COUNTY BOARD OF COMMISSIONERS
CHARLEVOIX, MICHIGAN 49720

Wednesday, May 13, 2026
9:30 a.m.
13513 Division Street
Charlevoix, MI 49720

Virtual Link: https://youtube.com/live/0jHXaG3dgxI?si=REvckziM_LhlEa8a

AGENDA

9:30 a.m. Meeting called to order and Pledge of Allegiance to the Flag of the United States of America
Approval of Agenda (Before approving the agenda, items can be removed from the consent agenda)

Public Comment on any Agenda items listed on current agenda (limited to 3 minutes)

Approval of Consent Agenda

CONSENT AGENDA

SCHEDULED APPEARANCES: (Limited to 15 minutes)
None

UNFINISHED BUSINESS:

NEW BUSINESS

Schedule Committee of The Whole (Budget)
Beaver Island Tower Discussion (Commissioner Hankins)

RESOLUTIONS:

Public Comment (limited to three (3) minutes)

<u>ADMINISTRATOR'S COMMENTS:</u>

<u>SHERIFF'S COMMENTS:</u>

<u>COMMISSIONER COMMENTS/COMMITTEE REPORTS:</u>
Board Members

County Fiscal Officer's Performance Review ****Closed session (Section 8), MCL 15.268(a) to consider a personnel evaluation at the request of the employee.**

Adjourn to the call of the Chair

CHARLEVOIX COUNTY BOARD OF COMMISSIONERS
APRIL 22, 2026

The Chairman called the meeting to order at 6:00 p.m. Present were Commissioners Chris Christensen, Tim Kenney, Joshua Chamberlain, Scott Hankins, and Annemarie Conway, 5. Excused: Commissioner Jess.

Oration of the Pledge of Allegiance to the Flag of the United States of America.

APPROVAL OF AGENDA

Moved by Commissioner Kenney and seconded by Commissioner Chamberlain to approve the agenda, as presented. Motion carried. Roll Call Vote: 5.0.

PUBLIC COMMENT

None.

APPROVAL OF CONSENT AGENDA

Moved by Commissioner Conway and seconded by Commissioner Kenney to approve the consent agenda as presented: Approval of April 8, 2026, minutes, Treasurer's Investment Report, Budget Update, Charlevoix County Planning Commission, Charlevoix County Road Commission, CCE 911, North Country Community Mental Health, and City of Charlevoix Public Notice. Motion carried. Roll Call Vote: 5.0.

Public Hearing Fiscal Year 2027 Transit Budget - Chairman Hankins opened the Public Hearing of the Fiscal Year 2027 Transit Budget for comments from the floor at 6:02 p.m. With no further comments, the Chairman closed the public hearing at 6:02 p.m.

SCHEDULED APPEARANCES

John McGraw, CEO of River Caddis, presented the firm's assessment of the Downtown Building, Shirley Rolff Center, and Health Department Building. The presentation covered Phase 1: Discovery and Predevelopment Planning for a potential civic infrastructure project intended to establish a coordinated strategy across the three facilities. The proposed strategy includes vacating the Downtown Building and relocating the courts to a new courthouse to be constructed on Garfield Street adjacent to the Sheriff's Office and Jail; demolishing the current Health Department Building; and expanding the Shirley Rolff Center to accommodate the Health Department. The estimated cost of the project is between \$78.0 million and \$82.7 million. Chairman Hankins requested feedback from the Judges, who indicated they would provide input after reviewing the materials. Mr. McGraw then responded to questions from the Board.

Patrick Machin of Machin Engineering presented two proposals to the Board for Wheelway Trail pile testing. Moved by Commissioner Kenney and seconded by Commissioner Hankins to contract with Drill Works for helical pile load testing services for the Wheelway Boardwalk, in an amount not to exceed \$39,431, if four days of testing are required. Motion carried. Roll Call Vote: 5.0.

UNFINISHED BUSINESS

Administrator Shepard distributed additional information to the Board regarding the proposed County Culture Survey, which would help establish a baseline for employee morale. The cost is not prohibitive. Moved by Commissioner Christensen and seconded by Commissioner Kenney to move forward with the County Culture Survey and direct the Human Resources Director to distribute it, in an amount not to exceed $2,900. Motion carried. Roll Call Vote: 5.0.

The Board discussed the memo from Civil Counsel regarding the Mason Street Parking Lot. Civil Counsel indicated there are no issues with partnering with the City, provided that any proceeds are reinvested into County parking lots and that parking fees are charged consistently, not limited to special events. It was the consensus of the Board to continue discussions with the City, should they remain interested.

NEW BUSINESS

Kevin Shepard, County Administrator, presented information from Plante Moran regarding their forensic accounting services. The Treasurer has requested an audit. Plante Moran will charge on an hourly basis and estimates the cost to be between $25,000 and $30,000. Administrator Shepard requested Board authorization of $15,000 for these services, noting he will return with an update once the funds are exhausted. All communication from the auditors will be directed through Civil Counsel. Moved by Commissioner Hankins and seconded by Commissioner Kenney to table the request until the May 13 meeting to allow time for review of the information. Motion carried. Roll Call Vote: 5.0.

RESOLUTION – TRANSIT MILLAGE RENEWAL (26-035)

Moved by Commissioner Conway and seconded by Commissioner Chamberlain that the above listed resolution be adopted.

WHEREAS, projected budgets for the county-wide transit system show a need for additional revenues over and above the fare box; and

WHEREAS, the Transit Oversight Committee continues support of the transit programs and asks that it be put to a vote of the electorate; and

WHEREAS, the language submitted for the ballot is as follows:

WHEREAS, this proposal will permit the County of Charlevoix to restore the .25 mill, previously approved by the electors for the purpose of providing funds for the operation of the County Transit System.

Shall the expired previous voted increase in the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution in Charlevoix County of 0.25 mills ($0.25 per $1000 of taxable value), reduced to 0.2425 mills ($0.2425 per $1000 of taxable value) by the required millage rollbacks, be renewed at up to 0.25 mills ($0.25 per $1000 of taxable value) and levied for a period of four (4) years, 2026 through 2029, inclusive, for the purpose of providing funds for the operation of the County Transit System? If approved and levied in its entirety, it is estimated that the .25 mills would raise an estimated $833,614 for the County in the first year of collection.

NOW THEREFORE BE IT RESOLVED, that a request for .25 mills be placed on the August 4, 2026, Primary Ballot for a period of four years; 2026, 2027, 2028 and 2029. Motion carried. Roll Call Vote: 5.0.

RESOLUTION – PARKS MILLAGE RENEWAL (26-036)

Moved by Commissioner Christensen and seconded by Commissioner Chamberlain that the above listed resolution be adopted.

WHEREAS, for future Parks operation and any parks improvements as well as additional recreation projects, Charlevoix County would like to continue the .15 mills to allocate specific monies in the way of renewing the parks millage: and

WHEREAS, the language submitted for the ballot is as follows:

WHEREAS, this proposal will permit the County of Charlevoix to restore the .15 mill, previously approved by the electors for the purpose of providing funds for the operation of County Parks and funding the county program to improve other parks within the County.

Shall the expired previous voted increase in the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution in Charlevoix County of 0.15 mills ($0.15 per $1000 of taxable value), reduced to 0.1454 mills ($0.1454 per $1000 of taxable value) by the required millage rollbacks, be renewed at up to 0.15 mills ($0.15 per $1000 of taxable value) and levied for a period of four (4) years, 2026 through 2029, inclusive, for the purpose of providing funds for the operation and capital improvements of the county's parks and for funding the county program to improve other parks within the county? If approved and levied in its entirety, it is estimated that the .15 mills would raise an estimated $500,169 for the County in the first year of collection.

NOW THEREFORE BE IT RESOLVED, that a request to renew a .15 mill be placed on the August 4, 2026, Primary Ballot for a period of four years; 2026, 2027, 2028 and 2029. Motion carried. Roll Call Vote: 5.0.

RESOLUTION – VETERANS MILLAGE RENEWAL (26-037)

Moved by Commissioner Christensen and seconded by Commissioner Chamberlain that the above listed resolution be adopted.

WHEREAS, Charlevoix County would like to continue to provide adequate funds to provide support and assistance services to the Veterans through the County office of Veteran's Affairs and to allocate specific monies in the way of a Veterans millage (per Article IX, Section 6 of the Constitution of 1963) and proposes a renewal of .1 mill for that purpose; and

WHEREAS, the language submitted for the ballot is as follows:

WHEREAS, this proposal will permit the County of Charlevoix to restore the .1 mill, previously approved by the electors for the purpose of providing funds for the operation of the County Veterans Affairs Department.

Shall the expired previous voted increase in the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution in Charlevoix County of 0.10 mills ($0.10 per $1000 of taxable value), reduced to 0.0983 mills ($0.0983 per $1000 of taxable value) by the required millage rollbacks, be renewed at up to 0.10 mills ($0.10 per $1000 of taxable value) and levied for a period of four (4) years, 2026 through 2029, inclusive, for the purpose of authorizing Charlevoix County to equip, operate, maintain, to provide monetary support and assistance services to veterans through the County of Charlevoix Veterans Affairs department. If approved and levied in its entirety, it is estimated that the .1 mills would raise an estimated $333,446 for the County in the first year of collection.

NOW THEREFORE BE IT RESOLVED, that a request for a .1 mill renewal be placed on the August 4, 2026, Primary Ballot for a period of four years; 2026, 2027, 2028 and 2029. Motion carried. Roll Call Vote: 5.0.

RESOLUTION – TAX LIMITATION (26-038)

Moved by Commissioner Conway and seconded by Commissioner Christensen that the above listed resolution be adopted.

WHEREAS, the Charlevoix County Board of Commissioners requests a tax limitation at a total of 5.9 mills; and

WHEREAS, the tax limitation is to be set at a total of 5.9 mills; the County portion of 4.70 mills, Townships, 1.00 mill and the Intermediate School District, .20 mill; and

WHEREAS, the Internal Government Committee concurs and recommends this millage to the entire Board;

NOW THEREFORE BE IT RESOLVED, that the Charlevoix County Board of Commissioners hereby authorizes the Clerk to place this issue on the August 4, 2026, Primary Election Ballot for a period of five years; 2027, 2028, 2029, 2030 and 2031. Motion carried. Roll Call Vote: 5.0.

UNSCHEDULED PUBLIC COMMENT

David Slough, read a prepared statement regarding civil rights.

ADMINISTRATOR'S COMMENTS

Kevin Shepard, County Administrator, shared that the NLEA Symposium is scheduled for May 15, 2026, please let him know if you would like to attend.

SHERIFF'S COMMENTS

Chuck Vondra, Sheriff gave an update on area flooding.

COMMISSIONER COMMENTS/COMMITTEE REPORTS

The Commissioners gave their committee reports.

The meeting was adjourned to the call of the Chair at 7:16 p.m.

SCOTT HANKINS, CHAIRMAN JULIA A. DROST, COUNTY CLERK

MAY 13, 2026

APPROVE COUNTY EXPENDITURES

RESOLUTION

WHEREAS, the Charlevoix County Audit Committee reviewed the April invoices on the 8th and 22nd of April; and

WHEREAS, the total expenditure for the month of April is $7,197,095.53; and

WHEREAS, the Audit Committee recommends that the above invoices be approved for payment by the entire Board;

NOW THEREFORE BE IT RESOLVED, that the Charlevoix County Board of Commissioners accepts the above recommendation and approves the April expenditures in the amount of $7,197,095.53.

____
Chairman of the Board

____
Clerk to the Board of Commissioners

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 221 DISTRICT HEALTH							
04/01/2026			**221-000-003.000 CASH - INVESTMENTS**		BEG. BALANCE		1,576,833.29
04/30/2026	JE	JE	INTEREST CSB NWMCHA CD 0336	29761	1,351.04		1,578,184.33
04/30/2026			221-000-003.000	END BALANCE	1,351.04	0.00	1,578,184.33
Fund 275 COMMISSION ON AGING							
04/01/2026			**275-000-003.000 CASH - INVESTMENTS**		BEG. BALANCE		3,639,103.87
04/30/2026	JE	JE	HUNTINGTON HCS-001434 MKT&INTEREST	29755	1,721.40		3,640,825.27
04/30/2026	JE	JE	INTEREST MBS39876	29764	148.82		3,640,974.09
04/30/2026			275-000-003.000	END BALANCE	1,870.22	0.00	3,640,974.09
Fund 512 GRANDVUE MEDICAL CARE FACILITY							
04/01/2026			**512-000-003.000 CASH - INVESTMENTS**		BEG. BALANCE		1,036,295.94
04/30/2026	JE	JE	INTEREST CSB 0948	29716	532.52		1,036,828.46
04/30/2026			512-000-003.000	END BALANCE	532.52	0.00	1,036,828.46
04/01/2026			**512-000-003.001 WORKMEN'S COMP.CD INVESTMENT**		BEG. BALANCE		448,300.21
04/30/2026	JE	JE	INTEREST HUNT 9946	29707	368.80		448,669.01
04/30/2026			512-000-003.001	END BALANCE	368.80	0.00	448,669.01
04/01/2026			**512-000-017.000 INVESTMENT**		BEG. BALANCE		1,792,551.11
04/30/2026			512-000-017.000	END BALANCE	0.00	0.00	1,792,551.11
Fund 516 DELINQUENT TAX REVOLVING							
04/01/2026			**516-000-003.000 CASH - INVESTMENTS**		BEG. BALANCE		5,363,921.95
04/30/2026	JE	JE	HUNTINGTON HCS24063 INTEREST & MKT CH	29756	5,969.81		5,369,891.76
04/30/2026	JE	JE	MBS 39868 INTEREST & MKT CHANGE	29765	1,094.93		5,370,986.69
04/30/2026			516-000-003.000	END BALANCE	7,064.74	0.00	5,370,986.69
Fund 518 FORFEITURES AND FORECLOSURERS							
04/01/2026			**518-000-003.000 CASH - INVESTMENTS**		BEG. BALANCE		6,206.46
04/30/2026	JE	JE	INTEREST W/HCS-001442	29757	13.68		6,220.14
04/30/2026			518-000-003.000	END BALANCE	13.68	0.00	6,220.14
Fund 588 COUNTY TRANSIT							
04/01/2026			**588-000-003.000 CASH - INVESTMENTS**		BEG. BALANCE		538,504.55
04/18/2026	JE	JE	MERCANTILE CD 0161	29762	10,657.39		549,161.94
04/30/2026			588-000-003.000	END BALANCE	10,657.39	0.00	549,161.94

Charlevoix County
Fiscal Officer, Becki King

13513 Division Street
Charlevoix, MI 49720
231-237-9184

Finance Report – April 2026

FY26 Budget highlights:

Revenue – Reported revenue is trending as anticipated or in some cases above average. Tax reported income is on target. The General operating tax income is part of the summer collection.

State/Federal Funding: The two housing-related State grants will be wrapped up over the next couple of months. There is still funding available for projects so keep spreading the word.

Expenses – The majority of County Departments are within expected ranges for expenses at this point in the year. The COA budget amendment has been submitted for approval at the May 13th Board meeting.

Internal Control & Efficiency Assessment update:

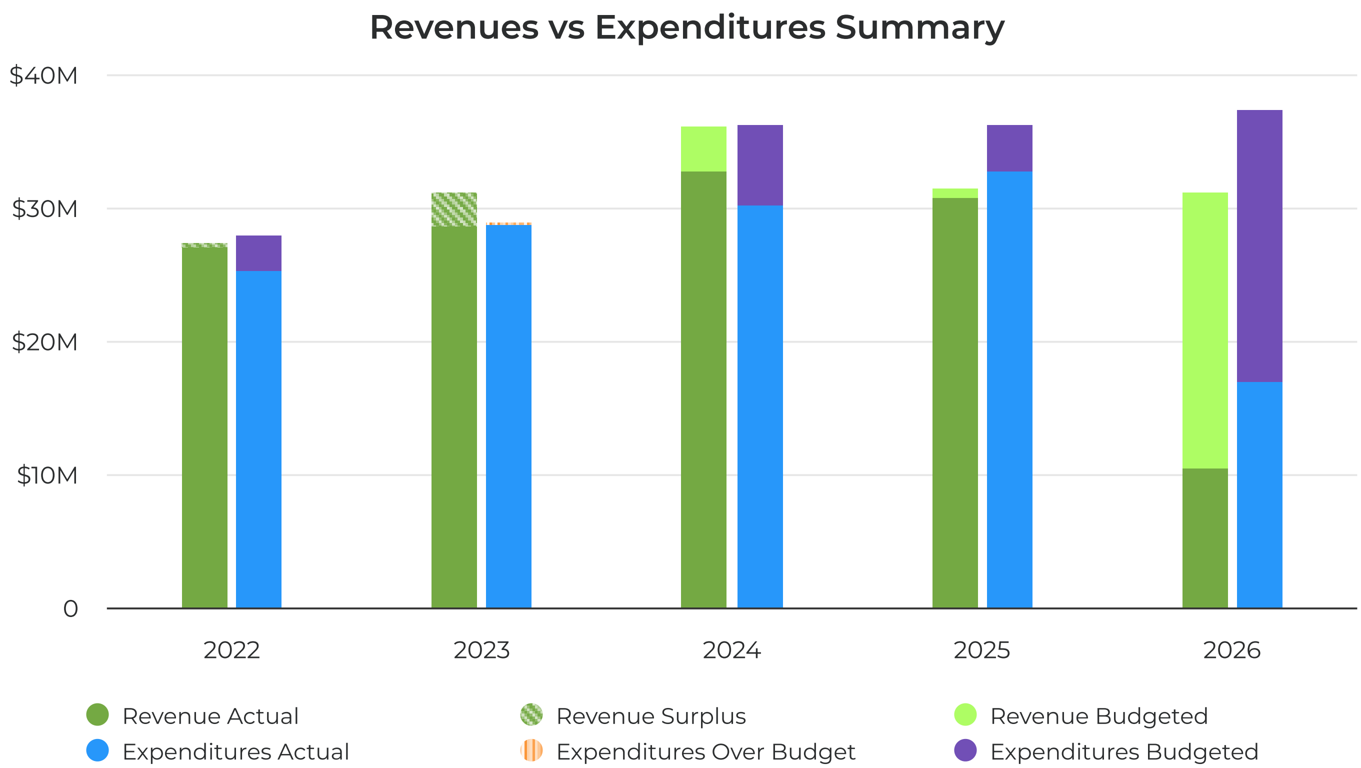
A presentation will be made to the Board of Commissioners at the May 27th Board meeting. It is up to the Board to implement the recommended changes.

FY27 Budget Preparation:

State/Federal Funding: The annual cost allocation information was submitted to MGT for preparation in conjunction with the FOC plan. The Circuit Court Treatment program, and Probate Court submissions will be the next plans to complete.

County budget: I will open the portal for departments to submit their initial operational requests May 15th with a closing date of June 1st. The goal would be to hold the first committee of the whole meeting by mid-June.

Revenue and Expense Summary for all funds

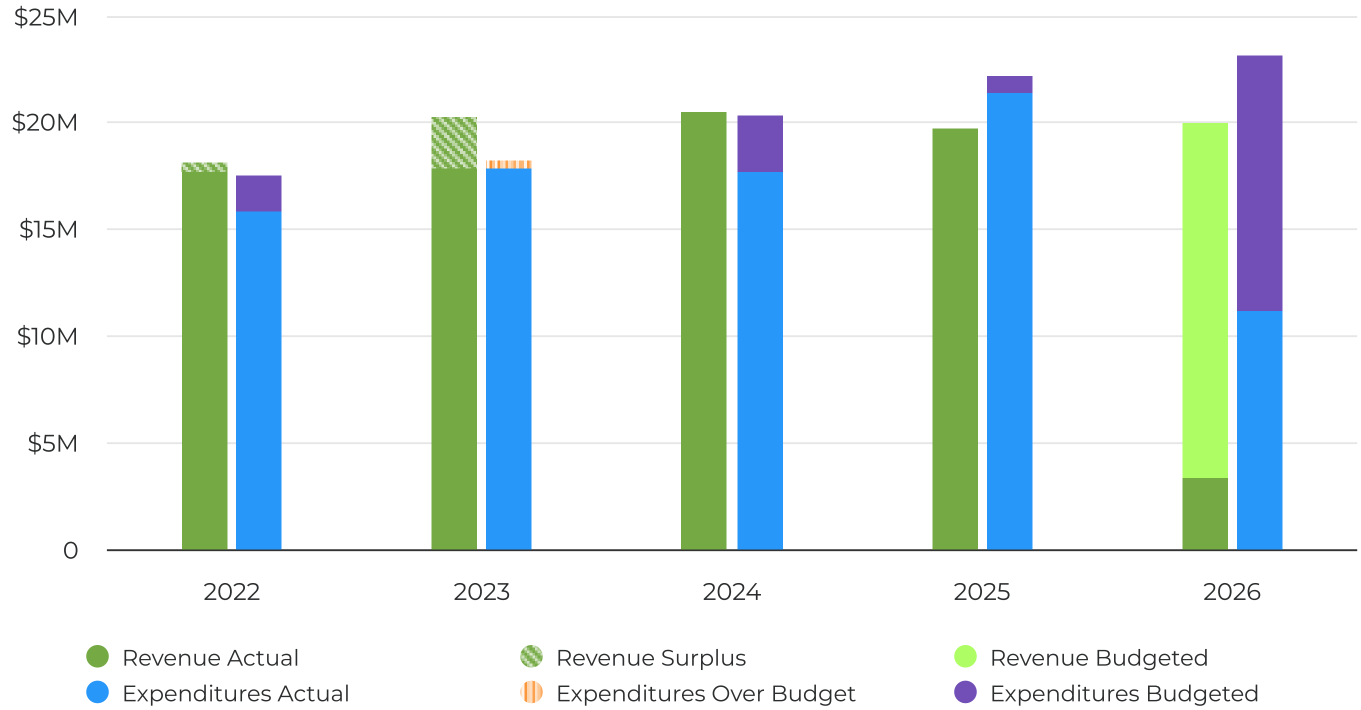


Comprehensive Fund Summary

Category	FY 2026 Budgeted	FY 2026 Actual	% used
Beginning Fund Balance	**$24,970,076.31**	**$24,970,076.31**	**100.00%**
Revenues			
Service Fees	$5,393,635.00	$2,686,962.26	49.82%
Tax Collection	$18,537,260.00	$4,538,630.38	24.48%
Grants	$5,962,902.52	$2,568,748.24	43.08%
State Revenue Sharing	$1,286,000.00	$576,151.36	44.80%
Total Revenues	**$31,179,797.52**	**$10,370,492.24**	**33.26%**
Expenditures			
Operations	$15,551,810.36	$5,742,745.69	36.93%
Wages	$12,016,553.54	$6,069,969.22	50.51%
Benefits	$9,727,480.71	$5,046,496.03	51.88%
Total Expenditures	**$37,295,844.61**	**$16,859,210.94**	**45.20%**
Total Revenues Less Expenditures	**-$6,116,047.09**	**-$6,488,718.70**	**106.09%**
Ending Fund Balance	**$18,854,029.22**	**$18,481,357.61**	**98.02%**

General Fund

Revenues vs Expenditures Summary



Comprehensive Fund Summary

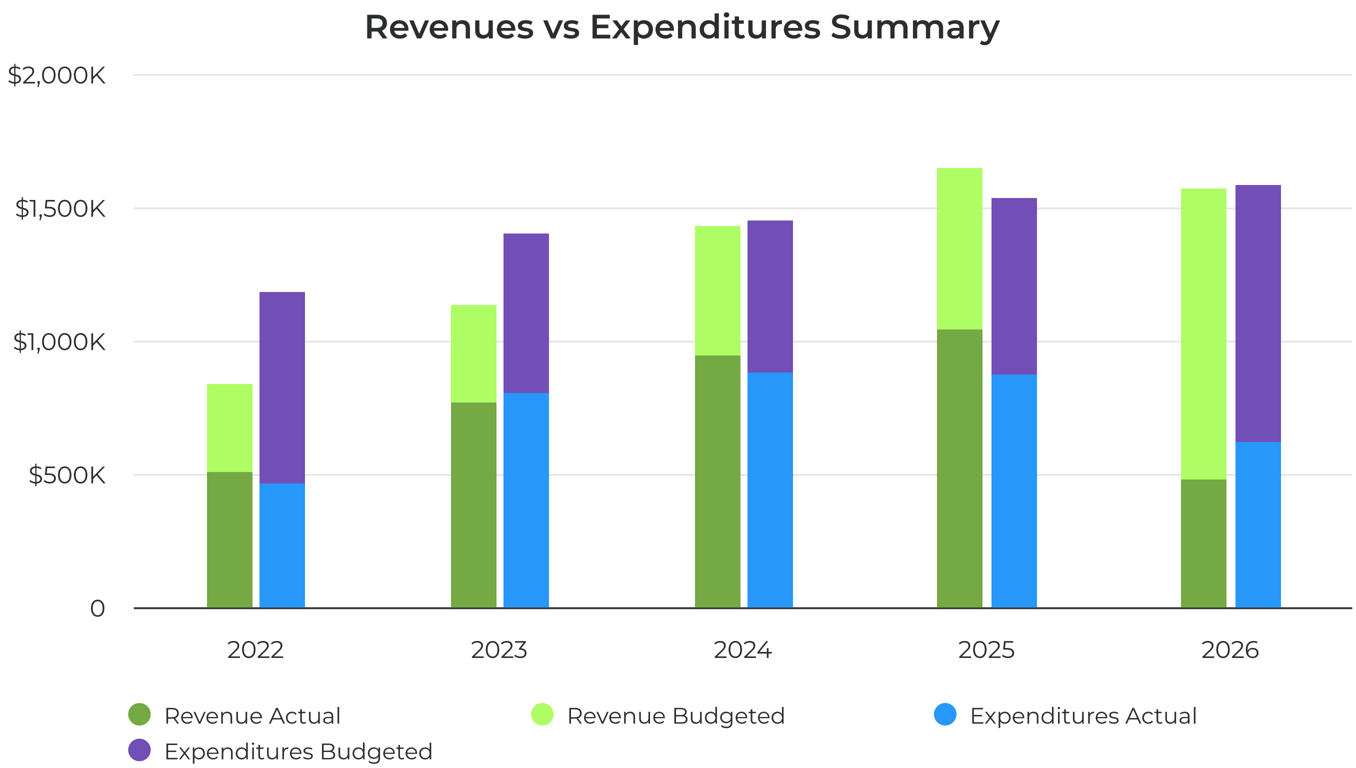
Category	FY 2026 Budgeted	FY 2026 Actual	% used
Beginning Fund Balance	**$12,970,792.69**	**$12,970,792.69**	**100.00%**
Revenues			
Service Fees	$3,323,850.00	$1,915,684.60	57.63%
Tax Collection	$14,320,608.00	$409,226.75	2.86%
Grants	$1,151,800.00	$517,527.73	44.93%
State Revenue Sharing	$1,175,000.00	$521,979.97	44.42%
Total Revenues	**$19,971,258.00**	**$3,364,419.05**	**16.85%**
Expenditures			
Operations	$7,081,668.66	$2,904,560.98	41.02%
Wages	$8,529,596.00	$4,383,744.57	51.39%
Benefits	$7,573,444.64	$3,888,715.36	51.35%
Total Expenditures	**$23,184,709.30**	**$11,177,020.91**	**48.21%**
Total Revenues Less Expenditures	**-$3,213,451.30**	**-$7,812,601.86**	**243.12%**
Ending Fund Balance	**$9,757,341.39**	**$5,158,190.83**	**52.86%**

Expenditures by Department

Expenditures by Department

Category	FY 2026 Budgeted	FY 2026 Actual	% used
Board Of Commissioners	$403,963.19	$191,293.19	47.35%
Legislative Committees	$5,000.00	$1,149.56	22.99%
Administration	$577,350.00	$244,476.37	42.34%
Finance	$413,930.69	$282,647.11	68.28%
Operating Transfers	$3,017,473.66	$851,772.08	28.23%
County Clerk	$845,572.90	$442,445.58	52.32%
GIS/IT	$414,351.74	$227,971.54	55.02%
Data Processing	$300,500.00	$206,744.61	68.80%
General Expenses	$108,000.00	$55,447.72	51.34%
County Treasurer	$437,176.85	$219,540.05	50.22%
Equalization/Assessing	$705,340.18	$379,318.05	53.78%
Elections	$101,750.00	$29,290.47	28.79%
Building & Grounds	$965,207.34	$506,987.52	52.53%
Contingency	$15,000.00	$334.94	2.23%
Insurance & Bonds	$807,465.96	$668,376.91	82.77%
Circuit Court	$656,645.63	$345,701.26	52.65%
District Court	$810,168.38	$479,425.45	59.18%
Friend Of The Court	$1,048,768.34	$535,855.82	51.09%
Probate Court	$1,079,099.62	$531,994.12	49.30%
Circuit Court Probation	$2,500.00	$690.74	27.63%
Prosecuting Attorney	$1,006,097.07	$506,282.46	50.32%
Jury Board	$6,400.00	$1,271.42	19.87%
Sheriff	$3,936,735.12	$1,962,691.10	49.86%
Marine	$114,259.26	$1,453.62	1.27%
Secondary Road Patrol	$84,456.17	$81,121.31	96.05%
Jail	$2,761,296.47	$1,338,260.37	48.46%
Dept Of Building Safety	$1,001,753.24	$476,854.32	47.60%
Emergency Services	$190,055.23	$102,689.75	54.03%
Animal Control	$108,910.13	$5,741.74	5.27%
Drain Commissioner	$6,122.36	$2,761.12	45.10%
Contagious Disease	$100.00	-	-
Medical Examiner	$73,288.63	$29,214.72	39.86%
Planning	$228,606.29	$85,980.80	37.61%
Register Of Deeds	$433,864.85	$224,992.86	51.86%
County Fleet	$54,000.00	$20,474.14	37.92%
County Building North	$385,500.00	$128,260.85	33.27%
Beaver Island Lighthouse	$55,000.00	$3,900.00	7.09%
Beaver Island Center	$23,000.00	$3,607.24	15.68%
Total Expenditures	**$23,184,709.30**	**$11,177,020.91**	**48.21%**

Child Care Fund

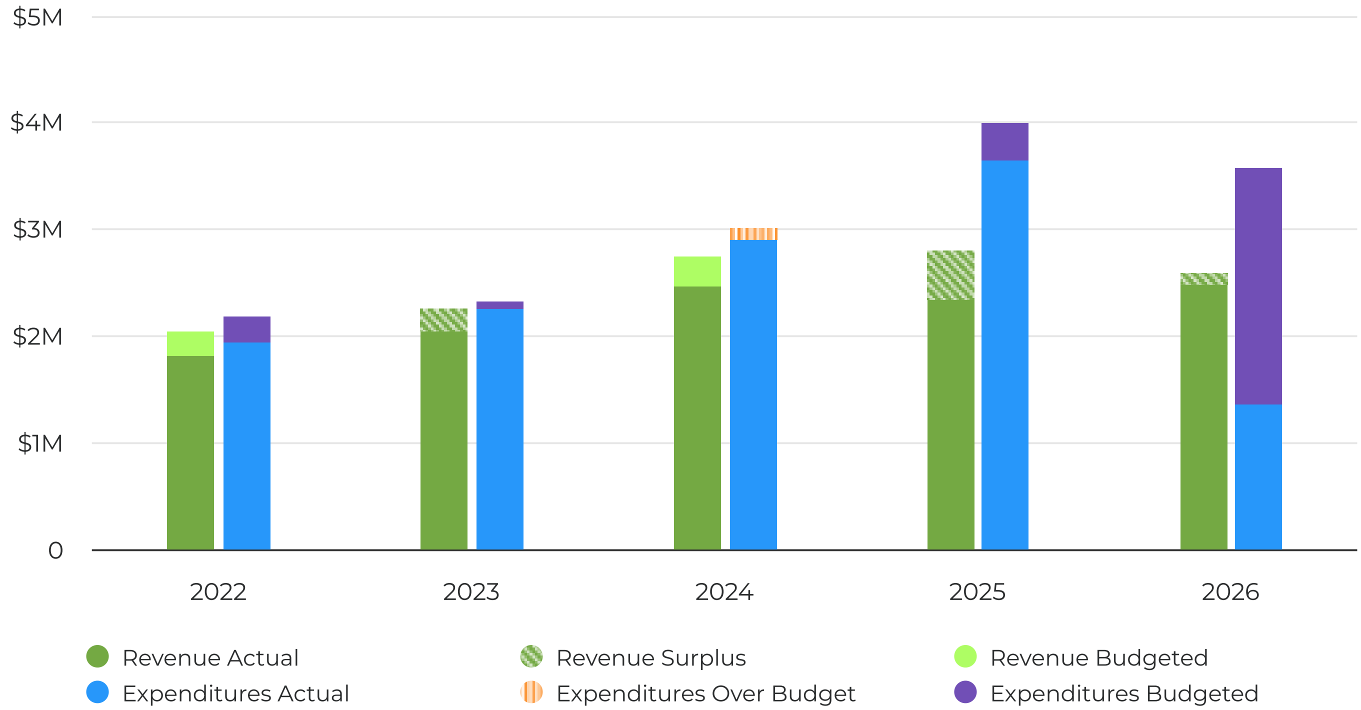


Comprehensive Fund Summary

Category	FY 2026 Budgeted	FY 2026 Actual	% used
Beginning Fund Balance	**$229,187.55**	**$229,187.55**	**100.00%**
Revenues			
Service Fees	$305,700.00	$57,163.59	18.70%
Grants	$1,264,332.00	$419,571.14	33.19%
Total Revenues	**$1,570,032.00**	**$476,734.73**	**30.36%**
Expenditures			
Operations	$1,016,462.00	$295,866.56	29.11%
Wages	$313,060.80	$177,274.28	56.63%
Benefits	$258,213.14	$143,133.02	55.43%
Total Expenditures	**$1,587,735.94**	**$616,273.86**	**38.81%**
Total Revenues Less Expenditures	**-$17,703.94**	**-$139,539.13**	**788.18%**
Ending Fund Balance	**$211,483.61**	**$89,648.42**	**42.39%**

Commission on Aging

Revenues vs Expenditures Summary



Comprehensive Fund Summary

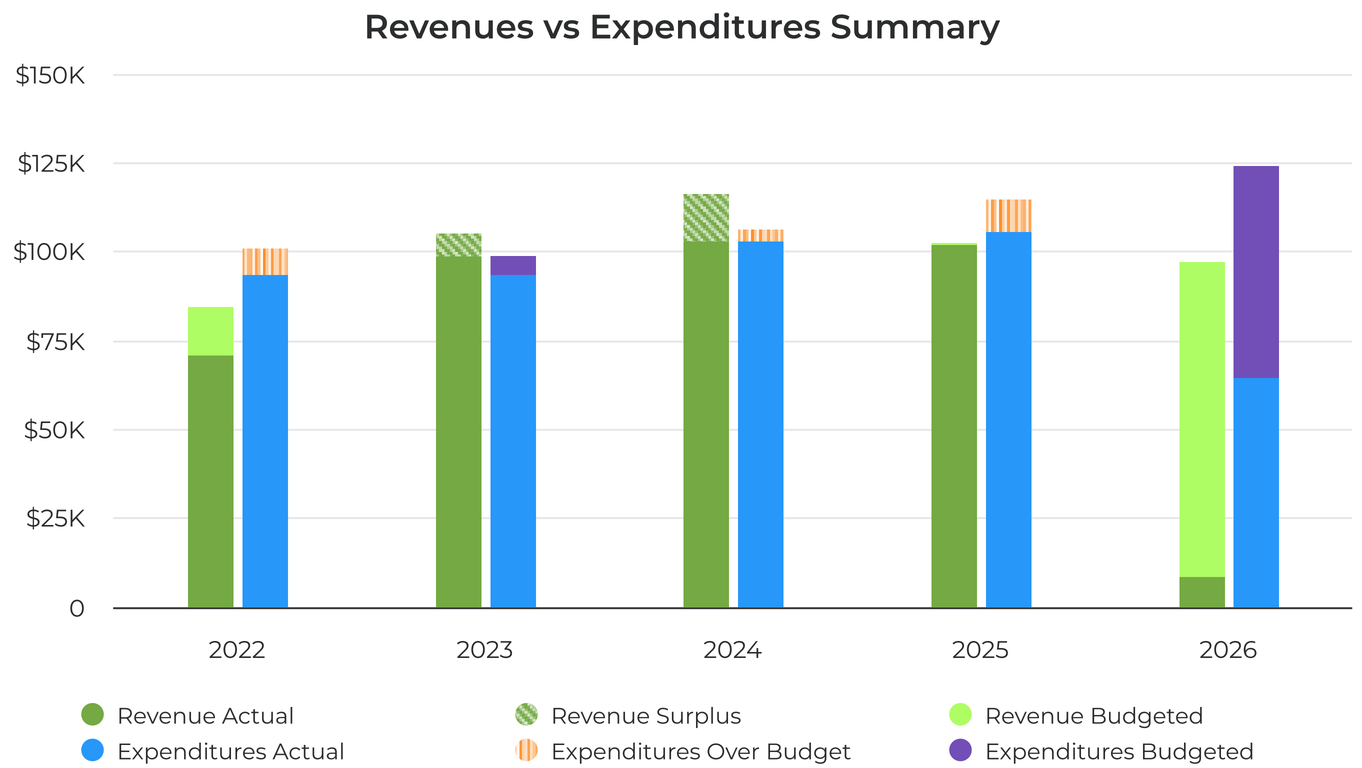
Category	FY 2026 Budgeted	FY 2026 Actual	% used
Beginning Fund Balance	**$2,360,055.99**	**$2,360,055.99**	**100.00%**
Revenues			
Service Fees	$87,100.00	$350,579.28	402.50%
Tax Collection	$2,012,185.00	$1,966,352.89	97.72%
Grants	$300,100.00	$243,714.48	81.21%
State Revenue Sharing	$83,000.00	$29,776.20	35.87%
Total Revenues	**$2,482,385.00**	**$2,590,422.85**	**104.35%**
Expenditures			
Operations	$2,001,900.00	$514,225.49	25.69%
Wages	$968,124.29	$526,015.81	54.33%
Benefits	$607,816.49	$316,816.31	52.12%
Total Expenditures	**$3,577,840.78**	**$1,357,057.61**	**37.93%**
Total Revenues Less Expenditures	**-$1,095,455.78**	**$1,233,365.24**	**-112.59%**
Ending Fund Balance	**$1,264,600.21**	**$3,593,421.23**	**284.15%**

Expenditures by Department within the COA

Expenditures by Department

Category	FY 2026 Budgeted	FY 2026 Actual	% used
Operating Account	$934,879.67	$401,340.65	42.93%
Charlevoix Senior Center	$1,406,302.81	$307,130.40	21.84%
Boyne Area Senior Center	$407,375.81	$214,742.58	52.71%
East Jordan Center	$331,257.92	$188,595.48	56.93%
Beaver Island Senior Center	$64,362.94	$45,773.34	71.12%
Health Care Services	$433,661.63	$199,475.16	46.00%
Total Expenditures	**$3,577,840.78**	**$1,357,057.61**	**37.93%**

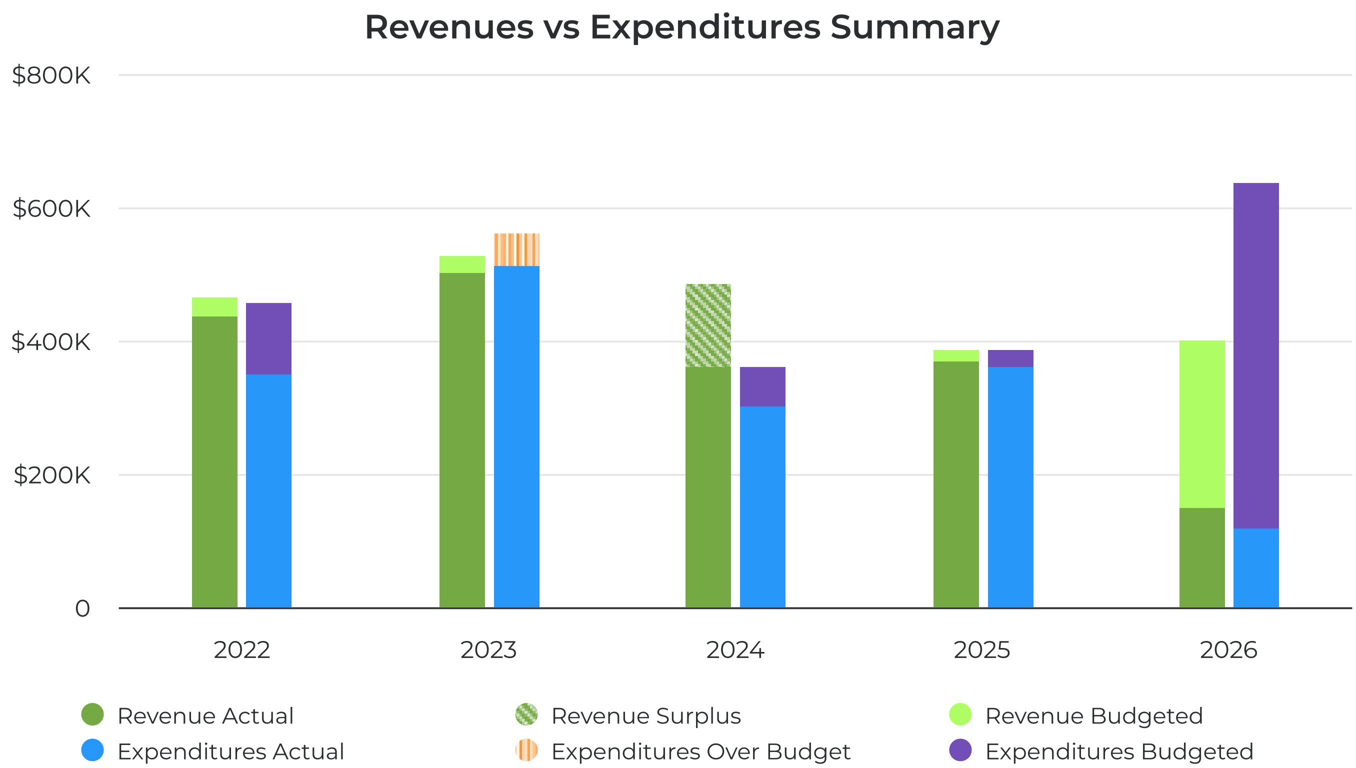
Crime Victims Rights Fund



Comprehensive Fund Summary

Category	FY 2026 Budgeted	FY 2026 Actual	% used
Beginning Fund Balance	**$35,209.23**	**$35,209.23**	**100.00%**
Revenues			
Service Fees	$97,258.00	$8,285.69	8.52%
Total Revenues	**$97,258.00**	**$8,285.69**	**8.52%**
Expenditures			
Operations	$5,531.00	$1,140.00	20.61%
Wages	$56,440.80	$29,606.99	52.46%
Benefits	$61,889.83	$33,515.73	54.15%
Total Expenditures	**$123,861.63**	**$64,262.72**	**51.88%**
Total Revenues Less Expenditures	**-$26,603.63**	**-$55,977.03**	**210.41%**
Ending Fund Balance	**$8,605.60**	**-$20,767.80**	**-241.33%**

Transportation Authority

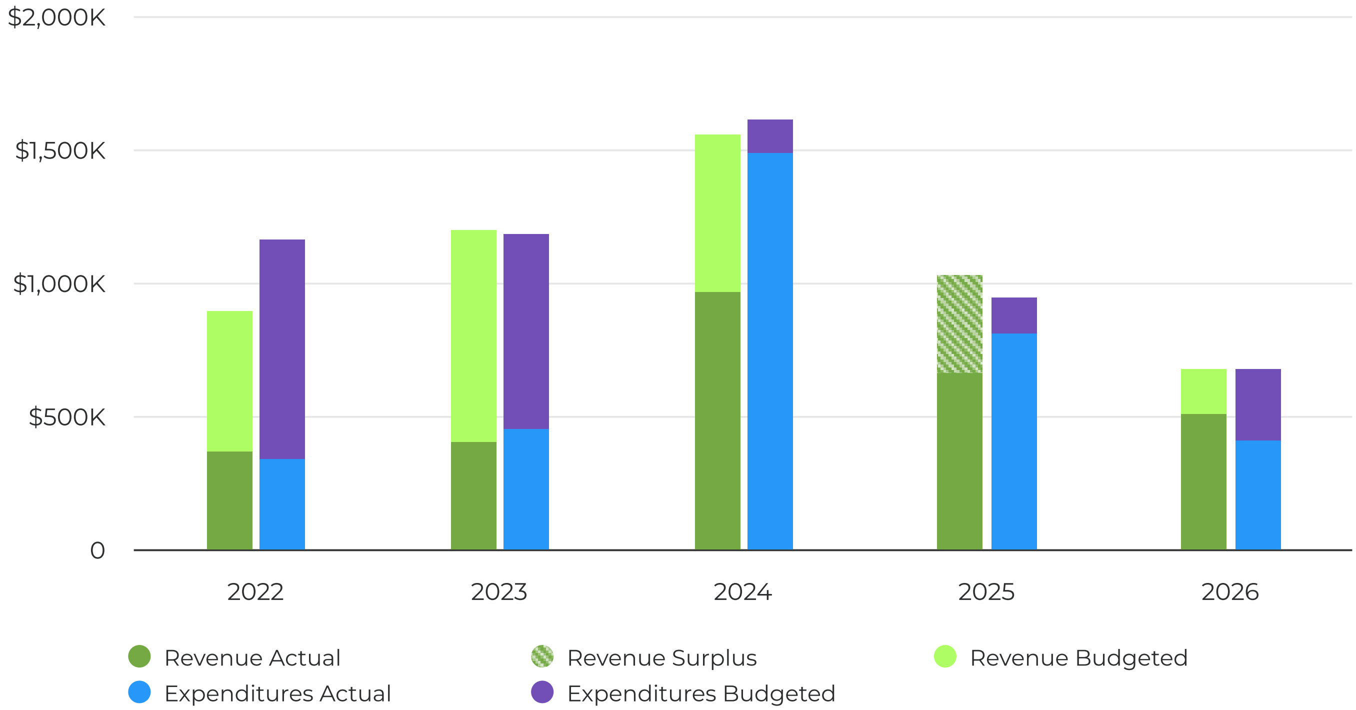


Comprehensive Fund Summary

Category	FY 2026 Budgeted	FY 2026 Actual	% used
Beginning Fund Balance	**$678,242.66**	**$678,242.66**	**100.00%**
Revenues			
Service Fees	$199,266.00	$37,390.26	18.76%
Grants	$199,552.00	$113,029.00	56.64%
Total Revenues	**$398,818.00**	**$150,419.26**	**37.72%**
Expenditures			
Operations	$199,336.00	$38,229.46	19.18%
Wages	$407,448.80	$72,167.78	17.71%
Benefits	$30,041.09	$6,857.48	22.83%
Total Expenditures	**$636,825.89**	**$117,254.72**	**18.41%**
Total Revenues Less Expenditures	**-$238,007.89**	**$33,164.54**	**-13.93%**
Ending Fund Balance	**$440,234.77**	**$711,407.20**	**161.60%**

Parks Department

Revenues vs Expenditures Summary

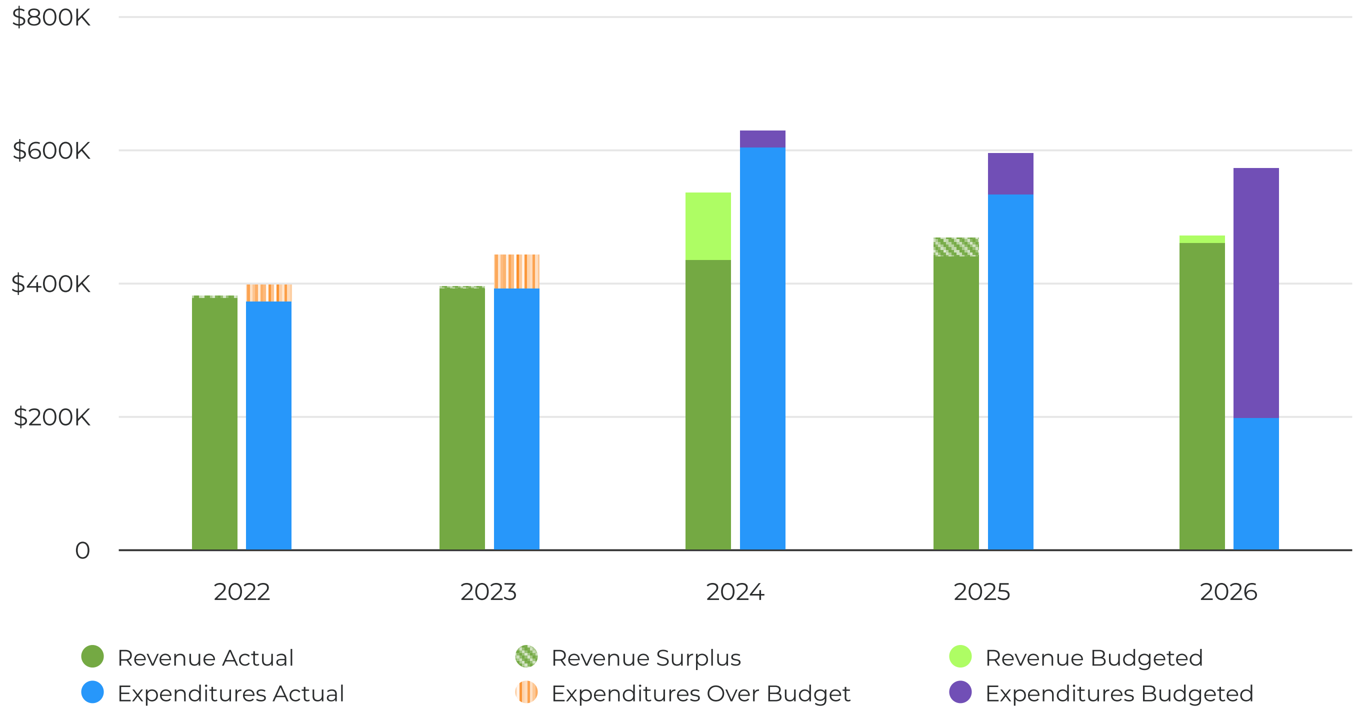


Comprehensive Fund Summary

Category	FY 2026 Budgeted	FY 2026 Actual	% used
Beginning Fund Balance	**$454,720**	**$454,720**	**100.00%**
Revenues			
Service Fees	$318,700	$59,178	18.57%
Tax Collection	$356,396	$445,970	125.13%
State Revenue Sharing	-	$5,257	-
Total Revenues	**$675,096**	**$510,405**	**75.60%**
Expenditures			
Operations	$358,100	$268,209	74.90%
Wages	$206,354	$77,638	37.62%
Benefits	$110,323	$60,148	54.52%
Total Expenditures	**$674,778**	**$405,994**	**60.17%**
Total Revenues Less Expenditures	**$318**	**$104,410**	**32,822.47%**
Ending Fund Balance	**$455,038**	**$559,130**	**122.88%**

Recycling

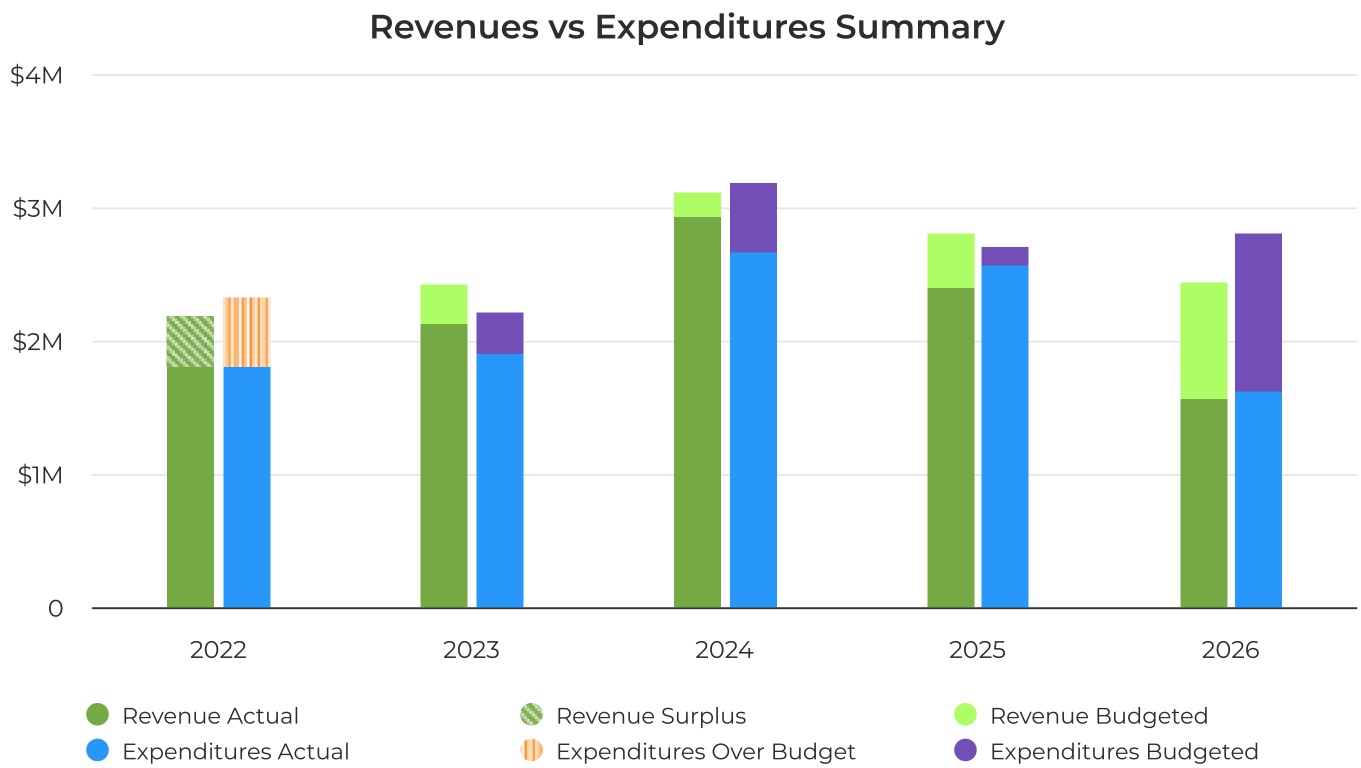
Revenues vs Expenditures Summary



Comprehensive Fund Summary

Category	FY 2026 Budgeted	FY 2026 Actual	% used
Beginning Fund Balance	**$1,837.69**	**$1,837.69**	**100.00%**
Revenues			
Service Fees	$5,000.00	-	-
Tax Collection	$464,243.00	$453,619.68	97.71%
State Revenue Sharing	-	$6,871.43	-
Total Revenues	**$469,243.00**	**$460,491.11**	**98.13%**
Expenditures			
Operations	$541,961.70	$191,226.31	35.28%
Wages	$30,000.00	$3,001.43	10.00%
Benefits	-	$2,079.65	-
Total Expenditures	**$571,961.70**	**$196,307.39**	**34.32%**
Total Revenues Less Expenditures	**-$102,718.70**	**$264,183.72**	**-257.19%**
Ending Fund Balance	**-$100,881.01**	**$266,021.41**	**-263.70%**

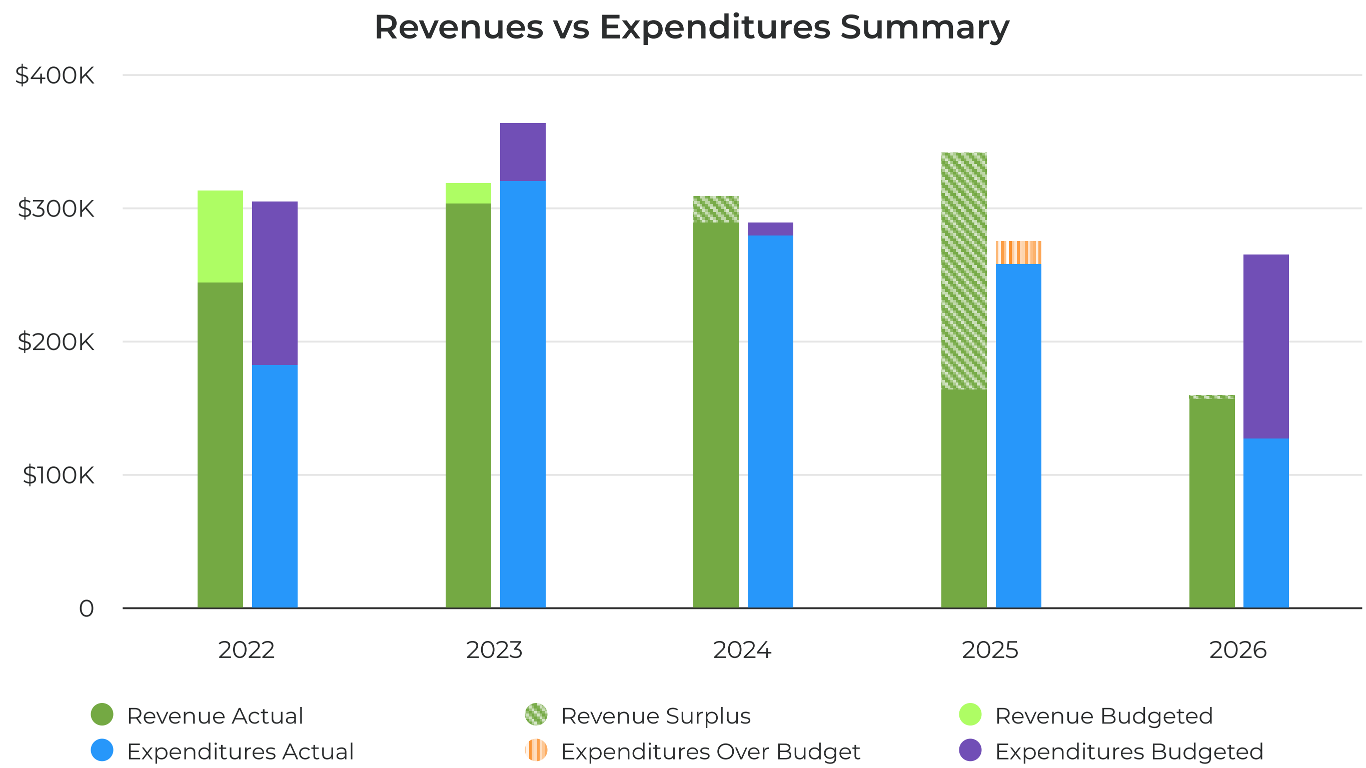
Transit



Comprehensive Fund Summary

Category	FY 2026 Budgeted	FY 2026 Actual	% used
Beginning Fund Balance	**$3,487,696.73**	**$3,487,696.73**	**100.00%**
Revenues			
Service Fees	$446,360.00	$149,665.29	33.53%
Tax Collection	$761,183.00	$743,882.11	97.73%
Grants	$1,199,946.52	$655,875.00	54.66%
State Revenue Sharing	$28,000.00	$8,763.67	31.30%
Total Revenues	**$2,435,489.52**	**$1,558,186.07**	**63.98%**
Expenditures			
Operations	$819,310.00	$588,264.99	71.80%
Wages	$1,168,577.60	$592,208.65	50.68%
Benefits	$819,338.71	$436,931.24	53.33%
Total Expenditures	**$2,807,226.31**	**$1,617,404.88**	**57.62%**
Total Revenues Less Expenditures	**-$371,736.79**	**-$59,218.81**	**15.93%**
Ending Fund Balance	**$3,115,959.94**	**$3,428,477.92**	**110.03%**

Veterans Affairs



Comprehensive Fund Summary

Category	FY 2026 Budgeted	FY 2026 Actual	% used
Beginning Fund Balance	**$728,882.58**	**$728,882.58**	**100.00%**
Revenues			
Service Fees	-	$2,460.00	-
Tax Collection	$156,945.00	$153,653.65	97.90%
State Revenue Sharing	-	$3,503.32	-
Total Revenues	**$156,945.00**	**$159,616.97**	**101.70%**
Expenditures			
Operations	$45,750.00	$17,322.13	37.86%
Wages	$117,523.20	$64,320.17	54.73%
Benefits	$101,053.62	$45,179.97	44.71%
Total Expenditures	**$264,326.82**	**$126,822.27**	**47.98%**
Total Revenues Less Expenditures	**-$107,381.82**	**$32,794.70**	**-30.54%**
Ending Fund Balance	**$621,500.76**	**$761,677.28**	**122.55%**

CHARLEVOIX COUNTY
PLANNING COMMISSION

13513 Division Street
Charlevoix, Michigan 49720
(231) 547-7234
planning@charlevoixcounty.org

Approved
Meeting Minutes
April 9, 2026

I. Call to Order

Chairperson Nancy Ferguson called the meeting to order at 6:00 p.m. in the Committee Room at the Charlevoix County Shirley Roloff Center.

Members present: Nancy Ferguson, Pam Grassmick, Matt Cunningham, Sherm Chamberlain, Marshal Bakker, Mike Ritter, and Dave Wheeler

Members absent: None

Others present: Kiersten Stark (Planning Director), Bill and Betty Henne

II. Pledge of Allegiance

S. Chamberlain led the Pledge of Allegiance to the Flag of the United States of America.

III. Approval of Agenda

MOTION by M. Bakker to approve the agenda as presented. M. Cunningham seconded the motion. Voice vote: all in favor. Motion carried.

IV. Public Comments

None

V. County Business Items

Approval of Minutes of March 5, 2026 Meeting

Referring to the discussion of data centers at the March 5th meeting, N. Ferguson commented on a data center in Dowagiac, Michigan that's producing noise, which has become an issue in the community.

MOTION by M. Ritter to approve the minutes of the March 5, 2026 meeting as presented. S. Chamberlain seconded the motion. Voice vote: all in favor. Motion carried.

Correspondence and Communications

K. Stark said the first webinar in the MSU Extension Master Citizen Planner Live Webinar Series will be held on Thursday April 16th from 6:30 to 7:30 p.m. on the topic of "Michigan's Right to Farm Act, Your Community, Your Regulations, You Master Plan Goals". She asked if anyone is interested in attending this webinar. No interest expressed.

M. Cunningham asked about the May 21st webinar. K. Stark said the topic is "The County Planning Commission in Michigan" and M. Cunningham, M. Bakker, N. Ferguson, and P. Grassmick are registered to attend.

VI. Townships, Cities, MI Dept of EGLE & Corps of Engineers Items

Charlevoix Township Proposed Rezoning (RDI Properties)

K. Stark introduced the request by RDI Properties to rezone five (5) parcels, having property tax identification numbers 15-004-034-024-10, 15-004-034-025-10, 15-004-034-027-35, 15-004-034-026-10, and 15-004-034-045-00, located on/near US-31 S. between Stover Road and Barnard Road along the Lake-to-Lake Trail in Charlevoix Township, from Commercial (C) to Planned Residential District (PRD). K. Stark noted the applicant is proposing to develop a mobile home park. S. Chamberlain explained that initially the applicant did not have all five (5) of these parcels. However, through negotiations with the City of Charlevoix, the applicant was able to acquire the parcel with the old gravel pit. S. Chamberlain explained the applicant has been considering different residential development options.

N. Ferguson described the location of the proposed rezoning.

K. Stark began reviewing the Planning Department Staff Report, first describing a comparison of land uses allowed in the current and proposed zoning districts. She noted there's quite a difference in the uses allowed between the two zoning districts. Up until now, the Township has designated this area for commercial use, but then this development opportunity came along. S. Chamberlain said, at the time the Township Master Plan was last updated, there was no expectation that the City of Charlevoix would consider selling the former "stump dump" property.

M. Bakker noted that mobile home parks are not allowed in the proposed zoning district, either as a use by right or a special use. He questioned why the applicant is not proposing to rezone these properties to the Mobile Home Park District if it's their intention to develop a mobile home park. S. Chamberlain said the applicant has been considering a variety of options. N. Ferguson noted that, if these parcels are rezoned as requested, the applicant could select any of the allowed uses in PRD. Discussion took place regarding various development options available to the applicant. M. Bakker emphasized that if the applicant is considering developing a traditional mobile home park, they would need to rezone these properties to a district that allows them. K. Stark asked if it's possible to have a mobile home park that is not officially a mobile home park under state regulations. S. Chamberlain said yes, you could have a site condominium mobile home park.

K. Stark continued reviewing the Staff Report, including a comparison of dimensional requirements in the current and proposed zoning districts, the existing uses on the subject parcels and adjacent properties, the zoning of adjacent properties, the Township Master Plan recommendation, and the soil types on the subject parcels. Further discussion took place regarding these points.

K. Stark finished reviewing the Staff Report, emphasizing the following points for consideration:

- The proposed rezoning is <u>not</u> consistent with the future land use map in the Township Master Plan. However, given the existing land uses on the surrounding properties, it does not appear there would be any land use conflicts if these parcels are rezoned to PRD.
- The subject parcels are accessible from US-31, a major transportation route. The proposed residential development would also have direct access to the Lake to Lake Trail.
- Municipal water and sewer services are available to these parcels
- This would help meet the need for attainable housing, including workforce housing, in the community.

Commission members considered and concurred with the points above. M. Bakker thought that a planned residential development, which would provide higher density housing, would be a good fit in this area. Commission members also noted that a residential development would create heavier traffic volume on U.S. 31, which may necessitate highway improvements such as adding a turn lane, but it was acknowledged that this would be handled by MDOT through their permit approval process for driveway access to the highway.

MOTION by M. Bakker to send the Planning Department Staff Report to the Township for their consideration and to acknowledge that the Township Planning Commission held two (2) public hearings on the proposed rezoning, which no members of the public attended to voice any concerns with the proposed rezoning. M. Cunningham seconded the motion. Voice vote: all in favor. Motion carried.

<u>**Melrose Township Proposed Zoning Text Amendments**</u>

K. Stark reviewed the Planning Department Staff Report on the proposed text amendments to the Melrose Township Zoning Ordinance pertaining to personal and commercial solar energy systems. She explained that we had reviewed these proposed amendments at our June 5, 2025 meeting and provided comments to the Township for their consideration. The Township did not adopt the proposed amendments at that time. The Township sent the proposed amendments to their civil counsel for review. Their civil counsel made proposed changes, which are shown in red type. K. Stark explained that the Township attorney's proposed changes are the only changes that have been made to the proposed amendments since we reviewed them last year. She had no concerns with the changes recommended by the Township's civil counsel. However, our original comments from last year's review are still applicable.

K. Stark noted the following points:

- Subsection 3. Solar Energy Farms should be moved to Article X Special Use Permits rather than being in Article IV General Provisions. This is because solar energy farms would only be allowed as a special use in the Forest Conservation (CR) District.
- In Subsection 3. b., it needs to more clearly state that a special use permit is required for solar energy farms. Also, the terminology "Uses Permitted Subject to Special Conditions" is not used in the Melrose Township Zoning Ordinance. They have permitted uses or special uses.
- Subsection 3. b. 6. states that wildlife-friendly fencing *may* be required, but it doesn't include any standards that would be used by the Planning Commission to make this determination.
- In Subsection 3. b. 10. C. Buffer, second line, *native* evergreen trees should be required.

- Regarding subsection 3. b. 10. C. Buffer, would installing a berm be acceptable in lieu of some of the vegetation requirements? With a berm, the applicant could plant smaller trees, which would be more economical.
- In Subsection 3. b. 10. G. Maintenance, in the fourth line, after the word "replaced" insert "by the next growing season".

Discussion took place regarding the proposed text amendments.

M. Bakker questioned where the line is between personal solar installations and solar energy farms. Further discussion took place.

Commission members agreed that their comments from their initial review of these proposed amendments last year were still applicable.

K. Stark said she had looked at the zoning map to see where a solar energy farm could potentially be sited, based on zoning and minimum lot size. Most of the eligible parcels would be east of US-131, are owned by the State, and are mostly wetland in the Bear River valley. She couldn't see an obvious location in the Township where a developer would even want to pursue placing a solar energy farm because the eligible parcels are wetland. Concern was raised that this could be interpreted as exclusionary zoning. K. Stark noted that smaller parcels could be combined to meet the 80-acre minimum lot size. S. Chamberlain recommended that the Township further consider the 80-acre minimum lot size for solar energy farms if most of the eligible parcels are wetland.

MOTION by N. Ferguson that there was no reference found in the Township Board or Planning Commission meeting minutes indicating the Township received the County Planning Commission's comments after we initially reviewed these proposed text amendments last year, and to encourage the Township to review our comments from last year as well as the additional points made in tonight's review. M. Ritter seconded the motion. Voice vote: all in favor. Motion carried.

<u>EGLE Public Notice</u> (Forell)

M. Cunningham recused himself from the discussion and the vote on this agenda item and took a seat in the audience.

K. Stark introduced the public notice for the permit application submitted to EGLE by Tim Forell to modify and expand the permanent dock to have an additional U-shaped section that has two 60-foot-long by 6-foot-wide parallel sections going east to west and a 32-foot-long by 6-foot-wide section at the base running north to south nearest to the shoreline. A 20-foot-wide by 24-foot-long boat hoist is proposed in between the new docks. The purpose of the project is to provide safe wharfage for a 56-foot-long boat at the applicant's property on Lake Charlevoix in Eveline Township. K. Stark had also provided Commission members with an aerial map of the project site.

Discussion took place regarding the proposed project. N. Ferguson noted the proposed new dock section would not be longer than other docks in the area. The project would also be within the applicant's riparian area. M. Bakker asked what part of the existing dock would be retained.

MOTION by M. Ritter that we reviewed the public notice and have no concerns with the proposed project. M. Bakker seconded the motion. Voice vote: all in favor. Motion carried.

EGLE Public Notice (Ascione)

M. Cunningham remained seated in the audience, recusing himself from the discussion and the vote on this agenda item.

K. Stark introduced the public notice for the permit application submitted to EGLE by 309 Belvedere LLC (Edward Ascione) to construct a 60-foot-long, 5-foot-wide floating dock and place two timber piles on the east side of the new dock for the purpose of accessing the water and using various watercraft during high and low water levels. The proposed project is at the applicant's property on Round Lake in the City of Charlevoix.

Discussion took place regarding the proposed project.

MOTION by P. Grassmick that we reviewed the public notice and have no concerns with the proposed project. M. Ritter seconded the motion. Voice vote: all in favor. Motion carried.

M. Cunningham returned to his seat on the Planning Commission.

VII. Comments/Reports

Planning Director

K. Stark shared Planning Department activities since our last meeting:

- Assisted Charlevoix Township with zoning ordinance amendment procedures and recordkeeping
- Assisted Marion Township and St. James Township with zoning map updates
- Working with the Parks Committee and planning consultant on drafting a community survey for the Parks & Recreation Plan update
- On April 8th, she attended a virtual training session for Michigan Natural Rivers Zoning Review Board members, which is hosted annually by the Michigan Department of Natural Resources for those serving on zoning review boards for the designated natural rivers throughout the State; in 2012, she was appointed by the Board of Commissioners to represent Charlevoix County on the Jordan River Zoning Review Board.

County Commissioner Liaison

Not present

Planning Commission Members

P. Grassmick reported the U. S. Coast Guard Cutter "Key Biscayne" broke-up the ice in St. James Harbor on Beaver Island recently. She also reported on the Peninsula Fiber Network (PFN) project where a fiber optic network for Broadband service will run through Beaver Island and over to the mainland. It's intended to be a redundant (backup) line for the Upper Peninsula and eastern Wisconsin. N. Ferguson asked if this project would also benefit the Island. P. Grassmick said an internet service provider would be needed to bring Broadband service from the fiber optic line to the end user (homes, businesses, etc.).

N. Ferguson reported on a recent news article written by County Commissioner Annemarie Conway about accomplishments on Beaver Island. First, the Beaver Island Retreat was recognized as the #1 glamping site in the United States. Second, the recycling center received a state grant to purchase two (2) bottle/can machines, which will enable them to crush returnable bottles and cans, so they take up less space and are less costly to ship off the Island. Third, a portion of Beaver Island was recently designated as a Dark Sky Sanctuary, one of only 15 in the world.

S. Chamberlain reported that he is still working with John Kurtz on the proposed income-restricted housing project on Sheridan Street in Charlevoix. He said Kurtz's goal is to make sure that people who want to live here year-round get some advantages. They're currently looking at Brownfield tax credits. He said that Kurtz has been talking with different employers around the community and there seems to be some interest in recommending that some of their future employees go there for housing. S. Chamberlain noted the high percentage of homes in Charlevoix that are not owned by local citizens, and the remaining percentage that are owned by people who don't live here year-round, which really impacts the number of people available for volunteer work in the community.

M. Ritter reported that April and May are school testing months. He is excited that spring break is over, so they can move forward with various projects. There will be Career Technical Education (CTE) millage proposals on the ballot for the May 5th school election. He also reported the tennis courts at the Charlevoix Middle/High School will begin when the Spring weight limits on the roads are lifted.

M. Cunningham reported that Lakes Michigan/Huron are at 577.99 feet and are predicted to rise four (4) inches over the next month. Lake Superior is at 600.10 feet and is also predicted to rise four (4) inches over the next month. He noted the most surprising statistic is that Lake Ontario is predicted to rise eight (8) inches over the next month.

M. Bakker reported that he's getting ready for the busy season (summer). He enjoyed lots of snowmobiling this winter.

D. Wheeler reported that he only got in about 100 miles of snowmobiling this winter. He added that this year was their best snow plowing season since 2001.

N. Ferguson inquired about the Board of Commissioners' discussion of the county logo. K. Stark explained that the Parks Manager had requested Board approval of a proposed new logo for the Parks Department. The Board approved the Parks Department's use of the proposed logo for merchandise only. K. Stark noted there is interest in updating the county logo. N. Ferguson commented on the current logo, which features the Ironton Ferry.

N. Ferguson reported that she contacted Dave Skornia but had not yet spoken with him to get an update on the level of interest in the Farmland & Open Space Preservation Ordinance among area farmers and local officials.

S. Chamberlain inquired about the status of the Marion Township proposed zoning ordinance text amendments which the County Planning Commission reviewed at our last meeting. K. Stark said she had sent follow-up correspondence to Marion Township regarding the Planning Commission's review and comments on the proposed zoning amendments. M. Bakker said no action has been taken yet by the Township.

VIII. Any Unfinished County Business

In reference to the discussion at our last meeting, Betty Henne (seated in the audience) asked if K. Stark had sent a letter to the townships in the county regarding data centers. K. Stark said no. M. Bakker explained that it was discussed, but no action was taken by the Planning Commission directing Staff to do so. K. Stark said many agencies throughout Michigan, such as the Michigan Townships Association, Michigan Municipal League, and Michigan Association of Planning, have already provided information about data centers to local units of government. K. Stark said she would be willing to send out a letter if there is something specific about data centers, beyond general information, that the Planning Commission thinks is important for local units of government to consider. M. Bakker suggested waiting until after the Master Citizen Planner webinar on data centers is held in June because there may be more information coming out on this topic. S. Chamberlain added that the state legislature is considering legislation to place a statewide moratorium on data centers to give local units of government time to research and determine how best to address this land use in their respective communities.

IX. Adjournment

MOTION by M. Bakker to adjourn the meeting. M. Ritter seconded the motion. Voice vote: all in favor. Motion carried.

Chairperson Ferguson adjourned the meeting at 7:43 p.m.

Minutes submitted by,

Pam Grassmick, Secretary

PG/kjs

May 2026

Senior Hi-Lites

Charlevoix County Commission on Aging Newsletter

Funding for Charlevoix County Commission on Aging is provided by: Charlevoix County Senior Millage; Michigan Aging & Adult Services Agency; Area Agency on Aging of Northwest MI

WE ARE SENIORS, WE ARE 2 MILLION STRONG & OUR NUMBERS ARE GROWING, WE ADVOCATE AND WE VOTE!

"May is the month of expectation, the month of wishes, the month of hope." ~ Emily Brontë

Director's CORNER

The Top 5 Financial Scams Targeting Older Adults

Financial scams are everywhere these days and no one is immune. And sometimes it leaves us older adults with no way to recoup our losses. Worldwide, people age 60 and over lose billions of dollars combined to fraud each year. Behind that shocking figure? Tens of thousands of very real people who have been robbed of their savings and financial security.

Here are five scams that top the list of complaints for seniors:

1. The person-in-need and grandparent scam. The grandparent scam is so effective because it exploits people's emotions. In this scam, fake grandchildren ask for help with car repairs, late rent, a medical emergency, or even to post bond. They pretend to be in distress. They may even beg the grandparent not to tell anyone.

In other versions of this scam, a caller claims to be an arresting police officer, doctor, or lawyer trying to help the grandchild. They prey upon emotions to pressure victims into sending money as quickly as possible. These scams are even harder to identify and resist thanks to artificial intelligence (AI). Today, con artists can clone real voices of real relatives and use them to commit fraud.

2. Financial services scam. These cons work because they appear to come from a legitimate source: a bank, a mortgage company, or a debt collection agency. Scammers call, text, or send email messages that look and sound perfectly legitimate. They may claim that a checking or savings account has been compromised and ask for personal information, such as a password or Social Security number, to "secure" it. They may promise better rates or terms on a home loan. Or they may threaten arrest for unpaid medical bills—which may or may not exist.

Each of these types of claims is a lie. But scammers know how to be convincing.

3. Tech support scams. These scams prey upon the doubts and discomforts that many people have around computers. Typically, a person's computer or phone screen will freeze or go blank. A pop-up message will appear with a phone number to dial for help. When the user calls it, the scammer on the other end will ask for permission to log on to the device remotely. This fake "tech support" representative also may demand a fee to repair the "issue."

4. Government impersonation scams. Callers pretend to be from the Internal Revenue Service (IRS), Social Security Administration, or Medicare. They threaten to arrest or deport the person who picks up the phone if they don't pay their "unpaid taxes." Or, they may threaten to cut off Social Security or Medicare benefits unless the person provides personal details. This information can then be used to commit identity theft.

5. Romance scams. As more people turn to online dating, con artists are seizing the opportunity. Romance scammers create fake social media profiles and use them to gain trust and steal money. In some cases, these scammers may be (or pretend to be) overseas. They may ask their victims to pay for visas, medical emergencies, and travel expenses to come to the U.S. Romance scams (also called sweetheart scams) can drag out for a long time. As a result, victims often lose a lot of money.

Stop, think, ask for help and be careful of anything that just does not sound right.

COA Information

COA Office
13513 Division Ave.,
Charlevoix, MI 49720
231-237-0103
Toll Free: 866-428-5185
Fax: 231-237-0105
Office open M-F 7:30am-4:30pm

Main Office Staff:
Amy Wieland, Executive Director
Sheri Shepard, Assistant Director
Theresa Graham, Office Manager
Sally Nye, Database Coordinator
Paul Tate, Food Service Manager
Tara Palmer Pop, Senior Program Facilitator

Health Care Services:
Tracey Rupinski, RN, Director of Health Care Services
Kimberly Langerman, Health Care Services Coordinator
Arlene Wilson, CNA
Kim Crandell, Homemaker
Rhonda Whiteford, Homemaker

COA Advisory Committee
Wanda Carr - Chair; James Clark, Cathy Kessler,-Vice Chair, Open, Janet Kalbfell; Board Liaison Josh Chamberlain

Many wonderful Volunteers in all aspects of our services!

Beaver Island COA Office:
Open M-F Hours change daily - Please see the Calendar
Dawn George, BI County Building & COA Site Coordinator
26466 Donegal Bay Road
Beaver Island, MI 49782
231-448-2124

Boyne Area Senior Center:
Open M-F 8a-4p
Krista Goldsmith, Site Coordinator
Diane, Sydney, James, Food Service & HD Meals
411 E. Division, PO Box 964
Boyne City, MI 49712
231-582-6682

Charlevoix Senior Center:
Open M-F 8a-4p
Vikki Pearsall, Northside Building and COA Site Coordinator, Zack, Mary, Beth & Cathy Food Service & HD Meals
13513 Division Street
Charlevoix, MI 49720
231-547-3844

East Jordan Senior Center:
Open M-F 9a-2p
Brenda Skop, Site Coordinator
Kelly, Star, Paul H, Food

Visit our Website: www.charlevoixcounty.org/Commission_on_Aging or our Facebook page **"Charlevoix County Commission on Aging"**

We are changing what aging looks like and feels like in Charlevoix County!

Area happenings

For more information:

Beaver Island Chamber
(231) 448-2022
Main Street
Beaver Island, MI 49782
beaverislandcommunitycenter.org

Boyne Area Chamber
(231) 582-6222
115 S. Lake St., Suite A,
Boyne City, MI 49712
boynechamber.com

Charlevoix Chamber
(231) 547-2101
109 Mason Street
Charlevoix, MI 49720
charlevoix.org

East Jordan Chamber
(231) 536-7351
100 Main Street, Suite B
East Jordan, MI 49727
ejchamber.org

MAY 2026 NOTABLE DATES

1	Loyalty Day
2	Kentucky Derby
3	Laughter Day
4	Give Day
5	Cinco de Mayo
6	No Diet Day
7	Homebrew Day
8	No Socks Day
9	Lost Sock Memorial Day
10	Mother's Day
11	Eat What You Want Day
12	Nutty Fudge Day
13	Apple Pie Day
14	Dance Like a Chicken Day
15	Chocolate Chip Day
16	Barbeque Day
17	Cherry Cobbler Day
18	Visit Your Relatives Day
19	Plant Something Day
20	Be a Millionaire Day
21	Memo Day
22	Road Trip Day
23	Lucky Penny Day
24	Scavenger Hunt Day
25	Memorial Day
26	Paper Airplane Day
27	Flip Flop Day
28	Hamburger Day
29	Pink Flamingo Day
30	Mint Julep Day
31	Smile Day

For more detailed information on things going on at our Senior Centers:

Please call and speak with the Site Coordinator directly or call the COA Office.

Boyne Area Activity Calendar

Boyne Area Senior Center Activities for May 2025-Krista @ (231)582-6682

Monday	Tuesday	Wednesday	Thursday	Friday
Call BASC for Haircut Appt's w/ EnVogue Salon	The BASC is OPEN FULL- TIME 8a-4pMon-Fri with activities all day long! Exercise Room is open all day everyday Mon-Fri, 8a-4p	Foot Clinic Dates: Tuesday 5/5/26 Monday 5/11/26 Tuesday 5/19/26 Thursday 5/28/26		1. 10a Mindful Meditation, 10:30a Beachball Kicker Exercise Class, 11a Sourdough Pop Up Shop w/Allysa, 11:30a Live Music by $1 in a Juke Box, 11:45a Pick Your Pony Contest, & Mint Julip Bar, 12:30p Bingo, 1p Kentucky Derby BINGO w/prizes
4. 10a Mindful Meditation, 10:30a Beachball Kicker Exercise Class, 11a Lemonade Bar, 12:30p Card Bingo, 1:30p Boyne Town Follies Dress Rehearsal #1	5. 10a Mindful Meditation, 10:30a Coffee & Vinyl on the patio, 11a Pin the Tail on the Donkey w Prizes, 11a Nat'l Salad Month Surprise, 11:45a Speedy Gonzalez Taco Game w/Prizes, 12:30p Card Bingo, 1:30p BTown Follies Dress Rehearsal #2	6. 10a Mindful Meditation, 10:30a Beachball Kicker Exercise Class, 11a Boyne Towne Follies w/Paul Ferris, 12:30p Bingo	7. 10a Mindful Meditation, 10:30a Coffee & Vinyl on the patio, 11a Spring Pop Up w/ Upsy-Daisy Floral, 12:30p Bingo, 1p Popcorn & a Movie "Land"	8. Mother's Day & Military Spouse's Celebration, 10a Mindful Meditation, 10a Tech Support w/ Nick, 10:30a Beachball Kicker Exercise Class, 11:30a Live Music by Vintage, 12:30p Bingo, 1p Mother's Day Tea Party & Games
11. 10a Mindful Meditation, 10:30a Beachball Kicker Exercise Class, 11a Info Table for Skin Cancer Awareness, 12:30p Card Bingo, 1:30p Wrinkle in Time Podcast	12. 10a Mindful Meditation, 10:30a Coffee & Vinyl on the patio, 11a Nat'l Salad Month Surprise, 11:45a Drop N' Shop, 12:30p Card Bingo, 1:30p Nat'l Foam Rolling Day Activity	13. 10a Mindful Mediation, 10:30a Beachball Kicker Exercise Class, 11a Live Music by Lucky Stars, 12:30p Bingo, 1p Mystery BINGO	14. 10a Mindful Meditation, 10:30a Coffee & Vinyl on the patio, 11a Nat'l Frog Jumping Day Contest w/Prizes, 12:30p Bingo, 1p Homemade Hummus Making Class for Int'l Hummus Day.	15. 10a Mindful Meditation, 10:30a Beachball Kicker Exercise Class, 11a Live Music by OJ Adkins, 12p Mushroom Hunt w/ Prizes, 12:30p Bingo, 1p Activity for Nat'l Pizza Party Day
18. 10a Mindful Meditation, 10:30a Beachball Kicker Exercise Class, 11a Info Table for ALS Awareness, 12:30p Card Bingo, 1:30p Wrinkle in Time Podcast	19. 10a Mindful Meditation, 10:30a Coffee & Vinyl on the patio, 11a Nat'l Salad Month Surprise, 11a Blood Pressure Clinic, 12:30p Card Bingo, 1:30p Kitchen Herb Potting Party for Plant Something Day	20. 10a Mindful Mediation, 10:30a Beachball Kicker Exercise Class, 11a Live Music by Michigan Sands, 11:45a World Bee Day Giveaway, 12:30p Bingo, 1p Musicians Jam Circle	21. 10a Mindful Meditation, 10:30a Coffee & Vinyl on the patio, 11a Info Table for Nat'l Water Safety Month, 12:30p Bingo, 1p Popcorn & a Movie "A Complete Unknown" in Honor of Bob Dylan's Bday	22. 10a Mindful Meditation, 10:30a Beachball Kicker Exercise Class, 11a Live Music by Vintage, 11:45a Special Treat for Nat'l Grape Popsicle Day, 12:30p Bingo, 1p Summer Wreath Craft
25. All COA Centers are CLOSED.	26. 9:30a Veteran Social, 10a Mindful Meditation, 10:30a Coffee & Vinyl on the patio, 11a Nat'l Salad Month Surprise, 11:45a Drop N' Shop, 12:30p Card Bingo, 1:30p Wrinkle in Time Podcast	27. 10a Mindful Mediation, 10:30a Beachball Kicker Exercise Class, 11a Live Music by Lucky Stars, 12:30p Bingo, 1p Mystery BINGO	28. 10a Mindful Meditation, 10:30a Coffee & Vinyl on the patio, 11a Info Table for Nat'l Stroke Awareness Month, 12:30p Bingo, 1p Patriotic Ice Cream Social	29. 10a Mindful Meditation, 10:30a Beachball Kicker Exercise Class, 11a Live Music by Michigan Sands, 12:30p Bingo, 1p Nat'l Snail Day Craft

East Jordan Activity Calendar

East Jordan Senior Center Activities for May 2025-Brenda @ (231)536-7831

Monday	Tuesday	Wednesday	Thursday	Friday
		Foot Clinic Dates: Thursday 5/7/26 Thursday 5/14/26 Tuesday 5/26/26		1. Kentucky Derby Celebration, Celebration Day/Ice Cream, 8a-10a Walking, 11:30a Live Music by Barry Loper, 12:30p Card Bingo, Mexican Poker after Cards, 50/50 Drawing
4. 8a-10a Walking, 9:30a Coffee Hour, 10a Sewing Repairs, 10:45a Exercise w/Lisa, 12:15p Texas Hold-em, 12:30p Open Pool Game	5. 8a-10a Walking, 8:30a-10a Open Pickleball, 9:30a Coffee Hour, 10a Knit & Crochet, 11a Blood Pressure Clinic, 12:30 Euchre	6. 8a-10a Walking, 9:30a Coffee Hour, 12:30 Card Bingo, Mexican Poker after Cards	7. $$$ Hair Cuts, 8a-10a Walking, 10:30a Cardio Drumming, 12:15 Texas Hold'em	8. Mother's Day & Military Spouse's Celebration, 8a-10a Walking, 11:30a Live Music by 2 Beats, 12:30p Card Bingo, Mexican Poker after Cards, 50/50 Drawing
11. 8a-10a Walking, 9:30a Coffee Hour, 10a Sewing Repairs, 10:45a Exercise w/Lisa, 12:15p Texas Hold-em, 12:30p Open Pool Game	12. 8a-10a Walking, 8:30a-10a Open Pickleball, 9:30a Coffee Hour, 10a Knit & Crochet, 12:30 Euchre	13. 8a-10a Walking, 9:30a Coffee Hour, Red Flags of Fraud Presentation, 11:15a Tech Help, 12:30 Card Bingo, Mexican Poker after Cards	14. 8a-10a Walking, 10a Board Meeting, 10a Chamber Chat w/ Mary, 10:30a Cardio Drumming, 12:15 Texas Hold'em	15. 8a-10a Walking, 11:30a Live Music by $1 in a Juke Box, 12:30p Card Bingo, Mexican Poker after Cards, 50/50 Drawing
18. 8a-10a Walking, 9:30a Coffee Hour, 10a Sewing Repairs, 10:45a Exercise w/Lisa, 12:15p Texas Hold-em, 12:30p Open Pool Game	19. 8a-10a Walking, 8:30a-10a Open Pickleball, 9:30a Coffee Hour, 10a Veteran Social, 10a Knit & Crochet, 12:30 Euchre	20. 8a-10a Walking, 9:30a Coffee Hour, 12:30 Card Bingo, Mexican Poker after Cards	21. 8a-10a Walking, 10:30a Cardio Drumming, 12:15 Texas Hold'em	22. 8a-10a Walking, 11:30a Live Music by Charlie, 12:30p Card Bingo, Mexican Poker after Cards, 50/50 Drawing
25. All COA Centers are CLOSED.	26. 8a-10a Walking, 8:30a-10a Open Pickleball, 9:30a Coffee Hour, 10a - 3p Secretary of State Mobile, 10a Knit & Crochet, 12:30 Euchre	27. 8a-10a Walking, 9:30a Coffee Hour, 12:30 Card Bingo, Mexican Poker after Cards	28. 8a-10a Walking, 10:30a Cardio Drumming, 12:15 Texas Hold'em	29. 8a-10a Walking, 11:30a Live Music, 12:30p Card Bingo, Mexican Poker after Cards, 50/50 Drawing

ALL Charlevoix County Senior Center Menus

May Menu — Charlevoix County Senior Centers — 2026

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
WEEKLY ALTERNATIVE: CHEF SALAD				01 Three Cheese Macaroni & Cheese w/Bread Crumbs, Vegetable, Fruit, Mint Julip Cake
04 BBQ Chicken Wings, Scalloped Potatoes, Vegetable, Fruit. WEEKLY ALTERNATIVE: CORNED BEEF & SWISS SANDWICH	05 Taco Salad, Taco Meat, Diced Tomatoes, Tortilla Strips, Cheese, Salsa Cup, Ranch, Churro Loops Fruit.	06 Sliced Ham, Sweet Potatoes w/ Marshmallows, Vegetable, Fruit.	07 Ground Sirloin Patty, Mashed Potatoes, Mushroom Gravy, Vegetable, Fruit.	08 Chicken Lasagna, Steamed Broccoli, Garlic Bread, Cherry Dessert
11 French Toast Sticks, Sausage Links, Scrambled Eggs, Syrup Cup, Warm Applesauce, Vegetable WEEKLY ALTERNATIVE: ROAST BEEF WRAP	12 Cold Tuna Pasta Salad, Sliced Tomatoes, Sour Cream Cucumber Salad, Bag of Chips, Fruit.	13 "The Bobby" Thanksgiving Sub Sandwich, Shredded Roasted Turkey, Stuffing, Cranberry on a Club Roll, Vegetable, Peach Cobbler	14 Tropical Chicken Breast, Fresh Pineapple Salsa, Seasoned Rice,Vegetable, Fruit.	15 Cheeseburger, Ranch Wedge Fries, Vegetable, Fruit.
18 Sloppy Joe w/ Cheese & Bacon on Brioche Bun, Tater Tots, Vegetable, Fruit. WEEKLY ALTERNATIVE: SEAFOOD PASTA SALAD	19 Breaded Chicken Breast w/ Country Gravy, Au Gratin Potatoes, Vegetable, Fruit.	20 Roasted Pork Loin, Mashed Potatoes, Pork Gravy, Vegetable, Fruit.	21 Chicken Stew, Diced Potatoes, Stew Vegetables, Breadstick, Fruit	22 Chef Salad, Turkey, Ham, Swiss, American, Hard Boiled Egg, Homemade Ranch, Soup Du Jour, Fruit.
25 All Senior Centers and COA Offices are CLOSED. WEEKLY ALTERNATIVE: CHICKEN SALAD CROISSANT	26 COOKS CHOICE Potato, Vegetable, Fruit	27 Sliced Grilled Chicken, Sauteed Peppers & Onions, Seasoned Rice, Sesame Pea Pods, Fruit.	28 Cheese Ravioli Tossed with Fresh Tomatoes, Basil, Garlic & Olive Oil, Cheesy Biscuit, Vegetable, Fruit	29 Beef Tips w/ Onions, Mashed Potatoes & Gravy, Vegetable, Fruit.

NOTES:
- ALL OUR MEALS ARE REVIEWED & APPROVED BY A REGISTERED DIETITIAN & CONTAIN 33.3% OF YOUR DAILY NUTRITIONAL REQUIREMENTS.
- ALL MEALS INCLUDE 1 MILK, 1 BREAD, 2 VEGGIES AND 1 FRUIT.
- ALL MEALS ARE SUBJECT TO CHANGE.

SPECIAL ANNOUNCEMENTS:
KENTUCKY DERBY DAY: FRIDAY 5/1
MOTHER'S DAY CELEBRATION: FRIDAY 5/08
STATE PLATE DAY: WEDNESDAY 5/13 - DELAWARE
ALL SENIOR CENTERS & COA OFFICES - CLOSED MONDAY 5/25

Charlevoix Activity Calendar

Charlevoix Senior Center Activities for May 2025-Vikki @ (231)547-3844

Monday	Tuesday	Wedneday	Thursday	Friday
Safe Havens' Free Breakfast Club is every Tuesday and Friday from 8a- 9a on the days the Center is open.		Foot Clinic Dates: Friday, 5/1/26 Wednesday 5/13/26 Thursday 5/ 21/26		1. 8a Coffee Talk, Walkers, 10a Crafts, 12:30p Cardio Drumming, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball
4. 8a Coffee Talk, Walkers, 8-9:45a Advanced Pickleball, 12:30p Cardio Drumming, 1p Games /Puzzles /Cards/Euchre, 2p Beginners Pickleball	5. 8a Coffee Talk, Walkers, 10a Line Dancing, 10:45a Beach Ball Kicker Class, 12:30p Veteran's Social, 12:45p Movie Day at the Center, 1p Games /Puzzles /Cards/Euchre, 2p Beginners Pickleball, 4p Yoga	6. 8a Coffee Talk, Walkers, 10a Cardio Drumming, 12p Red Flags of Fraud w/ Randy Travis BBB, 12:30p Bridge, 12:30p Cardio Drumming, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball	7. 8a Coffee Talk, Walkers, 9a Yoga, 10:15a Chair Yoga, 11:45a Lisa Bloxsom Hospice & Palliative Care Presentation, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball, Matinee Discount at Charlevoix Cinema for Seniors	8. 8a Coffee Talk, Walkers, 10a Crafts, 11a NoMich Sourdough Pop Up Shop, 12:30p Cardio Drumming, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball
11. 8a Coffee Talk, Walkers, 8-9:45a Advanced Pickleball, 9:30a Exercise w/Becki, 12:30p Cardio Drumming, 1p Games /Puzzles /Cards/Euchre, 2p Beginners Pickleball	12. 8a Coffee Talk, Walkers, 10a Line Dancing, 10:30a-3p Mobile Secretary of State, 10:45a Beach Ball Kicker Class, 12:45p Movie Day at the Center, 1p Games /Puzzles /Cards/Euchre, 2p Beginners Pickleball, 4p Yoga	13. 8a Coffee Talk, Walkers, 10a Cardio Drumming, 12:30p Bridge, 12:30p Cardio Drumming, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball	14. 8a Coffee Talk, Walkers, 9a Yoga, 10:15a Chair Yoga, 11a Hand Massages w/ Ruth from Compasses, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball, Matinee Discount at Charlevoix Cinema for Seniors	15. 8a Coffee Talk, Walkers, 10a Crafts, 12:30p Cardio Drumming, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball
18. 8a Coffee Talk, Walkers, 8-9:45a Advanced Pickleball, 9:30a Exercise w/Becki, 12:30p Cardio Drumming, 1p Games /Puzzles /Cards/Euchre, 2p Beginners Pickleball	19. 8a Coffee Talk, Walkers, 10a Line Dancing, 10:45a Beach Ball Kicker Class, 12:30p Crafts with Ruth from Compasses, 12:45p Movie Day at the Center, 1p Games /Puzzles /Cards/Euchre, 2p Beginners Pickleball, 4p Yoga	20. 8a Coffee Talk, Walkers, 10a Cardio Drumming, 12:30p Bridge, 12:30p Cardio Drumming, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball	21. 8a Coffee Talk, Walkers, 9a Yoga, 10:15a Chair Yoga, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball, Matinee Discount at Charlevoix Cinema for Seniors	22. 8a Coffee Talk, Walkers, 10a Crafts, 11a Krazy Kakeaholics Pop Up Shop, 12:30p Cardio Drumming, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball
25. All COA Centers & Offices are CLOSED.	26. 8a Coffee Talk, Walkers, 10a Line Dancing, 10:45a Beach Ball Kicker Class, 11a-1p Tech Help with Bill Miros, 12:45p Movie Day at the Center, 1p Games /Puzzles /Cards/Euchre, 2p Beginners Pickleball, 4p Yoga	27. 8a Coffee Talk, Walkers, 10a Cardio Drumming, 12:30p Bridge, 12:30p Cardio Drumming, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball	28. 8a Coffee Talk, Walkers, 9a Yoga, 10:15a Chair Yoga, 12:30p Matter of Balance Class Information, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball, Matinee Discount at Charlevoix Cinema for Seniors	29. 8a Coffee Talk, Walkers, 10a Crafts, 12:30p Cardio Drumming, 1p Games /Puzzles /Cards/Euchre, 2p Pickleball

Beaver Island COA Activities for May 2025-Dawn @ (231)448-2124

Monday	Tuesday	Wedneday	Thursday	Friday
Vouchers are sold at the COA BI Office during COA Office Hours and at Activities by COA Staff. Vouchers can also be purchased through the mainland COA Office.		ALL Activities are held at the Peaine Township Hall unless otherwise noted.		1. 9a-2p Office Hours
4. 9a-9:30a Office Hours, 10a Cardio Drumming, 11a Art Therapy 2 - Nature, 12:30p- 2p Office Hours	5. 9a-2p Office Hours	6. 12:30p - 2:30p Office Hours, 3p-5p Art Therapy 2 - Nature, All Kinds of Games	7. 9a-9:30a Office Hours, 10a Cardio Drumming, 11a Art Therapy 2 - Nature, 12p- 2p Office Hours	8. 9a-2p Office Hours
11. 9a-9:30a Office Hours, 10a Cardio Drumming, 11a Art Therapy 2 - Nature, 12:30p- 2p Office Hours	12. 9a-2p Office Hours	13. 12:30p - 2:30p Office Hours, 3p-5p Art Therapy 2 - Nature, All Kinds of Games	14. 9a-9:30a Office Hours, 10a Cardio Drumming, 11a Art Therapy 2 - Nature, 12p- 2p Office Hours	15. 9a-2p Office Hours
18. 9a-9:30a Office Hours, 10a Cardio Drumming, 11a Art Therapy 2 - Nature, 12:30p- 2p Office Hours	19. 9a-2p Office Hours	20. 12:30p - 2:30p Office Hours, 3p-5p Art Therapy 2 - Nature, All Kinds of Games	21. 9a-9:30a Office Hours, 10a Cardio Drumming, 11a Art Therapy 2 - Nature, 12p- 2p Office Hours	22. 9a-2p Office Hours
25. All COA Centers & Offices are CLOSED.	26. 9a-2p Office Hours	27. 12:30p - 2:30p Office Hours, 3p-5p Art Therapy 2 - Nature, All Kinds of Games	28. 9a-9:30a Office Hours, 10a Cardio Drumming, 11a Art Therapy 2 - Nature, 12p- 2p Office Hours	29. 9a-2p Office Hours

MAY Word Search

```
K P N Q P C D H M Z N E M X J
L H M A Q I G I S O L G O X K
A D L E B N S M C R D R T P G
D F M V M C Q P M E Q J H L J
Y Q A N T O M M R Z O B E A D
B U Y R J D R A R I T B R N G
U V A Y G E B I Y S N Y S T A
G V C N M M G U A D H G D S R
G Q Z Q A A X I T L A T A S D
X K Q E Q Y Y G X T D Y Y N E
H M I F L O W E R S E A R W N
G B E F J F E W C F M R Y Z K
W W L I L G R A S S T K F F J
H H U F K Z L I O E Z G T L F
F U D F N I I U U M V Z H V Y
```

May
May Day
Mother's Day
Flowers
Spring
Cinco de Mayo
Garden
Memorial Day
Butterfly
Ladybug
Plants
Grass

Just for fun

I just realized why this month is called May.

It may rain, it may snow, it may be 70 degrees, it may be 20 degrees.

MAY 2026

FREE FOR THE COMMUNITY FOR DINE IN OR TAKE OUT
AVAILABLE ONLY WHEN THE CHARLEVOIX SENIOR CENTER IS OPEN

SAFE HAVEN BREAKFAST CLUB MENU

TUESDAYS & FRIDAYS ONLY
CHARLEVOIX SENIOR CENTER ONLY

MAY 5 TUES
2 Pancakes, 2 Sausage Links, Scrambled Eggs, Homemade Fresh Fried Diced Potatoes with Onions

All Breakfasts include Fresh Fruit, Maple Syrup & OJ

MAY 1 FRI
2 Pancakes, 2 Sausage Links, Scrambled Eggs, Homemade Fresh Fried Diced Potatoes with Onions

All Breakfasts include Fresh Fruit, Maple Syrup & OJ

MAY 12 TUES
Biscuits & Gravy, 1 Oven Baked Egg, Warm Applesauce

All Breakfasts include Yogurt & Orange Juice

MAY 8 FRI
2 Pancakes, 2 Sausage Links, Scrambled Eggs, Homemade Fresh Fried Diced Potatoes with Onions

All Breakfasts include Fresh Fruit, Maple Syrup & OJ

MAY 19 TUES
2 Sausage Links, Scrambled Eggs, Homemade Fresh Fried Diced Potatoes with Onions

All Breakfasts include Yogurt & Orange Juice

MAY 15 FRI
2 Pancakes, 2 Sausage Links, Scrambled Eggs, Homemade Fresh Fried Diced Potatoes with Onions

All Breakfasts include Fresh Fruit, Maple Syrup & OJ

MAY 26 TUES
Breakfast Casserole: Eggs, Sausage, Cheese, Potatoes, Peppers & Onions

All Breakfasts include Yogurt & Orange Juice

MAY 22 FRI
2 Pancakes, 2 Sausage Links, Scrambled Eggs, Homemade Fresh Fried Diced Potatoes with Onions

All Breakfasts include Fresh Fruit, Maple Syrup & OJ

MAY 29 FRI
2 Pancakes, 2 Sausage Links, Scrambled Eggs, Homemade Fresh Fried Diced Potatoes with Onions

All Breakfasts include Fresh Fruit, Maple Syrup & OJ

Beaver Island Activities and Update

Contact the BI COA for more information at (231) 448-2124 or The COA Main Office at 231-237-0103

The COA Office Hours and Activities will be on the COA Facebook Page and the COA Website. You can also get a calendar at either the BI COA Office or from the Mainland COA Office.

We have added the following activities like the mainland centers:
Crafter's Social /Fun and Games /Walkercize, Special Congreate Meals and a local Travel Club

Beaver Island TO GO Meals
Beaver Island Senior's 60 years old and older can order up to 20 cold or frozen meals a month from the mainland. These meals cost $3.00 each.
A NAPIS form and COA Code of Conduct must be completed by participants 60 years old and their spouse if 59 years old and under before the Cold or Frozen Meals can be ordered – this only needs to be completed once a year for the Nutritional Program so if it has already been completed for the year due to participation in Home Delivered Meals, the Meal Voucher Program or the Special Congregate Meal Program, they do not need to complete another one.

Voucher Meal Program
Are available at The BI School, The Shamrock & the Wild Strawberry Cafe.
Vouchers can be purchased at the BI COA Office, from the Mainland COA Office. Currently, Vouchers can be purchased individually as you need them or up to 10 in bulk. Once you use the initial 10, an additional 10 are available to purchase. Vouchers expire on 9/31/26. There is NO reimbursement for any unused, lost or stolen vouchers. The BI Meal Voucher Program is for Charlevoix County Tax Paying Seniors, 60 years old and older.

NORTH COUNTRY
COMMUNITY MENTAL HEALTH

MINUTES OF THE BOARD
March 19, 2026 2:30 PM
North Country Community Mental Health
1420 Plaza Drive, Petoskey, Board Room

Mr. Ginop called the meeting to order at 2:30 PM

ROLL CALL:

BOARD MEMBERS ATTENDING:
Michael Newman, Ron Iseler, Jarris Rubingh, David White, Caroline Loper, Aimee Bissonette, Bob Baldwin, Ed Ginop, Sarah Bronson, Daniel CasaSanta

MEMBERS ATTENDING VIRTUALLY: Annemarie Conway, Bob Boyd

BOARD MEMBERS ABSENT: Dana Wingo, Ed Belitz

STAFF: Brian Babbitt, Nancy Rhue, Tim Stapp Jr., Joe Balberde, Ann Friend, Amy Christie, Dominique Cook, Stefanie Miller, Brandy Marvin, April Johnson, Suzan Petee-Eubank, Nicol Beck, Laurie Griffee, Samantha Kerr, Andrea Rose, David Hornibrook, Katie Lorence.

GUESTS: Micah Haven, Kari LaPorte-Montero, Jake Smith, Jen Raymond, Carrie Borowiak, Cindy Evans, Amy Carter, Manuel Cordova, Katelyn Kloss, Fran, Dakota Hawkins, Penny Hawkins, Robin Long, Chris Fox, Jack Felton, Anya Woodcock, Marylynn.

Mr. Ginop welcomed board members and staff to the meeting. There is a quorum present.

ACKNOWLEDGEMENT OF CONFLICT OF INTEREST: No board members expressed a conflict with any agenda item.

PUBLIC COMMENT: Micah Haven read the following statement: Good Afternoon. I trust this board is aware that the Michigan Department of Health and Human Services has mandated that Direct Care workers earn at least $17.13 per hour starting January 1st of this year. At Grand Traverse Industries, we have already complied with this requirement. However, the funding has not followed. We've been informed that North Country Community Mental Health is still reviewing the current rate structure and potential adjustments. In the meantime, providers like GTI are being required to absorb these increased costs without resources to sustain them. We want to pay our staff more; they absolutely deserve it. But without proper funding, that becomes increasingly difficult. This mandate is costing GTI approximately $16,000 annually and this is only the beginning, with another increase already scheduled for January 1st of next year. Today, I am respectfully requesting that the transition funds already set aside for providers be made available to cover these mandated wage increases. This would provide immediate relief while longer-term funding solutions are addressed at the state level. I also strongly encourage members of this board to reach out to your state legislators to ensure that both this and future wage mandates are fully funded. I also want to address ongoing confusion regarding GTI's compliance with HCBS standards. As previously reported to this board, on September 29th, 2025, an audit was conducted by the Northern Michigan Regional Entity at the request of this organization. At that time, our Mancelona facility was found to be 96.67% compliant. Since then we have implemented all of NMRE's recommended improvements including; increasing opportunities for access to the greater community, restructuring our workforce to ensure clients with disabilities work alongside non-disabled staff, and expanding community-based programming and interactions. GTI has worked tirelessly to ensure we are providing the highest level of care, and any characterization of our services as not meeting Home and Community-Based Services standards is factually inaccurate. This board must understand this. I believe we all share the same goal: supporting individuals with disabilities to live fill, independent lives in their chosen communities. We look forward to continuing to work together to make that possible. Thank you.

Keri Laporte-Montero read the following statement: Members of the board, I am here today because the situation within NCCMH has reached a point where the provider network can no longer absorb the consequences of leadership decisions, communication failures, and the absence of meaningful oversight. What is happening is not a misunderstanding, it is a systemic failure, and it is unfolding under your watch. Before I say anything else, I need to remind this board of who Bergmann is. For more than half a century, The Bergmann Center has been a cornerstone of services for adults with developmental disabilities in Charlevoix and Emmet Counties. We are not a new provider. We are not a temporary solution. We are part of the fabric of this community. And today we serve 71 individuals, the largest number of any contracted provider in this region. Our history, our stability, and our deep community roots are the reason NCCMH has been able to rely on us during a time of crisis. And yet, despite that history and that contribution, we are now in a position where, if nothing changes, Bergmann has only months left before the financial and operational strain becomes unsustainable. That is the reality. The information provided to you does not reflect the reality providers are living. Across this region, providers are navigating; unstable, unexplained rate changes, months-long delays in responses to essential operational questions, contradictory directives from different NCCMH departments, and a culture of dismissiveness, labeling, and control. This is not one provider's experience. It is the experience of every contracted provider in this region. Providers have been openly sharing information with one another, and informing NCCMH that we are doing so, since 2024. We have been transparent about our challenges, our data, and our concerns. GRI has been raising these issues publicly for more than a year, and Bergmann has been raiding the dame issues privately with NCCMH leadership. The consistency across providers, across counties, and across two full years should have made it impossible for leadership to dismiss these concerns as isolated or provider-specific. The only place this information has not been acknowledged is in this boardroom.

Jen Raymond continued to read the statement written by Ms. Laporte-Montero: A formal grievance was submitted to his board. It received no response. No acknowledgement. No timeline. Now follow-up. A grievance process that produces silence is not a process, it is a breach of your duty to provide oversight. It signals to providers that even when they follow the formal channels you require, their concerns will not be heard. And because the issues raised in that grievance were never acknowledged or addressed, and because the same patterns of retaliation, instability, and non-responsiveness have continued, we have now been forced to file a second grievance. The fact that providers must repeatedly resort to formal grievances simply to be heard is itself evidence of a system that is not functioning. The need for a second grievance is not a sign of provider conflict, it is a sign of leadership failure. And every day the board remains silent, that failure becomes yours as well. When providers raise legitimate concerns, retaliation follows. This is not speculation, it is a documented pattern. Retaliation has taken the form of punitive interpretations of policy, escalations that bypass provider leadership, sudden shifts in tone and cooperation, and directives that appear designed to intimidate rather than collaborate. Even NMRE's own HCBS auditor publicly confirmed that GTI was 96.67% compliant and that the issue was not compliance, it was the relationship. That finding did not apply to GTI alone. It reflects the broader pattern providers have been experiencing across this region, and it should have been a turning point for leadership and this board. One of the most alarming examples was the directive that individuals with developmental disabilities be moved "out of public view" in our thrift store. This violates the ADA, the

Olmstead decision, and the principles of community integration. It is also a clear act of retaliation following a provider raising concerns. NCCMH cannot contract with itself. This is a fundamental truth that must be stated plainly: NCCMH is a payer and administrative authority. It cannot contract with itself. When NCCMH could not meet its obligations, it was the provider network, Bergmann included, that stepped in to prevent a service crisis. When NCCMH needed support, Bergmann took on the lion's share of individuals served ensuring continuity of care for dozens of vulnerable adults. If we had not stepped in, I ask you directly: who would have provided care for those individuals, because it would not have been NCCMH. This is not a hypothetical, it is a fact. And it underscores the reality that NCCMH's stability depends on the very providers who are now being dismissed, ignored, and retaliated against.

Jake Smith continued to read the statement prepared by Ms. Laporte-Montero: This is bigger than Bergmann. What we are seeing is a system that is not working. NCCMH's leadership structure, communication practices, and contracting processes are not functioning in a way that supports stability, transparency, or the long-term viability of services in this region. Providers are not the problem. The system itself is failing, and the consequences are landing on the individuals we serve. At this point the provider network has done everything within its power to raise concerns, offer solutions, and maintain partnership. We have documented, communicated, escalated, and followed every formal process available to us. And still, the same patterns continue. This leaves only one conclusion: the board must intervene. Not symbolically. Not eventually. But decisively, and now. Without immediate oversight and corrective action from this board, the system will continue to deteriorate, and the people we collectively serve will be the ones harmed. This is the question NCCMH leadership has never answered, and the question this board must now confront: What is NCCMH's plan is the four contracted providers can no longer operate under these conditions? Bergmann has only months left before the strain becomes unsustainable, and every other contracted provider is facing the same trajectory. This is not a warning about the future, it is a description of the present. Without immediate intervention and adequate funding, this network will fail. That is the reality this board has run out of time to ignore.
Providers are being pushed to the brink by unstable funding, inconsistent communication, and a culture that treats them as subordinate departments rather than contracted partners. And I want that to be clear: this is not one provider's experience. It is the shared reality of all four contracted providers in this region. For years, it has appeared that NCCMH's approach has relied on keeping providers siloed, addressing concerns privately, offering inconsistent information to each organization, and creating the impression that each provider's challenges were isolated or unique. That strategy no longer works, because providers are now aligned, communicating, and comparing notes. We are seeing the same patterns. We are experiencing the same barriers. We are facing the same unsustainable conditions. If providers collapse, NCCMH does not have the internal capacity to absorb these services. The individuals we serve will be left without the supports they rely on. And that responsibility will fall squarely on leadership and on this board. The individuals we serve do not get to choose their funding structure. They do not get to choose their contracting authority. They do not get to choose who holds power over their services, their opportunities, and their quality of life. But you do. And with that authority comes responsibility. Responsibility that has not been met. The decisions, delays, and failures of this system directly determine the quality of life for vulnerable individuals in our community. That is the weight of your role and that is the weight of your inaction.

Kari Laport Montero finished reading the statement she prepared: We remain committed to our mission, to the individuals we serve, and to the values of dignity, inclusion, and community integration. We want a strong partnership with NCCMH. But a partnership cannot exist where there is retaliation. It cannot exist where there is silence. And it cannot exist where providers are treated as obstacles rather than allies. Here is the truth providers are aligned on: for years, concerns were handled privately and inconsistently, in ways that kept providers isolated and unaware that we were all experiencing the same barriers. That approach no longer works. Providers are aligned, communicating, and standing together.

We are united in what we are seeing, and united in what must change. The board has the authority, and the responsibility to correct this course. We are asking you to use it. Because providers are united now and this system will not survive if you continue to treat us as if we are not.

Robin Long, Founder and Owner of Let them Learn which focuses on equity and inclusion is the guardian of 3 disabled men that have been attending Bergmann. She has volunteered, spoken to parents, evaluates schools and helps them find what doing well and help improve. She has been at Bergmann there is a lot of need for systems and structures to help and funding would help with that. She sates that they are not there for the money but are there to help. Through Bergmann Center they have been able to make friends, and people who are a part of their lives. She states that through experience in classroom they do everyone else the favor. Kids who share classrooms with persons with disabilities become more compassionate, empathetic, and better humans. She thanked the board for looking those who have spoken today in the eye. She stated that she has applied to be on the NCCMH board and has been waiting to hear if there is an opening.

Lani Laporte read a statement from the Priest family: Disabled adults are an overlooked, marginalized group with inequitable access to resources. When they were younger, my kids with disabilities did not get to participate in many of the same opportunities their peers did. Sleep overs, birthday parties or just hanging out with friends at houses that aren't accessible was a challenge. Opportunities to join a sports team were limited. Extracurricular activities were difficult to access and support by someone other than a parent were negligible. The education system talks about inclusion but it's not a reality for may students. Day programs exist to make sure people of all abilities are treated with dignity and respect. By providing opportunities for real belonging they create communities where everyone has a place and a purpose. Bergmann Center's program has opened up so many opportunities! Charlevoix County Transit was only able to provide transportation for 2 three-hour sessions per week at Bergmann Center. With Bergmann Center providing transportation, attendance is now able to be 5 days a week for longer sessions, with plans to increase session time in the future depending on funding for additional accessible vehicles. Activities that promote physical activity, social interaction, and skill building are just a few available options. The Uno games are epic! The Developmental Disabilities Assistance and Bill of Rights Act (DD Act) is the fundamental law supporting and enhancing the lives of people with developmental disabilities and their families. The goal of the act is to assure that individuals with developmental disabilities and their families participate in the design and have access to needed community services, individualized supports, and other forms of assistance that promote self-determination, independence, productivity, and integration and inclusion in all facets of community life. Michigan day programs for adults with disabilities face significant funding challenges. Funding, often managed by community mental health services programs frequently fails to cover rising costs of comprehensive community-based support. Programs rely heavily on Medicaid waivers. While Michigan generates funding through provider taxes, administrative burdens for accessing these funds can restrict program capacity. Prompt payment to programs is essential. Many day programs don't have extra resources for payroll and activity costs when payments are delayed. Recently, the Michigan Department of Health and Human Services required that direct care workers earn $17.13 per hour starting January 1, 2026. The state mandated the wage increase without providing enough funding to cover these increased costs. Because of this, they cannot increase the rates paid to providers. That means the organizations are being asked to absorb these costs on their own. Community-Based programs, which aim to provide community integration, struggle with funding that doesn't adequately support competitive staff wages. The ability to pay competitive wages enables recruitment, training and retention of support staff. Please be diligent in securing and distributing funding for important programs like Bergmann Center. Inclusion doesn't just lift up individuals with a disability; it lifts all of us. The Priest Family.

Penny Hawkins is here with her daughter who is 34 years old and has been with her for her entire life. She stated that her daughter's communication and drive to be in the community has increased during her time at the Bergmann Center. Not only her drive to be in the community and her communication, but her language skills around her feelings and events has quadrupled. Her daughter has told her it is empowering to her when they are in the community. She will often go in to detail about the people they see in the community, who they are and what they mean to Bergmann. She recently saw a funder and her daughter said "He's my knight" and that he helped provide for her and her friends. She states that they have been at other programs and have seen people not be paid what they deserve and leave for financial need. She states that changes are bigger than the community realizes. She states that she now has 3 disabled persons in her house. After the recent snowstorm they shoveled the ramp at her house, an incident with some remaining snow pulled a wheelchair left and pulled her door off the hinges. A neighbor who was 3 hours away at the time came back and helped her put her door back on. She states that community is not a want anymore, it is a need for her and those in her household. She again stated that the changes she has seen in her daughter even are remarkable.

Dakota Hawkins states "I work at Bergmann center this is my opportunity. If anybody has a question, this would be me." She is worried that the center won't stay open and it keeps her up at night
Her mother interjected that Dakota is terrified of that possibility.

Anya Woodcock states that she has been at Bergmann for a long time. She states "I just hope we don't lose our funding and our shop does not close. I have been with a lot of my friends there. I communicate and help them. We don't want to lose the center, cooking classes, art classes, work for industrial magnetics, fun things, communication with everybody. The biggest thing is I really hope our center stays open because I don't want to lose being there with staff who have been there, especially Penny who has been helping me with a lot of hard stuff and Dakota who is my very very best friend. I do not want to lose our place; I want us to stay open so we can all be together and not spread apart.

Chis Fox states that she works in SD (Self-Determination) homes and is seeing the crunches, the fear in eyes of not having staff. She states that pay is so minimal that people are going to subway and getting $20.00 per hour for throwing meat on a piece of bread. She states they get "no PTO, no Sick days, nothing in SD homes as well."

Jack Felton spoke on behalf of his sister-in-law Ann who goes to Bergmann Center and has been for 15 years. Ann is 72 and the center has made a big difference in her life. Stability and routine are important to her. Socialization is important to her, and she has made friends there who have spoken today. She works in the retail shop, and opportunities to work for pay has been a big part for her. He states that like the NCAA March Madness tournament where people choose their team to identify with, Bergmann is who she identifies with. She recognizes people from the center out in the community. He states that he doesn't know about internal, but from a family perspective, Bergmann and Ann have meant a lot to them as well.

Penny Hawkins stated that she has concerns after watching NCEC close. She saw her daughter have panic and devastation wondering "where do I go, what do I do" she states that Bergmann welcomed them. She states that she didn't want to leave and has since been hired by the Bergmann center. She wonders what is the distance they will have to travel for services. She states what is left if Bergmann shuts down and with Mancelona closing. When she is home she has concerns what are the dominoes that will also fall.

Marylynn states that she wants to stay at Bergmann.

Mr. Ginop said that he hopes that no one thinks that the board does not want to help the center. He said "We seem to be able to find all kinds of money for war — but not for this".

Mr. Babbitt said that he does not plan on closing programs and he hopes that hearing that can help people sleep better at night.

CONSENT AGENDA
The consent agenda includes the agenda overview, minutes of the previous meeting, privileging recommendations and contracts signed in the past month. Items requiring approval will be placed on the meeting agenda.

MOTION BY DAVID WHITE TO APPROVE THE CONSENT AGENDA; SUPPORT BY RON ISELER:

MOTION CARRIED

COMMITTEE RECOMMENDATIONS – BOARD ACTION*:

Personnel Committee: Mr. CasaSanta reviewed the minutes of the March 8, 2026 meeting. Agenda items included the approval of January minutes and the updated Cultural Competency Plan.

MOTION BY DAN CASASANTA TO APPROVE THE UPDATED CULTURAL COMPETENCY PLAN; SUPPORT BY CAROLINE LOPER:

MOTION CARRIES

Program Committee Report: Mr. Iseler reviewed the minutes of the March 12, 2026 meeting. Agenda items included approval of January's minutes, the updated Services Suited to Condition Policy, and the Administrative Services Annual Report.

MOTION BY RON ISELER TO APPROVE THE UPDATED SERVICES SUITED TO CONDITION POLICY; SUPPORT BY DAVID WHITE:

MOTION CARRIES

Finance Committee Report: Mr. White reviewed the Statement of Cash on Deposit and Disbursements through February 28, 2026, Interim Financial Statements as of January 31, 2026, Revenue and Expense by Fund Source; Trending Revenue and Expenses as of January 31, 2026, the NMRE interim financial report, and a proposal to purchase 39 Microsoft Surface Laptops.

MOTION BY DAVE WHITE TO APPROVE THE PURCHASE OF 39 (THIRTY-NINE) MICROSOFT SURGACE LAPTOPS IN THE AMOUNT OF $59,931.48. (FIFTY-NINE THOUSAND NINE HUNDRED THIRTY-ONE DOLLARS AND FORTY-EIGHT CENTS); SUPPORT BY BOB BALDWIN:

MOTION CARRIED

Mr. Ginop requested the financial reports be placed on file for audit.

PRESENTATION – Strategic Plan -Executive Team - Mr. Babbitt started the presentation with a review of the Mission and Vision, no needed changed were identified. He then reviewed the strategic plan with the board of directors. NCCMH's mission is to provide collaborative behavioral health services that inspire hope and promote recovery, resilience, and wellness to eligible residents. The vision is High-quality integrated healthcare leading to a fulfilled life for all community members. The 4 objectives that are being focused on are: 1) Develop programs that meet regulatory criteria including a robust referral system that create the sustainable capacity to serve everyone that requests services regardless of severity of illness, insurance, or ability to pay. 2) Work with Rural & Frontier Caucus and CMHAM to advance rural legislative initiatives. 3) Build the reputation of the organization on the value it adds to the community it serves. Demonstrating value based on outcomes that highlight tangible, positive results. 4) Develop a culture of operational excellence emphasizing a collective commitment to the people we serve through continuous improvement, streamlined processes, and a focus on eliminating waste. Mr. Balberde explained that Hoshin Kanri is a LEAN system for developing the direction of the organization and managing to achieve the identified objectives and move in that direction. He then explained the cyclical planning process that includes establishing the vision, developing breakthrough objectives, develop annual objectives, deploy the objectives, implement the objectives, monthly review, and annual review. Ms. Christie explained objective 1 and the plan to obtain the objective. She states that NCCMH is planning on conducting Gap Analyses on the programmatic areas of HCSB, CFAP, and ICSS. All of these are areas that MDHHS has directed CMH providers to begin program development in and NCCMH will need to identify what services we currently provide and what would need to be developed in order to meet the technical requirements of these service areas. Referral and resource tracking is another area that the team is going to begin developing so we are better able to track what services are followed up on so we are better able to ensure the community is receiving or participating in services they ask for. We are also working with recruiting and retention goals for our staffing capacity within the agency. Mr. Babbitt explained that he is continuing to work with the Rural and Frontier Caucus to get ahead of legislative and department decisions that clearly don't work in rural areas. The caucus's goal is to make sure that decisions affecting service delivery are viewed through a rural lens to make sure that they are attainable or there is a rural exemption in place for those directives. Ms. Rappleyea explained that North Country is shifting from building transparency tools to strengthening how the organization communicates its value. The emphasis is no longer just on having data available, but on ensuring every staff member can clearly explain who North Country is, what it does, and why its work matters. The organization wants to create clear, evidence-based value messaging that reflects its impact across northern Michigan. This means turning outcomes, mission, and community role into language that is consistent, accessible, and compelling for all audiences. This positions North Country to tell its story more effectively and strengthen its reputation across the region. Mr. Balberde explained how NCCMH will continue to use LEAN principles to streamline processes, eliminate waste, and continually improve service delivery and administrative methods.

ACTION ITEMS WITHOUT COMMITTEE REVIEW: Resolution of Appreciation for Caroline Loper

Mr. Babbitt read the Resolution of Appreciation for Caroline Loper.

MOTION BY JARRIS RUBINGH TO APPROVE THE RESOLUTION OF APPRECIATION FOR CAROLINE LOPER; SUPPORT BY BOB BALDWIN:

ROLL CALL:

AYE: MICHAEL NEWMAN, CAROLINE LOPER, DAN CASASANTA, JARRIS RUBINGH, RON ISELER, BOB BALDWIN, AIMEE BISSONETTE, ED GINOP

NAY: NONE

NOT VOTING: BOB BOYD, ANNEMARIE CONWAY

ABSENT: DAVID WHITE, SARAH BRONSON, ED BELITZ, DANA WINGO

MOTION CARRIES

CHIEF EXECUTIVE OFFICER'S REPORT/COMMUNICATIONS: Mr. Babbitt referred to several items in his report. On February 26th and 27th he participated in Sequential Intercept Model mapping with Emmet County. He states that this was a different viewpoint taking place over a day and a half with focus on Critical Incident training and continuing to work on pre-trial diversion. On March 3rd he participated in a listening session with MDHHS. He states that the effort on their part was to find out what were the objections to certain parts of the RFP. This allowed the CMHSPs to answer why things like The Office of Recipient Rights are important. On March 10th and 18th Mr. Babbitt spent time with Board Association discussing what system change should look like. On March 18th he also virtually attended the CMHA Legislation and Policy Committee. There is not a lot of new legislation going through that will affect the agency. The revenue estimating committee shows that there is likely to be 2 billion dollars less than last year that the state has to work with. The Governor's budget has included another direct care worker pass through of $1.25 more per hour. The amount allocated to fund this pass-through was 69.5 million dollars. The cost associated with the previous 2 DCW pass throughs totaling only $1.05 was 148 million dollars making the math unclear. Mr. Babbitt drew attention to a request for special assessment from the CMHAM. This is similar to the special assessment request that the CMHA sent ahead of their lawsuit. NCCMH did not participate in the previous special assessment as we filed our own lawsuit as a region. Included in your packet are legal opinions on whether we can use our funding toward special assessments. Mr. Babbitt stated that he thinks NCCMH should wait and not decide on the special assessment at this time as no future action has been identified. Mr. Babbitt drew attention to correspondence from MDHHS regarding the direct care worker wage increase. Mr. Babbitt drew attention to an analysis of Medicaid revenue and DCW (direct care worker) related costs from the CMHAM. For FY26 there is a predicted decrease in funding of between 167 and 200 million less than FY25. Mr. Babbitt then drew attention to an article from Bridge Michigan. The article states that MDHHS paid 2.9 million to consultants McKinsey & Co. to write the RFP. The money was paid through the nonprofit Michigan Public Health Institute. Mr. Babbitt included the board members of the Michigan Public Health Institute in the packet. Mr. Babbitt then drew attention to an article handed out ahead of the board meeting stating that Challenge Mountain had purchased the former NCEC site.

QUALITY IMPROVEMENT UPDATE – None

NORTHERN MICHIGAN REGIONAL ENTITY- The minutes of the January Operations meeting and interim financial statements were included in the packet. Draft minutes of the February board meeting were handed out ahead of the meeting.

OLD BUSINESS – None

NEW BUSINESS – Mr. Ginop will have Ms. Rhue send an email to the nominating committee.

PUBLIC COMMENT – Micah Haven asked if Mr. Babbitt could clarify if they can use the transitional funding for the direct care worker wage pass through.

Brian said if there is a cash flow issue NCCMH would forward funds and settle when rates come in. Transitional funds may not be used for wage pass through.

Keri LaPorte Montero asked about rates and supplements and asked if the contracted program rates would be the same as internal programs.

Mr. Babbitt stated increases in rates for contracted programs were higher than internal programs.

BOARD & STAFF COMMENTS –

Ms. Conway stated that this was a beautiful and hard meeting. She states that everyone in the room wants to help people, that our hearts are here and what we are dealing with is a funding issue. She states that the lawsuit that we dealt with, the bridge Michigan article spelled it out. She states that you cannot tear things apart when it comes to mental health. The heart is in it for the community. She sates that she is thankful that the goals and mission were spelled out in the presentation. She states we are not enemies in this room. She states that she needs to sit down with the Bergmann center and that maybe they need to do fundraisers. She states that our government does not prioritize the needs of people. "We are dealing with really hard times, and I wish for us to come together. I applaud all of you, everyone who spoke today, we love the clients we serve. Thank you."

Mr. Iseler stated that he has 2 grandchildren and 1 great grandchild on the way.

Mr. Rubingh thanked Ms. Loper for her services, time and effort on the NCCMH board and New Horizons Clubhouse board.

Mr. Babbitt thanked Ms. Loper for her service on the board, her thoughts, and opinions.

ADJOURNMENT
The meeting was adjourned at 4:25 PM by Board Chair Edward Ginop

Edward G Ginop

Ed Ginop, Board Chair

Charlevoix County Medical Care Facility
e

Board Meeting Minutes
April 16, 2026

The Charlevoix County Department of Health and Human Services Board held its rescheduled monthly meeting on Thursday, April 16, 2026, at the facility. The following persons were in attendance:

- **Mary Jason, Board Chair**
- **Paul Andrews, Vice Chair**
- **Tory Thrush, Board Member**
- **Joshua Chamberlain, Charlevoix County Commissioner Liaison**
- **Joe Taylor, Administrator**
- **Steve Hoffman, Financial Services Director**

Kimberly Gady, Admissions Coordinator RN was present as a guest.

Mrs. Jason called the meeting to order at 9:00 a.m.

There was no public comment.

Kimberly Gady, Admissions Coordinator RN, introduced herself to the Board and described her past service and current responsibilities. She informed the Board of the types of long-term care admissions and placement determination. Kimberly left the meeting at 9:15 a.m.

Mr. Thrush moved to approve the agenda with the notation that there was no capital transfer for March; second by Mr. Andrews.
Yeas: 3
Nays: 0

Mr. Andrews moved to approve the minutes of the March 27, 2026, rescheduled regular meeting; second by Mr. Thrush.
Yeas: 3
Nays: 0

The Board reviewed the Department Head Reports.

The Board reviewed the Administrator's Report.

Mr. Thrush moved to receive the March 2026 financial reports; second by Mr. Andrews.
Yeas: 3
Nays: 0

Mr. Thrush moved to approve payment of the March 2026 bills in the amount of $943,115.72; second by Mr. Thrush.
Yeas: 3
Nays: 0

Mr. Andrews moved to approve new policies:

- *HIPAA Breach Notification*
- *HIPAA Privacy Policy*
- *HIPAA Security Policy*

second by Mr. Thrush.
Yeas: 3
Nays: 0

Mr. Andrews moved to approve revised policies:

- *HIPAA Business Associates*
- *HIPAA Notice of Privacy Practices*
- *Legal Guidelines and Responsibilities during Investigations by Governmental Entities*
- *Reporting and Investigation of Fraud, Misconduct, Unethical or Illegal Conduct*

Second by Mr. Thrush.
Yeas: 3
Nays: 0

Mr. Andrews moved to sunset policies:

- *Electronic Transmission of Protected Health Information (PHI)*
- *Facility Privacy Practices (HIPAA) Education*
- *HIPAA Accounting of Disclosures of Protected Health Information (PHI)*
- *HIPAA Amendment of Protected Health Information (PHI)*
- *HIPAA Minimum Necessary Uses and Disclosures of Protected Health Information (PHI)*
- *HIPAA Privacy Sanctions*
- *HIPAA Protected Health Information Access (Viewing/Release)*
- *HIPAA Retention and Destruction of Protected Health Information*
- *HIPAA Safeguarding and Storing Protected Health Information (PHI) (Active, Inactive and Closed Medical Records)*
- *HIPAA Verification of Identity and of Officials Requesting Protected Health Information (PHI)*

The meeting adjourned at 10:30 a.m.

Respectfully submitted,
Jane Korthase, Human Resource Director

Minutes of the Regular Board of Health Meeting
Health Department of Northwest Michigan
10:00 a.m. March 3, 2026

Call to order: A regular meeting of the Board of Health was held at the Shirley Roloff Center on March 3, 2026. The meeting was called to order at 10:00 a.m. by Commissioner Hankins, Chairperson. Eight (8) members of the Board of Health were in attendance establishing a quorum.

Members in attendance, roll call: Commissioners Scott Hankins, Josh Chamberlain, Terry VanAlstine, Jason Helwig, Don Mapes, Matt Koontz, Jonathan Turnbull, and Dana Wingo.

Members absent/excused: None.

Staff in attendance: Shannon Klonowski**,** Dr. Joshua Meyerson, Kevin Hartley, Janenne Pung, Tim Hella, Jeremy Fruk, Olivia Van Elslander, Nate Damer, Jordan Wyeth, and Melanie Bosman.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF THE AGENDA
MOTION: Commissioner Turnbull made a motion to approve the agenda as presented. Supported by Commissioner Helwig. Roll Call. All ayes. Motion carried.

APPROVAL OF THE FEBRUARY 3, 2026, BOARD OF HEALTH MEETING MINUTES:
MOTION: Commissioner VanAlstine made a motion to approve the February 3, 2026, meeting minutes as presented. Supported by Commissioner Mapes. Roll Call. All ayes. Motion carried.

PUBLIC COMMENT: None.

STAFF REPORTS
Shannon Klonowski, Health Officer – Oral and written reports were shared, including Advocacy – Day at the Capitol.

Written reports:
- Joshua Meyerson, MD, MPH, Medical Director – Submitted a report on Winter 2026 Provider Update.
- Jeremy Fruk, M.S.A., R.E.H.S., Director of Environmental Health - Submitted a report on Winter Weather Impacts on Well and Septic Permitting.
- Jen Vollmer, MA LPC, Director of School Health – Submitted a report on Advocacy Day.
- Janenne Irene Pung, Director of Community Health -–Submitted a report on Community Health Update.

Oral report:
- Jordan Wyeth, MSN, FNP-C, Nurse Practitioner, Family Health- Submitted an oral report on the impacts of the Breast Cancer & Cervical Cancer Program (BC3NP).

PERSONNEL & FINANCE COMMITTEE

ACCOUNTS PAYABLE:
MOTION: Commissioner Koontz made a motion that the finance committee met to review the bills and employee expenses and would like for the full board to approve December 2025 bills in the amount of $641,715.89. Commissioner VanAlstine made an amendment to the motion to correct the date for the bills to read January 2026 instead of December 2025. Supported by Commissioner Hankins. Roll call. All ayes. Motion carried.

MOTION: Commissioner Koontz made a motion that the finance committee met to review the bills and employee expenses and would like for the full board to approve January 2026 employee expenses in the amount of $16,412.50. Supported by Commissioner Helwig. Roll call. All ayes. Motion carried.

MOTION: Commissioner VanAlstine made a motion to approve updating the HDNW annual calendar to include the three-day off office closure between Christmas and New Year's. Supported by Commissioner Hankins. Roll call. Seven (7) ayes. Commissioners Koontz, Helwig, VanAlstine, Mapes, Wingo, Turnbull and Hankins. One (1) No. Commissioner Chamberlain. Motion carried.

PROGRAM & EVALUATION COMMITTEE:
None.

UNFINISHED BUSINESS:
None.

NEW BUSINESS:
None.

PUBLIC COMMENT: None.

COMMISSIONER COMMENT: Commissioner comment was heard.

ADJOURNMENT
Commissioner VanAlstine made a motion to adjourn the meeting. Supported by Commissioner Mapes. Voice vote. All ayes. Motion carried. Meeting adjourned at 10:39 a.m. Tuesday, March 3, 2026. April 7, 2026, at 10:00 a.m. is the fixed date and time for the next regular meeting of the Board of Health at the Charlevoix County Shirley Roloff Center.

Respectfully submitted,

Shannon Klonowski, Health Officer	Scott Hankins, Chairperson
April 7, 2026	

MECOSTA COUNTY RESOLUTION
#2026-09

MECOSTA COUNTY BOARD OF COMMISSIONERS URGES PROMPT ACTION ON THE DRAIN CODE OF 1956

The following preamble and resolution were offered by Commissioner W. ROUTLEY and supported by Commissioner G. LAMBRIX:

WHEREAS, The Michigan Drain Code of 1956 allows the Drain Commissioners across the state to unilaterally levy taxes, force easements, and use taxpayer funds to hire law firms that can be used against the citizenry, County Commissioners and township governments without reasonable checks and balances.

WHEREAS, The Michigan Drain Code of 1956 deprives affected Michigan residents of their constitutional right to due process and equal protection under the law.

WHEREAS, The Michigan Drain Code of 1956 paves the way for a handful of petition signatures to turn into a multi-million-dollar projects with very little say from County Commissioners, or the landowners whose land the project(s) may affect.

WHEREAS, The Michigan Drain Code of 1956 creates a moral hazard – and financial incentives – whereby the same engineering firms that advise Boards of Determination across the state can also profit from the work they prescribe.

WHEREAS, There are no requirements in the Drain Code of 1956 for the elected Drain Commissioner to get a second opinion on the engineering parts of a petitioned project.

WHEREAS, Michigan State Representative Tom Kunse, et al, have witnessed the itemized problems listed above in Mecosta County and have created a list of common-sense solutions to be considered in this session of the Michigan legislature.

THEREFORE BE IT RESOLVED, that the Mecosta County Board of Commissioners wholeheartedly endorses these common-sense modifications to the Drain Code of 1956 set forth by Mr. Kunse and his esteemed colleagues:

1) Modifies requirements for notices of drain projects to include a map & list of impacted addresses in the drain district.
2) Requires petition signature collectors to disclose to homeowners that they will be assessed and will be responsible to pay for the project.
3) Extend the timeline for communities to appeal the Board of Determination's ruling on a petitioned drain project from 10 to 21 days.

4) Extend the timeline for landowners and municipalities to appeal the apportionment and assessment costs of a drain project from 10 to 21 days and allow landowners and municipalities to appeal the necessity of a project after a "Day of Review" meeting.
5) Road Commission can cancel a drain project once they receive engineering costs and Road Commission can cancel a project once they receive construction project costs. This would be done at a public meeting.
6) Raise the petition threshold for drain projects from five landowners to signatures representing 51% of landowners.
7) Upon receipt of a petition, provide all landowners in the district with a preliminary cost estimate and allow landowners to withdraw their signatures.
8) Adopt Ohio's practice of involving the County Commissioners in the necessity/cost analysis of petitioned projects.

AYES: Commissioners: W. Routley, G. Lambrix, A. Hren, R. LaPreze,

G. Adams, C. Zimmerman

NAYS: Commissioners: None

RESOLUTION DECLARED ADOPTED. Marcee M. Purcell

Marcee M. Purcell
Mecosta County Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF MECOSTA)

I, the undersigned, the duly qualified and acting Clerk of the County of Mecosta, Michigan (the County) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board of Commissioners at a regular meeting on the 7th day of May, 2026, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereto affixed my official signature on this 7th day of May, 2026, A.D.

Marcee M. Purcell

Marcee M. Purcell
Mecosta County Clerk

County of Charlevoix

FORENSIC ACCOUNTING SERVICES

APRIL 15, 2026

plante moran | Audit. Tax. Consulting. Wealth Management.

Table of contents

> "We chose to engage Plante Moran's forensic accounting team because of the firm's solid reputation in working with state and local governments.
>
> Once engaged to perform the investigation, Plante Moran promptly responded and got right to the bottom of the issues. Plante Moran quickly uncovered the problematic activity and provided conclusions to help us solve the investigation.
>
> Working with the forensic accounting team was exceptional. The team was extremely collaborative, and the communication between Plante Moran and our city departments was excellent. In addition to the excellent work Plante Moran provided, we were pleased to work with such friendly and engaging staff."
>
> -Jim Smiertka, City Attorney

Firm overview

For 100 years, we've provided our clients with advisors, ideas, and breakthrough strategies they can count on.

We are the 15th largest certified public accounting and management consulting firm in the nation. Our firm specializes in financial, compliance, human capital, operations improvement, strategic planning, technology selection and implementation, and wealth management services.

Learn more about our story — and what it means for our clients — at [plantemoran.com/count-on-us.](plantemoran.com/count-on-us)

Fast facts

1924
Year founded

3,800+
Staff

380+
Partners

25
Offices worldwide

50
States with clients

150+
Countries where we've served clients

45+
Services available

25+
Industries served

A better approach to client service, 100 years in the making.

Plante Moran's founders had a vision: "to create a people firm disguised as an accounting firm." Now, 100 years later, we're fully invested in taking that legacy into the future, moving forward together with our clients.

When you work with our team, you can count on us to see the story behind the numbers and deliver relationships beyond results.

Forensic accounting overview

Our forensic accounting team has served thousands of clients and is skilled in all phases of engagement delivery, including research, analytical modeling, and communicating conclusions. We bring a broad base of experience in areas such as fraud investigations, internal control assessments, and data analytics. We are routinely tasked with analyzing complex accounting, financial, economic, public source, and operational information, and presenting our findings clearly and concisely.

Our FVS team comprises more than 50 professionals and handles over 175 engagements annually. We augment our team's skill set, industry experience, and geographic reach with over 3,800 audit, tax, and consulting professionals across 24 offices.

Core components of our forensic services

We help organizations investigate and quantify losses stemming from inappropriate activities. By combining expertise in accounting, auditing, and investigations, our team delivers a comprehensive suite of forensic accounting and advisory services — all with professionalism, care, and discretion.

Risk assessments

A recent survey by the Association of Certified Fraud Examiners (ACFE) found that inadequate internal controls are the most common factor enabling inappropriate activities. We conduct risk assessments to identify vulnerabilities, summarize current internal control weaknesses, and provide recommendations to strengthen those controls.

Special investigations

When problematic activity is suspected, our independent professionals relieve management of the investigative burden during what can be a highly charged and emotional situation. Our specialists have extensive experience in investigating, documenting, and summarizing complex accounting transactions, and clearly communicating findings to management, administrative boards, and courts. The team conducts investigations discreetly to determine the scope of potential fraud, quantify losses, and preserve evidence.

Data mining and analytics

We use advanced data mining techniques, powered by automation, to extract meaningful patterns from large datasets. By combining intelligent search capabilities with statistical algorithms, we uncover anomalies, correlations, and trends that support fraud detection and risk assessment. Our team leverages a comprehensive suite of software tools to deliver timely, accurate insights and communicate findings efficiently.

Fraud awareness training

We offer a range of options, from basic training to fully customized learning plans. Our training typically includes two main sessions: “Can you spot the fraud?” and “Detecting fraud using data analytics.”

Technical expertise and credentials

Our team members have earned significant professional recognition and certifications from nationally respected organizations. These credentials reflect our commitment to continuous professional development and excellence in forensic accounting and related disciplines.

Certified Fraud Examiner (CFE)

The CFE credential, issued by the Association of Certified Fraud Examiners (ACFE), recognizes professionals with specialized knowledge in fraud prevention, detection, and deterrence. CFEs are leaders in the anti-fraud community and uphold the highest standards of the profession.

Certified in Financial Forensics (CFF)

The CFF credential, issued by the American Institute of Certified Public Accountants (AICPA), is awarded to CPAs with specialized expertise in forensic accounting. It reflects proficiency in areas such as bankruptcy and insolvency, computer forensics, economic damages, family law, fraud prevention and detection, and financial statement misrepresentation.

Certified Public Accountant (CPA)

The CPA credential, also issued by the AICPA, is awarded to licensed accounting professionals in the United States who have passed the Uniform CPA Examination and met additional state-specific education and experience requirements. CPAs are widely regarded as trusted business advisors.

Certified Internal Auditor (CIA)

The CIA credential, issued by the Institute of Internal Auditors (IIA), is the only globally recognized certification for internal auditors. It demonstrates expertise in internal audit practices and requires passing a rigorous exam along with meeting education and experience standards.

Certified Information Systems Auditor (CISA)

The CISA credential, issued by the Information Systems Audit and Control Association (ISACA), is internationally recognized as the standard for IT audit, control, and security professionals. It validates expertise in auditing, monitoring, and assessing information systems, and ensures that credential holders stay current with evolving technology and risk landscapes.

> “We had engaged Plante Moran's forensic team to conduct an audit due to our former controller's abrupt departure. The team began with a scrub of transactions in our G/L file. When they returned with several transactions for us to review, we knew we needed them to do a more elaborate audit of our books. Eric and his team were very easy to work with. They kept us in the loop each step of the way. Their final report was extremely detailed and well-organized."
>
> -Director of Finance and Administration, confidential client

What sets us apart?

Every forensic engagement presents a unique challenge...and that's exactly what drives our passion for the work. Our team thrives on solving complex puzzles, bringing curiosity and precision to every assignment. While no two engagements are the same, we frequently perform tasks such as background research, data analytics, email and hard-drive reviews, document analysis, interviews, report writing, and expert testimony.

To support these efforts, we've made significant investments in advanced software, automation, and AI-driven tools. These technologies enhance our ability to uncover insights quickly and accurately. Backed by these resources, and the deep expertise of our forensic accountants and industry specialists, you can count on a thorough, efficient, and insightful forensic analysis.

We use industry leading tools to help uncover the facts

Background research

Thomson Reuters CLEAR
Investigative background research software

Data conversion and analysis

Alteryx
Data preparation and machine-learning based automated analytics, including geo-coding

ProperSoft, & DataSnipper
Machine-learning based software to convert statements to usable data

Powder

AI Agents for brokerage statement conversion and analysis

Power BI
Data visualization and analytics

Email/hard-drive analysis

Relativity
AI-powered document, EnCase, and email review software

FTK Forensic Toolkit
E-Discovery software suite for computer forensic imaging

EnCase
Digital forensic investigation platform used for evidence collection, analysis, and reporting

Document transfer and security

SharePoint
Encrypted online web portal to securely transfer and maintain client information

LeapFile
Encrypted online web portal to securely transfer client information

The result of these investments, including the AI and machine learning enabled tools, is a more thorough and efficient analysis. In simple terms: **A Better Analysis at a Lower Cost**.

Collaboration with our public sector experts

While our forensic professionals are experienced across a wide range of industries, we actively collaborate with our public sector practice leaders to address the specific nuances and complexities unique to each sector. This ensures that our analysis is not only technically sound but also contextually relevant.

What sets us apart is our "one-firm" philosophy. Unlike firms with competing regional, office, or service-line profit centers, our structure is unified, allowing us to deploy the best resources regardless of geography, office location, or service line. This means you benefit from the full strength of our firm: professionals with the right experience and skills, seamlessly brought together to meet your specific needs. Our approach is rooted in a simple belief: that **expertise trumps proximity**.

What does this mean to you?

It means your team is staffed by the right people. Once your engagement is staffed with the right people, efficiencies in work processes and communication are maximized, leaving more time for applying a holistic perspective and developing solutions to support you.

Additionally, **our forensic accounting team is public sector focused.** The public sector consistently ranks amongst our forensic team's **top two industries** served each year.

Hours of staff training and field experience

Our team frequently participates in seminars and trainings to cultivate their expertise and keep up with the most pressing issues facing our clients.

- Multiple trainings regarding Internet research, including social media
- Thousands of CPE hours in training to fine-tune our document analysis skills
- Average of 175 forensic engagements performed each year
- Multi-day Reid Technique of Interviewing and Interrogation course
- ACFE trainings related to investigative interviewing
- AI and machine learning-focused trainings to ensure we remain at the forefront of technology

We don't just participate, we lead

Our team doesn't just attend trainings...we deliver them. While we dedicate hundreds of hours each year to sharpening our skills, we're also recognized as thought leaders in the field. We're regularly invited to lead sessions on fraud-related topics at **national conferences**, local seminars, internal Plante Moran trainings, and academic institutions. Additionally, clients across the country have engaged us to deliver customized fraud training directly to their employees. Below is a sample **of public sector conferences where we have presented on fraud detection and prevention**.

- AICPA & CIMA Governmental Accounting and Auditing Update Conference
  - Using Data Analytics to Detect Fraud in Government
- Tennessee Society of CPA's (TSCPA) Governmental Accounting and Auditing Conference
  - Fraud and COVID-19
- National Association of State Auditors, Comptrollers and Treasurers Annual Conference
  - Mitigating Embezzlement and Cyber Threats
- Michigan Association of CPA's Annual Forensic Accounting & Valuation Services Conference
  - From the Top Down: Government Fraud

- American Public Transportation Association
    - Using Data Analytics to Detect Fraud
- Florida Government Finance Officers Association
    - Using Data Analytics to Detect Fraud in Government
- Colorado Government Finance Officers Association
    - Fraud in Government: Protect the Public's Money
- Association of Local Government Auditors
    - Fraud in Governments
- Michigan Public Risk Management Association
    - Detecting Fraud
- Michigan Township Association
    - The Charter Township of Ironwood Story
- Mid-Ohio Regional Planning Commission
    - Fraud in Government: Protect the Public's Money
- Texas Association of School Business Officials
    - Learn how to Prevent Fraud from Districts who Learned the Hard Way
- Middle Cities Fall Risk Management Conference
    - Fraud, Fiscal Pressures, and Professional Skepticism Collide
- BS&A Annual User Conference
    - Fraud in Governments: Protect the Public's Money
- Florida Sheriff's Association Executive Leadership Conference
    - How Data Analytics Detect Fraud

"

From a fraud-focused internal control review for a Michigan City...

I think you guys have done an outstanding job on this. This is going to benefit our City for years to come."

– Steven Heffner, Council President

Firsthand experience (case studies)

Our team of experts handles over 175 engagements annually and has conducted countless forensic audits. This depth of experience gives us a strong foundation in understanding how fraud occurs, how it's concealed, and how it can be detected.

Due to the confidential and legal nature of our work, we are typically engaged through our clients' legal counsel to preserve attorney work product protection. As a result, we are not authorized to disclose client names. However, the following examples highlight cases where clients have granted us permission to share details of our investigations.

Village of Webberville, MI / Scott J. Gould, Attorney at Law

Case summary

After the client discovered that cash reported in its accounting system (BS&A) did not reconcile with bank statements, we were engaged to investigate the discrepancy. Our initial scope involved analyzing transactions to identify and quantify schemes involving cash larceny and skimming. Through data analytics, we uncovered an additional scheme in which the perpetrator issued unauthorized payroll payments to themselves. We concluded our fieldwork by interviewing the subject alongside law enforcement, during which we obtained a confession to all schemes. In total, we quantified losses of nearly $100,000.

Results to date

Our analysis was provided to law enforcement, which used our findings to pursue criminal charges. The perpetrator pled no contest and was sentenced. Our client also submitted our report as proof of loss to support their insurance claim. Following the investigation, we assisted the client in implementing new internal controls to reduce the risk of similar activity in the future.

Charter Township of Ironwood, MI

Case summary

The Township engaged us to investigate discrepancies in its tax fund. Our analysis uncovered a kiting scheme orchestrated by the former treasurer, resulting in losses exceeding $1 million. We determined that the treasurer had pre-billed residents for taxes, transferred funds between various accounts, and deposited unrelated checks into the tax fund to artificially inflate its balance and conceal the scheme.

Results to date

Criminal and civil charges were filed. The former treasurer pleaded guilty to forgery, embezzlement by a public official, refusal to turn over records to the successor treasurer, and misuse of public funds. She was sentenced to three to ten years in prison, and restitution was set at nearly $1.4 million.

The Office of Hawaiian Affairs

Case summary

The Office of Hawaiian Affairs (OHA), a semi-autonomous state agency dedicated to improving conditions for Native Hawaiians, engaged us to analyze 38 transactions totaling over $10 million. The objective was to determine whether there was evidence of fraud, waste, or abuse, as defined by the Hawaii State Ethics Commission. Our investigation involved background research, email analysis, review of supporting documentation, and interviews. Based on this work, we identified evidence of fraud, waste, or abuse in transactions totaling approximately $7.4 million.

Results to date

Our final report was publicly released by OHA and is available for reference.

City of Lansing, MI

Case summary

We were engaged by the City of Lansing to investigate potential conflicts of interest and misappropriation of assets. The U.S. Department of Housing and Urban Development (HUD) notified the City of a possible conflict involving a department head and their approval and use of grant funds.

Our investigation included extensive public records and background research, interviews, data analytics on accounting records, analysis of financial documents (e.g., contracts, invoices, bank statements), and social media and online research. We prepared a written report, which was subsequently released to the public by the City.

Results to date

Our analysis confirmed the conflict identified by HUD and detailed how the department head funneled over $1,000,000 to 501(c)(3) entities controlled by themselves and immediate family members. The individual also requested and approved their own transactions, failed to disclose conflicts of interest, diverted City funds and resources to cover operational expenses for their 501(c)(3) organizations, and potentially misappropriated assets by using those entities to pay for personal expenses. Our findings were submitted to the State Attorney General's Office, which referred the matter to the FBI.

Confidential County (top 50 in the U.S. by budget size)

Case summary

Plante Moran was engaged to conduct a forensic analysis of a County's distribution of American Rescue Plan Act (ARPA) funds. Our objective was to identify discrepancies between applicants for select pass-through grants and the individuals who ultimately received the funds.

Through a series of data analytics tests across multiple databases, we identified instances where individuals received grant funds despite never having submitted an application. To investigate these anomalies, we conducted extensive public records and background research on select recipients. This research revealed that some individuals were ineligible to receive funds and uncovered familial relationships between a County employee involved in the disbursement process and several improper recipients.

Results to date

We identified nearly $200,000 in questionable disbursements. These findings were submitted to the County Prosecutor's Office, which subsequently engaged us for additional analysis.

City of Lynn Haven, FL

Case summary

We were engaged by the City of Lynn Haven to investigate several key personnel, including the former City Manager, as they learned of an FBI investigation related to the diversion of federal grant funding (FEMA) intended for Hurricane Michael clean-up efforts. Our analysis included data analytics, interviews and review of invoices for anomalies. Our initial scope was to identify additional, unknown problematic transactions beyond those identified by the FBI, if any.

Results to date

All five individuals charged pled guilty. In addition, the City engaged us for an additional investigation that includes an analysis of debris clean-up invoices paid directly by the City as they pursue recovery from their insurance carrier.

Wright State University / Dinsmore & Shohl, LLP

Case summary

Following notification of a potential federal investigation, Wright State University engaged us through Dinsmore & Shohl, LLP to assess whether problematic activity had occurred. Our initial scope focused on analyzing activities directly related to the federal inquiry, along with conducting data analytics on other disbursement activity. As our analysis revealed numerous anomalies, the scope of our work was subsequently expanded.

Our investigation included conducting multiple interviews; reviewing hundreds of invoices; performing background, internet, and social media research on vendors and affiliated entities; and analyzing payroll and accounting records. This work led to the identification of several problematic findings. With authorization from the University's board, our written report was released to the public and covered by the Dayton Daily News. In addition to the report, we presented our findings at multiple board meetings and to several Ohio agencies, including the Auditor of State and the Attorney General's Office.

Results to date

Our findings were submitted to both state and federal authorities, who pursued various legal remedies. This included the federal conviction of one vendor.

> When I had suspicions that my CFO and Business Development Director were colluding to commit fraud...
>
> “I hired Plante Moran's forensic accounting team given their experience in performing embezzlement investigations. Plante responded quickly, performing their investigation offsite to prevent my employees from learning of the investigation. Plante not only confirmed the suspected scheme, but they identified losses were quadruple what we identified internally.
>
> Plante prepared a concise report with supporting documentation. Their report played a significant role in our successful negotiations with the two individuals, with us settling for an amount that eliminated the need for us to pursue civil and criminal charges."
>
> **- CEO, Confidential client**

Additional, on-point examples

- We were engaged by a city to investigate a whistleblower complaint involving potential payroll fraud and timecard manipulation by select firefighters. Our forensic analysis uncovered thousands of dollars in losses incurred by the municipality. The findings were turned over to the State Police, ultimately resulting in multiple convictions.
- The Township engaged us to investigate unexplained deficits in its personal property tax bank accounts following the resignation of the Treasurer, who stepped down after being questioned about the issue. Our review of several years of property tax receipts, bank deposit packages, and BS&A data revealed a sophisticated "check-for-cash" scheme. We quantified losses exceeding $90,000 and prepared a detailed report for the Township and its legal counsel.
- We maintain a Master Services Agreement with a large county for on-call forensic accounting services. Under this agreement, we have performed and continue to perform multiple engagements, including two investigations and several fraud risk assessments for various county departments. Due to confidentiality requirements, specific details of these engagements cannot be disclosed.
- We were engaged by a municipality after it was informed that the State Police were investigating several of its police officers for the misuse of drug forfeiture funds. Our team conducted interviews and analyzed numerous financial records to assist the municipality in preparing an insurance claim while awaiting the outcome of the criminal trials. As a result of our efforts, the municipality recovered the full amount allowed under its insurance policy. Additionally, we identified supplemental evidence that supported the State Police's investigation and contributed to several convictions.
- We were engaged by a municipality to investigate potential credit card abuse by a key employee. Our analysis included a review of credit card statements, employee email activity, and online research. We uncovered thousands of dollars in personal spending charged to the municipality's credit card, including expenses related to personal vacations that were recorded to various municipal accounts. Our findings were turned over to the State Police for further action.

"I was absolutely smitten with your report. It is exactly the type of report I hoped to receive when hiring a firm like Plante Moran."

– Legal counsel who engaged our services for an investigation

Workplan

Every forensic analysis is unique, considering the potential types of issues and schemes, the size of the organization, the departments being analyzed, and the type of information available for analysis. Recognizing this, we start with our standard approach and establish a customized workplan for each engagement to address the specific situation. Based on our preliminary understanding of Charlevoix County's concerns, the scope period will cover January 1, 2024 through March 31, 2026.

Phase One: Project management and organization/planning

We will conduct interviews/have discussions with County representative(s) designated as our key points of contact to better understand the County's specific concerns and identify the location of the information and records needed for analysis. Based on the information gathered during these discussions, we will further refine the detailed testing portion of the workplan.

We will create a SharePoint site allowing representatives working on the engagement to have access to the information and documentation.

Phase Two: Data extraction and preparation

We will work with County personnel to gather the appropriate information. This may include obtaining access to BS&A and extracting information from its various modules, downloading select banking and/or credit card activity, and/or collecting electronic data. We will convert the information into a usable format for analysis, as needed.

Phase Three: Detailed testing

We will perform select detailed testing of transactions. We will focus on the specific accounts identified by the County as potentially problematic. Our testing may involve analyzing transactions recorded in these accounts and reviewing available supporting documentation.

We will compile and quantify those transactions that appear questionable, unsupported, and/or problematic.

Phase Four: Report of findings

At the conclusion of our work and upon your request, we will provide a report summarizing our process, testing, and results.

Hourly rates

The current 2026 rates for the primary project team are shown below and reflect an approximate blended hourly rate of $300, depending on the complexity of the matter.

Our hourly rates remain consistent for the duration of engagements, including, but not limited to, fact witness testimony.

STAFF LEVEL	HOURLY RATE
Principal/Partner	$475 - $650
Manager/Senior Manager	$315 - $450
Consultant/Senior Consultant	$200 - $300

We provide periodic updates to our primary point of contact. These updates typically include a summary of services performed, key findings, fees incurred to date, and a proposed work plan for the upcoming period.

While we aim to define clear project boundaries, unforeseen challenges may impact the efficiency or effectiveness of our analysis. Should any such factors arise, we promptly discuss them and collaborate to identify a mutually agreeable path forward.

According to our recent client satisfaction survey,

98%

of clients say they **would recommend Plante Moran.**

We look forward to working with you. Please contact us with any questions.

Eric Conforti, CPA, CFE
Principal – Public Sector Practice Leader
248-223-3621
eric.conforti@plantemoran.com

Amanda Fletcher, CPA, CFE
Senior Manager
616-643-4042
Amanda.fletcher@plantemoran.com

plante moran | Audit. Tax. Consulting. Wealth Management.

Budgetary Proposal

Charlevoix County, MI

ASTRO DBR M12 P25 Radio Site

April 16, 2026

Table of Contents

Section 1

System Description

Motorola Solutions, Inc. (Motorola) is pleased to provide the following proposal for a robust, standards-based Project 25 (P25) 700/800 MHz Trunked Voice Communications System integrated with the MPSCS system for Charlevoix County.

1.1 Proposed System Overview

Motorola is pleased to present the following expansion design for Charlevoix County's current P25 simulcast system. This system, and the associated digital technology behind it, is designed specifically for various Public Safety users like Fire Departments, Law Enforcement and other service agencies in Charlevoix County, MI. This system will provide an extremely reliable, easy to use integrated radio communications network that supports the following key features:

- Direct countywide unit–to–unit inter–agency communications.
- Direct countywide unit–to–unit intra–agency communications.
- Direct, State unit to local County unit inter–agency communications.
- Easy to use, frequency efficient ASR coverage.

The proposed system is to add (1) new 4-channel ASTRO® 25 Site Repeater (ASR) site at the Greene's Lake location, which will be integrated with the existing MPSCS Statewide system. The system, as configured, will allow radio users to operate in the Charlevoix County or roam anywhere in the State of Michigan while maintaining communications with dispatch and other members of their talkgroup.

Our coverage analysis, site walks, further review and final feedback from Charlevoix County determined the proposed site location. The selected site is as follows:

- Greene's Lake – Proposed new Site utilizing an existing 180' guyed tower and existing shelter; Motorola has included proposed modifications to existing shelter to get it up to site standards

At the Greene's Lake Site, an existing 180-foot guyed tower will be used. Greene's Lake will be integrated into the existing MPSCS backhaul network via a single microwave path to MPSCS 7812. Motorola has included reconfiguration of the SAR MPLS router at 7812 in addition to the Greene's Lake site.

Tower Top Amplifier (TTA) systems at the new site locations will improve receive sensitivity by minimizing the impact of the feedline loss. Adding TTAs to the sites will enhance the Inbound portion of the coverage (receive); where improved receiver sensitivity will improve coverage.

1.2 ASTRO 25 Configuration and System Licenses

The new Charlevoix County ASR sites will connect to the MPSCS Zone 4 Core site, matching the current system release (2024.1) at the time of proposal, P25 Phase 1 FDMA.

- MPSCS Zone 4 Capacity Licenses included:
  - One ASTRO P25 Radio FDMA Site License
  - One UNC Additional Device License Pack (10 Devices per license pack)

1.3 Charlevoix County ASR Sites

The proposed Greene's Lake ASR site supports MPSCS coverage on Beaver Island.

Motorola will include the following equipment at the proposed ASR site:

- (1) DSC 8500 Site Controllers
- (4) Base Radios – Transceivers
- (2) Site Routers

The ASR site Antenna System equipment includes:

- (1) Site RMC
- (1) Cabinet RMC
- (5) MCPAs
- (2) Antennas (1 Tx, 1 Rx)
- (1) Tower Top Amplifier (TTA)
- Associated RF coaxial cabling, hoist grips, hangers, etc.

The ASR site includes the following for DC power:

- (1) Eltek FP2 system
- (4) 190AH battery kit
- (4) Rectifiers
- Various Circuit Breakers and panels

1.4 Fixed Network Equipment (FNE) Spares

The proposed ASR Site spare equipment includes:

- (1) SNMP Controller
- (1) Site Router
- (1) Rectifier
- (1) TTA

1.5 Proposed Backhaul

The proposed connectivity for the new ASR site includes (1) single Hot Standby microwave path in Charlevoix County, MI from Greene's Lake to MPSCS 7812.

1.5.1 Network Topology Identified Risks

The Greene's Lake to MPSCS 7812 path does not have a clear Line of Sight. There are potential tree obstructions at 0.62-0.88 miles from the Greene's Lake site that does not meet the required future growth margins using region estimated tree heights. There was no 3D data available in Google Earth to verify tree heights. The path survey will be required to make a final determination.

Any modifications (tree pruning) will be a customer responsibility.

Note: a physical path survey is needed to guarantee this path.

1.5.2 Site Information

The RF site and coordinates used for this proposal is listed below.

Table 1-1: Site Information

Site Name	Coordinates Lat/Long
New ASR Site (Greene's Lake)	45°38'17.30"N 85°35'4.10"W

NOTE: This design assumes 800 MHz frequencies.

Section 2

Statement of Work

NOTE: All responsibilities which are noted as Charlevoix County responsibilities are items which Charlevoix County must complete or ensure that MPSCS will provide. In addition, Charlevoix County is responsible for providing all approvals and memorandums of understanding, as needed, from MPSCS to Motorola Solutions. Completion of the scope of this proposal is dependent upon approval of the MPSCS.

2.1 Overview

Motorola Solutions, Inc. will supply, install and optimize one (1) ASR Sites with four (4) channels to add to the MPSCS System. The system, as configured, will allow radio users to operate on the Island with improved coverage around the proposed tower sites.

2.1.1 Design Assumptions

Motorola Solutions has based the system design on information provided by Charlevoix County and an analysis of their system requirements. All assumptions have been listed below for review. Should Motorola Solutions' assumptions be deemed incorrect or not agreeable to Charlevoix County, a revised proposal with the necessary changes and adjusted costs may be required. Changes to the equipment or scope of the project after contract may require a change order.

- Assumes MPSCS DDP approval of the new Greene's Lake site.
- All work is to be performed during normal work hours, Monday through Friday 8:00 a.m. to 5:00 p.m.
- Motorola Solutions has not included the cost of any bonds for the work being performed under this contract.
- Motorola Solutions has not included any licensing services for the work being performed under this contract.
- Motorola Solutions assumes the existing MPSCS location (7812) will reuse generators, fuel tank, HVAC, tower, shelter and backup power. Motorola Solutions has not included additional costs to service or test the existing equipment or buildings.
- Greene's Lake assumes adequate power, space and HVAC.
- Clear line of sight from Greene's Lake to MPSCS 7812 needs to be achieved and will be a customer responsibility.
- Tree pruning may be required periodically by customer to maintain quality of service.

2.2 Civil Work

2.2.1 Site Development at Greene's Lake Site

Existing shelter and 180'SST. Propose to add (2) GPS's, (1) Tx Antennas @ 160', (1) Rx @ 130', (1) TxRx Antenna @ 130', (1) TTA @ 130', and associated transmission lines. Also included will be the extension of the fence compound 60'x10', add 1000Gal Propane Tank, 50KW Generator, and replace (1) Airsys HVAC (3)Ton Unit on one side of the shelter. In addition, adding (12) trees per site walk location, installing (2) concrete stoops by shelter doors and hoods over the doors, place Ice Shields over (1) HVAC and the generator, remove (3) sector mounts and coax, grade and gravel the existing compound and access road.

2.2.2 Site Development at Peaine FD Site

Project is an existing approx. 40' x 50' compound with a 180' SST and Shelter. Propose to perform a SA/Mapping for future MW. Also, remove (2) Sector mounts and (1) Standoff Mount, repair the shelter roof, upgrade the exterior grounding, add tie down plates, and fabric and stone the fenced in area.

NOTE: Charlevoix County is to coordinate with MPSCS about post warranty maintenance of generator, A/C unit, tower, shelter etc., if desired.

2.2.3 DC Power Plant Installation

Motorola Solutions Responsibilities:

- Install the DC Power Plant in the existing/proposed modification shelter at Greene's Lake.
- Connect the appropriate equipment to the ground system in accordance with Motorola Solution's R56 Site Installation standards.

A DC Power Plant will be provided for Charlevoix County in the new site proposed for this project (Greene's Lake). The DC Power Plant will include:

- One (1) TRILOGY SMARTPACK S 48V, 500A, 23IN, 7FT, 4 BATT TRAY, 200A BATT BKR
- Four (4) Flatpack2 rectifiers.
- Four (4) blind panels.
- Misc. Circuit Breakers and cabling for Power Plant.

Charlevoix County Responsibilities:

- Provide open breaker slots in the distribution breaker panel within 25-feet of the DC Power Plant rack.

2.3 Tower Remediation for Charlevoix County

- Analyze and review the remediation efforts potentially needed for the existing Charlevoix County tower (MPSCS site 7812) and perform work as directed by Charlevoix County at a price not to exceed $50,000 before a change order would need to be reviewed and approved. Should all of the funds not be used prior to Final Acceptance, there will be no refund on unused dollars. The unused funds will turn into a technology fund to purchase additional Motorola Solutions products and/or services.

2.3.1 Microwave Network Backhaul Installation

Motorola Solutions Responsibilities:

- Deployment of one (1) new spur hop between Greene's Lake and existing MPSCS Site 7812.
- MPLS integration services for the SAR-8 to connect to the existing MPSCS network, FCC License Application, engineering services, closeout documentation and sweep testing for new waveguides.
- Procure and install new antennas, standard mounts and transmission lines at the one (1) site.
- Provide performance calculations, path and site surveys, path design, frequency coordination and site engineering.
- During field installation of the equipment, any required changes to the installation will be noted and assembled with the final 'as-built' documentation of the system.
- Schedule the installation/implementation/cutover in agreement with Charlevoix County and MPSCS.

Charlevoix County Responsibilities:

- Provide demarcation point located within 25-feet of the SAR-8.
- Arrange for path surveyor to access the proposed existing sites.
- Provide the latitude and longitude coordinates of the sites that are required in the design. If known, also provide the existing tower heights. If applicable, provide FCC Antenna Structure Registration (ASR) for all applicable sites and structures.

2.4 Project Schedule

- This project is estimated to take 24-27 months to complete. A final project schedule will be developed based upon mutual agreement between Motorola Solutions and Charlevoix County at the Detailed Design Review (DDR). The dates for the installation and activation are highly dependent on the actual completion dates of tasks associated with site acquisition, shipment of equipment, R56 upgrades, installation, cabling and providing unobstructed cable routes. The biggest drivers for project schedule are site acquisition (including lease/NTP, permitting, zoning, NEPA, SHPO, etc.) and tower readiness (including structural analysis and remediation/construction) where applicable. A preliminary project schedule can be added to this proposal upon request.

Section 3

Pricing Summary

3.1 Pricing Summary

The following table provides a pricing breakdown for the proposed solution.

Charlevoix County Not to Exceed Pricing	
One (1) Radio Communication Site ▪ 4 Channel ASR Add at Greene's Lake Site with existing 180' Guyed Tower ▪ Modifications to Peaine MPSCS 7812 Site	**$2,863,662**
Total Solution List Pricing	**$2,863,662**
Michigan State Contract #190000001544 Discount Motorola Incentive (expires 6/15/2026)	($193,365) ($295,297)
Total Solution Pricing with Incentives (valid until 6/15/2026) not to exceed	**$2,375,000**

Due to significant market and tariff volatility, as well as fluctuations in the cost of energy and raw materials including, but not limited to, steel, copper, finished wood, and concrete, Motorola Solutions reserves the right to equitably adjust the contract price, completion schedule, and/or contract requirements. Additionally, Motorola Solutions reserves the right to apply a fuel surcharge to quoted freight rates based on the prevailing diesel cost at the time of shipment.

Customer will make payments to Motorola within forty-five (45) days after the date of each invoice. Customer will make payments when due in the form of a check, cashier's check, or wire transfer drawn on a U.S. financial institution. If Customer has purchased additional Professional or Subscription services, payment will be in accordance with the applicable addenda. Payment for the System purchase will be in accordance with the following milestones.

System Purchase

1. 25% of the Contract Price due upon Project Kickoff;
2. 60% of the Contract Price due upon shipment of equipment from Staging;
3. 10% of the Contract Price due upon installation of equipment; and
4. 5% of the Contract Price due upon Final Acceptance.

Motorola shall make partial shipments of equipment and will request payment upon shipment of such equipment. In addition, Motorola shall invoice for installations completed on a site-by-site basis or when professional services are completed, when applicable. The value of the equipment shipped/services performed will be determined by the value shipped/services performed as a percentage of the total milestone value. Unless otherwise specified, contract discounts are based upon all items proposed and overall system package. For invoicing purposes only, discounts will be applied proportionately to the FNE and Subscriber equipment values to total contract price. Overdue invoices will bear simple interest at the maximum allowable rate by state law.

Section 4

Contractual Documentation

Motorola Solution's proposal is subject to the terms and conditions in the MiDeal Contract #190000001544.

1ST AMENDMENT TO RECYCLING SERVICES AND HAULING AGREEMENT
BY AND BETWEEN
THE COUNTY OF CHARLEVOIX AND GFL ENVIRONMENTAL

THIS AGREEMENT, entered into this _________ day of ____________, 2026, by and between the **COUNTY OF CHARLEVOIX** (hereinafter the "County"), a municipal entity, and **GFL ENVIRONMENTAL** (hereinafter "GFL"), a Michigan corporation, hereby amends the

1. That the Drop-Off Stations are modified as follows:
   a. East Jordan Recycling Center
      i. Add four (4) recycling bins at a cost of $75 per unit per month.
      ii. All other recycling bins and costs remain the same.
   b. Boyne City Recycling Center
      i. Add three (3) recycling bins at a cost of $75 per unit per month.
      ii. All other recycling bins and costs remain the same.
2. That this Amendment shall take effect on upon receipt of new bins, and shall remain in effect through the conclusion of the terms and dates of the Agreement.
3. That all other parts of the Agreement are unchanged and shall continue in full force and effect in accordance with its terms.
4. That if there is conflict between this Amendment and the Agreement or any earlier amendment, the terms of this Amendment shall prevail.
5. That this Amendment shall be binding on the respective party and its representatives, assigns, and successors. Each party has signed this Amendment through its authorized representative.

Charlevoix County

By: ________________________________
Scott Hankins

Board of Commissioners Chair

Dated: ______________________________

GFL Environmental

By: _________________________________

Mark Bevelhymer

Its: Regional Vice President

Dated: _______________________________

Charlevoix County Opioid Settlement Mini Grant Recipient Agreement

~~(State of Michigan Opioid Settlement Funds Remediation Uses, Exhibit E)~~

This Agreement is entered into between **Charlevoix County** ("County") and the undersigned business or nonprofit organization ("Recipient") in connection with the award of a mini-grant under the County's Opioid Settlement Mini~~-~~Grant Program, funded through the **State of Michigan's Opioid Settlement Funding**~~, administered by the County~~.

The terms and conditions of the County's Opioid Settlement Mini-Grant are binding on the Recipient. This Agreement is effective on the date it is signed by both parties.

1. Purpose

This Agreement outlines the obligations and conditions under which the Recipient receives a mini~~-~~grant through the County's Opioid Settlement Mini- Grant Program ~~with County Opioid Settlement funds~~. The mini-grant is intended to remditate the opioid crisis within the County~~help maintain business continuity during the year~~, thereby supporting community resilience and public ~~by Recipient purchasing the items and services, or covering expenses outlined in the budget~~welfare.

2. Recipient Obligations

By signing this Agreement, the Recipient agrees to:

a. **Proper Use**
Use the mini-grant exclusively for the purposes listed in the List of Opioid Remediation Uses, which is attached to this agreement and incorporated herein. ~~to maintain operations during power outages to support the health, safety, and welfare of the local community. The grant shall not be used for any other purposes than what is outlined in the Recipient needs budget.~~

b. **Public Benefit Requirement**
The Recipient shall ~~open their business or organization to~~ serve the public by remedying opioid use within the county. When applying for the County's Opioid Settlement Mini~~-~~Grant, the Recipient will submit a budget that lists the items or services to be purchased or the expenses covered.

c. **Timeline for Use**~~,~~
Recipient ~~as well as within~~**shall, within** 60 days ~~(or an agreed upon time period)~~ of receiving the mini-grant, use the monies granted as outlined in a above and submit the corresponding ~~receipts~~ receipts to the County Financial Officer. ~~of purchased expenses, items or services.~~

Formatted: Font: Bold

~~c.~~d. **Ownership and Disposition**

Recipient may not sell, loan, or transfer the grant. If the grant is no longer needed for its original purpose, the Recipient must notify the Charlevoix County Financial Officer for disposition instructions.

~~d.~~e. **Hold Harmless**

Hold harmless, defend, and indemnify Charlevoix County and its officers, employees, and agents from any claims or damages arising from possession or use of the grant.

3. Prohibited Uses

Recipient agrees that the mini-grant shall **not**:

a. Be used for any purpose **not** outlined in the attached List of Opioid Remediation Uses. ~~personal or private gain, other than providing funding so that goods and services can continue to support the health and welfare of the community.~~

b. Be transferred, sold, or loaned;

c. Be used to avoid compliance with any local, ~~-~~state, or federal regulations; or insurance requirements;

d. Be used in violation of the Opioid Settlement Agreement ~~CDBG regulations~~ or this Agreement.

4. Duration

This Agreement is a one-time ~~State~~ County Opioid Settlement Mini Grant funded through the State's ~~from the~~ Opioid Settlement ~~monies~~ funding received by the County. The Recipient agrees to use the mini grant within 60 days of receiving the mini-grant monies ~~the agreed upon time period~~ as outlined above.~~in the contract.~~ Any change in the administrative team, the agreed upon purchases, or the agreed upon time period must be reported to the Charlevoix County Financial Officer immediately. If the Recipient plans to cease operating the business or organization, the Recipient shall notify the Charlevoix County Financial Officer and return or dispose of the grant as instructed by the Charlevoix County Financial Officer. If the Charlevoix County Financial Officer determines that the grant is not being used as required under this Agreement, the Recipient shall immediately return the grant to the Charlevoix County Financial Officer or dispose of it as required by the Charlevoix County Financial Officer.

5. Audit and Monitoring

Recipient agrees to cooperate with any reasonable audit or monitoring request by Charlevoix County regarding the use and condition of the grant.

Formatted: Font: Bold, Underline

Formatted: Font: Bold, Underline

Formatted: Indent: Left: 0.5", No bullets or

Formatted: Indent: Left: 0.5", No bullets or

Formatted: Indent: Left: 0.5", No bullets or

6. Acknowledgment
Recipient understands that this mini-grant is State Opioid Settlement funded and subject to compliance with all applicable Opioid Settlement regulations.

7. Grant Amount Awarded: ____

IN WITNESS WHEREOF, the parties have executed this Agreement:

Recipient Business Name: ____
Authorized Representative (Print): ____
Signature: ________________________________ Date: ________________________
Phone: _______________________ Email: ___________________________________
Business Address: ____

Charlevoix County
Authorized Representative: ____
Title: ____
Signature: _____________________________ Date: ____________________________

Charlevoix County
Fiscal Officer, Becki King

13513 Division Street
Charlevoix, MI 49720
231-237-9184

COA Budget Amendment Request – May 13, 2026

During the 2026 budget preparation we knew food costs were on the rise. At the time Amy and team adjusted help mitigate some of the increased costs. Even though efforts are on-going to curb costs but maintain the required meal standards it is necessary to increase the budget for such costs.

Requested increase to raw food, disposable supplies and Beaver Island meal service is $280,000:

	Current Budget	Proposed Budget
Charlevoix Senior Center:		
Disposible supplies - HD	15,000	30,000
Raw Food – HD	70,000	140,000
Boyne Area Senior Center:		
Disposible supplies - HD	12,000	24,000
Raw Food – HD	70,000	140,000
East Jordan Senior Center:		
Disposible supplies - HD	0	18,000
Raw Food – HD	70,000	140,000
Beaver Island Senior Center:		
Meal services	25,000	50,000

In addition to the increase in food services, we are also requesting an increase in Professional Services to cover the costs of the monthly cleaning services. Unfortunately, this was a mistake in calculation during the budget process that Amy and I overlooked.

Requested increase to Professional/Service contracts is $50,500:

	Current Budget	Proposed Budget
Charlevoix Senior Center:		
Professional/Contract Services	2,500	40,000
Boyne Area Senior Center:		
Professional/Contract Services	30,000	40,000
East Jordan Senior Center:		
Professional/Contract Services	37,000	40,000

To offset the budget request, I would reduce the Charlevoix Senior Center's capital request for parking lot construction from $980,000 to $649,500.

MAY 13, 2026

COMMISSION ON AGING BUDGET AMENDMENT

R E S O L U T I O N

WHEREAS, projections for September 30, 2026, show that due to increasing costs the Commission on Aging Fund requires an amendment; and

WHEREAS, it has been determined necessary to increase the budget for such costs as follows: raw food, disposable supplies, and Beaver Island meal service - $280,000; and Professional/Service contracts - $50,500; and

WHEREAS, the 2025/26 Commission on Aging Fund Budget needs to be amended as outlined above from the departmental balances; and

WHEREAS, the Fiscal Officer proposes to offset the request by reducing the capital request for parking lot construction by $330,500; and

WHEREAS, the Fiscal Officer has recommended to the Board of Commissioners that these amendments be made and asks that the entire County Board approve the proposed amendments; and

NOW THEREFORE BE IT RESOLVED, that the Charlevoix County Board of Commissioners authorizes the Fiscal Officer to make the necessary budget amendments as outlined above to the 2025/26 Budget.

____
Chairman of the Board

____
Clerk to the Board of Commissioners

MAY 13, 2026

2026 SUMMER TAX MILLAGE RATE REQUEST

R E S O L U T I O N

WHEREAS, the Board of Commissioners has reviewed the 2026 Summer Tax Millage Rate Request presented by the Director of Equalization; and

WHEREAS, the total 2026 taxable valuation of all ad valorem property is $3,334,457,846; and

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the 2026 Summer Tax Rate Request as presented by Equalization and authorizes the Chairman and Clerk to sign said form.

____
Chairman of the Board

____
Clerk to the Board of Commissioners

Michigan Department of Treasury
614 (Rev. 07-25)

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

L-4029

2026 Tax Rate Request **(This form must be completed and submitted on or before September 30, 2026)**

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

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

County(ies) Where the Local Government Unit Levies Taxes	2026 Taxable Value of ALL Properties in the Unit as of 05-26-2026
Charlevoix	3,334,457,846
Local Government Unit Requesting Millage Levy: Charlevoix County	For LOCAL School Districts: 2026 Taxable Value excluding Principal Residence, Qualified Agricutlural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2026 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2025 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2026 Current Year "Headlee" Millage Reduction Fraction	(7) 2026 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Allocated	Operating	11/2/21	4.7	4.5012	.9824	4.4219	1.0000	4.4219	4.4219		12/31/26

Prepared by	Telephone Number	Title of Preparer	Date
Emily Selph	231-547-7230	Equalization Director	

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

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

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2026 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

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

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

Instructions For Completing
Form 614 (L-4029) *2026 Tax Rate Request*,
Millage Request Report To County Board Of Commissioners

These instructions are provided under MCL Sections 211.24e (truth in taxation), 211.34 (truth in county equalization and truth in assessing), 211.34d (Headlee), and 211.36 and 211.37 (apportionment).

Column 1: Source. Enter the source of each millage. For example, allocated millage, separate millage limitations voted, charter, approved extra-voted millage, public act number, etc. Do not include taxes levied on the Industrial Facilities Tax Roll.

Column 2: Purpose of millage. Examples are: operating, debt service, special assessments, school enhancement millage, sinking fund millage, etc. A local school district must separately list operating millages by whether they are levied against ALL PROPERTIES in the school district or against the NON-HOME group of properties. (See State Tax Commission Bulletin 2 of 2026 for more explanation.) A local school district may use the following abbreviations when completing Column 2: "Operating ALL" and "Operating NON-HOME". "Operating ALL" is short for "Operating millage to be levied on ALL PROPERTIES in the local school district" such as Supplemental (Hold Harmless) Millages and Building and Site Sinking Fund Millages. "Operating NON-HOME" is short for "Operating millage to be levied on ALL PROPERTIES EXCLUDING PRINCIPAL RESIDENCE, QUALIFIED AGRICULTURAL, QUALIFIED FOREST AND INDUSTRIAL PERSONAL PROPERTIES in the local school district" such as the 18 mills in a district which does not levy a Supplemental (Hold Harmless) Millage.

Column 3: Date of Election. Enter the month and year of the election for each millage authorized by direct voter approval.

Column 4: Millage Authorized. List the allocated rate, charter aggregate rate, extra-voted authorized before 1979, each separate rate authorized by voters after 1978, debt service rate, etc. (This rate is the rate before any reductions.)

Column 5: 2025 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. Starting with taxes levied in 1994, the "Headlee" rollback permanently reduces the maximum rate or rates authorized by law or charter. The 2025 permanently reduced rate can be found in column 7 of the 2025 Form L-4029. For operating millage approved by the voters after April 30, 2025, enter the millage approved by the voters. For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

Column 6: Current Year Millage Reduction Fraction. List the millage reduction fraction certified by the county treasurer for the current year as calculated on Form 2166 (L-4034), *2026 Millage Reduction Fraction Calculations Worksheet*. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2026 and future years. This prevents any increase or "roll up" of millage rates. Use 1.0000 for new millage approved by the voters after April 30, 2026. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

Column 7: 2026 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. The number in column 7 is found by multiplying column 5 by column 6 on this 2026 Form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization). List the millage rollback fraction for 2026 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calulated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin 2 of 2026. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

Column 9: Maximum Allowable Millage Levy. Multiply column 7 (2026 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

Column 10/Column 11: Millage Requested to be Levied. Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211.24e have been met. For further information, see State Tax Commission Bulletin 2 of 2026. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380.1211(3). Please see the memo to assessors dated October 26, 2004, regarding the change in the collection date of certain county taxes.

Column 12: Expiration Date of Millage. Enter the month and year on which the millage will expire.

MAY 13, 2025

DOWNTOWN COURTYARD ROOF REPLACEMENT

R E S O L U T I O N

WHEREAS, the Downtown secured parking roof is in need of replacement; and

WHEREAS, the Maintenance Supervisor submitted multiple bids from Murray's Creations Custom Canvas- $6,200.00; Traverse Bay Canvass LLC- $7,020.00; and Aurora Awnings - $7,898.00 to cost-effectively replace the existing roof structure with an awning; and

WHEREAS, the Maintenance Supervisor reviewed the proposals and recommends purchasing from Murray's Creations Custom Canvas in the amount of $6,200.00; and

WHEREAS, the Building and Grounds Committee reviewed and concurs with this request and recommends it to the entire Board; and

NOW THEREFORE BE IT RESOLVED that the Charlevoix County Board of Commissioners authorizes the Maintenance Supervisor to contract with Murray's Creations Custom Canvas to replace the downtown secured parking roof with a new canvass awning in the amount of $6,200.00.

____

Chairman of the Board

____

Clerk to the Board of Commissioners

MAY 13, 2025

HVAC SOFTWARE UPGRADE PURCHASE

R E S O L U T I O N

WHEREAS, the downtown Charlevoix County building and Charlevoix County jail require an HVAC software upgrade; and

WHEREAS, the Maintenance Supervisor submitted multiple bids from Air-N Energy Consulting, Inc.- $7,400.00; Top Notch Heating, Cooling & Geo- $7,100.00; and Temperature Control, Inc.- $7,200.00; and

WHEREAS, the Maintenance Supervisor reviewed the proposals and recommends purchasing counters from Temperature Control, Inc. in the amount of $7,200.00; and

WHEREAS, the Building and Grounds Committee concurs with this request and recommends it to the entire Board; and

NOW THEREFORE BE IT RESOLVED that the Charlevoix County Board of Commissioners hereby accepts this request and authorizes the HVAC software upgrade in both the downtown Charlevoix County building and Charlevoix County jail be awarded to Temperature Control, Inc., in the amount not to exceed $7,200.00.

____
Chairman of the Board

____
Clerk to the Board of Commissioners