

FINANCE, PERSONNEL, & RULES COMMITTEE

January 30, 2024

9:00 AM

Meeting will be at the conference room at the Mason County Airport Terminal

A. Roll Call

B. Approval of the Agenda

C. Approval of the Minutes

D. Reading of Correspondence

E. Limited Public Comments

F. Committee Work

1. Consideration of a request to make a temporary part-time position permanent
2. Consideration of a Remote Access Policy
3. Consideration of an Employee Termination IT Checklist
4. Consideration of a request to issue a request for proposals for a website upgrade/redesign
5. Consideration of a request to issue a request for proposals for computer services consultant
6. Consideration of an appointment to the Mason County Computer Network Advisory Board
7. Consideration of a request to purchase two Wind Cones from the Airport Improvement Fund
8. Consideration of the purchase of property from the Public Improvement Fund
9. Consideration of a request for part-time hours
10. Consideration of a request to purchase two ambulances from the Equipment Replacement Fund
11. Consideration of a request to purchase two ballistic vests from the Equipment Replacement Fund
12. Consideration of 2024 Budget amendments
13. Consideration of new physical forms
14. Consideration of an amendment to the 2021 Adoption Agreement Addendum

G. Limited Public Comments

H. Any other business

I. Adjournment

**Finance, Personnel, & Rules Committee Meeting
January 16, 2024
Mason County Airport**

Commissioner Andersen called the Finance, Personnel, & Rules Committee Meeting (FPR) to order at 9:00 a.m. in the conference room of the Mason County Airport. Members present: Commissioners: Bacon, Andersen and Hull. Absent: None. Others present: Assistant Deputy Administrator Szczypka, Sheriff Cole, and Clerk Kelly. Public: None.

Motion by Bacon and seconded by Hull to approve the agenda. Motion carried.

Motion by Hull and seconded by Bacon to approve the minutes of the January 4, 2024 meeting. Motion carried.

Correspondence: None.

Limited Public Comment: None.

Committee Work:

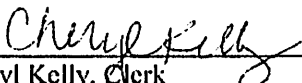
Consideration of a request to consider prior experience: Sheriff Cole presented to review his request to approve a higher rate of pay for Road Patrol Officer, Neil Brooks, who started employment with the Mason County Sheriff Office on December 27, 2023. The higher rate of pay is due to the level of training Mr. Brooks possess. Request is to go to \$26.14 hour for December 27-28, 2023 and as of January 1, 2024 to the rate of \$27.19 per hour. Motion by Bacon and seconded by Hull to be approve the above request due to prior experience. Motion carried.

Consideration of Finance, Personnel, & Rules Committee Transfers: Motion by Bacon and seconded by Hull to send the following transfer to the full Board for approval: Road Patrol-\$213,525.00; Jail Operations-\$168,250.00; Law Library-\$2,500.00; Airport Operations-\$41,500.00; Health, Life, & Pension-\$322,000.00. Motion carried.

Limited Public Comment: None

Any other business: Clerk Kelly inquired if the February 27, 2024 Finance, Personnel, & Rules Committee meeting could be moved to Monday, February 26, 2024 at the same time due to the Presidential Primary Election. Motion by Hull and seconded by Bacon to move the February 27, 2024 Finance, Personnel, & Rules Committee meeting to Monday, February 26, 2024. Motion carried.

Meeting adjourned at 9:09 a.m.



Cheryl Kelly, Clerk

Knizacky, Fabian

From: Sniegowski, Susan
Sent: Tuesday, January 16, 2024 2:02 PM
To: Knizacky, Fabian
Subject: Part time employee

Dear Administrator Knizacky,

Please forward this request to the Board of Commissioners. I am requesting that the temporary part-time position in my office be made a permanent position. There has not been any slow down in the jury trial schedule over the last year. If anything the demands on the office have increased. We currently have over 40 jury trials on our calendar with both civil and criminal trials showing a continued upswing. This position is critical to the workflow in our office considering the demands of the jury trials. The funding for the position has been approved in our current budget, so we are not asking for any additional funding in excess of the already approved amount.

Please consider this request.

Sincerely,

Susan K. Sniegowski
Circuit Judge

County of Mason Remote Access Policy

1. Overview

Remote access to our network is essential to maintain our productivity, but in many cases this remote access originates from networks that may already be compromised or are at a significantly lower security posture than our network. While these remote networks are beyond the control of the County of Mason policy, we must mitigate these external risks to the best of our ability.

2. Purpose

The purpose of this policy is to define rules and requirements for connecting to the County of Mason Network from any host. These rules and requirements are designed to minimize the potential exposure to the County of Mason from damages which may result from unauthorized use of the County of Mason resources. Damages include the loss of sensitive or confidential data, intellectual property, damage to public image, damage to critical County of Mason internal systems, and fines or other financial liabilities incurred as a result of those losses.

3. Scope

This policy applies to all County of Mason employees with a County of Mason-owned computer or workstation used to connect to the County of Mason Network. This policy applies to remote access connections used to do work on behalf of the County of Mason, including reading or sending email, access to departmental programs and shared drives/printers. This policy covers any and all technical implementations of remote access used to connect to the County of Mason Network.

4. Policy

It is the responsibility of the County of Mason employees with remote access privileges to the County of Mason Network to ensure that their remote access connection is given the same consideration as the user's on-site connection to the County of Mason Network.

When accessing the County of Mason Network from a personal computer, Authorized Users are responsible for preventing access to any County of Mason computer resources or data by non-Authorized Users. Performance of illegal activities through the County of Mason Network by any user (Authorized or otherwise) is prohibited. The Authorized User bears responsibility for and consequences of misuse of the Authorized User's access. For further information and definitions, see the *Use of Internet and Online Services Policy* located in the *County of Mason Personnel Policy*.

Authorized Users will not use County of Mason Network resources to access the Internet for outside business or personal interests.

County of Mason Remote Access Policy

4.1 Requirements

- 4.1.1 Secure remote access must be strictly controlled with encryption (i.e., Virtual Private Networks (VPNs), Two-Factor Authentication (2fa)) and strong pass-phrases.
- 4.1.2 Authorized Users shall protect their login and password, even from family members.
- 4.1.3 Users shall either log off or lock their workstations when unattended. Locked workstations shall remain locked until the user re-authenticates.
- 4.1.4 While using a County of Mason-owned computer to remotely connect to the County of Mason Network, Authorized Users shall ensure the remote host is not connected to any other network at the same time.
- 4.1.5 County of Mason owned computers and equipment shall be protected from theft.
- 4.1.6 Use of external resources to conduct County of Mason business must be approved in advance by the Mason County Director of Information Technology and the appropriate elected official or department head.
- 4.1.7 All hosts that are connected to the County of Mason internal network via remote access technologies must use the most up-to-date anti-virus software, this includes personal computers.

5. Rules of Behavior

I understand that I have been given access to the County of Mason Network Remote Services to perform my official duties.

I will not attempt to access data, information or applications which I am not authorized to access nor bypass access control measures.

I will not provide or knowingly allow other individuals to use my account credentials to access the County of Mason Network.

To prevent and deter others from gaining unauthorized access to sensitive resources, I will log off or lock my computer workstation or will use a passphrase-protected screensaver whenever I step away from my work area, even for a short time and I will log off when I leave for the day.

To prevent others from obtaining my passphrase via "shoulder surfing", I will shield my keyboard from view as I enter my passphrase.

I agree to immediately inform my Department Head and the Mason County Director of Information Technology if I have reason to believe my account access passphrase has been compromised.

I will not engage in, encourage, or conceal any hacking or cracking, denial of service, unauthorized tampering, or unauthorized attempted use of any data or component within the County of Mason Network.

I agree to inform the Mason County Director of Information Technology when access to the County of Mason Network is no longer required.

I agree that I have completed all required training in the past 12 months as provided by the Mason County Director of Information Technology.

County of Mason Remote Access Policy

6. Accountability

I understand that I have no expectation of privacy while using any services or programs on the County of Mason Network.

I understand that I will be held accountable for my actions while accessing and using the County of Mason Network, including any other connected systems and IT resources.

I understand that it is my responsibility to protect sensitive information from disclosure to unauthorized person or groups.

I understand that I must comply with all software copyrights pertaining to the use of the County of Mason Network.

I will promptly report IT security incidents or incidents of suspected fraud, waste or misuse of systems to the Mason County Director of Information Technology and/or the Mason County Computer Network Advisory Board.

**County of Mason
Remote Access Policy**

Rules of Behavior Statement of Acknowledgement

I have read and agree to comply with the requirements of these Rules of Behavior. I understand that the terms of this agreement are a condition of my initial and continued access to the County of Mason Network and related services and that if I fail to abide by the terms of these Rules of Behavior, my access to any and all County of Mason Network information systems may be terminated and I may be subject to criminal or civil prosecution. I have read and presently understand the above conditions and restrictions concerning my access.

Printed Name: _____

Signature: _____ *Date:* _____

County of Mason Employee Termination IT Checklist

1. Overview

The Mason County Network is essential to maintain our productivity. All Mason County employees are provided computer network access, interior and/or exterior door access and telephone system access. The type of access for any given employee is based on the needs of the specific office in which they are employed.

2. Purpose

The purpose of this procedure is to define the process for the removal of a County of Mason Employee from the county computer network, interior and/or exterior door access and telephone system. This procedure is designed to minimize the potential exposure to the County of Mason from damages which may result from unauthorized use of the County of Mason resources. Damages include the loss of sensitive or confidential data, intellectual property, damage to public image, damage to critical County of Mason internal systems, and fines or other financial liabilities incurred as a result of those losses.

3. Scope

This checklist applies to all terminated County of Mason employees with County of Mason-owned workstation, laptop, telephone and/or key card used to conduct the business needs of the County of Mason.

4. Procedure

1. When an employee terminates employment, the departmental manager/department head/elected official notifies the Director of Information Technology with the employee name and date of termination. As an additional verification, the Mason County Clerk's Office Payroll Department notifies the Director of Information Technology of any employee who is/has terminated employment with the County of Mason.

2. Disable MFA – this eliminates the employee from gaining access to the network from an offsite computer as well as onsite.

3. Remove employee access in Active Directory. This is accomplished by disabling the account in Active Directory as well as changing the password as a secondary denial of access. The employee remains "disabled" in Active Directory for 365 days post-employment. If there are no court actions pending or other internal reason to keep the employees digital information, the account is deleted after one (1) year post employment. The Director of Information Technology confirms with the departmental manager/department head/elected official prior to deletion to ensure there is no need to keep the account past one (1) year post employment. Additionally, there is a note added to the Active Directory account listing the date the employee was terminated.

4. Removal of employee from email access and the Global Address List. Upon request by the departmental manager/department head/elected official, the employees email is forwarded to the departmental manager/department head/elected official and/or his/her designee. An "out of office" message is also placed in the employees email box for a period of up to one (1) year.

County of Mason Employee Termination IT Checklist

5. Recover county owned computer equipment. If the employee was allowed to work remotely or has other computer equipment, all must be returned to the departmental manager/department head/elected official. This is verified by the Director of Information Technology. The computer equipment is then repurposed for the next employee filling the vacancy in that department.

6. Terminate access to voicemail/extension. The Mitel Communicator password and voicemail password are changed and the extension listed as vacant until such time as a new employee is hired/starts. Upon request by the departmental manager/department head/elected official, the employee's telephone extension is forwarded to the departmental manager/department head/elected official and/or his/her designee.

7. Revoke building/office access. Key cards are immediately disabled upon termination of the employee on the S2 Netbox. If the key card is returned to the departmental manager/department head/elected official or the Director of Information Technology, the card is repurposed for another employee. If the keycard is not returned, it is disabled and labeled as disabled/lost.

8. An Excel list is kept by the Director of Information Technology chronologically listing all terminated employees. This list is updated as needed and is reviewed on a minimum of a monthly basis. The listing shows the termination date, name of the employee, date to delete account in Active Directory, whether the employee resigned, was fired, or retired and a space for additional notes.

9. All Elected Officials and Department Heads are responsible for ensuring office specific computer program access has been reviewed and terminated.

10. Elected Officials and Department Heads in County Buildings not serviced by a Key Card System are required to secure the physical keys for those buildings.

**MCCNAB MEETING
MINUTES
January 22, 2024**

PRESENT: County Treasurer Andrew Kmetz, County Register of Deeds Diane Englebrecht, County Administrator Fabian Knizacky, County Magistrate Glenn Jackson, County Airport Manager John O'Connor, County Zoning Director Cayla Sanders.

Others Present: County Deputy Administrator Kaitlyn Szczypka.

ABSENT: County Clerk Cheryl Kelly, County Sheriff Kim Cole, County Drain Commissioner Dan Rohde.

Meeting called to order by Secretary Englebrecht at 10:33 am at the Mason County Airport Conference Room.

Public Comment: None

Motion by A Kmetz, second by C Sanders to approve the Minutes of September 18, 2023 as presented. Motion carried.

Secretary Englebrecht opened the floor for nominations for 2024-2025 MCCNAB Chairman.

A Kmetz nominated Fabian Knizacky for 2024-2025 MCCNAB Chairman.

There being no other nominations, motion by A Kmetz, second by G Jackson to close nominations and cast unanimous ballot for Fabian Knizacky as 2024-2025 MCCNAB Chairman. Motion carried.

Secretary Englebrecht turned the meeting over to Chairman Knizacky.

Chairman Knizacky opened the floor for nominations for 2024-2025 MCCNAB Vice-Chairman.

C Sanders nominated Andrew Kmetz IV for 2024-2025 MCCNAB Vice-Chairman.

There being no other nominations, motion by C Sanders, second by G Jackson to close nominations and cast a unanimous ballot for Andrew Kmetz IV as 2024-2025 MCCNAB Vice-Chairman. Motion carried.

Chairman Knizacky opened the floor for nominations for 2024-2025 MCCNAB Secretary.

A Kmetz nominated Diane Englebrecht for 2024-2025 MCCNAB Secretary.

There being no other nominations, motion by C Sanders, second by A Kmetz to close nominations and elect Diane Englebrecht as 2024-2025 MCCNAB Secretary. Motion carried.

Motion by A Kmetz, second by G Jackson to recommend to the Finance, Personnel and Rules Committee to appoint Kaitlyn Szczypka as the fourth At Large Member of MCCNAB. Motion carried.

MCCNAB MEETING
MINUTES
January 22, 2024

Motion by C Sanders, second by A Kmetz to approve the 2024-2025 MCCNAB Meeting dates amended as follows: January 22, 2024, March 18, 2024, May 20, 2024, July 15, 2024, September 16, 2024, November 18, 2024 and **January 27, 2025** at 10:30 am at the Mason County Airport Conference Room. Motion carried.

Motion by G Jackson, second by C Sanders to reallocate the Network O&M Assessment from \$800 Operations/\$200 Equipment Replacement to \$900 Operations/\$100 Equipment Replacement. Motion carried.

John O'Connor arrived at 10:59 am.

Discussion regarding the Senior Services Link Request. Motion by A Kmetz, second by G Jackson to allow the Senior Services Link Request, except for AAA, Community Pace and Healthy Ideas as they do not fall within the current Mason County Website Link Policy. If the Senior Services Coordinator can provide to MCCNAB that those sites do adhere to the policy, then MCCNAB will review at a later meeting. Motion carried.

Discussion regarding the County of Mason Employee Termination IT Checklist. Motion by C Sanders, second by A Kmetz to approve the County of Mason Employee Termination IT Checklist amended as follows:

9. All Elected Officials and Department Heads are responsible for ensuring office specific computer program access has been reviewed and terminated.
10. Elected Officials and Department Heads in County Buildings not serviced by a Key Card System are required to secure the physical keys for those buildings.

Discussion regarding Website Upgrade/Redesign. Consensus is that MCCNAB would like to see a more user friendly interface for uploading documents, key tag's to telephone numbers to assist search engines in tagging the correct number with the correct office and reduce wrong number dials and make the website more compatible with tablets and cell phones. Motion by A Kmetz, second by G Jackson to recommend to the Finance, Personnel and Rules Committee to send out Request for Proposal for a Website Upgrade/Redesign. Motion carried.

Other Items: Discussion regarding VC3. VC3's contract is set to renew on March 1, 2025. It was the collective decision of MCCNAB to inquire what other entities may be available for Network Support Services. Motion by G Jackson, second by A Kmetz to recommend to the Finance, Personnel and Rules Committee to send out Request for Proposal for Network Support Services. Motion carried.

The next scheduled MCCNAB Meeting is Monday, March 18, 2024.

There being no other business, meeting adjourned at 11:27 am.

Diane L. Englebrecht
Secretary

Knizacky, Fabian

From: O'Connor, John
Sent: Friday, January 12, 2024 9:59 AM
To: Knizacky, Fabian
Cc: Szczypka, Kaitlyn
Subject: BPDA Agenda Request
Attachments: 2024 Reith-Riley Contract RWY 8-26 Rehab with signature page.pdf; J. Ranck Quote with product sheets.pdf; Korthase Quote with product sheets.pdf

Good morning Fabian,

Below are the items I would like to take to the next BPDA Committee Meeting for consideration:

EAA Young Eagles Pancake Fly-in Breakfast

- The Mason County Pilots Association (MCPA-EAA Chapter 772) is proposing to do their annual Young Eagles flight event on Saturday, June 29th.
 - Note this is a different date than the typical first Saturday after the 4th of July.
 - The flight operation will be the same as previous years.
- MCPA is proposing to partner with Wings of Mercy to host a pancake breakfast.
 - Proceeds to benefit Wings of Mercy and EAA Chapter 772. Wings of Mercy is a non-profit organization that provides flights for medical treatment to those that might not otherwise be able to travel for care.
 - Wings of Mercy and EAA Chapter 772 will have insurance policies covering both elements of the event as well as a temporary food permit.

Runway 8/26 Rehabilitation and RWY 8 PAPI Replacement Contract

- Attached you will find the Reith-Riley contract for the Runway 8/26 Rehabilitation and RWY 8 PAPI replacement project scheduled for this spring. Prein & Newhof has two hard copy books of the contract that he will get to LDM before the next Board Meeting for signature if approved.
 - Prein & Newhof has advised that all Reith-Riley bonds and insurance are in order and have been received.

Airport Wind Cone Replacement

- The Airport has two lighted wind cones that are no longer serviceable and are in need of replacement. The proposed replacements will be LED rather than the previous halogen lighting (15-20% of halogen power consumption and up to 100,000 hour lamp life).
- I am requesting to fund this 100% local project out of the Airport Improvement Fund totaling \$21,600.
- Two quotes are attached.

Martinaire MRA Deicing Update

Thank you for the consideration and let me know if there are any questions.

John L. O'Connor, C.M.
Airport Manager
Mason County Airport (KLDM)
Ludington, MI
31-843-2049 (Office)
31-690-2029 (Mobile)
joconnor@masoncounty.net

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J. RANCK ELECTRIC, INC.

Mt. Pleasant, Michigan
1993 Gover Parkway
Mt. Pleasant, MI 48858
phone 800-792-3822
fax 989-775-8830

January 11, 2024

Mason County Airport
5300 US-10
Ludington, MI 49431

Attn: John O'Connor

Re: Wind Cone Replacement

Mr. O'Conner

We are pleased to submit a quotation to provide the necessary labor, equipment and materials to replace the existing wind cones. Please see the following pricing:

- Primary Windcone **\$15,575.00**
 - Remove existing wind cone.
 - Install new wind cone on existing foundation.
- Supplemental Windcone **\$11,000.00**
 - Remove existing wind cone.
 - Install new wind cone on existing foundation.

Qualifications:

- a) Price is based on working normal working hours (7AM-5PM).
- b) Work based on using existing foundations and cabling.
- c) Bonds, permits, traffic control not included.

We appreciate the opportunity to quote this work to you. If you have any additional questions, please feel free to contact me at 989-775-7393.

Sincerely,

J. RANCK ELECTRIC, INC.

Jeff Davis

Clio, Michigan
5122 West Vienna Rd.
Clio, MI 48420

Sault Ste. Marie, Michigan
3137 South Baker Side Rd.
Sault Ste. Marie, MI 49783





Hali-Brite® L-806 and L-806(L) Wind Cones

Features

- Perfect for Vertiports, Heliports or Airports
- Pre-assembled bearings, one piece welded Aluminum basket, and center hinged pole for easy installation
- Mounting options include: Roof, Wall, Floor Flange, 2" NPT Conduit or L-867 Base Plate
- Certified to FAA AC 150/5345-27F by ETL
- 50,000 to 100,000 hour LED lamp life, virtually maintenance free. 4 year warranty
- 80-90% less power consumption than halogen lamps
- NVG visibility
- **Solar power option available**-eliminate long underground wire and conduit installations! Wind cone certified to FAA AC 150/5345-27F by ETL
- Marine Treated Option (recommended for installations within 100miles of saltwater) available for increased useful life in corrosive environments
- Size 1 (18" diameter x 8' long) wind sock (berry compliant) treated for rot, mildew, and water repellent
- Powder coat painted international orange

ETL Certified to FAA AC 150/5345-27F
Wind Cone/ Wind Direction Indicator for
• VERTIPORT • HELIPORT • AIRPORT

Applications:

Provides visual indication of wind direction and velocity for pilots at Vertiports, Heliports, smaller airfields, and as supplemental wind indicators near runway touchdown areas on large airfields.



Internal Light Kit



External Light Kit



Optional Solar Power Supply SPS-100

Sales and Technical Support:

1.800.553.6269
Sales@halibrite.com



Hali-Brite, Inc.
1119 Madison Street
Brainerd, MN 56401



www.halibrite.com



Ph: 218.454.0956



Fax: 218.454.0972



Hali-Brite® L-806 and L-806(L) Wind Cones

Wind Cone Selection Chart

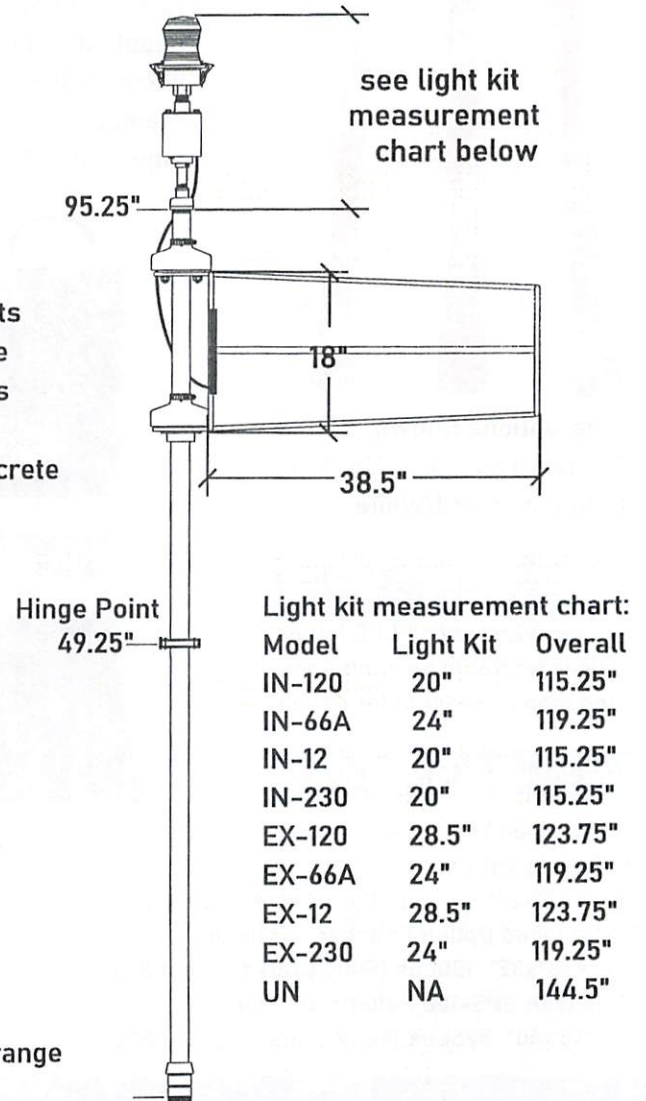
Catalog Number	See Notes	FAA Size	FAA Style	Power Source	Fixture VA	Fixture Watts	Weight (lbs)	Replacement Lamp
L806-S1-IN-120-ON-5		1	I-B Internal	108-132 VAC	32	19	59	9200-0038
L806-S1-IN-12-ON-5	3	1	I-B Internal	11.5-13 VDC	6	6	57	9200-0041
L806-S1-IN-66A-ON-5	2	1	I-B Internal	2.8-6.6 AMP	72	65	57	9200-0039
L806-S1-IN-230-ON-5	1	1	I-B Internal	198-265 VAC	40	21	59	9200-0045
L806-S1-EX-120-ON-5		1	I-A External	108-132 VAC	15	14	58	9200-0032
L806-S1-EX-12-ON-5	3	1	I-A External	11.5-13 VDC	6	6	57	9200-0033
L806-S1-EX-66A-ON-5	2	1	I-A External	2.8-6.6 AMP	58	52	57	9200-0034
L806-S1-EX-230-ON-5	1	1	I-A External	207-253 VAC	15	14	58	9200-0044
L806-S1-UN-NON-ON-N		1	II Unlighted	none	0	0	45	none

Notes:

1. Model is not ETL Certified to FAA AC 150/5345-27F
2. Requires 100 watt L-830 transformer, sold separately
3. Designed for use with Hali-Brite Solar Power Supply or 12VDC Driver, sold separately

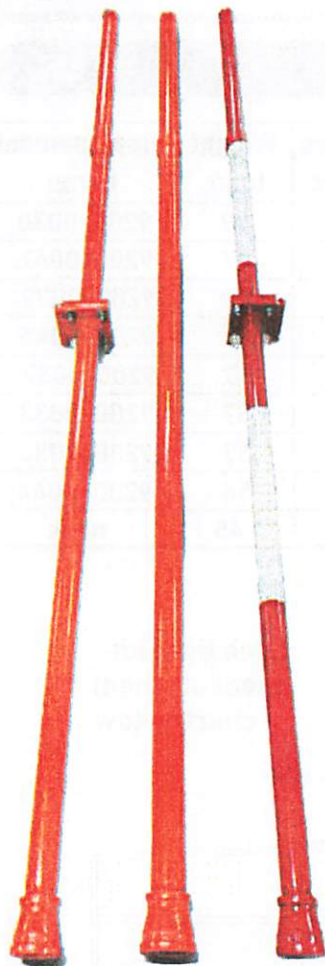
Options:

L806 Marine Treated	"Marine Treated" for corrosive environments within 100mi of saltwater. Includes: marine treat powder coat, stainless steel bearings and hardware
L806 Anchor Cage	Welded anchor cage for embedding in concrete
L806 SS Anchor Cage	Welded stainless steel anchor cage for embedding in concrete
L806-FM	L806 flange/floor mount
L806-WM	L806 wall mount kit
L806-RM	L806 roof mount kit
SPS-100-2	Solar Power Supply for 12v models
L806-Hinge Plate	Base hinge plate for L806
7400-0000-1	Spare Wind Sock, 18" diameter, 8' length
1800-0025	Spare Frangible Coupling
1800-0026	RIGID Coupling (NOT FOR USE IN RUNWAY SERVICE AREAS)
L806-Aluminum	L806 with aluminum pole vs steel
L806-No Hinge	L806 pole WITHOUT center hinge (Ships on 8' pallet vs 4')
L806-RW	Red and White powder coat and Sock VS orange
Replacement lamp	See chart above





Hali-Brite® L-806 and L-806(L) Wind Cones



Pole Options Shown:
Standard (Hinged), No Hinge
Option and Red/White

Warranty Information

4 year warranty on LED lamps
2 year warranty on Wind Cone
See manual (page5) for details

Shipping Information

Unpackaged Weight: 45-59Lbs
Palletized Volume:

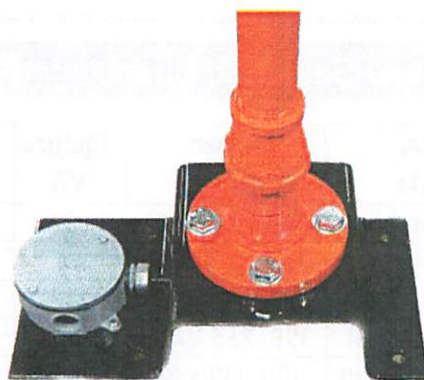
48"x48"x27" 160Lbs (Fully Crated Option 226Lbs)

Non-Hinged Option Palletized Volume:

96"x48"x32" 180Lbs (Fully Crated Option 300Lbs)

L806 With SPS-100 Palletized Volume:

96"x48"x40" 525Lbs (Fully Crated Option 685Lbs)

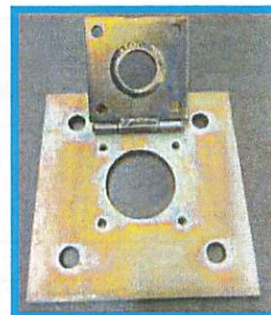


L806-RM

Roof/Wall Mount: Used for mounting Windcone directly to a wall or roof. Fasteners supplied by others. Must be secured directly to framing member capable of supporting the windcone



L806-WM



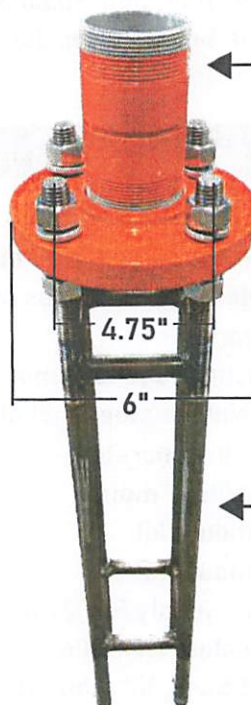
L806-Hinge Plate

Custom built to existing foundation bolt pattern



7400-0000-1

Note; One FAA Size 1 Windsock included with every L806



1800-0025 Frangible

Note; One frangible coupling included with every L806 order

L806-FM

Floor Flange Mount: Used for mounting Wind Cone directly to foundation. Anchors supplied by others or see optional L806-Anchor Cage

L806-Anchor Cage

L-806 Anchor Cage, Welded square assembly. Used for embedding in foundation. Designed to fit L806-FM

Sales and Technical Support:

1.800.553.6269

Sales@halibrite.com

📍 Hali-Brite, Inc.
1119 Madison Street
Brainerd, MN 56401

🌐 www.halibrite.com
☎ Ph: 218.454.0956
📠 Fax: 218.454.0972



Hali-Brite® L-807 and L-807(L) Wind Cones

Features

- Primary Wind Cone for all Airport, Heliport and Vertiports
- Certified to FAA AC 150/5345-27F by ETL
- ICAO Compliant to Annex 14, Vol. 1, para. 5.1.1 (Size 2)
- Available in FAA Size1 (18"x8' sock) or FAA Size2 (36"x12' Sock)
- Designed to operate at any ambient temperature between -67°F (-55°C) and 131°F (+55°C)
- Designed to withstand winds up to 75 knots (140 km/hr or 86 mph).
- Windsock moves freely about the vertical shaft it is attached to when subjected to wind of 3 knots (5.6 km/hr or 3.5 mph) or more and indicates the true wind direction within ±5 degrees.
- Windsock extends fully when subjected to wind of 15 knots (28.7 km/hr or 17.8 mph)
- Anchor cage for concrete footing included
- Pre-assembled bearings, Welded Aluminum basket, and 3 part pole for easy installation
- Easy to operate winch for lowering basket
- 50,000 to 100,000 hour LED lamp life
- 4 year warranty on LED Lamps
- 80-90% less power consumption than halogen lamps
- NVG visibility
- **Solar power option available**-eliminate long underground wire and conduit installations!
- Marine Treated Option (recommended for installations within 100miles of saltwater) available for increased useful life in corrosive environments
- Wind Sock included, (berry compliant) treated for rot, mildew, and water repellent

Wind Cone/ Wind Direction Indicator provides visual indication of wind direction and velocity for pilots
Certified to FAA AC 150/5345-27F by ETL. ICAO Compliant to Annex 14, Vol. 1, para. 5.1.1 (Size 2)

Hali-Brite® L807 Size 2 shown with Hali-Brite® Segmented Circle

Wind Cone Selection Chart

Catalog Number	See Notes	FAA Size	FAA Style	Power Source	Fixture VA	Fixture Watts	Weight (lbs)	Replacement Lamp
L807-S1-IN-120-ON-5		1	I-B Internal	108-132 VAC	32	19	200	9200-0038
L807-S1-IN-12-ON-5	4	1	I-B Internal	11.5-13 VDC	6	6	197	9200-0041
L807-S1-IN-66A-ON-5	2	1	I-B Internal	2.8-6.6 AMP	72	65	198	9200-0039
L807-S1-IN-230-ON-5	1	1	I-B Internal	198-265 VAC	40	21	200	9200-0045
L807-S1-EX-120-ON-5		1	I-A External	108-132 VAC	15	14	198	9200-0032
L807-S1-EX-12-ON-5	4	1	I-A External	11.5-13 VDC	6	6	197	9200-0033
L807-S1-EX-66A-ON-5	2	1	I-A External	2.8-6.6 AMP	58	52	197	9200-0034
L807-S1-EX-230-ON-5	1	1	I-A External	207-253 VAC	15	14	198	9200-0044
L807-S1-UN-NON-ON-N		1	II Unlighted	none	0	0	187	none
L807-S2-IN-120-ON-5		2	I-B Internal	108-132 VAC	60	32	212	9200-0040
L807-S2-IN-12-ON-5	4	2	I-B Internal	11.5-13 VDC	10	10	210	9200-0042
L807-S2-IN-66A-ON-3	3	2	I-B Internal	2.8-6.6 AMP	95	88	210	9200-0031
L807-S2-IN-230-ON-5	1	2	I-B Internal	198-265 VAC	76	36	212	9200-0046
L807-S2-EX-120-ON-5		2	I-A External	108-132 VAC	22	21	210	9200-0035
L807-S2-EX-12-ON-5	4	2	I-A External	11.5-13 VDC	10	10	210	9200-0036
L807-S2-EX-66A-ON-5	2	2	I-A External	2.8-6.6 AMP	58	52	209	9200-0037
L807-S2-EX-230-ON-5	1	2	I-A External	207-253 VAC	22	21	210	9200-0043
L807-S2-UN-NON-ON-N		2	II Unlighted	none	0	0	187	none

Notes:

1. Model is not ETL Certified to FAA AC 150/5345-27F
2. Requires 100 watt L-830 transformer, sold separately
3. Requires 200 watt L-830 transformer, sold separately
4. Designed for use with Hali-Brite Solar Power Supply or 12VDC Driver, sold separately

Options:

- L807 Marine Treated** "Marine Treated" for corrosive environments within 100mi of saltwater. Includes: marine treat powder coat, stainless steel winch, cable, bearings and hardware
- SPS-100-2** Solar Power Supply for S1 12v models
- SPS-200-2** Solar Power Supply for S2 12v models
- 7400-0000-1** FAA Size 1 Spare Wind Sock, 18" x 8'
- 7400-0002** FAA Size 2 Spare Wind Sock, 36" x 12'
- L807-No Break** L807 pole WITHOUT break in top section of pole (ships on 10' pallet vs 6')
- Replacement lamp** See chart above



Optional Spare Wind Sock



Optional Solar Power Supply



Hali-Brite® L-807 and L-807(L) Wind Cones

External LED



Internal LED

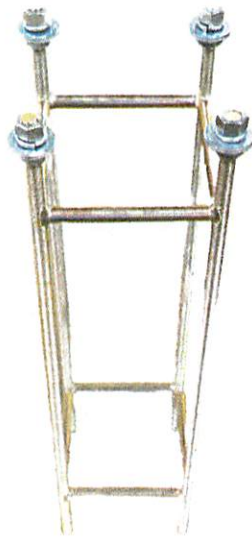


Warranty Information

4 Year Warranty on LED
Lamps, 2 Year Warranty on
components
See Manual, Page 5 for
details

Shipping Information

Unpackaged Weight: See Chart
Palletized Volume: 72"x48"x42"
Palletized Weight: 350lbs
(Fully Crated option 500lbs)
L807-No Break Option;
Palletized Volume 120"x48"x42"
500Lbs (fully crated 700lbs)



**Anchor Cage,
Included**

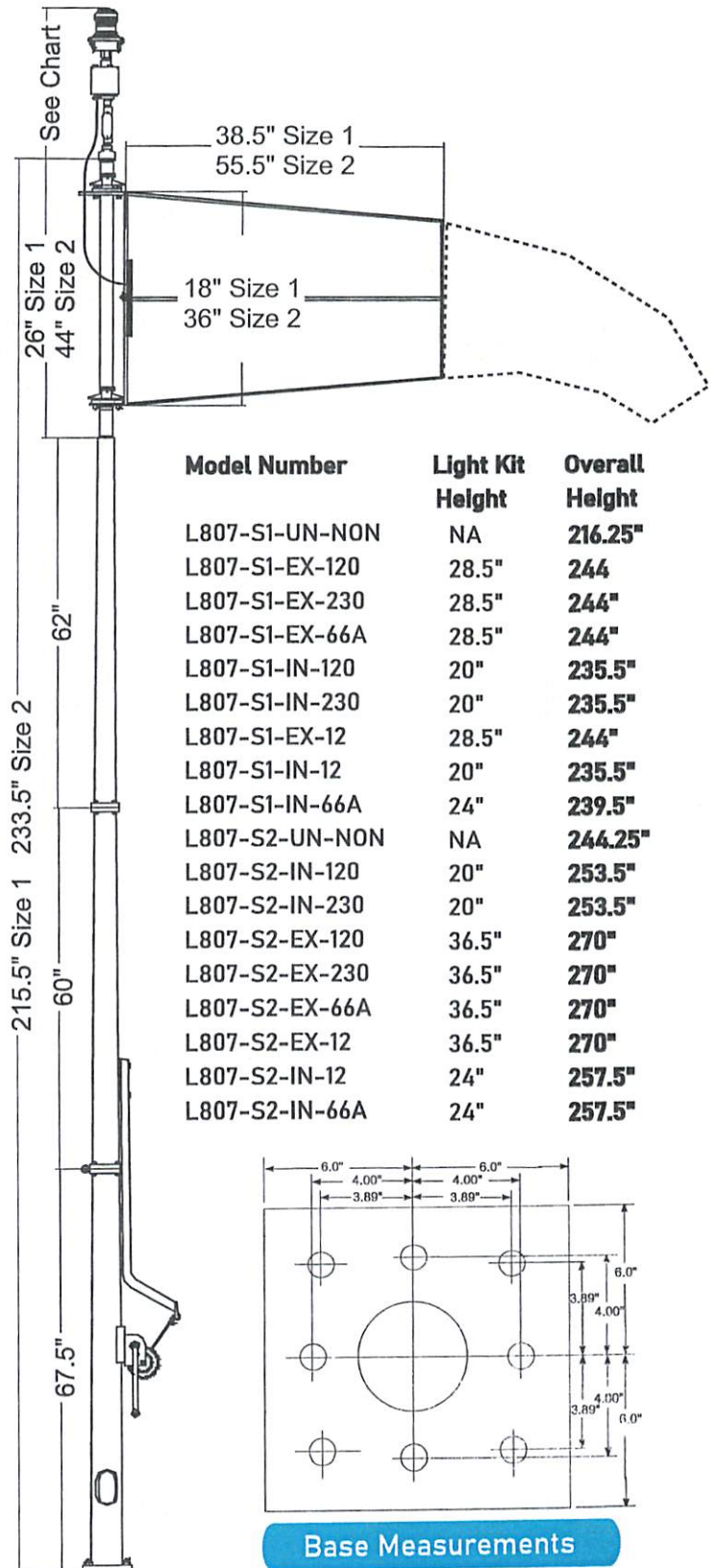
Sales and Technical Support:

1.800.553.6269

Sales@halibrite.com

Hali-Brite, Inc.
1119 Madison Street
Brainerd, MN 56401

www.halibrite.com
Ph: 218.454.0956
Fax: 218.454.0972



From: Tim Korthase <tkorthase@korthaseandsons.com>
Sent: Friday, December 15, 2023 4:42 PM
To: O'Connor, John
Subject: wind cone

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated outside of Mason County's networks. Do not click links, reply or open attachments unless you have verified its authenticity.

Hello John

The primary wind cone replacement new is \$12,500.00

The secondary wind cone would be \$9100.00.

This includes removal and installation on existing base. Adding can to house transformer on secondary ones would additional if you want.

If you want on formal Korthase letter head proposal form let me know.

Thanks

Tim

Tim Korthase

E: tkorthase@korthaseandsons.com

T: (231)893-1133

C: (231)457-7429

**KORTHASE
AND SONS**

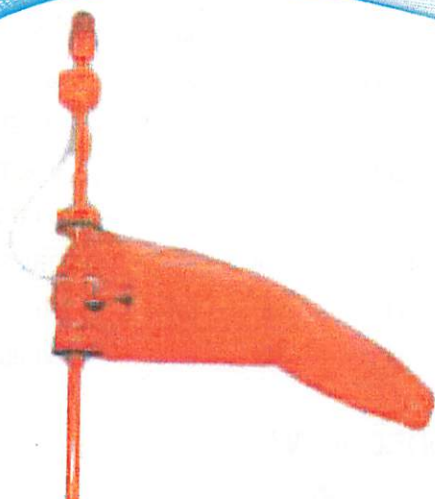


9228 S 88th Ave
Montague, MI 49437
Ph: 231-893-1133



Virus-free. www.avg.com

L-806 Wind Cone



COMPLIANCES

FAA AC 150/5345-27 (current edition)

ETL Certified



PRODUCT APPLICATION

The L-806 Wind Cone provides visual indication of wind direction and velocity at a location on an airfield. L-806 wind cones are used on smaller airfields, heliports and as supplemental wind indicators near runway touchdown areas on large airfields.

FEATURES

- Available externally lighted, internally lighted, or unlighted.
- LED or halogen lamps.
- The LED models feature:
 - 50,000 to 100,000 hour lamp life, virtually maintenance free.
 - Multiple lamp circuits for improved reliability.
 - 80-90% less power consumption than halogen lamps.
 - A long-life LED obstruction light.
 - Integral power adapter on series-circuit models.
- Incandescent L-810 obstruction light included on halogen-lighted models.
- Size 1 (18" diameter x 8' long) wind sock.
- 1.9" diameter steel pole with frangible coupling at base.
- One piece welded aluminum basket with pre-installed bearings.
- Raincaps protect the bearings from weather.
- May be mounted directly to an L-867 light base, 2-inch NPT baseplate (sold separately).
- The nylon sock is treated for rot, mildew, and water repellency.
- Powder coat painted international orange.

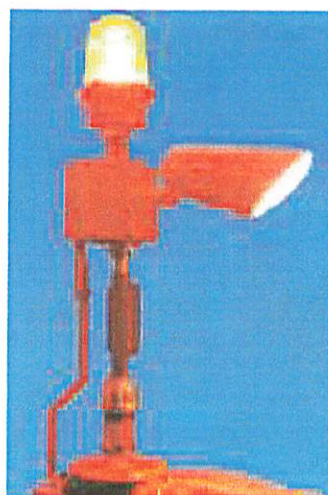
APPROACH LIGHTS & NAVIGATIONAL AIDS - 3.10



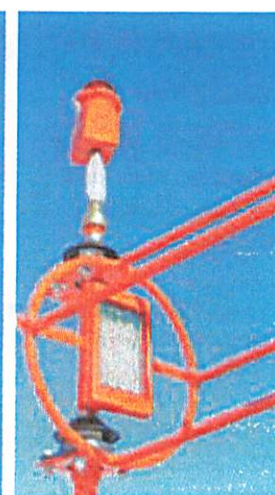
External LED Light



Internal Halogen Light



External Halogen Light



Internal LED Light

ORDERING INFORMATION

Part Number*	See Note	FAA Size	FFA Style	Power Source	Lamp Type	Total VA	Weight (lb.)	Replacement Lamp
L-806-S1-UN-NON-ON-N	N/A	1	II Unlighted	none	none	0	45	none
L-806-S1-EX-120-ON-5	N/A	1	I-A External	120VAC	LED	15	58	9200-0032
L-806-S1-EX-66A-ON-5	4	1	I-A External	6.6AMP	LED	50	57	9200-0034
L-806-S1-IN-120-ON-5	N/A	1	I-B Internal	120VAC	LED	30	59	9200-0038
L-806-S1-EX-120-ON-N	N/A	1	I-A External	120VAC	Halogen	191	55	3400-0122
L-806-S1-IN-120-ON-N	2	1	I-B Internal	120VAC	Halogen	316	57	3400-0100Regent
L-806-S1-EX-12-ON-5	N/A	1	I-A External	12VDC	LED	8	57	9200-0033
L-806-S1-IN-66A-ON-5	3	1	I-B Internal	6.6AMP	LED	137	60	9200-0039

Notes:

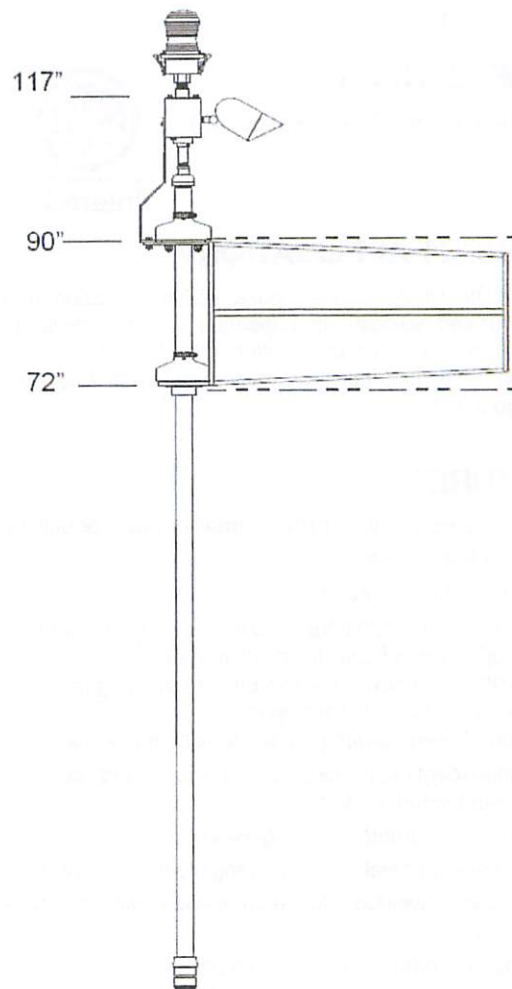
1. Power consumption specifications include the L-810 obstruction light
2. This FAA Style cannot be ETL certified
3. Requires 200W L-830 transformer, sold separately
4. Requires 100W L-830 transformer, sold separately

*Manufactured by Hali-Brite Inc.

RENEWAL PARTS

Description	Part Number
Wind Sock, 18 inches diameter, 8 foot long, orange	7400-0000-1
Frangible Coupling	1800-0025
Lamp, 120V Incandescent Obstruction Light	3400-116TS120

EXPLODED VIEW



6830 NW 16th Terrace • Ft. Lauderdale, FL 33309 USA
Phone: 1.937.652.3500 • E-mail: AFLsales@HugheyAndPhillips.com • www.HugheyAndPhillips.com

Actual product specifications may have changed since the printing of this brochure.
Brochure specifications are not binding. Confirm current specifications at time of order.

L-806 Wind Cone
081319

L-807 Wind Cone



COMPLIANCES

FAA AC 150/5345-27 (current edition)
ICAO: Annex 14, Vol. 1, para. 5.1.1
(Size 2 only)

ETL Certified



PRODUCT APPLICATION

The L-807 Wind Cone provides visual indication of wind direction and velocity at a location on an airfield. FAA Size 2 wind cones are used at the central location on the airfield. FAA Size 1 wind cones are used on smaller airfields and heliports.

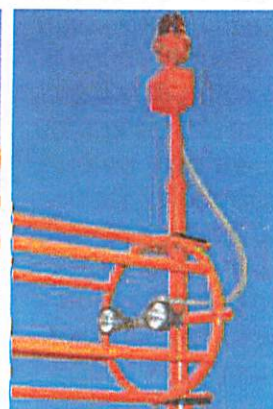
FEATURES

- Available externally lighted, internally lighted, or unlighted.
- LED or halogen lamps.
- All LED models feature:
 - 50,000 to 100,000 hour lamp life, virtually maintenance free.
 - Multiple lamp circuits for improved reliability.
 - 80-90% less power consumption than halogen lamps.
 - A long-life LED obstruction light.
 - Integral power-adaptor on series-circuit models.
- An incandescent L-810 obstruction light is included on halogen lighted models.
- Size 1 (18" x 8' long) or Size 2 (36" x 12' long) wind socks.
- The pole is center-hinged, with 4" diameter steel on the bottom, and 3" diameter steel on the top.
- A center-mounted braked winch allows 1-person maintenance.

APPROACH LIGHTS & NAVIGATIONAL AIDS - 3.12



External LED Light



Internal Halogen Light



External Halogen Light



Internal LED Light

- The four anchor bolts are a one-piece welded assembly, ready to drop in the ground.
- The aluminum basket is welded, one piece, with pre-installed bearings.
- Raincaps protect the bearings from weather.
- The nylon sock is treated for rot, mildew and water repellency.
- Powder coat painted international orange.

ORDERING INFORMATION

Part Number*	See Note	FAA Size	FFA Style	Power Source	Lamp Type	Total VA	Weight (lb.)	Replacement Lamp
L-807-S1-UN-NON-ON-N	N/A	1	II Unlighted	none	none	0	187	none
L-807-S1-EX-120-ON-5	N/A	1	I-A External	120VAC	LED	15	198	9200-0032
L-807-S1-EX-66A-ON-5	4	1	I-A External	6.6AMP	LED	50	197	9200-0034
L-807-S1-IN-120-ON-5	N/A	1	I-B Internal	120VAC	LED	30	200	9200-0038
L-807-S1-EX-120-ON-N	N/A	1	I-A External	120VAC	Halogen	191	196	3400-0122
L-807-S1-IN-120-ON-N	2	1	I-B Internal	120VAC	Halogen	316	198	3400-0100Regent
L-807-S1-EX-12-ON-5	N/A	1	I-A External	12VDC	LED	8	197	9200-0033
L-807-S1-IN-66A-ON-5	3	1	I-B Internal	6.6AMP	LED	137	198	9200-0039
L-807-S2-UN-NON-ON-N	N/A	2	II Unlighted	none	none	0	199	none
L-807-S2-IN-120-ON-5	N/A	2	I-B Internal	120VAC	LED	54	217	9200-0040
L-807-S2-EX-120-ON-5	N/A	2	I-A External	120VAC	LED	22	211	9200-0035
L-807-S2-EX-66A-ON-5	4	2	I-A External	6.6AMP	LED	54	210	9200-0037
L-807-S2-EX-120-ON-N	N/A	2	I-A External	120VAC	Halogen	191	208	3400-0122
L-807-S2-IN-120-ON-N	N/A	2	I-B Internal	120VAC	Halogen	416	213	3400-0100Regent
L-807-S2-EX-12-ON-5	N/A	2	I-A External	12VDC	LED	12	210	9200-0036
L-807-S2-IN-66A-ON-3	3	2	I-B Internal	6.6AMP	LED	157	218	9200-0031

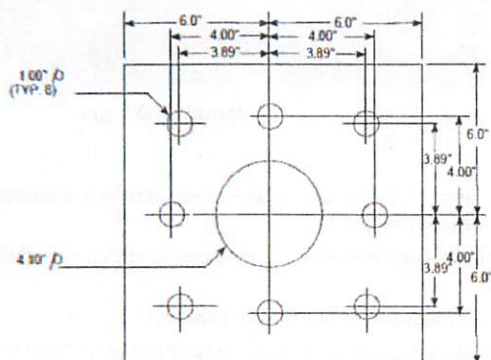
Notes:

1. Power consumption specifications include the L-810 obstruction light
2. This FAA Style cannot be ETL certified
3. Requires 200W L-830 transformer, sold separately
4. Requires 100W L-830 transformer, sold separately

*Manufactured by Hali-Brite Inc.

RENEWAL PARTS

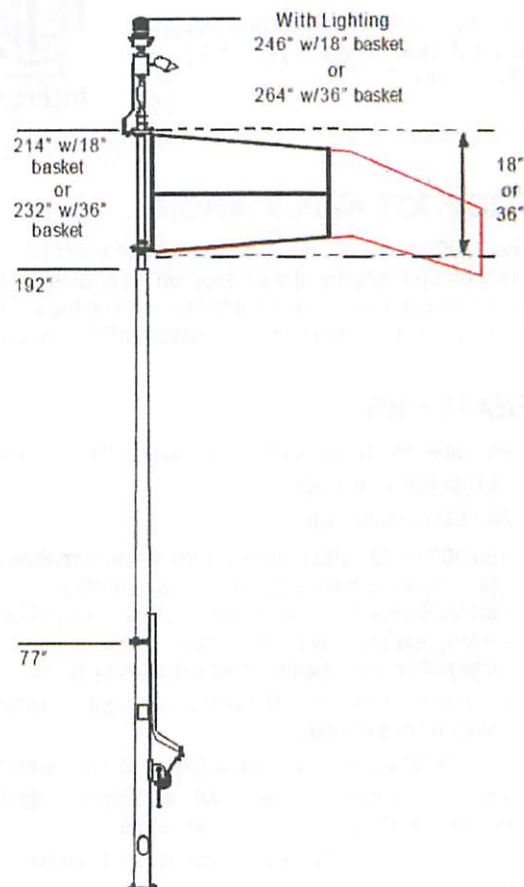
Description	Part Number
Wind Sock, Size 1 (18 inches diameter, 8 feet long, orange)	7400-0000-1
Wind Sock, Size 2 (36 inches diameter, 12 feet long, orange)	7400-0002



Base Layout

NOTE:
Only 4 Anchor
Bolts Required

EXPLODED VIEW



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Phone: 1.937.652.3500 • E-mail: AFLsales@HugheyAndPhillips.com • www.HugheyAndPhillips.com

Actual product specifications may have changed since the printing of this brochure.
Brochure specifications are not binding. Confirm current specifications at time of order.

L-807 Wind Cone
081319

PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT is made this ____ day of February, 2024 (herein "Agreement") by and between the Michigan Conference Association of Seventh-day Adventists, a Michigan Church Trustee Corporation (herein "Seller") and the County of Mason, a governmental unit (herein "Buyer").

WITNESSETH THAT:

1. Seller hereby agrees to sell to the Buyer and the Buyer hereby agrees to purchase from the Seller the following real property:

See **Exhibit A** (herein "Premises").

2. The purchase price for the Premises shall be Two Hundred Sixty Thousand and No/100 Dollars (\$260,000.00) paid by Buyer to Seller (herein APurchase Price@).

3. Seller shall furnish to the Buyer an Owner's Title Insurance Policy from Corporate Settlement Solutions of Mt. Pleasant (herein "Title Company") certified to a date no later than the date of this Agreement, showing merchantable title in the Seller except for easements and restrictions of record. If upon examination of the Title Insurance Commitment Buyer determines for any reason that the title is not acceptable, the Buyer shall notify the Seller in writing. Thereafter, the Seller shall have Ten (10) days to cure the condition. If the Seller are unable or unwilling to cure the condition, the Buyer shall then have Five (5) days to either waive the condition, and accept the title as set forth in the Title Insurance Commitment or to terminate this Agreement and receive the deposit as provided in paragraph 9 below.

4. Seller is a tax exempt entity and the Premises is currently not taxed for the purposes of property taxes. Any special assessments for the year of Closing shall be prorated between the Seller and Buyer in accordance with the customs of Mason County.

5. Any mortgages upon the Premises and owed by the Seller shall be discharged at the time of Closing.

6. Seller warrants that there are presently no existing economic liens or encumbrances against the Premises other than those that will be discharged at Closing.

7. Seller shall convey the Premises subject to easements and restrictions of record to the Buyer by Warranty Deed at Closing.

8. Upon execution of this Agreement, the Buyer shall give to the Seller a deposit of One Thousand and No/100 Dollars (\$1,000.00). If this Agreement shall be closed, the One Thousand and No/100 Dollars (\$1,000.00) so paid at the execution of this Agreement shall be applied against the Purchase Price. If Closing is not held because of acts of the Seller, the One Thousand and No/100 Dollars (\$1,000.00) deposit so paid shall be returned to the Buyer, or the Buyer may seek specific performance of this Agreement.

9. The Closing shall be held at the Title Company on a date and time to be mutually agreed upon by the Seller and the Buyer.

10. Possession of the Premises shall be given to the Buyer no later than Twenty-four (24) months after Closing to allow the Seller proper time to transition to a new location. The Seller may remain upon the Premises for no later than Twenty-four (24) months after Closing and shall be responsible for insuring the Premises for both liability and loss for an amount up to the Purchase Price. Seller shall pay all utilities and general maintenance for the Premises during possession. Seller shall not be required to pay to the Buyer any rental amount during possession of the Premises as provided in this paragraph 10, in addition to the payment of insurance premiums, utilities and general maintenance as provided herein.

11. At the time of Closing, the Seller shall be responsible for the following costs and expenses:

- a. the cost of the premium for the Owner's Title Insurance Policy;
- b. any special assessments for the years prior to Closing;
- c. prorated share of any special assessments for the year of Closing;
- d. any county and state transfer taxes;
- e. cost of the Title Company for handling the Closing;
- f. cost of discharge of any mortgage of lien; and,
- g. attorney fees for preparing this Agreement and the Warranty Deed.

Buyer shall be responsible for prorated share of any special assessments for the year of Closing; the recording cost of the Warranty Deed and any inspections.

12. Buyer shall have the opportunity to conduct any physical examinations of the Premises including, but not limited to any environmental studies, at its sole expense.

13. The Premises consists of a church and no Seller's Disclosure is being provided nor is a Lead Paint Seller's Disclosure form being provided. Buyers have had an opportunity to inspect the Premises as provided for in paragraph 12 above and purchases the Premises in an "AS IS" condition. Seller makes no warranties, expressed or implied, as to the condition or fitness of the Premises.

14. The Premises shall not include the personal property contained therein including, but not limited to, pews, PA system and sound system, furniture, tables, chairs or kitchen appliances.

15. Seller agrees to hold the Buyer harmless from any liability arising out of any real estate broker which the Seller may have entered into with respect to the Premises. Buyer agrees to hold the Seller harmless from any liability arising out of any real estate broker contract which the Buyer may have entered into with respect to the Premises.

16. This Premises may be located within the vicinity of farm land or a farm operation. Generally accepted agriculture and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

17. At the Closing the Seller shall grant the Buyer the right to all available divisions under section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967.

18. This Agreement shall be binding upon the successors of the parties hereto, and inure to the benefit of the personal representative and successors of the parties hereto.

The parties hereto have subscribed their names the day and year first above written.

Seller:

**Michigan Conference Association of Seventh-Day Adventists,
a Michigan Church Trustee Corporation**

**By: Joel Nephew
Its: Secretary**

**By: Michael Bernard
Its: Vice-President**

Buyer:

County of Mason

**By: Janet S. Andersen
Its: Chair**

**Prepared by: Matthew A. Romashko (P59447), Matthew A. Romashko, PLLC
125 Charlotte Street, Edmore, Michigan 48829. Telephone: (989) 560-3437.**

Exhibit A

C.E. Resseguie's Second Addition Lot 5 and East 25 feet of Lot 4, and South 30 feet of Lot 6, and South 30 feet of East 25 feet of Lot 7 Block 10; together with adjacent vacated alley.

The descriptions of record will be provided by the Title Company as part of the Title Commitment.

Knizacky, Fabian

From: Scarbrough, Heath
Sent: Friday, January 5, 2024 12:32 PM
To: Knizacky, Fabian; Szczypka, Kaitlyn
Subject: HMPG

Sir

I spoke to Kate. She offered to conduct the Sara Title III survey under the HMPG to get us through the year. This would be an opportunity for her to show me how she did that. This would be under the \$1500 for this cycle of the grant.

I wanted to ask your thoughts..

Have a good day.

Heath Scarbrough PEM
Coordinator
Mason County Emergency Management
408 Resseguie Street, Suite 100
Ludington, Mi 49431
Office: 231-845-5911
Fax: 231-845-0911
Cell: 231-690-8201



January 5, 2024

Fabian Knizacky, Administrator
Mason County
304 E. Ludington Ave.
Ludington MI 49431

Dear Fabian,

In follow up to our phone conversation this week, please accept this letter as our request, pursuant to our ambulance service contract, for Mason County to fund the purchase of two (2) ambulances in 2024. These two units would be the 2023 and 2024 ambulance purchases as agreed to in the addendum of our contract.

We have two of our current vehicles that are due for replacement, in this order:

- 1) Medic 4, 2012 Mercedes Sprinter with 410,000 miles
- 2) Medic 2, 2018 Ford E350 with 401,000 miles

We currently have a Ford Transit T350 modular ambulance under construction at our ambulance builder, AEV. We anticipate the cost of this unit to be \$154,000 and be available in April of this year. This would replace the 2012 unit above. We have several ambulances ordered for production this year and the replacement of the 2018 unit would be one of those units, near the end of the year. We anticipate this being a Ford E350 remount ambulance projected to cost approximately \$150,000.

We understand you will take this request through your standard county approval process. Please let me know if there is any additional information you may need at any time.
Thank you.

Sincerely,

Kraig Dodge
Vice President of Resource Delivery
Life EMS Ambulance

ACCREDITED BY THE COMMISSION ON ACCREDITATION OF AMBULANCE SERVICES

ADMINISTRATIVE OFFICES	ALLEGAN COUNTY	IONIA COUNTY	KALAMAZOO COUNTY	LAKE COUNTY	MASON COUNTY	NEWAYGO COUNTY	OCEANA COUNTY	VAN BUREN COUNTY
1275 CEDAR ST., N.E. GRAND RAPIDS, MI 49503 (616) 458-0042	300 MONROE ST. ALLEGAN, MI 49010 (269) 673-5522	350 W. WASHINGTON ST. IONIA, MI 48846 (616) 527-9125	517 E. NORTH ST. KALAMAZOO, MI 49007 (269) 349-4411	792 WASHINGTON ST. BALDWIN, MI 49304 (231) 745-2715	4910 W. FIRST ST. LUDINGTON, MI 49431 (231) 843-2110	33 WESTWOOD FREMONT, MI 49412 (231) 924-1291	3966 N. OCEANA DR. HART, MI 49420 (231) 873-5880	31722 CR 388 GOBLES, MI 49055 (269) 628-9200

Knizacky, Fabian

From: Kraig Dodge <kdodge@lifeems.com>
Sent: Tuesday, January 2, 2024 2:16 PM
To: Knizacky, Fabian
Subject: Ambulances

CAUTION: This email originated outside of Mason County's networks. Do not click links, reply or open attachments unless you have verified its authenticity.

Hello Fabian. Happy New Year and I hope you are well. We have not seen each other in years! I hear you are very close to retirement. Congratulations on that!

I am wondering if we could perhaps schedule a phone call to discuss ambulance purchases. I need to bring you up to speed on what has happened (or should I say, not happened?) and where we are at right now. To facilitate our conversation, below are two screenshots. The first is our current list of Mason County ambulances, and the second is simply the section from the addendum of our current contract related to vehicle and equipment purchases.

I will also warn you, there will be some sticker shock. As I'm sure you are seeing related to other county purchases, prices have gone up considerably.

But we can discuss further.

Please let me know your availability in the next several days and we'll get a time planned.

Thanks so much.

Kraig

	A ID & 4-digit	A Full VIN #	A Year	A Make	A Model
HOME DEPT					
MS	County 4				
Medic 1 - 8730		1FDWE3FN4MDC18730	2021	Ford	E350
Medic 2 - 4085		1FDWE3FS4KDC04085	2018	Ford	E350
Medic 3 - 8545		1FDWE3FS6KDC38545	2019	Ford	E350
Medic 4 - 6212		WDAPF3CC2C9506212	2012	Mercedes Sprinter	3500

Contract Year	County Purchase Description	County Purchase Price	Contractor Lease Payment	County Net Support
2021	Ambulance	\$128,573.00	\$25,000.00	\$103,573.00
2022	Heart Monitors	\$120,000.00	\$25,000.00	\$95,000.00
2023	Ambulance	\$136,403.00	\$25,000.00	\$111,403.00
2024	Ambulance	\$140,495.00	\$25,000.00	\$115,495.00
2025	No Purchase	\$0.00	\$25,000.00	-\$25,000.00

Kraig Dodge BBA, Paramedic, IC
Vice President of Resource Delivery
Life EMS Ambulance, Inc.
1275 Cedar NE
Grand Rapids, MI 49503
616-242-8885 office
231-629-2099 mobile
kdodge@lifeems.com
www.lifeems.com

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MEMO

Date: January 11, 2024

To: Board of Commissioners and Fabian Knizacky

From: Sarah Colbrook

Subject: Ballistic Vests

This past year Mitchell and I have talked about getting bullet proof vests due to us never having them in the past.

Safety is number one while working in this field. With bullet proof vests we would feel safer when going to people's houses when dealing with animal complaints. In the past there have been people who would be angry at us when we showed up. You don't know what people are capable of doing these days to any law enforcement officers.

With having ballistic vests we would feel safer while on the road handling complaints.

With that being said, the estimate for the ballistic vests is around \$1,800 and it would come from the Equipment Replacement Fund.

Home > Body Armor > First Response® Vest



First Response® Vest

Ask a Question

\$669.00

or 4 payments of \$167.25 with **ZIP**

Protection Level

First Response® Enhanced Multi-Threat Vest Level IIIA+ - from \$669.00

HIGH DEMAND: Ships in 3-4 weeks

COLOR

Black

SIZE

Large

FIND MY SIZE

STYLE

Modified

REFLECTIVE STRIPS

Include Reflective Strips

Patch Text Color

White Text

*Patches

None

Spin & Win! x

\$669.00

County of Mason
2024 Budget Amendments
General Fund

<u>Description</u>	<u>Current Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Final Budget</u>
<u>Expenditures</u>				
<u>Administrator</u>				
Salaries & Wages - Full Time	245,250	45,800		291,050
Retirement	139,600	17,600		157,200
Social Security	18,775	3,500		22,275
Health Insurance	72,075		(17,475)	54,600
 <u>Drain Commissioner</u>				
Health Insurance Waiver	4,050	-	(4,050)	-
Health Insurance	56,050	7,700		63,750
 <u>Contingency</u>				
Miscellaneous	73,625	-	(53,075)	20,550

County of Mason
2024 Budget Amendments
Register of Deeds Automation Fund

<u>Description</u>	<u>Current Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Final Budget</u>
<u>Expenditures</u>				
Contracted Services	-	80,000		80,000
 <u>Revenue</u>				
Transfers from Equipment Replacement	-	40,000	-	40,000
Unallocated Fund Balance	(17,350)	40,000		22,650

Knizacky, Fabian

From: Kelly, Cheryl
Sent: Monday, January 8, 2024 4:44 PM
To: Knizacky, Fabian
Cc: Miller, Alesha
Subject: add to finance
Attachments: Business pref. card.pdf; 2024 - All Access Care - Employer Letter.pdf; Authorization to Treat 2024 (1).pdf

Fabian,

Have new forms for pre-employment physicals.

Can we please add to the next Finance meeting for them to tell us what they would like for physicals?

Thank you.

Cheryl Kelly
Mason County Clerk
304 E. Ludington Ave.
Ludington, MI 49431
(P) 231-843-8202 Ext. 3
(F) 231-843-1972

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Business Preference Card

Business Name: _____

Designated Employer Representative (D.E.R) : _____

D.E.R Phone: _____ Fax: _____ Email: _____

Provided our authorization form? Yes No Comments: _____

Billing Contact Name: _____

Billing Phone: _____ Fax: _____ Email: _____

Work Comp Ins Co: _____

Work Comp Contact Information:

Contact Person: _____

Phone: _____

Address: _____

Fax: _____

Worker Comp Group Number: _____

Work Injury Drug Screen Required: Yes No

Provide pre-employment physicals: Yes No

Do you require in house drug screens for all pre-employment physicals? Yes No

Type of Drug Screen Required: Saliva UDS Other: _____

If Drug Screen is Positive:

Positive THC - Ignore Send ALL for Confirmation

Contact D.E.R for ALL positive screens Other: _____

Pharmacy Preference If prescription needed: _____

Workers to return with restrictions - are you able to accommodate restrictions?

Yes No Comments: _____

Are you interested in learning about a secure portal available to your company for placement of physical & test results, etc.? Yes No

Special Instructions:

Office Use Only

Updated Received:

ALL ACCESS CARE

01/01/2024

As we begin 2024 All Access Care would like to express our gratitude and appreciation for your continued business this past year. We are looking forward to a great year ahead and refining some of our processes to offer exceptional services to you.

All Access Care was established in 2013 and modeled with affordability and accessibility in mind for individuals, employers, and our communities. Since its creation All Access Care has grown in services and offerings to meet necessity and demands in our community. As we continue to strive to meet as many of these demands as possible there are some changes that All Access Care has made beginning 1/1/2024. These changes were made to ensure the continuation of All Access Care's outstanding services and growth in our most demanded areas of service.

- Effective 1/1/2024 All Access Care will no longer offer work injury/work comp services to employers not participating in our Health & Wellness program or Work Place Safety program.
- Effective 1/1/2024 All Access Care is pleased to announce we are opening up enrollment in our Health & Wellness program to new members. Please reach out to our office if your business is interested in learning more about this valuable program for your employees.
- Effective 1/1/2024 All Access Care will roll out our annual pricing catalog for the year. This will be shared in a separate communication.
- Effective 1/1/2024 Quick In-House Urine Drug Screens will be required for all Pre-Employment Physicals, DOT Physicals, and Fit For Duty Exams.

Throughout the first quarter of 2024 your business will also be contacted to set up your appointed individuals with our result sharing platform "ShareFile". This is a secure portal for your business to receive your results fast as well as a tool to utilize storing/referencing these results for future need.

As always, if you have any questions or needs, please reach out and let us know. We are pleased to be able to continue to serve Mason and surrounding counties and look forward to a happy healthy 2024 for all!

(231) 425-4544 921 E Tinkham Ave, Ludington, MI 49431 care@all-access-care.com



921 E Tinkham Ave, Ludington, MI 49431

PH: (231) 425-4544 Fax: (877) 323-2423

Email: care@all-access-care.com

Please bring photo ID to your scheduled appointment.

Authorization to Treat Employee

Employee name: _____

DOB: ____/____/____

Employer name: _____

Phone: (____) _____

Address: _____

City: _____

Employee Job Description: _____

Contact person: _____

Fax: (____) _____

Health Care Services Requested (Please "X" services requesting)

<input type="checkbox"/>	Pre-Employment Physical \$155 (Includes Quick Screen UDS)	<input type="checkbox"/>	Fit For Duty \$155 (Includes Quick Screen UDS)	<input type="checkbox"/>	MCOLES \$260
<input type="checkbox"/>	DOT Physical \$155 (Includes Quick Screen UDS)	<input type="checkbox"/>	USCG Long Form \$150	<input type="checkbox"/>	USCG Short Form \$120
<input type="checkbox"/>	Work Injury \$120 – H&W / Work Place Safety Program Participants Only				

Additional Testing (Please "X" services requesting)

<input type="checkbox"/>	Audiogram \$45	<input type="checkbox"/>	EKG \$55	<input type="checkbox"/>	Respiratory Evaluation \$45
<input type="checkbox"/>	Fit Test – Per Mask \$45	<input type="checkbox"/>	PFT/Spirometry (Resp Eval Required) \$45	<input type="checkbox"/>	Tetanus \$45
<input type="checkbox"/>	TB Skin Test \$45	<input type="checkbox"/>	BAT (Breath Alcohol) \$35	<input type="checkbox"/>	UDS -Quick Screen \$35
<input type="checkbox"/>	UDS Collection \$35	<input type="checkbox"/>	UDS Confirmation \$65 Per Drug	<input type="checkbox"/>	UDS – DOT 5 Panel \$65
<input type="checkbox"/>	Saliva – Quick Screen \$35	<input type="checkbox"/>	Vision – Color, Depth, Acuity \$30	<input type="checkbox"/>	TB Gold Order/Interpretation \$45

<input type="checkbox"/>	Other: _____
--------------------------	--------------

Signed: _____

Date: ____/____/____

Must be signed by employer authorized representative.

Employee Authorization to Release Information

Social Security Number ____ - ____ - ____

I Authorize All Access Care to release medical record information to my above identified employer, including drug testing results / records protected under the regulations in the 42 code of the Federal Regulations, Part 2, or any information which may pertain to the diagnosis, evaluation, or treatment of any mental, emotional or medical conditions pertaining to my health and employment. I also authorize any additional records of testing ie: xray reports to be sent to All Access Care for follow-up care.

Signature of Patient: _____

Date: ____/____/____

Witness: _____

Date: ____/____/____

Knizacky, Fabian

From: Kelli Potter <kpotter@mersofmich.com>
Sent: Thursday, January 11, 2024 7:52 AM
To: Knizacky, Fabian
Subject: RE: Retirement Steven Morton

CAUTION: This email originated outside of Mason County's networks. Do not click links, reply or open attachments unless you have verified its authenticity.

Good Morning Fabian.

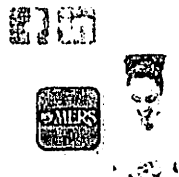
Thank you for your response on member Steven Morton. Will you please assist with the following question?

The Mason County 2021 Adoption Agreement Addendum does not list Holiday Pay as an includable wage, please advise if it should be added to your provisions, and if so, for which divisions and we will make note of it. If Mason County does not consider Holiday Pay an includable wage, please revise Steven's wage reporting for the months noted (removing the Holiday Pay amount) and delete the wage comment. A link to the [Portal User Guide](#) is included; employee corrections are covered on page 33.

Thanks so much for your assistance with this inquiry and please don't hesitate to let me know if you have questions.

Have a great day!

Kelli Potter
Retirement Analyst
Municipal Employees' Retirement System of Michigan
800 767 MERS (6377) x218
www.mersofmich.com



From: Knizacky, Fabian <fknizacky@masoncounty.net>
Sent: Wednesday, January 10, 2024 2:57 PM
To: Kelli Potter <kpotter@mersofmich.com>
Subject: RE: Retirement Steven Morton

Hi Kelli,

The \$587.76 is for his holiday pay. Let me know if you need anything else.

Have a great afternoon!