



AGENDA

St. Clair County Board of Commissioners Environmental/Public Works Committee

MEETING WILL BE HELD REMOTELY VIA WEBEX

February 4, 2021 at 6:00 PM

The meeting will be held virtually due to the COVID-19 pandemic. Any citizen who wishes to address the Board can send their request to citizens@stclaircounty.org or leave a voicemail at 810-989-6900 prior to 4:00 p.m. the day of the meeting.

**Event Address: [https://stclaircounty.webex.com/stclaircounty/onstage/g.php?](https://stclaircounty.webex.com/stclaircounty/onstage/g.php?MTID=e684ce79c01e94c9513c014a944eab23b)
MTID=e684ce79c01e94c9513c014a944eab23b**

Event Password: vtRphp7h278

**Audio Conference: To receive a call back, provide your phone number when you join the event;
OR
Call 1-408-418-9388 and Enter Access code: 132 165 7236**

-
- 1. Roll Call/Opening**
 - 2. Additions/Deletions/Changes to the Agenda**
 - 3. Citizens to be Heard**
 - 4. Updates**
 - 5. Conceptual Initiatives**
 - 6. Old Business**
 - 7. New Business**
 - A. Resolution 21-01 Michigan Lighthouse Assistance Program Grant Application Resolution Correction - FINAL ACTION**
 - B. Landfill Asphalt Paving Project**
 - C. Underground Fuel Storage Tanks Removal Change Order #1, #2. - FINAL ACTION**

- D. Air Industrial Park Lot 25 Lease Option Agreement
- E. Air Industrial Park Lot 26 Ground Lease Renewal
- F. Air Industrial Park Lot 55 Lease Renewal

8. Smiths Creek Landfill Activities Reports

- A. Smiths Creek Landfill Activities Reports

9. Other Environmental/Public Works Matters

10. Information Only

- A. Monthly PARC Financial Documents

11. Receive and File Packets

12. Adjournment

Committee Chair: Duke Dunn

Note: The County complies with the "Americans with Disabilities Act" and if auxiliary aids or services are required at the meeting for individuals with disabilities, please contact Administrator/Controller's Office, Suite 203, 200 Grand River Avenue, Port Huron, MI 48060, (810) 989-6900 three days prior to said meeting.

Resolution 21-01 Michigan Lighthouse Assistance Program Grant Application Resolution Correction - FINAL ACTION

Summary:

Asking BOC to adopt a corrected resolution authorizing the submission of an application to the Michigan Lighthouse Assistance Program for funds to restore the lighthouse lantern room and watch room.

ATTACHMENTS:

	Description	Upload Date	Type
▢	Memo_Revised LighthouseGrantApplicationResolution	1/29/2021	Cover Memo
▢	Resolution 21-01 Michigan Lighthouse Assistance Program Grant Application	2/4/2021	Cover Memo



COUNTY OF ST. CLAIR

Parks and Recreation Commission



To: St. Clair County Board of Commissioners
Karry Hepting, Administrator Controller
St. Clair County Parks and Recreation Commission

Re: Mark Brochu, County Parks Director MB

Re: Revised Lighthouse Grant Application Resolution

Date: January 29, 2021

In November of last year, you approved resolution 2020-42 and we submitted an application to the Michigan Lighthouse Assistance Program for funding to restore the Fort Gratiot Lighthouse lantern room and watch room.

The State Historic Preservation Office staff has reviewed our application and asked for some clarifications and modifications in our grant resolution. The modifications include removing any reference to volunteer labor and tightening the language about the Friends of the Fort Gratiot Light providing the required local match.

We are asking for final approval for the new resolution so that we can submit the resolution back to SHPO before their February 16, 2021 deadline.

Please let me know if you have any questions.

St Clair County Board of Commissioners
Resolution 2021-21
Michigan Lighthouse Assistance Program (MLAP) Grant Application

Whereas, the St. Clair County Board of Commissioners adopted Resolution 20-32 regarding the MLAP Grant Application on November 5, 2020; and

Whereas, the Park and Recreation Commission has requested the prior Resolution be rescinded and the amended Resolution be adopted; and

Whereas, St. Clair County owns the Fort Gratiot Light Station and has worked diligently to maintain and renovate the buildings and grounds as funding allows; and

Whereas, St. Clair County partnered with the City of Port Huron to successfully complete a Federal Save Americas Treasures grant to restore the lighthouse; and

Whereas, St. Clair County has successfully completed a Michigan Lighthouse Assistance Program grant to replace the Equipment Building roof and repair and repaint the Fog Signal Building roof and doors; and

Whereas, St. Clair County has also completed a Coastal Zone Management grant to install ADA walkways and interpretive panels at the Light Station; and

Whereas, St. Clair County Parks and Recreation has partnered with the Port Huron Museum to provide tours and programs at the Light Station and has hosted over 182,000 visitors since the site was re-opened to the public on May 19, 2012; and

Whereas, the County Parks and Recreation Commission has passed resolution PARC 2020-02 recommending that St. Clair County apply for a second MLAP grant to repair and restore lighthouse lantern room and watch room as identified by the Historic Structures Report (HSR); and

Now Therefore Be It Resolved, that the St. Clair County Board of Commissioners authorizes the submission of an application to the Michigan Lighthouse Assistance Program for a \$25,000 grant project to restore the lighthouse lantern room and the watch room as outlined in the HSR;

Be It Further Resolved, that the St. Clair County Parks and Recreation Commission pledges \$8,333 as the local match and is prepared to contract for the identified work in compliance with the MLAP grant requirements and the provisions of the National Historic Lighthouse Preservation Act of 2000.

Be It Further Resolved that this Resolution replaces Resolution 20-42 and Resolution 20-42 is rescinded.

DATED: February 4, 2021

Reviewed and Approved As To Form By:

Gary A. Fletcher
County Corporation Counsel
1411 Third Street Suite F
Port Huron, MI 48060

Landfill Asphalt Paving Project

Summary:

ATTACHMENTS:

Description		Upload Date	Type
	BOC Asphalt Memo	1/26/2021	Cover Memo
	2021 Asphalt Paving Plan - pg 1	1/26/2021	Exhibit
	2021 Asphalt Paving Plan - pg 2	1/26/2021	Exhibit



COUNTY OF ST. CLAIR



Smiths Creek Landfill

6779 Smiths Creek Road Smiths Creek, MI 48074 (810) 989-6981
scclandfill@stclaircounty.org

January 25, 2021

From: Matt Williams

To: St. Clair County Environmental and Public Works Committee

Subject: 2021 Landfill Asphalt Paving Project

Commissioners,

Every day the landfill services approximately 250 customers. The last significant asphalt paving project in the entrance area was completed in 2002 (previously, 1994), and in recent years we have relied on cold patching and crack fillers to maintain entrance roads. A large-scale repaving project is needed.

Accordingly, on January 4, 2021, the County issued an RFP with plans and technical specifications through the Michigan Intergovernmental Trade Network (MITN) to solicit bids from companies to perform asphalt paving services. The proposed work includes resurfacing existing pavement and adding two new areas of parking that are sorely needed for the facility. Once completed, these improvements should provide a quality surface for customers for the next 15-20 years. Plan sheets showing this work are attached for your reference.

Bids for the work were opened on January 21, 2021. Seven bids were received, and the results are as follows:

Bidder	Price
Allied Construction	\$ 259,931.46
ASTEC Asphalt	\$ 273,063.96
Asphalt Specialists	\$ 273,955.30
T.G. Priehs	\$ 296,849.88
ACE Saginaw Paving	\$ 315,057.62
CB Asphalt	\$ 409,187.89
Spartan Paving	\$ 411,806.20





COUNTY OF ST. CLAIR



Smiths Creek Landfill

6779 Smiths Creek Road Smiths Creek, MI 48074 (810) 989-6981
scclandfill@stclaircounty.org

All bidders were responsive. Allied Construction provided the lowest bid and I also received excellent reviews of their work from both former customers and one of the other bidders.

This work, with a budget estimate of \$250,000 plus a 10% contingency of \$25,000 has been included in the Capital Improvement Program for several years. Allied Construction's bid is consistent with this estimate, and they appear fully qualified to perform the work.

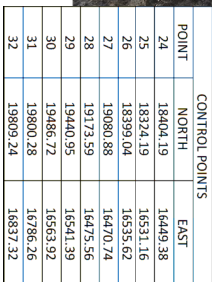
It is my recommendation to the Environmental/Health & Safety Committee that Allied Construction be selected for this work for a contract amount of \$259,931.46, plus a 10% contingency of \$25,993.14. I request the Committee recommend approval of this contract to the full Board of Commissioners (BOC). A signed contract will be provided to the BOC at their regular meeting on February 18, 2021.

Respectfully,

Matthew B. Williams

Cc: Karry Hepting, SCC Administrator/Controller
Melissa Krolczyk, SCC Purchasing Manager
James Moseley, CTI & Associates





CONTROL POINTS			
POINT	NORTH	EAST	
1	1976d.34	16806.88	
2	19704.58	16752.48	
3	19697.80	16728.85	
4	19707.65	16708.68	
5	19734.44	16723.98	
6	19764.06	16757.35	
7	19172.49	16306.54	
8	19169.68	16379.41	
9	19095.54	16368.11	
10	19098.56	16347.81	
11	18812.32	16391.61	
12	18739.72	16391.45	
13	18731.36	16401.01	
14	18729.03	16424.30	
15	18791.44	16465.72	
16	18785.87	16555.17	
17	18865.95	16558.61	
18	18514.79	16251.77	
19	18491.43	16259.74	
20	18302.48	16303.66	
21	18284.18	16279.69	
22	18305.08	16210.06	
23	18270.39	16421.06	

PAVEMENT MARKINGS SURVEY POINTS		
POINT	NORTH	EAST
M1	18851.29	16446.67
M2	18785.39	16443.11
M3	18719.48	16439.99
M4	18653.57	16435.05
M5	18587.67	16422.32
M6	18543.34	16428.04
M7	18500.86	16414.63
M8	18462.10	16392.70
M9	18428.75	16375.18
M10	18383.49	16342.04
M11	18338.76	16304.28

CONTROL POINTS	
POINT	EAST
24	18404.19
25	18374.19
26	18399.04
27	19080.88
28	19173.59
29	19440.95
30	19466.72
31	19800.28
32	19809.24

HANDICAP ACCESSIBLE PARKING STALL

STANDARD PARKING STALL

- | | | |
|---|-----------------------|--|
|  | AREA 1
15,464 SF | INSTALL NEW 4" ASPHALT CROSS SECTION (PARKING AREA) |
|  | AREA 2 -
13,110 SF | MILL 1'1/2" - INSTALL 1'1/2" ASPHALT COURSE (MATCH EXISTING GRADES/FEATURES) |
|  | AREA 3 -
19,717 SF | NO MILLING - RESURFACE WITH 1'1/2" ASPHALT COURSE |
|  | AREA 4 -
59,328 SF | MILL 2" - INSTALL 2" ASPHALT COURSE (MATCH EXISTING GRADES/FEATURES) |
|  | AREA 5 -
1,488 SF | PATCHING - INSTALL 4" ASPHALT CROSS SECTION |
|  | AREA 6 -
4,940 SF | INSTALL 5.5" ASPHALT CROSS SECTION (HEAVY EQUIPMENT PARKING) |
|  | AREA 7 -
14,100 SF | SEALCOAT |

1. BASE MA PROVIDED BY DRONEVIEW TECHNOLOGIES, DATE OF ACQUISITION NOVEMBER 24, 2019.
2. INITIAL ASPHALT PAVEMENT WHERE INDICATED. SEE SHEET 3 FOR CROSS-SECTION DESCRIPTIONS AND REMAINING SHEETS FOR SPECIFICATIONS.
3. INSTALL DRAINAGE PIPE AS SHOWN FOR NEW PARKING AREAS.
4. GRADE SURFACE AWAY FROM SLOPEHOUSE, OTHERWISE CROWN THE ROAD IN THE CENTER OF THE PAVEMENT.
5. DELINEATE PARKING STALLS AS SHOWN INCLUDING LINES AND STOPS.

- | | |
|---------------|---|
| FORCEMAIN | f |
| ELECTRIC | e |
| GAS | g |
| TELEPHONE | t |
| SANITARY LINE | s |
| CABLE LINE | c |
| LEACHATE LINE | l |
| WATER LINE | w |

REVISION 1:
ADDED CONTROL POINTS
24 - 32

PROD	SCAL	DATE
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PROJECT NO: 1208070002
SCALE: 1" = 100'
DATE: 12-15-20

FIGURE NO. **2A**

DRAWING SIZE: 11"x17"

POINT	NORTH	EAST
M1	18851.29	16446.67
M2	18785.39	16443.11
M3	18719.48	16439.55
M4	18653.57	16435.99
M5	18587.67	16432.33
M6	18543.34	16428.04
M7	18500.86	16414.63
M8	18462.10	16392.70
M9	18428.75	16363.18
M10	18383.49	16342.04
M11	18338.76	16364.28

PAVEMENT MARKINGS SURVEY POINTS

- LEGEND
- HANDICAP ACCESSIBLE PARKING STALL
- STANDARD PARKING STALL

- AREA 1 - INSTALL NEW 4" ASPHALT CROSS SECTION (PARKING AREA)
- 15,464 SF
- AREA 2 - MILL 1 1/2" - INSTALL 1 1/2" ASPHALT COURSE (MATCH EXISTING GRADES/FEATURES)
- 13,110 SF
- AREA 3 - NO MILLING - RESURFACE WITH 1 1/2" ASPHALT COURSE
- 19,717 SF
- AREA 4 - MILL 2" - INSTALL 2" ASPHALT COURSE (MATCH EXISTING GRADES/FEATURES)
- 58,328 SF
- AREA 5 - PATCHING - INSTALL 4" ASPHALT CROSS SECTION
- 1,488 SF
- AREA 6 - INSTALL 5.5" ASPHALT CROSS SECTION (HEAVY EQUIPMENT PARKING)
- 4,940 SF
- AREA 7 - SEALCOAT
- 14,100 SF

POINT	NORTH	EAST
24	18404.19	14449.38
25	18324.19	14531.16
26	18399.04	14555.62
27	19080.88	14470.74
28	19173.59	14475.56
29	19440.95	14541.39
30	19486.72	14563.92
31	19600.28	14786.26
32	19809.24	14837.32

CONTROL POINTS

NOTES:

1. BASE MAP PROVIDED BY DRONEVIEW TECHNOLOGIES, DATE OF ACQUISITION NOVEMBER 24, 2019.
2. INSTALL ASPHALT PAVEMENT WHERE INDICATED. SEE SHEET 3 FOR CROSS SECTION DESCRIPTIONS AND REMAINING SHEETS FOR SPECIFICATIONS.
3. EXISTING DRAINAGE 18" DIA. SLOTTED FOR NEW PARKING AREAS.
4. GRADE SURFACE AWAY FROM SCALEHOUSE. OTHERWISE CROWN THE ROAD IN THE CENTER OF THE PAVEMENT.
5. DELINEATE PARKING STALLS AS SHOWN INCLUDING LINES AND STOPS.

- FORCEMAIN
- ELECTRIC
- GAS
- TELEPHONE
- SANITARY LINE
- CABLE LINE
- LEACHATE LINE
- WATER LINE

REVISION 11	ADDED CONTROL POINTS
24 - 32	

ISSUED FOR BID

PROJECT NO: 1208070002

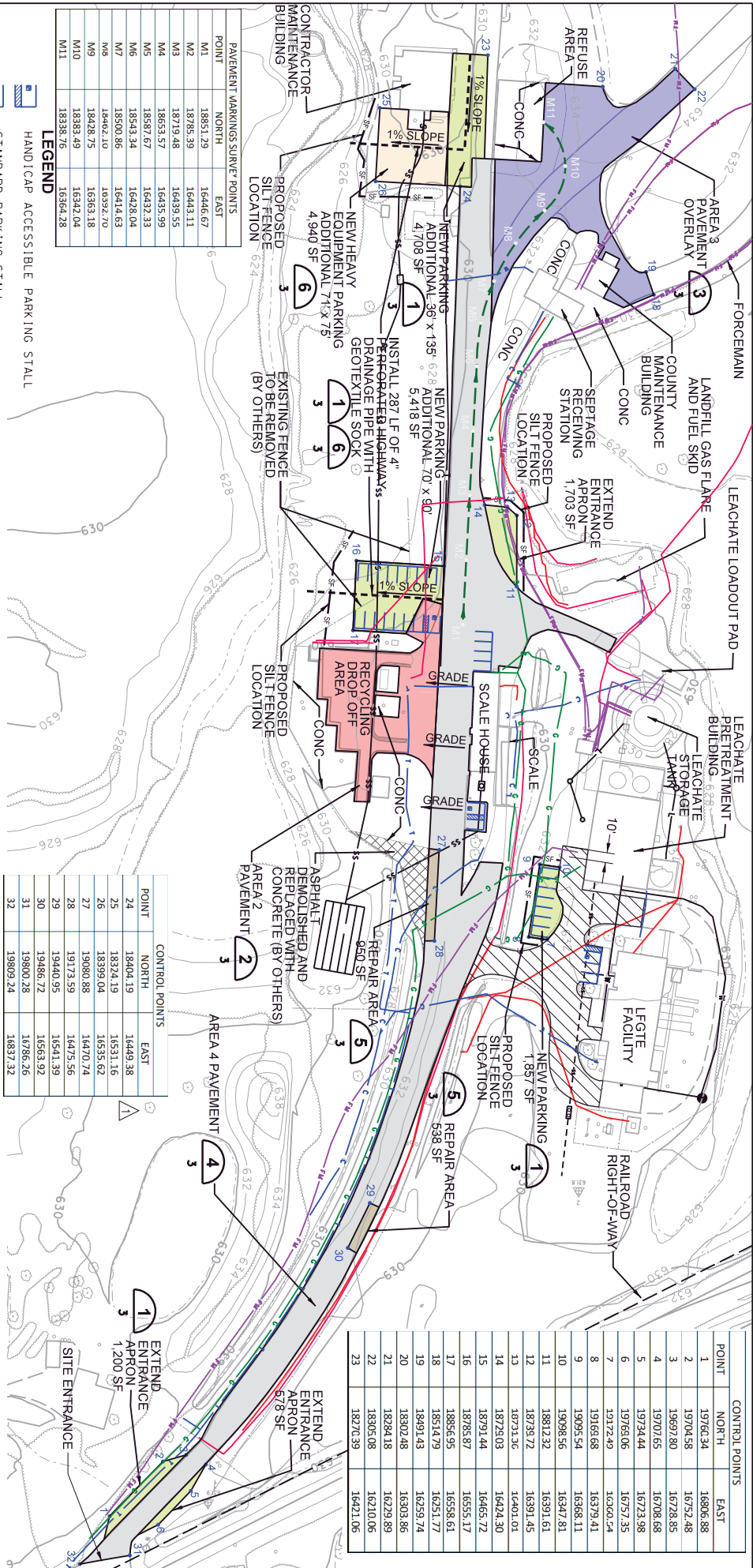
SCALE: 1" = 100'

DATE: 12-15-20

FIGURE NO. 2B

PROJECT: 2021 ASPHALT PAVING PROJECT
SMITHS CREEK LANDFILL
ST. CLAIR COUNTY, MICHIGAN

SHEET TITLE: PAVING PLAN



Underground Fuel Storage Tanks Removal Change Order #1, #2. - FINAL ACTION

Summary:

ATTACHMENTS:

	Description	Upload Date	Type
📎	Underground Fuel Storage Tanks Removal Change Order #1, #2.	1/28/2021	Cover Memo
📎	Change Order #1	1/28/2021	Cover Memo
📎	Change Order #2	1/28/2021	Cover Memo

MEMO

St. Clair County International Airport

TO: Karry Hepting, Administrator Controller
St. Clair County Board of Commissioners

FROM: Kathy Reaume, Airport Director

DATE: January 27, 2021

SUBJECT: Underground Fuel Storage Tanks Removal Change Order #1, #2.

Both 33 years old 12,000 gallon Underground Fuel Storage Tanks have been removed and the ground fully restored by Environmental Resources Group (ERG). Michigan Department of Environment, Great Lakes and Energy (EGLE) required reports and testing have been conducted and submitted to the EGLE.

But not without challenge and the 2 following change orders:

Change Order #1: In the amount of \$3,805.00.

Large sections of concrete were buried next to each tank that had to be removed and disposed of properly, also there was over the purposed 1000 gallons of unusable aviation fuel under the floating suction indicator that ensures that the product in the storage tank is drawn off just below the surface where the product is clean that had to be transported as hazardous waste and manifested.

Change Order #2: In the amount of \$9,920.00.

Environmental Resources Group conducted the Michigan Department of Environment, Great Lakes and Energy (EGLE) required testing as the tanks were being removed and submitted them to EGLE for investigation. The report shows that there is some contamination under the fuel tanks that is believed to be in the upwards of 20 years old.

EGLE is requiring that 5 soil borings be conducted 15 feet below the ground surface to screen for organic compounds under the perimeter of the Underground Storage Tanks, and that monitoring wells be installed in each soil boring with submersible pump to evacuate ground water for testing. ERG will install and collect the data then report to the EGLE, and properly dispose of the soil and ground water that is generated during the sampling.

The positive side to this contamination is it's not raw material and has begun to break down.

As we move forward with the EGLE requirements, ERG will not perform additional work without prior approval.

With the approval of these change orders, may I ask for final action so that ERG can begin to install the monitoring wells as soon as possible?



Environmental Resources Group

75 W. Walton Avenue • Suite C • Muskegon, MI 49440

Phone: 231-747-8556 • Fax: 231-747-8558

November 6, 2020

Kathy Reaume
St. Clair International Airport
177 Ash Drive
Smiths Creek, MI 48074

RE: Change Order #1:

**Costs Associated with the Removal, Transport and Disposal
of Excess Concrete and Liquids**

St. Clair International Airport

177 Ash Drive

Smiths Creek, MI 48074

ERG Proposal #: Change Order #1 - 5471.001p

Dear Ms. Reaume:

Environmental Resources Group, LLC. (ERG) is pleased to provide this Change Order (Change Order #1) for the costs associated with the proper removal, transport, and disposal of excess concrete and petroleum impacted liquids encountered during the removal and decommissioning of two (2) regulated underground storage tanks (USTs) at the above referenced project in accordance with ERG's signed proposal #5471.001p.

SCOPE OF WORK

Removal, Transport and Disposal of Excess Concrete and Liquids

ERG will remove, transport, and properly dispose/recycle the excess concrete encountered during the removal and decommissioning of the two (2) regulated USTs. In addition, ERG will remove, transport, and dispose of the liquids within the tanks, which was found to be in excess of the proposed amount of 1,000 gallons. The liquids will be disposed at a licensed recycling facility in accordance with industry standards.

PROPOSED COSTS

ERG will invoice the client for the time and equipment costs to remove the excess concrete and liquids, costs to transport the materials, and costs to properly dispose of the materials, on a time and materials basis.

St. Clair International Airport – Change Order #1
177 Ash Drive, Smiths Creek, MI
July 9, 2020
Page 2



Thank you for the opportunity to provide this proposal to you. If you have any questions, please call Dave Yost or me at 231-578-0329.

Sincerely,

Environmental Resources Group

A handwritten signature in black ink, appearing to read "Alfred J. Jordan II", with a stylized flourish at the end.

Alfred J. Jordan II, CPG
Executive Vice President

Enclosure



PROFESSIONAL SERVICES AUTHORIZATION

Proposal Prepared for:

Kathy Reaume
St. Clair International Airport
177 Ash Drive
Smiths Creek, MI 48074

Site Address:

St. Clair International Airport
177 Ash Drive
Smiths Creek, MI 48074

ERG Proposal No.:

Change Order #1 - 5471.001p

Type of Project

UST Removal/Decommissioning, UST Removal
Oversight, and UST Basin Backfill.

Project Description:

Removal, Transport and Disposal of Excess Concrete and Liquids

Proposed Cost:**Task**

Time and equipment costs to remove the excess concrete and liquids, costs to transport the materials, and costs to properly dispose of the materials

Proposed Cost

Time and Materials

\$3,805.00

*Payment terms are net 30 days. Client agrees to pay a finance charge of one and one-half percent (1-1/2%) per month on past due accounts.

Offered by: *Alfred J. Jordan II* Date: November 6, 2020

Alfred J. Jordan II, Vice President

Accepted by: *Kathy Reaume* Date: 11-06-2020



Environmental Resources Group

75 W. Walton Avenue • Suite C • Muskegon, MI 49440
Phone: 231-747-8556 • Fax: 231-747-8558

January 18, 2021

Kathy Reaume
St. Clair International Airport
177 Ash Drive
Smiths Creek, MI 48074

**RE: Proposal for Part 213 Compliance - Leaking Underground Storage Tank Services
St. Clair County International Airport
177 Ash Drive
Smiths Creek, Michigan
ERG Proposal No. 5471.002p**

Dear Ms. Reaume:

Environmental Resources Group, LLC (ERG) is pleased to furnish this proposal to complete Leaking Underground Storage Tank (LUST) Services for St. Clair County International Airport located at 177 Ash Drive, Smith Creeks, Michigan (the "Site") with open LUST release number C-0252-20, with the substances released reported as gasoline and kerosene.

SCOPE OF SERVICES

ERG will provide the following scope of services to comply with Part 213, Leaking Underground Storage Tanks, of the Natural Resources and Environmental Protection Act, 1994 of PA 451, as amended (NREPA). A list of the initial tasks required to complete the initial assessment activities is included below:

Task 1 – ERG Task Code .001 - Project Management – ERG will provide Project Management services to keep the project moving forward. This will include directing ERG personnel and correspondence with the client and the Michigan Department of Environment, Great Lakes and Energy (EGLE).

Task 2 – ERG Task Code .003 – Soil Borings/Well Installation – ERG proposes to complete the initial site subsurface investigation of the release.

For this task ERG will perform the following:

- Complete up to five (5) soil borings. One (1) soil boring within the former UST basin and four (4) soil borings will be completed around the perimeter of the UST basin. The borings will be conducted to a depth of approximately 15 feet below the ground surface (bgs). The soil samples will be field screened for volatile organic compounds (VOCs) using a photoionization detector



(PID). For PID readings greater than 50 parts per million (ppm) the soil samples may also be checked for light non-aqueous phase liquids (LNAPL) utilizing Oil-in-Soil shake test kits.

- Based on the PID readings, one (1) or two (2) soil samples from each boring may be submitted to the laboratory for analysis of unleaded gasoline constituents including benzene, toluene, ethyl benzene, xylenes (BTEX), methyl tertiary butyl ether (MTBE), 1,2,4-trimethylbenzene (TMB), 1,3,5-TMB, naphthalene, and 2-methylnaphthalene, and polynuclear aromatic hydrocarbons (PNAs) typically found in kerosene.
- One (1) monitoring well will be installed in each soil boring. The wells will be constructed of 2-inch diameter schedule 40 polyvinyl chloride (PVC) with a 5-foot 10-slot screen installed to intersect the water table. The monitoring wells were completed as follows:
 - A sand filter pack extends from the bottom elevation of the well screen to approximately two (2) feet above the top elevation of the well screen.
 - A bentonite plug extends from above the filter pack to approximately six (6) inches bgs.
 - The remainder of the annulus was filled with concrete.
 - The wells were secured at the surface with an expandable, locking cap and a protective well cover cemented in place, flush with grade.
- Following installation, the wells will be developed by evacuating groundwater with a submersible pump. The development will be considered complete when the evacuated water is relatively free of sediment. Each of the newly installed wells will be surveyed to a relative datum for elevation and location control.

Task 3 – ERG Task Code .006 – Groundwater Sampling – ERG proposes to conduct one (1) round of monitoring well sampling in the 1st Quarter of 2021.

For this task ERG will perform the following:

- Sample the five (5) newly installed monitoring wells. Prior to sampling, the well plugs will be removed from the wells and the groundwater given sufficient time to stabilize. Following stabilization, the depth to groundwater will be measured to the nearest 0.01-ft using an electronic interface probe (IP) and recorded. Low flow sampling methodologies were employed to collect the groundwater samples. A variable speed peristaltic sampling pump and multi-parameter meter will be utilized during purging. The parameters monitored during sampling include temperature, pH, specific conductance, dissolved oxygen, oxidation/reduction potential, turbidity, flow rate, and groundwater draw down in the well.
- Submit the groundwater samples, as well as one (1) duplicate and one (1) trip blank to an accredited laboratory for analysis of BTEX, MTBE, 1,2,4-TMB, 1,3,5-TMB, naphthalene, 2-methylnaphthalene, and PNAs.

Task 4 – ERG Task Code .008 - Waste Disposal – ERG proposes to properly dispose of the soils and development water that was generated during the soil boring and well development activities. ERG estimates that one (1) soil and one (1) purge water drum will be generated during the initial assessment activities.



COST ESTIMATE

The cost estimate for the tasks, as described above is as follows:

Task 1	\$ 1,040.00	time and materials
Task 2	\$ 5,350.00	time, materials and subcontractors
Task 3	\$ 2,875.00	time, materials and subcontractors
Task 4	\$ 655.00	<u>time, materials and subcontractors</u>
Total	\$ 9,920.00	

If any situations outside of the scope-of-work are encountered, ERG will provide an additional cost estimate to assess these at the subject property. ERG will not perform additional scope items without prior approval from the Client.

ERG's General Conditions are attached and made part of this proposal. If this proposal meets with your approval, please sign in the space provided on the attached Professional Services Authorization and return a copy to us.

Thank you for the opportunity to provide this proposal to you. If you have any questions, please contact Dave Yost or me at 231-578-0329.

Respectfully Submitted,

ENVIRONMENTAL RESOURCES GROUP, LLC

A handwritten signature in black ink, appearing to read "Alfred J. Jordan II".

Alfred J. Jordan II, CPG
Executive Vice President

Enclosures



PROFESSIONAL SERVICES AUTHORIZATION

Proposal Prepared for:

Kathy Reaume
St. Clair International Airport
177 Ash Drive
Smiths Creek, MI 48074

Site Location:

St. Clair International Airport
177 Ash Drive
Smiths Creek, MI 48074

ERG Proposal No.:

5471.002p

Type of Project

Part 213 Compliance - Leaking Underground
Storage Tank (LUST) Services

Project Description:

Initial Assessment, Well Installation, Sample New Wells, and Waste Disposal

Estimated Fee:

Initial Phase of LUST Services
Task 1 through Task 4

\$ 9,920.00

Attached and made part of this Fee Estimate are ERG's General Terms and Conditions.

Offered by: _____

A handwritten signature in black ink, appearing to read "Alfred J. Jordan II".

Date: January 18, 2021

Alfred J. Jordan II
Executive Vice President

Accepted by: _____

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

Date: 01-19-2021

Air Industrial Park Lot 25 Lease Option Agreement

Summary:

ATTACHMENTS:

Description	Upload Date	Type
📎 Air Industrial Park Lot 25 Lease Option Agreement	1/28/2021	Cover Memo

MEMO

St. Clair County International Airport

TO: Karry Hepting, Administrator Controller
St. Clair County Board of Commissioners

FROM: Kathy Reaume, Airport Director

DATE: January 25, 2021

SUBJECT: Non-Aeronautical Air Industrial Park Lot 25 Lease Option Agreement, Kott

C K Investments, Charles Kott 30 year Lease Option Agreement has expired with St. Clair County International Airport, Air Industrial Park vacant Lot 25.

He would like to re-new the Lease Option Agreement for vacant Lot 25. They are in compliance with the Sub Division Rules and Regulations of the St. Clair County International Airport, Air Industrial Park and have signed the attached 30 year Lease Option Agreement for your approval.

This new Lease Option Agreement has been reviewed and approved by Corporation Counsel.

LEASE OPTION AGREEMENT

THIS LEASE OPTION AGREEMENT (the "Agreement") is made and entered into on January 1, 2021, between St. Clair County International Airport (the "Lessor") and CK Investments, Charles Kott (the "Lessee").

RECITALS

A. Lessee and Lessor are parties to a certain Air Industrial Park Ground Lease (the "Lease") pursuant to which Lessee leases certain premises (the "Leased Premises") from Lessor. The Leased Premises are specifically described as:

25 Land in the Township of Kimball, County of St. Clair, Michigan, described as Lot 26, St. Clair County Air Industrial Park Plat the "Premises").

B. The term of the Lease is from January 1, 2021 and expires December 31, 2051.

C. Lessee has requested Lessor grant Lessee an option to lease certain premises adjacent to the Leased Premises (the "Adjacent Premises"). The Adjacent Premises are described as:

Land in the Township of Kimball, County of St. Clair, Michigan, described as Lot 25, St. Clair County Air Industrial Park Plat the "Premises").

D. Lessor has agreed to grant Lessee an option to lease the Adjacent Premises on the terms and conditions herein.

NOW THEREFORE, IN EXCHANGE FOR GOOD AND VALUABLE CONSIDERATION, IT IS HEREBY AGREED AS FOLLOWS:

1. Consideration. Commencing on January 1, 2021 and annually (in advance) on the same day each year thereafter for the term of the Lease, Lessee shall pay Lessor the sum of Five Hundred (\$500.00) Dollars as consideration for the rights to lease the Adjacent Premises provided herein. Lessee's failure to timely make any such payment shall result in this Agreement, and all rights and obligations of Lessee pursuant to this Agreement, to terminate without further notice. Provided, Lessor in its sole and absolute discretion, may accept late payments from Lessee in which case this Agreement would not be terminated.

2. Lease Option and Right of Refusal. In exchange for payment of the consideration provided in Paragraph 1, Lessor agrees to the following:

- (a) Lessor grants Lessee an option to lease the Adjacent Premises at then prevailing rates and terms, consistent with other premises leased by Lessor. The rates, terms and conditions to lease the Adjacent Premises shall be referred to as the Adjacent Premises Lease. Unless entered into pursuant to Lessee's right of refusal in Paragraph 2(b) below, the term of the Adjacent Premises Lease shall be no longer than the remaining term of the Lease for the Leased Premises.
- (b) If, prior to the termination of this Agreement and prior to Lessee entering into the Adjacent Premises Lease, Lessor receives an offer (the "Offer") from a third party desiring to lease the Adjacent Premises, Lessor shall afford Lessee the right to match the Offer as provided herein.
 - (i) Lessor shall provide Lessee written notice (the "Notice") detailing the terms and conditions of the Offer (e.g. rent amount, term and any other significant terms and conditions).
 - (ii) The Notice shall be delivered via first class mail and/or via email to Lessee at the address provided herein.
 - (iii) Lessee shall have fifteen (15) days from the date of the Notice to notify Lessor in writing whether Lessee desires to match the terms of the Offer and to lease the Adjacent Premises. Such written notice must be received either via email or regular mail by Lessor within 15 days from the date of the Notice.
 - (iv) If Lessee timely notifies Lessor in writing that it desires to match the terms of the Offer, Lessor shall send Lessee the Adjacent Premises Lease consistent with the terms of the Offer and such other standard terms and conditions required by Lessor. Lessee shall execute the Adjacent Premises Lease within 14 days and return the same to Lessor.
 - (iv) If Lessor does not receive written notification from Lessee within 15 days of the Notice that Lessee desires to match the Offer or if Lessee fails to execute the Adjacent Premises Lease within 14 days of being sent the same, Lessor may lease the Adjacent Premises consistent with the terms of the Offer. In such case, Lessee's rights, and obligations under this Agreement, including Lessee's option to lease the Adjacent Premises, shall be terminated.

3. Term of this Agreement. This Agreement and the party's obligation shall terminate as follows:

- (a) Automatically and without notice upon termination of the Lease for any reason, by Lessor or Lessee.
- (b) At Lessor's discretion, but without notice, upon Lessee's breach of or default on the Lease or this Agreement, including, but not limited to, Lessee's failure to timely make any payment required pursuant to this Agreement or the Lease.
- (c) Automatically and without notice upon Expiration of the term of Lease.
- (d) Automatically and without notice upon Lessee's transfer, vacation or assignment of the Lease or the Leased Premises.
- (e) Automatically and without notice upon Lessor's lease of the Adjacent Premises after Lessee's refusal or failure to timely exercise its first right of refusal provided for in Paragraph 2(b).
- (f) Automatically and without notice upon Lessee's entering into the Adjacent Premises Lease.

Termination of this Agreement shall be conclusively established via certification or affidavit from the St. Clair County Airport Director or other representative of Lessor, or its assignee, with knowledge of the facts supporting the termination. Such certification or affidavit need not be contemporaneously executed at the time of the event resulting in termination.

4. Written Notices. All written notices required herein shall be sent as follows:

If to Lessor:

St. Clair County International Airport
Attn: Airport Director
177 Ash Drive
Kimball, Michigan 48074
Email: Kreaume@stclaircounty.org

If to Lessee:

C K Investments
11 Ash Drive
Kimball, Michigan 48074

5. Amendment. This Agreement may be amended in any manner only by an agreement, in writing, signed by the parties.

6. Successors and Assigns. Except as otherwise expressly provided to the contrary in this Agreement, this Agreement shall be binding upon and inure to the benefit of the parties to it and their respective successors and assigns. Lessor may assign its rights obligations under this Agreement without consent of Lessee. Lessee may not assign, convey or transfer its rights under this Agreement without the express written consent of Lessor.

7. No Third Party Beneficiary. The parties do not intend the benefits of this Agreement to inure to any third party.

8. Execution and Counterparts. Once this Agreement is signed by all parties, it will constitute a binding agreement. This Agreement may be executed in two or more counterparts, but all such counterparts, taken together, shall constitute one and the same Agreement. The signature of any party to any counterpart shall be deemed to be a signature to, and may be appended to, any other counterpart.

9. Entire Agreement. This Agreement constitutes the entire understanding between the parties and supersedes all prior written agreements and oral understandings between them regarding the subject matter of this Agreement. There are no representations, agreements, arrangements, or understandings, oral or written, between the parties to this Agreement, relating to the subject matter of this Agreement, that are not fully contained in this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed.

In the Presence of:

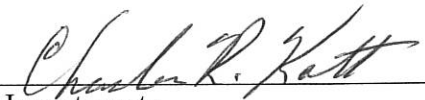
LESSOR

ST. CLAIR COUNTY/ST. CLAIR
COUNTY INTERNATIONAL AIRPORT ,

By: Kathy Reaume
Its: Director

LESSEE





C K Investments
Charles Kott

Air Industrial Park Lot 26 Ground Lease Renewal

Summary:

ATTACHMENTS:

Description		Upload Date	Type
	Air Industrial Park Lot 26 Ground Lease Renewal	1/28/2021	Cover Memo

MEMO

St. Clair County International Airport

TO: Karry Hepting, Administrator Controller
St. Clair County Board of Commissioners

FROM: Kathy Reaume, Airport Director

DATE: January 25, 2021

SUBJECT: Non-Aeronautical Air Industrial Park Lot 26 Ground Lease, Kott

C K Investments, Charles Kott 30 year ground lease has expired with St. Clair County International Airport, Air Industrial Park Lot 26.

He has agreed to the lease rate of .11 cents per square foot, they are in compliance with the Sub Division Rules and Regulations of the St. Clair County International Airport, Air Industrial Park and have signed the attached 30 year ground lease for your approval.

This new ground lease has been reviewed and approved by Corporation Counsel.

NON-AERONAUTICAL LEASE

THIS AGREEMENT made and entered into this 1~~st~~ day of, January 2021, by and between:

ST. CLAIR COUNTY/ST. CLAIR COUNTY INTERNATIONAL AIRPORT,
A Michigan Municipal Corporation,
Lessor,

And:

C K Investments
11 Ash Drive
Kimball, Michigan 48074

Lessee,

WITNESSETH:

1. Lessor, in consideration of the rents and covenants herein specified, hereby leases to Lessee:

Land in the Township of Kimball, County of St. Clair, Michigan, described as Lot 26, St. Clair County Air Industrial Park Plat (the "Premises").

A plat plan and survey drawing of the Premises are attached to this Lease and become a part of this Lease described as Exhibit A

For the term commencing January 1, 2021, and ending December 31, 2051, for such commercial use as is suitable under Lessor's present "Subdivision Regulations" attached as Exhibit B and incorporated herein by reference, or as said Regulations shall be amended from time to time, reserving to the Lessor the right without the consent of or interference by Lessee to protect, by any lawful means, the aerial approaches to the airport and to prevent Lessee from erecting any structure or from carrying on or permitting any activity which, in the opinion of the Lessor, would limit the usefulness of the St. Clair County International Airport or constitute a hazard or interference with the landing, taking off or maneuvering of aircraft.

Lessee shall fence the Premises along all perimeter boundaries of the Premises with commercial grade chain link fencing to ensure no access from the Premises to Lessor's airfield,

aerial approaches, runways or taxiways. Lessee shall also maintain the fence so that it is in good condition. The Lessee understands and agrees since this is a Non-Aeronautical Lease that the Lessee shall not have, attempt to gain or authorize any access to any of the Lessor's aerial approaches, runways, taxiways, or any other aeronautical areas of the St. Clair County International Airport. Lessee agrees it will enforce these restrictions against any tenant or occupant of the Premises.

2. Lessee hereby leases the Premises for the above mentioned term and covenants to pay To Lessor for the rent of the Premises for the term rental of **\$6,160.00** for the period from January 1 2021. The rent commencing on January 1, 2021, is based on a rental rate of \$.11 per square foot of property. The rental payments as set forth above shall be due in advanced of January 01, 2021. Rental payments thereafter shall be paid in advance on the first day of each year subject of adjustment pursuant to the COLA provision set forth in paragraph 3.

3. The Lessor reserves the right to make annual adjustments to the rental payments provided under this Lease commencing January 01, 2021. Any increase in rental payments shall not exceed the increase in Consumer Price Index for All Urban Consumers since the inception of the Lease or the date of the last rental adjustment. An amendment to the Lease providing for such increased rental payments shall be executed by the parties. If Lessee refuses to execute such amendment, then the Lease may be terminated by the Lessor by written notice to Lessee by Certified United States mail or the Lessor may implement the rental increase without an amendment.

4. All rentals shall be payable to Lessor at the office of the St. Clair County International Airport, Kimball, Michigan or as otherwise directed by Lessor in writing to Lessee.

5. Should any rent be due and unpaid, or if default be made in any of the covenants herein contained, and if said payment is not made or such default shall continue for thirty (30) days after written notice to Lessee, it shall be lawful for Lessor, or its representatives and assigns, to re-enter into and repossess the premises and cause the Lessee and each and every other occupant to be removed and put out or to implement legal process for such removal.

6. In the event of the insolvency of or the institution of bankruptcy proceedings by or against Lessee or the appointment of a receiver or a trustee of its property, this agreement thereupon shall, at the option of the Lessor, be at an end and void and Lessor may re-enter and repossess said premises.

7. Lessee shall keep and obey all police and sanitary regulations imposed by any State or Municipal authority and observe all regulations imposed by any underwriter as a basis of

the insurance rate upon the building and shall not permit any inflammable or combustible matter to accumulate upon the premises.

8. Lessee shall keep and obey all rules and regulations of the Michigan Aeronautics Commission, and all applicable Airport Regulations of the Federal Aviation Administration, and all local rules of the St. Clair County International Airport including the "Subdivision Regulations" (Exhibit B attached) currently in effect and as may be amended from time to time.

9. The Lessee hereby agrees at its own expense to commence construction on the Premises within one (1) year of the date of this Lease, of a building with parking facilities conforming to the "Subdivision Regulations" (Exhibit B attached). Such construction shall be completed within two (2) years from the commencement of construction. In the event the construction is not commenced or completed within the time requirements set forth in this paragraph, the Lessor shall have the right to either terminate this Lease or in its sole discretion grant a reasonable extension.

10. No assignment by Lessee shall create any liability whatsoever against the Lessor until a duplicate thereof, together with the mailing address of such Assignee, shall be delivered to the Lessor. Any such assignment shall be subject to all of the terms and conditions of this Lease and Lessee's liability hereunder shall not be released or affected in any way by delivery of such assignment. In the event of an assignment, the notice to the Lessor or payment made to Lessor by Assignee shall enable the Lessor to maintain any suit or action for payment, specific performance, deficiency or summary proceedings for possession against the Assignee.

11. Lessee, upon termination or cancellation of this Lease, shall have the right to remove any equipment, building and property, on the Premises, provided:

- a) All sums due Lessor from Lessee are paid in full;
- b) Said removal is completed within thirty (30) days after the termination or cancellation of this Lease or any extensions thereof; and
- c) Lessee clears and grades the Premises from which buildings are removed.
- d) Lessee shall remain liable for any failure to restore the Premises upon vacating the Premises or any property which is abandoned on the Premises or any environmental contamination on the Premises.
- e) Any property or improvements not removed shall be deemed abandoned. The Lessee shall be responsible to the Lessee for the cost of removing any abandoned property or improvements.

12. The Lessee expressly grants to the Lessor a lien on the building which the Lessee may erect on the premises covered by this Lease, for the security of the payment by the Lessee to Lessor of any rental or other fees due said Lessor from Lessee.

13. The Lessee shall pay all taxes or special assessments hereinafter legally levied by any governmental agency against the lands covered by this Lease, including buildings or personal property of the Lessee, and Lessee agrees, if requested by Lessor, to execute any petition or other document required to include said premises in any special assessment district for sewer, water or other governmental improvements to the premises. The non-payment of any such taxes or special assessments by the Lessee for ninety (90) days after any amortized payment shall become due and payable shall be grounds for cancellation of this Lease by Lessor.

14. The Lessor hereby agrees that the Lessee may place a lien upon the buildings to be located on the leased Premises for the purpose of securing a loan or loans; provided the Lessee shall notify the Lessor, in writing, of the name and address of the mortgagee and of the term of the mortgage, prior to the place thereof and, provided further that any such mortgage is subordinate to and subject to all the terms and conditions of this Lease. Any notice of default in the terms of the Lease served on the Lessee by the Lessor shall also be served upon the mortgagee, and said mortgagee shall have a like opportunity to cure such default as the Lessee may have. Lessor agrees it will subordinate any lien granted under this Lease to the lien granted to Lessee's lender provided Lessor approves the Lessee's financing documents approval of which shall not be unreasonably withheld.

15. In the carrying on of all commercial activity on the premises, the Lessee shall follow and comply with all applicable ordinances, statutes and the rules and regulations of the St. Clair County International Airport.

The Lessor shall have the right to take such action as any governmental agency may direct to enforce the provisions of this Paragraph 15. Lessor shall give Lessee immediate notice of any claim made or action proposed by any governmental agency against Lessor alleging a violation by Lessee of the provisions of this Paragraph 15 and which, if implemented, could reasonably be expected to materially affect Lessee's rights or obligations under this Lease. Lessee shall have the right to participate in any proceedings arising out of such claim or proposed action.

16. In the event it shall be necessary for the Lessor to give notice of any kind to Lessee, the same shall be given and shall be complete by sending such notice to Lessee by registered mail, or by serving the same on any officer of Lessee, or by posting a copy thereof at the entrance to the premises.

17. Should Lessee remain in possession of the premises after the expiration of the term of this Lease, then this Lease and all of its terms, provisions and covenants shall be continued in full force and effect as a tenancy from month to month, terminable by either party upon giving thirty (30) days written notice prior to the end of any month.

18. Lessee shall carry adequate casualty and liability insurance sufficient to protect Lessor from liability for all suits and damages or injuries sustained upon any part of the premises under Lessee's control or caused or sustained upon any part of the premises by defective products or services sold or performed by Lessee. Such casualty and liability insurance shall be in such amounts, on the terms and in such companies as shall be agreeable to Lessor and as shall be delivered to and retained in the possession of the Lessor during the term hereof, and for failure of the Lessee to obtain such insurance in the manner herein provided, the Lessor, at its option, may procure the same and the premium paid therefor shall forthwith become payable by Lessee to Lessor, as additional rent payable on the next rental date. The insurance requirements for the Premises may be set by the rules and regulations of the St. Clair County International Airport.

19. Lessor may enter upon the premises at any reasonable time for the purpose of making any inspection that it deems expedient to the proper enforcement of any of the covenants and conditions of this agreement or of the "Subdivision Regulations" of the St. Clair County Airport Industrial Park (Exhibit B attached).

20. In the event Lessor amends its policy and decides to sell the individual lots within the St. Clair County Air Industrial Park Plat to private parties during the term of this Lease, or extension thereof, and if Lessee is not then in default of any of the provisions of this Lease to be performed by Lessee, Lessee shall have the first right and option to purchase said premises at the same price and upon the same terms and conditions offered to other prospective buyers of said lots. Immediately upon adopting such policy, Lessor shall notify Lessee in writing, setting forth the terms and conditions upon which said lot is being offered for sale. Lessee shall have a period of thirty (30) days after receipt of said notice in which to notify Lessor of its election to purchase on the terms contained in said offer.

21. If Lessee is not then in default of any of the provisions of this Lease to be performed by Lessee, Lessor grants unto Lessee the option to extend this Lease for the additional term of a thirty (30) year period following the expiration of the term originally granted on the following conditions:

- a) If exercised at all, this option must be exercised by Lessee giving to Lessor written notice of Lessee's desire to exercise the option at least nine (9) months prior to the expiration of the original term granted;

- b) In the event Lessee exercised its option to extend this Lease for an additional thirty (30) year period, all terms, provisions, covenants and conditions of said Lease shall be continued in full force and effect during said extended term, including the rental adjustment provisions of Paragraph 3 of said Lease.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed.

SIGNED, SEALED AND DELIVERED

In the Presence of:

ST. CLAIR COUNTY/ST. CLAIR
COUNTY INTERNATIONAL AIRPORT ,

By: _____

Its: _____

“Lessor”

_____


C K Investments
Charles Kott

“Lessee”

Air Industrial Park Lot 55 Lease Renewal

Summary:

ATTACHMENTS:

Description	Upload Date	Type
📎 Air Industrial Park Lot 55 Lease Renewal	1/28/2021	Cover Memo

MEMO

St. Clair County International Airport

TO: Karry Hepting, Administrator Controller
St. Clair County Board of Commissioners

FROM: Kathy Reaume, Airport Director

DATE: January 25, 2021

SUBJECT: Non-Aeronautical Air Industrial Park Lot 55 Ground Lease

James McCandless 30 Ground Lease will expire in July 2022 with St. Clair County International Airport, Air Industrial Park Lot 55.

He has agreed to the lease rate of .11 cents per square foot after July 2022. They are in compliance with the Sub Division Rules and Regulations of the St. Clair County International Airport, Air Industrial Park and have signed the attached 30 year ground lease for your approval.

This new ground lease has been reviewed and approved by Corporation Counsel.

NON-AERONAUTICAL LEASE

THIS AGREEMENT made and entered into this 1st day of, January 2021, by and between:

ST. CLAIR COUNTY/ST. CLAIR COUNTY INTERNATIONAL AIRPORT,
A Michigan Municipal Corporation,
Lessor,

And: **James A. McCandless**
3784 Gratiot Ave.
Port Huron, Michigan 48060

Lessee,

WITNESSETH:

1. Lessor, in consideration of the rents and covenants herein specified, hereby leases to Lessee:

Land in the Township of Kimball, County of St. Clair, Michigan, described as Lot 55, St. Clair County Air Industrial Park Plat (the "Premises").

A plat plan and survey drawing of the Premises are attached to this Lease and become a part of this Lease described as Exhibit A

For the term commencing January 01, 2021, and ending December 31, 2051, for such commercial use as is suitable under Lessor's present "Subdivision Regulations" attached as Exhibit B and incorporated herein by reference, or as said Regulations shall be amended from time to time, reserving to the Lessor the right without the consent of or interference by Lessee to protect, by any lawful means, the aerial approaches to the airport and to prevent Lessee from erecting any structure or from carrying on or permitting any activity which, in the opinion of the Lessor, would limit the usefulness of the St. Clair County International Airport or constitute a hazard or interference with the landing, taking off or maneuvering of aircraft.

Lessee shall fence the Premises along all perimeter boundaries of the Premises with commercial grade chain link fencing to ensure no access from the Premises to Lessor's airfield, aerial approaches, runways or taxiways. Lessee shall also maintain the fence so that it is in good condition. The Lessee understands and agrees since this is a Non-Aeronautical Lease that the

Lessee shall not have, attempt to gain or authorize any access to any of the Lessor's aerial approaches, runways, taxiways, or any other aeronautical areas of the St. Clair County International Airport. Lessee agrees it will enforce these restrictions against any tenant or occupant of the Premises.

2. Lessee hereby leases the Premises for the above mentioned term and covenants to pay to Lessor for the rent of the Premises for the term rental of \$ 3,278.35 for the period from January 01 2021 to July 22, 2022. The first 19 months of this lease is based on \$0.057819. The rent commencing on July 23, 2022, is based on a rental rate of \$.11 per square foot of property. The rental payments as set forth above shall be due in advanced of January 01, 2021. Rental payments thereafter shall be paid in advance on the first day of each year subject of adjustment pursuant to the COLA provision set forth in paragraph 3.

3. The Lessor reserves the right to make annual adjustments to the rental payments provided under this Lease commencing January 01, 2021. Any increase in rental payments shall not exceed the increase in Consumer Price Index for All Urban Consumers since the inception of the Lease or the date of the last rental adjustment. An amendment to the Lease providing for such increased rental payments shall be executed by the parties. If Lessee refuses to execute such amendment, then the Lease may be terminated by the Lessor by written notice to Lessee by Certified United States mail or the Lessor may implement the rental increase without an amendment.

4. All rentals shall be payable to Lessor at the office of the St. Clair County International Airport, Kimball, Michigan or as otherwise directed by Lessor in writing to Lessee.

5. Should any rent be due and unpaid, or if default be made in any of the covenants herein contained, and if said payment is not made or such default shall continue for thirty (30) days after written notice to Lessee, it shall be lawful for Lessor, or its representatives and assigns, to re-enter into and repossess the premises and cause the Lessee and each and every other occupant to be removed and put out or to implement legal process for such removal.

6. In the event of the insolvency of or the institution of bankruptcy proceedings by or against Lessee or the appointment of a receiver or a trustee of its property, this agreement thereupon shall, at the option of the Lessor, be at an end and void and Lessor may re-enter and repossess said premises.

7. Lessee shall keep and obey all police and sanitary regulations imposed by any State or Municipal authority and observe all regulations imposed by any underwriter as a basis of the insurance rate upon the building and shall not permit any inflammable or combustible matter to accumulate upon the premises.

8. Lessee shall keep and obey all rules and regulations of the Michigan Aeronautics Commission, and all applicable Airport Regulations of the Federal Aviation Administration, and all local rules of the St. Clair County International Airport including the "Subdivision Regulations" (Exhibit B attached) currently in effect and as may be amended from time to time.

9. The Lessee hereby agrees at its own expense to commence construction on the Premises within one (1) year of the date of this Lease, of a building with parking facilities conforming to the "Subdivision Regulations" (Exhibit B attached). Such construction shall be completed within two (2) years from the commencement of construction. In the event the construction is not commenced or completed within the time requirements set forth in this paragraph, the Lessor shall have the right to either terminate this Lease or in its sole discretion grant a reasonable extension.

10. No assignment by Lessee shall create any liability whatsoever against the Lessor until a duplicate thereof, together with the mailing address of such Assignee, shall be delivered to the Lessor. Any such assignment shall be subject to all of the terms and conditions of this Lease and Lessee's liability hereunder shall not be released or affected in any way by delivery of such assignment. In the event of an assignment, the notice to the Lessor or payment made to Lessor by Assignee shall enable the Lessor to maintain any suit or action for payment, specific performance, deficiency or summary proceedings for possession against the Assignee.

11. Lessee, upon termination or cancellation of this Lease, shall have the right to remove any equipment, building and property, on the Premises, provided:

- a) All sums due Lessor from Lessee are paid in full;
- b) Said removal is completed within thirty (30) days after the termination or cancellation of this Lease or any extensions thereof; and
- c) Lessee clears and grades the Premises from which buildings are removed.
- d) Lessee shall remain liable for any failure to restore the Premises upon vacating the Premises or any property which is abandoned on the Premises or any environmental contamination on the Premises.
- e) Any property or improvements not removed shall be deemed abandoned. The Lessee shall be responsible to the Lessee for the cost of removing any abandoned property or improvements.

12. The Lessee expressly grants to the Lessor a lien on the building which the Lessee may erect on the premises covered by this Lease, for the security of the payment by the Lessee to Lessor of any rental or other fees due said Lessor from Lessee.

13. The Lessee shall pay all taxes or special assessments hereinafter legally levied by any governmental agency against the lands covered by this Lease, including buildings or personal property of the Lessee, and Lessee agrees, if requested by Lessor, to execute any petition or other document required to include said premises in any special assessment district for sewer, water or other governmental improvements to the premises. The non-payment of any such taxes or special assessments by the Lessee for ninety (90) days after any amortized payment shall become due and payable shall be grounds for cancellation of this Lease by Lessor.

14. The Lessor hereby agrees that the Lessee may place a lien upon the buildings to be located on the leased Premises for the purpose of securing a loan or loans; provided the Lessee shall notify the Lessor, in writing, of the name and address of the mortgagee and of the term of the mortgage, prior to the place thereof and, provided further that any such mortgage is subordinate to and subject to all the terms and conditions of this Lease. Any notice of default in the terms of the Lease served on the Lessee by the Lessor shall also be served upon the mortgagee, and said mortgagee shall have a like opportunity to cure such default as the Lessee may have. Lessor agrees it will subordinate any lien granted under this Lease to the lien granted to Lessee's lender provided Lessor approves the Lessee's financing documents approval of which shall not be unreasonably withheld.

15. In the carrying on of all commercial activity on the premises, the Lessee shall follow and comply with all applicable ordinances, statutes and the rules and regulations of the St. Clair County International Airport.

The Lessor shall have the right to take such action as any governmental agency may direct to enforce the provisions of this Paragraph 15. Lessor shall give Lessee immediate notice of any claim made or action proposed by any governmental agency against Lessor alleging a violation by Lessee of the provisions of this Paragraph 15 and which, if implemented, could reasonably be expected to materially affect Lessee's rights or obligations under this Lease. Lessee shall have the right to participate in any proceedings arising out of such claim or proposed action.

16. In the event it shall be necessary for the Lessor to give notice of any kind to Lessee, the same shall be given and shall be complete by sending such notice to Lessee by registered mail, or by serving the same on any officer of Lessee, or by posting a copy thereof at the entrance to the premises.

17. Should Lessee remain in possession of the premises after the expiration of the term of this Lease, then this Lease and all of its terms, provisions and covenants shall be continued in full force and effect as a tenancy from month to month, terminable by either party upon giving thirty (30) days written notice prior to the end of any month.

18. Lessee shall carry adequate casualty and liability insurance sufficient to protect Lessor from liability for all suits and damages or injuries sustained upon any part of the premises under Lessee's control or caused or sustained upon any part of the premises by defective products or services sold or performed by Lessee. Such casualty and liability insurance shall be in such amounts, on the terms and in such companies as shall be agreeable to Lessor and as shall be delivered to and retained in the possession of the Lessor during the term hereof, and for failure of the Lessee to obtain such insurance in the manner herein provided, the Lessor, at its option, may procure the same and the premium paid therefor shall forthwith become payable by Lessee to Lessor, as additional rent payable on the next rental date. The insurance requirements for the Premises may be set by the rules and regulations of the St. Clair County International Airport.

19. Lessor may enter upon the premises at any reasonable time for the purpose of making any inspection that it deems expedient to the proper enforcement of any of the covenants and conditions of this agreement or of the "Subdivision Regulations" of the St. Clair County Airport Industrial Park (Exhibit B attached).

20. In the event Lessor amends its policy and decides to sell the individual lots within the St. Clair County Air Industrial Park Plat to private parties during the term of this Lease, or extension thereof, and if Lessee is not then in default of any of the provisions of this Lease to be performed by Lessee, Lessee shall have the first right and option to purchase said premises at the same price and upon the same terms and conditions offered to other prospective buyers of said lots. Immediately upon adopting such policy, Lessor shall notify Lessee in writing, setting forth the terms and conditions upon which said lot is being offered for sale. Lessee shall have a period of thirty (30) days after receipt of said notice in which to notify Lessor of its election to purchase on the terms contained in said offer.

21. If Lessee is not then in default of any of the provisions of this Lease to be performed by Lessee, Lessor grants unto Lessee the option to extend this Lease for the additional term of a thirty (30) year period following the expiration of the term originally granted on the following conditions:

- a) If exercised at all, this option must be exercised by Lessee giving to Lessor written notice of Lessee's desire to exercise the option at least nine (9) months prior to the expiration of the original term granted;
- b) In the event Lessee exercised its option to extend this Lease for an additional thirty (30) year period, all terms, provisions, covenants and conditions of said Lease shall be continued in full force and effect during

said extended term, including the rental adjustment provisions of Paragraph 3 of said Lease.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed.

SIGNED, SEALED AND DELIVERED

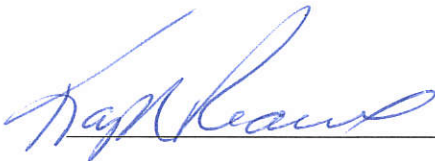
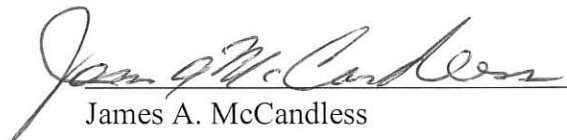
In the Presence of:

ST. CLAIR COUNTY/ST. CLAIR
COUNTY INTERNATIONAL AIRPORT ,

By: _____

Its: _____

“Lessor”


_____
James A. McCandless

“Lessee”

Smiths Creek Landfill Activities Reports

Summary:

ATTACHMENTS:

	Description	Upload Date	Type
📎	Data Comparisons 2017-2020	1/26/2021	Exhibit
📎	Landfill Gas to Energy 2020	1/26/2021	Exhibit
📎	December Volume	1/26/2021	Exhibit

COUNTY OF ST CLAIR
SMITHS CREEK LANDFILL
COMPARISON
2017- 2020

Year Month	2017 Tons	2018 Tons	2019 Tons	2020 Tons	2020 Income	2020 Expense*	2020 Net
January	21,915	40,066	16,090	22,917	\$ 670,638	\$ 258,764	\$ 411,874
February	19,490	22,883	16,010	20,284	\$ 471,509	\$ 494,109 *	\$ (22,600)
March	25,746	25,290	20,319	21,928	\$ 489,367	\$ 172,269	\$ 317,098
April	23,575	24,161	26,568	17,404	\$ 489,466	\$ 351,016	\$ 138,449
May	33,762	28,333	32,958	22,192	\$ 464,789	\$ 1,196,632 **	\$ (731,843)
June	37,255	32,221	26,425	26,795	\$ 773,215	\$ 373,320	\$ 399,895
July	30,868	32,573	29,270	26,303	\$ 719,378	\$ 504,969 ***	\$ 214,409
August	33,707	30,375	25,832	24,824	\$ 755,535	\$ 328,680	\$ 426,855
September	28,420	26,790	25,734	29,798	\$ 574,434	\$ 749,579 ****	\$ (175,145)
October	31,235	23,903	27,927	54,751	\$ 809,734	\$ 511,450	\$ 298,284
November	49,354	19,836	24,899	44,857	\$ 1,329,081	\$ 483,310	\$ 845,771
December	35,625	18,692	21,665	45,554	\$ 1,591,187	314,817	\$ 1,276,370
Total	370,951	325,123	293,698	357,607	\$ 9,138,333	\$ 5,738,916	\$ 3,399,418

Landfill Expenses detailed in the Income and Expense Report (ONESolution).

* SRF Bond Interest & Payment \$243,608

** Appropriation Transfer Out \$900,000

*** Landfill Cost Allocation \$90,928

**** SRF Bond Interest & Payment \$ 456,086

COUNTY OF ST CLAIR
SMITHS CREEK LANDFILL
GAS TO ENERGY

2020	Plant Efficiency	Electric Power Sale Royalty	Section 45 Tax Credit Royalty	Additional Gas Rights	Community Development Fund ⁽¹⁾	Total Revenue
January	98.3%	\$ 55,943	\$ 11,048	\$ 4,024		\$ 71,015
February	98.8%	\$ 52,254	\$ 10,150	\$ 4,024		\$ 66,428
March	98.6%	\$ 54,002	\$ 10,568	\$ 4,024		\$ 68,594
April	97.8%	\$ 51,074	\$ 10,214	\$ 4,024		\$ 65,312
May	97.5%	\$ 53,098	\$ 10,389	\$ 4,024		\$ 67,511
June	97.0%	\$ 49,360	\$ 9,660	\$ 4,024		\$ 63,043
July	94.3%	\$ 49,125	\$ 9,719	\$ 4,024		\$ 62,869
August	98.9%	\$ 51,105	\$ 9,992	\$ 4,024		\$ 65,121
September	97.6%	\$ 48,655	\$ 9,509	\$ 4,024		\$ 62,187
October	97.7%	\$ 53,588	\$ 10,511	\$ 4,024		\$ 68,123
November	95.4%	\$ 51,496	\$ 10,072	\$ 4,024	50,000	\$ 115,592
December	<u>89.4%</u>	<u>\$ 50,209</u>	<u>\$ 9,882</u>	<u>\$ 4,024</u>		<u>\$ 64,115</u>
Total	96.8%	\$ 619,909	\$ 121,713	\$ 48,288	\$ 50,000	\$ 839,910

(1) The Community Development Fund Payment of \$50,000 is received once per year through 2020.

COUNTY OF ST CLAIR
SMITHS CREEK LANDFILL
VOLUME REPORT
DECEMBER 2020

CUSTOMER	DEMO (TONS)	MUNICIPAL SOLID WASTE (TONS)	SPECIAL WASTE (TONS)	TOTAL TONS	TOTAL YARDS
BASIC TRANSPORTATION GROUP, LLC	0	3,642	0	3,642	11,640
CURRAN RECYCLING LTD.	0	2,989	0	2,989	8,760
EMTERRA ENVIRONMENTAL USA	26	2,825	41	2,892	8,328
GROVE RECYCLING SERVICES	0	589	0	589	6,715
JEFF'S RUBBISH DISPOSAL	47	1,283	0	1,329	3,849
MARCOTTE DISPOSAL	21	1,662	0	1,683	5,800
MPC ENVIRONMENTAL	0	0	2,235	2,235	1,680
SOUTH BARRIE TRANSFER LTD	0	1,631	0	1,631	5,280
WASTE MANAGEMENT	102	2,169	334	2,605	11,489
OTHER CUSTOMERS	<u>2,486</u>	<u>2,190</u>	<u>716</u>	<u>5,392</u>	<u>21,591</u>
TOTAL	2,682	18,978	3,327	24,988	85,131

SEPTAGE CUSTOMERS	TOTAL GALLONS	TOTAL YARDS	TOTAL TONS
CARLS SEPTIC	39,058	193	159
LEES SEPTIC SERVICE LLC	25,500	126	104
R&P HODGES SEPTIC SERVICE	18,566	92	76
RATTEE SEPTIC	53,675	266	219
SCOTTY'S POTTY'S	<u>10,074</u>	<u>50</u>	<u>41</u>
	146,873	727	599

TOTAL YARDS 85,858
TOTAL TONS 25,587

Monthly PARC Financial Documents

Summary:

Sharing PARC Budget Year To Date financials thru 12/31/2020 and the draft minutes of the January 4 PARC Finance Committee meeting

ATTACHMENTS:

	Description	Upload Date	Type
📎	PARC Budget To Date 12.31.2020	1/25/2021	Exhibit
📎	PARC Finance Committee Meeting Minutes 1.5.2021	1/25/2021	Exhibit

**St Clair County
Parks and Recreation Commission
12/31/2020**

Object	Object Description	2019 Budget	12/31/19 Actual	2020 Budget	12/31/20 Actual
4007	Current Property Taxes	2,969,800.00	2,969,711.60	3,060,300.00	3,061,453.66
4033	Current Personal Property Tax	2,800.00	2,669.43	1,600.00	3,583.07
4043	Delinquent Real Prop Tx-Extra Voted	2,900.00	2,888.50	1,200.00	1,216.14
		2,975,500.00	2,975,269.53	3,063,100.00	3,066,252.87
4332	Federal Grants - Operating	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00
4450	State Grants - General	0.00	75,000.00	0.00	0.00
4452	State Grants - Operating	375,000.00	300,000.00	0.00	0.00
4573	Local Comm Stabilization Shar	12,500.00	29,435.75	25,700.00	25,770.48
		387,500.00	404,435.75	25,700.00	25,770.48
4689	Charges for Services - Fees	98,000.00	130,297.67	64,000.00	81,913.75
4836	Chrgs Fr Srvc-Use&Admissn Fee	15,000.00	15,175.00	12,400.00	12,450.00
		113,000.00	145,472.67	76,400.00	94,363.75
4882	Interest Revenue	26,200.00	24,874.83	12,000.00	14,179.42
4883	Interest on Delinquent Taxes	300.00	327.63	200.00	451.73
		26,500.00	25,202.46	12,200.00	14,631.15
4909	Sale of Fixed Assets	6,000.00	3,736.32	12,000.00	27,167.04
4916	Contribution&Donatn Frm Privat Srce	1,000.00	1,000.00	52,600.00	52,660.00
4956	Refunds and Rebates Received	4,500.00	4,482.25	600.00	853.87
4969	Miscellaneous	700.00	691.80	0.00	204.86
4979	Cash Over & Short	0.00	0.00	0.00	0.00
		12,200.00	9,910.37	65,200.00	80,885.77
5050	Salaries&Wages-Appntd Official	3,000.00	2,533.09	3,000.00	2,389.51
5083	Salaries&Wages-Supervisory	86,200.00	92,145.07	91,500.00	92,216.73
5099	Salaries&Wages-Regular	450,000.00	423,761.68	444,000.00	452,459.67
5105	Salaries&Wages - Parttime	170,000.00	145,901.47	320,000.00	212,937.32
5116	Salaries&Wages-Temporary	160,000.00	162,667.76	100,000.00	102,019.53
5132	Salaries&Wages-Overtime	2,000.00	436.69	2,000.00	0.00
5182	Employer Provided Health Insur	130,000.00	99,465.33	130,000.00	108,678.10
5231	Employer Provided Life Insur	1,200.00	1,085.61	1,200.00	657.12
5248	Employer Provided Disblty Insr	8,000.00	7,802.90	7,000.00	5,666.80
5281	Employer Retirement Contributn	63,000.00	54,773.14	57,000.00	58,127.15
5285	Employers Retiree Health	19,000.00	15,387.79	14,100.00	14,235.60
5290	Employer 457 Match	11,000.00	10,904.98	15,000.00	13,701.66
5330	Employer's FICA Contribution	50,000.00	50,245.08	55,000.00	52,614.58
5347	Employer's Medicare Contributn	12,000.00	11,751.20	14,000.00	12,305.09
5363	Unemployment Insurance	3,000.00	3,204.22	3,000.00	686.85
5380	Workers Compensation Insurance	7,500.00	7,246.98	7,500.00	5,140.24
5394	Employee Mileage Reimbursement	3,000.00	2,003.86	3,000.00	961.11
5396	Employee Travel	6,000.00	3,931.57	3,000.00	2,388.94
5397	Employee Meals	900.00	487.00	500.00	228.00
5398	Employer Provided Uniforms	4,000.00	4,150.00	3,000.00	3,498.44
5404	Employee Dues & Subscriptions	2,500.00	1,350.00	2,500.00	1,300.00
5410	Employee Health and Welfare	1,000.00	1,121.00	1,000.00	1,103.00
		1,193,300.00	1,102,356.42	1,277,300.00	1,143,315.44

**St Clair County
Parks and Recreation Commission
12/31/2020**

Object	Object Description	2019 Budget	12/31/19 Actual	2020 Budget	12/31/20 Actual
5446	Supplies	102,000.00	76,506.36	80,000.00	69,096.62
5545	Fuel	25,500.00	22,763.76	20,000.00	16,028.10
		127,500.00	99,270.12	100,000.00	85,124.72
6683	Legal Services	3,000.00	2,906.25	2,000.00	1,000.00
6749	Professional Services	130,000.00	170,442.88	60,000.00	66,720.41
7013	Maintenance Contracts	6,000.00	6,696.60	6,000.00	6,539.72
7228	Health Services	0.00	0.00	0.00	0.00
7508	Internet Access	2,000.00	1,474.20	2,000.00	1,457.47
7541	Telephone	5,000.00	5,282.66	6,000.00	5,598.73
7591	Cellular Phone	3,000.00	3,100.50	3,000.00	2,943.36
7700	Licenses, Permits, & Fees	1,000.00	1,959.26	2,000.00	1,774.96
7723	Postage/Freight	36,000.00	35,653.02	25,000.00	24,012.09
8036	Program Promotion	46,000.00	56,030.00	20,000.00	0.00
8300	Printing and Publishing	54,000.00	43,081.98	40,000.00	30,740.53
8531	Training	8,500.00	9,585.00	2,000.00	2,878.20
8548	Regulatory Updates/Reference	400.00	0.00	400.00	0.00
8581	County Membership	1,600.00	1,420.00	1,700.00	1,955.00
8647	Electric Utility	41,000.00	40,214.34	40,000.00	29,222.97
8663	Gas Utility	12,000.00	10,468.34	10,000.00	7,879.39
8680	Water/Sewer Utility	3,200.00	3,418.27	3,400.00	3,779.67
8795	Repairs and Maintenance	100,000.00	86,942.61	105,000.00	134,265.50
8977	Equipment Rental	9,000.00	5,894.41	9,000.00	3,140.91
9092	Local Unit Fee	739,100.00	739,101.00	765,500.00	748,076.00
9208	Miscellaneous	1,200.00	2,010.68	1,200.00	3,565.07
9356	Refunds Paid	500.00	0.00	500.00	0.00
		1,202,500.00	1,225,682.00	1,104,700.00	1,075,549.98
9472	Land	0.00	0.00	400,000.00	376,958.98
9480	Uncapitalized Assets < \$5,000	75,000.00	70,295.04	50,000.00	33,520.74
9521	Land Improvements	400,000.00	429,975.47	50,000.00	29,843.79
9538	Buildings	300,000.00	274,295.29	150,000.00	100,174.23
9554	Equipment	50,000.00	20,795.00	120,000.00	21,421.86
9620	Vehicles	52,000.00	52,108.98	60,000.00	33,062.95
		877,000.00	847,469.78	830,000.00	594,982.55
9868	Interest Expense	0.00	1.14	0.00	0.00
9884	Late Payment Fees	0.00	0.00	0.00	0.00
		0.00	1.14	0.00	0.00
9934	Appropriation Transfer Out	244,303.00	244,303.00	197,800.00	197,753.00
		244,303.00	244,303.00	197,800.00	197,753.00
Revenue Total:		3,514,700.00	3,560,290.78	3,242,600.00	3,281,904.02
Expense Total:		3,644,603.00	3,274,779.46	3,509,800.00	3,096,725.69
Net:		-129,903.00	285,511.32	-267,200.00	185,178.33

940020 Wadhams to Avoca Trail**12/31/2020
YTD Actual**

Object	Description	
5099	Salaries&Wages-Regular	24,850.07
5105	Salaries&Wages - Parttime	5,788.62
5182	Employer Provided Health Insur	3,002.76
5231	Employer Provided Life Insur	34.36
5248	Employer Provided Disblty Insr	280.31
5281	Employer Retirement Contributn	2,546.99
5285	Employers Retiree Health	143.26
5290	Employer 457 Match	562.00
5330	Employer's FICA Contribution	1,892.52
5347	Employer's Medicare Contributn	442.41
5363	Unemployment Insurance	24.41
5380	Workers Compensation Insurance	180.74
5446	Supplies	644.40
8300	Printing and Publishing	1,377.50
8647	Electric Utility	1,340.65
8795	Repairs and Maintenance	7,892.00
9208	Miscellaneous	3,065.07
9480	Uncapitalized Assets < \$5,000	2,487.86
Revenue Total:		0.00
Expense Total:		56,555.93
Net:		-56,555.93

940021 Fort Gratiot County Park**12/31/2020
YTD Actual**

Object	Description	
4689	Charges for Services - Fees	9,520.00
4916	Cntrbntn&Donatn Frm Privat Srcs	100.00
5099	Salaries&Wages-Regular	21,702.14
5105	Salaries&Wages - Parttime	7,760.56
5116	Salaries&Wages-Temporary	29,044.88
5182	Employer Provided Health Insur	3,494.92
5231	Employer Provided Life Insur	24.31
5248	Employer Provided Disblty Insr	224.25
5281	Employer Retirement Contributn	2,175.42
5285	Employers Retiree Health	53.10
5290	Employer 457 Match	737.74
5330	Employer's FICA Contribution	3,606.77
5347	Employer's Medicare Contributn	843.50
5363	Unemployment Insurance	46.59
5380	Workers Compensation Insurance	348.73
5446	Supplies	6,770.53
5545	Fuel	576.48
6749	Professional Services	7,450.00
7013	Maintenance Contracts	272.26
7541	Telephone	1,529.10
8647	Electric Utility	1,496.87
8680	Water/Sewer Utility	1,824.31

8795	Repairs and Maintenance	15,893.79
8977	Equipment Rental	492.00
9480	Uncapitalized Assets < \$5,000	4,334.99
Revenue Total:		9,620.00
Expense Total:		110,703.24
Net:		-101,083.24

940026 Columbus County Park

12/31/2020
YTD Actual

Object	Description	
4689	Charges for Services - Fees	9,611.25
4916	Cntrbtn&Donatn Frm Privat Srcs	530.00
4956	Refunds and Rebates Received	23.62
5099	Salaries&Wages-Regular	90,812.39
5105	Salaries&Wages - Parttime	67,873.48
5116	Salaries&Wages-Temporary	24,573.16
5182	Employer Provided Health Insur	28,749.36
5231	Employer Provided Life Insur	114.74
5248	Employer Provided Disblty Insr	963.02
5281	Employer Retirement Contributn	13,560.23
5285	Employers Retiree Health	2,786.29
5290	Employer 457 Match	1,082.20
5330	Employer's FICA Contribution	10,983.81
5347	Employer's Medicare Contributn	2,568.70
5363	Unemployment Insurance	145.63
5380	Workers Compensation Insurance	1,092.96
5398	Employer Provided Uniforms	699.90
5404	Employee Dues & Subscriptions	300.00
5446	Supplies	10,330.14
5545	Fuel	3,908.90
6749	Professional Services	11,792.00
7013	Maintenance Contracts	956.59
7541	Telephone	3,296.86
7700	Licenses, Permits, & Fees	138.12
7723	Postage/Freight	27.15
8300	Printing and Publishing	85.00
8647	Electric Utility	6,042.60
8663	Gas Utility	832.04
8795	Repairs and Maintenance	12,821.77
8977	Equipment Rental	990.00
9480	Uncapitalized Assets < \$5,000	8,797.29
9554	Equipment	6,221.86
9620	Vehicles	33,062.95
Revenue Total:		10,164.87
Expense Total:		345,609.14
Net:		-335,444.27

940028 Goodells Park Splashpad

12/31/2020
YTD Actual

5446	Supplies	1,651.73
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7700	Licenses, Permits, & Fees	620.00
9480	Uncapitalized Assets < \$5,000	1,785.22
Revenue Total:		<u>0.00</u>
Expense Total:		<u>4,056.95</u>
Net:		<u>-4,056.95</u>

940032 Woodsong County Park

Object	Description	12/31/2020 YTD Actual
5099	Salaries&Wages-Regular	5,023.17
5231	Employer Provided Life Insur	4.86
5248	Employer Provided Disblty Insr	50.18
5290	Employer 457 Match	393.53
5330	Employer's FICA Contribution	333.66
5347	Employer's Medicare Contributn	78.08
5363	Unemployment Insurance	4.08
5380	Workers Compensation Insurance	29.51
5446	Supplies	800.61
6749	Professional Services	288.75
8647	Electric Utility	176.57
8977	Equipment Rental	990.00
Revenue Total:		<u>0.00</u>
Expense Total:		<u>8,173.00</u>
Net:		<u>-8,173.00</u>

940033 Goodells County Park

Object	Description	12/31/2020 YTD Actual
4689	Charges for Services - Fees	46,340.00
4916	Cntrbntn&Donatn Frm Privat Srcs	530.00
4956	Refunds and Rebates Received	764.16
5099	Salaries&Wages-Regular	128,704.88
5105	Salaries&Wages - Parttime	111,320.79
5116	Salaries&Wages-Temporary	32,188.59
5182	Employer Provided Health Insur	16,693.09
5231	Employer Provided Life Insur	177.60
5248	Employer Provided Disblty Insr	1,361.95
5281	Employer Retirement Contributn	8,932.19
5285	Employers Retiree Health	2,710.85
5290	Employer 457 Match	3,432.98
5330	Employer's FICA Contribution	16,766.78
5347	Employer's Medicare Contributn	3,921.49
5363	Unemployment Insurance	216.41
5380	Workers Compensation Insurance	1,598.98
5398	Employer Provided Uniforms	892.54
5404	Employee Dues & Subscriptions	650.00
5446	Supplies	36,517.22
5545	Fuel	10,217.93
6683	Legal Services	200.00
6749	Professional Services	10,052.75
7013	Maintenance Contracts	1,404.15

7700	Licenses, Permits, & Fees	1,016.84
7723	Postage/Freight	108.60
8300	Printing and Publishing	147.32
8531	Training	1,740.00
8647	Electric Utility	19,279.80
8663	Gas Utility	6,500.49
8795	Repairs and Maintenance	26,516.07
8977	Equipment Rental	464.00
9480	Uncapitalized Assets < \$5,000	9,398.97
9538	Buildings	7,314.22
Revenue Total:		47,634.16
Expense Total:		460,447.48
Net:		-412,813.32

940034 Ft Gratiot Lighthouse

Object	Description	12/31/2020 YTD Actual
4916	Cntrbtn&Donatn Frm Privat Srcs	50,000.00
4956	Refunds and Rebates Received	66.09
5099	Salaries&Wages-Regular	77,174.23
5105	Salaries&Wages - Parttime	644.73
5116	Salaries&Wages-Temporary	8,591.00
5182	Employer Provided Health Insur	18,389.34
5231	Employer Provided Life Insur	89.08
5248	Employer Provided Disblty Insr	778.88
5281	Employer Retirement Contributn	11,994.46
5285	Employers Retiree Health	2,455.01
5290	Employer 457 Match	737.74
5330	Employer's FICA Contribution	5,128.75
5347	Employer's Medicare Contributn	1,199.54
5363	Unemployment Insurance	68.96
5380	Workers Compensation Insurance	514.77
5398	Employer Provided Uniforms	130.00
5404	Employee Dues & Subscriptions	75.00
5446	Supplies	5,328.24
5545	Fuel	864.72
6749	Professional Services	9,799.29
7013	Maintenance Contracts	706.72
7508	Internet Access	1,457.47
7541	Telephone	772.77
8647	Electric Utility	793.64
8663	Gas Utility	546.86
8680	Water/Sewer Utility	1,955.36
8795	Repairs and Maintenance	66,106.49
8977	Equipment Rental	49.91
9208	Miscellaneous	500.00
9480	Uncapitalized Assets < \$5,000	287.37
9538	Buildings	95,860.00

Revenue Total:	50,066.09
Expense Total:	313,000.33
Net:	-262,934.24

940035 Mobile Recreation

Object	Description	12/31/2020 YTD Actual
4836	Chrgs Fr Svcs-Use&Admissn Fee	12,450.00
5099	Salaries&Wages-Regular	11,234.14
5105	Salaries&Wages - Parttime	14,003.22
5182	Employer Provided Health Insur	1,339.52
5231	Employer Provided Life Insur	16.40
5248	Employer Provided Disblty Insr	118.93
5281	Employer Retirement Contributn	687.27
5285	Employers Retiree Health	233.65
5290	Employer 457 Match	252.54
5330	Employer's FICA Contribution	1,552.74
5347	Employer's Medicare Contributn	363.05
5363	Unemployment Insurance	20.04
5380	Workers Compensation Insurance	146.32
5410	Employee Health and Welfare	1,103.00
6749	Professional Services	825.00
8795	Repairs and Maintenance	19.00
Revenue Total:		12,450.00
Expense Total:		31,914.82
Net:		-19,464.82

940036 Blue Water River Walk

Object	Description	12/31/2020 YTD Actual
4689	Charges for Services - Fees	16,382.50
4916	Cntrbtn&Donatn Frm Privat Srcs	1,500.00
5099	Salaries&Wages-Regular	8,937.86
5105	Salaries&Wages - Parttime	5,545.92
5116	Salaries&Wages-Temporary	7,621.90
5182	Employer Provided Health Insur	1,371.74
5231	Employer Provided Life Insur	10.01
5248	Employer Provided Disblty Insr	89.36
5281	Employer Retirement Contributn	1,038.07
5290	Employer 457 Match	245.89
5330	Employer's FICA Contribution	1,359.54
5347	Employer's Medicare Contributn	318.04
5363	Unemployment Insurance	17.47
5380	Workers Compensation Insurance	131.19
5446	Supplies	5,181.96
6749	Professional Services	17,698.75
8300	Printing and Publishing	140.00
8647	Electric Utility	92.84
8795	Repairs and Maintenance	2,991.99
8977	Equipment Rental	155.00
9480	Uncapitalized Assets < \$5,000	5,029.73

9521	Land Improvements	29,843.79
9538	Buildings	-2,999.99
9554	Equipment	15,200.00
Revenue Total:		17,882.50
Expense Total:		100,021.06
Net:		-82,138.56

940040 North Channel Waterfront Park

12/31/2020

YTD Actual

Object	Description	
5446	Supplies	426.28
5545	Fuel	222.65
6683	Legal Services	800.00
6749	Professional Services	8,386.55
8581	County Membership	250.00
9472	Land	376,958.98
Revenue Total:		0.00
Expense Total:		387,044.46
Net:		-387,044.46

Parks and Recreation Accounts Payable Register

GL Account	Vendor Name	Description	Check #	CK Date	Dist. Amount
208000	Parks & Recreation				
208000 -2530	CAWTHORN, MARY	SECURITY DEP RETURN	00278410	12/10/2020	100.00
208000 -2530	CONNELL, JAMIE	SECURITY DEP RETURN	00278753	12/23/2020	200.00
208000 -2530	FISHER, KRISTIN	SECURITY DEP RETURN	00278699	12/17/2020	500.00
208000 -2530	GREENIA, CINDI	SECURITY DEP RETURN	00278458	12/10/2020	200.00
208000 -2530	HAGGERTY, SHARON	SECURITY DEP RETURN	00278781	12/23/2020	100.00
208000 -2530	SULLIVAN, DONNA	SECURITY DEP RETURN	00278832	12/23/2020	200.00
208000 -2530	WASSOM, RAELENN	SECURITY DEP RETURN	00278847	12/23/2020	500.00
Total Customers Depst&Interest Pyble			2530		1,800.00
208751	Recreation/Parks		Org Key Total	208000	1,800.00
208751 -5446	KERR ALBERT OFFICE SUPPLY	OCT 20 OFFICE SUPPLIES	00278324	12/03/2020	27.56
208751 -5446	ST CLAIR COUNTY ROAD COMMISSIO	TRAIL SIGNAGE	00278830	12/23/2020	189.35
Total Supplies			5446		216.91
208751 -5545	FOSTER BLUE WATER OIL LLC	NOV 20 FUEL	00278589	12/17/2020	15.87
Total Fuel			5545		15.87
208751 -6749	ST CLAIR COUNTY ROAD COMMISSIO	COST NONMOTOR PATHWAY GRATIOT	00278362	12/03/2020	301.66
208751 -6749	ST CLAIR COUNTY ROAD COMMISSIO	ENG RE NON-MTR PATHWAY	00278953	12/30/2020	109.68
Total Professional Services			6749		411.34
208751 -7591	AT AND T MOBILITY II LLC	CHARGES 10/18-11/17/20	00278280	12/03/2020	268.43
Total Cellular Phone			7591		268.43
208751 -8795	MARCO HOLDINGS LLC	SEP-NOV 20 SHARP COPIER MNT	00278915	12/30/2020	32.30
208751 -8795	MARYSVILLE TIRE AND AUTO	RPR/MNT '10 GMC TERRAIN	00278796	12/23/2020	1,331.46
208751 -8795	MARYSVILLE TIRE AND AUTO	RPR/MNT '10 GMC TERRAIN	00278796	12/23/2020	344.31
Total Repairs and Maintenance			8795		1,708.07
208751 -9092	CITY OF MARINE CITY MICHIGAN	2020 LOCAL MILLAGE DISTR	00278416	12/10/2020	19,944.00
208751 -9092	TOWNSHIP OF BERLIN MICHIGAN	2020 LOCAL MILLAGE DISTR	00278522	12/10/2020	15,423.00
208751 -9092	TOWNSHIP OF COTTRELLVILLE MICH	2020 LOCAL MILLAGE DISTR	00278525	12/10/2020	16,709.00
208751 -9092	TOWNSHIP OF EAST CHINA MICHIGA	2020 LOCAL MILLAGE DISTR	00278526	12/10/2020	17,784.00
208751 -9092	TOWNSHIP OF GRANT MICHIGAN	2020 LOCAL MILLAGE DISTR	00278528	12/10/2020	8,878.00
208751 -9092	TOWNSHIP OF KIMBALL MICHIGAN	2020 LOCAL MILLAGE DISTR	00278529	12/10/2020	43,934.00
Total Local Unit Fee			9092		122,672.00
940020	Wadhams to Avoca Trail		Org Key Total	208751	125,292.62
940020 -8647	DTE ENERGY	CHARGES 11/01-11/30/20	00278439	12/10/2020	131.85
Total Electric Utility			8647		131.85
940020 -8795	BOBS WELDING AND FABRICATING	RPR CUTTER BLADE	00278404	12/10/2020	200.00
940020 -8795	TOUGH WELD FABRICATION LLC	RPR BOLLARDS	00278684	12/17/2020	447.00
Total Repairs and Maintenance			8795		647.00
940021	Fort Gratiot County Park		Org Key Total	940020	778.85
940021 -5545	FOSTER BLUE WATER OIL LLC	NOV 20 FUEL	00278589	12/17/2020	29.64
940021 -5545	FOSTER BLUE WATER OIL LLC	NOV 20 FUEL	00278589	12/17/2020	13.63
Total Fuel			5545		43.27
940021 -7541	MICHIGAN BELL TELEPHONE CO	CHARGES 11/05-12/04/20	00278630	12/17/2020	107.23
940021 -7541	MICHIGAN BELL TELEPHONE CO	CR BAL CONTRACT ADJ	00278630	12/17/2020	-8.76
Total Telephone			7541		98.47
940021 -8647	DTE ENERGY	CHARGES 11/05-12/07/20	00278581	12/17/2020	26.07
940021 -8647	DTE ENERGY	CHARGES 11/10-12/10/20	00278762	12/23/2020	84.98
Total Electric Utility			8647		111.05

Parks and Recreation Accounts Payable Register

GL Account	Vendor Name	Description	Check #	CK Date	Dist. Amount
940021 -8680	TOWNSHIP OF FORT GRATIOT MICH	CHARGES 08/05-11/04/20	00278527	12/10/2020	624.95
Total Water/Sewer Utility				8680	624.95
Org Key Total				940021	877.74
940026 Columbus County Park					
940026 -5446	CEDAR HILL GRAPHICS LLC	COVID LAWN SIGNS	00278890	12/30/2020	75.00
940026 -5446	KERR ALBERT OFFICE SUPPLY	OCT 20 OFFICE SUPPLIES	00278324	12/03/2020	29.93
940026 -5446	WASHINGTON ELEVATOR CO INC	49 ICE BYTER BAGS CCP	00278532	12/10/2020	362.60
Total Supplies				5446	467.53
940026 -5545	FOSTER BLUE WATER OIL LLC	GASOLINE	00278590	12/17/2020	338.07
940026 -5545	FOSTER BLUE WATER OIL LLC	GASOLINE	00278909	12/30/2020	260.86
Total Fuel				5545	598.93
940026 -7541	FRONTIER COMMUNICATIONS OF MIC	CHARGES 12/01/20	00278593	12/17/2020	182.49
940026 -7541	FRONTIER COMMUNICATIONS OF MIC	CHARGES 11/20/20	00278318	12/03/2020	103.03
Total Telephone				7541	285.52
940026 -8647	DTE ENERGY	CHARGES 10/24-11/24/20	00278440	12/10/2020	34.96
940026 -8647	DTE ENERGY	CHARGES 10/24-11/24/20	00278441	12/10/2020	220.20
940026 -8647	DTE ENERGY	CHARGES 10/24-11/24/20	00278441	12/10/2020	208.91
940026 -8647	DTE ENERGY	CHARGES 10/24-11/24/20	00278441	12/10/2020	56.96
Total Electric Utility				8647	521.03
940026 -8663	SEMCO ENERGY	CHARGES 10/30-12/02/20	00278669	12/17/2020	98.68
Total Gas Utility				8663	98.68
940026 -8795	WASTE MANAGEMENT OF MICHIGAN	DEC 20 WASTE RMVL HAUL CCP	00278533	12/10/2020	56.59
Total Repairs and Maintenance				8795	56.59
940026 -8977	SCOTTYS POTTYS	NOV 20 POTTY RENTAL CCP	00278510	12/10/2020	90.00
Total Equipment Rental				8977	90.00
Org Key Total				940026	2,118.28
940032 Woodsong County Park					
940032 -8647	DTE ENERGY	CHARGES 11/07-12/09/20	00278581	12/17/2020	15.20
Total Electric Utility				8647	15.20
940032 -8977	SCOTTYS POTTYS	NOV 20 POTTY RENTAL WCP	00278510	12/10/2020	90.00
Total Equipment Rental				8977	90.00
Org Key Total				940032	105.20
940033 Goodells County Park					
940033 -4689	FULLER, MEGHAN	CANCEL-RFND LESS 25%	00278779	12/23/2020	247.50
940033 -4689	GREENIA, CINDI	CANCELLATION REFUND	00278458	12/10/2020	330.00
940033 -4689	HAGGERTY, SHARON	CANCELLATION REFUND	00278781	12/23/2020	275.00
Total Charges for Services - Fees				4689	852.50
940033 -5446	CEDAR HILL GRAPHICS LLC	COVID LAWN SIGNS	00278890	12/30/2020	75.00
940033 -5446	KERR ALBERT OFFICE SUPPLY	OCT 20 OFFICE SUPPLIES	00278324	12/03/2020	252.26
940033 -5446	WASHINGTON ELEVATOR CO INC	98 ICE BYTER BAGS GCP	00278532	12/10/2020	725.20
Total Supplies				5446	1,052.46
940033 -5545	FOSTER BLUE WATER OIL LLC	GASOLINE	00278590	12/17/2020	270.23
940033 -5545	FOSTER BLUE WATER OIL LLC	DIESEL	00278590	12/17/2020	99.53
940033 -5545	FOSTER BLUE WATER OIL LLC	GASOLINE	00278590	12/17/2020	318.07
940033 -5545	FOSTER BLUE WATER OIL LLC	GASOLINE	00278775	12/23/2020	378.56
940033 -5545	FOSTER BLUE WATER OIL LLC	DIESEL	00278775	12/23/2020	219.66
Total Fuel				5545	1,286.05
940033 -6683	FLETCHER FEALKO SHOUDY AND FRAOCT 20 LEGAL PARKS		00278454	12/10/2020	80.00
Total Legal Services				6683	80.00
940033 -8647	DTE ENERGY	CHARGES 11/01-11/30/20	00278439	12/10/2020	101.16

Parks and Recreation Accounts Payable Register

GL Account	Vendor Name	Description	Check #	CK Date	Dist. Amount
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278430	12/10/2020	24.95
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278430	12/10/2020	421.74
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278430	12/10/2020	114.99
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278430	12/10/2020	151.51
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278430	12/10/2020	74.36
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278434	12/10/2020	23.89
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278435	12/10/2020	19.96
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278435	12/10/2020	24.95
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278435	12/10/2020	54.97
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278435	12/10/2020	35.96
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278435	12/10/2020	14.95
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278436	12/10/2020	178.90
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278437	12/10/2020	411.74
940033 -8647	DTE ENERGY	CHARGES 10/29-11/30/20	00278437	12/10/2020	218.90
		Total Electric Utility		8647	1,872.93
940033 -8663	SEMCO ENERGY	CHARGES 11/05-12/07/20	00278821	12/23/2020	102.30
940033 -8663	SEMCO ENERGY	CHARGES 11/05-12/07/20	00278821	12/23/2020	60.18
940033 -8663	SEMCO ENERGY	CHARGES 11/05-12/07/20	00278821	12/23/2020	185.90
940033 -8663	SEMCO ENERGY	CHARGES 11/05-12/07/20	00278821	12/23/2020	280.39
940033 -8663	SEMCO ENERGY	CHARGES 11/05-12/07/20	00278821	12/23/2020	446.61
		Total Gas Utility		8663	1,075.38
940033 -8795	FIRST VEHICLE SERVICES INC	REPAIRS 09/27-10/24/20 GCP	00278451	12/10/2020	275.42
940033 -8795	QUALITY LUBE	OIL CHANGE '11 GMC SIERRA GCP	00278809	12/23/2020	30.20
940033 -8795	ZIMMERS SALES AND SERVICE	RPR CHAINSAW	00278856	12/23/2020	166.63
940033 -8795	ZIMMERS SALES AND SERVICE	RPR POLE SAW	00278856	12/23/2020	66.75
		Total Repairs and Maintenance		8795	539.00
				Org Key Total	940033 6,758.32
940034	Ft Gratiot Lighthouse				
940034 -5545	FOSTER BLUE WATER OIL LLC	NOV 20 FUEL	00278589	12/17/2020	44.45
940034 -5545	FOSTER BLUE WATER OIL LLC	NOV 20 FUEL	00278589	12/17/2020	20.45
		Total Fuel		5545	64.90
940034 -7508	COMCAST CABLE COMMUNICATIONS	ICHARGES 12/22-01/21/21	00278751	12/23/2020	106.12
940034 -7508	COMCAST CABLE COMMUNICATIONS	ICHARGES 11/22-12/21/20	00278297	12/03/2020	122.85
		Total Internet Access		7508	228.97
940034 -8647	DTE ENERGY	CHARGES 11/12-12/14/20	00278762	12/23/2020	50.33
		Total Electric Utility		8647	50.33
940034 -8663	SEMCO ENERGY	CHARGES 11/05-12/07/20	00278821	12/23/2020	60.80
		Total Gas Utility		8663	60.80
940034 -8680	CITY OF PORT HURON MICHIGAN	CHARGES 10/20-11/20/20	00278292	12/03/2020	182.97
		Total Water/Sewer Utility		8680	182.97
940034 -8795	MIHM ENTERPRISES INC	RMVC RPLC COASTGUARD ROOF	00278640	12/17/2020	61,392.00
		Total Repairs and Maintenance		8795	61,392.00
940034 -9208	PORT HURON MUSEUM OF ARTS	HISTLIGHT STATION PROGRAM CHGS	00278943	12/30/2020	500.00
		Total Miscellaneous		9208	500.00
				Org Key Total	940034 62,479.97
940035	Mobile Recreation				
940035 -5410	PORT HURON HOSPITAL	OCT 20 PRE EMPL SCR/N/PHYS	00278329	12/03/2020	111.00
		Total Employee Health and Welfare		5410	111.00
				Org Key Total	940035 111.00
940036	Blue Water River Walk				

Parks and Recreation Accounts Payable Register

GL Account	Vendor Name	Description	Check #	CK Date	Dist. Amount
940036 -6749	MICHIGAN LAWN MAINTENANCE INC	TREE PLANTING FEE	00278638	12/17/2020	120.00
		Total Professional Services		6749	120.00
940036 -8647	DTE ENERGY	CHARGES 11/10-12/10/20	00278762	12/23/2020	14.95
		Total Electric Utility		8647	14.95
Org Key Total				940036	134.95
Grand Total					200,456.93

MINUTES
ST. CLAIR COUNTY PARKS AND RECREATION COMMISSION
FINANCE COMMITTEE
Monday, January 4, 2021
Meeting held remotely via Zoom.

1. **Call Meeting to Order:** The meeting was called to order at 4:31 p.m. by Chair Bier remotely by Zoom.
2. **Roll Call:** Jim Bier, St. Clair, Michigan
John Cooper, Port Huron, Michigan
Sharon Haggerty, Kenockee Township, Michigan
Pete Leto, Marysville, Michigan
Brandon, McNamee, Fort Gratiot, Michigan
Sharon Smith, East China, Michigan
Tim Ward, Fort Gratiot, Michigan
Excused: None
Absent: None
Staff: Brochu and Gardner
3. **Approval of Minutes: Motion** by Haggerty, supported by Leto to approve the minutes of the November 30, 2020, meeting as presented. Motion carried unanimously.
4. **Receipt of Financial Reports: Motion** by Ward, supported by Smith to recommend receipt of the financial reports for the period ending November 30, 2020, as presented. Motion carried unanimously.
5. **Proposals:**
 - a. **Columbus Disc Golf Course Design Proposal:** The donors decided that the money will be paid directly to PARC and not to the Community Foundation. The donation will be paid in two, separate payments in 2021. **Motion** by Haggerty, supported by Smith to recommend that PARC accept Jeff Bauman's Columbus County Park Disc Golf Course Design Proposal and agree to have the funds donated directly to PARC rather than the Community Foundation. Motion carried unanimously
 - b. **Keel Marketing Proposal:** Committee discussed the proposed partnership proposal from Issue Media Group, and it was concluded that it would not be in the best interest of PARC to advertise with them at this time. **Motion** by Ward, supported by Cooper to recommend PARC deny the proposal. Motion carried unanimously.
 - c. **Disc Golf Targets Proposal:** There are several different target options. Jeff Bauman recommends buying the top of the line model because it has a 20 year warranty.
 - d. **PM Blough Capital Assets Report for Goodells County Park: Motion** by Smith, supported by Haggerty to recommend PARC accept the proposal from PM Blough for professional services to prepare a capital asset, maintenance and replacement budget assessment for Goodells County Park. Motion carried unanimously.
6. **Approval of Invoices: Motion** by Ward, supported by Smith to recommend PARC approve the invoices presented totaling \$10,257.50. Motion carried unanimously.
7. **Local Millage Distribution Reports: Motion** by Haggerty, supported by Ward to approve the following distributions: Kenockee Township (\$11,596) and Lynn Township (\$5,770). Motion carried unanimously.
8. **Project Progress Reports:** None.

9. **Capital Asset Inventories:** None.
10. **Other:** None.
11. **Next Meeting Date and Location:** The next Finance Committee meeting is scheduled for Monday, February 1, 2021, at 4:30 p.m. The meeting will be held via Zoom.
12. **Adjournment: Motion** by Cooper, supported by Leto to adjourn. The meeting was adjourned at 5:03 p.m.