



## Cheboygan County Board of Commissioners

### MISSION STATEMENT

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

### Finance/Business Meeting

September 13, 2016

9:30 a.m.

### Agenda

1. Call to Order
2. Roll Call
3. Invocation/Pledge of Allegiance
4. **Approve Agenda**
5. **Approve Consent Agenda**
  - A. Approve Monthly Finance Claims
  - B. Budget Adjustments
  - C. Correspondence
    1. Letter from Business Representatives Regarding Meijer
    2. Benton Township Correspondence
    3. NLEA August President's Report
    4. NLEA Photos from Community Luncheons
    5. NEMCOG Draft of 2016 Bylaws
  - D. Minutes:
    1. Committee of the Whole Meeting of June 28, 2016; Finance/Business Meeting of July 12, 2016, and Committee of the Whole Meeting of July 26, 2016,
    2. Health Board – 7/19/16
    3. NEMCOG - 8/18/16
    4. NEMCSA - 8/3/16
    5. North Country Community Mental Health – 7/21/16
    6. Cheboygan County Fair Board – 6/6/16 & 7/11/16
    7. Cheboygan County Road Commission – 8/4/16 & 8/18/16
    8. Cheboygan City Council – 7/26/16 & 8/9/16
    9. Planning Commission Meeting – 7/20/16, 8/3/16 & 8/17/16
    10. ZBA- 6/22/16 & 7/27/16
6. **Brief Citizens Comments – (3 minutes per person)**
7. **Scheduled Visitors**
8. **Finance Director's Report**
9. **Administrator's Report**
10. **Committee Reports**
  - A. Board Appointments & Procedures Regarding Elected Official 2017 Wages
11. **Old Business**
12. **New Business**
  - A. Straits Regional Ride MDOT Master Agreement 2017-2022
  - B. Zoning Ordinance Amendment #135 – Uses to be Deleted and Updated
  - C. Zoning Ordinance Amendment #136 – Planned Projects
  - D. Capital Improvement Plan 2017-2022
  - E. 2017 Traffic Enforcement Grant Application
  - F. Sheriff Department Jail Expansion Study – Pre-Architectural Services
13. **Citizen Comments**
14. **Board Member Comments**
15. **Adjourn to the Call of the Chair**

CHEBOYGAN COUNTY FINANCE REPORT SEPTEMBER 2016

VENDOR APPROVAL REPORT FOR CHEBOYGAN COUNTY  
INVOICES TO BE PAID 9/13/16

FINANCE TOTAL \$ 37,000.00

PREPARED BY: DAWN WREGGLESWORTH

09/08/2016 08:38 AM  
User: DWREGGLESWORTH  
DB: Cheboygan

INVOICE APPROVAL BY VENDOR REPORT FOR CHEBOYGAN COUNTY  
EXP CHECK RUN DATES 09/13/2016 - 09/13/2016  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. TRI-COUNTY EXCAVATING GROUP	37,000.00		
***TOTAL ALL CLAIMS***	37,000.00		

CHEBOYGAN COUNTY PREPAIDS REPORT SEPTEMBER 2016

CHECK REGISTERS

BANK 1 TRUST & AGENCY  
BANK 2 GENERAL  
BANK 3 TAX PAYMENT/FORECLOSURE FUND  
BANK 5 COUNTY ROAD  
BANK 9 INMATE TRUST FUND

BANK 2:

GENERAL EXPENDITURES:	\$	979,918.24
MINUS AUGUST FINANCE	\$	0.00
TOTAL PREPAIDS	\$	979,918.24

THERE WERE NO AUGUST FINANCE CLAIMS

PREPARED BY: DAWN WREGGLESWORTH

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 TRUST & AGENCY						
08/03/2016	1	60793	KOEHLER	KOEHLER TOWNSHIP	TR REFUND PAYMENT MADE TO COUNTY IN ERRO	450.00
08/03/2016	1	60794	REST-PA	SCHULT'S PARTY STORE	PA REST #16-0428-SM CARL SCHOOLCRAFT	60.00
08/03/2016	1	60795	REST-PA	CHEBOYGAN COUNCIL	PA REST #16-0607-FY & #16-0608-FY G & C	40.00
08/04/2016	1	60796	BOND-CLERK	DEANA GRANDIA	CR BOND #16-5237-FH PEO VS DANIEL SCOTT	450.00
08/04/2016	1	60797	BOND-TREA	90TH DISTRICT COURT	TR BOND MATHEW LUMP	200.00
08/04/2016	1	60798	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #16-5237-FH PEO VS DANIEL SCOTT	50.00
08/04/2016	1	60799	CLERK	CHEBOYGAN COUNTY CLERK	CR PSP #16-5237-FH DANIEL SCOTT	300.00
08/05/2016	1	60800	BEEET A	ANDREW BEETHEM	PC REST #8004404 CHRISTOPHER HARMON	50.00
08/05/2016	1	60801	FB INS	FARM BUREAU SUBROGATION	PC REST #9004447 KURK ST. AMOUR	10.00
08/05/2016	1	60802	SF INS	STATE FARM INSURANCE	PC REST #4002376 CLYDE EDWARD HOPKINSON	10.00
08/05/2016	1	60803				
08/08/2016	1	60804	AO INS	AUTO OWNERS INC	DC REST #08-0938-FY LONNIE EVERETT BOUDR	175.00
08/08/2016	1	60805	CAS	CHEBOYGAN AREA SCHOOLS	DC REST #16-0156-SM ADRIAN LEWIS HAINES	12.50
08/08/2016	1	60806	FB INS	FARM BUREAU SUBROGATION	DC REST #15-0190-SM SARAH ALLEN MYERS	28.00
08/08/2016	1	60807	FERRELL	FERRELL GAS COMPANY	DC REST #13-0970-SD MELISSA DAWN SKIDMOR	250.00
08/08/2016	1	60808	JOHN S	STACIE JOHNSON	DC REST #16-0001-SM KYLE DOUGLAS SHERMAN	64.75
08/08/2016	1	60809	MASB-SEG	MASB-SEG PROPERTY	PC REST #14008428 ROBERT LOGAN WELKER	75.00
08/08/2016	1	60810	NEWM C	CHRISTOPHER NEWMAN	DC REST #15-0790-FY TANIA LYNN HAYES	40.00
08/08/2016	1	60811	PROG INS-R	PROGRESSIVE INSURANCE	DC REST #15-0409-FY CHRISTOPHER ARRELL-S	22.24
08/08/2016	1	60812	REF-CODE	STAN'S ELECTRIC	CD REFUND OVERPAYMENT JERRY CYPRET	54.00
08/08/2016	1	60813	SOM-DCH	STATE OF MICHIGAN	DC REST #15-0907-FY CLAIM #160118 EDWARD	3,500.00
08/08/2016	1	60814	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED/TRAILER PARK FE	220.00
08/08/2016	1	60815	WALMART	WALMART	DC REST #16-0238-SM STEVEN SCOTT MACLEOD	83.48
08/10/2016	1	60816	ALCOCKS	ALCOCK'S MARKET	CC REST #13-4776-FH ALICIA KUSKY	18.75
08/10/2016	1	60817	ALOHA DELI	ALOHA DELI	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.25
08/10/2016	1	60818	ANTK J	JOSEPH ANTKOVIAK	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60819	AO INS	AUTO OWNERS INSURANCE AGENCY	CC REST #14-4914-FH JOSHUA PAGE	30.00
08/10/2016	1	60820	AO INS	AUTO OWNERS INSURANCE AGENCY	CC REST #14-4936-FH ANGELA KIMBLER	125.00
08/10/2016	1	60821	BIG BEAR	BIG BEAR ADVENTURE	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.25
08/10/2016	1	60822	BORG W	WILLIAM BORGERDING	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60823	BRAZ M	MELISSA BRAZIER	CC REST #06-3407-FH CYNTHIA COGSWELL	25.00
08/10/2016	1	60824	CITIZEN IN	CITIZENS INSURANCE	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.25
08/10/2016	1	60825	CITW	CROSS IN THE WOODS	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.25
08/10/2016	1	60826	CLIN D	DONALD CLINGERMAN	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.25
08/10/2016	1	60827	CONS J	JENNITH CONSTANTINE-PALMER	CC REST #15-5004-FC RUSSELL VANDERHILL	57.84
08/10/2016	1	60828	CONT INN	CONTINENTAL INN	CC REST #13-4776-FH ALICIA KUSKY	18.75
08/10/2016	1	60829	DAVES	DAVE'S PLACE	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.25
08/10/2016	1	60830	DAVES	DAVE'S PLACE	CC REST #13-4776-FH ALICIA KUSKY	18.75
08/10/2016	1	60831	DEPE L	LYNETTE DEPETER-SCHULTZ	CC REST #15-5004-FC RUSSELL VANDERHILL	27.15
08/10/2016	1	60832	DRIE J	JOYCE DRIER	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60833	EICH R	ROGER OR CAROL EICHMAN	CC REST #14-4902-FC ANDREW KOHLBECK	10.00
08/10/2016	1	60834	ELEN V	VERNA ELENBAAS	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60835	ELLI J	JANETTE ELLIOTT	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60836	FB INS	FARM BUREAU SUBROGATION	CC REST #14-4995-FH JORDAN RAYMUS	2.00
08/10/2016	1	60837	FB INS	FARM BUREAU INSURANCE	CC REST #11-4456-FH JAN LAVIGNE	20.00
08/10/2016	1	60838	FIND H	HEATHER FINDLAY	CC REST #15-5004-FC RUSSELL VANDERHILL	57.84
08/10/2016	1	60839	GARS M	MR. OR MRS. MICHAEL GARST	CC REST #15-5125-FH JOHN GARST	250.00
08/10/2016	1	60840	HABITAT	HABITAT FOR HUMANITY	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.24
08/10/2016	1	60841	HANOVER	THE HANOVER INSURANCE GROUP	CC REST #03-2854-FH JUDY SOUTHWELL	100.00
08/10/2016	1	60842	HEAT G	GERALD HEATH	CC REST #09-4106-FH SONYA WAGNER	200.00
08/10/2016	1	60843	HUNT	H U N T	CC REST #15-5144-FH JOHN CHASCOSA	25.00
08/10/2016	1	60844	JOHN JA	E JAMES JOHNSON	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60845	JOHN R	RICHARD & DEBRA JOHNSTON	CC REST #04-2891-FH JOSHUA DOHRING	30.24
08/10/2016	1	60846	JOHNNIES	JOHNNIE'S BAR	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.25
08/10/2016	1	60847	JONES	JIM WERNIG INC	CC REST #91-0683-FH HARRINGTON #91-0687-	80.00
08/10/2016	1	60848	KENS	KEN'S VILLAGE MARKET	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.25
08/10/2016	1	60849	LAHA R	ROGER LAHAIE	CC REST #02-2546-FH DAVID SOVA	32.18

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/10/2016	1	60850	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST #10-4113-FC BEAU STEWARD	120.00
08/10/2016	1	60851	LING S	SCOTT LINGO	CC REST #12-4547-FH JOSHUA DOHRING	39.29
08/10/2016	1	60852	MARSHALL R	RICHARD MARSHALL	CC REST #99-2141-FH CHASITY COMPTON	5.00
08/10/2016	1	60853	MATCHES	MATCHES	CC REST #13-4776-FH ALICIA KUSKY	18.75
08/10/2016	1	60854	MCKE K	KENNETH MCKERVEY	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60855	MICKEYS	MICKEY'S MINI MART	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.25
08/10/2016	1	60856	MICKEYS	MICKEY'S MINI MART	CC REST #13-4776-FH ALICIA KUSKY	18.75
08/10/2016	1	60857	MOOR D	DANIELLE MOORE	CC REST #13-4698-FH JOSEPH HILLIKER	400.00
08/10/2016	1	60858	MULL N	NANCY MULLETT	CC REST #14-4879-FH TARA MULLETT	40.00
08/10/2016	1	60859	NCB-PNC	NATIONAL CITY BANK NKA PNC BANK	CC REST #04-3051-FH CYNTHIA COGSWELL	25.00
08/10/2016	1	60860	NEMOA	NORTHEAST MICH OSTEOPATHIC ASSOC	CC REST #08-3779-FH VICKY JOHNSON	250.00
08/10/2016	1	60861	NEUE D	DAVE NEUENS	CC REST #15-5042-FH JORDAN DRYER	10.00
08/10/2016	1	60862	NEXTDOOR	NEXT DOOR FOOD STORE	CC REST #14-4934-FH BRANDON CRAWFORD	50.00
08/10/2016	1	60863	PAVW A	ALLEN PAVWOSKI	CC REST #11-4451-FC DENNIS PARRIS	3.75
08/10/2016	1	60864	PBG	PINES BAR & GRILL	CC REST #13-4776-FH ALICIA KUSKY	18.75
08/10/2016	1	60865	PLANTMAN	PLANTMAN	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.25
08/10/2016	1	60866	PNC REST	PNC BANK	CC REST #13-4724-FC VELTON MILLER JR	512.28
08/10/2016	1	60867	QUIK	QUIK CHEK	CC REST #13-4776-FH ALICIA KUSKY	18.75
08/10/2016	1	60868	RACI D	DENNIS OR CONNIE RACINE	CC REST #04-3023-FH THERESA KELLEY	100.00
08/10/2016	1	60869	RDIC	RIVERTOWN DO-IT CENTER	CC REST #05-3247-FH JOSEPH PRZYBYLOWICZ	10.00
08/10/2016	1	60870	REDM MAR	MARIANNE REDMAN	CC REST #11-4451-FC DENNIS PARRIS	3.75
08/10/2016	1	60871	ROBE C	FLORENCE ROBERTS	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60872	SAFCU	STRAITS AREA FEDERAL CREDIT UNION	CC REST #13-4719-FH JESSICA FEIN	5.00
08/10/2016	1	60873	SANE	STRAITS AREA NARCOTICS ENF	CC REST #15-5037-FH HOLLY KELLER	245.00
08/10/2016	1	60874	SANE	STRAITS AREA NARCOTICS ENF	CC REST #15-5068-FH BRANDON CRAWFORD	50.00
08/10/2016	1	60875	SANE	STRAITS AREA NARCOTICS ENF	CC REST #14-4976-FH MIKAELA NELSON	12.50
08/10/2016	1	60876	SANE	STRAITS AREA NARCOTICS ENF	CC REST #15-5059-FC ANTHONY BODA	5.00
08/10/2016	1	60877	SANE	STRAITS AREA NARCOTICS ENF	CC REST #15-5101-FH ALINA BOND	35.38
08/10/2016	1	60878	SANE	STRAITS AREA NARCOTICS ENF	CC REST #15-5026-FH SARA BURCHAM	12.50
08/10/2016	1	60879	SAVE	SAVE - A - LOT	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.25
08/10/2016	1	60880	SCH S	SHARON SCHALOW	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60881	SF INS	STATE FARM INSURANCE	CC REST #13-4786-FH JOSHUA WILSON	151.11
08/10/2016	1	60882	SF INS	STATE FARM INSURANCE	CC REST #14-4935-FC JAMES TURNER	750.00
08/10/2016	1	60883	SF INS	STATE FARM INSURANCE SUBROGATION SE	CC REST #04-2904-FH JOSHUA DOHRING	30.24
08/10/2016	1	60884	SHARP N	NICHOLAS SHARP	CC REST #15-5004-FC RUSSELL VANDERHILL	12.15
08/10/2016	1	60885	SLOC M	MARGO SLOCUM	CC REST #15-5004-FC RUSSELL VANDERHILL	57.84
08/10/2016	1	60886	SMIT C	CHARLES SMITH JR	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60887	SOVA G	GERALD SOVA OR SALLY VANHOORNE	CC REST #15-5004-FC RUSSELL VANDERHILL	88.53
08/10/2016	1	60888	SOVA RE	REBECCA SOVA	CC REST #15-5004-FC RUSSELL VANDERHILL	103.53
08/10/2016	1	60889	SPRA R	ROBERT SPRAY	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60890	STEMPKY C	CHRISTY STEMPKY	CC REST #5-5004-FC RUSSELL VANDERHILL	57.84
08/10/2016	1	60891	SUN SHOP	THE SUN SHOP	CC REST #13-4776-FH ALICIA KUSKY	18.75
08/10/2016	1	60892	SZYM E	ELIZABETH SZYMONIAK	CC REST #15-5004-FC RUSSELL VANDERHILL	57.84
08/10/2016	1	60893	TERR E	ECTON TERREBONNE	CC REST #06-3534-FC ROBERT POPE	25.00
08/10/2016	1	60894	TREAS	CHEBOYGAN COUNTY TREASURER	CC REST #04-3008-FH MATTHEW CHARBONEAU	100.00
08/10/2016	1	60895	TUCK G	GARY TUCKER	CC REST #15-5020-FH MASON LIETAERT	10.00
08/10/2016	1	60896	VANH J	JEFFREY VANHOORNE	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60897	WEBS W	WILLIAM WEBSTER	CC REST #08-3879-FC CHRISTINE SAUNDERS	8.25
08/10/2016	1	60898	WEIR V	VERONICA WEIR	CC REST #15-5004-FC RUSSELL VANDERHILL	57.84
08/10/2016	1	60899	WENG R	ROBERT WENGER	CC REST #02-2546-FH DAVID SOVA	32.14
08/10/2016	1	60900	WILS J	JAMES WILSON	CC REST #01-2488-FH LAWRENCE BYARD	500.00
08/10/2016	1	60901	WILSON J	JOHN WILSON	CC REST #15-5004-FC RUSSELL VANDERHILL	57.79
08/11/2016	1	60902	AFSCME	MICHIGAN COUNCIL #25 AFSCME	PR EMP UNION DUES AUG 2016	1,328.15
08/11/2016	1	60903	BOND-TREA	90TH DISTRICT COURT	TR BOND TYLER JUSTIN JOSEPH	200.00
08/11/2016	1	60904	CITI	CITI STREET	PR CHEB CTY PC JUDGE RETIREMENT PE 8/6	353.75
08/11/2016	1	60905	DEP UNION	DEPUTY SHERIFFS' ASSOCIATION	PR SHERIFF DEPT UNION DUES AUG 2016	168.00
08/11/2016	1	60906	GELC	GOVERNMENTAL EMPLOYEES	PR SHERIFF DEPT UNION DUES AUG 2016	591.40
08/11/2016	1	60907	MISDU	MISDU	PR 9102203832002007381 M FAIRCHILD PE 8/	170.80
08/11/2016	1	60908	MISDU	MISDU	PR 9130688762009007526 G. STANKEWITZ PE	35.17
08/11/2016	1	60909	MSP	MICHIGAN STATE POLICE	CR SEX OFFENDER REGISTRATIONS	210.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/11/2016	1	60910	POLC	POLICE OFFICERS LABOR COUNCIL	PR SHERIFF DEPT UNION DUE AUG 2016	804.00
08/11/2016	1	60911	REF-CLERK	JIM GRANGER	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60912	REF-CLERK	DALE CLARMONT	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60913	REF-CLERK	DARYL VIZINA	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60914	REF-CLERK	AMBER LIBBY	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60915	REF-CLERK	KAREN BREWSTER	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60916	REF-CLERK	BUFFY WELDON	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60917	REF-CLERK	CAM CAVITT	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60918	REF-CLERK	ROGER GAUTHIER	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60919	REF-CLERK	RICHARD SANGSTER	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60920	REF-CLERK	CAL GOUINE	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60921	REF-CLERK	TONY MATELSKI	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60922	REF-CLERK	JOHN WALLACE	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60923	REF-CLERK	ROBERT BOLLINGER	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60924	REF-CLERK	DAVID BROWN	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60925	REF-CLERK	JOE LAHAIE	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60926	REF-CLERK	DAVID BRANDT	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60927	REF-CLERK	ROBERT CHADWICK	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60928	REF-CLERK	MICHAEL DONOVAN	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60929	REF-CLERK	HENRY GINOP	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60930	REF-CLERK	LARRY WOOD	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60931	REF-CLERK	VINCE LUMETTA	CR ELECTION FILING FEE REFUND	100.00
08/11/2016	1	60932	REF-TREA	EDWARD BADOUR JR.	TR REFUND OVERPAYMENT 161-024-400-223-00	11.62
08/11/2016	1	60933	SLG	SHERMETA LAW GROUP	PR TINA M GONSER JEWELL #15-5314-GC	75.00
08/11/2016	1	60934	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY PERS/	436,541.83
08/11/2016	1	60935	TREAS	CHEBOYGAN COUNTY TREASURER	TR CURRENT TAX COLLECTED BY COUNTY	431,851.88
08/11/2016	1	60936	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTIONS PE 8/6	7.00
08/11/2016	1	60937	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #305959-457 DEFERRED COMP PE 8/6	287.92
08/12/2016	1	60938	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS #007016244 DIV 0012 SEPT 2	447.59
08/12/2016	1	60939	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS #007016244 DIV 0011 SEPT 2	1,444.21
08/12/2016	1	60940	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS #007016244 DIV 0013 SEPT 2	434.65
08/12/2016	1	60941	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS #007016244 DIV 0001 SEPT 2	6,975.97
08/12/2016	1	60942	PI CLERK	PRESQUE ISLE COUNTY CLERK	CR REFUND #04-092192-FH STEVEN ATKINSON	4.51
08/12/2016	1	60943	SOM	STATE OF MICHIGAN	CR #12-004592-FC/12-04595-FC JONATHON FO	283.38
08/17/2016	1	60944	AO INS	AUTO OWNERS INC	DC REST #08-0938-FY LONNIE BOUDRO	56.13
08/17/2016	1	60945	CAS	CHEBOYGAN AREA SCHOOLS	DC REST #16-0156-SM ADRIAN HAINES	57.49
08/17/2016	1	60946	CINCI	CINCINNATI INSURANCE CO	DC REST #11-0923-SM M KEWAYGESHIK #16726	10.00
08/17/2016	1	60947	DOW D	DAVID DOW	DC REST #14-0887-FY TORRI HARRIS	50.00
08/17/2016	1	60948	FARMERS IN	FARMERS INSURANCE	DC REST #14-0121-ST RALPH PRUDER	150.00
08/17/2016	1	60949	FB INS	FARM BUREAU SUBROGATION	DC REST #15-0190-SM SARAH ALEN MYERS	50.00
08/17/2016	1	60950	FERRELL	FERRELL GAS COMPANY	DC REST #13-0970-SD MELISSA SKIDMORE	200.00
08/17/2016	1	60951	FOC	FRIEND OF THE COURT	CR BOND #04-5094-DM GELTMACHER VS DENNIS	500.00
08/17/2016	1	60952	HOPE S	SPENCER DAVID HOPE	DC REST #16-0285-FD STEVEN M. MEISSEN	150.00
08/17/2016	1	60953	JOHN S	STACIE JOHNSON	DC REST #16-0001-SM KYLE D. SHERMAN	151.25
08/17/2016	1	60954	LIEG E	ENZO LIEGHIO	DC REST #15-0935-SM FORREST R. SWEET II	42.00
08/17/2016	1	60955	MAUL K	KRYSTAL MAULDIN	DC REST #16-0123-SM PAMELA BEAUDRY	10.00
08/17/2016	1	60956	MSP	MICHIGAN STATE POLICE	CR CONCEALED PISTOL LICENSES	1,821.00
08/17/2016	1	60957	NEWM C	CHRISTOPHER NEWMAN	DC REST #15-0790-FY TANIA LYNN HAYES	62.50
08/17/2016	1	60958	PROG INS	PROGRESSIVE INSURANCE	DC REST #15-0603-ST KATHERINE GRAINGER #	100.00
08/17/2016	1	60959	SANG R	RICHARD SANGSTER	DC REST #11-0923-SM MORGAN KEWAYGESHIK	10.00
08/17/2016	1	60960	SOM-DCH	STATE OF MICHIGAN	DC REST #15-0907-FY DAVID DAWKINS #16011	750.00
08/17/2016	1	60961	UNUM	UNUM LIFE INSURANCE COMPANY	PR LTD INS AFSMCE #0150450-0012 SEP 2016	783.75
08/17/2016	1	60962	UNUM	UNUM LIFE INSURANCE COMPANY	PR LTD INS GEN #0125011-0019 SEPT 2016	1,460.11
08/17/2016	1	60963	UNUM	UNUM LIFE INSURANCE COMPANY	PR LTD INS GELC #0125010-0012 SEPT 2016	411.25
08/17/2016	1	60964	UNUM	UNUM LIFE INSURANCE COMPANY	PR LIFE INS #0116187-0015 SEPT 2016	694.10
08/17/2016	1	60965	UNUM	UNUM LIFE INSURANCE COMPANY	PR OPT LIFE INS #0150451-0019 SEPT 2016	725.27
08/17/2016	1	60966	WALMART	WALMART	DC REST #14-0298-SM DERRICK RAVILLE	13.97
08/17/2016	1	60967	WALMART	WALMART	DC REST #16-0313-SM JODI CHARBONEAU	43.56
08/19/2016	1	60968	BOND-TREA	90TH DISTRICT COURT	TR BOND KAITLYN RENEE ALDRICH	200.00
08/19/2016	1	60969	BOND-TREA	33RD CIRCUIT COURT	TR BOND MICHAEL RAY TROWBRIDGE JR.	125.00

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/19/2016	1	60970	BOND-TREA	13TH DISTRICT COURT	TR BOND JENNY ANNE HART	550.00
08/19/2016	1	60971	CLERK	CHEBOYGAN COUNTY CLERK	CR PSP #16-5236-FH RICHARD KLUNGLE	300.00
08/19/2016	1	60972	REF-CODE	STAN'S ELECTRIC	CD PARTIAL REFUND/JOB CANCELLED PE16-034	80.00
08/23/2016	1	60973	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS #00188643 C001 SEPT 2016	1,123.17
08/23/2016	1	60974	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS #00188643 G001 SEPT 2016	96,010.61
08/24/2016	1	60975	BEEET A	ANDREW BEETHEM	PC REST #8004404 CHRISTOPHER HARMON	50.00
08/24/2016	1	60976	EMC INS	EMC INSURANCE COMPANIES	PC REST #15008481 AUSTIN MICHAEL MOORE	100.00
08/24/2016	1	60977	EMC INS	EMC INSURANCE COMPANIES	PC REST #15008484 CHASE EDWARD KELLER	375.00
08/24/2016	1	60978	FB INS	FARM BUREAU SUBROGATION	PC REST #9004447 KURK WILLIAM ST AMOUR	20.00
08/24/2016	1	60979	FB INS	FARM BUREAU SUBROGATION	PC REST #9004447 KURK WILLIAM ST AMOUR	20.00
08/24/2016	1	60980	HILE L	LAURA ANN HILES TRUST	PC REST #1001374 TRAVIS WAYNE WAYBRANT	300.00
08/24/2016	1	60981	MASB-SEG	MASB-SEG PROPERTY	PC REST #14008428 ROBERT LOGAN WELKER	100.00
08/24/2016	1	60982	REF-CLERK	PRESQUE ISLE COUNTY CLERK	CR REFUND #04-092192-FH STEVEN ATKINSON	4.54
08/25/2016	1	60983	CITI	CITI STREET	PR CHEB PC JUDGE RETIREMENT PE 8/20	353.75
08/25/2016	1	60984	MISDU	MISDU	PR #9130688762009007526 G. STANKEWITZ	35.17
08/25/2016	1	60985	MISDU	MISDU	PR #9102203832002007381 M. FAIRCHILD	170.80
08/25/2016	1	60986	REF-CLERK	GAVIN WENGER	CR #12-4506-FH OVERPAYMENT	200.00
08/25/2016	1	60987	SLG	SHERMETA LAW GROUP	PR TINA M GONSER JEWELL #15-5314-GC PE 8	75.00
08/25/2016	1	60988	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMP DEDUCTION PE 8/20	7.00
08/25/2016	1	60989	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #305959-457 DEFERRED COMP PE 8/20	287.92
08/25/2016	1	60990	WALMART	WALMART	PA REST #16-0501-SM ALEXANDRU SMENTINA	33.36
08/25/2016	1	60991	WALMART	WALMART	PA REST #16-0500-SM RADU BEJENAR	33.36
08/29/2016	1	60992	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY	1,199,411.03
08/29/2016	1	60993	TREAS	CHEBOYGAN COUNTY TREASURER	TR CURRENT TAX COLLECTED BY COUNTY	1,141,404.85
08/31/2016	1	60994	BEEET A	ANDREW BEETHEM	PC REST #8004404 CHRISTOPHER HARMON	50.00
08/31/2016	1	60995	EMC INS	EMC INSURANCE COMPANIES	PC REST #15008482 CHAYTON WYATT DENNIS	50.00
08/31/2016	1	60996	MASB-SEG	MASB-SEG PROPERTY	PC REST #14008428 ROBERT LOGAN WELKER	150.00
08/31/2016	1	60997	REF-CLERK	CARL MUSCOTT	CR REFUND ELECTION FEES	250.00
08/31/2016	1	60998	REF-DEEDS	TRANSNATION TITLE	CR REFUND OVERPAYMENT OF RECORDING FEES	6.00
08/31/2016	1	60999	SF INS	STATE FARM INSURANCE	PC REST #4002376 CLYDE EDWARD HOPKINSON	10.00
08/31/2016	1	61000	CALCITE	CALCITE CREDIT UNION	DC REFUND	6.00
08/31/2016	1	61001	CHEB	CITY OF CHEBOYGAN	DC ORDINANCE FEES AUG 2016	585.98
08/31/2016	1	61002	CHEB-DPS	CHEBOYGAN DEPT PUBLIC SAFETY	DC OUIL ASSESSMENT AUG 2016	68.00
08/31/2016	1	61003	MDT-TRTAX	MICHIGAN DEPT OF TREASURY	RD REAL ESTATE TRANSFER AUG 2016	91,395.00
08/31/2016	1	61004	SHERIFF	CHEBOYGAN COUNTY SHERIFF DEPT	DC OUIL ASSESSMENT AUG 2016	325.00
08/31/2016	1	61005	SOM-CC	STATE OF MICHIGAN	CR 53RD CIRCUIT COURT FILING FEES AUG 20	5,486.88
08/31/2016	1	61006	SOM-DC	STATE OF MICHIGAN	DC 89TH DISTRICT COURT FILING FEES AUG 2	25,753.96
08/31/2016	1	61007	SOM-NETF	STATE OF MICHIGAN	CR NOTARY EDUCATION & TRAINING FUND AUG	2.00
08/31/2016	1	61008	SOM-PC	STATE OF MICHIGAN	OC PROBATE COURT FILING FEES AUG 2016	2,134.92
08/31/2016	1	61009	SOM-PC	STATE OF MICHIGAN	PC 53RD CIRCUIT COURT FILING FEES AUG 20	369.25
08/31/2016	1	61010	TTP	TUSCARORA TOWNSHIP POLICE	DC OUIL ASSESSMENT AUG 2016	200.00
08/31/2016	1	61011	TUSCARORA	TUSCARORA TOWNSHIP	DC ORDINANCE FEES AUG 2016	100.00
08/31/2016	1	61012	VOM	VILLAGE OF MACKINAW	DC ORDINANCE FEES AUG 2016	398.99

1 TOTALS:

Total of 220 Checks:

3,473,228.19

Less 2 Void Checks:

4.51

Total of 218 Disbursements:

3,473,223.68

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 2 GENERAL FUND						
08/01/2016	2	167068	ACKE	CHRISTOPHER ACKERMAN	PC SA INDEPENDENCT CONTRACT AUG 2016	1,000.00
08/01/2016	2	167069	AIRPORT	CHEBOYGAN AIRPORT AUTHORITY	SRR MONTHLY LEASE AGREEMENT AUG 2016	1,500.00
08/01/2016	2	167070	CLSSI	CHEBOYGAN LIFE SUPPORT SYSTEM	TR AMBULANCE MILLAGE REQUEST AUG 2016	24,332.83
08/01/2016	2	167071	EMMET CK	EMMET COUNTY CLERK	TR AMBULANCE MILLAGE REQUEST AUG 2016	1,962.25
08/01/2016	2	167072	NSB	NORTHERN STAR BROADCASTING	SRR MONTHLY TOWER LEASE AUG 2016	300.00
08/01/2016	2	167073	OAA	ONAWAY AREA AMBULANCE	TR AMBULANCE MILLAGE REQUEST AUG 2016	1,209.25
08/01/2016	2	167074	PUB DEF 3	RONALD VARGA OR WILLIAM KEOGH	FN PUBLIC DEFENDER CONTRACT AUG 2016	11,709.58
08/01/2016	2	167075	RAMSAY	DONALD RAMSAY DO	CR MEDICAL EXAMINER WAGES AUG 2016	735.44
08/01/2016	2	167076	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	TR SENIOR CITIZEN MILLAGE REQUEST	42,581.25
08/01/2016	2	167077	WASC	WAWATAM AREA SENIOR CITIZENS INC	TR SENIOR CITIZEN MILLAGE REQUEST AUG 20	4,142.00
08/02/2016	2	167078	BUHR B	BETH BUHR	CF JUDGE ANTIQUES	25.00
08/02/2016	2	167079	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE COLLECTED JULY 201	21,649.45
08/02/2016	2	167080	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN SOM 911 WIRELESS DISTRIBUTION APR-JUN	37,422.00
08/02/2016	2	167081	CHEB LION	CHEBOYGAN LIONESS CLUB	CF FARM BUREAU BLDG SUPERVISORS	600.00
08/02/2016	2	167082	EUPAEA	EUP ANTIQUE EQUIPMENT ASSOC	CF SLED & SCALES CONTRACT	2,000.00
08/02/2016	2	167083	FAIR	CHEBOYGAN COUNTY FAIR	CF IMPRESS CASH	20,000.00
08/02/2016	2	167084	FAIR	CHEBOYGAN COUNTY FAIR	CF PREMIUM ACCOUNT START UP	10,000.00
08/02/2016	2	167085	FAIR	CHEBOYGAN COUNTY FAIR	CF KID'S DAY MONEY SCRAMBLE	600.00
08/02/2016	2	167086	FAIR	CHEBOYGAN COUNTY FAIR	CF STARTUP CASH (BACK OFFICE REGISTRATIO	1,500.00
08/02/2016	2	167087	FAIR	CHEBOYGAN COUNTY FAIR	CF BROKEN HORN RODEO PARTIAL CONTRACT-CA	8,500.00
08/02/2016	2	167088	FLEI J	JAMES FLEIS	HS CONTRACTOR BERDEN/FORTUNE/TALLMAN/ADM	700.00
08/02/2016	2	167089	FREESE	CHARLES FREESE	ZBA BOARD MTG 7/27/16	70.78
					ZBA SITE VISIT 7/24/16	79.96
						<u>150.74</u>
08/02/2016	2	167090	HEMMER	RALPH HEMMER	ZBA BOARD MTG 7/27/16	56.20
					ZBA SITE VISIT 7/25/16	95.62
						<u>151.82</u>
08/02/2016	2	167091	HINK B	BEVERLY HINKLEY	CF POLLORUM TESTING	100.00
08/02/2016	2	167092	INK & TONE	INK & TONER ALTERNATIVE	CR HP TONERS	54.99
08/02/2016	2	167093	KWIA KR	KRIS KWIATKOWSKI	CF JUDGE SEWING/NEEDLEWORK/KNITTING/NEED	50.00
08/02/2016	2	167094	MHBA	MICHIGAN HORSEPELLING ASSOC	CF CONTRACT HORSEFULL EVENT	250.00
08/02/2016	2	167095	MISC	GENERAL SERVICES ADMIN	FN REMAINING DUE AFTER INS PMT HECKO ACC	14.81
08/02/2016	2	167096	MISC-CF	KYLE LAFRINERE	CF JUDGE PHOTOGRAPHY	25.00
08/02/2016	2	167097	MISC-CF	KAY PIEHL	CF JUDGE QUILTS	25.00
08/02/2016	2	167098	MISC-CF	LYNDA TRACEY	CF JUDGE AGRICULTURE/HORTICULTURE/FLORIC	25.00
08/02/2016	2	167099	MISC-CF	AUDREY KARNES	CF HORSE SHOW JUDGE	700.00
08/02/2016	2	167100	MISC-CF	STROBEL ENTERPRISES LLC	CF PETTING ZOO	4,200.00
08/02/2016	2	167101	MISC-CF	BROKEN HORN RODEO	CF BALANCE ON CONTRACT RODEO	4,000.00
08/02/2016	2	167102	MOORE	JOHN MOORE	ZBA BOARD MTG 7/27/16	75.64
					ZBA SITE VISIT 7/26/16	49.62
						<u>125.26</u>
08/02/2016	2	167103	NMRE	NORTHERN MICH REGIONAL ENTITY	TR CONVENTION FACILITY FUND 2ND QUARTER	31,233.00
08/02/2016	2	167104	OFF DEPOT	OFFICE DEPOT	VA OFFICE SUPPLIES PENCIL CUP/MESH SORTER	12.83
					VA OFFICE SUPPLIES LABEL HOLDER/BINDER	71.40
					VA OFFICE SUPPLIES PAPER HOLDER/STAMP/DI	38.21
						<u>122.44</u>
08/02/2016	2	167105	PEP	PEP	CF FARM BUREAU BLDG SETUP	300.00
08/02/2016	2	167106	PIOT T	TAMMY PIOTROWSKI	CF JUDGE ARTS/CRAFTS/FINE ARTS/FOLK ARTS	25.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/02/2016	2	167107	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC DRUG TESTING JUNE 2016	330.00
08/02/2016	2	167108	S&B	SIGN & BANNER FACTORY	CF SIGNS/BANNERS	426.00
08/02/2016	2	167109	SHERWOOD	CAROL J SHERWOOD	ZBA BOARD MTG 7/27/16 ZBA SITE VISIT 7/27/16	41.62 95.62
						<u>137.24</u>
08/02/2016	2	167110	SOM-NOT	STATE OF MICHIGAN	CR NOTARY FEE FOR JUDY ARNOLD	10.00
08/02/2016	2	167111	SPIN P	PATRICIA SPINELLA	CF JUDGE FOOD	25.00
08/02/2016	2	167112	THOM JO	JOHN THOMPSON	ZBA BOARD MTG 7/27/16 ZBA SITE VISIT 7/27/16	58.36 55.12
						<u>113.48</u>
08/02/2016	2	167113	TREAS	CHEBOYGAN COUNTY TREASURER	TR CONVENTION FACILITY FUND 2ND QUARTER	31,233.00
08/02/2016	2	167114	TTPAI	THUMB TRACTOR PULLING	CF TRACTOR PULL CONTRACT	7,800.00
08/02/2016	2	167115	VVA	VVA CHAPTER 274	CF PARKING ATTENDANTS	1,000.00
08/02/2016	2	167116	WILC H	HELEN WILCOME	CF OPEN CLASS JUDGE CANNING/VEGETABLES	25.00
08/02/2016	2	167117	WILL R	RON WILLIAMS	CF ADVERTISING JULY FAIR ADS	448.81
08/03/2016	2	167118	BOB BARKER	BOB BARKER COMPANY INC	SDJ CLIPPERS/PENS/SOAP	171.88
08/03/2016	2	167119	CAR-SD	CARQUEST AUTO PARTS	SD WIRE CABLE	47.25
08/03/2016	2	167120	CARD	CARDMEMBER SERVICE	SD CREDIT CARD STATEMENT THRU 7/26/16	771.08
08/03/2016	2	167121	CARNATION	CARNATION RESTAURANT	SDJ INMATE FOOD 6,237 MEALS @ \$3.40	21,205.80
08/03/2016	2	167122	GALLS	GALLS INCORPORATED	SD PATROL BOOTS SD FLASHLIGHT CASE SD PERFORMANCE POLO	94.85 29.50 40.45
						<u>164.80</u>
08/03/2016	2	167123	HOWE	HOWE MARINE	SD MARINE REPAIR INJECTION IN BOAT	369.49
08/03/2016	2	167124	JOY VALLEY	JOY VALLEY COUNSELING & CONSULT	PC COURT ORDERED SERVICES MAKIYA HERSHA	675.00
08/03/2016	2	167125	RDIC	RIVERTOWN DO-IT CENTER	SD SCREW FOR PATROL CAR	8.49
08/03/2016	2	167126	REGISTER	OTSEGO COUNTY EQUALIZATION	EQ TRAINING THOM WISSNER	25.00
08/03/2016	2	167127	SOM-SCF	STATE OF MICHIGAN	PC JIS SYSTEM USER FEES	2,736.59
08/03/2016	2	167128	SPAR PHAR	SPARTAN NASH/FAMILY FARE	SDJ INMATE MEDICATIONS JULY 2016	132.47
08/03/2016	2	167129	SPIES-SD	SPIES AUTO PARTS & TIRE	SD ADAPTER	22.49
08/04/2016	2	167130	BBC	BERNARD BUILDING CENTER	MA LUBRICATING OIL/PANCAKE COMPRESSOR BO MA DRB/WRC LUMBER MA DRB/WRC LUMBER MA DRB/WRC RETURN LUMBER	207.48 164.51 241.57 (164.51)
						<u>449.05</u>
08/04/2016	2	167131	BS&A	BS&A EQUALIZER SOFTWARE SYST	EQ ASSESSING SYST SERV/SUPPORT 8/1/16-8/	3,231.00
08/04/2016	2	167132	BS&A	BS&A EQUALIZER SOFTWARE SYST	PZ/CD ANNUAL SERV/SUPPORT FEE 8/1/16-8/1	3,168.00
08/04/2016	2	167133	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21883988 5/26-6/30/16	620.64
08/04/2016	2	167134	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21849790 5/26-6/30/16	620.64
08/04/2016	2	167135	CHEB	CITY OF CHEBOYGAN	MA WATER BILL DRB 4/1/16-6/30/16	673.88
08/04/2016	2	167136	CHEB	CITY OF CHEBOYGAN	MA WATER BILL 4/1/16-6/30/16	4,231.57
08/04/2016	2	167137	DEAN	NANCY B DEAN	PC ATTORNEY CONTRACT AUG 2016	1,375.00
08/04/2016	2	167138	DEKETO	DEKETO LLC	CR LICENSE ENHANCEMENT AGREEMENT JULY 20	950.00
08/04/2016	2	167139	DH #4 CHEB	DISTRICT HEALTH #4	CF CAMPING PERMIT 2016	222.00
08/04/2016	2	167140	DTE	DTE ENERGY	FG/RC GAS USAGE 6/15-7/18/16	82.15
08/04/2016	2	167141	FERN FORD	FERNELIUS FORD LINCOLN	CD NEW TIRE ON ESCAPE #8	208.08
08/04/2016	2	167142	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT AUG 2016	1,375.00
08/04/2016	2	167143	KEOGH	WILLIAM L KEOGH PC	PC ATTORNEY CONTRACT AUG 2016	1,375.00
08/04/2016	2	167144	MACARTHUR	TIMOTHY MACARTHUR	PC ATTORNEY CONTRACT AUG 2016	1,375.00
08/04/2016	2	167145	NOP	NATIONAL OFFICE PRODUCTS	FN LATE CHARGES JULY STATEMENT	15.40
08/04/2016	2	167146	OFF DEPOT	OFFICE DEPOT	CR OFFICE SUPPLIES/SHOULDER REST/MONITOR	100.73

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/04/2016	2	167147	OSTWALD	CHARLES OSTWALD	PZ COMMISSION MTG 7/6/16	51.88
08/04/2016	2	167148	RA	R.A. TOWNSEND	MA BOX OF FILTERS	61.79
08/04/2016	2	167149	SHELDON	JENNIFER SHELDON	PC ATTORNEY CONTRACT AUG 2016	1,375.00
08/04/2016	2	167150	STANS	STANS ELECTRIC	MA A/C WIRING FOR DC	149.60
08/04/2016	2	167151	WIT PA	AARON LAURENTIUS	PA #16-0188-FY JEROME SUIDARA	360.00
08/04/2016	2	167152	WIT PA	THOMAS R. WEIRICH	PA #16-0188-FY JEROME SUIDARA	950.00
08/04/2016	2	167153	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #6199173 MARCH 2016 MILEAGE	43.20
08/04/2016	2	167154	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #6199173 APRIL 2016 MILEAGE	129.60
08/05/2016	2	167155	EDWA B	BETTY EDWARDS	CF 4-H JUDGE	25.00
08/05/2016	2	167156	EDWA B	BETTY EDWARDS	CF 4-H EXHIBIT JUDGE	25.00
08/05/2016	2	167157	HORR D	DON HORROCKS	CF 4-H JUDGE	25.00
08/05/2016	2	167158	MISC-CF	BECKY HERRING	CF 4-H EXHIBIT JUDGE	25.00
08/05/2016	2	167159	MISC-CF	MAUREEN HENKEL	CF 4-H EXHIBIT JUDGE	25.00
08/05/2016	2	167160	MISC-CF	ANN DOUGLAS	CF 4-H EXHIBIT JUDGE	25.00
08/05/2016	2	167161	MISC-CF	MARY ELLEN ENOS	CF 4-H JUDGE	25.00
08/05/2016	2	167162	MISC-CF	KRISTINE BAILEY	CF 4-H JUDGE	25.00
08/05/2016	2	167163	MISC-CF	JONA THOM	CF 4-H JUDGE	25.00
08/05/2016	2	167164	MISC-CF	RON CHANDLER	CF 4-H JUDGE	393.16
08/05/2016	2	167165	MISC-CF	ROSE HAMMERBERG	CF 4-H JUDGE	265.82
08/05/2016	2	167166	MISC-CF	SHERRY WOOD-STIEG	CF 4-H JUDGE	309.80
08/05/2016	2	167167	MISC-CF	DONNA MALLORY	CF 4-H JUDGE	225.00
08/05/2016	2	167168	BUTTS	ROBERT J BUTTS	PC PROBATE JUDGE MTG CLARE, MI	158.61
08/05/2016	2	167169	CASH-CF	START-UP CASH	CF START-UP CASH TICKET SELLERS	6,000.00
08/05/2016	2	167170	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	TR INFORMATION SEARCH JULY 2016	95.00
08/05/2016	2	167171	MACMHB	MICH ASSOC OF COMMUNITY MENTAL	PC SUBSTANCE ABUSE CONFERENCE ROBERT BUT	180.00
08/05/2016	2	167172	NOP	NATIONAL OFFICE PRODUCTS	PC OFFICE EQUIPMENT/CHAIR FOR MEGAN	157.99
08/08/2016	2	167173	AT&T/SBC	AT&T	FG/RC PHONE 6/29-7/28/16	185.18
08/08/2016	2	167174	BS&A	BS&A EQUALIZER SOFTWARE SYST	TR ANNUAL SERVICE/SUPPORT 8/1/16-8/1/17	10,724.00
08/08/2016	2	167175	FENLON	RONALD FENLON	CF FAIR WEEK MEALS	187.50
08/08/2016	2	167176	FRIS S	SHAWN FRISBIE	CF YOUTH HORSE SHOW JUDGE	300.00
08/08/2016	2	167177	HARR R	RYAN HARRELL	CF LIVESTOCK JUDGE	819.36
08/08/2016	2	167178	LODGING	PARK PLACE HOTEL	FOC MI ASSOC OF COURT MEDIATORS CONF LOD	230.90
08/08/2016	2	167179	LODGING	SHANTY CREEK RESORTS	PC SA JJAM CONFERENCE LODGING	241.14
08/08/2016	2	167180	MISC-CF	TWISTER JOE	CF KIDS DAY/FREE ENTERTAINMENT	500.00
08/08/2016	2	167181	NEUM D	DAPHAN NEUMANN	CF CC RIDERS JUDGE	25.00
08/08/2016	2	167182	OTWELL	OTWELL MAWBY PC	HS CDBG PROJECT #H-2016-362 LINDA HOLMES	485.00
08/08/2016	2	167183	REF-TREA	LESTER BOYATT	TR REFUND GENERAL RECYCLE PROGRAM	48.00
08/08/2016	2	167184	REGISTER	JJAM	PC SA JJAM CONFERENCE REGISTRATION	60.00
08/08/2016	2	167185	TREAS	CHEBOYGAN COUNTY TREASURER	PC ALLOCATED COSTS	1,978.16
08/08/2016	2	167186	AT&T-SRR	AT&T	SRR PHONE SERVICE 6/29-7/28/16	60.04
08/08/2016	2	167187	AT&T-SRR	AT&T	SRR PHONE SERVICE 6/29-7/28/16	163.43
08/08/2016	2	167188	BOWM	BRIDGES OF WEST MICHIGAN PLLC	PC COURT ORDERED SERVICES SKY DAVID NOBL	240.00
08/08/2016	2	167189	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #409 FULL SERVICE/MISC REPAIRS	1,214.55
					SRR BUS #509 REMOVE & REPLACE SHOCK BOLT	369.85
					SRR BUS #212 FULL SERVICE & BI-ANNUAL IN	424.71
						<u>2,009.11</u>
08/08/2016	2	167190	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #111 FULL SERVICE/BI-ANNUAL INSP	1,484.74
08/08/2016	2	167191	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	SRR DIESEL FUEL CHARGES 7/1-7/27/16	5,603.10
08/08/2016	2	167192	CHEB TOW	CHEBOYGAN TOWING	CD CHANGE FLAT TIRE - ESCAPE #8	90.00
08/08/2016	2	167193	DSSI	DRUG SCREEN SOLUTIONS INC	PC COURT ORDERED SERVICES/DRUG TESTING	122.00
08/08/2016	2	167194	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	FOC INFORMATION SEARCH JULY 2016	50.00
08/08/2016	2	167195	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	PC INFORMATION/PEOPLE SEARCH JULY 2016	50.00
08/08/2016	2	167196	MOW	MICHIGAN OFFICEWAYS INC	MSU OFFICE SUPPLIES/PENS	32.89
08/08/2016	2	167197	OFF DEPOT	OFFICE DEPOT	VA OFFICE SUPPLIES/WIRELESS KEYBOARD	21.24
08/08/2016	2	167198	SALT R	RAEANN SALTER	PC GUARDIANSHIP REVIEW GLENN TREVELYAN	35.00
08/08/2016	2	167199	SHELDON	JENNIFER SHELDON	PC COURT APPT ATTY HAILEY THOMPSON-CHEVA	150.00
08/08/2016	2	167200	SHELDON	JENNIFER SHELDON	PC COURT APPT ATTY WILSON-VULK/COCKRILL/	800.00
08/08/2016	2	167201	SPEEDWAY	SPEEDWAY SUPER AMERICA LLC	SRR FUEL CHARGES 6/20-7/20/16	21.14

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/08/2016	2	167202	STOP	SATELLITE TRACKING OF PEOPLE LLC	PC COURT ORDERED SERVICES	259.25
08/08/2016	2	167203	STRAITS	STRAITSLAND RESORTER	AD BIDS/HELP WANTED ADVERTISING	78.93
08/10/2016	2	167204	ARCTIC	ARCTIC GLACIER INC	CCM ICE PURCHASE AUG 2016	96.60
08/10/2016	2	167205	AT&T/SBC	AT&T	FN GAS PUMP MODEM 6/29/16-7/28/16	35.93
08/10/2016	2	167206	BLARNEY	BLARNEY CASTLE OIL COMPANY	CCM DIESEL FUEL PURCHASE 2396.8 GALLONS	4,557.16
					CCM GAS PURCHASE 2282.3 GALLONS	7,050.32
					CCM DIESEL PURCHASE 2400.4 GALLONS	4,606.00
					CCM GAS & DIESEL PURCHASE 3398 & 1999 GA	14,028.04
					CCM GAS & DIESEL PURCHASE 1401 & 2000 GA	8,082.47
						<u>38,323.99</u>
08/10/2016	2	167207	BLARNEY	BLARNEY CASTLE OIL COMPANY	DHS GENERATOR PROPANE TANK YEARLY RENTAL	75.00
08/10/2016	2	167208	BLARNEY	BLARNEY CASTLE OIL COMPANY	FG DIESEL FUEL 195.7 GALLONS	473.85
08/10/2016	2	167209	CDT DC	CHEBOYGAN DAILY TRIBUNE	DC ANNUAL SUBSCRIPTION	108.00
08/10/2016	2	167210	CHEB	CITY OF CHEBOYGAN	CCM WATER USAGE 4/1/16-6/30/16	822.53
08/10/2016	2	167211	GEWY	YOUNG, GRAHAM, ELSENHEIMER	AD LEGAL SERVICES THROUGH 7/31/16	1,140.00
08/10/2016	2	167212	HANSEL	DONNA HANSEL	DC COURT APPT ATTY #16-0302-ST JULIE REI	165.00
08/10/2016	2	167213	KSS	KSS ENTERPRISES	MA SERVICE/REPAIR	37.00
					MA TRASH CAN LINERS	310.29
					MA DISINFECTANT/DRAIN SOLVE/KITCHEN TOWE	481.77
					MA GLOVES	39.43
					MA FOAM HAND/LINERS/URINAL FLOOR MAT/GLO	551.98
					MA BLEACH/ROLL TOWELS	97.95
					MA SOAP/MOP HANDLES	74.03
					MA LINERS	62.90
					MA TOILET PAPER/ROLL TOWELS/LINERS	185.73
						<u>1,841.08</u>
08/10/2016	2	167214	KSS	VOID		
08/10/2016	2	167215	MEMBER	NMCA	AD NORTHERN MI COUNTIES ASSOC. DUES 2016	75.00
08/10/2016	2	167216	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES/CHAIRMAT/WRISTREST/SO	150.95
					DC OFFICE SUPPLIES/STRAPS	5.19
						<u>156.14</u>
08/10/2016	2	167217	RED TOX	REDWOOD TOXICOLOGY LABORATORY	DC DRUG SCREENS JOHNSON/CHEVALIER	63.20
08/10/2016	2	167218	RED TOX	REDWOOD TOXICOLOGY LABORATORY	DC DRUG TESTING HATTLEY/NICOLETTI/LISS	114.60
08/10/2016	2	167219	REGISTER	MADCM	DC MI ASSOC OF DC MAGISTRATES CONF & DUE	250.00
08/10/2016	2	167220	REGISTER	MICAMP	GIS MICAMP CONFERENCE S. WEISS	50.00
08/10/2016	2	167221	RWS	REPUBLIC SERVICES #239	CCM TRASH REMOVAL AUG 2016	112.74
08/10/2016	2	167222	SAG	STRAITS AREA GLASS	DHS GLASS FOR WRC	185.82
08/10/2016	2	167223	SAP	STRAITS AREA PRINTING	DC COURT RECEIPTS	144.50
08/10/2016	2	167224	SELI D	DALE SELIN	DC CELL REIMBURSEMENT JULY 2016	45.00
08/10/2016	2	167225	SIP	STATE INDUSTRIAL PRODUCTS	MA CLEANING CHEMICALS	525.51
08/10/2016	2	167226	STAN L	LIZ STANKEWITZ	DC REIMBURSE EXPENSES FOR CONFERENCE	151.65
08/10/2016	2	167227	STAN L	LIZ STANKEWITZ	DC CELL REIMBURSEMENT JULY 2016	45.00
08/10/2016	2	167228	TARGET	TARGET	DC MISC COURT FORMS	50.47
08/10/2016	2	167229	TOP WATER	TOP WATER GOODS LLC	CCM 2 UNIFORM SHIRTS FOR CHRISTIAN	41.80
					CCM 4 UNIFORM SHIRTS FOR BRAD & CODY	83.60
						<u>125.40</u>
08/10/2016	2	167230	VERIZON	VERIZON	IS CELL PHONE BILL 6/14-7/13/16	1,588.92
08/10/2016	2	167231	WOE	WILLIAMS OFFICE EQUIPMENT	IS COPY MAINTENANCE AGREEMENT JULY 2016	1,438.65
08/10/2016	2	167232	YOUN K	KIMBERLY YOUNGS	DC CELL REIMBURSEMENT JULY 2016	45.00
08/10/2016	2	167233	BISH V	VERN BISHOP	CF FREE ENTERTAINMENT LADIES DAY	200.00
08/11/2016	2	167234	ALLO S	SUE ALLOR	BOC COMMISSIONER MILEAGE 8/9/16	32.40

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/11/2016	2	167235	BROWN C	CHRISTOPHER BROWN	BOC COMMISSIONER MILEAGE 8/9/16	34.56
08/11/2016	2	167236	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	RC DIESEL FUEL CHARGES	1,068.91
08/11/2016	2	167237	CHS-DGC	CATHOLIC HUMAN SERVICES	CC DGC COUNSELING SERVICES JULY 2016	5.00
08/11/2016	2	167238	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	CC JURY ROOM WATER	49.50
08/11/2016	2	167239	DECKA	DECKA DIGITAL	CC #10 WINDOW ENVELOPES	98.00
08/11/2016	2	167240	EKDAHL	MICHAEL J EKDAHL	CC DGC DEFENSE ATTY CONTRACT JULY 2016	120.00
08/11/2016	2	167241	EMMET DPW	EMMET COUNTY DPW	RC TRANSFER STATION CHARGE JULY 2016	11,085.00
					RC CHARGES ACCIDENTLY CHARGED TO U OF M	169.25
					RC TIPPING FEE REFUND	(1,365.00)
						<u>9,889.25</u>
08/11/2016	2	167242	G SHIPPING	G'S SHIPPING STORE	MA TOILET PAPER	274.36
					MA TOILET PAPER	248.88
						<u>523.24</u>
08/11/2016	2	167243	GL PLUM	GREAT LAKES PLUMBING, HEATING & A/C	MA REPLACEMENT AC FOR DC RM & JURY RM	4,545.00
08/11/2016	2	167244	GL PLUM	GREAT LAKES PLUMBING, HEATING & A/C	MA FILTERS	83.76
08/11/2016	2	167245	GOUI C	CAL GOUINE	BOC COMMISSIONER MILEAGE 8/9/16	3.78
08/11/2016	2	167246	GRAINGER	WW GRAINGER	MA BATTERY OPERATED RETROFIT KIT	218.75
					MA KEY BLANK/LEVERS	194.16
					MA BATTERY OPERATED RETROFIT KIT	218.75
					DHS WRC LEVER, ACCENT, ENTRANCE	153.75
					DHS WRC CONCAVE DOOR STOPS	92.52
					DHS WRC PREMIUM GRAB BAR	32.35
						<u>910.28</u>
08/11/2016	2	167247	HANSEL	DONNA HANSEL	CC COURT APPT ATTY #14-10278-DM DALE ERI	75.00
08/11/2016	2	167248	HARBOR	HARBOR HALL INC	CC DGC COUNSELING SERVICES	65.00
08/11/2016	2	167249	LISS D	DIANE LISSFELT LMSW, ACSW, CAAC	CC DGC COUNSELING SERVICES JULY 2016	115.00
08/11/2016	2	167250	MATELSKI	ANTHONY MATELSKI	BOC COMMISSIONER MILEAGE 8/9/16	259.74
08/11/2016	2	167251	MICKEYS	MICKEY'S MINI MART	CC JUROR DONUTS/COOKIES	42.66
08/11/2016	2	167252	MLRA	MICHIGAN LAW REVIEW	LL US SUBSCRIPTION VOL. 115	60.00
08/11/2016	2	167253	MOW	MICHIGAN OFFICEWAYS INC	FOC OFFICE SUPPLIES/ADDRESS LABELS/LEGAL	58.43
08/11/2016	2	167254	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DGC DRUG TESTING JULY 2016	219.00
08/11/2016	2	167255	NOF	NATIONAL OFFICE PRODUCTS	CC OFFICE SUPPLIES/INK CARTRIDGES	35.60
08/11/2016	2	167256	OFF DEPOT	OFFICE DEPOT	CCM THERMAL TAPE	31.14
					CCM THERMAL PAPER	25.33
					CCM RETURN WRONG THERMAL PAPER	(19.80)
						<u>36.67</u>
08/11/2016	2	167257	OFF DEPOT	OFFICE DEPOT	CC PROB OFFICE SUPPLIES/LABELS/BATTERIES	55.02
08/11/2016	2	167258	RDIC	RIVERTOWN DO-IT CENTER	DHS WRC SPACKLE/PAINT SUPPLIES	61.92
					MA ANT TRAPS	10.28
					DHS WRC PAINT	250.97
					MA ADAPTERS/ELBOWS/PVC PIPE	6.96
					MA WET SET CEMENT/PURPLE PRIMER	7.98
					MA BRAID TUBE/CLAMP	23.27
					MA PAINT THINNER/BRUSH CLEANER	25.97
					MA STEPLADDER	104.99
					DHS WRC PRIMER/PAINT ROLLERS/PAINT	67.54
					MA STEPLADDER	104.99
					MA WHITE DOVE COVER/PAINT TRAY/LINER	14.77
					DHS WRC PAINT SUPPLIES	20.81
					DHS WRC PAINT	123.99

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					MA LIQUID ANT BAIT	11.97
					MA POLY SPRAYER	21.99
					DHS WRC PAINT AND SUPPLIES	234.09
					MA SUPPLIES	0.99
					MA SUPPLIES	4.79
						1,098.27
08/11/2016	2	167259	RDIC	VOID		
08/11/2016	2	167260	RDIC	VOID		
08/11/2016	2	167261	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC DRUG TESTING JULY 2016	630.00
08/11/2016	2	167262	REDM P	PETER REDMOND	BOC COMMISSIONER MILEAGE 8/9/16	87.48
08/11/2016	2	167263	REGISTER	MESCA	PZ MI EROSION SEDIMENTATION CONTROL AGEN	50.00
08/11/2016	2	167264	RWS	REPUBLIC SERVICES #239	RC BINS EMPTIED WHEN TRUCK WAS REPAIRED	2,815.00
08/11/2016	2	167265	RWS	REPUBLIC SERVICES #239	MA TRASH REMOVAL	512.33
08/11/2016	2	167266	RWS	REPUBLIC SERVICES #239	FG TRASH REMOVAL	76.72
08/11/2016	2	167267	SPRAYS	SPRAY'S LANDSCAPE SERVICE	MA FLOWERS	369.99
08/11/2016	2	167268	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 8/6	229,675.24
08/11/2016	2	167269	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 8/9/16	27.00
08/11/2016	2	167270	WEST-LL	THOMSON REUTERS - WEST	LL WEST INFORMATION CHARGES JULY 2016	753.45
08/12/2016	2	167271	BREG L	LOIS BREGE	DHS CC #20623834 7/8-7/21/16	241.36
08/12/2016	2	167272	BREG L	LOIS BREGE	DHS CC #20623835 7/8-7/21/16	241.36
08/12/2016	2	167273	BREG L	LOIS BREGE	DHS CC #20623836 7/8-7/21/16	311.36
08/12/2016	2	167274	BREG L	LOIS BREGE	DHS CC #1525157 7/6-7/16/16	241.36
08/12/2016	2	167275	DRAK T	TERRY DRAKE	CF REIMBURSE FOR RODEO PRIZES	94.81
08/12/2016	2	167276	FAIR	CHEBOYGAN COUNTY FAIR	CF MISC EXPENSES REIMBURSED	516.65
08/12/2016	2	167277	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 6/8-6/21/16	372.26
08/12/2016	2	167278	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 6/22-7/5/16	372.26
08/12/2016	2	167279	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 7/6-7/19/16	372.26
08/12/2016	2	167280	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 6/8-6/21/16	311.36
08/12/2016	2	167281	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 6/22-7/5/16	311.36
08/12/2016	2	167282	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 7/6-7/19/16	311.36
08/12/2016	2	167283	MPS	MICHIGAN PATHOLOGY SPECIALISTS	CR AUTOPSY COLTON STOWE	1,408.56
08/12/2016	2	167284	PNC VISA	PNC BANK	FN VISA CHARGES THRU 7/19/16	2,228.25
08/12/2016	2	167285	PNC VISA	VOID		
08/12/2016	2	167286	SAVE	SAVE - A - LOT	CF KIDS DAY FOOD/SUPPLIES	621.60
08/12/2016	2	167287	STRAITS	STRAITSLAND RESORTER	CR NOTICE OF ELECTION	237.15
08/12/2016	2	167288	TREA T	TIMOTHY TREADWAY	CF ANNOUNCER	200.00
08/12/2016	2	167289	TREAS	CHEBOYGAN COUNTY TREASURER	PC SA BUS AIDE JULY 2016	542.03
08/12/2016	2	167290	TREAS	CHEBOYGAN COUNTY TREASURER	PC SA TRANSPORTATION FARE JULY 2016	3,755.69
08/15/2016	2	167291	CRONAN	LINDA CRONAN	TR MILEAGE TO/FROM MARQUETTE FOR MACT CO	204.56
08/15/2016	2	167292	OPG	OFFICE PLANNING GROUP	DC BOOKCASE AND MAGNETIC DIVIDERS	585.00
08/15/2016	2	167293	REIS M	MICHAEL P REISTERER SR	PC COURT APPT ATTY MARK EDWARD CRAWFORD	100.00
08/15/2016	2	167294	SAP	STRAITS AREA PRINTING	PC 6X9 CARDS	49.80
08/15/2016	2	167295	SOM-MDA	STATE OF MICHIGAN	CCM REINSPECTION OF FUEL PUMPS 1 & 2/LIC	180.00
08/17/2016	2	167296	JURY CC	MARK URLAUB	CC JURY DUTY 8/9-8/11	26.02
08/17/2016	2	167297	JURY CC	NANCY LEEDS	CC JURY DUTY 8/9-8/11	25.50
08/17/2016	2	167298	JURY CC	DEAN THOMPSON	CC JURY DUTY 8/9-8/11	23.42
08/17/2016	2	167299	JURY CC	MICHELLE BRACE	CC JURY DUTY 8/9-8/11	21.86
08/17/2016	2	167300	JURY CC	JAMES GREENWOOD	CC JURY DUTY 8/9-8/11	13.54
08/17/2016	2	167301	JURY CC	THOMAS DAVIS	CC JURY DUTY 8/9-8/11	13.02
08/17/2016	2	167302	JURY CC	RANDY ROBERTS	CC JURY DUTY 8/9-8/11	117.26
08/17/2016	2	167303	JURY CC	SUSAN BRONSON	CC JURY DUTY 8/9-8/11	13.02
08/17/2016	2	167304	JURY CC	JUSTIN OCONNOR	CC JURY DUTY 8/9-8/11	18.74
08/17/2016	2	167305	JURY CC	DIANA HALL	CC JURY DUTY 8/9-8/11	22.90
08/17/2016	2	167306	JURY CC	KATHERINE WHITMAN	CC JURY DUTY 8/9-8/11	19.78
08/17/2016	2	167307	JURY CC	JAMES MICHAUD	CC JURY DUTY 8/9-8/11	20.30
08/17/2016	2	167308	JURY CC	CARL STRIEBY	CC JURY DUTY 8/9-8/11	21.86
08/17/2016	2	167309	JURY CC	REBECCA DESARMO	CC JURY DUTY 8/9-8/11	88.08
08/17/2016	2	167310	JURY CC	LORI THORNTON	CC JURY DUTY 8/9-8/11	14.58
08/17/2016	2	167311	JURY CC	ANNE TURNPAUGH	CC JURY DUTY 8/9-8/11	27.58

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/17/2016	2	167312	JURY CC	RANDY HAINES	CC JURY DUTY 8/9-8/11	98.50
08/17/2016	2	167313	JURY CC	MARIA MUNNS	CC JURY DUTY 8/9-8/11	19.26
08/17/2016	2	167314	JURY CC	CINDY AUGUST	CC JURY DUTY 8/9-8/11	108.22
08/17/2016	2	167315	JURY CC	SUMMER HICKEY	CC JURY DUTY 8/9-8/11	107.29
08/17/2016	2	167316	JURY CC	DREWY GODDARD	CC JURY DUTY 8/9-8/11	115.49
08/17/2016	2	167317	JURY CC	TINA TROMBLEY	CC JURY DUTY 8/9-8/11	109.14
08/17/2016	2	167318	JURY CC	TREVOR MCLEOD	CC JURY DUTY 8/9-8/11	16.14
08/17/2016	2	167319	JURY CC	LEONARD SPOOLSTRA	CC JURY DUTY 8/9-8/11	30.18
08/17/2016	2	167320	JURY CC	LARRY FRY	CC JURY DUTY 8/9-8/11	26.02
08/17/2016	2	167321	JURY CC	ANDREW LIEBNER	CC JURY DUTY 8/9-8/11	18.74
08/17/2016	2	167322	JURY CC	ROGER SARRAULT	CC JURY DUTY 8/9-8/11	18.22
08/17/2016	2	167323	JURY CC	ROBERT CALLAN	CC JURY DUTY 8/9-8/11	13.54
08/17/2016	2	167324	JURY CC	ROBERT KENDRICK	CC JURY DUTY 8/9-8/11	25.50
08/17/2016	2	167325	JURY CC	CHRISTIN ENGLISH	CC JURY DUTY 8/9-8/11	15.10
08/17/2016	2	167326	JURY CC	THOMAS NORTH	CC JURY DUTY 8/9-8/11	20.30
08/17/2016	2	167327	JURY CC	MARIANNE SOLOMON	CC JURY DUTY 8/9-8/11	24.98
08/17/2016	2	167328	JURY CC	LESLIE SARRAULT	CC JURY DUTY 8/9-8/11	13.54
08/17/2016	2	167329	JURY CC	JESSICA SOCOLOVITCH	CC JURY DUTY 8/9-8/11	17.70
08/17/2016	2	167330	JURY CC	COLLEEN RHINE	CC JURY DUTY 8/9-8/11	25.50
08/17/2016	2	167331	JURY CC	THOMAS LAFRAMBOISE	CC JURY DUTY 8/9-8/11	25.50
08/17/2016	2	167332	JURY CC	DENNIS MEDLIN	CC JURY DUTY 8/9-8/11	35.90
08/17/2016	2	167333	JURY CC	ANTHONY EASTER	CC JURY DUTY 8/9-8/11	98.58
08/17/2016	2	167334	JURY CC	THEODORE DUFFINEY	CC JURY DUTY 8/9-8/11	13.54
08/17/2016	2	167335	JURY CC	ANDREA BUNKER	CC JURY DUTY 8/9-8/11	28.10
08/17/2016	2	167336	JURY CC	LINDA CULVER	CC JURY DUTY 8/9-8/11	13.02
08/17/2016	2	167337	JURY CC	NATHAN ORMSBEE	CC JURY DUTY 8/9-8/11	27.06
08/17/2016	2	167338	JURY CC	GARY LANGE	CC JURY DUTY 8/9-8/11	25.50
08/17/2016	2	167339	JURY CC	STUART HANCOCK	CC JURY DUTY 8/9-8/11	14.58
08/17/2016	2	167340	JURY CC	PAULA JEWELL	CC JURY DUTY 8/9-8/11	6.24
08/17/2016	2	167341	JURY CC	KRISTIN CRANFIELD	CC JURY DUTY 8/9-8/11	20.30
08/17/2016	2	167342	JURY CC	JASON FRIDAY	CC JURY DUTY 8/9-8/11	13.02
08/17/2016	2	167343	JURY CC	GREGORY SLATER	CC JURY DUTY 8/9-8/11	100.14
08/17/2016	2	167344	JURY CC	LINDA KESTERSON	CC JURY DUTY 8/9-8/11	113.95
08/17/2016	2	167345	JURY CC	AMBER FENBERT	CC JURY DUTY 8/9-8/11	14.06
08/17/2016	2	167346	JURY CC	PAUL ZALEWSKI	CC JURY DUTY 8/9-8/11	14.06
08/17/2016	2	167347	JURY CC	DONNA ALKIRE CARLSON	CC JURY DUTY 8/9-8/11	28.62
08/17/2016	2	167348	JURY CC	KIMBERLY SCHODER	CC JURY DUTY 8/9-8/11	28.10
08/17/2016	2	167349	JURY CC	CAROLYN MURPHY	CC JURY DUTY 8/9-8/11	116.37
08/17/2016	2	167350	JURY CC	MARY DEY	CC JURY DUTY 8/9-8/11	81.56
08/17/2016	2	167351	JURY CC	KELLY ROSE	CC JURY DUTY 8/9-8/11	25.50
08/17/2016	2	167352	JURY CC	SANDRA RHODES	CC JURY DUTY 8/9-8/11	20.82
08/17/2016	2	167353	JURY CC	JASON ROBINSON	CC JURY DUTY 8/9-8/11	16.14
08/17/2016	2	167354	JURY CC	ELIZABETH SACHTLEBEN	CC JURY DUTY 8/9-8/11	111.49
08/17/2016	2	167355	JURY CC	SHANNON BOUGHNER	CC JURY DUTY 8/9-8/11	28.10
08/17/2016	2	167356	ADV AUTO	ADVANCE AUTO PARTS	MA V-BELT UTILITY	18.09
08/17/2016	2	167357	ALLPHASE	ALL-PHASE	MA LED LAMP MA LED TUBE LIGHT	107.00 150.00
						257.00
08/17/2016	2	167358	ASHB C	CYNTHIA E EBERLY	PC CELL REIMBURSE AUG 2016	45.00
08/17/2016	2	167359	ASHE M	MEGAN FENLON	PC CELL PHONE REIMBURSEMENT AUG 2016	45.00
08/17/2016	2	167360	AT&T-SDJ	AT&T	SDJ PHONE CHARGES 6/29-7/28/16	149.67
08/17/2016	2	167361	AWARD PLUS	AWARDS PLUS	CF PLAQUES & LIFETIME PASSES	285.00
08/17/2016	2	167362	BERG B	BRENDA BERGSTROM	JB WORK 8/15-8/16	170.80
08/17/2016	2	167363	BLARNEY	BLARNEY CASTLE OIL COMPANY	SD MARINE 200 GALLONS	552.31
08/17/2016	2	167364	BOB BARKER	BOB BARKER COMPANY INC	SDJ GLOVES	259.62
08/17/2016	2	167365	BUHR B	BETH BUHR	CF SUPPLIES/WASP KILLER/TAPE/PLATES	37.32
08/17/2016	2	167366	BUTTS	ROBERT J BUTTS	PC REIMBURSE MEALS STATE BAR OF MI CONF	50.09

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/17/2016	2	167367	CARQUEST	CARQUEST	MA TRUCK WINDSHIELD WIPER BLADES MA V-BELT UTILITY	26.38 36.98 <hr/> 63.36
08/17/2016	2	167368	CDT HOUSE	CHEBOYGAN DAILY TRIBUNE	AD BID NOTICE GENERAL CONTRACTOR/ANIMAL	163.00
08/17/2016	2	167369	CDT-CF	CHEBOYGAN DAILY TRIBUNE	CF ADVERTISING	660.00
08/17/2016	2	167370	CDT-GEN	CHEBOYGAN DAILY TRIBUNE	AD HELP WANTED/TEMP HELP/FAIR	120.50
08/17/2016	2	167371	CDT-PZ	CHEBOYGAN DAILY TRIBUNE	PZ ADVERTISING	456.40
08/17/2016	2	167372	CEMENT	CHEBOYGAN CEMENT PRODUCTS	CF REDI MIX CEMENT CF LIMESTONE CHIPS	9.50 155.80 <hr/> 165.30
08/17/2016	2	167373	COC	COMMUNITY OF CHRIST	CF FAIR BOARD MEALS FAIR WEEK	1,106.00
08/17/2016	2	167374	CONTRAIL	CONTRAIL AVIATION INC	CF PLANE FOR PICTURES	39.00
08/17/2016	2	167375	DH #4	DISTRICT HEALTH DEPT #4	SDJ INMATE NURSING VISITS JULY 2016	2,490.00
08/17/2016	2	167376	DRAK T	TERRY DRAKE	CF FAIR BOARD OFFICER SALARIES	2,500.00
08/17/2016	2	167377	DUNC L	LISA DUNCAN	CF FAIR BOARD OFFICERS SALARIES	3,000.00
08/17/2016	2	167378	GALLS	GALLS INCORPORATED	SD FLASHLIGHT CASE & BELT SD FLASHLIGHT CASE & BELT SD FLASHLIGHT CASE SD REFUND FLASHLIGHT CASE/BELT SD REFUND FLASHLIGHT CASE SD REFUND FLASHLIGHT CASE SD REFUND FLASHLIGHT CASE	71.59 60.64 38.95 (60.64) (24.64) (30.00) (19.37) <hr/> 36.53
08/17/2016	2	167379	KENWORTH	MICHIGAN KENWORTH	RC TRUCK REPAIR	3,527.59
08/17/2016	2	167380	LINDE	LINDE FURNITURE INC	CF LADIES DAY PRIZE	164.30
08/17/2016	2	167381	MGB-WKHQ	MACDONALD GARBER BROADCASTING	CF RADIO ADVERTISING	175.00
08/17/2016	2	167382	MISC-CF	MARY OHENLEY	CF LADIES DAY REIMBURSEMENT	37.99
08/17/2016	2	167383	MUSH BR	BRENDA MUSHLOCK	CF HORSE SHOW SUPPLIES	23.12
08/17/2016	2	167384	OFF DEPOT	OFFICE DEPOT	SD PENS/TONER SD OFFICE SUPPLIES/ENVELOPES	126.68 93.28 <hr/> 219.96
08/17/2016	2	167385	OMHMG	OMH MEDICAL GROUP & MEDCARE	SDJ DR. OFFICE VISIT/OLSON SDJ DR. VISIT/HOPKINSON	183.00 100.00 <hr/> 283.00
08/17/2016	2	167386	OMS	OMS COMPLIANCE SERVICES INC	SRR DOT PRE-EMLOY PHYSICAL & DRUG SCREEN	77.50
08/17/2016	2	167387	PHILLIPS	BECKY PHILLIPS	JB WORK 8/15-8/16	170.80
08/17/2016	2	167388	PPP	PINK NOISE PRODUCTIONS	CF SOUND FOR FAIR WEEK/2 HORNS & 2 DRIVE	725.00
08/17/2016	2	167389	REGISTER	MACVC	VA MACVC FALL CONFERENCE RICK & SARA	90.00
08/17/2016	2	167390	REGISTER	JJAM	PC JJAM ANNUAL CONFERENCE SEPT 2016	60.00
08/17/2016	2	167391	S&B	SIGN & BANNER FACTORY	CF SPONSOR SIGNS	210.00
08/17/2016	2	167392	SALT R	RAEANN SALTER	PC GUARDIANSHIP REVIEW SAWYER/SOUTHWOOD	70.00
08/17/2016	2	167393	SCHR KA	KAREN SCHRAMM	JB WORK 8/15-8/16	177.28
08/17/2016	2	167394	SECURUS	SECURUS TECHNOLOGIES	SDJ INMATE PHONE USAGE JULY 2016	4,882.14
08/17/2016	2	167395	SPARTAN	SPARTAN STORES LLC	SDJ OTC MEDICATION/SUPPLIES	48.43
08/17/2016	2	167396	SPIES-RC	SPIES AUTO PARTS & TIRE	RC TIRE LABOR	30.00
08/17/2016	2	167397	STYF	SAULT TRIBE YOUTH FACILITY	PC ANOTHER COUNTY INSTITUTION/DEROSHIA	360.00
08/17/2016	2	167398	TEEZ2DAY	CHAD SOCOLOVITCH	CF SHIRTS/KIDS DAY	245.00
08/17/2016	2	167399	VET INFO	VETERANS INFORMATION SERVICE	VA VETERANS INFORMATION BOOK & SUPPLEMEN	55.00
08/17/2016	2	167400	WEST-DC	THOMSON REUTERS - WEST	DC LIBRARY PLAN CHARGES 7/5-8/4/16	13.23
08/17/2016	2	167401	WILL R	RON WILLIAMS	CF SHOW CASE FOOD & ICE PURCHASE	75.40

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08/17/2016	2	167402	WILL R	RON WILLIAMS	CF FAIR BOARD OFFICER SALARIES	2,500.00
08/17/2016	2	167403	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #6199173 7/1-7/31/16	638.29
08/19/2016	2	167404	ANDR C	COLETTE ANDRES	CF FAIR BOARD DIRECTORS PER DIEM	540.00
08/19/2016	2	167405	ARCTIC	ARCTIC GLACIER INC	CCM ICE PURCHASE	96.60
08/19/2016	2	167406	BLARNEY	BLARNEY CASTLE OIL COMPANY	CCM PURCHASE DIESEL 1999 GAL/GAS 3400 GA	14,444.71
					CCM PURCHASE 802.6 GAL DIESEL	1,450.56
					CCM PURCHASE 1225.7 GAL GAS	3,792.80
					CCM PURCHASE 4000 GAL GAS	12,476.80
					CCM PURCHASE 1932.8 GAL DIESEL	3,511.82
						<u>35,676.69</u>
08/19/2016	2	167407	BORO J	JEREMY BOROWICZ	CF FAIR BOARD DIRECTORS PER DIEM	800.00
08/19/2016	2	167408	BROW J	JOHN BROWN JR	CF FAIR BOARD DIRECTORS PER DIEM	800.00
08/19/2016	2	167409	BUHR B	BETH BUHR	CF FAIR BOARD DIRECTORS PER DIEM	800.00
08/19/2016	2	167410	CALL L	LAUREL CALLAN	CF TICKET TAKER	446.25
08/19/2016	2	167411	CALL R	ROBERT CALLAN	CF TICKET TAKER	337.88
08/19/2016	2	167412	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030339863 7/13-8/10/16	1,629.23
08/19/2016	2	167413	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030390080 7/13-8/10/16	280.52
08/19/2016	2	167414	CONSUMERS	CONSUMERS ENERGY	CCM ELECTIRC 100003090270 7/13-8/10/16	173.13
08/19/2016	2	167415	CRAW K	KENNEDY CRAWFORD	CF TICKET TAKER	53.13
08/19/2016	2	167416	DOTSKI	DERRICK G DOTSKI	CF FAIR BOARD DIRECTORS PER DIEM	800.00
08/19/2016	2	167417	EMMET CTY	EMMET COUNTY	FN 2016 EMERGENCY MGMT MAY-JUNE 2016 SH	13,992.35
08/19/2016	2	167418	FAIR	CHEBOYGAN COUNTY FAIR	CF EXPENDITURES/STALL REFUNDS/HORSE SHOW	394.57
08/19/2016	2	167419	HILL T	TONYA HILLER	CF TICKET TAKER	168.63
08/19/2016	2	167420	HORR M	MATT HORROCKS	CF FAIR BOARD DIRECTORS PER DIEM	800.00
08/19/2016	2	167421	HOWE N	NATE HOWELL	CF FAIR BOARD DIRECTORS PER DIEM	800.00
08/19/2016	2	167422	KITC T	TRINA KITCHEN	CF TICKET TAKER	415.63
08/19/2016	2	167423	KWIA K	KEITH KWIATKOWSKI	CF FAIR BOARD DIRECTORS PER DIEM	800.00
08/19/2016	2	167424	LALO S	SAMANTHA LALONDE	CF TICKET TAKER	493.00
08/19/2016	2	167425	ORMS J	JANET ORMSBEE	CF TICKET TAKER	375.00
08/19/2016	2	167426	SANF S	STEVE SANFORD	CF FAIR BOARD DIRECTORS PER DIEM	800.00
08/19/2016	2	167427	SHAM S	SHELLY ANN SHAMPINE	CF TICKET TAKER	375.00
08/19/2016	2	167428	SPRA G	GARY NEALE SPRAY	CF FAIR BOARD DIRECTORS PER DIEM	800.00
08/19/2016	2	167429	SULL D	DAN SULLIVAN	CF TICKET TAKER	111.63
08/19/2016	2	167430	SULL R	REZEDA SULLIVAN	CF TICKET SELLER CONTRACT	1,700.00
08/19/2016	2	167431	TAYL D	DARL TAYLOR	CF FAIR BOARD DIRECTORS PER DIEM	800.00
08/19/2016	2	167432	THOR C	CHARLENE THORNTON	CF TICKET TAKER	337.25
08/19/2016	2	167433	VATF	BETSY GAHN	VA MVTF #16-023 (16) FENLON 1ST & LAST M	1,350.00
08/19/2016	2	167434	WILL C	CORINNA MAE WILLIS	CF TICKET TAKER	218.88
08/19/2016	2	167435	WILL M	MIKAELA MAE WILLIS	CF TICKET TAKER	429.25
08/19/2016	2	167436	WILL R	RON WILLIAMS	CF FAIR BOARD DIRECTORS PER DIEM	800.00
08/23/2016	2	167437	AT&T/SBC	AT&T	IS MONTHLY TELEPHONE SERVICE 7/2-8/1/16	587.41
08/23/2016	2	167438	AT&T/SBC	VOID		
08/23/2016	2	167439	BURIAL	JANET HANDLEY	VA VETERAN'S BURIAL EXPENSE MERLIN HANDL	300.00
08/23/2016	2	167440	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #112 FRONT A/C REPAIR/OTHER MISC	817.02
					SRR BUS #114 FULL SERVICE OIL CHANGE/MIS	844.43
					SRR BUS #114 LOCATE & FIX ELECTRICAL SHO	65.00
						<u>1,726.45</u>
08/23/2016	2	167441	CHARTER	CHARTER COMMUNICATIONS	IS INTERNET SERVICE 8/24-9/23/16	99.98
08/23/2016	2	167442	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032118323 7/14-8/10/16	247.84
08/23/2016	2	167443	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117473 7/14-8/11/16	207.48
08/23/2016	2	167444	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117523 7/14-8/11/16	797.95
08/23/2016	2	167445	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100045025812 7/14-8/11/16	111.11
08/23/2016	2	167446	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117358 7/14-8/10/16	543.88
08/23/2016	2	167447	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117309 7/14-8/10/16	179.10
08/23/2016	2	167448	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117309 6/11-7/13/16	22.59
08/23/2016	2	167449	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100000225340 7/1-7/31/16	18.98

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08/23/2016	2	167450	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC 100032117416 7/14-8/11/16	290.86
08/23/2016	2	167451	CONSUMERS	CONSUMERS ENERGY	RC ELECTRIC 100045328463 7/1-7/31/16	18.98
08/23/2016	2	167452	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 100026019925 7/7-8/3/16	31.78
08/23/2016	2	167453	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 100000107183 7/12-8/8/16	7,992.04
08/23/2016	2	167454	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 100029199252 7/12-8/9/16	22.43
08/23/2016	2	167455	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 100027732369 7/11-8/8/16	71.86
08/23/2016	2	167456	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 100000163434 7/1-7/31/16	12.97
08/23/2016	2	167457	CONSUMERS	CONSUMERS ENERGY	HD DRB ELECTRIC 103003539980 7/12-8/8/16	1,260.52
08/23/2016	2	167458	DTE	DTE ENERGY	MA GAS USAGE 7/13-8/9/16	426.77
08/23/2016	2	167459	DTE	DTE ENERGY	HD DRB GAS USAGE 7/13-8/9/16	43.89
08/23/2016	2	167460	GASLIGHT	GASLIGHT MEDIA	IS MONTHLY WEBSITE HOSTING/SEARCH ENGINE	150.00
08/23/2016	2	167461	GL PLUM	GREAT LAKES PLUMBING, HEATING & A/C	MA PLUMBING WORK ON WRC	3,141.00
08/23/2016	2	167462	KSS	KSS ENTERPRISES	SRR TRASH BAGS 1 CASE	43.12
08/23/2016	2	167463	NOP	NATIONAL OFFICE PRODUCTS	CD OFFICE SUPPLIES/ENVELOPES/BATTERIES/C	223.48
08/23/2016	2	167464	OTIS	OTIS ELEVATOR COMPANY	MA ELEVATOR SERVICE CONTRACT 9/1-11/30/1	417.54
08/23/2016	2	167465	PIE&G	PRESQUE ISLE ELECTRIC & GAS	RC SECURITY LIGHT 9465900000	15.15
08/23/2016	2	167466	ROBI C	CHARLES ROBIADEK	CF FAIR BOARD PER DIEM	80.00
08/23/2016	2	167467	ROSE EXT	ROSE EXTERMINATOR	MA PEST CONTROL	70.00
08/23/2016	2	167468	STANS	STANS ELECTRIC	MA WRC REMAINING BALANCE ON ELECTRICAL	2,070.82
08/23/2016	2	167469	TASC	TASC	PR TASC 4500-9580-0113	1,026.00
08/24/2016	2	167470	ASHE M	MEGAN FENLON	PC FAMILY FUN DAY SUPPLIES REIMBURSEMENT	30.93
08/24/2016	2	167471	BLASKOWSKI	BLASKOWSKI FEED & SEED	SD K9 DOG FOOD	82.32
08/24/2016	2	167472	BOB BARKER	BOB BARKER COMPANY INC	SDJ BLANKETS/PADS	222.72
08/24/2016	2	167473	CHARTER	CHARTER COMMUNICATIONS	SDJ INMATE CABLE	112.61
08/24/2016	2	167474	CULB K	KYLE CULBERTSON	PC TRAVEL REIMBURSE TO TRAINING GAYLORD	59.99
08/24/2016	2	167475	DSSI	DRUG SCREEN SOLUTIONS INC	PC COURT ORDERED SERVICES/DRUG TESTING	122.50
08/24/2016	2	167476	EAGLE	EAGLE VILLAGE	PC ANOTHER COUNTY INSTITUTION	1,500.00
08/24/2016	2	167477	IRSC	INDIAN RIVER SPORTS CENTER	SD MARINE DIVISION OIL	20.99
08/24/2016	2	167478	NOP	NATIONAL OFFICE PRODUCTS	PC OFFICE CHAIR	157.99
08/24/2016	2	167479	NOR IMAG	NORTHERN IMAGING ASSOC	SDJ INMATE XRAY/HOPKINSON	22.00
08/24/2016	2	167480	OFF DEPOT	OFF DEPOT	SD OFFICE SUPPLIES PENS/NOTES/COVERS/CLI	111.57
08/24/2016	2	167481	OFF DEPOT	OFFICE DEPOT	PC OFFICE SUPPLIES/STAPLER/ENVELOPES/FOL	69.90
08/24/2016	2	167482	PORT	PORT SUPPLY	SD MARINE CLEANERS	188.58
					SD MARINE PFD/TOGGLE SWITCH	81.94
					SD MARINE FUEL TANK	59.98
					SD MARINE FLOATING VHF	245.96
					SD MARINE PFD	44.88
						<hr/>
						621.34
08/24/2016	2	167483	SOM-MDA	STATE OF MICHIGAN	CCM INSPECTION OF FUEL PUMP #1	50.00
08/24/2016	2	167484	SWANSON S	SWANSON SERVICES	SDJ PAK ORDERS	18.65
					SDJ SHOWER SHOES	158.00
					SDJ PAK ORDERS	1.15
					SDJ COMMISSARY ORDERS	1,108.37
					SDJ PAK ORDERS	5.90
					SDJ COMMISSARY ORDERS	1,297.22
					SDJ PAK ORDERS	2.55
					SDJ COMMISSARY ORDERS	1,424.42
						<hr/>
						4,016.26
08/24/2016	2	167485	SWANSON S	VOID		
08/24/2016	2	167486	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PLAN CHARGES 7/5-8/4/16	53.39
					PC LIBRARY PLAN CHARGES 7/5-8/4/16	19.37
						<hr/>
						72.76
08/25/2016	2	167487	AFG	THE ARCHITECT FORUM GROUP LLC	AD ANIMAL SHELTER PHASE II	650.00

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08/25/2016	2	167488	ALLO S	SUE ALLOR	BOC COMMISSIONER MILAGE 8/23/16	32.40
08/25/2016	2	167489	AWARD PLUS	AWARDS PLUS	CF TROPHIES	629.25
08/25/2016	2	167490	BARTLETT	STUART BARTLETT	PZ COMMISSION MTG 8/3/16	54.04
					PZ COMMISSION MTG 8/17/16	54.04
					PZ SITE VISIT 8/15/16	70.78
						<u>178.86</u>
08/25/2016	2	167491	BLARNEY	BLARNEY CASTLE OIL COMPANY	CF DIESEL 90.3 GALLONS	180.34
08/25/2016	2	167492	BOROWICZ	HAROLD BOROWICZ	PZ COMMISSION MTG 8/17/16	48.64
08/25/2016	2	167493	BREG L	LOIS BREGE	DHS CC #20623834 8/5-8/18/16	241.36
08/25/2016	2	167494	BREG L	LOIS BREGE	DHS CC #20623835 8/5-8/18/16	241.36
08/25/2016	2	167495	BREG L	LOIS BREGE	DHS CC #20623836 8/5-8/18/16	311.36
08/25/2016	2	167496	BREG L	LOIS BREGE	DHS CC #1525157 8/3-8/16/16	241.36
08/25/2016	2	167497	BROWN C	CHRISTOPHER BROWN	BOC COMMISSIONER MILEAGE 8/23/16	17.28
08/25/2016	2	167498	CDT-GEN	CHEBOYGAN DAILY TRIBUNE	AD BID NOTICES	194.10
08/25/2016	2	167499	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #2181374 7/1-7/31/16	689.44
08/25/2016	2	167500	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #2181374 5/14-5/31/16	400.32
08/25/2016	2	167501	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #4030266 7/1-7/31/16	689.44
08/25/2016	2	167502	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #4030266 5/14-5/31/16	400.32
08/25/2016	2	167503	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21883988 7/1-7/31/16	534.44
08/25/2016	2	167504	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #21849790 7/1-7/31/16	534.44
08/25/2016	2	167505	CHUR S	STEPHEN CHURCHILL	PZ COMMISSION MTG 8/3/16	55.12
					PZ COMMISSION MTG 8/17/16	55.12
					PZ SITE VISIT 8/17/16	61.60
						<u>171.84</u>
08/25/2016	2	167506	CROF P	PATTY CROFT	PZ COMMISSION MTG 8/3/16	72.40
					PZ COMMISSION MTG 8/17/16	72.40
					PZ SITE VISIT 8/17/16	40.00
						<u>184.80</u>
08/25/2016	2	167507	FLEETWOOD	FLEETWOOD INN & SUITES	CF PORTERS ROOMS	536.13
					CF PORTERS ROOMS	536.13
					CF JUDGES EXPENSE	77.69
					CF JUDGES EXPENSE	153.18
					CF JUDGE EXPENSES	76.59
						<u>1,379.72</u>
08/25/2016	2	167508	FREESE	CHARLES FREESE	PZ COMMISSION MTG 8/3/16	70.78
					PZ COMMISSION MTG 8/17/16	70.78
					PZ SITE VISIT 8/14/16	49.18
						<u>190.74</u>
08/25/2016	2	167509	GAUT B	BRUCE GAUTHIER	BOC COMMISSIONER MILEAGE 8/11 & 8/23/16	85.86
08/25/2016	2	167510	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 7/20-8/2/16	372.26
08/25/2016	2	167511	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #3870182 8/3-8/16/16	372.26
08/25/2016	2	167512	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 7/20-8/2/16	311.36
08/25/2016	2	167513	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 8/3-8/16/16	311.36
08/25/2016	2	167514	GLGC	GREAT LAKES GOLF CARS	CF GOLF CART RENTAL	1,455.00
08/25/2016	2	167515	GORDON	GORDON FOOD SERVICE	CF MEALS/OTHER SUPPLIES	742.11
08/25/2016	2	167516	GORDON	GORDON FOOD SERVICE	CF LADIES DAY	99.93
08/25/2016	2	167517	GOUJ C	CAL GOUINE	BOC COMMISSIONER MILEAGE 8/23/16	3.78
08/25/2016	2	167518	IRCC	INDIAN RIVER CHAMBER OF COMM	CF MEMBERSHIP DUES	85.00
08/25/2016	2	167519	KTR	KNAFFLE'S TENT RENTAL	CF TENT RENTAL	600.00

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08/25/2016	2	167520	LYON S	SHARON LYON	PZ COMMISSION MTG 8/3/16	69.16
08/25/2016	2	167521	MATELSKI	ANTHONY MATELSKI	BOC COMMISSIONER MILAGE 8/23/16	27.54
08/25/2016	2	167522	NSB	NORTHERN STAR BROADCASTING	CF RADIO ADVERTISING	2,000.00
08/25/2016	2	167523	NTTS	NORTHERN TANK TRUCK SERVICE	CF BRINE ROADS	450.00
					CF BRINE ROADS	450.00
						900.00
08/25/2016	2	167524	OCEI	ONAWAY CUSTOM EMBROIDERY INC	CF SHIRTS	224.00
08/25/2016	2	167525	OSTWALD	CHARLES OSTWALD	PZ COMMISSION MTG 8/3/16	51.88
					PZ COMMISSION MTG 8/17/16	51.88
					PZ SITE VISIT 8/12/16	60.52
						164.28
08/25/2016	2	167526	PI NEWS	PRESQUE ISLE NEWSPAPER	CF ADVERTISING	44.40
					CF ADVERTISING	44.40
						88.80
08/25/2016	2	167527	REDM P	PETER REDMOND	BOC COMMISSIONER MILEAGE 8/11-8/23/16	22.68
08/25/2016	2	167528	SASI	STRAITS AREA SERVICES INC	CF BUTTONS (600)	202.00
08/25/2016	2	167529	SPARTAN	SPARTAN STORES LLC	CF OTHER SUPPLIES	50.67
08/25/2016	2	167530	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMP FRINGE & DEDUCTIONS PE 8/20	127,170.08
08/25/2016	2	167531	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILAGE 8/23/16	27.00
08/25/2016	2	167532	WILL R	RON WILLIAMS	CF FACEBOOK ADVERTISING	750.48
08/26/2016	2	167533	CACOC	CHEB AREA CHAMBER OF COMMERCE	AD CHAMBER OF COMMERCE DUES OCT 2016-SEP	175.00
08/26/2016	2	167534	LODGING	BAVARIAN INN	CD LODGING FOR TRAINING SEPT 26-29 2016	478.80
08/26/2016	2	167535	MCTE M	MARY MCTEVIA	MSU REIMBURSEMENT FOR COFFEE POT	16.75
08/26/2016	2	167536	MOW	MICHIGAN OFFICEWAYS INC	MSU OFFICE SUPPLIES/LASER PAPER	16.99
08/26/2016	2	167537	REGISTER	COCM	CD COCM TRAINING SEPT 27-30 2016	240.00
08/26/2016	2	167538	STRAITS	STRAITSLAND RESORTER	MSU YEARLY SUBSCRIPTION	35.00
08/29/2016	2	167539	CDT PA	CHEBOYGAN DAILY TRIBUNE	PA ADVERTISING TRIBUNE ASST. PROSECUTOR	114.00
08/29/2016	2	167540	FITZNER	STEVEN FITZNER	CCD CONSERVATION MTG 8/24/16	40.00
08/29/2016	2	167541	HOLT P	PATRICK HOLT	PA REIMBURSE FOR TRIAL MEAL	16.01
08/29/2016	2	167542	ORMS B	LEROY ORMSBEE	CCD CONSERVATION MTG 8/24/16	40.00
08/29/2016	2	167543	REIM C	CARL REIMANN	CCD CONSERVATION MTG 8/24/16	40.00
08/29/2016	2	167544	ROTARY	CHEBOYGAN ROTARY	FN PURCHASE OF USED EQUIPMENT	2,000.00
08/29/2016	2	167545	WHIT G	GREGORY WHITTAKER	CCD CONSERVATION MTG 8/24/16	40.00
08/30/2016	2	167546	CCF	CUSTOM CARPETS & FURNITURE	DHS WRC NEW CARPET AND TILE	4,093.00
08/30/2016	2	167547	DATASPEC	DATASPEC INC	VA VETERANS SOFTWARE FOR 2017	399.00
08/30/2016	2	167548	DERH C	CHARLENE DERHAMMER	CF TICKET SELLER	337.25
08/30/2016	2	167549	DTE	DTE ENERGY	RC/FG GAS USAGE 7/18-8/16/16	78.36
08/30/2016	2	167550	FREESE	CHARLES FREESE	ZBA BOARD MTG 8/24/16	70.78
					ZBA SITE VISIT 8/21/16	90.76
						161.54
08/30/2016	2	167551	G SHIPPING	G'S SHIPPING STORE	MA TOILET PAPER	216.88
08/30/2016	2	167552	HEMMER	RALPH HEMMER	ZBA BOARD MTG 8/24/16	56.20
					ZBA SITE VISIT 8/22/16	65.38
						121.58
08/30/2016	2	167553	KENWORTH	MICHIGAN KENWORTH	RC TRUCK REPAIR #C126173	1,601.63
08/30/2016	2	167554	MOORE	JOHN MOORE	ZBA BOARD MTG 8/24/16	75.64
					ZBA SITE VISIT 8/24/16	58.36

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						134.00
08/30/2016	2	167555	NFS	NORTHERN FIRE & SAFETY	FG FIRE EXTINGUISHER INSPECTION	124.00
08/30/2016	2	167556	NOP	NATIONAL OFFICE PRODUCTS	MA MULTI FOLD TOWELS MA MULTI FOLD TOWELS	231.10 231.10
						462.20
08/30/2016	2	167557	SAG	STRAITS AREA GLASS	FG GLASS	6.60
08/30/2016	2	167558	SHERWOOD	CAROL J SHERWOOD	ZBA BOARD MTG 8/24/16 ZBA SITE VISIT 8/24/16	41.62 57.28
						98.90
08/30/2016	2	167559	THOM JO	JOHN THOMPSON	ZBA BOARD MTG 8/24/16 ZBA SITE VISIT 8/24/16	59.44 46.48
						105.92
08/30/2016	2	167560	WELD TECH	WELD - TECH	SDJ STEEL PLATE TV MOUNT	35.00
08/30/2016	2	167561	WOE	WILLIAMS OFFICE EQUIPMENT	TR 2,000 COPIES 2-SIDED FLYER	140.00
08/31/2016	2	167562	ASHB C	CYNTHIA E EBERLY	PC REIMBURSE CHARGER FOR WORK PHONE	40.15
08/31/2016	2	167563	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN CCE 4% PHONE SURCHARGE AUG 2016	17,757.83
08/31/2016	2	167564	CHARTER	CHARTER COMMUNICATIONS	CCM MARINA TELEPHONE 8245122670084508	149.94
08/31/2016	2	167565	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEWS	434.54
08/31/2016	2	167566	DUKES	DUKES DOGS	CCM ANNUAL MARINA PICNIC	128.00
08/31/2016	2	167567	HANSEL	DONNA HANSEL	DC COURT APPT ATTY FEES PEO VS MASSEY	210.00
08/31/2016	2	167568	JOY VALLEY	JOY VALLEY COUNSELING & CONSULT	PC COURT ORDERED SERVICES SHAMPINE	675.00
08/31/2016	2	167569	LAMO T	TERRIE LAMONT	PC GUARDIANSHIP REVIEW VERON R LINK	35.00
08/31/2016	2	167570	MOULDERS	MOULDER'S MOBILE MOUTHFULS	CCM ANNUAL MARINA PICNIC	112.00
08/31/2016	2	167571	NOP	NATIONAL OFFICE PRODUCTS	PC CHAIRMAT	71.32
08/31/2016	2	167572	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES/BATTERIES/ MOUSE	78.37
08/31/2016	2	167573	REIS M	MICHAEL P REISTERER SR	PC COURT APPT ATTY CATHERINE RUBINO #980	100.00
08/31/2016	2	167574	SELI D	DALE SELIN	DC CELL REIMBURSE AUG 2016	45.00
08/31/2016	2	167575	STAN L	LIZ STANKEWITZ	DC CELL REIMBURSE AUG 2016	45.00
08/31/2016	2	167576	YOUN K	KIMBERLY YOUNGS	DC CELL REIMBURSEMENT AUG 2016	45.00

2 TOTALS:

Total of 509 Checks:	980,255.49
Less 7 Void Checks:	337.25
Total of 502 Disbursements:	979,918.24

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 3 TAX REVOLVING FUND						
08/03/2016	3	6879	TRIBUNAL	KEITH & CYNTHIA BYRON	TR PRE GRANTED JBOR	5,517.45
08/03/2016	3	6880	TRIBUNAL	MAX R CORBETT	TR PRE GRANTED JBOR	932.64
08/03/2016	3	6881	TRIBUNAL	BRAD & KRIS RUDNICKI	TR PRE GRANTED JBOR	148.94
08/03/2016	3	6882	TRIBUNAL	MICHAEL & JONI SACKRIDER OR	TR PRE GRANTED JBOR	501.03
08/03/2016	3	6883	TRIBUNAL	RIKKI MAGGERT	TR PRE GRANTED JBOR	2,231.22
08/03/2016	3	6884	TRIBUNAL	MICHAEL & JONI SACKRIDER	TR PRE GRANTED JBOR	179.03
08/05/2016	3	6885	TRIBUNAL	VERNA ELLENBAAS	TR PRE GRANTED JBOR	22.83
08/05/2016	3	6886	TRIBUNAL	LESTER BOYATT	TR POVERTY EXEMPTION GRANTED JBOR	236.28
08/05/2016	3	6887	TRIBUNAL	PATRICK SULLIVAN	TR VALUE CHANGE JBOR	495.29
08/05/2016	3	6888	TRIBUNAL	PATRICK SULLIVAN OR	TR VALUE CHANGE JBOR	81.16
08/05/2016	3	6889	TRIBUNAL	MICHAEL & TERESA POST	TR PRE GRANTED JBOR	290.88
08/05/2016	3	6890	TRIBUNAL	JANET CHARBONEAU-MOORE	TR PRE GRANTED JBOR	979.73
08/05/2016	3	6891	TRIBUNAL	ANNE M BARRETTE	TR PRE GRANTED JBOR	38.63
08/11/2016	3	6892	BAMLC	B AND M LAWN CARE	TR GRASS CUTTING ON FORECLOSED PROPERTIE	200.00
08/11/2016	3	6893	CDT-TR	CHEBOYGAN DAILY TRIBUNE	TR DEMO AD	401.20
08/11/2016	3	6894	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 8/6	1,356.52
08/11/2016	3	6895	TRIBUNAL	JON & MARY LINDEN	TR VALUE CHANGE JBOR	280.61
08/12/2016	3	6896	CRONAN	LINDA CRONAN	TR MILEAGE REIMBURSE ATLANTA AUCTION/SHO	79.92
08/12/2016	3	6897	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES	190.00
08/18/2016	3	6898	TITLE CK	TITLE CHECK LLC	TR 1/12TH OPT IN ADMIN FEES	1,949.28
08/24/2016	3	6899	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTIONS CERTIFICATES	80.00
08/24/2016	3	6900	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMP FRINGE & DEDUCTIONS PE 8/20	1,230.41
08/25/2016	3	6901	PITNEY	PITNEY BOWES LEASE	TR POSTAGE MACHINE LEASE	1,460.10

3 TOTALS:

Total of 23 Checks:	18,883.15
Less 0 Void Checks:	0.00
Total of 23 Disbursements:	<u>18,883.15</u>

09/06/2016 03:53 PM  
User: DWREGGLESWORTH  
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 08/01/2016 - 08/31/2016

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 5 COUNTY ROAD TRANSFERS						
08/31/2016	5	2100728	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 8/1/16	83,747.20
08/31/2016	5	2100729	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 8/3/16	135,138.63
08/31/2016	5	2100730	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 8/15/16	69,491.91
08/31/2016	5	2100731	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 8/18/16	205,135.88
08/31/2016	5	2100732	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 8/30/16	63,890.09
08/31/2016	5	2100733	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 8/31/16	299,623.33

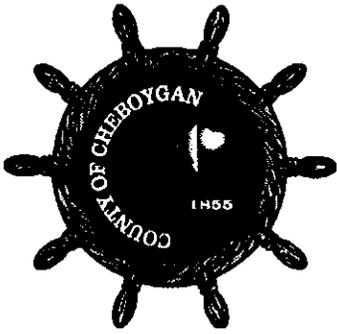
5 TOTALS:

Total of 6 Checks:	857,027.04
Less 0 Void Checks:	0.00
Total of 6 Disbursements:	<u>857,027.04</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 9 INMATE ACCOUNT						
08/01/2016	9	9888	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	4.67
08/02/2016	9	9889	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	200.00 V
08/03/2016	9	9890	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	52.00
08/03/2016	9	9891	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	3,500.00
08/03/2016	9	9892	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	200.00
08/05/2016	9	9893	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	4,882.14
08/06/2016	9	9894	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	154.00
08/07/2016	9	9895	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	200.00
08/08/2016	9	9896	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,710.00
08/08/2016	9	9897	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,000.00
08/08/2016	9	9898	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	376.00
08/12/2016	9	9899	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	
08/12/2016	9	9900	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	113.00 V
08/13/2016	9	9901	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	21.70
08/14/2016	9	9902	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	79.00
08/14/2016	9	9903	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	59.00
08/15/2016	9	9904	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	2,100.00
08/15/2016	9	9905	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	540.00 V
08/15/2016	9	9906	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	490.00
08/15/2016	9	9907	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	125.00
08/15/2016	9	9908	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	550.00
08/17/2016	9	9909	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	200.00
08/21/2016	9	9910	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	200.00
08/21/2016	9	9911	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	148.00
08/22/2016	9	9912	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	
08/22/2016	9	9913	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	5,050.00 V
08/22/2016	9	9914	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	5,050.00
08/25/2016	9	9915	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	0.98
08/29/2016	9	9916	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	552.00
08/31/2016	9	9917	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	65.93
08/31/2016	9	9918	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	13,263.17
08/31/2016	9	9919	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	7,038.31
08/31/2016	9	9920	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	2,000.00
08/31/2016	9	9921	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	800.00

9 TOTALS:

Total of 34 Checks:	50,724.90
Less 5 Void Checks:	5,790.00
Total of 29 Disbursements:	<u>44,934.90</u>



# Cheboygan County Board of Commissioners' Meeting September 13, 2016

**Title:** Budget Adjustment –Transfer > \$25,000 *and/or Request for Use of Carried Forward Fund Equity*

**Summary:**

The County Budget Adoption and Amendment Policy states that any budget adjustment greater than \$25,000 be approved by the Board of Commissioners. *It has also been practice that the Board reviews all requests for use of fund balance.* Based on this criteria, the following budget adjustment requires Board review:

- Straits Regional Ride has experienced some costly repairs to their aging fleet which has exhausted their repairs and maintenance line item. Due to the volatility of fuel prices, the budget for fuel always contains a cushion. Based on current prices, there are excess funds in the fuel line item. This budget adjustment transfers funds from the Fuel/Oil expenditure line item to the Maintenance and Repairs expenditure line item in the amount of \$40,000.

**Financial Impact:**

None – inter-department budget transfer, no additional appropriations.

**Recommendation:**

Motion to approve the inter-department budget transfer provided in the following attachment.

**Prepared by:** Kari Kortz

**Department:** Finance

# INTERBUDGET TRANSFERS and / or APPROPRIATIONS

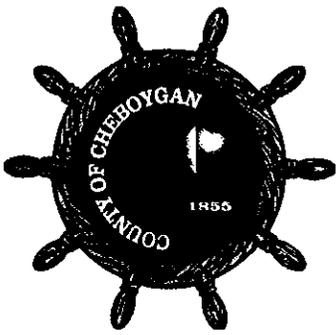
DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
STRAITS REGIONAL	TRANSFER	\$40,000.00	588-599-747.10	588-599-936.00
RIDE			fuel/oil	Maintance /Repair
		\$40,000.00		
	Total	\$40,000.00		

Michael Couture  
Signed

Approved at the 9/13/14 BOC Mtg

8/8/2016  
Date





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# Cheboygan County

## Board of Commissioners' Meeting

September 13, 2016

<b>Title:</b> Budget Adjustment – Raise Revenues and Expenditures	
<b>Summary:</b>  <u>DHHS Building Fund – Fund 418</u>  On August 9, 2016, the Board of Commissioners approved a bid to re-carpet the DHHS Building. Budget adjustments were not requested at that time. There was budget available in the fund to cover \$18,800 of the project. The remaining \$18,271 is being requested at this time from accumulated fund balance. This budget adjustment raises the Fund Equity revenue line item, lowers the Carried Forward Fund Equity expenditure line item and raises the Advertising and Capital Outlay expenditure line items.	
<b>Financial Impact:</b>  Fund 418 total budget increase of \$18,271	
<b>Recommendation:</b>  Motion to approve the budget adjustment to raise revenues and expenditures for \$18,271 in the line items provided in the following attachment.	
<b>Prepared by:</b> Kari Kortz	<b>Department:</b> Finance

**RAISE REVENUE AND EXPENDITURE**

FIA Building Fund - Fund 418

418-400-690.00 Fund Equity	\$18,271 +
418-253-955.01 Carried Forward Fund Equity	\$18,800 -
418-253-900.00 Advertising	\$48 +
418-253-970.00 Capital Outlay	\$37,023 +

Signed: Approved at the 9/13/16 BOC Meeting

Prepared by: Kari Kortz





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# Cheboygan County Board of Commissioners' Meeting September 13, 2016

**Title:** Budget Adjustments – Inter-budget Transfers – Payroll Related

**Summary:**

The following inter-budget transfers are requesting transfers related to a personal services (payroll) line items:

- During union negotiations, the waiting period for county sponsored family health coverage was shortened from five years to four years. This increase in expense was not included in the budget for the maintenance department. This budget adjustment decreases the Carried Forward Fund Equity expenditure line item and increases the Fringe expenditure line item by \$3,520.
- For budgeting purposes, we are moving the cost of the Court Officer from 351 (Corrections Department) to 301 (Sheriff's Department). This budget adjustment decreases the Full time and Fringe expenditure line items in the Corrections Department and increases the Full time and Fringe expenditure line items in the Sheriff's Department by a total of \$56,628.
- Per Diems paid to the Clerk and Treasurer for their attendance at the Tax Allocation Board meetings exceeded the estimated budget; therefore, the related fringe expenditure budget was insufficient. This budget adjustment decreases the Wage/Fringe Contingency expenditure line item and increases the Fringe expenditure line item by \$6.

**Financial Impact:**

None – inter-department budget transfers, no additional appropriations.

**Recommendation:**

Motion to approve the inter-department budget transfers provided in the following attachments.

**Prepared by:** Kari Kortz

**Department:** Finance

# INTERBUDGET TRANSFERS and / or APPROPRIATIONS

DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Maintenance	TRANSFER	\$3,520.00	101-700-955.01	101-265-712.00
			Carried Forward Fund Equity	Fringe
Darian reached 4 yr-County now to pay family health Sept 1				
PREPARED BY: Diane Ogden				

*Approved at the 9/13/16 BOE Mtg - Wayne Roland*  
Signed  
*9/13/16* WR  
Date

# INTERBUDGET TRANSFERS and / or APPROPRIATIONS

DEPARTMENT	OPERATION	AMOUNT	FROM (Line Item # and Name)	TO (Line Item # and Name)
Corrections/Road Patrol	TRANSFER	\$36,720.00	101-351-718.00	101-301-718.00
			Full time	Full time
Corrections/Road Patrol	TRANSFER	\$19,908.00	101-351-712.00	101-301-712.00
			Fringe	Fringe
Certified Court Officer position transferred from Dept351 to 301				
	PREPARED BY: Diane Ogden			

*Approved at the 9/13/16 BOC Mtg - Wayne Rite*  
 Signed \_\_\_\_\_  
 Date 9/13/16 RW



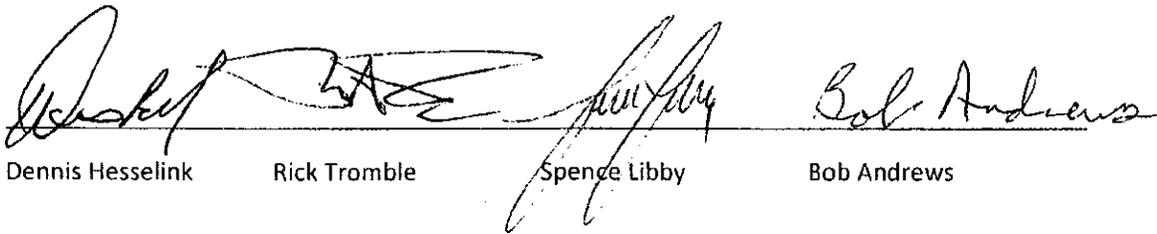
August 15, 2016

Inverness Township Downtown Development Authority:

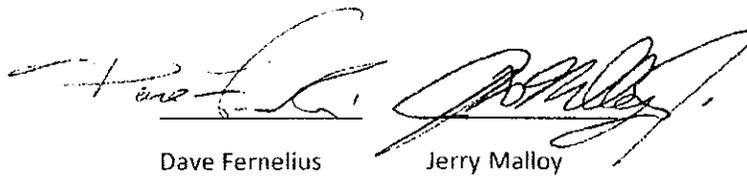
On behalf of concerned business owners of Cheboygan, we would like to request a public meeting. Along with your committee, we would also like to have invited: Cheboygan County Board of Commissioners, The City Council of Cheboygan, and the Inverness Township Board, and any representatives they feel should also attend.

We would like this meeting to discuss the current situation and status of the Meijer project and work out any details that have come up. We would like to hold this meeting within 30 days, or by September 15, 2016. Thank you.

Sincerely,



Dennis Hesselink      Rick Tromble      Spence Libby      Bob Andrews



Dave Fernelius      Jerry Malloy

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**BENTON TOWNSHIP**  
**5012 ORCHARD BEACH ROAD**  
**CHEBOYGAN, MI 49721**  
**[www.bentontwp@bentontwp.org](http://www.bentontwp@bentontwp.org)**

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Telephone No. 231-625-9176

Facsimile No. 231-625-2213

September 6, 2016

Cheboygan County Commissioners  
Chairman of the Board  
Cheboygan County Building  
P.O. Box 70  
Cheboygan, MI 49721

and

Jeff Lawson  
County Administrator  
Cheboygan County Building  
P.O. Box 70  
Cheboygan, MI 49721

Dear Mr. Redmond and Mr. Lawson:

Recently new legislation was passed allowing Counties to loan funds to townships for road projects. It is referred to as Public Act 77 of 2016. If you are unaware of this Act, I have attached a copy for your review. This Act allows funds to be loaned by counties to Townships to complete road projects that would otherwise be delayed or not possible at all. Currently, Benton Township is being faced with this exact situation and would like to discuss the possibility of using Act 77 of 2015.

We have reviewed Act 77 with our attorney and we foresee a win/win/win situation for Cheboygan County, Benton Township and the taxpayers within the special assessment district and hope that you will consider this new legislation as a positive way to create a closer working relationship between Benton Township and Cheboygan County.

We would like to schedule a date and time when we could stop in your office and discuss this financial arrangement with the individual(s) that have the authority to make such a decision. Please contact the Benton Township office and indicate a time that will be convenient for you. If you should have any questions or concerns prior to our meeting, please feel free to contact any of the Benton Township Board members.

Thanking you in advance for your consideration to this matter.

Sincerely,



Andrew Archambo  
Benton Township Supervisor  
On behalf of the Benton Township Board

Enclosure: copy of Act No. 77 Public Acts of 2016/attached exert from Township Focus May 2016 Edition

## Counties can loan funds for township road projects

Townships can now borrow money from counties to fund road projects, thanks to legislation recently signed into law. MTA supported Public Act 77 of 2016, sponsored by Sen. Wayne Schmidt (R-Traverse City), which is intended to allow townships to save taxpayer dollars and complete needed road projects sooner.

The new law allows a county board of commissioners to loan money to a township within the county to fund a road construction project or provide matching dollars for a joint project between the county and the township. The loan period cannot exceed 10 years. The bills do not require townships or counties to take action. The legislation was introduced at the request of **Norwood Township** (Charlevoix Co.).



## Township projects receive funding from Michigan Natural Resources Trust Fund

Numerous township projects will receive funding, after Gov. Snyder signed legislation to fund acquisition and development projects recommended by the Michigan Natural Resources Trust Fund board for FY 2015-16. PA 61, introduced by Rep. Jon Bumstead (R-Brooks Twp.), includes funding for 26 township conservation and recreation projects. The \$28 million state appropriation for the recommended projects comes from interest earned on funds derived from the development of publicly owned minerals such as oil and gas wells.

## New signage requirements for locals operating rest stops, welcome facilities

Any township that operates a rest stop or welcome center will be required to post human trafficking notices, starting July 4, 2016. PA 62, sponsored by Rep. Kurt Heise (R-Plymouth Chtr. Twp.), creates the Human Trafficking Notification Act. Under the new law, public airports, adult entertainment establishments and properties that have been found to be a public nuisance due to prostitution or human trafficking will also be required to post the notification.

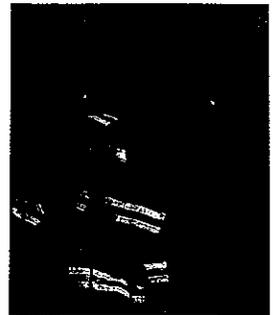
A sample notice, along with the notice size and format, will be posted on the Department of Licensing and Regulatory Affairs website ([www.michigan.gov/lara](http://www.michigan.gov/lara)). The department is also charged with enforcing the new posting requirements.

## New law helps emergency services workers receive counseling

Township emergency services workers will have easier access to counseling, under a new law signed by Gov. Snyder. MTA monitored PA 40, introduced by Sen. Jim Stamas (R-Midland Chtr. Twp.), which creates a new “Critical Incident Stress Management Services” (CISM) section within the Public Health Code. These services will assist an emergency service provider who has experienced psychological stress or trauma in providing emergency services in response to a critical incident. Emergency service providers include law enforcement officers, firefighters, emergency medical services providers, dispatchers or rescue service providers.

PA 40 provides guidelines for services to emergency service providers, makes certain counseling communications confidential and limits liability for CISM providers.

The legislation is intended to codify current practice where emergency service providers can obtain assistance from a group of volunteer peers, who comprise a CISM services team. The new act takes effect June 13, 2016.



## Nonprofit housing exemption signed into law

Legislation clarifying certain tax exemptions for nonprofit housing for the elderly or disabled has been signed into law. PA 78, introduced by Sen. Steve Bieda (D-Warren) and supported by MTA, allows a property owner of such nonprofit housing to claim an exemption by filing a form with both the state Department of Treasury and the local assessor not later than Oct. 31 in any given year. The assessor would have 60 days from receiving the form to approve or disapprove the claim and then notify the owner and the department by Dec. 31.

Treasury can no longer deny an exemption approved by the local assessor, but could grant an exemption in limited cases when a form had not been timely filed in prior years.

The new act also specifies that an exemption begins on Dec. 31 of the year in which the facility was completed and the claim was properly submitted by the property owner to the assessor. PA 78 takes effect on July 11, 2016.

## Complete Streets Council dissolved

The Complete Streets Advisory Council will be dissolved effective June 13, 2016, under legislation recently signed by Gov. Snyder. PA 48, sponsored by Rep. Jim Runestad (R-White Lake Chtr. Twp.), deletes all provisions concerning the council from law. The council had advised the state and local units on “complete streets”—roads designed to enable safe access for all users, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities.

Act No. 77

Public Acts of 2016

Approved by the Governor

April 12, 2016

Filed with the Secretary of State

April 12, 2016

EFFECTIVE DATE: April 12, 2016

**STATE OF MICHIGAN**

**98TH LEGISLATURE**

**REGULAR SESSION OF 2016**

**Introduced by Senators Schmidt, Stamas, Knezek, Hood, Hansen, Booher, Casperson and Zorn**

## **ENROLLED SENATE BILL No. 729**

AN ACT to amend 1851 PA 156, entitled "An act to define the powers and duties of the county boards of commissioners of the several counties, and to confer upon them certain local, administrative and legislative powers; and to prescribe penalties for the violation of the provisions of this act," by amending section 11 (MCL 46.11), as amended by 2015 PA 236.

*The People of the State of Michigan enact:*

Sec. 11. A county board of commissioners, at a lawfully held meeting, may do 1 or more of the following:

- (a) Purchase or lease for a term not to exceed 20 years, real estate necessary for the site of a courthouse, jail, clerk's office, or other county building in that county.
- (b) Determine the site of, remove, or designate a new site for a county building. The exercise of the authority granted by this subdivision is subject to any requirement of law that the building be located at the county seat.
- (c) Authorize the sale or lease of real estate belonging to the county, and prescribe the manner in which a conveyance of the real estate is to be executed.

(d) Erect the necessary buildings for jails, clerks' offices, and other county buildings, and prescribe the time and manner of erecting them.

(e) Borrow or raise by tax upon the county those funds authorized by law. The exercise of the authority granted by this subdivision is subject to any voting requirement provided by the law authorizing the borrowing or tax if different from the voting requirement under section 3.

(f) Provide for the repayment of a loan made by the board, by tax upon the county. The loan shall be repaid within 15 years after the date of the loan, except that a loan to erect a county building for a public function shall be repaid within 30 years after the date of the loan.

(g) Prescribe and fix the salaries and compensation of employees of the county if not fixed by law and, except in a county having a board of county auditors, adjust claims against the county. The sum allowed in the adjustment of a claim is subject to appeal as provided by law.

(h) Direct and provide for the raising of money necessary to defray the current expenses and charges of the county and the necessary charges incident to or arising from the execution of the board's lawful authority, subject to the limitations prescribed in this act. The county board of commissioners may borrow in a year, in anticipation of the levy or collection of taxes for the year, a sum of money, not exceeding 50% of the tax to be levied or collected for the general fund of the county, necessary to defray current expenses of the county. The money borrowed shall be repaid from the tax when levied and collected.

(i) Authorize the making of a new tax roll.

(j) By majority vote of the members of the county board of commissioners elected and serving, pass ordinances that relate to county affairs and do not contravene the general laws of this state or interfere with the local affairs of a township, city, or village within the limits of the county, and pursuant to section 10b provide suitable sanctions for the violation of those ordinances. The board may change the limits of a city, village, or school district within the county as provided by law. If there is not a general law governing the subject, or if a change cannot be made pursuant to a general law, the board may change the limits of the village upon petition of at least 10% of the resident taxpayers. An ordinance or act of incorporation provided in this subdivision takes effect when notice of the adoption is published in a newspaper of general circulation in the county. The clerk of the county board of commissioners shall engross each ordinance or act, and it shall be signed by the chairperson of the county board of commissioners and certified by the clerk of the county board of commissioners. If, within 50 days after the county board of commissioners adopts an ordinance or act, a petition signed by not less than 20% of the electors residing in the district to be affected by the ordinance or act is filed with the county clerk asking that the ordinance or act be submitted to electors of the district to be affected by the ordinance or act for approval or rejection, then the ordinance or act shall

not take effect until it is approved by a majority of the electors of the district affected voting on that issue at a regular or special election called for that purpose. The county board of commissioners shall provide the manner of submitting the ordinance or act to the electors for their approval and of determining the result of the election.

(k) Require a county officer whose salary or compensation is paid by the county to make a report under oath to the county board of commissioners on any subject connected with the duties of that office and require the officer to give a bond reasonable or necessary for the faithful performance of the duties of the office. An officer who neglects or refuses either to make a report or give a bond within a reasonable time after being required to do so may be removed from office by the board by a vote of 2/3 of the members elected or appointed, and the office declared vacant. The board may fill the vacancy for the unexpired portion of the term for which the officer was elected or appointed. If an election occurs before the expiration of the unexpired term, and if the office is elective, the vacancy shall be filled at that election. The board shall give reasonable notice of the election to fill the vacancy.

(l) Represent the county and have the care and management of the property and business of the county if other provisions are not made.

(m) Establish rules and regulations in reference to the management of the interest and business concerns of the county as the board considers necessary and proper in all matters not especially provided for in this act or under the laws of this state. The county board of commissioners shall not audit or allow a claim, including a bill or charge, against the county unless the claim has been filed with the county clerk of the county before the fourth day of a regular meeting of the board, or before the second day of an adjourned or other meeting, the claim is contracted by the board during the session of the board or the claim is for mileage and per diem of the members of the board. The county clerk shall keep a book of all claims in the order in which the claims are presented, giving the name of each claimant and the amount and date of presentation of each claim. The book, after the time prescribed for the presentation of claims, shall be delivered to the chairperson for the use of the board. At the October session, the board, by a vote of 2/3 of the members, may receive and allow accounts that have wholly accrued during the session.

(n) Subject to subdivision (o), remove an officer or agent appointed by the board if, in the board's opinion, the officer or agent is incompetent to execute properly the duties of the office or if, on charges and evidence, the board is satisfied that the officer or agent is guilty of official misconduct, or habitual or willful neglect of duty, and if the misconduct or neglect is a sufficient cause for removal. However, an officer or agent shall not be removed for that misconduct or neglect unless charges of misconduct or neglect are presented to the county board of commissioners or the chairperson of the county board of commissioners, notice of the hearing, with a copy of the charges, is delivered to the officer or agent, and a full opportunity is given the officer or agent to be heard, either in person or by counsel.

(o) If the county has an appointed county manager or other appointed chief administrative officer or a county controller, the county board of commissioners may enter into an employment contract with that officer. The term of the employment contract may extend beyond the terms of the members of the county board of commissioners. The term of the employment contract shall be 3 years or less, unless the employment contract is entered into on or after August 1 of an even-numbered year, in which case the term of the employment contract shall be 1 year or less. However, in a county organized under 1966 PA 293, MCL 45.501 to 45.521, with an appointed chief administrative officer, an employment contract with the appointed chief administrative officer shall be for the term provided by section 11a of 1966 PA 293, MCL 45.511a. An employment contract under this subdivision shall be in writing and shall specify the compensation to be paid to the officer, any procedure for changing the compensation, any fringe benefits, and any other conditions of employment. If the officer serves at the pleasure of the county board of commissioners, the contract shall so state and may provide for severance pay or other benefits in the event the employment of the officer is terminated at the pleasure of the county board of commissioners.

(p) Establish rules consistent with the open meetings act, 1976 PA 267, MCL 15.261 to 15.275, for the manner of proceeding before the board.

(q) Acquire by exchange land needed for county purposes, including the purchase of land to be used in exchange for other land of approximate equal value owned by the federal government and needed for county purposes.

(r) Grant or loan funds to a nonprofit corporation organized for the purpose of providing loans for private sector economic development initiatives. A grant or loan under this subdivision shall not be derived from ad valorem taxes except for ad valorem taxes approved by a vote of the people for economic development. The county shall establish an application process for proposals to receive a grant or loan under this subdivision. The awarding of a grant or loan under this subdivision shall be made at a public hearing of the county board of commissioners. The grant or loan contract shall require a report to the county board of commissioners regarding the activities of the recipient and the degree to which the recipient has met the stated public purpose of the funding.

(s) Before January 1, 2020, by majority vote of the members of the county board of commissioners elected and serving in a county with an appointed board of county road commissioners, pass a resolution that transfers the powers, duties, and functions that are otherwise provided by law for the appointed board of county road commissioners of that county to the county board of commissioners. The resolution is subject to the requirement in section 6(9) of chapter IV of 1909 PA 283, MCL 224.6. The appointed board of county road commissioners of that county is dissolved on the date specified in the resolution adopted under this subdivision, and the county board of commissioners is authorized to receive and expend funds as allowed under 1951 PA 51, MCL 247.651 to 247.675. If the powers, duties, and functions of the board of county road commissioners of a county are

transferred to the county board of commissioners of that county under this subdivision and the powers and duties of the office of county drain commissioner of that county had previously been transferred to the board of county road commissioners as provided in section 21(3) of the drain code of 1956, 1956 PA 40, MCL 280.21, then the county board of commissioners of that county shall reestablish, by resolution, the office of county drain commissioner as an elected office. The resolution reestablishing the office of county drain commissioner shall provide for the appointment of an acting county drain commissioner for that county who shall hold office until the next general election at which a county drain commissioner will be elected as provided in chapter X of the Michigan election law, 1954 PA 116, MCL 168.191 to 168.211.

(t) Before January 1, 2020, by majority vote of the members of the county board of commissioners elected and serving in a county with an elected board of county road commissioners, pass a resolution to submit to the qualified and registered electors of the county at the next regular election to be held in the county the question of transferring the powers, duties, and functions of the elected board of county road commissioners of that county to the county board of commissioners. The resolution is subject to the requirement in section 6(9) of chapter IV of 1909 PA 283, MCL 224.6. If a majority of the qualified and registered electors of the county voting on the question vote in favor of transferring the powers, duties, and functions of the elected board of county road commissioners of that county to the county board of commissioners, the elected board of county road commissioners of that county is dissolved and the county board of commissioners is authorized to receive and expend funds as allowed under 1951 PA 51, MCL 247.651 to 247.675. If the powers, duties, and functions of the board of county road commissioners of a county are transferred to the county board of commissioners of that county under this subdivision and the powers and duties of the office of county drain commissioner of that county had previously been transferred to the board of county road commissioners as provided in section 21(3) of the drain code of 1956, 1956 PA 40, MCL 280.21, then the county board of commissioners of that county shall reestablish, by resolution, the office of county drain commissioner as an elected office. The resolution reestablishing the office of county drain commissioner shall provide for the appointment of an acting county drain commissioner for that county who shall hold office until the next general election at which a county drain commissioner will be elected as provided in chapter X of the Michigan election law, 1954 PA 116, MCL 168.191 to 168.211.

(u) If, after a board of county road commissioners is dissolved as provided in subdivision (s) or (t), the county board of commissioners for a county determines that a board of county road commissioners would provide a cost savings to the county residents and would better meet the needs of the county residents, the county board of commissioners for that county may do either of the following:

(i) By majority vote of the members of the county board of commissioners, adopt a county road system with a board of county road commissioners as provided in chapter IV of 1909 PA 283, MCL 224.1 to 224.32.

(ii) By majority vote of the members of the county board of commissioners, submit the question of adopting a county road system with a board of county road commissioners to a vote of the electors of the county as provided in chapter IV of 1909 PA 283, MCL 224.1 to 224.32.

(v) Loan funds to a township within the county for the purpose of funding a road construction project or providing matching funds for a joint project between the county and the township. A loan granted under this subdivision shall not exceed a term of 10 years.

This act is ordered to take immediate effect.

Secretary of the Senate

Clerk of the House of Representatives

Approved

Governor



**Northern Lakes**  
ECONOMIC ALLIANCE

**ANTRIM COUNTY**



# August PRESIDENT'S REPORT 2016

**Two great interns one GREAT project!** If you have not had a chance to look at the outstanding project completed this summer by our two summer interns, take a look.

To address Northern Michigan's shortage of workers with the skills to supply today's workforce, NLEA brought together various partners including Char-Em ISD, Networks Northwest, Baker College, North Central Michigan College, and local employers to share information about regional "in-demand" careers and training opportunities.

With a grant from DTE Energy Foundation, NLEA hired two summer interns to collect and provide the information regarding pathways to local in-demand careers.

**Alison Burnell (U-M)** and **Brad Berkau (MSU)** conducted interviews with employees and students who described their path from education to employment.

Highlighting this project are video interviews describing each person's path from education to employment which can be viewed at [www.northernlakes.net/hotjobs](http://www.northernlakes.net/hotjobs). The materials created will help educate current students, returning students, recent grads, parents and the general public about career pathways to fill local jobs and encourage economic growth. It also serves as a detailed resource to market regional education and training leading to great career options for those who would like to stay in Northern Michigan.

Take a look and let me know what you think. [andy@northernlakes.net](mailto:andy@northernlakes.net) Have a terrific week!

Andy Hayes, President



## By the Numbers...



**\$237,139,895.....46**

46 projects currently in progress for an anticipated investment of \$237,139,895.

Grant Funding	\$5,482,050
Public Investment	\$8,643,563
Private Investment	\$223,014,282
219	Anticipated Jobs Created
201	Anticipated Jobs Retained
10	Anticipated Business Startups



**\$9,740,296.....13**

13 projects completed this year for a total investment of \$9,740,296.

Grant Funding	\$3,882,526
Public Investment	\$2,354,500
Private Investment	\$3,503,270
26	Jobs Created
31	Jobs Retained



**1,521**

1,521 hours spent working on economic development projects.



**47**

47 annual retention visits year-to-date to base employers throughout the region.

Visit [www.northernlakes.net](http://www.northernlakes.net) for details on these and other successful projects.

Redeveloping City of Cheboygan



"Hot Jobs" in Northern Michigan



Green Light East Jordan



**CORE PARTNERS**



Thank you to all that were able to join us the past few weeks as we made our way around the region. This was a great opportunity for us to come to you and see and hear your thoughts. We appreciate all that our communities and businesses do for the economic vitality of our region. Keep up the good work!



**BYLAWS  
Of the  
NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS**

**ARTICLE I – NAME, AREA SERVED**

Section 1 – Name

The name of the organization shall be the Northeast Michigan Council of Governments, hereinafter referred to as NEMCOG.

Section 2 – Area Served

The areas served by NEMCOG shall be the counties of Alcona, Alpena, Cheboygan, Crawford, Montmorency, Oscoda, Otsego and Presque Isle. Should adjacent counties to this area petition and be accepted for membership by a two-thirds vote of the board of directors in a regular session, then that respective area shall also be served and represented accordingly.

**ARTICLE II – MEMBERSHIP**

Section 1 – Intent

It is the intent of NEMCOG to promote and maintain the principles of intergovernmental cooperation by providing a voluntary organization open to local entities of government which shall include cities, villages, other incorporated subdivisions, counties, school districts, intermediate school districts, special authorities, townships or any other legally constituted governing body responsible for the exercise of governmental functions within a political subdivision of the established area. Further, it is the intent to have the membership consist of a majority of elected public officials and policy body officials.

Quasi-Government agencies and non-profit agencies sharing a common interest in the goals and objectives of NEMCOG may be offered membership. The Board of Directors shall retain authority to determine those agencies that will be offered membership.

Section 2 - Reinstatement of Membership

A member who has terminated membership through withdrawal or non-payment of the agency's appropriation request may reinstate its membership by providing its full share of the agency's appropriation for the current fiscal year plus past fiscal year.

Section 3 – Members – Non-active

A member may be considered non-active when the entity contributes its appropriations but declines a Board seat. Entity is entitled to full benefits of NEMCOG.

## **ARTICLE III – BOARD OF DIRECTORS**

### Section 1 – Composition of the Board of Directors

The Board of Directors shall have a minimum of 21 members.

Elected public officials from general purpose governments must comprise more than 50% of the 21 member Board of Directors.

*The Board composition is as follows:*

County Appointment: Each county will be entitled to appoint two representatives to the Board of Directors, except for adjacent counties, which are entitled to appoint one representative to the board.

Business Representatives: 3 members shall represent the Business Sector.

Municipalities (4): Cities: 2 members; Villages: 2 members.

Townships (2): Shall be allotted two board appointments.

At- Large (2): Can include non-profit and quasi-governmental agencies.

County Administrator: 1 member representing County Administrators.

### Section 2 -Appointment of the Board of Directors

All member appointments, except for the County appointments are nominated by the Nominating Committee of NEMCOG and are appointed by vote of the Board of Directors.

Any member of NEMCOG in Good Standing may recommend to the nominating committee a name for consideration to fill a vacancy.

### Section 3 – Terms of Board of Directors

Terms of representatives to the Board of Directors shall be for a one year period. Final discretion of appointment, reappointment, or withdrawal of appointment, will be retained by the respective member entities.

### Section 4 – Attendance

A representative to the Board of Directors is expected to attend all regular scheduled meetings of NEMCOG. If a representative fails to attend three (3) consecutive regular meetings and is unexcused, the seat may be declared vacant by the NEMCOG President.

## Section 5– Vacancies and Filling Vacancies

A representative’s seat on the Board of Director’s may become vacant by resignation, death, removal from the qualified entity’s geographical area, loss of elected position, or for any other cause not consistent with the membership rules, as determined by the Board of Directors. In the case of a vacancy, except for Counties, the Nominating Committee will provide nominee(s) to fill the vacancy.

## **ARTICLE IV – OFFICERS, ELECTION, DUTIES**

### Section 1 – Officers

The officers of NEMCOG shall be a President, Vice President, and one Executive Board member. The officers shall serve as the Executive Committee of NEMCOG. NEMCOG staff will serve as non-voting Secretary/Treasurer.

### Section 2 – Election of President, Vice President and One Executive Board Members

The election of officers shall be held at the February Board of Directors meeting of NEMCOG.

If an officer is elected by this body, but is not re-appointed by the organization he or she represents, and is no longer a bona fide member of NEMCOG, the office shall become vacant and the natural line of succession shall be used to fill the vacancy. If an officer is not re-appointed by the Organization he or she represents, the vacancy shall be filled by a Board of Directors Election.

The election shall be held for the offices of President, Vice President and one Executive Board member, in that order, who shall serve for a one year term beginning in February. A person must receive a majority of the votes cast for an office to be elected. If no candidate for an office receives a majority, then a run-off election of the two candidates receiving the highest number of the votes cast for the office will be held and the person receiving the highest number of the votes in the run-off election will be elected.

### Section 3 – Secretary/Treasurer

NEMCOG staff shall serve as a non-voting Secretary/Treasurer.

### Section 4 – Duties of the President

- (a) The President shall have general authority and responsibility for carrying out the policy decisions of NEMCOG.
- (b) Shall preside at NEMCOG Board of Directors meetings.
- (c) Shall represent NEMCOG in an official capacity where appropriate and perform those duties incident to the office as chief of the policy body.

- (d) Shall appoint members to standing committees, advisory committees, ad hoc committees and special groups established by the Council.
- (e) Shall have a vote on all matters that are brought before the body.
- (f) Shall serve ex-officio as a voting member of all standing committees.
- (g) Shall serve as the NEMCOG representative to the Michigan Association of Regions (MAR), or will designate a member of the Board of Directors to serve that function.
- (h) Shall execute documents for and in behalf of NEMCOG when duly authorized and where required.
- (i) Shall perform such other duties as NEMCOG directs.
- (j) Shall serve as chair of the NEMCOG Executive Board Committee.

Section 5 – Duties of the Vice- President

- (a) The Vice-President shall perform the duties of the President in the Presidents absence.
- (b) Shall oversee the functions of the Secretary/Treasurer.
- (c) Shall serve as a member of the NEMCOG Executive Board Committee.

Section 6 – Duties of the Executive Board Member

- (a) Shall perform the duties of the President in the absence of the President and Vice-President.
- (b) Shall serve as a member of the NEMCOG Executive Board Committee.

Section 7 – Duties of the Secretary/Treasurer

- (a) The Secretary/Treasurer shall be responsible for the issuance of notices of all meetings except those special meetings called at the request of the officers.
- (b) Shall be responsible for the recording of minutes of all meetings, the preparation of the copies and distribution thereof in accordance with procedures established by NEMCOG.
- (c) Shall have custody and be responsible for the safekeeping of all documents of NEMCOG except those delegated to the Staff.
- (d) Shall be responsible for maintaining a current roster of duly selected members of NEMCOG and the Board of Directors and maintain a register of post office addresses of each member, which shall be furnished by each member.
- (e) Shall perform such other duties as are assigned by the Board of Directors.

- (f) Shall be responsible for the financial affairs of NEMCOG including an accurate record of monies received, disbursed, and deposited in behalf of the organization in carrying out NEMCOG activities.
- (g) Shall be bonded in accordance with provisions established by the Board of Directors.

## **ARTICLE V– MEETINGS OF THE BOARD OF DIRECTORS**

### Section 1 – Regular Meetings

Board of Directors meetings of NEMCOG shall be held monthly, except for the months of July and November or as needed in accordance with established procedures. Representatives shall be sent written notices 10 days prior to such meeting giving the time, place, and purpose of such meeting. Local news media shall be notified and all such meetings shall be open to the public and shall be subject to the State of Michigan’s Open Meetings Act (MCL 15.261).

### Section 2 – Special Meetings

Special meetings of NEMCOG may be called by the officers or upon request of a majority of the membership. Representatives shall be sent written notice of such meeting, giving date, time, place and purposes of such meeting, according to the Open Meetings Act.

### Section 3 – Waiver of Notice

Attendance of a representative at a regular or special meeting shall constitute waiver of notice of such meeting except, where a representative shall attend, for the express purpose of objecting to the transaction of any business because the meeting is not properly called or convened.

### Section 4 – Quorum

A quorum shall consist of 11 members of the Board of Directors..

### Section 5 – Voting

All appointed representatives to the board of directors are entitled to vote. Voting may be by voice, show of hands, or roll call vote

Administrative member representative’s right to vote and deliberate in NEMCOG affairs is dependent upon the timely payment of appropriations. A representative whose administrative member entity has not paid its appropriations may be permitted to vote if it has agreed to and committed itself to pay its appropriations. The decision on the granting of such voting privileges shall rest with the officers of NEMCOG.

## Section 6 – Minutes

Minutes shall be recorded for each regular and special meeting and copies thereof shall be sent to each member and such other persons as the Board of Directors feels appropriate in a manner prescribed. Said minutes shall be properly dated and made available as soon as possible after each meeting. Said minutes shall be “Unapproved Minutes” pending a vote of the Board of Directors.

Minutes shall be kept of all Committee meetings and provided to the Executive Director.

## **ARTICLE VI– ADMINISTRATION**

### Section 1 – Executive Director

Administration of the work carried on by NEMCOG shall be the responsibility of the Executive Director who shall serve as Chief Executive Officer.

- (a) The Director will be employed and retained at the pleasure of the NEMCOG Board of Directors.
- (b) Shall be responsible for the planning, coordinating, and reporting the work of NEMCOG.
- (c) Shall make recommendations regarding the general administration of NEMCOG affairs including budget, finance, personnel and program administration in accordance with policies and procedures set forth in the Appendix of these Bylaws.

### Section 2 – Staff

NEMCOG shall employ such personnel as is necessary to carry out the programs of the Council in accordance with established personnel policies and procedures (See Appendix B).

### Section 3 – Policies and Procedures

Policies and procedures regarding the administration of NEMCOG shall be established by the Board of Directors.

## **ARTICLE VII – COMMITTEES**

### Section 1 – Kind

In addition to the Board of Directors, there may be standing committees and ad hoc committees.

## Section 2 – Standing Committees

The following are Standing Committees: Bylaws, Executive, Finance, Nominating and Regional Prosperity Collaborative.

## Section 3 – Ad Hoc Committees

Ad hoc committees may be established at any time by NEMCOG or the Board of Directors or the President to serve for a specific purpose or a specific period of time.

## **ARTICLE VIII – AMENDMENTS TO RULES AND REGULATIONS**

Proposed alterations, amendments or additions to these bylaws or to the NEMCOG Administrative Policies Manual must be presented in writing to the Board of Directors at least 10 days prior to adoption. Amendments may be made by the Board of Directors. Approval shall require approval of 2/3rds of the sitting Board of Directors (15).

## **ARTICLE IX – PARLIAMENTARY PROCEDURES**

For meetings of the Board, the standing rules of NEMCOG shall govern. The established operating procedures comprised in “Robert’s Rules of Order” shall be used as reference for all other questions and procedures in all cases in which they are not inconsistent with the standing rules and orders of the Board and are not contrary to any existing laws of the State of Michigan.

## **ARTICLE X – EFFECTIVE DATE OF BYLAWS**

The effective date of these bylaws is 2016.

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
COMMITTEE OF THE WHOLE MEETING  
JUNE 28, 2016**

The regular meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairperson Pete Redmond at 9:30 a.m.

Roll called and a quorum present.

**Present:** Commissioners Chris Brown, Bruce Gauthier, Pete Redmond, Cal Gouine, Tony Matelski, John Wallace, and Sue Allor

**Absent:** None

Commissioner Wallace gave the invocation and led the Pledge of Allegiance.

Commissioner Redmond removed Item 10 *Board Planning Session* from the Agenda.

**Motion** by Commissioner Allor, seconded by Commissioner Wallace, to approve the agenda as amended. Motion carried with 7 yes, 0 no and 0 absent.

**CITIZENS COMMENTS** – None

**SCHEDULED VISITORS**

Sheriff Dale Clarmont presented Mike Charboneau with the Alverno Fire Chief Service Award for his many years of service as Chief and Fireman. Sheriff Clarmont also recognized Mike Charboneau for his dedication to the Cheboygan County Sheriff's Department Search and Rescue Team. He served on the search and rescue team since its inception in 2014 retiring this year. Commissioner Redmond thanked Mr. Charboneau for his service on behalf of the citizens of Cheboygan County.

Community Development Director Steve Schnell presented the 2015 Annual Community Development Report. He noted the work outlined in the report demonstrates the hard work of the people in his department. Mr. Schnell stated that he has seen positive development in his department and throughout the community in the last year. He noted that there has been a 45% increase in residential additions and a 242% increase in commercial construction. Mr. Schnell stated that regarding the Housing program, 100% of grant income was expended and even some of the program income was expended for home rehabilitation projects and emergency repairs. Mr. Schnell noted that the Housing program has seen applications from a lot of low income families noting currently there are 195 people on the waiting list for assistance. Mr. Schnell told the Board that the main source of grant funding for the Housing program is being eliminated and will stop at the end of 2017. The need in the community has not stopped so the department is seeking alternative sources of funding and partnerships with other funding units. Mr. Schnell commented on the activities of the Planning Commission in 2015, including Heritage Cove and the County capital improvement plan. Mr. Schnell stated that there has been a slight increase in zoning permits. Mr. Schnell commented on the new computer web mapping capabilities. Building Official Matt Cronk presented information regarding building safety in 2015. Mr. Cronk stated that residential construction value in the County has seen a 97% increase since 2012. He stated that commercial construction value in the County has shown even stronger growth with an increase of 500% since 2013. He noted that the department has engaged in a lot of efficiencies like doing more than one type of inspection at one visit. He said it is a building department priority to educate the building community about changes in the codes enforced by the department and encourage pre-building meeting to identify potential issues.

**COMMITTEE OF THE WHOLE – June 28, 2016**

Commissioner Allor inquired as to Matt Cronk's certifications needed as Building Official. Mr. Schnell responded that Mr. Cronk has the certifications he needs as Building Official and that he has more licensures as Building Official as well as continuing education. Commissioner Gauthier asked what the trend for building permits looks like in 2016. Mr. Cronk responded that at this time the department is already exceeding last year. Commissioner Matelski asked if it is federal or state funding that was being eliminated for the Housing program by the end of 2017. Mr. Schnell responded that it is federal funding funneled through the State of Michigan Housing Authority and the state-level receipt of the funding is changing regarding the allocation of the funding. Discussion was held. Commissioner Brown complemented the Community Development Department and staff and noted that with big capital projects occurring in the near future, the Department should be proactive to continue the level of customer service they provide. Commissioner Gauthier requested for the Community Development Department to keep the Board aware of opportunities to partner with other Housing Programs. Mr. Schnell responded that they are looking into available partnerships and packaging projects.

Sheriff Dale Clarmont presented the 2015 Annual Sheriff's Department Report. Sheriff Clarmont stated that in 2015, the actual expenditures of the Department came in \$168,000 (4.7%) below the requested budget of \$3.577 million. Sheriff Clarmont stated that the out-of-county boarding fees are down because the jail is at capacity with an in-county inmate population. Sheriff Clarmont stated that the Work Release capacity is at about 75% higher than last year. Sheriff Clarmont stated that the jail revenues were \$344,622, grant funding and donation revenue was \$208,641, and other assorted revenues produced total revenues for the jail of \$558,247 in 2015. Sheriff Clarmont stated the expenditures of the Department in 2015 were \$3.409 million. Sheriff Clarmont noted that as a result of the Work Crew Program and the combination of the meals, labor and participation fees paid from it, the Department saw a net savings of 215 bed spaces and \$12,014. Sheriff Clarmont stated that the road patrol stats include a log of approximately 13,000 calls and arrests took a 4% decrease which he attributes to the presence of the County law enforcement throughout the community. Sheriff Clarmont addressed other notable facets of the department in 2015. Sheriff Clarmont stated that Sheriff's Department Canine Unit grew in 2015 by another canine and another officer thanks to the generosity of Tony and Roberta Matelski. Sheriff Clarmont commented on the positive effectiveness of the health services contract between the jail and DHHS. Commissioner Allor asked Sheriff Clarmont if the canine building searches conducted in 2015 were strictly for locating people in buildings or did it also include situations like canine searching of lockers in schools. Sheriff Clarmont stated that building searches were conducted for various reasons when the Department received a request for the canine to go into a building and search. He noted school searching via canine is separate from the building searches figure reported in the Annual Report.

Commissioner Matelski asked Sheriff Clarmont about a Jail Division Revenues Social Security Finder's Fee line in the report. Sheriff Clarmont stated that Sheriff's Department staff discovered several years ago that if someone comes to jail they are no longer entitled to Social Security Disability under federal law if they are receiving it and if the jailing institution reports that the jailed individual receiving Social Security Disability payments is housed in jail, the federal government will remit a "finder's fee" to the jailing institution per individual. Commissioner Brown asked Sheriff Clarmont about the success rate of the canine unit searchings' through buildings and/or schools. Sheriff Clarmont stated that has demonstrated an approximate 95% success rate that the canines alert and locate drugs and 100% success rates for when the canines alert and locate people. Commissioner Gauthier asked Sheriff Clarmont what practice the Cheboygan County Jail engages in, that surrounding counties do not, to keep this County Jail's inmate health expenses far lower than other counties. Sheriff Clarmont stated that the biggest difference between Cheboygan and other counties is the corroboration contract with Health Department for health services and the second biggest is furloughing of inmates for health purposes. Commissioner Gauthier asked how the arrest rates in 2015 were cyclical. Sheriff Clarmont stated that the arrest rates are going down cyclically based on the effect that the economy has on crime rates and because the economy was stronger in 2015 than in previous years, the arrest rates decreased.

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Commissioner Wallace asked Sheriff Clarmont if there is a difference in the jail population based on the weather (i.e. in the winter time there are more inmates). Sheriff Clarmont responded that they use to see fluctuations like that but not so much anymore as most of the jail populations are there as a result of drugs.

**ADMINISTRATOR’S REPORT**

Administrator Lawson stated the work crew provided through the Sheriff’s Department in the remodeling work being done at the Women’s Resource Center in the Doris E. Reid Building, may take longer, but is very cost effective for county capital projects and it offers assistance to the County Building Maintenance workers.

Mr. Lawson said grant funding for the Housing Program has been discussed for several years. He noted people should emphasize and remind their legislators and state officials how important housing programs are throughout the State, but especially in Northern Michigan. This shift in funding has been happening for several years. The administrator said that ten applications for a Plan Review Enforcement Officer position have been received, but only two of the applicants are fully qualified..

Administrator Lawson stated that Request for Proposals for the Sheriff’s Department are to go out to architects this week and to get a preliminary estimate on kitchen design and the possibility of adding a few jail cells and equipment storage. He said the schools are auctioning off some kitchen equipment but that some of the equipment was too old for the jail’s needs.

Administrator Lawson stated there are still contractors at the Animal Shelter and the Senior Center working and the County has Request for Proposals out for carpet at the DHHS building.

**OLD BUSINESS** – None

**NEW BUSINESS** – None

**BOARD MATTERS FOR DISCUSSION** – None

**CITIZENS COMMENTS**

Chuck Leady, a citizen of Benton Township, stated that he was interested in knowing if the Community Development Department could produce a paper county map with latitude/longitude coordinates on it. He also noted that it would be an esthetical improvement to bury the power lines that are viewable downtown.

John Kurczewski, a citizen of Tuscarora Township, asked if there was any way to have a proposal in front of the Board to approve a resolution that Cheboygan County supports the analog meters. Commissioner Redmond responded that the issue is under review by the Board and that Mr. Kurczewski may leave a contact phone number with the Administrator’s office if the issue comes before the Board for decision.

**BOARD MEMBER COMMENTS**

Commissioner Gauthier offered tickets for the upcoming County Democratic Fundraiser.

Commissioner Gouine commented that he saw Chief Jones and asked him about the radio system used by 9-1-1 and emergency and law enforcement. Mr. Gouine said Chief Jones said that he doesn’t have trouble with reception in town but that the other departments do and that the

**COMMITTEE OF THE WHOLE – June 28, 2016**

narrow banding is getting smaller and will be in need of another system. Commissioner Wallace stated that updating to the 800 megahertz system has been considered for some time, however, cost of it is a deterrent. Sheriff Clarmont said his department uses 800 megahertz for backup. Discussion was held.

Commissioner Matelski commented that some communities – like Grand Marais and Munising – are having an issue accommodating an influx of tourism.

**Motion** by Commissioner Matelski, seconded by Commissioner Wallace, to adjourn to the call of the Chair. Motion carried. Meeting adjourned at 10:57 AM.

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Mary Ellen Tryban  
County Clerk/Register

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Pete Redmond  
Chairperson

DRAFT

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
FINANCE BUSINESS MEETING  
JULY 12, 2016**

The Finance/Business meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairperson Pete Redmond at 9:30 a.m. Commissioner Redmond requested a moment of silence for victims of the courthouse shooting in Berrien County.

Roll called and a quorum present.

**Present:** Commissioners Chris Brown, Bruce Gauthier, Pete Redmond, Cal Gouine, Tony Matelski, John Wallace, and Sue Allor

**Absent:** None

Commissioner Wallace gave the invocation and led the Pledge of Allegiance.

Commissioner Brown requested to pull Item 5-G *DHHS 2016 Amendment #2 Homemaker Contract* from the Consent Agenda. Commissioner Redmond placed item under New Business E. Commissioner Wallace requested to pull Item E *Housing Project H14-356* from the Consent Agenda. Commissioner Redmond placed the item under New Business F. Commissioner Allor requested to pull Item 5-H-2 *Lapeer County Resolution* from the Consent Agenda. Commissioner Redmond placed the item under New Business G.

**Motion** by Commissioner Brown, seconded by Commissioner Wallace, to approve the agenda as amended. Motion carried with 7 yes, 0 no and 0 absent.

**Motion** by Commissioner Matelski, seconded by Commissioner Brown, to approve the consent agenda as follows:

- A. Approve Monthly Finance Claim (Finance = \$123,518, Prepays = \$945,081.79)
- B. Budget Adjustments
- C. Region 9 Area Agency on Aging Proposed 2017-2019 Multi Year Implementation Plan
- D. Cheboygan County Fair
  1. North Central Security Agreement
- ~~E. Housing Project H14-356 (Moved to New Business)~~
- F. Crime Victim's Right Application 2017
- ~~G. DHHS 2016 Amendment #2 Homemaker Contract (Moved to New Business)~~
- H. Correspondence
  1. Bay County Resolution Supporting SB 39 of 2015
  - ~~2. Lapeer County Resolution (Moved to New Business)~~
  3. Eaton County Resolution Regarding Dark Stores
  4. Huron County Resolution Opposing Fracking
- I. Minutes
  1. Finance/Business Meeting of May 10, 2016 and Committee of Whole Meeting of May 24, 2016
  2. Health Board – 5/17/16
  3. North Country Community Mental Health – 5/19/16
  4. NLEA July President's Report
  5. Cheboygan County Road Commission – 6/16/16
  6. Cheboygan City Council – 5/24/16 Special Meeting/Port Commission, 5/24/16 & 6/14/16
  7. Planning Commission Meeting – 6/1/16
  8. ZBA – 5/25/16

A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

## Finance Business Meeting – July 12, 2016

### CITIZENS COMMENTS

Carl Muscott, a citizen of Tuscarora Township, thanked the Board for adopting a resolution in support of the I-75 Business Loop. He also expressed concern regarding a letter from the former Equalization Director to Mike Ridley regarding an assessment of all properties in Tuscarora Township. Mr. Muscott also commented on a raise being considered for Tuscarora Township Supervisor Mike Ridley.

John Kurczewski, a citizen of Tuscarora Township, a proponent for the analog meters choice bill, brought in a sample of a township and city resolution supporting citizens having a choice of utility meters for the Board.

**SCHEDULED VISITORS** – None

### FINANCE DIRECTOR'S REPORT

Finance Director Kari Kortz presented the revenue and expenditures report for the General Fund for the month ended May 31, 2016. She reported total year-to-date revenue of \$1,658,732.25, or 13.93% of budget, compared to \$1,441,267.62, or 12.29% of budget last year at the same time. Ms. Kortz reported expenditures year-to-date of \$4,256,852.61 or 35.76% of budget, compared to \$4,224,065.41, or 36.02%, last year as of the end May. Also presented was the Cash Summary by Fund Report for May 2016.

### ADMINISTRATOR'S REPORT

Administrator Lawson stated that the contractor at the Wolverine Senior Center has completed the new roofing and that the County has requested pricing on replacing doors and sealcoating.

Administrator Lawson stated that there are Request for Proposals out for pre-architectural services to develop a preliminary site plan, floor plan and cost estimate to determine the feasibility of the Sheriff's Department Jail expansion project to construct 2 – 4 cell additions, a kitchen facility and storage. Mr. Lawson said that bids are currently being received for a new fleet vehicle.

Administrator Lawson reported staff has begun to review County policies. He explained that it is standard process to review existing policies to check for any necessary changes related to state or federal law or needed policy changes related to the operation of the County. Administrator Lawson stated that legal counsel will review a draft of the recommendations and noted the project will take several months to complete.

Administrator Lawson reminded the Board of the MAC Regional Summit to be held on August 16<sup>th</sup> at the University Center in Gaylord from 9:00 AM to 1:30 PM. Board members can let Kathy know if they are interested in attending.

Administrator Lawson stated that the County Building has had two air conditioning units become inoperable and the budget only provides replacement funds for one unit per year. He said there are 12 air conditioning units in the County Building in total from the 1980's and moving forward the budget should be adjusted to replace 2 units per year.

Commissioner Redmond stated that the Board is accepting applications for the Economic Development Corporation and the deadline is July 20.

### COMMITTEE REPORTS

Commissioner Brown attended an Airport Authority meeting and a Burt Township meeting.

Commissioner Wallace attended a 9-1-1 Committee meeting, a Tuscarora Township Annual meeting, an Ambulance meeting.

## Finance Business Meeting – July 12, 2016

Commissioner Allor attended a Forest Township meeting, a Cheboygan County Council on Aging meeting, and a District. No. 4 Health Board meeting.

Commissioner Gauthier attended two Alcona Healthcare meetings and a City Council meeting.

Commissioner Gouine attended an Inverness Township meeting.

Commissioner Matelski attended two Planning Commission meetings, two Road Commission meetings, a Waterways Commission meeting and township meetings in District 5.

Commissioner Redmond attended a Waterways meeting, a District No. 4 Health Board meeting and District No. 4 Executive Health Board meeting.

**OLD BUSINESS** – None

### **NEW BUSINESS**

Finance Director Kari Kortz presented the Byrne Justice Assistance Grant 2017 Application regarding SAYPA.

Commissioner Allor sought confirmation that because there has been a reduction of \$25,000 available through the grant, if there would be additional cost to the County over and above the approximate \$32,000 that has already been allocated for the program. Finance Director Kortz stated that she would budget a cut to the program before she would go above the \$32,000 allocation.

**Motion** by Commissioner Gauthier, seconded by Commissioner Wallace to approve the Byrne Justice Assistance Grant – SAYPA application and authorize Finance Director to submit using the MAGIC on-line grant management system. Furthermore, we authorize the Chairperson to sign any forthcoming agreements or required documentation upon the review and approval of the Finance Director, Kari Kortz and legal counsel, if applicable and authorize the Finance Director to submit using the MAGIC on-line grant management system any future reporting requirements on behalf of the County. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kari Kortz presented Amendment #5 to the 2016 Salary & Wage Resolution – Non-Union General Employees #16-01 regarding staff raises due to office reconfiguration in District Court. Judge Barton stated that there was a June 2016 retirement in District Court and she considered not fill the position and viewed the retirement as an opportunity to enhance the wages of existing employees with wages below the comparable average and save the County money but she is hesitant that eliminating an entire position in the District Court will place a significant burden on the staff. Judge Barton stated that she has presented the issue to her staff, Administrator Jeff Lawson and Finance Director Kari Kortz for consideration as well. Commissioner Allor said that the \$23,000 savings is commendable and represents good fiscal management. She said wage disparities have been created over time and can be attributable to a variety of circumstances such as the wage freeze that was in effect for several years. Commissioner Allor stated that it is commendable that District Court employees are exhibiting qualities of commitment, efficiency and effectiveness and that Judge Barton hopes to reward disparately waged positions as a result but on the same token those same actions could be viewed as unfair by many other employees and staff in the County Building who are unable to be financially rewarded through a departmental restructure at this time. Commissioner Allor added she is not able to support Judge Barton's request due to a potential for building-wide decline in morale if District Court employees receive financial compensation as a result of departmental restructuring. Administrator Lawson stated that the request meets the requirements for consolidation, the adjustment would complete the wage adjustment for that department and there would be a cost savings as a result of the arrangement but he does agree with Commissioner Allor that there could be a perception that the raises are not fair. Commissioner Gouine stated that his concern is if the District Court position is eliminated and another person gets sick in District Court there would not be coverage. Judge Barton stated that she is also concerned about that issue and she intends to reorganize the actual structure of the office and put both the Civil Court side and the Criminal Court side in the same office and she feels that will allow for the employees to cross train. Commissioner

## Finance Business Meeting – July 12, 2016

Brown commented that the County allocates a certain budget amount to elected officials to operate their department and that it is the elected official's prerogative to make changes within their department. Commissioner Matelski asked Judge Barton about her certainty regarding the departmental change and if she believes it will work as presented. Judge Barton said she is certain it will work.

**Motion** by Commissioner Matelski, seconded by Commissioner Redmond to adopt Amendment #5 to the 2016 Wage and Salary Resolution – Non-Union General Employee #16-01 to be effective June 6, 2016, authorize the Chairperson to sign and approve the necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 1 no (Commissioner Allor) and 0 absent.

Finance Director Kortz presented Amendment #6 to 2016 Salary & Wage Resolution – Non-Union General Employees #16-01 regarding Straits Regional Ride needing to move a part-time driver into a full-time driving position due to medical circumstances.

**Motion** by Commissioner Wallace, seconded by Commissioner Brown to adopt Amendment #6 to the 2016 Salary and Wage Resolution – Non-Union Employee #16-01 to be effective June 27, 2016, authorize the Chairperson to sign. Commissioner Gauthier stated that the wage rate set for the position is not up to the standard for minimum wage per the Democratic Party. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kortz presented the prospective 2017 Budget Process Timeline. She stated that it is a similar timeline set out for last year. Commissioner Redmond stated that traditionally there is a meeting with the elected officials to discuss potential budget issues in a round table setting. Finance Director Kortz stated that it is optional. Commissioner Redmond stated that he would like to coordinate a meeting with elected officials.

**Motion** by Commissioner Gauthier, seconded by Commissioner Allor to approve the 2017 Budget Process Timeline as presented. Discussion was held about the MERS retirement fund balance. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Brown addressed the DHHS 2016 Amendment #2 Homemaker Contract pulled from the Consent Agenda. Commissioner Brown questioned what the position addressed in the amendment pays in total. Commissioner Redmond stated that it is a total of \$46,400 which is funded 50% by Cheboygan County and 50% by the State of Michigan via reimbursement. Commissioner Brown asked what the position does. Finance Director Kortz stated that the person in that position goes to homes and helps parents manage their households better so that their children are not placed outside the home.

**Motion** by Commissioner Brown, seconded by Commissioner Gauthier to approve Amendment #2 to the DHHS Agreement DFA13-16001 for the Home Aide position and authorize the Chairperson to sign the amendment and authorize all necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Commissioner Wallace addressed the Housing Department Request for Approval of Project H14-356 pulled from the Consent Agenda. Commissioner Wallace stated that the County should be doing a lot more smaller projects over putting all of the money into one project. Community Development Director Steve Schnell responded that the project meets the program guidelines and is before the Board today for them to make a decision. Mr. Schnell stated that this project was 20<sup>th</sup> in line and the department is compelled to go through the steps with them. Mr. Schnell stated that the maximum amount they can spend on a project is determined by what grant the money is funded under and that is \$40,000 with an exception for this project. Discussion was held regarding grant funding and loan repayments. Commissioner Gauthier asked what the average cost of the housing projects is. Mr. Schnell stated that the average cost is in the high \$20,000s to low \$30,000s. He noted that there are limitations on funding for emergency repairs. Commissioner Allor asked what the SEV is on the project parcel. Mr. Schnell stated it is low; approximately high \$30,000s. Discussion was held.

**Motion** by Commissioner Gauthier, seconded by Commissioner Allor to approve project #H14-356 for a total mortgage of \$43,198.81 and approve the necessary budget adjustments. A roll call vote was taken

## Finance Business Meeting – July 12, 2016

with 1 yes (Commissioner Gauthier), 6 no (Commissioner Matelski, Commissioner Wallace, Commissioner Allor, Commissioner Brown, Commissioner Redmond, Commissioner Gouine) and 0 absent. Motion failed.

Commissioner Allor presented the Lapeer County Resolution regarding DTE advanced meters which was pulled from the Consent Agenda. She noted that various citizens have come to the Board to express concern with utility companies switching to smart meters and when she saw this resolution on the Consent Agenda she thought it would be worthwhile to take a look at this Lapeer County resolution and have a discussion about it. Commissioner Gauthier asked if anyone knows what the status of House Bill 4916. Commissioner Allor stated that she believes the purpose of the resolution is to support the option for citizens to choose an analog meter and having the individual do their own readings and report in. Commissioner Brown said that Presque Isle Electric gives citizens the option but charges \$20 more if they have to come out and read the meter. Lengthy discussion held. Commissioner Redmond asked for Board consensus on whether to draft a resolution of support or to move forward with getting a representative from a utility company to speak about the issue. Commissioner Allor stated that she would like to move forward with the resolution similar to the Lapeer County resolution. Commissioner Wallace said he would like to have a utility company representative come and present information to the Board. Commissioner Brown stated that he is on the fence as he does not have an issue moving forward with the resolution. Commissioner Gauthier agreed with Commissioner Allor. Commissioner Gouine stated he would like more information from the utility company. Commissioner Matelski stated that he would like more information from the utility company. Commissioner Redmond stated that Administrator Lawson will put a resolution together but the Board will not act on it until the August Finance Business Meeting and in the meantime look into getting a utility company representative to present information to the Board at the Committee of the Whole meeting at the end of July.

**Motion** by Commissioner Allor, seconded by Commissioner Matelski to receive and file the Lapeer County Resolution relative to DTE. Motion carried with 7 yes, 0 no and 0 absent.

### CITIZENS COMMENTS

John Kurczewski, a citizen of Tuscarora Township, stated that he would like to correct some misinformation. Mr. Kurczewski stated that a person who wants to maintain an analog meter with Consumers Energy can pay a \$69.00 one-time fee plus \$10.00/month to read the meter. Mr. Kurczewski stated that digital meter is a privacy issue and a health issue for individuals who are highly sensitive to electrical systems.

### BOARD MEMBER COMMENTS

Commissioner Wallace stated that he would like to know the status of the court case for the Grandview Beach Association and Cheboygan County. Administrator Lawson stated that he will get a status report together.

Commissioner Matelski stated that the Board received a packet on the Black River Marina, that DNR wants to move forward with that purchase.

**Motion** by Commissioner Matelski, seconded by Commissioner Brown, to adjourn to the call of the Chairperson. Meeting adjourned at 11:33 AM.

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Mary Ellen Tryban  
Cheboygan County Clerk/Register

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Peter Redmond  
Chairperson

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS  
COMMITTEE OF THE WHOLE MEETING  
JULY 26, 2016**

The regular meeting of the Cheboygan County Board of Commissioners was called to order in the Commissioners Room by Chairperson Pete Redmond at 9:30 a.m.

Roll called and a quorum present.

**Present:** Commissioners Chris Brown, Bruce Gauthier, Pete Redmond, Cal Gouine, Tony Matelski, John Wallace, and Sue Allor

**Absent:** None

Commissioner Wallace gave the invocation and led the Pledge of Allegiance.

**Motion** by Commissioner Gouine, seconded by Commissioner Allor, to approve the agenda as presented. Motion carried with 7 yes, 0 no and 0 absent.

**CITIZENS COMMENTS**

Joseph Chimner, a citizen of the City of Cheboygan, addressed the Board about smart electric meter technology. Mr. Chimner stated that he and his wife had the power cut to their house because they would not install the smart meter or a digital meter. Mr. Chimner stated that a digital meter causes a lot of health issues.

Jamie Chimner, a citizen of the City of Cheboygan, addressed the Board to state that it has been 11 months since she's lost electricity because she has to have an analog meter. Ms. Chimner stated that 41 other counties and municipalities have passed a resolution supporting Representative Lee Chatfield's co-sponsored Michigan choice bill giving citizens a choice to have an analog meter. Ms. Chimner wants the Board to support Representative Chatfield.

John Kurczewski, a citizen of Tuscarora Township, addressed the Board to state that Jamie Chimner was told that in order to get her power back she would have to take a digital meter but now Consumers Energy doesn't have digital meters. Mr. Kurczewski asked where the 900,000 analog meters that have been removed from Oscoda County are. Mr. Kurczewski stated that the Consumers Energy website states that people can purchase old analog meters for a fee and he just wants the Board to support a resolution to give people a choice.

Millicent Mclaughlin addressed the Board to say that her husband had a pacemaker and died of heart failure. Ms. Mclaughlin stated that her husband used to hear strange wire noises and now she finds that Jamie Chimner is going through it too. Ms. Mclaughlin would like the Board to support giving people an option.

Jon Leslie, a citizen of Beaugrand Township, addressed the Board to say that everyone in the audience is there to feed the Board good information to make a community action. Mr. Leslie stated that whenever he sees shows on TV about Hitler that everyone raises their hand to say "Heir, Hitler" because they were going to jail if they didn't go along with the system. Mr. Leslie stated that the Board needs to be independent of the whole world and support their community with their thinking. Mr. Leslie stated that he's heard that smart meters are bad on talk radio for 8 years.

Dana Carver, a citizen of Forest Township, addressed the Board to say that she has seen a great improvement in Jamie Chimner's health and that she has known her for years. Ms. Carver stated that everyone has a right to their own lives and their own choices. Ms. Carver read quotes from founding fathers.

## COMMITTEE OF THE WHOLE – July 26, 2016

Jim McKindles, a citizen of Presque Isle County, stated that he has been dealing with legislation that has been in the works for 3 years. Mr. McKelos stated that there aren't utility companies that have people's best interest in mind and that they are in business to make money. Mr. McKelos stated that there should be a free market for utilities and people would pay less and you would have corporations focused on catering to customers.

Nancy Schutz, a citizen of Presque Isle County, stated that she also witnessed Jamie Chimner at the chiropractor's office and couldn't believe the condition she was in. Mr. Schutz stated that she saw a lot of improvement in Jamie Chimner over time and she asked the Board to vote in support of the resolution.

### SCHEDULED VISITORS

Director of SAYPA, Chris Ackerman, and Mari Hesselink, SAYPA Case Manager presented a SAYPA and Decisions to Actions update. Mari Hesselink stated that from October 2015 – present the SAYPA program has served 23 youth, resulting in 12 successful case closures to date. Ms. Hesselink stated that the remaining youth are continuing in the program or are close to completing it and being placed back into the schools of their choice. Ms. Hesselink stated that 96% who are working through the program avoided out-of-home placement. Ms. Hesselink stated that the SAYPA program utilizes Straits Regional Ride for the transport of SAYPA program participants to and from school and for the summer program. Ms. Hesselink explained the SAYPA summer volunteering program. Commissioner Allor asked if the SAYPA participants are required to be part of the SAYPA summer program or if they volunteer? Ms. Hesselink stated that the summer program is court ordered for youth to attend. Mr. Ackerman stated that because the number of students the program can have is limited they work with probation officers to determine which students would be best suited. Commissioner Gouine asked what percentage of the SAYPA participants uses prescription drugs. Mr. Ackerman stated that 1 – 2 students per year have drugs administered to them at SAYPA. Commissioner Gauthier commented that he had the chance to interact with some SAYPA participants at the History Center garage sale and he was really impressed with their work abilities and that he thinks the program is excellent. Commissioner Brown stated that the SAYPA program and the Decisions to Actions programs are excellent investments for the community. Commissioner Brown stated that it's not just the number of people who complete the program who are affected but that it has a rippling effect in the community and he commended both programs. Commissioner Wallace asked how the SAYPA program complements the Decisions to Actions program and vice versa. Mr. Ackerman stated that a lot of students that enter SAYPA have had the judge order them to the Decisions to Actions program and they go there with their parents/guardians and learn how to interact with each other and the students in turn bring those interaction skills to school. Commissioner Redmond stated that he serves on the Straits Regional Ride Board and sometime back there was concern about discipline on the SRR buses for the SAYPA program and a Bus Aide was hired to relieve that concern and he is very glad to hear that the Bus Aide has had such a positive effect on SAYPA busing.

Charlie Brown, Coordinator for the Decisions to Actions program, presented an update to the Board. Mr. Brown stated that regarding the three classes that were run in conjunction with the school year there were 62 participants (27 students and 36 parents). Mr. Brown stated that the program is so effective because they are providing skills to both the students and the parents. Mr. Brown stated that the program utilizes three criteria to measure success; the first and most important criteria being "number of youth that avoided out-of-home placement". Mr. Brown stated that this past year that the success rate for the first criteria was 96%, meaning they had only a couple of kids that ended up in out-of-home placement or secure detention. Mr. Brown stated that the second criteria used to measure the success of the Decision to Action program are "number of students who showed improved communications and less conflict with parents". Mr. Brown stated that this past year the success rate for the second criteria was 93%. Mr. Brown stated that the third criteria used to measure the success of the Decisions to Actions program is the "number of youth that displayed a reduction in behavioral problems". Mr. Brown stated this past

## COMMITTEE OF THE WHOLE – July 26, 2016

year the rate of success for this criteria was 85%, meaning there is only a 15% recidivism rate in the program; students who go through the Decisions to Actions program but then go out and get into more trouble or have other difficulties. Mr. Brown stated that he appreciates that the County has taken on the Decisions to Actions program. Commissioner Wallace asked what timeframe have 340 youth done through the Decisions to Actions program. Mr. Brown stated that 340 youth have gone through the program since it started in 2004 under the auspices of North Country Community Mental Health. Commissioner Matelski asked if it is court ordered for the parents of youth to participate in the program or if that is voluntary. Mr. Brown stated that in almost every case the court does order the parents to the program and in other cases where the parents are not court ordered the youth have been referred to the program by school counselor or DHHS and parental attendance is voluntary. Commissioner Gauthier asked if Mr. Brown could explain how he uses mentors in the program. Mr. Brown stated each youth in the program has a volunteer, adult mentor to support the participants. Commissioner Brown thanked Mr. Brown and his wife for providing a meal at the Decisions to Actions program graduation. Commissioner Wallace stated that this is a money saving program for the County.

Dennis McKee, a representative from Consumers Energy, presented information on the Consumers Energy upgrade program for Smart Meter technology. Mr. McKee stated that they are about half way through the upgrading of meters across the state. Mr. McKee stated that Consumers Energy has 1.8 million electricity customers across the state and they've installed over one million new digital communication meters. Mr. McKee stated that the reason that Consumers Energy is replacing meters is because the analog meters that Consumers Energy have had on people's homes require for Consumers Energy to send a person out to someone's house and read the meters whereas the new meters transmit a message to Consumers Energy each night to inform the company how much electricity the customer has used. Mr. McKee stated that Consumers Energy is one of the first companies in the country to install meters that use cellular towers to read meters. Mr. McKee stated that the other benefit to the new meters is online access to electricity usage information. Mr. McKee also stated that the new meters can alert Consumers Energy if the power is out in a home. Mr. McKee stated that before Consumers Energy goes out to install the new meters, they send each customer a 30-day notice letting the customer know they will be upgrading the meter and they send a 2-week notice letting customers know that Consumers Energy representatives will be driving a white Ford Focus and be carrying identification and then the day of the meter replacement the representatives knock on the door and/or leave a door hanger notification that the meter has been replaced. Mr. McKee stated that he has spoken at a lot of places across Michigan and Consumers Energy has received some push back because of a misunderstanding that they are using a technology that they are not using. Mr. McKee stated that the system that is most common in the country is called the "Mesh System" for reading the meters; requiring utility companies to go into neighborhoods and install transmitters, collectors and receivers for information from the meters and transmit information back to the utility company every 15 minutes. Mr. McKee stated that the technology being utilized by Consumers Energy only sends one message back to the company in the middle of the night from the meter with no personal information in it. Mr. McKee stated that a lot of information has been fabricated by people asserting the Consumers Energy can know what people are utilizing energy for in their houses. Mr. McKee said that Consumers Energy does not have the ability nor the interest in collecting data on their customers or selling it to anyone. Mr. McKee stated that the Michigan Public Services Commission passed a regulation last year that when and if that type of data-collecting technology becomes available, that the information cannot be provided to a third party. Mr. McKee stated that this is a statewide program and they'll be done by the end of 2017. Mr. McKee stated that legislation was introduced last September to restrict the Smart Meter technology and provide access to analog meters. Mr. McKee stated that upgrading meters to Smart Meters is not about energy policy and that it is about utilizing the technology that best serves customers. Commissioner Redmond stated that the Board's concern is whether people have a choice and if they do have a choice, what is the cost. Mr. McKee stated that initially did not offer an "opt-out" program but the Michigan Public Service Commission, who regulates Consumers Energy, required them to have a manual-meter reading program for customers of all utility companies in the state. Mr. McKee stated that 99.5% of Consumers Energy customers

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have accepted the new communicating digital meters and only .5% of customers have requested the non-communicating, analog meters. Mr. McKee stated that some customers still have analog meters, some customers have digital non-communicating meters and some customers have received the upgraded digital communicating meter. Mr. McKee said that if a customer does not want to utilize a communicating digital meter, they keep whatever technology is at their home for the time being and then at some point Consumers Energy will pull the analog meters and replace them with digital meters. Mr. McKee said that analog meters are being scrapped and other utility companies are not interested in that technology. Mr. McKee stated there are costs associated with older technology as Consumers Energy has to continue sending out meter readers and those costs are going to be borne by the customers who elect to keep that old technology. Mr. McKee stated that there is a one-time fee of \$69.39 and a monthly fee of \$9.99 for customers who “opt out” which is still eventual replacement of their meter in the future. Commissioner Gauthier asked what benefits there are to the customers with the digital communicating meters. Mr. McKee stated that because Consumers Energy is regulated by the Michigan Public Service Commission, Consumers Energy had to make a business case in advance of them moving forward with the upgrade program; a \$750 million program with a \$1.9 billion benefit to customers in controlling costs and enhance services. Commissioner Gauthier asked if the technology in the new meters is like cellphone technology and affects hypersensitive people. Mr. McKee stated that the Michigan Public Service Commission conducted a study and concluded in a report that the new communicating digital meters are safe, beneficial and enhances services to customers and that the non-communicating digital meters, which have been installed for over 15 years were not ever an issue of debate until Smart Meters began to be installed. Mr. McKee stated that when customers ask to be “off the grid”, Consumers Energy representatives go locally and confirm with the individual that being “off the grid” is truly their request. Commissioner Gauthier asked if it is really too large of a burden on Consumers Energy to have .5% of their customers who don’t want the new Smart Meter technology. Mr. McKee stated that analog meters have not been installed for more than a decade. Commissioner Matelski asked what the duration of the cellphone call is to transmit the data to Consumers Energy. Mr. McKee stated that it is a half of a second. Commissioner Matelski asked if there is any trouble with “dead spots” in cellular service. Mr. McKee stated that there is some communication in some spots. Mr. McKee stated that they have approximately 97% coverage across their service area with Verizon but some spots along rural areas or dunes and lakes are spotty so they still install the communicating meters and send someone out to read them but that over time in order to enhance communication systems capabilities. Commissioner Matelski asked about some of the content in the literature the Board has been provided regarding new digital meters interfering with the electricity waves in your house. Mr. McKee stated that all of Consumers Energy meters have to be approved and safe for usage and the meter itself does not pose a threat to customers; it is merely an energy measurement device. Commissioner Matelski stated that he can’t see any difference between an analog meter and a digital meter in that the meters don’t convert the electrical waves. Commissioner Brown stated that there are radio controlled water meters in some municipalities. Commissioner Wallace doesn’t see any difference in electromagnetic fields between an analog meter and a digital meter. Commissioner Gouine asked how often the meters are emitting waves. Mr. McKee stated the meter only send one text message of data to Consumers Energy each day. Commissioner Allor asked when the Michigan Public Service Commission ordered utility companies to allow customers to “opt out”. Mr. McKee stated it was several years ago. Mr. McKee stated that Consumers Energy does have an “opt out” program but there are individuals who dangerously pull their own digital meter in advance of the established “opt out” program. Commissioner Allor asked if analog meters are being replaced why those extra analog meters can’t be installed onto homes of customers who want the analog meters. Mr. McKee stated that analog meters have not been installed for more than a decade and that it is an older technology that is not as reliable, as accurate as the newer technology and he is unaware of any other utility companies today who install analog meters. Commissioner Allor stated that it is interesting that Mr. McKee stated that Consumers Energy is serving customers. Mr. McKee stated that Consumers Energy is a regulated utility and they are operating to serve. Commissioner Matelski sought clarification that customers can “opt out” of new meters and keep their old meters. Mr. McKee stated that if a customer gets notification that Consumers Energy is going to upgrade their

## COMMITTEE OF THE WHOLE – July 26, 2016

meter, the customer can “opt out, and whatever meter technology that the customer has on their home at that time stays there until at some point Consumers Energy upgrades them – it could be an extended period of time. Mr. McKee said it is very rare that customers “opt out” to keep an analog meter because it’s most likely that they have a non-communicating digital meter. Commissioner Brown stated that he agrees with individuals having a choice but that it should be user-pay and the costs for someone else’s choice should not be transposed onto the majority of other customers who have the new technology meters. Commissioner Allor asked what reasons customers have given to “opt out” of the new meter replacements. Mr. McKee stated that most frequently it is confusion over whether Consumers Energy is part of a government surveillance program.

Mr. McKee introduced Tim Petroski the Public Affairs Manager from Consumers Energy. Mr. Petroski said if there are issues that come up with Consumers Energy he is the contact person.

Commissioner Redmond asked for Board consensus regarding moving forward with a resolution of support up for Board vote in August regarding House Bill 4916. The Board affirms. Discussion was held.

### **ADMINISTRATOR’S REPORT**

Administrator Lawson stated that the Heritage Cove case has a hearing scheduled for August 4 in Circuit Court.

Administrator Lawson stated that through the Office of Emergency Management the Hazard Mitigation Plan will be available to the public online next week for review and that it is currently available for the Board to download off of the cloud and that there will need to be September Board approval for that. Commissioner Redmond stated that there has been a new director of the Office of Emergency Management hired – Megan Anderson. OEM now is advertising for a deputy director.

**OLD BUSINESS** – None

**NEW BUSINESS** – None

**BOARD MATTERS FOR DISCUSSION** – None

### **CITIZENS COMMENTS**

Jamie Chimner, a citizen of the City of Cheboygan, addressed the Board and thanked Mr. McKee for telling “all of his untruths”. She said she has been diagnosed as electronic magnetically sensitive which is a disabling diagnosis under the ADA. Ms. Chimner stated that she got her old phone landline back from AT & T.

John Kurczewski, a citizen of Tuscarora Township, reminded the Board that the Pledge of Allegiance states “justice for all”, not some. Mr. Kurczewski stated that the House Bill co-sponsored by Representative Lee Chatfield is for “all”. Mr. Kurczewski stated that the Attorney General has instituted a complaint line for issues arising with the smart meters and has found that there is no proven benefit to the new meters. Mr. Kurczewski stated that the non-communicating digital meters transmit the same dirty electricity as the smart meters throughout the wiring of your house. Mr. Kurczewski left a copy of Dr. Carpenter’s sworn testimony with the Board; Mr. Kurczewski asserts that Dr. Carpenter swore under oath that digital meters are not safe.

Joseph Chimner, a citizen of the City of Cheboygan, stated that the switching mode power is in the “opt out” meter. Mr. Chimner stated that the “opt out” meter is what he had on his house for 7-8 years and what was causing the problems. Mr. Chimner stated that devices give off dirty electricity that interferes with the frequencies of AM radios.

**COMMITTEE OF THE WHOLE – July 26, 2016**

Jim McKindles, a citizen of Presque Isle County, addressed the Board to say that the smart meters do not save one single watt power and that doesn't see the purpose of the meter and it is not saving anyone money. Mr. McKindles said there have been a lot of fires throughout the country because of utility companies improperly installing meters. Mr. McKindles said the data collected through the meters is sold to third parties and being profited for it.

Dana Carver, a citizen of Forest Township, addressed the Board to say that electromagnetic radiation goes throughout homes approximately 190,000 times a day and that it is a problem with the "opt out" meters. Ms. Carver said that it is an untruth that no municipalities have passed a resolution against Smart Meters and she listed 41 counties that have. Ms. Carver stated that she is a customer of Presque Isle Electric and people can get analog meters and that Presque Isle Electric stated that they would inform their customers if they ever decide to use the Smart Meter technology because they know people are against it. Ms. Carver stated if people are forced to purchase electricity from a specific electric company than the company should be forced to provide a product that is safe for your body.

Jon Leslie, a citizen of Beaugrand Township, addressed the Board to say that you can put an AM radio next to your TV to find a leaky cable. Mr. Leslie stated that there is psychological warfare using frequencies. Mr. Leslie stated that Mr. McKee was talking about "Agenda 21" and that we lost our health we started taking the ashes from our fireplaces and putting them in the garden and then eating out of the garden. Mr. Leslie stated that this Board needs to support the "opt out" for the consumer so that they can be independent from the big corporations that control things.

Bob Trower a citizen of Cheboygan County, stated that ignorance is bliss and very profitable for big corporations. He questioned how the Smart Meters you can go online and check every hour on your power usage but the meter only sends a signal once a day.

Dennis McKee, a representative from Consumers Energy, addressed the Board to stated that he is proud to work for Consumers Energy and that in his 23 years with Consumers Energy he has never had to stand up and defend his own honor. Mr. McKee stated that Consumers Energy is a regulated utility and that he was called a liar today but he is responsible for reporting factual information to the body that regulates Consumers Energy. Mr. McKee stated that the house bill that the Board is considering supporting is not been supported by any jurisdictions within the Consumers Energy service territory and there may have been other resolutions passed prior to the introduction of the house bill being considered. Mr. McKee stated that Consumers Energy gets a once per day meter read about how much energy the customer has used in the event there has been a disruption of power or power outage. Mr. McKee stated that the information he provided today is factual information and he stands behind it.

**BOARD MEMBER COMMENTS – None**

**Motion** by Commissioner Matelski, seconded by Commissioner Brown, to adjourn to the call of the Chair. Motion carried. Meeting adjourned at 11:26 AM.

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Mary Ellen Tryban  
County Clerk/Register

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Pete Redmond  
Chairperson

Health Board Meeting  
July 19, 2016

The regular meeting of the District No. 4 Health Board was called to order by Chairman Pete Redmond, July 19, 2016, at 10:00 a.m. The meeting was held in the Cedar Room of District Health Department No. 4, Alpena County.

**ROLL CALL**

**Present:**

Alpena County:	Adrian, Lawson
Cheboygan County:	Redmond
Montmorency County :	Peterson, LaFleche
Presque Isle County:	Altman, Lang

**Absent:**

Allor

**Excused:**

**Others Present:**

Judy Greer, Scott Smith,  
Brad Rider, Josh Meyerson,  
Wendy Byers-Phillips, Karen  
Nowicki-Compeau, Kevin Prevost

**AGENDA CHANGES**

None.

**MINUTES**

**June 21, 2016 Health Board Minutes:** Motion by Peterson with support from Lang to approve the June 21, 2016 Health Board Minutes. Ayes all, motion carried.

**CLAIMS**

**June 22, 2016 through July 15, 2016:** Motion by Lang with support from Lawson to approve the Listing of Claims submitted from June 22, 2016 through July 15, 2016. Roll call vote. Ayes all, motion carried.

**PUBLIC COMMENT**

Smith introduced Kevin Prevost, Registered Sanitarian in regards to some constituents that were potentially going to attend the meeting. Smith explained the process of complaints to the Board and how they are handled when the complaint is received. Adrian felt that Smith and Prevost handled the situation appropriately.

RECEIVED

AUG 22 2016

CHEBOYGAN CO. CLERK

**MEDICAL DIRECTOR'S REPORT**

**Communicable Disease Report:** The report for period June 1, 2016 through June 30, 2016 was mailed to the Board with the packet for the month.

Meyerson shared and reviewed the data regarding cancer cases from the Michigan Department of Health and Human Services.

**ADMINISTRATIVE SERVICES DIRECTOR'S REPORT**

**Revenue/Expenditure and Trial Balance Report:** Greer mailed the Revenue/ Expenditure and Trial Balance Report to Health Board members with the notice of the Health Board meeting for their review. Amount added to fund balance through May 31, 2016 is \$ 78,801.34.

**PERSONAL HEALTH NURSING DIRECTOR'S REPORT**

**Staffing:** Byers-Phillips and Nowicki-Compeau have hired 1 Registered Nurse in Cheboygan and 1 Registered Nurse in Alpena. They will begin their employment in August. Byers-Phillips reviewed their qualifications.

**Dental Varnish:** All staff have been trained for the Dental Varnish program and we have provided services to four clients, of which two are Medicaid clients.

**2015 Personal Health Nursing Directors Annual Report:** Byers-Phillips distributed and reviewed the 2015 Personal Health Nursing Director's Report. Karen Nowicki-Compeau provided a slide presentation as Byers-Phillips highlighted and reviewed areas of interest. Byers-Phillips shared the Public Health Services and the WIC Food Guide.

Motion by Lang with support by Peterson to accept the 2015 Personal Health Nursing Director's Report as presented. Ayes all, motion carried.

**Private Duty Statistical and Revenue Reports:** Byers-Phillips stated that the Private Duty Program is now closed and all the billing has been completed as well.

**ENVIRONMENTAL HEALTH DIRECTORS REPORT:**

Smith has no further report.

**ADMINISTRATIVE HEALTH OFFICER'S REPORT**

**MERS Benefit Update:** Rider has previously shared the MERS document. He has updated the sheet for redistribution at this time. We will be meeting with the Executive Committee in the future to review this in more detail. Rider reviewed the document with the Board.

**Cheboygan Facility:** Rider distributed the Cheboygan Facility floor plan that was provided by Jeff Lawson of Cheboygan County. Rider's goal has always been to bring the suite into modern conditions without increasing the costs. Jeff Lawson feels that we can make these adjustments and not increase the rent, along with signing a five year lease. Rider has asked Lawson to prepare such lease. We currently have 5,600 square feet. We have some concerns that we do not have any timelines on completion of projects.

**Executive Committee Strategic Planning Session:** Rider shared with the Board the Strategic Planning session and the results.

**MERS Annual Meeting:** Rider recommended that Greer be named as the Delegate and Rider as the Alternate for the 2016 MERS Annual Meeting.

Motion by Peterson with support by Lawson to authorize Greer as the Delegate and Rider as the Alternate to the MERS Annual Meeting to be held in Traverse City. Ayes all, motion carried

**NEW BUSINESS**

None.

**OLD BUSINESS**

None.

**PUBLIC COMMENT:**

None.

**ADJOURNMENT**

There being no further business to come before the Board, motion by LaFleche with support from Lang to adjourn. Ayes all, motion carried.

Adjournment 12:02 p.m.

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Pete Redmond, Chairman

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Bob Adrian, Secretary/Treasurer

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Judy Greer, Recording Secretary

**MINUTES  
OF THE  
NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTOR'S MEETING  
AUGUST 18, 2016  
UNIVERSITY CENTER  
GAYLORD, MI**

**Call to Order**

The meeting of the Northeast Michigan Council of Governments (NEMCOG) Board of Directors was called to order by President Robert Heilman at 10:01 a.m.

**Roll Call**

Governing Board

Members Present: Kathleen Vichunas, Cam Habermehl, Rick Anderson, Dan Plasencia, Gene Thornton, Jack Kischnick, Julie Powers-Gehman, Carl Altman, Adam Poll, Robert Heilman, Bruno Wojcik, Doug Baum and Dave Post.

Staff Present: Diane Rekowski, Meg Foote and Theresa Huff

A quorum was declared present.

**Approval of Minutes**

R. Heilman presented the Minutes of the June 16, 2016 meeting. C. Habermehl moved, supported by J. Powers-Gehman to approve the minutes. All ayes, motion carried.

**Financial Report**

M. Foote reviewed the July 31, 2016, financial statements with the Board. D. Baum moved, supported by B. Wojcik to receive and file the July 31, 2016 financial report. All ayes, motion carried.

**President's Report**

*Regional Project Review:* President R. Heilman presented (3) Federal Grant projects for regional review. There were (0) Non-federal Grants applications, (0) Public Notices, (0) "Other" and (0) State Grant Applications.

K. Vichunas moved to approve all projects, supported by D. Post. All ayes, motion carried.

*MI Association of Regions (MAR):*

R. Heilman reported on the annual meeting which was hosted by SEMCOG in Detroit and was very well done. Visited the Red Wings stadium construction site, Belle Isle and local new establishments. Detroit's going to be significantly different within the next 15 years. Representatives from MTA, MAC and MML presented at the meeting, with little positive to report coming from Lansing. NEMCOG will be hosting the Annual Meeting in Alpena next year.

*Other:* None

**Director's Report: D. Rekowski**

D. Rekowski reported on staff changes, Dave Glenn has gone back to the contractor status and Stephanie Loria has now become a full-time NEMCOG employee. Both changes were effective August 15, 2016. D. Glenn will focus on RPI and S. Loria will be working on Plans and the Iron Belle Trail. D. Cline is now in Lansing and it's working out fine.

D. Rekowski reported that NEMCOG did not receive the Community Corrections grants for FY2017. A meeting was held with MDOC staff to discuss the legitimacy of the reasons for denying the grants. Lansing staff would not back down on their opinions and were told they would work with us next year.

**Regional Prosperity Initiative (RPI):** Reported on the RPI Mini Grants for Regional Marketing and Economic Development. There were a total of 28 mini grants submitted. 16 were for marketing and 12 for economic development. A Selection Committee was established of Collaborative Board members. Out of the 16 marketing mini-grant applications, 3 were chosen to receive the grants. Out of the 12 economic development mini-grant applications, 11 were chosen to receive the grants.

Met with our Attorney a few weeks ago regarding the consolidation with MI Works!. A meeting is being scheduled with Director Marisue Moreau, D. Rekowski and the attorney to discuss and answer any questions. Will then organize a joint NEMCOG/NE Consortium committee meeting..

**Digital Works:** Since the first students graduated in December, 25 people gained employment. The Cheboygan group and Connected Nation continues to look for funding to sustain it, until it reaches support capability. It costs approximately \$9,000 a month to run the facility.

**Community/Economic Development:** A \$3.2 million EDA grant was just submitted by D. Glenn on behalf of Beaver Creek Utility Authority for Arauco's wastewater treatment system.

*Administrative:*

Bylaws will be on September board meeting Agenda.

**Special Presentations:**

**Guest Speaker:** David M. Lick/Foster Swift Collins & Smith PC provided an extremely informative presentation regarding Public-Private Partnerships. Provided the Board with various handouts on the work he has been involved with over the years.

**Guest Speaker:** Dan Leonard, MEDC, Community Development staff for Region 3, briefly reviewed recent changes that have occurred in the Agency. MSHDA's Rental Rehab program was brought into MEDC along with the staff that worked on it. Discussed the review and funding changes to the program.

**Finance Committee Meeting Report: C. Altman**

The Committee met on August 4, 2016 and C. Altman provided the following review:

**Audit:** The Finance Committee recommended to the Board to use the current Auditor, Curt Reppuhn EHTC for FY2016 audit at a cost of \$8,750. Moved by C. Altman, seconded by D. Post to use Curt Reppuhn for the FY 2016 audit. A roll call vote was taken. All ayes, motion carried.

**Wages/Salaries:** The Finance Committee took no action at this time for Wages/Salaries but will re-evaluate in January, 2017

**FY17 Appropriations:** Appropriations for FY2017 were recommended to remain the same as FY 2016. C. Altman moved, seconded by D. Post for the appropriations to remain the same. A roll call vote was taken. All ayes, motion carried.

**FY 2017 Budget:** Proposed budget was provided to the Board. Finance Committee along with Executive Director and Finance Director will be developing a deficit reduction plan for the rest of this fiscal year. Still have approximately \$100,000 in fund balance. The proposed budget does include 3% for possible wage increases but will be discussed later in fiscal year. Community Correction changes will impact things but not certain on full extent yet, will need to make some calculations. B. Wojcik seconded by C. Altman to approve the FY 2017 Budget. A roll call vote was taken. All ayes, motion carried.

**MCACA Grant Application Resolution:** Board was provided a copy of the application. B. Wojcik moved, K. Vichunas seconded to approve the grant application. A roll call vote was taken. All ayes, motion carried.

**Committee Reports**

None

**Previous Business**

None.

**New Business**

None.

**County Updates:**

None

**Public Comment:**

None.

**Adjournment**

The meeting was adjourned at 12:55 p.m. The next meeting will be held on September 15, 2016.

**Northeast Michigan Community Service Agency, Inc.**  
**BOARD OF DIRECTORS**  
**Grayling Country Club Grayling, MI**  
**August 3, 2016**

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 1:00 p.m.

President Pete Hennard welcomed Colonel Thomas Green as the new Private Sector board member.

**ROLL CALL**

Stuart Bartlett  
Earl Corpe  
Lee Gapczynski  
Jean Garratt  
Bruce Gauthier  
Kenneth Glasser  
Mark Grantner  
Thomas Green  
Aubrey Haskill  
Albert LaFleche  
Pete Hennard  
Mary Hess  
Meagan Holmes

Melissa Holt  
Roger Houthoofd  
Dawn Lawrence  
Jennifer Lopez  
John Morrison  
Leonard Page  
Sharon Priebe  
Corleen Proulx  
Patricia Rondeau  
John Smock  
Kathleen Vichunas  
Gerald Wall  
Rose Walsh

**Excused:** Carol Athan, Lyn Behnke, Sue Flewelling, Steve Lang, Carol Wenzel

**Absent:** Virginia Zygiel

Quorum present - yes

**Staff Members Present:**

Lisa Bolen, Amy Fuller, Karen Godi, Linda McGillis, Diane Price, Heidi Powers, Jim Robarge, Carol Shafto, and Sue Zolnierek

**APPROVAL OF AGENDA**

**Motion** by Roger Houthoofd to approve the agenda as presented. Support by Dawn Lawrence. All ayes, Motion carried.

**CONFLICT OF INTEREST DISCLOSURES**

Ken Glasser disclosed that his wife owns a home health care business that receives funding from the MI Choice Waiver Program. Ken asked that the conflict be noted in the Board minutes and stated that he will abstain from voting on Program Planning and Evaluation items 1 and 2 Approval of FY 2017 Funding Recommendations for Aging Programs.

Mark Grantner disclosed that he is the Director of the Oscoda County Council on Aging. Mark asked that the conflict be noted in the Board minutes and stated that he will abstain from voting on Program Planning and Evaluation Committee items 1 and 2 Approval of FY 2017 Funding Recommendations for Aging Programs.

Thomas Green led the Board in the Pledge of Allegiance.  
John Morrison provided the blessing for the meal.  
John Morrison provided reflections

### **INTRODUCTION OF GUESTS AND PUBLIC COMMENT**

Members introduced their guests. Present staff introduced themselves to the board.

President Pete Hennard welcomed Alice Snyder to the board meeting. Alice is the Director of the Crawford County Commission on Aging and Senior Center.

No public comment.

### **ADMINISTRATIVE CONSENT AGENDA APPROVAL**

President Pete Hennard asked if anyone would like to pull any item from the Administrative Consent Agenda for further discussion or individual vote. None being noted – President Pete Hennard stated that the Administrative Consent Agenda including the following items

- a. Approval of June 2016 draft meeting minutes
- b. Corporate Signature Authority
- c. Receive and file July 2016 Regional Council on Aging Meeting Minutes

is adopted as presented.

### **COMMUNICATION**

Pete Hennard read communication from the Administration for Children & Families (ACF) dated June 28, 2016. An Environmental Health and Safety (ENnvHS) review event was conducted from 5/16/2016 to 5/20/2016. Based on the information gathered, no area of noncompliance was found during the course of the review. No corrective action is required at this time.

**Motion** by Earl Corpe to receive and file communication from the Administration for Children & Families (ACF) dated June 28, 2016. Support by John Smock. All ayes, Motion carried.

Pete Hennard read communication from the State of Michigan Department of Education dated July 15, 2016 on the corrective action requirements as result of the Child and Adult Care Food Program (CADFP) administrative review conducted June 7, 2016 through June 9, 2016. The written report indicates that all previously identified findings have been corrected and closed. No further action is required.

**Motion** by Gerald Wall to receive and file communication from the State of Michigan Department of Education dated July 15, 2016. Support by Dawn Lawrence. All ayes, Motion carried.

## **INFORMATION ITEMS**

### **Directors Report – Lisa Bolen**

Lisa Bolen read highlights from the Directors report that was distributed prior to the meeting. Lisa also thanked the Dancing Dollies for performing for the board members. The Dancing Dollies are RSVP volunteers that preform in several nursing facilities in the Grayling area. Lisa also introduced the new NEMCSA logo.

### **Financial Report – Jim Robarge**

Jim Robarge reviewed the Statement of Financial Condition for Foster Grandparent Program (FGP), Senior Companion Program (SCP) and Retired Senior Volunteer Program (RSVP) as of June 31, 2016. Jim also reviewed the Head Start and Early Head Start recorded expenses as of July 31, 2016. Both reports were distributed prior to the meeting.

**Motion** by Ken Glasser to receive and file the financial report as presented. Support by Bruce LaFleche. All ayes, Motion carried.

## **COMMITTEE REPORTS**

### **Program Planning and Evaluation Committee – Earl Corpe**

The committee met with Laurie Sauer prior to the regular board meeting to review and recommend for approval the FY 2017 Aging Program funding recommendations for Merit Award #1 & 2 Adult Day Services, 2017 Title IID Disease Prevention and Health Promotion, 2017 Title VII Elder Abuse Prevention and 2017 Title IIE National Family Caregivers Support Program.

**Motion** by Earl Corpe to approve the Regional Council on Aging's funding recommendation for FY2017 Merit Award #1 & 2 Adult Day Services, 2017 Title IID Disease Prevention and Health Promotion, 2017 Title VII Elder Abuse Prevention and 2017 Title IIE National Family Caregivers Support Program as presented. Support by Lee Gapczynski. Mark Grantner and Ken Glasser abstained. Motion carried.

**Motion** by Roger Houghoofd to approve the Regional Council on Aging's funding recommendation for FY 2017 – 2019 Multi-Year funding recommendations as presented. Support by Pat Rondeau. Mark Grantner and Ken Glasser abstained. Motion carried.

The Committee met with Karen Godi to review and recommend the 2016 Community Service Block Grant (CSBG) revised application and budget, 2017 Community Service Block Grant Program application and budget, 2017 Community Service Block Grant (CSBG) School Success Program budget (SSP) and the 2017 Community Service Block Grant Discretionary (CSBGD) concept paper and budget to the full board.

**Motion** by Gerald Wall to approve submission of the 2017 Community Service Block Grant Program application and budget as presented. Support by John Smock. All ayes, Motion carried.

**Motion** by Lee Gapczynski to approve submission of the 2017 Community Service Block Grant Program application and budget as presented. Support by Kathleen Vichunas. All ayes, Motion carried.

**Motion** by Bruce LaFleche to approve submission of the 2017 Community Service Block Grant School Success Program budget as presented. Support by Roger Houghoofd. All ayes, Motion carried.

**Motion** by Kathleen Vichunas to approve submission of the 2017 Community Service Block Grant Discretionary concept paper and budget as presented. Support by Meagan Holmes. All ayes, Motion carried.

Karen Godi explained that CSBGD application is being made for funds to implement a Youth Individual Development Account within the Alcona School District High School. Funds will be used to educate all high school seniors in financial capability including credit, savings, and debt. All seniors will receive the educational component and 20 will be targeted to participate in a matched savings component of the program that will allow for a 3:1 ratio toward purchase of a lap top computer for college. This initiative is a collaborative between the Alcona High School, the Alpena Alcona Area Credit Union and NEMCSA. If the funding is approved, the program will start in the fall of the 2016-2017 school year

The committee also reviewed and recommended for approval the submission of the Annual Funding Request for the Retired Senior Volunteer Program (RSVP).

**Motion** by Bruce Gauthier to approve submission of State Multi-Year Plan and Annual Funding requests for the Senior Volunteer Program (RSVP) as presented Support by Lee Gapczynski. All ayes, Motion carried.

#### **Audit/Finance Committee – Ken Glasser**

The committee met prior to the regular meeting to review and recommend for approval credit card expenditures totaling \$2,617.37. The committee also reviewed and recommended for approval the audit contract for Curt Reppuhn, CPA from Echelbarger, Himebaugh, Tamm & Co., PC (EHTC).

**Motion** by Ken Glasser to approve the credit card expenditures in the amount of \$2,617.37 as presented. Support by Stuart Bartlett. All ayes, Motion carried.

**Motion** by Ken Glasser to approve the audit contract for EHTC as presented. Support by Earl Corpe. All ayes, Motion carried.

#### **Membership Committee – John Morrison**

Election of Officers

John Morrison asked if there were any nominations from the floor for the position of President. Lee Gapczynski nominated Pete Hennard for President. Support by Earl Corpe.

John Morrison asked if there were any nominations from the floor for the position of Vice President. Earl Corpe nominated Patricia Rondeau for Vice President. Support by Bruce LaFleche.

John Morrison asked if there were any nominations from the floor for the position of Treasurer. John Smock nominated Ken Glasser. Support by Lee Gapczynski.

**Early Childhood Services Ad Hoc Committee – Jean Garratt**

No meeting. No report.

**Personnel Committee – Megan Holmes**

No meeting. No report.

**NEW BUSINESS**

John Smock thanked the Head Start staff for their thoughtful gift at the time of his father’s passing.

The September board meeting will be held at Audie’s Restaurant in Mackinaw City, MI on September 9, 2016.

**Motion** by Albert LaFleche to adjourn the meeting at 2:20 p.m. Support by Earl Corpe. All ayes, Motion carried.

Date Prepared: August 3, 2016

Date Approved:

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

## **MINUTES OF THE BOARD**

**July 21, 2016**

**North Country Community Mental Health**

**Board Room**

**1420 Plaza Drive**

**Petoskey, Michigan**

**BOARD MEMBERS PRESENT:** Louis Scholl, Karla Sherman, Sue Allor,  
Paul Liss, Dennis Priess, Bob Boyd,  
Joel Evans, Dan Plasencia, Gary Averill,  
Sr. Augusta Stratz, Ed Ginop

**ABSENT:** Christian Marcus, Craig Crambell

**STAFF:** Alexis Kaczynski, Christine Gebhard,  
Stacy Chipman, Joan Booth

**GUESTS:** David Schneider, NMRE

Mr. Ginop called the meeting to order at 4:30 p.m.

### **ROLL CALL**

Mr. Ginop welcomed the Board members and staff to the meeting.

### **PUBLIC COMMENT**

There was no public comment.

### **CONSENT AGENDA**

#### **Financial Statement – Provider Operations - North Country CMH:**

Balance on Hand, May 31, 2016	\$ 7,150,407.35
Receipts, Adjustments & Transfers, June	\$ 3,603,541.36
Total Disbursements & Adjustments, June	\$ 3,595,077.75
Increase in Cash Balance	\$ 8,463.61
Balance, June 30, 2016	\$ 7,158,870.96

\*Approximately \$4,435,134 has been advanced from the State of Michigan and has been encumbered for outstanding bills.

**MOTION BY LOUIS SCHOLL, SECOND BY SR. AUGUSTA STRATZ TO APPROVE THE MAY CONSENT AGENDA. MOTION CARRIED.**

#### **Information (I) Items from Committee Reports**

Information items were included in the committee minutes.

## **Privileging Recommendations**

There were no privileging recommendations this month.

## **COMMITTEE RECOMMENDATIONS – BOARD ACTION**

### **Program Committee**

Sr. Augusta Stratz reviewed the following revised policies for Board approval:

- Cultural Competency Plan
- Social Security Number Privacy Policy
- Compliance Plan
- Disclosure of Ownership Interest Policy – Ms. Allor asked staff to elaborate more. It was explained that there were a few changes in wording. Ms. Kaczynski indicated that this is required because of federal regulations. All mental health boards and contractors will have to complete this form. Mr. Schneider will be reviewing the form during his annual update and can answer questions at that time. The form has been revised and will be given to them by Mr. Schneider.
- Workplace Violence Prevention Policy

### **MOTION BY PAUL LISS, SECOND BY BOB BOYD, TO APPROVE THE FIVE POLICIES AS PRESENTED. MOTION CARRIED.**

Sr. Augusta Stratz discussed the facilitated review of the readiness tool designed to determine how closely the agency meets the standards for becoming a certified behavioral health clinic. This was an information item for the board. She also reviewed the FY 2015 Annual Submission and Needs Assessment Update.

Sr. Augusta Stratz thanked staff who put the policies and presentations together.

Ms. Kaczynski introduced Stacey Chipman to the Board members and explained her position. Ms. Chipman is the Chief Clinical Officer, in charge of the entire clinical operation. This is not a replacement of Andrew Sahara, but a new position. Ms. Chipman has worked for the agency for a number of years in a number of capacities: she has been a case manager, a therapist, a supervisor in the day program, operated her own residential services program, was in private practice, was a staff member in the Access Center, and most recently was the DD services clinical supervisor. Board members wished her luck.

Mr. Schneider distributed a new Disclosure of Ownership form and explained the rules that go along with it. This form assures that in the ownership of organizations there is no history of inappropriate actions. He walked the Board members through what needs to be filled out.

### **ACTION ITEMS – WITHOUT COMMITTEE REVIEW**

There were no action items this month.

## **PRESENTATION**

### **Northern Michigan Regional Entity Annual Update**

Mr. Schneider indicated that the board members are the owners and he is giving an annual update. He distributed some information and talked about the report on executive limitations. He does not have a succession plan because of lack of staff. Last year he brought a consensus statement for NMRE to the Board. There are four elements and he listed and described these elements. NMRE has a 21 county region. This statement has not changed. He also gave the Board members an owners' survey to complete and the results from last year's survey which shows NCCMH in the middle in every question (in terms of relative level of satisfaction). Centra Wellness and Northern Lakes scored lower.

The past year NMRE took over the management of resources for persons with substance use disorders. It was the only Prepaid Inpatient Health Plan (PIHP) that had not had previous substance abuse experience. Staff hired to do the work were previously employed by Northern Michigan Substance Abuse Services (NMSAS). They are employed by North Country CMH and leased to the NMRE. The software purchased did not work and they are currently completing an RFP process and taking the recommendation to their Board. A SUD Policy Oversight Board was formed with the 21 member agencies. NMRE joined the Michigan Association of Community Mental Health Boards. They implemented their conflict of interest policy. SUD Services continued and the providers were paid. The Health Home pilot continued and CMHSPs continued to work to integrate care but it will end this fiscal year. Data analytics is in place and growing; data completeness and timeliness was sanctioned but has improved with the hiring of new staff. Some very qualified staff members have been hired. CMH agencies are receiving ADTs (admission, discharge and transfer notices) through HIE (health information exchange).

Financial management has been a challenge and NMRE has contracted with Rehmann Corporation. He found expertise in doing this. The contract is through the end of the year and he has hired a CPA as a chief accountant.

The Governor's budget proposal (Section 298) was a big threat and it has destabilized the PIHPs. They are in place for two more years and a vital piece of the system. The system is in great turmoil. There are new contract requirements like reciprocity and coordination with MHPs which will be problematic. The Federal government has published new Managed Care rules.

He distributed an annual report plan and explained the way they did it this year with five goal areas and it focused on some key functions which he highlighted. A question was asked by Ms. Allor about why they are coming at PIHPs from all directions and Mr. Schneider gave some thoughts like cost, 10 regions with some stand-alone PIHP's. The state health plans want the business and have been lobbying and putting pressure on reducing administrative costs, even though Medicaid health plans have a very high rate of overhead. Managed care rules require that a state must contract with an entity like a PIHP organization and the public does not know that. The role for CMH is going to change.

## **DIRECTOR'S REPORT/COMMUNICATIONS**

Ms. Kaczynski indicated that there would be no report today.

## **QUALITY IMPROVEMENT UPDATES**

Ms. Gebhard did not have a written report. The agency is in the process of evaluating a new electronic health record vendor and will choose and finalize this vendor and bring a recommendation to the Board in September. She also reported that an assessment was completed of technology within the organization and staff members were interviewed. Time was spent with IT staff to determine what is needed to get up to the times.

She distributed a whitepaper regarding Certified Community Behavioral Health Clinics. This is a program through the federal government, and Michigan received a planning grant to develop a demonstration grant to implement CCBHCs in the state. It is a way to provide mental health and substance abuse services to a community. There are 25 states doing planning grants and Michigan is taking applications to do a pilot. Eighteen CMHBs were chosen to be CCBHC pilot boards. NCCMH did not apply, but wants to be ready. The agency participated in a two day readiness assessment and will form a work plan around that. As part of this, there are two staff surveys around planning and adoption of trauma informed practices being conducted. All staff members need to complete these by the end of the month. This is driving the quality of care and the system.

The relationship with Alcona Health Center continues to grow. Yesterday two of their care coordinators came here and information was shared about how their patients are doing. NCCMH is identifying interventions with which the two organizations can assist each other. Medication reconciliation was reviewed.

The accreditation agency, CARF, will be arriving in October or November for an on-site survey. Mr. Priess, QI Council Board representative, indicated that he feels that the Council does a good job and examines a great deal of pertinent data.

## **NORTHERN MICHIGAN REGIONAL ENTITY**

Mr. Schneider had made his report and Ms. Kaczynski indicated that the minutes of the last NMRE board meeting were in the packet. Mr. Priess said that one of the things that is nice about this Board is that Alexis and the Board let the NMRE representatives wear two hats and that is not the case for every participant on the NMRE Board. Mr. Evans thanked Mr. Schneider for all the work he has done with NMRE. He has done a terrific job with all the pressure.

## **OLD BUSINESS**

There was no old business this month

## **NEW BUSINESS**

There was no new business this month.

**MOTION BY BOB BOYD, SECOND BY DENNIS PRIESS, TO ADJOURN THE MEETING AT 6:00 P.M.**

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Ed Ginop, Board Chair



**Cheboygan County Fair  
Board Meeting  
June 6<sup>th</sup>, 2016  
CheboyganCountyFair.Com**



**FOLLOW US ON FACEBOOK!**

**1. Call to order:**

President Ron Williams called the meeting to order at 6:30 PM at the Fair Grounds.

<b>DIRECTORS PRESENT:</b>	Ron Williams	Matt Horrocks	Darl Taylor
	Beth Buhr	Nate Howell	Keith Kwiatkowski
	Kelsey Kennedy	John Brown Jr.	Steve Sanford
	Gary Spray	Bubba Borowicz	Derrick Dotski

<b>DIRECTORS ABSENT:</b>	Ron Fenlon	Colette Andres
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<b>FAIR MANAGER &amp; OFFICERS:</b>	Dan O’Henley	Terry Drake	Lisa Duncan
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**2. PLEDGE OF ALLEGIANCE TO THE FLAG was recited by all.**

**3. ROLL CALL was taken by Lisa Duncan.**

**4. APPROVAL OF AGENDA – Additions/Deletions.**

MOTION by Matt Horrocks, seconded by Steve Sanford, to approve the agenda with the addition of Jennifer, regarding Allen Barr, to Public Comment and Megan Fenlon regarding the 4<sup>th</sup> of July Parade, to Public Comment. **MOTION CARRIED**

**5. PUBLIC COMMENT**

- Jennifer (Barr) spoke in regards to Allen Barr (her father) and his contributions to the fair. Monies have been donated in his name, and it is the wish of Jennifer and her siblings that this money be used towards fair related items such as a structure or something that has longevity. Possibly something in the livestock area. A committee consisting of Steve Sanford, Beth Buhr, Matt Horrocks, Darl Taylor, Dan O’Henley, Ron Williams and Ron Fenlon was established to facilitate the best use of the funds donated on behalf of Allen Barr.
- Megan Fenlon inquired if she could move forward with a float for the 4<sup>th</sup> of July parade.

**6. MINUTES – Minutes of the May 2<sup>nd</sup>, 2016 Fair Board Meeting were presented.**

MOTION by Matt Horrocks, seconded by Gary Spray, to approve these minutes as presented.

**MOTION CARRIED**

**7. SECRETARIES REPORT: Per President Ron Williams: upcoming fair board meeting dates are as follows:**

- Monday July 11<sup>th</sup>
- Monday August 1<sup>st</sup>
- Friday August 5<sup>th</sup> fair board picnic
- Monday September 12<sup>th</sup>

**8. TREASURERS REPORT:**

Treasurer Terry Drake gave her report.

MOTION by Matt Horrocks, seconded by Gary Spray to approve the treasurer's report as presented.

**MOTION CARRIED**

**9. MANAGER'S REPORT:**

- Secretary Lisa Duncan read a resignation letter from Teresa Sullivan as the Cheboygan County Fair ticket agent. Dan O'Henley requested a plaque or a thank you be made for/to Teresa for her 23 years of service. Dan is working on a system to replace her services.
- Dan requested to speak with Megan Fenlon regarding the (school aged) free lunch program. Megan stated this program has been extended to the disabled and elderly.
- Dan requested attendance numbers from 2015 fair and the livestock auction totals.
- The Rotary Club will not be returning this year as a food vendor so the building will be used in the interim as a fair board meeting place. Discussion regarding what the Rotary Club wants as recompense.
- Contracts for fair week are good, signed.

**10. COMMITTEE REPORTS:**

NONE

**11. OLD BUSINESS:**

NONE

**12. NEW BUSINESS:**

A committee consisting of Steve Sanford, Beth Buhr, Matt Horrocks, Darl Taylor, Dan O'Henley, Ron Williams and Ron Fenlon was established to facilitate the best use of the funds donated on behalf of Allen Barr.

**13. PUBLIC COMMENT:**

Leigh Ann Theunick of 4-H gave the following registered livestock numbers for the 2016 fair:

- 23 equine
- 4 beef
- 18 swine
- 5 goats
- 6 lamb
- 37 rabbits
- 14 fowl

**14. MOTION TO ADJOURN**

MOTION by Nate Howell, seconded by Beth Buhr, to adjourn.

**MOTION CARRIED**

Meeting adjourned at 7:10 PM

AT THE JULY 11, 2016 MEETING;  
MOTION BY MATT HORROCKS, 2ND BY DARL TAYLOR TO APPROVE  
Submitted by THESE MINUTES AS PRESENTED.

Lisa Duncan  
Fair Board Secretary

MOTION CARRIED  
lqd



**Cheboygan County Fair  
Board Meeting  
July 11<sup>th</sup>, 2016  
CheboyganCountyFair.Com**



**FOLLOW US ON FACEBOOK!**

**1. Call to order:**

President Ron Williams called the meeting to order at 6:30 PM at the Fair Grounds.

**DIRECTORS PRESENT:**

Ron Williams	Ron Fenlon	Matt Horrocks
Darl Taylor	Nate Howell	Keith Kwiatkowski
Kelsey Kennedy	John Brown Jr.	Bubba Borowicz
Derrick Dotski		

**DIRECTORS ABSENT:**

Beth Buhr	Colette Andres	Steve Sanford
Gary Spray		

**FAIR MANAGER &  
OFFICERS:**

Dan O'Henley	Terry Drake	Lisa Duncan
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**2. PLEDGE OF ALLEGIANCE TO THE FLAG was recited by all.**

**3. ROLL CALL was taken by Lisa Duncan.**

**4. APPROVAL OF AGENDA – Additions/Deletions.**

MOTION by Keith Kwiatkowski, seconded by Darl Taylor, to approve the agenda as presented.

**MOTION CARRIED**

**5. PUBLIC COMMENT**

- Leigh Ann Theunick spoke about “Animal Tales at the Fair”, story hour at 2pm everyday Mon-Fri in the 4-H bldg. She also spoke about zoonotics education/activity, Friday at 2pm.

**6. MINUTES – Minutes of the June 6<sup>th</sup>, 2016 Fair Board Meeting were presented.**

MOTION by Matt Horrocks, seconded by Darl Taylor, to approve these minutes as presented.

**MOTION CARRIED**

**7. TREASURERS REPORT:**

Treasurer Terry Drake gave her report.

MOTION by Matt Horrocks, seconded by Keith Kwiatkowski to approve the treasurer's report as presented.

**MOTION CARRIED**

**8. MANAGER'S REPORT:**

- Dan spoke about acknowledging volunteers at the annual fair picnic.
- He's working on the ticket takers and has met with the security people.

**9. COMMITTEE REPORTS:**

- Advertising: Yard signs, rack cards and posters are available for distribution.
- Ron Williams did a shout out to Megan Fenlon, Derrick Dotski, Matt Horrocks and their families for doing such a great job on the 4<sup>th</sup> of July parade.
- Grandstand: Derrick Dotski spoke about running a powder puff race, grandstand committee to discuss options.

**10. OLD BUSINESS:**

NONE

**11. NEW BUSINESS:**

NONE

**12. PUBLIC COMMENT:**

NONE

**13. MOTION TO ADJOURN**

MOTION by Ron Fenlon, seconded by John Brown Jr., to adjourn.

**MOTION CARRIED**

Meeting adjourned at 7:05 PM

At the August 1<sup>st</sup>, 2016 meeting:

MOTION by Gary Spray, seconded by Ron Fenlon to approve these minutes as presented.

**MOTION CARRIED**

Submitted by

Lisa Duncan

Fair Board Secretary

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION AUGUST 4, 2016

Chairman J. Johnson called the Regular Meeting of the Cheboygan County Road Commission to order of 8:00 A.M.

Clerk D. Stempky took roll call and a quorum was present

Pledge of Allegiance was recited

**PRESENT:** J. Johnson, R. Chadwick, D. Brown, K. Paquet, Engineer/Manager B. Shank and Clerk D. Stempky

**ABSENT:** C. O'Connor (absent)

**VISTORS:** T. Matelski, F. Cribb, C. Muscott, B. Hartwig, T. Olson, M. Donovan, S. Redmond, C. Veneros and T. Horrocks.

**MOTION by K. Paquet seconded by R. Chadwick to approve minutes of last regular meeting of 7/21/16 as mailed. 4 Yeas 1 Absent (O'Connor) CARRIED**

**MOTION by D. Brown seconded by K. Paquet to approve for payment current payroll voucher #16-30-\$83,747.20 and accounts payable voucher #16-31-\$135,138.63. 4 Yeas 1 Absent (O'Connor) CARRIED**

**MOTION by K. Paquet seconded by D. Brown to approve the agenda as presented. 4 Yeas 1 Absent (O'Connor) CARRIED**

B. Hartwig-Thank you to Shane and his crew for maintenance and mowing.

Bids received and opened on August 3 for East Tower Road/M-68 Intersection. Two bids were received as follows: Rieth Riley-\$43,276.94 and Elmer's Crane and Dozer \$18,360.00.

**MOTION by D. Brown seconded by K. Paquet to accept all bids for East Tower Road/M68 Intersection and award to Elmer's Crane and Dozer, Inc for \$18,360.00. 4 Yeas 1 Absent (O'Connor) CARRIED**

Bids were received and opened on August 1 for One Natural Gas fired, ceiling Hung Heater for Tower Garage. Bids received as follows: Sprays Plumbing and Heating Inc \$3,164.04.

**MOTION by K. Paquet seconded by R. Chadwick to accept bids for One Natural Gas fired ceiling hung heater for Tower Garage and award to Sprays Plumbing and Heating, Inc in the amount of \$3,164.04. 4 Yeas 1 Absent (O'Connor) CARRIED**

Adopt A Highway received from Monta Rey Huskey for N. Black River Road from Zolner to 5 Mile Point and to include 5 Mile Point.

**MOTION by K. Paquet seconded by D. Brown to approve Adopt A Highway by Monta Rey Huskey, for N. Black River Road from Zolner Road to 5 Mile Point and to include 5 Mile Point Road. 4 Yeas 1 Absent (O'Connor) CARRIED**

**MOTION by K. Paquet seconded by R. Chadwick to authorize Chairman J. Johnson and Clerk D. Stempky to sign the closing documents and deed for the VFW Road property sale. 4 Yeas 1 Absent (O'Connor) CARRIED**

**MOTION by D. Brown seconded by K. Paquet to receive and file the following correspondence:  
Township Meeting Minutes : Koehler 6/13/16; Mackinaw 7/19/16; Munro 5/10/16, 6/14/16 and  
7/12/16; July State Maintenance; NMARC Commissioner Candidates Needed for Vice President.  
4 Yeas 1 Absent (O'Connor)**

**CARRIED**

**Engineer/Manager B. Shank Update:**

- Payne and Dolan Old Mackinaw Road staking done and tomorrow starting project with approximate paving for Tuesday
- August 4, 1:00 P.M. Pre Bid meeting for Reverse Angle Parking Project
- MCRCSIP Refund expected for this year
- Attended MCRCSIP/CRASIF Annual Meeting and very good risk Management and Liability Presentations
- Committee Infrastructure Commission wants to meet August 19 in Marquette with a possible meeting the night before. B. Shank, K. Paquet and R. Chadwick attending.

D. Brown-Thanked the crew for the job done in cooperation with DNR on the Trail work.

K. Paquet-Attended Trails Committee and DNR very happy with the trail project and the help of our crew. The DNR saved approximately \$60,000 from the original estimate from a private contractor. Attended Burt Lake Trail Meeting and Munro helping Burt Township financially with maintenance costs on Trail.

Chairman J. Johnson adjourned regular meeting of the Road Commission at 8:16 A.M. being no further business to come before the Board.

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James S. Johnson, Chairman

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Dana S. Stempky, Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION AUGUST 18, 2016

Vice Chairman R. Chadwick called the Regular Meeting of the Cheboygan County Road Commission to order at 8:00 a.m.

Clerk D. Stempky took Roll call and a quorum was present

Pledge of Allegiance was recited

**PRESENT:** R. Chadwick, C. O'Connor, D. Brown, K. Paquet, Engineer/Manager B. Shank and Clerk D. Stempky

**ABSENT:** J. Johnson

**VISITORS:** T. Matelski, F. Cribb, J. Moore, C. Muscott, S. Redmond, G. Archambo, C. Veneros, T. Olson, B. Hartwig, G. Archambo, T. Horrocks and K. Hahn.

**MOTION by D. Brown seconded by K. Paquet to approve minutes of last regular meeting minutes of 8/4/2016 as mailed. 4 Yeas 1 Absent (Johnson) CARRIED**

**MOTION by K. Paquet seconded by C. O'Connor to approve for payment current payroll voucher #16-32-\$69,491.91 and accounts payable voucher #16-33-\$205,135.88. 4 Yeas 1 Absent (Johnson) CARRIED**

**MOTION by K. Paquet seconded by D. Brown to approve agenda as presented. 4 Yeas 1 Absent (Johnson) CARRIED**

Engineer/Manager Shank noted bids were received for Reverse Angle Parking S. Straits Hwy on August 16, 2016 and opened. Bids received as follows: E.F. Wilkinson \$52,389.00, Elmer's \$75,746.50 and Tri-County \$61,350.80. Engineer/Manager commented the bids came in approximately 25% estimate, would recommend we accept all bids and table award decision until next meeting. May consider doing the work in house due to the bids received, would like to discuss with Township before make a decision.

J. Johnson entered meeting at 8:05 a.m.

**MOTION by D. Brown seconded by C. O'Connor to accept all bids for Straits Hwy-Reverse Angle Parking Change and table award next meeting, until further information is gathered. 5 Yeas CARRIED**

**MOTION by K. Paquet seconded by C. O'Connor to change the time of Regular Meeting of Tuesday, October 18, 2016 from 9:00 a.m. to 8:00 a.m. 5 Yeas CARRIED**

**MOTION by K. Paquet seconded by C. O'Connor authorizing Chairman J. Johnson and Clerk D. Stempky to sign Form 2067, Public Act 51, Section 18j, Annual Certification of Employee-related conditions, compliance with section (b). 5 Yeas CARRIED**

**MOTION by J. Johnson seconded by C. O'Connor to appoint B. Shank as the voting delegate and K. Paquet as the voting Alternate delegate for the Annual Northern Michigan Association of the Road Commissions September 16, 2016. 5 Yeas CARRIED**

Cheboygan County Road made the CRASIF Risk Control Honor Roll for 2015-2016 for keeping their modification below 1.00 for the coverage year.

Inverness Township held a meeting for Laperell Road discussion and B. Shank attended. Does not look like they have enough support to move forward.

**MOTION by D. Brown seconded by K. Paquet to receive and file the following correspondence: Township meeting minutes: Ellis 7/12/2016, Aloha 4/11/16, 5/9/16, 6/13/16 and 7/11/16, Benton 7/5/16, Grant 7/12/16 and Tuscarora 7/25/16 and 8/3/16; CRA Legislative Priorities 2016-17; Plymouth Beach Agenda; CRASIF 2015 Meeting minutes of 7/23/15 and Annual Meeting Invitation; CRASIF Risk Control Honor Roll for 2015-16, Inverness Township Ref Laperell Road and Safety Committee Meeting Minutes of 8/10/16. 5 Years** **CARRIED**

**Engineer/Manger Shank updates:**

- Levering Road started with curbs planned for Friday and pulverizing after Labor day
- Club Road Sept 3 approximate start date
- Received Attorney General Letter, they are being sued regarding the pathway on the M68 bridge for crane rental. Have passed on to MCRCSIP.

K. Paquet attended Benton Township meeting for Black Lane and Canton Drive, will be holding public hearing

D. Brown reminder that time of year to watch for school busses.

Vice-Chairman R. Chadwick adjourned regular meeting at 8:17 A.M. being no further business to come before the Board.

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James S. Johnson, Chairman

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Dana S. Stempky, Clerk

**REGULAR CITY COUNCIL MEETING**  
**July 26, 2016**

The Regular City Council Meeting was called to order by Mayor Bronson in the Council Chambers at City Hall at 7:00 p.m.

**Roll Call:**

Present: Temple, King, Riddle, Couture, Kwiatkowski, Lavender and Bronson

Councilman Temple led the Pledge of Allegiance to the Flag.

**Approval of Agenda, and Receive and File all Communications:**

Mayor Pro Tem Couture moved to approve the Agenda and receive and file all communications; supported by Councilman Temple. Motion carried unanimously.

**Approval of Prior Meeting Minutes:**

▪ **Regular City Council Meeting Minutes – June 28, 2016.**

Councilman Lavender moved to approve the Regular City Council Meeting Minutes of June 28, 2016 as presented; supported by Councilman King. Motion carried unanimously.

▪ **Regular City Council Meeting Minutes – July 12, 2016.**

Councilman Lavender moved to approve the Regular City Council Meeting Minutes of July 12, 2016 as presented; supported by Mayor Pro Tem Couture. Motion carried unanimously.

**Communications and Petitions:**

▪ **Presentation of Semi Annual Report, January – June 2016, Jason Karmol, DPW Director -** Mr. Jason Karmol, DPW Director, informed Council he started this presentation to keep the Council informed in the non-routine activities so they would be aware of what DPW Director Karmol was working on and where he is at with certain items. Obviously there are day-to-day and normal routine things taken care of, but then there are the extra efforts such as capturing revenues, and are we spending positive money to recoup some of the losses. He then referred Council to the Comparative Water Production and Comparative Wastewater Treated charts, which shows how much water they produce and how much wastewater they treat. The water production gives him some kind of gauge of whether we are capturing the revenue. It is that gauge that made him want to spend money toward meters because we are not capturing all the revenue. Sometimes it is difficult to find things you want to spend positive money on to recoup money – whether it is to save electricity or to accurately meter how much water. DPW Director Karmol stated this year there was not a City-wide water run, so it gives him a lot closer to an accurate accounting of the water produced and water billed. The water run is in the calculation that he makes based off of what we normally run. This is very helpful to him to know what he should be accurately billing during those months that we just let water go so it doesn't freeze.

DPW Director Karmol stated the report talks about infiltration and inflow again, which is done in every report because the State makes him aware every time he sends a report that his wastewater production is not proportional to the water that he treats. He puts this in the report as a statement to let the State know that he is continually reminding Council and different parties that these flows don't match and we need to do something about it, especially a Plant that is 40 years old and it's going into

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a clean body of water and we are already taxing a 40-year old Plant and we are doing everything we can to meet our permit limits before going to the River. Mr. Karmol referred the Council to the repetition of the paragraphs on page 3 because he needs to reiterate to tell the State that he has made Council aware that the wastewater that is coming in is unproportional with the water that is used. Until we do something about that, Council may hear DPW Karmol repeat himself.

DPW Karmol then referred Council to the Water Treatment and Distribution Activity Summary, noting it doesn't feel great to say he installed 100 new meters, but a journey of one-thousand miles begins with a step. We had to start getting into the homes and try to rectify the unmetered accounts and start accurately billing. They have not rectified all unmetered accounts because he made a choice to go after the large consumers because accuracy of those large meters means big dollars. For instance, if you have a small residence with two people in it and the meter is not working, we are not losing as much revenue as a large four inch meter that is not working properly. They are starting with the big meters and working their way down. Mayor Pro Tem Couture asked if DPW Karmol has seen an inaccuracy. DPW Director Karmol replied he is actually too close to the forest to look at the trees at the moment; what they are going to start to do is start doing the oldest, biggest meters first and then he will worry about a year-end total later. We will applaud our achievements at year-end. Werner's is in the home or business installing the new meter and doing the plumbing and on the outside the City is burying the meter pits so they don't freeze. Room was needed to properly set a meter, so they had to fix the sewer. This is not a typical, but it shows the Council the kind of effort and the need for a plumbing contractor. DPW Director Karmol feels the City is doing the more expensive work outside of the home. Mayor Bronson asked for an explanation on a curb stop. DPW Director Karmol referred Council to the photo on page 4, showing a curb stop. He explained it allows him to shut off the water service. Wherever the shut off is, everything from there towards the house would be the homeowners responsibility, and everything back from it would be the City's responsibility. Although some properties have curb stop boxes, most of them are meter pits right now, which is where you would have a meter inside the shutoff. The curb stop is a straight rod that allows him to put a four foot wrench in the ground and turn water off or on and will survive a lot more frost being buried down at least 48 inches.

DPW Director Karmol explained there is a radio system that does most of the telemetry, which is where most of the calls come from. Most of the calls come from the automation and if the automation doesn't work we are then in manual operation. They are doing some things to reduce the amount of calls by creating redundancy – back-ups built in. He is hoping to reduce overtime by creating redundancy in electronics, i.e. radio system.

DPW Director Karmol then commented on the pick-up of the Miss-Dig activities. We may not see the revenue yet, but it is usually an indication that people are spending money and doing work on properties. He noted Miss Dig is called whenever somebody does landscaping, add a new deck, new water service, etc. He added the City does spend a lot of man-hours marking for Miss Dig, explaining in the last six months the City spent 426 man-hours.

Councilman King asked if anything happened with the radio system during the recent fire, such as whatever was programmed in for redundancy. DPW Director Karmol replied yes it was, but because we were planning for back-up we already had those backed up on pin drive, which saved us a lot of time because as soon as the new radio was installed, we had a back-up program. We already had other radios and we could take a radio from Well 4, which was out, and get it working and place it at the

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Treatment Plant and have a USB pin drive upload the program and it was a lot quicker to be back up and running.

DPW Director Karmol stated Mayor Bronson asked about energy efficiency, noting there is a photo of an old pump on page 6 and a new pump on page 7. He noted that he looks at energy efficiency in most of the items he purchases, because he wants to do as much work with as less energy as possible. There will only be a few items that he forgoes that in favor of reliability. If Council hears DPW Director Karmol did not take energy into consideration, it is probably because we have something that is so solid state he is afraid to go to something and less reliable. He said there are items in the Plant they don't make like that anymore and sometimes those pieces you need to be so reliable so you are willing to pay more in electricity to make sure that doesn't go down. A lot of the new technologies are using cheaper motors or higher rpms, but he is looking for lower rpms, less spinning and more reliable than some of our items. In the pump situation, more of the manufacturers have figured out the game of reliability and energy efficiency, but some of the operations in our plant we just can't make more energy efficient and we try to make them as reliable as possible. DPW Director Karmol then noted the new pump is cheaper to service. There are some he rebuilds because we can't get anything like it anymore. We are looking at automation, redundancy and energy efficiency with the pump stations.

DPW Director Karmol commented the Public Works section of the report is basically giving the Council an update. We need to either remove abandoned pipes that are in the ground or we need to fill them with concrete slurry so we don't have collapses in the system, as most of the collapses are due to abandoned pipes. Others, like a collapse in the parking lot, the structure was just old. The more work we do in a street the more likely these types of things will show up. The staff is having to do some research before we fill something in because we have to see if anything abandoned is tied in. There are some things we thought might be abandonable, but found out through cameraing and dyeing that there is a reason they are still tied in. This goes back to solving some of the flow problems we have between water and wastewater, as well. We don't want to abandon lines pouring in our sewer, as well, because it might just be bringing groundwater into our system.

DPW Director Karmol informed Council the City did apply for an MEDC Grant, which looks good, regarding work from Lake Street to Court Street and taking care of abandoned sewer lines, noting the sewer was replaced in 1978, but the old sewer was not taken care of. He mentioned he will either want the old sewer taken out or filled in with concrete. The original project was estimated to be near 3 million dollars, but when the Grant came up we scrambled to cut that into a third to apply. We are still awaiting for the results back, but he is confident we will be getting some money from the grant to start the infrastructure. Also, this has led DPW Director Karmol to go back, look at and appreciate the system as it was built. He has had people bring him articles, has reviewed and researched beyond the maps, and through the research has learned a lot. Originally when this was built there was a large investment from the community, referring to an article in 1889 that talks about \$26,240.00 and with inflation that would be about \$25.00 for every dollar spent, which is a large investment from the City and the rates would have been high at that time for that initial investment. DPW Director Karmol commented that everybody that takes a step forward has paid a larger burden to get a newer system, and at the end of that people enjoy a lower rate because somebody had paid the initial investment 40 years ago for the Wastewater Plant. At some point we will have to look at upgrading the Plant, which might be a burden to raise rates but there is always a cycle where at the end of those rates where you are back to enjoying lower rates because the Plant is paid off. He noted the lines were all hand dug

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and not only was it a large financial investment, but they dug through the clay, which helps motivate the current crew.

DPW Director Karmol wanted to give credit to Mayor Pro Tem Couture for doing his sewer right. When other residents ask for favors he is able to refer to a Council person as not wanting any favors from us to do it. When the Council does it right, then he is able to use that example to apply the rules to everybody and if anybody were to try to subrogate those rules he would have to be adamant that he did not give any special treatment to a Council person so why should he do that for a resident.

DPW Director Karmol stated he wanted to give credit in a public forum to all the people that helped with our recent event at the Wastewater Plant – Stan’s Electric, UIS and our staff who were all instrumental in keeping our system operating.

Mayor Pro Tem Couture inquired on the wastewater that we treat compared to the water we are producing, asking what is the plan and how do we find out why we are getting so much infiltration and how do you stop it. DPW Director Karmol answered the plan is to fix the underground infrastructure, stating most of it has been dyed and some of it has been identified. The most efficient method is to work from the Plant out and eliminate any sources as we go out from the Plant. It was an easy choice for the grant, which is to work out with the water line and inspect the sewer line at the same time working from the Plant towards town, including cameraing the sewer between the Plant and Lake Street, all the way down to Backus Street. If the Plant is a trunk they will work out the branches, i.e. starting at the main line and working out. It doesn’t make sense to go after a storm sewer fix and not have the money to do the water and street at the same time. There is a lot of planning to do and he knows there is some immediate spot fixing he could do, but it would be indeterminate of how much reduction we would get from wastewater. He thinks the prudent thing to do is be patient, plan and fix everything under the ground and then put a piece of pavement on top that he doesn’t have to cut into later. Mayor Pro Tem Couture commented DPW Director Karmol’s Capital Improvement portion is going to be long. DPW Director Karmol stated it cannot be done all at once, as we don’t have the manpower or the contractor that can go out and fix all of it. We have to bite it off in chunks and work our way out from the Treatment Plant. He does not want to go in and fix a water line and have a storm or sewer problem later; he wants to be the last one to cut into the street because he wants to fix all the problems underneath before we asphalt. DPW Director Karmol explained that is why he only gave a few options on paving when Council talked about paving. He had to point out the sections of town that had new enough infrastructure that he was fairly confident he would not be cutting into it, noting they are repaving W. Lincoln Avenue and Duncan Avenue. They are also planning W. State Street. Mayor Pro Tem Couture thanked DPW Director Karmol for his report.

### **Department, Board and Commission Reports:**

- **Downtown Development Authority Board of Directors, July 5, 2016** – City Manager Eustice commented the sound system is operable in Festival Square, although not completely installed. He briefly explained the sound system, stating a unit has to be installed, such as a tablet or computer that will be transmitted from the City Hall building to the amplifier in Festival Square. Hopefully this will be in place in the next couple of weeks. Also they plan on using Sirius Satellite Radio, at a cost of \$30.00 per month, which has all the licensing requirements to play music in a public space. City Manager Eustice noted the wireless mic will be kept at the City Hall. Councilwoman Kwiatkowski asked that now it has been installed, is it the City’s responsibility to pay Sirius radio and keep up the equipment. City Manager Eustice replied it will be the DDA’s responsibility to pay that bill and any upkeep, noting it would be under the City’s insurance should anything else happen to the equipment.

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- **Special Zoning Board of Appeals, July 8, 2016** – City Manager Eustice briefly reported there was an approval of a sign variance for the Best Western River Terrace due to signage being updated. One of the signs was 24 feet high and our Ordinance limitation is 18 feet high, so it had to go before the Zoning Board of Appeals for a variance.
- **Planning Commission, July 18, 2016** – City Manager Eustice reported the Planning Commission is finished editing the Zoning Ordinance and we are trying to get a digital copy of all the changes that were made, so it can then go to Council for approval. The review committee, James Granger and himself, are going to review it once the changes are done. He is hoping to have it to the Council by the second meeting in August for approval. City Manager Eustice then referred to the Planning Commission Annual Report to the City Council, July 1, 2015-June 30, 2016, noting it is not very detailed and there were no site plan reviews during the last fiscal year. He stated Ciena Healthcare is still considering building in the City of Cheboygan and are continuing to look at properties in and around the City. They will have to go back through site plan review with the Planning Commission because their approval has expired and they will likely build on a different piece of property than what they own.

Councilman King commented he hears all too often that the reason Meijer's is dead is because the City Council shut it down, asking for an update. City Manager Eustice stated that project is very much alive. Mr. Chris Jones, who is the Project Manager for Meijer's, will be here next Friday, August 5, 2016 for a meeting with the City, including DPW Director Karmol, to discuss the water situation. Meijer's is going to build and it's possible they might break ground late this fall, but it is more likely it will be next spring. The City has the capabilities and engineering to get water to Meijer's and will get them water; however, it is a matter of the cost and who is going to pay for it. Councilwoman Riddle asked what the date was that Meijer's initially thought they would break ground. City Manager Eustice replied late 2016, early 2017. They initially stated they would open the store in 2018, but now they are saying late 2018, 2019. We can't control this, as they work at their pace and build as they get funded. Mayor Pro Tem Couture commented the City in no way, shape or form is holding them up. City Manager Eustice responded not at all. Councilman King stated perhaps the Tribune could help with an update on Meijer's, because he thinks a majority of the citizens don't understand it is not the City stalling the project. City Manager Eustice commented the City has done everything it can to participate, noting Meijer's is not building in the City of Cheboygan but in Inverness Township and we have been bending over backwards to make this successful. Mayor Bronson noted this is an all County project, including the site plan.

### **General Business:**

- **Consideration of Counter-Offer to Kokosing at a Monetary Value Set by Council and Contingent on a Maritime Services Cooperative Working Agreement being Executed** – City Manager Eustice commented Council has a draft of the Agreement, noting the City has a proposal from Kokosing/Durocher Marine for the purchase of some of the port property, which is dated March 7, 2016. It has been some time and they are certainly willing to work with us and have been very gracious as far as participating with us and trying to work through this Agreement. They understand the City needs to make a counter-offer. City Attorney Steve Joppich believes legally we shouldn't sell the property for the offer made to us, as he is very concerned we are selling property that is favorable to them and we can't do that because it is taxpayer owned property. He has given us an opinion that we can negotiate directly with private entities, but we cannot look favorably at any entity over another.

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With that being said, the City Manager would like direction to make a counter-offer to Kokosing with a couple of stipulations, one being the Maritime Services Cooperative Working Agreement, which basically guarantees us that they will provide maritime services to any entity that would locate in the City of Cheboygan and guarantee that an industrial investor would have a place to ship and receive out of. City Manager Eustice noted that Kokosing is certainly willing to do that. Also, in the purchase agreement there will be a reciprocal clause which would allow us to get the property back should Kokosing disband, leave or move, so whatever company is using the Port would still have that availability. Kokosing gave the City three options in their initial purchase agreement (showing the Council the location of the parcels on a map) as follows: first 100 feet, with a boat well, \$30,000.00; the next 388 feet, \$400.00 per front foot - \$155,200.00; and the next 279 feet, with a great deal of depth, \$700.00 per front foot - \$195,300.00. This is a total of 767 feet to the north right-of-way of Lake Street for \$380,500.00. In Attorney Joppich's opinion this is too low. He noted the 300' sold recently to Ryba Marine, which was squared off with a little more frontage (400 feet) on Main Street, adding a little value to the property, was sold at \$750.00 per front foot, or \$225,000.00. Mayor Pro Tem Couture asked if it is correct that we have an appraisal on the total piece of property, and what did it appraise per foot. City Manager Eustice replied yes, and the property appraised at \$750.00 per front foot. Mayor Pro Tem Couture commented when you are selling property on waterfront you are selling the waterfront, but there is value to the depth. City Manager Eustice stated adjustments can be made for the depth. Mayor Pro Tem Couture stated the City purchased this property for the riverfront and with the intention of a Port. There will be different values on depth from someone interested in purchasing; what we value the property at is what we value it at. In his opinion our value is frontage, but does not say we cannot make adjustments. Mayor Pro Tem Couture stated the City Manager's proposed counter-offer is still lower than what we have already set a precedence for. City Manager Eustice explained his calculation of his recommendation, being \$50,000.00, \$194,000.00, and \$223,200.00. Councilman Lavender asked for the square footage for each parcel, wanting to compare the price per square foot of Ryba's piece with that of Kokosing's offer. City Manager Eustice stated he does not have the square footage calculated but can do it. Councilwoman Riddle stated another thing she feels is very important to take into account is that on the 279 foot piece, there is access basically to two roads; that, in itself, and the front footage are all very important aspects and she personally thinks \$800.00 per front foot is too low.

Mayor Pro Tem Couture stated the following are important in the sale of this property: the cost of each piece per square foot and the Maritime Services Cooperative Working Agreement. He asked with the Maritime Agreement can other entities ship there. City Manager Eustice replied yes. Councilman King stated the way he reads it, "Additional parties may be added to this Agreement by unanimous vote of all current parties." – If Kokosing said no, that eliminates any other option. Mayor Pro Tem Couture asked if someone wanted to buy the 350 foot piece north of Ryba to provide shipping services and build whatever, they could do that, and could we get into an agreement with them, as well. City Manager Eustice stated a very possible scenario is Mr. Zac Morrish, President of Ryba, would like to buy the 360 feet and adopt the same type of agreement we have written for Kokosing which would basically sell all the Port properties and all private entities would ship off of Kokosing and Ryba properties. City Manager Eustice explained the properties that would then be available for shipping and receiving and the two entities would then coordinate. Mayor Pro Tem Couture stated it appears the Agreement is set up where Kokosing buys the property and they can do whatever they want with it, as long as they know they have to facilitate anything that comes in. He then asked if they have an agreement to deny a company that needs to ship because they don't have the manpower. They are in charge of charging and the City does not come up with any of the price, but we reserve the right to be able to facilitate another business. City Manager Eustice stated that is correct. Mayor Pro Tem

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Couture stated the City will be able to market it as the Port Commission wants to be able to do this. City Manager Eustice commented this would provide competition in bidding on product coming in and out. Mayor Bronson asked if the City sells all that property, when they off-load, are fees being sent to the City. City Manager Eustice replied this is something Kokosing has talked about and it could be something we could look at. Kokosing suggested a percentage of the fee charged. City Manager Eustice then commented he does not know that the City needs that as the property will go on the tax roll with any improvements they make, and the City will get these revenues from property taxes. Mayor Bronson stated if they are putting stone on there, there is not going to be a lot of improvements to the property. City Manager Eustice agreed, stating again the best case scenario for the Port of Cheboygan is to ship and receive on the north end of their property, which is the deepest part of the River where they have stone and sand now, in addition to a seawall and ramp. If they do shipping and receiving they will likely do it off the north end of the property. Councilwoman Kwiatkowski asked instead of maybe taking their 5% or whatever they would offer, could they possibly do some riverfront improvement like down by Plaunt's where we can use and turn the parking lot into something besides a parking lot and redo the waterfront and have a nice looking walkway from there, a park and other things. Could they possibly help us do that since they're marine? City Manager Eustice stated we could talk to them about that, which is what Ryba did when they leased a 66 foot right-of-way from the City. Councilwoman Riddle stated if any fees generated went right into improving the infrastructure for the community, it's one stone in a big bucket that needs to be filled but it's all moving in a good forward direction, whether it goes toward the River where the parking lot is or to the rest of the infrastructure of the City, it is all improvement that we need.

Mayor Bronson asked if there is any concern about the utilities that go underneath the River there. City Manager Eustice stated he does not think so, pointing out where the storm sewer is and where the water line crosses. The City has easements in place so no one will be able to build on those. Councilwoman Riddle asked if this is mentioned in the purchase agreement at all. City Manager Eustice replied no, adding it wouldn't need to be as there are recorded easements and the City has the right to go on the property whomever owns it. Mayor Bronson then stated there has been some discussion about the Fish & Wildlife buying some property. City Manager Eustice stated in that scenario between Mr. Zac Morrish and himself they have a pretty good remedy and the U.S. Fish & Wildlife is aware of it. Ryba would like to move their operation north, noting they own a 66 foot piece next to the USGS property and there is a boat well cut in there right now. The Spencer Baird is a 94 foot boat and the depth of that property is 120 feet, so Mr. Morrish has talked to the US Fish & Wildlife about selling them the 66 feet and he would cut in that boat well at least 100 feet in so they would have dockage all the way around the boat, and then they would be adjacent to the USGS. Councilwoman Kwiatkowski stated if Ryba wants that 360 feet and we are talking about fair market value for Kokosing, what would be the fair market value for Ryba. Mayor Pro Tem Couture replied \$750.00 a foot, which is what it is appraised for, or \$271,500.00. Councilwoman Kwiatkowski then stated if we let Kokosing have the 279 feet for \$550,000.00 it is not very fair to Ryba. City Manager Eustice stated he agrees, stating he thinks it is probably worth \$500.00 a front foot. Councilwoman Kwiatkowski then asked if Kokosing would pay more because of the two streets and depth. Mayor Pro Tem Couture asked Clerk/Treasurer Kwiatkowski as to how much does the City have into the purchase and all fees, what are our total expenses, and what will they be by the time it's done. Clerk/Treasurer Kwiatkowski stated the property sold at \$850,000.00, we put \$170,000.00 down on it, and made payments on the land contract for a year, and then the piece we sold to Ryba came off the principal, so we will have \$550,000.00 invested if that didn't sell. Mayor Pro Tem Couture asked before the Ryba sale, how much did we have into this property (1,429 feet for \$850,000.00), and how

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much have we paid in legal fees to date. Clerk/Treasurer Kwiatkowski stated we have \$47,000.00 in legal fees to date. Mayor Pro Tem Couture stated we have about \$900,000.00 into this property. Clerk/Treasurer Kwiatkowski stated we have more than that with environmental, surveys, etc. He does not know the total amount invested but has it all on a spreadsheet. City Manager Eustice stated we are close to one million dollars. Mayor Pro Tem Couture commented if we sold the property at fair market value, \$750.00 a foot all the way across the board, it is \$1,071,250.00. This is what it appraised at and that is what needs to be paid for it, in his opinion. We have agreement(s) in place and they are buying this property to increase their business. He knows there are pieces of the pie that are smaller, but it is all River frontage. Mayor Pro Tem Couture noted we still have the property on the other side. City Manager Eustice stated we will be getting \$100,000.00 for the property on the east side from the Little Traverse Conservancy, while keeping the 13 acres upland. Councilman Temple stated we need to be sure to get back the million dollars that we spent. City Manager Eustice replied that is easy to do with all the transactions. He then stated he is suggesting the City sell property to Kokosing for a total of \$500,000.00. Mayor Pro Tem Couture commented that is \$651.00 per front foot. City Manager Eustice pointed out there is not much land with the first 250 feet. Mayor Pro Tem Couture commented that the City Manager just told them it was more valuable because it is deeper. City Manager Eustice then stated the City paid \$594,000.00 for it, but thinks \$500,000.00 is fair and his concern is that even at \$500,000.00 Kokosing will come back with a counter-offer probably at \$450,000.00. He does not want to scare them away and feels it is a fair counter-offer and they do need the property, but on the other side of the coin they don't need us because they can already ship and receive off of their property and have all the licensing and Port Facility Security Agreement. He does not want to put them out of the ballpark. Mayor Pro Tem Couture stated he is in total agreement and wants to make this work, but we have an Attorney's opinion that doesn't want us to sell because we have already set a precedence with a sale, which is one of his issues. Both ends of the property are maritime construction and they pay in other places around the Great Lakes for leasing, for property they bought and the prices they are paying for that are not going down. This is their home base and we want them to stay here. Considering comparables in other places where they have harbor, he is certain they are paying a whole lot more than \$750.00 a front foot. Mayor Pro Tem Couture stated it is not necessarily relative, but it is and it isn't. It is his opinion that Kokosing or anyone are not getting a bad deal at \$750.00 a front foot. Although we paid less than that, the City also jumped through quite a bit of hoops. A brief discussion held on Kokosing later selling the property, but it has to be to someone that will provide port related services that is part of the 10-year agreement. Councilman Lavender stated he feels the way this is transpiring now is working in favor of the entire City and for the Port. We have two potential Port operators who have the ability to ship and receive now. Of course, there is nothing to ship and receive right now. Thinking of taking 5% of shipping and receiving where there is none is kind of the cart before the horse. We need this to happen so the Port Commission can market this in hopes that an investor of company will set up shop here to ship and receive from whichever Port operator they want to work with, whether it be Ryba or Kokosing. He thinks this is the best case scenario for us and does not think the Fish & Wildlife Service in the middle of that fits anywhere. City Manager Eustice stated Ryba is already developing a Port Facility Security Plan to Lake Street, so their entire property will be eligible for shipping and receiving. Kokosing already has that in place for their property and the City's property. You cannot ship and receive off of any property without a Port Facility Security Plan, which comes through the United States Coast Guard. To be able to ship and receive domestically or internationally on any of this property it has to be in a secure location and all fenced in and locked with access only by the owners of the property. City Manager Eustice agreed the US Fish & Wildlife does not fit in this area. Mayor Bronson commented the estimate the City had for the riverfront for putting in seawall, etc. was five million dollars, which is multiple years of our whole City budget. Discussion held. Councilman Temple

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stated we need a deadline or this could go on forever. Councilwoman Kwiatkowski wanted clarification on the City Manager's recommendation. City Manager Eustice replied \$500,000.00 for 767 feet.

Councilman Lavender moved to approve a counter-offer to Kokosing in the amount of \$500,000.00, contingent upon a Maritime Services Cooperative Agreement being executed; supported by Councilman Temple.

Councilwoman Kwiatkowski asked how far we are away from the one million dollar figure. Mayor Pro Tem Couture stated he noted the Port Commission did not have a meeting this month. City Manager stated a meeting was scheduled but there was no quorum. Mayor Pro Tem Couture then stated the Council does not have a recommendation from the Port Commission, which we don't need because Council has the recommendation from the City Manager. City Manager Eustice stated there is a recommendation from the Port Commission from the June meeting; they asked him to develop a counter-offer and a cooperative working agreement with Kokosing. Kokosing is okay with this at this time and we can make changes before we close, reiterating the recommendation from the Port Commission was to draft an agreement and work with Kokosing. Mayor Bronson and he sat with Mr. Joe VanAntwerp and Mr. Stan Neff at Kokosing, after that meeting, and they agreed to work with him on this agreement and Mr. Neff has. They are okay with that and have told him they will do whatever the City wants to do to get them this property and be the Port operator. Mayor Pro Tem Couture commented that the offer from Kokosing was \$380,500.00. City Manager Eustice stated he would like to sell the property to Kokosing in one transaction. Discussion held on Kokosing's offer. Councilwoman Riddle commented if the worst case scenario is Kokosing does not purchase the 279 feet, the property is still marketable due to its depth and the size of the property that another company could come in there, such as Moran Iron Works, and use it for a staging area. City Manager Eustice agreed, but it also could sit there for a long time, too. He stated at \$500,000.00 it is \$651.00 per front foot; if we sold another piece to Ryba we should sell it at \$651.00 a front foot. Mayor Pro Tem Couture stated we would be selling that piece for about \$206,000.00. City Manager Eustice commented he feels this is fair. Mayor Pro Tem Couture stated he feels we don't need to make any money, but sure would like to break even. He would like to see something put together if there is interest on the other end from Ryba on the other piece, whether we provide them with an offer first and we ask them for an offer with the same kind of agreement and likes having two people there that are capable of doing it; let them both provide more jobs.

A roll call vote was taken. Yes votes: King, Kwiatkowski, Riddle, Lavender, Temple and Couture  
No votes: Bronson  
Motion carried.

Councilwoman Riddle stated Mayor Bronson is on the Port Commission and asked him his reasons why he voted no. Mayor Bronson replied he feels we have more time to work on this and would like to have more time to mull it over.

### **Public Comments:**

▪ **Port** - Mr. Ray Lofgren stated he was a little shocked with the Mayor voting no on the last motion, but noted the Mayor has stated his reason why. He stated, as he said before, take your time. Since we have had a sale but thinks there is still time and appreciates Councilman Lavender and the rest of Council wanting to get our money back, which as a taxpayer he would like to, also. But every Council member knows if anyone walks away on either end of this Port that the people cannot afford to

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develop the Port property and operate it. He commented on not seeing boats in Lake Huron, as does one of the Council members, adding it might be a very long time. If he were one of the potential buyers he would walk away; if he were both of them he would get together and walk away and let the negotiations settle. Let the Mayor and Port Commission then decide what they want to do for another two years. If in that two years the City spends another \$100,000.00 in legal fees it would be disastrous. Can the Port just sit with no activity? He has seen publications advertising the Port as being open. If it doesn't come to reality, so what; the Council might have a little egg on their face, but the taxpayers cannot afford to develop that property. He then made comments on selling waterfront and tax bills on secondary homes. He stated as the Council is looking at making jobs, they have to be thinking of people that want to develop the City. He commented on the general public never being able to see the River with development. Councilwoman Riddle stated that part of the River is not intended for public transit. The area north of the State Street Bridge is designated heavy commercial/industrial for planning (Riverfront Development Plan). Mr. Lofgren inquired as to the Water Street Condominiums, the first building north of the bridge. City Manager Eustice noted the Riverfront Development Plan was not approved until 2010. Mr. Lofgren commented he has been looking at the inland water route and it has been going down in his development career, instead of upward. The only thing he has seen that has been improved, which is not for any kind of improvement for the use of the City, has been Walstrom's, City park or footbridge. He would say Council better take the offer, noting Council is here to spend the money properly, try to retain, and get his money back. You have got to remember that these guys are ready tomorrow and having the Port open could happen tomorrow by accepting the offer. Mr. Lofgren then commented on the monies spent for the Port property. If we have a Port, then stick with it, as former Mayor Sangster stated we need a Port for the jobs.

▪ **Sludge Hauling** - Mr. Lofgren stated the sludge hauling will be ongoing for many years. DPW Director Karmol agreed. Mr. Lofgren stated nothing is being done on the cost of hauling it. Councilwoman Riddle stated the question she previously asked Mr. Lofgren was if he had all his paperwork in place. Mr. Lofgren replied he went as far as he could without the assistance of DPW Director Karmol. Councilwoman Riddle then stated if Mr. Lofgren did not have his paperwork in place then he could not have accepted the sludge. DPW Karmol stated there is dredging permitting that he found where Mr. Lofgren is permitted to accept dredge. But there is also a residual management program that only a Farmer Dodder and Farmer Hemmer are currently listed in Cheboygan to accept the City's sludge. In order to do that, they have to test for soils, meet MDEQ protocol, apply an application rate that doesn't overtax the field, and then he has to visit the site to make sure that the sludge is appropriated. Even though Hemmer and Dodder both wanted it, but they didn't have soil samples. Mr. Lofgren stated he ran out of time, noting he made three telephone calls himself. DPW Director Karmol stated he asked Mr. Mike Person if any applications had come in for residual management because he is the only one that takes them. He then stated every field that he applies has to be tested annually in order for him to figure out an application rate, figure out a way to get it there, and then has to confirm the application rate and submit the paperwork. Mr. Lofgren commented it is the same MDEQ department and they haven't been approved for this particular sludge, but have been approved for a dump site and have hauled 10,000 cubic yards of dredging material from Bois Blanc Island. That is the piece of property he is positive on. The paperwork ran into maybe one-half years' time. Mr. Lofgren stated DPW Director Karmol does not have time to do this, but worked with Mr. Lofgren and all of a sudden he was being squeezed and it was put out for bids to be hauled. This is when he said if we had more time to process, and it would be more of a load on his shoulder and he would be getting nothing for his time put into it, but when he sells it, after working it into his soil, that is when he would reach a possible harvest. DPW Director Karmol commented we are only allowed a maximum amount on the site and he was already at max and had to

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get stuff off the drying bed and only hauled away what he had to. There is still 2100 yards with nobody to take it. Again, if he gets no farmers that comply with MDEQ regulations for residual management we will be forced to haul offsite any excess he is allowed to store and we will be in that scenario until a farmer can take it. Until you approve a piece of land for dredging, he can't throw solids on top of it, it has to go through the process. Even if you had a former dredging site, you can't dump one thing and then dump another thing on top of it. It has to be a site that is ready to grow material, apply at a rate that the MDEQ finds is feasible to grow stuff on it, then you have to agriculturally grow a produce on it to uptake the nutrient in order to reapply it there. Even though he gets letter after letter from Hemmer, who is already an approved site, we haven't got any soil samples yet for him to figure out the application rate to even take it to him. Dodder is approved on our site, as well, but he has not expressed interest or given DPW Director Karmol soil samples. Therefore, he has little or no options but to take the sludge away as unwanted material. The best case scenario would be to have multiple farmers that want fertilizer, who would even want to come get it where the City would not have to haul it. First of all we need to get multiple sites approved and then he thinks we can manage getting rid of the extra. Councilwoman Riddle asked if someone wants to think about doing that then they can contact DPW Karmol and start the long process that it takes. DPW Karmol commented all he can do is point them in the right direction to the MDEQ person where they can get a site approved. He can also show them the testing results he has of the product showing the nitrogen, phosphorous and pneumonia content of the materials being brought to their site. Councilwoman Riddle stated Mr. Lofgren is partially into the system but not totally there. Mr. Lofgren commented they have a 10-acre parcel that has been farmed and a 100-acre parcel, in the City also, so they have more than ample space for 2100 cubic yards. It might take a year to get through the paperwork. DPW Director Karmol stated on the dredging side you are allowed to put material down. Mayor Pro Tem Couture interjected that this needs to be discussed in DPW Director Karmol's office; it does not need to be discussed at a public meeting. Councilwoman Riddle stated every time Mr. Lofgren asks DPW Director Karmol a question, Mr. Lofgren cuts him off and thinks this is not open comment anymore but a conversation that needs to take place in the office and agrees with Mayor Pro Tem Couture. Mr. Lofgren responded fine, noting he did not recognize the names DPW Director Karmol mentioned, but when it comes to the City another \$100,000.00 for 2100 cubic yards, then it takes time over the year to get the proper permits. DPW Director Karmol clarified that the City has a fertilizer product that any farmer can try and take advantage of, whether they are in the City or not. There is a process to go through and there is an application rate to have. These farmers need to grow an agricultural product with our bio-solids because it has pneumonia, nitrogen and phosphorous. We can't really dump it anywhere without growing product because we are going to apply pneumonia, nitrogen and phosphorous into receiving waters. If any rain were to hit this product in some place that isn't being currently tilled and worked, then all of the runoff will be pollution. This is basically just made for an agricultural product. As a public statement, any farmer can come and try and get information on how to supplement their fertilizer with our product in a responsible way that doesn't impact the lake, river or any of the tributaries or storm waters that might receive it.

- **Blight** – Mrs. Trudy Lofgren commented with the blight situation in the City and trying to take care of it, she has observed weeds on the sides of the River banks from Great Lakes Tissue to the bridge and from the bridge to the motel, which are horrendous. City Manager Eustice asked if the weeds are in the rocks. Mrs. Lofgren replied yes, you can hardly see the white rocks.
- **Agenda** - Mr. Bruce Gauthier stated he wanted to make a suggestion regarding the Agenda. He stated he thinks it might be useful adding public comments at the beginning of the meeting, as well as at the end of the meeting like they do at the County. He went on to state tonight's meeting was a good example because we were talking about something very important - the Port. The Council may have

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taken advantage of some input from the general public. Councilman King stated he appreciated Mr. Gauthier's comments.

### **City Clerk/Treasurer's Comments:**

- **Nominating Petitions** – Clerk/Treasurer Kwiatkowski stated the close of turning in Nominating Petitions for the General Election in November has come and gone. We have one individual running for Mayor and four individuals running for three Council seats.
- **Primary Election** – Clerk/Treasurer Kwiatkowski commented this coming Tuesday is the Primary Election for County, local and State. Also, there are two proposals on the ballot. The Primary is a closed Primary so you cannot split your ticket. Mayor Bronson asked what happens is someone splits their ticket. Clerk/Treasurer Kwiatkowski replied it will spit the ballot out and the voter will have the chance to rectify; if they choose not to, it will not vote that particular race. Because of this issue, Primary's in Michigan usually have a poor turnout.

### **City Manager's Report:**

- **Power Outage and Fire at WWTP** – City Manager Eustice mentioned the recent power outage and fire at the Wastewater Treatment Plant, which was mentioned briefly in DPW Director Karmol's Report. For the general public, there was a major electrical fire at the WWTP on Friday morning last week and believe it caused as much as one million dollars' worth of damage, but it was insured. It was a very catastrophic event. The staff and DPW Director Karmol responded very well, in addition to help from Stan's Electric and UIS (company that helps us manage our SCADA System). Surprisingly, in a very short period of time, we are almost back to normal for something that was very serious at the time. He commended the WWTP staff and DPW Director Karmol. City Manager Eustice stated this is probably something that went very much unnoticed in the general public.
- **Lincoln Avenue and Duncan Avenue Repaving** – City Manager Eustice reported we are in the process of repaving Lincoln Avenue and Duncan Avenue, noting paving on Lincoln Avenue began today. They are moving along very fast on their estimated two-week timeframe. Councilwoman Kwiatkowski stated there is a concern of a culvert and believes the City Manager spoke with her neighbor. City Manager Eustice stated he has not spoken to DPW Director Karmol on this, but City Engineer Granger will be looking at it. He stated they will also be looking at a couple of other things, as well, mentioning a discussion with Mr. Lofgren.

### **Messages and Communications from Mayor Pro Tem and Council Members:**

- **Downtown Music Festival** - Councilman King asked if the Festival is doing okay on volunteers. City Manager Eustice replied Friday is good, but believes additional volunteers are needed for Saturday.
- **Blight** – Councilwoman Kwiatkowski stated their Church has “Our Church Has Left The Building” every so often, in addition to a youth group, and they would be interested in helping out. She also talked to someone who is on council in another city, and their blight committee tries to work on “you get more flies with honey than vinegar”. She was told they take before and after pictures and they actually give a citizens an award for their job on the blight clean-up. There are other ways to go after blight other than citing and fining them, i.e. positive.
- **Mackinaw Avenue Bridge** – Councilman Temple asked for the status on the Mackinaw Avenue bridge. City Manager Eustice replied they are backed up about another week, as their end date was July 29. It will be near the end of the first week of August before it is completed. There were a couple issues, i.e. hitting a natural gas line that backed them up 11 days and the replacement of a new steel I-beam that had a stress fracture in the steel that backed them up 6 or 7 days.

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- **Michigan Main Street Program** - Mayor Pro Tem Couture stated he noted the DDA making a recommendation for the Michigan Main Street Program to the City Council, and asked when this will come before the Council. City Manager Eustice stated it will come to Council the first meeting in August. Mayor Pro Tem Couture noted it was unanimous by the DDA Board that the City should do this. City Manager Eustice responded it was unanimous and the first phase does not cost the City anything and thinks it's worth the time and effort to at least look at it. If it doesn't look beneficial after a year, we don't have to continue. Mayor Pro Tem Couture inquired as to staff time required. City Manager Eustice replied there is not a lot of time involved, other than some training that is free other than the travel time. He, Kirsten Guenther and maybe some other staff people will have to attend training. City Manager Eustice informed the Council he will have a lot more detail on it the first meeting in August.
- **Farmers' Market in Festival Square** – Mayor Pro Tem Couture asked if the City Manager has spoken to anyone on the Farmers' Market in Festival Square. City Manager Eustice replied starting tomorrow, the Wednesday Farmers' Market will be held in Festival Square, and also after Labor Day on Saturdays. He then stated he is not sure if the group is split, with others being at the Fleetwood.
- **Crosswalk at the Kingston** – Councilwoman Kwiatkowski commented the stripes have not been done, asking why it hasn't been done, as she thought it was to be done in the spring. City Manager Eustice stated he will check with Mr. Jason Bodell of MDOT.

**Adjournment:**

Councilman King moved to adjourn the meeting at 9:00 p.m.; supported by Councilman Temple. Motion carried unanimously.

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Mayor Mark C. Bronson

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Clerk/Treasurer Kenneth J. Kwiatkowski

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Councilman Joseph Lavender

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Councilwoman Winifred L. Riddle

\_\_\_\_\_  
Councilman Vaughn Temple

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Councilman Nathan H. King

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Mayor Pro Tem Nicholas C. Couture

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Councilwoman Betty A. Kwiatkowski

**REGULAR CITY COUNCIL MEETING**  
**August 9, 2016**

The Regular City Council Meeting was called to order by Mayor Bronson in the Council Chambers at City Hall at 7:00 p.m.

**Roll Call:**

Present: King, Riddle, Couture, Kwiatkowski, Lavender, Bronson and Temple

Councilman King led the Pledge of Allegiance to the Flag.

**Approval of Agenda, and Receive and File all Communications:**

City Manager Eustice stated he has two additions to the Agenda; 7-B: Purchase Agreement/Counter Offer for Kokosing/Durocher Marine and 7-C: Purchase Agreement/Counter Officer for Morrish Marine. He stated Council was given a memo and the purchase agreements when they arrived at tonight's meeting, noting the purchase agreements were also e-mailed to Council. Mayor Pro Tem Couture commented he does not see anything on the Agenda regarding the Mobile Vending License Regulations. City Manager Eustice stated this is not an Agenda item; however, he will speak about it during the City Manager's Report.

City Manager Eustice then stated with the Infrastructure Capacity Enhancement Grant (ICE) through the MEDC, he is not certain he needs to send out Requests for Proposals for the engineering work, noting that Gordie Fraser did the preliminary work. Typically because these are Federal dollars, you have to send out Requests for Proposals for those types of services. He would like to get a motion tonight from the Council to send out Requests for Proposals for the engineering services for the ICE Grant. This would be an addition to the Agenda – 7-D: Consideration to Take Requests for Proposals for ICE Grant for Engineering Services. He then stated he does not know if he has to do this, but the City's Policy is to go to Council to send out Requests for Proposals.

Mayor Pro Tem Couture moved to approve the Agenda, as Amended with the additions of 7-B, Purchase Agreement/Counter Offer for Kokosing/Durocher Marine; 7-C, Purchase Agreement/Counter Offer for Morrish Marine; and 7-D, Consideration to Take Requests for Proposals for ICE Grant for Engineering Services, and receive and file all communications; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

**Bills and Disbursements:**

▪ **Prepaid Bills and Disbursements for the Month of July 2016.**

Mayor Pro Tem Couture inquired on the expenditure to the Sheriff's Department for Sheriff's Work Crew Fee. Clerk/Treasurer Kwiatkowski explained the City pays the Sheriff's Department \$10.00 per day for an individual, noting this started last spring.

Councilman King inquired as to any indication on how the Music Festival finished up. City Manager Eustice replied Ms. Guenther is working on the financials and it is likely we will breakeven and will not make a profit. He then stated the revenues are very similar to last year. Councilman King commented he felt there was a bigger turnout this year. City Manager Eustice stated Friday night was certainly busy, but we made \$6.00 less in beer and wine sales compared to last year.

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Councilwoman Riddle asked why we don't have a token admission. City Manager Eustice stated we used to have a \$5.00 charge, but we thought we would get more people into the Festival by not charging admission and then we are trying to make money on beer sales. Councilwoman Riddle stated she usually works the front area and most people when they come up to the table have their wallets out and anticipate they are going to have to pay something and are pretty surprised. Mayor Pro Tem Couture suggested a donation. Councilwoman Riddle feels it would help give the Festival a little bit of a cushion and wouldn't be so stressful. City Manager Eustice replied this is something we can look at and bring to the DDA. Councilwoman Riddle stated if someone cannot afford to pay to get into the Festival, there are plenty of places just outside the gate to sit and listen.

Councilwoman Riddle moved to approve the prepaid bills and disbursements for the month of July 2016 in the amount of \$814,779.38; supported by Councilman Lavender. A roll call vote was taken; motion carried unanimously.

### ▪ **Unpaid Bills and Disbursements for the Month of July 2016.**

Clerk/Treasurer Kwiatkowski noted he received some late bills, so the same has been updated.

Mayor Pro Tem Couture moved to approve the unpaid bills and disbursements for the month of July 2016 in the amount of \$57,233.43; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

Councilwoman Riddle asked if City Manager Eustice was going to give the Council a report on how things are going with the repair to the Wastewater Treatment Plant after the fire and electrical problem. City Manager Eustice stated he can certainly update Council on this.

### **Department, Board and Commission Reports:**

- **Department of Public Safety Monthly Statistics, June 2016.** (Received and filed.)

### **General Business:**

▪ **Consideration of Application to the Michigan Main Street Program Associate Level 2016 –** City Manager Eustice stated the Michigan Main Street Program is a program that is done through MSHDA. The DDA has looked at this program and made a motion to support it, as they would like to participate in the Main Street Program and the initial level is the Associate Level. It is something the City Manager thinks would be beneficial for our downtown and does not see any reason why we shouldn't at least attempt it because there is no cost at all; however, there is training cost and travel cost involved for some of the staff. At the Associate Level we would get some minor assistance from MSHDA to help us with basically trying to fill our downtown stores, ideas on how to develop business downtown, do promotional type stuff, and help us with economic restructuring. City Manager Eustice then commented MSHDA will have some quality ideas to help us with our downtown. He noted there is not that much out there that we can utilize but this is a State funded program that can be beneficial for us but not cost us much. They will also help us with grants, at the Select Level. Councilwoman Riddle stated when the woman was here and spoke to Council on this program, one of the things she came away with was that you have to have the support of the community. She asked how we are going to get support from the rest of the community, other businesses and people in the town when it is only to benefit the downtown area, noting we are a small community. She also asked if there is any possibility that this program can be in a range to benefit businesses, in general, because they are all suffering from the same problem, i.e. a lack of people coming into their stores. City Manager Eustice

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replied the program is not designed to do that, it is designed to specifically help the traditional downtown, whether it be a DDA or not. He noted that not all cities have DDA's, but some have Main Street Programs in their traditional downtowns.

Councilman King stated he does get concerned when we go beyond the Associate Level because one of the requirements is that we need to have a full-time employee here to take care of this, because looking at the budget right now we see how tight things are. He likes the educational aspect at the Associate Level and thinks that might help to tie in what we already have here with the Cheboygan Community Foundation, Chamber of Commerce, and other groups and get them working together on it. He thinks this is beneficial but gets worried beyond the Associate Level. Mayor Pro Tem Couture stated it makes him nervous and obviously we need some help in our downtown, which is evident, but he is not 100% sold on this program because the first level isn't much help to start out and yes it gets the ball rolling to see if people have some interest. We are not ready to commit to the next level today and he doesn't want to stall it later and have people who do put their time and effort into this when we are not willing to commit to that. He noted the Cheboygan Community Foundation just appointed somebody to create a website and maintain it. Mayor Pro Tem Couture commented the Main Street Program is using taxpayer dollars because it is a State funded program. At this time he just can't see moving past the Associate Level, noting we haven't finished budget talks or capital improvement talks yet. He has not seen an updated City Master Plan, questioning if this fits into it. He knows there is a deadline for the Program this year, but is not sure this is the correct program. Councilwoman Riddle said the lady that was here stated there was a city in the Associate Level for seven years and did not feel they could go past that level, the City has to be ready to go into the next level because you have to put forth funds. At this point and time we can't, but we might have yet some ideas from communicating with other people that have the same type of issues that we have that would help us. Mayor Pro Tem Couture stated we are not writing this and we are not paying any money to get into this, but we are putting man hours into the organization of it through training and that does cost us money. This is his main concern and if today were the time to move to the Select Level from the Associate Level he does not feel we would be ready for that.

Councilman Lavender commented part of this Program is a lot of involvement and volunteer time, asking if we have established who is going to be involved in the process, who is committed, and who is going to train. City Manager Eustice replied no, not at all. He explained not only does there have to be training and involvement at the staff level, there has to be involvement from the business owners downtown, which is the key to the whole project. If the business owners downtown don't participate in this program then it is not going to work. Councilman Lavender stated from his point of view he would like more of a solid commitment or plan of who's going to be involved before we go forward with the application process. Mayor Pro Tem Couture stated he doesn't want to expend Tom's time on this if this is not ever going to get off the ground. His time and all of the staff time is valuable. We have a lot of different directions we need to be walking. The information presented on the Program does not prove to him to spend the time and effort into it yet.

Councilwoman Riddle asked if any business owner in attendance would be willing to share their feeling on the Main Street Program. Ms. Emily Clare stated she would like to see it go, which is actually why she came to tonight's meeting. If nothing else, you can get a year of training. If you don't want to go past that, fine; but to her it's something actually moving toward something. All the information the City will get she imagines will still help in some way. If you find out a year into the program that you don't want to spend the money on it, then let's take what we learned and find

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something that will work. Mayor Pro Tem Couture commented as a business owner downtown it has got to be let's do anything we can to try and create this, which he is totally onboard with; however, he is looking at it from the standpoint of the taxpayer, as well. He went on to state that Ms. Clare is a taxpayer and pays a high millage rate in the City of Cheboygan and the Council's job is trying to control that. What we need downtown in order to thrive is to be able to get people here. He does not know if the Main Street Program is the answer, but they have a lot of different arms out there and the City Manager is trying to figure out how to bring jobs into this community and how to get people back here and stay here. If this Program takes up time from staff it takes away from something else. Mayor Bronson commented there are costs that are not direct costs, but there are also hidden benefits. The people you meet and start making connections with have a lot more value than the Program itself. He feels the training is going to help us counteract things such as the *Bridge Magazine* article. Mayor Pro Tem Couture stated he does not disagree that the article the Mayor is referring to is a negative look on us. He stated he is not certain the Main Street Program is a fix. City Manager Eustice replied the Program may or may not be the fix, but if we don't try it and move forward we won't know that. Councilman King stated he thinks the entry level and associate level would benefit, especially for the Downtown Enhancement Administrator, but when it comes down to it we have to take it and do something with it. This is what he wants to see before we go to the next level; he wants to see some stake in it from the downtown business owners, the DDA, and outside groups that they are onboard with this and want to make a go at it. He would then be lot more comfortable. Councilman King stated we have a new Chamber Director, who is here tonight, and new people involved that can see this from a different angle – not on the way out but actually on the way in downtown. He does not want to miss this opportunity either. We hear so many times that we are anti-business here on the Council, which is totally false. As Mayor Pro Tem Couture said we have to watch what we're doing and taking care of what's here, i.e. infrastructure and everything else we have to deal with on a day-to-day basis. Mayor Pro Tem Couture stated he does not want to sound like he doesn't respect the business owners and the businesses downtown, which is what makes our downtown thrive and it always has, but it is struggling right now. Councilman King stated although some businesses have closed, but downtown is beautiful now and feels we are getting to a point where it can be attractive. We need viable businesses that are going to sustain it year-round, which is always his worry in addition to businesses that close at 5:00 p.m. These are the things that bother him. Mayor Pro Tem Couture stated we have groups in our community that are already doing this work. Councilman King stated the Council cannot be the solution for the problems, as it has to come from out there to. Councilman Lavender stated he would more in favor of waiting to apply at this moment and time until there was something put forward as a plan as to who is going to be involved and who the stakeholders are going to be. He would hate to get involved in different processes and they just fall apart and there is no plan for direction. Having a plan to move forward and getting the people involved is what we need to bring the program forward. We need to know who is involved and who is going to the training. What business owners and stakeholders in the community are going to push it forward? City Hall does not have the staff or resources to do that. Councilman King asked if this has to be done by November of every year. City Manager Eustice replied yes, the first week of November is the application deadline. Councilman Lavender stated he is not against it, but he does not want us to just go and stall out. Mayor Pro Tem Couture asked who are going to be the main staff whose time is spent on this. City Manager Eustice stated certainly Ms. Kirsten Guenther will be directly involved with this. Mayor Pro Tem Couture asked where she was tonight. City Manager Eustice went on to state the DDA Board will have to be involved as a Board and the Chamber of Commerce. Mayor Pro Tem Couture stated having the Chamber involved excites him. City Manager Eustice stated internally it will be himself and Ms. Guenther. Northern Lakes Economic Alliance will participate, as well, in

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giving us direction. Ms. Bethany Whitley from the NLEA, who previously did the presentation, has already gone through this Program with Charlevoix, as the DDA Director, so she has participated in the Program and will give us a great deal of advice and direction going forward. Councilwoman Kwiatkowski asked if it is the recommendation of the City Manager to do it. City Manager Eustice replied he thinks so, noting again there is not that much out there that can give us help with the downtown programs. As Mayor Bronson said, at least we could get some ideas and educational things that we might be able to bring back here that could work. Councilman King stated to reiterate as far as the cost at the Associate Level that has been taken care of. City Manager Eustice replied no; the Main Street Program is kind of tied to Redevelopment Ready Communities. If we are designated as both a Main Street Program and Redevelopment Ready Community, it will help us getting grant funding, we will get points for grant funding, and so forth. It is a tough call, but he thinks it's worth trying because it's not a costly process.

Mayor Pro Tem Couture asked Mr. Mark Lorenz if he is involved with the Cheboygan Economic Development Group. Mr. Lorenz replied he is currently the Acting President. Mayor Pro Tem Couture then asked Mr. Lorenz if he had anything to weigh in on this. Mr. Lorenz commented first of all he is not fully briefed on it, so he would probably be offering insight he is not well-versed on, but he thinks the point that Councilman Lavender is very important. We do need to get the stakeholders involvement and have some kind of plan or idea of how this will work because obviously there are a lot of businesses downtown that need that kind of help and support and others that are doing okay. From the perspective of the entire downtown, the Program finally has some value if, in fact, it does have a plan that can be executed moving forward. The Cheboygan Economic Development Group had discussed it last Friday and there was basic support of it going forward, but again we would like to see a little more of the plan and details behind it. Mayor Pro Tem Couture stated the CEDG might be one of the biggest support groups to be part of the volunteers.

Councilman Lavender moved to table the Application to the Michigan Main Street Program Associate Level 2016 for one month, until the September meeting, in the hopes that Council will have a better plan of stakeholders and volunteers to push this program forward as we do apply; supported by Councilman King. A roll call vote was taken; motion carried unanimously.

▪ **Consideration of Purchase Agreement/Counter Offer – Kokosing/Durocher Marine** – City Manager Eustice stated the Counter Offer to Kokosing was discussed at the last Council meeting and Attorney Steve Joppich drafted a Purchase Agreement based on those discussions and there were no changes to this. We had a Special Port Commission meeting yesterday at 9:00 a.m. to discuss two purchase agreements and/or counter-offers; one to Kokosing and the other to Morrish Marine. The Kokosing offer is to sell 767 feet at \$500,000.00; they offered \$385,500.00 initially. Attorney Joppich has advised him that's too low of an offer and we shouldn't favorably look at one entity over another entity. The Port Commission came to a conclusion that \$652.00 a front foot was a fair offer. Mayor Pro Tem Couture asked what Ryba paid initially for their purchase. City Manager Eustice replied they paid \$750.00 per front foot initially and Ryba is also very interested in an additional 362 feet. The Port Commission brainstorming this whole situation thought we could sell Ryba an additional 362 feet with an average sales price of \$652.00 a front foot, just as we are going to sell to Kokosing. That would get Ryba 662 feet at \$652.00 a front foot. They both would pay basically the exact amount per front foot so we are not showing any favoritism to any one entity. Mr. Zac Morrish, President of Ryba, was at the Port Commission meeting and he looked very favorably at that and thought that was something he could work with. In the Ryba situation we are counter-offering at \$206,000.00 for the

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additional 362 feet, which makes both his purchases at \$652.00 per front foot. Kokosing will be the same; they will buy 767 feet at \$652.00 a front foot or \$500,000.00.

Mayor Bronson commented at the last Council meeting he voted no on this, which was in part because he wanted the input of the Port Commission. He noted the Commission is in favor of this project because it meets the goals of the Port of Cheboygan even though we sell all the property and not keep some. This gets us into a good footing to settle our debt. Both companies then would be our Port managers and both have the authorization to load and off-load. City Manager Eustice commented these sales would also would put us into a good footing to market the Port. He noted both of these purchase agreements are contingent upon a Maritime Service Agreement, which both have agreed to sign. This Agreement is still in a draft form and we need to negotiate with them and make any changes we both feel comfortable with, but that agreement will have to be in place at the time of closing. Councilwoman Riddle inquired as to Ryba applying to be a port operator. City Manager Eustice and Mayor Bronson both stated Ryba is already into the process for a Port Facilities Security Plant. City Manager Eustice noted that the Maritime Services Agreement will tie to all 662 feet that Ryba will have, as well as the 767 feet that Kokosing would purchase, which basically guarantees us they will do shipping and receiving. They are also going to be both competitive with each other, which may bring some costs down and they can support each other. Mr. Zac Morrish mentioned yesterday if Kokosing cannot unload or load a ship that they will get an agreement together to go on their property, and Ryba could load on Kokosing's property, if necessary. Councilwoman Riddle asked if they passed these proposals this evening does the City Manager have any idea on how the process is going to move forward and any kind of time length. City Manager Eustice answered the Council would basically approve to send these purchase agreements to Kokosing and Ryba; Kokosing and Ryba are going to have to approve them and they also have the ability to counter-offer. In the case of Ryba he thinks it's a done deal; they are not going to counter-offer. Kokosing might counter-offer but he thinks they will be satisfied with \$500,000.00 and 767 feet. City Manager Eustice then stated what will happen, if they agree to these purchase agreements, they will sign them and then they will be brought back to Council for approval to actually sell property and a full Council (7 members) have to be here and 4 yes votes are needed. The Council would direct the City Manager to sign the purchase agreements and all closing documents and the sale would move forward. From that time it is 90 days to closing on both agreements. Councilwoman Riddle commented with the stipulation that the Maritime Agreement is in place, which is still in the drafting stage. City Manager Eustice agreed, adding there is not much that needs to be changed in the Maritime Agreements. Councilwoman Riddle then asked if the purchasers agree with the purchase agreements, then the stipulation is that the Maritime Agreement must be in place. City Manager Eustice explained there is wording in the purchase agreements if the Maritime Agreements are not in place then the City can terminate the purchase agreement. Councilwoman Riddle commented that the Council will not vote on the proposals when they come back unless the Maritime Agreement are in place. Mayor Pro Tem Couture stated the purchasers just have to agree to have the Maritime Agreements at closing. We can approve at the Council level, but the agreement is no good if they don't hold up their end. Councilwoman Riddle stated in the proposal she would like the wording to be in there that also the Maritime Agreement also has to in place at the same time. Mayor Pro Tem Couture replied it is. Councilwoman Riddle commented we don't want to sell the property without the Agreement in place. City Manager Eustice informed Councilwoman Riddle that language is in the purchase agreement that if the Maritime Agreement is not in place at the time of closing the purchase agreement is terminated. There is also a contingency that allows the City to sell property for less than what it is appraised for because they are giving up some value because of that, basically, because we are restricting in some respect the use of

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their property and they are agreeing to do that so we have a shipping and receiving port. Mayor Bronson recalled from the Port Commission meeting there was a stipulation of a 10-day limit on reply. City Manager Eustice replied that is correct and we need to put that in the motion. Mayor Pro Tem Couture added it will be 10 days from the time the City Manager handed the purchasers the agreement to reply. Mayor Bronson commented the discussion was we didn't want to go 60 or 90 days waiting for a reply. City Manager Eustice stated from the City's perspective we want to move these sales along as quickly as we can because if we get these sales done this year, they will go back on the tax rolls for next year so we will get the benefit of the property taxes. Mayor Pro Tem Couture said he is really happy that we waited to take action on some things in the past and thanked the City Manager and Port Commission. Although it is not a done deal, he is very happy with where we are at, thanking the Mayor especially for all the extra meetings put into this. Hopefully, this is on the right track.

Mayor Pro Tem Couture moved to deliver the revised purchase agreement to Kokosing Industrial at \$500,000.00 contingent upon a Maritime Service Agreement and 10 days to respond; supported by Councilman Lavender. A roll call vote was taken; motion carried unanimously.

### ▪ **Consideration of Purchase Agreement/Counter Offer – Morrish Marine**

Mayor Bronson commented there was previous discussion on the sale of 362 feet to Morrish Marine for \$206,000.00, noting the cost of this piece is factoring what Morrish Marine already paid on the original 300 feet so they are paying a uniform price across the entire purchase. City Manager Eustice noted this agreement is very similar; the counter offer is for \$206,000.00, equaling both sales at \$652.00 per front foot. The Maritime Service Agreement contingency is also contained in the purchase agreement, which includes the property previously purchased by Ryba and this property. Mayor Pro Tem Couture also noted the 10 day response time.

Mayor Pro Tem Couture moved to deliver the revised purchase agreement to Morrish Marine LLC at \$206,000.00 (which will include the 300 feet sold previously) contingent upon a Maritime Service Agreement and 10 days to respond; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

▪ **Consideration to Take Requests for Proposals for ICE Grant for Engineering Services -** City Manager Eustice explained this is for the Huron Street project from Lake Street to at least Backus Street, dependent on the monies. The City applied for a \$970,000+ grant and it looks very favorable that we are going to get all the money we applied for, although they could reduce it, but at this point it looks like we are going to get what we applied for. There were 38 grant applicants that applied for 7.5 million dollars but we pointed the highest out of the 38 applicants. Councilwoman Riddle asked when we could anticipate getting an idea on the monies. City Manager Eustice replied we now have to put in round two of the application, which we are working on now as it has to be in September 9. We will know if we get funded before the end of the year and then we can break ground in the spring 2017. Mayor Pro Tem Couture asked what the total amount we applied for. City Manager Eustice replied \$977,000.00. Mayor Pro Tem Couture then asked what the total cost of the scope of the project is. City Manager Eustice stated this is the total cost. Mayor Bronson noted there is an 11% contribution from the City. City Manager Eustice noted we were in the process of trying to get a USDA Grant and Loan for all of Huron Street, about a 3.2 million dollar project, but we broke this out because the maximum we could get was 1 million dollars, which was one-third of the project. Eventually we will do all of Huron Street once we get a USDA Loan. Mayor Bronson inquired if this section is the oldest part. City Manager Eustice replied it is. Mayor Bronson commented DPW Director Karmol wanted

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to start from the Plant and move out. City Manager Eustice commented the watermain is an 1894 cast iron watermain, which is one of the reasons we pointed very well (age of the watermain). City Manager Eustice explained this is a request to send out Requests for Proposals for Engineering Services for this project.

Councilman King moved to approve the sending out Requests for Proposals for Engineering Services for the Huron Street project for consideration in the ICE Grant Program; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

Mayor Bronson inquired if people will have to be rerouted during this project. City Manager Eustice replied it is likely, as we will be taking out the old sewer line, too. Most of the current sewer is in decent condition, but this project will be significant. DPW Director Karmol believes the biggest problem with the roads in the City is that over the years we have left the old utilities in the ground when projects were done, so some of the old sewers are empty so they collapse and consequently the road collapses on top of it creating potholes, dips, and so forth. Councilwoman Riddle then asked when the next section of Huron Street is done, will that take care of the storm drain issue at the Carnegie Library or is that on the other street – where the storm drain goes in to the sewer. City Manager Eustice replied this is on Elm Street. City Manager Eustice stated it could be addressed, but the City will likely address it outside of any grant.

### **Public Comments:**

City Manager Eustice noted the food cart issue will be addressed under the City Manager's Report.

### **City Clerk/Treasurer's Comments:**

▪ **Transportation Bond** - Clerk/Treasurer Kwiatkowski stated he spoke to Attorney Mike Gresens of the Thrun Law Firm and he will be the City's bond attorney for the W. State Street paving project. At the next Council meeting he will have a Bond Authorizing Resolution for Council. We will be issuing a Transportation Bond not to exceed \$350,000.00, the cost of which he obtained from City Engineer James Granger. There are two types of sells – one is a bid sell and one is a negotiated sell. We will be doing a negotiated sell with Citizens National Bank. Attorney Gresens asked what to expect as far as the interest rate on the bond and was told 2% to 3%. Clerk/Treasurer Kwiatkowski then stated he has already been talking to Citizens National Bank and we expect a pretty good rate from them. Mayor Bronson asked if that project will be this year or next. City Manager Eustice stated they are pushing for this year, but it depends on the bond issue and a 30-day referendum, but we may not do the 30 day referendum. Clerk/Treasurer Kwiatkowski added it does not require a public hearing, just an action by Council at an open meeting. Councilman Temple stated he does not think we would be any rebuttals on that, as you can hardly walk down that road.

### **City Manager's Report:**

▪ **Mobile Food Cart Overview** – City Manager Eustice stated Council has a memo from him with additional information regarding mobile vending or mobile food carts. He noted that the City of Cheboygan does not have an ordinance, but some communities do and some don't. We manage mobile food carts by mobile vending license regulations, so anybody that has a mobile food cart has to have a license and the regulations and criteria they have to follow are listed on the license application, which the Council has in their information. City Manager Eustice mentioned the two letters from downtown business owners with concerns of mobile food carts. He stated the City's license fee is \$100.00. A lot of business owners think this fee is too light and he has discussed this with Chief Jones

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that the fee probably should be higher. Business owners will tell you that they are property taxpayers and need to maintain their buildings and businesses and yet the City allows somebody to come in that pays a \$100.00 license fee to park within 100 feet of their business. There is some concern there and is not a unique situation in the State of Michigan. Traverse City has dealt with this issue for several years and approached it a little differently; they have just a certain parking lot in their downtown where they can locate. They are not allowed to locate in front of a business. Harbor Springs fee is \$35.00 a day or \$300.00 a month if someone wants to run a mobile food cart anywhere in the community. Petoskey does not allow them at all in the DDA District because they feel they are not underserved. They have plenty of restaurants. City Manager Eustice stated in our DDA District there are several restaurants that can provide food. Duke's Dogs does not come downtown a lot and tries to go to the areas that are underserved. He is not asking for any motion tonight, but he and Chief Jones have discussed this at length about what to do, and both think we don't need an ordinance but can control it by these licensing regulations. He would like the Council's input as to what we should do. City Manager Eustice then noted there are several options; right now we have a 100 foot regulation near similar or like food establishments. This could be 500 feet or 1000 feet. At 1000 feet they could not be in the DDA District. Councilwoman Riddle asked what food cart is usually parked outside the Brewery. City Manager Eustice stated that is Moulder's Mouthfuls. Mayor Bronson stated his concern is being on a public street and taking up a parking space and also space on the sidewalk, asking if the licensing part addresses that. Clerk/Treasurer Kwiatkowski commented part of the issue is that Main Street is the State Trunkline and it is really regulated by MDOT. Mayor Pro Tem Couture asked if it is allowed. Clerk/Treasurer Kwiatkowski replied he is not sure but he has a contact in Gaylord he can call and check with, as he is unsure we can regulate this as a City, or not. Councilwoman Riddle commented she does not think they would want people standing in the middle of the highway. Mayor Pro Tem Couture stated essentially people end up on the sidewalk because they are not allowed in the street. Councilman Temple commented he thinks a good spot would be south of Court Street as there is plenty of traffic out there and away from the restaurants. Mayor Pro Tem Couture stated he thinks there has been quite a bit of controversy in other areas because this is a double-edged sword. He likes the idea of providing some variety downtown and it brings foot traffic downtown to businesses that don't sell food, but he also sees what the business owners are thinking that they are paying taxes downtown that are extremely more than a little cart but thinks the fee is too low. He also thinks if any business has an opposition for a cart to be in front of their business and they do not want that business to be there, the foot cart should have to have permission to be in front of someone's business. Mayor Pro Tem Couture went on to state he also thinks that businesses that serve food downtown and want to compete with carts, get a cart to have the same opportunity as the carts do. He stated one of the carts does a lot of their business after any business is serving any food at all. It is daylight yet when there is nowhere to get food in Cheboygan. Councilman King stated that is 9:00 p.m. in Cheboygan, adding the only place is Mulligan's. Mayor Pro Tem Couture stated businesses can close whenever they want, but this is kind of a part of the changing culture talk that we have been having. He does not want to invoke or interrupt somebody's business as usual if we don't have to, and does not think we want to get rid of these completely out of the downtown and thinks there is a benefit to having them. Councilman King stated when talking about being underserved, we are underserved after 9:00 p.m. right now and that is the reality of the way things are downtown. The mobile carts are an option for people and does like some of the things other cities are doing. He has seen the carts in other cities, which is a common thing, and it really make their downtowns vibrant having this option. He then stated younger people do like the idea of a mobile vendor and seeing the food cooked in front of them. Duke's Dogs is using all Michigan made products and Moulder's uses local. This is a trend that is happening right now and we would be very short-sighted if we ignored that. Councilman King

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stated to shut this out of our City would be bad for us, but does see they can be a distraction. Mayor Pro Tem Couture mentioned that Duke's Dogs is more mobile because he has a truck and feels we would need to put more regulations for our area on what we, the business owners and taxpayers decide is best for everybody. There is a hybrid plan that works differently in every community and we have to figure out what works here and thinks it can work. He does not want to upset any business owners because they are a major part of our downtown draw. Councilman Lavender stated he is along the same lines as Mayor Pro Tem Couture and Councilman King, and is not on board from restricting food carts from the downtown area but thinks there is going to be a happy medium there. He would be in favor of a definite higher fee for the vendor carts which is just a cost of doing business and feels that fee should be substantially higher. Perhaps something could be placed into the licensing where if they are planning on being parked in front of certain businesses they do have to get permission from the landowner or business owner. Mayor Pro Tem Couture commented we may want to invoke that a cart cannot be within a 100 foot or 200 foot radius of a business, or you have to have permission from that business. He noted in one of the other communities the carts have to have liability insurance and does not think that is too much to ask, either. Councilman Lavender interjected after hours is one of the times that the need is there downtown and hears that from his diving customers. Councilwoman Riddle stated the Moulder's cart is out there all day long, too. Mayor Pro Tem Couture commented Moulder's is the most consistent cart and is mostly in front of the Brewery and then there is the taco cart. Councilman King stated the taco cart is now located in Mackinaw City. Councilwoman Riddle commented the Brewery does not serve food. Mayor Pro Tem Couture stated if the Brewery does not want that cart in front of their business they should have the right to tell them no and need to be 100 feet from our property, even though it is a State trunkline. We don't want a cart to be a negative play on any business either. Councilwoman Riddle stated there are many empty buildings in town where a food cart could be, not a building that has a viable business.

Councilman Lavender then asked if City Manager Eustice plans on taking some of these directions and coming back to Council with suggestions. City Manager Eustice replied yes, noting he and Chief Jones wanted input from the Council. It was asked if this will go to the DDA. Mayor Bronson replied this is not a DDA matter. Councilman King stated isn't this an issue within only the DDA District? City Manager Eustice replied that is correct, but the DDA does not set policy. Councilwoman Riddle stated she would like to hear some of the comments from the business owners in the audience.

Mr. Art Roznowski introduced himself stated he has had a unique cart situation for seven years. He has traveled all over Michigan noting they have two units, being a kettle corn unit and a mini donut trailer, doing 36 events a year. He stated \$100.00 a year for a license is nothing; it's a joke. Mr. Roznowski informed Council they purchased the Quik Check store and now he has food inside the building and the potential of having carts all around him with no restrictions. The City only has two carts now, but may have six next year and they may look like crap. We need to control the units. He then stated he would be livid if the carts were downtown. There are cities that not only require insurance, but licensing. He noted he has a food truck in his parking lot and it has a totally separate license from the food he serves inside his building. He then mentioned there are ways of controlling it and is pleased that Council is addressing it. The problem is not here now, but it is coming.

Mr. Mark Lorenz introduced himself stating the Brewery does not serve food because when they established the Brewery they only wanted to make the best beer you can possibly have. They decided not to serve food because they did not want to compete with the local businesses and felt the downtown area was very well served as it was. As far as the timing, he knows that the Dairy Queen

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stays open fairly late most of the time during the week, especially during the summer, and Mulligan's and the Boat House stay open so as far as a perspective of the competition for our local businesses he thinks it is a real concern. He does appreciate the fact the Council is taking this under consideration and believes there probably is a common ground here, as Mayor Pro Tem Couture stated. Maybe the common ground is a higher fee or maybe with permission of the food establishment or being further distance away from a food establishment. The letter to Council from the business owners is suggesting that the mobile food carts be located outside the DDA as they think it is important that this idea is addressed and the City figure out a way to make it a win win for all the businesses. We cannot afford to have any of the existing business downtown now continue to not thrive, which is the reason Cheboygan Brewing participates in the letter.

Mayor Bronson stated to City Manager Eustice that the plan is for the City Manager and Chief Jones to present input to Council. City Manager Eustice stated they will come back with recommendations for the licensing change and the Chief has already suggested a higher licensing fee. They were going to do this prior to the season starting, but we had already licensed a couple of vendors at the \$100.00 fee so it was not changed for this year. The licenses go through May 31. Mayor Pro Tem Couture stated then May 31, 2017 is our goal and wonders about putting in regulations prior to that. Councilwoman Riddles stated there is an ice cream truck that travels around town, but not in the DDA District, asking if that is different that the food cart or is that under that whole umbrella. City Manager Eustice stated it is under the same as the food truck/cart and they have to get a license. Mayor Pro Tem Couture inquired about the vendors of the Farmers' Market. City Manager Eustice stated they do not have to get anything, noting they use either the parking lot or Festival Square for free, there is no licensing or fees at all and we are somewhat unique in that respect as some cities do charge. Councilwoman Kwiatkowski stated she thinks it is ridiculous that Cheboygan cannot even get it together enough to have their Farmers' Market in one spot. They cannot even get along to do that, as half of them are in Festival Square now and the other half are still and refuse to move out of the parking lot at Walgreens. So if you want to go to the Farmers' Market you have to go to both places. City Manager Eustice clarified on Wednesdays they split locations. Mayor Pro Tem Couture reminded Councilwoman Kwiatkowski that Council has talked about this a few times. Councilman King asked if the City Manager and Chief can look at vendor friendly areas. Mayor Pro Tem Couture suggested Gordon Turner Park with Councilwoman Riddle suggesting the Major City Park. Clerk/Treasurer Kwiatkowski commented there may be a problem during the Little League season because they have their own concessions. Councilman King commented he would be all for them coming over on nights when there has been Fast Pitch going on because they can't afford to run a concession. He then stated perhaps more near the footbridge in Washington Park, noting the location of the Dairy Queen. He went on to state we really have to look at this and locations. Mayor Pro Tem Couture then asked the City Manager if he wants a committee. City Manager Eustice replied he thinks the input received tonight is adequate and the Chief and he will discuss this and will come back to Council with recommendations. He added changes can be made yet this year, but not with the licensing fee. Mayor Pro Tem Couture stated his initial feeling is that we should take some action to help protect our downtown businesses that are in question here and we should do this sooner than later and does not know what kind of timeline the City Manager needs to get together with the Chief and come back with recommendations to the City Council so the Council can take some action. He thinks the right move is to push this a little bit because it affects them right now and it is the peak season for everybody, including the carts and all the restaurants, and this is a concern that we are going to take action on. Councilman King suggested getting the word out to the vendors that there are some pending changes coming here and get feedback from them, too. City Manager Eustice stated they will

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do that. Councilman King gave a scenario of a food cart that grills with a canopy above it parked in front of a business and a tank erupts, and you are that close to a business and have no insurance or fire safety equipment which is a huge disaster. City Manager Eustice stated he and the Chief will try and get back to Council at their next meeting with recommendations to do this fairly quickly.

▪ **Update on Electrical Fire at WWTP** - City Manager Eustice reported the Plant is basically back in full operation with some things we need to replace. Our insurance company is still working with Consumers Energy as far as who is going to pay for all the significant amount of damage. We don't know totals yet but are already at close to \$300,000.00 in parts that were replaced, including transformers. Clerk/Treasurer Kwiatkowski stated he just issued a check to Stan's Electric for \$146,000.00. City Manager Eustice commented there was a lot of damage there. Consumers Energy has put in a transformer and it is their recommendation and that of Stan's Electric that it be grounded properly, which will cost us significantly more money on a monthly basis (about 20%) for the power, but it is what we need to do. We basically need to turn all that equipment over to Consumers and it becomes their responsibility. City Manager Eustice stated we will still get issues months from now from the fire, for example a pump burning up. Mayor Bronson asked if the computer system (SCADA) is back up. City Manager replied yes, noting a power panel was blown out that controlled the computer systems but none of the electronics on the computer system and SCADA system were damaged at all. We were very fortunate. The staff ran the Plant manually for several days, which was tough on them. Clerk/Treasurer Kwiatkowski stated in talking with DPW Director Karmol there is one part of the Plant that has to do with chlorine and he does not want to replace that – he wants to go to a UV (Ultra-Violet) system and the insurance company is actually considering paying for that, which will save us quite a bit of money if we can make that move now.

▪ **Parking Lot on Division Street** - City Manager Eustice handed out preliminary quotes from City Engineer James Granger to the Council on paving the City parking lot across from the Straits Area Education Center. The lowest quote was \$32,000.00, including sidewalk and proper drainage. There are some things we could do with our DPW Department to offset some of those costs. He wanted Council to be aware of what the cost would be if we wanted to pursue this. There are several options such as participate with the building owners or college or possible funding through a Crowdfunding Grant. He explained a Crowdfunding Grant is where we basically ask the community, business owners and people to donate monies, with the MEDC matching it at 50%. Mayor Bronson asked what the original cost was before. City Manager Eustice stated it was just over \$15,000.00 to basically blacktop it. He noted there is no lighting included in the \$32,000.00. There is street lighting on the corner and we may only have to put up one light in the back corner of the parking lot. Mayor Bronson also noted there is lighting on the building, asking if the City Manager will come back with a proposal for Council to consider. City Manager Eustice stated he is going to discuss this with North Central Michigan College and Mr. Bud Darnell. Mayor Pro Tem Couture stated he feels this needs to be added to the discussion of capital improvement, as it is all these little projects like this that need to be added to that plan. Councilman Temple asked if the City Manager would put something together with some of our workers doing some of the work that should bring the cost down a little bit. Councilwoman Riddle asked if the low bidder would be okay with that. City Manager Eustice replied he thinks so. Councilman Temple commented he feels we have been farming too much of our work out anyway. Councilwoman Riddle stated she likes the Crowdfunding Grant. Mayor Pro Tem Couture commented the college is a benefit to the City, but it is a private business. He is not sure about asking for donations to help put in a parking lot for a private business. Councilwoman Riddle stated Mr. Bud Darnell, during a Council meeting, spoke about combining funds together from different sources. Mayor Bronson stated the original agreement was that the owners across the street would demolish the original pink house and we would do this part, and we never followed through.

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Mayor Pro Tem Couture asked who paid to demolish the house. City Manager Eustice replied basically Mr. Bud Darnell. Mayor Bronson commented the owners contributed to making the property a better space and part of that was of the understanding that the City would step up and do part of it, too. Mayor Bronson suggested the City crew do some of the preliminary work, noting the biggest cost is for the asphalt itself. Mayor Pro Tem Couture commented we could add to the scope of the paving project downtown. City Manager Eustice stated this is something that needs to be addressed one way or another, whether the City does it or it is done collectively with the College and we try to get Crowd Funding, noting the students use that parking during the school year and it is muddy and a horrible place to park and the sidewalks are broken up and people walk on them.

▪ **Former West Side School** – Councilwoman Riddle inquired on the future use of the former West Side School. City Manager Eustice stated there is nothing new to report, but believes someone is still considering the building.

### Messages and Communications from Mayor Pro Tem and Council Members:

- **Compliment** – Councilman King complimented the new paved streets.
- **Lincoln Avenue Intersection Repair - Councilman King** inquired on the Lincoln Avenue intersection repair. City Engineer James Granger responded there is not a start date on this yet, except that it will be after the Fair. The contractor has to coordinate to get the MDOT traffic people there at the same time to take out the old control wiring. When they pave it a new type of control wiring will be embedded in the asphalt.
- **Duncan Avenue** – Councilwoman Riddle inquired on the status of paving Duncan Avenue. Councilwoman Kwiatkowski informed her that is complete. City Engineer Granger commented there will be no painting done on Duncan Avenue.
- **Library Proposal** – Councilman King commented he was disheartened to see the Library proposal voted down on the August ballot. He feels there are quite a few people that really don't understand exactly what the Library does, i.e. education opportunities, support groups, etc.
- **Meijer's** – Councilwoman Kwiatkowski stated she heard some kind of discouraging news over the weekend about Meijer, asking what can be done to get the City and County together, locked in a room, until somebody comes out with a proposal that is going to work to get them here and get them here quickly. She asked if the City Council can meet with the County Commissioners. Clerk/Treasurer Kwiatkowski responded the County is not involved. City Manager Eustice stated it is the Township, noting the Township will be discussing what to do at their meeting tonight. He went on to state it is on the backs of Inverness Township. Councilwoman Kwiatkowski asked how we get Inverness Township on board and if there is anything that can be done. City Manager Eustice replied he thinks between Meijer's and Inverness Township that is happening tonight. There are some things they need to work out as the Township has a DDA, as well, which should really be the entity that is funding the project, in his opinion. The Township really should be out of it, as they won't get any revenue from it, as the City will not. The official name of the Inverness Township DDA is called the U.S. 27 DDA, who will capture all the taxes. This is what they are working on now. Mayor Bronson commented he thinks Meijer's is very confident that we reassured them that technically there is really no reason we can't get water to them. City Manager Eustice added we know the cost and how to get it there, but somebody has to pay for it beside the City of Cheboygan. Mayor Bronson then stated the City cannot pay for it and Meijer's is still within their timetable of 2017-2020.
- **Main Street Program** – Mayor Pro Tem Couture asked if we need to take a direction for the Main Street Program for the September meeting, as it was tabled to then. He asked what do we want to know. Councilman King stated possible commitment from others that they are a stakeholders as the

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City participates in this that we will be key players in this process. Mr. Scott Herceg, Chamber of Commerce Director, stated if that is what the Council is looking for it makes a lot of good strategic sense to pull this process together, adding the Chamber is behind it 100%, so he would be willing to help the City get that coordinated. If the City Manager could come back to Council in September or even before with a list of who's involved, he feels this will alleviate some of Council's concerns. Councilman King asked if it would be possible for Chamber members to meet to discuss this and educate them a little bit more. Mayor Pro Tem Couture stated it was said during the NLEA presentation that if you don't have the community involvement it does not work. Chamber Director Herceg stated he reached out to the Main Street Program to see if one of their representatives could be here tonight to answer questions but it did not work out. He then stated we could do a little traveling road show around Cheboygan as a group from Michigan Main Street and try and get signatures on the list because that is probably the next strategy step to do. Because the Council is the body that has to vote on it and approve it, it would be good for the Council to give some type of formal direction to the City staff so that they can then put in the time that it is going to take from their end to get some of the pieces of the puzzle together and let them know that is okay with everything else they are working on, too. That would be a good leadership move on Council's part and the Chamber is here to back the City 100% and help coordinate, too. City Manager Eustice stated he thinks he knows what to do and the Chamber is who he is going to get directly involved, in addition to downtown businesses and the DDA District owners. Mayor Pro Tem Couture stated City Manager Eustice has an assistant DDA Director to delegate this to. Mr. Herceg stated the angle the Chamber was looking at with this Program was the connectivity type aspect. He noted being new to the community and seeing all the different efforts going on with the Economic Development Group, Cheboygan Community Foundation, Chamber of Commerce, DDA, and the Port Project, commenting on the way the efforts are going. He went on to state he sees the Main Street Program as a real unifier for some of those things and we, as a community, have a real opportunity here to do things that people are asking about almost daily, i.e. what's being done to bring in new businesses. This is a hub of a wheel that we can show the community everybody is united in answering that same question. He hopes it doesn't get missed and thinks we need to put the right strategy and pieces of the puzzle behind it, as it needs to be very successful. He has seen it be successful in other communities and would love to have Cheboygan take advantage of it. Mayor Pro Tem Couture commented the spin on that is if the Main Street Program is built, the hub could create this. He thinks Mr. Herceg is 100% right that there are many different organizations and groups of people that are trying to do the right thing for our community. There doesn't have to be a Main Street Program necessarily to pull this together. This is something that just takes organization and this might be the right organization to do it, but if it's not, it still must go on. Mayor Pro Tem Couture stated this is why it is tough for him to swallow this, because it isn't necessarily a governmental unit job to facilitate. Yes, we want to be on board, but this is the reason the downtown businesses and Chamber are there to do this. He then thanked the Chamber for being on board and helping the City to facilitate this.

Mayor Pro Tem Couture commented they have talked about intergovernmental groups and committees working together and it is time to come together to create these things. It is frustrating because we are all trying to do the same thing at the end of the day, whether it's the township, county or City. We are all the same group of people and use the same ballfields, the kids go to the same schools. We are all one unit even though we are separate units of government. If somebody doesn't take the initiative to start it's not going to happen. He questioned whether we should look at forming a committee, but it's a no brainer to work together where we can on these things. Mayor Pro Tem Couture then stated the Council's biggest concern they have discussed is our properties that are used by people outside the

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City. There are lots of other things that can be incorporated into this intergovernmental unit together. The downtown businesses are directly impacted by people that live outside the City limits that come in. It's all part of the process and he would like to see some sort of initiative taken to start a discussion or roundtable because we are spinning our wheels and if we need to move in another direction, fine, but let's just start this. It is the Council's responsibility to start looking at our Capital Improvement Plan at the end of the day and where things fit into that. Mayor Pro Tem Couture then stated he thinks we have a lot of work to be done outside of our Council meetings; not just the staff's responsibility but Council's. It is time that our Plan has to change, which was talked about a while ago. Councilwoman Riddle reiterated that we do have very strong support and we do have good guidelines for helping the DDA area and the businesses in the DDA, but we have a lot of businesses in the community who are outside of the DDA. They are still part of the community and still would be involved, but they do not get any kind of support or special help and it is a concern, and that creates polarization where the people are not cooperating and working together. She then noted it is also happening with service groups. We need to create hub where everybody works together towards the same goal.

City Manager Eustice stated he will look at forming an intergovernmental committee and see who has interest on that. Councilman King stated he would like to be on that committee. Mayor Bronson stated there used to be one, adding he approached Mr. Steve Schnell when he started as Mayor about reactivating that and nothing has happened. Mayor Pro Tem Couture commented there should be the presence of the City at the County Commissioner Meetings, whether it is a staff member or Council person, who volunteers their time to do that, adding you can read the minutes but we need to have some input. He then pointed out the County Commissioners are represented at the City Council meetings. City Manager Eustice stated an example of where the County could help us is the parking lot on Division Street because it is helping fund the community college and the growth of that, and these are things that we should be able to ask the County to help us with. Councilman King stated it is not just the financial end of it, it is also the expertise. Mr. Scott Herceg stated the meeting is already set. He stated that he, Mr. Bud Darnell, Ms. Kirsten Guenther and City Manager Eustice recently went to Sault Ste. Marie a couple months ago for a NLEA entrepreneurial convention and they suggested the formation of something very similar to what has been talked about to cross jurisdictional lines and we are starting to get together a group with some of the goals that are in the back of Councils' minds. He believes the meeting is August 16. Councilwoman Riddle asked Mr. Herceg if he is making any plans for trying to bring more of the businesses into the Chamber to increase membership or is the Chamber just for the downtown. Mr. Herceg replied this is something they look at all the time and are looking at doing membership drives, etc. Councilwoman Riddle stated there was a conversation where we need to get more businesses involved with the Chamber so they can work together.

▪ **Farmers' Market** - Mayor Pro Tem Couture stated the Farmers' Market was discussed earlier tonight, asking if the City Manager has made a decision as something has to be done. City Manager Eustice replied no, nothing at all, although there has been a lot of discussion about it between Ms. Guenther and him and some members of the Farmers' Market. Mayor Pro Tem Couture asked what the consensus was. City Manager Eustice answered we are probably not going to make any changes until next year when this season is done; the only thing we can control is the cost. Mayor Pro Tem Couture commented "and where"; we can't control where they can do it but we can control where they cannot do it. He does not want to deter it at all. City Manager Eustice stated he would rather have the entire Wednesday session downtown, noting it's free and it's a great venue right on Main Street. Mayor Bronson commented pretty soon on Saturdays they will be in Festival Square. City Manager Eustice again stated the only way to control it is by cost and if they want to use the City parking lot let's charge them \$500.00 whereas Festival Square is free. Councilwoman Riddle stated if there is an

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event then they can use the parking lot for free. City Manager Eustice stated he is open to any kind of suggestions or thoughts because we don't want to deter the Farmers' Market either, noting we are one of the few municipalities that don't charge anything. Mayor Pro Tem Couture commented we are looking at charging more for food carts. City Manager Eustice stated there is the other side of coin where he thinks it is not a bad thing that we don't charge the Farmers' Markets anything because we get people downtown. Mayor Pro Tem Couture commented they also control where they want to go; we have no limitation on them. In his opinion, this is unacceptable. City Manager Eustice stated there were all kinds of people downtown during the Pudding Stone Festival, the Salmon Tournament and the Farmers' Markets. Councilwoman Riddle stated she spoke with one woman who had to go to both Farmers' Markets, the City parking lot and the Fleetwood, because of what she wanted. Mayor Bronson commented there is one person who brings a trailer that won't fit here or Festival Square, so they do their own thing.

**Adjournment:**

Councilman Temple moved to adjourn the meeting at 9:05 p.m.; supported by Councilman King. Motion carried unanimously.

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Mayor Mark C. Bronson

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Clerk/Treasurer Kenneth J. Kwiatkowski

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Councilman Joseph Lavender

\_\_\_\_\_  
Councilwoman Winifred L. Riddle

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Councilman Vaughn Temple

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Councilman Nathan H. King

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Mayor Pro Tem Nicholas C. Couture

\_\_\_\_\_  
Councilwoman Betty A. Kwiatkowski



# CHEBOYGAN COUNTY PLANNING COMMISSION

870 SOUTH MAIN ST., ROOM 103 ■ PO BOX 70 ■ CHEBOYGAN, MI 49721  
PHONE: (231)627-8489 ■ TDD: (800)649-3777

## CHEBOYGAN COUNTY PLANNING COMMISSION MEETING WEDNESDAY, JULY 20, 2016 AT 7:00 P.M. ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING

**PRESENT:** Bartlett, Freese, Kavanaugh, Borowicz, Croft, Lyon, Churchill, Jazdyk  
**ABSENT:** Ostwald  
**STAFF:** Steve Schnell  
**GUESTS:** Bob Lyon, Eric Boyd, Kevin Przybyla, Tony Matelski, Russell Crawford, Chery Crawford, Peyton Frost, Justin Baumgarten, Chris Pawloski, Brian Frost, Gretchen Frost, Carl Muscott, Meghan Pionk, Mark Pionk, Sherry Pionk, Greg Drogowski, Jodi Drogowski, David Carpenter, Brian Fullford, Travis Connors, Russell Bobcean, Donna Bobcean, Matthew Theumick

The meeting was called to order by Chairperson Croft at 7:00pm.

### PLEDGE OF ALLEGIANCE

Chairperson Croft led the Pledge of Allegiance.

### APPROVAL OF AGENDA

The meeting agenda was presented. **Motion** by Mr. Borowicz, seconded by Mr. Freese, to approve the agenda as presented. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Lyon, Churchill, Jazdyk), 0 Nays, 1 Absent (Ostwald)

### APPROVAL OF MINUTES

The July 6, 2016 Planning Commission minutes were presented. **Motion** by Mr. Churchill, seconded by Mr. Kavanaugh, to approve the meeting minutes as presented. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Lyon, Churchill, Jazdyk), 0 Nays, 1 Absent (Ostwald)

### PUBLIC HEARING AND ACTION ON REQUESTS

**JOHN PRZYBYLA/EJS RIGGSVILLE RD, LLC** - Requests a Special Use Permit for Manufacturing - Section 6.3.9, and Indoor Storage Facility, Section 6.3.16. The property is located at 6379 and 6418 Riggsville Rd., Munro Twp., section 24, parcel #080-024-400-009-00 and 080-025-200-002-01, and is zoned Commercial Development (D-CM).

Mr. Schnell explained that the applicant is requesting a special use permit under section 6.3.9 for manufacturing and section 6.3.16 for storage. Mr. Schnell explained that section 6.3.9 regarding the manufacturing use requires a determination by the Planning Commission that the operational effects are to be no greater than the other uses permitted in this district with respect to noise, glare, radiation, vibration, smoke, odor and/or dust. Mr. Schnell referred to the site plan and noted that the manufacturing will occur at the front of the existing building. Mr. Schnell noted that there is a single family dwelling use at the back of the building. Mr. Schnell stated that the applicant is requesting approval for a freestanding sign by the road. Mr. Schnell stated that 10 parking spaces are required for the manufacturing use and two for the residence. Mr. Schnell stated that this requirement is met and there is room for more parking spaces. Mr. Schnell stated that he clarified with Fire Chief Socha that it is only a recommendation, not a requirement, that there be an external fire alarm.

Discussion was held regarding the manufacturing process. Mr. Churchill asked if hazardous materials will be used in the manufacturing process. Mr. Schnell read from exhibit 4 "The construction and curing process of carbon fiber has no hazardous waste byproduct or create any of the following factors: noise, glare, radiation, vibration, smoke, odor and/or dust"

Ms. Croft asked for public comments. There were no public comments. Public comment closed.

Mr. Kavanaugh stated there are no hazardous materials and the property is zoned Commercial. Mr. Kavanaugh stated the building is not being used and he believes this is a good location.

**Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to grant the topography waiver request. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Lyon, Churchill, Jazdzyk), 0 Nays, 1 Absent (Ostwald)

The Planning Commission reviewed and approved the General Findings. The Planning Commission reviewed and approved the Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to approve the special use permit based on the General Findings, Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10 subject to Department of Building Safety requirements, Health Department #4 requirements and making an additional recommendation for a smoke alarm. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Lyon, Churchill, Jazdzyk), 0 Nays, 1 Absent (Ostwald)

**BRYAN FROST** - Requests a Special Use Permit for a Salvage yard - Section 9.3.18. The property is located at 7455 Reams Rd., Mentor Twp., section 8, parcel #200-008-100-014-02, and is zoned Agriculture and Forestry Management (M-AF).

Mr. Schnell referred to the site plan and noted the location where 6ft. high evergreen trees are proposed for screening. Mr. Schnell stated that section 3.6.4.3 has an 8ft. requirement. Mr. Frost stated that he was planning on a berm. Mr. Schnell stated that this is the screening area and within this area will be the salvage yard. Mr. Schnell stated that the parcel is zoned Agriculture and Forestry Management. Mr. Schnell stated that there are regulations in place for salvage yards and that he has talked with Don Ozoga at the DEQ regarding materials that are source separated. Mr. Schnell stated that Mr. Ozoga proposed some conditions in his e-mail. Mr. Schnell stated that he encourages strongly that these conditions be included and that he be included as part of the enforcement matter. Mr. Schnell stated that this is an enforcement matter and there is a lot going on at this site that is not part of the final plan and will have to be cleaned up. Mr. Schnell stated that a zoning permit will be required for the private storage building that is proposed.

Mr. Kavanaugh asked how far along is the enforcement matter and has the site been cleaned up. Mr. Schnell stated that this is in violation of the Zoning Ordinance. Mr. Schnell stated that if someone expresses an interest in submitting an application to the Planning Commission, the enforcement matter is put on hold, and he works with them on the application process first. Mr. Schnell noted that whether or not the Planning Commission approves the request, at all times it is a violation. Mr. Schnell stated that they only seek enforcement after this process is complete or when they feel that they are not getting cooperation or compliance. Mr. Schnell stated that Mr. Frost has been cooperative. Mr. Kavanaugh asked what would be required to clean up the site and to meet the requirements of the Zoning Ordinance. Mr. Schnell stated when he did the site visit there was a lot of material under tarps and he does not know the extent of what will have to be cleaned up. Mr. Schnell referred to the site plan and noted areas that may have to be cleaned up.

Mr. Freese stated that he visited the site and read through the regulation and he sees this as a disposal area. Mr. Freese stated there is garbage, scrap wood, treated wood, wood, recyclable materials, glass, rubbish and yard clippings. Mr. Freese stated our regulation requires a written plan and that has not been submitted by the applicant. Mr. Freese stated the statement that was submitted is not enough to make an evaluation on whether what he is proposing will be adequate. Mr. Freese stated he would not be comfortable moving forward with this request without a written plan. Mr. Freese believes this request should be tabled until Mr. Frost is able to submit a written plan.

Mr. Frost stated he has a landscaping business at this location for 25 years. Mr. Frost questioned why it is a problem now when it has not been a problem in the past 25 years. Discussion was held. Mr. Frost and Mr. Freese discussed the location of garbage, cans and bottles on the site. Mr. Frost stated that the bottles and cans were located by the burning barrel and questioned if it is illegal to have a burning barrel. Mr. Frost stated that 80% of the metal on the property is almost gone. Mr. Frost stated that on his property there are dock sections, pieces of wolmanized lumber, railroad ties and broken concrete. Mr. Frost stated that he uses these items in his landscaping business. Mr. Frost stated he has been in the landscaping business for 25 years and this has not been a problem in the past. Mr. Kavanaugh explained that a plan is being required because Mr. Frost has been at this location for 25 years and it has not been cleaned up yet. Mr. Frost stated that he will have Northstar Landscaping build a big berm with their loader. Mr. Frost stated he is trying to do more than what he needs to do.

Ms. Croft asked for public comments. Mr. Drogowski stated that his property is adjacent to Mr. Frost's property and he has lived there for 11 years. Mr. Drogowski stated he has to look at the refuse every day. Mr. Drogowski stated he has three issues with this request. Mr. Drogowski stated the first item is a blight issue. Mr. Drogowski stated that he and his family moved to the area because of the natural beauty of the area and they prefer that this property be restored and that it stays that way. Mr. Drogowski stated the second item is environmental issues. Mr. Drogowski stated that no one knows exactly what materials are at this location. Mr. Drogowski questioned if there are ground water issues. Mr. Drogowski stated the third item is that Mr. Frost was issued a notice from the DEQ in October of 2015 of his unlawful activity and was advised to clean it up by December 1, 2015. Mr. Drogowski stated that Mr. Frost refused to do so and has now applied for a special

salvage permit. Mr. Drogowski believes that if Mr. Frost were serious about the scrap metal only salvage yard, he would have cleaned up the property first and then applied for the permit. Mr. Drogowski believes it is a ploy on Mr. Frost's part and that he will not do anything if he receives this salvage permit.

Ms. Frost stated that her husband has been working hard to clean up the property. Ms. Frost questioned when their property became a junkyard. Ms. Frost stated she has lived there five years and she did not know that it was a junkyard. Ms. Frost asked when her husband was asked to write this plan. Mr. Schnell stated that Mr. Frost was told about a written plan during the first meeting in his office. Mr. Frost stated that he would have submitted the plan today if he had known about it. Ms. Frost stated that her husband is trying to clean up their property and she is sorry about how Mr. Drogowski and other neighbors feel.

Mr. Bobcean stated he lives approximately ¼ of a mile north of Mr. Frost's property. Mr. Bobcean stated that the landscaping business has not existed for 25 years and may have existed for 18 years. Mr. Bobcean stated that anyone who does not believe this looks like a salvage yard would have to be blind. Mr. Bobcean stated that there is a hiking and skiing trail that abuts this property. Mr. Bobcean stated that he and the neighbors moved to this area for peace and quiet and the area is pretty. Mr. Bobcean stated the area is not pretty now.

Mr. Pionk stated that he owns six acres adjacent to Mr. Frost's property. Mr. Pionk stated that he objects to this salvage operation. Mr. Pionk stated that he has photos that he has taken from his property. Mr. Pionk stated that he plans to build a retirement home. Mr. Pionk stated his property is elevated and he looks down onto Mr. Frost's property. Mr. Pionk questioned who would want to build a retirement home and have to look at this property. Mr. Pionk stated 6ft. or 8ft. trees will not block the view. Mr. Pionk stated that when he purchased his property there was a little bit of brush on Mr. Frost's property. Mr. Pionk stated that all of the salvage and refuse was not on the property at that time.

Mr. Price stated that he lives to the north and is not there all of the time. Mr. Price asked if this application is for a salvage yard. Ms. Croft stated yes. Mr. Price asked if this is for scrap metal also. Mr. Schnell stated that is what Mr. Frost has indicated in the application. Mr. Price stated he is trying to see how this will coordinate with a landscape business if there is scrap metal as those two are not related. Mr. Price stated there is a scrap metal yard a few miles down the road on Parke Road that has been there for a long time. Mr. Price questioned if there is a need for another scrap metal business. Mr. Price stated there is a lot of concern with a scrap metal business as stuff falls out of the trucks onto the road and puncture tires. Mr. Price questioned who will maintain it and environmental issues. Mr. Price is asking for clarity on how the two uses are related. Mr. Schnell noted in the application it states that it is for salvage and metal resale. Mr. Schnell read from the application "source separating waste and metal salvage only stored on site."

Mrs. Drogowski stated that she owns the property to the east of Mr. Frost's property. Mrs. Drogowski stated that she is against the Planning Commission issuing this special use permit for this property. Mrs. Drogowski stated that Mr. Frost has shown a blatant disregard for the law which regulates solid waste. Mrs. Drogowski stated that Mr. Frost has been dumping rubbish of all sorts on this property for years in violation of law. Mrs. Drogowski stated that following complaints made by several neighbors, Mr. Frost was issued a letter by the DEQ to clean up the property by December 1, 2015. Mrs. Drogowski stated that Mr. Frost failed to do so. Mrs. Drogowski stated that her concern is that, given his lack of regard for laws in the past, he will not hesitate to continue to do so in the future. Mrs. Drogowski stated that she also believes that he is using this application for a special use permit for a salvage yard as a means of circumventing the legal directive that he has already been given. Mrs. Drogowski stated that Mr. Frost has told her that his wife does not want to live here anymore and it appears that they are pursuing that option. Mrs. Drogowski asked why should they be left to live with the mess.

A heated discussion followed. Ms. Croft asked Mr. Frost to leave the meeting.

Ms. Rashid stated she is representing her family who owns property on Wildwood Road and Reams Road. Ms. Rashid stated they are concerned about possible negative environmental effects that the salvage yard would have on ground water, vegetation and wildlife. Ms. Rashid stated that Mr. Frost's property is uphill from the Cedar Creek Swamp that runs through their property and feeds Pickerel Lake. Ms. Rashid stated that they are concerned about potential chemical contamination. Ms. Rashid stated there has been extensive dumping that has already occurred on this property. Ms. Rashid stated it is extremely worrisome and is potentially hazardous and is blight for the neighbors as well as for those in the area enjoying the trails. Ms. Rashid stated that she and her family are opposed to this permit.

Public comment closed

Mr. Freese stated there have been several comments that this is blight. Mr. Freese stated that he will agree that this is probably blight, however, there is no blight ordinance. Mr. Freese stated there is a lot of things can be done because of what it actually is and not what it looks like. Mr. Freese stated the action that has been requested to be taken is in accordance with the law. Mr. Freese stated our regulation requires that there be a written plan submitted covering those points. Mr. Freese stated if the applicant is taking in separated non-metallic and metallic materials and storing them for a limited period on the site and then disposing of them, we would have to give him the special use permit, however, we have had problems in the past with disposal operations that have gotten worse. Mr. Freese stated that he is not comfortable acting on this request without a written plan. **Motion** by Mr. Freese, seconded by Mr. Borowicz, to table the request until the August 3, 2016 Planning Commission meeting to allow the applicant to submit a complete written plan to be evaluated by the Planning Commission and the DEQ.

Discussion was held. Mr. Kavanaugh would like to see fencing/berming in the plan. Mr. Kavanaugh stated that part of the Planning Commission looking at the request is Mr. Frost taking care of the violation. Mr. Kavanaugh stated these are zoning issues. Mr. Freese stated this property is a mess and it is in violation and it should be corrected. Mr. Kavanaugh stated Mr. Frost was issued an order from the DEQ and he did not meet the deadline. Mr. Kavanaugh questioned why the Planning Commission would issue a permit to allow something similar. Mr. Churchill stated he does not want to see Mr. Frost back until he is in compliance as it proves to the Planning Commission that he is serious about this issue. Mr. Schnell stated this poses an enforcement issue. Mr. Schnell stated if Mr. Frost refuses and it is taken to court, the judge will ask if Mr. Frost is trying to be in compliance. Mr. Schnell stated that to give Mr. Frost due process, whether or not he is in violation, the Planning Commission has a duty to review the application regardless of the situation. Mr. Schnell stated that he is working on the enforcement situation on the site right now. Mr. Borowicz stated that enforcement may be Mr. Schnell's issue, but it is almost impossible to accomplish. Discussion was held.

Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Lyon, Churchill, Jazdzyk), 0 Nays, 1 Absent (Ostwald)

**INDIAN RIVER UNITED METHODIST CHURCH / CASS CASUCCI** - Requests a Special Use Permit for Religious Institution - Section 13A.3.4. The property is located at 3527 South Straits Highway, Tuscarora Twp., section 24, parcel #161-M55-033-001-00, and is zoned Village Center Indian River (VC-IR).

Mr. Schnell stated this is a request for a special use permit for educational, municipal, religious institution and private club (section 13.A.3.4) in the Village Center Indian River Zoning District. Mr. Schnell stated that an applicant's statement outlining all of the different programs has been included in the packet. Mr. Schnell stated 31 parking spaces are required. Mr. Schnell stated that 8 parking spaces are provided on site and they are asking for a waiver for the remainder as this parcel is located in the Village Center Indian River Zoning District.

Mr. Freese stated that other businesses have been authorized without meeting parking standards. Mr. Freese stated that one of the goals of the overlay district was to reduce the parking requirements placed on each business in the downtown area. Mr. Freese stated there is parking across the street and to the north. Mr. Freese stated that he does not believe the Planning Commission can require anything more than what they are proposing. Mr. Freese stated it is the responsibility of the individual business to make sure that they have adequate parking.

Ms. Lyon asked what are the hours of operation. The applicant stated from 3:00pm to 7:00pm, Monday through Friday. Discussion was held regarding the availability of public parking. Mr. Kavanaugh stated that parking concerns him, but the Planning Commission has approved two new businesses with no parking. Mr. Kavanaugh stated he was hoping that the township could have commented on parking.

Ms. Croft asked for public comments. Mr. Muscott stated this is a great use for the building and for the area. Mr. Muscott stated it is a place for the youth to hang out and make constructive use of their time. Mr. Muscott stated he has seen this done in other communities. Mr. Muscott explained that parking should not be an issue at all. Mr. Muscott stated that most of the people in the community will be behind this use and it will bring more people downtown. Public comment closed.

**Motion** by Mr. Kavanaugh, seconded by Mr. Bartlett, to grant the topography waiver request. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Lyon, Churchill, Jazdzyk), 0 Nays, 1 Absent (Ostwald)

The Planning Commission reviewed and approved the General Findings. The Planning Commission reviewed and approved the Specific Findings of Fact Under Section 13.A.4.1, Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to approve the special use permit based on the General Findings, Specific Findings of Fact Under Section 13.A.4.1, Finding of Fact Under Section 18.7 and the Specific Findings of Fact

Under Section 20.10 subject to Department of Building Safety regulations and Health Department regulations. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Lyon, Churchill, Jazdzyk), 0 Nays, 1 Absent (Ostwald)

**TRAVIS CONNERS** – Requests a Site Plan Review for Condominium for Private Storage Buildings – Section 6.2.29. The property is located at 1050 Sand Road, Inverness Township, section 23, parcel #091-023-400-016-02, and is zoned Commercial Development (D-CM).

Mr. Schnell explained that this property is currently vacant. Mr. Schnell referred to the site plan and reviewed topography and the location of storm water retention areas. Mr. Schnell stated that Hank Jankoviak (Soil Erosion Officer) reviewed this site plan and he did not have any issues with it. Mr. Schnell stated that this parcel is located in the Commercial Development Zoning District. Mr. Schnell stated that there is a common area that will serve as a driveway for all of the units. Mr. Schnell stated that Section 6.2.29 allows for private storage and site condominiums are addressed in the ordinance.

Mr. Fullford stated this is an acceptable use and these types of buildings are in high demand. Mr. Fullford stated that there will not be a well or septic.

Ms. Croft noted that the Road Commission is requiring the driveway to be paved with concrete curb and gutter. Mr. Fullford stated that they will meet the Road Commission requirements. Discussion was held regarding legal review of master deed and condominium documents. Mr. Freese stated he would like to see live screening on the east side.

Ms. Croft asked for public comments. Mr. Muscott questioned if this is a site plan that will be built out with speed or if it is a speculative type of development. Mr. Connors stated it could be a 1-3 year project. Mr. Connors stated he intends to build a nice facility with nice facades. Mr. Connors stated there will be no outside storage and it will be a nice facility when it is done. Public comment closed.

Mr. Schnell asked if the Planning Commission would want to require the screening prior to any construction. The Planning Commission agreed that screening is required before any construction begins.

The Planning Commission reviewed and approved the General Findings. The Planning Commission reviewed the Specific Findings of Fact Under Section 20.10 and revised b1, "Changes relative to soil removal and topographic modifications will be only such as needed to provide an adequate level site for the proposed storage facilities."

The Planning Commission approved the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Freese, seconded by Mr. Borowicz, to approve the special use permit based on the General Findings and the Specific Findings of Fact Under Section 20.10 subject to the following conditions:

1. Meet Department of Building Safety requirements
2. Meet Road Commission requirements on the access
3. Legal Counsel review and approval of master deed and condominium documents
4. Vegetative screening on the east side before construction begins and in accordance with the Zoning Ordinance
5. Meet Soil and Sedimentation requirements

Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Lyon, Churchill, Jazdzyk), 0 Nays, 1 Absent (Ostwald)

#### **UNFINISHED BUSINESS**

No comments.

#### **NEW BUSINESS**

No comments.

#### **STAFF REPORT**

Mr. Schnell stated that Tuscarora Township contacted him and Sue Fisher indicated that they would like to meet with the Planning Commission on October 19, 2016. Mr. Schnell stated that the meeting will be held at the Tuscarora Township Hall. Discussion was held regarding the meeting being with Cheboygan County Planning Commission, Tuscarora Township and Tuscarora Township Planning Commission. Mr. Schnell stated that he will let the Chamber of Commerce know of this unique meeting as we are looking for local input. Discussion was held regarding the meeting being posted. Mr. Kavanaugh stated that he would like to see written recommendations from Tuscarora Township & Tuscarora Township Planning Commission prior to this meeting.

**PLANNING COMMISSION COMMENTS**

Discussion was held regarding an enforcement issue.

**PUBLIC COMMENTS**

No comments.

**ADJOURN**

**Motion** by Mr. Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 8:29pm.

A handwritten signature in cursive script, reading "Charles Freese", written in black ink. The signature is positioned above a horizontal line.

Charles Freese  
Planning Commission Secretary



# CHEBOYGAN COUNTY PLANNING COMMISSION

870 SOUTH MAIN ST., ROOM 103 ■ PO BOX 70 ■ CHEBOYGAN, MI 49721  
PHONE: (231)627-8489 ■ TDD: (800)649-3777

## CHEBOYGAN COUNTY PLANNING COMMISSION MEETING WEDNESDAY, AUGUST 3, 2016 AT 7:00 P.M. ROOM 135 - COMMISSIONER'S ROOM - CHEBOYGAN COUNTY BUILDING

**PRESENT:** Bartlett, Freese, Croft, Ostwald, Lyon, Churchill, Jazdzyk  
**ABSENT:** Kavanaugh, Borowicz  
**STAFF:** Scott McNeil  
**GUESTS:** Bob Lyon, Charles Maziasz, Eric Boyd, Russell Crawford, Cheryl Crawford, Tony Matelski

The meeting was called to order by Chairperson Croft at 7:00pm.

### PLEDGE OF ALLEGIANCE

Chairperson Croft led the Pledge of Allegiance.

### APPROVAL OF AGENDA

The meeting agenda was presented. **Motion** by Mr. Churchill, seconded by Mr. Freese, to approve the agenda as presented. Motion carried. 7 Ayes (Bartlett, Freese, Croft, Ostwald, Lyon, Churchill, Jazdzyk), 0 Nays, 2 Absent (Kavanaugh, Borowicz)

### APPROVAL OF MINUTES

The July 20, 2016 Planning Commission minutes were presented. **Motion** by Mr. Churchill, seconded by Mr. Freese, to approve the meeting minutes as presented. Motion carried. 7 Ayes (Bartlett, Freese, Croft, Ostwald, Lyon, Churchill, Jazdzyk), 0 Nays, 2 Absent (Kavanaugh, Borowicz)

### PUBLIC HEARING AND ACTION ON REQUESTS

**BRIAN FROST** - Requests a Special Use Permit for a Salvage yard - Section 9.3.18. The property is located at 7455 Reams Rd., Mentor Twp., section 8, parcel #200-008-100-014-02, and is zoned Agriculture and Forestry Management (M-AF). (*This item was tabled at the July 20, 2016 Planning Commission meeting.*)

Ms. Croft stated that Mr. Frost has submitted a request to table this consideration of a special use permit for a salvage yard until the next Planning Commission meeting. **Motion** by Mr. Freese, seconded by Ms. Lyon, to table the special use permit request for Brian Frost until the August 17, 2016 Planning Commission meeting. Motion carried. 7 Ayes (Bartlett, Freese, Croft, Ostwald, Lyon, Churchill, Jazdzyk), 0 Nays, 2 Absent (Kavanaugh, Borowicz)

### Public Hearing on 2017 Capital Improvements Program

Mr. McNeil stated that a public hearing is part of the process for the establishment of the Capital Improvements Program. McNeil explained that the Capital Improvement Plan is required by the Planning Enabling Act. Mr. McNeil stated within this plan you will see projects provided by different agencies in the county. Mr. McNeil stated the Planning Commission looks at each project and determines if it should be included in the plan and if included in the plan the Planning Commission decides whether the project should be included in a needed category or a desirable category.

Ms. Croft asked for public comments. There were no public comments. Public comment closed.

Board held discussion. Mr. Freese noted that Tuscarora Township has a Planning Commission and questioned if their Capital Improvement Program should be included in the Cheboygan County Capital Improvement Program. Mr. McNeil stated yes, it should. Mr. McNeil stated that we invite Tuscarora Township to submit projects. Discussion was held regarding any entity with a Master Plan being required to have a Capital Improvement Plan.

**Motion** by Mr. Freese, seconded by Mr. Bartlett, to forward the 2017 Capital Improvement Program to the Cheboygan County Board of Commissioners with a recommendation for approval. Motion carried. 7 Ayes (Bartlett, Freese, Croft, Ostwald, Lyon, Churchill, Jazdzyk), 0 Nays, 2 Absent (Kavanaugh, Borowicz)

## **UNFINISHED BUSINESS**

### **Review of Sign Ordinance Amendment**

Mr. McNeil stated that the sign ordinance amendment has been reviewed by legal counsel. Mr. McNeil stated that legal counsel has only made a couple of changes including adding exception language regarding incidental signs in Section 17.19.3.C. and sign on vehicles used in day to day operations in Section 17.13.3.E. Mr. McNeil stated these are the only changes and he believes this amendment is ready for a public hearing. **Motion** by Mr. Freese, seconded by Mr. Churchill, to schedule a public hearing for September 7, 2016. Motion carried. 7 Ayes (Bartlett, Freese, Croft, Ostwald, Lyon, Churchill, Jazdzzyk), 0 Nays, 2 Absent (Kavanaugh, Borowicz)

### **Review of proposed definitions regarding uses related to Restaurant and Bar and Gas Station and Party Store**

Mr. McNeil stated that with regards to Gas Stations and Party Stores, language referencing motor vehicle repair has replaced auto repair as requested. Mr. Freese requested that the use classification be changed to Motor Vehicle Repair Facility. Mr. Freese referred to the definition of Motor Vehicle Service Station and questioned if engine rebuilding is crossing over into Motor Vehicle Repair Facility. Mr. Freese stated that normally a gas station does not tear an engine down and rebuild it. Ms. Lyon agreed with Mr. Freese. Mr. McNeil stated that it is in the current Motor Vehicle Service Station definition. Mr. McNeil stated that as we are changing definitions we may want to put it in the category that it fits better in. Discussion was held regarding vehicles that are fixed at a residence falling under the definition of Motor Vehicle Service Station. Ms. Lyon stated that this should be a separate definition. Mr. Freese stated this is the use that is being defined and not the location. Mr. McNeil agreed that the Planning Commission is looking at the impact on the land. Ms. Lyon stated that she does not see someone rebuilding engines also selling food items and gasoline. Mr. Freese stated that it does not have to include all of these items. Mr. Freese stated the use is what you are looking at and noted that it is not the location. Mr. Freese stated the location will include or preclude the use in the area. Mr. McNeil stated that this use is allowed in the Agriculture and Forestry Management Zoning District, Commercial Development Zoning District, Light Industrial Zoning District and General Industrial Zoning District. Discussion was held regarding a special use permit being required. Mr. McNeil noted that the Zoning Administrator is not able to approve a home occupation permit for this use. Mr. McNeil stated the permitted uses for home occupation include "Repair services, including small appliances, small engines, and computers/electronics." Mr. McNeil stated that auto repair is not included. Mr. Freese noted that this sentence first states that engine repair is allowed and the sentence then provides examples such as small engine repair. Mr. McNeil stated that he would not issue a home occupation permit for auto repair based on this sentence. Mr. McNeil stated that another zoning administrator may interpret this sentence differently. Mr. Freese stated that there are a lot of auto repair businesses in Cheboygan County. Mr. Freese stated that engine rebuilding should be taken out of the Motor Vehicle Service Station definition and put into the Motor Vehicle Repair definition. Mr. Freese suggested including vehicle painting in the Motor Vehicle Repair definition.

Mr. McNeil stated the Restaurant definition now includes language stating that it may include alcoholic beverages. Mr. McNeil stated that there is a new definition and language for Drive In Restaurant and a new definition for Mobile Food Unit. Mr. McNeil stated there has been discussion regarding adding food trucks to the definition of Restaurant. Mr. McNeil stated that he has noticed more in the area recently. Mr. McNeil stated that given the nature of how a food truck operates, he believes that they should be handled differently. Mr. McNeil recommended that the definition of Mobile Food Unit be established along with a procedure that it can be approved by a zoning permit as long as it is in the Commercial Zoning District and there is one on the lot. Mr. McNeil reviewed the standards of Section 17.29. Mr. Freese referred to 17.29b and stated that these two sentences conflict with each other. Mr. Freese noted the first sentence states that only one unit is allowed on a lot and the second sentence states that more than one unit will require approval under Article 20. Mr. Freese suggested including "Normally, no more than one (1) mobile food unit may be placed upon a private lot at any one time, however, if more than one (1) food unit is requested on a lot at the same time it shall require approval under Article 20 of this ordinance." in Section 17.29b.

Ms. Croft noted that the next step would be to have this amendment reviewed by legal counsel.

## **NEW BUSINESS**

No comments.

## **STAFF REPORT**

Mr. McNeil noted that oral arguments with regards to the Grandview Beach Association vs. Cheboygan County begin on August 4, 2016.

## **PLANNING COMMISSION COMMENTS**

No comments.

**PUBLIC COMMENTS**

No comments.

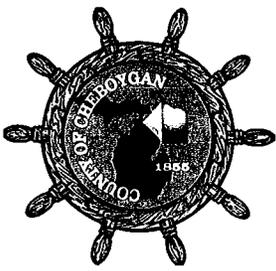
**ADJOURN**

**Motion** by Mr. Freese to adjourn. Motion carried. Meeting was adjourned at 7:29pm.

A handwritten signature in cursive script, appearing to read "Charles Freese". The signature is written in black ink and is positioned above a horizontal line.

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Charles Freese  
Planning Commission Secretary



# CHEBOYGAN COUNTY PLANNING COMMISSION

870 SOUTH MAIN ST., ROOM 103 ■ PO Box 70 ■ CHEBOYGAN, MI 49721  
PHONE: (231)627-8489 ■ TDD: (800)649-3777

## CHEBOYGAN COUNTY PLANNING COMMISSION MEETING & PUBLIC HEARING WEDNESDAY, AUGUST 17, 2016 AT 7:00 P.M. ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING

**PRESENT:** Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Churchill, Jazdyk  
**ABSENT:** Lyon  
**STAFF:** Scott McNeil  
**GUESTS:** Carl Muscott, Eric Boyd, Tony Matelski, Russell Crawford, Cheryl Crawford, John F. Brown, Judy Ostwald

The meeting was called to order by Chairperson Croft at 7:00pm.

### PLEDGE OF ALLEGIANCE

Chairperson Croft led the Pledge of Allegiance.

### APPROVAL OF AGENDA

The meeting agenda was presented. Mr. McNeil stated that he would like to talk to the Planning Commission about the boathouse survey and requested that it be added to the agenda. **Motion** by Mr. Churchill, seconded by Mr. Ostwald, to approve the agenda as revised. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Churchill, Jazdyk), 0 Nays, 1 Absent (Lyon)

### APPROVAL OF MINUTES

The August 3, 2016 Planning Commission minutes were presented. **Motion** by Mr. Churchill, seconded by Mr. Jazdyk, to approve the meeting minutes as presented. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Churchill, Jazdyk), 0 Nays, 1 Absent (Lyon)

### PUBLIC HEARING AND ACTION ON REQUESTS

**Kelly Ashford** – Requests a Site Plan Review for a Specialty Retail Business – Section 13A.3.16. The property is located at 6016 Martha Street, Tuscarora Township, section 24, parcel #161-M55-033-009-00, and is zoned Village Center Indian River (VC-IR).

Mr. McNeil stated that Ms. Ashford is unable to attend this meeting. Mr. McNeil referred to the site plan and reviewed the parking, seasonal residence and the seasonal retail space. Mr. McNeil stated that the Planning Commission previously approved a site plan for an outdoor adventure commercial business. Mr. McNeil stated that there are 6 off street parking sites required under the ordinance. Mr. McNeil stated that the Planning Commission can waive these requirements if they see that public parking can be met. Mr. McNeil stated that the site plan provides for 5 parking spaces and there are other parking spaces along the street indicated on the site plan. Mr. McNeil stated that this use falls under the specialty retail use which is an allowed use with a site plan review.

Mr. Kavanaugh asked if this application was submitted after the business had already begun operating. Mr. McNeil stated yes. Discussion was held.

Ms. Croft asked for public comments. Mr. Muscott stated there are no elected officials or planning commission members from Tuscarora Township attending this meeting. Mr. Muscott commended Ms. Ashford for taking an empty building and using it for a commercial business. Public comment closed.

**Motion** by Mr. Borowicz, seconded by Mr. Kavanaugh, to grant the topography waiver request. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Churchill, Jazdyk), 0 Nays, 1 Absent (Lyon)

The Planning Commission reviewed the Findings Under Section 13A.4.1, **Motion** by Mr. Borowicz, seconded by Mr. Kavanaugh, to find that the available parking is sufficient. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Churchill, Jazdyk), 0 Nays, 1 Absent (Lyon)

The Planning Commission reviewed and approved the General Findings and the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Freese, seconded by Mr. Churchill, to approve the site plan review based on the Findings of Fact Under Section 13A.4.1, General Findings, and the Specific Findings of Fact Under Section 20.10. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Churchill, Jazdyk), 0 Nays, 1 Absent (Lyon)

**Brian Frost** - Requests a Special Use Permit for a Salvage yard - Section 9.3.18. The property is located at 7455 Reams Rd., Mentor Twp., section 8, parcel #200-008-100-014-02, and is zoned Agriculture and Forestry Management (M-AF). (This item was tabled at the August 3, 2016 Planning Commission meeting.).

Ms. Croft stated that Mr. Frost has asked that this request be tabled. Ms. Croft stated that Mr. Frost is aware that this is the last time that the Planning Commission can approve a request to table. **Motion** by Mr. Freese, seconded by Mr. Borowicz, to table Mr. Frost's request. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Churchill, Jazdyk), 0 Nays, 1 Absent (Lyon)

## **UNFINISHED BUSINESS**

### **Review of proposed Zoning Ordinance Amendment regarding Mobile Food Units**

Mr. McNeil stated that this proposed amendment has been reviewed by legal counsel. Mr. McNeil stated that section 17.29.a and 17.29c have been added as a result of legal counsel review. Mr. McNeil stated that section 17.29a restricts mobile food units from the road right-of-way and the language has been updated for section 17.29c which requires site plan review for more than one unit on a lot. Mr. McNeil stated that this amendment allows mobile food units within the Commercial Development Zoning District to be approved with a zoning permit. Mr. McNeil stated all of the requirements in section 17.29 will be demonstrated in the application.

Mr. Freese referred to section 17.29.a and questioned if this use will not be governed on the street. Mr. McNeil stated yes, as we cannot take the jurisdiction of the Road Commission.

Mr. Jazdyk referred to section 17.29.b and noted that a zoning permit is required for each location. Mr. Jazdyk stated that food trucks do change locations and the locations may change on the spur of the moment if they are not making money. Mr. Borowicz stated it may depend on the time of the day. Mr. Jazdyk stated his concerns regarding a permit being required for each location and for the \$30.00 zoning permit fee. Mr. Jazdyk questioned if the permit will expire after a specific time period. Mr. McNeil stated that the permit will be forever as long as the business owner has an agreement with the property owner. Mr. Churchill explained that the business owner could have 3 permits (for 3 different parcels) and could move from one location to the next. Mr. McNeil stated that the business owner will have to have the zoning permits in advance. Discussion was held. Mr. Jazdyk stated that this will be difficult for the business owner. Discussion was held regarding the mobile food unit not being on a lot for more than 30 days in a calendar year. Mr. Borowicz stated that the mobile food unit may operate for up to 6 months in a year and the 30-day limitation is restrictive. Mr. Ostwald agreed with Mr. Borowicz. Mr. McNeil suggestion changing the 30 days to 90 days. Mr. Jazdyk asked if an applicant can list more than one location on the zoning permit application. Ms. Croft read from section 17.29.b "A zoning permit shall be required for each location....". Mr. McNeil noted that each property owner must sign each application. Mr. McNeil stated that he will review having more than one location on a permit. Mr. Jazdyk stated that West Coast Taco had their mobile food unit next to their restaurant all year, even when it was not in use. Mr. Jazdyk stated it was only used in the summer. Mr. McNeil stated that he can add language such as "when goods are being sold." Mr. Borowicz suggested changing the number of days to 120 days to allow for the tourist season. Mr. Kavanaugh referred to the definition of Mobile Food Unit and stated that there should be a definition for vehicle-mounted. Discussion was held. Mr. Freese stated that there should be a definition for vehicle-mounted food service unit, whether it is just a unit on a vehicle, or it is a trailer or it is both.

### **Review of proposed Zoning Ordinance Amendment regarding Planned Unit Development**

Mr. McNeil stated that this amendment was reviewed by legal counsel. Mr. McNeil stated that legal counsel has suggested language in section 19.3 to allow any use into a PUD except those that are exclusively allowed in the Light Industrial Zoning District and General Industrial Zoning District. Mr. McNeil stated that language has been added to section 19.12.2 which allows the Planning Commission to approve amendments which cannot be approved by the zoning administrator. Mr. McNeil stated language has been included regarding public hearings. Mr. McNeil stated that legal counsel has put up a protest regarding having the approval process, not only go through the Planning Commission but also through the Cheboygan County Board Of Commissioners. Mr. McNeil stated that Mr. Graham recommends that the Planning Commission approve the PUD since it is allowed by law or that the Cheboygan County Board Of Commissioners should be consulted as they are not normally put in this position to make these types of decisions. Mr. Kavanaugh suggested writing a letter to the Cheboygan County Board Of Commissioners and request their input.

Mr. Jazdyk referred to section 19.3 and read, "Except as provided herein, the permitted uses within a PUD may consist of any use authorized in any zoning district. Any proposed use, however, shall be consistent with the county master plan for the location in which the use will be developed...". Mr. Jazdyk stated that his understanding of the Master Plan is that it is a guideline. Mr. Jazdyk stated that it is not a law and the Planning Commission does not refer to it for every decision that is made. Mr. Jazdyk stated that the Master Plan becomes obsolete in 5-7 years as things change year to year. Mr. Kavanaugh stated that the word "shall" can be changed to "should". Mr. McNeil stated that legal counsel included it is because if it is not consistent with the Master Plan, then it could be subject to challenge. Mr. McNeil stated that this language requires the Planning Commission to make a finding that it is consistent with the Master Plan. Mr. McNeil stated if this is not what the Planning Commission wants, then the Master Plan can be amended. Discussion was held regarding the process to amend the Master Plan prior to making a decision on a PUD. Mr. Borowicz and Mr. Freese stated their concerns regarding the Planning Commission having to modify the Master Plan prior to each PUD request if the proposed use is not allowed in the district. Discussion was held. Mr. McNeil stated that he will review these concerns with legal counsel.

#### **Boat House Survey**

Mr. McNeil stated the Planning Commission may want to consider other techniques (focus groups, samples) besides a survey. Mr. Freese stated he envisions a letter explaining that there is a proposal to allow a boat structure in specific areas. Mr. Freese stated that a diagram of the boat structure should be provided also. Mr. Freese stated that the survey should ask if the property owner approves or not approves of this proposal. Discussion was held.

#### **NEW BUSINESS**

No comments.

#### **STAFF REPORT**

No comments.

#### **PLANNING COMMISSION COMMENTS**

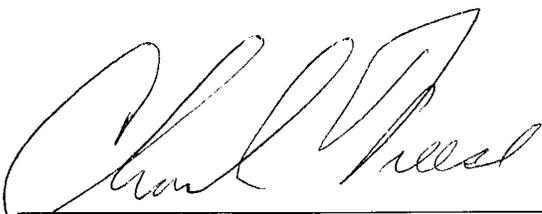
Discussion was held regarding enforcement.

#### **PUBLIC COMMENTS**

Mr. Brown referred to the proposed Zoning Ordinance Amendment regarding Mobile Food Units and stated that the Planning Commission may be trying to target one or two units that are currently operating in town. Mr. Brown stated that Schwan's Food Service and farmer's market should be considered mobile food units. Mr. Brown noted that big corporations in town have customer appreciation days where they roast a pig. Mr. Brown stated that more thought should be put in this amendment. Mr. Freese stated that a farmer's market is not preparing (cooking) food for service. Mr. Brown stated the definition does not say that the food must be cooked. Mr. McNeil read from the definition of Mobile Food Unit, "... designed to be readily movable without disassembly where food and beverages are served primarily for consumption off-premises and may have limited outdoor seating." Mr. McNeil stated that this does not include a special event. Mr. McNeil stated that a requirement for the mobile food unit is that the food is to be prepared within the mobile food unit. Mr. Borowicz suggested including language that all food sold in a mobile food unit should be food related and prepared within the mobile food unit. Mr. McNeil stated that this amendment will be brought back to the Planning Commission for review. Mr. Muscott stated that if a farmer's market sells a caramel apple and it is consumed at that location then it will fall within this definition. Mr. McNeil stated that food can be consumed at a farmer's market and farmer's markets are dealt with separately. Discussion was held.

#### **ADJOURN**

**Motion** by Mr. Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 7:50pm.



Charles Freese  
Planning Commission Secretary

**CHEBOYGAN COUNTY ZONING BOARD OF APPEALS MEETING & PUBLIC HEARING**  
**WEDNESDAY, JUNE 22, 2016 AT 7:00PM**  
**ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING**

**Members Present:** Charles Freese, Ralph Hemmer, John Moore, John Thompson,

**Members Absent:** Nini Sherwood

**Others Present:** Scott McNeil, Tony Matelski, Larry Sidell

The meeting was called to order by Chairperson Freese at 7:00pm.

**PLEDGE OF ALLEGIANCE**

Chairperson Freese led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

The agenda was presented. **Motion** by Mr. Moore, seconded by Mr. Hemmer, to accept the agenda as presented. Motion carried. 4 Ayes (Freese, Hemmer, Moore, Thompson), 0 Nays, 1 Absent (Sherwood)

**APPROVAL OF MINUTES**

Minutes from the May 25, 2015 Zoning Board of Appeals meeting were presented. **Motion** by Mr. Hemmer, seconded by Mr. Thompson, to approve the minutes as presented. Motion carried. 4 Ayes (Freese, Hemmer, Moore, Thompson), 0 Nays, 1 Absent (Sherwood)

**PUBLIC HEARING & ACTION ON REQUESTS**

**Larry Sidell** – Requests a 12 month temporary use for outdoor storage of empty waste dumpsters and outdoor parking of waste hauling trucks classified as solid waste transporting units. The property is located at 8627 North Straits Highway, Inverness Township, Section 24, parcel #091-024-200-006-00 and is zoned Commercial Development (D-CM). The Zoning Board of Appeals may permit temporary buildings and uses for periods not exceeding two (2) years, which may be renewed upon request for not more than one (1), one (1) year period pursuant to Section 23.5.2.5. of the Cheboygan County Zoning Ordinance #200.

Mr. McNeil stated that the applicant is requesting a temporary use for outdoor storage of empty waste dumpsters and outdoor parking of waste hauling trucks classified as solid waste transporting units. Mr. McNeil referred to Section 23.5.2.5 and stated the Zoning Board of Appeals can grant temporary uses for up to two years and there is a provision to allow a one year extension. Mr. McNeil stated that the applicant is only requesting 12 months.

Mr. Sidell stated he is looking for a temporary location as he trying to move this business into the industrial park. Mr. Sidell stated that he only plans to be at this location for a couple of months. Discussion was held.

Mr. Thompson asked if the equipment will be empty when it is parked at night. Mr. Sidell stated no. Mr. Sidell stated when the truck is full, he will take it to the landfill.

Mr. Freese asked if there will be offices on the site. Mr. Sidell stated yes. Mr. Freese asked if the dumpsters will be empty when they are stored. Mr. Sidell stated yes. Mr. Freese asked if they will ever be full. Mr. Sidell stated no. Mr. Sidell stated that the current occupants have a dumpster that will have trash in it. Mr. Freese asked how many dumpsters will there be on site. Mr. Sidell stated he did not see having any more than a dozen or so. Mr. Freese asked how many trucks will be on site. Mr. Sidell stated no more than two. Mr. Freese asked what are the proposed hours of operation. Mr. Sidell stated that office hours are Monday through Thursday from 9:00am to 5:00pm and Friday from 9:00pm to 3:00pm. Mr. Sidell stated that currently trash is being picked up on Tuesdays from 7:00am – 2:00pm but this will change as the business grows. Mr. Freese asked for details on cleaning of the dumpsters and the truck. Mr. Sidell stated he will not wash the dumpsters or truck out at this location. Mr. Sidell stated that the truck is emptied out at the landfill. Mr. Sidell stated he plans to be moving out of this location in a couple of months. Mr. Freese asked if the truck will be washed out at any other location. Mr. Sidell stated only at the landfill. Mr. Sidell stated he can take it to the local car wash. Mr. Freese asked how the dumpsters will be washed. Mr. Sidell stated he hasn't had to wash out dumpsters in the past. Mr. Freese asked which landfill Mr. Sidell uses. Mr. Sidell stated MOA (Montmorency, Oscoda, Alpena) Landfill. Discussion was held regarding why Mr. Sidell is not applying for a special use permit.

Mr. Freese asked for public comments. There were no public comments. Public comment closed.

The Zoning Board of Appeals reviewed the General Findings and added "This business (either as a waste hauling business or contractor's yard) could have been approved with a special use permit." as item 5. The Zoning Board of Appeals reviewed and approved the Findings of Fact and the Specific Findings of Fact under Section 23.5.4. **Motion** by Mr. Moore seconded by Mr. Hemmer, to approve the 12 month temporary use variance request based on the General Findings and the Specific Findings of Fact under Section 23.5.4 with the following conditions:

1. Screening of the dumpster location
2. Any leachate that results from the cleaning of the dumpsters or trucks will have to be collected and disposed of in accordance with the State of Michigan regulations District Health Department #4 regulations.
3. The 12 month temporary use variance is granted for one year (April 1, 2016 to April 1, 2017) running with the same time frame as exhibit 3.

Motion carried. 4 Ayes (Freese, Hemmer, Moore, Thompson), 0 Nays, 1 Absent (Sherwood)

**UNFINISHED BUSINESS**

No comments.

**NEW BUSINESS**

No comments.

**ZBA COMMENTS**

No comments.

**PUBLIC COMMENTS**

No comments.

**ADJOURN**

**Motion** by Mr. Moore to adjourn. Motion carried. Meeting adjourned at 7:24pm.



John Thompson, Secretary

**CHEBOYGAN COUNTY ZONING BOARD OF APPEALS MEETING & PUBLIC HEARING**  
**WEDNESDAY, JULY 27, 2016 AT 7:00PM**  
**ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING**

**Members Present:** Charles Freese, Ralph Hemmer, John Moore, John Thompson, Nini Sherwood  
**Members Absent:** None  
**Others Present:** Scott McNeil, Tony Matelski, Brent Mosley, Lorna Mosley, Francis Zurawski, Carl Muscott, Russell Crawford, Charles Maziasz

The meeting was called to order by Chairperson Freese at 7:00pm.

**PLEDGE OF ALLEGIANCE**

Chairperson Freese led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

The agenda was presented. **Motion** by Mr. Moore, seconded by Mr. Hemmer, to accept the agenda as presented. Motion carried unanimously.

**APPROVAL OF MINUTES**

Minutes from the June 22, 2016 Zoning Board of Appeals meeting were presented. Mr. Hemmer stated that the Zoning Board of Appeals Secretary is John Thompson and is to be corrected on the last page. **Motion** by Mr. Hemmer, seconded by Mr. Thompson, to approve the minutes as amended. Motion carried unanimously.

**PUBLIC HEARING & ACTION ON REQUESTS**

**Brent Mosley** - Requests a 16 ft. front setback variance and a 4 ft. side setback variance for construction of a single family dwelling and garage in a Lake and Stream Protection (P-LS) zoning district. The property is located at 6823 Grace St., Tuscarora Township, Section 24, parcel #161-S79-000-020-00 and #161-S79-000-021-00. A 40ft. front setback and an 8 ft. side setback is required for the subject property in this zoning district.

Mr. McNeil stated that there are two variance requests. Mr. McNeil explained that the applicant is proposing a 16ft. setback from the garage to the channel and a 4ft. side setback from the proposed dwelling to the edge of Grace Street. Mr. McNeil stated that this parcel is located in the Lake and Stream Protection Zoning District.

Mr. Freese asked if any correspondence has been submitted. Mr. McNeil stated that an updated exhibit list with correspondence has been distributed to the Zoning Board of Appeals members. Mr. Freese asked for public comments. There were no public comments. Public comment closed.

Mr. Freese noted that the regulation has been changed to allow a side setback of 10% of the average lot width. Mr. Freese stated the required setback is 7.18ft.

Mr. Mosley explained that the proposed dwelling will be placed in the same location as the previous cabin. Mr. Mosley also explained that the location is narrow due to the location of the drain field.

Mr. Freese stated that each variance request will be reviewed separately.

The Zoning Board of Appeals reviewed the General Findings and added the following:

5. The present garage is a legal non-conforming structure.
6. The house is a legal non-conforming structure
7. The proposed house with attached garage is 72ft. long (from east to west).
8. The useable building space from the water’s edge to the water well is 132ft.
9. The present house is 3ft 6in. (northwest corner) from the property line and 4ft. on the northeast corner from the property line
10. The edge of the blacktop is approximately 16ft. from the property line on Grace Street.

The Zoning Board of Appeals reviewed and approved the Findings of Fact and the Specific Findings of Fact under Section 23.5.4.

**Motion** by Mr. Moore, seconded by Mr. Hemmer, to deny the front setback variance request and approve the side setback variance request based on the General Findings and the Findings of Fact under Section 23.5.4. Motion carried unanimously.

**Emerald Valley Trust/Robert Daymon** - Requests a 5.2 ft. side setback variance for storage building which is accessory to a dwelling in a Lake and Stream Protection (P-LS) zoning district. The property is located at 15562 Island Drive, Nunda Township, Section 22, parcel #251-T07-000-030-00. A 6.2 ft. side setback is required for the subject property in this zoning district.

Mr. McNeil explained that a 6.2ft. side setback is required and Mr. Daymon is requesting a 5.2ft. side setback variance to allow a storage shed to be placed 1ft. from the side property line.

Mr. Freese asked if any correspondence has been submitted. Mr. McNeil stated that an updated exhibit list with correspondence has been distributed to the Zoning Board of Appeals members. Mr. Freese asked for public comments. There were no public comments. Public comment closed.

Mr. Daymon stated that this is just a portable building. Mr. Daymon stated that he planned to build a garage and he was not able to meet the setback requirement. Mr. Daymon stated that he purchased a pre-assembled garage and it is not on a foundation. Mr. Daymon stated it will be use as a storage building. Mr. Daymon stated the structure will be within 9ft. of the house and 1 1/2ft. from the property line. Mr. Daymon stated it can be removed if necessary. Mr. Daymon stated this is a very narrow lot and he did not know that a temporary building (pre-constructed) had to meet setback requirements. Mr. Daymon stated that if he has to meet setback requirements it will put this structure within 4ft. of the house and he would not be able to mow the lawn between the two structures.

Mr. Freese asked if Mr. Daymon is asking for this variance to stand as it is or would he agree to a lesser variance if the Zoning Board of Appeals determines it to be acceptable. Mr. Daymon stated that would be difficult because of the drop off toward the lake. Mr. Daymon explained that a contractor put in a foundation and it would be hard to move over. Mr. Daymon stated the building would have to be removed and a new foundation would have to be constructed. Mr. Daymon stated this would be difficult and he would probably have to remove the structure. Mr. Daymon stated the building is not bolted down and it is not a permanent structure. Mr. Freese explained that one of the questions that the Zoning Board of Appeals will ask is if the situation is self-created. Mr. Daymon stated yes it is self-created. Mr. Freese stated that this one statement will result in the variance request being denied. Mr. Freese stated that the building could be moved to the edge of the stairs. Mr. Freese stated that this would allow for a 6ft. side setback. Mr. Freese stated that the setback requirement is 6.2ft. Mr. Freese stated the Zoning Board of Appeals may consider a .2ft. setback variance. Mr. Freese asked Mr. Daymon if he is willing to accept a lesser variance if the Zoning Board of Appeals determines it to be acceptable. Mr. Daymon stated yes. Discussion was held. Mr. McNeil stated this building is large enough to fall under the building code and a 5ft. separation between the two buildings is required. Mr. Freese stated this would mean a variance of 1.6ft. is necessary. Mr. Daymon stated he talked with the adjacent property owners and they have no issues with this building as it is not permanent. Mr. Moore explained that non-permanent buildings with a maximum of 150sf are allowed. Mr. Moore stated this building is larger than 150sf. Mr. Freese noted that three letters in objection to this request have been submitted. Mr. Moore noted that another question that the Zoning Board of Appeals will ask is if this is the smallest variance possible. Mr. Moore stated it is not the smallest variance possible if the building can be moved even a foot. Mr. Freese asked if Mr. Daymon is willing to accept a lesser variance. Mr. Daymon stated yes.

The Zoning Board of Appeals reviewed the General Findings and added the following:

4. The presently existing storage building is separated from the entrance stairway by approximately 5ft.
5. The applicant is willing to accept a lesser variance than the 5.2ft.

The Zoning Board of Appeals changed General Finding #3 to "The applicant is willing to accept a lesser variance and proposed by the Zoning Board of Appeals is 2.2ft."

The Zoning Board of Appeals reviewed and approved the Findings of Fact under Section 23.5.4. **Motion** by Mr. Moore, seconded by Mr. Thompson, to approve the variance request based on the General Findings and the Specific Findings of Fact under Section 23.5.4. Motion carried unanimously.

**Donald Maust** - Requests a waiver from the 6 foot high solid fence or hedge requirement for construction of a private storage building within 30 feet of a side lot line in a Lake and Stream Protection (P-LS) zoning district. The property is located at 15444 Lakeview Dr., Nunda Township, Section 22, parcel #251-W23-000-218-00. Section 17.18.6. for the Cheboygan County Zoning Ordinance #200 states as follows: "The Board of Appeals may waive or modify greenbelt, wall or fence requirement where in its determination no good or practical purpose would be served, including such reasons as large site area, natural isolation, land ownership patterns and natural barriers and screens." Section 17.23.1.d. regarding standards for private storage buildings in the Lake and Stream Protection zoning district states as follows: If within thirty (30) feet of a side property line, all such private storage buildings must be screened from view of the side property lines with a solid evergreen hedge with a minimum height of six (6) feet or privacy fence with a minimum height of six (6) feet.

Mr. McNeil stated that Mr. Maust is proposing a storage building in a Lake and Stream Protection Zoning District. Mr. McNeil explained that the use of the building will be private storage. Mr. McNeil that section 17.23.1d requires a 6ft. high solid wood fence or hedge if the private storage building is within 30ft. of a site lot line. Mr. McNeil read section 17.18.6, "The Board of Appeals may waive or modify greenbelt, wall or fence requirement where in its determination no good or practical purpose would be served, including such reasons as large site area, natural isolation, land ownership patterns and natural barriers and screens." Mr. McNeil stated that the applicant is asking the Zoning Board of Appeals for a waiver for the screening requirement.

Mr. Freese asked if any correspondence has been submitted. Mr. McNeil stated that an updated exhibit list with correspondence has been distributed to the Zoning Board of Appeals members. Mr. Freese asked for public comments. There were no public comments. Public comment closed.

Mr. Maust stated that he comes up north for the outdoor atmosphere. Mr. Maust stated he talked with neighbors to the left and they do not want him to put up a fence. Mr. Maust stated that he was not able to talk to the property owners of the adjacent lot because it is vacant. Mr. Maust stated he would like to keep the area woody looking.

The Zoning Board of Appeals reviewed the General Findings and revised 2, "The applicant proposes to construct a private storage building six (6) feet from a side lot line." The Zoning Board of Appeals added "The adjacent lot has been cleared directly adjacent to the pole barn location for a possible future dwelling location and could possibly adversely impact that home without adequate screening." as 5.

Mr. Freese stated that he would look more favorably toward an evergreen buffer rather than a solid fence. Mr. Moore noted that requirement allows for a fence or solid hedge. Mr. Maust asked if the evergreen buffer must be 6ft. when it is planted. Mr. Freese stated that since no one is currently building on the adjacent lot, he would consider 3-4ft. pine trees every 8ft. as this would fill in quickly. Mr. McNeil noted that the aerial photo will be added as exhibit 6. Mr. Moore agreed that pine trees are appropriate for the area.

The Zoning Board of Appeals reviewed the Specific Findings of Fact under Section 23.5.4. **Motion** by Mr. Moore, seconded by Mr. Hemmer, that the greenbelt requirement be modified to require a staggered row of 3ft. high pine trees, 8ft. apart and 4ft. past each end of the building. Motion carried unanimously.

**Francis Zurawski** - Requests a 5ft. side setback variance for construction of a garage in an Agriculture and Forestry Management (M-AF) zoning district. The property is located at 7461 South Extension Rd., Munro Township, Section 25, parcel #080-025-400-001-01. A 10 ft. side setback is required in this zoning district.

Mr. McNeil stated the applicant is proposing to build a garage that would be an accessory to a dwelling. Mr. McNeil stated the side setback requirement is 10ft. in the Agriculture and Forestry Management Zoning District. Mr. McNeil stated that Mr. Zurawski is requesting a 5ft. side setback variance.

Mr. Zurawski presented a drawing showing the topography of the property. Mr. Zurawski explained the change in elevation between his parcel and the adjacent parcel. Mr. Zurawski noted that he has moved the driveway 12ft. closer to the dwelling.

Mr. Freese referred to the site plan and noted that if there is a distance of 9ft. from the proposed garage to the 8ft. driveway, then there should be another 24ft. between the south edge of the driveway and the north projection of the house. Mr. Freese stated if the driveway is moved over 5ft., there would be 19ft. between the house and the south edge of the driveway. Mr. Freese stated there is approximately 2ft. of cut on the back of the proposed garage and there would be approximately 18 inches of fill for the south of driveway if it is moved over the extra 5ft.

Mr. Freese asked for public comments. There were no public comments. Public comment closed.

The Zoning Board of Appeals reviewed the Findings of Fact and added "The distance from the northern most side of the house to the south side of the driveway is approximately 24ft." as 4.

Mr. Moore suggested installing the garage doors on the east end of the building. Mr. Moore stated that the building could easily be moved 5ft. without affecting the driveway at all. Mr. Moore stated another option is to make the garage 28ft. wide and leave the garage doors on the south side. Mr. Moore stated 28ft. is adequate. Mr. Moore stated that he drives a suburban and his garage is 28ft. deep and he has 4ft. behind his vehicle. Mr. Moore stated the footprint of the building can be expanded to the east or west if additional storage space is needed. Discussion was held. Mr. Moore noted that there are many alternative options available.

The Zoning Board of Appeals reviewed and approved the Specific Findings of Fact under Section 23.5.4. **Motion** by Mr. Moore, seconded by Mr. Hemmer, to deny the variance request based on the General Findings and the Specific Findings of Fact under Section 23.5.4. Motion carried unanimously.

**Rose Williamson** - Requests a 5 ft. rear setback variance and a 3.5 ft. side setback variance for use of a camper in a Lake and Stream Protection (P-LS) zoning district. The property is located at 9275 Hudson Drive, Benton Township, Section 17, parcel #104-017-300-011-00. A 12 ft. rear setback and an 8 ft. side setback are required for the subject property in this zoning district.

Mr. McNeil stated that Ms. Williamson is requesting a 3.5ft. side setback variance and a 5ft. rear setback variance for the placement of a camper trailer. Mr. McNeil referred to Section 17.7 of the Zoning Ordinance and stated that campers are allowed for use on this property in Lake and Stream Protection Zoning District for three different periods of 30 consecutive days in a calendar year. Mr. McNeil stated that this can be put together to allow 90 days of use in a calendar year. Mr. McNeil stated that standard setbacks must also be met. Mr. McNeil stated that in the Lake and Stream Protection Zoning District there is a 12ft. rear setback requirement and an 8ft. side setback requirement. Mr. McNeil stated that the applicant is requesting a 5 ft. rear setback variance and a 3.5 ft. side setback variance.

Mr. Moore asked if Hudson Drive is a private road. Ms. Williamson stated yes. Mr. Moore asked if Hudson Drive is an easement that has been granted. Mr. McNeil stated yes and it is a 24ft. wide easement. Ms. Williamson stated that she is not sure where the center of the road actually is located.

Mr. Freese asked if any correspondence has been submitted. Mr. McNeil stated that the correspondence is included in the exhibit list. Mr. Freese asked for public comments. There were no public comments. Public comment closed.

Ms. Williamson stated there wasn't a tent and camper ordinance when the camper was brought to the property. Ms. Williamson stated that there is a big hill and that the camper is located in this area for her mother and father who visit 3 times a year. Ms. Williamson stated that they stay for a week each time. Ms. Williamson stated that no one uses the camper the rest of the time. Ms. Williamson stated that she talked to the adjacent neighbors prior to purchasing the camper and they did not have any issues. Ms. Williamson stated that they pay for the snow plowing. Ms. Williamson stated that there have not been any issues with snow plowing. Ms. Williamson noted the location of the drain field and the dwelling.

Mr. Freese stated that the camper can be moved approximately 2ft. towards the driveway. Mr. Freese stated the camper can be moved back 13ft. towards the slope. Ms. Williamson noted that there are a slide-out and an awning on the camper. Ms. Williamson asked how far back should the camper be moved. Mr. Freese stated the camper should be moved back 5ft. and over towards the edge of the blacktop. Discussion was held. Mr. Freese stated a side variance of 1.5ft. may be needed. Mr. Moore suggested a 2ft. variance.

The Zoning Board of Appeals added the following to the General Findings:

6. Approximately 13ft. of level ground is available on the southeast side of the present camper location before the hillside rises sharply to the east.
7. Approximately 2ft. is available to the northeast for locating the camper without seriously restricting the blacktop parking area used for other vehicle parking.
8. The applicant proposes to meet the rear setback.

The Zoning Board of Appeals revised #4, "The applicant is seeking a 2 ft. side lot line variance for use of a camper."

The Zoning Board of Appeals reviewed and approved the Specific Findings of Fact under Section 23.5.4. **Motion** by Mr. Moore, seconded by Mr. Thompson, to approve the variance request based on the General Findings and the Specific Findings of Fact under Section 23.5.4. Motion carried unanimously.

**UNFINISHED BUSINESS**

No comments.

**NEW BUSINESS**

No comments.

**ZBA COMMENTS**

Mr. Moore referred to the variance request for Brent Mosley and stated that the canal is not waterfront property. Discussion was held.

**PUBLIC COMMENTS**

No comments.

**ADJOURN**

**Motion** by Mr. Moore to adjourn. Motion carried. Meeting adjourned at 8:13pm.



John Thompson, Secretary

User: jmanko

DB: Cheboygan

PERIOD ENDING 07/31/2016

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 07/31/2015	2016		YTD BALANCE 07/31/2016	ACTIVITY FOR MONTH 07/31/16	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2016 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-401.00	CURRENT TAX	7,566,377.99	503,059.85	7,607,279.00	7,607,279.00	446,636.28	1,572.17	7,160,642.72	5.87
101-400-401.02	CONTRIBUTION FROM RESTRICTED F	420,758.77	420,758.77	0.00	0.00	0.00	0.00	0.00	0.00
101-400-401.03	CURRENT TAX INTEREST	36,429.53	32,780.09	36,539.00	36,539.00	30,244.11	0.00	6,294.89	82.77
101-400-401.05	PROBATE BOND FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-404.00	CONVENTION & TOURISM TAX	125,593.50	77,482.00	66,173.00	66,173.00	21,025.50	0.00	45,147.50	31.77
101-400-417.00	UNPAID PERSONAL PROPERTY TAX	6,256.47	6,255.78	3,057.00	3,057.00	976.22	897.25	2,080.78	31.93
101-400-424.00	COMMERCIAL FOREST RESERVEE	193.13	193.13	209.00	209.00	200.76	200.76	8.24	96.06
101-400-425.00	SWAMP TAX REFUND	347,303.38	0.00	260,482.00	260,482.00	0.00	0.00	260,482.00	0.00
101-400-428.06	OVERSIGHT FEE/COUNTY	(12.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-452.00	LICENSES & PERMITS-BUSINESS	913.00	635.00	1,000.00	1,000.00	669.50	55.00	330.50	66.95
101-400-476.00	SOIL SEDIMENTATION	10,640.00	6,185.00	10,500.00	10,500.00	5,315.00	990.00	5,185.00	50.62
101-400-477.00	LIC & PERMITS-NON-BUSINESS	17,143.00	9,471.00	15,000.00	15,000.00	9,246.00	730.00	5,754.00	61.64
101-400-478.00	DOG LICENSES	1,276.50	1,126.50	1,100.00	1,100.00	1,185.00	60.00	(85.00)	107.73
101-400-478.01	CO MARRIAGE LIC FEE	1,275.00	840.00	1,200.00	1,200.00	900.00	275.00	300.00	75.00
101-400-479.01	ZONING PERMITS	24,034.01	12,698.47	22,880.00	22,880.00	14,678.26	2,191.88	8,201.74	64.15
101-400-479.02	SP ZONING MTG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-501.01	BULLETPROOF VEST PARTNERSHIP	0.00	0.00	6,960.00	6,960.00	0.00	0.00	6,960.00	0.00
101-400-501.03	ENFORCEMENT ZONE GRANT	9,908.00	4,811.00	13,000.00	12,910.00	7,266.00	3,826.00	5,644.00	56.28
101-400-502.01	JAIL TECH UPGRADE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-507.00	CO-OP REIMB-PROS ATTY/ADC	50,456.57	25,151.86	55,699.00	55,699.00	35,950.64	5,329.74	19,748.36	64.54
101-400-507.01	PROS ATTY VICTIMS RIGHTS	52,491.73	24,644.92	50,424.00	50,157.73	23,647.89	0.00	26,509.84	47.15
101-400-507.02	WELFARE FRAUD	652.50	0.00	500.00	500.00	607.50	0.00	(107.50)	121.50
101-400-507.03	CSPA STATE SUPPL PYT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-508.00	WOMEN'S RESOURCE GRANT	500.00	500.00	500.00	500.00	0.00	0.00	500.00	0.00
101-400-510.00	STONEGARDEN GRANT	31,225.82	29,977.00	14,300.00	14,300.00	13,861.51	157.15	438.49	96.93
101-400-512.00	U.S. DEPARTMENT OF JUSTICE GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-513.00	US DEPT OF AGRICULTURE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-514.01	MARINE SAFETY EQUIPMENT - FEDE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-527.00	BRYNE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-532.00	CONSTRUCTION CODE ADMIN	45,653.00	0.00	45,107.00	45,107.00	0.00	0.00	45,107.00	0.00
101-400-533.00	HOUSING ADMIN	34,497.43	0.00	19,885.00	48,325.00	0.00	0.00	48,325.00	0.00
101-400-535.00	JUVENILE ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-540.00	COURT EQUITY FUND	132,614.08	92,222.00	129,489.00	129,489.00	89,862.00	31,488.00	39,627.00	69.40
101-400-541.00	PROBATE JUDGES' SALARY	103,080.98	70,646.25	94,195.00	94,195.00	70,646.25	0.00	23,548.75	75.00
101-400-541.01	PROBATE STAND/PAYMT	45,724.00	34,293.00	45,724.00	45,724.00	34,293.00	0.00	11,431.00	75.00
101-400-541.02	CIRCUIT STAND/PAYMT	45,724.00	34,293.00	45,724.00	45,724.00	34,293.00	0.00	11,431.00	75.00
101-400-541.03	DISTRICT STAND/PAYMT	36,579.20	27,434.40	36,579.00	36,579.00	27,434.40	0.00	9,144.60	75.00
101-400-542.00	ORV ENFORCEMENT GRANT	17,028.82	0.00	25,283.00	25,283.00	0.00	0.00	25,283.00	0.00
101-400-543.00	SECONDARY RD PATROL/GRANT	55,068.13	35,006.42	52,359.00	52,359.00	34,172.60	0.00	18,186.40	65.27
101-400-543.04	M.M.R.M.A GRANT	0.00	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-400-544.00	MARINE SAFETY PROGRAM	44,900.00	0.00	46,900.00	48,900.00	0.00	0.00	48,900.00	0.00
101-400-544.01	SNO-MOBILE SAFETY/PROGRAM	7,224.75	7,429.02	21,918.00	8,000.00	8,000.00	0.00	0.00	100.00
101-400-545.01	CASEFLOW ASSIST GRANT/DIST	10,170.42	10,170.42	10,000.00	10,000.00	10,419.74	0.00	(419.74)	104.20
101-400-545.02	CASEFLOW ASST GRANT/CIR CT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-554.00	STATE GRANT	0.00	0.00	0.00	7,386.00	0.00	0.00	7,386.00	0.00
101-400-560.00	COUNTY JUVENILE OFFICER GRANT	27,317.04	13,658.52	27,317.00	27,317.00	13,658.52	0.00	13,658.48	50.00
101-400-569.05	L.E.P.C.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-570.00	CIGARETTE TAX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-572.00	STATE GRANT - MSHDA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-574.00	STATE REVENUE SHARING	243,565.54	129,261.00	451,402.00	451,402.00	338,535.00	0.00	112,867.00	75.00
101-400-574.01	REVENUE SHARING - COUNTY INCEN	60,891.39	50,558.00	112,850.00	112,850.00	94,040.00	0.00	18,810.00	83.33
101-400-575.00	TWP LIQUOR LICENSE	770.00	0.00	770.00	770.00	0.00	0.00	770.00	0.00
101-400-580.01	CONTRIB FROM OTHER UNITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-581.00	REV FROM OTHER COUNTIES	52,524.78	30,991.67	50,931.00	50,931.00	30,521.62	5,411.82	20,409.38	59.93

User: jmanko

DB: Cheboygan

PERIOD ENDING 07/31/2016

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 07/31/2015	2016		YTD BALANCE 07/31/2016	ACTIVITY FOR MONTH 07/31/16	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2016 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-582.00	SHERIFF LOCAL GRANTS	3,770.65	1,100.00	0.00	1,350.00	1,350.00	350.00	0.00	100.00
101-400-583.00	LOCAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-601.00	CIR CRT COSTS	38,293.99	21,729.87	40,000.00	40,000.00	33,232.55	5,953.34	6,767.45	83.08
101-400-601.01	ATTY FEE REIMB/CIRCUIT	28,284.25	17,760.05	30,000.00	30,000.00	16,750.36	3,214.00	13,249.64	55.83
101-400-601.10	CIR CT GARNISHMENT	885.00	315.00	800.00	800.00	180.00	15.00	620.00	22.50
101-400-602.00	CONTEMPT OF COURT FEE PROBATE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-603.00	DISTRICT CRT COSTS	392,324.42	209,544.99	300,000.00	300,000.00	238,074.90	33,597.37	61,925.10	79.36
101-400-603.01	PROBATE CRT COSTS	1,958.00	442.00	1,500.00	1,500.00	1,551.00	240.00	(51.00)	103.40
101-400-603.11	SMOKING FEES	600.00	337.50	300.00	300.00	375.00	75.00	(75.00)	125.00
101-400-607.02	CTY GENERAL FILING FEE	5,580.00	3,472.00	6,000.00	6,000.00	3,038.00	465.00	2,962.00	50.63
101-400-607.03	LATE FEE PRISONER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-607.04	CHARGE FOR SERVICE	206,624.60	0.00	210,062.00	210,062.00	19,781.68	1,978.16	190,280.32	9.42
101-400-608.01	MOTION FEE COUNTY	2,920.00	1,700.00	4,000.00	4,000.00	1,750.00	250.00	2,250.00	43.75
101-400-608.02	COUNTY APPEAL FEE	56.00	31.00	200.00	200.00	137.00	25.00	63.00	68.50
101-400-610.00	JURY FEE CIR CT	1,150.00	690.00	1,500.00	1,500.00	915.00	230.00	585.00	61.00
101-400-612.00	TUSCARORA TWP ORDINANCE FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-612.01	GIS	875.00	400.00	1,500.00	1,500.00	380.00	0.00	1,120.00	25.33
101-400-613.00	DIST CRT/CIVIL FEES	54,529.95	22,178.85	55,000.00	55,000.00	18,568.95	2,168.75	36,431.05	33.76
101-400-613.10	COUNTY REMONUMENTATION	329.70	179.10	300.00	300.00	169.44	23.22	130.56	56.48
101-400-614.00	VIOLATION CLEARANCE RECORD	2,851.67	1,801.67	3,000.00	3,000.00	1,933.33	359.67	1,066.67	64.44
101-400-615.00	DIST CRT/BOND COSTS & FEES	8,594.00	4,904.00	7,000.00	7,000.00	3,980.00	350.00	3,020.00	56.86
101-400-617.00	PROBATE CRT - FEES	0.00	0.00	0.00	0.00	25.00	0.00	(25.00)	100.00
101-400-617.01	CERTIFIED FEES	825.00	499.00	800.00	800.00	931.00	247.00	(131.00)	116.38
101-400-617.02	MARRIAGE CEREMONIES	124.00	68.00	120.00	120.00	96.00	16.00	24.00	80.00
101-400-617.03	JURY FEE DEMAND	0.00	0.00	20.00	20.00	30.00	0.00	(10.00)	150.00
101-400-617.06	WILLS/SAFE KEEPING	75.00	0.00	100.00	100.00	100.00	0.00	0.00	100.00
101-400-617.07	INVENTORY FEE	7,370.87	4,916.45	7,500.00	7,500.00	4,236.68	994.68	3,263.32	56.49
101-400-617.08	PROBATE CRT/DEPOSIT BOXES	0.00	0.00	20.00	20.00	20.00	0.00	0.00	100.00
101-400-617.10	PROBATE CRT-MOT/PET/ACCT/OB	1,460.00	830.00	1,100.00	1,100.00	770.00	100.00	330.00	70.00
101-400-618.00	CO TREAS-CURRENT SERVICES	4,624.00	3,407.00	4,000.00	4,000.00	2,747.00	130.00	1,253.00	68.68
101-400-618.01	VETERAN'S FEES - ID CARDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-618.02	REGISTER OF DEEDS TAX CERTIFIC	2,700.00	355.00	0.00	0.00	2,245.00	340.00	(2,245.00)	100.00
101-400-619.00	CO CLERK/CURRENT SERVICES	34,159.74	19,510.51	26,000.00	26,000.00	12,589.00	1,775.00	13,411.00	48.42
101-400-619.01	PASSPORT FEES	1,775.00	900.00	1,400.00	1,400.00	1,075.00	100.00	325.00	76.79
101-400-619.02	CREMATION FEE	1,270.00	800.00	1,800.00	1,800.00	580.00	70.00	1,220.00	32.22
101-400-619.03	SUBPOENA FEE	15.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-619.04	CRIME VICTIM ADMIN FEES	1,785.03	1,101.20	1,800.00	1,800.00	966.36	160.42	833.64	53.69
101-400-619.05	STATE FORENSIC ADMIN FEE	15.75	0.75	0.00	0.00	0.00	0.00	0.00	0.00
101-400-619.06	NOTARY FEES	384.00	256.00	500.00	500.00	184.00	0.00	316.00	36.80
101-400-620.00	REGISTER OF DEEDS FEES	234,002.35	123,028.45	225,000.00	225,000.00	123,853.70	20,556.30	101,146.30	55.05
101-400-622.00	C.C.F. COLLECTION FEE	3,424.44	2,052.70	2,200.00	2,200.00	1,380.37	237.50	819.63	62.74
101-400-622.01	25% ATTY FEES REIMB	520.69	411.94	1,000.00	1,000.00	196.00	30.00	804.00	19.60
101-400-622.02	ATTY FEE REIMB/PROBATE	1,562.09	1,235.84	2,200.00	2,200.00	588.00	90.00	1,612.00	26.73
101-400-625.00	DNA COLLECTION	36.00	0.00	0.00	0.00	129.20	36.00	(129.20)	100.00
101-400-625.01	SEX OFFENDER REGISTRATION	2,740.00	2,400.00	2,900.00	2,900.00	2,760.00	120.00	140.00	95.17
101-400-625.25	DNA COLLECTION - SHERIFF	90.00	0.00	0.00	0.00	338.00	90.00	(338.00)	100.00
101-400-625.36	DNA COLLECTION - DISTRICT COUP	0.00	0.00	0.00	0.00	6.00	0.00	(6.00)	100.00
101-400-628.02	BOAT LIVERY INSPECTIONS	64.00	64.00	100.00	100.00	46.00	0.00	54.00	46.00
101-400-628.03	PRISONER BOARD	51,652.23	29,303.35	45,000.00	45,000.00	23,454.08	3,340.72	21,545.92	52.12
101-400-628.04	PRISONER MEDICAL	5,762.59	2,284.55	3,500.00	3,500.00	3,087.33	201.63	412.67	88.21
101-400-628.05	ACCIDENT REPORT FEES	884.71	649.86	500.00	500.00	426.38	18.00	73.62	85.28
101-400-628.07	DOC/TRANSPORT REIMB	3,452.45	2,194.20	2,500.00	2,500.00	1,048.15	0.00	1,451.85	41.93
101-400-628.08	WORK RELEASE	51,079.88	24,950.00	30,000.00	30,000.00	20,253.10	3,597.00	9,746.90	67.51
101-400-628.09	PRISONER BOARD-OUT COUNTY	1,470.00	70.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00

User: jmanko

DB: Cheboygan

PERIOD ENDING 07/31/2016

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 07/31/2015	2016		YTD BALANCE 07/31/2016	ACTIVITY FOR MONTH 07/31/16	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2016 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-628.10	DIVERTED FELONS-LOC REIMBURSE	63,172.50	33,147.50	60,000.00	60,000.00	16,295.00	0.00	43,705.00	27.16
101-400-628.12	PRISONER TRANSPORT REIMBURSE	261.70	261.70	1,000.00	1,000.00	400.00	0.00	600.00	40.00
101-400-628.13	MEDICAL REIMBURSE-OUT COUNTY	0.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-400-628.14	FINDERS FEE SS JAIL	8,800.00	5,400.00	7,000.00	7,000.00	5,600.00	400.00	1,400.00	80.00
101-400-628.16	PRE-EMPLOYMENT FINGERPRINTS	290.00	170.00	150.00	150.00	215.00	30.00	(65.00)	143.33
101-400-628.17	CCW FINGERPRINT FEE	510.00	0.00	0.00	0.00	3,195.00	255.00	(3,195.00)	100.00
101-400-628.18	DRUNK DRIVERS ASSESSMENT	5,335.00	3,174.00	3,500.00	3,500.00	3,067.00	586.00	433.00	87.63
101-400-628.19	TETHER FEES	0.00	0.00	0.00	0.00	580.00	0.00	(580.00)	100.00
101-400-630.00	OTHER REVENUE	215.67	100.72	50.00	50.00	277.75	70.75	(227.75)	555.50
101-400-630.03	SALE BOOK	236.00	196.00	170.00	170.00	184.00	80.00	(14.00)	108.24
101-400-632.00	ADMIN/CRIME VIC RIGHTS ASST	96.39	42.62	0.00	0.00	91.00	5.00	(91.00)	100.00
101-400-633.00	TAX RECORDS SEARCH FEE	0.00	0.00	0.00	0.00	163.00	163.00	(163.00)	100.00
101-400-639.00	GAMBLING SCREENING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-644.00	SALE OF SCRAP & SALVAGE	38.00	38.00	0.00	0.00	22.00	0.00	(22.00)	100.00
101-400-647.00	DVD RECORDINGS	150.00	150.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-650.02	REGISTRATION / ENTRY FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-651.10	REGISTER OF DEEDS - ONLINE SER	12,524.00	7,425.00	12,500.00	12,500.00	8,017.00	1,141.00	4,483.00	64.14
101-400-654.99	GRAND STAND RECEIPTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-655.03	50/50 RAFFLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-656.00	BOND FORFEITURES	5,371.00	3,340.00	6,000.00	6,000.00	3,900.00	200.00	2,100.00	65.00
101-400-656.01	ORDINANCE FINES & COSTS	17,103.74	8,265.44	15,000.00	15,000.00	10,828.85	1,288.41	4,171.15	72.19
101-400-657.00	DRUG FORFEITURES - SHERIFF	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-657.01	DRUG FORFEITURES - PROSECUTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-658.00	FORFEITURES - SHERIFF	3,054.53	5.60	0.00	0.00	0.00	0.00	0.00	0.00
101-400-665.00	INTEREST EARNED	10,320.62	4,918.80	8,500.00	8,500.00	6,403.98	1,357.43	2,096.02	75.34
101-400-665.01	T & A INTEREST	1,375.02	376.55	1,000.00	1,000.00	413.36	22.49	586.64	41.34
101-400-668.00	RENTS	62,200.08	33,833.38	62,242.00	62,242.00	33,833.38	4,833.34	28,408.62	54.36
101-400-669.00	BLDG & GROUNDS RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-669.02	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-673.00	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	8,426.00	200.00	(8,426.00)	100.00
101-400-673.01	CAMPING	0.00	0.00	0.00	0.00	105.00	105.00	(105.00)	100.00
101-400-675.00	CONTRIB & DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-675.05	CONTRIBUTION TO MARINE DIVISIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-675.06	DONATION - CANINE UNIT	15,838.98	13,688.45	10,000.00	22,000.00	5,334.49	331.93	16,665.51	24.25
101-400-676.00	CONT FROM OTHER FUNDS	36,209.00	0.00	21,929.00	21,929.00	0.00	0.00	21,929.00	0.00
101-400-676.01	REIMBURSEMENTS	2,218.43	285.00	0.00	0.00	157.00	0.00	(157.00)	100.00
101-400-676.13	89TH JURY REIMBURSEMENT	90.00	0.00	0.00	0.00	330.00	0.00	(330.00)	100.00
101-400-676.14	CIR CRT JURY REIMBURSEMENT	6,962.50	2,957.50	3,500.00	3,500.00	1,865.00	0.00	1,635.00	53.29
101-400-676.17	89TH DISTRICT COURT REIMBURSEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-676.18	PROBATE JURY REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-678.00	INSURANCE & BOND REIMBURSEMENT	113,837.70	113,837.70	5,870.00	5,870.00	82,894.44	76,804.00	(77,024.44)	1,412.17
101-400-681.00	ELECTION REFUNDS	188.48	95.68	700.00	700.00	83.68	0.00	616.32	11.95
101-400-682.00	DATA PROCESSING FEES	20,864.02	2,290.00	18,500.00	18,500.00	5,000.00	1,000.00	13,500.00	27.03
101-400-682.01	PA BLOOD TEST REIMB	270.98	131.69	125.00	125.00	164.67	0.36	(39.67)	131.74
101-400-682.02	AERIAL MAPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-682.03	COUNTY MAPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-683.00	RETURNED CHECK FEES	400.00	185.73	300.00	300.00	350.00	0.00	(50.00)	116.67
101-400-686.00	P/A LEGAL/ABUSED & NEG CHLD	12,516.84	4,346.84	11,070.00	11,070.00	7,434.00	1,163.50	3,636.00	67.15
101-400-687.00	WAGE REIMBURSEMENT	6,319.00	0.00	18,331.00	18,331.00	0.00	0.00	18,331.00	0.00
101-400-687.06	SHERIFF WAGE REIME/INTERNAL TF	8,166.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-688.00	REFUNDS - GENERAL	3,658.68	2,688.09	2,000.00	2,000.00	1,839.68	90.75	160.32	91.98
101-400-688.01	MOVEABLE ITEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-688.02	ZONING BOOKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-400-688.06	SHERIFF WAGE REIMB	1,452.18	5,012.88	12,742.00	12,742.00	5,568.33	0.00	7,173.67	43.70



PERIOD ENDING 07/31/2016

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 07/31/2015	2016		YTD BALANCE 07/31/2016	ACTIVITY FOR MONTH 07/31/16	AVAILABLE BALANCE	% BDGT USED
				ORIGINAL BUDGET	2016 AMENDED BUDGET				
Fund 101 - GENERAL COUNTY									
Expenditures									
430	ANIMAL SHELTER/DOG WARDEN	143,999.75	107,372.74	150,950.00	150,950.00	110,160.24	36,317.29	40,789.76	72.98
441	DEPARTMENT OF PUBLIC WORKS	165.44	165.44	340.00	340.00	253.46	0.00	86.54	74.55
600	HEALTH DEPARTMENTS	327,230.00	239,624.25	331,978.00	331,978.00	248,983.50	82,994.50	82,994.50	75.00
605	C/D - HEALTH DEPARTMENT	0.00	0.00	500.00	500.00	0.00	0.00	500.00	0.00
648	MEDICAL EXAMINER	16,632.73	9,981.05	21,088.00	21,618.00	5,386.32	735.44	16,231.68	24.92
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
682	VETERANS	93,588.78	50,223.83	131,022.00	130,302.00	57,441.68	9,866.14	72,860.32	44.08
691	CHEBOYGAN COUNTY HOUSING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700	CASH CONTROL	0.00	0.00	0.00	55,709.00	0.00	0.00	55,709.00	0.00
731	COUNTY MSU EXTENSION OFFICE	124,419.46	83,345.25	127,261.00	127,731.00	84,572.93	5,722.06	43,158.07	66.21
751	FAIR GROUNDS / EVENTS	20,975.45	9,616.34	36,716.00	36,806.00	9,853.76	785.46	26,952.24	26.77
753	VETERAN'S PARK	6,130.00	0.00	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
784	SOIL CONSERVATION	13,229.21	9,820.46	13,750.00	13,750.00	9,740.26	3,246.51	4,009.74	70.84
802	PLAT BOARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900	SPECIAL APPROPRIATIONS	90,918.61	90,918.61	88,575.00	88,575.00	80,000.00	0.00	8,575.00	90.32
902	APPRO/TRANSFERS TO OTHER FUNDS	797,878.84	417,877.19	1,014,106.00	1,014,106.00	292,955.56	61,346.28	721,150.44	28.89
941	GENERAL CONTINGENCY	0.00	0.00	387,957.00	229,347.00	0.00	0.00	229,347.00	0.00
954	INSURANCES	164,194.26	131,229.60	188,000.00	188,000.00	138,260.85	4,741.00	49,739.15	73.54
TOTAL Expenditures		10,659,351.05	6,226,224.51	11,807,216.00	11,939,543.17	6,302,700.87	1,177,107.40	5,636,842.30	52.79
Fund 101 - GENERAL COUNTY:									
TOTAL REVENUES		11,530,933.59	2,557,023.86	11,807,216.00	11,939,543.17	2,339,978.54	226,572.71	9,599,564.63	19.60
TOTAL EXPENDITURES		10,659,351.05	6,226,224.51	11,807,216.00	11,939,543.17	6,302,700.87	1,177,107.40	5,636,842.30	52.79
NET OF REVENUES & EXPENDITURES		871,582.54	(3,669,200.65)	0.00	0.00	(3,962,722.33)	(950,534.69)	3,962,722.33	100.00

CASH SUMMARY BY FUND FOR CHEBOYGAN COUNTY  
 FROM 07/01/2016 TO 07/31/2016  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 07/01/2016	Total Debits	Total Credits	Ending Balance 07/31/2016
101	GENERAL COUNTY	4,645,290.09	654,346.35	1,598,760.40	3,700,876.04
102	FAMILY COUNSELING FUND	24,868.32	465.00	0.00	25,333.32
105	TERMINATION LIABILITY FUND	2,495.57	4,810.96	14,496.30	(7,189.77)
107	P A 302 TRAINING FUND	7,464.28	0.00	0.00	7,464.28
108	PUBLIC ACT 106 FUND	0.00	0.00	0.00	0.00
111	PROBATION ENHANCEMENT FUND	14,167.67	157.00	336.40	13,988.27
112	VICTIM'S RESTITUTION FUND	181.99	0.00	0.00	181.99
114	COUNTY REMONUMENTATION GRANT FUND	23,373.83	0.00	0.00	23,373.83
201	COUNTY ROAD	2,131,913.36	577,012.96	714,569.75	1,994,356.57
210	JAWS OF LIFE FUND	0.00	0.00	0.00	0.00
211	COMMUNITY PROJECTS	4,399.09	0.00	0.00	4,399.09
214	SANE/SPECIAL PROSECUTION UNIT	0.00	0.00	0.00	0.00
215	FRIEND OF THE COURT-FAMILY COURT FUND	(62,271.78)	96,594.67	103,602.61	(69,279.72)
217	AMBULANCE MILLAGE	168,363.53	173.20	27,504.33	141,032.40
220	DORIS REID BUILDING	54,357.21	6,915.57	1,679.67	59,593.11
226	RECYCLING	264,955.94	8,604.83	24,816.67	248,744.10
230	CELLULAR PHONE FLOW THROUGH	0.00	37,422.00	0.00	37,422.00
231	CCE 911 4% PHONE SURCHARGE	0.00	21,649.45	0.00	21,649.45
234	DNR FOREST FLOW THROUGH	0.00	0.00	0.00	0.00
245	PUBLIC IMPROVEMENT	6,041.36	0.00	0.00	6,041.36
249	BUILDING DEPARTMENT FUND	179.36	50,793.89	59,178.09	(8,204.84)
256	REGISTER OF DEEDS AUTOMATION	356,218.16	2,241.88	1,009.00	357,451.04
258	DISASTER CONTINGENCY FUND	10,000.00	0.00	0.00	10,000.00
260	SHERIFF'S WORK CREW PROGRAM	4,005.48	3,483.61	6,113.94	1,375.15
262	SHERIFF SPECIAL PROJECTS FUND	1,139.22	0.00	0.00	1,139.22
263	ORV FUND	1,762.50	0.00	0.00	1,762.50
264	LOCAL CORR OFFICER TRAIN FUND	18,991.05	541.00	0.00	19,532.05
266	D.A.R.E.	3,224.29	0.00	0.00	3,224.29
267	DRUG COURT - ADULT - CIRCUIT	(344.08)	3,606.73	11,434.05	(8,171.40)
268	SOBRIETY COURT	11,920.54	715.00	125.00	12,510.54
269	COUNTY LAW LIBRARY	457.73	3,500.00	1,038.37	2,919.36
270	VETERANS ASSISTANCE FUND	22,983.19	0.00	0.00	22,983.19
276	SAYPA PROGRAM	(13,550.08)	191,430.16	102,774.43	75,105.65
277	SENIOR CITIZEN MILLAGE	471,363.24	349.10	47,003.25	424,709.09
281	CHEBOYGAN COUNTY HOUSING COMM-ESCROW	29,313.38	87.15	485.00	28,915.53
283	CHEBOYGAN COUNTY HOUSING GRANT	206,546.68	655.70	0.46	207,201.92
286	REVENUE SHARING RESERVE FUND	0.00	0.00	0.00	0.00
289	CHEB SOC SER - COUNTY FUNDS	0.00	290.20	278.88	11.32
292	CHILD CARE - FAMILY COURT	(99,308.06)	87,528.01	56,969.33	(68,749.38)
293	SOLDIERS RELIEF	0.00	278.88	290.20	(11.32)
294	VETERANS TRUST	(673.22)	594.00	2,998.83	(3,078.05)
297	SENIOR CITIZENS/BUSING FUND	0.00	6,250.00	6,250.00	0.00
299	DAV VAN	600.00	0.00	0.00	600.00
351	INVERNESS SEWER PROJECT	5,351.47	0.00	0.00	5,351.47
352	CTY ROAD CONST PROJECT DEBT SERVICE	238,187.70	18,019.48	28,110.00	228,097.18
401	CRT HOUSE PRESERVATION FUND	(12,117.96)	20.00	4,545.00	(16,642.96)
418	D.H.S. BUILDING FUND	32,899.86	1,566.66	0.00	34,466.52
422	DORIS REID BUILDING CAPITAL PROJECT	(14,425.71)	967.19	8,952.94	(22,411.46)

CASH SUMMARY BY FUND FOR CHEBOYGAN COUNTY

FROM 07/01/2016 TO 07/31/2016

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 07/01/2016	Total Debits	Total Credits	Ending Balance 07/31/2016
430	ANIMAL CONTROL CAPTIAL PROJECT FUND	(14,073.06)	0.00	40,182.97	(54,256.03)
450	CCE 911 DEVELOPMENT & CAPITAL FUND	299,177.96	4,933.25	4,933.25	299,177.96
509	COUNTY MARINA	110,810.61	133,298.41	97,816.78	146,292.24
516	100% TAX PAYMENT FUND	6,777,041.67	240,344.72	58,681.88	6,958,704.51
517	TAX FORCLOSURE FUND	177,933.81	8,412.28	18,857.70	167,488.39
561	COUNTY FAIR	(14,010.66)	2,674.28	10,446.58	(21,782.96)
588	STRAITS REGIONAL RIDE	69,588.52	111,840.53	230,562.81	(49,133.76)
595	JAIL COMMISSARY FUND	30,108.24	13,499.69	14,162.91	29,445.02
701	T & A ACCOUNT	145,983.50	1,515,198.99	642,070.75	1,019,111.74
706	FRIEND OF THE COURT	2,688.73	3,401.41	0.00	6,090.14
721	LIBRARY	223,748.92	13,175.89	179,966.88	56,957.93
760	DISTRICT COURT	263,403.24	1,916.20	0.00	265,319.44
764	INMATE TRUST FUND	13,211.15	46,555.24	49,084.96	10,681.43
802	REVOLVING DRAIN FUND	100.00	0.00	0.00	100.00
	TOTAL - ALL FUNDS	16,646,037.83	3,876,321.52	4,170,090.37	16,352,268.98

## ADMINISTRATOR'S REPORT

9-13-16

### DNR LAND PURCHASE:

The DNR has identified a possible land transaction to purchase a 40 acre parcel in Waverly Township from the Detroit and Mackinaw Railroad. The parcel is completely surrounded by State Forest land on all sides and contains a steep ridge known as Hogsback Ridge that cuts through the parcel. The ridge is the location of both the Shore to Shore Equestrian Trail and the Midland to Mackinaw hiking trail. If the DNR is unable to acquire this property, it is very likely that a significant re-route of both trails would be required and due to the lowland terrain in the area, the only options for the trail location would be on county and state highways. The parcel is also located adjacent to the Stoney Creek Flooding, a Wildlife Division-managed flooding with excellent wildlife habitat. Attached please find aerials of the property. The DNR has requested a written response identifying if the County has any concerns with the purchase. Staff is prepared to submit a letter identifying the County has no concerns similar to past DNR request unless otherwise directed by the Commission.

### ACT 77 OF 2016:

In April, the State of Michigan passed legislation allowing Counties to loan funds to Townships within the County for the purpose of funding a road construction project. The loan granted under the act cannot exceed a term of 10 years. Attached within the correspondence of the Commission packet is a request from Benton Township to meet and discuss the borrowing of funds for a road project. Staff is prepared at the direction of the Board to identify the possible amount the County could make available for such a loan program and develop the procedures needed for Commission discussion and consideration at a future meeting.

### ANIMAL CONTROL:

Pursuant to discussion concerning the County's need of an Animal Control Ordinance, staff has discussed this topic with legal counsel. This topic has been reviewed in the past. Based on research by legal counsel the County may adopt an Animal Control Ordinance but it is not necessary to have an ordinance for the County to carry out or contract for such services. The Dog Law of 1919 as well as other State law provides authority to Counties to carry out these duties.

### 911 RADIOS:

The Steering Committee has held two meetings to gather information and identify questions to answers within the report. 911 Staff has started to develop the outline of the report.

### EDC:

The Cheboygan County EDC will meet on September 15, 2016 at 2:00 P.M. The EDC will meet to review and discuss the goals and objectives of the organization.

**ANIMAL SHELTER  
PHASE TWO BID:**

Requests for sealed bids to complete Phase Two renovations at the Animal Shelter were advertised from mid-July to the August 30, 2016 bid opening. Only one bid was received in the amount of \$371,000 which exceeds the projected budget for the remaining components of the project. Based on the low response to the bid request and bid amount received, staff has rejected the bid. Staff is scheduled to meet with the Architect and Humane Society staff to discuss restructuring the project to bid in sub components to maintain projected budget cost for the project.

**VEHICLE PURCHASE:**

Request for sealed bids for a general fleet vehicle were advertised from mid-July to August 31, 2016. Bid notices were also sent to local car dealers to provide an opportunity to provide a bid to compete against State bid pricing. Only one bid was received from a down state dealer. Staff is currently verifying State bidding pricing for the equivalent 2017 vehicle to compare cost.

**HAZARD MITIGATION  
PLAN:**

The Hazard Mitigation Plan for Charlevoix, Cheboygan and Emmet Counties was recently reviewed by FEMA prior to final approval by the Counties and Municipal Units within the region. FEMA has identified recommended changes to the plan prior to final adoption. Emergency Management staff is currently in the process of making the recommended changes and will present the plan for adoption at a future meeting.



STATE OF MICHIGAN

STATE OF MICHIGAN

Property to purchase

STATE OF MICHIGAN

STATE OF MICHIGAN

STATE OF MICHIGAN

STATE OF MICHIGAN



# Cheboygan County Board of Commissioners' Meeting

September 13, 2016

**Title:** Board Appointments & Procedures Committee Recommendations

**Summary:** The Board Appointments & Procedures Committee met on September 7, 2016 --- Elected Officials' Salaries for 2017

**Financial Impact:** N/A

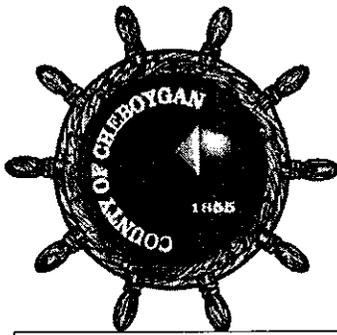
**Recommendation:**

Accept the recommendation of the Board Appointments & Procedures Committee to set the 2017 Salary of the following offices as follows:

Board of Commissioners Chairperson	\$ 5,250
Board of Commissioners Members	\$ 4,750
Clerk/Register	\$ 62,000
Treasurer	\$ 60,000
Prosecutor	1% increase
Sheriff	2% increase
Drain Commissioner	\$ 1,000
Surveyor	\$ 1,000

**Mary Ellen Tryban**

**Department: County Clerk/Register**



# Cheboygan County Board of Commissioners' Meeting

September 13, 2016

**Title:** Five year Master plan between Cheboygan County Board of Commissioners and Michigan Department of Transportation Contract number 2017-0032

**Summary:** This contract provides the foundation of rules and regulations that allows State and Federal Government to pass on monies to promote or benefit public transportation. This contract is not all inclusive, as many grants that will be attached to this contract over the next five years and will come with additional rules and regulations also. However listed are the subsets that pertain to this master contract.

Estimated costs of all projects, Eligible project costs, Budget adjustments revisions and amendments, Procurement of vehicles, Third party contracts, Inspection of project equipment and records, Disposal and use of project equipment, Insurance requirements, Indemnification accounting records and documentation, Billings and payments for capital programs, Quarterly reports for operating programs, Audit, Access, Termination or suspension, Non discrimination and disadvantaged business enterprise, unfair labor practices, certification, prompt payment, prohibited interest, Political activity, Assignment of anti trust rights, Conflict of interest and terms and signing. In addition a Certified Signature Resolution for this MDOT Master agreement is requested. Along with a Master Agreement Resolution and Project Authorization Resolution also.

This contract has been reviewed by Civil Counsel.

**Financial Impact:** ( None)

**Recommendation:** The board to approve and authorize the chair to sign contract along with required resolutions

**Prepared by:** Michael Couture

**Department:** Straits Regional Ride

# Unsigned Copy

For Your Files

AGREEMENT NO. 2017-0032  
AGENDA: DIR

**MICHIGAN DEPARTMENT OF TRANSPORTATION**

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS**

**MASTER AGREEMENT FOR**

**PUBLIC TRANSPORTATION PROJECTS**

This Agreement is made and entered into this date of \_\_\_\_\_ by and between the Michigan Department of Transportation (MDOT) and Cheboygan County Board of Commissioners (AGENCY).

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**Attachments**

- Exhibit A - Insurance Requirements
- Appendix A - Prohibition of Discrimination in State Contracts
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- Appendix C - Assurances That Recipients and Contractors Must Make

**1. DEFINITIONS**

- COMMISSION - Means the Michigan State Transportation Commission.
- COORDINATING COMMITTEE - Means a group of local human service agencies representing SPECIALIZED SERVICES interests.
- FEDERAL - Means the United States Department of Transportation, Federal Transit Administration (FTA), and/or Federal Highway Administration (FHWA).
- PROJECT - Means a funded activity that is budgeted and managed as a separate entity. If a PROJECT uses FEDERAL funds, the activities and content of the PROJECT will be in accordance with the corresponding FEDERAL grant.
- PROJECT AUTHORIZATION - Means the written document(s) by which a specific PROJECT is to be carried out by the AGENCY under the terms of this Agreement, as defined and initiated by MDOT.
- RURAL AGENCY - Means an agency that does not receive Section 5307 Urbanized Area Formula Program funding.

- SERVICE OPERATIONS - Means general administration, maintenance, and operations performed under this Agreement as listed in a PROJECT AUTHORIZATION under the category of SERVICE OPERATIONS.
- SPECIALIZED SERVICES - Means transportation services primarily designed for persons with disabilities and persons who are sixty-five (65) years of age or older.
- STATE - Means the State of Michigan.

**2. PURPOSE**

The purpose of this Agreement is to make FEDERAL and/or STATE grant funds available to the AGENCY for the costs of eligible PROJECTS that promote or benefit public transportation. This Agreement sets forth the terms and conditions for any and all PROJECT AUTHORIZATIONS issued under this Agreement. Award of this Agreement will not in any manner provide for or imply any agreement on the part of MDOT to issue any PROJECT AUTHORIZATION(S) to the AGENCY.

For each PROJECT AUTHORIZATION under this Agreement that contains FEDERAL funds, the AGENCY must follow the FEDERAL guidelines and regulations of the respective FEDERAL agency and program.

**3. PROJECT FUNDING**

The maximum cost of any PROJECT will be the amount indicated in the PROJECT AUTHORIZATION. MDOT funds for PROJECT AUTHORIZATIONS are made available through legislative appropriations and are based on projected revenue estimates. MDOT may reduce the amount of any PROJECT AUTHORIZATION or terminate any PROJECT AUTHORIZATION if the revenue actually received is insufficient to support the appropriation under which the PROJECT AUTHORIZATION is issued. The AGENCY will be responsible for all costs in excess of the funds shown in any PROJECT AUTHORIZATION.

If the FEDERAL funds received are less than the amount shown in any PROJECT AUTHORIZATION, the MDOT funds will be adjusted to maintain the same ratio shown in the PROJECT AUTHORIZATION. In no case will the MDOT share increase in ratio or in dollar amount without a revision to the PROJECT AUTHORIZATION.

In any case in which a PROJECT AUTHORIZATION contains STATE funds that match FEDERAL funds, funding of the PROJECT AUTHORIZATION is contingent upon the award of the matching FEDERAL grant. When MDOT is the recipient of the FEDERAL

grant, PROJECT AUTHORIZATION funding is contingent upon the award of the grant between MDOT and the FEDERAL agency that is the prime contractor. When the AGENCY is the recipient of the FEDERAL grant, the PROJECT AUTHORIZATION funding is contingent upon award of the FEDERAL grant between the AGENCY and the FEDERAL agency that is the prime contractor. MDOT and the AGENCY must comply with the provisions established by the FEDERAL matching grant as they affect this Agreement and each PROJECT AUTHORIZATION issued under this Agreement, the FEDERAL grant being incorporated herein by reference. When the FEDERAL grant is administered by the AGENCY, special provisions apply as indicated in the PROJECT AUTHORIZATION. The AGENCY must comply with the appropriate fiscal year Contract Clauses Certification referenced in the PROJECT AUTHORIZATION. In addition, the AGENCY must comply with any applicable Department of Labor Certification of Transit Employee Protective Arrangements requirements as issued by the U.S. Department of Labor.

For agencies that receive FEDERAL funds from MDOT, MDOT may withhold FEDERAL funds or require the return of project equipment for failure to meet FEDERAL requirements in the FEDERAL grant.

#### **4. ELIGIBLE PROJECT COSTS**

The AGENCY agrees that the costs reported to MDOT for each PROJECT AUTHORIZATION will represent only those items that are properly chargeable in accordance with this Agreement. The AGENCY also certifies that it has read the Agreement terms and has made itself aware of the applicable laws, regulations, and terms of this Agreement that apply to the reporting of costs incurred under the terms of this Agreement.

- a. FEDERAL Capital - Determination of eligible PROJECT costs for any public agency receiving FEDERAL capital funds will be in accordance with the criteria set forth in Title 49 Code of Federal Regulations (CFR) Part 18 in effect at the time the PROJECT AUTHORIZATION is signed by both parties. Determination of eligible PROJECT costs for any private, nonprofit agency receiving FEDERAL capital funds will be in accordance with the criteria set forth in 49 CFR Part 19 in effect at the time the PROJECT AUTHORIZATION is signed by both parties.
- b. FEDERAL Operating - Determination of eligible PROJECT costs for any agency receiving FEDERAL operating funds will be in accordance with the criteria set forth in 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, in effect at the time each PROJECT AUTHORIZATION is signed by both parties, and said criteria will be included in all subdocuments related to this Agreement. The guidance can be found at [http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl).

- c. STATE Capital - Determination of eligible PROJECT costs for any agency receiving STATE capital funds will be in accordance with the criteria set forth in 2 CFR Part 200 and/or 49 CFR Part 18 in effect at the time each PROJECT AUTHORIZATION is signed by both parties.
- d. STATE Operating - Determination of eligible PROJECT costs for any agency eligible to receive STATE operating funds will be in accordance with the criteria set forth in the “Local Public Transit Revenue and Expense Manual” (R&E Manual), incorporated herein by reference, in effect during the fiscal year(s) in which costs are incurred and in accordance with 2 CFR Part 200. The R&E Manual may be viewed at <http://www.michigan.gov/mdotptd> under “Resources,” “Audit/Accounting Information.”
- e. Insurance Proceeds – For all losses, after deductibles are met, insurance proceeds will be used for replacement/repair before state and/or federal funds are used.
- f. Travel – Actual costs in accordance with and not to exceed the amounts set forth in the current State of Michigan Standardized Travel Regulations, incorporated herein by reference. Current State of Michigan Standardized Travel Regulations can be found at <http://www.michigan.gov/dtmb>, Services & Facilities – Travel.

If the AGENCY receives STATE and/or FEDERAL operating funds for more than one PROJECT, a narrative cost allocation methodology is required and must be submitted to MDOT for approval.

## **5. BUDGET ADJUSTMENTS, REVISIONS, AND AMENDMENTS**

Expenditures that are not consistent with PROJECT AUTHORIZATIONS will not be considered eligible PROJECT costs unless written approval has been requested by the AGENCY and granted by MDOT in accordance with this section.

Budget adjustments to a PROJECT AUTHORIZATION are required to change an existing line item. Such changes may include additions or deletions to the quantities and/or description in a specific line item if it is determined that each change is justified to fulfill the purpose of the PROJECT AUTHORIZATION. Upon receipt of a written request to make changes that require a budget adjustment, MDOT must respond to the AGENCY providing written approval or disapproval of the budget adjustment or requesting further information.

Revisions to a PROJECT AUTHORIZATION are required if the proposed change would add a new line item, change the PROJECT AUTHORIZATION amount, change the STATE, FEDERAL, or local amounts, or extend the term of the PROJECT AUTHORIZATION. The PROJECT AUTHORIZATION must be revised to make the change before the expenditure will be deemed an eligible PROJECT cost. Requests to make changes that require a revision to the PROJECT AUTHORIZATION will be processed in a timely manner, as circumstances permit. Upon receipt of a written request

to make changes that require revision(s) and, if applicable, receipt of written approval from the Rural Task Force or Metropolitan Planning Organization, MDOT must respond to the AGENCY, providing written approval or disapproval of the revision or requesting further information.

Amendments to this Agreement are required for any change in the scope or terms of this Agreement and will be by award of a written amendment to this Agreement by the parties.

The AGENCY agrees to notify MDOT in writing of any significant event on a timely basis. A significant event is an event that may have significant potential impact on PROJECT progress, direction, control, or cost.

(Please see Section 28 for additional requirements for the Specialized Services Program.)

## **6. PROCUREMENT OF VEHICLES BY AGENCY**

The AGENCY will purchase revenue vehicles as shown in each PROJECT AUTHORIZATION through its own local purchase process or through the STATE Vehicle Purchasing Program.

If the AGENCY purchases vehicles through the STATE Vehicle Purchasing Program, the AGENCY is exempt from the contract approval process as described in Section 8. When purchasing vehicles from the STATE Vehicle Purchasing Program, the AGENCY must follow the procedures outlined in the current "Guidelines for State Vehicle Purchasing Program." This document is available at <http://www.michigan.gov/mdotptd> under "Procurement," "State Vehicle Contracts and Procurement," "State Purchasing Program." When purchasing vehicles under the local purchase process, the AGENCY must follow the procedures outlined in the current "Guidelines for Local Vehicle Purchase on State Administered Grants" and is not exempt from the procedures set forth in Section 8. The guidelines are available at <http://www.michigan.gov/mdotptd> under "Procurement," "State Vehicle Contracts and Procurement," "Local Purchase."

For procurement of demand response vehicles, the AGENCY must have an approved vehicle accessibility plan in accordance with 1951 Public Act (PA) 51, Section 10(e) 18, as amended, in addition to meeting the equivalent level of service required by the Americans with Disabilities Act (ADA), United States Department of Transportation (US DOT) Final Rule, 49 CFR Parts 27, 37, and 38.

## **7. COMPETITIVE PROCUREMENT**

If the AGENCY receives FEDERAL funding through MDOT for the procurement, the AGENCY will comply with the following requirements:

- a. The AGENCY will follow the current procedures outlined in the "Procurement Guidelines for Grantees Receiving Federal Transit Funds via MDOT." The

procedures can be found at <http://www.michigan.gov/mdotptd> under "Procurement," "Procurement Guidelines," "Procurement Guidelines for Grantees Receiving Federal Transit Funds via MDOT."

- b. The AGENCY will document how the price was determined to be fair and reasonable for purchases up to Three Thousand Dollars (\$3,000.00) or, as an alternative, will document compliance with the provisions of subsections (c) or (d) below.
- c. The AGENCY will document competitive quotations from an adequate number of qualified sources for purchases up to One Hundred Fifty Thousand Dollars (\$150,000.00), except for purchases of Three Thousand Dollars (\$3,000.00) or less, or, as an alternative will document compliance with the provisions of subsection (d) below.
- d. The AGENCY will solicit and advertise for competitive bids/proposals for purchases of One Hundred Fifty Thousand Dollars (\$150,000.00) or more, except for contracts for architectural and engineering services. The AGENCY will ensure that there is an adequate number of qualified bidders/proposers. The AGENCY may award a contract to a responsible proposer other than the lowest in price provided that adequate provision for such action is included in the RFP. Justification for such selection will be provided to MDOT prior to the award of the contract.
- e. The AGENCY will solicit and advertise for proposals from an adequate number of sources to permit reasonable competition for contracts for architectural and engineering services. The AGENCY will use competitive proposal procedures based on the Brooks Act, as defined in 40 USC Part 541, regardless of the dollar amount of the project.

(Please see Section 28 for additional requirements for the Specialized Services Program.)

## **8. THIRD-PARTY CONTRACT PROCEDURES**

If the AGENCY is not certified in accordance with COMMISSION policy or receives FEDERAL funding through MDOT for the procurement, the AGENCY will submit to MDOT for approval all contracts, including amendments, between the AGENCY and a party other than MDOT that relate to this Agreement that are estimated to be in excess of the dollar amount for third-party contracts identified in COMMISSION policy prior to said contracts being signed by the AGENCY. The AGENCY will not enter into multiple contracts of lesser amounts for the purpose of avoiding such approval process.

MDOT approval does not constitute an assumption of liability, a waiver, or an estoppel to enforce any of the requirements of this Agreement, nor will any such approvals by MDOT be construed as a warranty of the third party's qualifications, professional standing, ability to perform the work being subcontracted, or financial integrity.

PROJECT-Related Procurement: The AGENCY will submit to MDOT copies of the following procurement documents for review and approval by MDOT for solicitations over the amount identified in COMMISSION policy.

- a. Prior to solicitation:
  - i. Invitations for bids (IFBs) and requests for proposals (RFPs) when either of these methods of procurement is used.
  - ii. Amendments to the above, to be submitted by the AGENCY prior to distribution.
  - iii. Any specifications, plans, drawings, and quantity figures to be included in the IFBs or RFPs.
- b. After solicitation:
  - i. Unsigned third-party contracts.
  - ii. Copies of selected bids or proposals. (The AGENCY will retain copies of all other bids and proposals received.)
  - iii. Lists that include the names of all bidders or proposers, the amount of each bid or the score for each proposal, responsible and responsive determinations, and identification of the selected bids or proposals.

## **9. INSPECTION OF PROJECT EQUIPMENT AND RECORDS**

The AGENCY will permit MDOT, the Comptroller General of the United States, and the Secretary of the US DOT or their authorized representatives, agents, or employees to audit, review, and inspect all equipment purchased as part of the PROJECT, all transportation services rendered by the AGENCY by the use of such equipment, and all relevant PROJECT records. Any approvals, reviews, and inspections of any nature by MDOT will not be construed as a warranty or assumption of liability on the part of MDOT. It is expressly understood and agreed that any such approvals are for the sole and exclusive purposes of MDOT, which is acting in a governmental capacity under this Agreement, and that such approvals are a governmental function incidental to the PROJECT under this Agreement. Such inspection does not relieve the AGENCY of its obligations hereunder, nor is such inspection to be construed as a warranty of the propriety of the equipment, services, or records. The AGENCY will also permit the above referenced persons to audit the books, records, and accounts of the AGENCY pertaining to the PROJECT.

## 10. USE AND DISPOSITION OF FACILITY/PROJECT EQUIPMENT

The AGENCY agrees that the facility/PROJECT equipment will be used for the provision of public transportation service for the duration of its useful life and, if funded with FEDERAL and MDOT funds, will be used in accordance with FEDERAL procedures as set forth in 49 CFR Part 18. If, during the period of its useful life, any facility/PROJECT equipment is not used in said manner or is withdrawn from public transportation service, the AGENCY will immediately notify MDOT in writing. If FTA-funded real property is no longer needed for any transit purpose, the AGENCY is required to prepare or update an excess real property utilization plan. The plan should identify and explain the reason for the excess property and plans to use or dispose of the excess real property. If land was donated by an agency for a facility project and the facility becomes excess property, the land is considered part of the excess property included in the utilization plan. Unless the FTA and the AGENCY agree otherwise, the excess real property inventory and updated excess property utilization plan should be retained by the AGENCY and made available upon request and during an FTA review.

During the period of this Agreement, the AGENCY will maintain the facility/PROJECT equipment for the period of the useful life of such equipment. Maintenance will conform to the manufacturer's recommendations as to service and service intervals for such equipment. In addition, the AGENCY is required to submit a vehicle maintenance plan or plan revision, as directed by MDOT, for review and approval by MDOT. This vehicle maintenance plan, at a minimum, will include all of the components listed in MDOT's current "Preventive Maintenance Manual." If the AGENCY revises its vehicle maintenance plan, said plan will be submitted for review and approval by MDOT. The AGENCY will maintain supporting records documenting such maintenance. Representatives of MDOT will have the right to conduct periodic inspection for the purpose of confirming proper maintenance pursuant to this section. Such inspection by MDOT does not relieve the AGENCY of its obligations hereunder, nor is such inspection by MDOT to be construed as a warranty as to the sufficiency of the maintenance but is undertaken for the sole use and information of MDOT. MDOT may withhold funds from the AGENCY for failure to maintain PROJECT equipment pursuant to this section until such time as the AGENCY meets the proper maintenance requirements as determined by MDOT.

Facility/PROJECT equipment purchased under this Agreement may, at the discretion of MDOT, be incorporated into a new or consolidated public transportation service at the time such service is implemented.

At such time as the PROJECT equipment has exceeded its useful life, the AGENCY, with prior notification to MDOT, will dispose of said equipment in accordance with MDOT and/or FEDERAL procedures. All proceeds from the disposal of PROJECT equipment will remain with the AGENCY and will be used to support the provision of public transportation services.

Agencies that receive FEDERAL funding through MDOT agree to give to MDOT a security interest in any PROJECT equipment purchased pursuant to the terms of this Agreement. MDOT will retain a security interest in the PROJECT equipment until the terms of this section have been met.

The AGENCY agrees and warrants that it will not allow any encumbrance, lien, security interest, mortgage, or any evidence of indebtedness to attach to or be perfected against any PROJECT equipment until all of its duties, obligations, and responsibilities are satisfied as required herein.

(Please see Section 29 for additional requirements for the Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program.)

## **11. INSURANCE**

The AGENCY will carry and maintain for the life of the PROJECT equipment, as a minimum, insurance or self insurance as set forth in Exhibit A, dated April 1, 2016, attached hereto and made a part hereof. Insurance payment for loss or damage will be made to MDOT. The AGENCY will also provide and maintain public liability and property damage insurance, insuring as they may appear the interests of all parties to this Agreement against any and all claims that may arise out of the AGENCY's operation hereunder, as set forth in Exhibit A.

Agencies receiving operating funds will provide Workers' Compensation Insurance as required by law.

## **12. INDEMNIFICATION**

The AGENCY agrees to indemnify and save harmless the STATE, the COMMISSION, MDOT, and/or the FEDERAL agency and all officers, agents, and employees thereof:

- a. From any and all claims by persons, firms, or corporations for labor, services, materials, or supplies provided to the AGENCY in connection with this Agreement; and
- b. From any and all claims for injuries to or death of any and all persons, for loss of or damage to property, for environmental damage, degradation, and response and cleanup costs, and for attorney fees and related costs arising out of, under, or by reason of this Agreement, except claims resulting from the sole negligence or willful acts or omissions of said indemnitee, its agents, or its employees.

MDOT will not be subject to any obligations or liabilities by contractors of the AGENCY or their subcontractors or any other person not a party to the Agreement without its specific consent and notwithstanding its concurrence in or approval of the award of any contract or subcontract or the solicitation thereof.

It is expressly understood and agreed that the AGENCY will take no action or conduct that arises either directly or indirectly out of its obligations, responsibilities, and duties under this Agreement that results in claims being asserted against or judgments being imposed against the STATE, the COMMISSION, MDOT, and/or the FEDERAL agency.

In the event that the same occurs, it will be considered as a breach of this Agreement, thereby giving the STATE, the COMMISSION, MDOT, and/or the FEDERAL agency a right to seek and obtain any necessary relief or remedy, including, but not limited to, a judgment for money damages.

### 13. ACCOUNTING RECORDS AND DOCUMENTATION

With regard to audits and record-keeping:

- a. The AGENCY will establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this Agreement and/or any PROJECT AUTHORIZATION (RECORDS). Separate accounts will be established and maintained for all costs incurred for each PROJECT AUTHORIZATION under this Agreement.
- b. The AGENCY will comply with the Single Audit Act of 1984, as amended, including, but not limited to, the Single Audit Amendments of 1996 (31 USC 7501-7507), and the requirements of 2 CFR Part 200, including Subpart F – Audit Requirements, as amended, that are in effect at the time of Contract award with regard to audits.
  - i. Agencies expending a total of Seven Hundred Fifty Thousand Dollars (\$750,000.00) or more in FEDERAL funds from one or more funding sources in their fiscal year must have a single audit conducted for that year. The Seven Hundred Fifty Thousand Dollar (\$750,000.00) threshold represents all federal funding sources. This is in accordance with the Single Audit Act of 1984, as amended, and 2 CFR Part 200 Subpart F, as amended.
  - ii. Agencies expending less than Seven Hundred Fifty Thousand Dollars (\$750,000.00) in FEDERAL funds must submit a letter to MDOT advising that a single audit was not required. The letter will indicate the applicable fiscal year, the amount of FEDERAL funds spent, the name(s) of the MDOT federal programs, and the Code of Federal Domestic Assistance (CFDA) grant number(s). This information must also be submitted to the addresses in paragraph (iv) below.
  - iii. Agencies must complete their single audits electronically through the Federal Audit Clearinghouse website (<http://harvester.census.gov/fac/>). Users are instructed to create an online report ID and then to complete

Form SF-SAC prior to submitting their reporting packages. The audit will be completed and submitted electronically within thirty (30) days after receipt of the auditor's report(s) or within nine (9) months after the end of the AGENCY's fiscal year, whichever is earlier.

- iv. Agencies must also submit one (1) paper copy of the completed Form SF-SAC and reporting package within the same time frame set forth in paragraph (iii) above to the address(es) below:

Address:

Michigan Department of Transportation  
Financial Operations Division  
Budget, Outreach and Program Support Section  
P. O. Box 30050  
Lansing, MI 48909

With a copy to:

Michigan Department of Transportation  
Office of Passenger Transportation  
Mail Code B425  
P.O. Box 30050  
Lansing, MI 48909

- v. Agencies must also comply with applicable STATE laws and regulations relative to audit requirements.
  - vi. Agencies will not charge audit costs to MDOT's federal programs that are not in accordance with the aforementioned 2 CFR Part 200 requirements.
  - vii. All agencies are subject to the federally-required monitoring activities, which may include limited scope reviews and other on-site monitoring.
- c. The AGENCY will maintain the RECORDS for at least three (3) years from the date of final payment made by MDOT under this Agreement and any PROJECT AUTHORIZATION. In the event of a dispute with regard to the allowable expenses or any other issue under this Agreement or any PROJECT AUTHORIZATION, the AGENCY will thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.
  - d. MDOT or its representative may inspect, copy, scan, or audit the RECORDS at any reasonable time after giving reasonable notice.

- e. If any part of the work is subcontracted, the AGENCY will assure compliance with subsections (a), (b), (c), and (d) above for all subcontracted work.

(Please see Section 28 for additional requirements for the Specialized Services Program.)

#### **14. BILLINGS AND PAYMENTS FOR CAPITAL PROGRAMS**

The AGENCY may make requests for payment of allowable PROJECT costs for capital programs. In order for the AGENCY to receive payments from MDOT, the following conditions must be met:

- a. The AGENCY must provide a cover letter requesting reimbursement for any eligible PROJECT costs. The cover letter will include the agreement and PROJECT AUTHORIZATION numbers, the payment request number, identification of the payment as a partial payment or a final payment, the amount to be reimbursed, and, if applicable, the third-party contract number. If the request is for reimbursement for a replacement vehicle(s), the AGENCY will include in the cover letter the identification number(s) of the vehicle(s) to be replaced.
  - i. The AGENCY will submit a budget summary showing PROJECT costs to date and current billings against individual budget items as shown in the PROJECT AUTHORIZATION.
  - ii. RURAL AGENCIES will submit required supporting documentation for each billing as set forth in the current "Procurement Guidelines for Grantees Receiving Federal Transit Funds via MDOT." The procedures can be found at <http://www.michigan.gov/mdotptd> under "Procurement," "Procurement Guidelines," "Procurement Guidelines for Grantees Receiving Federal Transit Funds via MDOT."
  - iii. Prior to requesting reimbursement, the AGENCY may be required to enter data into its vehicle, equipment, and/or facility inventories in the Public Transportation Management System (PTMS). The AGENCY must enter the following information into PTMS:
    - (a) the required information for revenue vehicles into the vehicle inventory;
    - (b) equipment procurements of Five Thousand Dollars (\$5,000.00) or more into the equipment inventory if MDOT-administered FEDERAL funds were used for the purchase;
    - (c) new facilities into the facility inventory;
    - (d) facility improvements of Five Thousand Dollars (\$5,000.00) or more into the facility inventory if MDOT-administered FEDERAL funds were used in the projects.

- iv. When requesting reimbursements for vehicles purchased under the local purchasing process, the AGENCY must follow the procedures outlined in the current "Guidelines for Local Vehicle Purchase on State Administered Grants." The guidelines are available at <http://www.michigan.gov/mdotptd> under "Procurement," "State Vehicle Contracts and Procurement," "Local Purchase."
  - v. When requesting reimbursements for vehicles purchased under the STATE's Vehicle Purchasing Program, the AGENCY must follow the procedures outlined in the current "Guidelines for State Vehicle Purchasing Programs." The guidelines can be found at <http://www.michigan.gov/mdotptd> under "Procurement," "State Vehicle Contracts and Procurement," "State Purchasing Program."
  - vi. MDOT reserves the right to verify progress of work and/or delivery of products to the AGENCY by visual inspection.
  - vii. When requesting reimbursements for vehicles under a lease/purchase agreement, the AGENCY will submit a copy of the lease/purchase agreement with the first payment request.
- b. Within sixty (60) days after PROJECT completion or termination, the AGENCY will submit to MDOT a billing designated as Final Billing to be charged against the PROJECT AUTHORIZATION. Upon written request by the AGENCY to MDOT within the sixty (60) day period, which request will include documentation of the circumstances that prevent timely submission of all billings that support the final billing, MDOT may, in writing, extend the sixty (60) day period to a date certain. If the AGENCY fails to provide all billings and supporting documentation for the final billing sixty (60) days after the date of PROJECT completion or termination or before or upon the extended date certain established by MDOT, MDOT may elect not to accept any further billings, regardless of whether or not the costs are otherwise allowable under the Agreement.

Funds administered by MDOT as specified in the PROJECT AUTHORIZATION(S) will be payable by MDOT to the AGENCY.

## **15. BILLINGS, PAYMENTS, AND QUARTERLY REPORTS FOR OPERATING PROGRAMS**

The AGENCY may make requests for payment of eligible PROJECT costs for operating programs. In order for the AGENCY to receive payments from MDOT, the following conditions must be met:

- a. The AGENCY must prepare and furnish to MDOT quarterly operating assistance reports; a copy of the report form is in PTMS. Access to PTMS can be found at

<https://sso.state.mi.us>. Said reports are due within forty (40) days after the end of each fiscal year quarter. MDOT may withhold operating funds from the AGENCY for failure to provide a quarterly operating assistance report until such time as the AGENCY provides the report.

- b. One-fourth (1/4) of the funds to be provided by the STATE and/or STATE administered FEDERAL funds may be advanced to the AGENCY when the following conditions are met:
  - i. MDOT award of this Agreement.
  - ii. Award of the FEDERAL revenue grant, if applicable.
  - iii. MDOT award of the PROJECT AUTHORIZATION.
  - iv. MDOT approval and receipt of executed third-party contracts, if applicable.
  - v. MDOT receipt of reports due from the previous fiscal year.
- c. Up to one-fourth (1/4) of the funds provided by the STATE and/or STATE administered FEDERAL funds set forth in the PROJECT AUTHORIZATION will be payable at the end of each quarter contingent upon the receipt of any outstanding reports from the previous quarter as required by this Agreement.

MDOT may appropriately reduce a subsequent payment if a quarterly report submitted by the AGENCY as required under this Agreement indicates that the level of service is lower than budgeted. Upon receipt of the fourth quarterly report, reconciliation will be made of any remaining funds.

The AGENCY is responsible for the accuracy of the financial and non-financial data and reports submitted for reimbursement.

(Please see Section 27 for additional requirements for the Section 5311 Nonurbanized Area Formula Operating Program.)

## **16. AUDIT**

In the event that an audit performed by or on behalf of MDOT indicates an adjustment to the costs reported under this Agreement or any PROJECT AUTHORIZATION or questions the allowability of an item of expense, MDOT will promptly submit to the AGENCY a Notice of Audit Results and a copy of the audit report, which may supplement or modify any tentative findings verbally communicated to the AGENCY at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the AGENCY will (a) respond in writing to the responsible bureau of MDOT indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense, and (c) submit to MDOT a written explanation as to any questioned or no opinion expressed item of expense, hereinafter referred to as the "RESPONSE." The RESPONSE will be clearly stated and will provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the AGENCY may supply appropriate excerpts and make alternate arrangements to conveniently and reasonably make that documentation available for review by MDOT. The RESPONSE will refer to and apply the language of the Agreement. The AGENCY agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes MDOT to finally disallow any items of questioned or no opinion expressed cost.

MDOT will make its decision with regard to any Notice of Audit Results and RESPONSE within one hundred twenty (120) days after the date of the Notice of Audit Results. If MDOT determines that an overpayment has been made to the AGENCY, the AGENCY will repay that amount to MDOT or reach agreement with MDOT on a repayment schedule within thirty (30) days after the date of an invoice from MDOT. If the AGENCY fails to repay the overpayment or reach agreement with MDOT on a repayment schedule within the thirty (30) day period, the AGENCY agrees that MDOT will deduct all or a portion of the overpayment from any funds then or thereafter payable by MDOT to the AGENCY under this Agreement or any other agreement or payable to the AGENCY under the terms of 1951 PA 51, as applicable. Interest will be assessed on any partial payments or repayment schedules based on the unpaid balance at the end of each month until the balance is paid in full. The assessment of interest will begin thirty (30) days from the date of the invoice. The rate of interest will be based on the Michigan Department of Treasury common cash funds interest earnings. The rate of interest will be reviewed annually by MDOT and adjusted as necessary based on the Michigan Department of Treasury common cash funds interest earnings. The AGENCY expressly consents to this withholding or offsetting of funds under those circumstances, reserving the right to file a lawsuit in the Court of Claims to contest MDOT's decision only as to any item of expense the disallowance of which was disputed by the AGENCY in a timely filed RESPONSE.

#### **17. ACCESS**

The AGENCY agrees to provide to MDOT copies of all reports and data specified in each PROJECT AUTHORIZATION. The AGENCY further agrees to provide MDOT access to all technical data, reports, other documents, and work in process pertaining to any PROJECT. Copies of technical data, reports, and other documents will be provided by the AGENCY upon request from MDOT and/or the FEDERAL agency.

#### **18. TERMINATION OR SUSPENSION**

For any reason, MDOT or the AGENCY may, by thirty (30) days written notice or as otherwise specified in the PROJECT AUTHORIZATION, suspend any or all of the rights and obligations under this Agreement or any PROJECT AUTHORIZATION until such time as the event or condition resulting in such suspension has ceased or been corrected.

For any reason, MDOT may, by thirty (30) days written notice to the AGENCY, or as otherwise specified in the PROJECT AUTHORIZATION, terminate any or all of the rights and obligations under this Agreement or any PROJECT AUTHORIZATION.

Upon receipt of any notice of termination or suspension of a PROJECT under this section and in accordance with MDOT procedures, the AGENCY will proceed promptly to carry out the actions required therein, which may, without limitation, include any or all of the following:

- a. Take all necessary action to keep to a minimum the further incurrence of eligible PROJECT costs.
- b. Furnish to MDOT a statement of the status of the PROJECT, the inventory, and the PROJECT costs to date, as well as a proposed schedule, plan, and budget for terminating or suspending and closing out PROJECT activities and contracts, and other undertakings, the costs of which are otherwise eligible as PROJECT costs. The closing out will be carried out in conformity with the latest schedule, plan, and budget approved by MDOT or under the terms and conditions imposed by MDOT for failure of the AGENCY to furnish a schedule, plan, and budget within a reasonable time. The closing out of MDOT financial participation in the PROJECT will not constitute a waiver of any claim MDOT may otherwise have arising out of this Agreement.
- c. For all PROJECTS containing FEDERAL funds, the AGENCY must also comply with FEDERAL procedures as set forth in 49 CFR Part 18.

## **19. NONDISCRIMINATION AND DISADVANTAGED BUSINESS ENTERPRISE**

- a. In connection with the acceptance of this Agreement, the AGENCY (hereinafter in Appendix A referred to as the "contractor") agrees to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts," as set forth in Appendix A, dated June 2011, attached hereto and made a part hereof. This provision will be included in all subcontracts relating to this Agreement
- b. During the performance of this Agreement, the AGENCY, for itself, its assignees, and its successors in interest (hereinafter in Appendix B referred to as the "contractor") agrees to comply with the Civil Rights Act of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 USC Sections 1971, 1975a-1975d, and 2000a-2000h-6, and the Regulations of the US DOT (49 CFR Part 21) issued pursuant to said Act, including Appendix B, dated June 2011, attached hereto and

made a part hereof. This provision will be included in all subcontracts relating to this Agreement.

- c. The AGENCY will carry out the applicable requirements of MDOT's Disadvantaged Business Enterprise (DBE) program and 49 CFR Part 26, including, but not limited to, those requirements set forth in Appendix C, dated October 2, 2014, with regard to its contracting opportunities. The AGENCY's contracting opportunities include the purchase of any items and the undertaking of any construction projects except transit vehicles or land acquisition, respectively.

When the AGENCY reaches the FEDERAL threshold of Two Hundred Fifty Thousand Dollars (\$250,000.00) per FEDERAL fiscal year on FEDERAL funds administered by MDOT, MDOT will notify the AGENCY if it is required to submit its quarterly DBE Accomplishments to MDOT for these FEDERAL funds. Transit vehicles and land acquisitions are exempt from this Two Hundred Fifty Thousand Dollar (\$250,000.00) threshold. Failure to comply with 49 CFR Part 26 will result in the withholding of FEDERAL funds administered by MDOT.

- d. Agencies that direct reports to the FTA for the purposes of the DBE Program are required to provide copies of their FTA DBE participation reports on a semi-annual basis to MDOT.

## 20. UNFAIR LABOR PRACTICES

In accordance with 1980 PA 278, MCL 423.321 *et seq.*, the AGENCY, in the performance of this Agreement, will not enter into a contract with a subcontractor, manufacturer, or supplier listed in the register maintained by the United States Department of Labor of employers who have been found in contempt of court by a federal court of appeals on not less than three (3) separate occasions involving different violations during the preceding seven (7) years for failure to correct an unfair labor practice, as prohibited by Section 8 of Chapter 372 of the National Labor Relations Act, 29 USC 158. MDOT may void this Agreement if the name of the AGENCY or the name of a subcontractor, manufacturer, or supplier utilized by the AGENCY in the performance of this Agreement subsequently appears in the register during the performance period of this Agreement. The website for the register is <http://www.sam.gov/portal/SAM/#1>.

## 21. CERTIFICATION

For any PROJECT AUTHORIZATION in excess of One Hundred Thousand Dollars (\$100,000.00) of FEDERAL funds, the AGENCY certifies to the best of its knowledge and belief that:

- a. No FEDERAL appropriated funds have been paid or will be paid by or on behalf of the AGENCY to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee

of Congress, or an employee of a member of Congress in connection with the awarding of any FEDERAL contract, the making of any FEDERAL grant, the making of any FEDERAL loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any FEDERAL contract, grant, loan, or cooperative agreement.

- b. If any funds other than FEDERAL appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this grant, the AGENCY will complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," pursuant to Section 1352, Title 31 USC, in accordance with its instructions.
- c. The AGENCY will require that the language of this certification be included in the award documents for all third-party agreements (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients will certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31 USC. Any person who fails to file the required certification will be subject to a civil penalty of not less than Ten Thousand Dollars (\$10,000.00) and not more than One Hundred Thousand Dollars (\$100,000.00) for each such failure.

## **22. PROMPT PAYMENT**

The AGENCY agrees to pay each subcontractor for the satisfactory completion of work associated with the subcontract no later than ten (10) calendar days from the receipt of each payment the AGENCY receives from MDOT. This requirement is also applicable to all sub-tier subcontractors and will be made a part of all subcontract agreements.

This prompt payment provision is a requirement of 49 CFR Part 26, as amended, and does not confer third-party beneficiary right or other direct right to a subcontractor against MDOT. This provision applies to both DBE and non-DBE subcontractors.

## **23. INTEREST OF MEMBERS OF OR DELEGATES TO CONGRESS**

No member of or delegate to the Congress of the United States will be admitted to any share or part of this Agreement or to any benefit arising therefrom.

**24. PROHIBITED INTEREST**

No member, officer, or employee of the AGENCY, during his/her tenure or one (1) year thereafter, will have any interest, direct or indirect, in this Agreement or the proceeds thereof.

**25. POLITICAL ACTIVITY**

None of the funds, the facilities, or the PROJECT equipment provided in any PROJECT AUTHORIZATION under this Agreement will be used for any partisan political or millage activity or to further the election or defeat of any candidate for public office.

**26. ASSIGNMENT OF ANTITRUST RIGHTS**

With regard to claims based on goods or services that were used to meet the AGENCY's obligation to MDOT under this Agreement, the AGENCY hereby irrevocably assigns its right to pursue any claims for relief or causes of action for damages sustained by the STATE or MDOT due to any violation of 15 USC, Sections 1 – 15, and/or 1984 PA 274, MCL 445.771 - 445.788, excluding Section 4a, to the STATE or MDOT.

The AGENCY shall require any subcontractors to irrevocably assign their rights to pursue any claims for relief or causes of action for damages sustained by the STATE or MDOT with regard to claims based on goods or services that were used to meet the AGENCY's obligation to MDOT under this Agreement due to any violation of 15 USC, Sections 1 – 15, and/or 1984 PA 274, MCL 445.771 - 445.788, excluding Section 4a, to the STATE or MDOT as a third-party beneficiary.

The AGENCY shall notify MDOT if it becomes aware that an antitrust violation with regard to claims based on goods or services that were used to meet the AGENCY's obligation to MDOT under this Agreement may have occurred or is threatened to occur. The AGENCY shall also notify MDOT if it becomes aware of any person's intent to commence, or of commencement of, an antitrust action with regard to claims based on goods or services that were used to meet the AGENCY's obligation to MDOT under this Agreement.

**27. ADDITIONAL REQUIREMENTS FOR THE SECTION 5311 NONURBANIZED AREA FORMULA OPERATING PROGRAM**

Billings, payments, and quarterly reports for the Section 5311 Nonurbanized Area Formula Operating Program agreements will be processed in accordance with the following:

- a. At least one-twelfth (1/12) of the PROJECT AUTHORIZATION amount will be withheld until the annual operating assistance report has been approved by MDOT via PTMS. Upon approval of the annual operating assistance report, reconciliation will be made of any remaining funds.

- b. Upon completion of the final determination for each of the agencies participating in this Section 5311 Nonurbanized Area Formula Operating Program, MDOT will perform a final accounting of this Agreement. If it is found that the percent of the cumulative actual eligible costs exceeds the amount of FEDERAL funds available for that purpose for that fiscal year and sufficient FEDERAL operating funds are not available in the next fiscal year to offset the shortage, a new percentage will be calculated. This new percentage will be calculated by dividing the total FEDERAL funds available for that period and purpose by the total of the actual eligible costs of all the participating agencies. Any agency that has already received payments in a total amount that exceeds the new percentage of its actual eligible costs calculated pursuant to this paragraph will repay the excess to MDOT. If, within sixty (60) days after written notification of the overpayment is sent to the AGENCY, arrangements to refund said monies have not been made, MDOT may withhold monies from any present or future contracts and/or from distributions to be made to the AGENCY pursuant to statute and may pursue any other available remedy to recover the overpayment. The AGENCY will be responsible for all costs in excess of the FEDERAL and MDOT funding.

**28. ADDITIONAL REQUIREMENTS FOR THE SPECIALIZED SERVICES PROGRAM**

**a. Budget Adjustments**

In addition to the requirements in Section 5, the recipients listed in the PROJECT AUTHORIZATION must request in writing, with the AGENCY and the COORDINATING COMMITTEE jointly agreeing on the request, to adjust funds from one recipient to another.

**b. Reimbursements**

Actual reimbursement will be based on a rate per mile or one-way passenger trip of SPECIALIZED SERVICES up to the maximum amount provided in the PROJECT AUTHORIZATION.

**c. Third-Party Contract Procedures**

The AGENCY is exempt from the competitive bidding requirements outlined in Section 7 if the recipients listed in the PROJECT AUTHORIZATION are identified in the AGENCY's application to MDOT and are nonprofit corporations organized under the nonprofit corporation act, Act 162 of the Public Acts of 1982, and eligible authorities and eligible governmental agencies as defined in Act 51 of the Public Acts of 1951, as amended. Services provided by for-profit organizations are subject to competitive bidding requirements.

**d. Accounting Records and Documentation**

In addition to the requirements in Section 13:

- i. The AGENCY will ensure that records are established and maintained to support the miles traveled and the passengers carried as reported.
- ii. Agencies and subrecipients will use the current "Specialized Services Manual." The document may be found at [www.michigan.gov/mdotptd](http://www.michigan.gov/mdotptd) under "Resources," "Audit/Accounting Information."

**29. ADDITIONAL REQUIREMENTS FOR THE SECTION 5310 ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM**

**a. Use and Disposition of Facility/Project Equipment**

In addition to the requirements in Section 10, the AGENCY agrees that the facility/PROJECT equipment will be used for the provision of public transportation service primarily for the elderly and persons with disabilities for the duration of its useful life and in accordance with FTA procedures as set forth in 49 CFR Part 19.

**b. Lease of Project Equipment**

The AGENCY may lease the PROJECT equipment to any other agency with the prior written approval of MDOT and the FTA. The AGENCY will maintain or require the lessee to maintain the insurance provisions of Section 10 above. Any such lease will contain all applicable provisions of this Agreement.

**30. CONFLICT**

In case of any discrepancy between the body of this Agreement and any attachment hereto, the body of this Agreement will govern. In case of any discrepancy between the body of this Agreement and any PROJECT AUTHORIZATION hereunder, the body of this Agreement will govern.

**31. TERM OF AGREEMENT**

The effective date of this Agreement is October 1, 2016, and the Agreement will continue in effect until the last obligation between the parties under this Agreement has been fulfilled. The Agreement will include PROJECT AUTHORIZATIONS for program years 2017 through 2021.

When the funding of a PROJECT AUTHORIZATION under this Agreement is contingent upon the award of the matching FEDERAL grant for MDOT and FTA funds, MDOT will allow costs to be incurred for PROJECTS in advance of FEDERAL and

MDOT approval to be apportioned in fiscal years 2017-2021, including carryover amounts, subject to allowance by the FEDERAL agency and the following: (1) use of this pre-award spending authority must meet all of the conditions and requirements as may be set forth in the Federal Register, and (2) costs incurred for the PROJECT that are not approved by the FEDERAL agency or MDOT will not be eligible for reimbursement and will remain the responsibility of the AGENCY.

When a PROJECT AUTHORIZATION contains only STATE funds or only STATE and local funds, MDOT will allow costs to be incurred by the AGENCY for the PROJECT prior to award of the PROJECT AUTHORIZATION. If costs are incurred for a PROJECT that are not approved by MDOT, those costs will not be eligible for reimbursement and will remain the responsibility of the AGENCY. If for any reason the PROJECT AUTHORIZATION does not get awarded, MDOT will not be responsible for expenses that have been incurred.

MDOT will not pay or be responsible for any costs incurred by the AGENCY subsequent to the expiration of the PROJECT AUTHORIZATION.

PROJECT AUTHORIZATIONS may be issued under this Agreement beginning October 1, 2016. The term for a PROJECT AUTHORIZATION will be indicated on that PROJECT AUTHORIZATION.

**32. SIGNING**

This Agreement will become binding on the parties upon signing by the duly authorized representatives of the AGENCY and MDOT and upon the adoption of a resolution approving this Agreement and authorizing the signature(s) hereto of the respective official(s) of the AGENCY. A certified copy of the Agreement resolution must be provided to MDOT.

Prior to the award of any PROJECT AUTHORIZATION, the AGENCY must provide to MDOT a certified copy of a resolution approving the PROJECT AUTHORIZATION and authorizing the signature(s) of the respective official(s) of the AGENCY. In lieu of individual resolutions for each PROJECT AUTHORIZATION, the AGENCY may elect to provide authority to sign the PROJECT AUTHORIZATION as a part of the Agreement resolution.

**CHEBOYGAN COUNTY BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
Title:

By: \_\_\_\_\_  
Title:

**MICHIGAN DEPARTMENT OF TRANSPORTATION**

By: \_\_\_\_\_  
Title: Department Director

April 1, 2016

**EXHIBIT A**  
**INSURANCE REQUIREMENTS**

All insurance coverage provided relative to this Contract is primary and non-contributing to any comparable insurance (including self-insurances) carried by the STATE. The AGENCY also agrees to provide evidence that all applicable insurance policies contain a waiver of subrogation by the insurance company.

The AGENCY will comply will the following insurance requirements as applicable:

1. Vehicle Insurance

- a. Motor vehicle insurance as required by P.A. 218 of 1956, as amended by P.A. 294 of 1972, the Michigan No-Fault Insurance Law.
  - i. Personal Protection Insurance as required by MCL 500.3101(1).
  - ii. Property Protection Insurance as required by MCL 500.3101(1).
  - iii. Residual Liability Insurance as required by MCL 500.3101(1).
  - iv. Self-insurance may be utilized provided the appropriate coverage, limits, and Secretary of State certification is provided. A One Million Dollar (\$1,000,000) minimum per occurrence limit should be carried.
  - v. The coverage specified above will be in the minimum combined single limit amount of One Million Dollars (\$1,000,000) per occurrence.
- b. Collision coverage as provided in P.A. 218 of 1956, MCL 500.3037 and comprehensive coverage as provided in P.A. 218 of 1956, MCL 500.2102 shall be carried. Both collision coverage and comprehensive coverage will be for the actual cash value of the vehicle. The amount of deductible for collision coverage and comprehensive coverage will be determined by the AGENCY and will be payable by the AGENCY. The AGENCY with prior STATE approval may self-insure the collision and comprehensive coverage.
- c. The coverage specified above will name the AGENCY and the STATE as the insured.
- d. Before starting work, the AGENCY will give the STATE a certificate of insurance certifying that at least the minimum coverage required herein is in effect and specifying that the coverage will not be canceled, non-renewed, or materially changed by endorsement or through issuance of other policies of insurance without thirty (30)

days advance written notice to the STATE. Renewals will be procured at least thirty (30) days prior to expiration of said policies.

2. Facility and/or Equipment Insurance (Non-Vehicle) and Bonds

a. Insurance - During the term of this Agreement, the AGENCY will:

- i. Keep all buildings, improvements, and equipment in, on, or appurtenant to the transportation facility or premises at the commencement of construction and thereafter, including all alterations, building, rebuilding, replacements, changes, additions, and all improvements, insured against loss, and all perils, in an amount not less than ninety percent (90%) of the full replacement value thereof with a deductible not to exceed Ten Thousand Dollars (\$10,000). The AGENCY will be responsible for the payment of any deductible. The AGENCY will maintain an annual inventory of all equipment purchased under this Agreement with current dollar values.
- ii. Provide Commercial General Liability Insurance covering all operations by or on behalf of the AGENCY against claims for personal injury (including bodily injury and death) and property damage in the minimum amount of One Million Dollars (\$1,000,000) per occurrence, and Two Million Dollars (\$2,000,000) general aggregate.
- iii. Before starting work, the AGENCY will give the STATE a certificate of insurance certifying that at least the minimum coverage required herein is in effect and specifying that the coverage will not be canceled, non-renewed, or materially changed by endorsement or through issuance of other policies of insurance without thirty (30) days advance written notice to the STATE. Renewals will be procured at least thirty (30) days prior to expiration of said policies.

b. Bonds

The AGENCY will require the successful bidder to procure and deliver to the AGENCY a Performance Bond and a Lien Bond each in an amount equal to the Agreement price, underwritten by a surety licensed to do business in Michigan, naming the AGENCY as the obligee. Such bonds will be delivered to the AGENCY prior to any construction work being performed.

**APPENDIX A**  
**PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS**

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

**APPENDIX B  
TITLE VI ASSURANCE**

During the performance of this contract, the contractor, for itself, its assignees, and its successors in interest (hereinafter referred to as the “contractor”), agrees as follows:

1. **Compliance with Regulations:** For all federally assisted programs, the contractor shall comply with the nondiscrimination regulations set forth in 49 CFR Part 21, as may be amended from time to time (hereinafter referred to as the Regulations). Such Regulations are incorporated herein by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed under the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contractor covers a program set forth in Appendix B of the Regulations.
3. **Solicitation for Subcontracts, Including Procurements of Materials and Equipment:** All solicitations made by the contractor, either by competitive bidding or by negotiation for subcontract work, including procurement of materials or leases of equipment, must include a notification to each potential subcontractor or supplier of the contractor’s obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined to be pertinent by the Department or the United States Department of Transportation (USDOT) in order to ascertain compliance with such Regulations or directives. If required information concerning the contractor is in the exclusive possession of another who fails or refuses to furnish the required information, the contractor shall certify to the Department or the USDOT, as appropriate, and shall set forth the efforts that it made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the contractor’s noncompliance with the nondiscrimination provisions of this contract, the Department shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to, the following:
  - a. Withholding payments to the contractor until the contractor complies; and/or
  - b. Canceling, terminating, or suspending the contract, in whole or in part.

6. **Incorporation of Provisions:** The contractor shall include the provisions of Sections (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department or the USDOT may direct as a means of enforcing such provisions, including sanctions for non-compliance, provided, however, that in the event a contractor becomes involved in or is threatened with litigation from a subcontractor or supplier as a result of such direction, the contractor may request the Department to enter into such litigation to protect the interests of the state. In addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Revised June 2011

County  
of  
Cheboygan

**BOARD OF COMMISSIONERS**

County Building  
P.O. Box 70 , Room 131  
Cheboygan, Michigan 49721

Tel ~ (231) 627-8855  
Fax ~ (231) 627-8881  
E-mail ~ ccao@cheboygancounty.net

**Resolution 16-18**

**CERTIFIED SIGNATURE RESOLUTION FOR  
MDOT MASTER AGREEMENT**

**WHEREAS**, the Cheboygan County Board of Commissioners has the authority to contract with the Michigan Department of Transportation for State and/or Federal funds for passenger transportation related services; and,

**WHEREAS**, Cheboygan County does hereby approve Master Agreement No. 2017-0032,

**NOW, THEREFORE**, be it resolved that the Chairperson of the Cheboygan County Board of Commissioners, be authorized and directed to execute said agreement for and on behalf of the Cheboygan County Board of Commissioners.

**CERTIFICATE**

The undersigned duly qualified Board Secretary of the Cheboygan County Board of Commissioners certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Cheboygan County Board of Commissioners held on the 13<sup>th</sup> day of September, 2016.

\_\_\_\_\_  
Signature

Mary Ellen Tryban  
Printed Name

\_\_\_\_\_  
County Clerk/Register  
Title

September 13, 2016  
Date

District 1  
Chris Brown

District 2  
Bruce Gauthier

District 3  
Pete Redmond  
Chair

District 4  
Cal Gouine

District 5  
Tony Matelski

District 6  
John B. Wallace

District 7  
Sue Allor  
Vice-Chair

County  
of  
Cheboygan

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**Resolution 16-19**

**MASTER AGREEMENT RESOLUTION**

**WHEREAS**, the Cheboygan County Board of Commissioners has the authority to contract with the Michigan Department of Transportation for State and/or Federal funds for passenger transportation related services; and,

**WHEREAS**, Cheboygan County does hereby approve Master Agreement No. 2017-0032,

**NOW, THEREFORE**, be it resolved that the Chairperson of the Cheboygan County Board of Commissioners, be authorized and directed to execute said agreement for and on behalf of the Cheboygan County Board of Commissioners.

**PROJECT AUTHORIZATION RESOLUTION**

**WHEREAS**, this resolution shall also approve execution of Project Authorizations for any programs designated by the Cheboygan County Board of Commissioners and/or Project Authorization for any amount determined by the Cheboygan County Board of Commissioners with the Michigan Department of Transportation which are issued under Master Agreement No. 2017-0032,

**NOW, THEREFORE**, be it resolved that the Chairperson of the Cheboygan County Board of Commissioners is authorized to enter into and execute on behalf of the Cheboygan County Board of Commissioners all such project Authorizations with the Michigan Department of Transportation for passenger transportation related services for the Agreement period.

**CERTIFICATE**

The undersigned duly qualified Board Secretary of the Cheboygan County Board of Commissioners certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Cheboygan County Board of Commissioners held on the 13<sup>th</sup> day of September, 2016.

\_\_\_\_\_  
Signature

Mary Ellen Tryban  
Printed Name

County Clerk/Register  
Title

September 13, 2016  
Date

District 1  
Chris Brown

District 2  
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District 3  
Pete Redmond  
Chair

District 4  
Cal Gouine

District 5  
Tony Matelski

District 6  
John B. Wallace

District 7  
Sue Allor  
Vice-Chair



# Cheboygan County

## Board of Commissioners' Meeting

September 13, 2016

**Title:**

Zoning Ordinance Amendment #135 to add definitions for Camping Cabin, Gardening and Portable Sawmill, update the definitions for *Campground* and *Motel or Motor Inn*, repeal use classifications for *Temporary Mobile Homes*, *Cabin Colonies*, *Any development on seasonal roads that requires public services or utilities*, *Accessory buildings and uses customarily incidental to any of the forgoing* and to add requirements for use of *Portable Sawmills* in the Rural Character/Country Living zoning district.

**Summary:**

Zoning ordinance amendments should be based on goals within the County Master Plan. This zoning ordinance amendment is the first of what will be a series of proposed amendments as recommended for future projects in the Master Plan's Zoning Plan, which is written as follows:

Refine for clarity the allowable uses in each district. Create a table of allowable uses within the ordinance. Create consistent terminology of permitted uses. List all permitted uses in each district rather than referencing allowable uses in other zoning districts.

A copy of the work plan adopted by the Planning Commission to address the above project is attached for your reference.

Sections 1 and 2 of the proposed amendment provides definitions for Camping Cabin, Gardening and Portable Sawmill and updates definitions for Campground and Motel or Motor Inn.

Section 3 of the amendment deletes the following uses from the zoning ordinance as follows:

Section 9.2.10. Temporary mobile homes and travel trailers maintained in sound running condition with a current vehicle license. (Relative to the Agriculture and Forestry Management zoning district and other wise covered under section 17.7. Use of Tents, Travel Trailers, Campers, Recreational Vehicles and Undersized Mobile Homes)

Section 10.3.3. Cabin colonies. (Relative to the Lake and Stream Protection zoning district and otherwise covered under section 10.3.7. Motels)

Section 12.3.3. Any development on seasonal roads that requires public services or utilities. (Relative to the Resource Conservation zoning district.)

Sections 4.2.9. and 13E.2.9. Accessory buildings and uses customarily incidental to any of the foregoing uses when located on the same lot or parcel of land and not involving the conduct of a business. (Relative to the Residential Development and Village Center Topinabee Residential Overlay zoning districts and otherwise covered under section 3.3. Accessory Buildings and Use)

Section 4 amends uses listed in sections 4.2.2, 10.2.2., and 13E.2.2 from:

“Gardening but not including the raising of animals, except for household pets. Sheltering, raising or stabling of animals shall be a violation of this ordinance”,

To: “Gardening.” Please note the proposed definition for Gardening.

Section 5 amends the use listed in section 14.2.4 from:

“Existing forest production and forest harvesting operations including portable sawmills, log storage yards and related activities”

To: “Existing forest production and forest harvesting operations, log storage yards and related activities.”

(Relative to the Rural Character/Country Living zoning district)

Section 6 of the amendment document amends section 14.2.10 by deleting Subdivisions and site condominiums replacing with Portable sawmill subject to provisions of Section 14.4.2. (Relative to the Rural Character/Country Living zoning district) Subdivisions and site condominiums are reviewed via a site plan review application pursuant to section 20.3.d.

Section 7 adds provisions for the use of Portable sawmills in the Rural Character/Country Living zoning district. This is part of Section 5 of this Amendment.

The Planning Commission held a public hearing on this amendment on June 15 and July 6, 2016. This amendment was developed in conjunction with legal counsel.

**Financial Impact:** None

**Recommendation:** Adopt Zoning Ordinance Amendment # 135 based on Planning Commission recommendation of approval.

**Prepared by:** Scott McNeil

**Department:** Community Development

CHEBOYGAN COUNTY  
ZONING ORDINANCE AMENDMENT #135  
AN ORDINANCE TO AMEND CHEBOYGAN COUNTY ZONING ORDINANCE NO.  
200

**Section 1. Amendment of Section 2.2.**

Section 2.2. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to add the following definitions in their appropriate alphabetical location which shall read in their entirety as follows:

**CAMPING CABIN**

A cabin located within a campground which is intended for temporary (thirty (30) days or less) shelter and includes sleeping quarters, may include a bathroom, but does not include a kitchen.

**GARDENING**

Non-commercial production of flowers, fruit, vegetables, and herbs.

**PORTABLE SAWMILL \**

Equipment for the purpose of sawing logs into lumber, designed to be conveniently portable rather than permanently fixed in place.

**Section 2. Amendment of Section 2.2.**

Section 2.2. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to change the following definitions which shall read in their entirety as follows:

**CAMPGROUND**

An area of land under the control of a person or other legal entity, in which pre-established sites are offered for the use of the public, private groups, or members of an organization, a fee or other compensation for the establishment of temporary living quarters for two (2) or more camping cabins, tents, travel trailers, motor homes, or other types of recreational vehicles.

**MOTEL OR MOTOR INN**

A series of attached, semi-detached, or detached rental units containing bedroom, bathroom and closet space to provide lodging for thirty (30) days or less for a fee.

**Section 3. Repeal of Sections 4.2.9, 9.2.10, 10.3.3, 12.3.3, and 13.E.2.9**

Sections 4.2.9, 9.2.10, 10.3.3, 12.3.3, and 13E.2.9 of the Cheboygan County Zoning Ordinance No. 200 are hereby repealed and reserved for future use.

**Section 4. Amendment of Sections 4.2., 10.2.2. and 13E.2.2.**

Sections 4.2.2., 10.2.2. and 13E.2.2. of the Cheboygan County Zoning Ordinance No. 200 are hereby amended to read in their entirety as follows:

4.2.2 Gardening, 10.2.2. Gardening, 13E.2.2. Gardening

**Section 5. Amendment of Section 14.2.4**

Section 14.2.4. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to read in its entirety as follows;

14.2.4. Existing forest production and forest harvesting operations, log storage yards and related activities

**Section 6. Amendment of Section 14.2.10**

Section 14.2.10 of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to read in its entirety as follows;

14.2.10 Portable sawmill subject to provisions of Section 14.4.2.

**Section 7. Amendment of Section 14.4.**

Section 14.4. of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to add a new Section 14.4.2. to read in its entirety as follows;

14.4.2. The use of Portable sawmills is hereby authorized as a permitted use in the Rural Character/Country Living zoning district when all of the following requirements and standards are met:

- a. This Section shall not apply to, nor shall it prohibit, a portable sawmill used for the purpose of sawing logs into lumber from one's own trees on one's own property.
- b. The location and operation of a portable sawmill shall take place within an enclosed structure which is in compliance with all applicable provisions of the zoning ordinance or shall be located and operated at least one hundred (100) feet from any lot line.
- c. All storage, loading, unloading and other activities related to a portable sawmill shall be set back a minimum of fifty (50) feet from any lot line. The storage of logs, lumber and other materials shall be sufficiently contained and placed so as to prevent any adverse effect upon adjacent property owners.
- d. All activities related to a portable sawmill shall be limited to one hundred and twenty (120) days on a lot.

**Section 8. Severability.**

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

**Section 9. Effective Date.**

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

By:

Peter Redmond  
Its: Chairperson

By:

Mary Ellen Tryban  
Its: Clerk

Use terminology review work plan.  
Adopted by the Planning commission on February 17, 2016

The Planning Commission adopted a project at the July 1, 2015 regular meeting as recommended for future projects In the Master Plan under Zoning Ordinance Changes which is written as follows:

Refine for clarity the allowable uses in each district. Create a table of allowable uses within the ordinance. Create consistent terminology of permitted uses. List all permitted uses in each district rather than referencing allowable uses in other zoning districts.

The following work plan was approved by the Planning Commission on February 17, 2016:

1. Conduct inventory and table of existing allowable uses.
2. Identify redundant and antiquated uses as well as items which are not uses, per se. These items would be recommended for deletion.
3. Identify similarly worded uses to be standardized under common terminology; propose common terminology. Define. (*Propose Amendment from results of steps 2 and 3*)
4. Remove references to permitted uses in other districts by adding those referenced uses to zoning district. (*Propose Amendment*)
5. Review uses by zoning district. Define remaining uses.
6. Identify new uses to be added. Define.
7. Create table of allowable uses by zoning district. (*Propose Amendment from results of steps 5-7*)



# Cheboygan County Board of Commissioners' Meeting

September 13, 2016

**Title:** Zoning ordinance amendment #136 provides definitions for Non-Residential Use, Planned Project and Residential Use and provides standards and approval requirements for Planned Project uses in zoning districts where Planned Projects are allowed.

**Summary:** The County Master Plan prioritizes zoning ordinance changes that are needed to achieve the County's land use goals. One of those priorities is as follows:

Update PUD (Planned Unit Development) language, consider allowing other uses and PUD rezoning options to provide more flexibility.

The proposed amendment provides for a Planned Project use within a specified zoning district with a special use permit required. The amendment is proposed as an alternative to the PUD ordinance while providing options for flexibility for development in the zoning ordinance. The amendment provides flexibility where a variety of uses allowed in a particular zoning district can be mixed within a single development. The amendment proposes provisions which allow the Planning Commission to approve fewer parking spaces, smaller dwelling units, narrower lots, smaller lot area, and reduced setback requirements up to 30% of that otherwise provided in the zoning ordinance. Provisions also include those which limit the ratio of residential to non-residential development in order to be consistent with the purpose of the zoning district in which a Planned Project would be proposed. The term Planned Project is used in order to provide a distinction from a Planned Unit Development. The Planning Commission is also currently working on a separate amendment to update the current Planned Unit Development (PUD) provisions. The PUD changes are being contemplated as a means, in some situations, to allow for other uses not normally allowed in a district. This is also being discussed because of a stated goal in the County Master Plan.

Section 1 of the amendment includes new definitions for the uses of Residential, Non-Residential and Planned Project.

Sections 2 through 5 allow a Planned Project use in the Residential Development, Commercial Development, Agriculture and Forestry Management and Rural Character/Country Living zoning districts with a special use permit.

Section 6 proposes a new Section 17.28 which establishes the Planned Project use and the provisions, requirements, standards, approval procedure for a Planned Project and procedures to amend an approved Planned Project. Below is an explanation of the provisions in the proposed amendment.

Section 17.28.1. is the purpose statement.

Section 17.28.2. states that no use will be allowed in a Planned Project which is not allowed in the zoning district where the same is proposed.

Section 17.28.3. states the general requirements for a Planned Project which include provisions which set standards for residential to non-residential development based on percentage of developable land area depending on zoning district, minimum land area, and open space requirements.

Sections 17.28.4. and 17.28.5. provide an opportunity to the applicant for a pre-application conference with the Planning Commission and establishes approval procedure as required for a special use permit.

Section 17.28.6. contains provisions which allow the Planning Commission to reduce the required parking spaces, dwelling floor area and width, lot size and setback requirements if the Planning Commission finds that the proposed dimensional regulations will not be detrimental to the public health, safety, or welfare of the future occupants of the Planned Project, the surrounding neighborhood or the county as a whole.

Section 17.28.7. establishes an amendment process for approved Planned Projects.

The Planning Commission held a public hearing on the proposed ordinance amendment on June 15, 2016. This zoning ordinance amendment was reviewed by legal counsel.

**Financial Impact:** None

**Recommendation:** Adopt Zoning Ordinance Amendment #136 based on Planning Commission recommendation of approval and supported by the Cheboygan County Master Plan.

**Prepared by:** Scott McNeil,  
Community Development Planner

**Department:** Community Development

CHEBOYGAN COUNTY  
ZONING ORDINANCE AMENDMENT #136

AN ORDINANCE TO AMEND THE CHEBOYGAN COUNTY ZONING ORDINANCE No. 200 TO PROVIDE DEFINITIONS FOR NON-RESIDENTIAL USE, PLANNED PROJECT AND RESIDENTIAL USE AND PROVIDE STANDARDS AND APPROVAL REQUIREMENTS FOR PLANNED PROJECT USES IN ZONING DISTRICTS WHERE PLANNED PROJECTS ARE ALLOWED.

**Section 1. Amendment of Section 2.2.**

Section 2.2 of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to add the following definition in its appropriate alphabetical location, which new definition shall read in its entirety as follows:

Non-Residential use.

Any use allowed in the current Cheboygan County Zoning Ordinance which does not provide for a dwelling and is not an industrial use.

Planned Project.

A development of land which provides mixing residential and non-residential uses which are permitted uses or uses which require a special use permit in the zoning district in which a Planned Project is located. A Planned Project will have specific requirements and may be granted certain exceptions from some development standards.

Residential use.

Any use allowed in the current Cheboygan County Zoning Ordinance which provides for a dwelling

**Section 2. Amendment of Section 4.3.**

Section 4.3 of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to add a new Section 4.3.12. which shall read in its entirety as follows:

4.3.12. Planned Projects subject to provisions of Section 17.28.

**Section 3. Amendment of Section 6.3.**

Section 6.3 of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to add a new Section 6.3.17. which shall read in its entirety as follows:

6.3.17. Planned Projects subject to provisions of Section 17.28.

**Section 4. Amendment of Section 9.3.**

Section 9.3 of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to add a new Section 9.3.25. which shall read in its entirety as follows:

9.3.25. Planned Projects subject to provisions of Section 17.28.

**Section 5. Amendment of Section 14.3.**

Section 14.3 of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to add a new Section 14.3.19. which shall read in its entirety as follows:

14.3.19. Planned Projects subject to provisions of Section 17.28.

**Section 6. Amendment of Article 17.** Article 17 of the Cheboygan County Zoning Ordinance No. 200 is hereby amended to add a new Section 17.28., which shall read in its entirety as follows:

**Section 17.28. PLANNED PROJECTS**

**SECTION 17.28.1. PURPOSE** The purpose of this section is to permit and encourage design flexibility, encourage innovation in land development and variety in design, layout, and type of structures constructed, achieve economy and efficiency with uses of land, natural resources, energy, and the provision of public services and utilities, encourage useful open space, and provide better housing, employment and shopping opportunities. This section will enable both developers and Cheboygan County officials to propose and review site plans which include a mix of permitted uses that are compatible with the surrounding area and natural environment.

**17.28.2. Permitted Uses.** No use shall be approved for a Planned Project that is not a permitted use or a use which requires a special use permit in the zoning district in which the Planned Project is proposed.

**17.28.3. General requirements.** All applications and plans submitted for a Planned Project shall adhere to the following requirements:

1. In the Residential Development, Agriculture and Forestry Management and Rural Character/Country Living zoning districts non-residential uses may not exceed twenty (20) percent of the developable land area of the Planned Project. Non-residential uses may be allowed up to thirty five (35) percent of the developable land area of the Planned Project if the Planning Commission finds that the proposed non-residential uses are compatible with the surrounding land uses.
2. In the Commercial Development zoning district residential uses may not exceed thirty five (35) percent of the developable land area of the Planned Project. Residential uses may be allowed up to fifty (50) percent of the developable land area of the Planned Project if the Planning Commission finds that the proposed residential uses are compatible with the surrounding land uses.
3. Proposed uses shall be designed and located as to promote appropriate interaction between uses and limit or buffer incompatibilities with proposed uses and existing uses. A Planned Project shall be designed to create a single integrated and controlled development at its completion and at the completion of each phase of development, if phased development is approved.
4. All parcels of land within a Planned Project shall be controlled by one owner or the application shall be filed jointly by all property owners.
5. A Planned Project shall consist of five (5) contiguous acres or more in area.
6. Any non-residential use shall maintain a perimeter setback of not less than 30 feet from any adjoining or abutting property with a residential use.
7. A designated common open space comprised of no less than 15% of the total developable area to be used for recreational, park, or environmental amenities for collective enjoyment by occupants of the development shall be required. Open space shall not include public or private streets, driveways, or utility easements: provided, however, that up to ten (10) percent of the required open space may be composed of

open space on privately owned properties dedicated by easement to ensure that the open space will be permanent.

8. Minimum lot size for a dwelling in a Planned Project proposed in the Commercial Development zoning district shall be the same as required in the Residential Development zoning district.

**17.28.4. Pre-application Conference.** Prior to the submittal of a Planned Project application, the applicant is encouraged to schedule a pre-application conference with the Cheboygan County Zoning Administrator to discuss the purpose and effect of this Ordinance and the criteria and standards herein. At this pre-application conference, the applicant is encouraged to provide the Zoning Administrator a concept plan. This concept plan should include information on the types and placement of structures, utilities and public facilities, and recreational facilities; minimum lot sizes; densities; landscaping and environmental treatment; pedestrian and auto circulation; the compatibility of the proposed development with surrounding uses; and such other information local administrative agencies and legislative bodies may require to gain a satisfactory understanding of the proposed development. Following this pre-application conference, the Zoning Administrator shall present the concept plan, if any, with a report to the Cheboygan County Planning Commission at their next regular public meeting for their information, review and comment. The applicant may schedule an informal informational meeting with the Planning Commission at a regular meeting of the Planning Commission, but no official action shall be taken at such meeting. A special meeting of the Planning Commission may also be scheduled at the request of the Planning Commission with applicable fees paid by the applicant.

**17.28.5. Approval procedure.**

In addition to meeting the general standards for special use permit approval under Section 18.7. of this Ordinance, a Planned Project shall also meet the requirements of this section and other applicable requirements of the Cheboygan County Zoning Ordinance No. 200 unless granted an exception by the Planning Commission pursuant to Section 17.28.6.

**17.28.6. Exceptions to parking space, dwelling floor area, lot size, and setback requirements.** Except to the extent that a Planned Project or a portion of a Planned Project is subject to area regulations mandated by a state agency, a Planned Project may be granted exceptions by the Planning Commission to the minimum lot size, minimum yard setbacks, and minimum dwelling floor area requirements of the underlying zoning district required under section 17.1. and minimum number of off-street parking spaces required under Section 17.4. if the Planning Commission finds that the proposed dimensional regulations will not be detrimental to the public health, safety, or welfare of the future occupants of the Planned Project, the surrounding neighborhood or the county as a whole. Exceptions are limited to the following extents:

1. The minimum lot size for a dwelling shall not be reduced by more than thirty (30) percent of that required in the underlying zoning district.
2. Minimum yard setbacks shall not be reduced by more than thirty (30) percent of that required in the underlying zoning district. No exception to the perimeter setback requirement as provided in subsection 17.28.3.6. shall be granted.
3. Required parking spaces shall not be reduced by more than thirty (30) percent of the parking space requirement for each proposed use. In no case shall a dwelling have less than two (2) parking spaces. In reducing required parking spaces, the Planning Commission may require the reservation of a portion of the Planned Project developable land area for future parking.

4. Minimum dwelling floor area requirements may be reduced by no more than thirty (30) percent of that required in underlying zoning district.

#### **17.28.7. AMENDMENT OF PLANNED PROJECT SPECIAL USE PERMIT**

The owner of property for which a Planned Project special land use permit has been approved shall notify the zoning administrator of any desired change to the approved special use permit. Minor changes may be approved by the zoning administrator upon determining that the proposed revision(s) will not alter the basic design and character of the special land use, nor any specified conditions imposed as part of the original approval.

1. Minor changes shall include the following:
  - a. Reduction of the size of any building and/or sign.
  - b. Movement of buildings by no more than twenty (20) feet. Movement of signs shall be reviewed according to the requirements for a zoning permit as per Section 21.3, provided all applicable provisions of this ordinance are met.
  - c. Landscaping approved in the special use permit that is replaced by similar landscaping to an equal or greater extent.
  - d. Any change in the building footprint of a building that does not exceed ten (10) percent of the building footprint of that building as originally approved by the Planning Commission, provided that the proposed addition does not alter the character of the use or increase the amount of required parking more than ten (10) percent. No more than two (2) approvals shall be granted by the Zoning Administrator under this subsection after the Planning Commission approves the original Planned Project special use permit application.
  - e. Changes related to subsections a through d. above, required or requested by Cheboygan County, or other state or federal regulatory agencies in order to conform with other laws or regulations, provided the extent of such change(s) does not alter the basic design and character of the special land use, nor any specified conditions imposed as part of the original approval.
2. All amendments to a planned project special land use permit approved by the zoning administrator shall be in writing. After approval by the zoning administrator, the applicant shall prepare a revised site plan showing the approved amendment. The revised site plan shall contain a list of all approved amendments and a place for the zoning administrator to sign and date all approved amendments.
3. An amendment to an approved Planned Project special use permit that cannot be processed by the zoning administrator under subsection 1 above shall be processed in the same manner as the original Planned Project special use permit application.

#### **Section 7. Severability.**

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

#### **Section 8. Effective Date.**

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

CHEBOYGAN COUNTY

By:

Peter Redmond  
Its: Chairperson

By:

Mary Ellen Tryban  
Its: Clerk



# Cheboygan County Board of Commissioners' Meeting

September 13, 2016

**Title** Cheboygan County Capital Improvements Program (CIP)

**Summary:**

Attached is the 2017 Capital Improvements Program document as approved by the Planning Commission. The Michigan Planning Enabling Act (Act 33, 2008) requires local municipalities that have adopted a master plan to annually prepare a capital improvements program. The procedure for development and approval of the CIP is described on page 2 which provides for approval by the Board of Commissioners.

The Act provides that the capital improvements program show those public structures and improvements, in general order of their priority that in the judgment of the Planning Commission will be needed or desirable and can be undertaken within the ensuing 6-year period.

A capital improvements program is a blueprint for planning capital improvement expenditures planned by the participating departments and agencies from 2017 through 2022. The inclusion of a project in a capital improvement program will not require any public entity or department of the county to fund or complete the project. It is a planning and communication tool that can help coordinate community planning and physical development.

You will also find the project descriptions are listed separately as placed in needed or desirable categories by the Planning Commission. A plan summary is listed on the final page of the plan.

The Planning Commission held a public hearing on the 2017 Capital Improvements Program on August 3, 2016.

**Financial Impact:** None

**Recommendation:** Approve the 2017 Capital Improvement Program per Planning Commission recommendation.

**Prepared by:** Scott McNeil  
Community Development Planner

**Department:** Community Development

# **CHEBOYGAN COUNTY**



## **CAPITAL IMPROVEMENTS PROGRAM 2017 - 2022**

Approved by the Planning Commission on August 10, 2016

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## **Introduction**

The Michigan Planning Enabling Act (Act 33, 2008) requires local municipalities that have adopted a master plan to annually prepare a capital improvements program.

The Act provides that the capital improvements program show those public structures and improvements, in general order of their priority that in the judgment of the Planning Commission will be needed or desirable and can be undertaken within the ensuing 6-year period.

A capital improvements program is a blueprint for planning capital improvement expenditures. The inclusion of a project in a capital improvement program will not require any public entity or department of the county to fund or complete the project. It is a planning tool that can coordinate community planning, financial capacity and physical development.

This report has been prepared and projected on a one-time cash basis that lists the potential project and its estimated cost as provided by various agencies and departments of the county. This cash method of reporting may suggest a substantial one-time cost for many improvements. Not considered are such factors as debt amortization or shared expenses such as grants or other financial aid.

The projects listed in this report reflect the Planning Commission's determination that they are needed or desirable in general order priority and that they do not conflict with the Master Plan.

## **Definition**

Capital improvements or the purposes of this capital improvements program shall be defined as additions to County assets which are the result of construction or purchase of land, buildings or facilities or renovations of the same, with an estimated useful life of five (5) years or more and exceed an estimated cost of \$15,000.00.

## **Procedure**

- a) The staff of the Community Development Department will gather project information from the agencies and departments within the county for inclusion in the CIP and present the same to the Cheboygan County Planning Commission.
- b) The proposed projects are reviewed by the Planning Commission. Agency and department representatives will provide a report to the Planning Commission by request.
- c) The Planning Commission will review the project information and elect which projects should be included in the CIP and place such projects in a general order of priority.
- d) The staff of the Community Development Department will present a draft CIP to the Planning Commission for review.
- e) The Planning Commission holds a public hearing on the draft CIP and may make changes to the draft CIP accordingly.
- f) The Planning Commission will forward the final draft CIP, along with a recommendation, to the Cheboygan County Board of Commissioners.
- g) The Cheboygan County Board of Commissioners will approve, modify or reject with reasons, the CIP.
- h) The Planning Commission will annually update the CIP utilizing the above procedure.

## **Project Prioritizing**

Projects are presented in a general order of priority in consideration of factors listed in the following categories:

- a) Needed (essential, should do)
  - Addresses an objective of the Master Plan
  - Satisfies a legal obligation
  - Corrects a condition dangerous to public health and safety
  - Reduces future operating and maintenance costs
  - Leverages local, state or federal funds.
  - Prevents irreparable damage to a valuable public facility
  - Stimulates economic growth and private investment
  
- b) Desirable (important, could do)
  - Provides a new or expanded level of service
  - Provides a facility improvement adding efficiency or increase in use with minimal or no operating cost increase.
  - Enhances cultural or natural resources.

## **Project Descriptions**

## **Needed Project Category**

## **Cheboygan County Capital Improvement Program**

### **Project Description**

**Project Title:** Cheboygan County Airport Maintenance Building

**Agency:** Cheboygan Airport Authority

**Project Type:** New Facility

**Project Description:** The proposed maintenance building would provide additional storage area for existing equipment and other materials used in the airport operation as well as provide need space for year around maintenance activity. The building is proposed to be 60 ft. wide and 100 ft. long with 16 ft. high walls. The building is proposed to be improved with adequate overhead doors with fully insulated walls and ceiling. Proposed utilities include space heaters and adequate electric service.

**Year(s) of Project:** 2017

**Estimated Cost:** \$320,000

**Planning Commission Priority Category:** Needed

# Cheboygan County Capital Improvement Program

## Project Description

**Project Title:** Terminal Ramp Rehabilitation

**Agency:** Cheboygan Airport Authority

**Project Type:** Facility maintenance

**Project Description:** This project entails the asphalt paved portion of the airport lying between the Terminal and the runway. The Terminal Ramp is used for reception of arriving flights, staging departing flights, parking, and fueling. Rehabilitation of this portion of the paved area of the airport has been identified as a priority as a result of a detailed review of all asphalt surfaces.

**Year(s) of Project:** 2021

**Estimated Cost:** \$635,000

**Planning Commission Priority Category:** Needed

# **Cheboygan County Capital Improvement Program**

## **Project Description**

**Project Title:** County Building trim panel /window replacement.

**Agency:** County Building Maintenance Department

**Project Type:** Facility Maintenance

**Project Description:** Replacement of panels and windows which face the interior parking lot on the north side of the County Building. The panels were installed with the original construction of the county building. Smaller energy efficient windows with new wall replacement are planned.

**Year(s) of Project:** 2018

**Estimated Cost:** \$65,000

**Planning Commission Priority Category:** Needed

# Cheboygan County Capital Improvement Program

## Project Description

**Project Title:** County Building Record Storage Building Remodel

**Agency:** County Building Maintenance

**Project Type:** Facility Improvement

**Project Description:** The County Building is running out of space for storage of important files and documents. Improvements planned the Records Storage Building is a heated addition, steel roof replacement and outside remodeling to match the new addition.

**Est. Project Year** 2018.

**Estimated Cost:** \$60,000

**Planning Commission Priority Category:** Needed

# **Cheboygan County Capital Improvement Program**

## **Project Description**

**Project Title:** Mullett Burt Road

**Agency:** Cheboygan County Road Commission

**Project Type:** Rehabilitation

**Project Description:** Topinabee Mail Route to East Burt Lake Road Road. Project scope includes, subgrade corrections, bituminous base crush, shape and resurface drainage corrections, ditching and restoration.

**Year(s) of Project:** 2017

**Estimated Cost:** \$420,000

**Planning Commission Priority Category:** Needed

# Cheboygan County Capital Improvement Program

## Project Description

**Project Title:** South Straits Highway

**Agency:** Cheboygan County Road Commission

**Project Type:** Rehabilitation

**Project Description:** Wolverine Village Limits to Hakwood Road. Project scope includes, subgrade corrections, bituminous base crush, shape and resurface, drainage corrections, ditching and restoration.

**Year(s) of Project:** 2017

**Estimated Cost:** \$420,000

**Planning Commission Priority Category:** Needed

## **Cheboygan County Capital Improvement Program**

### **Project Description**

**Project Title:** East Mullett Lake Road (Phase 2)

**Agency:** Cheboygan County Road Commission

**Project Type:** Rehabilitation

**Project Description:** Hackleburg Road to Old School Road. Project scope includes, bituminous base crush, shape and resurface drainage corrections, ditching and restoration.

**Year(s) of Project:** 2017

**Estimated Cost:** \$668,100

**Planning Commission Priority Category:** Needed

## **Cheboygan County Capital Improvement Program**

### **Project Description**

**Project Title:** East Mullett Lake Road (Phase 3)

**Agency:** Cheboygan County Road Commission

**Project Type:** Rehabilitation

**Project Description:** Stewart Road to Hackleburg Road. Project scope includes; bituminous base crush, shape and resurface, drainage corrections, guardrail, ditching and restoration.

**Year(s) of Project:** 2018

**Estimated Cost:** \$561,000

**Planning Commission Priority Category:** Needed

# **Cheboygan County Capital Improvement Program**

## **Project Description**

**Project Title:** Townline Road

**Agency:** Cheboygan County Road Commission

**Project Type:** Rehabilitation

**Project Description:** M-27 to VFW Road. Project scope includes; bituminous base crush, shape and resurface, drainage corrections, ditching and restoration.

**Year(s) of Project:** 2018

**Estimated Cost:** \$420,000

**Planning Commission Priority Category:** Needed

## **Cheboygan County Capital Improvement Program**

### **Project Description**

**Project Title:** Fuel Tank and Fuel Dock Replacement and Upgrade

**Agency:** Cheboygan County Marina

**Project Type:** Facility Replacement

**Project Description:** Existing fuel dock and fuel tank at the Marina was constructed and installed in 1988. A new wood dock is proposed to replace the existing dock. Replacement of the existing fuel storage tank is also proposed.

**Year(s) of Project:** Contingent on Obtaining Funding - 2017

**Estimated Cost:** \$800,000

**Planning Commission Priority Category:** Needed

# Cheboygan County Capital Improvements Program

## Project Description

**Project Title:** Sand Road Senior Center Parking lot resurfacing

**Agency:** Cheboygan County Council on Aging

**Project Type:** Facility Maintenance

**Project Description:** The current paved parking area needs to be resurfaced and striped. Additionally, the area in front of the small garage has no paving and is soft and difficult to plow. Repairs to cracked areas are also needed to prevent trips/falls from unsteady seniors.

**Year of Project:** 2017

**Estimated Cost:** \$85,000

**Planning Commission Priority Category:** Needed

# Cheboygan County Capital Improvements Program

## Project Description

**Project Title:** Wolverine Senior Center Parking lot resurfacing

**Agency:** Cheboygan County Council on Aging

**Project Type:** Facility Improvement

**Project Description:** The current paved parking area needs to be resurfaced and striped. Repairs to cracked areas are also needed to prevent trips/falls from unsteady seniors.

**Year of Project:** 2018

**Estimated Cost:** \$45,000

**Planning Commission Priority Category:** Needed

## **Project Descriptions**

### **Desirable Project Category**

## **Cheboygan County Capital Improvement Program**

### **Project Description**

**Project Title:** Terminal Renovation and Expansion

**Agency:** Cheboygan Airport Authority

**Project Type:** Facility Addition and Maintenance

**Project Description:** The terminal renovation project is proposed to expand and upgrade the existing facility as well as incorporate maintenance items. Maintenance items include carpet, windows, heating and doors. The project also proposes to add office and meeting space as well as a pilot lounge area.

**Year(s) of Project:** 2019

**Estimated Cost:** \$240,000

**Planning Commission Priority Category:** Desirable

## **Cheboygan County Capital Improvement Program**

### **Project Description**

**Project Title:** County Building Energy Efficiency Upgrades

**Agency:** County Building Maintenance

**Project Type:** Facility Improvement

**Project Description:** Several energy efficiency upgrades are planned over a three year period. The upgrades include new energy efficient valves and fixtures in the restrooms, automatic light switches were practical throughout the building, energy efficient hot water heating systems, lighting and electrical upgrades. The upgrades will reduce energy costs which will pay for the cost of improvements over time.

**Est. Project Year** 2017 to 2020.

**Estimated Cost:** \$15,000 each year

**Planning Commission Priority Category:** Desirable

## **Cheboygan County Capital Improvement Program**

### **Project Description**

**Project Title:** Orchard Beach Road

**Agency:** Cheboygan County Road Commission

**Project Type:** Rehabilitation

**Project Description:** M-33 to South River Road. Project scope includes; bituminous base crush, shape and resurface, subgrade correction, drainage corrections, ditching and restoration.

**Year(s) of Project:** 2018

**Estimated Cost:** \$560,000

**Planning Commission Priority Category:** Desirable

## **Cheboygan County Capital Improvement Program**

### **Project Description**

**Project Title:** Mann Road

**Agency:** Cheboygan County Road Commission

**Project Type:** Rehabilitation

**Project Description:** M-33 to Pallister Road. Project scope includes; bituminous base crush, shape and resurface, drainage corrections, ditching and restoration.

**Year(s) of Project:** 2019

**Estimated Cost:** \$561,300

**Planning Commission Priority Category:** Desirable

**2017 Cheboygan County Capital  
Improvements Program**

	2017	2018	2019	2020	2021	2022
<b>Cheboygan County Airport</b>						
N Maintenance Building	320,000					
D Terminal Renovation/Expansion			240,000			
N Terminal Ramp Rehabilitation					635,000	
<b>Department Total</b>	<b>320,000</b>	<b>0</b>	<b>240,000</b>	<b>0</b>	<b>635,000</b>	<b>0</b>
<b>Cheboygan Building Maintenance</b>						
D County Bldg. Energy Efficiency Imps	15,000	15,000	15,000	15,000		
N County Bldg. Panel/Window Replacement		65,000				
N County Bldg. Record Storage	60,000					
<b>Department Total</b>	<b>75,000</b>	<b>75,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>0</b>
<b>Cheboygan Co. Rd. Commission</b>						
N Mullett Burt Rd.	420,000					
N South Straits Hwy	420,000					
N E. Mullett Lake Rd. Rehab. Phase 2	668,100					
N E. Mullett Lake Rd. Rehab. Phase 3		561,000				
D Orchard Beach Rd.		560,000				
N Townline Rd.		420,000				
D Mann Rd.			561,300			
<b>Department Total</b>	<b>1,508,100</b>	<b>1,541,000</b>	<b>561,300</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Cheboygan County Marina</b>						
N Fuel Tank and Fuel Dock Replacement	800,000					
<b>Department Total</b>	<b>800,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Cheboygan County Council on Aging</b>						
N Sand Road Center Parking Lot Resurfacing	85,000					
N Wolverine Center Parking Lot Resurfacing		45,000				
<b>Department Total</b>	<b>85,000</b>	<b>45,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Capital Improvement Program Total</b>	<b>2,788,100</b>	<b>1,661,000</b>	<b>816,300</b>	<b>15,000</b>	<b>635,000</b>	<b>0</b>

# Cheboygan County Board of Commissioners' Meeting

September 13, 2016

**Title:** 2017 Cheboygan County Traffic Enforcement Grant Application

**Summary:** This grant offsets the cost of wages and fringe benefits related to traffic enforcement overtime patrols in Cheboygan County. Cheboygan County Sheriff Department was notified of our eligibility to receive this grant by the State of Michigan Office of Highway and Safety Planning for the period of October 1, 2016 through September 30, 2017. The allowable allocation is determined by the State of Michigan Office of Highway Safety Planning. No local match is required.

**Financial Impact:** Federal grant revenue totaling \$12,983

**Recommendation:** Motion to approve electronic submission of the 2017 Cheboygan County Traffic Enforcement Grant application through the Michigan Office of Highway and Safety Planning. Approved the necessary budget adjustments (see attached). Furthermore, authorize submission of any forthcoming agreements or required documentation, after review and approval by Kari Kortz, Finance Director and civil counsel, if applicable.

**Prepared by:** Sheriff Dale V. Clarmont

**Department:** Cheboygan County Sheriff Department

**HIGHWAY SAFETY GRANT APPLICATION**

**Budget Summary**

FY 2017

**Project Title:** Cheboygan County Traffic Enforcement

**Applicant:** Cheboygan County Sheriff's Office

<b>FEIN</b>	<b>Starting Date</b>	<b>Ending Date</b>	<b>Fiscal Year</b>
38-6004841	10/1/2016	9/30/2017	2017

<b>Budget Summary</b>			
Line Item Titles	Federal/State	Local Match	TOTAL
Salary and Wages	\$0	\$0	\$0
Salary Fringe Benefits	\$0	\$0	\$0
Overtime Wages	\$10,108	\$0	\$10,108
Overtime Fringe Benefits	\$2,875	\$0	\$2,875
Contractual Services	\$0	\$0	\$0
Travel	\$0	\$0	\$0
Supplies/Operating	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
SUBTOTAL	\$12,983	\$0	\$12,983
Indirect Cost Rate	\$0		\$0
%			
* Override	\$0		
<b>TOTAL</b>	<b>\$12,983</b>	<b>\$0</b>	<b>\$12,983</b>

\* For multiple indirect cost rates, check override box and enter the total indirect cost. Please attach documentation of your calculations.

<b>Budget Category Cost Totals</b>			
Function Titles	Federal/State	Local Match	TOTAL
Personnel Costs	\$12,983	\$0	\$12,983
Contractual Services	\$0	\$0	\$0
Operating Costs	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Indirect	\$0		\$0
<b>TOTAL</b>	<b>\$12,983</b>	<b>\$0</b>	<b>\$12,983</b>

**Approved Indirect Cost Rate (if applicable)**

**HIGHWAY SAFETY GRANT APPLICATION**

**Certification**

FY 2017

**Project Title:** Cheboygan County Traffic Enforcement

**Applicant:** Cheboygan County Sheriff's Office

**CERTIFICATION BY PROJECT DIRECTOR**

I certify and agree that a grant received as a result of this application is subject to the general requirements governing Office of Highway Safety Planning projects and Grant Management Requirements, including special conditions; to comply with provisions of the Act governing these funds and all other federal laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Applicant to perform the tasks of Project Director as they relate to the terms and conditions of this grant application; that costs incurred prior to grant approval may result in the expenses being absorbed by the subgrantee; and, that funds received through OHSP will not be used to supplant state or local funds.

NAME Undersheriff Timothy Cook	TITLE Undersheriff
ADDRESS 870 South Main Street Cheboygan Michigan-49721	
AGENCY Cheboygan County Sheriff's Office	PHONE NUMBER (231) 627-3155
FAX NUMBER (231) 627-8880	EMAIL ADDRESS tcook@cheboygancounty.net

**AGENCY CONTACT PERSON**  
(if different than grant Project Director)

NAME	TITLE
ADDRESS	
AGENCY	PHONE NUMBER
FAX NUMBER	EMAIL ADDRESS

**CERTIFICATION BY FINANCIAL OFFICER**

I certify and agree that a grant received as a result of this application is subject to the general requirements governing

# HIGHWAY SAFETY GRANT APPLICATION

## Certification

FY 2017

**Project Title:** Cheboygan County Traffic Enforcement

**Applicant:** Cheboygan County Sheriff's Office

Office of Highway Safety Planning projects and Grant Management Requirements, including special conditions; to comply with provisions of the Act governing these funds and all other federal laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Applicant to perform the tasks of Financial Officer as they relate to the fiscal terms and conditions of this grant application; that costs incurred prior to grant approval may result in the expenses being absorbed by the subgrantee; and, that funds received through OHSP will not be used to supplant state or local funds.

NAME Ms. Kari Kortz	TITLE Finance Director
ADDRESS 870 South Main Street Cheboygan Michigan-49721	
AGENCY Cheboygan County Sheriff's Office	PHONE NUMBER (231) 627-8430
FAX NUMBER (231) 627-8893	EMAIL ADDRESS kkortz@cheboygancounty.net

### CERTIFICATION BY OFFICIAL AUTHORIZED TO SIGN

I certify and agree that a grant received as a result of this application is subject to the general requirements governing Office of Highway Safety Planning projects and Grant Management Requirements, including special conditions; to comply with provisions of the Act governing these funds and all other federal laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized to commit the applicant to these requirements; that costs incurred prior to grant approval may result in the expenses being absorbed by the subgrantee; and, that funds received through OHSP will not be used to supplant state or local funds.

NAME Mr. Peter Redmond	TITLE Chairperson
ADDRESS PO Box 70 870 South Main Street Cheboygan Michigan-49721	
AGENCY County of Cheboygan	PHONE NUMBER (231) 627-8855
FAX NUMBER (231) 627-8881	EMAIL ADDRESS kkortz@cheboygancounty.net

9/8/2016

**RAISE REVENUE AND EXPENDITURE**

General Fund - Fund 101 - Sheriff - Federal Grants

101-400-501.03 Enforcement Zone Grant	\$12,983.00 +
101-337-712.00 Fringe	\$2,875.00 +
101-337-704.05 Overtime	\$10,108.00 +

Signed: Approved at the 9/13/16 BOC Meeting

Prepared by: Kari Kortz



# Cheboygan County

## Board of Commissioners' Meeting

September 13, 2016

**Title:** Pre-Architectural Services- Jail Expansion Study

**Summary:** The Sheriff identified the need to review the feasibility of constructing a kitchen facility to help control inmate meal cost as well as the need for additional cell capacity and storage building area for sheriff department equipment. Request for proposals from architectural companies were sought to complete a Jail Expansion Study that will provide a preliminary site plan, floor plan and cost estimates for the proposed expansion to confirm cost feasibility before proceeding to construction drawings and project bidding. Five proposals were received from architectural companies with the low bid received from Landmark Design Group. Landmark Design Group has experience with several similar projects for counties within Michigan.

**Financial Impact:** \$9,920 to complete work.

**Recommendation:** Motion to authorize staff to Award Jail Expansion Study to Landmark Design Group P.C.

**Prepared by:** Jeffery B. Lawson

**Department:** Administration