

**THE CHEBOYGAN BOARD OF COMMISSIONERS MEETING
SCHEDULED FOR TUESDAY, August 25, 2020 at (9:30 A.M.) at 870 S. Main Street, Cheboygan
Michigan will be conducted in person by Board of Commissioners – Staff only and via
Telephonic Attendance for public by Cheboygan County Resolution 2020-06 and Executive
Order 2020-154.**

In accordance with Gov. Gretchen Whitmer and the Michigan Department of Health and Human Services' recommendations designed to help prevent the spread of Coronavirus Disease 2019 (COVID-19) and Executive Order 2020-154 declaring public bodies subject to the Open Meetings Act can use telephone/electronic conferencing technology to meet and conduct business, the Cheboygan County Board of Commissioners will hold its Finance/Business meeting via telephone/ electronic conferencing at **9:30 A.M. on Tuesday, August 25, 2020.**

The public may access the meeting by:

Computer, tablet or smartphone- <https://global.gotomeeting.com/join/463381605>

Phone or smartphone by Dialing- United States (Toll Free): [1 877 309 2073](tel:18773092073)

Access Code: 463-381-605

Hearing impaired may dial 7-1-1. Please provide operator the toll free number and meeting access code to be connected to the phone call with help from MI Relay. If other aids and services are needed for individuals with disabilities please contact the County Clerk.

Board Packet is available for download at: www.cheboygancounty.net.

ELECTRONIC BOARD OF COMMISSIONERS MEETING PARTICIPATION

Public will be asked to Identify themselves. When you call in please state your name until acknowledged for the record.

- Public comment—will be taken only during the Public Comment portion of the meeting agenda.
- Please make your public comment when called upon to do so or state no comment.
- The time limit for an individual's public comments shall be 3 minutes.

The following County Commissioners will be attending the meeting by phone or in person. If you would like to contact a County Commissioner or Staff member about any matter, on the agenda or otherwise, please do so via the email addresses below.

District 1 - Mary Ellen Tryban mtryban@cheboygancounty.net

District 2 - Richard B. Sangster rsangster@cheboygancounty.net

District 3 - Michael Newman mnewman@cheboygancounty.net

District 4 – To be appointed

District 5 - Roberta Matelski rmatelski@cheboygancounty.net

District 6 - John Wallace jwallace@cheboygancounty.net

District 7 - Steve Warfield swarfield@cheboygancounty.net

Cheboygan County Clerk- Karen Brewster clerk@cheboygancounty.net

Cheboygan County Administrator- Jeffery Lawson adminlawson@cheboygancounty.net





Cheboygan County Board of Commissioners

MISSION STATEMENT

Cheboygan County officials and staff will strive to provide public services in an open and courteous manner and will responsibly manage county resources.

Committee of the Whole Meeting

August 25, 2020

9:30 a.m.

Agenda

1. Call to Order
2. Roll Call
3. Invocation/Pledge of Allegiance
4. Approve Agenda
5. **CITIZENS COMMENTS** (3 minutes)
6. **Introduction and Action on Appointment of District #4 County Commissioner**
7. **SCHEDULED VISITORS/DEPARTMENT REPORTS**
 - A. Veteran's Services 2019 Annual Report
 - B. Sheriff's Department 2019 Annual Report
8. **ADMINISTRATOR'S REPORT**
9. **OLD BUSINESS**
10. **NEW BUSINESS**
 - A. Zoning Ordinance Amendment #157 – Permit Expirations
 - B. MDOT Contract 2017-0032 P12-R2
 - C. FY2021 County Veterans Service Fund Grant
 - D. Hazardous Materials Emergency Preparedness Grant
11. **BOARD MATTERS FOR DISCUSSION**
12. **CITIZENS COMMENTS**
13. **BOARD MEMBER COMMENTS**
14. **ADJOURN TO THE CALL OF THE CHAIR**



Cheboygan County Department of Veterans Services



ANNUAL REPORT 2019

VETERAN SERVICE OFFICER: RICK WILES

ASSISTANT VETERAN SERVICE OFFICER: SARA CUNNINGHAM

Cheboygan County Department of Veterans Services

ANNUAL REPORT 2019

Mission Statement

VETERANS AND THEIR FAMILIES- FOREMOST;
EDUCATE THE COMMUNITY;
TRUSTING PARTNERSHIPS;
SERVE THE COMMUNITY

Vision Statement

EVERY VETERAN HAS A STORY; IT'S OUR JOB TO LISTEN

Introduction

2019 Summary- Cheboygan County: VA Benefits have been granted to **over 2,200 veterans** in Cheboygan County. VA Benefits not only improve the veteran's life, but also the local economy. **Over \$21.5 million dollars** in federal benefits in FY 2019 were awarded to Cheboygan County Veterans per Geographic Distribution of VA Expenditures (GDY) FY 2019. This is an approximate **increase of over \$1.2 million dollars** from 2018, mostly due to Compensation and Pension Claims.

Services Provided

- Service Connected Disability Compensation
- Veteran Pension
- Survivor Pension
- Burial and Death Benefits
- Dependency and Indemnity Compensation (DIC)
- VA Health Care Enrollment
- DAV Van ride coordination and other travel options
- Military Records Request
- Vocational Rehabilitation and Employment
- Emergency Financial Assistance
- Automotive and Special Adaptive Equipment
- Dependent and Survivor Benefits
- VA Ancillary Benefits
- Veteran Advocacy

YEAR IN REVIEW

2019

- Staff is normally managing an average of 75 claims in various stages of completion on any given day
- With the new VA Appeals program, staff has started arguing more cases for the veterans
- Started holding monthly office hours in Wolverine
- Staff has assisted VSOs from surrounding Counties with claim and procedural questions
- September 26th, host a Veterans Benefit Fair at the Eagles (FOE) in Cheboygan, 140+ attendees
- Hosted a VA Medical Town Hall meeting in Mackinaw City American Legion
- Monthly Veterans Coffee hour on the 4th Wednesday (Thanks to Cheboygan McDonalds and Cheboygan Family Fare)
- Staff attended State training to maintain accreditation with the NACVSO
- Staff attended State Coalition Training, MVTF Annual Training, CVSF Grant Training
- Sara attended National training in Cleveland for CEUs
- Rick attended National training to become an advanced NACVSO Certified Veterans Advocate
- Memorial Day Remembrance ceremony at Festival Square
- Sara is volunteering on the Veterans Park Committee

2020 Applied for and received “FY20 County Veteran Service Fund – Emergency Relief” grant from the State totaling \$25000. \$2000 of that grant is in Meijer Food Vouchers.

VA Hot Items:

- Blue Water Navy Act finished it preliminaries and started January 1, 2020 rating claims.
- October 1, 2020 the Family Caregiver Program portion of the June 2019 Mission Act for VA healthcare starts.
- “On September 9, 2019, the U.S. Court of Appeals for Veterans Claims (CAVC) ruled in a case styled *Wolfe v. Wilkie*, that VA’s 2018 reimbursement regulation violates the Emergency Care Fairness Act of 2010 (ECFA) that requires VA to reimburse veterans for the emergency medical expenses they incur at non-VA facilities that are not covered by the veteran’s private insurance. The CAVC certified the case as a class action and ordered the VA to remedy its unlawful regulation by reimbursing veterans for all of their past and future out-of-pocket emergency medical expenses not covered by the veteran’s private insurance other than copayments.” Letters started going out late April.

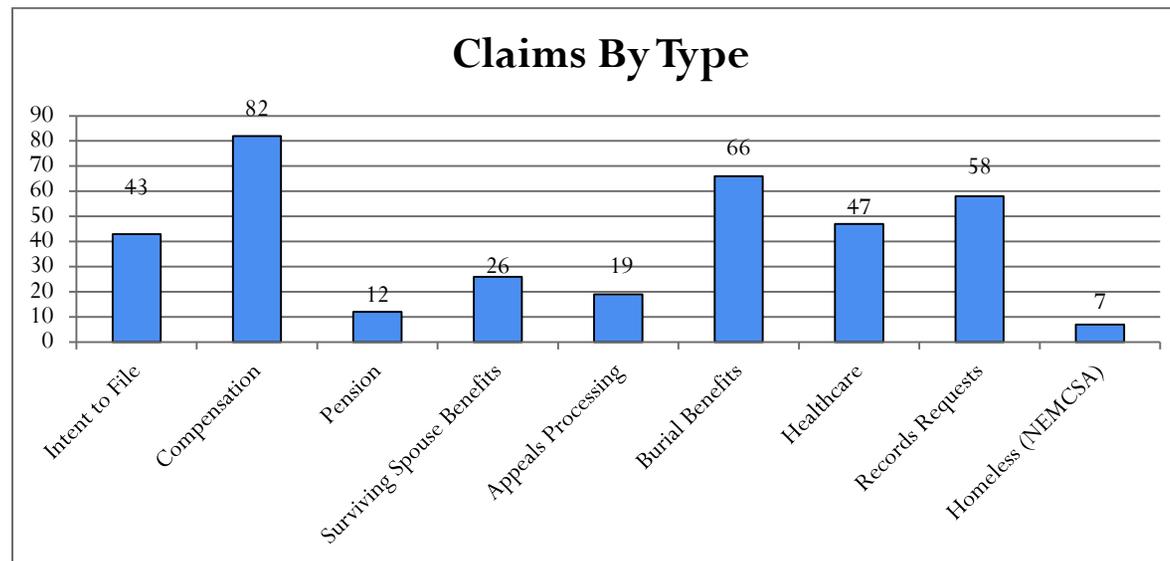
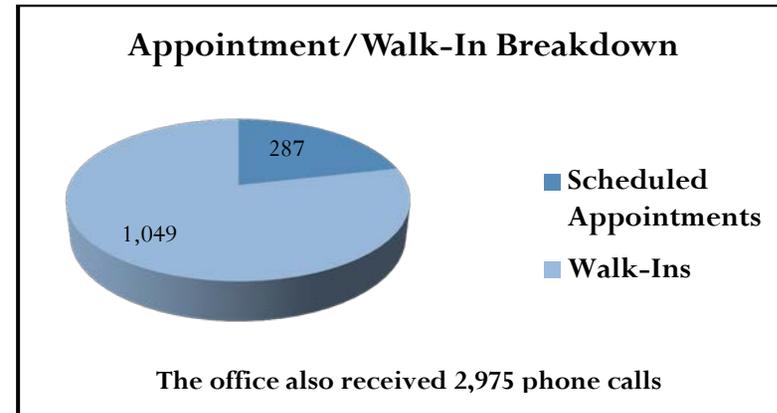
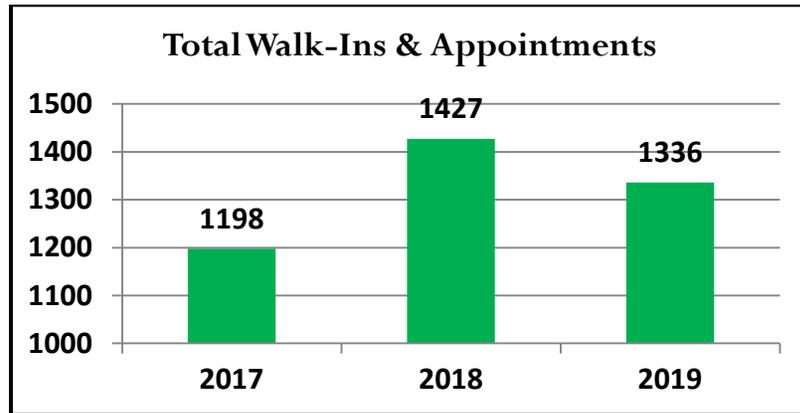
2020 GOALS

- Establish new veteran sub-committee
- Maintain service under COVID conditions
- All office staff to maintain currency in VA benefits and programs
- VSO continue Advanced Courses for Certified Veterans Advocate (CVA). This VA Appeal training, targets Board of Veterans Appeals cases
- Seek to actively educate the community about available veteran services and benefits
- Increase community outreach throughout the *entire* county
- Provide support for county veteran events
- Stay updated on all the rapid changes in VA policy
- Improve service under COVID conditions

ACRONYMS

AVSO	Assistance Veteran Service Officer
CY	Calendar Year
CVSF	County Veteran Service Fund
DAV	Disabled American Veterans
FY	Fiscal Year: Oct - Sep
GDX	Geographic Distribution of VA Expenditures
MVAA	Michigan Veterans Affairs Agency
MVTF	Michigan Veterans Trust Fund
NACVSO	National Association of County Veteran Service Officers
NEMSCA	Northeastern Michigan Community Service Agency
SRF	Soldiers Relief Fund
VAF	Veterans Assistance Fund
VSO	Veteran Service Officer

CHEBOYGAN COUNTY DEPARTMENT OF VETERANS SERVICES OFFICE STATISTICS



COUNTY VETERAN DEMOGRAPHICS

VETERAN EXPENDITURES IN CHEBOYGAN COUNTY (MONEY COMING INTO THE COUNTY THROUGH VA BENEFITS) ¹	
2017	\$20,748,000.00
2018	\$20,238,000.00
2019	\$21,520,000.00

VETERAN POPULATION BY COUNTY % OF TOTAL POPULATION² 2019	VETERAN POPULATION CHANGE FROM 2018	TOTAL POPULATION CHANGE FORM 2018
CHEBOYGAN COUNTY	9.0%	-0.2%
CHARLEVOIX COUNTY	7.8%	-0.2%
EMMET COUNTY	7.1%	0.3%
MACKINAC COUNTY	8.9%	-0.2%
MONTMORENCY COUNTY	10.4%	-0.5%
OTSEGO COUNTY	8.5%	-0.3%
PRESQUE ISLE COUNTY	10.0%	-1.1%

¹ <https://www.va.gov/vetdata/Expenditures.asp>

² <https://www.census.gov/quickfacts/table/PST045215/26031>

FINANCIAL ASSISTANCE

VETERANS ASSISTANCE FUND

- **Funded Solely by Donations**
- Must Have DD-214: under other than Dishonorable conditions
- Must Provide Proof of Cheboygan County Residency
- Must Provide Financial Disclosures
- Plus other documents pertaining to type of assistance
- **Maximum Payout \$250**

SOLDIERS RELIEF FUND

PA 214 OF 1899 (MCL 35.21-35.27)

- **Funded by Cheboygan County**
- Must Have DD-214: under **Honorable** conditions
- Must Have Served at least 90 Days Active Duty with 1 Day **Wartime**
- Must Provide Proof of Cheboygan County Residency
- Must Provide Financial Disclosures
- Plus other documents pertaining to type of assistance
- **Maximum Payout \$500/ \$750**

MICHIGAN VETERANS TRUST FUND

PA 9 OF 1946 (MCL 35.601-35.610)

- **Funded by MVTF (State)**
- Must Have DD-214 : under **Honorable** conditions
- Must Have Served at least 180 Days Active Duty with 1 Day of **Wartime**
- Must Provide Proof of Cheboygan County Residency
- Must Provide Financial Disclosures
- Plus other documents pertaining to type of assistance
- **No Maximum**

The Cheboygan County Department of Veterans Services provides financial assistance for emergent needs to qualified veterans and their families for temporary assistance covering emergencies or hardships concerning shelter, food, utilities, automobiles, and other circumstances. Assistance **MUST** be for an emergency and not for the relief of an inconvenience, want, or desire, and cannot be used for long term or reoccurring problems. Our office works closely with multiple State, County, and local nonprofit partners to ensure the veterans have the opportunity to receive the help they need. There are three assistance funds available through our office and each has specific eligibility requirements for the veteran or family member to qualify. If approved, assistance is always paid directly to a vendor, not the applicant.

Some of the other veteran non-profits the office has worked with are: Northern Michigan Veterans Coalition, Forgotten Eagles, Operation Injured Soldiers (Brave Heart Estates), Michigan Bikers Helping Veterans and more.

FINANCIAL ASSISTANCE ACCOUNTS

VETERANS ASSISTANCE FUND

2017

Total Applications: 9
 Approved Applications: 7
 Total Donations: \$246.80

Total Grants Paid: \$1,109.05

2018

Total Applications: 5
 Approved Applications: 4
 Total Donations: \$1041.00

Total Grants Paid: \$663.46

2019

Total Applications: 8
 Approved Applications: 8
 Total Donations: \$ 273.45

Total Grants Paid: \$ 1,742.81

VAF Balance 6/30/19: \$20,787.07

→ OUTSIDE ORGANIZATIONS GRANTED MORE THAN \$2,000 TO OUR VETERANS

SOLDIERS RELIEF FUND

2017

Total Applications: 8
 Approved Applications: 3
 Processed through other agencies: 2

Withdrawn Applications: 1

Total Per Diem: \$600.00

Total Grants Paid: \$1,632.08

2018

Total Applications: 4
 Approved Applications: 4
 Total Per Diem: \$320.00

Total Grants Paid: \$1,369.04

2019

Total Applications: 4
 Approved Applications: 3
 Withdrawn Application: 1
 Total Per Diem: \$480.00

Total Grants Paid: \$1,632.83

MICHIGAN VETERANS TRUST FUND*

FY 2017

Total Applications: 16
 Approved Applications: 8
 Withdrawn Application: 1

Total Per Diem: \$266.74

Total Grants Paid: \$8,498.23

FY 2018

Total Applications: 6
 Approved Applications: 4
 Withdrawn Application: 1

Total Per Diem: \$50.50

Total Grants Paid: \$ 8,138.32**

FY 2019

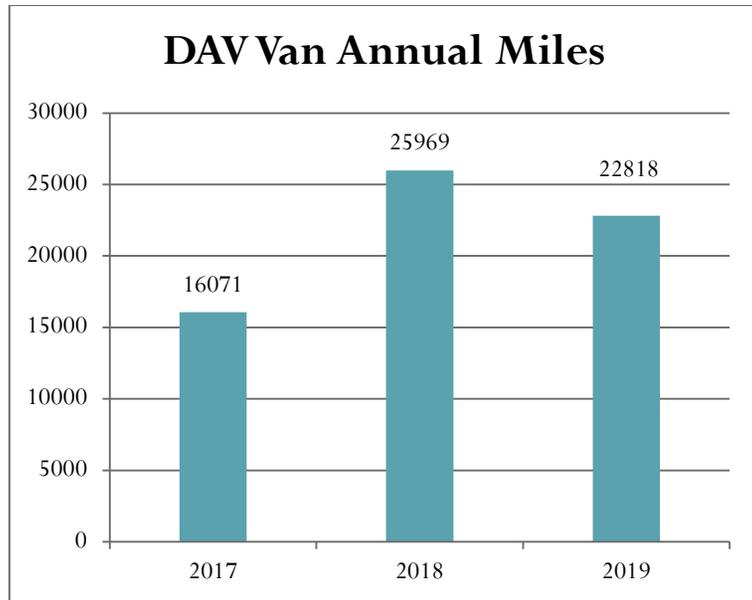
Total Applications: 13
 Approved Applications: 7
 Withdrawn Application: 3

Total Per Diem: \$ 283.39

Total Grants Paid: \$ 9278.60**

** NOT reflected in General Ledger.
 Verified through MVTF

DAV VAN



2017

Veterans Driven: 53

Volunteer Drivers: 7

2018

Veterans Driven: 92

Volunteer Drivers: 8

2019

Veterans Driven: 76

Volunteer Drivers: 8 down to 4

Volunteer Driver Hours: 600+

Fuel Costs (covered under the program): \$2,603.55

Maintenance (covered under the program): \$2,407.94

The county office transports veterans for medical appointments throughout the state.

We are able to transport veterans not only to regular VA medical appointments, but also to any VA referred private medical appointment within the state. We are also able to use any prearranged high visibility, public location as a pick up and drop off spot to make it more convenient for our county veterans. Presently, these include Veteran Service buildings, Mackinaw CBOC, and Assisted Living facilities.

Van rides are dependent on volunteer driver availability and weather.

Average time for a new volunteer driver to go through the approval process has been 1-2 months.

Cheboygan County Board of Commissioners' Meeting

Aug 25, 2020

Title: 2019 Cheboygan County Sheriff Department Annual Report	
Summary: The annual report of the Cheboygan County Sheriff Department for the Board of Commissioners and County Administrator's review.	
Financial Impact: None, Informational Only.	
Recommendation: N/A	
Prepared by: Sheriff Dale V. Clarmont	Department: Cheboygan County Sheriff Department



CHEBOYGAN COUNTY SHERIFF DEPARTMENT

DALE V. CLARMONT
SHERIFF

TIMOTHY C. COOK
UNDERSHERIFF

870 S. Main St.
Cheboygan, MI 49721

231-627-3155
Fax: 231-627-8880
sheriff@cheboygancounty.net

Brenda Beckwith
Jail Administrator

Jodi Beauchamp
Administrative Assistant

Date: August 25, 2020
To: Cheboygan County Board of Commissioners
Administrator Jeff Lawson
Ref: **2019 Annual Sheriff Department Report**

Through cooperation and mutual respect, I believe we have moved and continue to move our Sheriff Department forward with utmost professionalism and fiscal responsibility.

Cheboygan County Sheriff Department 2019 Budget

Approved Expenditures	\$	4,129,667
Actual Expenditures	\$	<u>3,955,322</u>
Unexpended Balance (4.2% of approved expenditures)	\$	174,345

Cheboygan County Sheriff Department Jail Division Revenues

• Diverted Felon fees	\$	32,690
• Inmate telephone	\$	12,881
• In-county boarding fees	\$	34,234
• Social Security Finders Fee	\$	7,000
• Work Release	\$	24,210
• Prisoner Medical	\$	4,204
• DOC / Transport Reimbursement	\$	3,306
• Commissary Fund	\$	144,210
• Corrections Officer Training Fund	\$	7,654
• Drunk Driver Assessment	\$	5,884
• Drug screens	\$	593
• Work Site Fee	\$	4,275



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• Worker Participant Fee	\$	6,120
• Tether	\$	390
• Sober Link Fees	\$	1,660
• All others (PBT, Reports, Prints, DNA, meal card)	\$	2,352
Total Jail Division Revenues	\$	291,663

Cheboygan County Sheriff Department Grants

• Received 416 Secondary Rd Grant	\$	54,516
• Received Stonegarden DHS Grant	\$	47,014
• Received Officer Training Grant	\$	3,372
• Received DNR Marine Safety Grant	\$	46,900
• Received Snowmobile Safety Grant	\$	4,385
• Received DNR ORV Grant	\$	16,652
• Received Burt/MAPS Local Grant	\$	8,413
• All Other Grants	\$	1,800
Total Grant Monies Received	\$	183,052

Cheboygan County Sheriff Department Other Revenues

• Sheriff Wage Reimbursement	\$	286
• Livery Inspections & ORV Ordinance	\$	36
Total Other Revenues	\$	322
Total Revenues Generated	\$	475,037



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• **Cheboygan County Work Crew Program:**

1/01/2019 - 12/31/2019:

- Meals saved: 7,707 @ \$2.10 ea. = \$ 16,185
 - Maintenance Labor: 8,760 hrs. x \$28.50 = \$ 24,966
 - Approximately 2,569 bed spaces
 - Total Labor Hours: 9,638
- \$ 41,151

Income:

- Participation Fee = \$ 6,120
 - Work Site Fee = \$ 4,275
- \$ 10,395

Total Savings & Income: \$ 51,546

Cost of operation:

- Total Cost: \$ 28,837

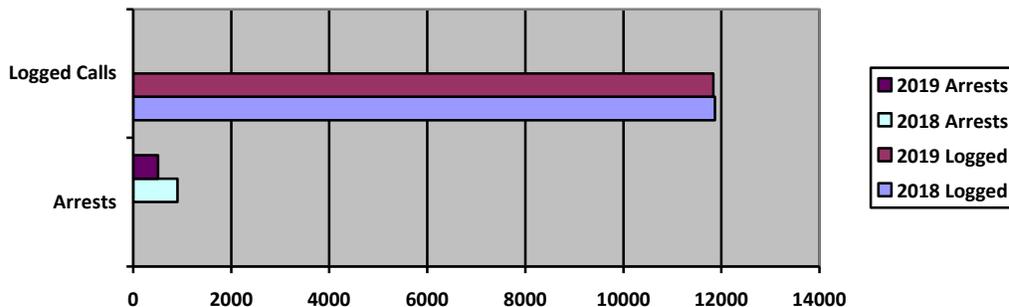
Total Net Savings to Taxpayer: \$ 22,709

Cheboygan County Sheriff Department Community Policing Policies

• Road Patrol Statistics from January 1, 2019 through December 31, 2019

- 2018 Logged calls: 11,866
- 2019 Logged calls: 11,834

- 2018 Arrests: 901
- 2019 Arrests: 509





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- Continuing Cheboygan County Sheriff Department Search and Rescue Team with local Fire Departments:
 - 4 Emergency Response Calls with 100% success
 - Project Lifesaver Program
 - A Child is Missing Program
 - Coats for Kids Program
- Continued effective School Liaison Officer Program for all Cheboygan County Schools:
 - High School Freshman Drug Awareness
 - DARE (5th Grade)
 - TEAM (7th Grade)
 - Truancy / Incurrigible / Social Media Bullying
- Continued Effective Marine / ORV / Snowmobile Patrols:
 - Offered Water Safety Courses throughout County Schools
 - ORV Safety Course throughout County Schools
 - Offered Snowmobile Safety Course throughout County Schools
- Continued Department K-9 Unit:
 - Total Calls responded 20
 - Narcotics 17
 - Tracking 01
 - Building search 01
 - Other 01
- Community Education/Committee appointments:
 - Community drug awareness to MTA
 - Presentations at McLaren Hospital for medical staff
 - Drug awareness presentations at Cheboygan County Schools
 - Appointed to 53rd Circuit Court Drug Court Panel
 - Bi-monthly Rx drug abuse task force meetings at NMSAS
 - Appointed 89th Dist Court OWI Court Panel Member
- Continuing Collaborative effort with the Cheboygan County Council on Aging:
 - Senior Safe / Community Awake Program
- Continued Wolverine Substation:
 - Thursdays Hours: 11:00am - 1:00pm



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Administrative Assistant

- Continued success with Department minimum staffing on holidays
 - 2018 Requested: \$ 78,437 2018 Expended: \$ 75,628
 - 2019 Requested: \$ 81,371 2019 Expended: \$ 75,519

ADMINISTRATOR'S REPORT

8-25-20

CDBG COVID GRANT:

Staff has submitted initial qualification documents to MEDC for CDBG COVID grant funding. Funding can be used for cost associated with response to COVID 19 not covered by other grant funding. Staff has been in contact with District Health Department #4 which has identified the possibility to coordinate with agencies to provide additional testing capabilities within the County. Staff will also contact other municipal units to inquire if they have had any eligible cost that may be pursued for reimbursement. CDBG funding requires a public hearing to be scheduled to provide an overview of grant funding and permit public comment. The public hearing will be scheduled for the September 8 or 22 Board Meetings to comply with CDBG notification requirements.

VETERANS SUBCOMMITTEE:

Letters have been sent to the Veterans Service Organizations within the County requesting a recommendation of a member to set as a representative on the Veterans Subcommittee. Once recommendations are provided, the Board Appointment and Procedures Committee will make final recommendations for Board approval.

STRAITS REGIONAL RIDE:

Emmet County has decided to maintain EMGO routes for the remainder of 2020 but discontinue service in 2021. SRR Staff has also been in discussion with Straits Area Service to discuss possible routes for 2021. Straits Area Service routes have been suspended due to Covid-19 since mid-February.

SEPTIC PERMIT APPEAL:

Staff has received a septic permit appeal for Board consideration. When a septic permit is denied by District Health Department #4, the applicant can appeal the decision to the County Board of Commissioners in the County of construction. Staff is currently working with the applicant and health department to gather the information required for review. The appeal is tentatively scheduled for Board consideration at the September 8, 2020 meeting.



Cheboygan County Board of Commissioners' Meeting

August 25, 2020

Title:

Ordinance Amendment #157: An Ordinance to Amend Cheboygan County Zoning Ordinance No. 200 Relative to the Expiration of Special Use Permits, Site Plan Review Approvals and Zoning Permits.

Summary:

Section 24.2 of Cheboygan County Zoning Ordinance #200 provides for required procedures for processing amendments to the zoning ordinance that include provisions for a public hearing to be held by the Planning Commission, requisite public notice requirements and transmittal of the Planning Commission's recommendation to the Board of Commissioners.

Ordinance Amendment #157 would amend Section 18.12 (Expiration of Special Use), Section 20.16 (Expiration of Site Plan Review) and Section 21.4 (Expiration of a Zoning Permit) of Cheboygan County Zoning Ordinance No. 200 to:

- Allow for a longer period of validity for approved permits; would increase the validity timeframe for approved zoning permits to one (1) year (currently six [6] months).
- Expand authority for the Zoning Administrator to grant administrative extensions of approved special use permits and site plan review applications (rather than the need for Planning Commission approval, as is currently the case). In addition to the administrative extension authority granted by the Zoning Administrator, the Planning Commission may grant a further extension of an approved special use permit for an additional one (1) year. (Currently, approved special use permits and site plan review applications are limited to one [1], one-year extension, approved by the Planning Commission.

Included in the record are the following:

- Ordinance Amendment #157

At the public hearing on August 5, 2020, the Planning Commissioners unanimously directed staff to forward a recommendation of approval to the Board of Commissioners. No public comments were made at the hearing. Note that Amendment #157 has been vetted by legal counsel.

Financial Impact:

It is anticipated that permit/permit extension application fees would decline given the need for submittal of new permit applications (and permit extension requests) would reduce given the longer permit validity period.

Recommendation:

Adopt Ordinance Amendment #157 based on the Planning Commission's recommendation of approval.

Prepared by:

Michael Turisk

Department:

Planning and Zoning

**CHEBOYGAN COUNTY ZONING ORDINANCE
AMENDMENT #157**

AN ORDINANCE TO AMEND CHEBOYGAN COUNTY ZONING ORDINANCE NO. 200 RELATIVE TO THE EXPIRATION OF SPECIAL USE PERMITS, SITE PLAN REVIEW APPROVALS AND ZONING PERMITS

Section 1. Amendment of Section 18.12.

Section 18.12. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to read in its entirety as follows:

SECTION 18.12. EXPIRATION OF SPECIAL USE PERMIT

- a. An approved special use permit shall expire one (1) year following approval by the Planning Commission, unless substantial construction has begun pursuant to the permit prior to the expiration, or the property owner applies to the Zoning Administrator for an administrative extension prior to the expiration of the special use permit. The Zoning Administrator may grant one (1) administrative extension of an approved special use permit for an additional one (1) year period if it is found that:
 1. The property owner presents reasonable evidence that the development has encountered unforeseen difficulties beyond the control of the property owner.
 2. The Zoning Regulations applicable to the special use permit development have not significantly changed and the standards for approval that are reasonably related to the development have not changed.
 3. The property subject to the special use permit is being used in full compliance with all of the terms and conditions of the approved special use permit.
- b. In addition to the administrative extension granted by the Zoning Administrator under Subsection (a), above, the Planning Commission may grant a further extension of an approved special use permit for one (1) year if it finds that the standards in subsections a.(1), (2) and (3), above, are satisfied.
- c. If the special use permit expires pursuant to subsection (a) or (b) above, no work pursuant to the special use permit may be undertaken until a new special use permit is obtained from the Planning Commission following the required procedures for a new special use permit.

Section 2. Amendment of Section 20.16.

Section 20.16. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to read in its entirety as follows:

SECTION 20.16. EXPIRATION OF SITE PLAN REVIEW

- a. An approved site plan review shall expire one (1) year following approval by the Planning Commission, unless substantial construction has begun pursuant to the permit prior to the expiration, or the property owner applies to the Zoning Administrator for an administrative extension prior to the expiration of the approved site plan review. The Zoning Administrator may grant one (1) administrative extension of an approved site plan review for an additional one (1) year if it is found that:
 1. The property owner or applicant presents reasonable evidence that the development has encountered unforeseen difficulties beyond the control of the property owner.

2. The Zoning Regulations applicable to the site plan review development have not significantly changed and the standards for approval that are reasonably related to the development have not changed.
 3. The property subject to the site plan is being used in full compliance with all of the terms and conditions of the approved site plan.
- b. In addition to the administrative extension granted by the Zoning Administrator under Subsection (a), above, the Planning Commission may grant a further extension of an approved site plan review for one (1) year if it finds that the standards in subsections a.(1), (2) and (3), above, are satisfied.
- c. If the site plan review expires pursuant to subsection (a) or (b), above, no work pursuant to the site plan review approval may be undertaken until a new site plan review is obtained from the Planning Commission following the required procedures for a new site plan review.

Section 3. Amendment of Section 21.4.

Section 21.4. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to read in its entirety as follows:

SECTION 21.4. EXPIRATION OF ZONING PERMIT

If substantial construction as authorized by a zoning permit has not begun within one (1) year from the date of issuance thereof, said permit shall expire, unless a written request for extension is submitted to the Zoning Administrator for a one (1) year extension prior to the date of zoning permit expiration.

Section 4. Severability.

If any section, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the validity of the remainder of the Ordinance as a whole or any part thereof, other than the part so declared to be unconstitutional or invalid.

This Ordinance shall become effective eight (8) days after being published in a newspaper of general circulation within the County.

CHEBOYGAN COUNTY

By: _____
John B. Wallace

Its: Chairperson

By: _____
Karen L. Brewster

Its: Clerk



Cheboygan County Board of Commissioners' Meeting

August 28, 2020

Title: MDOT Project Authorization 2017-0032/P12/R2 - FY 2020 Specialized Services Operating Assistance Program.

Summary: The purpose of Revision 2 is to provide additional funding rate language and extend the authorization term by approximately one year.

Financial Impact: Provides for additional funding for operating assistance up to \$4,267.

Recommendation: Motion to approve MDOT Project Authorization 2017-0032/P12/R2 FY 2020 Specialized Services Operating Assistance Program, authorize the Chair or Administrator to sign electronically and authorize any necessary budget adjustments.

Prepared by: Rebecca Charboneau

Department: Straits Regional Ride

Date: June 15, 2020
Agreement No.: 2017-0032
Authorization No.: P12/R2
Job No.: 208138
Agenda: MA

**REVISED PROJECT AUTHORIZATION
CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FY 2020 SPECIALIZED SERVICES
OPERATING ASSISTANCE PROGRAM**

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

Authorization Effective Date: October 1, 2019
Authorization Expiration Date: September 30, 2021

The AGENCY shall enter into contracts with all parties listed in this PROJECT AUTHORIZATION. An executed copy of these third party contracts must be submitted to MDOT.

In accordance with Section 8 of the Agreement, the dollar amount for third party contracts as identified in COMMISSION policy is \$25,000. All agencies that are not self certified must submit third party contracts over \$25,000 to MDOT for approval before payments will be processed. Please refer to Section 8 of the Agreement for competitive bidding requirements.

Up to one-fourth (1/4) of the funds provided by the STATE set forth in the PROJECT AUTHORIZATION will be payable each quarter contingent upon receipt of any outstanding reports from the previous quarter as required. ***Please note that Line 1 funding will be paid out at the original Funding Rate for the first and second quarters of fiscal year 2020. Line 2 funding will be paid out at the increased Funding Rate for the third and fourth quarters of fiscal year 2020 and fiscal year 2021.***

The AGENCY agrees to prepare and furnish to MDOT quarterly operating assistance reports via the Public Transportation Management System (PTMS). Said reports are due within forty (40) days after the end of each fiscal year quarter. Instructions for preparing the report are available in the "Specialized Services Manual." The manual is available on the web at www.michigan.gov/mdotptd by locating the resources box on the home page and opening the item listed "Audit/Accounting Information."

The purpose of Revision 1 is to provide additional funding for operating assistance, and extend the authorization term by 15 days.

The purpose of Revision 2 is to provide additional funding rate language and extend the authorization term by approximately one year.

Cheboygan County BOC
Agreement No.: 2017-0032
Authorization No.: P12/R2
Job No.: 208138
Page: 2 of 2

<u>Line No.</u>	<u>Agency/Subrecipient</u>	<u>Activity Code</u>	<u>Funding Rate</u>	<u>Maximum Funding</u>
1	Cheboygan County Council on Aging	898	\$1.20/mile	\$14,634
2	Cheboygan County Council on Aging	898	\$2.40/mile	<u>14,633</u>
	Total			\$29,267

Funding source:
2020/65150/1120 \$29,267 (S)

PRF Nos.: 2019-381
2020-16
2020-487

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS

Signature

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Department Director

AWARD DATE

Michigan Department
of Transportation

MANAGEMENT APPROVAL



Cheboygan County Board of Commissioners' Meeting

August 25, 2020

Title: FY21 County Veteran Service Fund grant

Summary: Application to apply for the FY21 County Veteran Service Fund (CVSF) grant through Michigan Veterans Affairs Agency (MVAA) requires a Board signature.

Requesting State Grant of \$27, 000 to supplement the County's Soldiers Relief Fund and the County's Veteran Assistance Fund.

The purpose of the grant is to enhance and improve veteran service operations to connect veterans to federal benefits including aide to peacetime veterans.

The extra financial assistance opportunities will help increase outreach. It will give those applying, contact time with an accredited service officer capable of reviewing their current benefits and/or discussing new benefits the veteran may qualify for or may have not realized they could receive.

The grant will be capped at no more than \$1200 per FY per veteran household for peacetime veterans and \$750 per FY per veteran household for wartime veterans. This grant will be used in conjunction with both the Soldiers Relief Fund and Veteran Assistance Fund. It can also be used as a standalone fund when those funds are exhausted or unavailable.

The initial grant application must be sent to MVAA on or before 5PM, 09/01/2020

Financial Impact: Grant will be deposited into appropriate accounting lines. Unused Grant will have to be returned at end of FY. Time spent on periodic reports to State. Per Diem rates of Soldiers Relief Fund Committee if applications exceed budgeted amount.

Recommendation: Motion to approve submittal of MVAA Grant Application, authorize Board Chair to sign necessary Agreements and authorize any necessary budget adjustments.

Prepared by: Richard Wiles

Department: Veterans Affairs



Cheboygan County Board of Commissioners' Meeting

August 25, 2020

Title: FY 2019-20 Hazardous Materials Emergency Preparedness Grant (HMEP) Replacement Grant Agreement

Summary:

Cheboygan County was a recipient of the Fiscal Year (FY) 2019-20 Hazardous Material Emergency Preparedness Grant (HMEP) through the agreement with Charlevoix, Emmett, and Cheboygan (CCE). Since the program is no longer combined, Cheboygan County has received a replacement grant agreement for its portion of the grant. The agreement is for \$1,500 in federal funding through the Michigan State Police and includes a \$375 in-kind match, which will be a portion of the Local Emergency Management Coordinator's time.

Financial Impact: \$1,500 in additional revenues. No expenditure impact as the in-kind match is part of an already budgeted salary.

Recommendation: Motion to approve submittal of the replacement grant agreement for the Fiscal Year (FY) 2019-20 Hazardous Materials Emergency Preparedness Grant (HMEP) and authorize the Chair to sign.

Prepared by: Sue Buitenhuis

Department: Finance

Replacement of Grant Agreement

Cheboygan County certifies that it requires a replacement grant agreement for the Fiscal Year (FY) 2019-20 Hazardous Materials Emergency Preparedness Grant (HMEP) because the original grant agreement was for Charlevoix, Emmett, and Cheboygan (CCE), which are no longer a combined program. The original grant agreements were mailed to **CCE** by the Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) on **June 18, 2020**.

The grant agreement provided along with this form are official replacements for the **FY 2019-20 HMEP** agreements originally sent to **CCE**. A printed copy of the grant agreement should be kept on file and an electronic copy shall be sent to Mr. Paul Lounsberry at LounsberryP@michigan.gov.

All previous **FY 2019-20 HMEP** grant agreements for **CCE** are now null and void.

For the Subrecipient

The individual or officer signing this Replacement of Grant Agreement form certifies by his or her signature that he or she is authorized to sign documentation on behalf of the organization he or she represents.

Cheboygan County

Name of Subgrantee

John B. Wallace

Printed Name

Chair, Board of Commissioners

Title

Signature

Date



STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

GRETCHEN WHITMER
GOVERNOR

COL. JOSEPH M. GASPER
DIRECTOR

July 27, 2020

Sgt. Patrick Holt
Emergency Management Coordinator
Cheboygan County
870 South Main Street
Cheboygan, Michigan 49721

Dear Sergeant Holt:

Enclosed is the replacement package for the Fiscal Year 2019-20 Hazardous Materials Emergency Preparedness (HMEP) Planning Program Grant Agreement package for Cheboygan County. Please return the required grant documentation listed on the enclosed *Subrecipient Checklist* to our office via email:

Attention: Mr. Paul Lounsberry
Emergency Management and Homeland Security Division
Michigan Department of State Police
LounsberryP@michigan.gov

Additional information on the FY 2019-20 HMEP Grant Program can be found at www.phmsa.dot.gov/hazmat/grants.

This grant agreement and all required documentation must be completed, signed, and returned **no later than September 29, 2020**. If this requirement is not met, this grant agreement will be invalid after **September 29, 2020** unless a prior written exception is provided by the Michigan Department of State Police, Emergency Management and Homeland Security Division.

If you have any questions regarding this correspondence or the FY 2019-20 HMEP Planning Grant Program, please contact Ms. Brenna Roos at RoosB@michigan.gov or 517-284-3727.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kevin Sweeney'.

Capt. Kevin Sweeney, Commander
Deputy State Director, Emergency Management
and Homeland Security Division

Enclosures (12)

cc:

Lt. Michael de Castro

SUBRECIPIENT CHECKLIST

FY 2019-20 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) PLANNING PROGRAM GRANT AGREEMENT

CFDA No: 20.703

Email the following items to: LounsberryP@michigan.gov

SUBRECIPIENT WILL NOT BE REIMBURSED FOR FUNDS UNTIL ALL REQUIRED SIGNED DOCUMENTS ARE RECEIVED

- 1. Grant Agreement. Please print and sign the grant agreement. Retain the signed document for your records and email a scanned copy.
- 2. Subrecipient Risk Assessment Certification
- 3. HMEP Planning Grant Agreement In-Kind Match form
- 4. Standard Assurances
- 5. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
- 6. Audit Certification (EMD-053)
- 7. Request for Taxpayer Identification Number and Certification (W-9)
- 8. FY 2019-20 SARA Title III Hazardous Materials, Off-site Emergency Response, Plan Update List

NOTE: The Plan Update List does not need to be completed and returned with your FY 2019-20 HMEP Planning Program grant agreement. This form is to be used if and when a list of updated plans is submitted for your grant. The Plan Update List form can be submitted directly to the SARA Title III Planner at the MSP/EMHSD when you have completed all plan updates for the grant year.

POST REIMBURSEMENT REQUIREMENTS

Participate with Recipient in an on-site monitoring of financial documents. Also retain financial records, supporting documents, and all other records pertinent to the grant for at least three years after the grant is closed by the awarding federal agency. Be sure to comply with Single Audit requirements of Subpart F of 2 CFR 200. **If required, the Subrecipient submits audit copy to: Michigan Department of State Police, Grants and Community Services Division, P.O. Box 30634, Lansing, Michigan 48909.**

For GRANT QUESTIONS, PLEASE CONTACT Ms. Brenna Roos
AT ROOSB@MICHIGAN.GOV OR (517) 284-3727.

Michigan State Police
 Emergency Management and
 Homeland Security Division



Grant Agreement

FEDERAL AWARD IDENTIFICATION

SUBRECIPIENT NAME	GRANT NAME	CFDA NUMBER
County of Cheboygan	Hazardous Materials Emergency Preparedness Grant Program	20.703
SUBRECIPIENT IRS/VENDOR NUMBER	FEDERAL AWARD IDENTIFICATION NUMBER (FAIN)	FEDERAL AWARD DATE
38-6004841	HM-HMP-0558-16-01-00	09/30/2019
SUBRECIPIENT DUNS NUMBER	SUBAWARD PERFORMANCE PERIOD	FROM TO
038622874		09/30/2019 09/29/2020
RESEARCH & DEVELOPMENT	Funding	Total
N/A	Federal Funds Obligated by this Action	\$1,500.00
INDIRECT COST RATE	Total Federal Funds Obligated to Subrecipient	\$1,500.00
None on file	Total Amount of Federal Award	\$293,920.00

FEDERAL AWARD PROJECT DESCRIPTION
 FY 2019-20 Hazardous Materials Emergency Preparedness Planning Program Grant

DETAILS
 The Subrecipient must be prepared to match all funds received through this grant agreement (which equates to 25% of any federal funds received), as noted in Section III, D of the *Hazardous Materials Emergency Preparedness Planning Grant Instructions* that are included with this grant agreement. The match amount is located in part III.A of this grant agreement.

FEDERAL AWARDING AGENCY	PASS-THROUGH ENTITY (RECIPIENT) NAME
U.S. Department of Transportation Pipeline and Hazardous Materials Safety Administration 1200 New Jersey Avenue, SE, E21-316 Washington DC 20590-0001	Michigan State Police Emergency Management & Homeland Security Division P.O. Box 30634 Lansing, MI 48909

State of Michigan Fiscal Year 2019-20 Hazardous Materials Emergency Preparedness Planning Program Grant Agreement

September 30, 2019 to September 29, 2020

CFDA Number: 20.703 Grant Number: HM-HMP-0558-16-01-00

This Fiscal Year (FY) 2019-20 Hazardous Materials Emergency Preparedness (HMEP) Planning Program grant agreement is hereby entered into between the Michigan Department of State Police, Emergency Management and Homeland Security Division (hereinafter called the Recipient), and the

COUNTY OF CHEBOYGAN
(hereinafter called the Subrecipient)

I. Purpose

The purpose of this grant agreement is to provide federal pass-through funds to the Subrecipient for the development of new Superfund Amendments and Reauthorization Act (SARA), Title III, Section 302, hazardous materials emergency response plans. This grant agreement provides financial assistance to first responders (fire, law enforcement, emergency medical services, etc.) for allowable costs in the following areas:

- A. Provision of assistance to public sector employees through planning grants to states, territories, and Native American tribes for emergency response.
- B. Increased state, territorial, tribal, and local effectiveness in implementation of the Federal Emergency Planning and Community Right-to-Know Act of 1986.
- C. Encouragement of a comprehensive approach to emergency planning by incorporating the unique challenges of response to transportation situations.

II. Statutory Authority

Funding for the FY 2019-20 HMEP is authorized by the U.S. Department of Transportation (DOT) Pipeline and Hazardous Materials Safety Administration (PHMSA) and the Federal Hazardous Materials Transportation Law (49 U.S.C. Section 5101 et. seq.).

The Subrecipient agrees to comply with all FY 2019-20 HMEP program requirements and the most recent version of:

- A. 2 CFR, Part 200 of the Code of Federal Regulations (CFR), *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* located at <http://www.ecfr.gov>.
- B. 49 CFR, Part 110 *Hazardous Materials Public Sector Training and Planning Grants* located at <http://www.ecfr.gov>.
- C. 49 U.S.C. 5116 et seq. located at <https://www.gpo.gov/fdsys>.
- D. Any other applicable Federal statutes and regulations, including those listed within this grant agreement elsewhere.

III. Award Amount and Restrictions

- A. The county of **Cheboygan** is awarded up to **\$1,500** under the FY 2019-20 HMEP Planning Program Grant Agreement. This funding will be awarded as described in *Hazardous Materials Emergency Preparedness Planning Grant Instructions* enclosed within this grant agreement packet and is based on information provided in the HMEP grant application submitted for the FY 2019-20 grant year by **Cheboygan County**. This allocation is dependent upon the level of federal funding and may be reduced if available federal funding is reduced or if fewer plans are submitted based on the FY 2019-20 application for **Cheboygan County**. Any unused grant funds remaining at the end of the grant year will be used to increase the reimbursement for accepted new SARA Title III plans submitted by participating Local Emergency Planning Committees (LEPCs). The Subrecipient's payment per new plan will be recalculated using these funds and the award to the Subrecipient for the number of new plans submitted will be adjusted. This may affect the match amount required for this grant.

Based on the Subrecipient's application, a match amount of **\$375** is required. However, the Subrecipient must be prepared to match all funds received through this grant agreement (which equates to 25% of any federal funds received), as noted in Section III, D of the *Hazardous Materials Emergency Preparedness Planning Grant Instructions* that are enclosed within this grant agreement.

- B. The PHMSA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal government purposes:
1. The copyright in any work developed under this grant, sub-award, or contract under a grant or sub-award; and
 2. Any rights of copyright to which the Recipient, Subrecipient, or a contractor purchases ownership with grant support.

IV. Responsibilities of the Subrecipient

- A. **Grant funds must supplement, not supplant, state or local funds.** Federal funds must be used to supplement existing funds, not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be carefully reviewed in subsequent monitoring reviews and audits. Subrecipients may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
- B. The subrecipient shall not use FY 19-20 HMEP funds to generate program income.
- C. In addition to this grant agreement, the Subrecipient shall complete, sign, and submit to the Recipient the following documents, which are incorporated by reference into this grant agreement:
1. Subrecipient Risk Assessment Certification
 2. HMEP Planning Grant Agreement In-Kind Match form (EMD-063)
 3. Standard Assurances
 4. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
 5. Audit Certification (EMD-053)
 6. Request for Taxpayer Identification Number and Certification (W-9)
 7. SARA Title III Hazardous Materials, Off-site Emergency Response Plan Update List (EMD 064). This form is located on the MSP/EMHSD website at <http://www.michigan.gov/emhsd> and click on Hazardous Materials in the column on the left. Then click on Plan Review List Form (DOC) under the Planning section. This form does not need to be completed and returned with the FY 2019-20 HMEP Planning Program grant agreement. This form is to be used if and when a list of updated plans is submitted for your grant. The Plan Review List form can be submitted directly to the SARA Title III Planner at the Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) and must be submitted no later than September 15, 2020.
 8. Other documents that may be required by federal or state officials

- D. The Subrecipient agrees to comply with all applicable federal and state regulations, including, but not limited to, the following:
1. Meet the LEPC eligibility requirements, as stated in the *Hazardous Materials Emergency Preparedness Planning Grant Instructions*, Section II.
 2. Submit new SARA Title III (Section 302) community hazardous materials emergency response plans to the MSP/EMHSD District Coordinator no later than September 15, 2020.
 3. Submit a list of updated SARA Title III (Section 302) community hazardous materials emergency response plans to MSP/EMHSD no later than September 15, 2020. The form for submitting these updates is available on the MSP/EMHSD website located at <http://www.michigan.gov/emhsd>.
 4. Comply with National Incident Management System (NIMS) requirements to be eligible to receive federal preparedness funds. NIMS information is available at <http://www.fema.gov/national-incident-management-system>. More information on complying with NIMS is available from the State NIMS Coordinator at www.michigan.gov/emhsd under Response and Recovery.
 5. In accordance with 2 CFR 200.331, the subrecipient permits the recipient to have access to the subrecipient's records and financial statements as necessary for the recipient to meet the requirements of 2 CFR 200.331.
 6. Integrate individuals with disabilities into emergency planning in compliance with Executive Order 13347 and the *Rehabilitation Act of 1973*.
 7. Comply with applicable financial and administrative requirements set forth in the current edition of 2 CFR, Part 200, including, but not limited to, the following provisions:
 - a. Account for receipts and expenditures, maintain adequate financial records, and refund expenditures disallowed by federal or state audit.
 - b. Retain all financial records, statistical records, supporting documents, and other pertinent materials for at least three years after the grant is closed by the awarding federal agency for purposes of federal and/or state examination and audit.
 - c. Non-federal organizations which expend \$750,000 or more in federal funds from all sources during their current fiscal year are required to have an audit performed in accordance with the Single Audit Act of 1984, as amended, and 2 CFR, Part 200.501.
 8. Comply with the Department of Transportation's policy for contracting with small, women-owned, minority disadvantaged businesses, veteran, and HubZone business firms.
 9. Complete federally-mandated reporting requirements, including, but not limited to, requirements related to the *Federal Funding Accountability and Transparency Act of 2006* (FFATA) (Public Law 109-282), as amended by Section 6202(a) of the *Government Funding Transparency Act of 2008* (Public Law 110-252) and program specific reporting requirements.

V. Responsibilities of the Recipient

The Recipient, in accordance with the general purposes and objectives of this grant agreement, will:

- A. Administer the grant in accordance with all applicable federal and state regulations and guidelines and submit required reports to the awarding federal agency.
- B. Provide direction and technical assistance to the Subrecipient.
- C. Provide to the Subrecipient any special report forms and reporting formats (templates) required for administration of the program.
- D. Reimburse the Subrecipient, in accordance with this grant agreement, based on appropriate documentation submitted by the Subrecipient.
- E. At its discretion, independently, or in conjunction with the federal awarding agency, conduct random on-site reviews of the Subrecipient(s).

VI. Reporting Procedures

Submit new and updated SARA Title III (Section 302) community hazardous materials emergency response plans and identify which facility plans were updated on the attached *Plan Update List* form as stated in the FY 2019-20 application to MSP/EMHSD, no later than September 15, 2020. Complete instructions on how and where to submit required reports can be found in the *Hazardous Materials Emergency Preparedness Planning Grant Instructions* that are included with this grant agreement package. If a support grant was requested, the LEPC must meet the requirements stated in the attached *Hazardous Materials Emergency Preparedness Planning Grant Instructions*, Section IV.B., or forfeit that portion of the grant award.

VII. Payment Procedures

Upon receipt, review, and acceptance of all work products and other requirements, as referenced in this grant agreement, the Recipient will calculate the payment to be made to the Subrecipient and will forward this information to the Subrecipient. See the *Hazardous Materials Emergency Preparedness Planning Grant Instructions* document attached within this grant agreement packet for further information.

All Subrecipients in the HMEP grant program must submit documentation on the associated costs being charged to the \$1,500 HMEP support grant. The eligible expenses are laid out in the HMEP \$1,500 Support Grant Certification Form, which will be sent to each LEPC at the close of the federal fiscal year. When a LEPC enters information into this form, the cost will need to be supported by a receipt, time sheet (reflecting hours worked on SARA related planning issues), purchase order or a paid invoice. The support grant form and attachments must be returned to MSP/EMHSD by the assigned due date.

VIII. Employment Matters

The Subrecipient shall comply with Title VI of the *Civil Rights Act of 1964*, as amended; Title VIII of the *Civil Rights Act of 1968*; Title IX of the *Education Amendments of 1972 (Equal Opportunity in Education Act)*; the *Age Discrimination Act of 1975*; the *Elliott-Larsen Civil Rights Act*, 1976 PA 453, as amended, MCL 37.2101 *et seq.*; and all other federal, state and local fair employment practices and equal opportunity laws and covenants. The Subrecipient shall not discriminate against any employee or applicant for employment, to be employed in the performance of this grant 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, limited English proficiency, or handicap that is unrelated to the individual's ability to perform the duties of a particular job or position. The Subrecipient agrees to include in every contract or subcontract entered into for the performance of this grant agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of the grant agreement.

The Subrecipient must comply with 2 CFR, Part 1200, *Nonprocurement Suspension and Debarment*, located at <http://www.ecfr.gov>. The Subrecipient shall ensure that no subcontractor, manufacturer, or supplier of the Subrecipient for projects related to this grant agreement appears on the Active Exclusions list on the System for Award Management (SAM) website located at <http://www.sam.gov> (previously this search was performed in the Excluded Parties List System – EPLS).

The Subrecipient must comply with regulation 49 CFR, Part 21, *Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of the Title VI of the Civil Rights Act of 1964* (see related certification form contained in this grant agreement package).

The Subrecipient must comply with regulation 49 CFR, Part 20, *New Restrictions on Lobbying* (see related certification form contained in this grant agreement package).

IX. Limitation of Liability

The Recipient and the Subrecipient to this grant agreement agree that each must seek its own legal representative and bear its own costs, including judgments, in any litigation that may arise from performance of this grant agreement. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

This is not to be construed as a waiver of governmental immunity for either party.

X. Third Parties

This grant agreement is not intended to make any person or entity, not a party to this grant agreement, a third-party beneficiary hereof or to confer on a third party any rights or obligations enforceable in their favor.

XI. Grant Agreement Period

This grant agreement is in full force and effect from September 30, 2019 to September 29, 2020. No costs eligible under this grant agreement shall be incurred before the starting date of this grant agreement, except with prior written approval. This grant agreement package consists of two identical grant agreements, simultaneously executed; each is considered an original having identical legal effect. This grant agreement may be terminated by either party by giving thirty (30) days written notice to the other party stating reasons for termination and the effective date, or upon the failure of either party to carry out the terms of the grant agreement. Upon any such termination, the Subrecipient agrees to return to the Recipient any funds not authorized for use, and the Recipient shall have no further obligation to reimburse the Subrecipient.

XII. Entire Grant Agreement

This grant agreement is governed by the laws of the State of Michigan and supersedes all prior agreements, documents, and representations between the Recipient and the Subrecipient, whether expressed, implied, or oral. This grant agreement constitutes the entire agreement between the parties and may not be amended except by written instrument executed by both parties prior to the grant end date. No party to this grant agreement may assign this grant agreement or any of his/her/its rights, interest, or obligations hereunder without the prior consent of the other party. The Subrecipient agrees to inform the Recipient in writing immediately of any proposed changes of dates, budget, or services indicated in this grant agreement, as well as changes of address or personnel affecting this grant agreement. Changes in dates, budget, or services are subject to prior written approval of the Recipient. If any provision of this grant agreement shall be deemed void or unenforceable, the remainder of the grant agreement shall remain valid.

The Recipient may suspend or terminate grant funding to the Subrecipient, in whole or in part, or other measures may be imposed for any of the following reasons:

- A. Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- B. Failure to comply with the requirements or statutory objectives of federal or state law.
- C. Failure to follow grant agreement requirements or special conditions.
- D. Proposal or implementation of substantial plan changes to the extent that, if originally submitted, the project would not have been approved for funding.
- E. Failure to submit required reports.
- F. Filing of a false certification in the application or other report or document.

XIII. Business Integrity Clause

The Recipient may immediately cancel the grant without further liability to the Recipient or its employees if the Subrecipient, an officer of the Subrecipient, or an owner of a 25% or greater share of the Subrecipient is convicted of a criminal offense incident to the application for or performance of a state, public, or private grant or subcontract; or 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, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under state or federal antitrust statutes; or convicted of any other criminal offense which, in the sole discretion of the Recipient, reflects on the Subrecipient's business integrity.

XIV. Freedom of Information Act (FOIA)

Much of the information submitted in the course of applying for funding under this program, or provided in the course of grant management activities, may be considered law enforcement-sensitive or otherwise critical to national security interests. This may include threat, risk, and needs assessment information, and discussions of demographics, transportation, public works, and industrial and public health infrastructures. Therefore, each Subrecipient agency Freedom of Information Officer will need to determine what information is to be withheld on a case-by-case basis. The Subrecipient should be familiar with the regulations governing Protected Critical Infrastructure Information (6 CFR, Part 29) and Sensitive Security Information (49 CFR, Part 1520), as these designations may provide additional protection to certain classes of homeland security information.

XV. Official Certification

For the Subrecipient

The individual or officer signing this grant agreement certifies by his or her signature that he or she is authorized to sign this grant agreement on behalf of the organization he or she represents. The Subrecipient agrees to complete all requirements specified in this grant agreement.

Cheboygan County

Subrecipient Name

038622874

Subrecipient's DUNS Number

John B. Wallace

Printed Name

Chair, Board of Commissioners

Title

Signature

Date

For the Recipient (Michigan State Police, Emergency Management and Homeland Security Division)

Capt. Kevin Sweeney, Commander

Printed Name

Deputy State Director, Emergency
Management and Homeland Security Division

Title

Signature

Date



SUBRECIPIENT RISK ASSESSMENT CERTIFICATION

As required by 2 CFR §200.331(b), the purpose of this assessment is to evaluate subrecipient's risk of noncompliance with federal statutes, regulations, and the terms and conditions of a subaward, and to determine appropriate subrecipient monitoring during the grant performance period. Limited program experience, results of previous audits and site monitoring visits, new personnel or new or substantially changed systems, may increase a subrecipient's degree of risk.

Subrecipient:	County:	DUNS #:
Questions		
<p>1. How many federal grant awards has your organization managed in the past 5 years regardless of awarding agency?</p> <p><input type="checkbox"/> No grants</p> <p><input type="checkbox"/> 1-3 grants</p> <p><input type="checkbox"/> 4-5 grants</p> <p><input type="checkbox"/> 6+ grants</p> <p>2. What percentage of your grant management staff has fewer than 2 years of grant experience?</p> <p><input type="checkbox"/> 0-25% of staff</p> <p><input type="checkbox"/> 26-50% of staff</p> <p><input type="checkbox"/> 51-75% of staff</p> <p><input type="checkbox"/> 76-100% of staff</p> <p>3. Has your organization had a new or substantially changed financial/accounting system(s) in the past 2 years?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>4. What types of findings (audit, site monitoring, etc.) has your organization received within the past 5 years? (Attach a separate sheet explaining any findings resulting in questioned costs or a return of funds.)</p> <p><input type="checkbox"/> Never Audited or No</p> <p><input type="checkbox"/> Unsupported costs (lack of documentation)</p> <p><input type="checkbox"/> Unreasonable use of funds</p> <p><input type="checkbox"/> Questioned costs or required to return funds</p> <p>5. Does your agency have staff primarily dedicated (>50%) to grants management activities?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>		
Certification		
<p><i>I certify the information provided in this assessment is true and accurate, and that all occurrences of prior grant non-compliance have been disclosed.</i></p>		
Authorized Representative Signature:	Date:	
Authorized Representative Printed Name:	Title:	
Point of Contact Printed Name:	Title:	Email:

HMEP PLANNING GRANT AGREEMENT IN-KIND MATCH

The Cheboygan County Local Emergency Planning Committee (LEPC) has been allocated the funding amount specified in the attached grant agreement. Therefore, a local fund match of **\$375** is required.

The LEPC agrees to use the following as its in-kind match (**This can be any non-federal money from a government jurisdiction, industry, or other organization represented on the LEPC. Staff paid with federal funds, and funds used as a match for other federal grants CANNOT be used for the HMEP match.**):

PLANNING PERSONNEL: (Full Name of Employee), Patrick Holt
whose salary and fringe benefits cost \$^{36.89} per hour, will work approximately 10.25 hours on LEPC planning.

SECRETARIAL: (Full Name of Employee or Secretarial Service) ,
whose salary and fringe benefits cost \$ per hour, will work approximately hours on LEPC business.

OFFICE SPACE: (Government Jurisdiction or Other Entity) ,
will provide a square foot office located at (Address) to the LEPC at a cost of \$ per square foot.

MAILING: (Government Jurisdiction or Other Entity) ,
will provide \$ toward LEPC related mailings.

PRINTING: (Government Jurisdiction or Other Entity) ,
will provide \$ toward LEPC related printing.

OTHER (Describe):

AUTHORITY: 1976 PA 390, as amended, MCL 30.407a, 42 USC 11002 - 11003

COMPLIANCE: Voluntary, however failure to complete application will result in denial of request



STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including 2 C.F.R. Part 2800 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards by the Department of Justice), and Ex. Order 12372 (intergovernmental review of federal programs). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the Government Accountability Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subrecipients or contractors to comply) with any applicable nondiscrimination provisions, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Violence Against Women Act (42 U.S.C. § 13925(b)(13)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Indian Civil Rights Act (25 U.S.C. §§ 1301-1303); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07). It will also comply with Ex. Order 13279, Equal Protection of the Laws for Faith-Based and Community Organizations; Executive Order 13559, Fundamental Principles and Policymaking Criteria for Partnerships With Faith-Based and Other Neighborhood Organizations; and the DOJ implementing regulations at 28 C.F.R. Part 38.
7. If a governmental entity—
 - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Signature

Date



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application 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; 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;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check if the State has elected to complete OJP Form 4061/7.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620—

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 Seventh Street NW., Washington, DC 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

Cheboygan County
870 S. Main St.
Cheboygan MI 49721

2. Application Number and/or Project Name

HM-HMP-0558-16-01-00
FY 2019-20 Hazardous Materials Emergency Preparedness Planning Program Grant

3. Grantee IRS/Vendor Number

38-6004841

4. Typed Name and Title of Authorized Representative

John B. Wallace
Chair, Board of Commissioners

5. Signature

6. Date

AUDIT CERTIFICATION

Federal Audit Requirements

Non-federal organizations, which expend \$750,000 or more in federal funds during their current fiscal year, are required to have an audit performed in accordance with 2 CFR Part 200, Subpart F.

Subrecipients **MUST** submit a copy of their audit report for each year they meet the funding threshold to: Michigan State Police, Grants and Community Services Division, P.O. Box 30634, Lansing, Michigan 48909.

I. Program Information			
Program Name Hazardous Materials Emergency Preparedness Grant Program	CFDA Number 20.703		
II. Subrecipient Information			
Subrecipient Name Cheboygan County			
Street Address 870 S. Main Street	City Cheboygan	State MI	ZIP Code 49721
III. Certification for Fiscal Year			
Subrecipient Fiscal Year Period: <u>1/1</u> to <u>12/31</u> .			
<input type="checkbox"/> I certify that the subrecipient shown above does NOT expect it will be required to have an audit performed under 2 CFR Part 200, Subpart F, for the above listed program.			
<input checked="" type="checkbox"/> I certify that the subrecipient shown above expects it will be required to have an audit performed under 2 CFR Part 200, Subpart F, during at least one fiscal year funds are received for the above listed program. A copy of the audit report will be submitted to: Michigan State Police, Grants and Community Services Division, P.O. Box 30634, Lansing, Michigan 48909.			
Signature of Subrecipient's Authorized Representative			Date

Submit audit report to:

Michigan State Police
Grants and Community Services Division
P.O. Box 30634
Lansing, Michigan 48909

Submit this completed audit certification form and return with your grant agreement to:

Michigan State Police
Emergency Management and Homeland Security Division
P.O. Box 30634
Lansing, Michigan 48909

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Cheboygan County</p> <p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) <u>3</u></p> <p>Exemption from FATCA reporting code (if any) <u>C</u></p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions. 870 S. Main Street</p> <p>6 City, state, and ZIP code Cheboygan MI 49721</p>	<p>Requester's name and address (optional)</p>
	<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
3	8	-	6	0	0	4	8	4	1

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

SARA TITLE III HAZARDOUS MATERIALS, OFF-SITE EMERGENCY RESPONSE PLAN UPDATE LIST

AUTHORITY: 1976 PA 390, MCL 30.407a; 42 USC 11002-11003

COMPLIANCE: Required PENALTY: Civil penalty of not more than \$25,000 for each day such violation occurs

This form is used for the recording of updated emergency contact information for sites required under 42 USC 11002 (SARA Title III, Section 302). **DO NOT list new plans on this sheet.** Please note that the Michigan State Police, Emergency Management and Homeland Security Division may contact facilities to verify the plan review.

Local Emergency Planning Committee (LEPC) Name:

Date:

MI SARA ID Number	Facility Name	Facility Emergency Contact	Emergency Contact Phone Number	Date Original Plan Submitted

SIGNATURE

(LEPC Chair or Local Emergency Management Coordinator)