritas

MAT Services

Peer Recovery Coach Services

Were key objectives met the prior year for the sentenced felon population? No

If no, please provide reasoning.

Data for FY24 includes prison dispositions, so it is hard to gauge how close Ionia County came to the key objective for FY24 with three prisons in the county. However, Ionia County has not experienced any changes in the judiciary, county prosecutor, or sheriff's department that would explain any other large-scale differences in prison disposition rates. Ionia County will continue to utilize available resources to support its key objectives.

Does your plan intend to impact pretrial defendants? No

Please state the objective:

Appearance Rate % in FY , to % in FY .
from:

Public Safety Rate % in FY , to % in FY .
from:

List OCC Programs in support of Objective:

Local Program Name:

List Non-OCC Programs in support of Objective:

Were key objectives met the prior year for the pretrial population?
If no, please provide reasoning.

Additional Information

Please provide any additional information that supports your requests:

The disposition percentages do NOT exclude defendants who held prisoner status at the time of offense. Excluding these defendants would greatly lower Ionia County's PCR rates.

Administrative Duties & Expenses Agreement

Per P.A. 511, Administration funds cannot exceed 30% of the award amount. Staff time billed for Administration duties must be for actual hours worked. Contracted provider time billed for Administration duties must comply with your local provider contract. All expenses must be approved by MOCC.

☒ By applying for Administration funding, I acknowledge and accept the MOCC's Administration Duties & Expenses Agreement.

Evidence Based Plan

☒ The County certifies that the Comprehensive Plan submitted to the Office of Community Corrections adheres to the 8 Evidence-based Principles for Effective Interventions: Assess Actuarial Risk/Needs, Enhance Intrinsic Motivation, Target Interventions, Skill Train with Direct Practice, Increase Positive Reinforcement, Engage Ongoing Support in Natural Communities, Measure Relevant Processes/Practices, and Provide Measurement Feedback.

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION**

**Aetna Better Health Agreement
May 27, 2025**

CONTACT:

Chad Shaw, Health Officer
Brenda Ingersoll, Office Manager

DESCRIPTION:

Agreement between Aetna Better Health Agreement and Ionia County Health Department (ICHHD) allows ICHHD to bill Aetna Better Health for billable covered services and to share other appropriate information.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

N/A

FINANCIAL ANALYSIS:

This agreement will allow us to bill Aetna Better Health for immunizations and other billable covered services.

LEGAL REVIEW:

N/A

DEADLINE:

N/A

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

1. Request approval of agreement between Aetna Better Health and Ionia County Health Department, and authorize the signature of Chad Shaw, Health Officer.

ADMINISTRATOR'S RECOMMENDATION:

County Administrator Recommends Approval of this request.

IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ACTION

Budget Amendment

May 27, 2025

CONTACT:

Chad Shaw, *Health Officer*

Brenda Ingersoll, *Office Manager*

DESCRIPTION:

This budget amendment is to increase the budget for cost center 429 to cover travel for the CADCA conference for Charlean Hemminger, Matthew VanCamp, students and chaperones.

OTHER DEPARTMENTS/AGENCIES AFFECTED:

N/A

FINANCIAL ANALYSIS:

Increase budget by 67,748. *See attached budget amendment*

LEGAL REVIEW:

N/A

DEADLINE:

N/A

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

1. *Request approval to increase cost center 429 budget to cover travel expenses.*

ADMINISTRATOR'S RECOMMENDATION:

County Administrator Recommends Approval of this Request.

Budget Amendment

Date: 5/14/2025

Department: Health

Requestor: Brenda Ingersoll

Reason: to budget for the unspent DFC grant funding for years 1-4 of the grant cycle

\$67,748 has been carried over and can be used by September 2025

Revenue Line Items			
Fund Activity Account	Description	Decrease	Increase
221-601.429-501.000	FEDERAL GRANTS		67,748.00

Appropriation Line Items			
Fund Activity Account	Description	Increase	Decrease
221-601.429-726.050	Supplies - Program	36,748.00	
221-601.429-850.153	Operating - Training	1,000.00	
221-601.429-850.910	Operating - Travel	30,000.00	
totals		67,748.00	67,748.00
Amendment Balance			-

Department Head Approval *Charles Shaw* Date *5.14.25*

Finance Office Use Only	
Finance Officer Review	Date
County Administrator Approval	Date
Board Approval	Date

**IONIA COUNTY BOARD OF COMMISSIONERS
REQUEST FOR DISCUSSION/ ACTION**

Approve Appointment of Local Health Officer

Meeting Date: May 27, 2025

CONTACT:

Chad Shaw, County Administrator

DESCRIPTION:

Chad Shaw has moved to a new position with the County as Administrator in March of 2025. The Michigan Public Health Code requires that a County Health Department have a full-time Health Officer and establishes educational/ experience requirements for an individual who occupies the Health Officer position. In addition to Board approval of the appointment, approval of the appointment by the Michigan Department of Health and Human Services (MDHHS) is required.

As the previous Health Officer I personally interviewed the applicants for the position of Health Officer and found Haleigh Leslie to be the perfect candidate to replace myself in the position. Haleigh possesses all the qualities and experience that not only the Health Department but the county as a whole will benefit from. She has a love for rural public health and wants to be a large part of the Ionia County community.

I believe the Board should seriously consider appointing Haleigh Leslie as Health Officer effective May 27, 2025. Mrs. Leslie has been in public health for many years and has already been approved by MDHHS without conditions through their extensive evaluation process.

OTHER DEPARTMENTS/ AGENCIES AFFECTED:

None.

FINANCIAL ANALYSIS:

None.

LEGAL REVIEW:

None.

DEADLINE:

May 27, 2025

SPECIFIC ACTION REQUESTED (PROPOSED BOARD MOTION):

I move to confirm the appointment of Haleigh Leslie as Ionia County Health Officer effective May 27, 2025 at a Grade 22, Step 6 (\$47.21 per hour)

ADMINISTRATOR'S RECOMMENDATION:

The Administrator recommends approval



STATE OF MICHIGAN

DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

GRETCHEN WHITMER
GOVERNOR

ELIZABETH HERTEL
DIRECTOR

April 17, 2025

Mr. Chad Shaw, County Administrator
Ionia County
101 West Main Street
Ionia, MI 48846

Dear Mr. Shaw:

We received communication requesting approval of Ms. Haleigh Leslie to serve as the fully appointed Health Officer for the Ionia County Health Department.

After reviewing Ms. Leslie's credentials and based on the requirements of the Michigan Public Health Code (P.A. 368 of 1978, as amended), I have determined that Ms. Leslie meets the requirements for fully appointed Health Officer, and therefore I approve this appointment request, effective May 28, 2025.

We look forward to working with Ms. Leslie and all our colleagues at the Ionia County Health Department. If you have questions or need assistance, please contact Ms. Laura de la Rambelje, Director of Local Health Services, at 517-388-7302 or by email at deLaRambeljeL@michigan.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah Lyon-Callo".

Sarah Lyon-Callo, M.S., Ph.D.
Senior Deputy Director / State Epidemiologist
Public Health Administration

SLC:hb

c: Local Health Services
Ms. Haleigh Leslie

IONIA COUNTY PUBLIC DEFENDER OFFICE

Walt Downes, Chief Public Defender

Larry Lewis, Assistant Public Defender; Matthew Peterson, Assistant Public Defender; OPEN, Assistant Public Defender; Alison Stoken, Paralegal; Melony Bigger, Paralegal; and Alyssa Nurenberg, Social Worker.

Since our last report, we have had Assistant Public Defender Joshua Franklin leave our office to open his own private practice in Greenville where he lives. He was in our office for the past two years. We are now in hiring mode, and are scheduling interviews and looking for the best possible replacement for Josh Franklin.

The absence of one Assistant Public Defender has pushed his caseload to the other three remaining attorneys in our office. Hopefully, the extra burden of additional cases is short-term, and that we are able to fill our open position and get our caseloads back to proper levels.

Our attorneys have some trainings in June and November to attend with the Criminal Defense Attorneys of Michigan (CDAM). It is a great resource for some outstanding training and networking with other public defenders, and criminal defense attorneys from across the state.

Our social worker Alyssa Nurenberg is an active participant with the Ionia County Hope and Recovery (ICHAR) Coalition. She has been asked to attend a national conference that will take place at the Gaylord Opryland in Nashville, Tennessee from July 20-24. Grant funding is covering for the local Ionia County coalition members to attend. It is an excellent conference focused on learning about substance use prevention, harm reduction and treatment strategies to use in our communities – and with about 4,500 people in attendance from all over the country, it is also a great networking opportunity to learn what approaches to substance use prevention and treatment other organizations across the states are finding success.

We have several cases headed to jury trial in the Circuit and District Courts in the coming months, so it continues to be a very busy time for us in the office. Next Jury Selections in Circuit Court will be held in August, with trials dates in the subsequent three months after selections.

I have ran a printout of the current grant year to date of caseloads and assignments to attorneys - from October 1, 2024 to current date. It shows that we will be well under our caseload maximums at the end of the grant year on September 30th.

Attorney Name	Life	High Severity Felony	Low Severity Felony	Non-Traffic Misdemeanor	Traffic Misdemeanor	Probation Violations	% of Caseload Caps
Joshua Franklin	0	8	12	14	19	10	20
Kurt Peterson	0	0	0	0	0	1	0
Kyle Strobridge	0	0	0	0	0	1	0
Larry Lewis	1	15	30	33	40	22	47
Matthew Peterson	0	16	32	47	42	11	50
Walter Downes	0	14	29	36	34	39	47



Semi-Annual Report May 2025

The goal of the Ionia County Commission on Aging is to strengthen the well-being of all Ionia County Senior Citizens and to be the cornerstone of support services for their continued independence.

Ionia County Commission on Aging
115 Hudson Street, Ionia MI 48846
(616) 527-5365 (888) 527-5365 iccoa@ioniacounty.org

Mid-Year Update

Thank you for this opportunity to share an update on our agency, the Ionia County Commission on Aging (ICCOA).

In these times of uncertain funding, we'll take a closer look at our financial outlook and funding in this semi-annual report, as well as update you on our goals for 2025.

We welcome feedback and comments in how we serve our county, and we would be happy to offer each of you, separately or as a group, a tour of our facility and a chance to meet our staff.

This year has presented a number of challenges and uncertainties, but our agency remains as committed as ever to supporting Ionia County Seniors, and to help them maintain their health, dignity and independence.

At the Commission on Aging, we are proud to serve our county's Senior Citizens and their families.

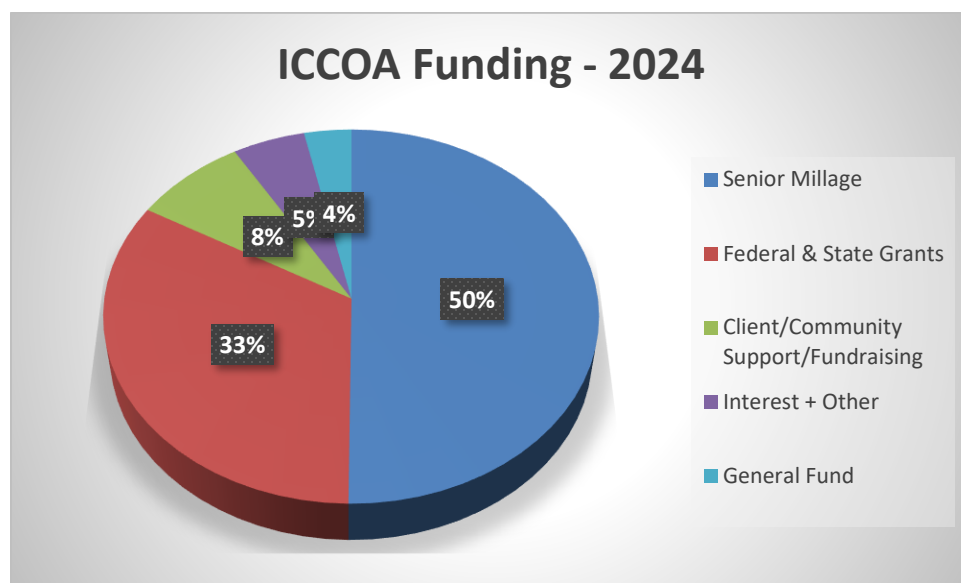
Carol Hanulcik
Director

The Funding Picture

The topic on everyone's mind this year is, of course, funding.

Over the last several years, our agency has been able to increase funding, in particular with partners the Area Agency on Aging of West Michigan (AAAWM) and the Michigan Department of Transportation (MDOT), to help with both the increased need for services and rising costs.

But the future of this increased funding is uncertain. And there is definite concern that funding could *decrease*, while the number of individuals who are eligible for our services continues to rise, and Seniors continue to live longer, which indicates the need to provide more services, to more individuals, for decades to come.



To "balance the books" in 2024 we relied on our fund balance for \$87,791, not included in above chart.

ICCOA provides services through a diverse mix of funding streams, but local funding remains the most important. Fully half of our funding comes through the Ionia County Senior Millage.

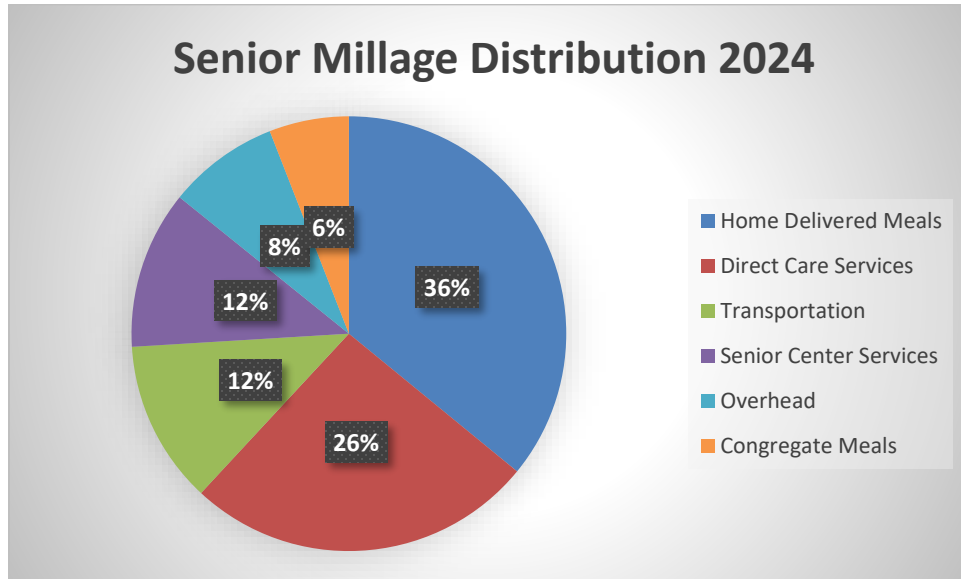
Federal and state grants received through AAAWM and MDOT form the next most important source of funding at roughly 33-35% of our agency budget.

Millage dollars and federal/state grants are supplemented by local fundraising, community support and donations, and contributions from those receiving services in the form of donations, fares and cost share payments or billed services.

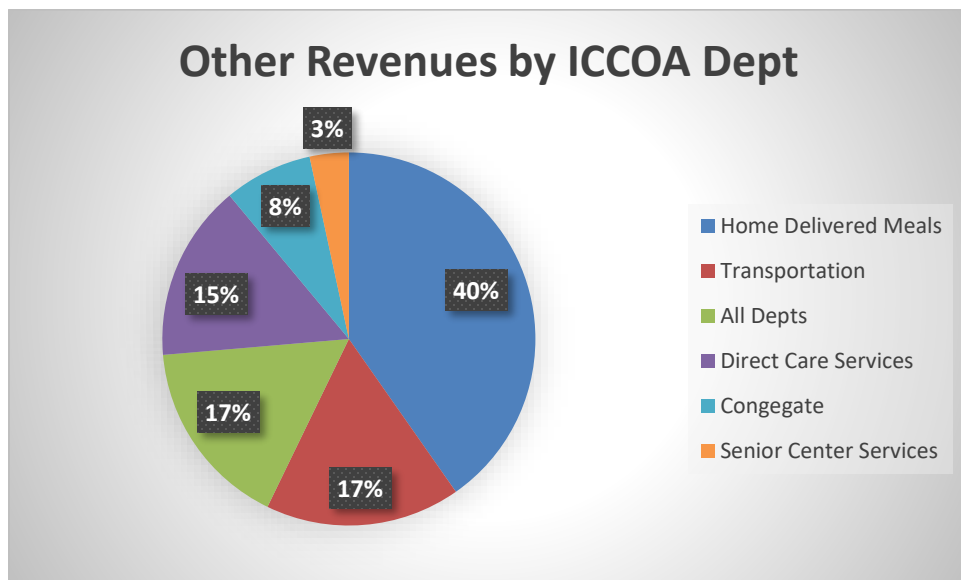
An important new source of revenue, first received in 2024, was interest earned on our fund balance. In 2024 this added \$72,507 to revenues for providing services. The General Fund revenue, indicated above, was applied to the Indirect Cost Allocation (CAP) charged to our

agency, reducing the total charge to ICCOA from \$204,377 to \$135,728.

The Ionia County Senior Millage is **essential** to providing services. There isn't a program or service that does not rely on these dollars to serve seniors. In 2024, the \$1,019,000 received in Senior Millage dollars was distributed to ICCOA Departments as follows:



The remaining half of our budget, \$1,011,791 in 2024, is largely tied to specific ICCOA programs and services. For example, funding for Meals on Wheels cannot be used for Transportation.



There were a handful of variances in 2024: Transportation received \$63,839 for a vehicle which was booked as an expenditure in 2023, as well as a one-time funding bump from MDOT of

\$20,000 for operations, typically capped at \$36,928 for the year.

The “All Depts” category above includes the \$72,507 in interest received on our fund balance, as well as the General Fund contribution of \$68,649 to reduce our CAP charge.

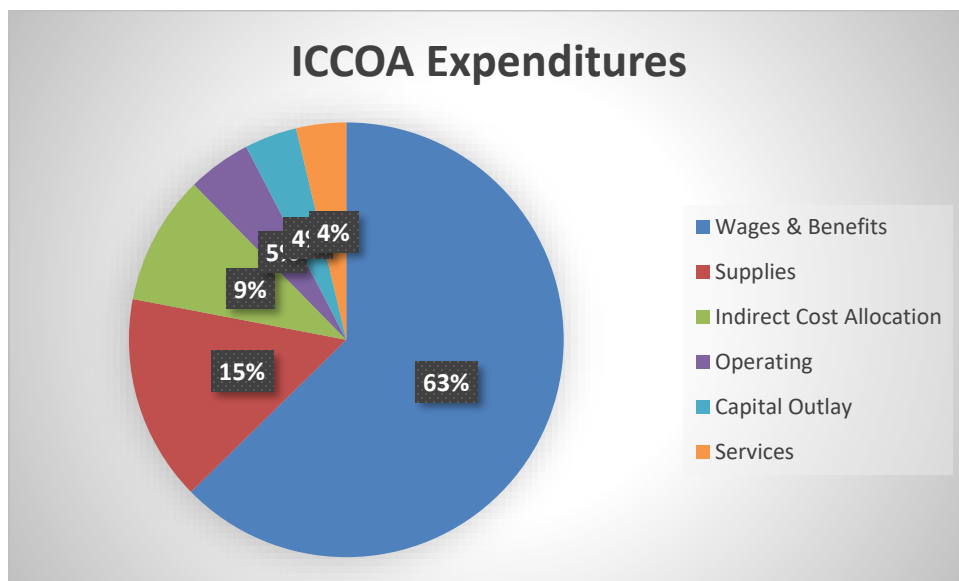
It also includes 2024’s fundraising efforts which brought in over \$20,000 for the year!

Most ICCOA services are provided on a donation basis. Where there is a cost-share required, this is based on a sliding scale, and many of our seniors have incomes which then require little to no cost share. We received total cost-share payments of just over \$7,750 in 2024. Most transportation also requires payment of a fare, total fares received in 2024 were \$13,121.

Expenditures

ICCOA is committed to the wise use of taxpayer funds. Dollars saved become additional services delivered. We continually work to identify needs and priorities to help us determine the best use of funds, for the most pressing issues, and to work strategically to find cost efficient ways to provide services.

One constant that remains clear is that the need for our support and services continues to grow. And delivery of services requires adequate staff in the field - to deliver meals, to help a loved one take a shower or clean their home, or to transport them to a medical appointment.



Wages and benefits were 63% of all agency expenditures in 2024. Supplies came in a distant second, even with the increased cost of food and gasoline. ICCOA wages have risen from 2022 to date, to help staff keep up with inflation. Nonetheless, our lowest Grade, at Step 1, is still below \$15.

As we see an increased need for services + rising costs, along with the possibility of reduced funding, every cost, and any possible alternatives, are being considered.

Finally, it should be noted that we have seen real growth in federal/state funding over the last few years. This has essentially allowed our agency to make considerable payments into the General Fund while not impacting services. If federal/state revenues are decreased, this would have a direct impact on available funds to pay into the General Fund, or it could force us to cut services.

	AAAWM Funding Earned	ICCOA CAP Paid (net)
2021	\$ 389,181	\$ 174,938
2022	\$ 433,488	\$ 178,417
2023	\$ 533,772	\$ 253,493
2024	\$ 552,752	\$ 135,728

Status on our FY 2025 goals:

1. Fill vacant positions/hours and become “fully staffed” in order to meet increased need.

We continue to work to fill vacant positions.

2. Work to reduce or eliminate the Waiting List for Direct Care Services (Homemaker and Respite).

One area where we continue to see increased, chronic need is in the area of Direct Care Services, with over 55 individuals on our waiting list for services.

Two full-time aides are retiring and the need here continues to grow, even while we delivered more services in 2024 than in any year since 2014.

The county’s Indeed account has translated into additional resumes received and we are hopeful this will help to add additional staff soon.

3. Continue to develop and raise the profile of other services that support caregivers such as Memory Café, Caregiver Support Group and Respite Certificates. Launch the Blue Skies Adult Day Program, providing a low-to-no-cost option for Ionia County residents, one day per week.

ICCOA’s Blue Skies Adult Day Program is on target to launch in August 2025. Our Caregiver Support Group has increased to 2 times per month. We continue to work to find alternatives to one-on-one care in the home while we look to bring on more staff.

4. Continue to help Seniors become more **tech savvy** – to stay connected with family and friends, to access online programming and services, to stay informed on current events, and to improve cognition.

Two Tech Savvy Senior Workshops have been held so far in FY 2025, with a 3rd coming soon.

5. Bring on more volunteers! This will help us to deliver more Senior Center Activities, add more Transportation hours and help ensure 5-day-per-week Meals on Wheels delivery.

Without doubt one of our most important challenges today is to recruit and retain additional volunteers. One staff member, who previously helped recruit volunteers during the early days of the pandemic, has been tapped to help coordinate this effort.

6. Renovate the other half of our facility – adding space to meet confidentially with clients, completing an essential refresh of our kitchen and replacing ductwork and separating HVAC runs for kitchen/office space.

Even in these times of uncertain funding, it's important to take the necessary steps to maintain our facility and provide an environment where client confidentiality can be respected.

With that in mind, we continue to look for a way to complete renovations on the other half of our facility, even with a year-end net of revenues and expenditures “in the red” the last 3 years:

YE net of revenues and expenditures

2023	(155,853)
2024	(87,791)
2025	(214,816) <i>(initial budget, not including cost of renovations or additional millage)</i>

Our 2025 budget included *estimated* Senior Millage revenues of \$1,017,586. But through April 2025 ICCOA has received an additional \$59,000 in millage revenue over our budget, decreasing the amount we project to be “in the red” in 2025 to \$155,542.

Projecting this into the future, we feel this should allow our agency to move forward on renovations, although scope may be modified to save money and/or due to increased costs.

\$	1,475,055	Beginning fund balance, January 2025
2025	(155,542)	<i>(not including cost of renovation)s</i>
2026	(155,542)	
2027	(155,542)	
2028	(155,542)	
2029	(155,542)	
<u>2030</u>	<u>(155,981)</u>	
\$	541,803	Balance

2031 would be the first year of collection under a renewed millage.

Conservatively, the ending fund balance projected above would indicate funds are available to complete renovations needed in the non-public areas of our facility, including: HVAC ductwork and breaking kitchen/office into separate zones, adding entrance between kitchen to parking lot for deliveries and Meals on Wheels loading, minor cosmetic upgrades to office space, etc.