

AGENDA
MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, APRIL 15, 2025 – 6:00 P.M.
125 EAST SECOND STREET
MONROE, MI 48161
(734) 240-7003

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
Led by Commissioner Hoffman
- IV. OPENING PRAYER
- V. APPROVAL OF AGENDA
- VI. APPROVAL OF MINUTES (04/01/2025 Regular Meeting)
- VII. PUBLIC COMMENT
- VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION
 - 1. Special Tribute recognizing Dundee’s Varsity Wrestling Team, The Vikings, for a spectacular season.
 - 2. Resolution for proclaiming May as Motorcycle Awareness Month
 - 3. Resolution recognizing MCOP for 60 years of service in Monroe County
 - 4. Presentation of 2024 Monroe County Central Dispatch Annual Report by Central Dispatch Director, Donna Kuti.
 - 5. Presentation of 2024 Monroe County Sheriff’s Office Annual Report by Sheriff Troy Goodnough
- IX. FINANCE MATTERS
 - 1. Payment of the 04/16/2025 Accounts Payable Current Claims Report in the amount of \$1,301,864.42
 - 2. Letter dated April 10, 2025 from Mr. Michael Bosanac, Administrator/Chief Financial Officer submitting a Letter of Intent with Erie Township for an infrastructure project deploying American Rescue Plan Act funds to promote economic development in Erie Township.

X. CONSENT AGENDA

1. Approval of Non-Claims
 - a. Check Register dated 04/04/2025 in the amount of \$1,136,801.87
 - b. Check Register dated 04/11/2025 in the amount of \$ 721,921.51

XI. COMMUNICATIONS

1. Letter dated April 10, 2025 from Ms. Mary Gantzog, Managing Attorney, Monroe County Indigent Defense, submitting the Fiscal Year 2026 Michigan Indigent Defense Commission Grant Application including compliance plan and cost analysis in the amount of \$3,663,943.66. The County's local cost share match is \$217,053.37 providing a total program cost of \$3,880,997.03. The County match is included in the 2025 budget for the period October 1-December 31, 2025. The balance of the state fiscal year match January 1-September 30, 2026 will be included in the 2026 County budget.
2. Letter dated April 10, 2025 from Mr. Andrew Clark, Museum Director, requesting approval to submit a grant application for up to \$50,000 to begin the upgrade of exhibit cases within the Monroe County Museum. The grant requires a 30% match from the Museum System Millage.

Operations Committee - Report of Committee Chairman from 4/10/2025 meeting. Link to Operations Committee 4/10/2025 Agenda Packet: [HERE](#)

1. Property Assessed Clean Energy (PACE) Program Presentation
2. Letter dated March 17, 2025 from Mr. David L. Robinson, Monroe City Manager, requesting a \$1,000,000 contribution to the West Elm Avenue Rail Grade Separation Project for the remaining unfunded local match requirement.
3. Letter dated March 14, 2025 from Sheriff Troy Goodnough, requesting the addition of an additional Sergeant position to the existing staffing plan.
4. Letter dated April 3, 2025 from Ms. Donna Kuti, Dispatch Director, requesting the addition of two (2) additional full-time 9-1-1 dispatchers and two (2) part-time 9-1-1 dispatchers to the current approved staffing levels.
5. Letter dated March 28, from Mr. Jeff McBee, Human Resources Director, requesting the reclassification of the Courthouse Security being placed on the Non-Union Wage Scale.
6. MIDC Feasibility Study
7. Probate Court Security Discussion

8. St. Joseph Center for Hope Emergency Funding.
 9. Courts request to allow Court Recorders to use the Printing Department to produce transcripts with the Court Recorders reimbursing the County for the production costs.
 10. Monroe County Bar Association Historical Pictures Displayed.
 11. Standing Ethics Committee Discussion
- XII. PUBLIC HEARINGS—None
- XIII. OLD BUSINESS
1. Michigan Indigent Defense Department Update
- XIV. NEW BUSINESS
- XV. PUBLIC COMMENT
- XVI. ANNOUNCEMENTS
1. Copies of any Tributes or Certificates issued since the April 1, 2025 meeting: None
- XVII. MEMBERS TIME
- XVIII. ADJOURNMENT

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 1, 2025

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe, on Tuesday, April 1, 2025. Chairman David Vensel called the meeting to order at 6:00 p.m.

II. ROLL CALL

Roll call by Deputy Clerk, Grace Drewior, as follows:

PRESENT			ABSENT
David Hoffman	David Vensel	David Swartout	
Jay Heinzerling	Brian Lamour	J Henry Lievens	
Dawn Asper	Greg Moore, Jr.		

A quorum being present, the Board proceeded to conduct business.

III. PLEDGE OF ALLEGIANCE

Vice-Chairman Lievens led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Grace Drewior led the Opening Prayer.

V. APPROVAL OF AGENDA

Motion by Vice-Chairman Lievens, supported by Commissioner Swartout to approve the April 1, 2025 Regular Meeting Agenda with an addition to communications to add XI-5 suggested action to change RHC Board of Trustees' bylaws and make the existing number five (5), number six (6).

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

VI. APPROVAL OF MINUTES (03/18/2025 Regular Meeting Minutes)

Motion by Commissioner Hoffman, supported by Commissioner Lamour to approve the minutes as presented for the March 18, 2025 Regular Meeting.

Commissioner Asper amended the motion to waive the reading thereof.

Voice vote taken. Motion carried.

VII. PUBLIC COMMENT—

1. Rebecca Turner: Stated she was with Catholic Charities of Southeast Michigan and runs St. Josephs Center of Hope. She wanted to thank the board for the funding they allowed her company to have, especially since funding cuts have now started.
2. Dwayne Dobbs: Spoke about his concerns involving the vote for the Correction Officers to receive hazard duty pay. Explains there is not a branch in the military that does not have hazard duty pay. Mr. Dobbs stated he was a Correction Officer for 28 years and they receive workman's comp if they get injured on the job. Mr. Dobbs also explained there is no contact information for District 2 constituents on the website.
3. Jim Gardner: Thanked Sheriff Troy Goodnough and his deputies for the work they did last night on the Luna Pier Erie border. Thanked all the public safety officers. Mr. Gardner stated there is a lot of misinformation out there on what happened and it's very tragic. Thoughts and prayers go out to everyone involved and family members. Thanked all responding experts and everyone who works well into the night to keep the public safe.
4. Grace Drewior: Read a letter into the record from the Police Officers Association of Michigan.

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION —

1. Presentation by Mr. Doug Darling, Monroe County Farm Bureau concerning 2025 Farm Bureau Policy and Updates.

Doug Darling provided the Commissioners with the 2025 Michigan Farm Bureau Policy Book. Mr. Darling explained the process of how new policies get voted on. He also spoke about the farming industry in Monroe County and answered questions. Mr. Darling read a resolution aloud that was voted on at the Monroe County Farm Bureau at their Annual Meeting in September of 2024.

Discussion commenced.

2. Child Advocacy Network (CAN) Council Child Abuse Awareness Proclamation.

Judge Frank Arnold explained the efforts that go into this annually and reminded everyone that child neglect is part of child abuse awareness. Judge Arnold explained how important the prevention aspect of this is and stated this is investing in our families. He also invited everyone to the front lawn for pinwheel dedication this Friday morning and explained they're wearing blue to show awareness.

3. Resolution No. 25.6 from Monroe Charter Township to Allow Golf Carts on Certain Township Streets.

Discussion was held regarding ordinances.

Tom Graham stated this resolution was already adopted, we are just allowing it to go into place.

Motion by Commissioner Hoffman, supported by Commissioner Lamour to accept the communication and place it on file.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

4. Resolution to Establish Monthly Surcharge Rate for Central Dispatch 9-1-1 System Funding:
 - a. Letter dated March 26, 2025 from Mr. Michael Bosanac, Administrator/Chief Financial Officer, recommending approval of the Resolution to establish the surcharge at \$2.00 per line, per month.
 - b. Letter dated March 19, 2025 from Ms. Donna Kuti, Director, Central Dispatch providing recommendation from 9-1-1 District Authority Board for the 2025-2026 9-1-1 Surcharge.
 - c. Resolution to Establish Monthly Surcharge Rate for Central Dispatch 9-1-1 System Funding Effective July 1, 2025 through June 30, 2026.

Discussion commenced. Michael Bosanac and Donna Kuti answered questions.

Motion by Commissioner Hoffman, supported by Commissioner Lamour to approve the Resolution to establish Surcharge Rate for Central Dispatch 9-1-1 at \$2.00 per line, per month effective July 1, 2025 through June 30, 2026.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

IX. FINANCE MATTERS

1. Payment of the 04/02/2025 Accounts Payable Current Claims Report in the amount of \$ 1,013,475.50

Motion by Commissioner Swartout, supported by Commissioner Hoffman to accept the 04/02/2025 Accounts Payable Current Claims Report in the amount of \$1,013,475.50 and approve the Claims for the date and amount presented.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

X. CONSENT AGENDA

1. Approval of Non-Claims.
 - a. Check Register dated 03/21/2025 in the amount of \$ 309,266.47
 - b. Check Register dated 03/28/2025 in the amount of \$ 674,124.21

Motion by Commissioner Lamour, supported by Commissioner Asper to confirm the non-claims payments as presented on the agenda for the dates and amounts listed.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

XI. COMMUNICATIONS

1. Letter dated March 20, 2025 from Chief Deputy Mike Preadmore requesting approval to submit the FY2026 MCOLES Justice Training Grant application. The total project has a proposed cost of \$28,012.47 with a 25% match of \$7,003.12 requested to be funded in the 2026 Sheriff's Office budget.

Motion by Commissioner Heinzerling, supported by Commissioner Lamour to accept the communication, place it on file and approve the submission of the FY2026 MCOLES Justice Training Grant application. The total project has a proposed cost of \$28,012.47 with a 25% match of \$7,003.12 requested to be funded in the 2026 Sheriff's Office budget.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

2. Letter dated March 20, 2025 from Mr. Chris Westover, Environmental Health Director requesting approval to submit a grant application for a \$20,000 Scrap Tire Clean-Up Grant from the Michigan Department of Environment, Great lakes, and energy (EGLE)

with no match required.

Chris Westover explained they hold these events four times a year and they are very well received. In about 20 years they have collected over 135, 000 tires.

Commissioner Moore thanked him for doing this. Discussion commenced.

Motion by Commissioner Heinzerling, supported by Commissioner Asper to accept the communication, place it on file and approve the submission of a grant application for a \$20,000 Scrap Tire Clean-Up Grant from the Michigan Department of Environment, Great lakes, and energy (EGLE) with no match required.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

- Letter dated March 26, 2025 from Mr. Michael Woolford, Equalization Director submitting the 2025 Monroe County Equalization Report with an equalized value of \$10,370,064,912.

Click to view the [2025 Equalization Report](#).

Michael Woolford presented the findings of the Equalization Report. Discussion commenced.

Motion by Commissioner Lamour, supported by Commissioner Hoffman to accept the communication and approve the 2025 Monroe County Equalization Report as submitted and authorize the Board Chairman and County Clerk to sign Form L-4037 and Form L-4024 and transmit the same to the Michigan Department of Treasury.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

- Letter dated April 1, 2025 from Mr. Jason Berry, Community Planning & Engagement Director, submitting a review/recommendation from the County Planner of an application to the Farmland and Open Space Preservation program (part 361 of the Natural Resources and Environmental Protection Act) for property in Ida Township.

Motion by Commissioner Hoffman, supported by Commissioner Lamour to accept the

communication along with the review/recommendation for an application to the Farmland and Open Space Preservation program a property in Ida Township, place it on file and submit the recommendation of the County Planner to the Ida Township Board.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	David Vensel	Dawn Asper		
Greg Moore, Jr.	Brian Lamour				
J. Henry Lievens	Jay Heinzerling				

Motion carried.

5. Proposed changes to the Monroe County Retiree Health Care Board of Trustees bylaws.

Motion by Commissioner Lamour, supported by Commissioner Hoffman to change the qualifications for one (1) member, as recommended by the Board of Commissioners Chairperson and approved by the Board to be a retired County employee who was or is a member participant enrolled in the Monroe County Retiree Health Care Plan or is an active County employee making mandatory contribution to the trust. County residency shall not be a requirement. Regarding testing, highly recommend the participation in the MAPERS Fiduciary Designation series of three tests but remove the mandatory requirement for any member of the Monroe County Board of Commissioners who serves on the RHC Trust Board.

Commissioner Asper stated that qualifications for this board are very high and it is quite hard to find qualified candidates with the previous requirements. She explained the difficulty of scheduling the MAPERS test as well. Commissioner Asper also discussed Roberts Rules of Order and how important it is for Chairperson to understand the rules.

Thomas Graham, Legal Advisor, stated that he agrees with the motion and the action but informed the board that we are not changing the bylaws we are changing the trust agreement resolution. Mr. Graham asked for the maker and supporter of the motion to agree it is the trust agreement resolution being changed. The Board agreed.

David Vensel explained he has a fair amount of experience with Roberts' Rules but this situation puzzled him. Stated he asked for legal help. Discussion commenced.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

6. Letter dated March 28, 2025 from Mr. David Vensel, Chairman recommending the appointment of Michael Grodi to the Retiree Health Care Trust Board to fill an

unexpired term ending July 31, 2025.

Discussion was held.

Motion by Vice-Chairman Lievens, supported by Commissioner Hoffman to accept the communication, place on file and approve the appointment of Michael Grodi to a three (3) year term on the RHC Trust Board ending April 1, 2028.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

XII. PUBLIC HEARINGS — None

XIII. OLD BUSINESS—

1. Michigan Indigent Defense Commission/Department update

Mary Gantzog, MIDC Managing Attorney, asked if the Board possibly had time to review the email she sent this afternoon. She apologized for the timing and explained she got the information late last night.

Commissioner Lievens explained he didn't have the time so it should be put on next meeting's agenda. He then explained even if he did have the time, he would require an expert to interpret the data regardless.

Mary Gantzog explained that is why she is usually hesitant about sending out raw data but she knew the Board liked to stay informed and updated throughout the process. Stated she is going to ask the auditors to help with the data and make it easier to understand.

Chairman Vensel explained he had time to read the summary letter and explained some of the justifications are weak at best.

Commissioner Moore asked about the rounding issue with excel and Clio.

Mary Gantzog explained the excel sheets that are used have always rounded up. When those sheets are entered into Clio, it rounds up the round up. Explained she keeps finding issues that creates problem within the system. She explains she is not try to make excuses, she is explaining the more we look into it, the more problems we're finding.

The Board thanked Mary for her work.

Commissioner Asper asked about the motion made at the last meeting since it was not their authority to do what they voted on.

Mary Gantzios stated they still have their current cases, but they are not getting any new cases. Discussion commenced.

Commissioner Hoffman asked about the Standing Ethics Committee being an agenda item under old business.

XIV. NEW BUSINESS—

XV. PUBLIC COMMENT—

1. Bill Lavoy: Explained he tested the idea of trying to contact Mark Brant and explained how hard it is. He stated it would be quite difficult to serve his constituents while in prison. Mr. Lavoy shared his idea of setting up a Citizens Commission made up of volunteers in a non-partisan manner to go through the County budget. He stated this organization would be known as the Financial and Ethics Liability Oversight Network (FELON). He further explains what this group would focus on. Mr. Lavoy finished his comment by stating he believes the public should be allowed to conceal carry during public meeting since there is no court going on.
2. Jim Gardner: Stated he is speaking as a resident, not a Mayor. He asked why the meetings are not being recorded.

The Board informed him, it is recording right now.

Jim Gardner thanked them for the information and asked where he can find the meetings.

Deputy Clerk, Grace Drewior, stated FOIA Requests can be filled out for any and all recordings.

Commissioner Asper explained the equipment for the streaming arrived but set up takes three (3) days and it would've interrupted this meeting. Stated by the next meeting we should have everything.

Jim Gardner stated this has been going on for too long and the recordings should be uploaded. Explains he is looking forward to being able to access the recordings. Mr. Gardner also told Hoffman he might want to pull his microphone closer so the public can hear him.

3. Steven Meyer: Mr. Meyer asked if archived recordings could be uploaded to the platform once the livestream is set up.

XVI. ANNOUNCEMENTS—

1. Copies of any Special Tributes or Certificates issued since the March 18, 2025 meeting: None.

XVII. MEMBERS TIME –

Commissioner Moore – Stated he is tickled that Bill Lavoy is advocating for conceal carry, happy they are agreeing. Stated we should look into his concerns as we are an open carry state. In response to the POAM letter, he explained he clearly stated why he voted against

that and he will gladly discuss with anyone that would like to. To the Mayor, he fully agrees with him and they have been working on streaming for months. Explains there are different things to work through on the technical, legal, and security side of it. Believes it is coming to the next meeting. Stated he really liked Steven's idea of having audio available and uploading archived recordings once they go live.

Commissioner Swartout – Discussed the voting from the last meeting. Stated he has an issue with the hazard pay votes because they were never told a total cost. Explains they were told \$1,000 but that's not even the total cost per person. He asked how many people received the stipend and asked where the funding is coming from. Commissioner Swartout further asked if we used grant money because he was pretty sure there were ARPA funds they could have used. He finishes his comment by saying he is concerned that it was rushed so fast. It could have been made better if we slowed down.

Commissioner Lamour – Appreciate the different aspects that Doctor Darling brought to us. Great to understand how we can interact with the Road Commission to help them out. Getting back to the statements of Mr. La Montaine, he appreciates his voice towards the people that voted in favor of the hazard pay but disagrees that Commissioner Moore, Swartout, and Asper do not support law enforcement. States he knows they do. Explains he appreciates their values and this isn't zootopia. They aren't going to agree on everything. Stated they are getting their act together, working hard at it, it just takes some time. Asked everyone be patient and hold some of their comments in check because he knows all their values and he does not question them and supports them 100%

Commissioner Heinzerling – Passed.

Commissioner Asper – Stated she really appreciated Commissioner Lamour's comment. Explains her bother was a police Sargent and he served for almost 27 years. She is aware of the mental things he went through and this had nothing to do with that. It had to do with procedure. Once they pass a budget if something is going to change, they need to know the cost. Explained this started as one group and then it was three. They originally voted to follow the recommendations of the bargaining team but that did not happen. Explains where her brother was employed, they planted a tree for him and they just named their tactical dog after him. Stated she doesn't want anyone to think she doesn't love law enforcement. Commissioner Asper also explained they have the budget published to the public line by line. They have auditors who go through the information as well. Further explains, the second floor has received awards because they're just that good. States that she hopes her answer is sufficient enough for Dwayne Dobbs. Commissioner Asper also stated when someone calls her, it goes through Grace and then comes to her. Explains the whole Board takes care of the County's business. We will make sure everyone is taken care of no matter what District they are in.

Commissioner Hoffman – Echo what Commissioner Lamour talked about with other members. Stated they are a team and they all work together for the good of the County. Thanked Judge Frank Arnold, Doug Darling, and Donna Kuti for coming out tonight. Stated there is some legislative in Lansing getting started to stop felons from getting into public office. Hopefully we will see something in the near future. Thanks for coming out.

Vice-Chairman Lievens – Thanked Doug Darling for speaking with them and asked that he

champion the cause to the road commission and come back to them with the result. Stated he has had multiple farmers share the same concerns as he did tonight. Vice-Chairman Lievens explained how a gentlemen lost almost an acre of land when the one hundred (100) year existing drain was filled in, and was roughly handled by the Road Commission. Stated the drains came first and the roads came second. Asked for him to let them know.

Michael Bosanac– Reiterated the Administrator Report. Stated they have an exceptional partnership at the Road Commission. As far as their financing for their new facility, they got a great rate, great beneficiaries, which are the folks who paid into the Road Commission Operations with lower cost to that. Explained we have an army of about half a dozen of auditors in our office and they started today.

Chairman Vensel – Explained that when Mr. Lavoy brought up conceal carry being allowed in meeting it brought up a bad memory. He further explained that when he was doing an expulsion hearing at a school, the father of the child the hearing was for, showed up and used open carry as a form in intimidation. Stated he would be careful saying it is a good thing to allow conceal carry in public meetings. He respects the courts, judges, and respect the fact they have to be safe but so do we. Chairman Vensel stated Michael Bosanac and himself have been in discussion about retaining a public defenders office. He stated he will be presenting at the Operations Meeting. Explained to the Board, in the near future look forward to possible closed session regarding pensions. Reminded everyone we have an Operations Committee Meeting next Thursday April 10th at 5:30.

XVIII. ADJOURNMENT - Chairman Vensel adjourned the meeting at 7:41 p.m. with no further business to discuss.

Respectfully submitted by:



Grace Drewior
Deputy Clerk/Administrative Assistant
Monroe County Board of Commissioners



SPECIAL TRIBUTE

RECOGNIZING
DUNDEE'S VARSITY
WRESTLING TEAM
THE VIKINGS

WHEREAS, The Vikings, Dundee's Varsity Wrestling Team, won their 8th consecutive D3 State Team Championship on Saturday, February 22, 2025. As of March 2025, they hold the 17th all-time State Championship title; and

WHEREAS, during the entire MHSAA Tournament, the Vikings wrestled 7 teams, outscoring them by a combined 537-13. In the final, Dundee defeated Yale, 74-0 after a 72-0 win over Allegan in the semi-finals. Dundee also defeated Ogemaw Heights 75-6. The Vikings have 3 returning champions and a total of 14 wrestlers who qualified for the Individual Finals. At these finals, 8 wrestlers won the individual championship; and

WHEREAS, members of this team include Josh Foster, Sam Haddix, Calvin Irwin, Scott Kohlman, McKenzie Mantie, Brayden Mason, Austin Miller, Stone Redmon, Daniel Serrato, Anthony Tomaszewski, Jesse Wertenberger, Jack Weslow, Ryan Williams, Wyatt Burns, Joe DeJonghe, Logan Fuller, Lucas Fuller, Mason Katschor, Avery Lane, Ben Motylinski, Chance Murray, Colton Roy, Jeremy Amrhein, Donny Beaufait, Jaxen Beyer, Braden Broderick, Blake Cosby, Mason Haines, Pryce Johnson, Owen Motylinski, Haydn Nutt, Rocco Redmon, Bryan Sterling, Abe Bruck, Kole Katschor, Landon King, and Jackson Martin; and

WHEREAS, special recognition is made for these student athletes who have dedicated themselves to the team's success on the mat and in the classroom, as well as the Co-Head Coaches, Nate Hall and Garrett Stevens; and

WHEREAS, this victory is not only for the team members and coaches but also for the parents, fans, and all those involved in the Wrestling Program as well as the entire Dundee School Community; and

IN SPECIAL TRIBUTE, Therefore, this document is signed and dedicated on April 15, 2025 to recognize and applaud the 2024/2025 Dundee Varsity Wrestling Team and its coaching staff for their outstanding accomplishments this season and for continuing to bring pride to the County of Monroe.

Special Tribute Offered by Commissioner Hoffman

Special Tribute Supported by Chairman Vensel

David Vensel
Chairman
Representing District 5

J. Henry Lievens
Vice-Chairman
Representing District 9

Dawn A. Asper
Representing District 3

Jay Heinzerling
Representing District 4

Brian Lamour
Representing District 6

David G. Swartout
Representing District 7

Greg Moore, Jr.
Representing District 8

David C. Hoffman
Representing District 1



RESOLUTION

Proclaiming the Month of May Motorcycle Awareness Month

WHEREAS, Monroe County has many Citizens who are concerned about Motorcycle Safety while touring, during recreation, and daily transportation; and

WHEREAS, the Month of May is the nationally recognized month motorcycles become more prevalent on our streets; the need to be more aware of their presence is of the utmost urgency; and

WHEREAS, due to the Pure Michigan advertising campaign and the modification of the Michigan Helmet Law many out of State riders will be visiting our State and using our roads; and

WHEREAS, an overwhelming number of car vs. motorcycle accidents could be avoided with due regard, respect, and awareness of motorcycles on the streets and intersections of Monroe County; and

WHEREAS, the inclusion of Motorcycle Awareness provided by ABATE of Michigan as a distinct part of the driver education curriculum and Motorcycle Rider Education programs will help to promote safe driving and motorcycle riding practices; and

WHEREAS, it is in the interest of our community and the Citizens of Monroe County to note the increase in the amount of motorcycle traffic as we enter the warm months, to enable the reduction of accidents and injuries involving motorcyclists.

NOW, THEREFORE, BE IT RESOLVED, that on this 15th day of April 2025, the Monroe County Board of Commissioners, hereby Proclaim the Month of May as Motorcycle Awareness Month in Monroe County.

Resolution offered by: Vice-Chairman J. Henry Lievens

Resolution supported by: Chairman David Vensel

David Vensel
Chairman
Representing District 5

J. Henry Lievens
Vice-Chairman
Representing District 9

Dawn A. Asper
Representing District 3

Jay Heinzerling
Representing District 4

Brian Lamour
Representing District 6

David G. Swartout
Representing District 7

Greg Moore, Jr.
Representing District 8

David C. Hoffman
Representing District 1



SPECIAL TRIBUTE

RECOGNIZING MONROE COUNTY OPPORTUNITY PROGRAM FOR 60 YEARS OF COMMITMENT TO MORNOE COUNTY

WHEREAS, Monroe County Opportunity Program (MCOP), is chartered as the Community Action Agency that services the County of Monroe, Michigan; and

WHEREAS, MCOP is one of more than 1,000 Community Action Agencies across the United States under the umbrella of the National Community Action Partnership; and

WHEREAS, MCOP has been in operation as a private, non-profit corporation since June 14, 1965 – and in 2025 is celebrating 60 years of service to Monroe County; and

WHEREAS, MCOP has been working for 60 years to achieve its mission that aims to reduce the effects of poverty by empowering individuals, strengthening communities, and mobilizing resources; and

WHEREAS, on June 11, 2024 MCOP was approved as a Gold Tier organization by the Excellence Commission and the National Community Action Partnership Board of Directors, making it one of only five Community Action Agencies to achieve this designation all across the United States.

WHEREAS, MCOP will celebrate its 60th Anniversary at a gala event on May 16, 2025 at 6 pm at the River Raisin Banquet Center – during Community Action Month; and

NOW, THEREFORE, the following Resolution was duly made, seconded and unanimously adopted:

BE IT RESOLVED, that the Monroe County Board of Commissioners acknowledges the meritorious work advanced by MCOP with regards to their 60th anniversary of service to the community and notable achievement of such; and

BE IT FURTHER RESOLVED, that the Monroe County Board of Commissioners supports and appreciates MCOP, its staff, board, and volunteers for their dedicated service to the County of Monroe and citizens who reside in it; and

BE IT FURTHER RESOLVED, that the foregoing resolution is in conformity with the County of Monroe, and that there are no provisions limiting the authority of the designated Board to adopt the foregoing resolution.

Special Tribute offered by Commissioner Swartout

Special Tribute supported by Chairman, David Vensel

David Vensel
Chairman
Representing District 5

J. Henry Lievens
Vice-Chairman
Representing District 9

Dawn A. Asper
Representing District 3

Jay Heinzerling
Representing District 4

Brian Lamour
Representing District 6

David G. Swartout
Representing District 7

Greg Moore, Jr.
Representing District 8

David C. Hoffman
Representing District 1

CERTIFIED COPY OF RESOLUTION

MONROE COUNTY BOARD OF COMMISSIONERS

I HEREBY CERTIFY that I am the duly elected Clerk and keeper of the records for the County of Monroe, a local municipality located in Michigan and that the following is a true and correct copy of the Resolutions duly adopted at a meeting of the County Board of Commissioners on (APRIL 15, 2025), a quorum of the members being present and sufficient for the transaction of business; further, that such a meeting was called in compliance with all applicable legal requirements, nor have such Resolutions been in any way altered, amended, or repealed and are in full force and effect, unrevoked and unrescinded as of this date, and have been approved, consented to and ratified by the County Board of Commissioners, and have been entered into the regular records on the date of adoption, and that Board has, and at the time of adoption of such Resolutions, had, full power and lawful authority to adopt such Resolutions and to confer the powers granted in such Resolutions to the members named in such Resolutions who have full power and lawful authority to exercise those powers; and

WHEREAS, Monroe County Opportunity Program (MCOP), is chartered as the Community Action Agency that services the County of Monroe, Michigan; and

WHEREAS, MCOP is one of more than 1,000 Community Action Agencies across the United States under the umbrella of the National Community Action Partnership; and

WHEREAS, MCOP has been in operation as a private, non-profit corporation since June 14, 1965 – and in 2025 is celebrating 60 years of service to Monroe County; and

WHEREAS, MCOP has been working for 60 years to achieve its mission that aims to reduce the effects of poverty by empowering individuals, strengthening communities, and mobilizing resources; and

WHEREAS, on June 11, 2024 MCOP was approved as a Gold Tier organization by the Excellence Commission and the National Community Action Partnership Board of Directors, making it one of only five Community Action Agencies to achieve this designation all across the United States.

WHEREAS, MCOP will celebrate its 60th Anniversary at a gala event on May 16, 2025 at 6 pm at the River Raisin Banquet Center – during Community Action Month; and

NOW, THEREFORE, the following Resolution was duly made, seconded and unanimously adopted:

BE IT RESOLVED, that the Monroe County Board of Commissioners acknowledges the meritorious work advanced by MCOP with regards to their 60th anniversary of service to the community and notable achievement of such; and **BE IT FURTHER RESOLVED**, that the Monroe County Board of Commissioners supports and appreciates MCOP, its staff, board, and volunteers for their dedicated service to the County of Monroe and citizens who reside in it; and

BE IT FURTHER RESOLVED, that the foregoing resolution is in conformity with the County of Monroe, and that there are no provisions limiting the authority of the designated Board to adopt the foregoing resolution.

THE FOREGOING ACTIONS ARE TAKEN AT A FORMAL MEETING OF THE COUNTY BOARD AT WHICH A QUORUM IS PRESENT TO CONDUCT BUSINESS AND THE SIGNATURE BELOW OF THE CLERK INDICATES APPROVAL OF THESE RESOLUTIONS.

Moved by

_____,'

and supported by

to adopt the above resolution.

Roll call vote was taken:

Ayes:_____Absent:_____Nays:_____
Motion _____.

Signed:

David Vensel, Chairman, Monroe County Board of Commissioners

Signed:

Annamarie Osment, Monroe County Clerk

Monroe County Central Dispatch



ANNUAL REPORT 2024



Email: centraldispatch@monroemi.org

Website: <https://co.monroe.mi.us/163/Central-Dispatch>

Tel: 734-243-7070

987 S. Raisinville Rd.,
Monroe, MI 48161

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Mission Statement

"To coordinate Law-Enforcement, Fire, and EMS emergency service requests in Monroe County for the safety and protection of our citizens and public safety providers". Through our actions, we help save lives, protect property, assist the public in their time of need, and proudly know that we made a difference.

Core Values

Service

Providing excellent quality service to the community is our primary duty. We are committed to faithfully and selflessly performing our duties while striving to be responsive, effective, and dependable. We are dedicated to enhancing public safety.

Integrity

Integrity is our standard. We are proud of our profession and will conduct ourselves in a manner that merits the respect of all people. We commit ourselves to elevated standards of trust, responsibility, and discipline. We believe in conducting ourselves ethically and professionally, with the highest degree of honesty and accountability and pledge to hold ourselves to the highest ethical standards. We value our integrity and commit ourselves to strive for personal and professional excellence. We will endeavor to make the right decisions for the right reasons and to ensure that our actions match our words. In the face of difficulty, we must always choose the harder right over the easier wrong. We recognize that each of us represents not only Central Dispatch but also the public safety profession and government in general. We acknowledge and accept that our individual conduct must be of the highest standard.

Professionalism

Professional service is embodied in our commitment to proficiency, competency, reliability, and excellence in all aspects of our conduct and performance. We believe in the social value of our work, considering it a noble vocation, deriving personal satisfaction from the effective performance of our work. We reject complacency and are dedicated to continually pursuing the highest levels of knowledge, skills, and expertise. Our Code of Conduct guides our actions. We value the diversity of people in our community and will serve all with equal dedication, respect, fairness, and compassion. We proudly pledge to fulfill our mission by being accountable to our community, our organization, and to each other.

Value Statement

Central Dispatch will provide an ethical and welcome, people-oriented work environment with professional public safety services. Our emphasis is on service, integrity, and professionalism where our members may enjoy their jobs, utilize their talents, respect one another, and grow as individuals.

TO THE 9-1-1 DISTRICT BOARD AND CITIZENS OF MONROE COUNTY

March 11, 2025

As always, I'd like to express my gratitude to our team of supervisors and dispatchers for their unwavering dedication to the first responders and citizens of Monroe County and for their perseverance and flexibility through continued staffing shortages, technology developments, and county and department wide operational changes.

Financial Highlights

Monroe County maintained the \$2.00 per device 9-1-1 service charge for 2024. A total of \$3,669,039.29 in local 911 fees was received in addition to State County 911 receipts totaling \$328,873.00. Monroe County Central Dispatch remains 100% funded through surcharge fees. Monies received fund personnel costs as well as training and equipment updates as noted below.

Operating Highlights

Radios

An agreement was entered into with Motorola for the upgrade of seven (7) current dispatch radio consoles and the purchase of three (3) new radios to accommodate the additional dispatch workstations that were installed. The radio installations are projected to be installed in 2026. These additions will provide a total of 11 fully functional dispatch workstations.

Training

Central Dispatch expended \$12,493 of State Training Funds in 2024. In addition to the annual continuing education requirements required for all of our staff, two (2) dispatchers became Certified Training Officers. Six (6) personnel received their recertification in Emergency Medical Dispatch, four (4) dispatchers attended Basic 40-Hour Dispatch School, and three (3) dispatchers attended Advanced 40-hour Dispatch School.

Technology

The 9-1-1 Call Processing Equipment (CPE) received a server and hardware upgrade. The upgrade installation included three (3) additional phone positions and the connection of call

status light indicators. In addition to the regular CPE upgrade, our 911 service provider, Peninsula Fiber Network (PFN), replaced the backup MEVO 911 phones with an updated version at no cost to dispatch. The MEVO phones allow for a quick transfer of 911 lines in the event of a CPE failure. These MEVOs are housed in Dispatch but are the property of PFN.

Building Enhancements

The Emergency Operations building, shared by Emergency Management and Monroe County Central Dispatch, replaced the cooling unit with a new 12-ton Liebert system. New carpeting and paint were replaced throughout the building. Additionally, the Evans dispatch consoles purchased in 2023 were delivered and installed in March on 2024.

Looking Ahead

Staffing

Maintaining staffing levels has been a historical challenge for Central Dispatch with few qualifying applications being received as with many agencies nationwide. This past year, the job title was changed from Communication Specialist to 911 Dispatcher. The job function itself does have various specialized functions related to dispatch communications, however we found the title too vague for job searches. This often netted applicants with degrees in Communication, such as Journalism, and not relevant to Dispatch. During the last half of 2024 there have been a significant increase in the number of applications received; more than we have seen in some time. Whether contributing factors were the job title change, the significant contract enhancements, economic changes, all of the above, or simply the unknown, we hope the trend continues.

The basic role of the 911 Dispatcher is fundamentally the same as it always has been; answer the phone, take information from the citizen, then relay that call information to the officer or fire responder by radio/pager. How the dispatcher gets from point A to point B is far from basic. The evolution of technology gradually forces the “old way” into extinction and causes the job processes of a 911 dispatcher to naturally move with the technology. State of the art technology applications utilized in dispatch are exciting, intuitive, and smart. They integrate with other platforms and provide access to more information than ever before. All of these programs add levels of complexity.

These new advancements require the dispatcher to learn and utilize these additional systems and include them as part of their daily dispatching routine. The expectation is to use these new systems to collect and process the most accurate information quickly in order to disseminate the information timely for improved response times. The end goal is to ultimately provide better overall service to the citizen.

To meet these expectations and manage the ever evolving technology, it's necessary to consider the restructuring of our current dispatching model. At present, our dispatchers are not only the radio dispatcher but call taker as well; simultaneously performing two job functions while utilizing required technology resources. In order to maximize the use of new technology resources and provide better service to the community I believe it will be important to employ additional dispatchers to move toward a separation of "call taker" and radio "dispatcher" functions. On a base level, the call taker would answer the phone, process calls for service, and provide situationally appropriate life-saving instructions, (such as CPR instructions). The dispatcher would then be responsible for dispatching the call to the appropriate personnel and manage requests for resources and ensure first responder safety. Separating tasks would allow one dispatcher's primary attention to remain on the citizen and another dispatcher's to remain on the first responder.

911 Communications: 2025 and beyond

Dispatch Radios: The upgraded dispatch radio consoles set to be completed in 2026 include the required encryption module for CJIC compliance. This module is necessary for continued communications as agencies move toward updating channels to meet State and Federal CJIC mandates and also in preparation as agencies, both in and out of the County, further discussions surrounding encryption and interoperability capabilities.

Backup Dispatch Center: Slated to be functional by the end of 2025, the multi-functional Monroe County Incident Command Vehicle will act as a backup dispatch center in the event our dispatchers are displaced from our physical location. Equipped with all the necessary dispatch technology, the vehicle will be used as a supplemental dispatch location for specialized events and critical incidents. We aim to train dispatchers specifically in Tactical Dispatch to assist responders on critical incidents.

Backup 911 Phones: As part of the backup dispatch model, a portable backup 911 phone system can be plugged into any location with internet access and allow 911 calls to be transferred, whether this be the Incident Command Vehicle or any other location. The backup phone system also has the capability to geo-fence an area around a specialized event, affectively routing 911 calls within that area to the designated backup phones and dispatcher.

Non-emergency Dispatch Lines: The current dispatch non-emergency lines rely on the Plain Old Telephone Service (POTS), or traditional wire lines. As call statistics show, a very small percentage of 911 calls are received through landlines. This is because companies have moved away from this technology and are using VOIP and lesser alternatives; no longer offering landline options. By force or design, Dispatch will be moving to a VOIP telephone service in the near distant future.

Lastly, Dispatch interacts with many departments and agencies on various levels to meet the needs of the community and agencies we serve. I value the relationships we continue to build and I appreciate the support and assistance we have received. It's through working with each other that we gain success.

Sincerely,



Donna L Kutti, Director

9-1-1 District Board

The Emergency Telephone District Board was created in December 1997 by the Monroe County Board of Commissioners pursuant to Michigan Public Act 32 of 1986 as part of the 9-1-1 Service Plan and is presently known as the Monroe County 9-1-1 District Board. The Board oversees Monroe County Central Dispatch, which is the single Public Safety Answering Point (PSAP) for Monroe County, Michigan.

The 9-1-1 District Board currently consists of eleven members representing various departments and agencies throughout Monroe County, including a representative of the Citizens of Monroe County. By statute the Sheriff of the County, a Michigan State Police representative, and a firefighter are required members of an Emergency Telephone Service Board.

Monroe City PD Dir. Chad Tolsted 	Fire (Urban) Cmdr. Scott Smiley 	Sheriff SO. Troy Goodnough 	MSP F/Lt. Stephen Borello 	Fire (Rural) Chief Nick Lucas 	Chiefs of Police Assoc. Dep. Chief Randy Sehl 
Townships Supv. Joanna Uhl 	Prosecutor's Office Pros. Jeff Yorkey 	Medical Control Dr. Daniel Kemple 	Board of Commission Comm'r David C. Hoffman 	Citizen-at-Large Mr. Dale Williams 	

Regular 9-1-1 District Board meetings are held at the Monroe County Central Dispatch, located at 987 S. Raisinville Rd, Monroe, MI 48161 at 9:00 a.m. Meetings are generally held on the 4th Tuesday of every odd month beginning in January. A yearly meeting calendar is approved at the last meeting held in the previous year.

Objectives

Monroe County Central Dispatch strives to honor its Mission and Core Values through continuous monitoring, review, modification, and implementation of its baseline objectives:

- Policies and Procedures - Maintain regular review of policies and provide updates as needed.
- Staffing - Maintain minimum budgeted positions and continue to assess the workload balance and potential need for additional staff.
- Quality Assurance - Review Quality Assurance Unit processes. Maintain regular QA review and feedback to our dispatchers.
- Training - Maintain State Training Standards. Regularly assess internal CTO training guidelines to ensure they meet the needs of our organization, trainers and trainees. In conjunction with Quality Assurance, provide focused individualized continuing education and training for staff.
- Coaching - Provide continuous coaching and support to employees in an effort to ensure individuals and their teams realize their value to Dispatch and assist them in maintaining their commitment and passion to the Mission and Core Values.
- Radio Systems, Technology and Next-Gen 911 - Keep current with updated systems and software and maintain or upgrade as needed.
- Building and Equipment Maintenance - Maintain building infrastructure and equipment to maintain day to day dispatch operations with minimal interruptions while providing a quality environment to complete those operations.

Dispatcher Spotlight



In 1998, Crissy Miller began her dispatching career at Monroe County Central Dispatch, retiring as a Supervisor in 2023. Through her career she rode the waves as a Dispatcher, Dispatch Trainer, Training Coordinator, and Supervisor. She is a leader, a mentor, and a confidant. Her experience and knowledge are unmatched and she has a passion to share everything she knows with every new dispatcher that walks in the door. She has a soft spot for the elderly, loves animals, and has a ridiculous sense of humor. While she seems all fun and games, her officers are her highest priority and is the taskmaster when she needs to be. Luckily for us, she couldn't stay "retired"

and currently helps us out as a temporary part-time dispatcher. She is enjoying a work-life balance, and enjoys spending all her extra free time with her husband and family, including her three "sausage pig" pups, and enjoys doing yard work.



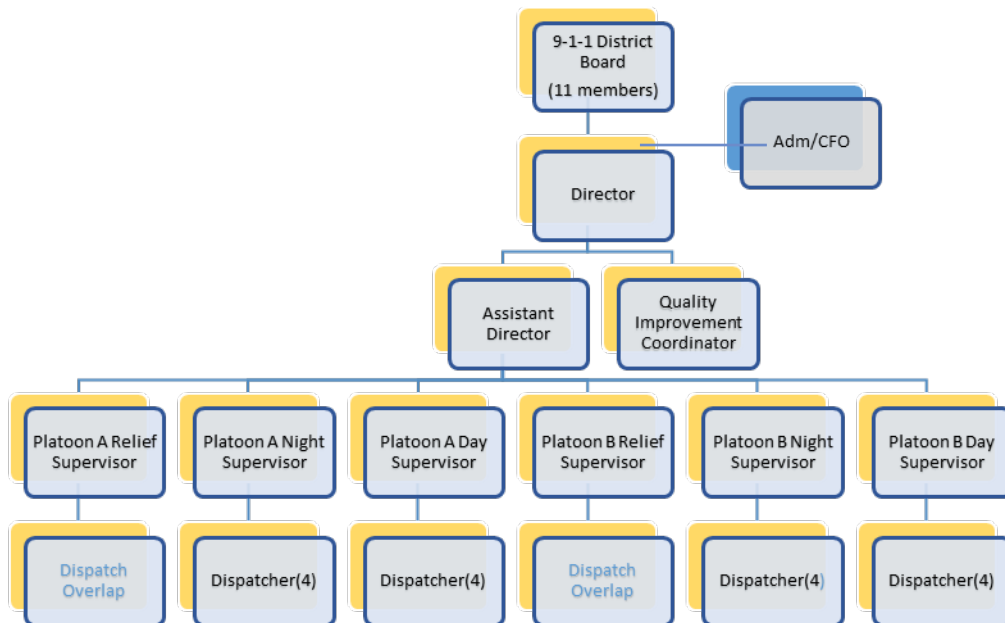
It was no surprise when Dispatcher Mindy Comment was selected by her peers to be the recipient of the Monroe County Exchange Club's 2024 Dispatch Leadership Award. In 2021 we were lucky to have her join our dispatch team. In that short time she has formed a strong bond with her coworkers and is one of our most respected dispatchers. Mindy possesses characteristics that we hope those who follow her will emulate and are ones we look for when interviewing applicants. She is dedicated to her community and peers, and is always willing to lend a hand. She takes her job seriously but still maintains a sense of humor imperative for dispatch survival. She had held off on accepting a Supervisor promotion in lieu of the best interests of her team and was humble in doing so. She will take on her new Supervisor role in May of 2025. When she is not working and can find some rare free time, she spends it reading, kayaking, and enjoying time with her family.



STAFFING



The Monroe County Central Dispatch administrative staff is comprised of the Director, the Assistant Director, and the Quality Improvement Coordinator. There are 16 Dispatcher positions and 6 Dispatch Supervisor positions. The dispatch employees are divided into two platoons consisting of three 12-hour shifts (day, night, and relief shift) providing 24/7 service 365 days a year.



BUDGET



OPERATING BUDGET			
YEAR	OPERATING BUDGET	YEAR	OPERATING BUDGET
2026	\$4,042,302 (Projected 12/03/2024)	2021	\$3,878,260 Actual
2025	\$4,293,421 (Approved 12/03/2024)	2020	\$3,997,786 Actual
2024	\$4,415,119 (Amended thru 10/2024)	2019	\$3,397,487 Actual
2023	\$3,937,468 Actual	2018	\$2,548,487 Actual
2022	\$3,891,824 Actual	2017	\$2,400,517

Note: Effective July of 2019 local surcharge increased to \$2.00 per device and has remained the same for 2024-2025 year. The 2024 operating budget was funded 100% through local and county surcharge funds. No General Fund monies were used to fund the 2023 operating budget.

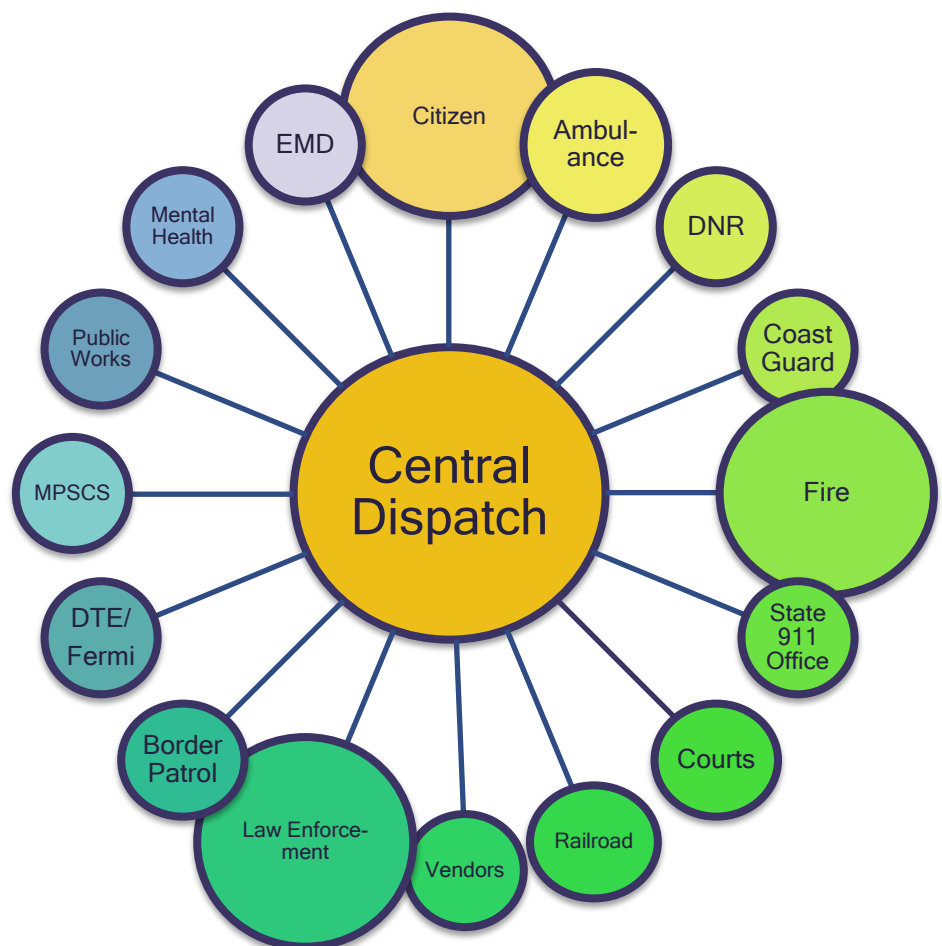
SERVICE



As of 2008, Monroe County Central Dispatch resides on 3.87 acres in a 14,984 square foot facility shared with Monroe County Emergency Management. The location is outside of the 10-Mile Emergency Planning Zone (EPZ) of the Enrico Fermi II Nuclear Power Plant.

The service area of Monroe County Central Dispatch covers the entire 680 square miles in the County of Monroe of which 549 miles is land and 131 miles is water. Monroe County Central Dispatch serves approximately 154,809 (2020 Census) County residents.

Additionally, Central Dispatch provides service for 10 law enforcement agencies and 17 fire departments with 200 officers and approximately 456 fire field responders. Central Dispatch interacts with multiple outside agencies and organizations such as Emergency Management, Monroe Community Ambulance, and Sterling State Park Rangers, to name a few.





The Dispatch Center provides service for the following enforcement agencies:

Agency:

The Monroe County Sheriff's Office
 The Monroe City Police Department
 The Michigan State Police
 The Michigan State Police Commercial Vehicle Division
 The Michigan Department of Natural Resources
 The Carleton Police Department
 The South Rockwood Police Department
 The Luna Pier Police Department
 The Erie Township Police Department
 The Dundee Police Department

Total

Staffing:

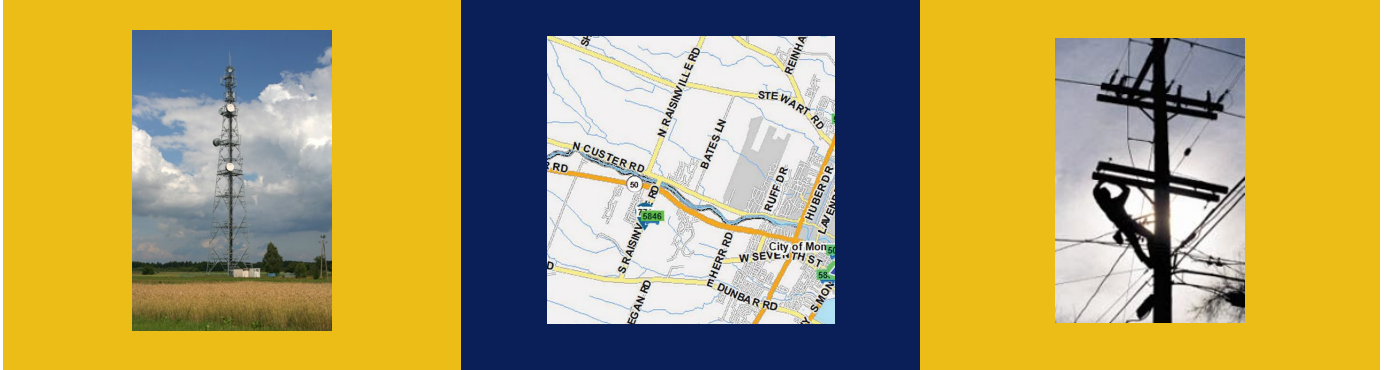
70 Sworn Deputies
 36 Sworn Officers
 35 Sworn Troopers
 15 Officers
 1 Sworn Officers
 6 Sworn Officers
 9 Sworn Officers
 9 Sworn Officers
 6 Sworn Officers
13 Sworn Officers
200 Sworn Officers

Central Dispatch also serves 17 County Fire Departments including both full-time and paid-on-call fire services.

Ash Twp. Fire	Exeter Twp. Fire	Monroe Fire
Bedford Twp. Fire	Frenchtown Fire	Monroe Twp. Fire
Berlin Twp. Fire	Ida Fire	Morin Point Fire
Dundee Twp. Fire	LaSalle Fire	Ottawa Lake Whiteford Fire
Erie Fire	LMR Fire	Summerfield Fire
Estral Beach Fire	Luna Pier Fire	

Central Dispatch has a direct telephone line with the Fermi II Nuclear Power Plant control room. In addition, there is a direct telephone line with the Wayne County Communication Center. Central Dispatch has the ability to activate the warning sirens in the ten-mile radius for a Fermi II Emergency/Evacuation and the County Severe Weather Warning Siren System.

OPERATIONS AND TECHNOLOGY



The Central Dispatch Center operates with the latest technology including computer aided dispatching, voice-over-internet-protocol 9-1-1 call server, and a digitally trunked microwave simulcast 800 MHz public safety communications system for both radio communication and fire paging. All of these resources are at the fingertips of dispatchers who send the closest public safety resource to aid in providing the quickest response time for the community.

Central Dispatch current capabilities for service include six radio-dispatching consoles, a total of eight call-taking stations, a telephone and radio audio recording system, a weather warning system, a nuclear plant/county warning system, and back up radio equipment.

In addition to the traditional hard-wired technologies, telecommunication enhancements have also been added to provide additional means of communicating with the public and delivering information to first responders. Some of these technologies are the use of text-to-9-1-1, LanguageLine for translation services, GPS tracking platforms including RapidSOS® and What3Words®, MDOT road monitoring, Flock LPR system, alternate call for service delivery methods including Active911®, CentralSquare® phone applications, and the Everbridge® emergency notification platform.

Dispatcher Training and Daily Functions

Central Dispatch Dispatchers receive training by Certified Training Officers (CTO) who utilize specific in-house training program standards overseen by the Training Coordinator. In addition to in-house training each dispatcher must complete a total of 80 hours of basic and advanced

telecommunicator training. This training is in compliance with the Michigan Public Service Commission's Emergency 9-1-1 Standards of Training. After completion of the initial 80 hours of state required training, each dispatcher will continue to receive a minimum of 24 hours of continuing education in a two year period. Each dispatcher is also certified in Emergency Medical Dispatch. This certification is also followed by a minimum of 12 hours of continuing education each year. Dispatchers must pass a recertification exam every two years to retain their certification.

Central Dispatch Dispatchers run two platoons with two 12 hour shifts per platoon. Each shift typically runs a minimum of four dispatchers per shift with a supervisor working as part of the minimum four staffing level. Dispatchers simultaneously act as both call taker and dispatcher. They are responsible to answer both emergency and non-emergency telephone lines and dispatch out calls for service to both fire services and law enforcement. In addition to call taking and dispatching, dispatchers coordinate resources to assist responders and perform day to day records management. It is not uncommon that a dispatcher could very well be expected to put in a call for service, provide CPR instructions using the Medical protocol, dispatch out the call they are giving CPR instructions for, and monitor and record radio traffic (related and unrelated to the call) all at the same time. While completing these tasks they may be required to utilize technology resources through another web application such as translation services, location verification applications, or text-to-911.

After normal business hours and weekends, Central Dispatch is responsible for contacting the following agencies for emergencies:

- Monroe County Emergency Management Division
- Monroe Community Mental Health
- Monroe County Road Commission
- City of Monroe Department of Public Services
- Michigan Department of Transportation
- Water and Sewer Departments in Monroe County
- Monroe County Animal Control
- Monroe County Parks
- Monroe County Sheriff Office Administrative Records
- Monroe County Administration
- Monroe County Department of Human Services

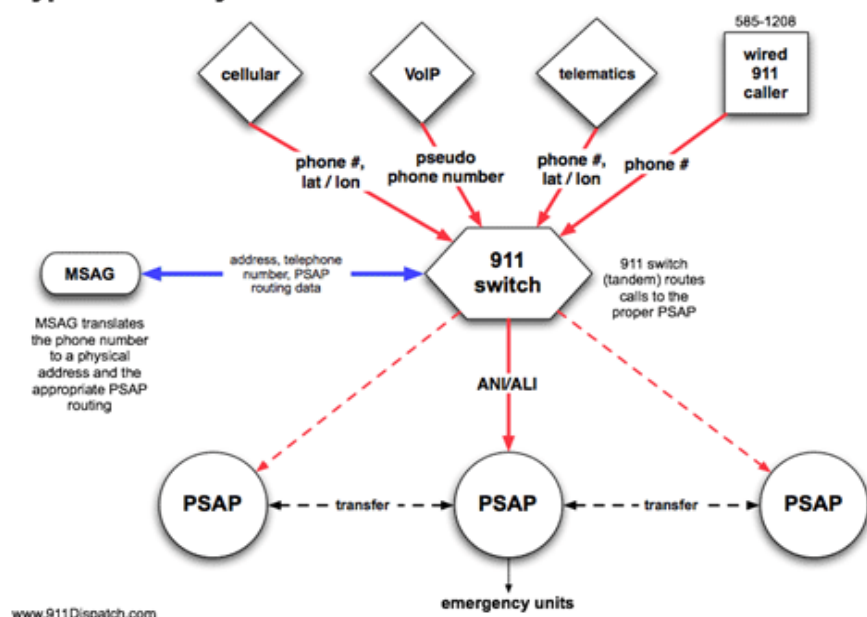
Telephone

All calls for emergency first responders are received and dispatched from the Monroe County Central Dispatch Center, also known as Central Dispatch. Central Dispatch is the County's sole Public Safety Answering Point for receiving and processing all 9-1-1 calls, text-to-911, and non-emergency calls for service and general information.

Central Dispatch currently has 11 phone positions. The Central Square Zuercher 911 telephone system is equipped to handle 8 incoming 9-1-1 lines. There is also a pool of 11 existing non-emergency lines for incoming and outgoing calls. A speed dial directory is also used for contacts of other public safety agencies and tow services. Satellite and MEVO telephones back up direct connect telephones in the event of failure.

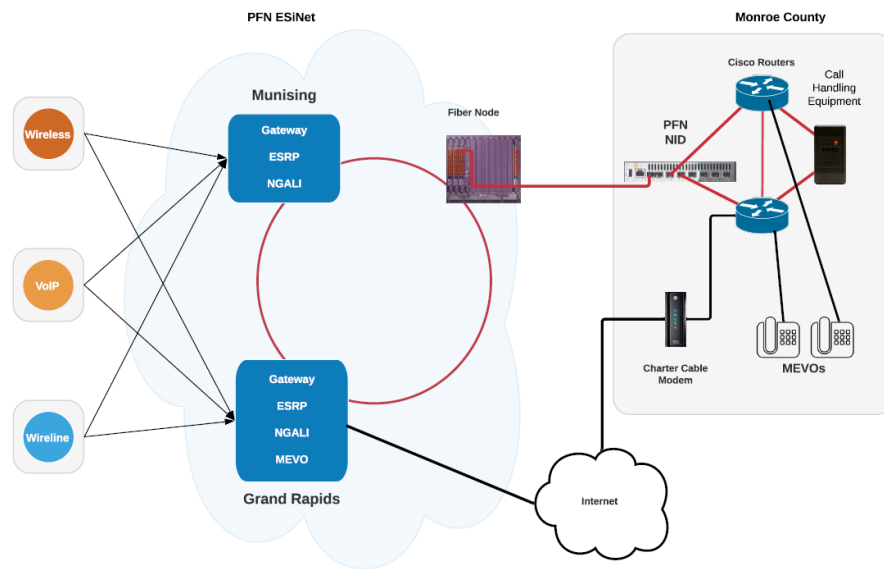
The dispatch center is an Enhanced 9-1-1 center, which means it is capable of receiving 9-1-1 calls with the name and address of the location of where the call originates. Additional information includes whether the call is from a residence, business, or coin operated telephone. Central Dispatch is Phase II compliant with wireless companies providing a tower location or location coordinates for wireless calls received. The system also provides a confidence rating indicating the percentage of accuracy of the caller's GPS coordinates.

Typical 9-1-1 System



In October 2019 the conversion of 9-1-1 lines from analog trunks to Internet Protocol began via the Peninsula Fiber Network (PFN). The final conversion occurred in June, 2021. The PFN 9-1-1 network is designed as an Emergency Services IP Network. The 9-1-1 telephone lines are backed up with reciprocal alternative line routing to Washtenaw and Lenawee counties should an emergency arise.

Monroe County Network (PFN)



Addressing

Monroe County Central Dispatch corrects addressing errors by name or number working closely with the County Geographic Information Systems (GIS) Dispatcher. Management of the automatic telephone number (**ANI**) and automatic location identification systems (**ALI**) is provided as follows:

First, the public telephone system already identifies the telephone number for every call placed on the network in order to properly bill the subscriber each month. When a 9-1-1 call is placed, this phone number is identified through what is known as Automatic Number Identification (**ANI**) and passed to the 9-1-1 network.

Second, telephone companies maintain a subscriber database for every assigned telephone number, the subscriber's name, physical address for a wired phone account, and billing information. The address is identified through what is known as Automatic Location Identification (ALI).

Third, the telecom provider and the public safety agencies collaborate to create an E911 Master Street Address Guide (MSAG), a database that cross-references every assigned telephone number, subscriber's address and the block number ranges for every street, in every jurisdiction served by the telephone company. This allows the phone company's computer to match the caller's location with its public safety jurisdiction, and then route the call to the appropriate communications center.

Radio

Monroe County Central Dispatch operates and supports a five-tower site, microwave simulcast system which is part of the Michigan Public Safety Communication System (MPSCS). The system supports multiple local talk groups with statewide talk groups available for multi-jurisdictional events. The 800 MHz system is used for both police and fire communications. In addition to land mobile radio communications, the County uses the MPSCS 800 MHz system for fire paging. Additionally an ACU1000 system provides for inter-state connectivity and other UHF/VHF radio systems.

Computer Aided Dispatch System

Utilizing the Central Square Pro Suite, Central Dispatch has 10 CAD consoles with 6 of those operating as full-functioning dispatch positions. Mobile computer communications with the law enforcement public safety agencies, including Automatic Vehicle Location (AVL), provides for officer safety as well as assists with the closest car concept by jurisdiction. The CAD system is part of an all-in-one solution that integrates with records management and other county systems streamlining work processes.

Medical Protocols

Central Dispatch uses Priority Dispatch Corporation's electronic Emergency Medical Dispatch protocols authorized by the Monroe County Medical Control Board. The system provides questions to specific chief complaints that allow the call taker to provide pre-arrival instructions and determine the priority of the call for service.

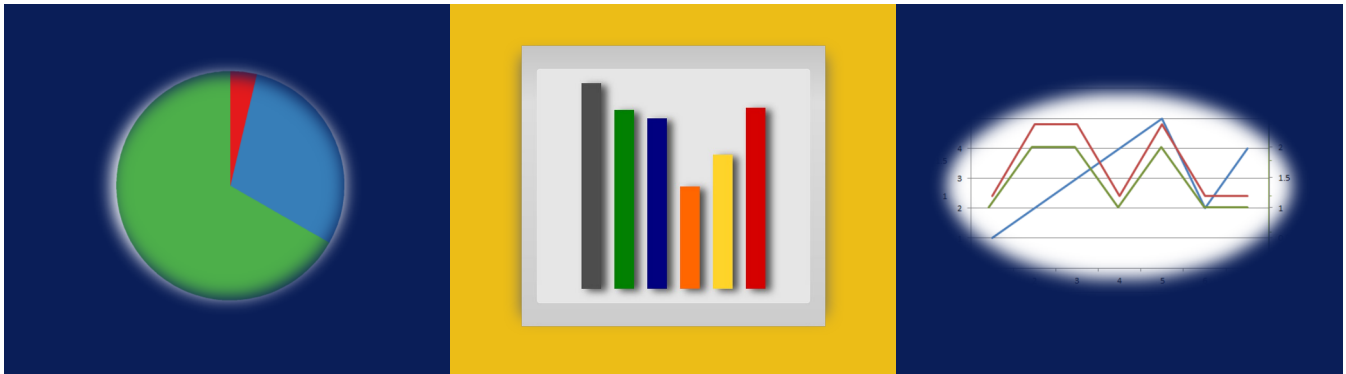
Medical calls are dispatched with priority codes -

Priority 1 - means First Responders Fire/Rescue and Ambulance service responds with lights and siren.

Priority 2 - means the ambulance runs posted speed but the responding fire department responds lights and siren activated and should upgrade or downgrade the situation upon arrival.

Priority 3 - means the ambulance and the responding fire/rescue is to respond "no code" which is posted speeds and no lights or siren.

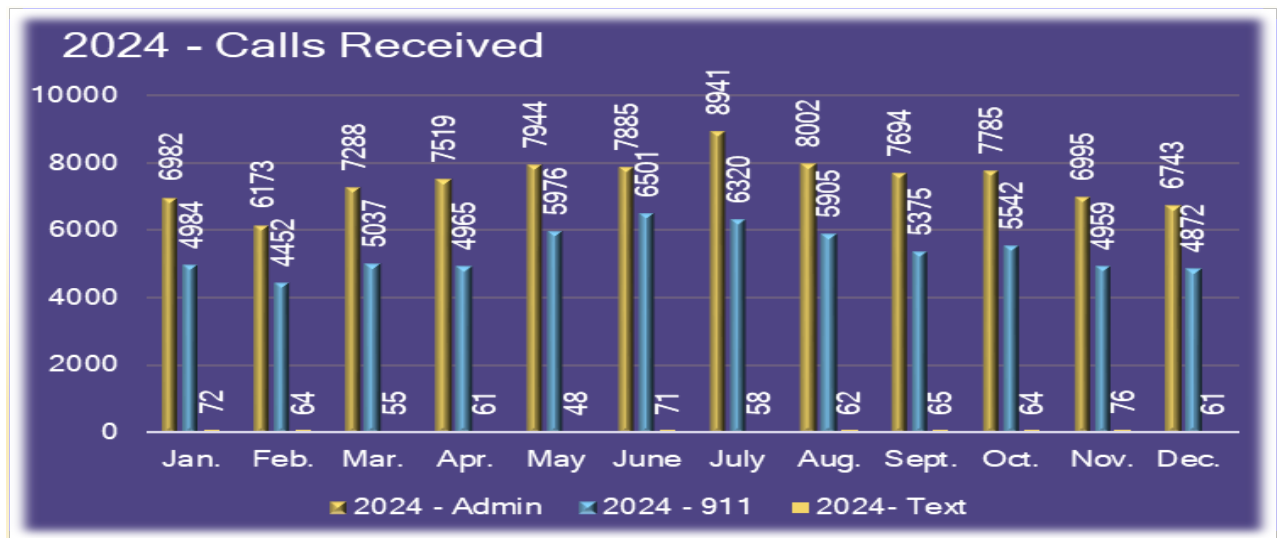
Service Statistics



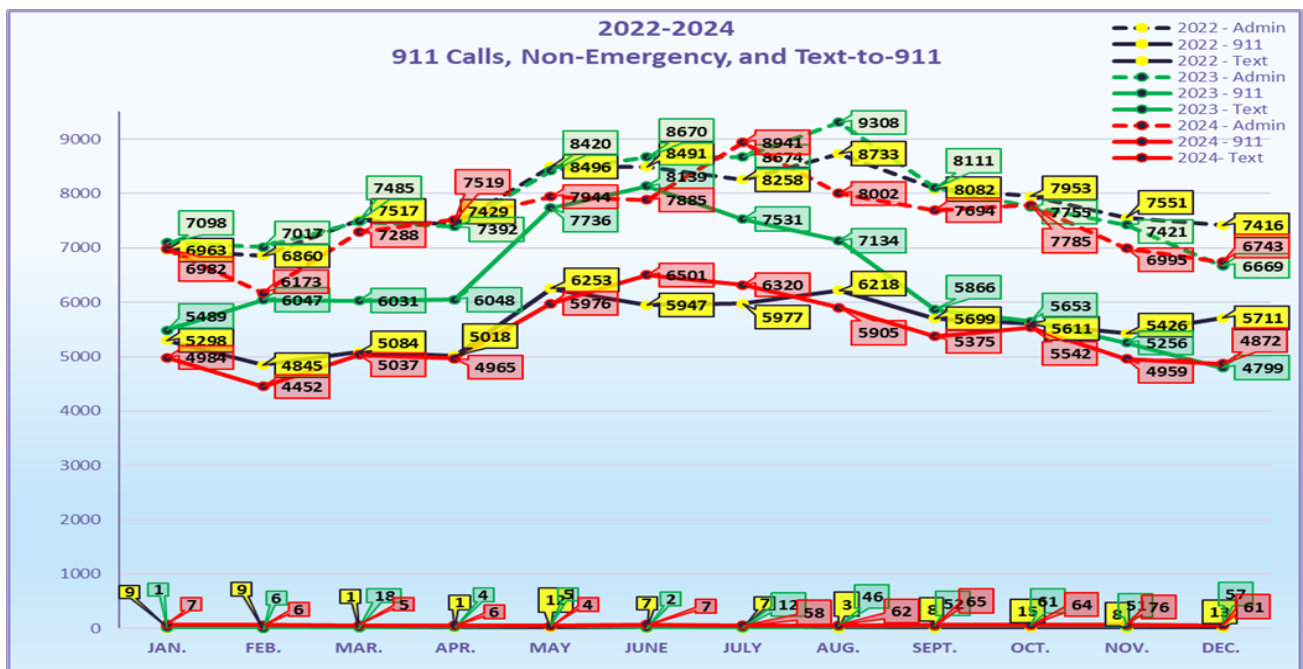
2024 Calls Received

In 2024 Dispatch received a total of 155,596 9-1-1, non-emergency, and text-to-911 calls. Approximately, 105,455 Calls for Service were dispatched. Dispatch administration also processed 260 Freedom of Information Requests.

Monroe County Central Dispatch received a total of 64,888 emergency 9-1-1 telephone calls in 2024; that is an average of 178 emergency 9-1-1 telephone calls per day and 7.4 calls per hour (24-hour period). June and July proved to be the busiest months for 9-1-1 calls with 6,501 and 6,320 answered respectively. Text-to-911 are not included in this total of which 757 texts for the year were received. Additionally, approximately 246 non-emergency line calls were answered per day with a total of 89,951 calls for the year. July was the busiest month for non-emergency calls.

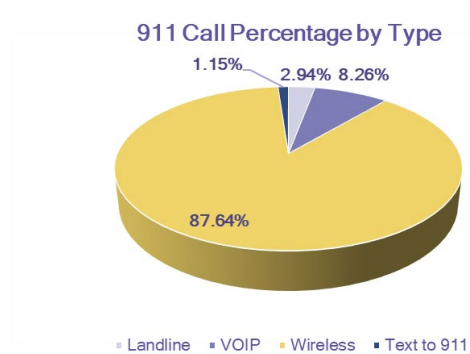


The following graphs show comparisons for years 2022-2024 for 9-1-1, non-emergency, and texts. With the exception of July non-emergency calls, 2024 had a noticeable drop in calls from 2023 and were more comparable to 2022's numbers.



911 Calls

97% of all 9-1-1 calls were answered in under 10 seconds. Of the total 9-1-1 calls received, wireless devices accounted for approximately 87.6 percent. Text-to-911 accounted for 1.15 percent. The use of traditional phone lines continue to decrease as telephone companies no longer offer traditional landline services and as mobile communication technology increases.



2024 Answer Time Ranges (9-1-1 incoming)

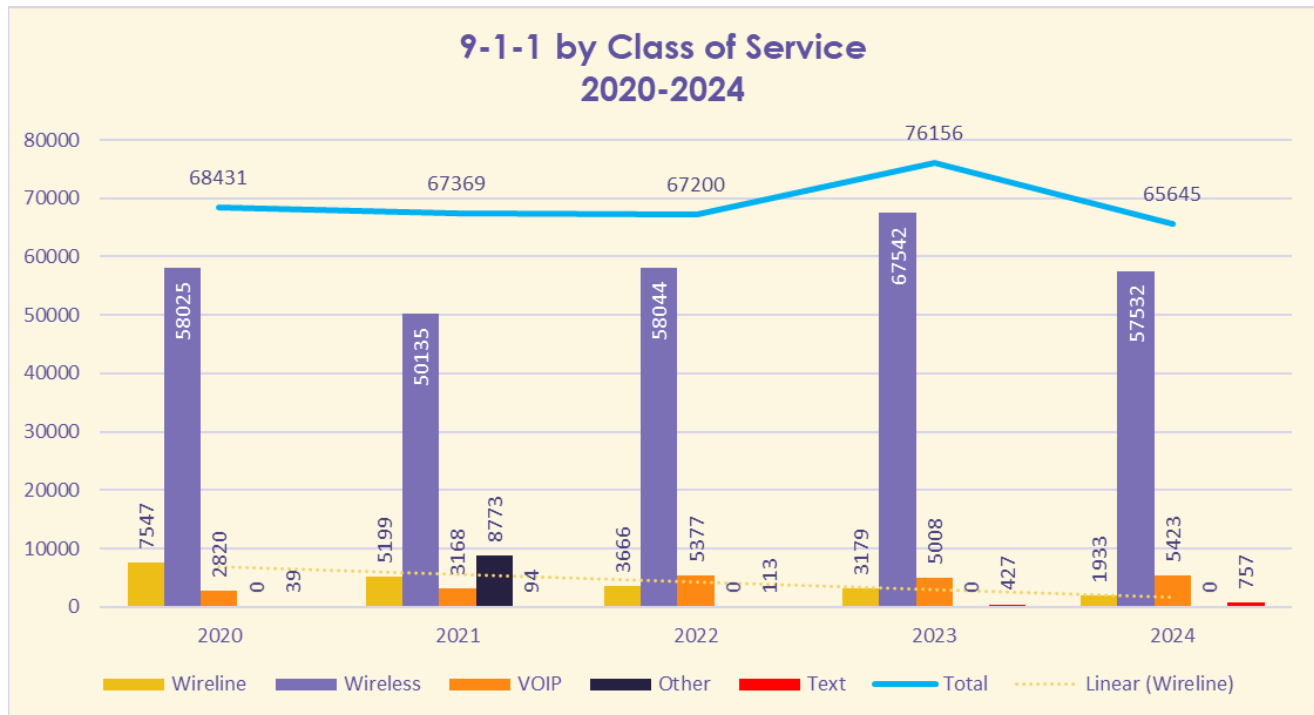
Range (secs)	Count	% (Cumulative)
0-3	45206	69.00%
4-9	18424	97.13%
10-15	1016	98.68%
16-21	427	99.33%
22-27	146	99.55%
28-33	114	99.73%
34-9999	179	100.00%
Total	65512	

The use of wireline telephones has decreased 39% over 2023. Voice of Internet (VOIP)

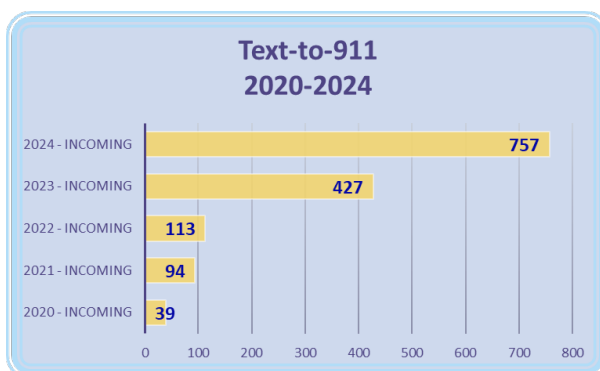
Total 911 and Text Over Time					
	2020	2021	2022	2023	2024
Wireline	7547	5199	3666	3179	1933
Wireless	58025	50135	58044	67542	57532
VOIP	2820	3168	5377	5008	5423
Other		8773			
Text	39	94	113	427	757
Total	68431	67369	67200	76156	65645

phones show an increase of 8%.

Wireless device use actually decreased 14.8% but text to 911 increased 77% over last year. Over all classes of service, 9-1-1 calls are down 13.8 percent over last year.

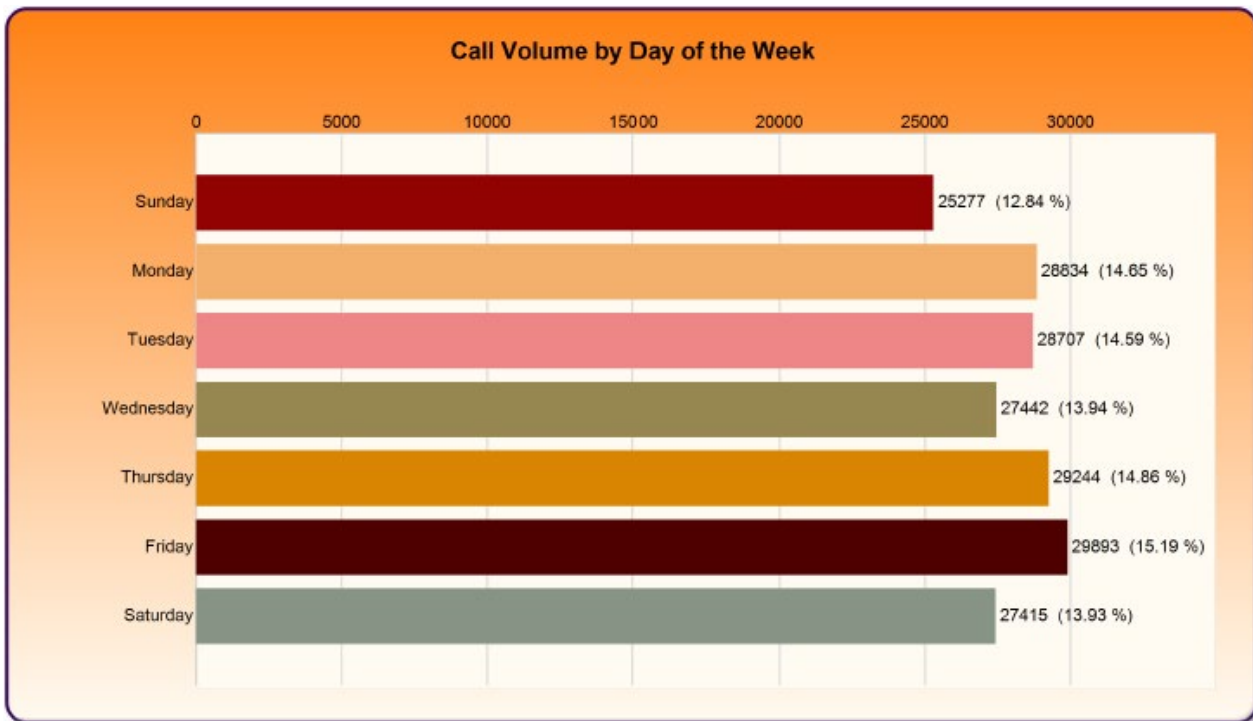


Note: *In January and February 2021 the phone system only categorized calls into two classes of service: Landline and Other. It is probable that calls classified as Other are actually Wireless calls. This only affects the number of calls in each class of service. The totals remain accurate.

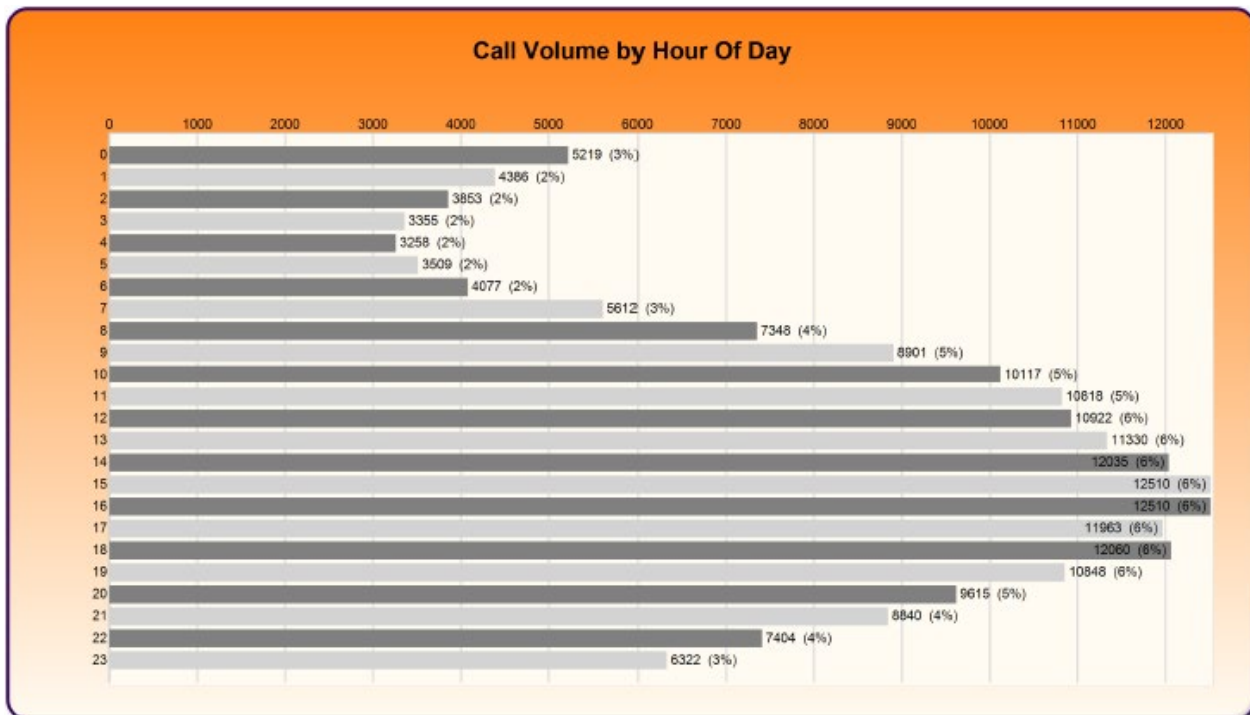


Dispatch continues to use the Texty® platform since its original inception in October of 2020. Texts increased 77% in 2024 over 2023. The impact remains minimal and voice is still preferred. However, text-to-911 continues to be an essential tool to reach out to citizens who call 9-1-1 by accident and as a language translation tool.

Busiest Day of Week: Friday



Busiest Hour of the Day: 3:00 p.m.



Service Calls

The Center dispatched a total of 105,455 calls for service to police, fire, and ems units. Total calls included department self-initiated calls for service, such as traffic stops.

Calls for Service by Department*

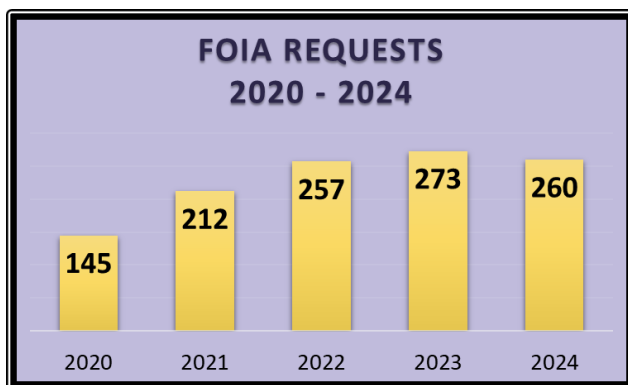
Total CFS Responded by Dept. (Police)	
2024 - Yearly Total	
Carleton PD	585
Dundee PD	4934
Erie PD	2167
Luna Pier PD	659
Monroe City PD	19216
Monroe County Sheriff	45611
MSP	13524
S Rockwood PD	3025
DNR	172
MANTIS	4
MCCD/Misc/Other	2395
TOTAL	92292

Total CFS Responded by Department (Fire)	
2024 Yearly Total	
Ash Fire	548
Bedford Fire	3806
Berlin Fire	895
Dundee Fire	1097
Erie Fire	519
Estral Beach Fire	43
Exeter Fire	245
Frenchtown Fire	4152
Ida Fire	660
LaSalle Fire	486
LMR Fire	421
Luna Pier Fire	267
Milan FD*	321
Monroe City Fire	4572
Monroe Twp Fire	2599
Morin Pointe	165
Ottawa Lake Whiteford	553
Summerfield Fire	462
TOTAL	21811

Milan Fire* Calls received - transferred to MCA for Dispatch

FOIA

Every emergency phone, non-emergency phone, and primary radio talk group are recorded 24 hours a day. Administrative lines are not recorded. Recordings are kept in the dispatch center for one year. The recordings allow access to telephone calls and radio traffic for investigations and court appearances. The recording device is in digital format and archival storage of the information is on hard drive and backups. The majority of audio requests come from law enforcement for investigative purposes and the Courts.



*Freedom of Information requests
and audio requests average
increase of 79% from 2020-2024.*

Historical Objectives



Previous Years Accomplishments

- Dispatch workstation replacements - **2023**
- Enhanced Building Security System - **2023**
- Dispatch portable radio (10) purchase used for backup radio communications. - **2023**
- Various building infrastructure updates including energy saving indoor and outdoor lighting, ground maintenance, heating and cooling, and information technology updates. - **2022**
- Added a new emergency medical dispatching call taking simulator as an enhancement to the dispatcher training program. - **2022**
- Added a new scheduling program (2023 go-live) to improve scheduling efficiency and audit. - **2022**
- Restructured training program to accommodate large gaps in training to improve trainee retention of information. - **2022**
- Replaced obsolete backup radio consollettes, corresponding desktop handsets, and added an additional consollette to accommodate the recently added 800 fire paging. The consollettes serve as redundant radio communications equipment within Central Dispatch. - **2021**
- Procured five-hundred eight (508) Unication G4 800 MHz pagers that were distributed among the 18 fire departments that serve Monroe County. The transition from 700 MHz paging to the more robust 800 MHz paging occurred on June 29, 2021. -**2021**

- Final preparation and configuration of the new Central Square CAD system. The transition occurred on November 16, 2021 for dispatch, law enforcement and fire service. Mobile CAD software, and Field Ops and Active911 applications were made available to all fire service personnel. **-2021**
- A Quality Improvement Coordinator position was created within Central Dispatch. By utilizing computer systems, audio recordings, and specialized software, the coordinator will provide leadership, guidance, and support to all telecommunicators to assist them in meeting best practice guidelines and proper application of 9-1-1 policies and procedures. The position will take effect March, 2022. **-2021**
- Central Square Mobile CAD for Fire Departments **-2020**
 - Added to County CAD Project.
 - Provide fire departments with better access to information of fire related calls for service and assist in mutual aid response to other departments.
- Active 911 Emergency Response Software **-2020**
 - Supplement to Fire Paging.
 - Mobile application.
 - Captures dispatched information from the Computer Aided Dispatch and delivers it to the mobile device.
 - Activated along with the new CAD system.
- Fire Paging Consultant **-2020**
 - Completed an analysis of the current VHF paging system in Monroe County and provided a recommendation to maintain, update, or replace the current system.
- Dispatch Equipment Upgrades **-2020**
 - Purchased computers towers to support the new CAD system.
 - Replaced dispatcher headsets.
- Wellness Room **-2020**
 - Removed non-utilized and broken exercise equipment.
 - Updated the space with the objective of creating a quiet place for employees to wind-down and de-stress during breaks or after difficult calls. Also provides a place for a one-on-one CISM (Critical Incident Stress Management) debriefing or chaplain counseling after a major incident or when requested by an employee.
- Text-to-911 **-2020**
 - Added as an option for residents who are unable to call 911.
 - Provides 2-way exchange of communication.
 - The dispatcher can initiate a conversation.
 - Beneficial to the hearing impaired community.
- Language Line **-2020**
 - Language translation service for non-English speaking callers for both emergency and non-emergency requests for service.

- **Rapid SOS -2020**
 - Enhances current 911 phone system by providing geographical data on a cellular caller up to 10 minutes from disconnect with a 911 caller.
 - Beneficial to callers who do not know their location.
 - Provides more accurate location information than many wireless providers.
- **MDOT camera -2020**
 - Internet accessibility to MDOT cameras statewide.
 - Allows for monitoring of roadways during major traffic incidents.
- **Emergency Medical Dispatch Quality Assurance Unit -2019**
 - Implemented the use of a Quality Assurance Unit to help address areas of improvement in protocol use, protocol responses, and protocol discrepancies.
- **Implementation of 800 MHz Public Safety Radios -2019**
- **Peninsula Fiber Network -2019**
 - Transitioned to a 911 Service Provider that provides a fully redundant call routing network with pre-determined call routing for back-up and overflow in case of an emergency.
- **CPE upgrade to Zuercher 911 (Tritech) -2019**
 - End of life CPE replaced with a Next-Gen compliant system that is IP based, accepts Text-to-911, is ESInet ready, and integrates with the Zuercher Computer Aided Dispatch.
- **NICE Recording System -2019**
- **Computer Aided Dispatch (Zuercher) upgrade/purchase -2019**
 - Integrates directly with CPE.
 - Some features include NCIC Automation, Paging, Customizable Reports, and data sharing with RMS.

APPENDIX A

9-1-1 District Board Contact Information

Sheriff Troy Goodnough, Chairman
 Alternate: Undersheriff Jeff Pauli
 100 East Second Street
 Monroe, Michigan 48161
 734-240-7401

*Director Chad Tolstedt,
 Vice-Chairman*
 Alternate: Cmdr. Derek Lindsay
 100 East Second Street
 Monroe, Michigan 48161
 734-243-7500

Chief William Mittlestat, Secretary
 Alternate: Lt. Randy Sehl
 Townships/Village/City Police Depts.
 5676 Carleton Rockwood
 S. Rockwood, MI 48179
 734-379-2508

F/Lt. Stephen Borello
 Alternate: Lt. Rob Bow
 300 Jones Ave.
 Monroe, Michigan 48161
 734-242-3500

Chief Nick Lucas
 Alternate: Chief Ron Eby
 Rural Fire Association
 15331 South Dixie
 Monroe, Michigan 48161
 734-241-6061

Cmdr. Scott Smiley
 Alternate: Chief Wendy Stevens
 Urban Fire Association
 911 E. Third Street
 Monroe, MI 48161

Prosecutor Jeff Yorkey
 Alternate: Jahn Landis
 106 East First Street
 Monroe, Michigan 48161
 734-240-7600

David C. Hoffman, Commissioner
 125 East Second Street
 Monroe, Michigan 48161
 734-240-7003

Joanna Uhl, Supervisor
 Alternate: Paul Metz
 Townships/Village/ City Government
 179 Main Street
 Dundee, Michigan 48131
 734-529-2650

Dr. Daniel Kemple
 Medical Control Authority
 718 North Macomb Street
 Monroe, Michigan 48162
 734-240-8734

Dale Williams
 Alternate: Arthur Bronson
 Citizen-at-large

Monroe County Sheriff's Office

2024 Annual Report
Sheriff Troy Goodnough



Monroe County Sheriff's Office
2024 Annual Report

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MISSION STATEMENT

Respect the Constitutional Rights of all people. Work cooperatively with the public to prevent crime and disorder in the community while enforcing the law without favor or prejudice. Earn the public's trust and respect by maintaining professional and ethical standards.

VISION STATEMENT

The Monroe County Sheriff's Office is an innovative leader among law enforcement and correctional agencies. We strive every day to earn trust, promote excellence, and improve the quality of life for all people who live, work, or visit Monroe County.

ROLE OF THE SHERIFF

The Sheriff is the Chief Law Enforcement Officer of the County and is charged with law enforcement and preservation of peace within the County. The Sheriff must promote domestic tranquility in the County, is the County Officer of the Circuit Court, and must serve all processes and warrants and oversee the proper return thereof. Additional duties of the Sheriff are as follows: Provide resources to respond to police calls for service, traffic crash investigation and traffic enforcement, criminal investigations, gun registration, and gun permits, the recovery of victims of a drowning, vehicle inspections, liquor inspections and investigations, garnishments, evictions, condemnation proceedings, and subpoena service. The Sheriff is required by law to operate a jail and is responsible for the safety and security of inmates as well as prisoner transports.

The Monroe County Sheriff's Office proudly submits the

2024 Annual Report

to the Monroe County Board of Commissioners.

Their support of our mission and vision and the staff of the Sheriff's Office are greatly appreciated, as we serve the citizens of Monroe County.

Mark Brant Chairman District 2 (resigned 10/20/2024)

Randy Richardville, Vice-Chairman District 5

Commissioner Dave Hoffman District 1

Commissioner Dawn Asper District 3

Commissioner Jay Heinzerling District 4

Commissioner Dave Vensel District 6

Commissioner David Swartout District 7

Commissioner Greg Moore Jr. District 8

Commissioner J. Henry Leivens District 9

County Administrator/CFO Michael Bosanac
Deputy County Administrator/CFO Aundrea Armstrong

INTRODUCTION



It is my honor and privilege to serve as your Sheriff. As Sheriff, I take the opportunity to present to you, the 2024 annual report of the Monroe County Sheriff's Office. The purpose of the report is to outline to you where the organization has come from and our vision forward. The Sheriff's Office remains committed to serving not only the citizens of Monroe County, but also those who work and travel through our community. The Sheriff's Office is a trusted partner to numerous local police agencies.

Those of us serving as stewards of public safety in Monroe County know we must always be diligent in maintaining a strong connection to the community and knowing its needs.

I am very proud of all the men and women of the Monroe County Sheriff's Office. They demonstrate their commitment to the organization and our community by helping make Monroe County safe for citizens who live, work, and visit. Keeping our community safe is a TEAM effort that includes not only members of the Sheriff's Office, but all first responders, community partners as well as the active participation and support of our citizens.

As your Sheriff, I am committed to my community. I believe in being involved in organizations and assuming leadership roles to enhance and improve the quality of life for our citizens as well as the law enforcement profession across our great Nation. The following list, represents my commitment to my values:

- Secretary/Treasurer Michigan Sheriffs' Association Board of Directors
- Member of the Michigan Sheriffs' Association Legislative Committee
- Chairman for the Michigan Sheriffs' Coordinating and Training Council Advisory Board.

- Chairman of the District V Sheriff's Group which includes the following counties: Monroe, Lenawee, Hillsdale, Jackson, Genesee, Oakland, Macomb, St. Clair, Wayne, Washtenaw, Livingston, Saginaw, Shiawassee, Lapeer, Sanilac, Tuscola and Huron.
- Member of the National Sheriffs' Association Corrections Committee
- Member of the National Sheriffs' Association Animal Control Committee
- Member of the Michigan Municipal Risk Management Association (MMRMA) Lower Peninsula Law Enforcement Committee
- Chairman of the MANTIS Board
- Chairman of the 911-Board
- Member of the Monroe County D.A.R.E. Board
- Graduate of the Executive Leadership program and Jail Operations Leadership program at the FBI Academy Quantico VA.
- Member of the Board of Directors for the Monroe Center for Healthy Aging
- Member of the Board of Directors for the Monroe YMCA
- Member of the Board of Directors for the Community Uplift Program (C.U.P.)
- Member and past chairman of the Monroe Chapter Ducks Unlimited
- Member and past President of the Monroe Kiwanis Club
- Chair of the United Way Everyday Heroes Committee

Administrative Team



Undersheriff
Joseph Hammond
(February, 2024)



Chief Deputy
Michael Preadmore
(July, 2024)



Administrative Assistant
Jill Fields



Jeff Pauli
Undersheriff
(Retired February, 2024)



Chad Zeunen
Chief Deputy
(Retired July, 2024)

The undersheriff is the chief assistant to the Sheriff. The undersheriff is responsible for managing the day-to-day functions of the organization. The undersheriff is responsible for ensuring the entire organization operates within the Mission and Vision Statements established by the Sheriff. The undersheriff will act on behalf of the Sheriff in his absence.

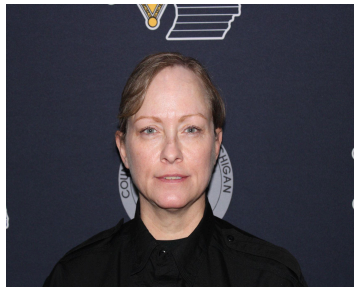
The chief deputy, under the direction of the undersheriff, is responsible for all finance-related matters within the Sheriff's Office including the Corrections Division. He is also responsible for discipline, training and grants and the direct supervision of the payroll specialist. He ensures that all departmental rules, regulations, and policies are implemented and enforced within areas of responsibility.

The administrative assistant assists the Sheriff and the Administrative Team. She is responsible for creating and maintaining all Sheriff's Office employee personnel files, the preparation of reports, drafting various sensitive documents, and performing a variety of technical and/or administrative tasks. These roles require a thorough knowledge of departmental policies and procedures.

RETIREES



Deputy Randy Krupp



Corrections Sergeant Sarenda Davison



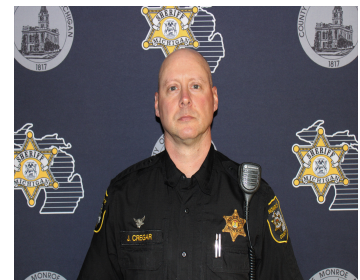
Fleet Maintenance Tech Scott Kinhead



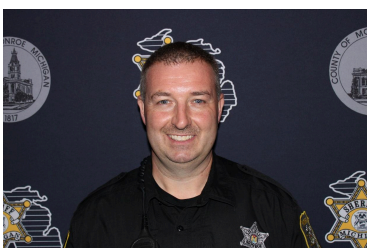
Records Bureau Specialist Tina Little



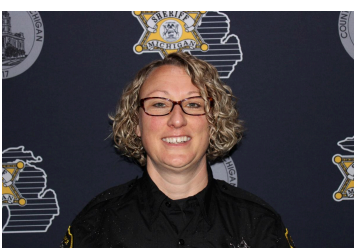
Corrections Officer Keith Miller



Deputy Jon Cregar



Deputy William Broman



Corrections Sergeant Ramona Talley



Deputy Ian Glick

DEPUTY OF THE YEAR

Deputy Mike Depew joined the Sheriff's Office on January 28th, 2003, as a deputy sheriff. Mike was selected as Deputy Sheriff of the Year for 2024 by his peers and the command staff based on his thorough investigations, work ethic, professionalism, and mentorship of all deputies, including his time on road patrol, as an SRO and DARE Officer.

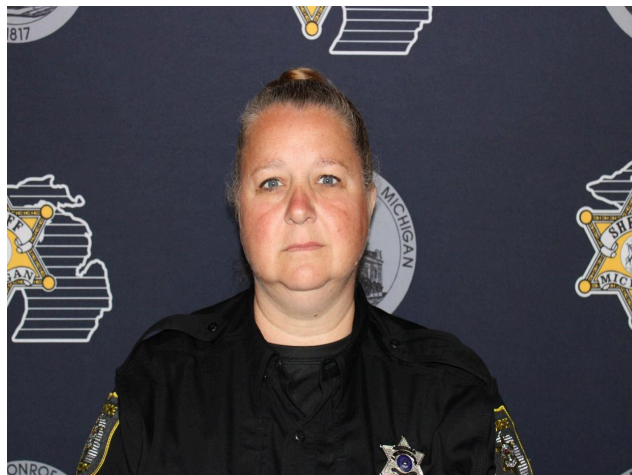
Deputy Depew graduated from the Washtenaw County Community College Police Academy in 2002 and was chosen as the Bedford Township deputy of the year in 2006.



CORRECTIONS OFFICER OF THE YEAR

Corrections Officer Shelly Roman began her career with the Sheriff's Office in 2007. CO Roman was selected by her peers and supervisors as Corrections Officer of the Year for 2024. The professionalism, willingness to help others, and mentorship of new officers led to CO Roman being selected as Corrections Officer of the Year.

CO Roman was certified in 2024 as a State of Michigan Corrections Academy Instructor. With her certification, she is able to teach the academy curriculum to our Career and Technical Education (CTE) students through a partnership with the Monroe ISD.



AWARDS & RECOGNITION

Letters of Recognition

A letter of recognition is issued to members of the Sheriff's Office who go above and beyond what is expected of them. The following team members received letters of recognition in 2024:

Sergeant Sean Romstadt	Detective Ken Dodds	Deputy Doug Moore
Detective Bob Blair	CO Olivia Webb	Deputy Lance Shields
CO Desiree Fronda	Deputy Brian Rachuba	Detective Josh Motylinski
Deputy Steven Warren	Deputy Chase Yeary	Deputy Madison Fleck
Deputy John Dyda	Lieutenant Brian Sroka	Deputy Austin Graham
Deputy Chase Yeary	Deputy Stephanie Guthard	Deputy Alec Preadmore

BUDGET



Along with former Chief Deputy Chad Zeunen and Chief Deputy Mike Preadmore, Kim Rimel is an invaluable asset in helping manage the Sheriff's Office budget. In addition to the budget, Kim is responsible for payroll, paying invoices, and ordering supplies. Kim is also responsible for ordering uniforms and department-issued gear for each employee.

In 2024, the total budget for the Sheriff's Office was \$27,290,174.00. The Sheriff's Office, the largest portion of the County budget, consists of 19 cost centers and more than 700 individual line items.

Sheriff's Office Administration	3,249,979.00
Investigative Services	1,100,774.00
County Funded Road Patrol	5,720,897.00
Contractual - Local Units	2,673,346.00
Contractual - Schools	1,409,714.00
FY2023 Justice Assistance Grant	15,791.00
Special Response Team	74,733.00
Secondary Road Patrol	518,593.00
Special Contractual	62,934.00
MCOLES Training Grant	32,382.00
Marine Safety	128,504.00
Operation Stonegarden	68,895.00

Jail- Main	5,804,580.00
Red Shirt Program	53,193.00
Corrections Medical	626,045.00
Animal Control	364,009.00
Jail - Dorm	5,344,954.00
Corrections Training Fund	40,851.00
Total Sheriff's Office Budget	27,290,174.00

REIMBURSEMENT/REVENUE/INMATE BILLING PROGRAMS



Inmate billing is handled by our Senior Service Information Technician, Tammi Kamprath. Tammi handles all inmate medical billing as well as billing and reimbursements from ICE, U.S. Marshals, and MDOC.

County Jail Reimbursement Program (CJRP)	\$92,580.00
Michigan Department of Corrections Reimbursement	\$24,987.72
ICE (Immigration Customs and Enforcement)	\$1,395.894.61
U.S. Marshals	\$74.96
Jail Housing Cost Recovery/Jail Medical	\$75,837.18

Monroe County Inmates 2024 Claims Spend

	Claims Billed	Claims Paid	Savings Difference
Professional	\$40,950.50	\$14,871.58	(- \$26,078.92)
Facility	\$301,353.75	\$104,950.36	(-\$196,403.39)
Dental	\$1035.00	\$416.00	(-\$619.00)
Total	\$343,339.25	\$120,237.94	-\$169,645.48

RECORDS DIVISION



Erin Gurganus
Office Manager



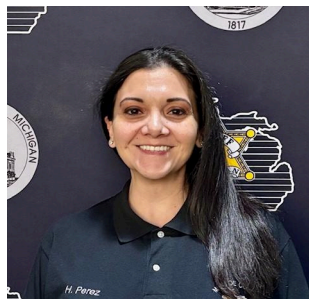
Natalie Osment
(Resigned October 2024)



Dawn Williamson



Brayden Manor



Heather Perez



Haley Melvin



Rebecca Perkins



Brandie Cox



Brooke Lemankiewicz

The Records Division provides many services to both the public and other law enforcement agencies. The Records Division increased its staffing to seven (7) full-time employees in 2024. The division is open to the public seven (7) days a week from 7:00 a.m. to 11:00 p.m. Located in the lobby of the Sheriff's Office, the staff in the Records Division is the main reception area for individuals visiting the Sheriff's Office. Staff is responsible for maintaining all warrants, personal protection orders, issuing licenses to purchase handguns, recording handgun sales, conducting LEIN inquiries, and inquiries as needed for background investigations regarding potential new hires. Fingerprinting for concealed pistol licenses (CPL) has been assumed by the Monroe County Clerk's Office. The staff also serve as notaries when needed and process the release of records and reports under the Michigan Freedom of Information Act 422 of 1976 (FOIA). In 2024, the Records Division issued 2,213 licenses to purchase handguns compared to 591 in 2023.

Monroe County Records Division Statistics

	2022	2023	2024
<u>FOIA:</u>			
Incident Report Request	825	1592	1208
Traffic Request	588	416	835
<u>Gun Permits Issued and or Denied:</u>			
Permits Issued	490	591	2213
Denied	3	8	25
Unused or purchased a long gun (2024)	90	134	687
Gun Permits Entered and Mailed to State	6329	6547	7976
<u>Warrants Entered:</u>	1431	1594	1673
<u>Personal Protection Orders Entered and Canceled:</u>	258	335	316
<u>Bail Bond Conditions Entered:</u>	-	1450	1581
<u>Fingerprints:</u>	806	300	219
<u>Bond Taken for Jail Release:</u>	853	1111	1107
<u>Total Cash Receipts:</u>	\$25,110	\$14,763	\$19,357

JAIL DIVISION



Jail Administrator
Captain Julie Massengill



Assistant Jail Administrator
Lieutenant Chad Cupp

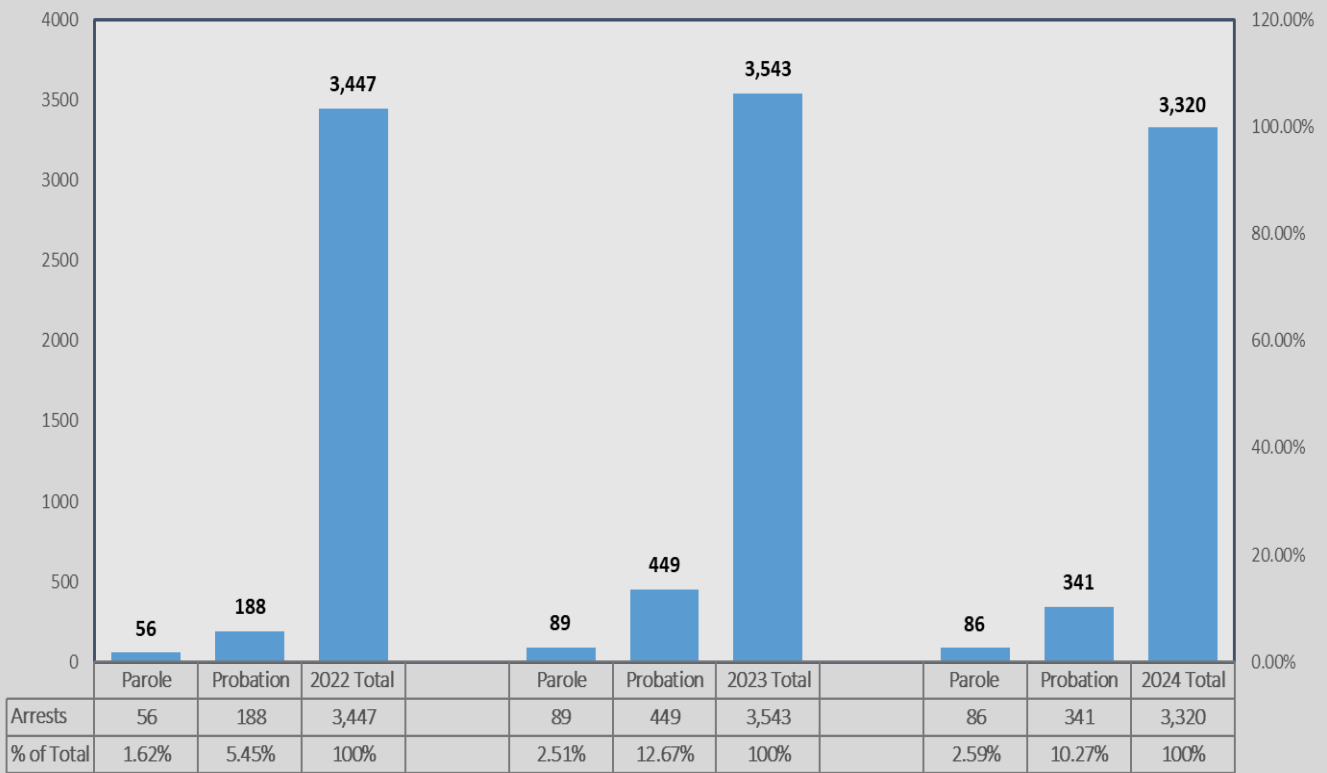
The Sheriff's Office Corrections Division staffing consists of 59 corrections officers, 10 corrections supervisors, 1 lieutenant, 1 captain, 1 civilian maintenance person, 5 cooks, and 1 supervisor in the kitchen.

The rated capacity of the Monroe County Main Jail is 183 which includes classified general housing inmates as well as new arrests awaiting a bond hearing. The capacity at the Inmate Dormitory is 180 classified inmates. The total number for both facilities is 363 inmates. Not only do we house inmates on local charges, but we hold for U.S. Immigration and Customs Enforcement (ICE) and the U.S. Marshals (USMS). In 2024, we continued to have a strong partnership with the USMS and ICE. The ICE Office of Detention Oversight (ODO) held two (2) federal inspections that our staff completed with the most recent having zero (0) deficiencies. USMS completed an annual inspection with zero (0) deficiencies noted. We also were inspected by MDOC with zero (0) deficiencies.

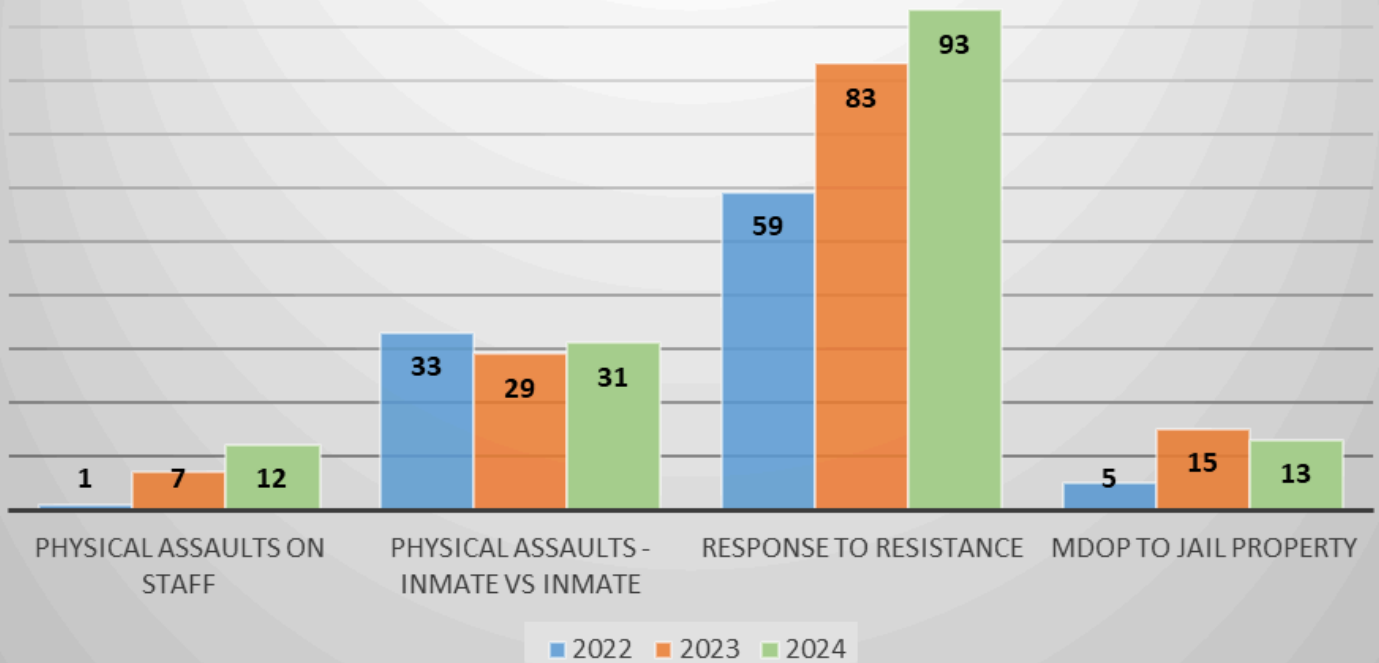
Corrections officers process inmates at intake which includes searching, securing property, data entry, fingerprinting, and photographing. The corrections staff processed 3,320 inmates in 2024.

Correction Officers monitor the safety and security of the facility. They monitor inmate's behavior and take appropriate action as needed. Corrections officers are highly trained in de-escalation skills and conflict resolution. Each employee goes above and beyond to ensure the care and custody of each inmate are at the forefront of their mission.

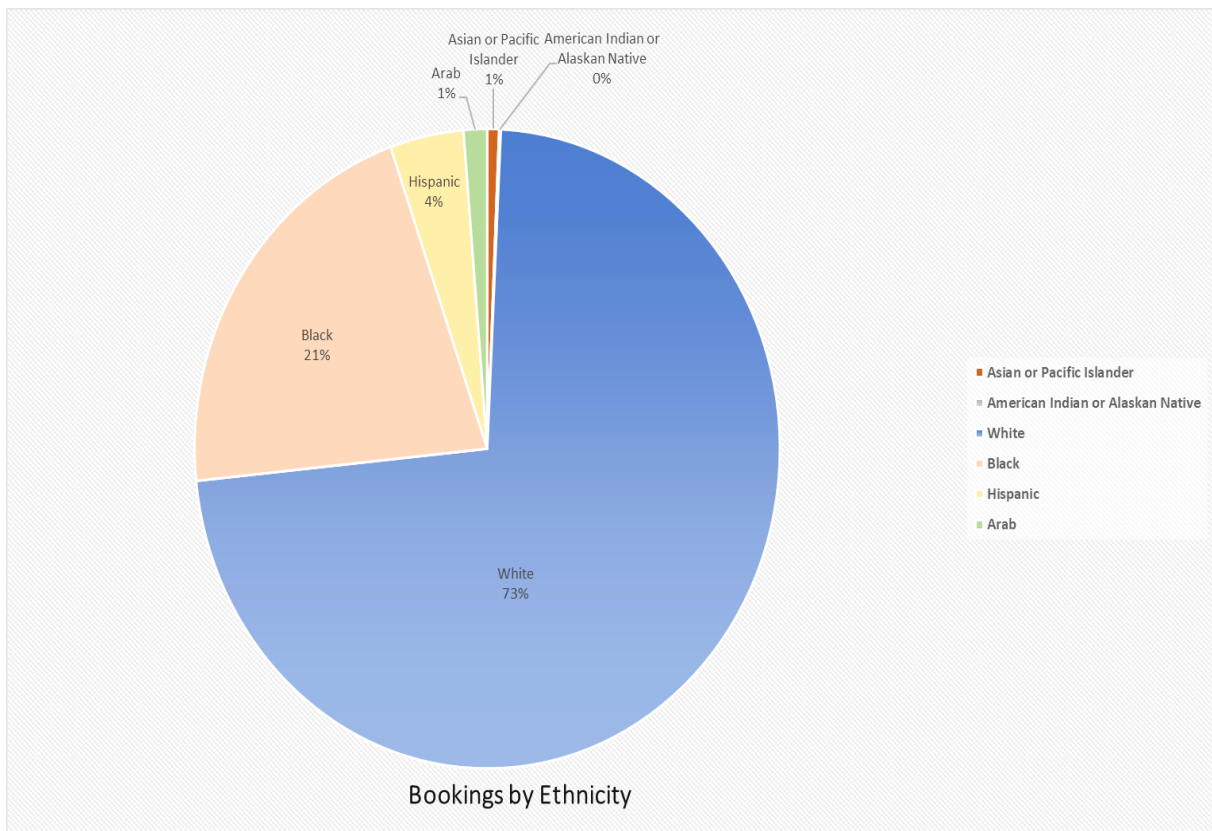
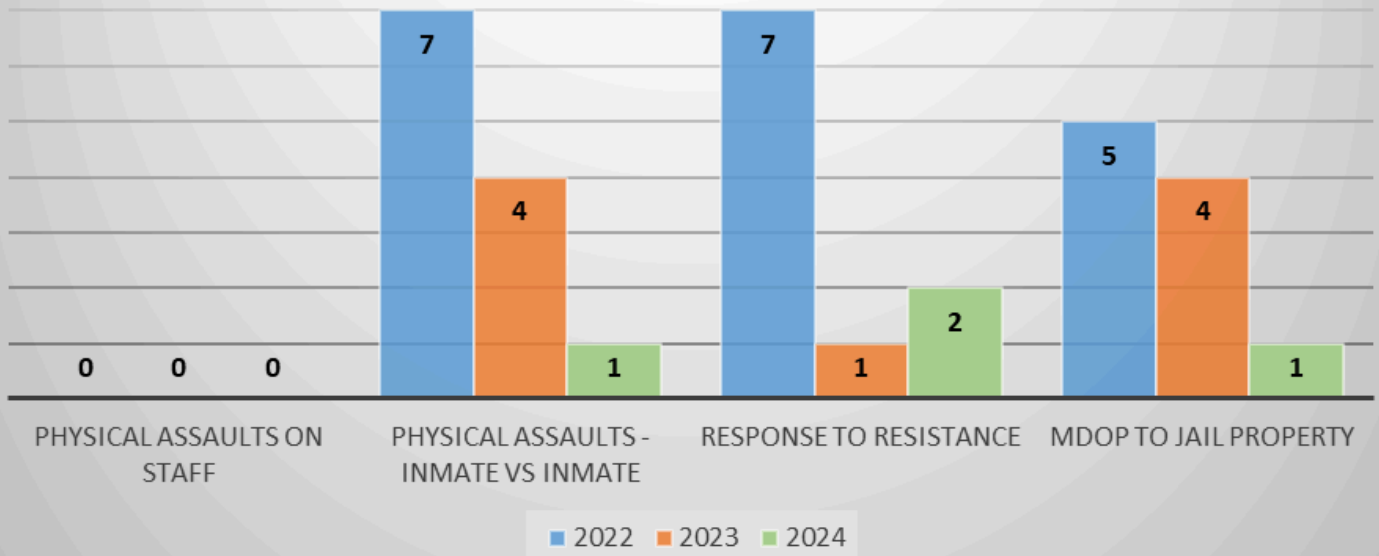
2022-2024 Parole & Probation Arrests

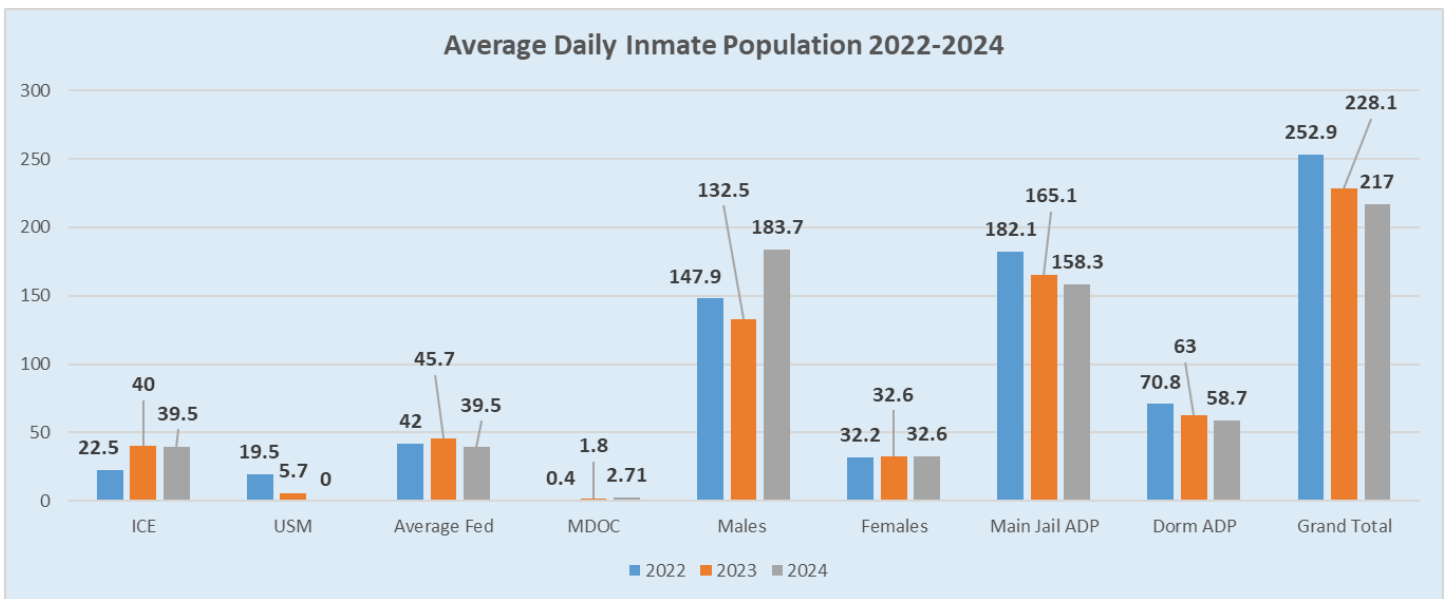
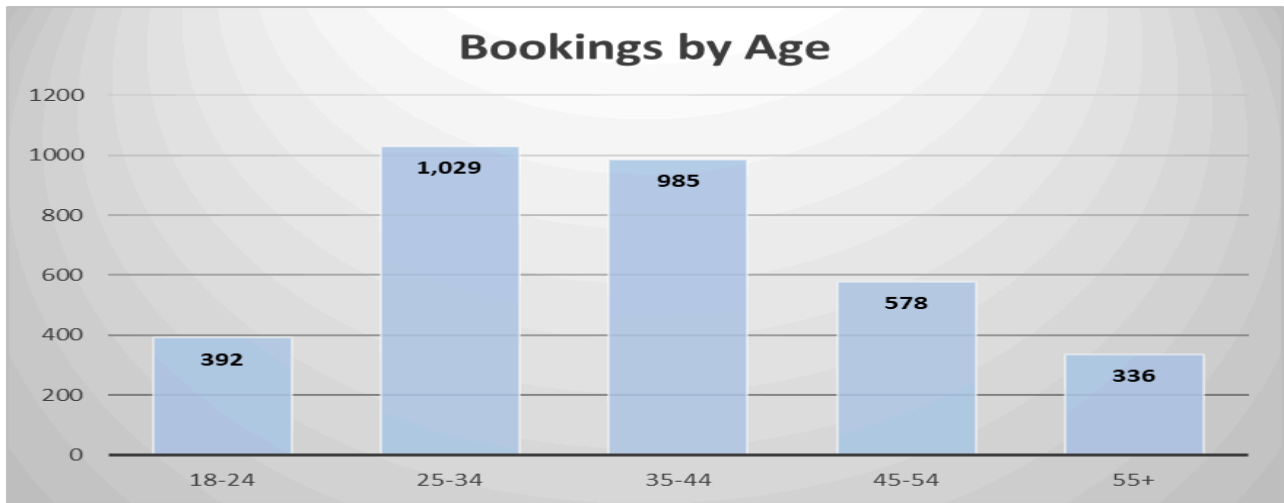


Main Jail



Dormitory

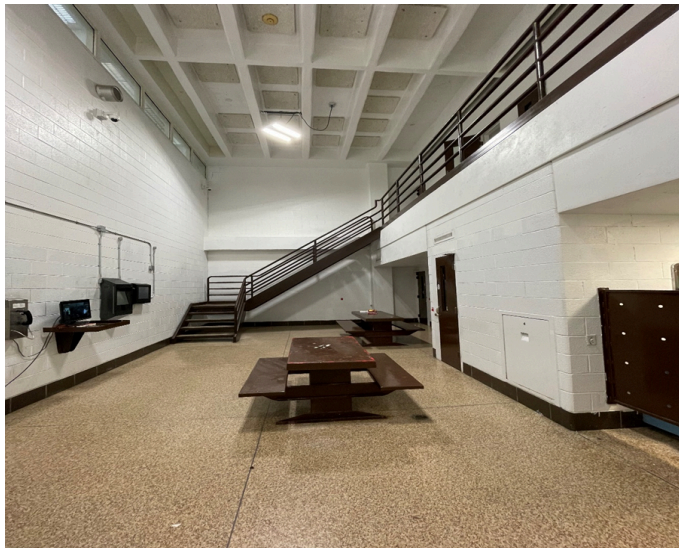




Inmate Dormitory Housing Unit



Main Jail Housing Unit



CORRECTIONS SERGEANTS

The jail employs 10 corrections sergeants. The corrections sergeants ensure that the rules and regulations regarding jail operations are complied with on each shift. They oversee the booking and release processes, review and approve all corrections officer incident reports, maintain the daily inmate count, ensure inmate medical needs are addressed, conduct inmate disciplinary hearings and invoke necessary discipline, and advance problem-solving/decision-making.



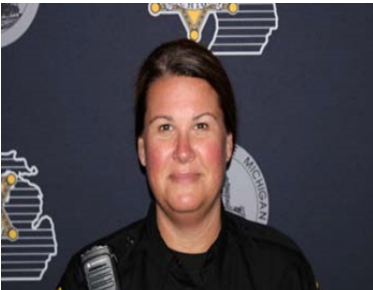
Sgt. Matthew Clock



Sgt. Sean Romstadt



Sgt. Jason Watterson



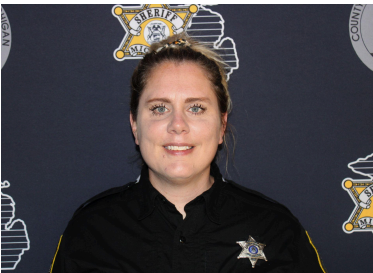
Sgt. Shalynn Moody



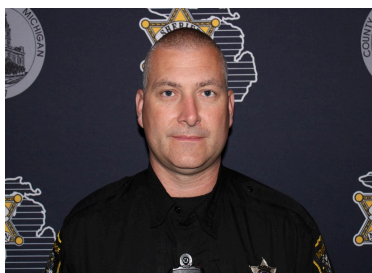
Sgt. Ryan Miekos



Sgt. Giacomo Zanger



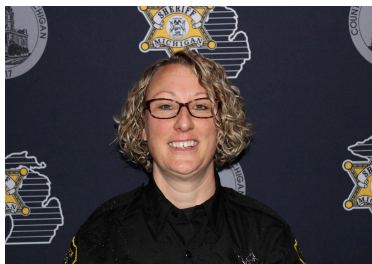
Sgt. Nicole Sottile



Sgt. Calvin Stump



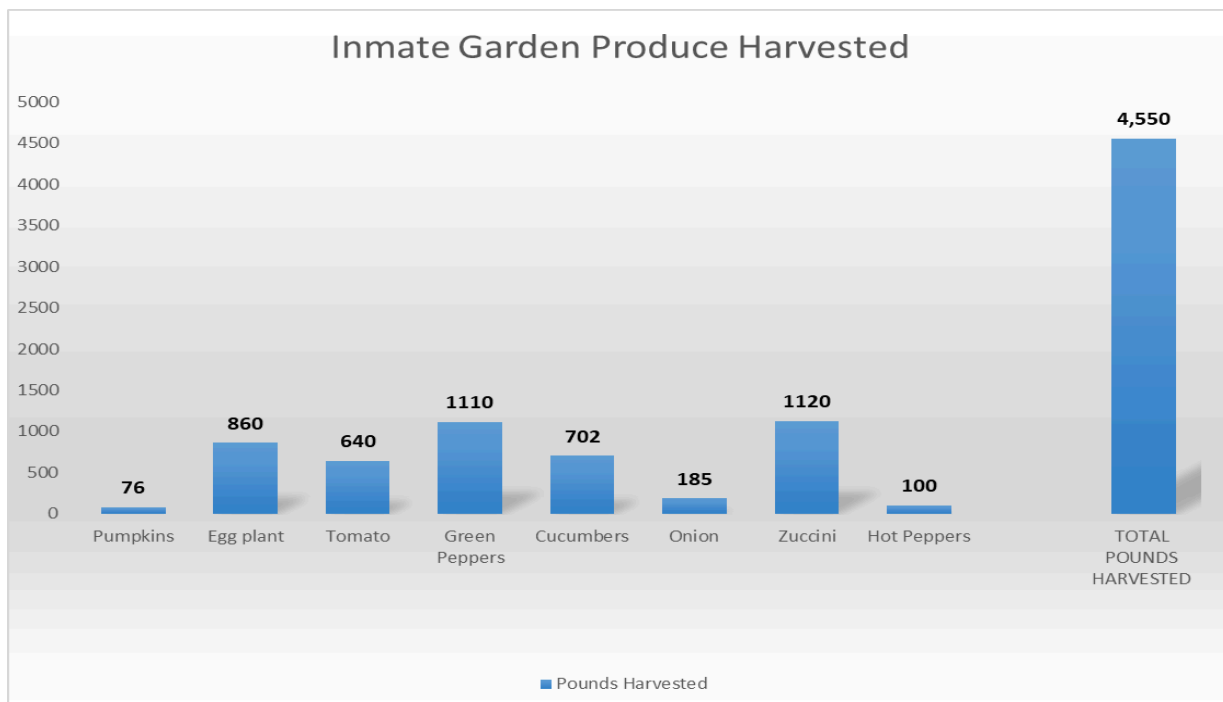
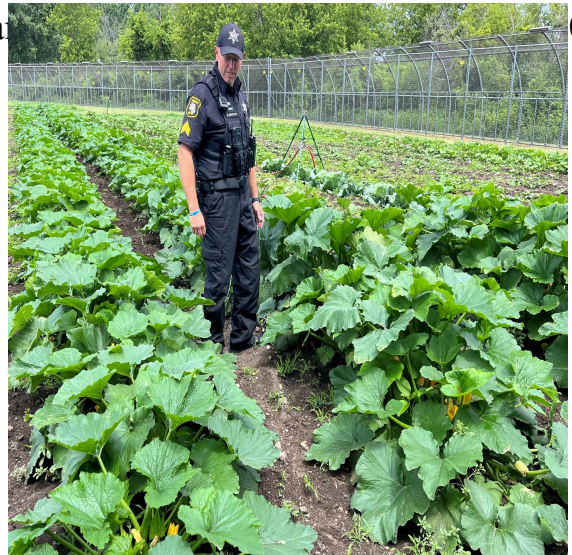
Sgt. Rodney Weisbecker



Sgt. Ramona Talley (retired 12/1/2024)

INMATE DORMITORY GARDEN

In 2023 we created a recreational garden program at the dormitory facility. The garden is located inside the secured recreational yard allowing inmate and detainee volunteers to participate in the program without leaving the secured area. The extremely successful program was launched to provide the inmates with additional outdoor recreation time and skills to grow and harvest various vegetables. The garden's plants and supplies were purchased with funds from the sales of commissary items resulting in no cost to taxpayers. The vegetables harvested from the garden were utilized in the jail kitchens offsetting food costs for inmate meals, donated to the numerous senior centers across the County of Monroe, Monroe, Bedford and Dundee YMCA, St. Joe's Catholic Charities, Ida Kids Center, American Legion in Ida. We also donated pumpkins during Halloween to the Salvation Army and in 2023, we expanded the garden in 2024.



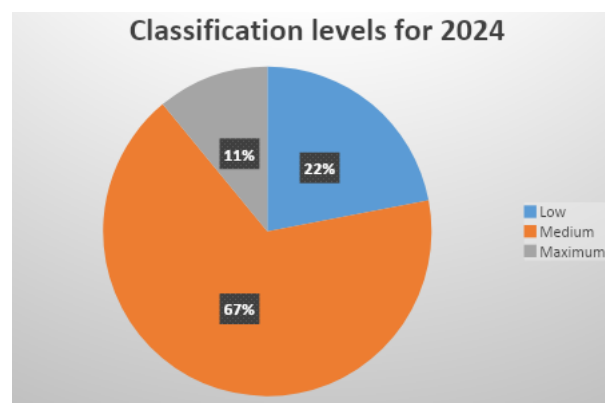
Supplies purchased					
*Sprinkler	\$142.44			Total investment of garden	
*Shut off Valve	\$41.72			\$5,181.04	
*Tri pod sprinkler	\$94.96			Total value of harvest	
*Hoses	\$303.92			\$8,693.00	
Plant food	\$49.32				
*Wheelbarrow	\$150.10				
*Garden Stakes	\$476.25				
*Measuring Pitcher	\$9.99				
Weed Killer	\$159.99				
*Funnel	\$1.99				
Garden String	\$25.95				
Plants	\$2,587.73				
Water	\$1,136.68				
Total	\$5,181.04				
* Indicates a one-time purchase					

CLASSIFICATION

The jail classification team consists of one male and one female corrections officer. Classification procedures are an important part of incarceration to ensure the safety and security of each inmate. The failure to classify an inmate or improperly classify can expose the organization to significant liability.

All inmates of the Monroe County Jail must be classified before being placed in the general population. Classification involves reviewing the inmate's current charge, risk factor, criminal history, prior incarceration discipline, medical, substance abuse, and/or physiological issues, and whether or not there is a need for protective custody.

The classification of each inmate is reviewed every 30 days to ensure proper classification in the event of discipline or a change in charges.





Classification Officer Cassandra Tremonti



Classification Officer Christopher Pobursky

COMMISSARY

The jail commissary service is managed by Corrections Officer Brian Bordine. CO Bordine is responsible for overseeing the sale of items, inmate accounts, inmate phones, inmate tablets, visitation, and ordering of hygiene supplies, uniforms, and bedding. The inmates have the opportunity to purchase additional food, snacks, and items from the commissary program. In 2024, we took the opportunity to add a vending machine to the dormitory housing unit which allows inmates to purchase snacks daily.



CO Bordine ensures equipment is operational and coordinates any needed repairs with our vendors.

FOOD SERVICES

The Sheriff's Office operates a full-service kitchen at both the Main Jail and Inmate Dormitory. Kitchen facilities are licensed through the Monroe County Health Department. We are proud to announce that during all of our 2024 inspections, the dorm kitchen had zero deficiencies.

In 2024, Food Service Supervisor, Kattye Baker was certified as an instructor in ServSafe. All cooks working in our kitchen are Servsafe certified, as well as all inmate service workers who were assigned to the kitchen. This gives our inmates an opportunity to seek employment upon release. The jail food services program is a hybrid program consisting of two (2) full-time cooks who are Sheriff's Office employees. Our vendor, Continental Food Services employs three (3) full-time cooks and a food service supervisor. All food and related products are purchased through our contracted vendor, Continental Food Services. Inmate service workers assist the kitchen staff in preparing meals, washing dishes, general cleaning, and sanitation.

The menu which is certified by a registered dietician is on a four-week rotation. We currently serve two hot meals daily with a cold breakfast in a brown bag. Every effort is made to ensure the best quality and proper caloric intake. The average cost per meal is \$2.62 and is based on the jail ADP.

MEDICAL

In July of 2024 we made a significant change in our healthcare services by partnering with VitalCore Health Strategies, LLC. This decision was driven by our commitment to providing inmates with quality healthcare while minimizing our exposure to risks associated with medical care. Under the VitalCore model, we are able to provide 24 hour medical care which assists our staff during critical incidents such as acute illnesses and injuries.

VitalCore provides for a doctor, nurse practitioner, health service administrator, RN/LPN for 328 service hours weekly for an annual cost of \$1,347,267.48.

The contract cost includes all pharmaceuticals. VitalCore, the medical team, and the Sheriff's Jail Administration hold quarterly CQI (Continuous Quality Improvement) meetings to ensure the obligations outlined in the contract are being met and identify any deficiencies before they become a crisis.

With Telehealth medical, our medical team has worked diligently to treat inmates with medical conditions within the jail rather than off-site. This model significantly reduces the cost of off-site medical care while ensuring the safety and security of the inmates and facility.

Not only does our medical team provide care for individuals while incarcerated, but they stress to them the continuity of medical care and a healthy diet upon their release.

The medical team responds to medical emergencies, considers the mental and medical needs of each inmate, and completes a 14-day health assessment of persons lodged in the facility within four hours of incarceration. The medical team evaluates inmates for withdrawal and develops a treatment plan in coordination with our M.A.T. (Medication Assisted Treatment) program services. The medical team is also responsible for sick calls, operates a chronic clinic, adjusts medication treatment as needed and draws blood for lab work.

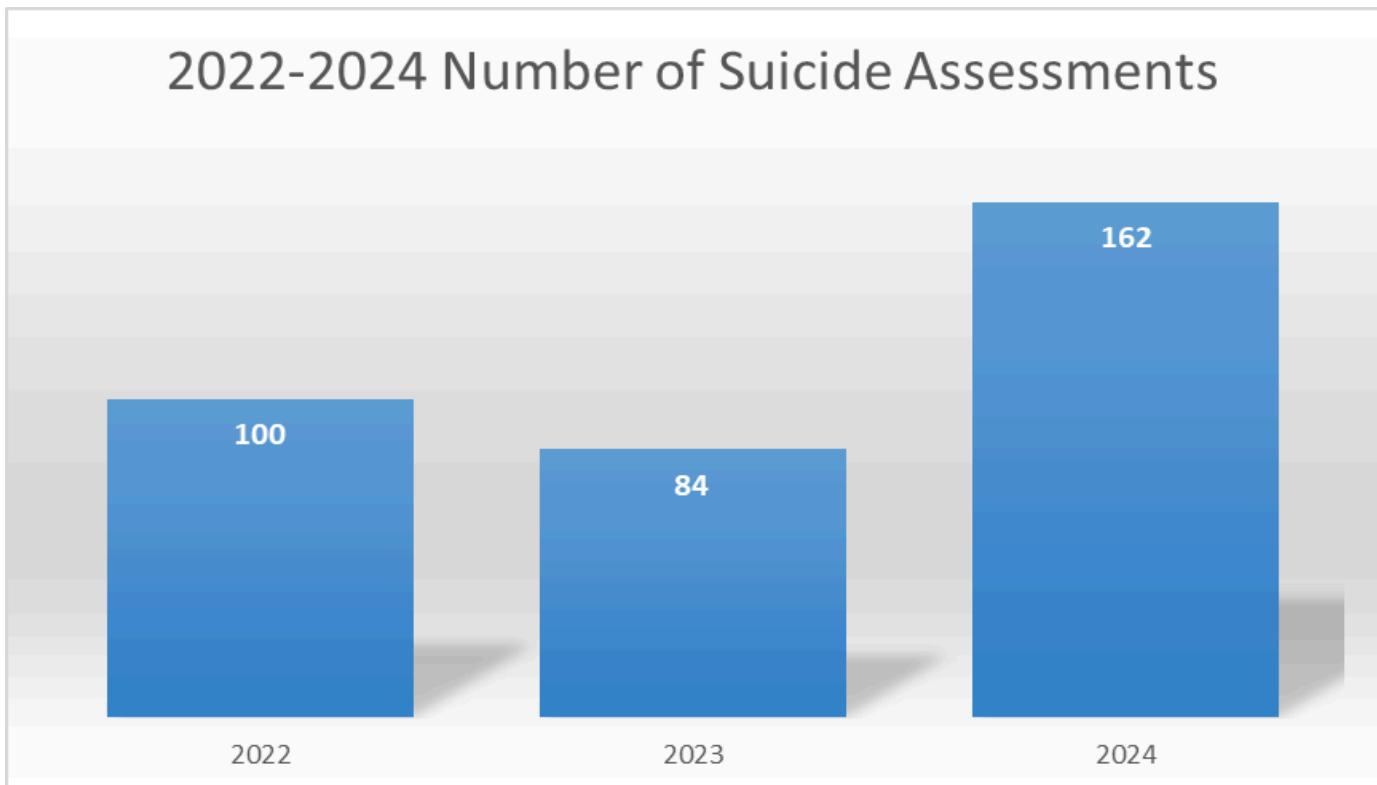
The medical team plays a valued role in our Mental Health Jail Diversion program as well as our M.A.T. program which includes methadone, vivitrol, and suboxone. The Sheriff's Office continued its partnership with Therapeutics to assist with our M.A.T. program which includes discharge planning into the community and providing each individual with Narcan upon their release from jail.

Annually, we partner with the Monroe County Health Department to provide/offer standard flu vaccinations, COVID vaccinations, and Hepatitis vaccinations to our inmate population.

MENTAL HEALTH

In 2015, a jail diversion program was launched to provide mental health services to inmates housed in the facilities. Since launching the program, to date, we have served 2,504 inmates.

CMH (Community Mental Health) has two master-level clinicians and two peer support staff members assigned to the jail. These CMH staff members are also a part of the M.A.T. program and oversee the discharge planning process. CMH staff assist with needs such as housing, transportation, access to medication, and employment.



Statistical Data for 2024

- Total number of unique individuals served in 2024 in the jail: 184
- Total number of suicide assessments in 2024: 162
- Total number of medication reviews by CMH prescriber in 2024: 21
- Total number of mental health referrals made by road officers: 339
- Total number of Narcan medication kits dispensed via the lobby vending machine: 991
- Total number of deployments of the Crisis Mobile Unit in 2024: 227

M.A.T

The Sheriff's Office continued the Medication Assisted Treatment (M.A.T.) therapy program to combat the ongoing opioid public health crisis. Historically, jails response to opioid addiction was a detox withdrawal management with medication designed to ease withdrawal discomfort as a person's body tapered off opioids. There were no treatment medications provided or therapeutic counseling to address the addiction. Once a person was released from incarceration, their chances of death by overdose were 129 times more likely.

In 2023 we created a Misdemeanor Intensive Outpatient Program (IOP) for inmates charged with a misdemeanor utilizing OPIOD Settlement funds. The goal of the program was to capture inmates charged with misdemeanors who suffer from opioid addiction and provide them with intensive programming to assist with their addiction. Additionally, the goal was to prevent inmates from escalating crimes and becoming felons while reducing recidivism due to opioid addiction. This program is open to both male and female inmates and is fully funded by opioid settlement funding at no cost to taxpayers.

In 2024, the class name was updated to "Opioid Education" and allow enrollment from inmates charged with Misdemeanors and Felonies. 161 inmates participated in the program with 111 successful completions. There were 46 neutral completions and 4 pending completions. The chart below outlines the MAT program data for 2024.

Therapeutics LLC

3250 N. Monroe Street, Suite 200, Monroe MI 48162

FY 2024 MAT DATA

Months	Counseling sessions	Medical evaluations	Intakes	Methadone Delivered	Buprenorphine Delivered	Not a candidate W/ Positive RODS
January	33	75	23	819	373	0
February	24	49	21	647	241	0
March	44	46	26	600	180	0
April	72	57	21	718	262	0
May	26	61	26	748	392	1
June	19	59	24	788	447	2
July	38	55	33	640	419	0
August	23	33	44	701	627	0
September	23	55	33	548	814	0
October	16	55	37	557	556	0
November	25	39	22	620	481	0
December	39	62	32	665	622	0
Grand Totals	382	646	342	8051	5414	3
* 3 inmates had a positive RODS assessment however they did not meet the qualifications for MAT						
* All Intakes receive a Medical History and Physical and Clinical assessment.						

TETHERS

In 2024, the Monroe County Sheriff's Office partnered with 1st District Court and House Arrest Services to install court ordered GPS tethers and alcohol monitors during non-business hours and weekends. As a result of this partnership, court ordered tethers are applied by correctional staff on the same day as the court order is issued. This eliminates the need to wait until the next business day to have a tether installed by the District Court Probation Officer. With our staff handling this task, it reduces our liability by releasing an inmate in a timely fashion and allows for quicker family reunification, reduces housing costs, and medical expenses. Additionally, each tether installed by the correctional staff reduces the county's enrollment costs by \$65.00. In 2024, the correctional staff installed 162 tethers, saving the county \$10,530.00 in tether fees.

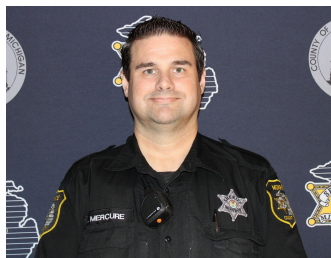
FACILITY MAINTENANCE

In August of 2024, we entered into a maintenance contract with Campbell's, INC for the Main Jail and Inmate Dormitory. The jails have a total of 200 toilets, 210 sinks, 50 showers, HVAC, and kitchen equipment. Campbell's, INC is responsible for all building maintenance under our contract. The cost is \$220,000 annually for a skilled trade technician.

JAIL TRANSPORT

The Sheriff's Jail Transport Unit consists of three deputy sheriffs and one corrections officer. The staff is responsible for physically transporting inmates from county jails, lock-ups, and prisons within the State of Michigan as well as prisons and jails in other states as needed. The staff transports inmates to medical appointments, incarceration programs, and forensic exams. We also transport ICE and U.S. Marshal detainees to various federal courts as needed.

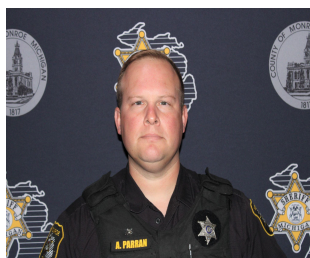
In 2024, we installed two Polycom® units in the dormitory housing units. This allows us to hold electronic court proceedings, telehealth, and other counseling activities which significantly reduced the transport of inmates outside the facility, such as to and from the courthouse, thereby containing costs and enhancing overall security.



Deputy Kevin Mercure



Deputy Jeremy Peters



Deputy Arthur Parran



Corrections Officer
David Gurganus

RED SHIRT PROGRAM

The red shirt program allows low-risk prisoners to do a variety of jobs in the community under the supervision of retired Wayne County Deputy Michael Underwood. The inmates assist at parks, community centers, fairgrounds, and various other non-profit organizations. The inmates were involved in clearing brush and debris from the Nadeau and N. Dixie Hwy interchanges of I-75. The inmate crew collected 675 bags of trash as well as scrap metal and other items were cleaned up in several places throughout the county. The inmates cleaned, painted and planted trees, flowers and bushes at various parks around the County. The program allows inmates to earn ten days off their sentence for their service to the community.



Gerald Nightingale



Michael Underwood (until August 2024)



CAREER AND TECHNICAL EDUCATION PROGRAM

In September of 2023, we developed a Career and Technical Education (CTE) program in partnership with the Monroe County Intermediate School District. The program is available to high school juniors and seniors, this adds an additional year of instruction. In 2024, we added a Correctional Officer component.

Several of our officers received certification from the Michigan Sheriff's Training Counsel as academy instructors. As certified academy instructors, our staff can teach the corrections academy curriculum to the students which allows them to graduate from the program as State of Michigan certified Correction Officers. The second year currently has three high school students who are participating in the program. The program is used as an incubator for future sheriff's office staff.



G.E.D.

In 2019, the Sheriff's Office partnered with the Monroe County Learning Bank Network to offer an educational program that allows those housed in our facilities to work on their education goals. Educators in the program possess Master's Degrees in related subject areas and are experienced teachers with previous familiarity with K-12 and community adult education strategies.

The Learning Bank program provides inmates the opportunity to earn their high school equivalency diploma or prepare for college enrollment.

During the academic year 2024, there was a 0% local recidivism rate among participants once they completed The Monroe County Learning Bank Network GED program.

The recidivism rate was measured as the number/instances of sentences and arrests occurring in the Monroe community after a participant completed their participation in the program. There are four tests needed to complete the GED test and five tests needed to complete the Hi-Set Test.

Our goal is to allow inmates the opportunity to be successful post-release and obtaining their High School Equivalency diplomas provides them with the means to obtain higher paying jobs in the community.

In 2023, Sheriff Goodnough sought to publicly recognize students in the program who successfully graduated with their High School Equivalency (HSE) via press releases and our social media platform, Facebook. The Learning Bank found students were receptive to public recognition and were proud of their success. We know that success begets success and we continued to highlight their achievements in 2024.

School Year 2023-2024 (July 1, 2023-June 30, 2024)

Overview

- 29 Registered Participants
Increase by 10 from last year
- 24 Participants with 12 or more hours of classroom time
Increased by 10 from last year
- 4 Graduates
- 7 students had an academic gain
- 0% Recidivism rate for the students who graduated for this academic year

During 2023/2024, the GED program added social-emotional learning/career counseling to the in-house classes. This part of the program supplements similar counseling received from Michigan Works. This counseling includes the use of student career interest surveys and the ability for students to research careers that they show an interest in and/or have qualified skills. The goal of the program is to allow students to build an active career/employment plan that they can utilize immediately upon release from jail in addition to transitioning to the Learning Bank to complete their High School Equivalency Diploma.

PEER SUPPORT TEAM

Through the Michigan Crisis Response Association (MCRA), the Monroe County Sheriff's Office has developed a peer-to-peer support team, registered under the name MCSO Peer Response Team. The peer response team provides confidential peer-to-peer support to members of the Monroe County Sheriff's Office. The peer response team also provides Critical Incident Stress Management (CISM) services to individuals to defuse problems before they become debilitating crises.

The peer response team can respond to and assist with critical incident situations to identify, reduce, or eliminate harmful effects of stress that may be the result of involvement in a critical incident. Stress and emotions resulting from a critical incident can be expressed in a controlled setting through proper defusing techniques.

The primary functions of members of the peer response team are to listen to and assess the needs of their peers and provide, if necessary, referral services to the Employee Assistance Program (EAP) and mental health professionals. Providing support and assistance to department

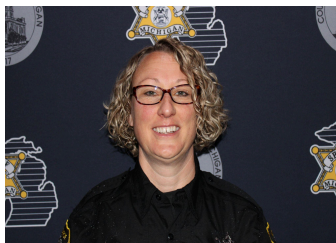
members experiencing personal, job-related, or critical incident stress has proven to help maintain a healthy balance in employee mental health, emotions, morale, and productivity.



CO Nicholas Arndt



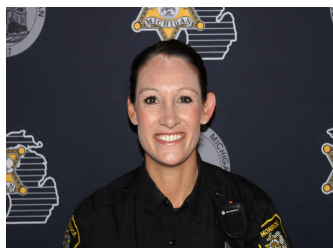
Detective Pat Davison



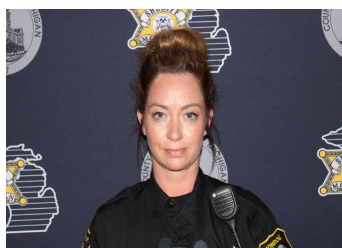
Sgt. Ramona Tally



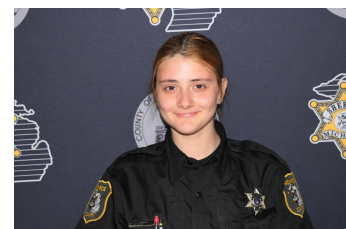
Sgt. Giacomo Zanger



Detective Marjorie Martin



CO Cassandra Tremonti



CO Alexis Lewis

CHAPLAINS

The Chaplain Program is composed of chaplains who provide pastoral services to members of the department (enlisted and civilian) and their families, participate in department ceremonies and meetings, accompany law enforcement members on duty, and perform other related services. When requested, they may also counsel members and their families, visit sick or injured members, perform wedding ceremonies, and officiate at department funerals. Chaplains are available to assist members at any time, during any tragedy or emergency. The services of a chaplain may also be made available to residents impacted by crisis events (e.g. accident victims, victims of crime, residents displaced by fire, etc.).

The Chaplain Program consists of five (5) members from our Faith Based Community. Pastor Mark McCaskill is the program coordinator, other members include Deacon Michael Stewart from St. Mary's Parish, Pastor Doris Chandler from First Presbyterian Church, Minister James Puhl from St. Paul's Lutheran Church in Maybee, and Chaplain Greg Milatz.

The services of the chaplains were called upon forty-seven (47) times in 2024.



Pastor McCaskill



Pastor Chandler



Minister Puhl



Chaplain Greg Milatz



Deacon Stewart

UNIFORM SERVICES DIVISION



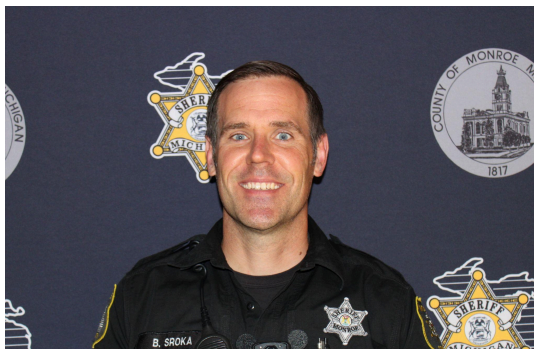
Captain David Raymond



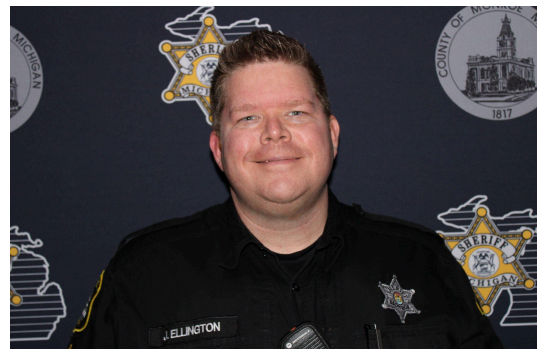
Lieutenant Dan Zdybek



Lieutenant Doug Bender



Lieutenant Brian Sroka



Lieutenant Jeff Ellington



Sergeant Rob Moody



Sergeant Ryan Sottile



Sergeant Mike Bomia



Sergeant Leland Jordan

The men and women assigned to the Uniform Services Division of the Sheriff's Office provide 24-hour, seven-day-a-week law enforcement services to the citizens and visitors of Monroe County. Their duties include working in hazardous and strenuous situations, deterring and preventing criminal activity through high visibility patrols, responding to calls for service, criminal investigations, traffic enforcement, investigating traffic accidents, property checks, serving subpoenas, being involved in community policing-related activities, and other police related activities as directed.

The County General Fund supports deputies assigned to the Uniform Services Division who work from the following substations: Inmate Dormitory, City of Petersburg, Bedford Township Government Center, Village of Maybee Substation, and Frenchtown Charter Township Substation.

In 2024, members of the Uniform Services Division responded to 41,913 calls for service. As a result of their hard work and dedication, the following is a snapshot of some of the calls for service handled, either by being dispatched or self-initiated.

<u>Nature</u>	<u>2024</u>	<u>2023</u>	<u>2022</u>
Murder/Manslaughter/Negligent Homicide	0	2	0
Sexual assault-related investigations	93	113	120
Robbery	8	16	11
Aggravated/Felonious assault	70	70	66
Stalking	20	40	41
B&E	198	130	157
Larcenies	493	516	582
Stolen vehicle	105	99	106
Retail fraud	368	373	255
Narcotics violations	64	91	125
Weapons offenses	175	81	70
OWI	75	289	381

The Sheriff's Office Uniform Services Division utilizes a 12-hour shift model. Under this model, when fully staffed, there are seven (7) general fund-supported deputies, seven (7) contracted deputies and two (2) supervisors working day shifts for a total of 16 units to respond to calls for service.

Night shift consists of six (6) general fund supported deputies, five (5) contract deputies working 7 pm to 7 am, two (2) contract deputies working a hybrid shift 11 a.m. to 11 p.m., and two (2) supervisors for a total of 13 units to respond to calls for service. The model does not include support services such as detectives or traffic services.

Under this model, staffing consists of one (1) captain, five (5) lieutenants, six (6) sergeants (four being assigned to the Uniform Services Division), and 81 deputy sheriffs. The model created four teams (two-day shift teams and two night shift teams). The day shift teams work 7 am to 7 pm, while the night shift teams work 7 p.m. to 7 a.m. Each team is off every other weekend for a three-day weekend. A lieutenant and sergeant are assigned as supervisors of each shift.

In 2023 an administrative lieutenant position was created to oversee Traffic Services, the Civil Division, Animal Control and the Records Division. In late 2023, Records Division supervision was transferred to the newly created office manager position.

BEDFORD CONTRACT

The Monroe County Sheriff's Office has had a contract with Bedford Township to provide supplemental police services for well over 45 years. The contract provides for 10 deputy sheriffs working out of a substation at the Bedford Township Government Center with an 80%/20% cost sharing between the local unit and County, respectively. Assigned to the substation is one lieutenant (Lieutenant Dan Zdybek, one sergeant (Sergeant Leland Jordan), and one detective (Detective Josh Motylinski). Bedford Township provides four marked patrol cars for police response.

In 2024, the deputies assigned to the Bedford Contract handled 7299 calls for service. In 2023, the deputies handled 6850 calls for service. Traffic related stats are listed under the Traffic Services Division.

FRENCHTOWN CONTRACT

The Monroe County Sheriff's Office has had a contract with Frenchtown Charter Township to provide supplemental police services for well over 40 years.

The contract is covered by eight (8) deputy sheriffs who work out of the newly built Frenchtown Municipal Center and Monroe County Sheriff's Office Substation. The new substation is located at 2619 N. Dixie Hwy. was opened on December 5th, 2024 in collaboration with Frenchtown Township. Like all local unit contracts, the cost of officers is shared 80%/20% local unit and County, respectively. Frenchtown Charter Township provides two marked patrol cars for police response. In 2024, the deputies assigned to the Frenchtown Contract handled 10,236 calls for service, in 2023, they handled 9534 calls for service. Traffic related stats are listed under the Traffic Services Division.

MONROE TOWNSHIP CONTRACT

The Monroe County Sheriff's Office has had a contract with Monroe Charter Township to provide supplemental police services since 2007.

The township pays 80% of the cost, while the County of Monroe pays the remaining 20%. When fully staffed the contract is covered by three deputy sheriffs who work out of a substation at the Inmate Dormitory at 7000 E. Dunbar Road. Monroe Charter Township provides one marked patrol car for police response.

In 2024, the deputies assigned to the Monroe Charter Township Contract handled 6320 calls for service, in 2023 they handled 5568 calls for service. Traffic related stats are listed under the Traffic Services Division.

RESORT BEACH AUTHORITY CONTRACT

The Monroe County Sheriff's Office has had a contract with the Resort Beach Authority to provide supplemental police services since the early 90s. The Resort Beach District pays 80% of the cost, while the County of Monroe pays the remaining 20%. The contract is covered by two deputy sheriffs who worked out of the substation at the corner of Nadeau Road and N. Dixie Hwy. On December 5, 2024, the deputies moved into the new Frenchtown Substation at 2619 N. Dixie Hwy. The Resort Beach Authority provides one marked patrol car for police response.

In 2024, the deputies assigned to the Resort Beach Authority handled 2563 calls for service, in 2023 they handled 2,472 calls for service. Traffic related stats are listed under the Traffic Services Division.

CITY OF PETERSBURG CONTRACT

The Monroe County Sheriff's Office has had a contract with the City of Petersburg to provide supplemental police services for well over 45 years. The contract is covered by one deputy sheriff who works out of a substation at the Department of Public Works in the City of Petersburg. The City of Petersburg provides one marked patrol car for police response. In 2024, the deputy assigned to the Petersburg Contract handled 278 calls for service and in 2023 they handled 302 calls for service. Traffic related stats are listed under the Traffic Services Division.

SUMMERFIELD TOWNSHIP CONTRACT

In 2011, Summerfield Township partnered with the City of Petersburg to provide supplemental police services. At one time, the City of Petersburg paid Summerfield Township for fire protection.

In exchange for paying for fire protection, the City and Township agreed to allow the deputy assigned to the City of Petersburg Contract the ability to patrol Summerfield Township. The value of this partnership allows for the residents of Summerfield Township the opportunity for additional police services.

In 2024, the deputy assigned to the Summerfield Township Contract handled 748 calls for service and in 2023 he handled 720 calls for service. Traffic related stats are listed under the Traffic Services Division.

WHITEFORD TOWNSHIP CONTRACT

In 2012, Whiteford Township entered into an agreement with the Sheriff's Office to provide supplemental police services to the citizens of Whiteford Township. Not long after, Whiteford Township agreed to allow the deputy assigned to their contract the ability to work as a school resource officer while school is in session. When the deputy is not working in the school, he

patrols Whiteford Township which includes responding to calls for service and all other law enforcement-related activities.

In 2024 , the deputy assigned to the Whiteford Township Contract handled 1249 calls for service and in 2023 he handled 994 calls for service. Traffic related stats are listed under the Traffic Services Division.

SCHOOL RELATIONSHIP OFFICERS (SRO)

The Monroe County Sheriff's Office is fortunate to have great working relationships with each school district in Monroe County. The Sheriff's Office partners with eight (8) school districts in Monroe County to provide school relationship officers (SROs). Each school district pays 67% of the cost of the deputy while the County of Monroe pays the remaining 33%. The primary goal of the SROs is to mentor and build relationships with the students and staff. As noted in the title "relationship" the deputies are to build relationships with the students and staff while ensuring a safe and secure environment. In addition to their police duties, the SROs provide security for most sporting events and teach D.A.R.E. in their respective school districts. The calls for service handled by the deputies in each school district will be noted under their respective schools.

The Monroe County ISD fully funds (100%) a school relationship officer/supervisor.

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT

Sergeant Jason Miller is assigned to the Monroe County ISD and oversees the school relationship program.



AIRPORT SCHOOL DISTRICT

Deputies Mike Depew and Julianne Venier are assigned to the Airport School District. In addition to their duties as school relationship officers, Deputy Depew teaches D.A.R.E. to 200 students annually.



Deputy Mike Depew



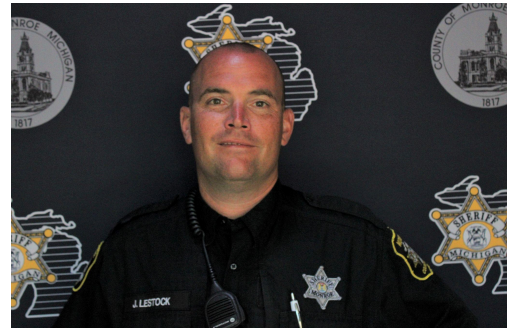
Deputy Julianne Venier

BEDFORD PUBLIC SCHOOLS

Deputies Jeremy Lestock are assigned to the Bedford School District. In addition to their respective duties as school relationship officers. Deputy Lestock teaches Safety City.



Deputy John Bills



Deputy Jeremy Lestock

IDA PUBLIC SCHOOLS



Deputy Drew McLaughlin is assigned to Ida Public Schools.

JEFFERSON SCHOOL DISTRICT



Deputy Paul Senio is assigned to the Jefferson School District.

MASON CONSOLIDATED SCHOOLS



+

Deputy William Rollins is assigned to Mason Consolidated Schools.

MONROE HIGH SCHOOL



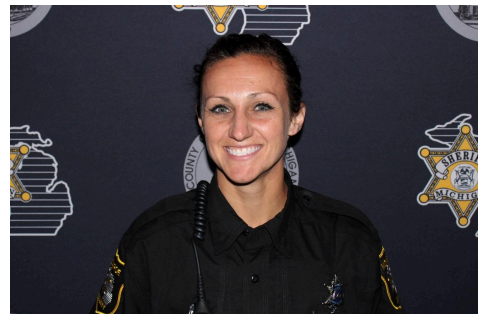
Deputy Mike Stahl is assigned to Monroe High School.

WHITEFORD AGRICULTURAL SCHOOLS



Deputy Brandon Benes is assigned to Whiteford Agricultural Schools.

SUMMERFIELD SCHOOLS



Deputy Christine Ost is assigned to Summerfield Schools.

DETECTIVE BUREAU / YOUTH SERVICES

Detectives Bob Blair, Josh Motylinski, and Ken Dodds are assigned to the Sheriff's Office Detective Bureau. Detective Patrick Davison is assigned to Youth Services and Detective Margie Martin, and Detective Madison Fleck are evidence technicians responsible for the property room. The Detective Bureau is led by Detective Sergeant Jeff Hooper.



The detectives are highly trained investigators who investigate serious crimes such as homicides, rape, robbery, and juvenile sex crimes. When called upon, the detectives assist the Uniform Services Division with other crimes such as serial home invasions, larcenies, and other advanced investigations. In addition, the detectives specialize in digital forensic technology and are trained medical examiner investigators for the Monroe County Medical Examiner's Office.



D/Sgt. Jeff Hooper



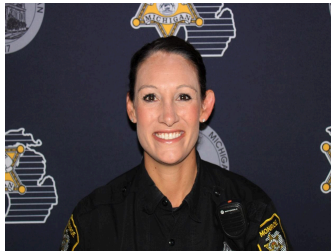
Detective Bob Blair



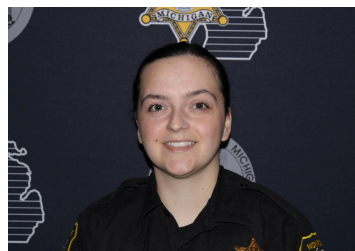
Detective Josh Motylinski



Detective Ken Dodds



Detective Marjorie Martin



Detective Madison Fleck



Detective Patrick Davison

It is imperative our detectives are provided with state-of-the-art equipment to ensure all cases can be thoroughly investigated to a conclusion with documented evidence. To ensure that, we purchased the OSCAR 360 in 2021 which is an evidence-gathering 360-degree camera system that can immerse a lay citizen into a crime scene as if they were on scene when it happened.

DETECTIVE BUREAU STATISTICS

2024

Detectives investigated 278 cases in 2024.

Digital Forensic Detectives processed and analyzed 53 different smart devices for criminal investigations.

Armed Robbery

Date	Venue	Case Status	Court Proceedings
04/27/24	Ida Twp	Closed	Turned over to Prosecutor
04/30/24	Bedford Twp	Closed	Turned over to Prosecutor
07/10/24	Bedford Twp	Closed	Victim Refused to Cooperate

Assault with Intent to Murder

Date	Venue	Case Status	Court Proceedings
03/09/24	Frenchtown Twp	Closed	Turned over to Prosecutor
03/20/24	Berlin Twp	Closed	Turned over to Prosecutor
08/27/24	Bedford Twp	Closed	Turned over to Prosecutor

Shootings

Date	Venue	Case Status	Court Proceedings
03/09/24	Frenchtown Twp	Closed	Turned over to Prosecutor
03/30/24	Frenchtown Twp	Closed	Turned over to Prosecutor

Homicide

Date	Venue	Case Status	Court Proceedings
04/20/24	Berlin Twp	Closed	Turned over to Prosecutor

D.A.R.E.



The Sheriff's Office in partnership with the Monroe County Intermediate School District can provide D.A.R.E. instruction to fifth-grade students at various schools throughout Monroe County. The D.A.R.E. Board comprised of various school and public officials governs the program. Deputy James Liedel is assigned as the D.A.R.E. instructor for the Sheriff's Office. Deputy Liedel teaches D.A.R.E. at Ida Public Schools, Dundee Schools, Mason Consolidated, St. Charles, St. Pat's, St. Mary's, Trinity Lutheran, Holy Ghost, Jefferson Schools, Custer, Arborwood, Manor, Waterloo, Raisinville, Triumph, and St. Joe's Erie, Whiteford, New Bedford Academy, and Airport. Deputy Bills, teaches at all Bedford Schools.

Deputy Liedel and Deputy Bills instruct an average of 1,724 students annually.

EXPEDITOR

The expeditor is a position within the main office of the Sheriff's Office. The expeditor handles calls over the phone which allows citizens the opportunity to report criminal activity or minor traffic accidents without waiting for a deputy to respond to the scene. The citizen decides to handle the call over the phone. The expeditor also handles retail fraud complaints from local stores and all non-sufficient funds (bad check) complaints.

MANTIS



MANTIS is a multi-jurisdictional drug team under the direction of the Michigan State Police. Two detectives from the Sheriff's Office are assigned to this unit on a full-time basis.

MANTIS TIP LINE:

734-240-2605

2024 STATISTICS

256 Tips Investigated

107 Criminal Complaints Initiated

46 Persons Arrested

84 Felony Arrest Counts

5 Assists to VIPER/internet predator incidents

47 assists to local agencies and local Detective Bureaus

9 Search warrants served in conjunction with the Monroe County Special Response Team

Highlights

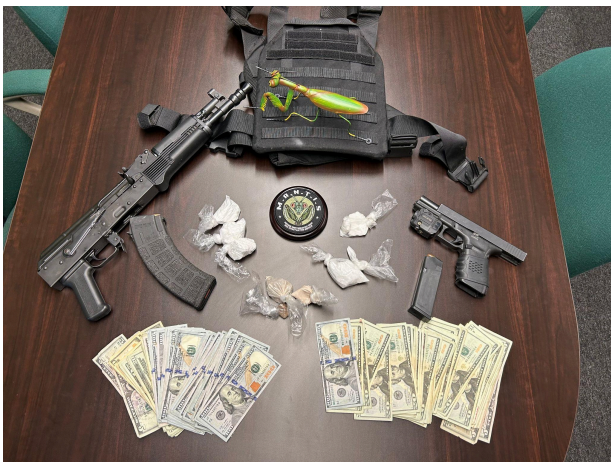
The collaborative efforts of the Sheriff's Office, MANTIS, Monroe Department of Public Safety and the Prosecutor's office has resulted in an almost 40% reduction in violent crime in Monroe County when compared to last year.

-Over 223 grams of methamphetamine seized

-Over 175 grams of crack cocaine seized

-Over 180 grams of heroin seized

From 2023 to 2024, the rate of overdose deaths in Monroe county has decreased approximately 20%.



K-9 UNIT

In 2024, the Monroe County Sheriff's Office K-9 Unit consisted of four (4) handlers and four (4) canines. Each member of the unit is assigned to the Uniform Services Division to supplement police operations. Because of their keen sense of smell, hearing, and potential aggressiveness, the canine is a valuable resource in such cases as apprehending criminal offenders who may flee a scene on foot, building searches, searching for illegal narcotics in vehicles, buildings, and homes, article searches, searching for missing and vulnerable persons and protecting their handler during dangerous situations. Throughout the year, members of the K-9 Unit participated in numerous civic events and demonstrations of not only the canine skills but the handler as well.



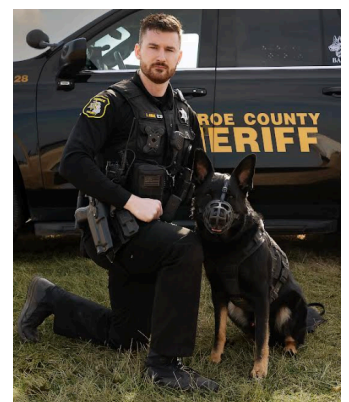
**Deputy Danny Greenwood
and K-9 Arlo**



**Deputy Jacob Llewellyn
and K-9 Mako**



**Deputy James Liedel
and K-9 Stretch**



**Deputy Jack Hall
and K-9 Bane**

Arlo is a 2-year-old Belgian Malinois breed. Arlo is trained in explosive detection, tracking, handler protection, and article searches.

Bane is a 4-year-old German Shepherd breed. Bane is trained in narcotics detection, tracking, handler protection, and article searches.

Stretch is a 4-year-old American yellow Labrador Retriever. Stretch is certified in electronic device detection, which includes SIM cards, SD cards, flash drives, computers, tablets, hard drives, and cell phones. Electronic devices are a main source of information related to human trafficking investigations. With that being said, Stretch will be used in a variety of law enforcement-related activities including being a member of the Sheriff's Office VIPER Task Force and utilized in all human trafficking-related investigations.

Monroe County Sheriff's Office is proud to announce the addition of K-9 Mako. He became a Monroe County Sheriff's Office member in April of 2024. Mako is a 1-and-a-half-year-old German Shepherd, is certified in Patrol and Narcotics work, and is assigned to Deputy Jacob Llewellyn began his formal K-9 Police Training in May of 2024, completed the academy, and obtained his certifications. K-9 Mako likes going for walks, playing ball, chewing on his rope, and training days.

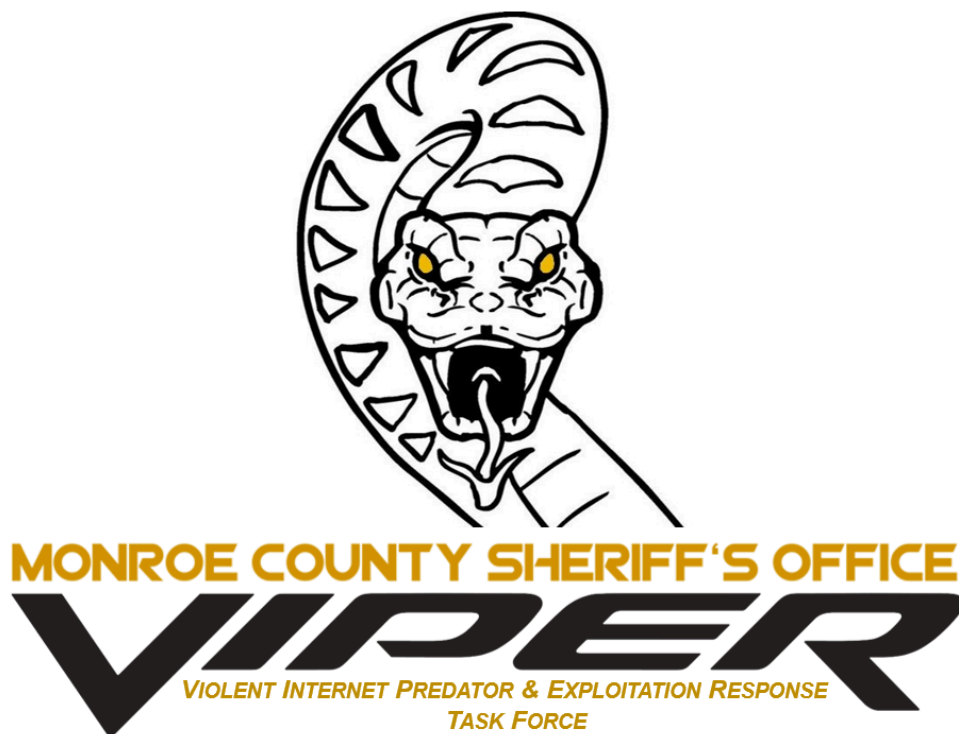
DRONE UNIT

The Monroe County Sheriff's Office sUAS/Drone Unit consists of five (5) FAA licensed remote pilots. The Sheriff's Office utilizes three drones: one (1) DJI Mavic Pro, one (1) DJI Matrice 300 RTK, and one (1) DJI Avata. The DJI Mavic Pro is a small drone that is used for training. The DJI Matrice 300 RTK has an HD camera, as well as thermal detection capabilities. The DJI Avata will be primarily used for interior building searches.



In 2024, the Monroe County Sheriff's Office sUAS/Drone Unit logged a total of 31 hours and 17 minutes of in-air flight time. These flights were conducted during 31 emergency call-outs, 23 community events/demonstrations and 4 training flights.

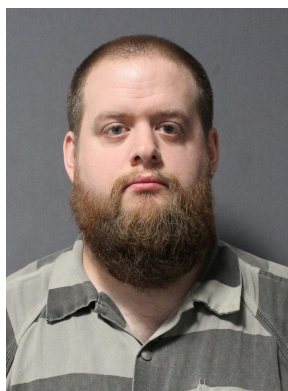
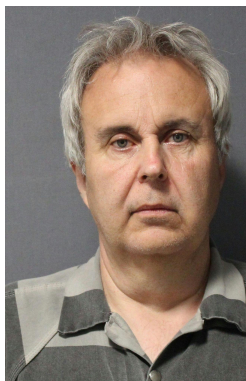




In 2021, the Sheriff's Office created the VIPER (Violent Internet Predator & Exploitation Response) Task Force. The task force is composed of detectives from the Sheriff's Office, Monroe Public Safety Department and deputies from the Uniform Services Division.

In 2024, the VIPER Task Force conducted 1 operation in Monroe County which resulted in 3 arrests (pictured). Charges ranged from Solicitation of a Minor to Child Sexually Abusive Material (CSAM).

In total, the task force has conducted 16 investigations into human trafficking, solicitation of minors, or prostitution related incidents.



SPECIAL RESPONSE TEAM



The Sheriff's Office Special Response Team (SRT) includes 19 operators from the Monroe County Sheriff's Office and the Monroe Public Safety Department. SRT operators are highly trained in weapons and tactics that serve many functions.

They are responsible for the rapid response to incidents of hostage situations, barricaded gunmen, high-risk arrests, serving search warrants, and any other situations the Sheriff deems necessary.

In 2024, SRT was deployed on 13 occasions. Most of the incidents were assisting MSP-MANTIS on search warrants within the County. SRT also deployed to a Bedford Township residence for a subject making terroristic threats. Another deployment was to a property in Frenchtown Township to assist the Uniform Services Division with a shots fired / felonious assault search warrant. Additionally, SRT assisted the Monroe Public Safety Department's detective bureau in serving a search warrant in relation to a kidnapping investigation.

SRT conducts monthly training to keep proficient in weapons, tactics, and safety.

NEGOTIATORS

The Negotiator Team is composed of 6 members of the Monroe County Sheriff's Office and the Monroe Public Safety Department. The Negotiator Team responds to critical incidents with SRT to help bring the situation to a peaceful conclusion. The Negotiator Team trained alongside SRT in 2024. The Negotiator Team deployed three (3) times in 2024.

DIVE AND UNDERWATER RESCUE TEAM

The Sheriff's Office Dive Team includes 14 members from the Monroe County Sheriff's Office, the Monroe Public Safety Department, the Monroe City Fire Department, the LaSalle Township Fire Department, and two special deputies. Dive Team members are highly trained in underwater rescue and recovery operations and hold specialty certifications in many disciplines of public safety-related training. Team members conduct monthly training to maintain a high level of incident readiness. The team holds a 12-hour training session each month.



The Dive Team boat was purchased in 2024, is manufactured by AB in California, and customized by First Responder Boats LLC in Kentucky. The boat has a shallow water 18 foot aluminum bottom, aluminum interior floor, and custom aluminum trailer. The outboard jet motor and shallow V-shaped hull allows for the shallow water operations. The boat is equipped with LED search lights, red LED interior night operational lights, and a 3-D Sonar System,



They are continuously on call and are tasked with responding to water rescues, recovery of victims, evidence collection, and investigative support.

In 2024, the Sheriff's Office Dive Team was deployed on four (4) occasions. The activations involved three (3) submerged vehicles and one (1) assist to the Detroit Police Department Dive Team. One vehicle was recovered from a lagoon in North Shores (LaSalle Twp) where the driver was found deceased. The second was a pick up truck and travel trailer from the boat launch lagoon at Sterling State Park. The third was from a pond on Lulu Road near the county line. The Dive Team along with other members of the Southeast Michigan Dive Group were activated to assist the Detroit Police Department in searching the Rouge River for a missing person / suspected homicide investigation.

Five members of the dive team spent a weekend in February in Tawas City where they earned Ice Diver certifications. Four members attended a week-long Basic Dive School at Higgins Lake in Roscommon.



Rouge River - Detroit Michigan



Sterling State Park



North Shores - Vehicle Crash



Deputy Lance Shields - Ice Diver Training

MARINE DIVISION



The Monroe County Sheriff's Office Marine Division is made up of sworn and non-sworn members of the Monroe County Sheriff's Office, as well as part-time marine officers. The marine season usually runs from April through September; however, the vessels are available to be put into use at any time of the year should the need arise.

The Marine Division has three (3) watercraft in its fleet. One 2021, 24-foot Weldcraft boat used as the division's primary patrol vessel. The second vessel is a 2021, 29-foot SAFE BOAT. The SAFE BOAT is used primarily for Search and Rescue operations as well as a platform for the Dive Team to work from. The third vessel is a 2024 AB Profile 18S shallow water vessel that is used for small ponds and shallow waterways.

The Marine Division is responsible for patrolling approximately 26 miles of Lake Erie shoreline, as well as its several rivers and tributaries. Members of the Marine Division patrol Lake Erie during the boating season on an on-call basis in the event of an emergency or rescue operation that occurs on the lake.

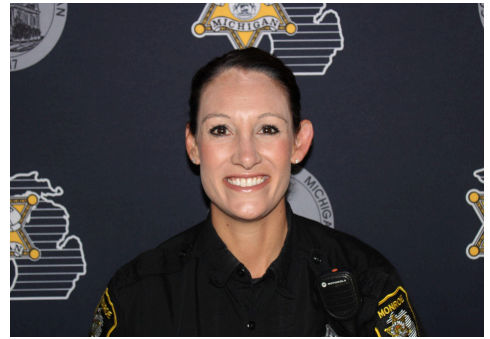
Members of the Marine Division also provide additional resources to the community by instructing boater safety courses throughout the year, conducting vessel safety inspections, and patrolling the numerous water-related special events that are held on Lake Erie.

In 2024, the Marine Division taught 33 hours of boater safety courses, training a total of 81 students. Additionally, the unit performed 12 hours of vessel safety inspections, inspecting a total of 14 boats throughout various marinas and boat launches. Members of the Marine Division conducted 394.75 hours of patrol on the water, 66 hours of training for crew members, and responded to 4 boating accidents on Lake Erie.



EVIDENCE/PROPERTY

Evidence collection and proper management of the three property rooms are crucial not only to the efficient operation of the Sheriff's Office but all criminal proceedings. Detective Margie Martin is an evidence technician who is also responsible for the property rooms.



TRAFFIC SERVICES DIVISION



Deputy Sheriff Alec Preadmore



Deputy Sheriff Cody Carena

The Traffic Services Division is staffed with 2 deputy sheriffs and 1 service information technician. The unit is supervised by Lieutenant Brian Quinn. Traffic Services' priority is the enforcement of traffic laws on secondary roadways in Monroe County with an emphasis on reducing crashes. The deputies are also responsible for handling traffic-related complaints, property damage crashes, fatal traffic crashes, and patrolling each of the 15 townships at least once every 10 days.

Both deputy sheriffs and the lieutenant are state-certified crash reconstructionists. Vehicle inspections, vehicle auctions, and salvage vehicle inspections are also the responsibility of the Traffic Services Division.

Monroe County Sheriff's Office Traffic Services Division Statistics

	<u>2023</u>	<u>2024</u>
Total Traffic Stops:	1041	1083
Total Non-Moving Citations:	154	237
Total Moving Citations:	893	766
Total Verbal Warnings:	86	197
OWI Arrest:	1	11
Other Arrest:	6	18
Traffic Crashes Investigated:	75	187
Vehicle Inspections:	489	501
Salvage Vehicle Inspections:	36	43
Total Fatal Crashes Investigated:	17	17
Total Serious Crash Investigated:	3	4
Total Call-Outs:	17	15

Fatal Traffic Crashes by Jurisdiction

	<u>2023</u>	<u>2024</u>
Ash Twp.	2	0
Bedford Twp.	2	3
Berlin Twp.	0	1
Dundee Twp.	0	0
Dundee Village	1	0
Erie Twp.	1	3
Exeter Twp.	1	1
Frenchtown Twp.	5	3
Ida Twp.	1	1
LaSalle Twp.	1	2
London Twp.	2	0
Monroe Twp.	0	1
Monroe City	0	1
Raisinville Twp.	0	1
Summerfield Twp.	0	0
South Rockwood	0	0
Whiteford Twp.	1	0
Total:	17	17

Citations Issued by Jurisdiction
Uniform Services Division and Traffic Services Combined

	<u>2023</u>	<u>2024</u>
Ash Twp.	159	140
Bedford Twp.	947	386
Berlin Twp.	41	47
Carleton Village.	11	5
Dundee Twp.	20	27
Dundee Village.	2	10
Erie Twp.	32	64
Exeter Twp.	60	29
Frenchtown Twp./Resort Beach.	804	377
Ida Twp.	41	56
LaSalle Twp.	93	65
London Twp.	137	66
City of Luna Pier	2	5
Milan Township.	16	16
Monroe Twp.	455	373
Monroe City.	74	24
City of Petersburg	56	13
Raisinville Twp.	318	168
Summerfield Twp.	40	42
S. Rockwood Village.	0	2
Whiteford Twp.	122	76
Total Citations	3,430	1,991

Traffic Crashes by Jurisdiction Combined

	<u>2023</u>	<u>2024</u>
Ash	188	171
Bedford Twp.	503	454
Berlin Twp.	122	98
City of Luna Pier	7	2
City of Milan	1	0
City of Monroe	22	16
Dundee Twp.	48	65
Exeter Twp.	32	25
Ida Twp.	59	74
LaSalle Twp.	115	77
London Twp.	47	53
Erie Twp.	74	93

Frenchtown Twp.	639	721
Monroe Twp.	361	359
Milan Twp.	67	71
City of Petersburg	6	2
Raisinville Twp.	78	86
Summerfield Twp.	100	96
Village of Carleton	6	9
Village of Dundee	13	14
Village of Estral Beach	0	1
Village of Maybee	3	8
Village of S. Rockwood	4	6
Whiteford Twp.	156	179
Total Crashes:	2,651	2,680

VICTIM SERVICES UNIT

In 2024, the Sheriff launched the Victim Services Unit. Members of the Victim Services Unit comfort victims and survivors immediately at the scene. They provide short term crisis intervention, make referrals to appropriate agencies and services within the community, according to the particular needs of the victim. They serve as a liaison between the victims, survivors, their families and law enforcement



personnel. They aid and educate victims and survivors as to their rights, the Victim Compensation Fund and the judicial system. The VSU is a group of dedicated volunteers with extensive training and are already making an impact in the community. Members of the unit are Christina Smith, Carrie Nation, Jerry Lawson, Jeff Hensley. In 2024, the unit was utilized 10 times.

SPECIALIZED EQUIPMENT

Over the years, through grants, the Sheriff's Office has acquired several specialty vehicles to assist in various operations. The vehicles include a crew cab side-by-side, and an ARGO (6-wheeled vehicle) with an option of tracks.

FIRE INVESTIGATION TEAM

In the past, the Sheriff's Office was the lead agency for a county-wide fire investigation team. Unfortunately, over the years, team coordination dwindled. This is not to say fires were not investigated; just a lack of coordination. In 2021, we reinstated the leadership and coordination of the team which includes members from the Sheriff's Office, Monroe County Prosecutor's Office, Monroe Public Safety Department, and Monroe Township Fire departments. The team meets every quarter to coordinate continued training and updates on the open fire investigations. The team investigated 10 fires in 2024.



The team can easily be activated when fire personnel on the scene of a fire determine a fire investigator is needed by contacting the on-duty shift commander at the Sheriff's Office. A member of the fire investigation team will then determine the number of personnel and resources needed.



CIVIL DIVISION

The Civil Division handles service of process assigned by the Monroe County Courts as well as for all other courts that send process for service. Service of process by the Sheriff's Office is governed by Michigan Court Rule 2.103 (A-C). Fees charged for service of process are governed by MCL 600.2559. The Civil Division is staffed with 2 deputy sheriffs and 1 service information technician supervised by Lieutenant Brian Quinn.

Types of papers served by this division are:

- Summons and Complaints
- Affidavits and Claims (Small Claims)
- Order to Show Cause
- Subpoenas
- Garnishments
- Family/Divorce Proceedings Documents
- Personal Protection Orders (PPO's)
- Evictions/Landlord-Tenant Suits
- Foreclosure Notice Sale Postings
- Orders to Seize Property



Other responsibilities of the Civil Division deputies and service information technician include, but are not limited to:

- Conducting mortgage foreclosure auction every Thursday
- Seizure of property (claim and delivery) on judgment orders
- Disbursing payments of funds seized on judgment orders
- Conducting auctions of property seized under the order of the courts
- Keeping records of establishments with liquor licenses in Monroe County, and obtaining signatures for temporary liquor licenses.
- Conducting standbys for eviction setouts
- Maintaining an archive of all documents received for service
- Processing of cash receipts and accounts receivable for services rendered
- Assisting plaintiffs in filing motions for alternate service, when necessary

Monroe County Sheriff's Office Civil Division Statistics

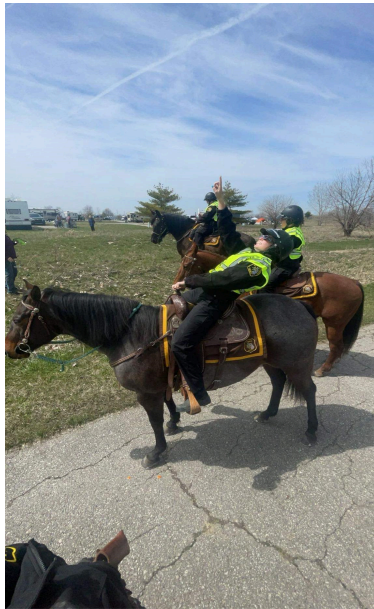
	<u>2023</u>	<u>2024</u>
Total Papers Received:	2,445	4,757
Total Summons:	1,005	1,674
Total Evictions:	669	551
Setouts	254	190
Canceled Setouts	415	361
Total Subpoenas:	28	14
Total PPOs:	150	86
Total Alternate Service:	18	23
Total Order to Seize:	37	47
Total Small Claims:	20	26
Total Claim and Delivery:	21	15
Notice to Quit:	3	2
Total Deed Sales:	29	48
Receipt Distribution Total	\$111,793.08	\$196,691.40

MOUNTED DIVISION

The Sheriff's Mounted Division consists of 11 reserve deputies led by Lt. Brian Sroka and Reserve Deputy Mike Humphries. The Mounted Division is capable of many functions including search and rescue, security, and crowd control.

The unit participated in numerous holiday parades and community festivals, including the city of Monroe Memorial Day and Veterans Day parades, the Luna Pier Veterans Day parade, the Village of Maybee Centennial Parade & Celebration, the Whiteford Fall Fest, and the Faith & Blue event at the ALCC in the City of Monroe. Continuing with tradition, the unit's biggest event of the year was its participation in the Monroe County Fair, including the parade and patrolling the fairgrounds daily during the weeklong event.

On April 8th, 2024, the mounted division assisted during the Total Eclipse at William C. Sterling State Park.



RESERVE DEPUTY UNIT

The Sheriff's Office maintains a Reserve Deputy Unit. The unit currently consists of seven members who assist the department at various functions in the community, primarily the Monroe County Fair. The unit is supervised by Sergeant Mike Bomia. At times they patrol with a senior officer. A number of our full-time corrections officers work as reserve deputies to hone their skills with the intent of joining the ranks as deputy sheriffs. We are actively recruiting individuals to join our Reserve Deputy Unit in an attempt to prepare them for possible full-time employment as either a corrections officer or deputy sheriff.

FLEET MAINTENANCE

Lance Riggs is a full-time civilian employee who joined the Sheriff's Office in March, 2024 after the retirement of Scott Kinhead. Fleet maintenance involves all mechanical components as well as all electronics and emergency equipment in each vehicle. Lance schedules the decommissioning of patrol cars and the preparation for new vehicles. He works with many vendors and seeks competitive pricing to ensure compliance with the County of Monroe purchasing policy and efficient use of funds. The Sheriff's Office maintains 53 marked patrol vehicles, 18 unmarked/utility vehicles, 3 inmate transport vans, 1 Red Shirt program van, 3 water vessels and an ARGO four-door side-by-side, 3 specialty vehicles for the Special Response Team, 1 negotiator command vehicle and 1 specialty vehicle for the Dive Team.



ANIMAL CONTROL DIVISION



Animal Control Supervisor, Lt. Brian Quinn

The Sheriff's Animal Control Division is led by Lieutenant Brian Quinn and has three (3) animal control officers, Selena Smith, Chad Nation, and Brooke Peedle. ACO Emma Aspden transferred from Animal Control in May 2024 to the Traffic Division.

The animal control officers handle complaints regarding animal cruelty/neglect, barking dogs, running at large complaints, animal bite reports, and dog licensing. The animal control officers work Monday through Sunday and rotate on an on-call schedule weekly.



ACO Chad Nation



ACO Selena Smith



ACO Brooke Peedle



Emma Aspden
(transferred to traffic in May, 2024)

Animal Control Statistics

	<u>2023:</u>	<u>2024:</u>
Calls for Service	1,821	2,542
Dog licenses Sold:	6,467	6,531
Citations Issued:	105	120
Crime Reports:	91	164

COMMUNITY PARTNERS

The many successes of the Sheriff's Office can be attributed to our community partners. The collaboration and dialogue between us and our partners allow us to provide quality services to our community.

In August of 2022, we partnered with the Substance Abuse Coalition to conduct an undercover alcohol, tobacco, and vape operation involving all licensed liquor stores and retail outlets that offer the listed items for sale across Monroe County.

During the 2024 operation, we visited 52 establishments. 47 of those passed, while 5 were issued violations for selling tobacco and vape products to underage minors. Enforcement action was taken against those who sold and certificates of appreciation were given to those establishments who were compliant.

The following is a list of our community partners:

- ❖ Salvation Army Harbor Light
- ❖ Mimi's Mission
- ❖ Substance Abuse Coalition
- ❖ Community Mental Health
- ❖ The Monroe County Learning Bank Network
- ❖ The ISD program at Animal Control
- ❖ Therapeutics, LLC
- ❖ Monroe County Human Trafficking Coalition
- ❖ Monroe County Fire Fighters Association and the Monroe County Fire Chief Association
- ❖ Monroe County Central Dispatch
- ❖ Monroe Community Ambulance
- ❖ Monroe Public Safety Department
- ❖ Michigan State Police
- ❖ Dundee Village Police, Carleton Police, South Rockwood Police, Erie Township Police and Luna Pier Police
- ❖ Fight Crime: Invest in Kids
- ❖ All 15 townships, cities, and villages.

NEW FRENCHTOWN SUBSTATION



The partnership between the Monroe County Sheriff's Office and Frenchtown Township was celebrated on December 5th, 2024, at the grand opening of the Frenchtown Charter Township Municipal Center and Frenchtown substation at 2619 N. Dixie Hwy.

COMMUNITY ENGAGEMENT

Throughout the year, members of the Sheriff's Office participated in numerous community events.

On August 18th, 2024, Sheriff Goodnough participated in Bobbi's backyard bash for Bobbi's Staff and Mason First Downers at Grace Connelly Park in Erie, Mi. The kids had a great time trying to dunk the Sheriff.



April 7th, 2024, Monroe County First Responders, including several of our Sheriff Deputies, participated in the Heroes on the Hardwood Charity Basketball game at Erie Mason High School.



On May 4th, 2024, Sergeant Jason Miller and Deputy John Bills attended the Special Olympics.



In the spring of 2024, Sheriff Goodnough traveled to McDonald's restaurants throughout Monroe County to engage with the public in a Q & A. The Stanton Family which owns a majority of the McDonald's restaurants in Southeast Michigan purchased the popcorn machine for the Sheriff's Office to sponsor "Corn with a Cop".



On October 20th, 2024, McDonald's on Telegraph Rd. sponsored a Trunk or Treat. The Mounted Division, and staff from our Traffic and Civil division had a wonderful day with the kids.



On August 9th, 2024, members of MCSO enjoyed lunch on the last day of Holiday Camp.



MCSO at the Monroe County Fair, Detective Marjorie Martin won the VIP Goat Milking Contest and SIT Darby Young participated in the Barrel Racing competition.



CONCLUSION

I hope our annual report demonstrates the hard work and dedication of the men and women of the Monroe County Sheriff's Office who serve the citizens of Monroe County. As noted throughout this report and summarized here, 2024 was a great year for the Monroe County Sheriff's Office, through it all, much was accomplished:

- We continued to aggressively hire, recruit and retain valued, hardworking employees who are dedicated to the citizens of Monroe. To that goal, we hired (15) deputies and (13) corrections officers in 2024.
- We created a recruitment video that is played at Phoenix Theater in Monroe.
- We continue to maintain an aggressive training program for all Sheriff's Office divisions completing over 100 individual training courses involving a wide array of topics such as Animal Cruelty, Women in Law Enforcement, Corrections Academy, Tactical Horsemanship Academy, FOIA Training, DEA Social Media Investigations, Advanced SRO training, De-Escalation Strategies, Active Shooter Training, and DRONE Operations.
- We created our Victim Services Unit.
- 9 of our valued employees retired.
- 18 of our valued employees received letters of recognition.

- Over 991 Narcan kits were dispensed from our dispensing machine in the lobby.
- 342 evaluations were conducted on our inmate population for medication-assisted treatment (MAT).
- 29 students registered to participate in the GED program. There was a 0% recidivism rate for those who completed the program.
- Over 1,724 students graduated from D.A.R.E.
- Received a \$12,599 grant from the Community Foundation for the Viper Task Force.
- Ensured every employee is trained in duty to intervene.
- Purchased a new small watercraft for our Marine Division/Dive Team.
- Purchased and trained our staff on 40-mm less lethal weapons. The weapons will be deployed in our command vehicles.
- Purchased Personal Protection Equipment (PPE) for our officers.
- Purchased ballistic shields for each marked patrol car, red dot sights for our patrol rifles, ballistic panels and ballistic helmets for each officer.
- Installed Polycom booths, holding cells, and vending machines in each of the two inmate dorms.
- Purchased a commercial steam cleaner to deep clean and sanitize all hard surfaces in our jails.
- Hired a third animal control officer to assist with the volume of calls for service.
- We moved into our new Frenchtown Substation at 2619 N. Dixie Hwy.
- Developed a partnership with DTE and Gerdaul Steel to collaborate with our Red Shirt Program to help keep our streets free of litter.
- After-hour tether application to ensure inmates are released promptly to reduce the jail's liability.
- Deep cleaned and painted all of our air handling rooms and central plant.
- We partnered with the City of Monroe Public Safety Department who added a fulltime detective to VIPER.
- Increased the capacity of our jail garden.
- Implemented a meaningful review process for all use of force and pursuit incidents.
- Added one (1) additional K9 to the canine team.
- We partnered with Monroe Charter Township who purchased a speed sign trailer of which we deploy in response to speeding complaints in the Township

On behalf of the Sheriff's Office, we look forward to 2025 as we focus on the following goals:

- Continued training in de-escalation, cultural diversity and mental health first aide.
- Hiring sufficient staff to fill all vacancies.
- Create a Family Services Unit.
- Continue plumbing updates in the main jail.
- Installation of a new generator for the main jail.
- Open our Records Division 24/7.

- Purchase new equestrian equipment for our Mounted Division.
- TEAMS Instructor Certification for our School Resource Officers
- Take delivery of our new Incident Command Vehicle
- Install heating and insulation in the 911-Storage Building
- Partner with Frenchtown, the Resort District Authority and Monroe Charter Townships to consider FLOCK cameras in their respective jurisdictions.
- Continue to partner with MDOT to clean and mow freeway intersections along I-75.
- Add a fulltime detective to VIPER.
- In partnership with the Monroe Public Safety Department to purchase civil disturbance response equipment.
- In partnership with the Monroe Public Safety Department we will be submitting applicants for Federal grant funding to purchase drones to respond as a first responder, 3-complete sets of Meridian traffic barriers, Accident Reconstruction software, an air boat, replace booking counters at the Main Jail, replace glass in the exterior windows of the jail with polycarbonate, upgrade the electronic door controls in the jail as well as the elevators.
- Add two (2) additional SROs to Bedford Public Schools to cover the elementary schools.
- Elder Abuse investigation and training
- Continue to attend Board of Commissioners meetings as well as Township, City and Village meetings to foster a positive working relationship.

As your Sheriff, I promise to continue to strengthen our relationship with the men and women of the Sheriff's Office, engage further with our citizens so that together we may overcome any challenges we face, and strengthen the bonds with our community partners while earning their trust and confidence in the Monroe County Sheriff's Office.

[RAP205]

OPTIMUM PAYMENTS SUMMARY

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RUN: 005642 PAYMENT DATE: 04/16/25 PAY-THROUGH DATE: 04/08/25

Vendor Name Amount Count

000000010044	ADP SCREENING AND SELECTION SE	92.00	1
000000010170	A-1 AUTO CENTER INC.	243.25	2
000000010335	ACCESS & ALARM INC	1976.00	1
000000010502	ACTION WALLPAPERING AND PAINTI	3000.00	2
000000010849	ALLIE BROS. INC.	25077.77	16
000000012816	RED AUSTIN'S FUNERAL COACH SER	3388.00	1
000000020001	B & H PHOTO	1052.37	2
000000020004	B & L OFFICE MACHINES	159.95	1
000000020039	BANAS BUILDING CENTER	7.98	1
000000020072	BAKER'S GAS & WELDING SUPPLIES	261.05	8
000000020405	BEDFORD TOWNSHIP SEWER O & M	780.00	2
000000020554	BELLE TIRE DISTRIBUTORS, INC.	970.55	6
000000020600	RELX INC. DBA LEXIS NEXIS	375.00	1
000000020877	BIZSTREAM	1680.00	1
000000020949	BLUE CROSS BLUE SHIELD OF MICH	3188.82	1
000000030009	CDW GOVERNMENT INC.	309.86	1
000000031502	CONSUMERS ENERGY	268.99	1
000000031821	CORRIGAN ENTERPRISES, INC.	250.00	1
000000031830	COUNTY AGENCY ADMINISTRATIVE	2535.66	3
000000031899	CRIMINAL DEFENSE ATTORNEYS OF	2450.00	1
000000040245	DELL MARKETING L.P.	213695.05	1
000000042380	DYKEMA GOSSETT PLLC	7752.80	1
000000050006	EASTERN ENGINEERING SUPPLY	431.70	1
000000050011	ELECTIONSOURCE	34.94	1
000000050508	ENERSPECT MEDICAL SOLUTIONS LL	90.15	1
000000050590	EXCEL SYSTEMS GROUP INC	629.91	1
000000060009	FAMILY COUNSELING SERVICE	650.00	2
000000060160	JIM FEAVEL	718.00	1
000000060208	FIELDS OUTDOOR ADVENTURES, LLP	32370.00	2
000000060440	FLOCK GROUP, INC.	12000.00	1
000000060790	FRAME'S PEST CONTROL, INC.	331.24	3
000000061065	FRIENDLY FORD INC	6008.72	4
000000061275	FTR, LTD.	795.00	1
000000070044	GARCIA CLINICAL LABORATORY, IN	270.50	1
000000070200	GENERAL LINEN/UNIFORM SERVICE	15.00	1
000000070330	GOVERNMENT MANAGEMENT INFORMAT	250.00	1
000000070351	GORDON FOOD SERVICE INC	781.87	1
000000070501	GRAINGER	1458.72	1
000000070776	GREENWOOD PRINTING & GRAPHICS	175.00	1
000000080087	HAYES PRECISION, INC	73.00	1
000000080350	HERKIMER RADIO SERVICE	280.00	2
000000080904	HOUSE ARREST SERVICES, INC.	19678.90	4
000000080906	HOUSE OF SCUBA, INC.	1492.14	1
000000080922	HR STAFFING TEAM, LLC	4264.44	2
000000080923	HUMANE SOCIETY OF MONROE COUNT	7981.00	1
000000090206	IDEXX DISTRIBUTION CORP	1366.49	1
000000090320	IMAGIN, INC.	1050.00	3
000000090326	IMAGE SOFT, INC.	1942.50	1
000000100013	J L MECHANICAL SERVICES INC	20688.53	9

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OPTIMUM PAYMENTS SUMMARY

RUN: 005642 PAYMENT DATE: 04/16/25 PAY-THROUGH DATE: 04/08/25

Vendor Name Amount Count

000000100250	JETSCREEN PRINTING	346.00	1
000000120250	LAMOUR PRINTING LLC	15.00	1
000000120340	LANGUAGE LINE SERVICES, INC.	20.10	2
000000120390	LANSING SANITARY SUPPLY, INC	76.55	1
000000120986	LOWE'S COMPANIES INC	1328.00	13
000000121003	LOWERY CORP	2790.60	3
000000130130	IMPERIAL DADE	2287.00	6
000000130185	MANNIK & SMITH GROUP INC	7882.01	3
000000130218	MARKS PLUMBING PARTS	1076.36	2
000000130450	MCKESSON MEDICAL-SURGICAL GOVE	226.20	2
000000130902	MERCY MEMORIAL HOSPITAL CORPOR	2747.00	2
000000131056	MASON-OCEANA 911	400.00	1
000000131350	MICHIGAN GAS UTILITIES	391.95	1
000000131376	MICHIGAN SHERIFFS' ASSOCIATION	223.39	1
000000131394	MICH MUNICIPAL RISK MGMT AUTH	131598.75	1
000000131807	MIKE ANTHONY FORENSIC POLYGRAP	700.00	1
000000132159	SYMPHONY DIAGNOSTIC SERVICES N	1680.00	4
000000132206	MONROE CHURCH OF NAZARENE	1625.00	1
000000132235	MONROE COMMUNITY AMBULANCE	645.00	1
000000132249	MONROE COUNTY BUSINESS ALLIANC	10549.49	2
000000132402	MONROE CO. CONVENTION & TOURIS	51491.18	1
000000132620	MONROE CONSERVATION DISTRICT	10000.00	1
000000132850	GANNETT MICHIGAN LOCALIQ	236.80	1
000000140094	M50 TRUCK & AUTO PARTS MONROE	66.81	2
000000140096	NAPA AUTO PARTS GR659	407.53	1
000000140311	NATIONAL REGISTRY OF FOOD SAFE	323.91	1
000000140353	NEW PIG	859.85	1
000000140400	SELKING INTERNATIONAL & IDEALE	150.97	1
000000140901	OAKS VILLAGE	1605.00	1
000000150202	OHIO TACTICAL OFFICERS ASSOCIA	2550.00	1
000000160251	PEERLESS SUPPLY CO.	221.20	3
000000160300	PENGAD COMPANIES, INC.	1056.42	2
000000161384	PRIORITY ONE EMERGENCY INC	1365.81	4
000000161703	PROQUEST LLC	1366.04	1
000000170300	QUILL CORPORATION	49.00	1
000000180000	R & S PHARMACEUTICALS	7.48	1
000000180706	RELIABLE CUSTOMER SERVICE LLC	732.00	1
000000181001	ROSE PEST SOLUTIONS	138.00	1
000000190001	SEMCOG	29767.00	1
000000190405	ST. PIERRE ACE HARDWARE	110.90	3
000000190900	SCHINDLER ELEVATOR CORP.	15129.49	4
000000190935	SCHOOLCRAFT COLLEGE	7137.84	1
000000190961	SCREENVISION MEDIA	444.84	1
000000191500	SHERWIN WILLIAMS	566.48	2
000000191600	SIEB PLUMBING & HEATING	114.00	1
000000191900	SIRCHIE FINGER PRINT LABORATOR	2831.43	4
000000192121	GLAXOSMITHKLINE PHARMACEUTICAL	1069.56	1
000000192290	SOLID DESIGN SOFTWARE SOLUTION	7717.50	1
000000192299	SOUTH COUNTY WATER SYSTEM	240.00	1

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OPTIMUM PAYMENTS SUMMARY

RUN: 005642 PAYMENT DATE: 04/16/25 PAY-THROUGH DATE: 04/08/25

Vendor Name Amount Count

000000192421	STAPLES BUSINESS ADVANTAGE	646.32	5
000000192731	STATE OF MICHIGAN	20.00	2
000000192848	STERICYCLE	169.86	2
000000192920	STONECO OF MICHIGAN	2443.87	2
000000192996	SUMMIT FIRE PROTECTION CO.	329.00	1
000000193046	SUPERIOR INDUSTRIAL SALES & SE	360.42	1
000000200426	THE 53RD GROUP LLC	19844.54	1
000000200880	PROMEDICA CPR TRAINING	340.00	2
000000201525	TRANSUNION RISK & ALTERNATIVE	205.00	1
000000210006	ULINE	758.49	1
000000220206	VICTORY SUPPLY, LLC	780.55	3
000000230185	WEATHERTAP	459.95	1
000000230401	THOMSON REUTERS	4448.08	5
000000230868	WORLDWIDE INTERPRETERS INC	2480.65	11
000000230891	WYANDOTTE ELECTRIC SUPPLY CO.	204.00	1
000000230901	PFIZER INC.	904.60	1
000000250015	YINGER PHARMACY SHOPPE	136.53	1
000000400170	CITY OF MONROE	2625.00	1
000000400356	VILLAGE OF DUNDEE TREASURER	11810.50	1
000000500175	MONROE CO CLERK/REG OF DEEDS	20.00	2
000000501333	MONROE COMM.MENTAL HEALTH AUTH	1066.28	2
000000501851	MONROE COUNTY ROAD COMMISSION	330.56	1
000000509835	ANNAMARIE OSMENT	56.60	1
000000509851	LAUREN HANUS	311.40	1
000000509855	TEREY DESLISLE	76.88	1
000000509871	TROY GOODNOUGH	228.78	1
000000509881	MITCHEL MATUSZAK	49.55	1
000000511000	MONROE COUNTY LAND BANK	10000.00	1
000000600002	MICHIGAN DEPARTMENT OF TREASUR	1000.00	1
000000700499	AMY L BOISVENUE	788.10	1
000000700523	PENELOPE KREPS	96.35	1
000000700690	NICOLE L. LINDSAY	284.95	1
000000708070	STEPHANIE MARIE ROSINSKI	24.60	1
000000720125	AVERTEST, LLC	3379.52	4
000000720130	AYLWARD CONSULTANTS, LLC	750.00	1
000000720159	MARIA BELLESTRI	46.00	2
000000720399	BRIAN J. FRANCISCO	28.10	1
000000720799	JOHN C. HUNSAKER III	3750.00	1
000000721041	JUSTICE FENCE ACQUISITION LLC	2397.00	1
000000721108	KEVIN'S CAR SERVICE	30.00	1
000000721273	THEODORE D. KESSIS	825.00	1
000000721274	TERRICKA LEWIS	625.00	2
000000721289	HARVEY MAST	651.60	1
000000721374	YOLANDA MORALES	130.00	1
000000721688	RANDALL G-P ROSENBERGER	2200.00	3
000000721903	MARGARET ANN SCHILLING	163.50	1
000000721941	SMART START MICHIGAN LLC	295.84	1
000000721951	SPARTAN AGRICULTURAL CONSULTIN	2750.00	1
000000722231	US SIGNAL COMPANY, LLC	1302.08	1

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OPTIMUM PAYMENTS SUMMARY

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Vendor Name Amount Count

000000722253	VITALCORE HEALTH STRATEGIES, L	120474.49	2
000000722368	VICKI LEE YOST	2072.80	2
000000750018	BELCHER LAW PLLC	7090.58	17
000000750021	JAMES BARTLETT	8218.75	2
000000750028	RONALD J BENORE, JR	7450.50	5
000000750034	THE BOORA LAW GROUP, P.L.C.	356.50	1
000000750037	DAVID MICHAEL BOGARD	6968.75	3
000000750089	LESLIE CARR	1892.00	12
000000750212	JEFFREY A. DULANY	800.00	2
000000750230	CAMERON A. ERVIN	852.00	2
000000750240	FAHEY SCHULTZ BURZYCH RHODES P	295.00	1
000000750250	PETER K. FALES	120.00	1
000000750321	LAW OFFICE OF BEN GONEK, PLLC	1580.10	8
000000750325	JOHN GONTA	4095.00	11
000000750335	DAVID GRENN	4913.90	5
000000750356	HYDER LAW, PC	2495.50	7
000000750420	STEVEN TODD JEDINAK	8523.30	30
000000750439	RURKA LAW, PLC	2813.00	5
000000750442	JASON KACZMAREK	4654.50	14
000000750446	KERSHAW, VITITOE & JEDINAK, PL	2787.60	10
000000750450	SAJID A KHAN	3495.96	1
000000750497	TIMOTHY LAITUR	2619.40	18
000000750521	ERIC MITCHELL LANGTON	13554.48	36
000000750522	MARIELL R. LEHMAN	5710.92	12
000000750618	SEAN M. MYERS	9379.14	33
000000750619	HARALAMBOS D. MIHAS	6547.08	18
000000750678	MICHAEL A. RATAJ	11342.50	3
000000750714	THOMAS RICHARD RUDDY	9033.00	32
000000750749	MICHAEL A SMITH	20723.70	48
000000750762	NICOLE L. SMITH	2771.50	24
000000750763	ALLEXIS M. STANG	4018.00	10
000000750819	H. MATTHEW VITITOE	1200.00	2
000000820646	AMY BECKMAN	48.37	1
000000820723	DOUGLAS BENDER II	12.00	1
000000821271	JEFFREY BRYANT	438.15	1
000000821819	JENNY CLINE	172.20	1
000000822398	JAMIE DEAN	37.30	1
000000822504	TEREY DELISLE	36.19	1
000000822630	CAROLEE GOODNOUGH	15.19	1
000000822673	JEFFREY DUSSEAU	276.99	1
000000823309	STACEY FRYE	84.00	1
000000823363	DIANA GAMBOA	149.80	1
000000823835	JOSEPH HAMMOND	17.81	1
000000824248	ALANA HORKEY	290.29	1
000000824565	JIMMA JOHNSON	166.60	1
000000825638	BROOKE FENDER	196.00	1
000000826125	JENNA MORSE	353.22	1
000000826377	KELSEY NUSSBAUM	66.50	1
000000826642	AUDREY PETREE	98.07	1

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OPTIMUM PAYMENTS SUMMARY

RUN: 005642 PAYMENT DATE: 04/16/25 PAY-THROUGH DATE: 04/08/25

Vendor	Name	Amount	Count
000000826994	KRISTEN REED	94.50	1
000000827405	SHANNON SHINAVAR	84.00	1
000000827640	BRIAN C SROKA	99.41	1
000000827775	MELISSA STRONG	24.99	1
000000827887	VICTORIA TAYLOR	32.73	1
000000828311	WENDY VANTIEM	135.48	1
000000828441	LAUREL HIEBERT	208.98	1
000000828536	CHRISTOPHER WESTOVER	483.75	1
000000828575	AMANDA WILCOUSKY	196.17	1
000000828680	CEILIA WODARSKI	344.15	1
000000902121	BUCK & KNOBBY EQUIP CO INC	2883.54	2
000000902303	DOUG'S REPAIR	16.99	1
000000902509	FIRST MERCHANT'S BANK	100.00	1
000000902801	IMAGEMASTER LLC	1750.00	1
000000903011	KENNEDY INDUSTRIES	56245.00	2
000000903239	MONROE COUNTY ENTERPRISE FUND	7782.79	4
000000903819	SCHUMAKER BROTHERS	65000.00	1
000000903829	SPICER GROUP	33800.00	2
000000903831	ARIZENT	1705.00	1
CTY HEALTH	Nurse Administrators Forum	60.00	1
VET BUREAU	SERVBANK	1524.97	1
VET BUREAU	INVERNESS MOBILE HOME COMMUNIT	2640.00	1
VET BURIALS	CHARLENE DEWAR	300.00	1
VET BURIALS	APRIL EDMONDSON	350.00	1
VET BURIALS	PATRICIA HARKNESS	350.00	1
VET BURIALS	ANGEL KISER	350.00	1
VET BURIALS	BELINDA WEBB	300.00	1
VET BURIALS	DELORES WORLEY	350.00	1
**** TOTALS:		1301864.42	708



MONROE COUNTY

FINANCE DEPARTMENT

125 East Second Street · Monroe, Michigan 48161-2197

Telephone: (734) 240-7250 · Fax (734) 240-7266

April 10, 2025

Mr. David Vensel, Chairman
Monroe County Board of Commissioners
125 East Second Street
Monroe, MI. 48161

Re: Erie Township Infrastructure Investment for Economic Development

Dear Chairman Vensel and Members of the Board:

Enclosed please find a Letter of Intent and project description to deploy American Rescue Plan Act funds to construct a sanitary sewer line extension and pump station along South Dixie Highway within Erie Township.

The Monroe County Business Alliance, Erie Township, County Agency and our office have been developing this project and it is ready for the Board of Commissioners to consider approving. In June of last year, we presented projects for economic development in three (3) communities. One community decided not to proceed and we are reallocating these funds toward the project.

The project will install approximately 4,000 feet of 18" sanitary sewer line from a point near Lavoy Road and north to the north side of Sterns Road. The investment in this infrastructure project will further prepare key parcels for industrial development and private investment. Of specific interest is a 140 acre parcel that is a sought after site and is one of nine certified sites on the Michigan Economic Development Corporation MI Sites program.

The project cost estimate is \$4,000,000. The funding partners are Erie Township contributing \$250,000 and the County contributing \$3,750,000. We support this project and recommend the Board approve proceeding.

If you have any questions or desire any further information with respect to this matter, please contact me.

Sincerely,

Michael G. Bosanac
Administrator/Chief Financial Officer

Enclosure

LETTER OF INTENT

Economic Development Projects- Erie Township
County of Monroe, Michigan

This Letter of Intent is entered into as of this ___ day of April 2025 by and between the **County of Monroe**, a Michigan municipal corporation of 125 East Second Street, Monroe, Michigan 48161 (hereinafter referred to as "County"), the **Township of Erie**, a Michigan municipal corporation of 2065 Erie Road, Erie, Michigan 48133 (hereinafter referred to as "Township"), and the **Monroe County Business Alliance**, of 23 East Front Street, Suite 202, Monroe, Michigan 48161 (hereinafter referred to as "Alliance"), all of whom (hereinafter referred to collectively as "Parties").

WHEREAS, this Letter of Intent precedes the parties executing Development Agreements or similar instruments that would jointly outline financial and other commitments and serves to provide an initial understanding of the parties' obligations and their preliminary commitments to support the County's intent to allocate American Rescue Plan Funds (ARPA). ARPA funding is intended to be allocated under the Infrastructure Category EC-5 toward economic development project(s) with ARPA funds directed for the construction of sanitary sewerage lines together with any required pumping facilities and further, the construction of municipal water lines in Erie Township; and

WHEREAS, in **Phase One** of the project(s) and within the Township there are parcel(s) of land upon which development is planned for high probability of private investment for projects with potential for job creation. In addition, other parcels in the Township and are the subject of extended sewerage lines for public facilities and preparing an infrastructure project to include this extended scope is in the best interest of the Parties. The Parties acknowledge and agree that this proposed infrastructure project depends on the obligations and commitments of the Parties in order to build the construction of sanitary sewerage and municipal water lines together with any required pumping stations and all other related units, systems and equipment comprising the sanitary sewer line and municipal water infrastructure. Further, upon construction and operation of this infrastructure project, the Parties have committed to promote, market and assist in attracting and securing private development together with other available public funding on the parcels being upgraded with public infrastructure. Any future development projects in the Township area depend on the construction of sanitary sewerage and municipal water lines together with any required pumping stations and all other related units, systems and equipment comprising the sanitary sewer lines and municipal water infrastructure. This includes the construction and installation of a pump station and approximately 4,000 lineal feet of an 18-inch sewerage line beginning near Lavoy Rd and extending to Sterns Road along the east side of South Dixie Highway. (collectively, the "Infrastructure"); and

WHEREAS, a preliminary feasibility plan and a cost estimate for the construction of the infrastructure service to the initial proposed project parcels and sites has been developed. The cost to build the infrastructure inclusive of engineering fees, permits, and inspection services is \$4,000,000; and

WHEREAS, as a result of the efforts of the Parties, once the infrastructure project is constructed, private investment for development projects proposed will be assisted by and proceed with the normal site plan submittal/approval process of the Township and final project approvals subject to existing Township ordinances and land use rules and regulations prior to building permit issuance. As a condition of the allocation of County ARPA funds, the Township will support efforts to assist in the development, and any necessary, site plan approvals and board approvals will be acted upon in a reasonable timeframe in accordance with applicable laws, regulations and/or ordinances with the goal of promoting sustainable economic development. These efforts include developments that may ultimately benefit the Township and the County as a whole; provided, however, that **nothing** in this Agreement shall obligate the Township's appointed or elected officials to approve a particular use, development or project; and

WHEREAS, to build the infrastructure in Phase One to serve the proposed project the Township will need to adhere to the Bedford – Erie Township Sewer Agreement System Number 2 as entered into by these respective townships on November 14, 2018 and including and in addition to the fourth (4th) Amendment entered into on December 4, 2024; and;

WHEREAS, the proposed infrastructure project is contingent upon the financial commitment from the County for the construction of sanitary sewerage and municipal water lines together with any required pumping stations and all other related units, systems and equipment. Additionally, the Alliance has expended considerable time and resources toward the project with the goal of securing private investment for development of the parcels being improved with infrastructure. The infrastructure project will make the parcels development ready and follows the County's economic development strategic plan in Link 2.0 by preparing high potential sites for investment and ultimately job creation. The Alliance will continue efforts to market the site(s) for investment with additional and ongoing economic development support services pending. Through this Letter of Intent, the Township confirms that its governing board is committed to this project.

WHEREAS, recognizing the value of public private partnerships for economic development and the Monroe County Board of Commissioners commitment to economic development efforts in the County, the County offers its full support of this proposed infrastructure project and will commit through Board written correspondence the sum of Three Million Seven Hundred and Fifty Thousand Dollars (\$3,750,000) from its allocation of American Rescue Plan Funds. The commitment of these funds will be for this qualifying project Phase One under United States Treasury guidelines, Expenditure Category EC-5

Infrastructure, for the cost of the sewerage and water infrastructure. The other Party to this Letter of Intent, Erie Township shall commit Two Hundred and Fifty Thousand Dollars (\$250,000) toward this proposed project. The County's financial commitment to this proposed initial project represents the highest ideal of leveraging the American Rescue Plan Act funds for sustaining and long term positive economic impact in the County; and

WHEREAS, in addition to the aforementioned infrastructure project described as Phase One, the Parties agree to cooperatively pursue a potential **Phase Two** of the project(s) within the Township if funding is available. This Phase Two of the project would extend the infrastructure further and facilitate serving other potential development projects along South Dixie Highway between Sterns Road and Luna Pier Road. The Township and the Alliance have identified the area along South Dixie Highway between Sterns Road and Luna Pier Road as another high potential area for commercial/light industrial development and the investments described in this Letter of Intent would support additional business growth, commerce, employment and related economic activity along the South Dixie Highway corridor; and

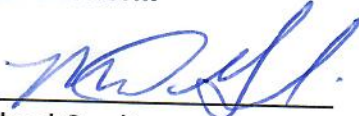
WHEREAS, this potential for additional economic development investment is contingent upon amending the existing Bedford – Erie Township Sewer Agreement System Number 2 as entered into by these respective townships on November 14, 2018 to extend the district to include the development area along S. Dixie Hwy, and including and in addition to the fourth (4th) Amendment entered into on December 4, 2024; and;

WHEREAS, further recognizing the value of preparing areas within Monroe County for economic development opportunities, the Monroe County Board of Commissioners offers its full support and will commit through Board written correspondence the sum of any remaining funds committed to Phase One, if available, from its allocation of American Rescue Plan Funds. The commitment of these funds will be for this qualifying project **Phase Two** under United States Treasury guidelines, Expenditure Category EC-5 Infrastructure for the cost of the sewerage and water infrastructure. The other Party to this Letter of Intent, Erie Township shall commit any remaining funds committed to Phase One, if available, toward future development. The County's financial commitment to this project represents the highest ideal of leveraging the American Rescue Plan funds for sustaining and long term positive economic impact in the local economy in Monroe County; and

NOW THEREFORE, in consideration of the mutual covenants and commitments contained in this Letter of Intent, the parties hereby agree and **IN WITNESS WHEREOF**, they have executed this Letter of Intent on the date indicated below.

ERIE TOWNSHIP

Dated: 4/9/2025

By: 
Michael Grodi
Township Supervisor

Dated: 4/9/2025

By: 
Kimberly Cousino
Township Clerk

THE COUNTY OF MONROE, A MUNICIPAL CORPORATION

Dated: _____

By: _____
David Vensel, Chairman
County Board of Commissioners

Dated: _____

By: _____
Michael Bosanac
Administrator/Chief Financial Officer

MONROE COUNTY BUSINESS ALLIANCE

Dated: _____

By: _____
TC Clements
Chief Executive Officer

Dated: _____

By: _____
Sean Strube
Vice President of Economic Development



MONROE LINK PLAN 2.0

Infrastructure Investment
April 10, 2025

**Prepare for Investment Pillar
Priority Actions
Erie Township and County of
Monroe ARPA Funding
Proposals**

MONROE COUNTY BUSINESS ALLIANCE

ARPA FUNDED PROJECT PROPOSAL

The Monroe County Business Alliance outlines herein, an amendment to its infrastructure investment plan deploying American Rescue Plan Act funds. This amendment, like the initial plan aligns with the Link Plan 2.0 Prepare for Investment Pillar priority action plan.

OVERVIEW

A Development Group of the Prepare for Investment Team, the Monroe County Business Alliance (MCBA), and the County of Monroe reviewed Priority Development Areas (PDA's) outlined in Link Plan 2.0. Following this review, the group formed recommendations for investments into sewer and water infrastructure with a goal of stimulating private investment into near-term developments in select areas of Monroe County. Initially, three (3) areas were identified for investment. Subsequently, Whiteford opted out of the planned investments in its community. This amended plan reallocates funding from the initial Whiteford projects into Erie Township.

The amended project plan remains an unprecedented mix of investments in our County focused on:

- 1) Targeted efforts to spur private investment into areas where interest has been highest yet not possible until the existing proposed infrastructure projects in this plan have been expanded or modified.
- 2) The investments outlined are in partnership with local units of government who are committing to cost-sharing arrangements for these projects. In this structure, the local units are supporting capital maintenance of their infrastructure, and the County-Business Alliance is creating capacity to allow private investment to follow.
- 3) And finally, funding is targeted at projects we have in the pipeline with funding representing local financial support to immediately create multi-million-dollar developments with ensuing job opportunities.

The Development Team identified and reviewed projects that would bring economic vitality to Monroe County. Those presented herein are ones determined to provide both the greatest and quickest return on the investments for our community.

In evaluating potential projects, including Erie Township's project, we used the same criteria and weighed them as most important to our economic development objectives:

- ☐ ***Return On Investment***
- ☐ ***Community Support/Effort***
- ☐ ***Estimated Costs of the Project***
- ☐ ***Community Cost Share***

- ☐ *Time to Project Completion*
- ☐ *Risk of not being Completed*

The initial Priority Development Areas were in Dundee, Frenchtown, and as noted Whiteford. These areas were selected and consist of multiple projects in each area. While these areas have been selected for infrastructure investments, the economic impact of future development will extend beyond these PDAs into Monroe County. As we focus efforts in these specific locations, other areas continue to be part of the overall strategy of Link 2.0 for creating opportunities in our communities. The following pages consist of a synopsis of the Erie Township project we recommend funding for infrastructure.

PROJECT E1: ERIE SEWER LINE EXTENSION & PUMP STATION

The Project Description:

- Install an 18" sanitary sewer line along South South Dixie Highway (M-125) beginning at a point north of Lavoy Road to the north side of Sterns Road.
- The length of the sanitary sewer line will be 4,000 feet.
- Construct and install a new pump station to manage waste flow.

The Rationale:

- Installation of this new sanitary sewer line and municipal wastewater treatment service opens up parcels of Monroe County's available industrial land. Called the LAC Site, this area will then be development ready.
- The LAC Site contains 140 acres and has been identified by state and regional economic development organizations as a highly desirable and sought-after parcel but needs municipal sanitary sewer to fill a missing asset of the location.
- The LAC Site is featured on the Verified Industrial Properties site run by Detroit Regional Partnership. It is also certified through the MEDC's MI Sites program. One of nine in the state. A prior development was expected for the site but did not materialize as it was located in another state where a facility ready site was available.
- Additionally, bringing sanitary sewer infrastructure opens up other potential development east of South Dixie Highway.
- Installation of the 18" sanitary sewer line and pump station will allow for future development north of Sterns Road following further infrastructure being installed.
- The current infrastructure terminates before Sterns Rd and is not designed for further extension for development.
- Sanitary sewer helps with environmental stewardship as waste water is properly treated and most developments require municipal services as opposed to onsite treatment systems.
- Bedford Township and Erie Township have executed an amendment to the parties' sewer services agreement as a part of this overall economic development strategy.
- Currently working with State and Federal representatives to seek matching funds that would allow the sanitary sewer infrastructure to continue north of Sterns Road thereby, opening additional developable properties.

Community Support:

- ❖ Erie Township has been supportive of developing the LAC site.
- ❖ The community has shown support for industrial development along this corridor.
- ❖ The Township will support this project with a contribution of \$250,000.
- ❖ The Township has executed a letter of intent to proceed with the infrastructure project and the Township's financial contribution along with the County's financial support.

Estimated Project Cost:

- \$4,000,000

Project Start Date:

- May 2025

Return on Investment:

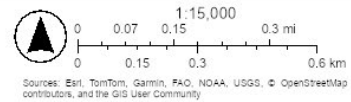
- ✓ Industrial development within Erie Township will be possible once investors who will bring private investment into the County know the site is development ready.
- ✓ The project will create higher potential for future industrial development north of Sterns Road with sanitary sewer capacity.
- ✓ Sustainability for both current resident homes and future businesses by expanding operating capacity and access to sewer.
- ✓ Additional customers will help spread overhead costs of the Bedford treatment plant.

Area Map:

Erie Sewer Project



4/9/2025



Project Area	Project Identifier	Project Name	Project Benefit	Cost Estimate	Local Unit Cost Share	County ARPA
Erie	E1	Sanitary Line/Pump Station	Industrial/Commercial/Residential	\$ 4,000,000	\$ 250,000	\$ 3,750,000
	Erie Area Totals			\$ 4,000,000	\$ 250,000	\$ 3,750,000
	Percentage Cost Share				6%	94%

NON CLAIM RUN 04/04/25

[RAP215]

Company 01 County of Monroe

PAYMENT REGISTER -

04/03/25

PAGE 1

PARAMETERS FOR PAYMENT RUN NUMBER 005640

Company code 01
Office code 001
Discount type A
Run schedule A
Priorities 000 TO 000
Select type
Type codes
Bank code
Checks? Y
Transfers? Y
BACS? Y
Drafts? Y
Manuals? Y
Others? Y
Vendor

NON CLAIM RUN 04/04/25

[RAP215]

PAYMENT REGISTER - Checks

04/03/25

PAGE 2

Company 01 County of Monroe		Bank		National City Bank		Run 005640	Payment Date 04/04/25	Pay-thru Date 04/02/25	
Office 001	Main	Bank	BNK001	National City Bank	Run 005640	Payment Date 04/04/25	Pay-thru Date 04/02/25		
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number	
AT&T MOBILITY	000000010026	X03192025 X03192025.	5254356 5254388	03/31/25 04/01/25	191.92 286.83 478.75	0.00 0.00 0.00	191.92 286.83 478.75	000000587446	
AREA AGENCY ON AGING	000000012654	50331032714	5254390	04/01/25	1168.36 1168.36	0.00 0.00	1168.36 1168.36	000000587447	
BERLIN SENIOR CITIZE	000000020750	50331042915	5254391	04/01/25	2589.03 2589.03	0.00 0.00	2589.03 2589.03	000000587448	
CHARTER COMMUNICATIO	000000030566	040125 54372010321	5254400 5254405	04/02/25 04/02/25	199.99 199.99 399.98	0.00 0.00 0.00	199.99 199.99 399.98	000000587449	
COMCAST CABLEVISION	000000031085	03162025 04/01-04/30	5254344 5254404	03/31/25 04/02/25	169.95 373.74 543.69	0.00 0.00 0.00	169.95 373.74 543.69	000000587450	
CONSUMERS ENERGY	000000031502	20314474201	5254374	04/01/25	616.22 616.22	0.00 0.00	616.22 616.22	000000587451	
CONTINENTAL SERVICES	000000031545	RC13289 RC13249	5254406 5254407	04/02/25 04/02/25	18880.89 18103.02 36983.91	0.00 0.00 0.00	18880.89 18103.02 36983.91	000000587452	
DELTA DENTAL PLAN OF	000000040250	1816506	5254413	04/02/25	7655.75 7655.75	0.00 0.00	7655.75 7655.75	000000587453	
DTE ENERGY	000000040603	03242025 03252025 03262025 MARCH262025 MARCH2625 3262025	5254357 5254375 5254376 5254377 5254378 5254379	03/31/25 04/01/25 04/01/25 04/01/25 04/01/25 04/01/25	18.29 51.23 30.67 27.92 31.58 19.62 179.31	0.00 0.00 0.00 0.00 0.00 0.00 0.00	18.29 51.23 30.67 27.92 31.58 19.62 179.31	000000587454	
LAKESIDE TELECOM	000000120175	8601	5254345	03/31/25	400.00 400.00	0.00 0.00	400.00 400.00	000000587455	
MICHIGAN GAS UTILITI	000000131350	5409862912 5417500981 5417464272 5417007622 5417330391 5416377872 5416467403 5411978584	5254342 5254346 5254347 5254348 5254349 5254350 5254351 5254358	03/27/25 03/31/25 03/31/25 03/31/25 03/31/25 03/31/25 03/31/25 03/31/25	46.70 198.98 144.18 87.42 31.45 193.68 70.26 378.49	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	46.70 198.98 144.18 87.42 31.45 193.68 70.26 378.49		

NON CLAIM RUN 04/04/25

[RAP215]		PAYMENT REGISTER - Checks				04/03/25	PAGE	3
Company 01 County of Monroe								
Office 001 Main	Bank	BNK001	National City Bank	Run 005640	Payment Date 04/04/25	Pay-thru Date 04/02/25		
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number
MICHIGAN GAS UTILITI	000000131350	5411989968	5254359	03/31/25	704.54	0.00	704.54	000000587456
		5412420190	5254360	03/31/25	270.25	0.00	270.25	
		5412523424	5254361	03/31/25	143.52	0.00	143.52	
		5413160813	5254362	03/31/25	87.47	0.00	87.47	
		5414725680	5254380	04/01/25	1704.46	0.00	1704.46	
		5414819927	5254381	04/01/25	198.30	0.00	198.30	
		5414983156	5254382	04/01/25	403.56	0.00	403.56	
					4663.26	0.00	4663.26	
SYSCO DETROIT LLC	000000131804	658638895	5254363	03/31/25	-5.96	0.00	-5.96	000000587457
		658646543	5254364	03/31/25	1057.27	0.00	1057.27	
		658646544	5254365	03/31/25	652.01	0.00	652.01	
		658646545	5254366	03/31/25	136.42	0.00	136.42	
		658651417	5254367	03/31/25	-5.96	0.00	-5.96	
					1833.78	0.00	1833.78	
MILAN SENIORS FOR HE	000000131835	50401113921	5254394	04/01/25	4540.50	0.00	4540.50	000000587458
		50401111419	5254395	04/01/25	869.00	0.00	869.00	
		50401031024	5254396	04/01/25	1584.00	0.00	1584.00	
		50401112521	5254397	04/01/25	1223.25	0.00	1223.25	
					8216.75	0.00	8216.75	
MONROE COUNTY BUSINE	000000132249	04/02/2025	5254411	04/02/25	51000.00	0.00	51000.00	000000587459
					51000.00	0.00	51000.00	
MONROE CO.HEALTH INS	000000132450	0325VARIPRO	5254368	03/31/25	145448.18	0.00	145448.18	000000587460
		0325STEALTH	5254369	03/31/25	16956.68	0.00	16956.68	
		APR-JUNE25	5254383	04/01/25	10730.28	0.00	10730.28	
		APR-JUN25	5254384	04/01/25	704276.61	0.00	704276.61	
					877411.75	0.00	877411.75	
CITY OF MONROE	000000133650	0321253160	5254385	04/01/25	169.52	0.00	169.52	000000587461
		0321256391	5254386	04/01/25	10.67	0.00	10.67	
		03212025	5254408	04/02/25	421.83	0.00	421.83	
		32125	5254409	04/02/25	4366.57	0.00	4366.57	
					4968.59	0.00	4968.59	
THE HARTFORD	000000200415	82427575650	5254414	04/02/25	31309.09	0.00	31309.09	000000587462
		23779554545	5254415	04/02/25	4619.21	0.00	4619.21	
					35928.30	0.00	35928.30	
TRIPLE A MANAGEMENT	000000201553	1013	5254352	03/31/25	8588.33	0.00	8588.33	000000587463
					8588.33	0.00	8588.33	
UNITED PARCEL SERVIC	000000210200	4X8119125	5254370	03/31/25	30.56	0.00	30.56	000000587464
		X1125	5254389	04/01/25	15.82	0.00	15.82	
					46.38	0.00	46.38	
U.S. FOODSERVICE INC	000000210260	1852550	5254371	03/31/25	112.54	0.00	112.54	

NON CLAIM RUN 04/04/25

[RAP215]	Company 01 County of Monroe				PAYMENT REGISTER - Checks			04/03/25		PAGE 4	
Office 001 Main	Bank	BNK001	National City Bank		Run 005640	Payment Date 04/04/25	Pay-thru Date 04/02/25				
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number			
U.S. FOODSERVICE INC	000000210260	2984034	5254372	03/31/25	-10.68 101.86	0.00 0.00	-10.68 101.86	000000587465			
VERIZON WIRELESS	000000220156	6107461085 6109248105	5254387 5254401	04/01/25 04/02/25	673.70 264.46 938.16	0.00 0.00 0.00	673.70 264.46 938.16	000000587466			
WEX BANK	000000230425	103871632	5254402	04/02/25	189.59 189.59	0.00 0.00	189.59 189.59	000000587467			
BEDFORD PUBLIC SCHOO	000000450250	50401082717	5254392	04/01/25	5496.65 5496.65	0.00 0.00	5496.65 5496.65	000000587468			
MONROE CO.MENTAL HEA	000000501330	04/02/2025	5254412	04/02/25	83150.25 83150.25	0.00 0.00	83150.25 83150.25	000000587469			
MONROE CO PROSECUTOR	000000501675	MTS-68-24	5254398	04/02/25	198.50 198.50	0.00 0.00	198.50 198.50	000000587470			
STATE OF MICHIGAN	000000601403	1STQRT2025	5254393	04/01/25	114.87 114.87	0.00 0.00	114.87 114.87	000000587471			
SHELLY JOHNSON	000000824585	MARCH2025	5254353	03/31/25	22.40 22.40	0.00 0.00	22.40 22.40	000000587472			
JODY PETROFF	000000826666	MARCH 2025	5254354	03/31/25	92.75 92.75	0.00 0.00	92.75 92.75	000000587473			
STACEY TAYLOR	000000827886	MARCH 2025	5254355	03/31/25	57.40 57.40	0.00 0.00	57.40 57.40	000000587474			
SHELBY MINNEY	CLERK/REGIST	23-247667FH	5254399	04/02/25	450.00 450.00	0.00 0.00	450.00 450.00	000000587475			
ANTONIO LA-QUAN CARR	MANTIS	MTS-68-24	5254403	04/02/25	735.02 735.02	0.00 0.00	735.02 735.02	000000587476			
MICHIGAN TITLE	TREASURER	MARCH 2024	5254343	03/27/25	85.44 85.44	0.00 0.00	85.44 85.44	000000587477			
CYNTHIA TILLER	TREASURER	143415RM&16	5254373	03/31/25	1496.84 1496.84	0.00 0.00	1496.84 1496.84	000000587478			
BANK BNK001 - TOTAL					1136801.87	0.00	1136801.87	*			
OFFICE 001 - TOTAL					1136801.87	0.00	1136801.87	**			

NON CLAIM RUN 04/11/25

[RAP215]

PAYMENT REGISTER -

04/10/25

PAGE 1

Company 01 County of Monroe

PARAMETERS FOR PAYMENT RUN NUMBER 005644

Company code 01
Office code 001
Discount type A
Run schedule A
Priorities 000 TO 000
Select type
Type codes
Bank code
Checks? Y
Transfers? Y
BACS? Y
Drafts? Y
Manuals? Y
Others? Y
Vendor

NON CLAIM RUN 04/11/25

[RAP215] PAYMENT REGISTER - Checks										
Office 001 Main	Company 01	County of Monroe	Bank BNK001	National City Bank	Run	005644	Payment Date	04/11/25	Pay-thru Date	04/09/25
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number		
THE ASU GROUP	000000010200	03312025	5254502	04/09/25	215.00	0.00	215.00			
					215.00	0.00	215.00	000000587479		
THE ASU GROUP	000000010200	MARCH312025	5254511	04/09/25	11683.55	0.00	11683.55			
					11683.55	0.00	11683.55	000000587480		
B & L OFFICE MACHINE	000000020004	21429	5254423	04/04/25	73.50	0.00	73.50			
		21430	5254424	04/04/25	86.95	0.00	86.95			
					160.45	0.00	160.45	000000587481		
REPUBLIC SERVICE OF	000000020010	003883702	5254463	04/08/25	10748.05	0.00	10748.05			
					10748.05	0.00	10748.05	000000587482		
BEDFORD SENIOR CITIZ	000000020400	50403110428	5254446	04/08/25	29364.35	0.00	29364.35			
					29364.35	0.00	29364.35	000000587483		
BEDFORD TOWNSHIP VET	000000020406	50403014530	5254447	04/08/25	315.33	0.00	315.33			
					315.33	0.00	315.33	000000587484		
CONSUMERS ENERGY	000000031502	20234383148	5254416	04/03/25	362.51	0.00	362.51			
		20207687701	5254503	04/09/25	248.32	0.00	248.32			
		20243284902	5254507	04/09/25	457.38	0.00	457.38			
					1068.21	0.00	1068.21	000000587485		
CONTINENTAL SERVICES	000000031545	RC13343	5254467	04/09/25	17268.12	0.00	17268.12			
					17268.12	0.00	17268.12	000000587486		
D & P CABLE INC	000000040009	10564881	5254468	04/09/25	179.55	0.00	179.55			
					179.55	0.00	179.55	000000587487		
DELTA DENTAL PLAN OF	000000040250	CNS01819270	5254517	04/09/25	8009.30	0.00	8009.30			
					8009.30	0.00	8009.30	000000587488		
DTE ENERGY	000000040603	20015567724	5254417	04/04/25	69.29	0.00	69.29			
		20014568487	5254418	04/04/25	39.96	0.00	39.96			
		20047533536	5254419	04/04/25	469.87	0.00	469.87			
		20020565431	5254420	04/04/25	74.29	0.00	74.29			
		20000578600	5254421	04/04/25	91.17	0.00	91.17			
		00155677244	5254422	04/04/25	99.54	0.00	99.54			
		4/3/25	5254435	04/07/25	91.53	0.00	91.53			
		04/03/25	5254436	04/07/25	927.58	0.00	927.58			
		04/03/2025	5254437	04/07/25	711.41	0.00	711.41			
		4/03/2025	5254439	04/07/25	622.92	0.00	622.92			
		04/02/25	5254440	04/07/25	927.56	0.00	927.56			
		04/02/2025	5254441	04/07/25	741.28	0.00	741.28			
		03/31/2025	5254442	04/07/25	726.23	0.00	726.23			
		3/31/2025	5254443	04/07/25	53.32	0.00	53.32			

NON CLAIM RUN 04/11/25

[RAP215] PAYMENT REGISTER - Checks										
Office 001 Main		Company 01	County of Monroe	Bank BNK001	National City Bank	Run	005644	Payment Date	04/11/25	04/10/25
Vendor Name	Vendor Number	Bank	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Pay-thru Date	04/09/25	PAGE 3
DTE ENERGY	000000040603		3/31/25 20012569868	5254444 5254521	04/07/25 04/09/25	228.69 210.90 6085.54	0.00 0.00 0.00	228.69 210.90 6085.54	000000587489	
FRENCHTOWN SENIOR CI	000000061050		50403015631	5254448	04/08/25	54852.34 54852.34	0.00 0.00	54852.34 54852.34	000000587490	
FRENCHTOWN WATER	000000061055		1525 031825 1531#A 1531#B 1531#C 1531#D 15396031825	5254425 5254426 5254427 5254428 5254429 5254431	04/04/25 04/04/25 04/04/25 04/04/25 04/04/25 04/04/25	67.69 33.45 42.01 50.57 59.13 42.01 294.86	0.00 0.00 0.00 0.00 0.00 0.00 0.00	67.69 33.45 42.01 50.57 59.13 42.01 294.86	000000587491	
MICHIGAN GAS UTILITI	000000131350		5414458863 5420513044	5254522 5254523	04/09/25 04/09/25	628.64 720.25 1348.89	0.00 0.00 0.00	628.64 720.25 1348.89	000000587492	
MI MUNICIPAL LEAGUE	000000131391		4543207	5254471	04/09/25	13417.00 13417.00	0.00 0.00	13417.00 13417.00	000000587493	
SYSCO DETROIT LLC	000000131804		658662682 658662683 658662684	5254524 5254525 5254527	04/09/25 04/09/25 04/09/25	1231.04 220.36 1008.56 2459.96	0.00 0.00 0.00 0.00	1231.04 220.36 1008.56 2459.96	000000587494	
MONROE COUNTY DENTAL	000000132420		041125 554 041125 565	5254477 5254478	04/09/25 04/09/25	46.39 758.95 805.34	0.00 0.00 0.00	46.39 758.95 805.34	000000587495	
MONROE FAMILY YMCA	000000132435		50404040517	5254452	04/08/25	3631.36 3631.36	0.00 0.00	3631.36 3631.36	000000587496	
MONROE FAMILY YMCA	000000132435		50404040618	5254451	04/08/25	756.00 756.00	0.00 0.00	756.00 756.00	000000587497	
MONROE FAMILY YMCA	000000132435		041125 YMC	5254496	04/09/25	1094.29 1094.29	0.00 0.00	1094.29 1094.29	000000587498	
MONROE CO.HEALTH INS	000000132450		041125 554M 041125 554V 041125 565M 041125 565V	5254479 5254480 5254481 5254482	04/09/25 04/09/25 04/09/25 04/09/25	809.61 7.12 12814.61 125.06 13756.40	0.00 0.00 0.00 0.00 0.00	809.61 7.12 12814.61 125.06 13756.40	000000587499	
MONROE COUNTY LEGAL	000000132550		50407034643	5254449	04/08/25	27001.04	0.00	27001.04		

NON CLAIM RUN 04/11/25

[RAP215]		PAYMENT REGISTER - Checks					04/10/25		PAGE	4		
Office 001	Main	Company 01	County of	Monroe		National City Bank	Run	005644	Payment Date	04/11/25	Pay-thru Date	04/09/25
Vendor		Vendor	Bank	BNK001		Voucher	Invoice	Gross	Deduction			Payment
Name		Number		Invoice		Number	Date	Amount	Amounts		Net	Number
								27001.04	0.00		27001.04	000000587500
MONROE SENIOR CITIZE		000000133450		50407033342		5254450	04/08/25	36583.22	0.00		36583.22	
								36583.22	0.00		36583.22	000000587501
PITNEY BOWES		000000160952		04042025		5254529	04/09/25	20623.75	0.00		20623.75	
								20623.75	0.00		20623.75	000000587502
PRAIRIE FARMS DAIRY,		000000161170		9065345		5254531	04/09/25	115.53	0.00		115.53	
								115.53	0.00		115.53	000000587503
VARIPRO		000000161454		MAY2025		5254530	04/09/25	145848.94	0.00		145848.94	
								145848.94	0.00		145848.94	000000587504
STATE OF MICHIGAN		000000192608		APRIL012025		5254532	04/09/25	30.00	0.00		30.00	
								30.00	0.00		30.00	000000587505
STATE OF MICHIGAN		000000192620		551-655645		5254434	04/07/25	210.00	0.00		210.00	
								210.00	0.00		210.00	000000587506
STATE OF MICHIGAN		000000192705		MARCH 2025		5254474	04/09/25	37868.77	0.00		37868.77	
								37868.77	0.00		37868.77	000000587507
MICHIGAN DEPARTMENT		000000192709		1ST QTR 25		5254465	04/09/25	965.26	0.00		965.26	
								965.26	0.00		965.26	000000587508
THE HARTFORD		000000200415		35071806239		5254593	04/09/25	427.38	0.00		427.38	
								427.38	0.00		427.38	000000587509
UNITED PARCEL SERVIC		000000210200		X1135		5254461	04/08/25	13.16	0.00		13.16	
				EY9780125		5254469	04/09/25	16.41	0.00		16.41	
								29.57	0.00		29.57	000000587510
WEX BANK		000000230425		103888074		5254466	04/09/25	16285.64	0.00		16285.64	
								16285.64	0.00		16285.64	000000587511
SHELLY ALEXANDER		000000300122		23-247718FH		5254537	04/09/25	10.00	0.00		10.00	
								10.00	0.00		10.00	000000587512
GARY & DIANA BADEN		000000300249		02-32529-FH		5254545	04/09/25	25.00	0.00		25.00	
								25.00	0.00		25.00	000000587513
DAVE & MARGARET BURT		000000300462		17-243774FH		5254548	04/09/25	162.50	0.00		162.50	
								162.50	0.00		162.50	000000587514
CJ & PATRICIA DIXON		000000300469		17-243774FH		5254549	04/09/25	162.50	0.00		162.50	
								162.50	0.00		162.50	000000587515
CRIME VICTIM SERVICE		000000300523		21-246566FC		5254551	04/09/25	139.70	0.00		139.70	

NON CLAIM RUN 04/11/25

[RAP215]										
PAYMENT REGISTER - Checks										
04/10/25										
PAGE 5										
Office 001 Main	Company 01	County of Monroe	Bank BNK001	National City Bank	Run 005644	Payment Date	04/11/25	Pay-thru Date	04/09/25	
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number		
					139.70	0.00	139.70	000000587516		
THOMAS BILAN	000000300531	22-246736FH	5254553	04/09/25	60.00	0.00	60.00	000000587517		
					60.00	0.00	60.00			
ALBERT CLEAVES	000000300537	20-246041FH	5254555	04/09/25	400.00	0.00	400.00	000000587518		
					400.00	0.00	400.00			
GINA ESSARY	000000300586	18-244672FC	5254557	04/09/25	148.24	0.00	148.24	000000587519		
					148.24	0.00	148.24			
LATITUDE SUBROGATION	000000300663	23-247765FH	5254559	04/09/25	50.00	0.00	50.00	000000587520		
					50.00	0.00	50.00			
JOHN GERWECK	000000300713	13-40525FH	5254560	04/09/25	150.00	0.00	150.00	000000587521		
					150.00	0.00	150.00			
RON GEORGE	000000300724	11-39298-FH	5254561	04/09/25	40.00	0.00	40.00	000000587522		
					40.00	0.00	40.00			
GOODWILL INDUSTRIES	000000300756	19-245556FH	5254563	04/09/25	300.00	0.00	300.00	000000587523		
					300.00	0.00	300.00			
JAMES GROSS	000000300759	20-245967FH	5254564	04/09/25	129.55	0.00	129.55	000000587524		
					129.55	0.00	129.55			
HERKIMER RADIO	000000300876	22-247167FH	5254565	04/09/25	10.00	0.00	10.00	000000587525		
					10.00	0.00	10.00			
TAMARA KAMPRATH	000000301022	21-246248FC	5254566	04/09/25	110.60	0.00	110.60	000000587526		
					110.60	0.00	110.60			
MICHIGAN STATE POLIC	000000301255	23-247456FH	5254569	04/09/25	125.00	0.00	125.00	000000587527		
					125.00	0.00	125.00			
MICHIGAN STATE POLIC	000000301255	23-247767FH	5254568	04/09/25	110.00	0.00	110.00	000000587528		
					110.00	0.00	110.00			
MONROE CITY POLICE	000000301272	24-248066FH	5254570	04/09/25	30.00	0.00	30.00	000000587529		
		23-247718FH	5254571	04/09/25	10.00	0.00	10.00			
					40.00	0.00	40.00			
MONROE CO SHERIFF	000000301290	21-246105FH	5254572	04/09/25	10.00	0.00	10.00	000000587530		
					10.00	0.00	10.00			
TERRY & ELAINE MILLE	000000301296	17-243774FH	5254573	04/09/25	162.50	0.00	162.50	000000587531		
					162.50	0.00	162.50			
PHILIP MASON	000000301309	22-246796FH	5254574	04/09/25	15.00	0.00	15.00			

NON CLAIM RUN 04/11/25

[RAP215] PAYMENT REGISTER - Checks										
Office 001 Main		Company 01	County of Monroe	National City Bank		Run 005644	Payment Date	04/11/25	Pay-thru Date	04/09/25
Vendor Name	Vendor Number	Bank	BNK001 Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number	
						15.00	0.00	15.00	000000587532	
MONROE COUNTY 4-H	000000301325		18-244668FH	5254575	04/09/25	25.00	0.00	25.00		
						25.00	0.00	25.00	000000587533	
ROBERT NAWROCKI	000000301429		19-245096FH	5254576	04/09/25	250.00	0.00	250.00		
						250.00	0.00	250.00	000000587534	
ROBERT & HEIDI NOLAN	000000301437		24-248059FH	5254577	04/09/25	250.00	0.00	250.00		
						250.00	0.00	250.00	000000587535	
BERNARD OCHS	000000301497		22-247157FH	5254578	04/09/25	50.00	0.00	50.00		
						50.00	0.00	50.00	000000587536	
LANIS PILON	000000301641		17-243774FH	5254579	04/09/25	162.50	0.00	162.50		
						162.50	0.00	162.50	000000587537	
TAMMY PEREZ	000000301646		18-244457FH	5254580	04/09/25	101.40	0.00	101.40		
						101.40	0.00	101.40	000000587538	
PROGRESSIVE INSURANC	000000301681		20-245963FH	5254581	04/09/25	105.50	0.00	105.50		
						105.50	0.00	105.50	000000587539	
PAUL REED	000000301729		17-243876FH	5254582	04/09/25	150.00	0.00	150.00		
						150.00	0.00	150.00	000000587540	
RONALD STRIMPEL	000000301950		22-247042FH	5254583	04/09/25	400.00	0.00	400.00		
						400.00	0.00	400.00	000000587541	
STATE FARM FIRE CLAI	000000301963		21-246477FH	5254584	04/09/25	25.00	0.00	25.00		
						25.00	0.00	25.00	000000587542	
WILLIAM SPACKEY	000000301965		24-247999FH	5254585	04/09/25	40.00	0.00	40.00		
						40.00	0.00	40.00	000000587543	
THE LIQUOR CABINET	000000302122		23-247411FH	5254586	04/09/25	180.50	0.00	180.50		
						180.50	0.00	180.50	000000587544	
WILLOW GREEN MOBILE	000000302379		22-246945FH	5254587	04/09/25	200.00	0.00	200.00		
						200.00	0.00	200.00	000000587545	
VILLANOVA CONSTRUCTI	000000302382		22-246938FH	5254588	04/09/25	50.00	0.00	50.00		
						50.00	0.00	50.00	000000587546	
MONROE COUNTY	000000500002		041125 DPR	5254497	04/09/25	1104.69	0.00	1104.69		
			041125 MPR	5254498	04/09/25	43100.08	0.00	43100.08		
			041125 VPR	5254499	04/09/25	145.46	0.00	145.46		

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[RAP215]		PAYMENT REGISTER - Checks							04/10/25		PAGE	7
Office 001	Main	Company 01	County of	Monroe	National City	Bank	Run	005644	Payment Date	04/11/25	Pay-thru Date	04/09/25
Vendor		Vendor	Bank	BNK001	Voucher		Invoice	Gross	Deduction			Payment
Name		Number		Invoice	Number		Date	Amount	Amounts		Net	Number
								44350.23	0.00		44350.23	000000587547
MONROE COUNTY		000000500003		041125 554	5254483	04/09/25		3.18	0.00		3.18	
				041125 565	5254484	04/09/25		84.90	0.00		84.90	
				5254303	5254526	04/09/25		-9.54	0.00		-9.54	
				032825 565	5254528	04/09/25		85.55	0.00		85.55	
								164.09	0.00		164.09	000000587548
MONROE COUNTY GENERA		000000501100		041125 554	5254485	04/09/25		39.23	0.00		39.23	
								39.23	0.00		39.23	000000587549
JOSHUA DOROW		000000509820		CHIT 13-18	5254472	04/09/25		3568.90	0.00		3568.90	
								3568.90	0.00		3568.90	000000587550
MONROE COUNTY		000000510725		041125 554	5254486	04/09/25		861.41	0.00		861.41	
								861.41	0.00		861.41	000000587551
MONROE CO. EMP. RETI		000000550200		041125 PST	5254500	04/09/25		276.39	0.00		276.39	
				041125 RET	5254501	04/09/25		18939.11	0.00		18939.11	
				041125 RHC	5254504	04/09/25		2423.64	0.00		2423.64	
				041125 RTD	5254505	04/09/25		1316.24	0.00		1316.24	
				041125 RTS	5254506	04/09/25		12869.29	0.00		12869.29	
				APRIL032025	5254533	04/09/25		506.76	0.00		506.76	
								36331.43	0.00		36331.43	000000587552
UNITED WAY OF MONROE		000000550215		041125 UW	5254508	04/09/25		35.00	0.00		35.00	
								35.00	0.00		35.00	000000587553
POLICE OFFICERS ASSN		000000550231		041125 U01	5254509	04/09/25		3851.52	0.00		3851.52	
				041125 U07	5254510	04/09/25		315.00	0.00		315.00	
				041125 U08	5254512	04/09/25		423.28	0.00		423.28	
				041125 U09	5254513	04/09/25		782.16	0.00		782.16	
				041125 U10	5254514	04/09/25		2735.86	0.00		2735.86	
				041125 U12	5254515	04/09/25		700.00	0.00		700.00	
				041125 U14	5254516	04/09/25		734.72	0.00		734.72	
				041125 U16	5254518	04/09/25		193.36	0.00		193.36	
				041125 U17	5254519	04/09/25		467.46	0.00		467.46	
				041125 U18	5254520	04/09/25		210.00	0.00		210.00	
								10413.36	0.00		10413.36	000000587554
MONROE COUNTY COMMAN		000000550241		041125 9A	5254534	04/09/25		60.00	0.00		60.00	
								60.00	0.00		60.00	000000587555
MONROE COUNTY TPOAM		000000550242		041125 4A	5254535	04/09/25		385.00	0.00		385.00	
								385.00	0.00		385.00	000000587556
TPOAM		000000550243		041125 U03	5254536	04/09/25		278.00	0.00		278.00	

NON CLAIM RUN 04/11/25

[RAP215] PAYMENT REGISTER - Checks										
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Office 001 Main	Company 01	County of Monroe	Bank BNK001	National City Bank	Run	005644	Payment Date	04/11/25	Pay-thru Date	04/09/25
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number		
TPOAM	000000550243	041125 U04	5254538	04/09/25	2695.00	0.00	2695.00			
		041125 U11	5254539	04/09/25	245.00	0.00	245.00			
		041125 U13	5254540	04/09/25	105.00	0.00	105.00			
					3323.00	0.00	3323.00		000000587557	
MONROE CO DEPUTY SHE	000000550244	041125 1A	5254541	04/09/25	640.00	0.00	640.00			
					640.00	0.00	640.00		000000587558	
MO CO CORRECTION OFF	000000550248	041125 10A	5254542	04/09/25	355.00	0.00	355.00			
					355.00	0.00	355.00		000000587559	
LOCAL 517, UTILITY W	000000550250	041125 U02	5254543	04/09/25	1177.16	0.00	1177.16			
					1177.16	0.00	1177.16		000000587560	
MONROE CO CORRECTION	000000550252	041125 17A	5254544	04/09/25	101.25	0.00	101.25			
					101.25	0.00	101.25		000000587561	
UAW LOCAL 723	000000550270	041125 U06	5254546	04/09/25	400.91	0.00	400.91			
					400.91	0.00	400.91		000000587562	
MONROE COUNTY ASSIST	000000550274	041125 14A	5254547	04/09/25	220.00	0.00	220.00			
					220.00	0.00	220.00		000000587563	
GREAT-WEST LIFE & AN	000000550280	041125 GWE	5254550	04/09/25	5927.00	0.00	5927.00			
					5927.00	0.00	5927.00		000000587564	
AXA EQUITABLE	000000550285	041125 EQU	5254552	04/09/25	875.00	0.00	875.00			
					875.00	0.00	875.00		000000587565	
MONROE CO.UNEMPLOYME	000000550310	041125 554	5254487	04/09/25	2.31	0.00	2.31			
		041125 565	5254488	04/09/25	74.98	0.00	74.98			
					77.29	0.00	77.29		000000587566	
MONROE COUNTY WORKER	000000550315	041125 554	5254489	04/09/25	1.62	0.00	1.62			
					1.62	0.00	1.62		000000587567	
MONROE CO.LONG TERM	000000550320	041125 554	5254490	04/09/25	15.56	0.00	15.56			
		041125 565	5254491	04/09/25	459.46	0.00	459.46			
					475.02	0.00	475.02		000000587568	
MONROE CO.RETIREE HE	000000550325	041125 CRH	5254554	04/09/25	658.26	0.00	658.26			
		041125 DRH	5254556	04/09/25	305.51	0.00	305.51			
		041125 RHC	5254558	04/09/25	4673.41	0.00	4673.41			
		041125 SRH	5254562	04/09/25	3709.85	0.00	3709.85			
					9347.03	0.00	9347.03		000000587569	
STATE OF MICHIGAN	000000601047	MARCH;2025	5254470	04/09/25	91165.81	0.00	91165.81			

NON CLAIM RUN 04/11/25

[RAP215]		PAYMENT REGISTER - Checks						04/10/25		PAGE	9
Office 001	Main	Company 01	County of	Monroe	National City Bank	Run	005644	Payment Date	04/11/25	Pay-thru Date	04/09/25
Vendor		Vendor	Bank	BNK001	Voucher	Invoice	Gross	Deduction		Net	Payment
Name		Number		Invoice	Number	Date	Amount	Amounts		Amount	Number
							91165.81	0.00		91165.81	000000587570
STATE OF MICHIGAN		000000601950		MARCH 2025	5254475	04/09/25	36.00 36.00	0.00 0.00		36.00 36.00	000000587571
STATE OF MICHIGAN		000000602057		MARCH 2025	5254476	04/09/25	16748.94 16748.94	0.00 0.00		16748.94 16748.94	000000587572
JAMES BENNETT		000000710015		03/26/2025	5254494	04/09/25	14.49 14.49	0.00 0.00		14.49 14.49	000000587573
KEITH MASSERANT		000000715024		03/26/2025	5254493	04/09/25	8.05 8.05	0.00 0.00		8.05 8.05	000000587574
BRIAN R PAULES		000000716004		03/26/2025	5254495	04/09/25	4.83 4.83	0.00 0.00		4.83 4.83	000000587575
KIMBERLY DONAHEY		000000720388		50	5254473	04/09/25	2656.25 2656.25	0.00 0.00		2656.25 2656.25	000000587576
CARL J. SCHMIDT		000000721904		3/23-4/5/25	5254464	04/08/25	3044.15 3044.15	0.00 0.00		3044.15 3044.15	000000587577
DAMON CECIL		000000821780		APRIL032025	5254567	04/09/25	136.46 136.46	0.00 0.00		136.46 136.46	000000587578
STACEY MCCOY		000000823525		03312025	5254432	04/04/25	46.90 46.90	0.00 0.00		46.90 46.90	000000587579
CARI GRAHL		000000823645		03312025	5254433	04/04/25	31.50 31.50	0.00 0.00		31.50 31.50	000000587580
ANGELA HAVEKOST		000000823965		8/12/2024	5254462	04/08/25	36.68 36.68	0.00 0.00		36.68 36.68	000000587581
THE HUNTINGTON NATIO		000000902723		71517	5254445	04/08/25	500.00 500.00	0.00 0.00		500.00 500.00	000000587582
FARM BUREAU INSURANC		CLERK/REGIST		06-35052-FH	5254590	04/09/25	8.68 8.68	0.00 0.00		8.68 8.68	000000587583
STEVEN ELLISON		CLERK/REGIST		13-40479-FH	5254589	04/09/25	31.82 31.82	0.00 0.00		31.82 31.82	000000587584
BRIAN OWENS		CLERK/REGIST		23-247384FH	5254591	04/09/25	40.00 40.00	0.00 0.00		40.00 40.00	000000587585
TJ MAXX		CLERK/REGIST		23-247628FH	5254592	04/09/25	63.00	0.00		63.00	

NON CLAIM RUN 04/11/25

[RAP215]		PAYMENT REGISTER - Checks							04/10/25		PAGE	10
Office 001	Main	Company 01	County of	Monroe	National City Bank	Run	005644	Payment Date	04/11/25	Pay-thru Date	04/09/25	
Vendor		Vendor	Bank	BNK001	Voucher	Invoice	Gross	Deduction		Net	Payment	
Name		Number		Invoice	Number	Date	Amount	Amounts		Amount	Number	
							63.00	0.00		63.00	000000587586	
EDWARD BADILLO		TREASURER		2024 PRE	5254457	04/08/25	5560.43	0.00		5560.43	000000587587	
							5560.43	0.00		5560.43	000000587587	
JANEL L ERDMANN		TREASURER		PRE 2024	5254458	04/08/25	1336.85	0.00		1336.85	000000587588	
							1336.85	0.00		1336.85	000000587588	
TISHA J RUSHING		TREASURER		2024 PRE	5254456	04/08/25	2221.60	0.00		2221.60	000000587589	
							2221.60	0.00		2221.60	000000587589	
NICOLE SWEET		TREASURER		2024 PRE	5254454	04/08/25	3867.65	0.00		3867.65	000000587590	
							3867.65	0.00		3867.65	000000587590	
PAUL & KACIE ZAREND		TREASURER		22-24 PRE	5254459	04/08/25	567.21	0.00		567.21	000000587591	
							567.21	0.00		567.21	000000587591	
LESLIE NEARPASS		TREASURER		APRIL 2025	5254453	04/08/25	89.23	0.00		89.23	000000587592	
							89.23	0.00		89.23	000000587592	
SUE FROST		TREASURER		DOC#25-0378	5254460	04/08/25	3922.24	0.00		3922.24	000000587593	
							3922.24	0.00		3922.24	000000587593	
DONNIE & ANGELA HARM		TREASURER		PRE 2024	5254455	04/08/25	2800.33	0.00		2800.33	000000587594	
							2800.33	0.00		2800.33	000000587594	
BANK BNK001 - TOTAL							721921.51	0.00		721921.51	*	
OFFICE 001 - TOTAL							721921.51	0.00		721921.51	**	

MONROE COUNTY INDIGENT DEFENSE

Managing Attorney
Mary C. Gantzios

Indigent Defense Coordinator
Melanie Young



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734.240.7634 FAX: 734.240.7385

April 10, 2025

Mr. David Vensel, Chairman
Monroe County Board of Commissioners
125 E. Second Street
Monroe, Michigan 48161

Re: Fiscal Year 2026 Michigan Indigent Defense Commission Grant Application

Dear Chairman Vensel and Members of the Board:

Enclosed please find the above grant application that incorporate the compliance plan and cost analysis components for funding the Monroe County Criminal Indigent Defense Plan for fiscal year 2026. The application has been prepared to comply with the standards of the Michigan Indigent Defense Commission Act. The program plan for FY 2026 includes continued program compliance to Standards 1-8 covering legal defense services to indigent criminal defendants.

Standard #1: Training and Education

Annually, each appointed attorney must complete 12 hours of training or continuing legal education. The grant includes the cost of training resources available to attorneys to meet this standard such as webinars, online training options, and in-person training seminars. This cost also includes mileage for attorneys to attend in-person trainings, and meals and lodging for in-person trainings.

The total cost for Training and Education is \$ 65,178.20.

Standard #2: Initial Interview

Upon assignment of a case by the County's Indigent Defense Department (IDD), the appointed attorney must conduct an initial interview with in-custody clients within three (3) business days and others not in custody within five (5) business days. The County IDD staff must track the compliance to this standard and make private meeting space available at the courthouse and the jail for in-custody defendants. Standard 2 audits are conducted by the IDD regularly to ensure compliance with this Standard. In the jail, video conferencing allows initial and ongoing interviews to take place. The IDD works with the jail staff and the Sheriff to ensure that these interviews are readily available between attorneys and their clients.

In December 2024, we began utilizing the new Qflow online system for attorneys to book polycom appointments with their clients. Our office led the development and roll-out of the new system and continues management of the system, which is the only system of its kind in the state of Michigan. The yearly cost of the Qflow system is budgeted for \$10,000. We also have a Zoom subscription included in the cost analysis (\$1,660.00), along with the cost of attorney fees (see below for a breakdown of attorney fees).

Standard #3: Investigation and Experts

Services for expert defense witnesses and/or investigative services to assist in the defense are approved by the IDD Office. The professional services will be compensated pursuant to the fee schedule approved by the MIDC with various service providers as needed. Cost of this component of the plan is increased from \$150,000 to \$225,000. The reason for this increase is the use of experts has increased by 50% since 2023 with an increase in the first 2 quarters of the 2025 fiscal year over the same period in 2024. The use of these services has resulted in the dismissal of cases and the reduction of charges pursuant to plea agreements for many of our clients. The use of these services has also led to many of our clients being admitted to the drug and mental health specialty courts.

The total cost for Investigation and Experts is \$225,000.

Standard #4: Counsel at First Appearance

Counsel shall be appointed to provide assistance as soon as the defendant's liberty is subject to restriction by a magistrate or judge. All persons determined to be eligible for indigent criminal defense services shall have appointed counsel at pre-trial proceedings, during plea negotiations and at other critical stages, whether in custody or not.

Qualified criminal defense attorneys who have met the education and training standard, and executed professional service agreements with the County are assigned on a daily basis by the IDD Office to be in the Courthouse to respond to first appearances. A private office with computer, printer, video conferencing, etc., has been created in the facility to efficiently and effectively support these legal services.

Three (3) qualified attorneys have been assigned to each of the three (3) District courtrooms to manage the caseload. This professional service system has been in place since October of 2022. Each attorney will be paid approximately \$5120 per week (based on \$128 an hour at 40 hours per week, in accordance with Standard 8). Our grant application includes the addition of a fourth District Court Attorney to be utilized for 30 hours a week. This attorney is needed to allow compliance with caseload standards under newly adopted MIDC Standard 6. This attorney will cover probation violation arraignments, PPO arraignments, handle overflow misdemeanor cases, and backup CAFA responsibilities. The total cost for the District Court Attorneys is \$998,400.

Additionally, for weekend and holiday services to represent clients at bond hearings and arraignments, attorneys are scheduled for this service and compensated at the rates of \$128 per hour. These weekend attorneys cover all weekends, holidays and weekday holidays. The total cost for weekend and holiday CAFA attorneys is \$ 71,808.00

Total Budget for CAFA and weekend/holiday CAFA coverage is \$1,070,208.00

Standard #5: Independence from Judiciary

This standard went into effect on October 29, 2020 after Michigan Licensing and Regulatory Affairs signed the new standard. This standard ensures that public defense attorneys are subject to judicial supervision only in the same manner and to the same extent as retained counsel or the prosecution. Since the initial County plan was approved and we began implementation in mid-2019, much has changed including assignment of counsel, managing the assigned counsel payments, overseeing the continuing legal education and reporting. In order to fully fulfill the management of the assigned counsel for criminal indigent cases, an attorney acts as the Managed Assigned Counsel Administrator has been hired and the cost of the salary is included in the compliance plan and cost analysis. This attorney also handles a workload of cases as part of the daily duties and works under the direction of the County Administrator/CFO. This attorney's wage is subject to Standard 8 Compliance, unlike other employees of the Indigent Defense Department.

There is a shortage of attorneys nationwide and within the State of Michigan. In an effort to draw attorneys to

indigent defense, we are requesting funding for 1 law school intern. In addition, we are requesting one of our previously approved intern positions to be converted to a part time non-certified Paralegal position. This Paralegal will assist our office with MIDC reporting and data analysis as well as handle some felony casework under the Direction of the Managing Attorney. The hope is that the interns will eventually migrate to the part time position, and once they graduate from law school they will be trained and ready to join our roster.

These requests are included in the grant application and subject to grant approval and specifically these requests, we will present the same to the Board of Commissioners for consideration of the staffing changes.

The total Salary and Fringe Costs is \$357,676.83. This is a reduction of \$17,218.01 from last year's request.

Standard #8: Attorney Compensation

The MIDC approved Standard 8 on October 22, 2022 to become effective in FY 2024. This standard sets forth minimum hourly rates for assigned attorneys. At the MIDC Commission meeting in February of 2023, the commission approved the application of Cost Of Living Adjustment to Standard 8 rates. Since Standard 8 was written by the commission in 2017 and not adopted until 2023, the rates in the language of Standard 8 increased with COLA being applied. In FY 2026, the minimum hourly rate for contract attorneys is set at \$127.84 for misdemeanors, \$140.63 for felonies, and \$153.38 for life offenses. Our grant application sets the rates at \$128 for misdemeanors, \$138 for Felonies, and \$150 for life offense cases and adds in a category for capital cases at \$200 an hour.

The only rate we are changing in the FY 2026 plan is the Misdemeanor rate from \$125.00 per hour to \$128.00 per hour to remain in compliance with Standard 8.

In FY 2026, as it did in 2025, our plan proposes pay rates on a four-tier payment system. Below is a breakdown of this Tier system:

Tier IV: Misdemeanor Cases \$128/hour

- This includes all cases with a maximum sentence of up for one-year in jail.

Tier III: Low & High Severity Felony Cases Severity Cases \$138/hour

- Low Severity Felony cases include all Felonies that carry a maximum sentence of up to ten years in prison.
- High Severity Felony Cases include all Felonies with a maximum sentence of more than 10 years in prison.

Tier II: Life Offense Cases, excluding 1st Chair Capital Cases \$150/hour

- This Tier includes cases where the defendant is a habitual offender and the case carries a maximum of life in prison by virtue of a habitual offender enhancement. For example, a defendant who is charged with a Domestic Violence 3rd Offense, which carries a maximum sentence of 5 years in prison, and the client is a 4th Habitual Offender, the maximum possible sentence is increased to life in prison by virtue of the 4th Habitual enhancement.
- If an attorney is appointed as second chair on a Tier I Capital Case, they will be paid at the Tier IV rate.

Tier I: Capital Cases \$200/hour

- This Tier includes all cases where the maximum penalty in the charging document carries life in prison. This includes 1st Degree Homicide Cases and Criminal Sexual Conduct 1st Degree.

Based on current caseloads, we estimate 800 felonies in FY 2025, paid at the Felony Standard 8 minimum rate of \$138 per hour for 10 hours per case. Some cases take less time, some may take more. This is widely accepted industry average. The total cost for felony cases is \$1,104,000.00

Looking at case data, we anticipate around 150 Tier II cases. This total is based on 20 hours per case on average. The total costs for these Tier II cases is \$450,000.00. We anticipate around 100 Tier I cases. This total is based on 30 hours per case on average. The total costs for these Tier I cases is \$ 450,000.

We have budgeted \$51,200.00 for an estimated 100 (at 4 hours per case at the rate of \$128 per hour) overflow and conflict misdemeanor cases. These are the cases that would need to be assigned out to roster attorneys that the District Court Attorneys would not be able to handle.

The total cost for Attorney Compensation at Standard 8 Rates is \$2,055,200.

Other Costs

Included in the cost analysis are several other costs not included above. Most of these costs remains unchanged from the FY 2025 cost analysis.

In FY 2026, the **County's share will be reduced from \$217,687.41 in the 2025 budget to 217,053.37**. This amount is included in the 2025 budget and will be included in the 2026 preliminary budget to meet the County's financial obligation under this program.

The grant includes funding for the annual indigent criminal defense legal services summarized as follows:

Total	\$ 3,880,997.03
(Less County Share)	<u>(\$217,053.37)</u>
State Grant	\$3,662,943.66

If you have any questions or desire any further information with respect to this grant application, please contact me.

Sincerely,



Mary C. Gantz
Monroe County Indigent Defense Department
Managing Attorney

Indigent Defense System Cost Analysis
Grant Year October 1, 2025- September 2026

Funding Unit Name(s) Monroe DATE SUBMITTED:

Personnel	Position	Calculation hours and rate	Total	State Grant	Local Share	Other Funding Sources	Total
259-28100-705000	Personnel- Managed Assigned Counsel Administrator	Salaries and Wages	119,209.00				
259-28100-705000	Personnel- MIDC Coordinator	Salaries and Wages	66,841.00				
259-28100-705000	Personnel- Secretary	Salaries and Wages	42,411.00				
259-28100-705000	Personnel-Paralegal	Salaries and Wages	28,395.00				
259-28100-705000	Law School/College Interns	Salaries and Wages	35,640.00				

292496
65180.83

Category Summary			292,496.00	292,496.00	0.00	0.00	292,496.00							
Personnel Jusification: Managing Attorney, Indigent Defense Coordinator and intern are all previously approved positions. We added the part time Paralegal to take the place of the second intern we had approved for the 2025 grant year. The paralegal will assist with grant reporting as well as do some more adavanced case work with our in house District Court attorneys. We hope to have our interns move into the paralegal position and eventually join the roster after graduation. Increase due to hnge from intern to part time employee and increases in step wages.														

Fringe Benefits	Percentage	Amount	State Grant	Local Share	Sources	Total
Dental Insurance		363.46	363.46			
Employer FICA		22,375.92	22,375.92			
Vision Insurance		248.61	248.61			
Health Insurance		9,844.84	9,844.84			
Workmans Compensation		180.91	180.91			
Retirement		18,276.86	18,276.86			
Life Insurance		188.37	188.37			
Short term-long term disability		1,586.04	1,586.04			
Unemployment insurance		292.49	292.49			
general liability		4,969.51	4,969.51			
hcs-health care savings		6,853.82	6,853.82			

Category Summary	0.00%		65,180.83	65,180.83	0.00	0.00	65,180.83							
Benefits for Managing Attorney, Indigent Defense Coordinator Secretary Paralegal and 1 intern year round.														

Contractual

Contracts for Attorneys	Services Provided	Calculation hours and rate	Total	State Grant	Local Share	Other Funding Sources	Total
District court attorneys	Rep clients in misdemeanor cases and arraignments	5120*3*52	798,720.00	798,720.00			
Assigned Counsel: Weekend	Weekend CAFA estimated at 5 hours per day @ \$128 per hour = \$1280 per 2 day weekend for 44 weekends	1280*44	56,320.00	56,320.00			
Assigned Counsel: 3 day holiday weekend (President's Day, Labor Day, Memorial Day, MLK Day,4th of July)	5 hours per day @ \$128 per hour = \$1920.00 per 3 day holiday weekend	1920*5	9,600.00	9,600.00			
Assigned Counsel: 4 day holiday weekend (Thanksgiving)	5 hours per day @ \$128 per hour = \$2560.00 per 4 day holiday weekend	2560*1	2,560.00	2,560.00			

Equipment	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
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Category Summary	0.00	0.00	0.00	0.00	0.00
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Equipment Justification - Provide justification for new equipment requests for FY21.

Training/Travel	Vendor	Calculation	Total	State Grant	Local Share	Other Funding		Total
						Sources		
SADO Membership		27 * 75	2,250.00	2,250.00	0.00	0.00		2,250.00
NAPD Membership		27* 40	1,200.00	1,200.00	0.00	0.00		1,200.00
CLE Registration		27 * 900	27,000.00	27,000.00	0.00	0.00		27,000.00
CLE Registrations- Trial Colleges			5,000.00	5,000.00				5,000.00

Mileage- Mileage to Training and/or MIDC						
Meetings for MAC and Coordinator	1140 * .70	786.60	786.60	0.00	0.00	786.60
Bar Membership (for MAC)		415.00	415.00	0.00	0.00	415.00
In House Trainings		5,000.00	5,000.00	0.00	0.00	5,000.00
Meals for Trainings	41.50 * 2 * 30	2,490.00	2,490.00	0.00	0.00	2,490.00

Mileage for Training for Roster attorneys	200 * 27* .70	4,140.00	4,140.00	0.00	0.00	4,140.00
Lodging for Trainings	160 * 2 * 30	9,600.00	9,600.00	0.00	0.00	9,600.00

Mileage for Non-Local attorneys and experts	1000 *.70	690.00	690.00	0.00	0.00	690.00
Mileage for Recruitment/Retention	1140 *.70	786.60	786.60	0.00	0.00	786.60
Access to Justice-Humanitarian aid	1*5000	5,000.00	5,000.00	0.00	0.00	5,000.00
Training for support staff	1*300	300.00	300.00			300.00
Mileage for training for support staff	150*.70	105.00	105.00			105.00
Bar Membership (for MAC)		415.00	415.00			415.00

[illegible]

Training and Travel Justification - Access to justice is funding to provide transportation to clients to attend court hearings.

Supplies/Services	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
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General Supplies							
Note: Clothing allowance for client's trials and demonstrative exhibit materials for trials		2,250.00	2,250.00	0.00	0.00	2,250.00	
Office Supplies		3,000.00	3,000.00	0.00	0.00	3,000.00	
Networking/Outreach Supplies	various	1,500.00	1,500.00	0.00	0.00	1,500.00	
Printing and Imaging		1,500.00	1,500.00	0.00	0.00	1,500.00	
Payroll Services	6 * \$350.00	2,100.00	2,100.00	0.00	0.00	2,100.00	
Computer Software: Google Yearly for 6 Employees; Antivirus Software yearly for 5 employees		6 * \$200.00	1,000.00	1,000.00	0.00	0.00	1,000.00
Office Equipment							
Notes: Telephone Services for 4 Employees, plus 4 telephone lines for DC in house attorneys phone line for use by District Court							
Attorneys	8 * \$150.00	1,200.00	1,200.00	0.00	0.00	1,200.00	
Interpreters		5,000.00	5,000.00	0.00	0.00	5,000.00	

Transcripts

Note: Amount based on increase from what was spent last year, anticipating an increase in requests with capital case load. Increase in costs due to new rates: 3.75/page .90 /page for copies

Zoom

Postage

Adobe Pro/Microsoft License Adobe/Microsoft

Preemployment Costs (4 employees 2 interns) 200*6

	\$10,000	10,000.00	10,000.00			10,000.00
		1,660.00	1,660.00	0.00	0.00	1,660.00
		700.00	700.00	0.00	0.00	700.00
		900.00	900.00	0.00	0.00	900.00
		1,200.00	1,200.00			1,200.00

Qnomy lease-Polycom scheduling software subscription cost for 22 users	\$10,000	10,000.00	10,000.00			10,000.00
Commputers: Computer for Intern		1,848.00	1,848.00			1,848.00
printer scanner maintenance		1,800.00	1,800.00			1,800.00
malpractice insurance		4,200.00	4,200.00			4,200.00

Category summary			49,858.00	49,858.00			49,858.00							
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Supplies Justification - increase for interpreters, transcripts increase for Qnomy due to increase in number of users

COST ALLOCATION

			35,768.00	35,768.00			35,768.00							
Budget Total			3,845,229.03	3,845,229.03	0.00	1.00	3,845,229.03							
BUDGET TOTAL INCLUDING COST ALLOCATION							3,880,997.03							



10 April 2025

Monroe County Board of Commissioners
Attn: David Vensel, Chairman
125 East Second Street
Monroe, Michigan 48161

RE: America250MI History Grant Program

Chairman Vensel and Commissioners:

The Monroe County Museum System is requesting approval to apply for a grant from America250MI, Michigan's Committee for the United States Semiquincentennial. America250MI will be offering two grant cycles - one in 2025 and one in 2026 - to help local history organizations commemorate the event.

We would like to apply for the grant to begin the upgrade of exhibit cases within the Monroe County Museum. If awarded the grant we will initiate upgrades that will expand our ability to exhibit additional local history artifacts from the museum system's collection, provide a cleaner and uniform appearance, and replace damaged cases.

We plan to apply for the maximum award of \$50,000 with a 30% match from the Monroe County Museum System Millage. No County of Monroe General Funds are being requested. The estimated total cost for the first phase of new exhibit cases would be \$71,000.

Your support is greatly appreciated.

Regards,

A handwritten signature in blue ink, appearing to read "Clark".

Andrew Clark
Director



Property Assessed Clean Energy (PACE)

Andy Levin, Lean & Green Michigan
Monroe County
April 10, 2025





Lean & Green Michigan created and runs Michigan's PACE market

We pioneered the idea of a uniform statewide PACE market that is privately run, efficient and open to all

Lean & Green Michigan:

Creates and administers the program for each participating local government

Connects commercial property owners, private lenders and local contractors

Sees projects through from beginning to end

There is **no cost** to local governments

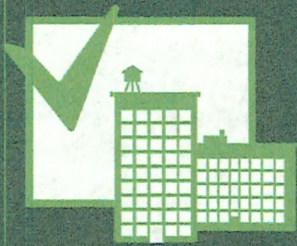
Earns money only on successfully closed projects - and our **fee is rolled into the loan**



60 Michigan municipalities
have joined Lean & Green
Michigan's statewide market

80% of Michiganders
live in a Lean &
Green Michigan PACE
district.





Eligible Properties

PACE financing in Michigan is limited to **privately owned** industrial, agricultural, or commercial properties.

- Retail
- Office
- Hospitality
- Nonprofits
- Multi-family housing with four or more units
- Senior living facilities
- Mixed-use



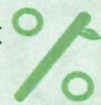


Benefits of PACE (a true win-win-win!)



Funding Brings in private capital for energy & water efficiency, renewable energy and enviro. hazard mitigation

Fixed Interest Rates Property owners get 100% up-front financing and long-term fixed interest rates (up to 25 yrs)



Lending Security PACE lenders get the security of a property lien created by the special assessment

Property Improvement Helps make property efficient and cost-effective for all situations: retrofits, gut rehabs & new construction

Increased Property Value Results in increased business profitability and property values, as well as improved sustainability of the real estate asset



New High Quality Jobs created for local workers





Eligible Improvements



Energy Efficiency: lighting, HVAC, windows, insulation, roofing, caulking, EV charging



Water Efficiency: stormwater recapture, low flow toilets / sinks / shower heads, greywater systems



Renewable Energy: biomass, solar or solar thermal systems, wind energy, geothermal, CHP

Environmental Hazards: mitigation of lead, PFAS and other harmful substances in drinking water and protection against effects of severe weather such as drought and flood



Anaerobic Digester Energy Systems: systems to capture methane gas





PACE as Part of a Capital Stack

PACE works in almost any complex capital stack with:

- *Utility Rebates*
- *Traditional Bank Finance*
- *Historic Tax Credits*
- *Brownfield TIF*
- *Solar Tax Credits*
- *USDA-Backed Loans*
- *HUD-Backed Housing*
- *Economic Development Incentives*



STATEWIDE MARKET DATA



87

PACE projects financed
since 2015



\$308 million

Private investment

LEAN & GREEN IMPACT

kWh of Electricity Savings	716,809,691
Metric Tons of CO2 Savings	1,220,148
Gallons of Water Saved	857,530,252
Money Saved	\$342,000,000
Jobs Created	3,549



The Dexter Hotel

Antrim County

\$1,896,000 Financed in PACE



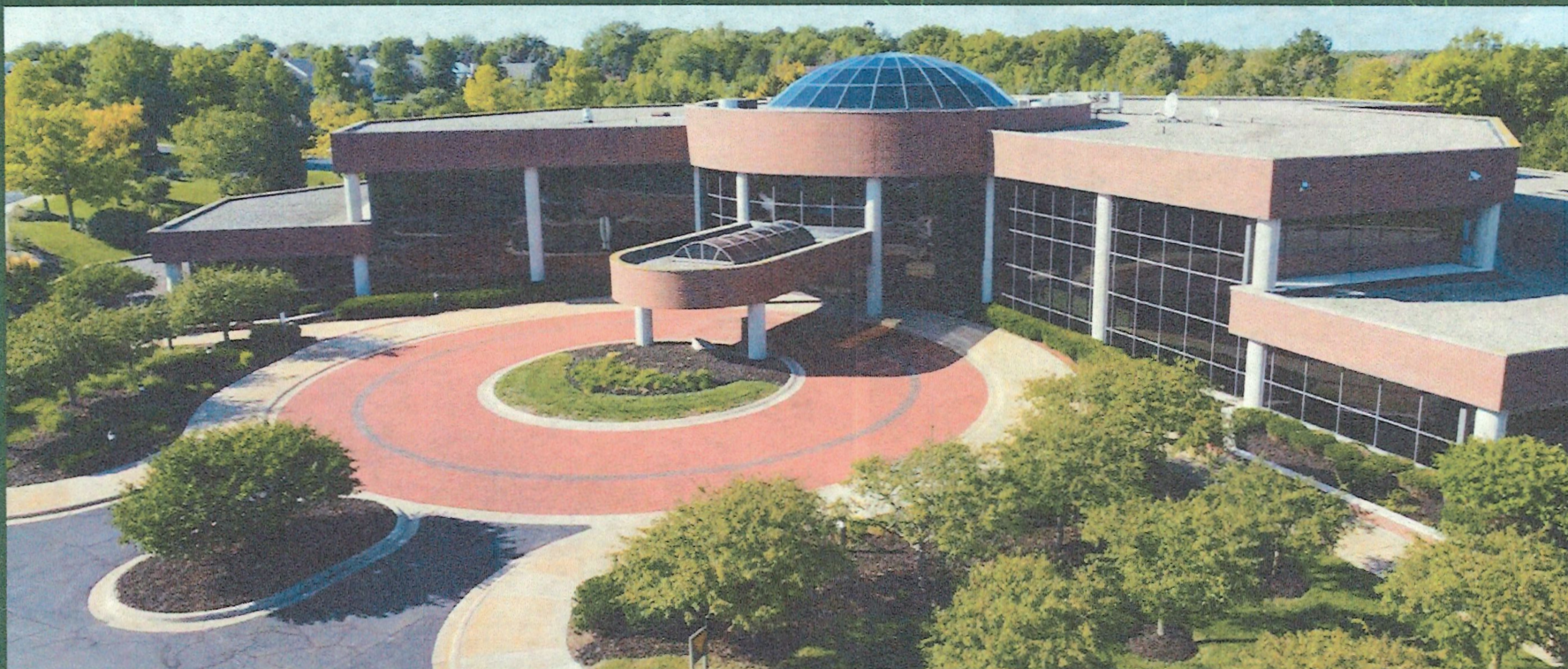


Stellar Residence Inn

Grand Traverse County

\$5,307,803 Financed in PACE





Family Church Grace Chapel

Ottawa County

\$2,000,000 Financed in PACE





\$2,400,000 Financed in PACE

Keefer House Hotel Hillsdale

- Total Savings: \$2,784,645
- Energy Conservation Measures:
 - HVAC
 - Building Envelope
 - Windows
 - LED Lighting
- Project Term: 20 years

Romulus Self Storage Wayne County

*District 11, Commissioner
Al Haidous*



\$1,500,000 Financed in PACE

- Total Savings: \$1,440,400
- Energy Conservation Measures:
 - HVAC
 - Building Envelope
 - Windows
 - LED Lighting
 - Plumbing
- Project Term: 25 years





Thank You!

www.leanandgreenmi.com

Andy Levin

Founder and Chief Strategist

Andy@leanandgreenmi.com



**RESOLUTION AMENDING RESOLUTION OF AUGUST 20, 2019
APPROVING THE ESTABLISHMENT OF A
PROPERTY ASSESSED CLEAN ENERGY (PACE) PROGRAM**

RESOLUTION # _____

WHEREAS, the Board of Commissioners of Monroe County, Michigan previously adopted a Resolution approving the establishment of a property assessed clean energy program ("PACE Program") and creating a PACE district pursuant to Act No. 270, Public Acts of Michigan, 2010, as amended ("PACE Statute"), for the purpose of facilitating the use of water efficiency, energy efficiency and/or renewable energy improvements by owners of certain real property; and

WHEREAS, the Board of Commissioners established a PACE Program as described in a PACE Program Report, so as to provide a property owner based method of financing and funds for projects, including owner-arranged financing from a commercial lender, which funds and financing shall be secured and repaid by assessments on the property benefited, with the agreement of the record owners, such that no Monroe County moneys, general Monroe County taxes or Monroe County credit of any kind whatsoever shall be pledged, committed, impaired or used in connection with any project as required by, and subject to the PACE statute; and

WHEREAS, the Monroe Board of Commissioners has found that financing PACE projects is a valid public purpose because it stimulates economic development, improves property values, reduces energy costs, reduces greenhouse gas emissions, and increases employment in Monroe County; and

WHEREAS, the types of projects that may currently be financed under the PACE Program with include, but are not limited to: insulation in walls, roofs, floors, foundations, or heating and cooling distribution systems; storm windows and doors; multi-glazed windows and doors; heat-absorbing or heat-reflective glazed and coated window and door systems; and additional glazing, reductions in glass area, and other window and door system modifications that reduce energy consumption; automated energy control systems; heating, ventilating, or air-conditioning and distribution system modifications or replacements; caulking, weather-stripping, and air sealing; replacement or modification of lighting fixtures to reduce the energy use of the lighting system; energy recovery systems; day lighting systems; installation or upgrade of electrical wiring or outlets to charge a motor vehicle that is fully or partially powered by electricity; measures to reduce the usage of water or increase the efficiency of water usage; any other installation or modification of equipment, devices, or materials approved as a utility cost-savings measure by the Board of Commissioners; a fixture, product, device, or interacting group of fixtures, products, or devices on the customer's side of the meter that use one or more renewable energy resources to generate electricity. Renewable energy resources include, but are not limited to: biomass; solar and solar thermal energy; wind energy; geothermal energy and methane gas captured from a landfill.

WHEREAS, the Resolution to Establish named the County Administrator as Administrator, with no Authorized Official

WHEREAS, the PACE Statute, Public Act 270 of 2010 has recently been amended with the passage of Senate Bills 302 & 303 of 2023; and

WHEREAS, the projects that may now be financed under the PACE Program have been amended to provide the option for property owners of retrofits or rehab projects to waive the energy savings guarantee; for new construction, the energy savings guarantee is no longer required; require that new construction be built above Michigan's energy code; allow for the financing of environmental hazard projects including mitigation of lead, heavy metal, or PFAS contamination in potable water systems, mitigation of lead paint contamination; mitigation of the effects of floods or drought; and increase the resistance of property against severe weather.

WHEREAS, it has been determined that the PACE Program and PACE Program Report approved in 2019 require amendment to be consistent with the amended statute; and

WHEREAS, an amended PACE Program Report has been prepared and reviewed by the County.

NOW THEREFORE BE IT RESOLVED that the Monroe County Board of Commissioners amends the Resolution of August 20, 2019 to establish the PACE program and adopts the Lean & Green Michigan PACE Program Report attached to this resolution, replacing the previous program report.

BE IT FURTHER RESOLVED that the PACE Administrator shall be Lean & Green Michigan and the PACE Authorized Official shall be the County Administrator.

BE IT FURTHER RESOLVED that all resolutions and parts of resolutions relating to PACE programs and PACE financing that conflict with this resolution are hereby rescinded.



MONROE COUNTY, MICHIGAN



PACE PROGRAM REPORT

This Lean & Green Michigan™ PACE Program Report contains the information required by Section 9 of Michigan Public Act No. 270 of 2010, as amended. Additional information is available from Monroe County. The PACE Program and PACE Program Report were approved by the Board of Commissioners on [DATE] by Resolution XXX, [and amended on XXX] or [subsequent to a public hearing held on [DATE].]

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INTRODUCTION

Michigan Public Act No. 270 of 2010, as amended (“the PACE Statute”) authorizes local units of government to adopt Property Assessed Clean Energy (“PACE”) programs to promote the installation of renewable energy systems, energy efficiency improvements, water usage improvements, and environmental hazard projects by owners of commercial or industrial property within a district designated by the local unit of government.

In order to encourage economic development, improve property valuation, increase employment, reduce energy costs, reduce greenhouse gas emissions and contribute to the public health and welfare in Monroe County, the Board of Commissioners established the Monroe County Property Assessed Clean Energy Program and PACE district pursuant to the PACE Statute by joining Lean & Green Michigan™ (the “PACE Program” or “Program”). The PACE Program has identified specific sources of commercial funding to finance PACE Projects within the Monroe County PACE district, which is coterminous with the County’s jurisdictional boundaries.

The purpose of this PACE Program Report is to fulfill the requirements of the PACE Statute. Section 9 of the PACE Statute requires a report that includes: a form of contract between the County and the record owner; identification of an official authorized to enter into program contracts on behalf of the County; a maximum aggregate amount for financing provided by the County under the program; an application process and eligibility requirements; methods for determining repayment periods, the maximum amount of assessment, and interest rates on assessment installments; an explanation of how assessments will be made and collected; a plan for raising capital; procedures to determine information regarding reserve funds and fees of the program; a requirement that the term of the assessment not exceed the useful life of the project; a requirement of an appropriate ratio of the amount of the assessment to the assessed value of the property; requirement of consent from the mortgage holder; provisions for marketing and participant education; provisions for adequate debt service reserve fund; quality assurance and antifraud measures; and a requirement for baseline energy audit or energy modeling, ongoing savings measurements and performance guarantees for retrofit projects over \$250,000 in assessments unless waived by the property owner; for new construction energy projects, a requirement that the building or other structure exceed applicable requirements of the Michigan uniform energy code.

As many of the details of a PACE transaction are determined on a project-specific basis, adjustments to the model contract may be required to fit a particular transaction. Additionally, there are several blanks left in the model contract that should be filled in when the corresponding information is known.

Lean & Green Michigan, LLC (“LAGM”) developed a collaborative approach to PACE programs for local units of government by standardizing the administrative and legal process under which PACE programs are created and managed. Many local units of government throughout the state have joined or are in the process of joining the Lean & Green Michigan™ PACE program. This approach creates one efficient statewide market, allowing property owners, lenders and contractors to utilize a standardized process as they employ PACE financing in multiple jurisdictions throughout the state.

THE COUNTY PROGRAM REPORT

1. Form of PACE Contract

A form of model PACE Special Assessment Agreement is attached as **Appendix A**. Individual property owners may negotiate project-specific terms to be included in an actual agreement based upon the specific renewable energy systems, energy efficiency improvements, water usage improvement, and environmental hazard projects to be financed through the individual agreement, subject to the limitations set forth herein.

2. Authorized Official/PACE Administrator

The County Administrator or his/her designee, (the “Authorized Official”) is authorized to enter into PACE Contracts or PACE Special Assessment Agreements on behalf of the County in consultation with LAGM. The Authorized Official is further authorized to sign any agreement, documents or certificates necessary to facilitate the participation of property owners and to facilitate the purposes hereunder.

In joining Lean & Green Michigan™, the County agrees to have LAGM act as PACE administrator and manage the County’s PACE Program. LAGM is authorized to negotiate with credit providers and PACE project participants to facilitate the use of the PACE Program and to assist PACE project applicants in obtaining financing.

3. Financing Parameters

In establishing its PACE district, the County intends for Projects to be funded through owner-arranged private financing. The maximum aggregate annual amount of financing provided by the County shall be zero dollars. The maximum aggregate dollar amount for financing provided by the County may be adjusted and/or amended on an annual basis or more frequently by the Board of Commissioners and will remain at zero dollars unless and until it is changed.

The County shall not provide any financing for Projects under the County’s PACE Program. The County’s PACE Program shall be solely funded through owner-arranged financing from commercial lenders, as allowed under Act 270, Section 9(1)(g)(iii). Owner-arranged financing from commercial lenders is not included under the maximum aggregate annual dollar amount for financing provided by the County under the Program. There is no limit on the maximum aggregate annual amount of financing provided by private commercial lenders under the program. The dollar amount for financing of a particular Project will be established by the property owner seeking to implement and the commercial lender seeking to finance the implementation of renewable energy systems, energy efficiency improvements, water usage improvements, and environmental hazard projects; as approved by LAGM and the Authorized Official.

4. Application Process/Eligibility Requirements

Application Process:

The application process for financing projects under the Program shall be that of LAGM. The current application form is attached as **SAA Appendix F**. This form may be changed or amended as necessary by LAGM.

Eligibility Requirements:

The eligibility requirements for financing projects under the Program shall be those of LAGM. Eligibility requirements may be changed or amended as necessary by LAGM. The current list of eligibility requirements is attached as **SAA Appendix A**.

5. Financing Terms of Assessments

The interest rate for PACE special assessment installments supplied by commercial lenders shall be negotiated by the parties based on current market conditions.

The maximum allowable repayment period of a PACE special assessment must be included in the PACE Special Assessment Agreement and will be determined on a project-specific basis and shall not exceed the lesser of the useful life of the Project financed by the assessment or 25 years.

The maximum dollar amount of a PACE special assessment shall be negotiated on a project-specific basis between the property owner and the entity providing the financing based upon the specific renewable energy systems, energy efficiency improvements, and environmental hazard projects included in the individual PACE Special Assessment Agreement.

6. Assessment Collection Process

Within the parameters set forth herein, the Authorized Official will authorize one or more commercial lenders to provide financing to defray all or part of the cost of the Project, by special assessment upon the Special Assessment Parcel, which the Authorized Official will find is especially benefited in proportion to the costs of the renewable energy systems, energy efficiency improvements, water usage improvement, or environmental hazard projects.

The Special Assessment Roll, attached as **SAA Appendix C**, will be spread by the Authorized Official, or appropriate official, on behalf of the County and without objection by the property owner to allocate one hundred percent (100%) of the PACE special assessment levy created hereby to the Special Assessment Parcel.

The PACE special assessment, as allocated by the Authorized Official, or appropriate official, on behalf of the County without objection by the property owner, will be finally established against the property and the Project to be constructed on the Special Assessment Parcel. The PACE special assessment will be effective immediately upon the execution and

delivery of the PACE Special Assessment Agreement by the property owner. The PACE special assessment may be paid in annual or semi-annual installments pursuant to Section 13(2) of the PACE Statute. The Authorized Official, on behalf of the County, will confirm the Special Assessment Roll.

The Monroe County Delinquent Tax Revolving Fund (“DTRF”) shall not be used to advance, satisfy, or pay any delinquent installment of the PACE special assessment, and no County funds will be used to repay any PACE special assessment placed under this program. The commercial lender will waive any claim to be able to seek payment from the County through the DTRF in the PACE Special Assessment Agreement.

7. Financing Program

LAGM has developed and will continue to develop an active roster of financial institutions, institutional investors and other sources of private capital available to finance PACE projects in Michigan. By participating in LAGM, the County helps its constituent property owners gain access to private capital made available through the statewide program. The County authorizes the use of owner-arranged financing from commercial lenders to finance qualified Projects under the Program.

8. Reserve Fund

By participating in the Lean & Green Michigan™ program, the County assists its constituent property owners in taking advantage of any and all appropriate loan loss reserve and gap financing programs of the Michigan Economic Development Corporation (“MEDC”) and other federal and state entities. Such financing mechanisms can be used to finance a reserve fund if deemed necessary and appropriate by the County.

9. Fee Schedule

Application, administration and program fees for record owners shall be those of LAGM. Administration and program fees will be determined on a project-specific basis and will depend on the size, nature and complexity of the project(s) and financing mechanism(s) involved. A copy of the current LAGM administration and program fees is published by LAGM in its PACE Program Manual available upon request and at LAGM’s website.

10. Useful Life

The maximum length of time allowable for repayment of a PACE assessment shall not exceed the lesser of the useful life of the Project paid for by the assessment or 25 years and will be determined on a project-specific basis by LAGM. Projects involving multiple energy efficiency improvements, renewable energy systems, or environmental hazard improvements may aggregate the useful life of each improvement to determine an overall useful life figure for financing purposes. In aggregating the improvements, the property owner must appropriately weigh each improvement’s dollar cost.

11. Property Eligibility Parameters

The ratio of the amount of the assessment to the market value of the property must be appropriate and shall be set forth in the PACE Special Assessment Agreement for each project. Additionally, the overall indebtedness on the property must be appropriate. In calculating the appropriate ratios, the property owner and the lender providing the financing may determine the market value of the property using either: 1) the market value of the property before the Project as agreed to by the property owner and the lender providing the financing using a proper measure such as a recent appraisal or two times the State Equalized Value; or 2) the market value of the property upon completion of the Project as agreed to by the property owner and the lender providing the financing using a proper measure such as an appraisal of the “as completed” value of the property.

In calculating the appropriate ratio of the amount of the assessment to the market value of the property, the cost of the Project (excluding closing costs and interest) shall generally not exceed 25% of the market value of the property.

In calculating the appropriate ratio of total indebtedness on the property to the market value of the property, prior debt secured by the property plus the PACE loan shall generally not exceed 90% of the market value of the property.

LAGM and the Authorized Official may permit projects that exceed these values for reasonable cause on a case-by-case basis, and in such cases must include a letter of explanation as an addendum to the Special Assessment Agreement.

12. Mortgage Consent Requirement

If a property is subject to a mortgage the record owner must obtain written consent from the mortgagee to participate in the Program. Proof of lender consent must be submitted before a Special Assessment Agreement may be executed. A form of lender consent to participate in a PACE Program is attached as **SAA Appendix H**.

13. Marketing Program

LAGM has developed an ongoing marketing and participant education program. By joining Lean & Green Michigan™, the County gains access to this program and agrees to partner with LAGM in educating property owners in the County about opportunities to save energy, save money and improve their property value. The County authorizes the use of The County’s logo by LAGM to be incorporated into the LAGM website and other communication vehicles. More information regarding the Program can be obtained at LAGM’s website: www.leanandgreenmi.com; or at the County’s website at [Website].

14. Quality Assurance and Antifraud Measures

LAGM includes the following quality assurance and antifraud measures:

- Business integrity review on clean energy contractors conducted by Michigan Saves;
- Background check process on clean energy contractors conducted by Michigan Saves; and
- Other general due diligence as may be necessary or required.

15. Energy Audit or Energy Modeling Requirement

As set forth in the PACE Program Application, a baseline energy audit or energy modeling must be completed before a Project is approved. Each contract should provide adequate funding for monitoring and verification of energy savings throughout the life of the special assessment.

16. Savings-to-Investment Ratio and Savings Guarantee Requirements

Unless waived by the record owner, Projects financed with more than \$250,000 require ongoing measurements to establish energy savings and a guarantee from the contractor that the energy project will achieve a savings to investment ratio greater than one.

This requirement may be waived by the record owner, and is not applicable to a new construction energy project.

17. Amendments to the Program

A public hearing shall not be required to amend this Program. LAGM may amend the County PACE program as necessary from time to time, in consultation with the County and upon approval of the County Board of Commissioners of any such amendment.

APPENDIX A
SPECIAL ASSESSMENT AGREEMENT

SPACE ABOVE FOR RECORDING PURPOSES

PACE SPECIAL ASSESSMENT AGREEMENT
(OWNER-ARRANGED FINANCING)

by and among

MONROE COUNTY, MICHIGAN

and

PROPERTY OWNER

and

PACE LENDER

Dated: _____

Monroe County PACE Special Assessment Agreement

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APPENDIX A:	PROGRAM ELIGIBILITY REQUIREMENTS
APPENDIX B:	SPECIAL ASSESSMENT PARCEL DESCRIPTION
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Monroe County PACE Special Assessment Agreement

PACE SPECIAL ASSESSMENT AGREEMENT **(OWNER-ARRANGED FINANCING)**

THIS PACE SPECIAL ASSESSMENT AGREEMENT (this “Agreement”) is made this [DATE] among Monroe County, a Michigan County corporation (the “County”), whose address is Monroe County Courthouse, 125 East Second Street Monroe, Michigan 48161-2197, [PROPERTY OWNER], a Michigan limited liability company (the “Property Owner”), whose address is [ADDRESS], and [PACE LENDER], a Michigan limited liability company (the “Lender”), whose address is [ADDRESS].

RECITALS:

A. Pursuant to the PACE Statute and a resolution adopted by the Monroe County Board of Commissioners on [DATE], the County has established the PACE Program as described in the PACE Program Report and has created the Special Assessment District under the PACE Program for the purpose, *inter alia*, of assisting a record owner of property within the Special Assessment District in obtaining Owner-Arranged Financing from a commercial lender to defray the costs of one or more Project on the property.

B. Under the PACE Statute, the County is authorized, pursuant to an agreement with the record owner of property within the Special Assessment District, to impose a special assessment on the property to be benefitted by the Project in order to secure and provide for the repayment of the Owner-Arranged Financing.

C. The Property Owner desires to undertake a certain Project on commercial, industrial, or agricultural property of the Property Owner located within the Special Assessment District, as described herein, and has obtained a commitment from the Lender to make the Loan to the Property Owner to defray its cost.

D. In order to induce the Lender to make the Loan to the Property Owner, the Property Owner has requested that the County enter into this Agreement to impose a special assessment on the property to be benefitted by the Projects, in accordance with the PACE Statute, which special assessment will secure and provide for repayment of the Loan from the Lender.

E. Pursuant to the PACE Statute and the PACE Program, the County is authorized to enter into this Agreement.

In consideration of the foregoing and the mutual covenants contained in this Agreement, the County, the Property Owner and the Lender agree that:

Monroe County PACE Special Assessment Agreement

ARTICLE I DEFINITIONS

Section 1.01 Definitions. Capitalized terms used in this Agreement and Recitals shall have the meanings stated in the PACE Statute and as stated immediately below, except to the extent the context in which they are used requires otherwise:

(a) **“Agreement”** means this PACE Special Assessment Agreement as same may be amended and/or restated.

(b) **“Applicable Interest Rate”** means the per annum rate of interest specified in the Loan Documents at which the Special Assessment Roll bears interest as calculated by the Lender in accordance with the provisions of Section 4.01 of this Agreement.

(c) **“Authorized Official”** means the County Administrator or his/her designee, who is authorized to exercise the authority of an Authorized Official under the terms of the PACE Program Report.

(d) **“Default Rate”** means the rates dictated for cities by the Michigan General Property Tax Act of 1893 as amended (MCL 211.78a and 211.78g).

(e) **“Energy Efficiency Improvement”** means the acquisition, installation, replacement, or modification of equipment, devices, or materials intended to decrease energy consumption, including, but not limited to, all of the following: insulation in walls, roofs, floors, foundations, or heating and cooling distribution systems; storm windows and doors; multi-glazed windows and doors; heat-absorbing or heat-reflective glazed and coated window and door systems; and additional glazing, reductions in glass area, and other window and door system modifications that reduce energy consumption; automated energy control systems; heating, ventilating, or air-conditioning and distribution system modifications or replacements; caulking, weather-stripping, and air sealing; replacement or modification of lighting fixtures to reduce the energy use of the lighting system; energy recovery systems; day lighting systems; installation or upgrade of electrical wiring or outlets to charge a motor vehicle that is fully or partially powered by electricity; measures to reduce the usage of water or increase the efficiency of water usage; and any other installation or modification of equipment, devices, or materials approved as a utility cost-savings measure by the Board of Commissioners.

(f) **“Energy Project”** means any of the following: an Energy Efficiency Improvement; or the acquisition, installation, replacement or modification of a Renewable Energy System or anaerobic digester.

(g) **“Event of Default”** has the meaning set forth in Section 7.01 hereof.

(h) **“Environmental Hazard Project”** means the acquisition, installation, replacement, or modification of equipment, devices, or materials intended to address environmental hazards, including, but not limited to, measures to do any of the following:

Monroe County PACE Special Assessment Agreement

mitigate lead, heavy metal, or PFAS contamination in potable water systems; mitigate the effects of floods or drought; increase the resistance of property against severe weather; mitigate lead paint contamination.

(i) **“Force Majeure”** means unforeseeable events beyond a party’s reasonable control and without such party’s failure or negligence including, but not limited to, acts of God, acts of public or national enemy, acts of the federal government, fire, flood, epidemic, quarantine restrictions, strikes and embargoes, labor disturbances, the unavailability of raw materials, and delays of contractors due to such causes, but only if the party seeking to claim Force Majeure takes reasonable actions necessary to avoid delays caused thereby.

(j) **“General Property Tax Act”** means the General Property Tax Act, Act 206, Public Acts of Michigan, 1893, as amended.

(k) **“Improvements”** means the renewable energy systems, energy efficiency improvements, water usage improvements, and environmental hazard projects being undertaken by the Property Owner on the Special Assessment Parcel as described in **Appendix E** attached hereto.

(l) **“LAGM”** shall mean Lean & Green Michigan, LLC, a Michigan limited liability company.

(m) **“Lean & Green Michigan™”** means a statewide property assessed clean energy program open to all local units of government operated as a public-private partnership by LAGM in order to facilitate property assessed clean energy program-financed transactions.

(n) **“Lender”** has the meaning set forth in the preamble.

(o) **“Loan”** means the loan obtained by the Property Owner from the Lender pursuant to Owner-Arranged Financing to defray a portion of the cost of the Improvements under the terms of the Loan Documents.

(p) **“Loan Documents”** means the Loan Agreement, dated as of [DATE], between the Property Owner and the Lender and any and all exhibits or attachments thereto, including any documents amending, restating, replacing, extending or otherwise modifying the Loan Agreement and all documents provided to the Lender from time to time by the Property Owner to evidence or secure the Loan as required pursuant to the terms of the Loan Agreement.

(q) **“Owner-Arranged Financing”** means the process by which a property owner secures financing for improvements to its property that does not involve bonds or any other form of funding provided by the County.

(r) **“PACE Program”** shall mean the property assessed clean energy program implemented by the County pursuant to the PACE Statute and the PACE Program Report to stimulate renewable energy systems, energy efficiency improvements, water usage improvement, and environmental hazard projects in conformity with the PACE Statute.

Monroe County PACE Special Assessment Agreement

(s) “**PACE Program Report**” means the Lean & Green Michigan™ PACE Program Report approved by the Board of Commissioners on [DATE], including any amendments or changes thereto made before the date of this Agreement.

(t) “**PACE Statute**” means Act 270 of the Michigan Public Acts of 2010, as amended, commonly referred to as the Property Assessed Clean Energy Act, MCL 460.931 et seq.

(u) “**Payment Schedule**” has the meaning set forth in Section 4.01 hereof.

(v) “**Project**” means an Environmental Hazard Project or Energy Project.

(w) “**Property Owner**” has the meaning set forth in the preamble.

(x) “**Renewable Energy System**” means a fixture, product, device, or interacting group of fixtures, products, or devices on the customer’s side of the meter that use one (1) or more renewable energy resources to generate electricity, gas, or other power. Renewable Energy System includes a biomass stove but does not include an incinerator or digester.

(y) “**Special Assessment**” means the money obligation created pursuant to this Agreement with respect to the Special Assessment Parcel used to defray the cost of the Improvements and which shall, together with all interest, charges and penalties which may accrue thereon, be a lien upon the Special Assessment Parcel of the same priority and status as other property tax liens and other assessment liens as provided in the PACE Statute until such amounts have been paid in full.

(z) “**Special Assessment District**” means the Special Assessment District established as part of the PACE Program pursuant to the PACE Statute.

(aa) “**Special Assessment Parcel**” means the property located in the Special Assessment District to which one hundred percent (100%) of the Special Assessment has been spread by the County and which is more particularly described on the attached **Appendix B**.

(bb) “**Special Assessment Roll**” has the meaning set forth in Section 4.01 hereof.

ARTICLE II DESCRIPTION OF IMPROVEMENTS

Section 2.01 Description of Improvements. The Improvements to be acquired, constructed, installed and financed by the Property Owner under the PACE Program are described in **Appendix E** attached hereto. If after project approval, the Property Owner seeks to undertake additional Improvements, **Appendix E** may be amended or supplemented from time to time. Such additional Improvements must meet all the eligibility criteria of the PACE Program and the PACE Program Report and may be added to the original application as a modification, or submitted as a new project, at the discretion of LAGM and the Authorized Official.

Monroe County PACE Special Assessment Agreement

ARTICLE III COVENANTS OF THE PROPERTY OWNER

Section 3.01 Acquisition, Construction and Installation of Improvements.

(a) The Property Owner covenants and agrees to acquire, construct and install the Improvements as described in **Appendix E** on the Special Assessment Parcel described on **Appendix B** in full conformity with all applicable laws and regulations and in compliance with the PACE Program eligibility requirements set forth in **Appendix A**. If the proceeds of the Loan are not sufficient to pay the costs of the Improvements as aforesaid, the Property Owner agrees to complete the Improvements and to pay that portion of the costs of the Improvements in excess of the amount of the Loan. The Property Owner acknowledges and agrees that the County makes no representation, either express or implied, that the proceeds of the Loan will be sufficient to pay the total costs of the Improvements, and the Property Owner agrees that if, after exhaustion of the proceeds of the Loan, the Property Owner shall be required to pay any portion of the costs of the Improvements from its own funds, the Property Owner shall not be entitled to any reimbursement therefore from the County or from the Lender, nor shall the Property Owner be entitled to any abatement or diminution of the amount of the Special Assessment created by this Agreement or of any interest, charges or penalties which may accrue thereon.

(b) To provide for monitoring and verification of the Project, the Property Owner has created an Energy Star Portfolio Manager account and has linked this account to the LAGM Energy Star Portfolio Manager account. The Property Owner has entered all electricity bills for the Special Assessment Parcel for the year (12 consecutive months) immediately preceding the installation of the Project. The Property Owner further agrees to enter its electricity bills for the duration of the Agreement on an annual basis. Annual electricity bills for the Special Assessment Parcel will be entered into the Property Owner's Energy Star Portfolio Manager account by January 31 of each year after the year for which the electricity bills are to be entered.

ARTICLE IV PACE SPECIAL ASSESSMENT

Section 4.01 PACE Special Assessment Created.

(a) At the request of the Property Owner, the County hereby determines to assist the Property Owner in obtaining the Loan to defray a portion of the cost of the Improvements on the Special Assessment Parcel by the levy of the Special Assessment upon the Special Assessment Parcel, which the Authorized Official on behalf of the County finds is especially benefited in proportion to the cost of the Improvements. The Special Assessment created hereby has been spread by the Authorized Official on behalf of the County on the Special Assessment Roll attached hereto as **Appendix C** (the "Special Assessment Roll"), with the consent of the Property Owner, to allocate one hundred percent (100%) of the Special Assessment to the Special Assessment Parcel.

Monroe County PACE Special Assessment Agreement

(b) The Special Assessment, as allocated by the Authorized Official with the consent of the Property Owner, is hereby finally established and levied against the Special Assessment Parcel as described on the attached **Appendix B** in the principal amount of [LOAN AMOUNT] as stated on the Special Assessment Roll. The Special Assessment is effective immediately upon the execution and delivery of this Agreement by the Property Owner. The Special Assessment shall be paid by the Property Owner in [NUMBER] semi-annual installments on the dates and in the amounts set forth in the payment schedule attached hereto as **Appendix D** (the “Payment Schedule”). The Special Assessment Roll and the Payment Schedule are hereby confirmed by the Authorized Official on behalf of the County. The unpaid amount of the Special Assessment Roll shall bear interest from the date of execution and delivery of this Agreement at the Applicable Interest Rate, as calculated by the Lender in accordance with the terms of the Loan Documents, payable by the Property Owner semi-annually on each date on which any installment of the Special Assessment is due in accordance with the Payment Schedule. Notwithstanding the foregoing, (i) if any installment of the Special Assessment or any interest due and payable on the Special Assessment Roll is not paid by the Property Owner when and as the same shall become due and payable in accordance with the provisions of this Section 4.01 or (ii) any “event of default” under the Loan Documents has occurred and is continuing, the unpaid amount of the Special Assessment Roll shall bear interest at the Default Rate as calculated by the Lender in accordance with the terms of the Loan Documents, for as long as such amounts remain unpaid or for so long as such “event of default” under the Loan Documents exists and is continuing. The County, the Property Owner and the Lender agree that the Lender shall be solely responsible for the determination from time to time of the Applicable Interest Rate and the Default Rate and the amount of interest due and payable by the Property Owner on the Special Assessment Roll on each day on which interest thereon is due and payable as provided in this Agreement, and the Lender’s determination thereof shall be binding on the Property Owner absent manifest error. The Property Owner and the Lender agree that the County shall under no circumstance have any obligation to determine the Applicable Interest Rate or the Default Rate or to calculate the amount of any interest payment due on the Special Assessment Roll as provided in this Agreement, and the County may conclusively rely upon the Lender’s determinations thereof for the purpose of exercising and discharging all of the County’s rights and obligations under this Agreement. The Lender agrees to provide, or cause to be provided, notice to the Property Owner and the County of the determinations of the Applicable Interest Rate and the Default Rate, as applicable, pursuant to this Section 4.01(b) at such times, and from time to time, as the Property Owner or the County may request.

Section 4.02 Assignment of Special Assessment Payments to Lender. At the request of the Property Owner and the Lender, and pursuant to Section 9(g)(iii) of the PACE Statute, the County hereby irrevocably assigns to the Lender its right to receive all installments of the Special Assessment required to be paid by the Property Owner pursuant to this Agreement, whether in accordance with the Payment Schedule or upon prepayment of the Special Assessment in whole or in part in accordance with Section 4.06 of this Agreement, together with all payments of interest due and payable on the Special Assessment Roll at the Applicable Interest Rate or the Default Rate, as the case may be, as provided in Section 4.01(b) of this Agreement. In pursuance of the foregoing, the County, the Property Owner and the Lender agree that, except as provided in Section 4.05 of this Agreement, (i) all installments of the Special Assessment, whether payable in accordance with the Payment Schedule or upon prepayment of

Monroe County PACE Special Assessment Agreement

the Special Assessment in whole or in part in accordance with Section 4.06 of this Agreement, together with all payments of interest due and payable upon the Special Assessment Roll at the Applicable Interest Rate or the Default Rate, as the case may be, shall be paid by the Property Owner directly to the Lender when due at such address in the United States as may be designated by the Lender in writing to the Property Owner and the County; (ii) the County shall have no obligation or duty to include any installments of the Special Assessment on any tax bill issued by the County or to bill, collect or remit to the Lender any installments of the Special Assessment or any interest due and payable upon the Special Assessment Roll; and (iii) absent receipt by the County of written notice from the Lender of a payment default in accordance with Section 4.05 hereof, the County shall be entitled to conclusively presume that all installments of the Special Assessment and all payments of interest due and payable on the Special Assessment Roll have been made by the Property Owner to the Lender when due as required by the terms of this Agreement.

Section 4.03 Property Owner's Consent to Special Assessment; Waiver.

(a) The Property Owner hereby irrevocably consents to and confirms the creation of the Special Assessment Roll and the levy of the Special Assessment established pursuant to this Agreement and EXPRESSLY WAIVES ANY AND ALL CLAIMS CHALLENGING AND DEFENSES TO, THE LEGALITY, VALIDITY, ENFORCEABILITY OR COLLECTABILITY OF THE SPECIAL ASSESSMENT, including, but not limited to, claims arising from, relating to or otherwise based upon any theory of procedural defect concerning the approval of the Improvements, the establishment of the Special Assessment District, confirmation of the Special Assessment Roll and the Payment Schedule, the County's right to place the Special Assessment lien on the Special Assessment Parcel, the collectability and due dates of the Special Assessment installments and interest due and payable on the Special Assessment Roll, or any other theory or claim. The Property Owner further waives notice of hearing and the right to file objections if and to the extent such rights exist under any special assessment ordinance of the County.

(b) Following the signing of this Agreement, no suit or action of any kind shall be instituted or maintained for the purpose of contesting or enjoining the collection of the Special Assessment, and the Property Owner, for itself and its successors in interest, lessees, purchasers, and assigns with respect to all or any part of the Special Assessment Parcel, hereby irrevocably waives its rights to contest the Special Assessment with any adjudicative body having jurisdiction over the subject matter, including, but not limited to, the Michigan Tax Tribunal.

(c) In addition to any conditions, covenants, warranties and representations specified in the Loan Documents, the Property Owner shall not sell, transfer, alienate or convey any of its interest in the Special Assessment Parcel without first having given written notice of the Special Assessment to any successors in interest, lessees, purchasers or assigns and having made a copy of this Agreement part of any purchase contract, sale contract, lease agreement, deed or any other conveyancing instrument by which the Property Owner purports to assign all or any part of its interest in the Special Assessment Parcel to any successors in interest, lessees, purchasers, transferees, licensees and assigns. This Agreement shall be recorded against the real property constituting the Special Assessment Parcel by the PACE lender with the Register of Deeds of Monroe County, State of Michigan.

Monroe County PACE Special Assessment Agreement

(d) The Property Owner agrees that it, its successors and assigns shall, during the term of this Agreement and the Special Assessment, pay all ad valorem real property taxes and assessments levied against the Special Assessment Parcel when due and the Property Owner specifically waives, irrevocably for itself, its successors and assigns as to any and all portions of the Special Assessment Parcel, the right to pay ad valorem real property taxes and assessments on any other installment method which may be available to property owners in the County.

(e) The County agrees that following (i) payment by the Property Owner in full of the Special Assessment, together with all accrued interest on the Special Assessment Roll, and all other interest, charges and penalties which may accrue thereon, and (ii) receipt by the County of written acknowledgment from the Lender that the Special Assessment, together with all accrued interest on the Special Assessment Roll, has been paid to the Lender in full, it will promptly execute and deliver documentation discharging the lien of the Special Assessment on the Special Assessment Parcel. Until the Special Assessment liability has been fully satisfied and the lien discharged, each purchaser of all or any part of the Special Assessment Parcel, as a condition of closing on such purchase, shall execute and deliver to the County a written notice: (i) acknowledging the principal amount unpaid and outstanding on the Special Assessment; (ii) agreeing to the assumption of the liability to pay the Special Assessment, and any interest thereon, on a timely basis, when due, until the remaining balance and interest on said Special Assessment has been paid in full; (iii) acknowledging that the title insurance policy will state that the Special Assessment has not been paid at time of closing thereon; and (iv) agreeing to pay to the Lender at or prior to the close of the purchase all past due installments of the Special Assessment and all past due payments of interest on the Special Assessment Roll. The representations set forth in such written notice shall be enforceable at law and in equity, including without limitation, by way of specific performance.

Section 4.04 Lien. The Special Assessment is an obligation with respect to the Special Assessment Parcel, and shall, until paid, be a lien upon the Special Assessment Parcel for the amount of the Special Assessment and all interest, charges and penalties that may accrue thereon. Such lien shall be of the same character and effect as liens created pursuant to the ordinances of the County for County taxes and shall be treated as such with respect to procedures for collection as set forth in the General Property Tax Act and the ordinances of the County, including accrued interest, charges and penalties. The Special Assessment confirmed hereby is a debt to the County from the Property Owner and its successors in interest, lessees, purchasers and assigns. The right of the County to receive all installments of the Special Assessment required to be paid by the Property Owner pursuant to this Agreement, together with all payments of interest due and payable on the Special Assessment Roll at the Applicable Interest Rate or the Default Rate, as the case may be, as provided in Section 4.01, has been irrevocably assigned by the County to the Lender in accordance with the provisions of Section 4.02 of this Agreement. No judgment or decree shall destroy or impair any lien of the County upon the premises assessed for such amount of the Special Assessment as may have been equitably or lawfully charged and assessed thereon. Failure of the Property Owner or any subsequent property owner to receive any notice required to be sent under the provisions of the ordinances of the County or this Agreement shall not invalidate the Special Assessment or the Special Assessment Roll and shall not be a jurisdictional requirement.

Monroe County PACE Special Assessment Agreement

Section 4.05 Payment Default.

(a) If any installment of the Special Assessment or interest due on the Special Assessment Roll shall not have been paid by the Property Owner to the Lender, as assignee of the County, at the time and in the amount required by Section 4.01 hereof (a “Payment Default”), the Lender shall, within thirty (30) days following the date such sums were due and payable (the “Payment Default Date”), deliver written notice to the County stating all of the following: (i) that a Payment Default has occurred under this Agreement; (ii) the Payment Default Date; (iii) the amount of the Special Assessment that was due and payable as of the Payment Default Date and which remains unpaid and the amount of interest on the Special Assessment Roll that was due and payable as of the Payment Default Date and which remains unpaid (collectively, the “Payment Default Amount”); and (iv) an attestation by an authorized officer of the Lender that the statements contained in the foregoing notice are true, correct and complete as of the date of such notice. Upon receipt of such notice from the Lender, the County shall take such actions as may be required to cause the Payment Default Amount to be certified for collection on the summer or winter tax bill next succeeding the Payment Default Date, and such Payment Default Amount shall be collected at the same time and in the same manner as is prescribed for the collection of the County taxes under the General Property Tax Act and the ordinances of the County. The County may assess a fee for delinquent taxes, interest, penalties, and fees as provided under General Property Tax Act Section 211.78. Notwithstanding the foregoing provisions of this Section 4.05(a), if the County shall determine that the notice of the Lender described in this Section 4.05(a) was not received by the County in sufficient time to permit the Payment Default Amount to be placed for collection on the summer or winter tax bill next succeeding the Payment Default Date, such Payment Default Amount shall be certified for collection on the next summer or winter tax bill issued thereafter. The County shall be entitled to conclusively rely upon any notice of the Lender delivered pursuant to this Section 4.05(a) as to the existence of a Payment Default and as to the Payment Default Amount, and shall not be liable to the Property Owner or to any other person for any action taken by the County pursuant to the terms of this Agreement or otherwise in reliance upon the information contained in such notice. Absent receipt by the County of written notice from the Lender of a Payment Default in accordance with this Section 4.05(a), the County shall be entitled to presume conclusively that all installments of the Special Assessment and all payments of interest due and payable on the Special Assessment Roll have been made by the Property Owner to the Lender when due as required by the terms of this Agreement, and the County shall have no obligation or duty to include any installments of the Special Assessment on any tax bill issued by the County or to bill, collect or remit to the Lender any installments of the Special Assessment or any interest due and payable upon the Special Assessment Roll.

(b) The County hereby agrees that, pursuant to the assignment set forth in Section 4.04, it will cause to be paid over to the Lender all amounts received by the County from the County Treasurer as collections of any Payment Default Amount within forty-five (45) days of the date such sums are received by the County from the County Treasurer. The parties hereto expressly acknowledge and agree that in no event shall the County advance to the Lender the amount of any unpaid Payment Default Amount, and the County shall be obligated to pay over to the Lender only such sums as are actually received by the County Treasurer as collections of any Payment Default Amount.

Monroe County PACE Special Assessment Agreement

(c) In the event that any interest, penalties, fees or other charges shall be imposed upon the Special Assessment Parcel or against the Special Assessment Roll or the amount of any unpaid Special Assessment pursuant to the ordinances of the County or the General Property Tax Act, by Monroe Michigan, for the administration, billing, collection or enforcement of the Special Assessment created hereby, such amounts shall remain a debt of the Property Owner to Monroe County, Michigan, as their interests may appear, and shall not be deemed to have been assigned to the Lender pursuant to the terms of this Agreement or otherwise.

(d) The Lender hereby agrees and acknowledges that it shall have no right, and if such right were to be found to exist, hereby waives such right, to seek payment of any delinquent installment of the Special Assessment, and any interest, penalties, fees, or other charges, through the Monroe County Delinquent Tax Revolving Fund (“DTRF”), or any subsequent City or County fund which may replace the DTRF, or any other City or County funds.

Section 4.06 Prepayment of Special Assessment. Subject to the provisions of the Loan Documents, including, without limitation, prepayment penalties, if any, the Property Owner may, upon sixty (60) days’ written notice to the Lender and the County, prepay any installment of the Special Assessment specified in the Payment Schedule by causing to be paid to the Lender the amount of the installment to be prepaid, together with accrued interest thereon to the date of prepayment. If such prepayment of any installment is not received by the Lender on the date specified for prepayment, the Lender shall promptly deliver written notice to the County that such prepayment was not received by the Lender.

Section 4.07 Invalidity; Cure. In the event of any invalidity of the Special Assessment, the Authorized Official, at the request of the Lender, and if the County shall have received indemnity satisfactory to the Authorized Official for its costs and expenses (including reasonable attorneys’ fees), shall cause a new Special Assessment to be made for all or any part of the Improvements in accordance with the PACE Statute and the PACE Program as reasonably determined by the Authorized Official. The Property Owner, on behalf of itself and its successors in interest, lessees, purchasers, and assigns, hereby waives any objections to and agrees to the imposition of such new Special Assessment; *provided, however*, that the amount of the new Special Assessment shall not exceed the unpaid principal amount of the Loan at the time the new Special Assessment shall be established.

Section 4.08 County or County Treasurer Becoming Owner of the Special Assessment Parcel. In the event that the County Treasurer takes ownership of the Special Assessment Parcel by operation of law, the County Treasurer and the Lender agree that while the lien on the Special Assessment Parcel will remain in full force and effect, and all principal, interest, penalties, fees, and other charges, either based on Michigan Compiled Laws or the Loan Documents will continue to accrue during the period of time that the County Treasurer owns the Special Assessment Parcel. No loan or special assessment payments, including interest, penalties, fees or other charges, are required to be paid or will be accrued by the County Treasurer to the Lender. Any and all principal, interest, penalties, fees, and other charges which accrue during the period by which the County Treasurer own the Special Assessment Parcel will, in the sole and unlimited discretion of the Lender, either be: (1) considered immediately due and

Monroe County PACE Special Assessment Agreement

payable by any person or entity who purchases the Special Assessment Parcel from the County Treasurer, and no sale or transfer of the Special Assessment Parcel is valid unless and until all principal, interest, penalties, fees, and other charges have been paid by the subsequent owner of the Special Assessment Parcel; or (2) capitalized into the outstanding principal balance of the Special Assessment, causing the Lender to provide a revised Payment Schedule in an amount necessary to amortize the new outstanding principal balance of the Special Assessment over the remaining number of payments. The lien created by the Special Assessment shall not be extinguished or released until all necessary principal and interest payments, as well as all penalties, fees, and other charges, as determined solely by Lender, have been paid and received by Lender.

ARTICLE V CONDITIONS PRECEDENT

Section 5.01 Conditions Precedent to the County's Obligations.

The obligations of the County under this Agreement shall be subject to the satisfaction of the following conditions precedent on or prior to the date of execution and delivery of this Agreement by the County, unless waived in writing by the County:

(a) The County, the Property Owner and the Lender shall have authorized, executed and delivered this Agreement and all approvals required hereby shall have been secured.

(b) No action, suit, proceeding or investigation shall be pending before any court, public board or body to which the Property Owner or the County is a party, or shall be threatened in writing against the Property Owner or the County, contesting the validity or binding effect of this Agreement, the Special Assessment or the Owner-Arranged Financing contemplated hereby, or which, if adversely decided, could have a material adverse effect upon the ability of the Property Owner to pay or the County to levy the Special Assessment or to assign to the Lender the right to receive payments of the Special Assessment, or which could have a material adverse effect on the ability of the Property Owner or the County to comply with any of the obligations and terms of this Agreement.

(c) There shall be no ongoing breach of any of the covenants and agreements of the Property Owner required to have been observed or performed by the Property Owner under the terms of this Agreement and no Event of Default by the Property Owner, and no event which, with the passage of time or the giving of notice or both could become an Event of Default by the Property Owner under this Agreement, shall have occurred.

(d) All documents, schedules, materials, maps, plans, descriptions and related matters which are contemplated to be made Appendices to this Agreement shall have been fully completed by the Property Owner to the County's reasonable satisfaction and such Appendices shall be true, accurate and complete.

(e) The Property Owner shall meet all eligibility requirements as set forth in **Appendix A.**

Monroe County PACE Special Assessment Agreement

(f) The Property Owner and the Lender shall have authorized, executed and delivered the Loan Documents, and the Lender shall have funded the Loan in accordance with the terms of the Loan Documents.

(g) The Property Owner shall not have filed for bankruptcy or sought the protections of any state or federal insolvency law providing protections to debtors.

(h) The Property Owner shall have obtained consent from each holder of a mortgage interest or lien upon the Special Assessment Parcel prior to the execution and delivery of this Agreement in substantially the form set forth in the PACE Program Report.

ARTICLE VI REPRESENTATIONS AND WARRANTIES

Section 6.01 Representations and Warranties of the County.

The County represents and warrants to the Property Owner that, as of the date of this Agreement:

(a) The execution and delivery of this Agreement has been duly authorized by the County, and this Agreement complies with the PACE Statute and constitutes a valid and binding agreement of the County, enforceable against the County in accordance with its terms, except as enforceability may be limited by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors' rights generally, now existing or hereafter enacted, and by the application of general principals of equity, including those relating to equitable subordination.

(b) Neither the execution and delivery of this Agreement nor the consummation of the transaction contemplated herein is in violation of any provision of any existing law, ordinance, rule, resolution or regulation to which the County is subject, or any agreement to which the County is a party or by which the County is bound, or any order or decree of any court or governmental entity by which the County is subject.

(c) There are no delinquent taxes, special assessments, or water or sewer charges on the Special Assessment Parcel that will be assessed under this Agreement; and there are no delinquent assessments on the Special Assessment Parcel under a PACE program.

Section 6.02 Representations and Warranties of the Property Owner.

The Property Owner represents and warrants to the County and the Lender that:

(a) The Property Owner is duly organized and validly existing as a limited liability company in good standing under the laws of the State of Michigan, with power under the laws of the State of Michigan to carry on its business as now being conducted, and is duly qualified to do business in the State of Michigan; and the Property Owner has the power and authority to own the Special Assessment Parcel and to carry out its obligation to complete the Improvements.

Monroe County PACE Special Assessment Agreement

(b) The execution and delivery of this Agreement will not result in a violation or default by the Property Owner of any provision of its Articles of Organization or Operating Agreement, or under any indenture, contract, mortgage, lien, agreement, lease, loan agreement, note, order, judgment, decree or other instrument of any kind or character to which it is a party and by which it is bound, or to which it or any of its assets are subject.

(c) The Property Owner is the sole and exclusive legal and equitable title owner of fee simple title to the Special Assessment Parcel and the Improvements located, or to be located, thereon and has full legal power and authority to consent to the finalization and levying of the Special Assessment as provided herein.

(d) The execution and delivery of this Agreement and the consummation of the transactions contemplated hereby have been duly authorized by all requisite action, and this Agreement has been duly executed and delivered by the Property Owner and constitutes a valid and binding agreement enforceable against the Property Owner in accordance with its terms, except as enforceability may be limited by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors' rights generally, now existing or hereafter enacted, and by the application of general principles of equity, including those relating to equitable subordination.

(e) Property Owner warrants and agrees that any contractual, legal or other disputes between it and the Lender--other than matters specifically related to enforcement of property tax obligations--or the contractor involved in the Improvements, do not involve the County, and Property Owner agrees to hold the County and its agents, including but not limited to LAGM, harmless from any such disputes or causes of action.

(f) The Property Owner, the Special Assessment Parcel and the Improvements satisfy all of the PACE Program eligibility and program requirements set forth in **Appendix A**.

Section 6.03 Representations and Warranties of the Lender.

The Lender represents and warrants to the County that:

(a) The Lender has experience in the market for property assessed clean energy programs and assessments and is capable of evaluating the merits and risks of its participation in the Owner-Arranged Financing contemplated by this Agreement.

(b) The Lender has made its own independent investigation of the Property Owner, the terms of this Agreement, the nature of the Special Assessment created hereby and the procedures for the collection and enforcement of the Special Assessment under this Agreement and the laws of the State of Michigan, and is not relying on the County, its agents, attorneys or employees for any of such information or with respect to the sufficiency and scope of such investigation. The Lender has not received, and is not relying on, any representations of the County with respect to the Property Owner.

Monroe County PACE Special Assessment Agreement

(c) Lender warrants and agrees that any contractual, legal or other disputes between it and Property Owner--other than matters specifically related to enforcement of property tax obligations--do not involve the County, and Lender agrees to hold the County and its agents, including but not limited to LAGM, harmless from any such disputes or causes of action.

ARTICLE VII DEFAULT

Section 7.01 Property Owner Event of Default. If the Property Owner shall default in the performance of any covenant or agreement on its part contained in this Agreement and such default shall continue for a period of ten (10) days after written notice thereof has been given to the Property Owner by the County, an "Event of Default" shall be deemed to have occurred under this Agreement.

Section 7.02 Remedies for Property Owner Event of Default. Upon the occurrence of an Event of Default as provided in Section 7.01 hereof, the County, after giving written notice as required, without further notice of any kind, and in addition to all other rights and remedies provided at law or in equity, shall be entitled to seek and obtain a decree of specific performance of this Agreement from a court of competent jurisdiction; or the right to recover from the Property Owner any damages incurred by the County and any costs incurred by the County in enforcing or attempting to enforce this Agreement or the Special Assessment, including attorneys' fees and expenses; or to foreclose on the Special Assessment Parcel and to sell all or any part of the Special Assessment Parcel to the extent necessary to recover any damages and costs; or any combination of the foregoing. Notwithstanding the foregoing, the parties hereto acknowledge and agree that the County shall not be obligated to institute any of the actions or proceedings or to exercise any of the remedies authorized by this Section 7.02 upon the occurrence of an Event of Default hereunder, and that its obligations with respect to the billing, collection and enforcement of the Special Assessment or any installment thereon shall be limited to those obligations set forth in Article IV of this Agreement. The Lender acknowledges that neither the Special Assessment nor any installment thereon can be accelerated.

Section 7.03 The County Default. If the County shall default in the performance of any covenant or agreement on its part contained in this Agreement and shall fail to proceed in good faith to cure such default within sixty (60) days after written notice thereof has been received by the County from the Property Owner or the Lender, a "County Default" shall be deemed to have occurred under this Agreement.

Section 7.04 Remedy for County Default. Upon the occurrence of a County Default as provided in Section 7.03 hereof, and if the Property Owner or the Lender, as the case may be, shall have otherwise fully performed all of its obligations hereunder, the Property Owner or the Lender, after giving written notice as required, without further notice or demand, shall be entitled to seek and obtain a decree of specific performance from a court of competent jurisdiction; but neither the Property Owner nor the Lender shall have the right to seek to recover money damages against the County, including any costs or fees (including attorneys' fees) incurred by the Property Owner or the Lender in enforcing or attempting to enforce this Agreement. Neither the

Monroe County PACE Special Assessment Agreement

occurrence of a County Default nor the institution of any proceeding or the exercise of any remedy upon the occurrence of a County Default shall negate or diminish the obligations of the Property Owner hereunder to pay the installments of the Special Assessment and interest accrued on the Special Assessment Roll and all other costs hereunder when the same shall become due and payable.

Section 7.05 Waiver. Failure of any party hereunder to act upon discovery of a default or to act upon the existence of an Event of Default shall not constitute a waiver of the right to pursue the remedies provided herein.

ARTICLE VIII MISCELLANEOUS

Section 8.01 Term. Except as otherwise provided in this Agreement, the terms of this Agreement shall commence on the date first written above and shall terminate at such time as the Special Assessment liability shall have been fully satisfied as provided in Section 4.03(e) hereof.

Section 8.02 Assignment.

(a) Except as otherwise provided herein and as provided in Section 8.02(b) hereof, no party to this Agreement may transfer, assign or delegate to any other person or entity all or any part of its rights or obligations arising under this Agreement without the prior written consent of the other parties hereto excepting as otherwise expressly provided herein.

(b) The Lender and its successors and assigns may assign its rights and obligations under this Agreement and its rights in the Special Assessment, in whole but not in part; *provided, however,* that any such assignment shall be made only in accordance with applicable law; *and provided further, however,* that no such assignment shall be effective unless the County shall have first received (i) notice of the assignment disclosing the name and the address of the assignee, which shall be an address in the United States and (ii) a Certificate of Assignment executed by the assignee in the form attached to this Agreement as **Appendix G**. From and after the date of satisfaction of the conditions for the assignment of this Agreement as provided in this Section 8.02(b), the assignee of the Lender shall be a party hereto and shall have the rights and obligations of the Lender specified hereunder, and such assignee shall be deemed to be the “Lender” for all purposes of this Agreement.

Section 8.03 Notices. All notices, certificates or communications required by this Agreement to be given shall be in writing and shall be sufficiently given and shall be deemed delivered when personally served, or when received if mailed by registered or certified mail, postage prepaid, return receipt requested, addressed to the respective parties as follows, or to such other address as such party may specify by written notice to the other parties hereto:

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If to the County:	Monroe County Courthouse 125 East Second Street Monroe, Michigan 48161-2197 Attn:
With a copy to:	Monroe County PACE Administrator Lean & Green Michigan 500 Temple Street, Suite 6270 Detroit, MI 48201New
If to the Property Owner:	PROPERTY OWNER ADDRESS
With a copy to:	PACE LENDER ADDRESS
With a copy to:	Monroe County PACE Administrator Lean & Green Michigan 500 Temple Street, Suite 6270 Detroit, MI 48201
If to the Lender:	PACE LENDER ADDRESS
With a copy to:	Monroe County PACE Administrator Lean & Green Michigan 500 Temple Street, Suite 6270 Detroit, MI 48201

Section 8.04 Amendment and Waiver No amendment or modification to or of this Agreement shall be binding upon any party hereto until such amendment or modification is reduced to writing and executed by each party hereto. No waiver of any term of this Agreement shall be binding upon any party until such waiver is reduced to writing, executed by the party to be charged with such waiver, and delivered to the other parties hereto.

Section 8.05 Entire Agreement. This Agreement constitutes the entire agreement between the County, on the one hand, and the Lender and the Property Owner, on the other hand. There are no other representations, warranties, promises, agreements or understandings, oral, written or implied, between the County, on the one hand, and the Lender or the Property Owner, on the other hand.

Section 8.06 Execution in Counterparts. This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.

Monroe County PACE Special Assessment Agreement

Section 8.07 Captions. The captions and headings in this Agreement are for convenience only and in no way limit, define or describe the scope or intent of any provision of this Agreement.

Section 8.08 Applicable Law. This Agreement shall be governed in all respects, whether as to validity, construction, performance and otherwise, by the laws of the State of Michigan.

Section 8.09 Mutual Cooperation. Each party to this Agreement shall take all actions required of it by the terms of this Agreement as expeditiously as possible and shall cooperate to the fullest extent possible with the other parties to this Agreement. Each party to this Agreement shall exercise reasonable diligence in reviewing, approving, executing and delivering all documents necessary to accomplish the purposes and intent of this Agreement. Each party to this Agreement also shall use its best efforts to assist the other parties to this Agreement in the discharge of its obligations hereunder and to assure that all conditions precedent to the financing arrangements are satisfied.

Section 8.10 Binding Effect; No Third-Party Beneficiary. This Agreement shall be binding upon the parties hereto and upon their respective successors and assigns. In no event shall the provisions of this Agreement be deemed to inure to the benefit of or be enforceable by any third party, except for permitted assigns.

Section 8.11 Force Majeure. No party hereto shall be liable for the failure to perform its obligations hereunder if said failure to perform is due to Force Majeure. Said failure to perform shall be excused only for the period during which the event giving rise to said failure to perform exists; *provided, however*, that the party seeking to take advantage of this Section shall notify the other party in writing, setting forth the event giving rise to said failure to perform, within ten (10) business days after the occurrence of said event.

Section 8.12 Severability. If any provision of this agreement or the application to any person or circumstance is, determined to be invalid or unenforceable by means of law, the remainder of the agreement will remain in full force and effect.

[SIGNATURES ON THE FOLLOWING PAGE]

Monroe County PACE Special Assessment Agreement

IN WITNESS WHEREOF, Monroe County, [PROPERTY OWNER], and [LENDER] have caused this PACE Special Assessment Agreement to be duly executed and delivered as of the date first written above.

PROPERTY OWNER

By:

Its:

State of Michigan)
) ss
County of Monroe)

The foregoing instrument was acknowledged before me this ____ day of _____, 202_, by _____ the Authorized Signatory of [PROPERTY OWNER] on behalf of [PROPERTY OWNER].

Notary Public

_____ County, Michigan

My commission expires _____

Monroe County PACE Special Assessment Agreement

IN WITNESS WHEREOF, Monroe County, [PROPERTY OWNER], and [LENDER] have caused this PACE Special Assessment Agreement to be duly executed and delivered as of the date first written above.

LENDER

By:

Its:

State of _____)
) ss
 County of _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 202_, by _____ the Authorized Signatory of [LENDER], on behalf of [LENDER].

Notary Public _____ County, _____
My commission expires _____

Monroe County PACE Special Assessment Agreement

IN WITNESS WHEREOF, Monroe County, [PROPERTY OWNER], and [LENDER] have caused this PACE Special Assessment Agreement to be duly executed and delivered as of the date first written above.

Monroe County

By:

Its:

State of Michigan)
) ss
County of Monroe)

The foregoing instrument was acknowledged before me this _____ day of _____, 202_, by _____ of Monroe County on behalf of Monroe County.

Notary Public

_____ County, Michigan

My commission expires _____

Monroe County PACE Special Assessment Agreement

APPENDIX A **PROGRAM ELIGIBILITY CHECKLIST**

Property is privately owned commercial, industrial, agricultural or multifamily residential, with 4 or more dwelling units, real property within the County's jurisdictional boundaries, which may be owned by any individual or private entity, whether for-profit or non-profit. MCL 460.933(g).

There are no delinquent ad valorem taxes, special assessments, or water or sewer charges on the property. The Authorized Official at his discretion may disqualify properties that although not currently delinquent, have been delinquent within six months of the application's submission. MCL 460.941(2)(a).

There are no delinquent assessments on the property under a PACE program. MCL 460.941(2)(b).

The term of assessment shall not exceed the lesser of the useful life of the Project paid for by the assessment or 25 years. Projects that consist of multiple energy projects or environmental hazard projects with varying lengths of useful life may blend the lengths to determine an overall assessment term that does not exceed the useful life of the improvements in aggregate. MCL 460.939(i).

An appropriate ratio must be determined for the amount of assessment in relation to the assessed value of the property. MCL 460.939(j).

Written consent from the mortgage holder must be obtained if the property is subject to a mortgage. MCL 460.939(k).

A baseline energy audit or energy modeling must be conducted for the Project on property that is approved by LAGM. Such approval may be granted retroactively if the audit meets the standards of LAGM. MCL 460.939(o).

For projects financed for more than \$250,000, a performance guarantee must be provided by the contractor(s) to guarantee a savings to investment ratio greater than one (1). The performance guarantee must meet the standards set by LAGM, and include financial and logistical arrangements for ongoing measurement and verification of energy savings. This requirement may be waived by the property owner and is not applicable to new construction energy project. MCL 460.939(p).

Monroe County PACE Special Assessment Agreement

APPENDIX B

SPECIAL ASSESSMENT PARCEL DESCRIPTION

Parcel Number:

Address:

LEGAL DESCR:

Monroe County PACE Special Assessment Agreement

APPENDIX C

SPECIAL ASSESSMENT ROLL

PACE Project Special Assessment

Parcel Number:

Address:

County:

Owner:

Assessment:

Percent:

I certify that the above is the special assessment roll created for the PACE project referenced in this document in the applicable County in the State of Michigan, subject to payment of the special assessment as outlined in Appendix C of this document.

Dated

Monroe County PACE Special Assessment Agreement

APPENDIX D

**PAYMENT SCHEDULE
(TBD)**

Monroe County PACE Special Assessment Agreement

APPENDIX E

DESCRIPTION OF IMPROVEMENTS

Monroe County PACE Special Assessment Agreement

APPENDIX F

PACE Program Application

Property and Property Owner Information

1. **Property/Parcel Legal Name(s)** (as they appear on property tax records)

Parcel #: _____
Address: _____
Owner: _____

2. **Property Type** (double-click to check all that apply)

☐ **Agricultural**
☐ **Commercial** (including multifamily with 4 or more units)
• Type of commercial property - _____
☐ **Industrial**
☐ **Nonprofit**

3. **Property Record Owner(s) Contact Information**

Property Owner/Company Name: _____
Signatory Name: _____
Address: _____
E-mail Address: _____
Telephone Number: _____

4. **Property Owner(s) Type**

☐ Individual ☐ LLP ☐ LLC
☐ Corporation ☐ 501(c)3 ☐ Other _____

5. **Property Valuation**

State Equalized Value (SEV): \$ _____
Date of SEV: _____
Valuation (per Appraisal): \$ _____
Date of Appraisal: _____

6. **Existing Liens Against Property** (tax, special assessment, water or sewer charges, etc.)

Amount	Type	End Date
\$ _____	_____	_____
\$ _____	_____	_____

Total Dollar Amount of Liens Against Property: \$ _____

7. **Balance of Any Mortgage(s):**

	Amount of Mortgage	Name of Mortgage Holder
Mortgage	\$ _____	_____
Additional Debt on Property	\$ _____	_____

Monroe County PACE Special Assessment Agreement

- a. **Consent:** If subject to a mortgage - Consent by mortgage holder(s) must be obtained.

Project Information

1. **PACE Project Developer** (Lean & Green Michigan can make referrals if necessary.)

Name: _____
Address: _____
E-mail Address: _____
Telephone Number: _____
Other Contractors: _____

2. **Overall Project Cost:** _____

3. **Savings to Investment Ratio*** (as provided in Savings Guarantee)

3a. Year 1: _____
3b. Overall: _____
3c. Waived _____

4. **Useful Life of Project Measures:** _____ years

5. **User ID for Energy Star Portfolio Manager** (for property): _____

PACE Loan Details

1. **PACE Lender/Capital Provider** (Lean & Green Michigan can make referrals if necessary.)

Name: _____
Address: _____
E-mail Address: _____
Telephone Number: _____

2. **Requested Assessment Amount**

Project Cost:	\$	_____
Energy Audit or Model	\$	_____
Engineering/Architect Plans	\$	_____
Building Permit Fees	\$	_____
Other (Please explain)	\$	_____
Total Assessment Amount:	\$	_____ (Total of all lines above)

3. **Requested Assessment Repayment Period:** _____ years

4. **Interest Rate Offered by Lender:** _____ %

Monroe County PACE Special Assessment Agreement

APPENDIX G

FORM OF CERTIFICATE OF ASSIGNMENT

This Certificate of Assignment of the Special Assessment Agreement (“Assignment”), dated effective as of date, (the “Effective Date”), is made by [LENDER] (“Assignor”) to _____ (“Assignee”). Assignor and Assignee are referred to at times, each individually as a “Party,” and collectively as the “Parties.”

Agreement

1. For good and valuable consideration and the payment of [PAYMENT AMOUNT], the receipt and sufficiency of which is hereby acknowledged, confessed, stipulated and agreed upon by Assignor, Assignor ASSIGNS, BARGAINS, GIVES, SETS OVER, CONVEYS, TRANSFERS and DELIVERS to Assignee all of Assignor’s rights, title, interest, obligations, and duties under the Special Assessment Agreement entered into by Assignor, Property Owner, and _____ (the “Transferred Interest”), together with all of Assignor’s rights to receive payments from Property Owner attributable to the Transferred Interest arising on and after the date of this Assignment.

2. Assignor warrants that: (i) it is authorized to execute this document; (ii) it is conveying good, indefeasible title to the Transferred Interest; and (iii) the Transferred Interest is free and clear of all liens and encumbrances, and no party has any rights in or to acquire, or hold as security, or otherwise, the Transferred Interest.

3. Assignor hereby agrees to make, execute and deliver to Assignee any and all further instruments of conveyance, assignment or transfer, and any and all other instruments, as may be necessary or proper to carry out the purpose and intent of this Assignment and/or to fully vest Assignee in all rights, titles, interests obligations, and duties of Assignor in and to the Transferred Interest, which instruments shall be delivered to Assignee as soon as possible without any condition or delay on the part of Assignor.

4. Assignee hereby accepts all of Assignor’s rights, title, interest, obligations, and duties under the Special Assessment Agreement and agrees to be bound by its terms. From and after the date of this Assignment and satisfaction of the conditions contained in Section 8.02(b) of the Special Assessment Agreement, Assignee shall be a party to the Special Assessment Agreement and shall have the rights and obligations of the Assignor specified thereunder, and Assignee shall be deemed to be the “Lender” for all purposes of the Special Assessment Agreement.

5. All notices, certificates or communications provided pursuant to the Special Assessment Agreement to Assignee shall be delivered as provided in the Special Assessment Agreement to:

Monroe County PACE Special Assessment Agreement

(Name)

(Address)

(Attention)

IN WITNESS WHEREOF, Assignor and Assignee hereby agree to be bound by the terms of this Assignment and each has executed this Assignment to be effective as of the Effective Date.

ASSIGNOR:

[LENDER]

By: _____

Its: _____

ASSIGNEE:

Name: _____

By: _____

Its: _____

Monroe County PACE Special Assessment Agreement

APPENDIX H

FORM OF LENDER CONSENT

Lender Consent and Acknowledgement of Owner Participation in Monroe County, Michigan, PACE Program

This acknowledgement is granted date, 20__, by Name of Mortgage Holder (the “Lender”), and for the benefit of PROPERTY OWNER (the “Property Owner”), and Monroe County in the State of Michigan.

Recitals

A. Pursuant to Public Act No. 270 of 2010, the County established the County Property Assessed Clean Energy (“PACE”) Program on date, 20__, by resolution, to promote installation of energy projects and/or environmental hazard projects.

B. The Property Owner has applied to the Program to finance the amount of \$ AMOUNT OF FINANCING, to be paid back as an assessment on Property Owner’s real property, described in **Appendix D** attached hereto (the “Property”), over a period of twenty years.

C. Owner has previously executed a mortgage, deed of trust, dated _____, 20__, to the Lender, covering the Property, to secure a promissory note in the sum of \$ AMOUNT OF LOAN, and recorded on _____, 20__ at _____, Page _____, Monroe County Register of Deeds.

D. Repayment by the Property Owner under the PACE Special Assessment Agreement will be a statutory assessment levied against the Property notice of which shall be recorded against the Property in the Office of the County Clerk/Register of Deeds for Monroe County, and which assessment, together with interest and any penalties, shall constitute a lien (the “Lien”) on the Property, and shall be collected subject to the terms agreed to between the parties and as contained in the PACE Special Assessment Agreement.

Consent and Acknowledgement

Lender acknowledges that it has been informed of the Property Owner’s participation in the County PACE Program and agrees that Property Owner’s execution of the PACE Special Assessment Agreement will not constitute a default under Lender’s Deed of Trust.

Execution of this Consent and Acknowledgement by Lender’s representative shall constitute full and complete consent to the Property Owner’s participation in the County PACE Program.

Monroe County PACE Special Assessment Agreement

Name of Lender: _____

Date: _____

By: _____

Title: _____

STATE OF MICHIGAN

COUNTY

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by
_____, on behalf of _____.

_____, Notary Public

County, State of _____

Acting in _____ County

My Commission Expires:

Monroe County PACE Special Assessment Agreement

APPENDIX I

FORM OF WAIVER OF SIR AND SAVINGS GUARANTEE

This waiver of the savings-to-investment ratio requirement and guarantee of savings ("Waiver") is acknowledged on this ____ day of ____, 20__ by [Property OWNER]

Recitals

- A. Pursuant to Public Act No. 270 of 2010, as amended, Monroe County established the Monroe County Pace Program to promote installation of renewable energy systems, energy efficiency improvements, water usage improvement, and environmental hazard projects.
- B. The Property Owner has elected to participate in this program and plans to enter into a Special Assessment Agreement with Monroe County and [LENDER] for the purpose of financing the installation of [IMPROVEMENTS] on its property.
- C. Pursuant to MCL 460.939(1)(p)(ii), unless waived by the Property Owner, the contractor must guarantee to the Property Owner that the project will achieve a savings-to-investment ratio greater than one, and agree to pay the property owner for any shortfall in savings, on an annual basis.
- D. The Property Owner has elected to waive this requirement.

IN WITNESS WHEREOF, the Property Owner hereby waives the requirement that the project achieve a savings-to-investment ratio greater than one, and that the contractor guarantee the savings, and make up for any shortfall on an annual basis. Property Owner expressly waives any and all claims challenging the legality or validity of this waiver or the legality, validity, or collectability of the PACE special assessment.

[PROPERTY OWNER]

By:

Its:

State of Michigan)
) ss
County Name County)

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____ the _____ of _____ on behalf of _____.

Notary Public

County, Michigan

My commission expires _____



Office of the City Manager
David L. Robinson

TO: Michael Bosanac March 17, 2025
Monroe County Administrator/ Chief Financial Officer

FROM: David Robinson
City Manager, City of Monroe

SUBJECT: Official Request for Funding
West Elm Avenue Rail Grade Separation Project

The City of Monroe holds a very important and unique transportation position within southeast Michigan and Monroe County, in that we are served by an interstate highway, three state trunklines, and a total of three Class 1 Railroads that are generally oriented in a north-south direction.

Due to the orientation of these at-grade railroad crossings, there are no east-to-west vehicle traffic travel paths that are not impeded by railroad crossings. The city has a region-wide challenge of maintaining a healthy and safe traffic flow at a moderate level of service while accommodating rail traffic which is crucial to the international supply chain and our region's economy. At times, when the traffic flow of vehicular traffic is halted as a result of long, slow or stopped trains, the traffic situation becomes chaotic for city and county residents alike.

In 2022, the city contracted for a feasibility study that resulted in identifying the at-grade crossing located on West Elm Avenue as being the crossing that would provide the most benefit to the region as well as the location that would most likely score significantly high as a federal grant funding project through Section 22305 of the 2021 Bipartisan Infrastructure law. The city and its consultants worked to compile and submit an application to secure funding through the U.S. Department of Transportation/Federal Railroad Administration that would fund 80% of the \$30 million project. On June 7, 2023, the city was awarded \$23,964,400 in federal grant funding which was one of the top ten highest funded projects nationally.

Receiving a federal grant of this magnitude to address an issue that affects the city, county, and surrounding region is monumental. However, while 80% of the total project is funded, the city continues to our efforts to secure the remaining 20% local match requirement as funding the local match by ourselves would cause significant strain on our responsibility to also improve and maintain the city's overall local road network. However, we also recognize we cannot let the possibly once-in-a-generation

opportunity to complete this project that is majority funded by our federal partners pass us by.

Of the approximate \$6 million of local match need, CSX Railroad has a 5% statutory contribution, or \$1.5 million, of the project's total cost. The city has successfully secured an additional \$2 million in funding through a grant from the Michigan Infrastructure Office Technical Assistance Center.

Using rounded numbers for simplicity:

Total Project Estimate:	\$30,000,000
U.S. FRA Grant:	\$24,000,000
Total Local Match Requirement:	\$6,000,000
CSX Statutory Contribution	\$1,500,000
Michigan Infrastructure Office Grant	\$2,000,000
Unsecured Funding needed	\$2,500,000

As noted above, the present remaining unfunded local match amount is \$2.5 million and the city is continuing our diligent efforts to seek and secure other partnerships to satisfy the local match need.

This project serves not only the city and its residents, it also serves the overall county and the region, so we are officially requesting a funding partnership with the county to achieve the current unfunded local match requirement.

As demonstrated in our successful funding application, West Elm Avenue is a critical thoroughfare used by many motorists from the wider county. In recognition of the greater benefit this project provides to the safety and well-being of county residents, the city is respectfully requesting a contribution of \$1,000,000 toward the remaining unfunded local match requirement. This investment, matched by a \$1,500,000 commitment by the city, will ensure the successful completion of this project and provide substantial benefits to the entire region by reducing traffic congestion, improving emergency response times, and enhancing overall transportation efficiency.

It is our hope that the County of Monroe administration and the Monroe County Board of Commissioners recognize the significance of the city securing \$24,000,000 of federal infrastructure funding for our community, but also the value of this project to the city, the county, and the region as a whole.

Respectfully,



David Robinson
City Manager

Cc: David Vensel - Commissioner (District 6) Chairman
Brian Lamour - Commissioner (District 5)



MONROE COUNTY SHERIFF'S OFFICE

Troy Goodnough, Sheriff

100 East Second Street, Monroe, MI 48161-2163

Telephone: (734) 240-7400 • Fax: (734) 240-7480

March 14, 2025

Mr. Henry Lievens, Vice Chairman
Monroe County Board of Commissioners
Operations Committee
125 East Second Street
Monroe, MI 48161

Re: Additional Sergeant Position

Dear Mr. Lievens

We are requesting approval to create an additional sergeant position to address the increasing demands of the Michigan Commission on Law Enforcement Standards (MCOLES), Michigan Sheriffs' Coordinated and Training Council (MSCTC), the Continuing Professional Education (CPE) curriculum requirements and overall training for all Sheriff's Office employees.

As MCOLES and MSCTC continue to expand training requirements and professional development standards, our organization must ensure full compliance while maintaining operational efficiency to serve the community. The additional sergeant will allow us to effectively manage training coordination, policy adherence, and record keeping, thereby ensuring that all officers meet mandated standards without disrupting daily operations.

This position will be instrumental in overseeing training hours, tracking certifications, and ensuring personnel remain current with evolving law enforcement practices. Given the increasing administrative burden associated with maintaining compliance, this role is essential for operational readiness. Timely and accurate training and associated recordkeeping is critical to maintaining MCOLES and MSCTC licensing for all deputies and correction officers. The position will ensure all documentation meets regulatory standards and annual audit guidelines.

Additionally, the sergeant will play a key role in the hiring process. This position will assist the chief deputy in managing all MCOLES and MSCTC-related pre-employment documentation and ensuring proper entry into the MCOLES and MSCTC portals. The complexity and time required for these tasks have increased significantly, making dedicated oversight necessary. The sergeant will also coordinate police academy enrollment, ensuring candidates meet all requirements and are properly equipped before attending the academy. The sergeant will serve as a resource for our recruits helping them with expectations, guiding them as they go through the academy and helping ensure a smooth on-boarding and transition to road or corrections duties after graduation.



MONROE COUNTY SHERIFF'S OFFICE

Troy Goodnough, Sheriff

100 East Second Street, Monroe, MI 48161-2163

Telephone: (734) 240-7400 • Fax: (734) 240-7480

The position will prepare the organization for accreditation and annual evaluations to maintain accreditation certification. Accreditation is going to be a requirement to seek Federal Grant funding in the future. Our office must be prepared to begin the accreditation process and then the full year to complete and receive accreditation. The position will maintain the Sheriff's Office website to ensure current and relevant information is available to the public.

The additional sergeant position will assist in other areas including filling in as road patrol front line supervisor when needed to cover vacations / training days and other shortages to reduce overtime costs and importantly maintain acceptable citizen response times. We respectfully seek your concurrence for this critical position.

This position is not currently funded. We would seek to have it funded from the County General Fund. The expected annual cost is as follows:

Wages:
\$90,558

Fringes:
\$70,027

Total:
\$160,585

Sincerely,

Troy Goodnough,
Sheriff

HIRING REVIEW FORM

Department: Sheriff's Office

Vacancy Job Title: Sergeant

Brief Job Description:

Under the supervision of a Lieutenant or other command officer, supervises deputies engaged in providing law enforcement services, conducting criminal investigations, policing accident scenes, and responding to citizen complaints.

Budgeted Position:

☐ YES

If YES, are Funds Available?

☐ YES

* Must be verified by Finance/HR

☐ NO

*Must provide Funding Plan, verified by

☒ NO

If NO, please provide the following:

Job Description (Must have with New Position, Reclassification)

Point Factoring (Must have with New Position, Reclassification)

Reorganization Plan (When applicable)

Funding Plan Required, Verified by Finance (Include Finance Worksheet)

Department Summary: (Importance of filling vacancy, risks, timing, etc.)

We are requesting the approval to create this additional position to address the increasing demands of the Michigan Commission on Law Enforcement Standards (MCOLES), Michigan Sheriffs' Coordinated and Training Council (MSCTC), the Continuing Professional Education (CPE) curriculum requirements and overall training for all Sheriff's Office employees.

Completed By: Troy Goodnough, Sheriff DATE: 3/14/2025

Human Resources/ Finance Use:

Conclusion:

Finance: The requested position would require a projected 2025 General Fund additional appropriation of between \$79,067 and \$115,496 dependent upon the experience of the backfilled deputy position.

HR: The request is in compliance with the collective bargaining agreement and County policies.

Finance Reviewer: Sue Maier

DATE: 4/3/2025

HR Reviewer: Jeff McBee

DATE: 4/3/2025

APPROVED BY THE OPERATIONS COMMITTEE

APPROVED BY THE FULL BOARD

Monroe County Sergeant

<u>Department:</u>	<u>Sheriff's Office</u>	<u>Wage Grade:</u>	<u>NA</u>
<u>FLSA Status:</u>	<u>Non-Exempt</u>	<u>Affiliation:</u>	<u>COAM - Command</u>

General Summary:

Under the supervision of a Lieutenant or other command officer, supervises deputies engaged in providing law enforcement services, conducting criminal investigations, policing accident scenes, and responding to citizen complaints. Assists the Shift Lieutenant in supervising all activities on an assigned shift and acts as Shift Commander in the absence of the Lieutenant.

Essential Functions: *[An employee in this position may be called upon to do any of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily]*

- Assists with assigning patrol areas, ensures adequate staffing for daily services and special events, observes and counsels officers on job performance, participates in performance evaluations, and otherwise assists the Lieutenant in supervising shift operations.
-
- Provides direct information to command staff for daily roll-call briefings and ensures the communication of information pertinent to officers and staff.
-
- Performs the duties of inspecting deputies, officers and civilian staff daily uniform, assigned equipment, patrol vehicles and other department equipment for cleanliness, policy compliance and proper function.
-
- In the absence of a Lieutenant, provides appropriate command notifications to the on call staff member.
-
- Monitors and responds to road patrol activities on an ongoing basis and makes adjustments as dictated by the number and type of calls received to ensure that each area of the County is receiving adequate patrol coverage.
-
- Reviews field operations by on-the-road monitoring of officers performance. Provides direct coaching, guidance and on the job training to deputies, officers and civilian staff.
-
- Provides advice and assistance to deputies, officers and civilian staff on various law enforcement issues and specific case problems.
-

- Responds to the scene of all major crimes and serious accidents to ensure they are handled and documented properly. Directs activities at such incidents unless relieved by a higher-ranking officer, or bureau commander.
-
- In the absence of a Lieutenant reviews reports, video and related daily paperwork of deputies, officers and civilian staff for accuracy, completeness, adherence to rules and regulations, and use of proper investigative techniques. Advises deputies, officers and civilian staff of apparent deficiencies and determines if further investigation, bureau assistance or follow-up is necessary.
-
- In the absence of, or at the direction of a Lieutenant, reviews and investigates citizen complaints regarding deputies, officer or staff conduct. Conducts random checks with complainants to determine their level of satisfaction with employee performance.
-
- Assists in the training of newly assigned deputies, officers and civilian staff. Oversees and monitors on-the-job training and may serve as Field Training Shift Supervisor and/or coordinator of the field officer training program.
-
- In the absence of a Lieutenant, assists in the administrative tasks of the shift, such as maintaining payroll records and leave day records.
-
- May be assigned to the Detective Bureau with responsibility for supervising a unit of officers assigned as Detectives.
-
- May be assigned to the responsibility of supervising the Marine Division, including employee(s) assigned to Marine Division.
-
- May be assigned to Traffic/Administrative Division with responsibility of supervising the Traffic Services Division, Records Division and Civil Division.
-
- Monitors proper use and function of employee assigned equipment and facilitates the issuance of new equipment, along with repair and replacement of malfunctioning equipment.
-
- In the absence of a Lieutenant, may prepare press releases regarding significant events, progress on investigations and other matters of public interest.
-
- May be called upon and required to respond to incidents outside of regularly scheduled work hours regarding specialized investigative assistance.
-
- Maintains acceptable level of daily citizen contacts and proactive police activity through self-initiation and community policing techniques.
-
- Performs the duties of a Deputy Sheriff as necessary, including patrol, original complaint investigations, and accident investigations.

** The Detective Sergeant and Traffic/Administrative Sergeant will have additional duties outlined in a separate document, of which will be supplied.

This list may not be inclusive of the total scope of job functions to be performed. Duties and responsibilities may be added, deleted or modified at any time.

EMPLOYMENT STANDARDS (as published under the authority of P.A. 203 of 1965):

Age and Citizenship: Must be at least 18 years of age and a United States Citizen.

Education: A High School Diploma or equivalent is required.

Drivers License: The applicant must possess a valid operator's license.

Drug Testing: Applicant will be screened for the use of illegal controlled substances. This testing will be completed after the conditional offer of employment.

Good Moral Character: Possess a good moral character as determined by a favorable comprehensive background investigation covering school and employment records, home environment, and personal traits and integrity. Consideration will be given to all criminal and civil law violations as indicating lack of good character.

Employment Qualifications:

Education: High School graduation or equivalent. Prefer advanced coursework in police administration, criminal justice, or related areas.

Experience: Five years experience as Deputy Sheriff with Monroe County Sheriff's Office.

Other Requirements:

Certification by the Michigan Commission on Law Enforcement Officers Standards.

Knowledge of:

- Relevant equipment, policies, procedures, and strategies to promote effective local, state, or national security operations for the protection of people, data, property, and institutions.
- Laws, legal codes, court procedures, precedents, government regulations, executive orders, agency rules, and the democratic political process.
- Structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.
- Management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, and coordination of people and resources.
- Human behavior and performance; individual differences in ability, personality, and interests; learning and motivation.
- Principles and processes in providing personal services. This includes needs assessment, meeting quality standards for service, and evaluation of satisfaction.

Skill in:

- Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- Motivating, developing, and directing people as they work, identifying the best people for the job.
- Monitoring and assessing performance of yourself and other individuals to make improvements or take corrective action.
- Managing one's own time and the time of others.
- Using logic and reasoning to identify strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Being aware of others' reactions and understanding why they react as they do.
- Bringing others together and trying to reconcile differences, persuading others to change their minds or behavior.
- Adjusting actions in relation to others actions.
- Talking to others to convey information effectively, and actively looking for ways to help.
- Use of firearms.

Ability to:

- Tell when something is wrong or is likely to go wrong.
- Apprehend, subdue and control individuals who require physical intervention.
- Communicate information and ideas in both speaking and in writing so others will understand.
- Combine pieces of information to form general rules or conclusions.
- Listen, read and understand information and ideas presented through spoken words and in writing.
- Complete job duties on an independent basis.

The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.

Physical Requirements: *[This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following requirements. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements]:*

Must be in good physical condition such as to permit the occasional lifting and carrying of objects or persons, standing, walking or running for extended periods of time.

- Must be able to pass physical and psychological examinations. 🖥️ Ability to enter and access information from a computer.
- Vision to read printed materials and a computer screen.
- Hearing and speech sufficient to communicate in person or over the telephone.
- May drive a County or personal vehicle in the course of the work.

Working Conditions:

Performs duties under a variety of environmental conditions including office assignment and travel throughout the County during all types of weather conditions. . May travel throughout the State or out of State. Shift work assignments include weekend and day, afternoon and midnight shifts according to assigned schedule.

ITEM	DATE	Department	Union	Classification	WAGES	FRINGES	TOTAL
ANNUAL BUDGET	2025	30100	union_01	DETECTIVE	\$ 81,451	\$ 64,600	\$ 146,051
ANNUAL BUDGET	2025	30100	union_01	DEPUTY	\$ 78,828	\$ 69,430	\$ 148,258
				TOTAL BUDGET	\$ 160,279	\$ 134,030	\$ 294,309
ACTUAL COST	THROUGH 5/4/25	30100	union_01	DETECTIVE	\$ 32,811	\$ 24,380	\$ 57,191
ACTUAL COST	THROUGH 5/4/25	30100	union_01	DEPUTY	\$ 30,564	\$ 14,146	\$ 44,710
				TOTAL ACTUAL	\$ 63,375	\$ 38,526	\$ 101,901
				REMAINING BUDGET	\$ 96,904	\$ 95,504	\$ 192,408
PROPOSED	PROMO EFFECTIVE 5/5/25	30100	union_09	SERGEANT	\$ 59,982	\$ 46,229	\$ 106,211
PROPOSED	PROMO EFFECTIVE 5/5/25	30100	union_01	DETECTIVE	\$ 53,649	\$ 47,038	\$ 100,686
PROPOSED	DOH: 5/5/25 STEP 1	30100	union_01	DEPUTY	\$ 42,337	\$ 22,240	\$ 64,577
				PROPOSED COST-STEP 1	\$ 155,968	\$ 115,507	\$ 271,475
				TOTAL COST/(SAVINGS) STEP 1	\$ 59,064	\$ 20,003	\$ 79,067
PROPOSED	PROMO EFFECTIVE 5/5/25	30100	union_09	SERGEANT	\$ 59,982	\$ 46,229	\$ 106,211
PROPOSED	PROMO EFFECTIVE 5/5/25	30100	union_01	DETECTIVE	\$ 53,649	\$ 47,038	\$ 100,686
PROPOSED	DOH: 5/5/25 STEP 5	30100	union_01	DEPUTY	\$ 64,217	\$ 36,790	\$ 101,007
				PROPOSED COST-STEP 4	\$ 177,848	\$ 130,057	\$ 307,904
				TOTAL COST/(SAVINGS) STEP 4	\$ 80,944	\$ 34,552	\$ 115,496
FINANCE CONCLUSION:							
ADDITIONAL COST TO GENERAL FUND, WOULD REQUIRE ADDITIONAL APPROPRIATION.							
ANNUAL PROPOSED	2025	30100	union_09	SERGEANT	\$ 90,558	\$ 70,027	\$ 160,585
ANNUAL PROPOSED	2025	30100	union_01	DETECTIVE	\$ 80,903	\$ 71,152	\$ 152,055
ANNUAL PROPOSED	2025 STEP 1	30100	union_01	DEPUTY	\$ 51,025	\$ 24,137	\$ 75,162
ANNUAL PROPOSED	2025 STEP 4	30100	union_01	DEPUTY	\$ 77,487	\$ 39,768	\$ 117,255



MONROE COUNTY CENTRAL DISPATCH

987 S. Raisinville Rd. • Monroe Michigan 48161-2164

(734) 243-7070 • Fax (734) 241-5820

9-1-1 • Police • Fire / Rescue • EMS

April 3, 2025

Commissioner J. Henry Lievens
Monroe County Operations Committee
125 East Second Street
Monroe, MI 48161

Re: Additional Personnel: Part - Time 9-1-1 Dispatcher (2)
Full - Time 9-1-1 Dispatcher (2)

Dear Chairman Lievens and Committee Members:

At the regular meeting of the 9-1-1 District Board held on March 18, 2025 discussion was held regarding my request to add two (2) additional full-time 9-1-1 dispatchers and two (2) part-time 9-1-1 dispatchers to our current approved staffing levels. The request for part-time dispatchers requires the creation of a new Part-Time 9-1-1 Dispatcher (non-union) position. A Motion to authorize me, Donna Kuti, to send this request to the Operations Committee was made by Commissioner Hoffman with support by Director Tolstedt.

911 and public safety technology is constantly changing with the goals to become more efficient, to improve call location accuracy, shorten call times, and improve on scene response times. Additionally, there is public safety technology to integrate systems for information sharing and improve interoperability between agencies. Technology designed to provide the most proper and accurate medical and fire safety instructions to citizens, and digital resources at our fingertips to provide scene safety information to responders and citizens alike.

Advancements in 911 technology have changed the way 911 dispatchers answer and process calls. Dispatching is no longer just answering a telephone, entering information into a computer, and dispatching the information over the radio. The number of programs utilized to process and dispatch calls adds extra levels of complexity to call taking and dispatching. More time is required to assess and respond to each call. However, with all the improved technology resources available to dispatch, the expectations on dispatchers have also increased.

To meet these expectations and manage the ever evolving technology, it's necessary to consider the restructuring of our current dispatching model. At present, our dispatchers are not only the radio dispatcher but call taker as well; simultaneously performing two job functions while utilizing required technology resources. It is not unusual for a dispatcher to be on a 911 call providing medical instructions to a caller and have to pause in giving those instructions in order to dispatch out a domestic police call to law enforcement, all while keeping the 911 caller on the line. The dispatcher then returns to the caller to continue with the medical instructions while keeping an ear on the police radio for any important updates or information.

In order to maximize the use of new technology resources and provide better service to the community I believe it is important to employ additional dispatchers to move toward a separation of "call taker" and



radio “dispatcher” functions. On a base level, the call taker would answer the phone, process calls for service, and provide situationally appropriate life-saving instructions, (such as CPR instructions). The dispatcher would then be responsible for dispatching the call to the appropriate personnel and manage requests for resources and ensure first responder safety. Separating tasks would allow one dispatcher’s primary attention to remain on the citizen and another dispatcher’s to remain on the first responder. Adding additional dispatchers would also allow supervisors to actually take on the role of the Supervisor and monitor the room as a whole, assist other dispatchers in the room, monitor emergency channels, coordinate resources for responders, etc., and fully execute other Supervisor job duties.

Adding two full time dispatchers and two part time dispatchers is a stepping stone in the direction of separating the job functions of call taker and dispatcher. Additionally, extra personnel will add assistance during peak call hours and assist with coverage during call offs or scheduled time off, lessening the times employees work forced overtime beyond their scheduled work hours on their scheduled days off. Also, it’s likely we will always see some sort of turnover. Unfortunately with turnover, there remains a hole in shifts that need to be covered by overtime and on call. Adding extra personnel will assist as a buffer in staffing coverage until we can hire and train successfully which can take as long as 6 months or more.

A healthy work-life balance is what employees’ desire and that need carries over to Dispatch. A satisfied, knowledgeable, and experienced team is essential to Dispatch success. In the Dispatch environment the best experience and knowledge comes with longevity. If we can provide a stable environment where our dispatchers are satisfied and we can foster longevity and decrease employee burnout the ultimate benefit will be to our citizens and first responders.

Detailed job descriptions are attached for your reference along with cost calculations. At this time, Central Dispatch is funded entirely from a 911 surcharge and this request is able to be funded within the revenue collected from the surcharge. There is no obligation to the General Fund.

I am respectfully requesting the Operations Committee recommend approval of the Request to Hire regarding the two additional full-time 9-1-1 Dispatcher positions as well as the approval of the creation of the part-time 9-1-1 Dispatcher position and subsequent Request to Hire.

Respectfully,

A handwritten signature in cursive script that reads "Donna L. Kuti".

Donna L. Kuti,
Director

Copy: Troy Goodnough, 9-1-1 District Board Chairman
Michael G. Bosanac, County Administrator/Chief Financial Officer
Jeff McBee, Director of Human Resources

MISSION STATEMENT

“To coordinate Law-Enforcement, Fire, and EMS emergency service requests in Monroe County for the safety and protection of our citizens and public safety providers. Through our actions, we help save lives, protect property, assist the public in their time of need and proudly know that we made a difference.”

HIRING REVIEW FORM

Department: Central Dispatch

Vacancy Job Title: 9-1-1 Dispatcher

Brief Job Description:

Under the supervision of a 911 Dispatch Supervisor, utilizing various technology resources, receives calls and dispatches law enforcement officers, fire departments, and emergency medical services throughout Monroe County. Maintains radio communications with patrol units, operates a LEIN terminal, searches and provides necessary information to officers.

Budgeted Position:

☐ YES

If YES, are Funds Available?

☐ YES

* Must be verified by Finance/HR

☐ NO

*Must provide Funding Plan, verified by

☒ NO

If NO, please provide the following:

Job Description (Must have with New Position, Reclassification)

Point Factoring (Must have with New Position, Reclassification)

Reorganization Plan (When applicable)

Funding Plan Required, Verified by Finance (Include Finance Worksheet)

Department Summary: (Importance of filling vacancy, risks, timing, etc.)

I am requesting the approval of two (2) full-time 911 dispatcher positions for the 9-1-1 Operations Center to be hired in budget year 2026, or sooner, if applicable. These positions would operate on an overlapping relief schedule typically during busy call times. As relief the schedule shifts to cover scheduled employee time off. The additional support will assist other calltakers/dispatchers with increasing work load and processes.

Completed By: Donna L. Kuti, Director DATE: 04/02/2025

Human Resources/ Finance Use:

Conclusion:

Finance Conclusion: Fund has sufficient fund balance to absorb the anticipated cost.

HR: The request is in compliance with the collective bargaining agreement and County policies.

Finance Reviewer: Sue Maier

DATE: 4/3/2025

HR Reviewer: Jeff McBee

DATE: 4/3/2025

APPROVED BY THE OPERATIONS COMMITTEE

APPROVED BY THE FULL BOARD

MONROE COUNTY 9-1-1 DISPATCHER

Department: Central Dispatch

Wage Grade: Rye - 9

FLSA Status: Non-Exempt

Affiliation: POAM

GENERAL SUMMARY:

Under the supervision of a 9-1-1 Dispatch Supervisor, the purpose of this position is to receive requests for police, fire and emergency medical assistance from the public and dispatch these requests to the appropriate agencies.

ESSENTIAL FUNCTIONS: *[An employee in this position may be called upon to do any of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.]*

- Answers all incoming emergency 911 calls and non-emergency calls; collects and accurately records and communicates pertinent information on all aspects of the nature of incident and status, suspect description, locations, and other pertinent information.
- Simultaneously performs various tasks while in reception of multiple audio and visual sources (radio channels, talk groups, computer monitors, etc.) This includes answering multiple telephone lines and monitoring radio traffic from multiple responders.
- Operates a Computer Aided Dispatch (CAD) computer system, inputs accurate and timely information, including location, caller information, codes, and comments, routes calls in a timely manner; operates a variety of computer systems to assist emergency service responders.
- Maintains professional voice tones during emergency and non-emergency conditions.
- Communicates with citizens from diverse cultural backgrounds who often vary in age and mental acuity and who may be under the influence of alcohol or drugs.
- Operates radio equipment and related technology needed to dispatch appropriate units by priority and availability; maintains familiarity with different radio frequencies and talk groups; communicates with responders using appropriate voice tones, and syntax.

- Monitors the status of all responders; maintains situational awareness of multiple incidents at assorted locations simultaneously.
- Operates the Law Enforcement Information Network (LEIN) to obtain information on subjects, vehicles, and other information to relay to responders; enters/cancels warrants, orders, stolen vehicles, missing persons and maintains related files.
- Answers non-emergency calls and accurately responds to a diverse number of inquiries from the public; directs calls to appropriate agencies; records appropriate information as deemed necessary.
- Operates a variety of other equipment associated with dispatch center operations; monitors security doors and cameras, public notification systems, and various radio and computer systems.
- Activates appropriate emergency services systems in the event of a disaster, including weather warning alert system, Fermi Nuclear Plant, and media notice.
- May be assigned as the trainer for newly hired Communications Specialists, includes assisting newly hired employees in acquiring all the knowledge and skills necessary to perform the job satisfactorily and evaluating the progress and making recommendations on their continued employment.

This list may not be inclusive of the total scope of job functions to be performed. Duties and responsibilities may be added, deleted or modified at any time.

EMPLOYMENT QUALIFICATIONS:

Education:

High school diploma or equivalent.

Experience:

Data entry and computer use experience preferred; prior work experience with public safety dispatching desired.

Licenses and Certifications:

- Must possess a valid driver's license.
- Must maintain performance certifications and minimum training standards required by State and Federal guidelines, including EMD/CPR certifications.
- Within 24 months from date of hire, shall complete *Module One and Two*, a 40-hour telecommunicator training course approved by the State 9-1-1 Committee.

Other Requirements:

- Must complete Michigan LEIN operator training.
- Maintain LEIN/NCIC fingerprint clearance.
- Pursue continuous professional development for current trends in communications/dispatch and emergency service practices.

Knowledge of:

- Local roads, streets, and jurisdictional boundaries, locations of local hospitals, schools, public and private buildings, roadway constructions locations and detours.
- Relevant equipment, policies, procedures, and strategies to promote effective local, state, or national safety operation for the protecting of people, data, property and institutions.
- Laws, legal codes, government regulations, agency rules and regulations.
- Knowledge of principles and processes for providing customer and personal services, including needs assessment.

Skills in:

- Giving full attention to what others are saying, taking time to understand the information being relayed, asking questions if appropriate, and not interrupting at inappropriate times.
- Being able to prioritize situations and information, making appropriate decisions on when to self-initiate or seek guidance or assistance from a supervisor.
- Actively looks for ways to help people and relays information to them in a clear manner, being aware of others' reactions and understanding why they react as they do.
- Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.

Ability to:

- Type 30 words per minute.
- Communicate information and ideas in writing and speech so others will understand.
- Listen to and understand information and ideas presented through spoken words and sentences.
- Combine pieces of information to form general conclusions, often times under different levels of stress, circumstances and time frames.
- Concentrate on a variety of tasks at the same time while maintaining a professional demeanor.
- Work in a team and independently, accepting criticism and coaching from supervisors and peers.

[The qualifications listed below are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.]

Physical Requirements: *[This job may require the ability to perform any of the essential functions contained in this description. These may include, but are not limited to, the following requirements. Specific requirements for a job will be identified at the time of employment. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements]:*

- Hearing and speech sufficient to communicate in person or over the telephone.
- Vision to read printed materials, multiple computer monitors and distinguish colors.
- Ability to use a variety of electronic equipment.
- Ability to withstand prolonged periods of sitting.
- Ability to climb, bend, stoop, lift 25 lbs, carry, push a cart and work in a normal office setting and use standard office equipment including a computer.
- May drive a County or personal vehicle in the course of the work.

Working Conditions:

- Works in dispatch center and office environment.
- Works in an area with telecommunications equipment for prolonged periods.
- Varying shifts in a 24-hour a day operation to include weekends, holidays and irregular hours.
- Compensated mandatory overtime is required.
- High-stress environment, above-average noise level and sudden change in activity levels.
- Lunch and breaks periods cannot be scheduled.
- May be required to travel to other locations within and outside of Monroe County

HIRING REVIEW FORM

Department: Central Dispatch

Vacancy Job Title: Part-Time 9-1-1 Dispatcher

Brief Job Description:

Under the supervision of a 911 Dispatch Supervisor, utilizing various technology resources, receives calls and dispatches law enforcement officers, fire departments, and emergency medical services throughout Monroe County. Maintains radio communications with patrol units, operates a LEIN terminal, searches and provides necessary information to officers.

Budgeted Position:

☐ YES

If YES, are Funds Available?

☐ YES

* Must be verified by Finance/HR

☐ NO

*Must provide Funding Plan, verified by

☒ NO

If NO, please provide the following:

Job Description (Must have with New Position, Reclassification)

Point Factoring (Must have with New Position, Reclassification)

Reorganization Plan (When applicable)

Funding Plan Required, Verified by Finance (Include Finance Worksheet)

Department Summary: (Importance of filling vacancy, risks, timing, etc.)

I am requesting the approval of two (2) part-time 911 dispatcher positions for the 9-1-1 Operations Center to be hired in budget year 2025. The positions would be filled by persons with a minimum of two years experience in Monroe County 911 dispatch systems. The positions would offer additional staffing coverage for overtime, training, special assignments, weather, high volume hours, etc. with a focus of adding support to assist call takers/dispatchers with increased work loads and processes.

Completed By: Donna L. Kuti, Director DATE: 04/02/2025

Human Resources/ Finance Use:

Conclusion:

Finance: Fund has sufficient fund balance to absorb the anticipated cost.

HR: The request is in compliance with County policies.

Finance Reviewer: Sue Maier DATE: 4/3/2025

HR Reviewer: Jeff McBee DATE: 4/3/2025

APPROVED BY THE OPERATIONS COMMITTEE

APPROVED BY THE FULL BOARD

MONROE COUNTY

PART-TIME 9-1-1 DISPATCHER

Department: Central Dispatch

Wage Grade: Rye - 9

FLSA Status: Exempt

Affiliation: Non-Union

GENERAL SUMMARY:

Under the supervision of a 9-1-1 Dispatch Supervisor, the purpose of this position is to receive requests for police, fire and emergency medical assistance from the public and dispatch these requests to the appropriate agencies.

ESSENTIAL FUNCTIONS: *[An employee in this position may be called upon to do any of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.]*

- Answers all incoming emergency 911 calls and non-emergency calls; collects and accurately records and communicates pertinent information on all aspects of the nature of incident and status, suspect description, locations, and other pertinent information.
- Simultaneously performs various tasks while in reception of multiple audio and visual sources (radio channels, talk groups, computer monitors, etc.) This includes answering multiple telephone lines and monitoring radio traffic from multiple responders.
- Operates a Computer Aided Dispatch (CAD) computer system, inputs accurate and timely information, including location, caller information, codes, and comments, routes calls in a timely manner; operates a variety of computer systems to assist emergency service responders.
- Maintains professional voice tones during emergency and non-emergency conditions.
- Communicates with citizens from diverse cultural backgrounds who often vary in age and mental acuity and who may be under the influence of alcohol or drugs.
- Operates radio equipment and related technology needed to dispatch appropriate units by priority and availability; maintains familiarity with different radio frequencies and talk groups; communicates with responders using appropriate voice tones, and syntax.

- Monitors the status of all responders; maintains situational awareness of multiple incidents at assorted locations simultaneously.
- Operates the Law Enforcement Information Network (LEIN) to obtain information on subjects, vehicles, and other information to relay to responders; enters/cancels warrants, orders, stolen vehicles, missing persons and maintains related files.
- Answers non-emergency calls and accurately responds to a diverse number of inquiries from the public; directs calls to appropriate agencies; records appropriate information as deemed necessary.
- Operates a variety of other equipment associated with dispatch center operations; monitors security doors and cameras, public notification systems, and various radio and computer systems.
- Activates appropriate emergency services systems in the event of a disaster, including weather warning alert system, Fermi Nuclear Plant, and media notice.

This list may not be inclusive of the total scope of job functions to be performed. Duties and responsibilities may be added, deleted or modified at any time.

EMPLOYMENT QUALIFICATIONS:

Education:

High school diploma or equivalent.

Experience:

Minimum two-years experience in Monroe County Central Dispatch systems; certifications preferred.

Licenses and Certifications:

- Must possess a valid driver's license.
- Must maintain performance certifications and minimum training standards required by State and Federal guidelines, including EMD/CPR certifications.
- Within 24 months from date of hire, or before certification expiration, shall complete/maintain State 9-1-1 Committee required training courses.

Other Requirements:

- Must complete Michigan LEIN operator training.
- Maintain LEIN/NCIC fingerprint clearance.
- Pursue continuous professional development for current trends in communications/dispatch and emergency service practices.

Knowledge of:

- Local roads, streets, and jurisdictional boundaries, locations of local hospitals, schools, public and private buildings, roadway constructions locations and detours.
- Relevant equipment, policies, procedures, and strategies to promote effective local, state, or national safety operation for the protecting of people, data, property and institutions.
- Laws, legal codes, government regulations, agency rules and regulations.
- Knowledge of principles and processes for providing customer and personal services, including needs assessment.

Skills in:

- Giving full attention to what others are saying, taking time to understand the information being relayed, asking questions if appropriate, and not interrupting at inappropriate times.
- Being able to prioritize situations and information, making appropriate decisions on when to self-initiate or seek guidance or assistance from a supervisor.
- Actively looks for ways to help people and relays information to them in a clear manner, being aware of others' reactions and understanding why they react as they do.
- Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.

Ability to:

- Type 30 words per minute.
- Communicate information and ideas in writing and speech so others will understand.
- Listen to and understand information and ideas presented through spoken words and sentences.
- Combine pieces of information to form general conclusions, often times under different levels of stress, circumstances and time frames.
- Concentrate on a variety of tasks at the same time while maintaining a professional demeanor.
- Work in a team and independently, accepting criticism and coaching from supervisors and peers.

[The qualifications listed below are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.]

Physical Requirements: *[This job may require the ability to perform any of the essential functions contained in this description. These may include, but are not limited to, the following requirements. Specific requirements for a job will be identified at the time of employment. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements]:*

- Hearing and speech sufficient to communicate in person or over the telephone.
- Vision to read printed materials, multiple computer monitors and distinguish colors.
- Ability to use a variety of electronic equipment.
- Ability to withstand prolonged periods of sitting.
- Ability to climb, bend, stoop, lift 25 lbs, carry, push a cart and work in a normal office setting and use standard office equipment including a computer.
- May drive a County or personal vehicle in the course of the work.

Working Conditions:

- Works in dispatch center and office environment.
- Works in an area with telecommunications equipment for prolonged periods.
- Varying shifts in a 24-hour a day operation.
- High-stress environment, above-average noise level and sudden change in activity levels.
- Lunch and breaks periods cannot be scheduled.
- May be required to travel to other locations within and outside of Monroe County.

ITEM	DATE	Department	Union	Classification	WAGES	FRINGES	TOTAL
PROPOSED	DOH: 6/30/25	32500	union_12	911 DISPATCHER	\$ 25,487	\$ 12,332	\$ 37,819
PROPOSED	DOH: 6/30/25	32500	union_12	911 DISPATCHER	\$ 25,487	\$ 12,332	\$ 37,819
PROPOSED	DOH: 6/30/25	32500	PartTime	PART-TIME 911 DISPATCHER	\$ 17,397	\$ 1,656	\$ 19,053
PROPOSED	DOH: 6/30/25	32500	PartTime	PART-TIME 911 DISPATCHER	\$ 17,397	\$ 1,656	\$ 19,053
				TOTAL COST/(SAVINGS)	\$ 85,767	\$ 27,977	\$ 113,744
FINANCE CONCLUSION:							
ADDITIONAL COST TO FUND 261; FUND HAS SUFFICIENT FUND BALANCE TO ABSORB ANTICIPATED COST.							
ANNUAL PROPOSED	2025	32500	union_12	911 DISPATCHER	\$ 50,988	\$ 27,817	\$ 78,805
ANNUAL PROPOSED	2025	32500	union_12	911 DISPATCHER	\$ 50,988	\$ 27,817	\$ 78,805
ANNUAL PROPOSED	2025	32500	PartTime	PART-TIME 911 DISPATCHER	\$ 34,794	\$ 3,312	\$ 38,106
ANNUAL PROPOSED	2025	32500	PartTime	PART-TIME 911 DISPATCHER	\$ 34,794	\$ 3,312	\$ 38,106

ITEM	DATE	Department	Union	Classification	WAGES	FRINGES	TOTAL
PROPOSED	DOH: 1/1/26	32500	union_12	911 DISPATCHER	\$ 54,335	\$ 29,161	\$ 83,496
PROPOSED	DOH: 1/1/26	32500	union_12	911 DISPATCHER	\$ 54,335	\$ 29,161	\$ 83,496
PROPOSED	DOH: 1/1/26	32500	PART-TIME	911 DISPATCHER	\$ 43,310	\$ 4,123	\$ 47,432
PROPOSED	DOH: 1/1/26	32500	PART-TIME	911 DISPATCHER	\$ 43,310	\$ 4,123	\$ 47,432
				TOTAL COST/(SAVINGS)	\$ 195,289	\$ 66,568	\$ 261,857
ANNUAL PROPOSED	2026	32500	union_12	911 DISPATCHER	\$ 54,335	\$ 31,084	\$ 85,419
ANNUAL PROPOSED	2026	32500	union_12	911 DISPATCHER	\$ 54,335	\$ 31,084	\$ 85,419
ANNUAL PROPOSED	2026	32500	PART-TIME	911 DISPATCHER	\$ 43,310	\$ 4,123	\$ 47,432
ANNUAL PROPOSED	2026	32500	PART-TIME	911 DISPATCHER	\$ 43,310	\$ 4,123	\$ 47,432



Jeff McBee
Human Resources Director
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MONROE COUNTY

HUMAN RESOURCES DEPARTMENT

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March 28, 2025

Commissioner J. Henry Lievens
Chairperson, Operations Committee
Monroe County Board of Commissioners
125 East Second Street
Monroe, Michigan 48161

Re: Classification of Courthouse Security on the Non-Union Wage Scale

Dear Commissioner Lievens and Operations Committee Members:

This letter serves as a request for your consideration of approval of the classification of the Courthouse Security position on the non-union wage scale. Currently, this position is compensated at a rate of \$24.72 per hour, regardless of time in the position. To provide some history, the security officer position was placed at a flat rate of \$20.00 per hour in 2018 and remained at that rate until 2021. Since 2021, there have been annual increases between 4% and 5%. By officially classifying the position on the wage scale, this will bring a degree of certainty for current and perspective employees, along with a recognition of continued service due to the introduction of increased compensation for time in the position.

Following a review of the job description and responsibilities of this position, a point factoring analysis resulted in classifying the position as a Grade 8. For 2025, this would result in the following wage schedule, with annual increases consistent with the non-union employee group (a 3% increase in 2026):

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
22.51	23.30	24.12	24.96	25.83	26.73

Because all of our current security officers (and likely future security officers) have retired from a career in law enforcement, they would be placed on at least step 5 of the scale. Following a review of recent available data below, this classification is at the higher end of market conditions:

Average Reported Armed Security Officer Compensation in Michigan

Source	Average
Zip Recruiter	\$18.00
Indeed	\$21.25
Glass Door	\$25.96
Talent.com	\$16.88



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Current Postings for County Courthouse Armed Security Positions

County	Wage
Eaton	\$19.00
Kalamazoo	\$25.46
Genesee	\$21.93
Kent	\$22.25

Based on the compensation amount adjustment, the approval of this classification would result in an additional appropriation from the General Fund of \$4,184.00 for the 2025 budget. I have included the job description, point factoring, financial impact summary, and the hiring review form for your review.

Your consideration of this request is appreciated and please feel free to contact me with any questions.

Sincerely,

Jeff McBee
Human Resources Director

HIRING REVIEW FORM

Department: Courthouse Security

Vacancy Job Title: Courthouse Security

Brief Job Description:

Provides security at the Monroe County Courthouse, including ensuring a weapon-free facility by monitoring and screening persons entering the courthouse. Coordinates with court bailiffs regarding daily activities of the facility and court operations and safety.

Budgeted Position:

☒ YES

If YES, are Funds Available?

☐ YES

* Must be verified by Finance/HR

☒ NO

*Must provide Funding Plan, verified by

☐ NO

If NO, please provide the following:

Job Description (Must have with New Position, Reclassification)

Point Factoring (Must have with New Position, Reclassification)

Reorganization Plan (When applicable)

Funding Plan Required, Verified by Finance (Include Finance Worksheet)

Department Summary: (Importance of filling vacancy, risks, timing, etc.)

By officially classifying the position on the wage scale, this will bring a degree of certainty for current and perspective employees, along with a recognition of continued service due to the introduction of increased compensation for time in the position.

Completed By: Jeff McBee, Human Resources Director

DATE: 3/27/25

Human Resources/ Finance Use:

Conclusion:

Finance: The reclassification of this position would require a projected additional General Fund appropriation of \$4,184.00.00 for 2025.

HR: The job description for this position has been point factored and classified at a Grade 8 on the non-union wage scale.

Finance Reviewer: Sue Maier

DATE: 3/27/25

HR Reviewer: Jeff McBee

DATE: 3/27/25

APPROVED BY THE OPERATIONS COMMITTEE

APPROVED BY THE FULL BOARD

Monroe County Part-time Courthouse Security Officer

Department: Courthouse Security

Wage Grade: NA

FLSA Status: Non-Exempt

Affiliation: None

General Summary:

Provides security at the Monroe County Courthouse, including ensuring a weapon-free facility by monitoring and screening persons entering the courthouse. Courthouse Security Officers are specialized professionals tasked with protecting courthouse visitors, litigants, jurors, witnesses and employees assigned to the courthouse through weapon screening, while exhibiting the highest degree of vigilance and professional customer service. Coordinates with court bailiffs regarding daily activities of the facility and court operations and safety. Serves as an emergency preparedness coordinator; assisting management to proactively develop plans to secure the courthouse during emergencies that may arise.

Essential Functions: *(An employee in this position may be called upon to do any of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily).*

- Serves as front line security for the Courthouse.
- Prevents unauthorized and dangerous items from entering the facility by screening all persons utilizing a weapon screening process which includes a walk through magnetometer, X-ray machine and hand held metal detectors.
- Ensures a safe and secure environment for all litigants, jurors, visitors and employees assigned to the courthouse; enforces courthouse policies and procedures.
- Deters unwanted activity within the facility. Uses two-way public safety portable radios to communicate with bailiffs and local law enforcement officers regarding unusual events or incidents within facility and coordinates activities.
- Monitors duress alarms and responds using defined protocol. Performs quarterly checks to ensure alarms are in working condition.
- Responds to emergency situations and evacuations.
- Provides customer service by dealing courteously and effectively with all types of people and behavior including disrespectful and abusive attitudes.
- Operates security screening station Monday through Friday 7:30 a.m. to 5:15 p.m. and as needed for scheduled evening meetings.
- Serves as an emergency preparedness coordinator. Assists management in developing emergency plans and employee training programs.
- Conducts monthly checks on AED and emergency kit supplies.

This list may not be inclusive of the total scope of job functions to be performed. Duties and responsibilities may be added, deleted or modified at any time.

Employment Qualifications:

Education: High school graduation or equivalent. Prefer MCOLES certified or retired law enforcement.

Experience: As law enforcement, military or armed security officer.

Other Requirements:

- Valid LEOSA Certificate and/or Michigan Exempt Concealed Pistol License (CPL).
- Must pass annual shooting proficiency.
- Ability to receive/pass first aid, CPR, AED, Bloodborne pathogens, fire extinguisher operations training.

Knowledge of:

- Electronic screening equipment.
- County/Court policies, procedures and strategies to promote effective local operations for the protection of people, data, property and institutions.
- Two-way radio communication.
- Human behavior and contraband detection.

Skill in:

- Communicating effectively and interacting with various types of people.
- Using sound judgment within established policy and procedural guidelines.
- Being aware of others' reactions and understanding why they react as they do.
- Using technology appropriate to the position held
- Establishing and maintaining effective working relationships with those contacted in the course of the work.

Ability to:

- Work a minimum of 9-hour days. May work as many as 12 hours in a day.
- Work well under pressure, prioritizing daily needs.
- Exercise independently and apply sound judgment in security situations to effect appropriate resolution.
- Recognize and avoid potentially hazardous situations.
- Analyze situations and determine proper responses.
- Perform many functions simultaneously.
- To tell when something is wrong or is likely to go wrong.
- Perform tasks requiring physical endurance and agility under adverse conditions.
- Use firearms safely and accurately.

The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.

Physical Requirements: *[This job may require the ability to perform any of the essential functions contained in this description. These may include, but are not limited to, the following requirements. Specific requirements for a job will be identified at the time of employment. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements]:*

While performing duties, the employee may regularly be required to stand or sit for long periods; walk long distances or go up and down stairs; hold or feel objects, tools or controls, reach with arms; hear, see and communicate with others. Employees work 9 to 12 hour days. Employee may be required to engage in extremely strenuous activity in subduing of violent individuals.

- Vision stamina and acuity to observe persons, places and things both close up and at a distance.
- Peripheral vision, depth perception and the ability to adjust focus.
- Hand and eye coordination and physical strength and dexterity to use hand gun.
- Hearing and speech sufficient to communicate in person or over the radio/telephone.
- Ability to distinguish sounds encompassing a full range of tones and volumes and hear conversations in noisy environments.

Working Conditions:

- May be in regular contact with persons charged and/or convicted of criminal offenses.
- May have occupational exposure to persons various communicable diseases.

New Grade Structure	Job Title Description	Education and Experience	Ed/ Ex #	Judgment and Independence	Internal and External Relations	Supervision	Sup #	Job Complexity	Responsibility for the Rights of Others	Technology	Impact on Programs, Services and Operations	Document Concentration	Work Environment	Total Points	Grade Point Parameters	Notes and Updates
8	Courthouse Security	243	b3	280	300	-	-	310	70	50	200	20	10	1483	1451-1600	

ITEM	DATE	Department	Union	Grade	Classification	WAGES	FRINGES	TOTAL
ANNUAL BUDGET	2025	26515	union_00	SECURITY	COURTHOUSE SECURITY	\$ 120,000	\$ 13,079	\$ 133,079
ACTUAL COST	THROUGH 5/1/25	26515	union_00	SECURITY	COURTHOUSE SECURITY	\$ 43,854	\$ 4,780	\$ 48,634
					REMAINING BUDGET	\$ 76,146	\$ 8,299	\$ 84,445
PROPOSED	EFFECTIVE 5/2/25	26515	union_00	RYE8	COURTHOUSE SECURITY	\$ 79,918	\$ 8,710	\$ 88,629
					TOTAL COST/(SAVINGS)	\$ 3,773	\$ 411	\$ 4,184
FINANCE CONCLUSION:								
ADDITIONAL COST TO GENERAL FUND, WOULD REQUIRE ADDITIONAL APPROPRIATION.								
ANNUAL PROPOSED	2025	26515	union_00	RYE8	COURTHOUSE SECURITY	\$ 129,868	\$ 14,154	\$ 144,022



MONROE COUNTY

FINANCE DEPARTMENT

125 East Second Street · Monroe, Michigan 48161-2197

Telephone: (734) 240-7250 · Fax (734) 240-7266

April 7, 2025

Mr. Henry Lievens, Chair
Operations Committee
125 East Second Street
Monroe, MI. 48161

Re: Michigan Indigent Defense-Monroe System Feasibility Study

Dear Chairman Lievens and Members of the Committee:

At your request, we have researched firms and/or organizations that are qualified to conduct or otherwise perform a feasibility analysis on the delivery system of criminal indigent legal services. Upon approval at the committee and board level, we will submit the request to the Regional Administrator of the Michigan Indigent Defense Commission for consideration.

The MIDC will determine if the request to conduct the analysis is approved. The request the County submits will include paying the cost of the analysis as an eligible cost qualifying it for reimbursement through MIDC grant funding. The MIDC Director has been engaged with the State and they have provided a list of firms qualified to undertake the feasibility analysis. Two firms have been engaged to provide proposals. We have received one proposal and expect the second proposal to be received by the afternoon of Tuesday, April 8th. Upon receipt, we will forward both proposals along with a summary recommendation. The proposed schedule to complete the analysis will have it finished no later than November of this year.

This analysis would be one component of a request to change the current delivery system in Monroe County. In the MIDC Grant Manual, the process for making any changes to the delivery system requires several steps and approvals. As written in the manual, “Any system seeking a substantial change to their compliance plan must contact their Regional Manager for guidance on that process, which will require a written request, justification for the change, and multi-level staff review prior to consideration by the Commission. Substantial changes to a compliance plan will not be recommended for approval to the Commission absent extraordinary circumstances.”

The manual further explains adjustments to approved plans or budgets, “While adjustments to the cost analysis will be necessary in many instances, there should be no substantial changes to the delivery system method set forth in the plan itself without prior approval from the Michigan Indigent Defense Commission. A “substantial change” is one that alters the method of meeting the objectives of the standard(s) in the approved plan. For example, a system with an approved plan for a public defender office that

would instead prefer to maintain a contract system would constitute a “substantial change” to the approved plan.”

April 2, 2025

Monroe-MIDC Feasibility Study

Page 2

Our next step then will be to write to our Regional Manager presenting the proposal to perform the system analysis and request approval to conduct the analysis. Inherent in the request will be approval to have the analysis accepted as an eligible expense to be funded through the MIDC grant. Once the analysis is completed, we will be informed by the outcome and recommendations as to next steps.

In the meantime, the FY2026 grant application is being prepared using the existing service delivery model as the compliance plan cost analysis that will be submitted to the MIDC by no later than April 25, 2025. The County’s application is being prepared using the MIDC grants manual guidance and will be on the April 15 Board agenda.

If you have any questions or desire any further information with respect to this matter, please contact me.

Sincerely,



Michael G. Bosanac

Administrator/Chief Financial Officer

Enclosure



MICHIGAN INDIGENT
DEFENSE COMMISSION

April 11, 2025

Monroe County Board of Commissioners
125 E Second Street
Monroe, MI 48161

Re: MIDC Compliance Plan Approval and Adjustment Process

Dear Commissioners:

Thank you for your inquiry regarding the Michigan Indigent Defense Commission's compliance plan approval and adjustment process. Pursuant to section 780.989(1)(g) of the MIDC Act, the Commission is required to create policies and procedures related to its annual compliance grants. These policies and procedures are compiled in the MIDC Grant Manual, which can be found here: <https://michiganidc.gov/grants>.

The MIDC Act requires local indigent criminal defense systems to annually submit a plan and cost analysis for complying with MIDC standards and policies. The MIDC does not require local systems to deliver services in a particular manner. However, "the MIDC shall not approve a cost analysis or portion of a cost analysis unless it is reasonably and directly related to an indigent defense function." (MCL §780.993(4)). More specifically, the Commission has not approved costs unless they are necessary to come into compliance with its Minimum Standards for Criminal Defense Services or are proven to further best practices in adult indigent defense.

Throughout the grant year, systems may request to adjust their approved compliance plans and/or cost analyses. However, "there should be no substantial changes to the delivery system method set forth in the plan itself without prior approval from the Michigan Indigent Defense Commission." (MIDC Grant Manual at 40). "A 'substantial change' is one that alters the method of meeting the objectives of the standard(s) in the approved plan." (MIDC Grant Manual at 40-

41). The MIDC identifies changing delivery models, i.e. moving from a managed assigned counsel system to a public defender office, etc. as a substantial plan change. (MIDC Grant Manual at 41). Our Grant Manual describes the process of requesting a substantial change as follows:

Any system seeking a substantial change to their compliance plan must contact their Regional Manager for guidance . . . which will require a written request, justification for the change, and multi-level staff review prior to consideration by the Commission. Substantial changes to a compliance plan will not be recommended for approval to the Commission absent extraordinary circumstances. (MIDC Grant Manual at 41).

Thank you for your partnership and dedication to providing effective indigent defense services. If you have additional questions, please feel free to reach out.

A handwritten signature in black ink, appearing to read "Kristen Staley", with a long horizontal flourish extending to the right.

Kristen Staley
Executive Director
Michigan Indigent Defense Commission

**2018 MONROE COUNTY CAPITAL IMPROVEMENT PROGRAM
INDIVIDUAL PROJECT WORKSHEET**

*Submitted
via email
6-26-18
Ryan Simmons* **ONLY PROJECTS WITH COSTS OF \$20,000 OR MORE QUALIFY FOR CIP**

FUNDING CONSIDERATION FOR 2019 & 2020 BUDGETS

(Please use the tab key to navigate through the form.)

Office/Department: Probate/Juvenile Courtroom and Offices

Project title: Courtroom security and ADA compliance

Date: June 26, 2018

Prepared by: Melissa Strong

Office/Department Priority (only if more than one project is submitted) #

PROJECT DESCRIPTION

Give a brief description of project, including location, size, capacity, etc.

This project encompasses overall security and ADA accessibility issues for both probate courtrooms and the juvenile courtroom.

PROJECT JUSTIFICATION

Why is this project needed? What benefits will the project provide? What are the consequences if the project is not funded?

Please see attached.

PLANNING CONTEXT

Is the project part of a long-term program plan? Is the plan a formal document that has been approved outside of the department? When was the plan prepared?

Planning alternatives have been discussed or attempted for several years but no action has been approved.

RANKING OF NEED

Indicate how the project should be considered in terms of its importance and urgency.

- ☐ Committed to project / project already begun
- ☒ Project urgently needed this year
- ☐ Project urgently needed, but not necessarily this year
- ☐ Project is important, but not urgent

Capital Improvement worksheet attachment

Probate/Juvenile Courtroom and Offices

Project justification – submitted by Melissa Strong/Probate Court Administrator

June 26, 2018

Why is this project needed?

This project is necessary for the overall safety and security of probate judicial staff. Judge Arnold's judicial office is the only courtroom office that does not have a security window or any security whatsoever for the judicial secretary. The public can literally walk right in to the judicial secretary's office area and there are many times when the judge has the door to his chambers open which would also permit a member of the public to walk right in to the judge's chambers. This is a very significant **public safety issue** – especially given the types of cases that probate judges deal with on a daily basis. (Child protective cases, divorce cases, custody cases, etc.)

This part of the project would require a reconfiguration of the in-set vestibule area of the office.

The secondary part of the project involves overall courtroom remodeling and reconfiguring for both probate courtrooms and the referee's courtroom in the juvenile department.

Pews: The pews for the public in the "gallery" are damaged and coming unsecured from the floors. This is a dangerous hazard for the public and also diminishes the integrity and appearance of justice in the courtroom. There is also not enough space for someone in a wheelchair to navigate through the courtroom. This is an **environmental quality/ADA issue**.

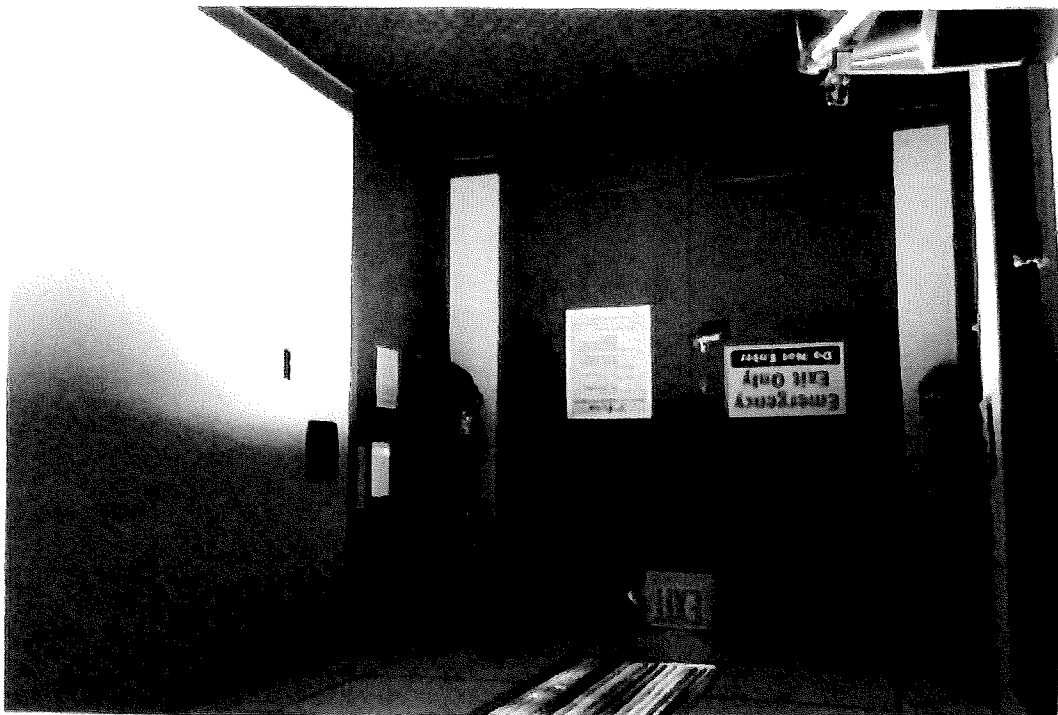
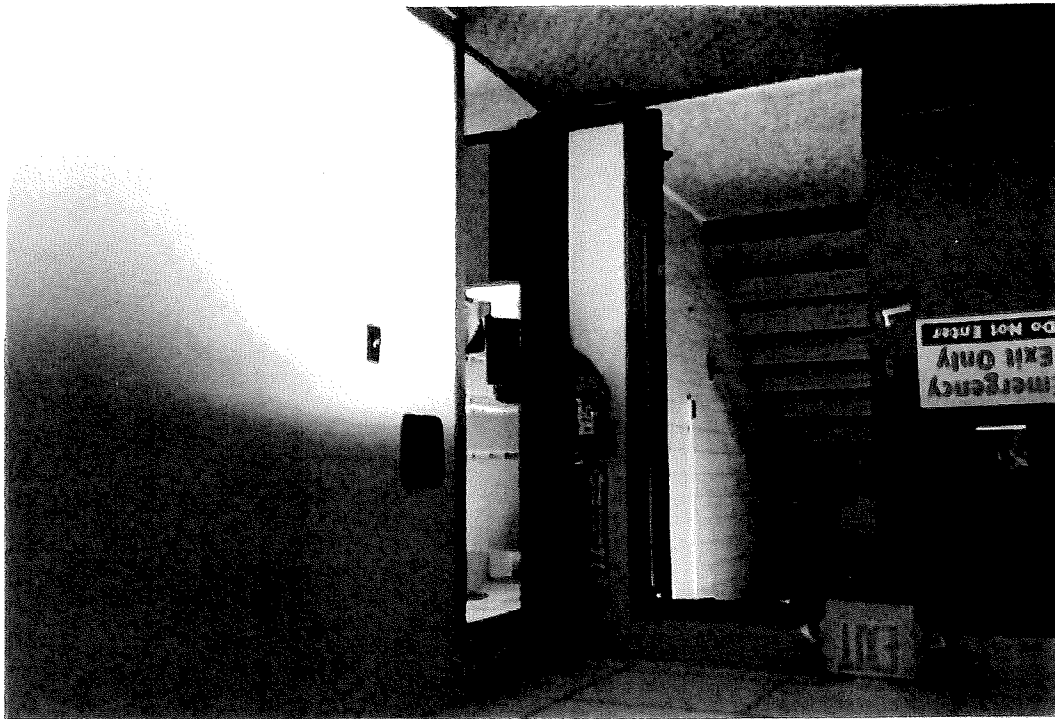
Seating: There is not sufficient seating area in either courtroom and especially in the referee's courtroom. There is no room for the distinction between jurist, litigants and the public in the referee's courtroom. This is not safe and not reflective of the integrity of the justice system nor is it conducive to advocacy or comfort zones for kids, parents or attorneys. The witness is often seated right next to the perpetrator because of such limited space! This again is a **public safety issue**.

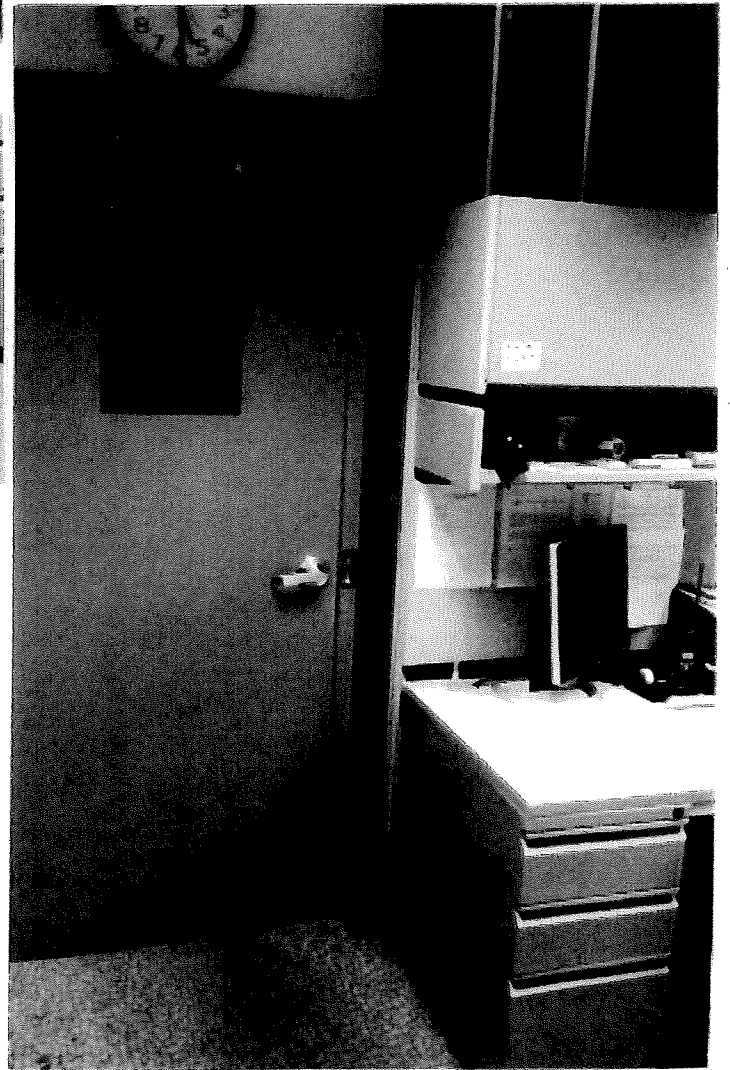
Jury box: The jury box in both probate courtrooms seats only six (6) jurors which is contrary to SCAO guidelines requiring an alternate juror seat.

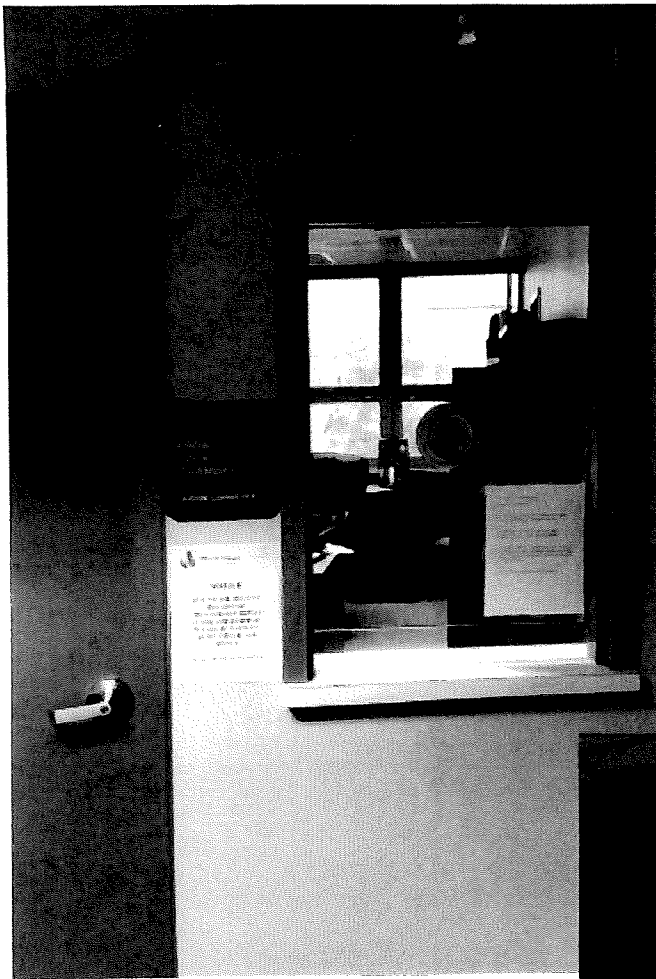
Carpeting: The carpeting and furniture is frayed and worn and literally has holes and duct tape holding things together. This is true in both probate courtrooms and especially in the referee's courtroom.

Raised floor on dais for courtroom: The bench in Judge Arnold's courtroom is too low for SCAO courtroom guidelines and is ergonomically uncomfortable. This is an **environmental quality issue** and a potential worker's compensation issue.











Audio • Video • Lighting

7425 S Telegraph Rd.
Temperance Mi. 48182



Quote
PPA15185-Q

734-847-5105
Fax 734-847-4974

Clint Stone
C/O Monroe County Courthouse
106 E. First St.
Monroe Mi 48161

Sound System /recording/ Desktop Speakers

Date 5/8/2017

(734) 240-7322

Fax

We here by submit specifications and estimates for:

Qty	Manufacturer	Description
1	Atlas	Ac Power Sequencer/ With Protection
1	Blamp	12x8 Channel System Processor / Mixer
1	Biamp	4 Input Expander
5	Community	Hanging Speakers
3	Galaxy	Fixed Speakers / W Volume Controls For Judge And Court Clerk
1	Hall	Audio Hdmi De Embedder
1	Kramer	Hdmi Cable
1	Lowell	Locking Section Wall Rack
1	Lowell	Locking Equipment Rack Door
1	Qsc	8 Zone Amplifier
9	Rapco	Desk MI Floor Input Panel
7	Shure	Desk Style Microphones
3	Shure	Podium Style Microphone For Witness And Jurors
1	Tascam	Hard Drive Recorder
800	West Penn	Mic Wire
800	West Penn	Speaker Wire

Total Investment Installed \$23,930.00

Rate of Taxable Amount 6.00%

Installation Shall Include

- * Equipment locking sectional wall rack / w locking door
- * On/off power sequencer ,* 16 Channel inputs System processor, auto mixer, USB audio out for recorder *
- Nine Desk style microphones with on off control * One goose neck microphones for witness , Two for Jurors *
- Audio Split for VGA /1/8" Computer input * HDMI Audio de embedder to feed sound system/ TV/ Video Monitor *
- Audio Feed from polycom to system * Computer supplied by owner for audio control* Recording software by owner * Five hanging speakers, Three small desk speakers/ w volume controls
- * Optional Extended labor warranty \$850.00
- * Electrical provisions supplied by owner

WIREMOLD MAYBE AN ADDITIONAL COST IF NEEDED

Warranty

*90 Days on site (Labor) for warranty equipment repairs *One year on labor/ workmanship.

*Warranty per equipment manufacture.

Optional Extended Labor Warranty Includes:

* One year after 90 days on site visit handling manufacture warranty PLEASE REQUEST QUOTE FOR THIS OPTION

Sign For Additional Equipment _____

All electrical high voltage distribution and termination shall be the responsibility of the owner

Payment to be made as follows: Cash, Company check, Money order or C.O.D.Per AIA Document

50% down 50% upon completion(Past Due 30 Days Additional 5%)(Past Due 60 Days Additional 10%); (Past Due 90 Days Additional 15%) All interest fees will be legally Enforced All Equipment installed is the property of Phillips Pro Audio until payment is

GRATTON CONSTRUCTION CO., INC.

General Contractors
1128 West Front Street
Monroe, Michigan 48161-1630

September 5, 2017

Annamarie Osment
County of Monroe
125 E. Second St.
Monroe, MI 48161

Subject: Judge Arnold's Entrance

Gratton Construction Co., Inc. to install an Entrance Vestibule per the attached sketch. Our work to consist the of following:

1. Permit.
2. Remove existing casework, door, frame, carpeting and portion of ceiling.
3. Construct fire rated walls, finish and paint.
4. Install fire rated hollow metal door, frame and hardware.
5. Install pass thru to match existing with fire shutter.
6. Redo ceiling and lighting.
7. Carpet vestibule with own furnish carpeting.
8. Install floor base.

For the sum of ----- \$13,950.00

Price does not include Architect Sealed Drawings.

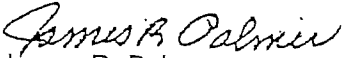
Gratton Construction Co., Inc. will modify existing door per attached sketch. Our work will consist of the following:

1. Install fire rated glass and mail slot in existing door.
2. Install an intercom system.

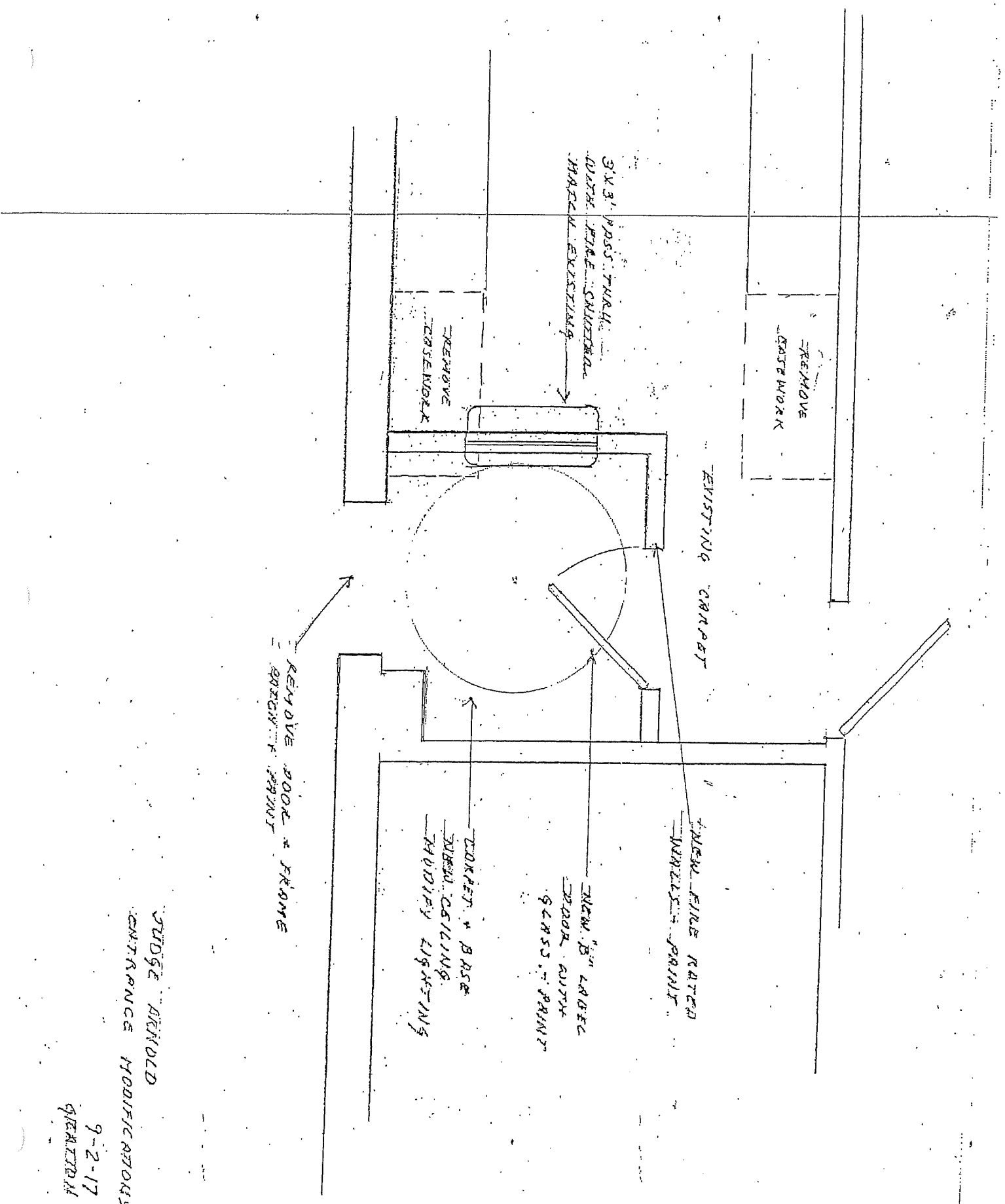
For the sum of ----- \$3,150.00

We include no permit or architect fees for this work.

Sincerely,
Gratton Construction Co., Inc.

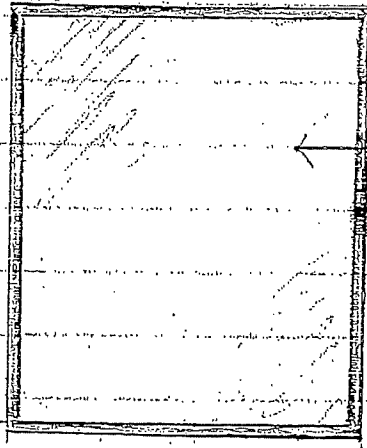

James R. Palmer,
President

JRP/bj



JUDGE ARNOLD
ENTRANCE MODIFICATIONS

9-2-17
GIZARD



FIRE RATED
GLASS KIT



STAINLESS STEEL
FIRE RATED
MAIL SLOT

JUDGE ARNOLD'S
HALLWAY DOOR

ENGAGEMENT CENTER BUDGET 2025-2026

Expense	Description	Quantity	Total Cost
Salary & Wages	Teams Leads to assist supervisor and works with peer supports/coaches to provide direct support to clients	1 FTE Total	\$ 37,440.00
Salary & Wages	Peer Coaches/Peer Recovery Supports/Family Peer Coaches provides direct support to individual clients	0.725 FTE Total	\$ 24,128.00
Salary & Wages	1 SJCOH Supervisor to assist PM in direct supervision of program staff	0.20 FTE	\$ 8,237.00
Salary & Wages	Program Manager to provide guidance, compliance & reporting	0.10 FTE	\$ 5,363.00
Fringe Benefits	20% of salary & wages: FICA & Other Fringes (shared cost of medical & dental, unemployment ins, workers' comp, short term & long term disability, retirement match up to 4%)		\$ 15,034.00
Training Costs	Staff training cost for staff to be certified including registration fee/meals for all day training	4 staff	\$ 4,000.00
Computer Costs	1 desktop & accessories (keyboard, mouse, warranty) at the SJCOH location	1 set	\$ -
Program Supplies	Grocery/Meals, medication and related program supplies cost to be provided to clients	\$900/mo x 12 mo	\$ 10,800.00
Office Supplies	General office supplies including papers, notepad, writing utensils, business cards	\$75/mo x 12 mo	\$ 900.00
Marketing Supplies	Printed flyers, brochures, outreach materials (approximately 2x per year)	\$500/6 mo x 2	\$ -
Travel/Mileage	Staff mileage reimbursement for training, mileage and outreach, reimbursed at IRS rate (currently \$0.70/mile)	1000 miles/yr @\$0.70/mile	\$ 700.00
Transportation	Transportation provided to clients - van cost of maintenance, insurance & fuel	\$100/mo x 12 mo	\$ 1,200.00
Indirect Cost	Overhead cost using the federally approved indirect cost rate of 19.08% for FY25 (administrative costs to support the program)		\$ 20,569.00
Total Engagement Center			\$ 128,371.00

PROPOSED MINIMUM FUNDING REQUEST FOR SJCOH FOR 6 MONTHS (APR-SEP 2025) TO PROVIDE 24/7 SERVICES

BUDGET ITEM	AMOUNT	DETAILED DESCRIPTION
SALARY	204,348.00	11 FTE: Program Manager (1 FTE), Supervisor (1 FTE), Team Leads (3.8 FTE), Peer Recovery Supports/Coaches/Family Peer (5.2 FTE)
FRINGES	30,959.00	15.15% of Salary, includes FICA, Medical & Dental or Opt Out for FT staff, Life & ADD, STD, LTD, Workers' Comp, Unemployment Insurance
STAFF MILEAGE	2,100.00	Mileage reimbursement to meetings, training, client transport and outreach events, at IRS rate (currently \$0.7/mile). Approximately 500 mile/month x 6 months.
SUPPLIES	3,000.00	General office & kitchen supplies including paper towels, copy papers, notepad, writing utensils, toners, business cards & Program supplies for client needs including prescription, medical equipments (\$500/month x 6 months)
MARKETING/PRINTING	3,000.00	Printing of materials, flyers, community outreach related costs, postcards, social media/google ads (\$500/month x 6 months)
OCCUPANCY COST	25,920.00	Space Rental is donated by ProMedica \$4320/month x 6 months
UTILITIES & CARE OF BUILDING	18,000.00	Utilities (water, internet, phone line, heat, electricity), maintenance/repair, bldg supplies as direct prog cost (all excluded from Indirect cost). \$3000/month x 6 months
STAFF TRAINING	-	Staff training related cost including registration fees, materials \$400/quarter x 2
VEHICLE MAINTENANCE, FUEL, INSURANCE	9,000.00	Transportation provided to clients - cost of maintenance/repair, insurance & fuel of van used to transport clients (\$1500/mo x 6 months)
TOTAL DIRECT COSTS	296,327.00	
INDIRECT COST	51,594.00	Overhead cost using the federally approved indirect cost rate of 19.08% for FY25 (administrative costs to support the program)

TOTAL COST	347,921.00
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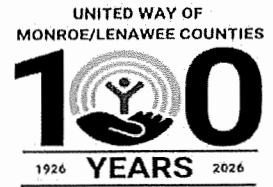
OTHER SECURED FUNDING SOURCES	165,060.00	Q RTP, TSUD, PA2, OPIOID SETTLEMENT
FREE SPACE DONATED BY PROMEDICA	25,920.00	Space Rental is donated by ProMedica

TOTAL PROPOSED REQUESTED FUNDING	156,941.00
MONTHLY AVERAGE FUNDING REQUESTED	26,157.00

216 North Monroe Street
Monroe, MI 48162-2620
(734) 242-1331 Phone

www.unitedwaymlc.org

136 E. Maumee St. Ste. 15
Adrian, MI 49221
(517) 264-6821 Phone



April 9, 2025

I am writing this letter in support of local mental health and substance use disorder programs. You may have heard that federal cuts to the U.S. Department of Health and Human Services have resulted in the termination of \$379 million in grant dollars that had been promised to various programs in Michigan. These cuts are effective immediately.

On Tuesday, April 1st, we learned that eight programs in Monroe have been impacted, including programs at the St. Joseph Center for Hope, Ty's House, Paula's House and the Monroe County Substance Abuse Coalition. Unfortunately, St. Joseph Center for Hope has been hit the hardest. The grant that funds their 24/7 Crisis Engagement services has been terminated, putting this vital program at risk.

For those in crisis, St. Joseph Center for Hope is a lifeline. Their team offers hope, stability, and immediate support to those struggling with mental health challenges, addiction, and homelessness. Without this program and all the others mentioned, many of our most vulnerable neighbors will have nowhere to turn. It is our wish that these services remain in place as an important safety net in our community.

As a group of local health and human services agencies and organizations, we are urging local assistance to bridge this sudden funding gap. We appreciate your consideration in this important matter.

Sincerely,

A handwritten signature in cursive script that reads 'Laura Schultz Pipis'.

Laura Schultz Pipis
Executive Director

Our Belief Statement: The United Way of Monroe/Lenawee Counties believes that every life has equal value and is important to our communities' well-being.

**MONROE
COMMUNITY
MENTAL
HEALTH
AUTHORITY**

Talk With Us.

April 7, 2025

Dear Chairman Vensel,

As you know, St. Joseph Center for Hope has been impacted by the termination of federal Department of Health and Human Services grants that had been previously awarded. I am reaching out on behalf of Monroe Community Mental Health Authority to make our county's leadership aware of the devastating loss Monroe County will feel should we lose this valuable program.

St. Joe's is a critical piece of the continuum of care for Monroe County residents living with mental illness and substance use disorders. For individuals who are being discharged from psychiatric hospitalization or residential substance use treatment, but who are still too vulnerable to return home, St. Joe's has been a consistently reliable partner, accepting people into care who are at higher risks for homelessness, hospitalization, and/or incarceration.

Monroe County has made tremendous strides in addressing the issues of mental illness and substance use treatment. Our overdose and drug related fatalities have dropped significantly over the last five years.

Monroe CMHA's crisis services allow us to meet people in their moment of crisis, but those services cannot be maximally effective if the additional follow up resources are not available.

I understand that Michigan's Attorney General, Dana Nessel, has been successful in obtaining a temporary restraining order to block these federal cuts. I am hopeful that she will prevail, and this funding will be restored. If not, I look to our County Commissioners to work with the safety net providers in Monroe to find the resources to keep this necessary service in place.

Please do not hesitate to reach out to me with any questions or concerns.

Respectfully,



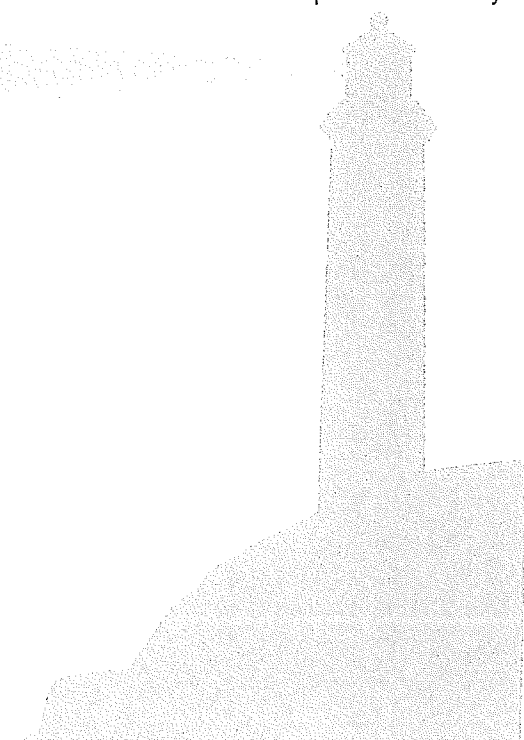
Lisa Graham
Chief Executive Officer
Monroe CMH Authority

1001 S Raisinville Rd,
Monroe, MI 48161

Phone:
734-243-7340

24hr Emergency Services:
800-886-7340

monroecmha.org





MONROE COUNTY SHERIFF'S OFFICE

Troy Goodnough, Sheriff

100 East Second Street, Monroe, MI 48161-2163

Telephone: (734) 240-7400 · Fax: (734) 240-7480

April 8, 2025

Rebecca Turner
Program Manager
Catholic Charities of Southeast Michigan
222 Colonial Drive
Monroe, MI 48162

Dear Ms. Turner,

Please accept this letter in support of the Monroe County Sheriff's Office partnership with Catholic Charities of Southeast Michigan and The St Joseph Center of Hope. The Monroe County Sheriff's Office is committed to improving public safety and community behavioral health by utilizing the resources available to us in our community.

The engagement center is a vital resource for law enforcement officers who routinely encounter individuals in our community suffering from addiction. With your services, we are able to refer individuals suffering from addiction to the St Joseph Center of Hope to begin treatment verse jail or the emergency room. We also discharge plan inmates into treatment at Catholic Charities from the jail.

We strongly support Catholic Charities of Southeast Michigan and the St Joseph Center of Hope and remain committed to participating in interviews, surveys, and all implementation plans designed collaboratively with our community partners.

Sincerely,

Troy Goodnough
Sheriff

4/8/2025

To whom it may concern,

I fully support St. Joseph's Center of Hope. As a parole and probation officer in the community, I have observed the impact that St. Joseph's has had in our community. They are paramount to our community by providing resources for people in active addiction. St. Joseph's often provides clients much needed resource when they have no other safe outlets. It is difficult to quantify, but I am sure that St. Joseph's has prevented many overdoses and has led to the recovery of countless people in addiction. Closing St. Joseph's Center would be a poor decision and would take away a tremendous resource for our community. There has been many occasions over the past few years that the jail would not take our clients and we had no place to put people who are convicted of very serious felonies and have very severe psychological problems. Fortunately, St. Joseph's was able to take our clients on most occasions. Many offenders who are in addictive addiction who don't have shelter will turn to crime. Clearly, St. Joseph's has a very positive impact in our community. They are saving lives, reducing crimes, and helping people overcome addiction who would not be able to navigate treatment options without them. Please consider this letter as a letter of full endorsement for the indefinite funding of St. Joseph's Center.

Sincerely,

Ryan Cosgrove
Monroe County Parole and Probation
Michigan Department of Corrections
734 693 6696

To Whom It May Concern,

Thu, Apr 10, 2025

It is no secret that substance use disorder is a significant problem in our community and a substantial driver of criminality. Roughly speaking, the majority of parolees and probationers that come through our office, have either had or currently struggle with a substance use disorder. The impact is immense. As an office, we routinely make use of the St Joseph Center of Hope, when dealing with probationers and parolees who are in active use. St Joe's provides us with another option when parolees and probationers are struggling. It allows the substance use disorder to be immediately addressed. There have been countless times when we have referred parolees and probationers to St Joe's and they are able to start the process of recovery almost immediately. If St Joe's closes, we will lose a valuable resource for helping those in active use. Considering the negative impact that substance use disorder has on Monroe County, removing St Joe's services would likely mean, more overdoses, more homelessness, more families broken, and more crime. St Joe's is an invaluable service and one that needs to continue.

Jason Maue, Supervisor

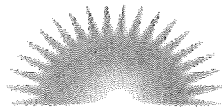
Michigan Department of Corrections

Monroe Parole & Probation

29 Washington St

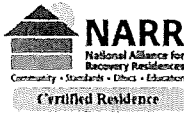
Monroe, MI 48161

(313) 530-9284



PAULA'S HOUSE

A long-term transition home for women in recovery



A program of Women Empowering Women
A 501 (C)(3) Non-Profit Organization
P.O. Box 2002 Monroe, MI 48161
Phone: 734-242-6650 Fax: 734-242-6630
www.paulashouse.com

April 7, 2025

To Whom It May Concern,

I am writing to express my strong support for the continued operation and funding of **St. Joseph Center of Hope**, a vital crisis center in Monroe County that provides life-saving services to individuals struggling with addiction. St. Joseph Center of Hope has become an indispensable resource in our community, serving as a bridge between crisis and treatment for those who desperately need help but may not know where to turn.

The impact of St. Joseph Center of Hope on Monroe County cannot be overstated. It serves as a safe, compassionate space where individuals can receive immediate care, resources, and guidance toward recovery. Its presence has not only saved lives but has also relieved the burden on emergency rooms, law enforcement, and other public services that are often unequipped to provide specialized addiction care.

Our organization has been privileged to partner with St. Joseph Center of Hope. Through this collaboration, we've been able to coordinate referrals, share resources, and ensure that individuals receive comprehensive and continuous support. Together, we've created a seamless system that improves outcomes for those in crisis and strengthens the overall health and well-being of Monroe County.

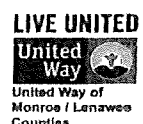
Should St. Joseph Center of Hope be forced to close its doors, the impact on our operations would be immediate and profound. Without their expert support and established infrastructure, our ability to serve those with substance use disorders would be severely compromised. We would face increased strain on our staff, longer wait times for services, and a greater risk of individuals falling through the cracks during their most vulnerable moments.

The broader consequences for Monroe County would be equally severe. The absence of St. Joseph Center of Hope would lead to increased overdoses, greater demand on emergency services, and more untreated addiction in our neighborhoods. The ripple effect would touch every corner of our community — from families and schools to workplaces and public safety.

In closing, I urge you to recognize the irreplaceable role St. Joseph Center of Hope plays in Monroe County. Its continued operation is essential to our shared mission of building a healthier, safer, and more compassionate community.

Sincerely,

Lisa Young
Operations Manager
Women Empowering Women / Paula's House
Lisa.paulashouse@gmail.com
Phone: 734-242-6650
www.paulashouse.com



April 9, 2025

To Whom It May Concern,

I am writing to express my strong and unwavering support for the Saint Joseph Center of Hope Engagement Center (EC) in Monroe County. My name is Wendy Klinski, and I had the privilege of serving as the Clinical Director at Catholic Charities of Southeast Michigan (CCSEM) from 2010 to 2022 in Monroe County. During my time with CCSEM, I also had the honor of serving as the Co-Chair for the Monroe County Substance Use Coalition for approximately three years. As someone who was directly involved in the efforts to bring the Saint Joseph Center of Hope Engagement Center to our community, I want to share my perspective on the crucial role this center plays in providing support for individuals struggling with substance use disorder (SUD).

The complexities of accessing treatment for those battling addiction cannot be overstated. Individuals who are grappling with substance use disorder often experience fleeting moments of readiness to seek help. In those crucial moments, it is essential that they are able to access services immediately. However, our current system presents barriers, as individuals are often required to call an access number, obtain authorization for services, and wait for an opening. This delayed process is a significant challenge for those in need of help.

The Engagement Center has effectively bridged this gap in services by offering immediate assistance and support to individuals seeking treatment. It simplifies an otherwise complex system and provides a critical point of access. The center offers a safe and welcoming environment where individuals can receive the care they need, including basic services such as hot meals, showers, and a place to rest while they prepare to take the next step on their recovery journey. This level of support is essential for those in the early stages of seeking help.

Moreover, the Engagement Center has become an invaluable resource not only for individuals facing addiction but also for our local jail and hospital systems. By offering a supportive environment for those in need of additional care, the center has alleviated pressure on these systems and provided a vital service for those who would otherwise fall through the cracks.

The journey to establish the Saint Joseph Center of Hope Engagement Center began in late 2016, and by the fall of 2017, it had garnered full support from the Monroe County community. Start-up funding from CCSEM, the Community Foundation of Monroe County, private and public donors, and CMHPSM made it possible for the center to open its doors.

Since then, the Engagement Center has been a beacon of hope for countless individuals, providing a unique model of care that cannot be replicated in a traditional treatment center setting.

The services offered by the Saint Joseph Center of Hope are free of charge to community members, and the impact it has had on saving lives cannot be overstated. As someone who has been involved from the very beginning, I have seen firsthand the transformative power this center has had in the lives of individuals seeking recovery. The letters of support I have included are a testament to the community's commitment to this center and the critical role it plays in our collective effort to combat the opioid and substance use crisis.

I respectfully ask that the community continue to stand behind the Saint Joseph Center of Hope Engagement Center to ensure its continued operation and success. It has been a vital resource for Monroe County, and together, we can ensure that it remains a place of hope and recovery for years to come.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Wendy Klinski".

Wendy Klinski

Clinical Director of Home of New Vision

Former Clinical Director, CCSEM

Co-Chair, Monroe County Substance Use Coalition (2017–2020)

MONROE COUNTY
SUBSTANCE ABUSE
COALITION

September 21, 2017

RE: Funding for Engagement Center Project for the Monroe Community

To Whom It May Concern:

Please accept this letter of support for the proposed Engagement Center through Catholic Charities of Southeast Michigan (CCSEM). Monroe County Substance Abuse Coalition (MCSAC) fully supports the efforts of CCSEM to open an Engagement Center in Monroe, Michigan. CCSEM is one of the major partners that supports the Monroe County Substance Abuse Coalition as Wendy Klinski, Director of CCSEM is the co-chairperson for the MCSAC. In addition, Ms. Klinski chairs a specialized workgroup, treatment and recovery, that was a result of an Initial Drug Summit- Call to Action to Reduce Prescription Drugs and Heroin in 2013. This workgroup has continued to meet on a quarterly basis since 2012, and the Engagement Center has been a priority goal.

The Engagement Center would be beneficial to those who suffer from addiction in our community. Unfortunately, the heroin epidemic has touched Monroe County as evidenced by the numerous overdose deaths the past five years. This center would provide a safe place for those that desperately need it while waiting for a treatment option.

We look forward to this continued collaboration with CCSEM, and we will continue to support the efforts of CCSEM to open an Engagement Center in the Monroe Community. If you need additional information, please feel free to contact me at 734-242-1331 or vicky.loveland@gmail.com

Sincerely,

Vicky Loveland

Vicky Loveland
Development Coordinator
Monroe County Substance Abuse Coalition



DOING
THE MOST
GOOD

André Cox
GENERAL

Paul R. Seiler
TERRITORIAL COMMANDER

John E. Turner
DIVISIONAL COMMANDER

Jamie Winkler
DIRECTOR

Deborah Winkler
PASTORAL CARE & WOMEN'S
MINISTRIES DIRECTOR

GREATER METRO DETROIT
HARBOR LIGHT SYSTEM

MONROE HARBOR LIGHT
3250 N. Monroe St.
Monroe, MI 48162
phone: (734) 384-3402
fax: (734) 384-3158
www.salmich.org

September 20, 2017

Wendy K. Klinski, MA, LPC, CAADC
Clinical Supervisor / Operations Manager
Catholic Charities of Southeast Michigan
25 S. Monroe Street, Ste 205, Monroe, MI 48161

RE: Engagement Center

Dear Ms. Klinski :

On behalf of The Salvation Army Harbor Light, I am pleased to have the opportunity to provide a letter of support for Catholic Charities of Southeast Michigan and the proposed Engagement Center.

The Salvation Army Harbor Light is a faith based organization that provides substance abuse treatment to the Monroe County area. We serve an indigent population; who have extensive substance abuse histories.

As a result of our work, we see firsthand the need for this type of early intervention. An Engagement Center is a huge piece of the continuum of care of substance abuse treatment services that is missing in Monroe County. This proposal will be an invaluable resource to us, providing a bridge for people to substance abuse treatment services, from crisis situations.

We feel confident that Catholic Charities initiating the project will result in: high quality, solution focused and reliable care.

I wholeheartedly support Catholic Charities in this request and look forward to continuing the relationship we have.

Sincerely,

Renee Shaw
Site Administrator

THE SALVATION ARMY
Founded in 1865 by
William and Catherine Booth

There is no reward equal to
of DOING THE MOST GOOD
for people in the most need."

-Evangeline Booth





RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
MONROE COUNTY.

NICK LYON
DIRECTOR

September 20, 2017

Catholic Charities of Southeastern Michigan
25 South Monroe Street, Suite 204
Monroe, MI 48161

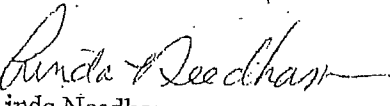
Ms. Klinski,

It gives me great pleasure to write this letter of support for the Engagement Center. Our community is in dire need of a safe place for individuals who are faced with the difficulties in accessing treatment for substance use. The numbers of families that are afflicted in Monroe County is increasing with Opioid epidemic that we are faced with. The Engagement center will provide a safe solutions for individuals transitioning into treatment.

I look forward to the continued collaboration that an Engagement Center will afford the Michigan Department of Human Services and the clients that we serve. Further, the support that an Engagement Center can give to families that are in crisis with no direction to serve is limitless. We will support the Engagement Center in Monroe County.

If we can be of further assistance with this new endeavor, please do not hesitate to reach out.

Sincerely,


Linda Needham
Child Welfare Program Manager



25 S. Monroe Street
Monroe, MI 48161-2469
734-240-3850
734-240-3863 fax

Monday, January 08, 2018

BOARD OF DIRECTORS

PRESIDENT

The Most Reverend
Allen H. Vigneron
Archbishop of Detroit

CEO

David Bartek

CHAIR

Msgr. Charles Kosanlke

SECRETARY

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Mable Jones

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Dr. Isaiah McKinnon

Karen Merslino

Patrick C. Mullins

David Nowaczewski

Michael Trueman

Kathleen Russeau
Executive Director
Community Foundation of Monroe County
28 S. Macomb St.
Monroe, MI 48161

RE: CCSEM Engagement Center Project

Dear Ms. Russeau and Community Foundation Board Members,

As members of the community and members of the Catholic Charities of Southeast Michigan Monroe Advisory Board, we would like to provide this letter of support for the engagement center within our community.

We feel that the engagement center is a much needed resource within our community and will provide immediate assistance to individuals suffering from addiction and connecting them to community resources and treatment.

Sincerely,

Crysti C. Esper

Crysti Esper

CCSEM Board of Directors

Archdiocese of Detroit

Carolyn Morrin

Carolyn Morrin

Monroe Advisory Board Member

Greg Schaefer

Greg Schaefer

Monroe Advisory Board Member

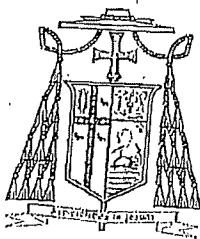
William J. Sunderland

William Sunderland

Monroe Advisory Board Member

Providing Help. Giving Hope.

www.ccsem.org



ARCHBISHOP OF DETROIT

ARCHDIOCESE OF DETROIT
12 STATE STREET
DETROIT, MICHIGAN 48226

19 September 2017

Dear Board Members,

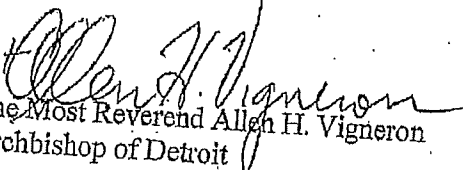
I write to provide a letter of support for Catholic Charities of Southeast Michigan (CCSEM), endorsing the project to build an Engagement Center that will provide help to those suffering from addiction in Monroe County. The opioid epidemic is a crisis in our community, and will require all the resources we can provide in order to address the tragic impact on our families and communities.

CCSEM in Monroe has been at the front lines in treating those individuals, and their families, who have been impacted by addiction. In order to reduce risk of addiction, it has also served to create awareness in the community of this epidemic and has engaged in prevention activities that are aimed at the youth of Monroe.

The work of Catholic Charities of Southeast Michigan represents the Archdiocese of Detroit in responding to the substance abuse treatment and prevention needs of the community in Monroe. Therefore, I fully support the efforts of Catholic Charities that carry out this very important ministry in service to the people of Monroe County.

Wishing you God's blessings, I remain,

Sincerely yours in Christ,


The Most Reverend Allen H. Vigneron
Archbishop of Detroit



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
MONROE POST

COL. KRISTE KIBBEY ETUE
DIRECTOR

September 21, 2017

Mrs. Wendy K. Klinski
Clinical Supervisor/Operations Manager
Catholic Charities of Southeast Michigan
25 S. Monroe Street, Ste. 205
Monroe, Michigan 48161

Dear Mrs. Klinski,

Please accept this letter as my support for the creation of an Engagement Center in Monroe County to assist individuals suffering from addiction. There is a true need for this facility in Monroe County, as there were a reported 51 deaths from overdose in 2016, in addition to several individuals who were rescued by first responders using Narcan to revive them after they overdosed on opiates. An Engagement Center would provide law enforcement officers, who routinely encounter individuals suffering from addiction to drugs and alcohol, a location to take or refer these individuals to in lieu of the hospital emergency room or potentially the county jail. Individuals suffering from addiction are at a higher risk of serious injury or death if they do not receive proper treatment by trained staff.

The Michigan State Police has instituted the Angel Program, modeled after the program established by the Gloucester Police Department in Massachusetts, in an effort to encourage individuals suffering from addiction to seek out treatment. The proposed Engagement Center would be a perfect partner for the MSP Angel Program, providing us with a local resource to provide the care needed to conquer their addiction. I hope that you are able to secure resources to move this project forward, as there is a true need in our community. If you need further information, please feel free to contact me.

Sincerely,

Tony Cuevas, First Lieutenant
Post Commander
Michigan State Police Monroe

MONROE COUNTY
HUMAN SERVICES COLLABORATIVE NETWORK
THE COMMUNITY COLLABORATIVE SERVING MONROE COUNTY

2353 SOUTH CUSTER ROAD

MONROE, MI 48161

PHONE: (734) 240-7560

PARTNER AGENCIES

MONROE COUNTY
FAMILY COURT

MONROE COUNTY
INTERMEDIATE
SCHOOL DISTRICT

MONROE COUNTY
DEPARTMENT OF
HUMAN SERVICES

MONROE
COMMUNITY
MENTAL HEALTH
AUTHORITY

MONROE COUNTY
HEALTH
DEPARTMENT

UNITED WAY OF
MONROE COUNTY

MONROE COUNTY
PROSECUTOR

MONROE
PUBLIC SCHOOLS

AREA AGENCY ON
AGING I-B

MONROE COUNTY
EMPLOYMENT AND
TRAINING
MICHIGAN WORKS!

PROMEDICA MONROE
REGIONAL HOSPITAL

MONROE FAMILY
YMCA

MONROE COUNTY
OPPORTUNITY
PROGRAM

MICHIGAN STATE
POLICE

CONSUMER
REPRESENTATIVES

COMMUNITY
REPRESENTATIVES

September 22, 2017

Ms. Kathleen Russeau, Director
Board of Directors
Community Foundation of Monroe County
28 South Macomb Street
Monroe, MI 48161

Dear Ms. Russeau and Board of Directors:

At the September 21, 2017 meeting of the Monroe County Human Services Collaborative Network, a motion was unanimously carried to support Catholic Charities of Southeast Michigan's application for funding to support the operational costs of an Engagement Center in Monroe County.

Last year, there were 51 over-dose deaths in our community, compared with 59 in Washtenaw County whose population is 40% larger. Through June of this year, there have been 22 deaths. The establishment of an Engagement Center will address this community problem by providing a crisis intervention facility that provides a supervised, supportive setting for people who have an alcohol or drug addiction as an alternative to the hospital emergency room and/or jail setting. The Engagement Center will serve individuals who require observation due to overdose or engagement in dangerous behaviors because of the effects of the drugs. It is a safe, clean and welcoming environment where individuals are monitored by trained staff with the goal of stabilization. The center would be open 7 days a week, 23 hours per day.

Catholic Charities has been awarded a staffing grant through Community Mental Health Partnership of Southeast Michigan to employ a site manager and 10 part-time peer supports / case managers and has identified a location for the Engagement Center. Your support of the operational costs will help to ensure that the Center becomes a reality in our County. Your favorable consideration is appreciated.

In community service,

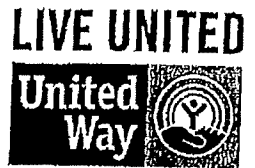
Kim Comerzan

Kim Comerzan, Chairperson
MONROE COUNTY HUMAN SERVICES
COLLABORATIVE NETWORK

216 North Monroe Street
Monroe, MI 48162-2620
(734) 242-1331 Phone

www.unitedwaymlc.org

136 E. Maumee St. Ste. 15
Adrian, MI 49221
(517) 264-6821 Phone



United Way of
Monroe / Lenawee
Counties

September 18, 2017

Wendy K. Klinski
Clinical Supervisor/Operations Manager
Catholic Charities of Southeast Michigan
25 S. Monroe St., Ste 205
Monroe, MI 48161

RE: Catholic Charities of Southeast Michigan – Engagement Center

Dear Wendy:

On behalf of the United Way of Monroe/Lenawee Counties, I am pleased to have the opportunity to provide a letter of support for the Catholic Charities of Southeast Michigan (CCSEM) Engagement Center.

CCSEM provides essential services and support to families and individuals in Monroe County. CCSEM has established a reputation for providing high quality, affordable and reliable care to those who need it most. In particular, the staff of the United Way of Monroe/Lenawee Counties recognizes the quality of mental health and substance abuse services CCSEM provides.

The support of CCSEM will improve our ability to ensure that Monroe County is a safer and healthier place to live by providing community members a safe and welcoming space to engage in substance use recovery.

I wholeheartedly support CCSEM in their pursuit of funding for this project, recognizing the benefit that the Engagement Center will continue to provide for our community throughout the coming years.

Sincerely,

A handwritten signature in cursive script, appearing to read "Connie L. Carroll".

Connie L. Carroll
Executive Director

Our Belief Statement: The United Way of Monroe/Lenawee Counties believes that every life has equal value and is important to our communities' well-being.

MCMHA Community Coalition

Emergency Meeting Notes

Subject: Immediate and Long-Term Impact of Federal Grant Cuts on Mental Health & Substance Use Services

Date: 4/4/25

Prepared By: Chantele Steffens

Facilitator: Lisa Graham

Meeting Purpose: The meeting was convened to share information about sudden federal grant terminations impacting Monroe County service providers; identify service gaps and potential consequences for the community; collaborate on solutions and strategize funding and advocacy efforts.

BACKGROUND

Several critical grants – including CDC/ARPA funded programs – were abruptly terminated mid-fiscal year, effective April 1. While organizations can retain funds already spent, no further billing is permitted beyond this date. These funds support vital mental health and substance use disorder (SUD) services. Most affected programs had spent roughly 50% of their annual allocation, leaving significant shortfalls.

These grants were filtered from the federal government to Michigan, then allocated through regional authorities like Community Mental Health Partnership of Southeast Michigan, impacting services in Monroe and three surrounding counties.

IMPACTED ORGANIZATIONS AND COMMUNITY IMPACT

St. Joseph Center of Hope:

- Grant Amount: \$600,000 award
- Spent: \$300,000
- Urgent Need: \$167,000 to remain open through 9/1/25
- Special Note: \$167,000 would allow St. Joe's to remain open on a bare bones budget, with eliminations of overtime and reductions in food budget.
- Impact
 - St. Joe's is the only 24/7 drop-off facility for individuals in crisis and is frequently used by police/fire
 - Serves over 1,000 unduplicated individuals annually
 - Provides stabilization, referrals, care plans, and housing placement
 - Without funding we will shut down in 4-6 weeks

Paula's House

- **Loss:** \$15,000 of a \$45,000 grant
- **Impact:**
 - Reduces ability to house women in early recovery or reunifying with children.
 - Forces earlier discharge or reliance on other unstable funding sources.

Women's Specialty Services

- **Total Grant:** \$200,000 (unsure how much has been spent)
- **Impact:**
 - Endangers access to therapy, peer support, and case management for women in recovery
 - Program helped clients regain children, rebuild careers, and expunge records
 - Currently assessing future viability and staffing

Ty's House (Men's Transitional Housing)

- **Loss:** \$70,000 (total grant, unsure how much has been spent)
- **Impact:**
 - Only male transitional housing option in Monroe County
 - Accepts MAT clients, supports job placement and stability
 - May reduce bed availability or close without additional funds

Monroe County Substance Use Coalition

- **Loss:** \$9,000 shortfall (from \$85,000 budget)
- **Impact:**
 - Coalition coordination and youth prevention efforts at risk
 - Indirect but vital support for all recovery focused agencies

PARTNER TESTIMONIALS AND OBSERVATIONS

- **Law Enforcement**
 - St. Joe's has become an essential diversion site for intoxicated individuals, reducing jail and ER burden. Its staff are collaborative, trauma-informed, and trusted
- **Health Systems (ProMedica Monroe)**
 - St. Joe's provides transitional care for discharged behavioral health patients not ready for rehab or shelter
- **Community Providers:**
 - Oaks of Righteousness, Salvation Army, and others depend on St. Joe's and Ty's House for immediate shelter and stabilization.
- **Schools & Prevention Professionals**
 - Long term ripple effects are expected to impact youth, families, and school readiness across the district.

FUNDING OUTLOOK

- Short Term Solutions:
 - County Commissioners and Administrator Mike Bosanac identified as potential source of emergency stopgap funding.
 - PIHP (regional health plan) may reallocate limited funds, but must serve 4 counties – updates expected mid-April
 - Opioid settlement funds may be available but require formal requests with data and justification
- Long-Term Solutions
 - Grant terminations signal future instability in behavioral health funding
 - Programs like St. Joe's may face annual shortfalls without structural support

STRATEGIC ACTIONS & PROPOSALS

1. Advocacy & Public Awareness
 - a. Gather testimonials, case examples and program data
 - b. Share compelling stories that humanize the need and urgency
 - c. Chantele Steffens will host a special I See Grey public forum on Zoom featuring 5 minute testimonials from affected agencies: the session will be:
 - i. Recorded and transcribed
 - ii. Turned into a summary document
 - iii. Shared with press, funders, and officials
2. Targeted Outreach
 - a. Each attendee will contact their County Commissioner and explain the impact on their program
 - b. Rebecca Turner and others will meet privately with Commissioner Vensel to request support
 - c. Multiple Commissioners and State Reps (Bellino, Wahlberg, Thompson) are being engaged
3. Resource Development
 - a. Explore emergency funding through
 - i. Monroe County Board of Commissioners
 - ii. Community Foundations
 - iii. Local parish donations (outreach in progress)
 - iv. Business sponsorships (being explored despite current instability)
 - b. Coordinate requests for:
 - i. Gas cards
 - ii. Food Support
 - iii. Short-term staffing solutions

NEXT STEPS & FOLLOW-UP

1. Chantele to summarize meeting and email to all attendees
2. Chantele to coordinate and host I See Grey Zoom Forum (within one week)
3. Rebecca to submit budget summary to Monroe County ASAP
4. All members to contact their County Commissioner
5. Deb has reached out to Wahlburg, Bruck, Thompson, Bellino
6. Lisa has a meeting with Bellino next week
7. Lisa will follow up with Mark Cochran on PIHP funding decisions (mid-April)
8. Vicky will investigate Women's Services funding origin (immediately)
9. Members who wish to engage in outreach to business and parishes (immediately)
10. Lisa and Rebecca to create 1–2-page data document (ASAP)
11. Lisa will schedule follow-up Coalition meeting (mid-April)

CLOSING REMARKS

Participants expressed urgency, collaboration, and determination to support Monroe County's most vulnerable. The crisis demands **rapid action, clear communication, unified advocacy**. **Everyone present agreed: losing these programs would devastate recovery efforts, safety and overall community well-being.**

Respectfully Submitted: Chantele Steffens, with edits by Lisa Graham

*Catholic Charities of Southeast Michigan Saint Joseph Center of Hope (Engagement Center) FYs are from Oct 1st – September 30th
Current from November 26th, 2018, through March 31st, 2025*

	Totals
Unduplicated Admissions	1379
Duplicated Admissions	8187
Clients admitted to detoxification:	367
Clients admitted to treatment:	1210
Clients referred to Monroe Access for treatment referral:	1585
Clients admitted to other community support:	1900
Current substance use:	
Alcohol	2384
Heroin	1132
Fentanyl	133
Prescription Pills / Other opiates	367
Cocaine	1337
Methamphetamines	760
Marijuana	1205
Nicotine	860
Other	123
Referral Sources	
Catholic Charities of Southeast Michigan	139
Community	180
Friend and/or Family	466
Law Enforcement	222
Monroe County Probation Department	592
Homeless Shelter	162
ProMedica Monroe Regional Hospital	1025
Recovery Community	368
Previous-Client/ Self-Referral	1530
Transitional Housing Agencies	128
Michigan Courts	95
Monroe County Community Mental Health Authority	110
Internet	43
Hospitals outside Monroe	65
Project ASSERT	83
Treatment Centers	239
Other	93



MONROE COUNTY COURTS

106 East First Street · Monroe, Michigan 48161-2197

Hon. Mark S. Braunlich, Chief Judge 38th Judicial Circuit Court

Hon. Michael C. Brown, Chief Judge 1st District Court

Hon. Cheryl E. Lohmeyer, Chief Judge Monroe County Probate Court

Mr. Michael Bosanac
County Administrator/ Chief Financial Officer
125 East Second Street
Monroe, Michigan 48161

March 12, 2025

Mr. Bosanac,

The Michigan Legislature passed Public 226 of 2024 which takes effect on April 2, 2025. This new law bars Court Recorders from use Court supplies to prepare transcripts. We are requesting the County's Printing Department print the court transcripts and our Court Recorders reimburse the County for the printing costs. We believe this would be the most efficient way to get court transcripts to litigants in a timely manner.

Let us know if you have any questions. Thank you for your assistance on this matter. Please confirm that this proposal is acceptable.

Yours truly,

Hon. Mark S. Braunlich, Chief Judge
38th Circuit Court

Hon. Cheryl E. Lohmeyer, Chief Judge
Monroe County Probate Court

Hon. Michael C. Brown, Chief Judge
1st District Court

cc: Chairman David Vensel
Jessica Chaffin
Melissa Strong