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
October 11, 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. Straits Regional Ride
     1. MDOT Contract 2017-0032/P1 – 5311 FY2017 Operating Funds
     2. MDOT Contract 2017-0032/P2 – Specialized Services Operating Assistance Program
   - D. Correspondence
     1. NLEA September President's Report
   - E. Minutes:
     1. Finance/Business Meeting of August 9, 2016; Committee of the Whole Meeting of August 23, 2016; Finance/Business Meeting of September 13, 2016 and Committee of the Whole Meeting of September 27, 2016
     2. Health Board – 8/16/16
     3. NEMCSA - 9/16/16
     4. North Country Community Mental Health – 8/18/16
     5. Millage Appropriations Committee – 9/14/15, 9/26/16 and 10/3/16
     6. Board Appointments & Procedures Committee – 9/7/16, 9/27/16 & 9/29/16
     7. Cheboygan County Road Commission – 9/1/16
     8. Cheboygan City Council – 8/23/16 & Special Meeting 9/7/19
     9. Planning Commission Meeting –9/7/16
     10. ZBA – 8/24/16
6. **Brief Citizens Comments –** *(3 minutes per person)*
7. **Scheduled Visitors**
8. **Finance Director's Report**
9. **Administrator's Report**
10. **Committee Reports**
11. **Old Business**
12. **New Business**
    - A. Senior Millage Appropriations
      1. MSU-E
      2. Wawatam Area Senior Citizens, Inc.
      3. Cheboygan County Council on Aging
    - B. Resolution 16-22 to Adopt Tri-County Hazard Mitigation Plan 2016
    - C. BCS Inmate Services Agreement
    - D. 2017 Wage and Salary Resolution 16-20 – Elected Officials
    - E. 2017 Wage and Salary Resolution 16-21 – Non-Union General Employees
    - F. Court Administrative Cost Allocation Plan Contract
    - G. Stellar Services, LLC Contract (Inmate Banking and Commissary Services)
13. **Citizens Comments**
14. **Board Member Comments**
15. **Adjourn to the Call of the Chair**

There are no October finance claims to approve in this Board packet.

All bills received during

September 2016

that were greater than $25,000 were included on the prepaid check writing list.

CHEBOYGAN COUNTY PREPAIDS REPORT OCTOBER 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:	$	924,622.94
MINUS SEPTEMBER FINANCE	$	37,000.00
TOTAL PREPAIDS	$	887,622.94

FINANCE CLAIMS FOR SEPTEMBER WERE PAID ON 9/13/16

PREPARED BY: DAWN WREGGLESWORTH

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 TRUST & AGENCY						
09/02/2016	1	61013	BOND-TREA	14-B DISTRICT COURT	TR BOND PMT JESSICA LYNN KIEL	400.00
09/02/2016	1	61014	BOND-TREA	14-B DISTRICT COURT	TR BOND PMT JESSSICA LYNN KIEL	400.00
09/02/2016	1	61015	CLERK	CHEBOYGAN COUNTY CLERK	CR PSP #16-5238-FH JOANNE GILMAN	100.00
09/02/2016	1	61016	REF-PLAN	DAN MCDONOUGH	PZ REFUND CANCEL APPLICATION FOR SUP	110.00
09/07/2016	1	61017	BOND-CLERK	CECILIA MARTIN	CR BOND #16-5238-FH PEO VS. JOANNE GILMA	270.00
09/07/2016	1	61018	BOND-TREA	13TH CIRCUIT COURT	TR BOND JENNY ANNE HART	550.00
09/07/2016	1	61019	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #16-5238-FH PEO VS JOANNE GILMAN	30.00
09/07/2016	1	61020	REF-CLERK	PIE & G	CR REFUND OVERPAYMENT CK#109490	98.00
09/08/2016	1	61021	AFSCME	MICHIGAN COUNCIL #25 AFSCME	PR EMP UNION DUES SEPT 2016	1,328.15
09/08/2016	1	61022	CITI	CITI STREET	PR CHEB CTY PC JUDGE RETIREMENT PE 9/3	353.75
09/08/2016	1	61023	DEP UNION	DEPUTY SHERIFFS' ASSOCIATION	PR SHERIFF DEP UNION DUES SEPT 2016	168.00
09/08/2016	1	61024	GELC	GOVERNMENTAL EMPLOYEES	PR SHERIFF DEPT UNION DUES SEPT 2016	591.40
09/08/2016	1	61025	MISDU	MISDU	PR 910220383 2002007381 M. FAIRCHILD PE	170.80
09/08/2016	1	61026	MISDU	MISDU	PR 913068876 2009007526 G. STANKEWITZ PE	35.17
09/08/2016	1	61027	POLC	POLICE OFFICERS LABOR COUNCIL	PR SHERIFF DEPT UNION DUES SEPT 2016	804.00
09/08/2016	1	61028	SLG	SHERMETA LAW GROUP	PR TINA M GONSER JEWELL #15-5314-GC PE 9	75.00
09/08/2016	1	61029	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTION PE 9/3	7.00
09/08/2016	1	61030	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #305959-457 DEFERRED COMP PE 9/3	287.92
09/09/2016	1	61031	BEET A	ANDREW BEETHEM	PC REST #8004404 CHRISTOPHER HARMON	50.00
09/09/2016	1	61032	EMC INS	EMC INSURANCE COMPANIES	PC REST #15008482 CHAYTON WYATT DENNIS	50.00
09/09/2016	1	61033	EMC INS	EMC INSURANCE COMPANIES	PC REST #15008482 CHAYTON WYATT DENNIS	100.00
09/12/2016	1	61034	ADV REST	ADVANCED AUTO	CC REST #14-4862-FH DANIEL MARX II	8.33
09/12/2016	1	61035	ANDYS	ANDY'S PARTY STORE	CC REST #14-4862-FH DANIEL MARX II	8.33
09/12/2016	1	61036	ANTK J	JOSEPH ANTKOVIAK	CC REST #02-2546-FH DAVID SOVA	16.67
09/12/2016	1	61037	AO INS	AUTO OWNERS INSURANCE AGENCY	CC REST #14-4916-FH GARRETT CHILDERS	25.00
09/12/2016	1	61038	BLAN C	CLAYTON BLANCHARD	CC REST #89-0225-FH DANNY LAYNE	30.00
09/12/2016	1	61039	BLAN C	CLAYTON BLANCHARD	CC REST #89-0223-FH ROBERT ENGLAND	40.00
09/12/2016	1	61040	BORG W	WILLIAM BORGERDING	CC REST #02-2546-FH DAVID SOVA	16.67
09/12/2016	1	61041	BRYA W	WILLIAM BRYAN	CC REST #03-2843-FH KURT DELPH JR.	25.00
09/12/2016	1	61042	CAR-REST	CARQUEST AUTO PARTS	CC REST #14-4862-FH DANIEL MARX II	8.33
09/12/2016	1	61043	DRIE J	JOYCE DRIER	CC REST #02-2546-FH DAVID SOVA	16.67
09/12/2016	1	61044	DYKS B	BRITTANY MARSHALL	CC REST #11-4339-FH STEVEN MCELHINEY	15.00
09/12/2016	1	61045	ELEN V	VERNA ELENBAAS	CC REST #02-2546-FH DAVID SOVA	16.67
09/12/2016	1	61046	ELLI J	JANETTE ELLIOTT	CC REST #02-2546-FH DAVID SOVA	16.67
09/12/2016	1	61047	FB INS	FARM BUREAU SUBROGATION	CC REST #14-4986-FH HAWKE BARBER	12.50
09/12/2016	1	61048	FFNM	FIRST FEDERAL OF NORTHERN MICH	CC REST #14-4862-FH DANIEL MARX II	8.35
09/12/2016	1	61049	GARS M	MR. OR MRS. MICHAEL GARST	CC REST #15-5125-FH JOHN GARST	180.00
09/12/2016	1	61050	GIBBONS	KEVIN GIBBONS	CC REST #05-3264-FH RICHARD ROBINSON JR.	5.00
09/12/2016	1	61051	GLENS	GLEN'S MARKET (FAMILY FARE)	CC REST #14-4862-FH DANIEL MARX II	8.33
09/12/2016	1	61052	GOHE D	DONALD OR JEAN GOHESKI	CC REST #13-4687-FH SUSAN WOODS	500.00
09/12/2016	1	61053	HANOVER	THE HANOVER INSURANCE GROUP	CC REST #03-2854-FH JUDY SOUTHWELL	100.00
09/12/2016	1	61054	HEAT G	GERALD HEATH	CC REST #09-4106-FH SONYA WAGNER	200.00
09/12/2016	1	61055	HOUS L	LAWRENCE HOUSEL	CC REST #14-481-FH BRETT SEBASTION	25.00
09/12/2016	1	61056	HUNT	H U N T	CC REST #15-5145-FH KAYLA ALLEN	15.00
09/12/2016	1	61057	IRLC	INDIAN RIVER LION'S CLUB	CC REST #14-4874-FH MICHELLE WILLIAMS	25.00
09/12/2016	1	61058	JOHN JA	E JAMES JOHNSON	CC REST #02-2546-FH DAVID SOVA	16.67
09/12/2016	1	61059	JONE P	PATRICIA JONES	CC REST #09-3952-FH WALTER JONES	200.00
09/12/2016	1	61060	JONES	JIM WERNIG INC	CC REST #91-0683-FH HARRINGTON #91-0687-	80.00
09/12/2016	1	61061	KEEL L	LARRY OR LEONA KEELAN	CC REST #05-3123-FH ROGER ORMSBEE	25.00
09/12/2016	1	61062	LAHA R	ROGER LAHAIE	CC REST #02-2546-FH DAVID SOVA	16.67
09/12/2016	1	61063	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST #10-4125-FC TONJA WILLIAMS	15.00
09/12/2016	1	61064	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST #10-4113-FC BEAU STEWARD	60.00
09/12/2016	1	61065	LEIG E	ENZO LEIGHIO	CC REST #11-4339-FH STEVEN ELHINEY	15.00
09/12/2016	1	61066	LUND R	RICHARD LUND	CC REST #13-4688-FH THOMAS SANTER	1.00
09/12/2016	1	61067	MARSHALL R	RICHARD MARSHALL	CC REST #99-2141-FH CHASITY COMPTON	5.00
09/12/2016	1	61068	MCKE K	KENNETH MCKERVEY	CC REST #02-2546-FH DAVID SOVA	16.67
09/12/2016	1	61069	MCKINLEY D	DAVID MCKINLEY	CC REST #13-4661-FC LANCE DEACONS	25.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	
09/12/2016	1	61070	MDT-TAXENF	MICHIGAN DEPT OF TREASURY	CC REST #00-2229-FH FRANKLIN CRAWFORD #T	25.00	
09/12/2016	1	61071	MINI T	MR & MRS THOMAS MINICK	CC REST #13-4676-FH BRENTON DENNERT-MICH	180.00	
09/12/2016	1	61072	MOOD N	NATALIE MOODY-BROWN	CC REST #05-3300-FH JOSHUA ROMINE	200.00	
09/12/2016	1	61073	MULL N	NANCY MULLETT	CC REST #14-4879-FH TARA MULLETT	60.00	
09/12/2016	1	61074	NEMOA	NORTHEAST MICH OSTEOPATHIC ASSOC	CC REST #08-3779-FH VICKY JOHNSON	250.00	
09/12/2016	1	61075	NEUE D	DAVE NEUENS	CC REST #15-5042-FH JORDAN DRYER	20.00	
09/12/2016	1	61076	NEXTDOOR	NEXT DOOR FOOD STORE	CC REST #14-4934-FH BRANDON CRAWFORD	100.00	
09/12/2016	1	61077	PA	CHEBOYGAN COUNTY PROSECUTOR	CC REST #13-4642-FH JASON LAUR	70.10	
09/12/2016	1	61078	PARKSIDE	PARKSIDE INN	CC REST #11-4339-FH STEVEN MCELHINEY	15.00	
09/12/2016	1	61079	PAVW A	ALLEN PAVWOSKI	CC REST #11-4451-FC DENNIS PARRIS	10.00	
09/12/2016	1	61080	RACI D	DENNIS OR CONNIE RACINE	CC REST #04-3023-FH THERESA KELLEY	100.00	
09/12/2016	1	61081	RDIC	RIVERTOWN DO-IT CENTER	CC REST #05-3247-FH JOSEPH PRZYBYLOWICZ	10.00	
09/12/2016	1	61082	REDM MAR	MARIANNE REDMAN	CC REST #11-4451-FC DENNIS PARRIS	10.00	V
09/12/2016	1	61083	REF-CODE	WHITE PINES ELECTRIC	CD REFUND JOB CANCELLED	160.00	
09/12/2016	1	61084	ROBE C	FLORENCE ROBERTS	CC REST #02-2546-FH DAVID SOVA	16.67	
09/12/2016	1	61085	ROCH S	STEWART ROCHESTER	CC REST #16-5197-FH STEVEN PAUL ROSE II	50.00	
09/12/2016	1	61086	SAFCU	STRAITS AREA FEDERAL CREDIT UNION	CC REST #13-4719-FH JESSICA FEIN	10.00	
09/12/2016	1	61087	SANE	STRAITS AREA NARCOTICS ENF	CC REST #15-5009-FH BRIANNA GAFFNEY	25.00	
09/12/2016	1	61088	SANE	STRAITS AREA NARCOTICS ENF	CC REST #16-5237-FH DANIEL SCOTT	150.00	
09/12/2016	1	61089	SANE	STRAITS AREA NARCOTICS ENF	CC REST #14-4953-FC STEVEN ATKINSON	4.55	
09/12/2016	1	61090	SANE	STRAITS AREA NARCOTICS ENF	CC REST #15-5059-FC ANTHONY BODA	10.00	
09/12/2016	1	61091	SANE	STRAITS AREA NARCOTICS ENF	CC REST #15-5026-FH SARA BURCHAM	20.00	
09/12/2016	1	61092	SANE	STRAITS AREA NARCOTICS ENF	CC REST #14-4816-FC JOSHUA CARTER	160.00	
09/12/2016	1	61093	SANE	STRAITS AREA NARCOTICS ENF	CC REST #14-4976-FH MIKAELA NELSON	2.50	
09/12/2016	1	61094	SANE	STRAITS AREA NARCOTICS ENF	CC REST #06-3459-FC RICHARD ROBINSON JR.	5.00	
09/12/2016	1	61095	SANE	STRAITS AREA NARCOTICS ENF	CC REST #15-5110-FH MATTHEW LAFORGE	5.00	
09/12/2016	1	61096	SANE	STRAITS AREA NARCOTICS ENF	CC REST #14-4951-FH JESSICA JONES	20.00	
09/12/2016	1	61097	SANE	STRAITS AREA NARCOTICS ENF	CC REST #10-4178-FH JAMIE HUNT	20.00	
09/12/2016	1	61098	SCH S	SHARON SCHALOW	CC REST #02-2546-FH DAVID SOVA	16.67	
09/12/2016	1	61099	SF INS	STATE FARM CLAIMS	CC REST #13-4786-FH JOSHUA WILSON	300.00	
09/12/2016	1	61100	SF INS	STATE FARM INS TOTAL LOSS	CC REST #04-3036-FH STEPHEN GULDENZOPH	20.00	
09/12/2016	1	61101	SF INS	STATE FARM CLAIMS	CC REST #13-4796-FH BRANDON EDDY	100.00	
09/12/2016	1	61102	SF INS	STATE FARM INSURANCE	CC REST #14-4935-FC JAMES TURNER	400.00	
09/12/2016	1	61103	SHAF E	EDWARD OR JANICE SHAFFER	CC REST #05-3123-FH ROGER ORMSBEE	25.00	
09/12/2016	1	61104	SMIT C	CHARLES SMITH JR	CC REST #02-2546-FH DAVID SOVA	16.67	
09/12/2016	1	61105	SOM	STATE OF MICHIGAN-ADMIN SERV	CC REST #01-2402-FH THOMAS TURI	20.00	
09/12/2016	1	61106	SPRA R	ROBERT SPRAY	CC REST #02-2546-FH DAVID SOVA	16.67	
09/12/2016	1	61107	SUNRISE	SUNRISE BEACH MOTEL	CC REST #11-4339-FH STEVEN MCELHINEY	15.00	
09/12/2016	1	61108	SUPERIOR	SUPERIOR VENDING	CC REST #11-4339-FH STEVEN MCELHINEY	15.00	
09/12/2016	1	61109	TELECHECK	TELECHECK	CC REST #14-4862-FH DANIEL MARX II	8.33	
09/12/2016	1	61110	TERR E	ECTON TERREBONNE	CC REST #06-3534-FC ROBERT POPE	42.83	
09/12/2016	1	61111	TREAS	CHEBOYGAN COUNTY TREASURER	CC REST #04-3008-FH MATTHEW CHARBONEAU	20.00	
09/12/2016	1	61112	TUCK G	GARY TUCKER	CC REST #15-5020-FH MASON LIETAERT	20.00	
09/12/2016	1	61113	VANH J	JEFFREY VANHOORNE	CC REST #02-2546-FH DAVID SOVA	16.67	
09/12/2016	1	61114	WENG R	ROBERT WENGER	CC REST #02-2546-FH DAVID SOVA	16.62	
09/12/2016	1	61115	WILS J	JAMES WILSON	CC REST #01-2488-FH LAWRENCE BYARD	1,000.00	
09/12/2016	1	61116	ALOHA	ALOHA TOWNSHIP	TR 2015 LAND AUCTION SALE PROCEEDS	39.25	
09/12/2016	1	61117	BEAUGRAND	BEAUGRAND TOWNSHIP	TR 2015 LAND AUCTION SALE PROCEEDS	104.66	
09/12/2016	1	61118	BENTON	BENTON TOWNSHIP	TR 2015 LAND AUCTION SALE PROCEEDS	9,852.57	
09/12/2016	1	61119	CHEB	CITY OF CHEBOYGAN	TR 2015 LAND AUCTION SALE PROCEEDS	434.46	
09/12/2016	1	61120	COP	COP EDUCATIONAL SERVICE DISTRICT	TR CURRECT PERSONAL TAX DUE ESD	1,601.75	
09/12/2016	1	61121	DEEDS	REGISTER OF DEEDS	TR QUIT CLAIM DEED RECORDING FEE	183.00	
09/12/2016	1	61122	FOREST	FOREST TOWNSHIP	TR 2015 LAND AUCTION SALE PROCEEDS	9.41	
09/12/2016	1	61123	INVERNESS	INVERNESS TOWNSHIP	TR 2015 LAND AUCTION SALE PROCEEDS	98.16	
09/12/2016	1	61124	KOEHLER	KOEHLER TOWNSHIP	TR 2015 LAND AUCTION SALE PROCEEDS	96.87	
09/12/2016	1	61125	MULLETT	MULLETT TOWNSHIP	TR 2015 LAND AUCTION SALE PROCEEDS	96.63	
09/12/2016	1	61126	NUNDA	NUNDA TOWNSHIP	TR 2015 LAND AUCTION SALE PROCEEDS	131.32	
09/12/2016	1	61127	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED	396.00	
09/12/2016	1	61128	TUSCARORA	TUSCARORA TOWNSHIP	TR 2015 LAND AUCTION SALE PROCEEDS	489.86	
09/12/2016	1	61129	WILMOT	WILMOT TOWNSHIP	TR 2015 LAND AUCTION SALE PROCEEDS	593.99	

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/12/2016	1	61130	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS. 007016244 DIV 0011 OCT 20	1,444.21
09/12/2016	1	61131	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 DIV 0013 OCT 201	434.65
09/12/2016	1	61132	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 DIV 0001 OCT 201	7,060.93
09/12/2016	1	61133	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 DIV 0012 OCT 201	447.59
09/12/2016	1	61134	FOC	FRIEND OF THE COURT	CR BOND #14-10299-DS MOORE VS KECK	200.00
09/12/2016	1	61135	MSP	MICHIGAN STATE POLICE	CR SEX OFFENDER REGISTRATION AUG 2016	60.00
09/12/2016	1	61136	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY	692,997.79
09/12/2016	1	61137	TREAS	CHEBOYGAN COUNTY TREASURER	TR CURRENT TAX COLLECTED DUE COUNTY	653,578.46
09/14/2016	1	61138	UNUM	UNUM LIFE INSURANCE COMPANY	PR LTD INSURANCE 0125001-0019 OCT 2016	1,415.06
09/14/2016	1	61139	UNUM	UNUM LIFE INSURANCE COMPANY	PR LIFE INSURANCE 0116187-0015 OCT 2016	671.07
09/14/2016	1	61140	UNUM	UNUM LIFE INSURANCE COMPANY	PR LTD INSURANCE 0150450-0012 OCT 2016	780.87
09/14/2016	1	61141	UNUM	UNUM LIFE INSURANCE COMPANY	PR LTD INSURANCE 0125010-0012 OCT 2016	388.86
09/14/2016	1	61142	UNUM	UNUM LIFE INSURANCE COMPANY	PR EMP OPTIONAL LIFE INS 0150451-0019 OC	712.23
09/15/2016	1	61143	AO INS	AUTO OWNERS INC	DC REST #08-0938-FY LONNIE EVERETT BOUDR	100.00
09/15/2016	1	61144	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS 00188643 C001 OCT 2016	374.39
09/15/2016	1	61145	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS 00188643 OCT 2016	99,565.64
09/15/2016	1	61146	CINCI	CINCINNATI INSURANCE CO	DC REST #11-0923-SM MORGAN LYNN KEWAYGES	10.00
09/15/2016	1	61147	CON REST	CONSUMERS ENERGY	DC REST #16-0312-ST RYAN DALE STEWART	62.50
09/15/2016	1	61148	FAM FARE	FAMILY FARE	DC REST #15-0763-SM AUBREY LYN AYOTTE	37.50
09/15/2016	1	61149	FARMERS IN	FARMERS INSURANCE	DC REST #14-0121-ST RALPH HOWARD PRUDER	150.00
09/15/2016	1	61150	FB INS	FARM BUREAU SUBROGATION	DC REST #15-0190-SM SARAH ALLEN MYERS	20.00
09/15/2016	1	61151	FERRELL	FERRELL GAS COMPANY	DC REST #13-0970-SD MELISSA DAWN SKIDMOR	350.00
09/15/2016	1	61152	HOPE S	SPENCER DAVID HOPE	DC REST #16-0285-FD STEVEN MICHAEL MEISS	100.00
09/15/2016	1	61153	KOWA G	MR. & MRS. GEOFF KOWALCZYK	DC REST #16-0481-SM DARLEEN ANN PUTNAM	62.00
09/15/2016	1	61154	PROG INS-R	PROGRESSIVE INSURANCE	DC REST #15-0603-ST KATHERINE GRAINGER 1	75.00
09/15/2016	1	61155	SANE	STRAITS AREA NARCOTICS ENF	DC REST #16-0390-FY TANNER BROWN	190.00
09/15/2016	1	61156	SANG R	RICHARD SANGSTER	DC REST #11-0923-SM MORGAN KEWAYGESHIK	10.00
09/15/2016	1	61157	WALMART	WALMART	DC REST #14-0575-SM HAWKE EDWARD BARBER	7.50
09/15/2016	1	61158	WALMART	WALMART	DC REST #16-0209-SM AUBREY LYN AYOTTE	25.00
09/15/2016	1	61159	WALMART	WALMART	DC REST #16-0453-SM LYNN MURPHY	53.93
09/15/2016	1	61160	WALMART	WALMART	DC REST #16-0623-SM KATHLEEN WHEMEYER DA	40.00
09/16/2016	1	61161	REF-PLAN	JOHN ALEXANDROWSKI	PZ REFUND CANCEL APPLICATION FOR REZONIN	220.00
09/16/2016	1	61162	REF-TREA	RONALD BREZNER	TR REFUND OVERPAYMENT 251-W19-000-093-00	8.26
09/20/2016	1	61163	BOND-TREA	90TH DISTRICT COURT	TR BOND KENDRA JAN SCRIPTER	200.00
09/20/2016	1	61164	BOND-TREA	90TH DISTRICT COURT	TR BOND PAMELA MARIE CLOUD	280.00
09/20/2016	1	61165	EMC INS	EMC INSURANCE COMPANIES	PC REST #15008481 AUSTIN MICHAEL MOORE	100.00
09/20/2016	1	61166	MAC-WCF	MAC WORKERS COMP FUND	PR WORK COMP FINAL PAYMENT DUE FOR 2015	6,505.00
09/20/2016	1	61167	REF-TREA	ALAN RICHARDSON	TR REFUND OVERPAYMENT 052-M31-002-003-00	53.45
09/20/2016	1	61168	REF-TREA	ELLIS TOWNSHIP TREASURER	TR REFUND OVERPAYMENT 210-032-200-001-00	176.41
09/21/2016	1	61169	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED BY COUNTY	1,165,281.58
09/21/2016	1	61170	TREAS	CHEBOYGAN COUNTY TREASURER	TR CURRENT TAX COLLECTED DUE COUNTY	1,100,138.33
09/23/2016	1	61171	CITI	CITI STREET	PR CHEB CTY PC JUDGE RETIREMENT PE 9/17	353.75
09/23/2016	1	61172	EMC INS	EMC INSURANCE COMPANIES	PC REST #15008482 CHAYTON WYATT DENNIS	50.00
09/23/2016	1	61173	EMC INS	EMC INSURANCE COMPANIES	PC REST #15008482 CHAYTON WYATT DENNIS	70.00
09/23/2016	1	61174	MASB-SEG	MASB-SEG PROPERTY	PC REST #14008428 ROBERT LOGAN WELKER	100.00
09/23/2016	1	61175	MISDU	MISDU	PR 913068876 2009007526 G. STANKEWITZ PE	35.17
09/23/2016	1	61176	MISDU	MISDU	PR 910220383 2002007381 M. FAIRCHILD PE	170.80
09/23/2016	1	61177	SLG	SHERMETA LAW GROUP	PR TINA M GONSER JEWELL #15-5314-GC	75.00
09/23/2016	1	61178	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTION PE 9/17	12.00
09/23/2016	1	61179	VANTAGE	VANTAGEPOINT TRANS AGENTS-457	PR #30595-457 DEFERRED COMP PE 9/17	287.92
09/27/2016	1	61180	BOND-CLERK	KILEY JACOBSON-NOWLIN	CR BOND #16-5218-FH PEO VS TYLER SMITH	100.00
09/27/2016	1	61181	CLERK	CHEBOYGAN COUNTY CLERK	CR PSP #16-5253-FH RITA HURCHICK	858.00
09/27/2016	1	61182	MSP	MICHIGAN STATE POLICE	CR CONCEALED PISTOL PERMITS	3,331.00
09/28/2016	1	61183	BOND-TREA	20TH CIRCUIT COURT	TR BOND CLAYTON HENRY MCDONALD	274.00
09/28/2016	1	61184	MASB-SEG	MASB-SEG PROPERTY	PC REST #14008428 ROBERT LOGAN WELKER	150.00
09/28/2016	1	61185	REF-CODE	JOHNSON PROPANE	CD REFUND OVERPAYMENT PM16-0338	40.00
09/29/2016	1	61186	CLERK	CHEBOYGAN COUNTY CLERK	CR PSP #16-2541-FH TIMOTHY ACKERBERG JR.	1,398.00
09/29/2016	1	61187	CLERK	CHEBOYGAN COUNTY CLERK	CR PSP #16-5221-FH JEFF NOWOSAD	2,682.00
09/29/2016	1	61188	MMDOC	MICHIGAN MDOC	CR PSP #16-5221-FH JEFF NOWOSAD	480.00
09/29/2016	1	61189	MMDOC	MICHIGAN MDOC	CR PSP #16-5241-FH TIMOTHY ACKERBERG JR.	180.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/30/2016	1	61190	BEET A	ANDREW BEETHEM	PC REST #8004404 CHRISTOPHER HARMON	50.00
09/30/2016	1	61191	BOND-CLERK	CHAD ROBART	CR BOND #13-4622-FH PEO VS CHAD ROBART	900.00
09/30/2016	1	61192	BOND-TREA	89TH DISTRICT COURT	TR BOND STEVEN MICHAEL WATT	200.00
09/30/2016	1	61193	CLERK	CHEBOYGAN COUNTY CLERK	CR BOND #13-4622-FC PEO VS CHAD ROBART	100.00
09/30/2016	1	61194	REF-CLERK	RICHARD CLARK PLLC	RD OVERPAYMENT OF FEES CK #1003	45.00
09/30/2016	1	61195	REF-DEEDS	MALL MALISOW & COONEY	RD REFUND OVERPAYMENT CK#4541	5.00
09/30/2016	1	61196	REF-DEEDS	PIE & G	RD REFUND OVERPAYMENT CK #109784	14.00
09/30/2016	1	61197	CHEB	CITY OF CHEBOYGAN	DC ORDINANCE FEES DUE CITY SEP 2016	365.65
09/30/2016	1	61198	MCP	MACKINAW CITY POLICE	DC OUIL ASSESSMENT SEP 2016	100.00
09/30/2016	1	61199	MDT-TRTAX	MICHIGAN DEPT OF TREASURY	RD REAL ESTATE TAX TRANSFER SEP 2016	90,645.00
09/30/2016	1	61200	REF-DC	DAVID & BARBARA ELLIOTT	DC REFUND	130.00
09/30/2016	1	61201	SHERIFF	CHEBOYGAN COUNTY SHERIFF DEPT	DC OUIL ASSESSMENT SEP 2016	325.00
09/30/2016	1	61202	SOM-CC	STATE OF MICHIGAN	CC 53RD CIRCUIT COURT FILING FEES SEP 20	6,377.77
09/30/2016	1	61203	SOM-CC	STATE OF MICHIGAN	PC CIRCUIT COURT FILING FEES SEP 2016	990.00
09/30/2016	1	61204	SOM-DC	STATE OF MICHIGAN	DC 89TH DISTRICT COURT FILING FEE CORREC	325.00
09/30/2016	1	61205	SOM-DC	STATE OF MICHIGAN	DC 89TH DISTRICT COURT FILING FEE SEP 20	23,154.66
09/30/2016	1	61206	SOM-NETF	STATE OF MICHIGAN	CR NOTARY EDUCATION & TRAINING FUND SEP	2.00
09/30/2016	1	61207	SOM-PC	STATE OF MICHIGAN	PC PROBATE COURT FILING FEES SEP 2016	981.56
09/30/2016	1	61208	SOM-SURV	STATE OF MICHIGAN	RD REMONUMENTATION JUL-SEP 2016	7,249.60
09/30/2016	1	61209	TTP	TUSCARORA TOWNSHIP POLICE	DC OUIL ASSESSMENT SEP 2016	150.00
09/30/2016	1	61210	TUSCARORA	TUSCARORA TOWNSHIP	DC ORDINANCE FEES SEP 2016	31.67
09/30/2016	1	61211	VOM	VILLAGE OF MACKINAW	DC ORDINANCE FEE SEP 2016	364.01

1 TOTALS:

Total of 199 Checks:	3,903,225.70
Less 1 Void Checks:	10.00
Total of 198 Disbursements:	3,903,215.70

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 2 GENERAL FUND						
09/01/2016	2	167577	ACKE	CHRISTOPHER ACKERMAN	PC SA INDEPENDENT CONTRACTOR SEPT 2016	1,000.00
09/01/2016	2	167578	AIRPORT	CHEBOYGAN AIRPORT AUTHORITY	SRR LEASE AGREEMENT SEPT 2016	1,500.00
09/01/2016	2	167579	ARCTIC	ARCTIC GLACIER INC	CCM ICE PURCHASE	34.50
09/01/2016	2	167580	BLARNEY	BLARNEY CASTLE OIL COMPANY	CCM GAS PURCHASE 2294.9 GALLONS	6,994.21
					CCM GAS & DIESEL PURCHASE 2002 GAL & 140	8,960.25
						15,954.46
09/01/2016	2	167581	BROW C	CHARLES BROWN	PC SA FDTA FALL SESSION	1,550.00
09/01/2016	2	167582	CLSSI	CHEBOYGAN LIFE SUPPORT SYSTEM	TR AMBULANCE MILLAGE SEPT 2016	24,332.83
09/01/2016	2	167583	CPSI	CREATIVE PRODUCT SOURCING INC	FN DARE WORKBOOKS	295.00
09/01/2016	2	167584	EMMET CK	EMMET COUNTY CLERK	TR AMBULANCE MILLAGE SEPT 2016	1,962.25
09/01/2016	2	167585	KAVANAUGH	MICHAEL KAVANAUGH	PZ COMMISSION MTG 8/17/16	47.56
					PZ SITE VISIT 8/17/16	50.80
						98.36
09/01/2016	2	167586	KMART	KMART	CCM MARINA PICNIC SUPPLIES	88.25
09/01/2016	2	167587	KTR	KNAFFLE'S TENT RENTAL	CCM TENT RENTAL FOR MARINA PICNIC	454.40
09/01/2016	2	167588	MEYE M	MARI LACROSS	SD REIMBURSE BOOTS	79.99
09/01/2016	2	167589	NSB	NORTHERN STAR BROADCASTING	SRR MONTHLY TOWER LEASE SEPT 2016	300.00
09/01/2016	2	167590	OAA	ONAWAY AREA AMBULANCE	TR AMBULANCE MILLAGE SEPT 2016	1,209.25
09/01/2016	2	167591	OMS	OMS COMPLIANCE SERVICES INC	SRR NON-DOT PRE-EMPLOYMENT DRUG TEST	77.50
09/01/2016	2	167592	PUB DEF 3	RONALD VARGA OR WILLIAM KEOGH	FN PUBLIC DEFENDER CONTRACT SEPT 2016	11,709.58
09/01/2016	2	167593	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	TR SENIOR CITIZEN MILLAGE REQUEST SEPT 2	42,581.25
09/01/2016	2	167594	SOM	STATE OF MICHIGAN	DC NOTARY DEBORAH JEAN KELLER	10.00
09/01/2016	2	167595	SPEEDWAY	SPEEDWAY SUPER AMERICA LLC	SRR FUEL CHARGES 7/21-8/17/16	9.93
09/01/2016	2	167596	SPIES-SRR	SPIES AUTO PARTS & TIRE	4 RETREADS FOR STOCK	660.00
09/01/2016	2	167597	WASC	WAWATAM AREA SENIOR CITIZENS INC	TR SENIOR MILLAGE REQUEST SEPT 2016	4,142.00
09/02/2016	2	167598	BC PIZZA	BC PIZZA	CF KIDS DAY PIZZA	200.00
09/02/2016	2	167599	CREATE CAB	CREATIVE CABINETRY LLC	AD NEW SIGNS FOR AIRPORT 50% DEPOSIT	3,062.50
09/02/2016	2	167600	KMART	KMART	CF MISC SUPPLIES FOR LADIES DAY/KIDS DAY	1,171.13
09/02/2016	2	167601	RAMSAY	DONALD RAMSAY DO	CR MEDICAL EXAMINER WAGES SEPT 2016	735.44
09/02/2016	2	167602	SAVE	SAVE - A - LOT	CF KID'S DAY	95.05
09/06/2016	2	167603	BBI	BROWN BUILDERS INC	FN CCHS BUILDERS PAYMENT REQUEST #5	16,848.00
09/06/2016	2	167604	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #212 MISC REPAIRS AND CHECKS	641.10
					SRR BUS #116 FULL SERVICE, MISC REPAIR	394.50
					SRR BUS #709 MISC REPAIRS ON LIFT, SHOCK	589.35
					SRR BUS #509 BI-ANNUAL INSPECTIONS, MISC	450.20
					SRR BUS #209 FULL SERVICE, TIGHTEN BOLTS	293.95
					SRR BUS #309 FULL SERVICE, ADJUST PARKIN	520.70
						2,889.80
09/06/2016	2	167605	CDT PA	CHEBOYGAN DAILY TRIBUNE	PA VICTIM'S RIGHTS ENVELOPES/LETTERHEAD	265.00
09/06/2016	2	167606	CRANHAM	BRUCE CRANHAM PC	FOC REFEREE HEARINGS JULY & AUG 2016	2,400.00
09/06/2016	2	167607	EKDAHL	MICHAEL J EKDAHL	CC DGC DEFENSE ATTORNEY AUG 2016	120.00
09/06/2016	2	167608	HANSEL	DONNA HANSEL	CC COURT APPT ATTY CASE #16-5222-FH REID	810.00
09/06/2016	2	167609	HARBOR	HARBOR HALL INC	CC DGC COUNSELING SERVICES AUG 2016	45.00
09/06/2016	2	167610	HUNG T	THOMAS R HUNGERFORD LLC	CC COURT APPT ATTY CASES #16-5234-FH & #	1,270.00
09/06/2016	2	167611	INK & TONE	INK & TONER ALTERNATIVE	PA TONER	59.99
09/06/2016	2	167612	LISS D	DIANE LISSFELT LMSW, ACSW, CAAC	CC DGC COUNSELING SERVICES AUG 2016	90.00
09/06/2016	2	167613	MART	DANIEL MARTIN	CC COURT APPT ATTY CASE #16-5203-FC SCAL	500.00
09/06/2016	2	167614	NOP	NATIONAL OFFICE PRODUCTS	PA VICTIMS RIGHTS OFFICE SUPPLIES	467.88
09/06/2016	2	167615	NOP	NATIONAL OFFICE PRODUCTS	PA VICTIMS RIGHTS OFFICE SUPPLIES	148.45
09/06/2016	2	167616	ROTTER	GREGORY ROTTER	CC COURT APPT ATTY E16-527-FH COLE, #14-	1,101.64
09/06/2016	2	167617	SALVATION	SALVATION ARMY	CC DGC HOUSING & SUPERVISION FEES JULY 2	1,165.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	
09/06/2016	2	167618	TREAS	CHEBOYGAN COUNTY TREASURER	SRR 4 BOXES OF COPY PAPER	120.20	
09/06/2016	2	167619	UPS	UNITED PARCEL SERVICE	FN UPS CHARGES 7/24-8/27/16	3.56	
09/06/2016	2	167620	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 7/5-8/4/16	66.62	
09/06/2016	2	167621	WEST-CC	THOMSON REUTERS - WEST	CC SUBSCRIPTION CHARGES FOR PROB DEPT 7/	165.00	
09/06/2016	2	167622	WEST-LL	THOMSON REUTERS - WEST	LL LIBRARY PLAN CHARGES 7/5-8/4/16	284.92	
09/06/2016	2	167623	YOUN L	LAUREL KELLY YOUNG	CC COURT APPT ATTY #14-4961-FC DUSTIN MA	1,588.23	
09/07/2016	2	167624	BOB BARKER	BOB BARKER COMPANY INC	SDJ RAZORS	106.15	
					SDJ LAUNDRY BAGS/PING PONG PADDLES	103.72	
						209.87	
09/07/2016	2	167625	BS&A	BS&A EQUALIZER SOFTWARE SYST	FN ANNUAL SUPPORT/SERVICE FEE 8/1/16-8/1	6,800.00	
09/07/2016	2	167626	BUTTS	ROBERT J BUTTS	PC REIMBURSE FOR TRAINING	36.28	
09/07/2016	2	167627	CARD	CARDMEMBER SERVICE	SD CREDIT CARD PURCHASES THRU 8/24/16	1,009.31	
09/07/2016	2	167628	CARNATION	CARNATION RESTAURANT	SDJ AUGUST MEALS 7,168/JUICE/GATORADE &	24,669.90	
09/07/2016	2	167629	CCE	CCE CENTRAL DISPATCH AUTHORITY	SD STOP TRAINING GINOP, MANUEL, MATELSKI	60.00	
09/07/2016	2	167630	CROS C	CAROL CROSS	PC GUARDIANSHIP REVIEWS	169.27	
09/07/2016	2	167631	DEAN	NANCY B DEAN	PC ATTORNEY CONTRACT SEPT 2016	1,375.00	
09/07/2016	2	167632	DEAN	NANCY B DEAN	PC COURT APPT ATTY #16008584 CRIPPS; #16	150.00	
09/07/2016	2	167633	DELL	DELL	IS NEW OPTIPLEX 5040 LORI IN PA	859.02	
09/07/2016	2	167634	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT SEPT 2016	1,375.00	
09/07/2016	2	167635	HANSEL	DONNA HANSEL	PC COURT APPT ATTY #9008016 GAFFNEY	150.00	
09/07/2016	2	167636	KEOGH	WILLIAM L KEOGH PC	PC ATTORNEY CONTRACT SEPT 2016	1,375.00	
09/07/2016	2	167637	KEOGH	WILLIAM L KEOGH PC	PC COURT APPT ATTY #9008016 GAFFNEY	150.00	
09/07/2016	2	167638	KORTZ	KARI KORTZ	FN MILEAGE REIMBURSEMENT TO PETOSKEY	41.04	
09/07/2016	2	167639	LAMO T	TERRIE LAMONT	PC GUARDIANSHIP REVIEWS	225.00	
09/07/2016	2	167640	MACARTHUR	TIMOTHY MACARTHUR	PC ATTORNEY CONTRACT SEPT 2016	1,375.00	
09/07/2016	2	167641	MISC	KEVIN MACRITCHIE	SD TAPE/SPRING LINK/SCREWS FOR MOUNTED D	58.93	
09/07/2016	2	167642	PAETEC	PAETEC	IS PHONE SERVICE AUGUST 2016	248.38	
09/07/2016	2	167643	PAETEC	VOID			V
09/07/2016	2	167644	PNC VISA	PNC BANK	FN VISA CHARGES THRU 8/19/16	6,365.02	
09/07/2016	2	167645	PNC VISA	VOID			V
09/07/2016	2	167646	ROWLEYS	ROWLEYS WHOLESALE	SD TIRES QTY 30	3,307.20	
09/07/2016	2	167647	SHELDON	JENNIFER SHELDON	PC ATTORNEY CONTRACT SEPT 2016	1,375.00	
09/07/2016	2	167648	SPAR PHAR	SPARTAN NASH/FAMILY FARE	SDJ MEDICATIONS FOR JAIL AUG 2016	106.66	
09/07/2016	2	167649	SPARTAN	SPARTAN STORES LLC	SDJ OTC MEDICATION	18.38	
09/07/2016	2	167650	SPARTAN	SPARTAN STORES LLC	VA VETERANS ASSISTANCE FUND	348.57	
09/07/2016	2	167651	TREAS	CHEBOYGAN COUNTY TREASURER	PC CHILDCARE ALLOCATED COSTS SEPT 2016	1,978.16	
09/07/2016	2	167652	VERIZON	VERIZON	IS CELL PHONE CHARGES 7/14-8/13	1,801.00	
09/07/2016	2	167653	WOE	WILLIAMS OFFICE EQUIPMENT	IS COPY MAINTENANCE AGREEMENT AUG 2016	1,412.24	
09/08/2016	2	167654	AT&T-SDJ	AT&T	SDJ PHONE CHARGES AUG 2016	147.26	
09/08/2016	2	167655	BREG L	LOIS BREGE	DHS CC #20623834 8/19-9/1/16	241.36	
09/08/2016	2	167656	BREG L	LOIS BREGE	DHS CC #20623835 8/19-9/1/16	241.36	
09/08/2016	2	167657	BREG L	LOIS BREGE	DHS CC #20623836 8/19-9/1/16	311.36	
09/08/2016	2	167658	BREG L	LOIS BREGE	DHS CC #1525157 8/17-8/30/16	241.36	
09/08/2016	2	167659	DELRIDGE	DELRIDGE CORPORATION	FOC MICHIGAN COURT FORMS	68.95	
09/08/2016	2	167660	NMK9	NORTHERN MICHIGAN K9	SD K9 RECERTIFICATION TEBO	100.00	
09/08/2016	2	167661	SECURUS	SECURUS TECHNOLOGIES	SDJ INMATE PHONE USAGE AUG 2016	5,461.59	
09/08/2016	2	167662	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMP FRINGE & DEDUCTIONS PE 9/3	232,018.78	
09/08/2016	2	167663	WHS	WOLVERINE HUMAN SERVICES	DHS CC #4678447 4/4/16-5/1/16	5,334.28	
09/09/2016	2	167664	BEET W	WILLIAM BEETHEM	VA MVTF #16-025(16) MILEAGE TO REVIEW AP	9.98	
09/09/2016	2	167665	BEET W	WILLIAM BEETHEM	VA VSRF PER DIEM REVIEW APPLICATION KRET	40.00	
09/09/2016	2	167666	BLARNEY	BLARNEY CASTLE OIL COMPANY	MA GAS PURCHASE 10,000 GALLONS	17,346.60	
09/09/2016	2	167667	CDT-CR	CHEBOYGAN DAILY TRIBUNE	CR CLOSE OF REG; PUBLIC ACCURACY; NOTICE	1,381.43	
09/09/2016	2	167668	CRON B	BOBIE CRONGEYER	CR CANVASS BOARD 8/12/16 & 9/6/16	247.52	
09/09/2016	2	167669	DANI K	KAREN DANIEL	DHS BOARD MTG 8/31/16	48.64	
09/09/2016	2	167670	DEKETO	DEKETO LLC	CR LICENSE ENHANCEMENT AGREEMENT AUG 201	1,308.00	
09/09/2016	2	167671	GBS	GBS INC	CR BALLOTS/CODING/SUPPLIES FOR AUG PRIMA	6,176.60	
09/09/2016	2	167672	GIDD D	DALE GIDDINGS	CR CANVASS BOARD 8/12/16 & 9/6/16	345.84	

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/09/2016	2	167673	GRAINGER	WW GRAINGER	DHS WRC WASHROOM MIRROR, PAPER TOWEL DIS	146.05
					DHS WRC ENTRANCE LEVER	153.75
					MA FLOOR SCRUB BRUSH, SWIVEL PAD HOLDER	159.60
					MA EDGE GUIDE	24.00
						483.40
09/09/2016	2	167674	HARW G	GREG HARWICK	CR CANVASS BOARD 8/12/16 & 9/6/16	328.56
09/09/2016	2	167675	INK & TONE	INK & TONER ALTERNATIVE	CR TONER	15.99
09/09/2016	2	167676	INK & TONE	INK & TONER ALTERNATIVE	AD 4 PRINTER TONERS	314.96
09/09/2016	2	167677	MAY B	BRIAN MAY	CR CANVASS BOARD 8/12/16	263.72
09/09/2016	2	167678	MER	MICHIGAN ELECTION RESOURCES	CR ELECTION FORMS	2,224.06
09/09/2016	2	167679	MONT PRESS	MONTMORENCY PRESS INC.	PA LEGAL PUBLIC, NOTICE OF HEARING AFFID	59.50
09/09/2016	2	167680	OFF DEPOT	OFFICE DEPOT	CR OFFICE SUPPLIES/PENS/FOLDERS	76.19
09/09/2016	2	167681	OLSO R	RAY OLSON	VA MVTF #16-020(16) MILEAGE TO REVIEW KI	1.56
09/09/2016	2	167682	RISK	MICHIGAN MUNICIPAL RISK MANAGEMENT	AD INSURANCE 2ND INSTALLMENT OF 3 7/1/16	44,216.25
09/09/2016	2	167683	ROBIADEK	ROBIADEK & SONS EXCAVATING INC	VA SEPTIC TANK FOR VETERAN NEIL KRETCHMA	750.00
09/09/2016	2	167684	RR DONN	RR DONNELLEY	CR NON BIRTH CERT PAPER	124.00
09/09/2016	2	167685	SCHW J	JEAN SCHWIND	DHS BOARD MTG 8/31/16	50.80
09/09/2016	2	167686	SOM-SCF	STATE OF MICHIGAN	CR JIS USER FEES JUL-SEP 2016	2,881.10
09/09/2016	2	167687	SPARTAN	SPARTAN STORES LLC	MA COFFEE SUPPLIES	30.76
09/09/2016	2	167688	TRYBAN	MARY ELLEN TRYBAN	CR MILEAGE GRAND RAPIDS CONF & CELL JUL	408.46
09/09/2016	2	167689	WELLER	KEVIN WELLER	FOC REIMBURSE MILEAGE AND PARKING FEES	63.36
09/09/2016	2	167690	WEST-CR	THOMSON REUTERS - WEST	CR LIBRARY PLAN CHARGES 7/5-8/4/16	4.25
09/09/2016	2	167691	WILD J	JOSEPH WILDBERG	VA MVTF #16-024(16) MILEAGE TO REVIEW KR	27.35
09/09/2016	2	167692	WILD J	JOSEPH WILDBERG	VA VSRF PER DIEM APPLICATION REVIEW KRET	40.00
09/12/2016	2	167693	AT&T/SBC	AT&T	FN GAS PUMP MODEM 7/29-8/28/16	35.32
09/12/2016	2	167694	RDIC	RIVERTOWN DO-IT CENTER	CCM RESTROOM MIRROR HOLDERS	15.44
09/12/2016	2	167695	VATF	GREBE VILLAGE	VA VAF OCT RENT CARLETON LEMORIE MI33T85	250.00
09/12/2016	2	167696	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #6199173 8/1-8/14/16	288.26
09/12/2016	2	167697	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #20973561 AUG 2016	892.29
09/12/2016	2	167698	ASHB C	CYNTHIA E EBERLY	PC CELL PHONE REIMBURSE SEPT 2016	45.00
09/12/2016	2	167699	ASHE M	MEGAN FENLON	PC CELL PHONE REIMBURSE SEP 2016	45.00
09/12/2016	2	167700	BLARNEY	BLARNEY CASTLE OIL COMPANY	MA REMAINDER OF GAS PMT	5.99
09/12/2016	2	167701	BOWM	BRIDGES OF WEST MICHIGAN PLLC	PC COURT ORDERED SERVICES AUG 2016	480.00
09/12/2016	2	167702	CHS-DGC	CATHOLIC HUMAN SERVICES	CC DGC COUNSELING AUG 2016	15.00
09/12/2016	2	167703	GILB	JAMES L GILBERT	CC COURT APPT ATTY GILMAN & SCALES	3,460.00
09/12/2016	2	167704	HART D	DENISE HART	PC REIMBURSE FOR OFFICE SUPPLIES PURCHAS	10.41
09/12/2016	2	167705	KERN P	PHILLIP KERNS	VA MFTF MILEAGE ANNUAL MTG	23.92
09/12/2016	2	167706	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	PC INFORMATION SEARCH AUG 2016	50.00
09/12/2016	2	167707	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	TR INFORMATION SEARCH AUG 2016	95.00
09/12/2016	2	167708	MART	DANIEL MARTIN	PC COURT APPT ATTY SZUL	150.00
09/12/2016	2	167709	MAYO R	RICHARD MAYO	VA MVTF APPLICATON REVIEW & ANNUAL MTG M	9.10
09/12/2016	2	167710	MWYH	MISSAUKEE WILDERNESS YTH HOME	PC ANOTHER COUNTY INSTITUTION/COURT ORDE	4,944.20
09/12/2016	2	167711	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC DRUG TESTING AUG 2016	1,015.00
09/12/2016	2	167712	REGISTER	MPJRA	PC MPJRA REGISTRATION FOR COURTNEY BLUMK	30.00
09/12/2016	2	167713	REGISTER	MPJRA	PC MPJRA REGISTRATION FOR BECKY NOEL	30.00
09/12/2016	2	167714	S&B	SIGN & BANNER FACTORY	AD SANDWICH BOARD SIGNS FOR JURORS	295.00
09/12/2016	2	167715	SAP	STRAITS AREA PRINTING	PC OFFICE SUPPLIES/2 PART RECEIPT BOOKS	106.50
09/12/2016	2	167716	SPARTAN	SPARTAN STORES LLC	CC MISC JUROR CHARGES	94.71
09/12/2016	2	167717	STOP	SATELLITE TRACKING OF PEOPLE LLC	PC COURT ORDERED SERVICES	102.00
09/12/2016	2	167718	STYF	SAULT TRIBE YOUTH FACILITY	PC ANOTHER COUNTY INSTITUTION FRASIER	1,080.00
09/12/2016	2	167719	WHEELER	WHEELER MOTORS INC	AD REPLACED WHEELBEARING #15	224.76
					AD REPLACED ACTUATOR #16	186.32
						411.08
09/13/2016	2	167720	TRI-COUNTY	TRI-COUNTY EXCAVATING GROUP	CCHS INSTALLATION OF SEPTIC FIELD & SEWE	37,000.00
09/14/2016	2	167721	AT&T-SRR	AT&T	SRR PHONE SERVICES 7/28-8/28/16	60.01
09/14/2016	2	167722	AT&T-SRR	AT&T	SRR PHONE SERVICE 7/29-8/28/16	171.51
09/14/2016	2	167723	BCTB	BOYNE CITY TIRE & BRAKE INC	SRR STEER TIRES FOR STOCK QTY 8	2,299.52

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	
09/14/2016	2	167724	BCTB	BOYNE CITY TIRE & BRAKE INC	SRR MOUNT 4 NEW TIRES ON BUS #509	163.39	
09/14/2016	2	167725	BOHL K	KERI BOHL	EQ REIMBURSE LUNCH & BRIDGE FARE FOR TRA	19.64	
09/14/2016	2	167726	FERN FORD	FERNELIUS FORD LINCOLN	CD OIL CHANGE JEEP PATRIOT	27.27	
					CD OIL CHANGE ESCAPE #19	31.93	
						59.20	
09/14/2016	2	167727	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES/TONER, MONITOR STAND,	287.13	
09/14/2016	2	167728	QCMC	QUICK CARE MEDICAL CENTER	SRR DOT PHYSICAL SALLY NASH	105.00	
09/14/2016	2	167729	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR 1 CASE OF GLASS CLEANER	59.76	
09/14/2016	2	167730	TREAS	CHEBOYGAN COUNTY TREASURER	PC SA TRANSPORTATION FARE AUG 2016	3,755.69	
09/14/2016	2	167731	TREAS	CHEBOYGAN COUNTY TREASURER	PC SA BUS AIDE AUG 2016	322.20	
09/14/2016	2	167732	USC	UNDERGROUND SECURITY COMPANY	DC STORAGE OF SECURITY RECORDS 9/1/16-8/	56.95	
09/14/2016	2	167733	WISSNER	THOM WISSNER	EQ REIMBURSE LUNCH FOR TRAINING	8.47	
09/15/2016	2	167734	ALLO S	SUE ALLOR	BOC COMMISSIONER MILEAGE 9/13/16	32.40	
09/15/2016	2	167735	ALLPHASE	ALL-PHASE	MA U-BEND SOCKET	8.95	
					MA U-BEND SOCKETS	17.90	
					MA LED TUBES	312.50	
					MA CCHS NEW LIGHT FIXTURES FOR BLDG	1,981.04	
					MA CCHS EXIT SIGN/LED EMERGENCY LIGHT	191.36	
					MA CCHS LED WEATHER PROOF REMOTE	57.76	
					MA CCHS EXIT SIGN, 4 TERMINAL KEYLESS LA	86.11	
					MA CCHS 4 FT LED WET LOC, EXIT SIGN, LED	1,627.59	
						4,283.21	
09/15/2016	2	167736	ALLPHASE	VOID			V
09/15/2016	2	167737	AT&T/SBC	AT&T	RC/FG TELEPHONE 7/29-8/28/16	474.89	
09/15/2016	2	167738	BBC	BERNARD BUILDING CENTER	CCM KEY BLANKS	3.18	
					MA PAINTERS CAULK, THRESHOLD	18.87	
					MA WALLPLATE, SCREWS, CORD PLUG	7.20	
					MA DHD/WRC DOORS	520.56	
					CCM TREATED PINE, SCREWS	24.96	
					MA DHD/WRC PONDEROSA PINE	96.31	
						671.08	
09/15/2016	2	167739	BLARNEY	BLARNEY CASTLE OIL COMPANY	CCM PURCHASE GAS 1999 GAL & DIESEL 1999	9,584.52	
					CCM PURCHASE GAS 4000 GAL & DIESEL 1399	14,378.05	
						23,962.57	
09/15/2016	2	167740	BROWN C	CHRISTOPHER BROWN	BOC COMMISSIONER MILEAGE 8/24-9/13/16	68.04	
09/15/2016	2	167741	CALS	CAL'S MOBILE HEAVY EQUIPMENT	RC TRUCK REPAIR & SERVICE	377.13	
09/15/2016	2	167742	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	RC DIESEL FUEL CHARGES 7/28-8/31/16	1,026.59	
09/15/2016	2	167743	CDT-RC	CHEBOYGAN DAILY TRIBUNE	RC RECYCLING NOTICE	30.00	
09/15/2016	2	167744	CENTERLINE	CENTERLINE TOWING	RC TOWING FOR BIG TRUCK TO REPAIR SHOP	390.00	
09/15/2016	2	167745	EMMET DPW	EMMET COUNTY DPW	RC TRANSFER STATION CHARGES AUG 2016	11,025.00	
					RC TIPPING FEE REFUND AUG 2016	(1,251.70)	
						9,773.30	
09/15/2016	2	167746	FERN FORD	FERNELIUS FORD LINCOLN	SD 2017 FORD EXPLORER AWD POLICE VEHICLE	26,850.00	
09/15/2016	2	167747	G SHIPPING	G'S SHIPPING STORE	MA TOILET PAPER	152.88	
					MA TOILET PAPER	96.00	
					CCM TOILET PAPER	32.00	
						280.88	

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	
09/15/2016	2	167748	GOUI C	CAL GOUINE	BOC COMMISSIONER MILEAGE 9/13/16	3.78	
09/15/2016	2	167749	KSS	KSS ENTERPRISES	MA MOP HANDLES	69.22	
					MA VEHICLE WASH, DISINFECTANT, GLASS CLE	193.52	
					MA GLASS CLEANER, VEHICLE WASH, DISINFEC	271.69	
					MA GLOVES, KITCHEN ROLL TOWELS, FOAM HAN	291.02	
					MA STREAK FREE AEROSOL CLEANER	50.40	
					MA LINERS, NEUTRAL CLEANING SUPPLIES	708.47	
					CCM TOILET PAPER, ROLL TOWEL	260.59	
					CCM DISPENSER TOILET PAPER	82.34	
					CCM DISPENSER TOILET PAPER	82.34	
						2,009.59	
09/15/2016	2	167750	KSS	VOID			V
09/15/2016	2	167751	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	FOC INFORMATION SEARCH AUG 2016	50.00	
09/15/2016	2	167752	MATELSKI	ANTHONY MATELSKI	BOC COMMISSIONER MILEAGE 8/17-9/13/16	265.14	
09/15/2016	2	167753	MIE	MORRISON INDUSTRIAL EQUIPMENT	RC REPAIR & MAINTENANCE OF BOBCAT LOADER	438.23	
09/15/2016	2	167754	MISC	SAM ARMS	MA FOR POSTAGE ON PKG NEEDING MAILED WHE	6.80	
09/15/2016	2	167755	NOP	NATIONAL OFFICE PRODUCTS	MA MULTIFOLD TOWEL	231.10	
09/15/2016	2	167756	RDIC	RIVERTOWN DO-IT CENTER	MA SILVER BINDER BAR	8.99	
					MA FLOOR SCRUB BRUSH	8.49	
					MA STRIPPING BRUSH, PAINTERS TOOL, SCRUB	17.67	
					MA SCREWS	0.60	
					MA GOLD PUSH BUTTON	5.49	
					MA BIGFOOT MOUSE TRAPS	3.58	
					MA LIGHTWEIGHT SPACKLE	5.99	
						50.81	
09/15/2016	2	167757	REDM P	PETER REDMOND	BOC COMMISSIONER MILEAGE 9/13/16	7.56	
09/15/2016	2	167758	RWS	REPUBLIC SERVICES #239	CCM TRASH REMOVAL SEP 2016	139.42	
09/15/2016	2	167759	SPRAYS P	SPRAY'S PLUMBING & HEATING INC	FG REPAIR ON HYDRANT	241.21	
09/15/2016	2	167760	STANS	STANS ELECTRIC	MA CCHS REMAINING PMT FOR ELECTRICAL WOR	3,020.75	
09/15/2016	2	167761	UP FLAGS	UPNORTH FLAGS & POLES	MA NEW POW/MIA FLAGS	74.40	
09/15/2016	2	167762	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 7/10-9/13/16	199.80	
09/16/2016	2	167763	ADV AUTO	ADVANCE AUTO PARTS	MA OIL AND OIL FILTER	28.55	
09/16/2016	2	167764	BRAN R	RONALD BRAND	CR REMON PEER GROUP MTG	150.00	
09/16/2016	2	167765	CARQUEST	CARQUEST	MA LEV HOOK BLOWGU	11.29	
					MA BATTERIES	106.04	
						117.33	
09/16/2016	2	167766	CDT-PZ	CHEBOYGAN DAILY TRIBUNE	PZ ANNUAL MEMBERSHIP SUBSCRIPTION/ADVERT	358.40	
09/16/2016	2	167767	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030339863 8/11-9/11/16	1,418.84	
09/16/2016	2	167768	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030390080 8/11-9/11/16	316.32	
09/16/2016	2	167769	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC 100030390270 8/11-9/11/16	120.87	
09/16/2016	2	167770	ECKE J	JEFF ECKER	CR REMON PEER GROUP MTG	150.00	
09/16/2016	2	167771	ECKER SURV	ECKER SURVEYING INCORPORATED	CR REMON 7 CORNERS @ $650 EACH	4,550.00	
09/16/2016	2	167772	ESRI	ESRI	PZ ARCGIS COMPUTER MAINTENANCE	1,500.00	
					PZ ARCGIS COMPUTER MAINTENANCE	700.00	
						2,200.00	
09/16/2016	2	167773	FERN FORD	FERNELIUS FORD LINCOLN	AD TIRE ROTATION, OIL CHANGE, SPARK PLUG	315.49	
09/16/2016	2	167774	FLEI J	JAMES FLEIS	HS CONTRACTOR FEES MIKE BROWN H16-365	200.00	
09/16/2016	2	167775	FLEI J	JAMES FLEIS	PZ CONTRACTOR H16-369,370.371	600.00	
09/16/2016	2	167776	FULL B	BRIAN FULLFORD	CR REMON PEER GROUP MTG	150.00	
09/16/2016	2	167777	FULLFORD	FULLFORD SURVEYING & MAPPING PC	CR REMON RESEARCH 10 CORNER @ $650 EACH	6,500.00	
09/16/2016	2	167778	GEWY	YOUNG, GRAHAM, ELSENHEIMER	AD LEGAL SERVICES THROUGH 8/31/16	2,490.00	

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/16/2016	2	167779	GRAINGER	WW GRAINGER	MA RIP FENCE WORM DRIVE	24.48
09/16/2016	2	167780	GRAN A	ALAN GRANGER	CR REMON PEER GROUP MTG	150.00
09/16/2016	2	167781	GRANGER	GRANGER & ASSOCIATES INC	CR REMON RESEARCH 10 CORNERS @ $650 EACH	6,500.00
09/16/2016	2	167782	GRANGER	GRANGER & ASSOCIATES INC	CR REMON ADMIN APR-AUG	1,625.00
09/16/2016	2	167783	KIIS C	CARL KIISKILA	CR REMON PEER GROUP MTG	150.00
09/16/2016	2	167784	MEMBER	MI ASSOC OF PLANNING	PZ MI ASSOCIATION OF PLANNING MEMBERSHIP	750.00
09/16/2016	2	167785	MONT PRESS	MONTMORENCY PRESS INC.	PA LEGAL PUBLICATION OF NOTICE OF HEARIN	59.50
09/16/2016	2	167786	RDIC	RIVERTOWN DO-IT CENTER	MA FOAM WASP & HORNET SPRAY	2.50
09/16/2016	2	167787	ROBIADEK	ROBIADEK & SONS EXCAVATING INC	MA BLACK DIRT & GRAVEL FOR GROUNDS REPAI	600.00
09/16/2016	2	167788	RWS	REPUBLIC SERVICES #239	RC BINS EMPTIED WHILE TRUCK REPAIR	7,333.37
09/16/2016	2	167789	RWS	REPUBLIC SERVICES #239	MA TRASH REMOVAL AUG 2016	512.33
09/16/2016	2	167790	RWS	REPUBLIC SERVICES #239	MA TRASH REMOVAL	174.96
09/16/2016	2	167791	SAP	STRAITS AREA PRINTING	EQ BUSINESS CARDS WISSNER	44.00
09/16/2016	2	167792	SOM-ELE	STATE OF MICHIGAN	MA/HD ELEVATOR SAFETY INSPECTION	360.00
09/16/2016	2	167793	SPLASH	SPLASH & DASH CAR WASH	RC WASH TOKENS	40.00
09/16/2016	2	167794	STRAITS	STRAITSLAND RESORTER	RC ADVERTISING	93.15
09/16/2016	2	167795	WIT PA	KAYLA BERRY	PA WITNESS FEES 5/25/16	6.30
09/16/2016	2	167796	WIT PA	VICKI TEBO	PA WITNESS FESS 8/3/16	6.30
09/16/2016	2	167797	WIT PA	THOMAS BAHRA	PA WITNESS FEES 8/24/16	10.00
09/19/2016	2	167798	BEST WEST	BEST WESTERN	CF HOTEL ROOM FOR JUDGE	203.29
09/19/2016	2	167799	CDT-CF	CHEBOYGAN DAILY TRIBUNE	CF ADVERTISING MACKINAC JOURNAL	640.00
09/19/2016	2	167800	CDT-GEN	CHEBOYGAN DAILY TRIBUNE	AD DO YOU WANT TO MAKE A DIFFERENCE AD	130.40
09/19/2016	2	167801	CHEB	CITY OF CHEBOYGAN	CF EQUIPMENT RENTAL CAT END LOADER	1,000.00
09/19/2016	2	167802	CLEA S	SUE CLEARY	CF FARM BUREAU SUPPLIES	98.03
09/19/2016	2	167803	COMM DIR	COMMUNICATIONS DIRECT INC	CF RADIO RENTAL	887.50
09/19/2016	2	167804	CONSUMERS	CONSUMERS ENERGY	HD DRB ELECTRIC 103003539980 8/9-9/8/16	1,346.51
09/19/2016	2	167805	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 100026019925 8/4-9/4	35.14
09/19/2016	2	167806	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 100000107183 8/9-9/8	8,194.35
09/19/2016	2	167807	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 100029199252 8/10-9/8	22.57
09/19/2016	2	167808	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 100027732369 8/9-9/7	81.92
09/19/2016	2	167809	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC 100000163434 8/1-8/31	7.81
09/19/2016	2	167810	CONSUMERS	CONSUMERS ENERGY	RC ELECTRIC 100045328463 AUG 2016	13.93
09/19/2016	2	167811	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032118323 8/11-9/12	219.05
09/19/2016	2	167812	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117473 8/12-9/12	76.22
09/19/2016	2	167813	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100045025812 8/12-9/12	76.37
09/19/2016	2	167814	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117358 8/11-9/12	595.07
09/19/2016	2	167815	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117523 8/12-9/12	414.45
09/19/2016	2	167816	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100032117309 8/11-9/12	339.29
09/19/2016	2	167817	CONSUMERS	CONSUMERS ENERGY	FG ELECTRIC 100000225340 AUG 2016	13.93
09/19/2016	2	167818	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC 100032117416 8/12-9/12	161.53
09/19/2016	2	167819	DTE	DTE ENERGY	HD DRB GAS USAGE 456433900036 8/9-9/9	50.09
09/19/2016	2	167820	DTE	DTE ENERGY	MA GAS USAGE 456433900010 8/9-9/9	483.15
09/19/2016	2	167821	LODGING	BOYNE HIGHLANDS RESORT	PA LODGING FEE FOR MFSC CONFERENCE J. FA	281.76
09/19/2016	2	167822	MGB-WKHQ	MACDONALD GARBER BROADCASTING	CF ADVERTISING	2,265.00
09/19/2016	2	167823	MICKEYS	MICKEY'S MINI MART	CF FAIR WEEK MEALS	116.00
09/19/2016	2	167824	MOW	MICHIGAN OFFICEWAYS INC	FOC SELF INKING TIME SENSITIVE STAMP	30.99
09/19/2016	2	167825	OMS	OMS COMPLIANCE SERVICES INC	AD NO-DOT PRE-EMPLOYMENT DRUG TEST GOODR	79.50
09/19/2016	2	167826	PI NEWS	PRESQUE ISLE NEWSPAPER	CF ADVERTISING	44.40
					CF ADVERTISING	44.40
						88.80
09/19/2016	2	167827	ROSES	ROSE'S SEPTIC SERVICE	CF PORTA JON RENTAL & CLEANING	860.00
09/19/2016	2	167828	SOM	STATE OF MICHIGAN	CF CORPORATION UPDATE	20.00
09/19/2016	2	167829	SPARTAN	SPARTAN STORES LLC	CF FAIR WK MEALS, OTHER SUPPLIES, KIDS D	129.02
09/20/2016	2	167830	BCTB	BOYNE CITY TIRE & BRAKE INC	SRR 22 RECAPS FOR WINTER STOCK	3,762.92
09/20/2016	2	167831	CAS-TRAN	CHEBOYGAN AREA SCHOOLS	SRR DIESEL FUEL CHARGES 7/28-8/31	5,429.55
09/20/2016	2	167832	CHASE	DAN CHASE	CD REIMBURSE MEAL GAYLORD MTG	8.68
09/20/2016	2	167833	FERN FORD	FERNELIUS FORD LINCOLN	CD OIL CHANGE ESCAPE #8	30.45
09/20/2016	2	167834	MGT	MGT OF AMERICA INC	FOC DHS-286 BILLING JULY-SEP 2016	1,316.30

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	
09/20/2016	2	167835	OMS	OMS COMPLIANCE SERVICES INC	SRR ANNUAL CLINIC FEES ($3.75 PER EMP)	60.00	
09/20/2016	2	167836	REGISTER	NMM & PI ASSOCIATION	CD MECH & PLUM TRAINING & MEMBERSHIP	161.00	
09/20/2016	2	167837	RONS AUTO	RON'S AUTO & WRECKER SERVICE	SRR TOWING BUS #109 & #409	429.00	
09/20/2016	2	167838	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR BUS #111 MOUNT 4 REAR TIRES	100.00	
09/20/2016	2	167839	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR 8-2/5 GALLON JUGS OF BLUE DF FOR BUS	79.92	
09/20/2016	2	167840	ZAREMBA	ZAREMBA EQUIPMENT INC	SRR BUS #112 REPLACE HP PUMP HARNESS/FRP	565.95	
09/21/2016	2	167841	BERD D	DEBORAH BERDEN	SDJ BLOOD DRAWS AKBARR & ANTAYA	100.00	
09/21/2016	2	167842	BERG B	BRENDA BERGSTROM	JB WORK 9/19 & 9/20	130.80	
09/21/2016	2	167843	BLASKOWSKI	BLASKOWSKI FEED & SEED	SD BOOTS ORV	168.00	
09/21/2016	2	167844	CHARTER	CHARTER COMMUNICATIONS	SDJ INMATE CABLE 8245122670006824 SEPT 2	112.61	
09/21/2016	2	167845	DH #4	DISTRICT HEALTH DEPT #4	SDJ INMATE NURSING VISITS AUG 2016	3,285.00	
09/21/2016	2	167846	INFOGEO	INFOGEOGRAPHICS INC	PZ GEOCONNECTOR ANNUAL MAINTENANCE 9/19/	425.00	
09/21/2016	2	167847	NOP	NATIONAL OFFICE PRODUCTS	SD LAMINATE SHEETS	20.00	
09/21/2016	2	167848	OFF DEPOT	OFFICE DEPOT	SD OFFICE SUPPLIES/PENS/FOLDERS/TONER	161.94	
09/21/2016	2	167849	OMHMG	OMH MEDICAL GROUP & MEDCARE	SDJ INMATE XRAY HOPKINSON	173.00	
09/21/2016	2	167850	PHILLIPS	BECKY PHILLIPS	JB WORK 9/19 & 9/20	130.80	
09/21/2016	2	167851	REGISTER	NWMCOG	HS EMPLOYEE TRAINING STEVE SCHNELL	40.00	
09/21/2016	2	167852	SAP	STRAITS AREA PRINTING	SD WARRANT ENVELOPES	146.75	
					SD BUSINESS CARDS LACHAPELLE	46.60	
						193.35	
09/21/2016	2	167853	SCHR KA	KAREN SCHRAMM	JB WORK 9/19 & 9/20	137.28	
09/21/2016	2	167854	SWANSON S	SWANSON SERVICES	SDJ PAK ORDERS	11.45	
					SDJ COMMISSARY ORDERS	1,228.73	
					SDJ PAK ORDERS	9.70	
					SDJ COMMISSARY ORDERS	1,306.84	
					SDJ PAK ORDERS	13.55	
					SDJ COMMISSARY ORDERS	1,358.38	
					SDJ SHOWER SHOES/ENTRANCE PAKS	438.00	
					SDJ PAK ORDERS	14.35	
					SDJ COMMISSARY ORDERS	1,312.97	
					SDJ PAK ORDERS	8.45	
					SDJ COMMISSARY ORDERS	1,245.85	
						6,948.27	
09/21/2016	2	167855	SWANSON S	VOID			V
09/21/2016	2	167856	WHEELER	WHEELER MOTORS INC	SD OIL CHANGE	31.01	
					SD OIL CHANGE/ROTATE TIRES	29.00	
					SD OIL CHANGE	16.95	
					SD OIL CHANGE/ROTATE TIRES	29.00	
					SD HUB ASSEMBLY	210.05	
					SD OIL CHANGE	28.51	
					SD OIL CHANGE/MOUNT BALANCE	61.13	
					SD VALVE KIT	17.15	
					SD OL CHANGE/ROTATE TIRES	29.00	
					SD PADS & ROTORS	272.99	
					SD BULB	17.64	
					SD OIL CHANGE	16.95	
					SD OIL CHANGE/LOW AC	146.14	
					SD OIL CHANGE/ROTATE TIRES	50.00	
						955.52	
09/21/2016	2	167857	WHEELER	VOID			V
09/23/2016	2	167858	BARTLETT	STUART BARTLETT	PZ COMMISSION MTG 9/7/16	54.04	
					PZ SITE VISIT 9/2/16	78.34	

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					PZ COMMISSION MTG 9/21/16	54.04
					PZ SITE VISIT 9/19/16	71.32
						257.74
09/23/2016	2	167859	BOROWICZ	HAROLD BOROWICZ	PZ COMMISSION MTG 9/21/16	48.64
09/23/2016	2	167860	CHUR S	STEPHEN CHURCHILL	PZ COMMISSION MTG 9/21/16	55.12
09/23/2016	2	167861	CROF P	PATTY CROFT	PZ COMMISSION MTG 9/7/16	72.40
					PZ SITE VISIT 9/7/16	40.00
					PZ COMMISSION MTG 9/21/16	72.40
					PZ SITE VISIT 9/21/16	40.00
						224.80
09/23/2016	2	167862	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEW JANE EMERY	20.00
09/23/2016	2	167863	DEAN	NANCY B DEAN	PC COURT APPT ATTY GILBERTS	150.00
09/23/2016	2	167864	DEAN	NANCY B DEAN	PC COURT APPT ATTY SCHOOLCRAFT/CLAYTON	150.00
09/23/2016	2	167865	DEAN	NANCY B DEAN	PC COURT APPT ATTY LINDEMANS	50.00
09/23/2016	2	167866	DEEDS	REGISTER OF DEEDS	HS DISCHARGE MORTGAGE SHARYN OSTROSKE	14.00
09/23/2016	2	167867	DSSI	DRUG SCREEN SOLUTIONS INC	PC COURT ORDERED SERVICES GOLDIZEN & SHE	76.50
09/23/2016	2	167868	FREESE	CHARLES FREESE	PZ COMMISSION MTG 9/7/16	70.78
					PZ SITE VISIT 9/4/16	61.06
					PZ COMMISSION MTG 9/21/16	70.78
						202.62
09/23/2016	2	167869	HANSEL	DONNA HANSEL	PC COURT APPT ATTY GILBERTS	150.00
09/23/2016	2	167870	INK & TONE	INK & TONER ALTERNATIVE	PC TONER	54.99
09/23/2016	2	167871	KAVANAUGH	MICHAEL KAVANAUGH	PZ COMMISSION MTG 9/7/16	47.56
					PZ SITE VISIT 9/2/16	53.50
						101.06
09/23/2016	2	167872	KEOGH	WILLIAM L KEOGH PC	PC COURT APPT ATTY SCHOOLCRAFT/CLAYTON	150.00
09/23/2016	2	167873	KORTZ	KARI KORTZ	FN MILEAGE REIMBURSE TO MTG HARBOR SPRIN	37.80
09/23/2016	2	167874	LAMB M	MICHAEL H LAMBLE	PC COURT APPT ATTY RACHELLE LANDES	75.00
09/23/2016	2	167875	LYON S	SHARON LYON	PZ COMMISSION MTG 9/7/16	69.16
					PZ SITE VISIT 9/7/16	74.56
					PZ COMMISSION MTG 9/21/16	69.16
					PZ SITE VISIT 9/21/16	63.76
						276.64
09/23/2016	2	167876	MACKINAW	MACKINAW TOWNSHIP	TR REIMBURSE FOR OVERCHARGE ON SUMMER TA	234.14
09/23/2016	2	167877	OSTWALD	CHARLES OSTWALD	PZ COMMISSION MTG 9/7/16	51.88
					PZ SITE VISIT 9/6/16	71.32
					PZ COMMISSION MTG 9/21/16	51.88
					PZ SITE VISIT 9/21/16	61.60
						236.68
09/23/2016	2	167878	RJD	ROSCOMMON JUVENILE DETENTION	PC ANOTHER COUNTY INSTITUTION	4,872.00
09/23/2016	2	167879	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMP FRINGE & DEDUCTIONS PE 9/17	126,510.13
09/26/2016	2	167880	AST	ADVANCED SAFETY TRAINING	DC FREE DRUG SCREEN AWARDED TO SAYERS	20.00
09/26/2016	2	167881	AWARD PLUS	AWARDS PLUS	DC ENGRAVING FOR SBC KEYCHAIN	7.45
09/26/2016	2	167882	BREG L	LOIS BREGE	DHS CC #20623834 7/22-8/4/16	241.36
09/26/2016	2	167883	BREG L	LOIS BREGE	DHS CC #20623834 9/2-9/15/16	241.36
09/26/2016	2	167884	BREG L	LOIS BREGE	DHS CC #20623835 7/22-8/4/16	241.36
09/26/2016	2	167885	BREG L	LOIS BREGE	DHS CC #20623835 9/2-9/15/16	241.36
09/26/2016	2	167886	BREG L	LOIS BREGE	DHS CC #20623836 7/22-8/4/16	311.36

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	
09/26/2016	2	167887	BREG L	LOIS BREGE	DHS CC #20623836 9/2-9/15/16	311.36	
09/26/2016	2	167888	BREG L	LOIS BREGE	DHS CC #1525157 7/20-8/2/16	241.36	
09/26/2016	2	167889	BREG L	LOIS BREGE	DHS CC #1525157 8/31-9/13/16	241.36	
09/26/2016	2	167890	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #3870182 8/17-8/30/16	372.26	
09/26/2016	2	167891	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #3870182 8/31-9/13/16	372.26	
09/26/2016	2	167892	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 8/17-8/30/16	311.36	
09/26/2016	2	167893	GLAZ T	TABITHA & GREG GLAZIER	DHS CC #2673814 8/31-9/13/16	311.36	
09/26/2016	2	167894	STYF	SAULT TRIBE YOUTH FACILITY	DHS CC #1704761 6/22-6/30/16	1,080.00	
09/26/2016	2	167895	STYF	SAULT TRIBE YOUTH FACILITY	DHS CC #1704761 7/1-7/11/16	1,320.00	
09/26/2016	2	167896	STYF	SAULT TRIBE YOUTH FACILITY	DHS CC #6199173 8/19-8/28/16	1,200.00	
09/26/2016	2	167897	TARGET	TARGET	DC FORMS	84.17	
09/26/2016	2	167898	WEST-DC	THOMSON REUTERS - WEST	DC LIBRARY PLAN CHARGES 8/5-9/4/16	13.23	
09/26/2016	2	167899	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #20973561 6/20-6/30/16	292.49	
09/26/2016	2	167900	WLS	WELLSPRING LUTHERAN SERVICES	DHS CC #20973561 7/1-7/31/16	824.29	
09/27/2016	2	167901	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS #309 REPAIR WATER LEAK	541.86	
					SRR BUS #409 BI-ANNUAL INSPECTION, MISC	162.50	
					SRR BUS #111 REPAIR CAB FAN MOTOR DRAGGI	299.90	
					SRR BUS #112 BI-ANNUAL INSPECTION, MISC	267.50	
						1,271.76	
09/27/2016	2	167902	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEW PELLENZ & TUPPER	111.60	
09/27/2016	2	167903	DEKETO	DEKETO LLC	CR THERMAL TRANSFER LABELS	134.00	
09/27/2016	2	167904	JARO M	MICHAEL JAROCHE	VA REVIEW VSRF APPLICATION PHILLIPS	40.00	
09/27/2016	2	167905	MISC	JON HART	PC REIMBURSE FOR SHELF UNIT	97.00	
09/27/2016	2	167906	OFF DEPOT	OFFICE DEPOT	CR OFFICE SUPPLIES, PENS, WIRELESS MOUSE	173.35	
					CR WIRELESS MOUSE	27.80	
					CR OFFICE SUPPLIES, PAD WIRE	31.96	
						233.11	
09/27/2016	2	167907	REMEUR	TERESA REMEUR	FOC REIMBURSE MILEAGE & FOOD FOR TRAININ	145.24	
09/27/2016	2	167908	WEST-CR	THOMSON REUTERS - WEST	CR LIBRARY PLAN CHARGES 8/5-9/4/16	4.25	
09/27/2016	2	167909	WILD J	JOSEPH WILDBERG	VA REVIEW VSRF APPLICATION PHILLIPS & RE	40.00	
09/28/2016	2	167910	AT&T/SBC	AT&T	IS MONTHLY PHONE SERVICE 8/2-9/1/16	587.41	
09/28/2016	2	167911	AT&T/SBC	VOID			V
09/28/2016	2	167912	BARR J	JODI BARRETTE	DC REIMBURSE MILEAGE TO GAYLORD MTG	52.38	
09/28/2016	2	167913	BLASKOWSKI	BLASKOWSKI FEED & SEED	SD K9 FOOD	82.32	
09/28/2016	2	167914	BRAD J	JACKSON BRADLEY	SD MARINE MILEAGE REIMBURSEMENT JUL/AUG	396.90	
09/28/2016	2	167915	CAVI C	CAMERON CAVITT	CCDC PER DIEM & MILEAGE JUL/AUG/SEP	464.76	
09/28/2016	2	167916	CDW-G	CDW-G	IS ANTIVIRUS SOFTWARE 1 YEAR	1,863.00	
09/28/2016	2	167917	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #4030266 AUG 2016	689.44	
09/28/2016	2	167918	CFSNW	CHILD & FAMILY SERVICES NW	DHS CC #2181374 AUG 2016	689.44	
09/28/2016	2	167919	CHARTER	CHARTER COMMUNICATIONS	IS INTERNET MONTHLY SERVICES SEPT 2016	99.98	
09/28/2016	2	167920	DELL	DELL	IS COMPUTER FOR SHERIFF'S DEPT	1,013.07	
09/28/2016	2	167921	DOMB M	MARK DOMBROSKI	SD MARINE MILEAGE REIMBURSEMENT JUL/AUG	194.40	
09/28/2016	2	167922	GASLIGHT	GASLIGHT MEDIA	IS MONTHLY WEBSITE HOSTING/SEARCH ENGINE	150.00	
09/28/2016	2	167923	IRM	INDIAN RIVER MARINA	SD MARINE 297.5 GALLONS PUMPED	29.80	
09/28/2016	2	167924	MISC	CHRIS WOOD	SD MARINE MILEAGE REIMBURSEMENT JULY/AUG	296.02	
09/28/2016	2	167925	MISC	LUKE ANDERSON	SD MARINE MILEAGE REIMBURSEMENT JUN/JUL/	181.44	
09/28/2016	2	167926	MISC	ELIZABETH KILLINGBECK	SD MARINE MILEAGE REIMBURSEMENT JUL/AUG/	290.52	
09/28/2016	2	167927	PAETEC	PAETEC	IS TELEPHONE SEPT 2016	259.86	
09/28/2016	2	167928	PAETEC	VOID			V
09/28/2016	2	167929	RJD	ROSCOMMON JUVENILE DETENTION	DHS CC #1704761 4/29-5/5/16	1,176.00	
09/28/2016	2	167930	RWS	REPUBLIC SERVICES #239	CF WASTE REMOVAL	660.00	
09/28/2016	2	167931	S&B	SIGN & BANNER FACTORY	CF YARD SIGNS, BANNERS, WEBSITE BANNER	666.00	
09/28/2016	2	167932	S&B	SIGN & BANNER FACTORY	CF MOTORSPORTS DECALS	342.50	
09/28/2016	2	167933	SAP	STRAITS AREA PRINTING	SD ABANDONED VEHICLE TAGS	93.50	
09/28/2016	2	167934	WOE	WILLIAMS OFFICE EQUIPMENT	CF 4-8' FOLDING TABLES	499.80	
09/28/2016	2	167935	YOUTH CTR	CHEBOYGAN YOUTH CENTER	CF ADVERTISING CHEBOYGANOPOLY GAME	275.00	

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/29/2016	2	167936	ALLO S	SUE ALLOR	BOC COMMISSIONER MILEAGE	32.40
09/29/2016	2	167937	BROWN C	CHRISTOPHER BROWN	BOC COMMISSIONER MILEAGE SEP 2016	80.46
09/29/2016	2	167938	CCE	CCE CENTRAL DISPATCH AUTHORITY	CCE 4% PHONE SURCHARGE SEPT 2016	438.48
09/29/2016	2	167939	CHARTER	CHARTER COMMUNICATIONS	CCM TELEPHONE #8245122670084508 9/29-10/	149.94
09/29/2016	2	167940	FDSI	FLOTATION DOCKING SYSTEMS INC	CCM LIFT TANK REPAIR & INSPECTION	1,589.80
09/29/2016	2	167941	GAUT B	BRUCE GAUTHIER	BOC COMMISSIONER MILEAGE SEP 2016	59.40
09/29/2016	2	167942	GOUI C	CAL GOUINE	BOC COMMISSIONER MILEAGE	3.78
09/29/2016	2	167943	MATELSKI	ANTHONY MATELSKI	BOC COMMISSIONER MILEAGE	27.54
09/29/2016	2	167944	MGT	MGT OF AMERICA INC	PA CONSULTING SERVICE JUL-SEP 2016	750.00
09/29/2016	2	167945	MGT	MGT OF AMERICA INC	PA DHS-286 BILLINGS/AUTOMATED TIME LOGS	1,615.90
09/29/2016	2	167946	MSU-MISC	MICHIGAN STATE UNIVERSITY	PA MEDICAL RECORDS LINDA FERO	41.19
09/29/2016	2	167947	OFF DEPOT	OFFICE DEPOT	EQ BINDERS/BATTERIES/ERASERS/TAPE/ENVELO	213.72
09/29/2016	2	167948	OTWELL	OTWELL MAWBY PC	HS CONTRACTOR FEES #H-2016-367 & #H-2016	1,150.00
09/29/2016	2	167949	REDM P	PETER REDMOND	BOC COMMISSIONER MILEAGE 8/24-9/27	88.56
09/29/2016	2	167950	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE	27.00
09/30/2016	2	167951	BEET W	WILLIAM BEETHEM	VA MVTF APPLICATION REVIEW SUMMERS	4.99
09/30/2016	2	167952	FERN FORD	FERNELIUS FORD LINCOLN	AD CAR REPAIR #14 ALTERNATOR ASSEMBLY/CO	363.19
09/30/2016	2	167953	FREESE	CHARLES FREESE	ZBA BOARD MTG 9/28/19	70.78
					ZBA SITE VISIT 9/26/16	77.26
						148.04
09/30/2016	2	167954	HEMMER	RALPH HEMMER	ZBA BOARD MTG 9/28/19	56.20
					ZBA SITE VISIT 9/26/16	45.94
						102.14
09/30/2016	2	167955	MAYO R	RICHARD MAYO	VA MVTF APPLICATION REVIEW KIDDER	4.55
09/30/2016	2	167956	MOORE	JOHN MOORE	ZBA BOARD MTG 9/28/16	75.64
					ZBA SITE VISIT 9/27/16	48.10
						123.74
09/30/2016	2	167957	MOW	MICHIGAN OFFICEWAYS INC	PC CALENDARS	151.37
					PC CALENDARS	49.06
					PC CREDIT FOR CALENDARS RETURNED	(23.10)
						177.33
09/30/2016	2	167958	MSU MSUEBO	MICHIGAN STATE UNIVERSITY	FN MSU 4TH QUARTER MOA PAYMENT	17,915.50
09/30/2016	2	167959	OFF DEPOT	OFFICE DEPOT	PC COLORED PAPER	26.08
					PC WALL FILE, CARDS, NOTE PADS	27.16
						53.24
09/30/2016	2	167960	SCHN S	STEVE SCHNELL	PZ MEAL REIMBURSE MTG IN GAYLORD WEISS &	28.98
09/30/2016	2	167961	SHERWOOD	CAROL J SHERWOOD	ZBA BOARD MTG 9/28/16	40.00
					ZBA SITE VISIT 9/28/16	55.12
						95.12
09/30/2016	2	167962	THOM JO	JOHN THOMPSON	ZBA BOARD MTG 9/28/16	58.36
					ZBA SITE VISIT 9/28/16	48.64
						107.00
09/30/2016	2	167963	VATF	BETSY GAHN	VA MVTF AUTO REPAIRS #002914 SHANE SUMME	1,341.80 V
09/30/2016	2	167964	CHEB	CITY OF CHEBOYGAN	FG WATER JUN-AUG 2016 001-01122-00	247.75

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/30/2016	2	167965	DTE	DTE ENERGY	RC/FG GAS #456433400011 7/18-9/13	54.79
09/30/2016	2	167966	EKDAHL	MICHAEL J EKDAHL	CC DGC DEFENSE ATTORNEY SEP 2016	80.00
09/30/2016	2	167967	FASTENAL	FASTENAL COMPANY	MA BOLTS NUTS FASTENERS	22.71
					MA NUTS BOLTS FASTENERS	115.64
					MA NUTS BOLTS FASTENERS	101.22
						239.57
09/30/2016	2	167968	FITZNER	STEVEN FITZNER	CCD CONSERVATION MTG 9/28/16	40.00
09/30/2016	2	167969	HANSEL	DONNA HANSEL	CC COURT APPT ATTY #09-7548-DS LEE PREVO	75.00
09/30/2016	2	167970	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DGC DRUG TESTING AUG 2016	225.00
09/30/2016	2	167971	NOP	NATIONAL OFFICE PRODUCTS	CC LABELS & INK CARTRIDGES	50.88
09/30/2016	2	167972	OFF DEPOT	OFFICE DEPOT	FN CALENDARS 2017	75.21
					FN RETURN	(39.99)
						35.22
09/30/2016	2	167973	ORMS B	LEROY ORMSBEE	CCD CONSERVATION MTG 9/28/16	40.00
09/30/2016	2	167974	PAGE S	SALLY PAGE	CC TRANSCRIPT FOR #16-5213-FH PEO VS ANT	75.20
09/30/2016	2	167975	PAWLOWSKI	NICOLE PAWLOWSKI	CC CELL PHONE REIMBURSEMENT APR-SEP 2016	270.00
09/30/2016	2	167976	PIE&G	PRESQUE ISLE ELECTRIC & GAS	RC SECURITY LIGHT 7/16-8/18/16	15.15
09/30/2016	2	167977	REIM C	CARL REIMANN	CCD CONSERVATION MTG 9/28/16	40.00
09/30/2016	2	167978	ROSE EXT	ROSE EXTERMINATOR	MA PEST CONTROL	70.00
09/30/2016	2	167979	SBOM	STATE BAR OF MICHIGAN	CC STATE BAR 2016-2017 MEMBERSHIP DUES	285.00
09/30/2016	2	167980	SELI D	DALE SELIN	DC CELL PHONE REIMBURSEMENT SEP 2016	45.00
09/30/2016	2	167981	SHEP P	PENELOPE SHEPHERD	CC TRANSCRIPTS #16-5203-FH PEO VS SCALES	1,240.85
09/30/2016	2	167982	STAN L	LIZ STANKEWITZ	DC CELL PHONE REIMBURSEMENT SEP 2016	45.00
09/30/2016	2	167983	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 8/5-9/4/16	66.62
09/30/2016	2	167984	WEST-LL	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES AUG 2016	753.45
09/30/2016	2	167985	WEST-LL	THOMSON REUTERS - WEST	LL LIBRARY PLAN CHARGES 8/5-9/4/16	284.92
09/30/2016	2	167986	WHIT G	GREGORY WHITTAKER	CCD CONSERVATION MTG 9/28/16	40.00
09/30/2016	2	167987	YOUN K	KIMBERLY YOUNGS	DC CELL PHONE REIMBURSEMENT SEP 2016	45.00

2 TOTALS:

Total of 411 Checks:	925,964.74
Less 9 Void Checks:	1,341.80
Total of 402 Disbursements:	924,622.94

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 09/01/2016 - 09/30/2016

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 3 TAX REVOLVING FUND						
09/08/2016	3	6902	PITNEY	PITNEY BOWES LEASE	TR POSTAGE MACHINE RENTAL	1,460.10
09/08/2016	3	6903	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMP FRINGE & DEDUCTIONS PE 9/3	1,356.52
09/08/2016	3	6904	TRIBUNAL	ANN MULLETT	TR VALUE CHANGE MTT	924.03
09/15/2016	3	6905	BAMLC	B AND M LAWN CARE	TR GRASS CUTTING ON FORECLOSED PROPERTIE	150.00
09/15/2016	3	6906	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES	150.00
09/23/2016	3	6907	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES	70.00
09/23/2016	3	6908	TITLE CK	TITLE CHECK LLC	TR 1/12TH OPT IN ADMINISTRATION FEES	1,949.28
09/23/2016	3	6909	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 9/17	1,230.82
09/27/2016	3	6910	TRIBUNAL	MICHAEL OR JONI SACKRIDER	TR PRE GRANTED JBOR 241-001-300-001-04	227.55
09/30/2016	3	6911	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES	270.00

3 TOTALS:

Total of 10 Checks:	7,788.30
Less 0 Void Checks:	0.00
Total of 10 Disbursements:	7,788.30

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 09/01/2016 - 09/30/2016

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 5 COUNTY ROAD TRANSFERS						
09/30/2016	5	2100734	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 9/13/16	60,858.90
09/30/2016	5	2100735	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 9/21/16	268,941.21
09/30/2016	5	2100736	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR COUNTY ROAD TRANSFER 9/26/16	60,008.48

5 TOTALS:

Total of 3 Checks:	389,808.59
Less 0 Void Checks:	0.00
Total of 3 Disbursements:	389,808.59

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 09/01/2016 - 09/30/2016

Bank 9 INMATE ACCOUNT

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/01/2016	9	9922	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	133.00
09/02/2016	9	9923	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	873.00
09/07/2016	9	9924	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	5,461.59
09/08/2016	9	9925	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1.46
09/08/2016	9	9926	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,550.00
09/08/2016	9	9927	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	22.00
09/09/2016	9	9928	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	40.25
09/09/2016	9	9929	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	160.00
09/14/2016	9	9930	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	350.00
09/15/2016	9	9931	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	10.00
09/15/2016	9	9932	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	280.00
09/17/2016	9	9933	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	5.20
09/18/2016	9	9934	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	200.00
09/18/2016	9	9935	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	131.00
09/20/2016	9	9936	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	54.24
09/22/2016	9	9937	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,700.00
09/22/2016	9	9938	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,000.00
09/22/2016	9	9939	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	1,400.00
09/25/2016	9	9940	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	62.00
09/26/2016	9	9941	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	700.00
09/26/2016	9	9942	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	125.00
09/27/2016	9	9943	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	200.00
09/29/2016	9	9944	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	9,621.53
09/29/2016	9	9945	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	6,844.60
09/30/2016	9	9946	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	100.87

9 TOTALS:

Total of 25 Checks:	31,025.74
Less 0 Void Checks:	0.00
Total of 25 Disbursements:	31,025.74

9f

Cheboygan County
Board of Commissioners' Meeting
October 11, 2016

Title: Budget Adjustment – Inter-budget Transfers – Payroll Related	
Summary: The following inter-budget transfer is requesting a transfer related to a personal services (payroll) line items: • For cost containment, the Maintenance staff performed painting during the remodel of the Women's Resource Center's Suite in the Doris Reid Building. This remodel project was budgeted to be done by outside contractors so no wage and fringe was budgeted. This budget adjustment decreases the Capital Outlay line item and increases the Overtime and Fringe expenditure line items by a total of $1,620.	
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)
Doris Reid Bldg	TRANSFER	$1,252.00	422-267-970.00	422-267-704.05
			Capitol Outlay	Overtime
Doris Reid Bldg	TRANSFER	$368.00	422-267-970.00	422-267-712.00
			Capitol Outlay	Fringe
Overtime/fringe to paint women's Resource walls/doors				
	PREPARED BY: Diane Ogden			

Signed: Approved at the 10/11/16 BOC mtg - Wase related

Date: 10/11/16

INBUDGTR.xls

Cheboygan County
Board of Commissioners' Meeting
October 11, 2016

Title: Budget Adjustments – Raise Revenues and Expenditures

Summary:

General Fund – Fund 101

Prosecutor's Office – Department 229

The Prosecutor's Office secured a grant from the Women's Resource Center to pay for a portion of a conference room table for the Victim's Rights' Advocate. This grant was not included in the original budget. This budget adjustment raises the Women's Resources Center Grant revenue line item and the Office Equipment and Furniture expenditure line item by $500.

Sheriff's Department – Department 301

On October 3, 2016, the Sheriff's Department received a grant award from the Nova Southeastern University to be used for drug investigation. This grant was not included in the original budget. This budget adjustment raises the Sheriff-Local Grant revenue line item and the Drug Investigation expenditure line item by $350.

Financial Impact:

Fund 101 total budget increase of $850.

Recommendation:

Motion to approve the budget adjustments to raise revenues and expenditures for $850 in the line items provided in the following attachments.

Prepared by: Kari Kortz	**Department:** Finance

10/5/2016

RAISE REVENUE AND EXPENDITURE

General Fund - Fund 101

101-400-508.00 Women's Resource Center Grant	$500.00 +
101-229-977.00 Office Equipment and Furniture	$500.00 +

Note: To pay $500 towards the purchase of Victim's Rights conference room table.

Signed: Approved at the 10/11/16 BOC Meeting

Prepared by: Kari Kortz

10/05/2016

RAISE REVENUE AND EXPENDITURE

General Fund – Sheriff's Department (301)

100-400-582.00 Sheriff-Local Grants	$350.00+
101-301-744.08 Drug Investigation	$350.00+

Adjustment for Nova Southeastern survey

Signed

Prepared by: Jodi Beauchamp

Approved at the 10/11/16 BOC Mtg.

Finance

Cheboygan County
Board of Commissioners' Meeting

October 11, 2016

Title: MDOT Project Authorization 2017-0032/P1 5311 FY 2017 Operating funds	
Summary: This is the contract that supplies us our Federal operating funds to operate SRR. We will be receiving 18.5 percent of our allowable expenses from this contract. This authorization will award us part of these funds, the remainder of the funds will be coming later in the year as it has been done In years past as Congress has yet to act on the full transit bill. This contract has been reviewed by civil counsel in the past and is standard boiler plate funding agreement.	
Financial Impact: Revenues of $45,028 which is only part of our total request for 2017 funding from the FTA. The remainder will come in a revision later after congress finalizes the transit bill for 2017.	
Recommendation: Motion to accept MDOT Project authorization 2017-0032/P1 and authorize Chairperson to sign	
Prepared by: Michael Couture	**Department:** Straits Regional Ride

Unsigned Copy
For Your Files

Date: August 9, 2016
Agreement No.: 2017-0032
Authorization No.: P1
Project No.: 131695
Agenda: MA

PROJECT AUTHORIZATION
CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FY 2017 SECTION 5311 OPERATING
FORMULA GRANTS FOR
RURAL AREAS PROGRAM

This information is required by the Michigan Department of Transportation (MDOT) in order to record agreement of utilization of funds provided by the Federal Transit Administration, United States Department of Transportation and the DEPARTMENT. The funds shall be used by the AGENCY in accordance with the above referenced Master Agreement.

Authorization Effective Date: October 1, 2016
Authorization Expiration Date: September 30, 2017
Fiscal Year Effective Contract Clauses: 2017

The Federal grant associated with the PROJECT AUTHORIZATION is Temporary No. 1207-2016-1/Permanent No. MI-2016-003-01.
Award Year: 2017 Federal Item Number: WK0057

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Formula Grants for Rural Areas Program is 20.509.

Funding reflects the amount of funds currently available under the Federal appropriation. If additional funds become available, a grant amendment and PROJECT AUTHORIZATION will be prepared.

Payments to the AGENCY under this PROJECT AUTHORIZATION will be based on 18.5% of the estimated eligible costs. The maximum amount to be paid will not exceed 18.5% of the AGENCY's audited costs. If Section 5311 operating assistance funds are insufficient to reimburse at 18.5% of audited costs, a new reimbursement percentage will be calculated for all participating agencies.

In accordance with Section 7 of the Master Agreement, the dollar amount for third party contracts as identified in COMMISSION policy is $25,000. All agencies who are not self-certified must submit third party contracts over $25,000 to MDOT for approval. Please refer to Section 7 of the Master Agreement for competitive bidding requirements.

The AGENCY will be financially and legally responsible for the terms and conditions of the Special Section 5333(b) labor warranty as agreed to in your annual application. The Special Section 5333(b) Warranty can be found at: www.dol.gov/dol/esa/public/regs/compliance/olms/13factsheet.htm.

The AGENCY agrees to prepare and submit to MDOT quarterly operating assistance reports via the Public Transportation Management System (PTMS). Instructions on preparing the report are available in the "Local Public Transit Revenue and Expense Manual" (October 1, 2016, through September 30, 2017). The manual is available on the web at www.michigan.gov/mdotptd by locating the resources box on the home page and opening the item listed "Audit/Accounting Information."

Funding source:
2017/7509 $45,028 (F)

PRF No.: 2016-728

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS

_____
Signature

_____
Print Name and Title

_____
Signature

_____
Print Name and Title

MICHIGAN DEPARTMENT OF TRANSPORTATION

_____
Title: Department Director

98

Cheboygan County
Board of Commissioners' Meeting

October 11, 2016

Title: MDOT Contract 2017-0032/P2 Specialized Services Operating Assistance Program.	
Summary: Annually Cheboygan County receives a grant from MDOT for specialized services for the Cheboygan County Council on Aging's transportation. The grant period is for October 1, 2016 through September 30, 2017. The funding is for $25,000 this contract has been reviewed and approved by civil counsel in the past and has no changes.	
Financial Impact: CCCOA is a sub-recipient for MDOT funds totaling $25,000 by way of this grant through the County of Cheboygan.	
Recommendation: Recommendation that the Board of Commissioners approve the FY 2017 Specialized Services operating assistance program between MDOT, Cheboygan County and to be passed on to Cheboygan County Council on Aging for expenses @ $1.20 per mile up to $25,000 dollars for the time period of October 1, 2016 through September 30, 2017 authorize the Board Chairperson to sign and any other required documentation.	
Prepared by: Michael Couture **Transportation Director**	**Department: Straits Regional Ride**

Unsigned Copy
For Your Files

Date: August 16, 2016
Agreement No.: 2017-0032
Authorization No.: P2
Project No.: 132055
Agenda: MA

PROJECT AUTHORIZATION
CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FY 2017 SPECIALIZED SERVICES
OPERATING ASSISTANCE PROGRAM

This information is required by the Michigan Department of Transportation (MDOT) in order to record agreement of utilization of funds. The funds shall be used by the AGENCY in accordance with the above referenced Master Agreement.

Authorization Effective Date: October 1, 2016
Authorization Expiration Date: September 30, 2017

The AGENCY shall enter into contracts with all parties listed in this PROJECT AUTHORIZATION. An executed copy of these third party contracts must be submitted to MDOT.

In accordance with Section 7 of the Agreement, the dollar amount for third party contracts as identified in COMMISSION policy is $25,000. All agencies that are not self certified must submit third party contracts over $25,000 to MDOT for approval before payments will be processed. Please refer to Section 7 of the Agreement for competitive bidding requirements.

The AGENCY agrees to prepare and furnish to MDOT quarterly operating assistance reports via the Public Transportation Management System (PTMS). Said reports are due within forty (40) days after the end of each fiscal year quarter. Instructions for preparing the report are available in the "Specialized Services Manual." The manual is available on the web at www.michigan.gov/mdotptd by locating the resources box on the home page and opening the item listed "Audit/Accounting Information."

Agency/Subrecipient	Funding Rate	Maximum Funding
Cheboygan County Council on Aging (898)	$1.20/mile	$25,000

PRF No.: 2016-846

Funding source:
2017/7526 $25,000 (S)

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS

_____
Signature

_____
Print Name and Title

_____
Signature

_____
Print Name and Title

MICHIGAN DEPARTMENT OF TRANSPORTATION

_____
Title: Department Director

Northern Lakes ECONOMIC ALLIANCE

ANTRIM COUNTY

September PRESIDENT'S REPORT 2016

***I am excited for three members of our NLEA staff team**. **Bethany Whitley**, her husband Luke and two other long-time friends will be leaving in early October to start a multi-year journey to sail around the world on their 47 foot sailboat. (Wow!) As Bethany has said "this is a chance in a lifetime and we wanted to do it while we were young". It's quite an adventure and although we will miss Bethany's leadership with the NLEA, we wish her and "the crew" all the best! Bethany has done an outstanding job assisting communities while here at the NLEA.*

*But… we "won't miss a beat" as **Sara Christensen** has accepted the position as NLEA Community Development Director. Sara is the most senior staff member at the NLEA and has successfully managed a variety of economic and community development programs during her 8 ½ years with the NLEA. Most recently she has served as Operations Manager. Sara is very familiar with the communities we serve and the various projects and programs we represent. She has contacts and relationships with all our various partners. I am thrilled she has accepted this role and we look forward to her taking this position to the next level of service.*

*And… we still won't miss a beat as **Jessica Lovay** has accepted the position of Office Manager. Jessica has been part of our team over two years and has done an excellent job as administrative assistant/communications coordinator. She will do a great job coordinating the many aspects of office support for our field staff, partners, programs and resources. We've been grooming her for his role and I'm excited she is willing and capable to step into the position.*

*Lots of exciting projects underway. **Thank you** to all our many partners and stakeholders for all the hard work and dedication you do to make Northern Michigan a terrific place to live, work and play!* ***Have a terrific week!*** *Andy Hayes, President*

By the Numbers…

$240,837,482.....40

40 projects currently in progress for an anticipated investment of $240,837,482.

Grant Funding	$4,222,750
Public Investment	$8,190,875
Private Investment	$228,423,857

572 Anticipated Jobs Created/Retained

13 Anticipated Business Startups

$10,915,496.....16

16 projects completed this year for a total investment of $10,915,496.

Grant Funding	$4,995,926
Public Investment	$2,398,788
Private Investment	$3,520,782

56 jobs created/retained

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

Visit www.northernlakes.net for details on these and other successful projects.

Redeveloped Buildings in Boyne City

Alanson Boathouse a Reality

New East Jordan Banners

Training Assistance Available

MICHIGAN STATE UNIVERSITY Extension | MEDC MICHIGAN ECONOMIC DEVELOPMENT CORPORATION | Networks Northwest | Char-Em CHARLEVOIX-EMMET ISD | North Central MICHIGAN COLLEGE | Baker College

CORE PARTNERS

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FINANCE BUSINESS MEETING
AUGUST 9, 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.

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 Allor requested to pull Item 5-A *Approve Monthly Finance Claims* from the Consent Agenda. Commissioner Redmond placed item under New Business E.

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

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

A. ~~Approve Monthly Finance Claim~~ *(Moved to New Business, Item E)*
B. Budget Adjustments
C. Investment Report
D. Fairgrounds Usage Agreement – Boy Scouts from Clio, MI
E. Straits Regional Ride COP-ESD Regular School Contract 2016-2017 School Year
F. Northern Michigan Independent Drug Screening LLC – Drug Court Contract
G. Correspondence
   1. Letters Regarding DNR Request to Purchase Black River Marina (February & March 2016)
   2. Letters Regarding DNR Request to Purchase Black River Marina (August 2016)
   3. Allegan County Resolution Supporting SB 39
   4. Antrim County Resolution Regarding Dark Stores/Michigan Tax Tribunal
   5. NEMCOG Project Review – Notice of Intent by Northeast Michigan Community Services Agency (NEMCSA)
   6. NEMCOG Regional Project Review July 2016
H. Minutes
   1. Finance/Business Meeting of June 14, 2016
   2. Health Board – 6/21/16
   3. NEMCOG – 6/16/16
   4. North Country Community Mental Health – 6/16/16
   5. Cheboygan County Road Commission – 7/7/16 & 7/21/16
   6. Cheboygan City Council – 6/28/16 & 7/12/16
   7. Planning Commission Meeting – 6/15/16 & 7/6/16

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

CITIZENS COMMENTS

John Kurczewski, a citizen of Tuscarora Township, noted that at the last meeting he addressed the Board regarding a resolution of support for Representative Chatfield's co-sponsored utility choice bill; a bill allowing utility customers to keep their analog meters. Mr. Kurczewski stated that Consumers Energy wouldn't have to worry about a small number of customers that would choose to keep their analog meters

DRAFT

and that the cost to keep the meters is born on the customers who choose to keep them and pay to have the analog meters serviced and read.

Joseph Chimner, a citizen of the City of Cheboygan, stated that it was not his choice to go "off the grid" but that he was forced to and that his significant other has seen vast improvements in her health because they terminated their source of electricity. Mr. Chimner stated that he hopes the Board votes to support people's choice bill.

Jamie Chimner, a citizen of the City of Cheboygan, stated that she needs an analog meter and she stated that it has been said that by 2018 a lot more people will have the health issues that she has. Ms. Chimner stated that she wants to remind everyone that the proposed resolution is in support of Representative Chatfield's co-sponsored bill.

Dennis McKee, a representative from Consumers Energy, presented himself to the Board as available for questions. Mr. McKee stated that analog meters are older technology which makes them more susceptible to theft and fraud.

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 June 30, 2016. She reported total year-to-date revenue of $2,113,405.83, or 17.71% of budget, compared to $2,270,807.78, or 19.35% of budget last year at the same time. Ms. Kortz reported expenditures year-to-date of $5,125,593.47 or 42.94% of budget, compared to $4,909,116.97, or 41.82%, last year as of the end June. Finance Director Kari Kortz presented the Cash Summary by Fund Report for June 2016 and the Quarterly Fund Balance Report as of June 30, 2016.

ADMINISTRATOR'S REPORT

Administrator Lawson said the Tri-County Office of Emergency Management staff are meeting next Tuesday at 7:00 PM in the Cheboygan County Building to accommodate any member of the public that would like to offer comment on the local Hazard Mitigation plan. Mr. Lawson stated that the public can review the plan online.

Administrator Lawson stated the Rotary Club is no longer utilizing their building at the Fairgrounds; but the Rotary Club owns the contents of the building including the refrigeration, freezers and fryers in the kitchen area and offered to sell those contents at a cost of $2,000 to the County. He said that he has provided the authorization to purchase the contents of the building to the Board to maintain the use of the building for organizations to use in the future. Commissioner Gouine commented that he looked at the equipment when he was at the Fairgrounds and that Administrator Lawson should take a look at the equipment again before the County purchases it. Administrator Lawson stated he has had the equipment looked at and the offer to the Rotary Club is $2000 but that he will take a look again if the Board would like him to. Commissioner Matelski asked what groups would be permitted to utilize the building and the equipment. Mr. Lawson said it would be set up for a group to use as a restaurant again. Commissioner Redmond stated it could be available to non-profit or church groups. The Board consensus was to move forward and purchase the equipment.

Administrator Lawson stated that he has received notification that the State Grant funding for the replacement of fuel tanks and a portion of docking area at County Marina, in the amount of $400,000 has been tentatively awarded to the County for allocation in 2018 and that a Grant Agreement will be provided by the State in November of 2017.

COMMITTEE REPORTS

Commissioner Gauthier attended an NLEA meeting and an NLEA presentation to the City Council, a City Council meeting, a Port Commission meeting, a Trails meeting and a monthly NEMCSA meeting.

Commissioner Gouine attended an Airport Authority meeting and an Inverness Township meeting.

Commissioner Matelski attended two Planning Commission meetings, a ZBA meeting, a Waterways Commission meeting, an Aloha Township meeting, a Grant Township meeting, two Road Commission meetings, a DNR meeting regarding the Black Lake Marina and a MTA meeting.

Commissioner Brown attended several township meetings.

Commissioner Wallace attended a Cheboygan Life Support Ambulance meeting.

Commissioner Allor attended a Nunda Township meeting, an Ellis Township meeting, a Community Mental Health meeting, a LEPC meeting, and an Area Agency on Aging meeting.

Commissioner Redmond commented that there are currently two openings on the Board for the Economic Development Corporation. Commissioner Redmond stated there are two individuals that he would like to appoint to the EDC. Commissioner Redmond recommended appointing Stephen Wood and Linda Rogers to the EDC.

Motion by Commissioner Matelski, seconded by Commissioner Gauthier to appoint Stephen Wood to the County Economic Development Corporation to serve a term commencing today, August 9, 2016 through September 30, 2022, and also to appoint Linda Rogers to the County Economic Development Corporation to serve a term commencing today, August 9, 2016 through September 30, 2021, and also to appoint Commissioner Chris Brown to serve the remainder of the County Economic Development Corporation Director Steve Schnell's term until September 30, 2017. Discussion was held. Motion carried with 7 yes, 0 no and 0 absent. Administrator Lawson stated that the first meeting of the EDC probably will be scheduled for some time in September.

Commissioner Redmond attended a Waterways meeting, a District No. 4 Health Board meeting and District No. 4 Executive Health Board meeting regarding future planning, an Office of Emergency Management meeting, a Waterways Commission meeting, a Straits Regional ride meeting, and an LEPC meeting.

OLD BUSINESS

Commissioner Redmond presented Resolution 16-16 Digital Advanced Meter Installation; a resolution supporting House Bill 4916 which provides utility customers the ability to opt out of smart meter installation without penalty or monthly fees. Commissioner Redmond stated that the Board has received a significant amount of input from concerned citizens, reports, Consumers Energy and articles and that the Board requested for Administrator Lawson to draft a resolution based on the House Bill that has been introduced by Representative Lee Chatfield.

Commissioner Gauthier requested that the motion be read to the audience. Clerk MaryEllen Tryban read the motion into the record as follows:

***Resolution 16-1**6*

WHEREAS, Some utility companies supplying service to Cheboygan County residents have deployed digital advanced meter infrastructure to be henceforth known in this resolution as "smart meters"; and

WHEREAS, Utility companies desire these upgrades as a means of providing energy more efficiently; and,

WHEREAS, the Michigan Public Service Commission (MPSC) is the state government agency responsible for regulating services provided by investor-owned natural gas, electric and telephone utilities, and rural electric cooperatives in Michigan, and has issued several orders and documents regarding "advanced metering" authorizing their use while enumerating their benefits and minimizing any risk and,

WHEREAS, several residents have expressed concerns to the governing and administrative bodies of the County regarding such meters; and,

WHEREAS, there has been concern expressed by some residential electric customers that smart meters are intrusive into their energy usage, and further question the security and usage of this information; and,

WHEREAS, some residential electric customers have concerns that smart meters may be negatively affecting their health; and,

WHEREAS, Michigan House Bill 4916 written to address the above mentioned concerns regarding smart meters, has been forwarded to the Committee on Energy Policy; and,

WHEREAS, the Cheboygan County Board of Commissioners recognize the advantages of the utilities smart meter deployment while also remaining sensitive to our residents' concerns, and

NOW THEREFORE, BE IT RESOLVED that Cheboygan County Board of Commissioners hereby supports the concepts of HB 4916 which allows customers to opt out of the smart meter program on their home without financial penalties or incurring monthly charges if the customer reads their own meter; and,

BE IT FURTHER RESOLVED that the Cheboygan County Board of Commissioners calls on the Committee on Energy Policy, and the Michigan Public Service Commission to undertake all regulatory procedures needed to investigate all the aforementioned concerns for the health and welfare of our citizens; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to Governor Rick Snyder, State Representative Lee Chatfield, State Representative Peter Pettalia, Senator Wayne Schmidt, and the Michigan Associations of Counties

Motion by Commissioner Gauthier, seconded by Commissioner Allor to approve Resolution 16-16; a resolution of support for House Bill 4916 which provides utility customers the ability to opt out of smart meter installation without penalty or monthly fees. Discussion was held regarding the status of the House Bill, comments on governmental input regarding utility company technology, and comments on the purpose of the digital meters to the electric companies. A roll call vote was taken. Motion failed with 2 yes (Commissioners Gauthier and Allor), 5 no and 0 absent.

NEW BUSINESS

Keith Cheli presented Resolution 16-17; a resolution that would support the DNR to receive grant money from the Michigan Natural Resources Trust Fund for the acquisition of a 4-acre parcel on the Black River known as the Black River Marina and the development of a boat launch. Mr. Cheli stated that there are no financial obligations imputed onto Cheboygan County for Resolution 16-17. Commissioner Redmond asked Mr. Cheli to address the site concept for a boat washing station. Mr. Cheli stated that in July there was a stakeholder-type meeting to have an open forum and dialogue for representative and property owners where questions like this were addressed. Mr. Cheli stated that there are several options including a mobile boat washing station. Commissioner Redmond asked how large of a boat may be launched at the potentially new boat launch. Mr. Cheli stated that it may be up to 26-foot boats. Discussion was held.

Resolution 16-17 reads as follows:

Resolution 16-17

WHEREAS, Cheboygan County Board of Commissioners supports the Department of Natural Resources (DNR) submission of an application titled, "Black River Marina" to the Michigan Natural Resources Trust Fund for acquisition of a 4 acre parcel known as the Black River Marina; and,

WHEREAS, the location of the proposed project is within the jurisdiction of Cheboygan County; and,

WHEREAS, with this resolution of support it is acknowledged that Cheboygan County is not committing to any obligations; financial or otherwise.

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> **NOW THEREFORE, BE IT RESOLVED t**hat Cheboygan County hereby supports submission of a Michigan Natural Resources Trust Fund Application for the proposed acquisition of the 4 acre Black River Marina parcel by the DNR.

Motion by Commissioner Brown, seconded by Commissioner Gauthier to adopt Resolution 16-17 which would support the DNR to receive grant money from the Michigan Natural Resources Trust Fund for the acquisition of a 4-acre parcel on the Black River known as the Black River Marina and the development of a boat launch. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Straits Regional Ride Director Mike Couture presented Straits Regional Ride MDOT Contract 2012-0061/P14 – Section 5339 – Bus Formula Program.

Motion by Commissioner Gouine, supported by Commissioner Matelski to approve MDOT Contract 2012-0061/P14-FY 2016 Section 5339 Bus Formula Program and authorize the Chairperson to sign the contract and also authorize the Finance Director to make the necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson presented the Carpet Bid Award for the DHHS Building.

Motion by Commissioner Matelski, seconded by Commissioner Gouine to approve the bid in the amount of $37,022.70 with Bartlett's Home Interiors which covers the removal of the existing carpet and laying new carpet in the DHHS Building. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson presented Policy Revision 500-38 regarding the residency standards of County employees based on state law.

Motion by Commissioner Matelski, seconded by Commissioner Wallace to approve Policy 500-38 Residency and authorize the Chairperson to sign. A roll call vote was taken. Motion was carried with 7 yes, 0 no and 0 absent.

Commissioner Allor addressed the Monthly Finance Claims regarding two checks (Check #166746 and Check #166949) issued from the Veteran's Trust Fund which are presented as being for "overdue rent" and "overdue mortgage". Finance Director Kortz stated that the checks were issued for two different people and that the state perimeters for the Veteran's Trust Fund allow the County to issue funds to veterans up to $1500. Commissioner Allor addressed a series of checks (beginning with check #166988) which are presented as being for Straits Regional Ride bus expenses. Finance Director Kortz stated that there has been significant engine maintenance on the buses this year. Discussion was held.

Motion by Commissioner Allor, seconded by Commissioner Wallace to approve the monthly finance claims. Finance = none reported for June 2016 and Prepaids = $1,090,373.40. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

CITIZENS COMMENTS

Carl Muscott, a citizen of Tuscarora Township, addressed the Board regarding their procedure for amending a County Policy. He stated that there should be an old policy with language that is stricken out or new language added to the old policy show how the policy is being amended. He said the land pursued by the DNR in their land acquisition application this morning should be offered to the Cheboygan Yacht Club for purchase.

Jaime Chimner, a citizen of the City of Cheboygan, addressed the Board to state that she was not surprised that the resolution of support for the citizens' choice for analog meters did not pass because Mr. McKee from Consumers Energy was present at the meeting. Ms. Chimner stated she is very disappointed in the Board.

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John Kurczewski, a citizen of Tuscarora Township, thanked the Board for considering the resolution of support for the citizens' choice for analog meters. Mr. Kurczewski stated that he is very disappointed in the Board's resolve to not support the resolution.

Joseph Chimner, a citizen of the City of Cheboygan, affirmed comments made by citizen John Kurczewski and stated that Smart Meters are not going to save money.

Dennis McKee, a representative from Consumers Energy, thanked the Board for allowing him to be present for questions and for allowing Consumers Energy to be available for the Board's deliberation of the citizens' choice for analog meter issue.

Julie Makimma, a citizen of Inverness Township, addressed the Board regarding the lack of information available for the Separate Tax Limitation Proposal that was up for election on August 2, 2016. Ms. Makimma asserted that the language of the proposal was not available statewide or on the county website and that she was not provided with the proper information to make an informed decision as a voter regarding the proposal.

BOARD MEMBER COMMENTS

Commissioner brown commented about the unaffordability of healthcare and in response to the results of today's meeting is that he views his responsibility as a public servant is to analyze both sides of the issue and to represent the majority of the citizens of the County.

Commissioner Wallace congratulated Commissioner Sue Allor on her victory in the August 2, 2016 Primary Election.

Commissioner Gauthier stated that he views that he represents everyone in his District not just the majority and that libraries are not overfunded.

Commissioner Allor thanked Julie Makimma for the information she provided to the Board.

Motion by Commissioner Matelski, seconded by Commissioner Gauthier, to adjourn to the call of the Chairperson. Meeting adjourned at 11:54 AM.

Mary Ellen Tryban	Peter Redmond
Cheboygan County Clerk/Register	Chairperson

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CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE MEETING
AUGUST 23, 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 added an agenda item under New Business for Item B *Secondary Road Patrol Grant Application*.

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

CITIZENS COMMENTS

John Kurczewski, a citizen of Tuscarora Township, addressed the Board to state that it was unacceptable and morally reprehensible that the Board chose not to support State Representatives Smart Meter bill. Mr. Kurczewski stated that citizens cannot go to another electric company and the Smart Meters are unsafe for citizens. Mr. Kurczewski stated that the Attorney General's office stated that the new Smart Meters present no benefits to users and there are hackers that that hack into digital meters and affect many digital meters at once. Mr. Kurczewski stated that he wants the Board to take up another resolution and vote again.

Jamie Chimner, a citizen of the City of Cheboygan, addressed the Board to state that she is not the only one who needs an analog meter and that there are people in the community who suffer worse than she does. Ms. Chimner stated that she is very disappointed in the Board and thanked the two Commissioners who did vote in support of the resolution. Ms. Chimner stated that 41 other communities have supported resolutions like it. Ms. Chimner said she hasn't had electricity for a year and no one has checked on her to see how she is doing.

Linda Rogers, a citizen of Beaugrand Township, stated that she was recently appointed to the Cheboygan County Economic Development Corporation and she wanted to introduce herself to the Board. Commissioner Redmond stated that the EDC will become active within the next month.

SCHEDULED VISITORS

Dallas Hyde, Director of Cheboygan Life Support Systems, presented an update on Cheboygan Life Support Systems. Mr. Hyde gave a brief background on the ambulance millage and that they need to set the millage rate back up to .25 mills. Mr. Hyde stated that the millage helps to pay for equipment purchases and wages. Mr. Hyde stated that Cheboygan Life Support Systems was becoming more of a training center for new EMS staff and the wages were not competitive but they are becoming gradually more competitive. Mr. Hyde stated that Cheboygan Life Support Systems loses some staff to nursing careers because nursing is a two-year degree that starts them out at $30/hour compared with the $16/hour that is paid for EMS. Mr. Hyde discussed the Cheboygan Life Support System Capital Improvement Plan regarding the main purchases they

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need to make. Mr. Hyde stated that one of the biggest impacts on Cheboygan Life Support Systems was the closing of the Cheboygan hospital because the number of ambulance transfers to Petoskey hospital increased substantially and that they stay very busy. Mr. Hyde stated that one of the biggest expenses they are facing is the ambulance replacement as they hope to replace one ambulance per year. Mr. Hyde stated that the ambulances put on about 76,000 miles per year and that their oldest ambulance has over 300,000 miles on it. Mr. Hyde stated that without the ambulance millage that Cheboygan Life Support Systems would have to decrease services and they would not be able to meet demand.

Commissioner Gauthier asked for clarification on the number of patients that are initially delivered to Cheboygan hospital and then transported to Petoskey hospital. Mr. Hyde stated that there is a transport matrix and that certain patients based on their condition are transported directly to Petoskey or go to Cheboygan for stabilization or release. Mr. Hyde stated that over 80% of patients in Indian River go straight to Petoskey hospital and others go to Gaylord hospital.

Commissioner Gouine asked about the amount of capital that will need to be invested for new communication radios. Mr. Hyde stated that it is really just a guess at this point because everyone is considering 800 megahertz radios and that hopefully there would be a grant in place. Mr. Hyde stated that normally they have to replace a radio every few years but because of the narrow banding issue they have had to replace all of the radios all at once four or five years ago and replacing all of the radios at once to 800 megahertz is going to be very expensive. Mr. Hyde stated that CCE is looking into the issue and he is on the committee as well.

Commissioner Brown asked what the Cheboygan Life Support System operations look like in St. Ignace. Mr. Hyde explained that Cheboygan Life Support System does the billing for the ambulance company up there and that they pay for any shortfalls and in return they pay Cheboygan Life Support System a quarter of their contract fees. Commissioner Brown stated that he rode in a Cheboygan Life Support System ambulance this summer and that everyone did a great job.

Commissioner Allor asked what level of participation that Cheboygan Life Support System gets with the subscription plan they offer. Mr. Hyde stated that not a lot of people subscribe in Cheboygan as do people in smaller communities and that they usually break even in Cheboygan.

Commissioner Matelski asked if they have many calls to pick up someone from the jail. Mr. Hyde stated that they do not get a lot of calls; possibly 10 – 15 calls per year where they actually transport someone.

Commissioner Redmond stated that he appreciates all of the hard work that Mr. Hyde and his staff and their Board of Directors do. Commissioner Redmond stated that things are running very smoothly and that it is critical for the millage to come back up to .25 mills in November after election to keep operations running.

Andy Hayes, Director of the Northern Lakes Economic Alliance, presented an update on Northern Lakes Economic Alliance. Mr. Hayes stated that NLEA is an alliance of many organizations that come together all heading in the same direction. Mr. Hayes stated that NLEA is a private non-profit corporation representing a partnership between Antrim, Charlevoix, Emmet and Cheboygan counties who provide the funding for NLEA. Mr. Hayes stated that the mission of NLEA is to help companies and local governments to retain and create quality jobs in the area. Mr. Hayes stated that the NLEA offices are located in Boyne City, MI and that there is a 28-member Board of Directors including Commissioner Bruce Gauthier, Jim Granger, Sue Eno, Jeff Lawson, and Steve Schnell appointed by Cheboygan County. Mr. Hayes stated that in regards to economic development that what happens in one county affects what happens in the other counties and that 1 out of 10 people in the region live in one county and work in another county. Mr. Hayes stated that NLEA is successful because economic development, community development and entrepreneurial support working all together out of necessity in rural Northern Michigan and it

works better. Mr. Hayes stated that there are strong chamber of commerce partnerships; 9 chambers within 4 county region. Mr. Hayes stated that potential business could walk into any chambers office and they can help and get ahold of the NLEA. Mr. Hayes stated that the business research stations are successful and the NLEA website has lots of tools for businesses, business planning, marketing, etc. Mr. Hayes stated that the NLEA sets out publication tools including strategic plans, newsletters, president's reports, annual reports and staff project reports. Mr. Hayes stated that NLEA needs companies producing "base jobs"; companies that produce base jobs are from a company that makes something outside of the region and bring new money into the area like Moran Iron Works, Ryba Marine and LINK in this area. Mr. Hayes stated that NLEA holds growth company roundtables 4 times a year where companies can come and share ideas and what they are learning about peer-to-peer. Mr. Hayes stated that the roundtables are a great way for businesses to develop relationships. Mr. Hayes stated that the NLEA has a mobile training lab that goes to the high schools and the colleges. Mr. Hayes stated that Straits Area Federal Credit Union reconstruction won project of the year.

Commissioner Gauthier asked about NLEA staff member Bethany. Mr. Hayes stated that Bethany was leaving the NLEA.

Commissioner Matelski asked about the accuracy of the ratio in the presentation that claims that the population within the NLEA region is 108,000 and that there are 13,000 businesses. Mr. Hayes stated that the data was from the census bureau and they are counting every possible person. Mr. Hayes stated that there are 130-150 companies in the area providing base jobs.

Commissioner Allor asked how often the mobile training center is utilized. Mr. Hayes stated that they are used constantly and goes wherever it is needed. Mr. Hayes stated that it goes to high schools for vocational program training. Commissioner Allor asked about how often the business resource/research centers are utilized. Mr. Hayes stated that they are used every day but that it is difficult to track the usage.

Commissioner Redmond commented that the latest concerns surround the arrival of the Meijer's coming to Cheboygan and when it will occur and that the City of Cheboygan Council is ready to approve the extension of the water main out to the site. Commissioner Redmond thanked Mr. Hayes for the presentation and for what NLEA does for Cheboygan County.

ADMINISTRATOR'S REPORT

Administrator Lawson stated that CCE 9-1-1 is working on a report with the steering committee to analyze the change in technology for the need to change to the 800 megahertz radios. Administrator Lawson stated that the biggest concern is how they would be paid for and that over the next few months the committee will work with staff and figure out how to pay for it. Administrator Lawson stated that the Finance Director would be heavily involved with that. Administrator Lawson stated that it will be quite expensive and that there may be grant opportunities for fire services. Commissioner Allor sought clarification about the terms being used for this technology. Administrator Lawson stated that that is why we want the report to answer the gray areas because there are a lot of agencies that need to understand this better and we need to know why we need to transfer to a new technology. Commissioner Allor asked if the 800 megahertz frequency comes into play with the narrow banding. Administrator Lawson stated that trying to communicate through buildings is where there were complaints. Sheriff Clarmont stated that bottom line is that the federal government is going to mandate narrow banding again and they need to analyze a cost differential to fix the radios again or just go to another system and right now it is going to be more cost efficient to switch to 800 megahertz system then it is to stay on the VHF system because it is putting a band aid on what is going to get worse in the future. Sheriff Clarmont stated that the 800 megahertz system is the extreme high frequency and narrow banding only occurs under the VHF system and the 800 megahertz system will not be affected by the federal narrow banding. Administrator Lawson stated that the purpose of the research is to analyze all of this information and present it in a report. Administrator Lawson stated that part of

the report will show the requirements of the demand being put on the system and what backup would be available if the 800 megahertz system were to go down and how things could be paid for.

Administrator Lawson stated that the Economic Development Corporation goals and objectives were reviewed at the spring work session and that the Community Development staff scheduled to have a meeting with the new EDC board. Commissioner Gauthier asked why the EDC Board is not meeting as an individual board. Administrator Lawson stated that they are meeting with Community Development staff first to go over goals and objectives.

Administrator Lawson stated that regarding the jail expansion study that there are four architecture groups interested in looking at the jail and developing a proposal for a space needs assessment, preliminary site plan and construction cost estimate for expansion of the jail to provide a kitchen facility, equipment and vehicle storage as well as construction of additional cells. Administrator Lawson stated that the Request for Proposals will be opened and reviewed by the end of the month and then he'll come forth with a recommendation.

OLD BUSINESS – None

NEW BUSINESS

Finance Director Kari Kortz presented the State Fiscal Year 2017 – 2021 Title IV-E (Abuse & Neglect) Reimbursement Program.

Motion by Commissioner Gauthier, seconded by Commissioner Gouine to approve agreement number PROFC17-16001 between the State of Michigan Department of Health and Human Services and Cheboygan County and authorize the Chairperson to sign. Furthermore, authorize the Chairperson to sign any forthcoming agreements or required documentation upon the review and approval of the Finance Director, and the Cheboygan County legal counsel, if applicable including submission of the FY 2017-2021 Reimbursement Program using Electronic Payment Request (EPR) system on behalf of the Board Chairperson. A roll call vote was taken. Motion approved with 7 yes, 0 no and 0 absent.

Finance Director Kari Kortz presented the Secondary Road Patrol and Traffic Accident Prevention Grant Application. Ms. Kortz stated that the application is due by September 1, 2016 and was just received a few weeks ago.

Motion by Commissioner Brown, seconded by Commissioner Wallace to approve the FY 2017 Secondary Road Patrol Grant Application. A roll call vote was taken. Motion approved with 7 yes, 0 no and 0 absent.

BOARD MATTERS FOR DISCUSSION - None

CITIZENS COMMENTS

Jamie Chimner, a citizen of the City of Cheboygan, addressed the Board to say that there are 21 empty business storefronts in downtown Cheboygan – now including Zany Kitchen. Mr. Chimner stated that she was the Executive Secretary for Chamber of Commerce in Montmorency County and the people that "just make things in their garage" can make good money and can hire other people to help them. Ms. Chimner stated that Main Street is embarrassing and she dealt with this in Lewiston and brought people in and if one person can run the Chamber of Commerce and run the craft shows that others can too.

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BOARD MEMBER COMMENTS

Commissioner Matelski commented that the County should address whether they are in need of an animal control ordinance and it's relation to the money paid by the townships for animal control. Commissioner Matelski asked if the County has an animal control ordinance. Commissioner Matelski noted that when he was a township supervisor he was under the understanding that it was the townships responsibility for animal control and that the townships could not donate money. Administrator Lawson stated that the first documentation after the change in state legislation was in 1972, and there is not an ordinance in the County in response to that but that we should probably have an ordinance in place. Administrator Lawson stated that the County has operations for the enforcement side of animal control through the Sheriff's Department but he is not sure how that translates over to the prosecutorial side of it. Administrator Lawson stated that township units can create their own ordinance so that they were not under a County ordinance but legal counsel could have to confirm that. Administrator Lawson stated that there is a 25 year long-term operational agreement with the Humane Society but the County should probably adopt an ordinance based on the 1972 legislation. Commissioner Matelski asked if a County ordinance would make the townships off the hook. Administrator Lawson was not sure if a township has an ordinance for animal control if they are not responsible for animal control at the end of the day. Commissioner Matelski stated that the County needs to look into it because it is working fine right now except the townships need something to base their payments to the Humane Society on. Commissioner Wallace commented that he thought the County has a contract with the Humane Society.

Commissioner Brown commented that in the absence of the townships providing animal control that the County provides it. Commissioner Allor noted that donations from townships are illegal. Administrator Lawson stated that the mission of the legislation in 1972 was to centralize animal control to the county but there's nothing that mandates it and by practice the counties picked up animal control but not by direction of an ordinance. Administrator Lawson stated that if the county stopped providing animal control tomorrow that there would be an animal control issue in the County.

Commissioner Matelski questioned the use/need of Smart Meters. Commissioner Matelski stated that electric companies are going to need Smart Meters to regulate the flow of power. Commissioner Matelski commented on an article he read about plant closures and Consumers Energy operating solar facilities. Commissioner Matelski noted that we could be facing a crisis regarding electricity shortages with the closure of coal fired plants and a shift in focus to renewable energy.

Commissioner Wallace commented that he left a "report card" for Michigan Works on everyone's desk.

Commissioner Redmond reminded the Board that there is an Elected Officials meeting to discuss budget issues on August 24 at the County Building.

Motion by Commissioner Matelski, seconded by Commissioner Brown, to adjourn to the call of the Chair. Motion carried. Meeting adjourned at 11:35 AM.

Mary Ellen Tryban County Clerk/Register	Pete Redmond Chairperson

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CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FINANCE BUSINESS MEETING
September 13, 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.

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 Redmond held a moment of silence for the loss of State Representative Peter Pettalia.

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

Commissioner Redmond pulled Item 10-A *Board Appointments & Procedures Committee Report Regarding Elected Official 2017 Wages* and rescheduled it for the Board of Commissioners October Finance Business Meeting. Commissioner Redmond requested to move Item 5-B *Budget Adjustments* from the Consent Agenda to New Business Item G.

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

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

A. Approve Monthly Finance Claims (Finance Total = $37,000; Prepaid Total = 979,918.24)
B. ~~Budget Adjustments~~ *New Business Item 5-B*
C. Correspondence
    1. Letter from Business Representative 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

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

CITIZENS COMMENTS

Carl Muscott, a citizen of Tuscarora Township, addressed the Board to state that he was hoping that the Administrator would be presenting a County Animal Control Ordinance for the Board but instead he sees that there is a reason to not do it on advice of legal counsel. Mr. Muscott stated that the Board of

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Commission is in violation of the law because they have a contract for animal control but not an ordinance from which to operate animal control under.
Jamie Chimner, a citizen of the City of Cheboygan, addressed the Board to state that Tuscarora Township passed a resolution of support for citizens to have a choice for analog meters and they saw the resolution for what it was; to support our representative. Ms. Chimner said she is disappointed in the Board for their decision.

John Kurczewski, a citizen of Tuscarora Township, addressed the Board to state that in yesterday's newspaper there was an article about Tuscarora Township supporting the smart meter bill via resolution. Mr. Kurczewski stated that his own township board has more vision that the County Board of Commissioners. Mr. Kurczewski stated that in October, the Americans with Disabilities Act will officially recognize "electro-sensitivity" as a disability.

(?), addressed the Board to state that he is new to Cheboygan as of July and that the law library in the county building is inadequate and that he would like to see a computer equipped with either Lexis Nexis or Westlaw in the law library for public access so that he can do his legal research here.

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 July 31, 2016. She reported total year-to-date revenue of $2,339,978.54, or 19.6% of budget, compared to $2,557,023.86 or 21.7% of budget last year at the same time. Ms. Kortz reported expenditures year-to-date of $6,302,700.87 or 52.79% of budget, compared to $6,226,224.51, or 52.83%, last year as of the end July. Commissioner Gauthier asked if the lower receipt of revenues is because of an issue of timing. Finance Director Kortz stated that it is an issue of timing. Finance Director Kortz presented the cash summary by fund report as of the end of July 2016. Commissioner Brown asked why there is a back and forth effect with permit revenues causing shortfalls. Finance Director Kortz stated that it has to do with timing with expenses that build at the beginning of the year and then the fund receives revenues that come in the summer months and correct itself.

ADMINISTRATOR'S REPORT

Administrator Lawson updated the Board on the DNR land purchase of a 40 acre parcel in Waverly Township from the Detroit and Mackinaw Railroad. Administrator Lawson stated that the DNR has requested written response from the Board identifying if the County has any concerns regarding the purchase and that staff is prepared to submit a letter identifying that the County does not have any concerns unless otherwise directed by the Board. Board consensus is to send a letter identifying that the County does not have concerns. Commissioner Brown asked if the land in question is currently assessed for property tax. Administrator Lawson stated that the land is owned by the railroad so he believes that it is tax exempt property.

Administrator Lawson updated the Board on Act 77 of 2016 which is legislation that would allow Counties to loan funds to Townships within the County for the purpose of funding a road construction project. Administrator Lawson stated that a request from Benton Township has been received by the Board to meet and discuss the borrowing of funds for a road project. Administrator Lawson stated that the County does not currently have a program to lend funds to townships but 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. Board consensus was to put a plan together to identify procedures for lending money to townships for road construction projects. Legal Counsel noted that the townships would need to obtain a performance/payment bond to ensure repayment back to the County as a condition of lending money. Commissioner Brown recommended creating criteria for lending money to townships because if multiple townships apply for loans for road construction projects, it may be that there won't be enough money for all of them, so the County may need to prioritize. Administrator Lawson affirmed and stated that it would

be part of the planning process to identify concerns and he is not sure that any other county has developed a process for lending money to the townships for road construction projects.

Administrator Lawson stated that the issue of whether Cheboygan County is in need of an animal control ordinance has come up in the past. Administrator Lawson stated that the issue has been discussed with legal counsel. Legal counsel stated that townships need an ordinance for authority to have an animal control operation and that the County has the legal right to adopt an Animal Control Ordinance but it is not under a legal obligation to have an ordinance for the County to carry out or contract for such services as the Dog Law of 1919 as well as other State law provides authority to Counties to carry out these duties. Commissioner Matelski stated that the issue seems to be that the contract that the townships have with the Humane Society does not state that it is for animal control and the townships would like a contract that does state that that is what it is for because township money is being spent for animal control. Legal counsel advised for the townships to consult with their township attorneys. Discussion was held.

Administrator Lawson stated that the 9-1-1 Radios steering committee has held two meetings to gather information and identify questions to answers within the report and that 9-1-1 staff has started to develop the outline of the report and that the Board will be kept up to date for when they have more information.

Administrator Lawson stated that the Cheboygan County Economic Development Corporation will meet on September 15, 2016 at 2:00 PM and that the EDC will meet to review and discuss the goals and objectives of the organization.

Administrator Lawson stated that 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. Administrator Lawson stated that only one bid was received from a company in Traverse City, MI in the amount of $371,000 which exceeds the projected budget for the remaining components of the project. Administrator Lawson stated that because of the low response to the bid request and the one bid amount that was received, staff has rejected the bid. Administrator Lawson stated that staff is scheduled to meet with the Architect and Humane Society staff to discuss restructuring the project to bid in sub components directly with subcontractors to maintain projected budget costs for the project. Administrator Lawson stated that the County needs to stay competitive with the bid.

Administrator Lawson stated that a request for sealed bids for a general fleet vehicle was advertised from mid-July to August31, 2016. Administrator Lawson stated that bid notices were also sent to local car dealers to provide an opportunity to receive a local bid competing against State bid pricing. Administrator Lawson stated that only one bid was received from a down state dealer and staff is currently verifying State bid pricing for the equivalent 2017 vehicle to compare costs. Administrator Lawson stated that a general fleet vehicle has not been purchased in over six years so at least one vehicle needs to be replaced per year.

Administrator Lawson stated that 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 and it was originally supposed to be presented to the Board today but FEMA has identified recommended changes to the plan prior to final adoption. Administrator Lawson stated that Emergency Management staff is currently in the process of making the recommended changes and the plan will be presented for adoption at a future Board meeting. Commissioner Redmond stated that he spoke with Megan, Emergency Management Director, today and the changes recommended by FEMA have been made.

Commissioner Allor asked how many vehicles the County owns in their general fleet. Administrator Lawson responded that if the two vehicles for the Equalization Department are included there are five generally rotated vehicles and the rest are assigned to the departments, with 20 - 22 vehicles in the entire fleet. Administrator Lawson stated that the vehicles are replaced based on the age of the vehicle and the miles. Commissioner Allor asked if there is a need to have 20 – 22 vehicles in the fleet. Administrator Lawson stated that when the vehicles are assigned to the departments, the use of the vehicles is variable based on their schedules but there are general rotation vehicles sitting in the lot on occasion available for departments that don't have vehicles assigned to them normally and that use is also variable.

Administrator Lawson stated that the general fleet has been reduced by two vehicles over the last five years and we haven't purchased anymore.

COMMITTEE REPORTS

Commissioner Brown attended a Burt Township meeting, a Board Appointments and Procedures Committee meeting where the Elected Officials wages for 2017 were discussed and reported that Mackinaw City saw nearly 60,000 people for Labor Day Weekend festivities.

Commissioner Wallace reported that 9-1-1 remains steady and the 800-megaherts radios will be addressed with law enforcement first. Commissioner Wallace handed out a Michigan Works "report card" to the Board. Commissioner Wallace commented on the Northern Michigan Regional Entity.

Commissioner Allor reported attending a District No. 4 Health Dept. Board meeting and a Cheboygan County Council on Aging meeting.

Commissioner Gauthier attended a Board Appointments and Procedures Committee meeting where the Elected Officials wages for 2017 were discussed, a City Council meeting, an Alcona Health Center meeting, a MAC Regional Summit meeting in Gaylord, MI, an NLEA Meet & Greet, an Elected Officials meeting, and a presentation from the Michigan EDC regarding an application to the Michigan Main Street Program.

Commissioner Gouine attended a Fair Board meeting and an Inverness Township Board meeting.

Commissioner Matelski attended two Planning Commission meetings, two Road Commission meetings, a Waterways Commission meeting, a Zoning Board of Appeals meeting, an Elected Officials meeting, a DNR meeting, an Aloha and Grant Township meeting and an MTA meeting.

Commissioner Redmond attended the NLEA luncheon in downtown Cheboygan, a Benton Township meeting, worked on Kids Day at the Cheboygan County Fair, an Executive Director meeting for District No. 4 Health Board, a Waterways Commission meeting, and an Elected Officials meeting.

OLD BUSINESS – None

NEW BUSINESS

Mike Couture, Straits Regional Ride Director, presented the five-year Straits Regional Ride MDOT Master Agreement 2017 – 2022.

Motion by Commissioner Gauthier, seconded by Commissioner Brown to approve the five-year Master Plan between the Cheboygan County Board of Commissioners and Michigan Department of Transportation Contract No. 2017-0032 and authorize the Chairperson to sign along with any other required resolutions. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

County Planner Scott McNeil presented Zoning Ordinance Amendment #135 regarding uses to be deleted and updated. Commissioner Matelski stated that he though the requirement for saw mills being operated in an enclosed structure would come out of the zoning ordinance as most portable saw mills are run with a gasoline engine. Mr. McNeil stated that the Planning Commission wasn't sure in the operation of those and wanted to leave that option in there but that if it isn't practical it could probably come out. Legal counsel clarified that it's an option and that if the saw mill is operating outside it has to be 100 feet inside of the lot line or in an enclosed structure if closer to a lot line. Commissioner Brown asked if there have been a lot of complaints regarding the noise coming from saw mills resulting in the need to accommodate with a 100 foot setback for noise from them in the zoning ordinance. Mr. McNeil stated that it is a matter of following through with one of the Planning Commission priority recommendations of the Master Plan.

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Motion by Commissioner Gauthier, seconded by Commissioner Matelski to adopt Zoning Ordinance Amendment #135 based on Planning Commission recommendation of approval and supported by the Cheboygan County Master Plan. And the amendment will take effect 8 days after being published in a local newspaper. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

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.

County Planner Scott McNeil presented Zoning Ordinance Amendment #136 regarding planned projects.

Motion by Commissioner Matelski, seconded by Commissioner Brown to adopt Zoning Ordinance Amendment #136 based on Planning Commission recommendation of approval and supported by the Cheboygan County Master Plan. And the amendment will take effect 8 days after being published in a local newspaper. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

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. Nonresidential 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 nonresidential 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.

County Planner Scott McNeil presented Cheboygan County Capital Improvements Program (CIP). Commissioner Redmond noted that on the list of prospective projects that the Cheboygan Airport Authority maintenance building is listed as a $300,000 project and was wondering if it is currently a project moving forward. Commissioner Brown said it is going to depend on grant funding. Administrator Lawson stated that there is quite a backlog of projects.

Motion by Commissioner Wallace, seconded by Commissioner Allor to approve the 2017 Capital Improvements Program based on Planning Commissioner recommendation. Motion carried with 7 yes, 0 no and 0 absent.

Finance Director Kari Kortz presented the 2017 Cheboygan County Traffic Enforcement Grant Application. Sheriff Clarmont noted that the County has participated in this Office of Highway Safety and Planning Grant for several years and allocates about 264 hours of overtime for Sheriff Deputies that the State of Michigan pays through the Office of Highway Safety and Planning for OWI/Seatbelt enforcement.

Motion by Commissioner Brown, seconded by Commissioner Gouine to approve electronic submission of the 2017 Cheboygan County Traffic Enforcement Grant application through the Michigan Office of Highway and Safety Planning, approve the necessary budget adjustments and authorize submission of any forthcoming agreements or required documentation, after review and approval by Finance Director and Civil Counsel, if applicable. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Lawson presented the Sheriff Department Jail Expansion Study regarding pre-architectural services. Administrator Lawson stated that Requests for Proposals were sent out for architectural companies to complete a Jail Expansion Study that will provide a preliminary site plan, floor plan and cost estimates for the proposed expansion to confirm costs feasibility before proceeding to construction drawings and project bidding. Administrator Lawson stated that five proposals were received from architectural companies with the low bid received from Landmark Design Group.

Motion by Commissioner Wallace, seconded by Commissioner Brown to authorize staff to aware the jail expansion study to Landmark Design Group, P.C. for the cost of $9,920. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

CITIZENS COMMENTS

John Kurczewski, a citizen of Tuscarora Township, addressed the Board to ask if the Department of Health and Human Services answers to the County Board of Commissioners. Mr. Kurczewski had an incident with a highly distressed woman who knocked on his door in early morning and he called the Department of Health and Human Services and was very disappointed with their response. Commissioner Redmond believes he may have called an office in Lansing at an “after hours” phone number and Commissioner Redmond suggests calling 9-1-1. Commissioner Matelski asked him for the phone number that he called. Mr. Kurczewski stated that the number is in the phone book. Sheriff Clarmont directed Mr. Kurczewski for whom to call for filing a complaint.

(?), addressed the Board to ask if he addressed the Board earlier in the appropriate setting to get the law library updated. The Board affirmed. Administrator Lawson stated that he would speak with staff about the accessibility of the law library.

BOARD MEMBER COMMENTS

Commissioner Gauthier asked who has the authority to let the public use a computer with Westlaw in the law library. Administrator Lawson stated the he just needs to speak with the courts in the building about allowing public access on Westlaw and setting it up. Finance Director Kortz stated that she thought the issue was regarding that if Westlaw on the computers is open to the public it has to be available to the inmates in the county jail. Sheriff Clarmont stated that inmates have access to the law library books but

not computers. Finance Director Kortz stated that the county has to fund both law library books and Westlaw on a computer. Discussion was held.

Commissioner Matelski stated that he was approached at a meeting by someone concerned about the lack of lighting at the fairgrounds where people cross the road from the parking lot to the entrance of the fairgrounds. Commissioner Redmond stated that Administrator Lawson will look into that issue.

Commissioner Wallace stated that he was happy to report that Inland Lakes School District has signed an interim contract with Mark Dombrowski as Superintendent.

Motion by Commissioner Brown, seconded by Commissioner Wallace, to adjourn to the call of the Chairperson. Meeting adjourned at 11:06 AM.

_____	_____
Mary Ellen Tryban	Peter Redmond
Cheboygan County Clerk/Register	Chairperson

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CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE MEETING
September 27, 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 Gauthier, seconded by Commissioner Allor, to approve the agenda as presented. Motion carried with 7 yes, 0 no and 0 absent.

CITIZENS COMMENTS

Janet Vance, a citizen of Tuscarora Township, addressed the Board regarding charitable contributions to the Humane Society being disguised as contracts in various townships throughout the county. Ms. Vance stated that there were points missing from the last meeting when the issue was discussed. She said this is per the Michigan Townships Association magazine and the State Constitution. She stated that townships in Cheboygan County are appropriating money to a charitable organization and it is an unlawful expense because townships cannot donate money to any cause. Ms. Vance stated that the services provided by the Humane Society are contractual with Cheboygan County and should be paid for by County taxes and not additionally by township donations.

SCHEDULED VISITORS

Lisa Anderson, District Coordinator for MSU-E District 14, presented the MSU-E 2015-2016 Annual Report. Leigh Ann Thunick, the 4-H Program Coordinator for Cheboygan County presented highlights from the program for 2016. Ms. Thunick stated that she has focus efforts on getting participation from all around the County including Wolverine Schools and Inland Lakes Schools. Ms. Thunick stated that the after school programs for 4-H have been successful. Ms. Thunick stated that the STEM clubs hosted two “family engineering nights” where parents interacted with children doing science activities. Ms. Thunick stated that she also did a program called “Build Your Future” which was a career exploration curriculum with Tenth Graders at Wolverine Schools. Ms. Thunick introduced an exchange student in the Flex International Exchange Program. Kylie Rymonowicz presented highlights about the MSU-E Early Child and Family Development Program. Ms. Rymonowicz stated that one of the projects she is most proud of is one she was able to bring grant funding in for “BEES” (Building Early Emotional Skills). Commissioner Gauthier asked if MSU-E interacts with early head start programs. Ms. Rymonowicz stated that she is working on building those connections and that when NEMCSA restructured they lost a little bit of connection but they are working on those youth and parents. Ms. Anderson stated that Wendy Wieland, Innovation Counselor for MSU-E, who is housed in the Emmet County Office, has been working for Cheboygan County by working with business plans and budgets for commercial maple syrup producers and the local food alliance. Commissioner Gouine asked why the local farmers market doesn’t allow vegetables to be sold in vinegar. Ms. Anderson responded that it has to do with the Cottage Food Law and food safety. Patti Spinella, SNAP (Supplemental Nutritional Assistance Program) Instructor, presented highlights from her program in 2016 including nutritional education classes with 465 youth and adults in attendance for a 6-week series and she stated that the SAYPA Program has a “Cooking Matters” course

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instruction and nutrition presentations. Commissioner Gauthier asked how many participants she had for the health program. Ms. Spinella stated that they had 14 participants and 50 referrals. Ms. Anderson spoke about the Sea Grant Program in partnership with the University of Michigan that provides research, outreach and education about the Great Lakes. Ms. Anderson mentioned pesticide applicator training. The Board thanked MSU-E for the presentation and for the programs.

Julie Sproul, Director of the Department of Health and Human Services, presented an update on the Homemaker Program to the Board. Ms. Sproul stated that the program has been around a long time and it is a contract program with the State of Michigan and the County. Ms. Sproul stated that the funding has changed for the program in more recent years and she looked into adding that service into the Child Care Fund Plan and received approval to do that so the Child Care Fund reimburses the County 50% for the position. Ms. Sproul stated that the position is servicing 32 families, which is 115 children. Ms. Sproul stated that the homemaker position provides a multitude of services including identifying and educating about unsafe home conditions, supervised visitation and helping people locate housing. Ms. Sproul discussed licensed foster care statistics in the County. Ms. Sproul stated that approximately 7,500 people receive assistance in this County which is closing on a third of the population of the County.

ADMINISTRATOR'S REPORT – None

OLD BUSINESS – None

NEW BUSINESS – None

BOARD MATTERS FOR DISCUSSION - None

CITIZENS COMMENTS

Carl Muscott, a citizen of Tuscarora Township, addressed the Board to state that Cheboygan needs to become more business friendly to fill the vacant store fronts in Cheboygan and Indian River and the present Zoning Ordinance is 171 pages and this month there was an approval of a 135th Amendment to the Zoning Ordinance. Mr. Muscott stated that the zoning ordinance is very confusing and behind the times and he asked the Board to address it as a priority.

BOARD MEMBER COMMENTS

Commissioner Redmond acknowledged individuals in the audience present from Benton Township and stated that he understands that the issue regarding Benton Township borrowing money from the County for road projects was not on the agenda today but to let them know that it was the consensus with the Board to move forward with putting a program together.

Commissioner Gouine stated that he spoke with a City Council member regarding Meijer and the ball is now in Inverness Township's court and the township is inquiring about borrowing money from the County for the sewer issue. County Treasurer Linda Cronan stated that the statute allows the County to lend money for road projects only. Discussion was held.

Motion by Commissioner Matelski, seconded by Commissioner Brown, to adjourn to the call of the Chair. Motion carried. Meeting adjourned at 10:30 AM.

Mary Ellen Tryban County Clerk/Register	Pete Redmond Chairperson

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Health Board Meeting
August 16, 2016

The regular meeting of the District No. 4 Health Board was called to order by Chairman Pete Redmond, August 16, 2016, at 10:00 a.m. The meeting was held in the Conference Room of the District Health Department No. 4, Cheboygan County, Cheboygan, Michigan.

ROLL CALL

Present:	Alpena County:	Adrian, McDonald
	Cheboygan County:	Allor, Redmond
	Montmorency County:	LaFleche, Peterson
	Presque Isle County:	Altman, Lang
Absent:		
Excused:		Lawson
Others Present:		Brad Rider, Judy Greer, Scott Smith, Joshua Meyerson, Wendy Byers-Phillips

AGENDA:

Add: New Business: Interim Health Officer & Executive Committee Recommendations

MINUTES:

Minutes From July 19, 2016 Health Board Minutes: Motion by LaFleche with support from Allor to approve the July 19, 2016 Health Board Minutes as presented. Ayes all, Motion carried.

CLAIMS

July 20, 2016 through August 12, 2016: Motion by Altman with support from Allor to approve the Listing of Claims submitted from July 22, 2016 through August 12, 2016. Roll call vote. Ayes all, Motion carried.

RECEIVED
SEP 26 2016
CHEBOYGAN CO. CLERK

PUBLIC COMMENT

None.

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. Fund Balance being added through June 30, 2016 is $105,387.31.

PUBLIC HEALTH NURSING DIRECTOR'S REPORT

WIC Management Evaluation: Byers-Phillips updated the Board in regards to the WIC Management Evaluation follow up review that occurred on June 27, 2016 and July 29, 2016 by Regina Poole, WIC Consultant. Our Corrective Plan of Action has been successfully completed for the WIC Management Evaluation performed in 2015. The next Management Evaluation will take place in 2017.

HIV Prevention: The HIV Program is new this year related to the high number of Hepatitis C cases in 3 of our 4 counties and was grant funded. On August 10, 2016, Mary Roach from the Michigan Department of Health and Human Services HIV Prevention Unit met with Cathy Goike, HIV Coordinator and staff to review our HIV Program. Mary was very impressed with the overall program and staff. The following comments as noted in her report: "District Health Department #4 has been a model for developing and implementing a new program within their clinic. They have gone above and beyond to advertise HIV testing, reaching out to community organizations and providers and collaborating with treatment facilities to testing in these venues. Their data entry and follow up within Evaluation Web meets expectations. When initially promoting HIV testing they had the local TV station come and do a story on the process, they also have developed personalized materials for clients discussing HIV prevention and information. They continue to exude passion and be creative and resourceful given the small number of staff."

On Friday, August 12, 2016, the clinic tested its first HIV positive client. The follow up guidelines per the Michigan Department of Health and Human Services were followed.

PUBLIC HEALTH NURSING DIRECTOR'S REPORT CONTINUED

Byers-Phillips Retirement: Redmond congratulated Wendy on her retirement! Rider updated the Board on her retirement intentions. She will be at the September and October Board meetings. She shared her experiences and what lead her in the direction her life took.

ENVIRONMENTAL HEALTH DIRECTOR'S REPORT

Beach Monitoring: Smith updated the Board on the Beach Monitoring that is taking place. We have not had any beaches test positive this year. Smith has attended a meeting that looked at the potential signage that could be at the beaches that are being monitored and the communities would receive consistent messages.

FDA Technology Grant: The equipment has all been purchased and in place. Smith will determine the effectiveness of this equipment and then get back to the FDA so that we can receive our reimbursement.

Type II Public Water Supply: In April, we implemented the Revised Total Coliform rules as required by Michigan Department of Environmental Quality. We have been requested to attend a meeting in September to discuss the issues in regards to the implementation of the revised rules.

Hedgerow: We are starting with the new software and implementing three programs, food service by September 30th, and water wells December 31st, and onsite sewage December 31st. Staff are continuing with their current jobs and helping program the new software.

MEDICAL DIRECTOR'S REPORT

Communicable Disease Report: Meyerson reviewed the report for June 1, 2016 through July 31, 2016 which was mailed to the Board with the packet for the month. The rabies was a bat in Alpena County. The Zika is not an actual case; they were an individual that traveled to the Zika area. It is the time of year for the West Nile virus once again.

ADMINISTRATIVE HEALTH OFFICER'S REPORT

Rider Resignation: Rider apologized for the resignation and then proceeded to thank the board for the opportunity. The decision was not an easy one to make.

Cheboygan Facility: Rider feels that we are in a good projectory with the Cheboygan Facility. Rider has asked Jeff Lawson to put together a lease for the facility. The project will be completed by July 1, 2017.

Funding Source: Rider shared with the Board the sources of revenue and the percentage of the budget each represents.

NEW BUSINESS

Administrative Health Officer Appointment: Redmond stated that the Executive Committee Board would like to recommend to the full Board to appoint Joshua Meyerson, MD as the Interim Administrative Health Officer effective August 19, 2016.

Motion by Altman with support from Adrian to authorize Board Chairman to enter into a resolution appointing Joshua Meyerson, MD as the Interim Administrative Health Officer effective August 19, 2016. Roll call vote. Ayes all, motion carried.

Executive Committee Recommendation: Redmond reviewed the Strategic Planning session that occurred Monday, August 15, 2016 and the recommendation was to explore the sharing of an Administrative Health Officer with another department. They felt that it is an opportunity to look at the department and the direction we are headed. Redmond discussed the Executive Committee meeting and explained the outcome. Meyerson has no interest in being a long term Health Officer but is willing to assist until we can find a long-term replacement.

Next Executive Meeting is scheduled for Monday, September 19, 2016 in hopes to receive responses by September 16, 2016 of any other Health Department that may be interested in pursuing the potential sharing Health Officer. Greer is working on getting a wage and benefit comparable for the September meeting. Redmond recommended the Board to review the handout and call him with questions. We would like to have a decision made by December 31, 2016 due to the changes that will be occurring with the Board next year.

OLD BUSINESS

None.

ADJOURNMENT

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

Adjournment: 11:05 a.m.

Pete Redmond, Chairman

Bob Adrian, Secretary/Treasurer

Judy Greer, Recording Secretary

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
Audie's Restaurant Mackinaw City, MI
September 9, 2016

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:41 p.m.

ROLL CALL

Rick Anderson/alternate
Stuart Bartlett
Earl Corpe
Lee Gapczynski
Jean Garratt
Bruce Gauthier
Kenneth Glasser
Mark Grantner
Albert LaFleche
Aubrey Haskill
Pete Hennard
Mary Hess
Meagan Holmes
Steve Lang
Dawn Lawrence
Jennifer Lopez
John Morrison
Leonard Page
Corleen Proulx
Patricia Rondeau
Kathleen Vichunas
Gerald Wall
Rose Walsh
Carol Wenzel
Virginia Zygiel

Excused: Carol Athan, Lyn Behnke, Thomas Green, Melissa Holt, Roger Houthoofd, Sharon Priebe

Absent: Sue Flewelling, John Smock

Quorum present - yes

Staff Members Present:
Lisa Bolen, Karen Godi, Linda McGillis, Julie Meyer, Dorothy Pintar, Diane Price, Carol Shafto, Jeff Weiland, Valerie Williams and Sue Zolnierek

APPROVAL OF AGENDA

Motion by Dawn Lawrence to approve the agenda as presented. Support by Mary Hess. All ayes, Motion carried.

CONFLICT OF INTEREST DISCLOSURES

None

President Pete Hennard led the Board in the Pledge of Allegiance.
Gerald Wall 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.

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. Ken Glasser asked that the August 2016 meeting minutes be pulled from the Administrative Consent Agenda and moved to New Business for further discussion. President Pete Hennard stated that the Administrative Consent Agenda excluding the August 2016 meeting minutes and including

a. Volunteer Programs Advisory Council Meeting Minutes
b. Michigan Council for Arts and Cultural Affairs funding

is adopted as presented.

COMMUNICATION

Pete Hennard read communication from the Administration for Children & Families dated August 1, 2016 on the requirements for submission of the New Year application to operate Head Start and/or Early Head Start programs.

Motion by Dawn Lawrence to receive and file communication from the Administration for Children and Families dated August 1, 2015. Support by Mary Hess. All ayes, Motion carried.

INFORMATION ITEMS

Directors Report: Lisa Bolen read highlights from the Directors report that was distributed prior to the meeting.

Financial Report – Jeff Weiland

Jeff Weiland reviewed the Statement of Financial Condition for the School Success Program as of August 31, 2016. Jeff also reviewed the Head Start and Early Head Start recorded expenses as of August 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 Steve Lang. All ayes, Motion carried.

Program Presentation – Dorothy Pintar, Director of School Success program and Julie Meyers, School Success Area Manager provided a PowerPoint presentation on the School Success program.

COMMITTEE REPORTS

Program Planning and Evaluation Committee – Earl Corpe

The Committee met prior to the regular meeting to review and recommend for approval to accept Emergency Solutions Grant (ESG) funds totaling $375,337 from Michigan State Housing Development Authority (MSHDA). The Committee also reviewed and recommended for approval submitting the Foster Grandparent and Senior Companion Multi Year Project Plans for FY's 2017-2019 to the Aging and Adult Services Agency (AASA).

Carol Shafto reviewed the Strategic Plan and Organizational Standards with the committee and distributed a hand out showing the Organizational Standards that govern the Strategic Plan preparation and review process.

Motion by Lee Gapczynski to approve the acceptance of Emergency Solutions Grant (ESG) funds from Michigan State Housing Development Authority (MSHDA) as presented. Support by Steve Lang. All ayes, Motion carried.

Motion by Dawn Lawrence to approve submittal of the Foster Grandparent and Senior Companion multi-year project plans for FY 2017-2019 to the Aging and Adult Services Agency (AASA) as presented. Support by Jean Garratt. 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 in the amount of $850.49.

Motion by Ken Glasser to approve credit card expenditures as presented. Support by Stuart Bartlett. All Ayes, Motion carried.

Membership Committee – John Morrison
No meeting. No report.

Early Childhood Services Ad Hoc Committee – Jean Garratt
No meeting. No report.

Personnel Committee – Meagan Holmes
No meeting. No report.

NEW BUSINESS
August 2016 meeting minutes

Ken Glasser indicted that the August Minutes did not reflect a final vote to accept the new slate of officers and that a motion should be made to amend the August minutes to include a vote.
Motion by Ken Glasser to elect Pete Hennard, President, Pat Rondeau, Vice President, and Ken Glasser, Treasurer by acclimation. Support by Virginia Zygiel.
Following discussion, Ken withdrew the motion.
New Motion by Ken Glasser to amend the August 5, 2016 minutes, to show there were no objections to the slate of officers presented, and that, by inference, there was unanimous approval by all present on that date. Support by Virginia Zygiel. There was unanimous approval of the motion to amend the minutes

The October board meeting will be held at Iva's Chicken Dinners in Sterling on October 7, 2016.

Motion by Albert LaFleche to adjourn the meeting at 1:53 p.m. Support by Jennifer Lopez. All ayes, Motion carried.

Date Prepared: September 9, 2016

Date Approved: _____

_____ _____
Board Secretary Date

MINUTES OF THE BOARD
August 18, 2016
North Country Community Mental Health
Commissioner's Room
Antrim County Building
203 E. Cayuga
Bellaire, MI

BOARD MEMBERS PRESENT:	Joel Evans, Karla Sherman (by phone), Christian Marcus, Louis Scholl, Dennis Priess, Paul Liss, Sr. Augusta Stratz, Robert Boyd, Gary Averill
BOARD MEMBERS ABSENT:	Ed Ginop, Dan Plasencia, Sue Allor, Craig Crambell
STAFF:	Alexis Kaczynski, Christine Gebhard, Deb Hiltz, Joan Booth

In the absence of the Chair and Vice-chair, Sr. Augusta Stratz called the meeting to order at 4:30 p.m.

ROLL CALL

Sr. Augusta Stratz 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, June 30, 2016	$7,158,870.96
Receipts, Adjustments & Transfers, July	$3,686,528.66
Total Disbursements & Adjustments, July	$4,373,119.81
Decrease in Cash Balance	$ (686,591.15)
Balance, July 31, 2016	$6,472,279.81

*Approximately $3,748,543 has been advanced from the State of Michigan and has been encumbered for outstanding bills.

MOTION BY ROBERT BOYD, SECOND BY LOUIS SCHOLL, TO APPROVE THE CONSENT AGENDA. MOTION CARRIED.

Information (I) Items from Committee reports

Information items were included in the committee minutes.

Privileging Recommendations

There was one privileging recommendation this month.

COMMITTEE RECOMMENDATIONS – BOARD ACTION

Finance Committee

Mr. Liss reviewed the 3rd Quarter FY16 Budget Status Reports.

Mr. Liss reviewed the request to replace the current monitoring systems for the Elder and Destiny Lane apartments

MOTION BY PAUL LISS TO APPROVE THE $22,440.00 PURCHASE OF THE INTERNET-BASED SYSTEM FROM OTEC RADIO COMMUNICATIONS. MOTION CARRIED.

Mr. Liss reviewed the request to replace the roof at the Candlewood Home.

MOTION BY PAUL LISS TO APPROVE THE REPLACEMENT OF THE ROOF AT THE CANDLEWOOD HOME IN THE AMOUNT OF $11,934.00. MOTION CARRIED.

Ms. Kaczynski discussed the sale of the building that housed the old Beacon Center program in Cheboygan. It was suggested that a realtor be contacted.

ACTION ITEMS – WITHOUT COMMITTEE REVIEW

Ms. Kaczynski discussed the appointment of two new Recipient Rights Advisory Committee Members. The Board appoints members to this committee. There has been some turnover and Betsy Brown from Kalkaska County and Christopher Howard from Emmet County are being recommended to fill these vacancies.

MOTION BY DENNIS PRIESS, SECOND BY LOUIS SCHOLL, TO APPROVE THE APPOINTMENTS OF BETSY BROWN AND CHRISTOPHER HOWARD TO THE RECIPIENT RIGHTS ADVISORY COMMITTEE. MOTION CARRIED.

PRESENTATION

Commission on Accreditation of Rehabilitation Facilities

Ms. Gebhard made a presentation on CARF – the Commission on Accreditation of Rehabilitation Facilities - accreditation and explained what CARF does. North Country CMH has been accredited by CARF for 12 years. She showed a seven minute video which introduced CARF. CARF is celebrating 50 years of existence.

Prior to CARF the agency was accredited by the Joint Commission on Accreditation of Healthcare Organizations (JCAHO). At the last CARF survey the agency was acknowledged for serving Beaver Island. They make recommendations for improvement and the agency must answer those recommendations in writing. She explained what a survey looks like, showed the three day survey chart and explained all the interviews that will be conducted, as well as the surveyors who will be here. North Country has a team of about 12 people reviewing the standards to assure that everything is good. Every year they make about 25 changes to the standards. She explained how the clients are selected for the interviews and reviewed the process. The surveyors are also providers and this is beneficial. Starting in September "CARF Facts" will be sent to all the staff. A list of highlights will also be published for staff. All of these will be provided to the Board members. There are around 350 standards that are measured.

DIRECTOR'S REPORT/COMMUNICATIONS

Ms. Kaczynski reported that a notice has been received of block grants funded for the agency: Jail Liaison, PMTO Supervision, MC3, and over $100,000 in housing grants were funded.

There was a recipient rights review this week and initially the program received 162 out of 170 points, with a repeat citation, which is less than full compliance. After a discussion of the review process for licensed psychiatric units the score was increased to 164, which is substantial compliance, so unless this is reconsidered in central office, this is a passing evaluation. The review process for licensed psychiatric units is that of the NMRE.

Ms. Kaczynski referred to Section 298 of the Governor's initial budget, and the progress that has been made by a work group impanelled by the Lt. Governor. The initial work group has issued its report and the process has moved into a phase 2. A smaller stakeholder workgroup will be established to provide another report in October, with a final report issued to the legislature by January. As part of this process, three affinity groups will be formed and she described these. The Association has developed an eight page document entitled "Recommended principles and design elements of the system redesign and refinement effort", to be used in this effort. The first two meetings of the new work group have not gone well, with advocates feeling that representatives of the DHHS did not have an open mind or were considering the work product of the previous workgroup.

QUALITY IMPROVEMENT UPDATES

Ms. Gebhard referred to the August report. The performance indicator system on timeliness shows that all the performance measures for the 3rd quarter were met. A report is made 90 days after the quarter to the state. North Country CMH uses the Access Center for consumers who call in for services and if they meet criteria they go to an office for an appointment. She explained the chart that described this and gave the number of referrals. In graph 2 she explained the disposition of referrals to NCCMH.

NORTHERN MICHIGAN REGIONAL ENTITY

Ms. Kaczynski referred to the minutes that were included in the packet. Dennis Priess is the new chair of the NMRE Board.

OLD BUSINESS

There was no old business this month

NEW BUSINESS

There was no new business this month.

MOTION BY ROBERT BOYD, SECOND BY PAUL LISS, TO ADJOURN THE MEETING AT 5:40 P.M. MOTION CARRIED.

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Sr. Augusta Stratz, Secretary

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Millage Appropriation Committee Meeting
September 14, 2015

The meeting was called to order 9:00 a.m. in the Commissioners' Room at the County Building by Commissioner Sue Allor.

Roll called and a quorum present.

Present: Commissioner Allor, Commissioner Matelski, Commissioner Gouine, Administrator Lawson, Finance Director Kortz and Clerk Tryban.

Absent: None

Commissioner Allor pointed out two typos in the minutes of July 10, 2015, i.e. Matelski was misspelled and the adjournment time should be 9:18, not 8:18.

Motion by Commissioner Matelski, seconded by Commissioner Allor to approve the minutes of July 10, 2015, with the typos corrected. Motion carried with 2 yes, 0 no, and 1 absent.

Public Comment - None

Commissioner Gouine arrived at 9:10 a.m.

NEW BUSINESS

The application requesting $7,000 from the Senior Millage Fund for MSU-E Project Fresh was reviewed. Lowell Beethem, a local farmer, told the committee that this is a great program and a good way to provide fresh produce for low-income seniors over 60. Patty Spinella, representing MSU-E stated each person or limit of 2 per household receive coupon books. The program is free for both participant and the farmer.

Motion by Commissioner Matelski, seconded by Commissioner Gouine to recommend to the full Board to appropriate $7,500 from the Senior Millage Fund to MSU-E Project Fresh. Motion carried with 3 yes, 0 no and 0 absent.

The current status of the Senior Millage Fund was provided by the County's Finance Director. The projected revenue from the millage levy is $680,500. The requested amounts from the three entities that applied total $635,467. There is $38,662 left in the current year budget for the roof at the Wolverine Center. Gail Tinker, Executive Director of Cheboygan County Council on Aging, stated that CCCOA may have some available funds and would be happy to help with that expense.

The Wawatam Area Senior Citizens requested the same appropriation as last year's, $57,492. Diane Robbins, Treasurer for Wawatam Seniors noted that the CCCOA age is 60 & up, while Wawatam's is 55 & up. The Wawatam Area Senior Citizens has changed their fiscal year to a calendar year. Ms. Robbins stated approximately 35% of the participants at the center are from Cheboygan County. For 2016 Emmet County's contribution to Wawatam will be 41,916 as the Friendship Center now takes care of meals on wheels. Commissioner Allor voiced concern with Cheboygan County paying more than Emmet County when the majority of participants are from Emmet County. Much discussion held on reducing the requested appropriation to $45,728, as Commission Allor suggested or $49,704 suggested by Commissioner Gouine.

Motion by Commissioner Gouine, seconded by Commissioner Matelski to recommend to the full Board to appropriate $49,704 from the Senior Millage Fund to Wawatam Area Senior Citizens, Inc. Motion carried with 2 yes, 1 no (Commissioner Allor) and 0 absent.

The Cheboygan County Council on Aging requested $570,975 which is the same as requested last year. Ms. Tinker said CCCOA does have funds to pay towards the roof at the Wolverine Center. The increase projected in cash with the change in the fiscal year will be roughly a $100,000. Administrator Lawson said we do not want to punish CCCOA for savings. Commissioner Allor questioned the employee health insurance. Ms. Tinker said 5 employees received health insurance at an expense of just over $500 per month. New employees only receive dental and optical. She said in the past $30,000 was budgeted in Professional Fees which now has be reduced to $5,000. It was suggested that the County pay for the roof which will be approximately $60,000 and reduce the appropriation by that amount.

Motion by Commissioner Matelski, seconded by Commissioner Gouine to recommend to the full Board to appropriate $510,975 from the Senior Millage Fund to Cheboygan County Council on Aging. Motion carried with 3 yes, 0 no and 0 absent.

Motion by Commissioner Matelski, seconded by Commissioner Gouine, to adjourn. Meeting adjourned at 10:30 a.m.

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Mary Ellen Tryban
County Clerk/Register

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Millage Appropriation Committee Meeting
September 26, 2016

The meeting was called to order 8:00 a.m. in the Commissioners' Room at the County Building by Commissioner Sue Allor.

Roll called and a quorum present.

Present: Commissioner Allor, Commissioner Matelski, Commissioner Gouine, Administrator Lawson and Clerk Tryban.

Absent: None

Motion by Commissioner Matelski, seconded by Commissioner Gouine to approve the minutes of September 14, 2015, as presented. Motion carried.

Public Comment - None

NEW BUSINESS
Commissioner Matelski asked what the project revenue for 2017 from the Senior Millage Tax Levy is. Commissioner Allor stated the projected revenue for 2017 is $678,439.

The 2017 requested amount for MSU-E Project Fresh from the Senior Millage Fund was $8,000. Patti Spinella, representing MSU-E, stated the project was once again successful. This program for low-income seniors over 60, provides coupons redeemable at participating farmers, farmer markets and road side stands. The project is free to those who qualify and to farmers participating. Discussion held.

Motion by Commissioner Matelski, seconded by Commissioner Gouine to recommend to the full Board to appropriate $8,000 from the Senior Millage Fund to MSU-E Project Fresh. Motion carried.

The Wawatam Area Senior Citizens request from the Senior Millage Fund for 2017 was $59,892. Lengthy discussion was held mainly regarding the number of Cheboygan County participants at the center versus the number of participants from Emmet County. Commissioner Matelski questioned the number of Cheboygan County people reflected in the 2015 Congregate Meals, which showed 3635 meals were served to Cheboygan County Residents and a total annual number of meals served was 12,174. Commissioner Matelski asked how many people were actual were part of the 3635 meals served. Diane Fry-Robbins said she did not track that but would in the future. Concern with Cheboygan County paying more than Emmet County when the majority of participants are from Emmet County was mentioned. The current application has a total of $106,608 funded for 2016. For 2016 Cheboygan County award Wawatam with $49,704 (less than requested) the balance ($56,904) would have come from Emmet County. For 2017 the application shows $59,892 for Cheboygan County and $44,316 for Emmet County. Much discussion held regarding the fact that in 2017 Cheboygan County would pay the larger part and Emmet the small, even though the percentage of people from Cheboygan is approximately 35% of the total members. The consensus of the committee was met again to address this, and request additional information from Ms. Fry-Robbins. Administrator Lawson will talk with Emmet County regarding this.

The Cheboygan County Council on Aging requested $560,975 for 2017. The application from CCCOA was very well done and complete.

Motion by Commissioner Matelski, seconded by Commissioner Gouine to recommend to the full Board to appropriate $560,975 from the Senior Millage Fund to Cheboygan County Council on Aging. Motion carried.

Motion by Commissioner Matelski, seconded by Commissioner Gouine, to adjourn. Meeting adjourned at 9:50 a.m.

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Mary Ellen Tryban
County Clerk/Register

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Millage Appropriation Committee Meeting
October 3, 2016

The meeting was called to order 8:03 a.m. in the Administrator's office at the County Building by Commissioner Sue Allor.

Roll called and a quorum present.

Present: Commissioner Allor, Commissioner Matelski, Commissioner Gouine, Administrator Lawson and Clerk Tryban.

Absent: None

Motion by Commissioner Matelski, seconded by Commissioner Gouine to approve the minutes of September 26, 2016, as presented. Motion carried.

Public Comment - None

NEW BUSINESS

The Wawatam Area Senior Citizens request from the Senior Millage Fund for 2017 was $59,892. At the September 26, 2016 committee meeting the Treasurer Diane Robbin of the Wawatam Senior Citizens was asked to bring additional information regarding the number of Cheboygan County residents that attend the Wawatam program. Ms. Robbins stated at a recent meeting, there were 163 members present of which 89 were from Cheboygan County. The total number of meals served through the end of September was approximately 10,900, which projected out to the end of the year would be 13,689 meals for 2016. Discussion was held.

Motion by Commissioner Gouine, seconded by Commissioner Matelski to recommend to the full Board to appropriate $59,892 from the Senior Millage Fund to Wawatam Area Seniors, Inc. Motion carried.

Motion by Commissioner Matelski, seconded by Commissioner Gouine, to adjourn. Meeting adjourned at 8:18 a.m.

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Mary Ellen Tryban
County Clerk/Register

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
BOARD APPOINTMENTS & PROCEDURES
September 7, 2016

The meeting was called to order at 9:02 a.m. in the Commissioners Room by Committee Chair Bruce Gauthier.

PRESENT: Commissioner Bruce Gauthier, Commissioner John Wallace, Commissioner Chris Brown and Clerk Mary Ellen Tryban.

CITIZENS COMMENTS – None

Motion by Commissioner Brown, seconded by Commissioner Gauthier, to approve today's agenda and the minutes of January 28, 2016, as presented. Motion carried.

Elected Officials Salaries

Commission Gauthier distributed comparable salary for elected positions from the five counties generally used for determining salaries and wages (Antrim, Charlevoix, Chippewa, and Otsego). Lengthy discussion was held on each elected position as well as the Board of Commissioners. The committee's consensus regarding salaries of the Chairperson and the other commissioners was no change from last year. Discussion moved to salaries for the Clerk/Register and the Treasurer. Both of these positions will see a change as the current Clerk/Register and the Treasurer are both retiring. Following discussion on the salary for the Prosecutor and the Sheriff, the committee decision was to increase the Prosecutor's salary by 1% and the Sheriff's salary by 2%.

Motion by Commissioner Brown, seconded by Commissioner Wallace, to recommend to the full Board to set the 2017 Salary of these elected positions 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

Motion by Commissioner Brown, seconded by Commissioner Wallace, to adjourn. Meeting adjourned at 9:35 a.m.

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Mary Ellen Tryban, County Clerk

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
BOARD APPOINTMENTS & PROCEDURES
September 27, 2016

The meeting was called to order at 10:55 a.m. in the Commissioners Room by Committee Chair Bruce Gauthier.

PRESENT: Commissioner Bruce Gauthier, Commissioner John Wallace, Commissioner Chris Brown and Clerk Mary Ellen Tryban.

CITIZENS COMMENTS – None

Motion by Commissioner Brown, seconded by Commissioner Gauthier, to approve today's agenda and the minutes of March 1, 2016 and September 7, 2016 as presented. Motion carried.

Department of Health & Human Services

Motion by Commissioner Brown, seconded by Commissioner Wallace, to recommend to the full board the reappoint of Karen Daniels to the Department of Health & Human Services for a three year term commencing November 1, 2016 and ending October 31, 2019. Motion carried.

Elected Officials Salaries

The committee had received a new comparable salary list for the elected officials, as well as a letter from Sheriff Clarmont requesting a 3.7% increase for 2017, since the last committee meeting. Discussion held regarding the salary of each of the four elected officials, Clerk./Register, Treasurer, Prosecutor and Sheriff.

Motion by Commissioner Brown, seconded by Commissioner Wallace, to recommend to the full Board to set the 2017 Salary of these elected positions as follows:

Board of Commissioners Chairperson	$ 5,250
Board of Commissioners Members	$ 4,750
Clerk/Register	$ 65,500
Treasurer	$ 62,000
Prosecutor	1% increase
Sheriff	2.7% increase
Drain Commissioner	$ 1,000
Surveyor	$ 1,000
Road Commissioners	No Change (same as County Commissioners)
Per Diems	No Change

Motion by Commissioner Wallace, seconded by Commissioner Brown, to adjourn. Meeting adjourned at 11:15 a.m.

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Mary Ellen Tryban, County Clerk

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
BOARD APPOINTMENTS & PROCEDURES
September 29, 2016

The meeting was called to order at 10:00 a.m. in the Commissioners Room by Committee Chair Bruce Gauthier.

PRESENT: Commissioner Bruce Gauthier, Commissioner John Wallace, Commissioner Chris Brown and Clerk Mary Ellen Tryban. Also present Administrator Jeff Lawson, Prosecutor Daryl Vizina and Sheriff Dale Clarmont

CITIZENS COMMENTS – None

Motion by Commissioner Brown, seconded by Commissioner Wallace, to approve today's agenda and the minutes of September 27, 2016 as presented. Motion carried.

Elected Officials Salaries

Sheriff Clarmont addressed the committee regarding his proposed salary for 2017. He noted he his current salary us below the average of the other four comparable counties. He said the comparable salaries used were from 2016 when establishing 2017 salaries this puts him even further behind the average salary. Administrator Lawson said that staff is usually not involved in the process of setting the salaries of the elected officials other than gathering the data from the comparable counties. Discussion was held regarding bringing the Sheriff's salary up within or slightly above the average of the four comparable counties.

Motion by Commissioner Brown, seconded by Commissioner Wallace, to recommend to the full Board to increase the Sherriff's salary by 3.15% overall for 2017 to bring the salary in line with the average of the four other comparable counties. Motion carried.

Motion by Commissioner Brown, seconded by Commissioner Wallace, to adjourn. Meeting adjourned at 10:20 a.m.

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Mary Ellen Tryban, County Clerk

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION SEPTEMBER 1, 2016

Chairman J. Johnson 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: J. Johnson, R. Chadwick, C. O'Connor, D. Brown, K. Paquet, Engineer/Manager B. Shank and D. Stempky

VISITORS: G. Bunker, T. Horrocks, C. Muscott, T. Matelski, M. Donovan, C. Veneros and M. Ridley.

MOTION by K. Paquet seconded by R. Chadwick to approve minutes of last regular meeting minutes of 8/18/16 as mailed. 5 Yeas **CARRIED**

MOTION by D. Brown seconded by C. O'Connor to approve for payment current payroll voucher #16-34-$63,890.09 and accounts payable voucher #16-35-$299,623.33. 5 Yeas **CARRIED**

MOTION by D. Brown seconded by K. Paquet to approve agenda as presented. 5 Yeas **CARRIED**

Carl Muscott would like to thank the Board for looking at the reverse angle parking issue and feel majority of public opposed the reverse angle parking. Does not feel the Road Commission should pay for the repairs for the fix and the Tuscarora Township DDA OR Tuscarora Township should be responsible for it.

Engineer/Manger B. Shank discussed two options for the reverse angle parking issue on S. Straits Hwy in Indian River:

- One is to proceed as planned and remove the curb that was installed and replace it back 2 feet so that we have a 13 foot wide lane and that will move the road centerline of the road right of way.
- The other option is to spend the money on the west side of the road and improve that side to gain the width on the east side. This option would result in a 3 foot shift in the centerline to the west. These types of lane shifts are present on lots of different communities throughout Northern Michigan. It would be a calming measure which was part of the original vision back in 2011. With this option I believe we should talk with Tuscarora Township and DDA in putting the paving of S. Straits Hwy back on their plans and the lane shift would be all the way through town and not a one block section.

Mike Ridley, Tuscarora Township Supervisor, feels the paving of S. Straits Hwy would have to be discussed. At this time the Township and DDA were strictly looking at the street scape and lighting. The street scape is part of the TAP grant but the paving of S. Straits Hwy was going to be a USDA loan.

Lengthy discussion of reverse angle parking fix, Engineer/Manager feels either option will need to be a spring project.

MOTION by K. Paquet seconded by C. O'Connor to hold off until spring on the reverse angle parking area for a proposed fix on S. Straits Hwy. 5 Yeas **CARRIED**

MOTION by C. O'Connor seconded by R. Chadwick to reject all bids for S. Straits Hwy-Reverse Angle Parking Repair. 5 Yeas **CARRIED**

State Trunkline Contract expires 9/30/2016. State has sent a one year extension contract to sign. CRA has recommended the extension be signed.

MOTION by K. Paquet seconded by D. Brown to approve the State Trunkline Contract Extension #2012-0501/A1, between Michigan Department of Transportation and the Cheboygan County Road Commission for a one year extension to expire September 30, 2017. Authorize Chairman J. Johnson and Engineer/Manager B. Shank to sign the same. 5 Yeas CARRIED

MOTION by D. Brown seconded by K. Paquet to receive and file the following correspondence: Township Meeting Minutes: Koehler 7/11/16, Munro 8/9/16, Mullett 8/9/16, Burt 7/7/16 and Beaugrand 7/13/16 and 8/10/16; MCRCSIP refund. 5 Yeas CARRIED

MOTION by K. Paquet seconded by D. Brown to authorize Clerk to make addition contributions to OPEB and MERS, equally, with MCRCSIP refund proceeds. 5 Yeas CARRIED

Engineer/Manager Shank updates:

- Interviews for Mechanic and Truck Drivers have been held and have offered position to Mechanic candidate and will be holding second interviews with three Heavy Truck Driver candidates to include a road test.
- Crews are still mowing and brushing in areas. **Crew is doing a GREAT JOB THANK YOU.**
- Huron Pines is working with us on a variety of culvert replacements with material costs as follows: Owens Road replacing 2-3 foot culverts that Huron Pines will be putting $4,000 towards materials; Crump Road- replacing a 4 foot culvert with an arch culvert and they will be contributing the material cost; Clark Bridge Road replacing 3-2 foot culverts with an arch culvert Huron Pines will be paying for materials and in 2018 helping in two crossings- one on W. Brady Road and Waveland Road. The CCRC will be replacing in-house as our labor is our match for the projects.

R. Chadwick comment to T. Matelski, he would like to see districting for Road Commissioners so everyone is represented.

D. Brown- **THANK YOU TO THE CREW, DOING A FANTASTIC JOB AND BOARD PROUD OF THEIR WORK**

K. Paquet-Does not feel districting is a fix, a Road Commissioner looks at the County as a whole when making decisions and not one area. Thank you to the Townships for contributing to road projects and trying to pass new road millages and/or continuing with current millages and helping with road upgrades.

Chairman J. Johnson adjourned regular meeting at 9:37 A.M. being no further business to come before the Board.

James S. Johnson, Chairman

Dana S. Stempky, Clerk

REGULAR CITY COUNCIL MEETING
August 23, 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: Couture, Kwiatkowski, Lavender, Bronson, Temple, King and Riddle

Councilwoman Riddle led the Pledge of Allegiance to the Flag.

Approval of Agenda, and Receive and File all Communications:
Mayor Bronson stated there is one addition to the Agenda 7-B: Consideration of Appointment of Councilman Joseph Lavender to the CCE 911 Board.

Councilwoman Riddle moved to approve the Agenda, as Amended with the addition of 7-B, Consideration of Appointment of Councilman Joseph Lavender to the CCE 911 Board, and receive and file all communications; supported by Councilman King. Motion carried unanimously.

Approval of City Council Meeting Minutes – July 26, 2016:
Councilman Lavender moved to approve the City Council Meeting Minutes of July 26, 2016 as presented; supported by Councilman Temple. Motion carried unanimously.

Approval of City Council Meeting Minutes – August 9, 2016:
Councilman King moved to approve the City Council Meeting Minutes of August 9, 2016 as presented; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Department, Board and Commission Reports:
- **Department of Public Safety Monthly Statistics, July 2016.** (Received and filed.)

Resolutions:
- **Resolution of Support for the Watermain Extension for the Meijer's Project -**

Mayor Bronson read the Resolution, as follows, into the record:

City of Cheboygan
City Council
Resolution Supporting the Meijer Retail Store Project in
Inverness Township and Cooperative Support to Provide Water to the Meijer Proposed Site
Between Inverness Township, the US 27 DDA, and the City of Cheboygan

WHEREAS, The City of Cheboygan has a municipal water treatment facility and supply; and
WHEREAS, Meijer Incorporated has purchased property in an adjacent township to the City of Cheboygan, which is Inverness Township; and
WHEREAS, Meijer Incorporated needs a municipal water supply to build a retail store on their purchased property, which the City of Cheboygan has the capabilities to supply; and
WHEREAS, the City of Cheboygan has committed to supply water to the Meijer retail store project; and
WHEREAS, the City of Cheboygan, Inverness Township and the US 27 Downtown Development Authority are working diligently and cooperating to provide water to the Meijer retail site; and
WHEREAS, the Meijer retail store project will be an economic benefit to the aforementioned entities, as well as the County of Cheboygan and the Cheboygan Area Schools;

> **NOW, THEREFORE, BE IT RESOLVED THAT**, that the Cheboygan City Council agrees to participate and cooperate with Meijer Incorporated, Inverness Township and the US 27 Downtown Development Authority to collectively supply water to the Meijer retail store project site, which will be an economic benefit for Cheboygan County.

Mayor Bronson commented this an official notice from the City to Meijer that we will supply water. City Manager Eustice stated if Council adopts the Resolution, he will then talk about what they are working on and what has been done in the last few days.

Councilwoman Kwiatkowski moved to adopt the Resolution of Support for the Watermain Extension for the Meijer's Project; supported by Councilman Lavender. A roll call vote was taken; motion carried unanimously.

General Business:

▪ **Consideration of Appointment to the CCE 911 Board –** Mayor Bronson asked Councilman Lavender if he has attended any meetings. Councilman Lavender replied he attended the August meeting.

Mayor Pro Tem Couture moved to appoint Councilman Joseph Lavender to the CCE 911 Board; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Public Comments:

Mayor Bronson commented he knows several people in the audience are in attendance to talk about food trucks; however, the City does not have anything on the Agenda tonight. He added the City Manager was instructed by Council to investigate and make recommendations in the future on food trucks, selling from carts and the Farmers' Market on how to handle these in the City.

Mr. Eric Wheeler of Moulder's Mobile Mouthfuls introduced himself stating they are here to come to some agreement and they are willing to work with Council and the business owners on Main Street.

Mr. Andrew Kosack of Duke' Dogs introduced himself and offered his services if he can be of any help at all trying to put together a workable plan between the City and the vendors.

Mr. Greg Bock, Business Manager for the Salvation Army of Cheboygan County, introduced himself stating for 127 years the Salvation Army has existed in Cheboygan County. It is hard to find any other business in town that has been as supportive to the Salvation Army as Duke's Dogs. Whether it is feeding the staff or feeding someone who has not eaten. It is hard to find a business that will come alongside a help agency like the Salvation Army and support wholeheartedly their mission of doing the most good wherever they are. Mr. Bock then stated on behalf of the one of the local businesses, they have no issue with Andrew being in their lot who has all the certificates and insurance required to be there. He leaves it cleaner when he leaves then how he found it. The business that he has brought into the Salvation Army Thrift Store has gone up. Mr. Bock then spoke on how he takes people who are visiting him at the local Salvation Army to Duke's Dogs because of his generosity, kindness and willingness to give back to the community and is behind him 100%.

The owner of West Coast Tacos introduced herself stating they are willing to work with all the businesses.

Ms. Lynn Hall introduced herself as a citizen who lives downtown stating there is almost like a hand trying to put down these people that are trying to make a living who are offering quality products. She does not see what the problem is. There is a vendor right outside her window who is quiet and cleans up his mess when he's done and doesn't bother her at all. She thinks it brings people downtown. Ms. Hall went on to state she is really perplexed as to why this is an issue and is supportive of the vendors.

Ms. Billie Livingston introduced herself stating she is in support of the food trucks and feels they add some flavor to Cheboygan, but there have been some issues going on that others don't know about with some of the businesses. She would not want those issues, such as coming in to use the bathroom, using paper towels and harassing customers; so she is in favor of the food trucks and maybe some of them need to be regulated a little bit more or moved away from a business door. She then stated Mr. Kosack has been so supportive of the community, the Salvation Army and the Humane Society and is a great asset, as probably the other food trucks are, too. If the food trucks are going to be causing problems with business then something needs to be done.

Main Street Program - Ms. Billie Livingston went on to state she was very disappointed that City Council tabled the Main Street Program. They were all invited to the meeting when it was presented to us. It would be a great asset to the community. We can't have the community support if we don't have City Council supporting it. She will go out and get the signatures from all the businesses stating they support the Main Street Program, but they need Council to approve it and jump on board first. She is hoping when it comes back up that Council will reconsider and possibly look at adopting it because it is going to help Cheboygan a great deal.

City Clerk/Treasurer's Comments:

▪ **BS&A Upgrades -** Clerk/Treasurer Kwiatkowski stated they are working with BS&A, our software provider for 11 years now (general ledger, tax, accounts payable, accounts receivable, cash receipting and utility billing), as they no longer support what is called Pervasive, our original software. BS&A now has a dot.net version and we are in the process of starting the migration today with the payroll program and will be working with them for the next week. It is about a $24,000.00 investment when you look at the software and the training; we have already gotten the server. Clerk/Treasurer Kwiatkowski noted BS&A is the industry standard when it comes to governmental software. We are excited to move on to this new generation. Mayor Bronson asked if the server is located here. Clerk/Treasurer Kwiatkowski replied yes, noting backs-ups are done every night and located in Lansing.

City Manager's Report:

▪ **Food Trucks -** City Manager Eustice stated at the last City Council meeting Council basically told he and Chief Jones to address the issue of food trucks, noting he and the Chief have met a couple of times on what they need to do as far as recommendations. The City Council, Chief Jones and he are not against food trucks in any regard, and they are a nice asset to this community. There are concerned citizens that own businesses that would like it to be better regulated. They have not had a chance to meet with Dukes Dogs or Mr. Eric Wheeler, but the Chief did meet with Mr. Wheeler today. City Manager Eustice stated he and Chief Jones need to do more investigation as to what we are going to recommend to the Council. There are certainly some issues and it's not an issue that is unique to the City of Cheboygan, as many municipalities deal with this. We understand that these businesses can be helpful to the community; we just need to make recommendations to appease all business

owners. It is not an easy issue to solve, but he and the Chief will continue to investigate it and try and make some recommendations by the next Council meeting on September 13.

- **Update on Meijer's & Municipal Water Supply Issue –** City Manager Eustice stated a committee was formed last week, which included three Council Members, Clerk/Treasurer Kwiatkowski, DPW Director Karmol and himself to address how we can support this project moving forward. They were going to do this anyway prior to a letter received that was written to the Inverness Township Downtown Development Authority from five business owners in Inverness Township who had concerns with the lack of progress in the Meijer's project. Last night they had a very good meeting with the Inverness Township Board Members, Inverness Township Attorney Timothy MacArthur, Inverness Township DDA Members, Cheboygan DDA Members, the five concerned citizens, in addition to City Attorney Lindsay, Clerk/Treasurer Kwiatkowski, DPW Director Karmol and himself. The biggest issue at this point is the funding for the water extension in Inverness Township. The Township is aware that they need somehow to provide some funding for this project. Absence of a 425 Agreement, which is a land lease agreement (Public Act 425), the City cannot participate in funding a project in another adjacent township. We are participating in trying to improve some of our infrastructure, including a water tower which is going to help serve the north end of Inverness Township. City Manager Eustice thinks Inverness Township now has a better understanding of what our capabilities are and what Inverness Township and the U.S. 27 DDA need to do to move this project forward. Their DDA will meet soon. He has a meeting with some of the concerned citizens and Mr. Ron Neuman on Monday and he is going to help try and guide them through what they need to do to make this project happen. There was some misinformation at the meeting and misunderstandings that he knows he can help them with. There are small townships like Inverness that don't do a lot of bonding and don't have a great deal of experience in municipal water and sewer systems, like we do; we have 122 years' experience in water and wastewater system.

City Manager Eustice went on to state to move this project ahead, we need to do some education and help them understand how to get funding and get this project going forward. Meijer's is willing to participate as well; they will certainly put some money into the game. They are not going to fund this project 100%, so if we want Meijer's to build here Inverness Township and the U.S. 27 DDA need to help them. Mayor Pro Tem Couture commented that Meijer's is not going to get involved funding the extension to get them water. City Manager Eustice replied they are not going to pay for it 100%. Meijer's would like a commitment from the Township. Meijer's also understands the City cannot fund the project without a 425 Agreement. Mayor Pro Tem Couture asked if a 425 Agreement has been discussed. City Manager Eustice answered yes. Clerk/Treasurer Kwiatkowski stated Inverness Township does not want a 425 Agreement, adding if we did a 425 we would have to provide police and fire and we would have to add at least one police officer, noting what we would get in tax revenue to the General Fund would not even cover it. City Manager Eustice explained just the Meijer parcel would be cost prohibitive; we would lose money and would have to include other parcels in a 425 Agreement to make it possible. He went on to state we are in the process of writing a utility service agreement between the City and the Township, and then the Township and U.S. 27 DDA are going to try and sort out the funding issue so the City can provide Meijer's water. The City can put a meter at the City limits and provide them water, but somebody has to build the infrastructure, which is what the Township and Meijer's need to work out. It will be certainly less expensive for Meijer's to use our water and wastewater people to service it in case a line breaks because we have the ability to repair it. A utility service agreement would come with a cost obviously. Meijer's has them in several municipalities, as well as 425 Agreements in the State of Michigan. There are all kids of variations of what Meijer's has done to satisfy those necessary utilities. Councilwoman Riddle asked if only Meijer's would be hooked up to City water and if there is going to be any safeguard that no one else

will inadvertently hook up to that line because it is there. City Manager Eustice replied the Meijer's properties would have water service, noting they have three outlets and one of them will likely be a restaurant, so we will be able to service that growth just on that property. Other than that, there is no future growth there with the service line. Councilwoman Riddle commented we don't want to overdue our system. City Manager Eustice agreed, as that is an issue; we can provide ample water but we are near capacity on the sewer system. For Inverness Township to grow, we would have to upgrade our sewer system. Mayor Bronson commented the U.S. 27 DDA has a fund balance and no current debt. City Manager Eustice stated that is correct, noting they have a cash balance and also tax increment financing where they are collecting about $80,000.00 in taxes annually, which is adding to the fund balance. Some of that fund balance could be required for capital improvements on the sewer system and this will be discussed Monday night. Inverness Township did not know what this was, but if you have a water and sewer system, the MDEQ requires that you have a minimum fund balance to help with capital improvements should something happen. There needs to be some cash there to be able to repair a utility system. The Township has a lot of cash and future revenues that could be used to fund a water system. It is much more economical to use the existing system that is in place, which is the City of Cheboygan's, than try and build their own system. We have a tower on the City limits, almost in Inverness Township, so it makes sense to use the current municipal water supply and have Inverness Township participate in the funding and financing of the extension of that water service and other projects. There should be no reason they shouldn't help us fund improvements to our waste treatment facility. These are all things we need to partner with Inverness Township to do because we can't do it ourselves and they are going to get the benefit of tax increment financing and the taxes. Councilwoman Riddle asked if Inverness Township is beginning to understand that more. City Manager Eustice replied yes, noting they certainly want Meijer's here as much as anybody. There are pros and cons to it, but if you weigh them the pros outweigh the cons for everybody, i.e. school system and City of Cheboygan. He went on to state the City probably has the most to lose, but overall for the community it's going to be a plus and we are just going to have to deal with what is going to happen to the City of Cheboygan. We are going to have to change our mentality and there are things we may have to do different. Meijer's is an outstanding company as far as contributions they make to the communities they are in. They supply the kind of jobs where people can purchase houses, noting we have an ample amount of housing in the City of Cheboygan so this could be a plus for us.

Councilman King stated he wanted to commend the business owners that took charge and got this meeting together, as he thinks it was educational on both sides for everybody. He then noted the importance of revamping the Utility Service Agreement to make it easier to understand for both parties, etc. Mayor Pro Tem Couture asked if this is the existing agreement. Councilman King commented yes, there is an agreement with amendments, and they are hoping to go to one agreement. Mayor Pro Tem Couture commented that he did not get any of this information since the committee meeting with Inverness Township, the business owners, etc., explaining that is why he was a little hesitant on the Resolution feeling this information should have been presented first. Councilman Lavender stated he feels overall in general it is a cooperative effort moving forward between Inverness and the City. We understand, as a City, that a lot of development will occur outside the City limits. Councilman Temple stated he thinks a lot of eyes were opened once the business people came forward with their letter. Councilman King said it seems like a simple issue but there is a lot of complexity to it, as there are two governments working together to make this happen. City Manager Eustice commented hopefully they can move up the build date.

Ms. Trudy Lofgren, audience member, asked if they are going to be putting the City at jeopardy by handing out these utilities to them before you increase our infrastructure. City Manager Eustice

replied the current infrastructure for both water and sewer is adequate for Meijer's and a restaurant, but for any future growth or any other development we need the second water tower and need to make improvements to our Wastewater Treatment Plant, adding this is all in process noting the City is in the process of getting a USDA Loan to do the water treatment side. This should be in place for next spring to look at a water tower and other water improvements we need to make. We also have plans to get a USDA Loan for the sewer side to make upgrades. We can do it with increases in water and sewer billings, which is what is going to have to happen. This will also include an increase in fees to Inverness Township. At this point we are doing it with a ready to serve fee to generate enough monies to get a loan. A ready to serve fee for residential properties at this point would be $5.00 per month, which will be a fixed fee on the water bill and will be assessed whether you are using water or not. Currently we only bill usage and the sewer bill is related to water usage. We will get revenue in from people who are only here in the summer; they will get a $15.00 quarterly bill during the winter when they have no usage. Ready to serve fees are pretty common in many municipalities. Clerk/Treasurer Kwiatkowski explained to Ms. Lofgren what was presented at the meeting, regarding the capacity, with the business owners, Township and the DDA was a dedicated sewer line for Meijer's. Right now if Meijer's taps into the Inverness sewer line that exists there can be no future development in Inverness Township. The infrastructure, which is buried under the ground, cannot handle the flows. The City recommended a dedicated sewer line, but we don't know what they are going to do. City Manager Eustice repeated what Clerk/Treasurer Kwiatkowski stated. Ms. Billie Livingston asked how long the Inverness Township DDA has been in existence. City Manager Eustice replied 2002. Ms. Livingston then asked what the Township is doing with their money and why are they blaming the City and hears all the time it is the City's fault. If the Township's DDA has a considerable amount of money, why are they not using that to push through with their water? City Manager Eustice replied he does not know.

Mr. Bob Andrews, Chairman of the Inverness Township DDA, introduced himself stating currently their fund balance is right around $75,000.00. Most of that money is pledged to the sewer debt service, so there really is not any extra funds. They are not expecting the City to provide any funding for the new line; between Inverness Township, Inverness Township DDA and Meijer's they will come up with that funding.

Councilman Lavender clarified the upgrades talked about and generating the revenue for the loan to service the water and sewer upgrades was in the works regardless of Meijer's. These upgrades need to be done anyway.

Mr. Roger Kopernik spoke stating the main thing is that Meijer's gets on board and plans to build, which is really important. He questioned police protection if Meijer's builds without a 425 Agreement. Clerk/Treasurer Kwiatkowski stated that would be the County Sheriff's responsibility, noting 22% of the City Police Department calls are for Walmart. Mr. Kopernik stated if there was a call from Meijer's and it went to the County, he thinks the City Police would still be on call to help. Clerk/Treasurer Kwiatkowski replied yes. He then asked once the water line is run to Meijer's, he would want if he owned property along that stretch to benefit also. Mayor Bronson clarified there were plans to just supply Meijer's, but also plans drawn up that make a loop out to Meijer's and then back down the highway. This would be a possibility, too, if other people wanted to buy in. Mr. Kopernik stated the City would provide the water, asking who would service the line from the City limits. Mayor Bronson stated there is no agreement yet, but there would have to be some agreement for maintenance of that line and believes DPW Director Karmol would prefer that the City service the line so we can control the quality of the water going through the line. Mr. Kopernik stated he was thinking

of the City just putting a meter at the end of the City limits and running a line down. Mayor Bronson stated all the City can do is build the line to the City limits; what happens in the Township is going to be up to the people there.

Mr. Art Roznowski introduced himself stating sometimes he doesn't connect the dots very well, going on to state the timing of increasing every resident's water bill by $60.00 per year about the same time that the City puts the Meijer's water plan together. Every resident in the City is going to believe they are funding the Meijer's water project. City Manager Eustice stated the City will have to make that clear to the public.

- **Ryba Marine and Kokosing Purchase Agreements –** City Manager Eustice stated at the last City Council Meeting, the Council approved to send Purchase Agreements to Ryba Marina and Kokosing for properties they are very interested in. The Agreement was sent to Ryba to purchase an additional 362 feet for $206,000.00 contingent upon a Maritime Service Agreement, which would basically tie that property to port shipping and receiving activities. Mr. Zac Morrish, the President of Ryba, looked at that favorably and didn't have a major issue with it, noting it is just a draft agreement at this point. City Manager Eustice went on to state he also delivered a Purchase Agreement to Kokosing/Durocher Marine for 767 feet at $500,000.00 including the contingency of a Maritime Service Agreement. We also gave each company 10 days to respond which is now past. He further stated when he delivered the Purchase Agreement to Kokosing, he was told it probably wasn't feasible to get it back in 10 days for various reasons, such as being a bigger company and going through their corporate office. Kokosing also told the City Manager that the price of $500,000.00 was very reasonable, but they did not want any ties to a Maritime Service Agreement because they don't think they could pitch that to their corporate office and be able to purchase the property. They certainly would agree to be the port operators in something less detailed than the Maritime Service Agreement and are willing to be the shipping and receiving port but they want to basically do it on their own and don't want ties to the City and have the City conferring with what they can and cannot do with that property. City Manager Eustice stated this is not a deal killer by any means, but thinks we need to have some discussion noting he has already discussed this at length with our Attorney Steve Joppich. We certainly can amend the Purchase Agreement to satisfy all parties. If we don't have a Maritime Service Agreement with Kokosing/Durocher Marine then we shouldn't have one with Ryba. Councilwoman Riddle inquired as to why not. City Manager Eustice replied it restricts their competitiveness. Councilwoman Riddle asked if we don't have the Maritime Service Agreement does that increase the price of the property because right now it is less than the market value is and is a figure that Council agreed on because of the Maritime Service Agreement was going to be in place. If that is not going to be in place, then the price goes up. City Manager Eustice stated it doesn't necessarily have to; at $652.00 a front foot he thinks is fair, as they are both going to be taxable entities. Also they are both certified stevedores for shipping and receiving; Kokosing has all the licensing and the Port Facilities Securities Plan, which Ryba is working, as well. The Port Commission basically determined that we are not showing favoritism to any of these two entities. We sold 300 feet to Ryba Marine for $225,000.00, or $750.00 a front foot. Kokosing's offer is for $652.00 a front foot. We got to the $206,000.00 for an additional 362 feet to Ryba by blending what they had already purchased and the additional 362 feet they want to purchase, equaling out to $652.00 a front foot. Both entitles would pay $652.00 a front foot. City Manager Eustice then commented he thinks this is fair and is within market value, noting the appraised value was $750.00 a front foot. The City paid $594.00 a front foot, so we are selling it for more than we paid for it. These properties would then go on the tax roll and both entities will be making improvements to the properties. Long term the City is going to benefit from it. Councilwoman Riddle asked if the Maritime Agreement benefits the businesses, as much as it benefits the City in the long term. She then asked would the City be on board in getting grant funding in improving some of the

areas along River, asking what are the reasons Kokosing does not want to do the Maritime Agreement. City Manager Eustice replied mainly because they know how to control that and understand shipping and receiving services and they don't want a governmental entity interfering with what they do, and in some respects we are. Mayor Pro Tem Couture stated we were initially trying to put that in place on a recommendation from the Port Commission because we want to market Cheboygan as a port so we can obtain our goal at the end of the day of adding more lunch pail jobs. Without any agreement, he asked if we can still market it. Mayor Pro Tem Couture then asked if the Port Commission has met since we got the answer from Kokosing. City Manager Eustice replied no.

Mr. Mark Lorenz, a member of the Port Commission, introduced himself and clarified that part of the agreement is that the pricing of the property is contingent on a port operating agreement. Certainly the reason that the value for the second piece of Ryba's went down was because the property for Kokosing/Durocher went down because of a port operating agreement. He went on to state he thinks that to say they are equal is not quite fair. He would suggest we need to take a hard look at what the port operating agreement issue is they have. If it's basically because it is a private business and they want to operate on their own, he can understand that, but he thinks the City needs to protect themselves if for any reason and time that port operation doesn't continue to exist at Kokosing/Durocher, so the City has the ability to get that property back. Mr. Lorenz then stated he thinks the property being sold without a port operating agreement is a slippery slope. From the Port Commission's perspective they recommend it and very strongly recommended that there be a port operating agreement with the sale of the property; otherwise what we are going to do is sell the property and there are no guarantees there is going to be a port operation connect facility. He thinks they have expressed it verbally and there may be a common ground here where we can get Kokosing/Durocher comfortable with the City's involvement and maybe the City's involvement is strictly the ability to get the property back, if, in fact, they do not operate as a port operation. Then we would have both, as Ryba is ready to go. From the Port Commission' perspective they think it is vital that there is some sort of operation agreement. In fact, it was originally in the contingency for the purchase agreement and then decided if they go forward with this that the price needs to be different than what the fair market value might be because of the port operating agreement. He does understand Kokosing's concern about theoretically, hypothetically or realistically not being tied every time there is a decision about a freighter coming in, setting rates or how big the sign is that says Port of Cheboygan. With all due respect, the body sitting here or the City Manager. Mayor Pro Tem Couture commented he is hoping that is what Kokosing/Durocher is concerned with and he does not think it is the City's intention, nor has he heard it at all, to regulate that. He does want to continue to have some of that control that allows us to continue to market, not the port necessarily, but the property that could support the port to bring businesses in without anything that ties the City's involvement or both companies could just say they are done shipping at that stage with no agreement and then there is no access. That is why we originally looked at keeping a piece, which is a concern, but thinks it can be worked through. Councilman Lavender stated he thinks it can be accomplished without a 5, 6 or 8 page service agreement – it could be one sentence that they agree to provide shipping and receiving for the Port of Cheboygan operation. Instead of complicating the process and getting us tied into an agreement that has all kinds of contingencies, it can just be a basic statement. City Manager Eustice added for a specified time, possibly. Mr. Lorenz stated that is pretty much what the Port Commission recommended to make sure that if at some point and time either company decide they want to do something different than operate the port, we have some failsafe and have a way to get the property back to make sure we do have a Port of Cheboygan. One of the biggest concerns of every manufacturer you talk to is the guarantee of some continuance of operations as a port, so before they invest and put in a facility in the Industrial Park or adjacent to the port, they want to make sure there is

a window of time where they are going to make sure there is a port operation there. This is the reason for the contingency that they will operate as the Port of Cheboygan. Mr. Lorenz stated it could be a misunderstanding or we made it too complex for them to move forward and feels there is middle ground here, but it is very important there is something there.

Councilwoman Riddle commented just making businesses that will be purchasing the property aware that other individuals are thinking of moving and manufacturing in this area and need to be assured that they have access and that it is not going to dry up on them once they are here, which is why the Maritime Agreement is important to attach to that because it benefits everyone and it is just communicating that benefit.

Councilman Temple asked City Manager Eustice how far down the River can a freighter go. City Manager Eustice stated the property Kokosing wants to buy is not where the shipping and receiving will be done anyway; it will be done at the north end of their property. He stated that Ryba will have barge traffic. Kokosing will have an advantage of bringing in 700 foot freighters. Councilman Temple then asked what if Kokosing decides not to accept shipping and Ryba will, the Ryba property is not deep enough to get a freighter down in there. Mr. Lorenz stated Councilman Temple is absolutely correct in that there are limitations on what Ryba can handle, which was the reason that these two companies together could work collaboratively. Kokosing definitely has the advantage of a deeper area to handle larger freight.

Clerk/Treasurer Kwiatkowski commented the City has expended over $300,000.00 in General Fund money for this project and everyone is talking about a port authority. If this is prolonged and these companies walk away the Council is playing Russian roulette with our General Fund Balance. The longer this goes on, every year we are going to be paying debt service with a balloon at the end of it, and it's all General Fund money and it is not what that money is intended for.

Councilman King stated if there is money to make in it these companies are going to do it if it is a viable business for them to do. It might not happen in five years, but down the pipe it could.

Councilman Lavender commented on starting to add a bunch of contingencies and regulations to shipping that is not even there; we don't have shipping and receiving to push through there at all.

Councilwoman Kwiatkowski stated she does not feel it would be such as bad idea, as Mr. Lorenz said, to get a first right of refusal in there if they ever decide to sell. City Manager Eustice replied he thinks they are okay with that and okay with a port operation agreement that is not as detailed with an out clause in so many years.

Mayor Pro Tem Couture asked what the next step is, where we are at with this, and how do we move it forward. City Manager Eustice answered he has had a lot of conversation with City Attorney Joppich and they are going to need to meet or have a conference call with each of the entities. He noted that Kokosing is the key and thinks Ryba is watching to see what Kokosing is going to do because they want to be treated fairly. We want to treat both entities fairly. City Manager Eustice then stated he thinks the first step is to get a commitment from Kokosing as to what they want and what they want to do. Mayor Bronson asked if the meeting will be directly with Kokosing, because in the past it has been with Durocher and Durocher then goes to Kokosing. He thinks the City needs to talk to Kokosing, as we don't know what's getting lost in between. Mayor Pro Tem Couture commented he thinks we should present them with another offer, if we don't get a counter-offer, we still want to

move forward. Let's put another offer out there and continue to push this forward to get this done. City Manager Eustice replied we need to edit the purchase agreement and change the Maritime Service Agreement to make it less complex. Mayor Pro-Tem Couture asked who will do this, Attorney Joppich and the City Manager? City Manager Eustice replies yes, adding we could have a special Port Commission meeting to get advice there, as well. Councilwoman Riddle asked if the City Manager is continuing to get advice from the Port Commission. City Manager Eustice replied yes. Mayor Pro Tem Couture then asked if the City Manager needs direction from Council and do we need to set a timeline, as he does not want to let it go. Mayor Bronson stated the next scheduled meeting of the Port Commission is on Labor Day. Mayor Pro Tem Couture stated to do the Port Commission meeting before that. Councilman Temple stated we have to get moving on it because every time the City Manager talks to Attorney Joppich we get a bill. City Manager Eustice stated a special Port Commission meeting would work, adding the only thing is Kokosing has not denied that Purchase Agreement yet, and one of the reasons they haven't addressed it is the President of Kokosing Industrial left the same week he saw the proposal and will not be back until Labor Day. We are not going to get an answer from them before Labor Day, but we can still have a meeting and he knows what the local contingency feels about it. Mayor Pro Tem Couture told the City Manager to set up his Plan "B" so the Council can act on it based on that. They already couldn't respond to our 10-day, so at the end of the day that is now gone. If they don't come back after Labor Day and agree with it, then we have Plan "B" on how we want to continue in a timely fashion. We need to be proactive instead of reactive. City Manager Eustice told Council he will schedule a special Port Commission meeting and discuss that issue.

▪ **Main Street Program -** City Manager Eustice mentioned there is a citizens group that is formulating support from business owners and non-business owners who will be here at the September 13 meeting. We will likely put the Main Street Program back on the agenda and he will draft a very detailed memo and include some of these business owners and citizens that are willing to volunteer and help with the Main Street Program. Councilwoman Kwiatkowski asked is this not why we tabled it in the first place. City Manager Eustice replied yes. Councilwoman Riddle stated it is essential to have good community support. When the question was asked at the Council meeting as to how much community support there was, it was not answered and we are not assured of that; thus, Council needs more information before making a decision. City Manager Eustice stated it will be discussed and information provided at the September 13 meeting, and if approved by the Council the City will have until November 4 to file the application. Mayor Pro Tem Couture asked if it will be an agenda item for the next meeting, or do we need to have something before that. He asked if the Council can have enough discussion at the September 13 meeting to act on it. City Manager Eustice replied he believes we will have enough information and input to make it an agenda item, and if not satisfactory it can be tabled again.

▪ **Blight Committee –** City Manager Eustice reported the Blight Committee meets tomorrow, noting there has not been a meeting in quite some time. They will be discussing all the procedures and policies they have been talking about, including the rental ordinance. They have taken the input received from the landlords and will discuss that. There is not anything that will come out of this meeting to take to Council any time soon, but it will be a topic of discussion. Councilwoman Kwiatkowski asked if the Council will get information before they get blindsided. City Manager Eustice replied yes, Council will be getting the ordinance once it is in draft form. Mayor Pro Tem Couture commented on not being a part of a committee that meets or if you can attend a special meeting and for it to be on an agenda without having any insight on it or summary of what was talked about or even a phone call is not good. He then commented on the Resolution for Meijer's on tonight's agenda, stating he did not have any idea what was said in the last two committee meetings.

He is not trying to hold anything up, noting the City Manager explained a lot of it after the fact, which he feels the explanation should be prior to any action.

- **Rotary Club Donation to Opera House –** City Manager Eustice informed Council that tomorrow at 1:30 p.m. in the Opera House the Rotary Club of Cheboygan is going to present a check to the Opera House for $5,000.00 for their sound system. The City looked at providing some of that money after Ms. Pryzynski made a presentation to the Council asking for financial support. We got her to make a presentation at the Rotary Club, which Citizens National Bank attended and committed $2,000.00 and Mr. Rick Tromble committed $1,000.00. The Opera House now has all the money necessary to build a quality sound system.
- **Food Trucks/Carts -** Ms. Valarie Willis introduced herself stating she recently moved back to town and opened an insurance agency and wanted to suggest there is a lot of experience in the Council room on food and thinks it would be very beneficial for everyone to have a meeting before an official Council meeting to gather ideas and just talk to the people. People showed up tonight thinking it would be discussed, but then found out it wasn't going to be discussed. Ms. Willis noted there is a lot of regulation already mentioning local food code law and farmer market law. She commented basically she feels it is a communication issue. She reiterated an open meeting before Council makes any final decisions because everyone wants it to work.
- **W.W.T.P. –** City Manager Eustice stated due to the recent severe electrical issue and fire at the W.W.T.P. we are currently at about $400,000.00 in repairs on that facility. Fortunately, we just got a cash advance of $400,000.00 from our insurance company. We are back in business and everything is running fine; there will be some issues going forward that we will have to deal with. We came out of that situation, which was a very severe happening, very good. Councilwoman Riddle asked if Consumers Energy was going to do something different with the power pole. City Manager Eustice replied yes, noting our utility bill will increase because of it but it's what we need to do because Consumers will not work on the transformers that are there if we don't change the service.
- **Footbridge -** Councilwoman Riddle then asked if the transformers have been corrected at the footbridge. City Manager Eustice said there is power there, but the elevators are still not in operation. The issue is on the east elevator there is no telephone line in their yet, so we cannot operate the elevators without that emergency telephone line. When we switched from AT&T to Charter we ordered two telephone lines and Charter has to install the second telephone line at the east elevator. Councilwoman Riddle asked if this has been scheduled. City Manager Eustice stated he is not sure. Clerk/Treasurer Kwiatkowski commented DPW Director Karmol is working with Charter, noting he made the original contact telling Charter there were two lines and they only installed one.
- **ICE Grant –** City Manager Eustice reported Phase I of the application for an Infrastructure Capacity Enhancement Grant is completed and we now are in the process of completing Phase II, which has to be submitted by September 9. We are trying to back that up to September 16, which may or may not happen. He went on to state we will have to have a public hearing for public comment to get federal monies. The problem is you have to apply to the State Historic Preservation Office (SHPO), which we did two months ago, and they have to give us approval that we are not going to disrupt any historic site. We do not have an answer yet, although there is nothing going to be disturbed as it is a public road. We cannot have a public hearing without that being available and our MEDC representative, Lewis Vincent, in Lansing he is trying to get that answer. If we can't back it up to September 16, which is being considered because the MEDC originally backed it up for approval, then we may have to have a public hearing on September 6, 2016. City Manager Eustice explained we are not guaranteed this money but it looks very favorable we are going to receive this money, adding he will keep the Council informed. He went on to state Ms. Lisa Fought, of Rural Communities Assistance Partnership, wrote the first phase of the application. Rural Communities Assistance

Partnership is a service for low income rural communities like the City of Cheboygan and we do not pay for the application process at all. She has everything ready to do part two of the application, other than the public hearing. Mayor Pro Tem Couture stated we will jump through hoops to get this money.

Messages and Communications from Mayor Pro Tem and Council Members:

- **Ryba Fencing on Property –** Councilman King noted Ryba has torn up some of the old fencing and are working around one of the buildings on the property recently purchased.
- **Cheboygan Bridge Walk –** Mayor Bronson encouraged the Council Members to attend the Cheboygan Bridge Walk on Labor Day at 11:45 a.m.
- **The Church Has Left The Building –** Councilwoman Kwiatkowski reminded the City Manager that The Church Has Left The Building is coming up in September if he or Chief Jones has anybody that needs help with blight on their property, and to please let her know.
- **Ryba Property Purchase –** Councilman Temple asked the City Manager if First Street has been vacated and is included in the Ryba property purchase. City Manager Eustice replied no.
- **Weeds along the River –** Councilwoman Riddle commented the weeds along the River across from the Lincoln Bridge Plaza should be pretty easy to pull out with the recent rain we had, asking if there is any movement toward removal. City Manager Eustice stated they have tried cutting them, but will talk to Parks & Recreation Director Hancock on this. Councilwoman Riddle inquired as to SAYPA and inmates assisting the City. City Manager Eustice stated about a month ago they used community service people to do some cutting, but will check with Mr. Hancock.

Mr. Greg Bach stated there has been a lot of great comments to help improve the City, but he wished everyone could be the business manager for a day at the Salvation Army or Ms. Torrence's job at the United Way. On behalf of all the struggling citizens in Cheboygan, please get it done to get jobs here, get the Port figured out and to get Meijer's here. The poverty, struggle and desperation he sees daily at the Salvation Army is very heart wrenching.

Adjournment:

Councilman Temple moved to adjourn the meeting at 8:29 p.m.; supported by Councilman King. Motion carried unanimously.

Mayor Mark C. Bronson	Clerk/Treasurer Kenneth J. Kwiatkowski
Councilman Joseph Lavender	Councilwoman Winifred L. Riddle
Councilman Vaughn Temple	Councilman Nathan H. King
Mayor Pro Tem Nicholas C. Couture	Councilwoman Betty A. Kwiatkowski

SPECIAL CITY COUNCIL MEETING
September 7, 2016

The Special City Council Meeting was called to order by Mayor Bronson in the Council Chambers at City Hall at 6:05 p.m.

Roll Call:
Present: Bronson, Temple, King and Riddle
Absent: Lavender, Couture and Kwiatkowski

City Manager Eustice stated this meeting is for a Public Hearing for the Infrastructure Capacity Enhancement (ICE) Grant, going on to state he needs to make two additions to the Agenda, which will be item 1a and 1b. After the Public Hearing is closed the Council needs to adopt two resolutions for this Application; 1a will be a Resolution designating him, as City Manager, as the Certifying Officer for Environmental Review and designating Jason Karmol, Director of Public Works, as the Environmental Review Officer; and 1b will be an Authorizing Resolution for the Part 2 Application of the Infrastructure Capacity Enhancement (ICE) Grant. These Resolutions will be part of the Application that will be submitted this week.

Councilman King moved to approve the Agenda with the additions of 1a and 1b, as stated; supported by Councilwoman Riddle. Motion carried unanimously.

Public Hearing for Infrastructure Capacity Enhancement (ICE) Grant:
Mayor Bronson opened the Public Hearing for the Infrastructure Capacity Enhancement (ICE) Grant.

Mayor Bronson inquired if this is the same project that we have been talking about for a while. City Manager Eustice replied yes. Mayor Bronson commented this project will go from Lake Street to however far there is money to spend. City Manager Eustice gave the Council the scope of the project, stating Part I of the Application has already been applied for, which was approved by Council. There is the possibility of receiving a grant of $987,000.00 for water main and sewer replacement on N. Huron Street from Lake Street to Backus Street. Council has also approved to match that funding with 11% from the Water and Sewer Enterprise Accounts, which is a criteria for the grant funding. We potentially do have a very good chance of receiving a $987,000.00 grant for this project. For the Part 2 Application that we are going to submit this week, which is what this Public Hearing is for, we need input from the public. We also have a determination from the State Historic Preservation Office (SHPO) as they were required to do a review to make sure that we are not interfering with any historic sites. Their determination was that we are not. Councilwoman Riddle referred to a letter asking if SHPO made the determination that we were not affecting any historical sites. City Manager Eustice replied exactly. Councilwoman Riddle then asked once we apply for the second portion of the Application when will we find out if we receive the grant? City Manager Eustice replied September 27, which is a quick turnaround.

Ms. Lisa Fought commented that not every community that applied for the Part I was invited to complete Part II. It is most likely as long as the City meets all the requirements in the Part II Application the funding will be awarded to the City by the end of the month. She noted the federal fiscal years starts October 1, so the awards need to be done by the end of the month. Councilwoman Riddle asked how everything is going to progress once the City receives the grant. City Manager Eustice replied things will progress relatively quickly once we receive the Grant, this project will be

engineered and it is likely we will start on it in the spring. It has to be completed by December 31, 2017, so it will move very quickly once we are awarded the funding. Clerk/Treasurer Kwiatkowski asked the City Manager if there is a budget for this yet. City Manager Eustice replied yes, somewhat. We have preliminary engineering done and so forth. Councilwoman Riddle wanted to clarify that the project area is on Huron Street from Lake Street to Backus Street. City Manager replied yes, noting they were planning on doing this project anyway, which was part of a bigger project, to replace water and sewer down Huron Street in the City limits, which is more of a 3.5 million dollar project. The most money we can get out of the ICE Grant was 1 million dollars, so we cut the 3.5 million dollar project down to one-third to get this funding. The City was fortunate to get $987,000.00 to basically provide one-third of this entire project. City Manager Eustice mentioned that the City was already preparing a USDA Loan to do the entire project, so that will free up nearly 1 million dollars for us to do other projects. Councilwoman Riddle asked if Huron Street is going to be like Main Street was when it was all torn up and traffic redirected. City Manager Eustice answered it could be, depending on where the utilities are. It is possible we could have one lane of traffic. DPW Director Karmol stated it will be restricted and even if they are out of the right-of-way, they need to restrict some traffic for safety; so even if the lane were to be open to be on a safe side they would place barricades because he does not like to work with his back to traffic without some kind of barricade (at least a vehicle or something). Councilwoman Riddle commented on being able to get to businesses, etc. Councilman Temple asked if the water and sewer they are planning on doing on Huron Street is part of the main trunkline that goes to the Plant. DPW Director Karmol replied it is one of the main trunklines for wells 4 and 5. Councilman Temple then asked if this is why we are doing this first. DPW Director Karmol replied yes, they are trying to start from the source and work out and get rid of the old main. They are also going to look at the 1978 sewer, as well. They want to fix the infrastructure underneath the street, the storm, sewer and water so when it is paved over we are not going to be the first one cutting into it. Councilwoman Riddle asked if there are going to be considerations taken because we have the Fire Station in close proximity to work that will be done on Huron Street, and we need to be able to maintain the fire protection. DPW Director Karmol stated he is concerned about this and also access to the Park at the beginning because Lake Street is kind of an intersection where all of that conjunction happens, but after we get by Lake Street we should be able to redirect traffic. DPW Director Karmol stated the Fire Station located on Backus Street should not be affected until we get near the end. He noted there will be difficulty accessing Fire Station 2 at least at the beginning of the project.

Mr. Richard Sangster introduced himself stated one of the things overlooked by the former director when the Main Street project was done was the new taps for code. Some of the businesses are suffering, as we did not go with ¾ inch to 1 inch taps like a lot of communities do. He asked if there are plans for any of the commercial taps to make sure they improve at that time. DPW Director Karmol replied all the taps are included in this project up to the curb stop. They will notify these people of our coming and allow them to redo theirs depending on their services. He does not want to demand that on their side they do it because they might have copper or something else. Mr. Sangster stated, again that was not an option offered last time and it created some issues. DPW Director Karmol commented he also asked about some mechanism because he has done projects similar to this and has been disappointed he had to hook up lead lines, so he has asked about the funding of those projects and found several sources he can use if he finds one and doesn't want to do that. Mr. Sangster stated he was just concerned because water delivery has been an issue at a few properties.

Mayor Bronson closed the Public Hearing.

Resolution Designating a Certifying Officer for Environmental Review and an Environmental Review Officer:

Mayor Bronson read the following Resolution designating a Certifying Officer for Environmental Review and an Environmental Review Officer.

City of Cheboygan, Michigan

Resolution

Whereas, the City of Cheboygan is applying for a Community Development Block Grant titled Infrastructure Capacity Enhancement (ICE) Grant; and

Whereas, the Community Development Block Grant Program administered by the Michigan Economic Development Corporation requires that a Certifying Office for Environmental Review be designated by the Unit of General Local Government; and

Whereas, the Community Development Block Grant Program administered by the Michigan Economic Development Corporation requires that an Environmental Review Officer be designated by the Unit of General Local Government; and

Whereas, Thomas E. Eustice, City Manager is hereby designated as Certifying Officer for Environmental Review required for the City of Cheboygan's Infrastructure Capacity Enhancement (ICE) Grant funded through the Community Development Block Grant Program; and

Whereas, Jason L. Karmol, Director of Public Works is hereby designated as Environmental Review Officer required for the City of Cheboygan's Infrastructure Capacity Enhancement (ICE) Grant funded through the Community Development Block Grant Program.

Now, Therefore, the Mayor and City Council of the City of Cheboygan hereby resolve to affirm the aforementioned element of this Resolution pursuant to the Infrastructure Capacity Enhancement (ICE) Grant.

Councilwoman Riddle moved to adopt the Resolution designating a Certifying Officer for Environmental Review and an Environmental Review Officer; supported by Councilman King. A roll call vote was taken; motion carried unanimously.

Resolution for Community Development Infrastructure Capacity Enhancement Grant Authorizing Resolution Part 2 Application:

City Manager Eustice commented this is the Resolution authorizing the Part 2 Application. Mayor Bronson read the following Resolution for Community Development Infrastructure Enhancement Grant Authorizing Resolution Part 2 Application:

City of Cheboygan, Michigan

Community Development Infrastructure Capacity Enhancement

Grant Authorizing Resolution Part 2 Application

Whereas, the City of Cheboygan is applying for a Michigan Community Development Block Grant (CDBG) titled Infrastructure Capacity Enhancement (ICE);

Whereas, the City of Cheboygan's proposed project is North Huron Street Water Main/Sanitary Sewer Replacement from Lake Street to Backus Street; Water Main is an 1894 cast iron main;

Whereas, the City of Cheboygan is requesting a grant not to exceed $987,000 for the proposed project which the City of Cheboygan has approved an 11% cash match from the water and sewer enterprise accounts;

Whereas, the public infrastructure improvements are consistent with Land Use Master Plan and the approved City of Cheboygan Capital Improvement Plan;

Whereas, at least 51% of the beneficiaries of the proposed project will be low to moderate income persons;

Whereas, no project costs (CDBG or non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal written authorization to incur costs has been provided by your CDBG Project Manager;

Whereas, Thomas E Eustice, City Manager is authorized to submit the Michigan Community Development Block Grant (CDBG) titled Infrastructure Capacity Enhancement (ICE) application and associated documents on behalf of the City of Cheboygan;
Whereas, Thomas E Eustice, City Manager is authorized to sign the Part 2 Application and all attachments;
Whereas, Thomas E Eustice, City Manager is authorized to sign the Grant Agreement and all amendments;
Whereas, Thomas E Eustice, City Manager is authorized to sign the Grant Payment Requests;
Now therefore, be it resolved, the Mayor and City Council of the City of Cheboygan hereby affirm the aforementioned elements of this Resolution and approve the submission of a Michigan Community Development Block Grant (CDBG) titled Infrastructure Capacity Enhancement (ICE) Part 2 application and authorize Thomas E. Eustice, City Manager of the City of Cheboygan to sign Part 2 Application and all attachments, the Grant Agreement and all amendments, and all Grant Payment Requests.

Councilman King moved to adopt the Resolution for Community Development Infrastructure Capacity Enhancement Grant Authorizing Resolution Part 2 Application; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

Public Comments:
Mr. Richard Sangster stated there is a Port Commission meeting on Monday and reading the last Council minutes it was stated that: "City Manager Eustice stated that this is not a deal killer by any means, but thinks we need to have some discussion noting he has already discussed this at length with our Attorney Steve Joppich." He asked for clarification that it's not a deal killer that we are going to sell it for less or it's not a deal killer for them buying for less. Again, this is just a comment and wouldn't expect any action on it, but some direction for the Port Commission because the Commission stated and Council has also stated in here several times the concern of selling the property at less than value. Is it not a deal killer for them or for the City? Mayor Bronson stated he does not think price was ever an issue for them, but they agreed to a counter-offer. Mr. Sangster stated contingent upon a Port Operation Agreement, noting that was the whole point again as stated several times before even the City's Attorney. He then read from a document dated April 4, 2016 as follows: "The certified appraisal concluded that the value of the property was $750.00 per front foot regardless of depth." Mr. Sangster then commented on throwing cash flow over valuable property, he thinks the City will really get into quite a quagmire, if you will, and will open a can of worms if you sell the property at less than appraised value with no Operating Agreement. Mayor Bronson stated this would be a question that he would have and hope we discuss it on Monday night that the path we took towards this Port Project was that we could sell property to people that we choose if we had set certain conditions. If there are no conditions or the conditions are unacceptable does that mean we have to then go and offer that property to open bid? Mr. Sangster stated the Ordinance states to that fact except for and unless there is consideration. That's where the value gets into this. His concern is, now that we are getting there, noting he thinks the Clerk used the term "Russian roulette" playing with General Fund money and this is a project that everyone is talking about. We are only a couple years into this project and you, yourself, and the City Manager took money from the foundation of people that donated money to help to keep this going and thinks there is an understanding that this Port Project is still front and foremost. Mr. Sangster went on to state that Council will have something before them next week to consider the Main Street Program, which is a one year plus a five year or 6 year program to help maybe get some development of things, and would think that it would be fair, if they still intend to make a Port Management Agreement, because we have over 8 years into this project and only 3 three that we have owned it. He noted the City is

currently collecting $1,800.00 per month for the barge that is there now, so the City is getting made whole and owns an asset. There is no legacy cost of this property and there is no ongoing expenses. He does not think that at any time has the City taken any more brunt of a concern – they, as a Port Commission, has delivered this project all along as they said they have. Mr. Sangster stated he was wondering if there were any directions or feelings on that. He noted there is no requirement of Council to speak to this under Public Comment. Mayor Bronson commented he thinks the Council would want some direction from the Port Commission because there are those questions that he has that he just stated. Also, he thinks what the City Manager was addressing as not being a deal breaker is that they did not accept the Port Management Agreement as it was presented but they did not say they would not accept a Port Agreement. Mr. Sangster then read from a letter from Steve Joppich to Mr. Eustice that says: "Unfortunately based on a meeting with Kokosing, there does not appear to be any present willingness to agree to either of the above concepts in conjunction with its present desire to purchase parts of the property." Mr. Sangster then stated all the way back in April the company made it clear they were not interested and wondered if at one point they got interested and now they are not even talking about a deal, wondering how long do we continue this work. Is the direction to pull the pin with the first buyer or to close ultimately with what they had worked on? Mayor Bronson stated in those minutes he asked a question because the indications and conversations they had with the local part of the entity have been supported. On the corporate side they are not. His question is do we need to deal with the corporate side. Mr. Sangster then stated that's why he always felt in the beginning, with no offense to Mr. Eustice, we should have had a realtor and Mr. Heck died in the middle of all this. He went on to state using a realtor so we are not pitting one against the other, where there is a third party negotiating this deal. Because at the end, they feel we need to move this as fast as possible at all cost and does not think that has been the direction he has been sent on by Council. He was just hoping for a clearer understanding; he does not think that is the intent. The Mayor understands and has been on the Commission, but he has not had an opportunity to discuss it with the rest of Council. Mayor Bronson stated he feels there are some people that feel pressure to get this resolved and thinks it was a year ago June that they signed. City Manager Eustice stated the City purchased the property May 19, 2015. Mayor Bronson then commented we are not even a year and one-half into a five-year contract. Mr. Sangster stated he was hoping to have some more direction for Monday's to take to the Port Commission. Mayor Bronson stated we are not seeing opposition to the price of the property, it's the Port Agreement and without talking to corporate we aren't really sure what their hesitation is. Mr. Sangster stated they are not even close to the $750.00 appraised foot value. If it was coming down to sell to these two entities, unfortunately it would be pretty sad to see one of the former landowners losing his home – he could have closed this deal with this company years ago and done very fine for himself. But he believes in this Port Project and willing to take a short to do something with this. Mr. Sangster again stated he just wants to make sure that the Port Project as a whole is still on the foremost of the Council and if there needs to be more discussion with the Port Commission or Foundation coming back to Council with some direction they would be glad to do that because they are making some headway, but at the end of the day we still don't have the agreement for their roadshow for their 501C(3), not-for-profit group. They are ready to take the show on the road, with plans for doctor recruitment and plans for Mackinac Island next year for a doctor convention, and hope to have a booth and are doing retail and are doing some other manufacturing things. This is a hinder of our whole roadshow when we go and do conventions, etc. to sell the City of Cheboygan and the region to people. There is a fine group of people on the Economic Development Group that are doing all this already and do not want this to go down again as one of those deals where Cheboygan can't close a deal with outside people, because we haven't been able to yet. Mayor Bronson asked if Mr. Sangster is saying that the deal doesn't need to be made today, but we have time. Mr. Sangster replied he thinks there is still a lot of

time in all this. He is just saying there are opportunities and thinks maybe we have failed to bring those to Council to see with a better picture or more detail. Sometimes we just assume that all of us here about those things, and it's dangerous to assume things. Mr. Sangster then stated this is his concern with this and knows there is concern of other members of the Economic Development Group that we continue to move forward with this project. He did not see it that way. He noted that Mayor Pro Tem Couture also had questions about the budget and where we are at, etc.

City Manager Eustice stated his comment about the deal breaker – when the City submitted the Purchase Agreement to Kokosing, and it took ten days before they responded, the Maritime Service Agreement that we presented and put in the Purchase Agreement, they did not like it. They basically said they do not want that type of Agreement. There are other options we can look at. Mr. Sangster stated the City Manager also states in the Council minutes that if we are not going to have one, then Ryba shouldn't have one either. He then stated this appears as if we are just going to move on, which will get rid of competitive ability. Mr. Sangster stated this is how it was taken by him. City Manager Eustice stated we shouldn't show favoritism to one company or another. If Kokosing is going to buy property without some type of Maritime Service Agreement, why should we have Ryba? Mr. Sangster stated someone needs an operation agreement, as that was the whole point so we have access to the water so there the potential to offload and on load services and goods.

Councilwoman Riddle asked if there is a revised Maritime Service Agreement in the process of being worked on. City Manager Eustice replied no. Mayor Bronson interjected that the Kokosing Corporation people were on vacation. City Manager Eustice stated they are back. Mr. Sangster stated maybe the Commission can do some more for that, and wants to be sure we still have that kind of time to get this moving along if that's the intent. He wondered if, after all the volunteer work these years, it is just going to move on. Mayor Bronson asked if Mr. Sangster meant sell property without an agreement. Mayor Sangster replied yes. Mayor Bronson stated he does not see that. City Manager Eustice stated that is not the case and it is not what Ryba and Kokosing want to do. Mr. Sangster stated he realizes that, but the minutes do not state that. Councilman Temple asked if we decided not to sell the properties to Kokosing because they didn't want to have a Maritime Agreement, there is probably nobody else out there that would buy it to do the same thing. Mr. Sangster replied to the contrary there are a couple members of the Commission that have had people, as the City Manager has, approach them in a business nature. They have just stood back because they know how adamant we are in getting this closed. We have never officially asked. When people approach him he can't make any promises as a Commission member. We have been approached by some people in manufacturing and different things. Councilman Temple then stated if Kokosing keeps dragging their feet maybe we ought to get a hold of these people. Mr. Sangster stated he just wants to make sure the questions are being asked and doesn't think it should go back and forth. He does not think the Council can give them any consideration for less than appraised value because they are giving away taxpayers' money. Mayor Bronson stated that is what he takes from the legal opinion. Councilwoman Riddle stated she agrees also, noting the reason for a lesser price being considered is because of the Maritime Agreement and the cooperation between the City and the business in terms of the Port. She then stated if it is not going to happen and there is not a Maritime Agreement in place, then no special pricing on the property. Mr. Sangster commented he just wanted Council to know where the Commission is coming from and is working very hard to bring Council back anything they need, and if at any time the Council wishes to have the Commission, the 501C(3) or the Foundation make a presentation they would be honored to do that. Councilwoman Riddle asked City Manager Eustice who would be the person or persons that need to be working on a revised Maritime Agreement, wondering if it is the attorney and the Corporate Office. City Manager

Eustice stated to let him ask this question, why should we be, because the purchaser who wants to buy the property doesn't want one. Councilwoman Riddle asked, at all? City Manager Eustice replied no. Mr. Sangster stated this is exactly contrary to what we have been discussing from the very beginning because they probably think they can get it all for nothing. He then commented he is wondering during negotiations if someone is pitting them against the City. City Manager Eustice stated they would agree to something other than a Maritime Service Agreement, i.e. a Right of First Refusal for the City to buy back the property and/or any other industrial investor that is here to buy back the property should they disband or move. They are certainly willing to put that in a deed or purchase agreement. Councilwoman Riddle stated she thought the Council made a stipulation in one of their meetings that we wanted a Maritime Agreement attached to the purchase agreement for the sale of the property. This was a stipulation put into a motion by the Council. City Manager Eustice stated then that's fine, we are not selling it to Kokosing because they are not going to buy it. So we have a 767 foot river bank. This is Kokosing's position. Mr. Sangster stated that is a revenue generator and has the opportunity to generate revenue as income, as they are paying rent right now, right? City Manager Eustice replied yes. Mr. Sangster commented that City Manager Eustice stated way back when that this is just an asset when we were buying it, now it's a river bank. He is concerned about how we are moving this forward and the long term of what the City has at hand here. Councilwoman Riddle asked if Monday night is the Port Commission meeting at 6:00 p.m.? Mr. Sangster replied yes. Councilwoman Riddle stated at that meeting the information will come out that Kokosing is not interested in the property with the Maritime Agreement attached to it and we need to start seeing what other opportunities we have in moving the property. Mr. Sangster stated he thought it was the desire of this Council to come to the Port Commission for its information to maybe perhaps draft and come up with an opinion as to who should be working on a proposal or some form in that nature. If there is some form of a performance deadline for the Commission, within reason, he is not opposed to that. He thinks it needs to be ultimately a fair shot at this for the work and effort that everyone has put into it. Five months later here we are, with no chance of Kokosing buying without the Maritime Agreement. Councilman Temple stated we have to do something; we just can't sit and talk about it. Councilman King inquired as to the sale of the wetland property on the east side and how far out we are. City Manager Eustice stated the only option we have is the Little Traverse Conservancy. They have $100,000.00. Mr. Sangster commented we have not offered it to anyone. City Manager Eustice replied true. Mr. Sangster further stated there could be people who love this area; but they are just afraid because the City has the inability to close any deals and they are concerned. Even in the County some of this stuff is happening. Councilman King stated we have closed one for the appraised value with an agreement in place that is already being approved, so we have done something. Mr. Sangster stated that is the objective before us, so let's try to hit the ball. He is asking if the Council desires to take this all the way in (football analogy). The Commission needs to know this. Councilman King stated not having a Maritime Service Agreement makes him uncomfortable because that was the intention of the property and that is why he was comfortable with selling it at the price we agreed to, to make sure we have that as a marketing arm. Mr. Sangster commented we suffered the biggest recession in 2008 since the depression; Commerce and the Federal Government will tell you we are in the slowest recovery in history. Things just aren't going to happen fast. It would be great if they did, but thinks we are doing pretty well and surviving and things are looking good, but there is still a lot of shaky time for a lot of people and they need to know some certainty. It is things like this of uncertainty where they are wondering how well we are going to be able to close the deal. Councilwoman Riddle stated there is also the concern with different businesses that we want to have come in and use the River and use the City as a Port, they want to be sure when they invest in our community that they are going to be able to use the facility. They don't want it taken out from under

them. Mr. Sangster stated Port Commission Vice-Chairperson Lorenz stated that pretty clear and very eloquently in his words. Councilwoman Riddle stated that is one of the reasons why we wanted to have the agreement in place as a protection for other businesses wanting to be able to use the Port. Mr. Sangster stated as a 501C(3) going out to sell that, their word is that it is going to be here. That is why we pushed those things, because we don't know. Mr. Sangster then thanked the Council. Councilman Temple stated we have to have an agreement anyway because the City could never afford to go ahead and do the Port itself. Mr. Sangster agreed, stating that has been his stand for the last ten years, even before he was on Council. City Manager Eustice stated that will be a good conversation for the Port Commission meeting, stating he thinks we can still have an operating Port using these two entities and thinks they are key to this whole project. Mr. Sangster stated he thinks they are, too, at this time, but we can't be misleading through this whole thing which is troubling to him. People are going to get nervous about change. He then mentioned the talk of another program that is going to rely on hours and five years of volunteer people. What's going to happen at the end and where's your track record and the leadership to get it done. We haven't been able to close a MSHDA deal (a less than stellar project) and this concerns him. Mr. Sangster then stated the Port Commission will meet and then will get back with Council, stating Council is more than welcome to come.

Adjournment:
Councilman Temple moved to adjourn the meeting at 6:49 p.m.; supported by Councilman King. Motion carried unanimously.

Mayor Mark C. Bronson	Clerk/Treasurer Kenneth J. Kwiatkowski
Councilman Joseph Lavender	Councilwoman Winifred L. Riddle
Councilman Vaughn Temple	Councilman Nathan H. King
Mayor Pro Tem Nicholas C. Couture	Councilwoman Betty A. Kwiatkowski

CHEBOYGAN COUNTY PLANNING COMMISSION

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PHONE: (231)627-8489 ▪ TDD: (800)649-3777

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

PRESENT: Bartlett, Freese, Kavanaugh, Croft, Ostwald, Lyon, Jazdzyk

ABSENT: Borowicz, Churchill

STAFF: Scott McNeil

GUESTS: Bob Lyon, Russ Bobcean, Donna Bobcean, Eric Boyd, Tony Matelski, Carl Muscott, John Moore, Russell Crawford, Cheryl Crawford, Gretchen Frost, Justin Baumgardner, Peyton Frost, David Yaczik, Cheryl Yaczik, Greg Drogowski

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

Mr. Jazdzyk stated his concerns regarding the 09/07/16 Planning Commission packet being over 170 pages. Mr. Jazdzyk stated there are many items that are on the agenda and is concerned that the Planning Commission is not doing a fair job of looking at all of these items. Mr. Jazdzyk stated that the agenda should be pared down. Mr. McNeil stated that the Planning Commission can revise the agenda and remove some of the items if they are not comfortable reviewing all of these items.

APPROVAL OF MINUTES
The August 17, 2016 Planning Commission minutes were presented. **Motion** by Mr. Kavanaugh, seconded by Mr. Jazdzyk, to approve the meeting minutes as presented. Motion carried. 7 Ayes (Bartlett, Freese, Kavanaugh, Croft, Ostwald, Lyon, Jazdzyk), 0 Nays, 2 Absent (Borowicz, Churchill)

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 August 17, 2016 Planning Commission meeting.)*

Mr. McNeil stated this special use permit request for a salvage yard has been adjourned since it was first heard on August 3, 2016. Mr. McNeil stated that this parcel is zoned Agriculture and Forestry Management and a salvage yard is allowed with a special use permit. Mr. McNeil stated that the applicant has submitted an update to his application and site plan. Mr. McNeil referred to the site plan and indicated that there is a proposed 8ft. high berm on three sides and an existing wooded area for blocking of vision for the 100ft. x 120ft. salvage area.

Mr. McNeil referred to the staff report and stated that John Ozoga from the DEQ has submitted recommendations for conditions of approval. Mr. McNeil stated that in case the Planning Commission decides to approve this application, staff makes the following recommendations:

1. Establish hours of operation as referenced in the written plan.
2. No junk automobiles or other junk vehicles or equipment.
3. Conditions of approval shall be controlling when in conflict with the written plan dated 8/30/16.

Mr. Kavanaugh stated that there are items that still need to be cleaned up on the site. Mr. Kavanaugh stated that Mr. Ozoga noted which items should be cleaned up and that he (Mr. Ozoga) would like to be present to do an evaluation. Mr. Kavanaugh stated his concerns regarding the applicant having months to take care of the existing violations. Mr. Kavanaugh stated that there has been a slight improvement, but during this time period when we have been working with the applicant, not much has improved.

Mr. Freese stated he is concerned with the clean up of this site and the screening. Mr. Freese believes the berm is a good idea, but will be inadequate for proper screening as it is only 8ft. high. Mr. Freese would like to see evergreens (i.e. white pine and/or spruce) planted at the top of the berm. Mr. Freese stated that there have been comments that this is a rezoning request. Mr. Freese stated that this is not a rezoning request. Mr. Freese stated that this is a use that is allowed in the Agriculture and Forestry Management Zoning District if the conditions are met for the special use permit. Mr. Freese stated that Mr. Frost has accumulated a lot of items for which there is no basis for having on the site. Mr. Freese stated that a lot of the limbs, branches and leaves could have been burned if there is no burn ban and as long as nothing is being burned that is prohibited. Mr. Freese stated that a lot of material (by the buildings and road) should be cleaned up. Mr. Freese stated that furniture that is to be recycled should not be just covered up with a tarp. Mr. Freese stated that if there is a building to put these items in it would take care of some of the objections.

Mr. Jazdzyk stated that he liked Mr. Kavanaugh's comment and the recommended condition regarding no junk automobiles, vehicles or equipment. Mr. Jazdzyk agreed with Mr. Freese regarding keeping the furniture in building rather than tarps. Mr. Jazdzyk stated it may not be adequate to keep these items under tarps for over a year. Mr. Jazdzyk questioned how big of an area will need a tarp. Mr. Jazdzyk questioned how staff will enforce maximum time and minimum time conditions.

Mr. Bartlett stated that when walking the property he encountered 7 or 8 piles of stumps. Mr. Bartlett stated that he does not believe that a berm will cover these stumps. Mr. Bartlett stated that a berm and trees will not screen this site as the road is too high. Discussion was held regarding Mr. Frost burning the stumps.

Ms. Croft asked for public comments. Mr. Bobcean questioned who will monitor this situation. Mr. Bobcean stated this salvage yard will be a detriment to this area. Mr. Bobcean stated his property is zoned Residential and is located ¼ of a mile from this site. Mr. Bobcean stated his concerns regarding a salvage yard being located next to a ski trail. Mr. Bobcean believes that this site should be monitored. Mr. Bobcean that there is a $20 surcharge on taxes for recycling in Indian River. Mr. Bobcean stated that there is no dump or transfer station and he pays for trash pickup. Mr. Bobcean stated that if this is approved, there will be trucks and trailers hauling other people's trash from other townships, cities and counties into this neighborhood and it will be for profit. Mr. Bobcean asked if this permit is approved, what will happen if Mr. Frost moves out of the house. Mr. Bobcean asked if this will still remain a salvage yard. Mr. McNeil stated it could remain a salvage yard.

An audience member asked if a future owner of this property could take the salvage yard in a different direction than Mr. Frost. Mr. McNeil stated that the salvage yard is limited to the plan that Mr. Frost has submitted. Mr. McNeil stated that a subsequent owner would have to abide by Mr. Frost's plan or come back to ask the Planning Commission for approval to an amendment.

An audience member asked what will happen if Mr. Frost's request is denied. Mr. McNeil noted that this would be an enforcement issue. Ms. Croft and Mr. Freese explained that some of Mr. Frost's operation is currently in violation of the Zoning Ordinance. Mr. McNeil noted that some of the personal items do not fall under the salvage yard. The audience member stated that he would like to see Mr. Frost continue his business but not be approved for a permit to expand. Mr. McNeil stated that Mr. Frost's plan would take care of this as he describes what is done in conjunction with his operation. Mr. McNeil stated that Mr. Frost would be bound to this along with the Planning Commission's approval and other conditions.

Mr. Drogowski agreed with Mr. Bobcean's concerns. Mr. Drogowski stated the main concern is monitoring this site and enforcement.

An audience member asked who would take care of enforcement. Mr. McNeil stated that enforcement will be handled by DEQ and Cheboygan County Planning and Zoning Department. The audience member asked if Mr. Frost is in compliance. Mr. McNeil stated that Mr. Frost is not in compliance and that is why Mr. Frost has submitted a request for a special use permit. The audience member stated that Mr. Frost should be in compliance before any permits are approved. Discussion was held.

Ms. Frost stated that Mr. Frost has removed all of the metal from the back and the wood will be gone as it was sold. Ms. Frost stated that they wrote a letter to all of their neighbors inviting them to a party to let them know what they are doing. Ms. Frost stated that not all of the neighbors were able to come to the party, but the neighbors who did come to the party

understood what they are trying to do. Ms. Frost stated that they would like to have a burn party to try to get rid of some of the items. Ms. Frost stated that before the application process started they were told by Mr. Schnell to not touch anything until they received a decision from the Planning Commission. Ms. Frost asked if they can burn some of the items now. Mr. Freese stated that the berm is the only item that Mr. and Mrs. Frost should not have started as the Planning Commission may not have thought that it would be adequate screening. Mr. Freese stated that the applicants could have cleaned up the site and burned the wood, brush and leaves anytime burning was allowed. Discussion was held.

Public comment closed.

Ms. Lyon asked what is the dimension of the salvage yard area. Mr. McNeil stated the salvage yard area will be approximately 100ft. x 120ft. but it appears a bit wider on the site plan.

Motion by Mr. Freese, seconded by Mr. Bartlett, to grant the topography waiver request. Motion carried. 7 Ayes (Bartlett, Freese, Kavanaugh, Croft, Ostwald, Lyon, Jazdzyk), 0 Nays, 2 Absent (Borowicz, Churchill)

The Planning Commission added the following to the General Findings, "The hours of operation for the salvage operation will be 8:00am – 5:00pm, Monday through Friday. There will be 5 employees."

Mr. Ostwald asked if this business will continue to operate in the winter. Ms. Frost stated that there is not much associated with this business that is done in the winter. Ms. Frost explained that they do snow plowing in the winter time.

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 with the following conditions:

1. The operation of the facility shall be in full compliance with Part 115, Sold Waste Management, of Natural Resources and Environmental Protection Act being act 451 of 1994.
2. Only source separated materials for recycling as defined by Part 115, 324.1150., Section 11506 (6) shall be temporarily stored on site.
3. Source separated materials shall not be allowed to be speculatively accumulated on site in violation of Part 115, R299.4105, Rule 105 (l).
4. No storage or processing of solid waste per Part 115, 324.11506, Section 11506(3) or (4) is authorized.
5. No burning or burial of solid waste is allowed at the facility.
6. No junk automobiles or other junk vehicles or junk equipment on the property.
7. Conditions of approval shall be controlling when in conflict with the written plan dated 8/30/16.
8. The berm shall have a minimum of 3 foot high evergreens planted on the top of the berm every 6 feet apart.
9. No toxic or hazardous waste material to be accumulated on site.
10. Furniture/household items are to be kept in an enclosed building.
11. Material to be enclosed within the bermed area and segregated by type (scrap wood, treated wood, wood, recyclable materials, rubbish, yard clippings) in accordance with the state regulations governing.
12. All material to be enclosed within the bermed area and no further accumulation of salvage material until the rest of the area is cleared and the material within the bermed area is separated.
13. Letter from John Ozoga that standards of the State of Michigan have been met.
14. Letter from Zoning Administrator that approval standards and conditions have been met before accepting new materials.
15. Berm is to be completed before accepting new materials
16. Zoning Administrator to monitor no less than monthly for the first year. After one year, the Zoning Administrator is to monitor no less than every six months.

Motion carried. 7 Ayes (Bartlett, Freese, Kavanaugh, Croft, Ostwald, Lyon, Jazdzyk), 0 Nays, 2 Absent (Borowicz, Churchill)

JOHN ALEXANDROWSKI / ALEXANDROWSKI PROPERTIES, LLC - Requests an amendment of a special use permit for outdoor boat storage at a Marina - Section 10.3.5. The property is located at 4605 Beatty Drive, Bowersock Road and Inland Route Drive, Koehler Twp., section 8, parcel #171-008-300-004-00 parcel #171-008-300-013-00, and is zoned Lake and Stream Protection (P-LS) and Agriculture and Forestry Management. The area proposed for outdoor boat storage is zoned Lake and Stream Protection (P-LS).

Mr. McNeil referred to a site plan that was approved by the Planning Commission in 2006. Mr. McNeil explained that the site plan was in conjunction with a marina use and a proposed residential condominium. Mr. McNeil stated that the prior residential condominium was not put into effect, so the prior resort use still remains. Mr. McNeil stated that with regards to the marina use, the site plan provides for the marina activities. Mr. McNeil stated that the applicant is asking for outdoor storage of boats. Mr. McNeil noted the proposed areas for boat storage on the site plan and stated that these areas are zoned Lake and Stream Protection which allows for marina uses. Mr. McNeil stated that there is an area that is currently zoned Agriculture and Forestry Management and there was an approval for the marina use in 2006. Discussion was held regarding the areas that are zoned Lake and Stream Protection and the areas that are zoned Agriculture and Forestry Management.

Mr. Freese noted that the Planning Commission authorized storage of trailers on the other side of Bowersock Road to the east. Mr. Jazdzyk stated that the Planning Commission received a letter from a neighbor stating that there is a parking lot across Bowersock Road. Discussion was held regarding the parcel across the road being used for boat storage. Mr. Alexandrowski stated that he does not own the parcel across the road.

Mr. Kavanaugh referred to a letter from Mark and Carolyn Malaski and asked Mr. Alexandrowski how many boats there will be stored and what size boats will be stored. Mr. Kavanaugh asked if storage will be for customers of The Landings. Mr. Alexandrowski stated that people like to store their boats inside and he is proposing shrink wrapping his pontoon boats and putting them outside in front of the building. Mr. Alexandrowski stated this will free up more space inside to accommodate more boats that are docked at The Landings. Mr. Alexandrowski stated maximum pontoon boat length will be 24 feet. Mr. Alexandrowski stated he owns 2 pontoon boats that are 24 feet, 1 pontoon boat that is 22 feet, 2 pontoon boats that are 20 feet, 1 pontoon boat that are 16 feet and 1 pontoon boat that is 24 feet. Mr. Kavanaugh asked if a stipulation of 10 pontoon boats owned by the applicant would be acceptable to Mr. Alexandrowski. Mr. Kavanaugh asked if this would be for a short period during the off season. Mr. Alexandrowski stated from October through April. Discussion was held.

Mr. Jazdzyk referred to the 2006 site plan and stated that it provided for 96 standard parking spaces, 9 vehicle trailer parking and asked if the 9 of those that are proposed to be removed will create any problems. Mr. Freese stated that this parking was for all of the uses that were proposed for this site even though it was never completed. Mr. McNeil stated that there is a lot of parking.

Mr. Kavanaugh asked Mr. Alexandrowski if a time limitation for customers to pick up their boats would be acceptable. Mr. Alexandrowski stated that he can't control when people come off of the lake. Mr. Alexandrowski noted that there is a county boat launch adjacent to his property. Mr. Alexandrowski stated that there are vehicles with trailers that are already parked at 7:45am and they have been there sometimes as late as 9:00pm. Mr. Alexandrowski stated it is hard to dictate to anyone when they can come off of the water.

Mr. Freese stated the neighbor's concern is the view from across the street. Mr. Freese stated on the site plan there is a solid line of trees along Inland Route Drive, however, it is jack pines that you can see through. Mr. Freese stated the neighbors' objections would be minimized if those trees were removed and white pines or spruce were put in that would block the view from across the street. Mr. Alexandrowski stated that he talked with the neighbors and explained that he is dealing with 28 years of deferred maintenance. Mr. Alexandrowski explained that he would like to get this cleaned up and that it has been a huge undertaking. Discussion was held regarding replacing the jack pine with white pines or spruce.

Ms. Croft asked for public comments. Ms. Malaski stated that she lives at 4597 Inland Route Drive, which is directly across the road from this parcel. Ms. Malaski stated that the Planning Commission has listened to the public's concerns in the past and has taken these concerns into consideration when making a decision. Ms. Malaski explained that they have owned their property for over 44 years and they have observed the numerous changes in ownership of The Landings over the years. Ms. Malaski noted that there have been many requests for changes at The Landings throughout the years. Ms. Malaski stated that she and another neighbor have submitted letters to the Planning Commission and their concerns are the size of boats that are stored, the length of storage, property values, lack of adequate landscaping and lighting. Ms. Malaski stated that she was responding to the proposal that was submitted but what is being presented tonight is somewhat different. Ms. Malaski stated this is the first time that they are hearing about this proposal. Ms. Malaski stated that outside storage of boats is not consistent with the residential area. Ms. Malaski stated that the proposal, as written, does not provide enough detail or specific information regarding boat storage. Ms. Malaski stated that she is glad that there has been clarity on the kinds of questions she had in her letter. Ms. Malaski stated that at this time she is asking that the Planning Commission not approve the request as written. Public comment closed.

Mr. Kavanaugh stated that the Planning Commission had similar questions and concerns when looking at this application. Mr. Kavanaugh stated that the number of boats, lighting and screening are important to the adjacent property owners and may be conditions if the request is approved.

Mr. Freese stated that the topography waiver request is not necessary and noted that no new lighting is proposed. The Planning Commission added the following to the General Findings:

7. The number of boats to be limited to those owned by the applicant with a maximum of 10.
8. Screening of the storage area on the south-west side to be provided by a new tree line consisting of white pine or spruce, as required.

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 amended special use permit based on the General Findings as amended, Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10. Motion carried. 7 Ayes (Bartlett, Freese, Kavanaugh, Croft, Ostwald, Lyon, Jazdzyk), 0 Nays, 2 Absent (Borowicz, Churchill)

DAVID YACZIK - Requests a site plan review for a carry out restaurant - Section 6.2.9. The property is located at 1479 S. Straits Hwy, Tuscarora Twp., section 7, parcel #162-007-300-003-01, and is zoned Commercial Development (D-CM).

Mr. McNeil stated that the proposed carry out restaurant is proposed in a Commercial Development Zoning District so site plan review is required. Mr. McNeil stated that the applicant is proposing a carry out restaurant in an existing structure. Mr. McNeil stated that there is an existing driveway and the applicant is proposing 6 parking spaces which meets the requirement. Mr. McNeil stated the proposed hours are 10:00am to 3:00pm.

Mr. Kavanaugh asked where the well is located. Mr. Yaczik stated the well is located on site and it is a shared well with the house. Mr. McNeil stated that staff recommendations include meeting Building Code and Health Department requirements as conditions.
Ms. Croft asked for public comments. There were no public comments. Public comment closed.

Motion by Mr. Freese, seconded by Mr. Bartlett, to grant the topography waiver request. Motion carried.

The Planning Commission added the following to the General Findings:

5. The hours of operations will be from 10:00am to 3:00pm.
6. There will be no outside hired employees.

The Planning Commission reviewed and approved the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Kavanaugh, seconded by Mr. Freese, to approve the site plan based on the General Findings and the Specific Findings of Fact Under Section 20.10 with approval from the Health Department, Department of Agriculture, Department of Building Safety, and Cheboygan County Road Commission. Motion carried. 7 Ayes (Bartlett, Freese, Kavanaugh, Croft, Ostwald, Lyon, Jazdzyk), 0 Nays, 2 Absent (Borowicz, Churchill)

An Ordinance To Amend Section 17.19. Of The Cheboygan County Zoning Ordinance No 200 To Provide Definitions, Regulations And Standards For Signs.
Mr. McNeil explained that this ordinance amendment is proposed as a result of a Supreme Court decision known as Reed vs. Town of Gilbert where the Supreme Court ruled that sign regulation based on the content or message of a sign is unconstitutional. Mr. McNeil stated that this amendment removes any references to signs based on the message. Mr. McNeil stated that this amendment proposed to remove the definitions of Neighborhood identification sign, Noncommercial sign, Off-premise sign, Political sign and Real Estate Sign. Mr. McNeil explained that there has been a revision of sections 17.19.2 regarding signs which do not require a permit and section 17.19.3 regarding prohibited signs where most of the current content-based regulation exists. Mr. McNeil noted that references to off-premise signs have been removed and clarifying language regarding billboard regulated by the State of Michigan has been provided.

Ms. Croft asked for public comments. Mr. Moore referred to section 17.19.2.B and stated that this section will cover political signs. Mr. Moore asked if this section has been compared to election law. Mr. McNeil stated he believes it has been compared to election law. Mr. Moore stated that any political sign in the county is illegal before the election. Mr. Moore stated election law says duration. Discussion was held regarding there being a conflict between the election law and the Zoning Ordinance. Mr. Moore suggested including language "...unless allowed under any other governing statute of the State of Michigan". The

Planning Commission agreed with Mr. Moore's suggested language. Mr. Freese asked Mr. McNeil to have this language reviewed by legal counsel. Mr. Moore referred to section 17.19.2H and stated that there may be similar issues with this section as well. Discussion was held.

Mr. Moore referred to section 17.19.3.B and questioned who will tell the County Treasurer that the auction signs can not be posted on trees. Mr. McNeil stated that these signs could be considered a governmental sign. Mr. Moore stated that some people have a huge boulder with their name on it. Mr. Moore questioned why this should be an issue. Mr. McNeil stated that this language has been in the ordinance, but he can remove it and ask legal counsel to review.

Mr. Lyon referred to section 17.19.05.C and stated that 11ft. should be increased. Mr. McNeil stated that the governing body will have jurisdiction whether to allow a sign or not. Discussion was held. Public comment closed.

Motion by Mr. Kavanaugh, seconded by Mr. Ostwald, to table the public hearing for the amendment until the 09/21/16 Planning Commission meeting. Motion carried. 7 Ayes (Bartlett, Freese, Kavanaugh, Croft, Ostwald, Lyon, Jazdzyk), 0 Nays, 2 Absent (Borowicz, Churchill)

UNFINISHED BUSINESS

Review Of Proposed Zoning Ordinance Amendment Regarding Mobile Food Units

Mr. McNeil stated that he has added a definition of vehicle to the proposed amendment. Mr. McNeil stated that he changed the time frame to be placed on a lot to 120 days. Mr. McNeil stated that this limitation by days may not serve a purpose due to the seasonal nature of the area. Mr. McNeil stated this language was in other examples that he reviewed. Mr. Freese stated that this area is self-limiting. Mr. Kavanaugh stated this section should be removed.

Mr. McNeil stated that there was a discussion about having one zoning permit covering multiple sites for a mobile food unit. Mr. McNeil stated that he discussed this with Mr. Schnell. Mr. McNeil stated that Mr. Schnell would rather not have one zoning permit that would cover multiple sites. Mr. McNeil stated that at this point mobile food units would be required to have site plan review under a restaurant. Mr. McNeil stated that requiring a permit for each site makes sense from a record keeping standpoint. Mr. McNeil stated that there could be a recommendation for a fee reduction. Ms. Lyon stated that it may be better to have a license. Mr. Freese stated that the mobile food unit may be at many locations throughout the day. Mr. Kavanaugh stated that this should be one permit. Mr. Freese agreed with Mr. Kavanaugh and stated that they will have a legal agreement with the property owner of each of the sites. Mr. McNeil stated that the property owner will have to sign the application. Mr. Freese stated if there will be 10 sites that they are applying for they will need signatures from the 10 property owners. Mr. McNeil noted that we structure the fee for the permit on the effort of review. Mr. McNeil noted that this use will require more review than for any other use as there will be multiple sites. Mr. McNeil noted that each site and site plan will have to be reviewed individually to make sure it meets the conditions of the ordinance. Discussion was held. Mr. Kavanaugh noted that in a big city a mobile food unit could visit multiple factories during the day. Mr. Kavanaugh stated that we should be reasonable and set a limit of 5 and possibly charge a different fee. Mr. McNeil stated that the cities have more flexibility as they issue a license for a mobile foot unit. Mr. Moore stated that in many cases a mobile food unit may just park in a legal parking space on the street. Mr. Moore questioned where a 3 wheel pushman cart selling popcorn would fall into this regulation. Mr. Freese stated that these are not covered by this amendment as they are on the highway. Mr. McNeil stated that they can be deferred to the Road Commission. Mr. Moore stated that the person who is trying to locate it off the street is being penalized. Mr. McNeil noted that currently site plan review is required for this use. Mr. Moore stated that if the owner parks it on the street nothing is required. Mr. McNeil stated that MDOT and Road Commission will cover these activities in the right-of-way. Ms. Ostwald stated that one permit should cover all of Cheboygan. Mr. Jazdzyk stated he does not see paying more money as a viable option at all. Mr. Jazdzyk stated that the applicant should not have to get the owner's signature on the application as the owner may live far away. Mr. McNeil noted that the owner's signature is required for all applications. Mr. Kavanaugh stated that we require the property owner's signature for a special use permit. Mr. Kavanaugh explained that currently this type of use would be reviewed by the Planning Commission and this amendment is loosening up the requirements. Mr. Kavanaugh stated that this is a benefit to have a specific number approved under one zoning permit. Mr. McNeil stated that currently, these mobile food units should have site plan review if in a Commercial Development Zoning District. Mr. McNeil stated that the fee for a site plan review amendment is $110.00. Mr. McNeil explained that this fee would be a separate fee for each parcel that an application is submitted. Mr. McNeil stated that this amendment will bring the fee down to $30.00 per zoning application and is reviewed by the Zoning Administrator instead of Planning Commission review. Discussion was held.

Review Of Proposed Zoning Ordinance Amendment Regarding Planned Unit Development

Mr. McNeil stated that the Planning Commission's concerns regarding a PUD being consistent with the Master Plan have been reviewed by legal counsel. Mr. McNeil stated that Mr. Graham wrote a memo and cited the Zoning Enabling Act and that all land use decisions are to be based on a plan. Mr. McNeil noted that it does not necessarily have to be based on a master plan,

but Cheboygan County has a master plan. Mr. McNeil stated that the ordinance provides for the mixing of uses and it still has to be uses that are allowed in that zoning district.
Mr. McNeil stated that he discussed the Cheboygan County Board Of Commissioners position and approval of this amendment with Jeff Lawson. Mr. McNeil stated that he will review this proposed amendment with the Cheboygan County Board Of Commissioners at a future meeting.

Discussion Of Draft Boat House Survey
Mr. McNeil stated that a draft introduction letter and draft survey has been provided for the Planning Commission to review. Mr. Freese referred to the first sentence of the third paragraph of the letter and suggested changing "boathouse structures" to "boat shelters (roof, but no sides) over existing boat wells or those authorized for construction in the future on the Cheboygan River, Indian River and Lower Black River and canals directly connected to them." Mr. Freese stated that the survey is opening it up to proposing solid boat house structures and he was not proposing that degree of latitude. Discussion was held regarding boat shelters with sides obstructing a view scape. Mr. Freese referred to Mr. Schnell's memo and stated that he does not want to see solid boat houses and tiki houses. Mr. Kavanaugh agreed with Mr. Freese. Mr. Freese noted that tiki houses are allowed as long as setback requirements are met.

NEW BUSINESS
No comments.

STAFF REPORT
Mr. McNeil noted that a copy of the judge's order regarding Grandview Beach Association vs. Cheboygan County was provided for the Planning Commission to review. Discussion was held.

PLANNING COMMISSION COMMENTS
Discussion was held regarding enforcement issues.

PUBLIC COMMENTS
No comments.

ADJOURN
Motion by Mr. Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 9:02 pm.

Charles Freese
Planning Commission Secretary

CHEBOYGAN COUNTY ZONING BOARD OF APPEALS MEETING & PUBLIC HEARING
WEDNESDAY, AUGUST 24, 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, Carl Muscott, Tony Matelski, Cheryl Crawford, Russell Crawford, Jerry Holmes, Larry Steve, Dave Drews, Jeff Jakeway

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 July 27, 2016 Zoning Board of Appeals meeting were presented. **Motion** by Mr. Hemmer, seconded by Mr. Moore, to approve the minutes as presented. Motion carried unanimously.

PUBLIC HEARING & ACTION ON REQUESTS
Jeff Jakeway/The Jakeway Family Trust/Daniel Gearhart Family Living Trust – Requests a 7.3 ft. rear setback variance and a 4.9 ft. rear setback variance for construction of two (2) commercial structures and a 2 stacking parking space variance for a fast food restaurant drive through in a Commercial Development (D-CM) zoning district. The property is located at 4104 South Straits Highway, 4104 South Straits Highway, 4092, South Straits Highway, 4082 South Straits Highway and 4062 South Straits Highway, Tuscarora Township, Section 25, parcel #161-025-200-007-00, #161-025-200-007-01, #161-025-200-008-00 and #161-025-200-009-00. A rear setback of 10 feet is required in this zoning district and a minimum of 5 stacking parking spaces for a fast food restaurant drive through are required under section 17.6 of the Cheboygan County Zoning Ordinance #200.

Mr. McNeil referred to the revised site plan and explained that the applicant is requesting a 7.3 ft. rear setback variance and a 4.9 ft. rear setback variance for construction of 2 commercial structures and 2 stacking parking space variance for a fast food restaurant drive through in a Commercial Development zoning district.

Mr. Drews stated that he is with Northern Michigan Engineering. Mr. Drews distributed a revised site plan. Mr. Drews stated that changes to the plan include spot elevations, storm water location and light poles for parking areas. Mr. Drews explained the location of the proposed addition. Mr. Drews stated that an existing house, an accessory building and sections of the existing Northstar Gardens building will be removed. Mr. Drews stated that the non-compliance is reduced in this plan in dimensions and in total square footage. Mr. Drews stated that this is a challenged site. Mr. Drews stated the there are multiple curb cuts and MDOT wants the number of the curb cuts reduced. Mr. Drews noted that landscape material bins will be located at the north end of the parcel. Discussion was held regarding parking.

Mr. Freese asked if there is any correspondence. Mr. McNeil stated no. Mr. Muscott complimented Mr. Jakeway on the project. Mr. Muscott stated the revised plan is a much improved plan. Mr. Muscott noted that at the south end of the parcel there is additional off street parking available that will benefit all the customers and he is in favor of this variance request. Mr. Muscott stated that they are arbitrary numbers that the Zoning Board of Appeals has to work with when granting a setback variance request. Public comment closed.

Mr. Freese stated that the configuration of the project could be modified and the variance requests would not be needed. Mr. Freese reviewed an alternate configuration with Mr. Jakeway. Mr. Jakeway explained that he has considered alternate configurations and they would not work. Mr. Jakeway noted that Mr. Freese's suggestion would not work as automobiles would enter on the south side of the parcel to go through the drive-thru lane and ordering would have to take place from the passenger side of the automobile. Mr. Jakeway explained that with the existing buildings there are 750sf that does not comply with setback requirements. Mr. Jakeway explained that with the proposed buildings there will be 170sf that does not comply with setback requirements. Mr. Jakeway stated that by removing two buildings (previously used as residences), he is reducing the outside footprint by 75% and he is still keeping with the flow of traffic for both the garden center and the coffee shop. Mr. Jakeway explained that there is a patio in front of the garden center

which he wants customers from the garden center and the coffee shop to use. Mr. Jakeway explained that he would prefer to keep the patio in the front. Mr. Freese asked if size the 2-story addition could be reduced. Mr. Jakeway stated he is proposing this site plan for the future. Mr. Jakeway explained that he needs 3 offices and a conference room to meet with customers regarding landscaping. Mr. Jakeway stated this is more than a garden center and a coffee shop. Mr. Jakeway stated that his company has been in business for 77 years and he and his wife are third generation owners. Mr. Jakeway stated that they employ 52 employees and this will add approximately 12 more employees. Mr. Jakeway stated that they have locations in Wolverine and Gaylord. Mr. Jakeway stated the Indian River location will be the corporate headquarters. Mr. Jakeway reviewed the floor plan and noted that the retail area will not have the same hours of operation as the coffee shop. Mr. Jakeway explained that the doors from the coffee shop to the retail area and upstairs will be locked when the garden shop is closed. Mr. Jakeway stated the coffee shop will be open from 6:00am until 7:00pm or 8:00pm. Mr. Jakeway stated that the garden shop may be open from 8:00am until 7:00pm or 8:00pm. Mr. Jakeway stated he could move the patio to the back of the building, but he did not feel it would be fair to Ken Swadling and Jeff Swadling (Ken's Market) as it may pull from their parking area. Mr. Drews stated that there are 11 parking spaces at the south end of the building and 9 parking spaces at the north end of the building. Mr. Jakeway stated that parking has been an issue ever since he has taken over the business. Mr. Jakeway explained that until the sewer was put in Indian River he was not able to expand as a drain field would absorb the majority of his lot. Mr. Jakeway explained that the first-floor addition is needed for the gift shop. Mr. Jakeway explained that the second-floor addition is needed for offices, bathroom, meeting with clients, workroom, meetings and conferences with contractors. Mr. Freese reviewed an alternate configuration for the site plan with Mr. Jakeway that would alleviate non-compliance with regard to setback requirements. Mr. Jakeway explained that Mr. Freese's suggestion would stop the customer flow that he is trying to accomplish. Discussion was held.

Ms. Sherwood asked how wide is Old Trail Road. Discussion was held. Mr. Drews stated that Old Trail Road does not meet county specifications and is not 66ft. wide. Mr. Jakeway stated that he has put gravel on this road and he plows this road in the winter. Mr. Jakeway stated he has talked with Gabe from MDOT and Brent Shank from the Road Commission and both are happy with this proposed plan. Mr. Jakeway stated that Mr. Shank had no issues with the curbing.

Mr. Drews explained that this proposed site plan works well for the customer flow as some drive-thru customers may not be interested in the garden center and some may be interested in the garden center. Mr. Drews explained that the building must be pushed back as far as possible towards Old Trail Road to allow for car stacking at the drive-thru. Mr. Drews stated that this was a consideration when designing this site.

Mr. Freese asked if the drive-thru customers coming through the northern entrance will be going to the garden center. Mr. Jakeway stated that customers at the northern entrance will be coming to the coffee shop most likely. Mr. Jakeway stated that garden shop customers will most likely park in the south parking lot. Mr. Jakeway stated that there may be some garden shop customers that will also get a coffee and he is hoping that they do. Mr. Jakeway stated he is trying to make sure there is good retail flow. Mr. Jakeway stated this floor plan allows for the garden shop and the coffee shop to not be open at the same time. Discussion was held.

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

8. The positioning of the new two-story building and the coffee shop is lessening the setback variance from what is already on site.
9. MDOT is agreeable to the use of the MDOT right of way for stacking and the proposed driveway access.

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 approve the 3 variance requests (7.3 ft. rear setback variance request. 4.9 ft. rear setback variance request and 2 stacking parking space variance request) based on the General Findings and the Specific Findings of Fact under Section 23.5.4. Motion carried unanimously.

Johnson Outdoor Digital/Indian River Hotel Real Estate LLC - Requests a 75 ft. height variance and a variance to provide a 4th freestanding sign where 3 are permitted. The property is in the Light Industrial Development (D-LI) zoning district. The property is located at 4375 Brudy Road, Tuscarora Township, Section 30, parcel #162-030-100-004-03. The maximum height for a freestanding sign is 25 feet and a maximum number of freestanding signs per parcel are 3 in this zoning district.

Mr. McNeil stated that the applicant is looking to place a sign on an existing pole that exceeds the height limitation. Mr. McNeil stated the applicant is requesting a 45ft. height variance as the maximum height allowed for a freestanding sign is 25ft. Mr. McNeil stated the applicant is requesting a variance to allow a 4th freestanding sign. Mr. McNeil noted that there are already 3 freestanding signs which are the maximum allowed in the Light Industrial Development zoning

district.

Mr. Holmes noted that the picture submitted with the application should show 85ft. to the bottom of the proposed sign (not 65ft.). Mr. Holmes stated that the average tree height is 75ft. in this area. Mr. Holmes noted that this sign is proposed to be higher than the trees for visibility. Mr. Holmes explained that if they must meet the 25ft. requirement the sign would not be visible due to the trees. Mr. Holmes stated that a 150ft. variance was approved for the existing sign on this pole. Mr. Holmes stated that the variance was also approved for the size of the sign. Mr. Holmes noted that the existing freestanding sign did not require all the 150ft. variance. Mr. Holmes also noted that the size of the freestanding sign was smaller than approved by the Zoning Board of Appeals.

Mr. Freese stated that Mr. Thompson has asked to be recused due to a conflict of interest.

Mr. Freese asked if there is any correspondence. Mr. McNeil stated no. Mr. Freese asked for public comments. There were no public comments. Public comment closed.

Mr. Freese asked why this freestanding sign is necessary. Mr. Holmes stated this is a LED sign and will allow for advertising the room rate and the swimming pool. Mr. Holmes stated that it will bring in more business to the establishment. Mr. Holmes stated that they have records showing that this will increase the traffic flow by 20%. Mr. Freese stated that a variance was previously granted for the height and size of the existing sign. Mr. Freese asked if the bottom sign could be combined into the top sign. Discussion was held regarding the existing sign being visible from the southbound lane of I-75 and not visible from the northbound lane of I-75. Mr. Holmes stated the owner is concerned about the sign being visible from the southbound lane of I-75 and to the local traffic in Indian River. Mr. Freese stated there are 5 signs in the county that are tall signs used to attract customers from the expressway. Mr. Freese stated 3 are located within Cheboygan County zoning jurisdiction and 2 are located in the Village of Mackinaw. Mr. Freese stated that these 5 signs have only one sign on each pole. Mr. McNeil noted that there is language in the ordinance that allows non-conforming signs to be replaced as long as they are not increased in size or location. Discussion was held. Mr. Holmes stated that a 150ft. variance was approved for the existing sign on this pole and a 320sf variance was also approved for the size of the sign. Mr. Holmes stated it would be adding an undue burden to the customer to totally rebuild and add LED to the sign. Mr. Holmes stated it would cost over $100,000 as opposed to $25,000 which is the cost of the proposed sign. Mr. Freese stated that the Zoning Board of Appeals is not allowed to consider cost when considering a variance request. Mr. Moore suggested replacing the existing menu board with the LED sign. Mr. Moore also suggested putting this information on a wall sign, a roof sign on the carport or a roof sign on the building. Mr. Moore stated that there are a number of other options for this information to be put legally. Discussion was held regarding the signs on the stone pillar (menu board and the Hometown Inn sign) being considered 2 signs. Discussion was held regarding the previous variance approval having a one-year expiration. Mr. McNeil noted that Zoning Board of Appeals approvals are granted for one year and the sign must be established within the year. Mr. McNeil stated the sign that is erected is what is established and that is the extent of the non-conforming use. Mr. Freese stated that a previous variance was granted for the height, but it is not clear if there was a variance for the size of the sign. Mr. McNeil stated the Zoning Board of Appeals needs to establish the size of the existing sign now. Mr. McNeil stated that this sign is allowed to be replaced but is to be no larger. Mr. Holmes stated that 50sf would be added to the pole. Mr. Freese stated he has a problem with the additional sign on this pole as no other business in the county has two signs on a pole such as what is being proposed. Discussion was held.

The Zoning Board of Appeals reviewed the General Findings and revised #5 "Freestanding signs are limited to three (3) per parcel. The applicant is proposing to eliminate one of the freestanding signs bringing the number of freestanding signs on site to two (2), therefore, there is no variance requested for a fourth sign."

Discussion was held regarding the height of the proposed sign. Mr. Holmes stated that the proposed sign will not be any higher than 85ft. as it will lose visibility and blur out. Mr. Moore asked what is the height of the proposed sign. Mr. Holmes stated that until he is up in the bucket truck he will not know the exact measurement. Mr. Holmes stated the height of the pole was shot with a range finder and he believes it to be 85ft. – 90ft. tall. Mr. McNeil suggested staying with the 75ft. variance request as it was noticed. Mr. Moore stated this would allow the top of the LED sign to be at 100ft. above the ground maximum. The Zoning Board of Appeals reviewed the General Findings and revised #2 "The applicant is seeking a 75 ft. height variance to allow an additional freestanding sign on an existing structure."

The Zoning Board of Appeals reviewed 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. 4 Ayes (Freese, Moore, Hemmer, Sherwood), 0 Nays, 0 Absent

Mr. McNeil noted that the reason Mr. Thompson's requested to be recused is due to being a direct competitor.

Mr. Holmes asked what will it take to get the sign up and working. Mr. Moore and Mr. Freese stated that the sign on top would have to be replaced. Mr. McNeil explained that the new sign must be the same size or smaller than the existing sign. Discussion was held.

UNFINISHED BUSINESS
No comments.

NEW BUSINESS
No comments.

ZBA COMMENTS
No comments.

PUBLIC COMMENTS
No comments.

ADJOURN
Motion by Mr. Hemmer to adjourn. Motion carried. Meeting adjourned at 8:33pm.

John Thompson, Secretary

REVENUE AND EXPENDITURE REPORT FOR CHEBOYGAN COUNTY

PERIOD ENDING 08/31/2016

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 08/31/2015	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	YTD BALANCE 08/31/2016	ACTIVITY FOR MONTH 08/31/16	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-401.00	CURRENT TAX	7,566,377.99	1,900,569.29	7,607,279.00	7,607,279.00	2,019,893.01	1,573,256.73	5,587,385.99	26.55
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	101,691.50	66,173.00	66,173.00	52,258.50	31,233.00	13,914.50	78.97
101-400-417.00	UNPAID PERSONAL PROPERTY TAX	6,256.47	6,256.47	3,057.00	3,057.00	976.22	0.00	2,080.78	31.93
101-400-424.00	COMMERCIAL FOREST RESERVEE	193.13	193.13	209.00	209.00	200.76	0.00	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	700.50	1,000.00	1,000.00	768.50	99.00	231.50	76.85
101-400-476.00	SOIL SEDIMENTATION	10,640.00	7,610.00	10,500.00	10,500.00	7,180.00	1,865.00	3,320.00	68.38
101-400-477.00	LIC & PERMITS-NON-BUSINESS	17,143.00	10,537.00	15,000.00	15,000.00	10,540.00	1,294.00	4,460.00	70.27
101-400-478.00	DOG LICENSES	1,276.50	1,136.50	1,100.00	1,100.00	1,196.00	11.00	(96.00)	108.73
101-400-478.01	CO MARRIAGE LIC FEE	1,275.00	1,035.00	1,200.00	1,200.00	1,120.00	220.00	80.00	93.33
101-400-479.01	ZONING PERMITS	24,034.01	15,402.27	22,880.00	22,880.00	18,062.25	3,383.99	4,817.75	78.94
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	0.00	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	29,788.58	55,699.00	55,699.00	40,250.48	4,299.84	15,448.52	72.26
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	31,225.82	14,300.00	14,300.00	13,861.51	0.00	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	0.00	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	34,073.81	(98.79)	18,285.19	65.08
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	243,565.54	451,402.00	451,402.00	451,283.47	112,748.47	118.53	99.97
101-400-574.01	REVENUE SHARING - COUNTY INCEN	60,891.39	60,891.39	112,850.00	112,850.00	112,820.86	18,780.86	29.14	99.97
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	34,895.58	50,931.00	50,931.00	34,530.63	4,009.01	16,400.37	67.80

PERIOD ENDING 08/31/2016

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 08/31/2015	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	YTD BALANCE 08/31/2016	ACTIVITY FOR MONTH 08/31/16	AVAILABLE BALANCE	% BDGT USED
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	0.00	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	26,363.91	40,000.00	40,000.00	39,617.38	6,384.83	382.62	99.04
101-400-601.01	ATTY FEE REIMB/CIRCUIT	28,284.25	19,923.75	30,000.00	30,000.00	20,453.44	3,703.08	9,546.56	68.18
101-400-601.10	CIR CT GARNISHMENT	885.00	375.00	800.00	800.00	330.00	150.00	470.00	41.25
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	249,564.52	300,000.00	300,000.00	277,292.91	39,218.01	22,707.09	92.43
101-400-603.01	PROBATE CRT COSTS	1,958.00	904.00	1,500.00	1,500.00	1,791.00	240.00	(291.00)	119.40
101-400-603.11	SMOKING FEES	600.00	375.00	300.00	300.00	450.00	75.00	(150.00)	150.00
101-400-607.02	CTY GENERAL FILING FEE	5,580.00	3,875.00	6,000.00	6,000.00	3,503.00	465.00	2,497.00	58.38
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	21,759.84	1,978.16	188,302.16	10.36
101-400-608.01	MOTION FEE COUNTY	2,920.00	1,900.00	4,000.00	4,000.00	2,060.00	310.00	1,940.00	51.50
101-400-608.02	COUNTY APPEAL FEE	56.00	31.00	200.00	200.00	137.00	0.00	63.00	68.50
101-400-610.00	JURY FEE CIR CT	1,150.00	750.00	1,500.00	1,500.00	1,145.00	230.00	355.00	76.33
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	445.00	1,500.00	1,500.00	395.00	15.00	1,105.00	26.33
101-400-613.00	DIST CRT/CIVIL FEES	54,529.95	30,408.75	55,000.00	55,000.00	28,964.70	10,395.75	26,035.30	52.66
101-400-613.10	COUNTY REMONUMENTATION	329.70	208.08	300.00	300.00	208.38	38.94	91.62	69.46
101-400-614.00	VIOLATION CLEARANCE RECORD	2,851.67	2,071.67	3,000.00	3,000.00	2,239.66	306.33	760.34	74.66
101-400-615.00	DIST CRT/BOND COSTS & FEES	8,594.00	5,824.00	7,000.00	7,000.00	4,725.00	745.00	2,275.00	67.50
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	533.00	800.00	800.00	997.00	66.00	(197.00)	124.63
101-400-617.02	MARRIAGE CEREMONIES	124.00	88.00	120.00	120.00	124.00	28.00	(4.00)	103.33
101-400-617.03	JURY FEE DEMAND	0.00	0.00	20.00	20.00	60.00	30.00	(40.00)	300.00
101-400-617.06	WILLS/SAFE KEEPING	75.00	50.00	100.00	100.00	150.00	50.00	(50.00)	150.00
101-400-617.07	INVENTORY FEE	7,370.87	5,599.99	7,500.00	7,500.00	5,071.76	835.08	2,428.24	67.62
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	980.00	1,100.00	1,100.00	990.00	220.00	110.00	90.00
101-400-618.00	CO TREAS-CURRENT SERVICES	4,624.00	3,706.00	4,000.00	4,000.00	2,837.00	90.00	1,163.00	70.93
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	800.00	0.00	0.00	2,790.00	545.00	(2,790.00)	100.00
101-400-619.00	CO CLERK/CURRENT SERVICES	34,159.74	21,600.51	26,000.00	26,000.00	14,410.00	1,821.00	11,590.00	55.42
101-400-619.01	PASSPORT FEES	1,775.00	1,125.00	1,400.00	1,400.00	1,125.00	50.00	275.00	80.36
101-400-619.02	CREMATION FEE	1,270.00	910.00	1,800.00	1,800.00	680.00	100.00	1,120.00	37.78
101-400-619.03	SUBPOENA FEE	15.00	0.00	0.00	0.00	15.00	15.00	(15.00)	100.00
101-400-619.04	CRIME VICTIM ADMIN FEES	1,785.03	1,252.91	1,800.00	1,800.00	1,136.79	170.43	663.21	63.16
101-400-619.05	STATE FORENSIC ADMIN FEE	15.75	0.75	0.00	0.00	15.00	15.00	(15.00)	100.00
101-400-619.06	NOTARY FEES	384.00	272.00	500.00	500.00	192.00	8.00	308.00	38.40
101-400-620.00	REGISTER OF DEEDS FEES	234,002.35	141,215.95	225,000.00	225,000.00	150,286.65	26,432.95	74,713.35	66.79
101-400-622.00	C.C.F. COLLECTION FEE	3,424.44	2,224.44	2,200.00	2,200.00	1,564.54	184.17	635.46	71.12
101-400-622.01	25% ATTY FEES REIMB	520.69	429.44	1,000.00	1,000.00	256.55	60.55	743.45	25.66
101-400-622.02	ATTY FEE REIMB/PROBATE	1,562.09	1,288.34	2,200.00	2,200.00	769.67	181.67	1,430.33	34.99
101-400-625.00	DNA COLLECTION	36.00	12.00	0.00	0.00	141.65	12.45	(141.65)	100.00
101-400-625.01	SEX OFFENDER REGISTRATION	2,740.00	2,560.00	2,900.00	2,900.00	2,820.00	60.00	80.00	97.24
101-400-625.25	DNA COLLECTION - SHERIFF	90.00	30.00	0.00	0.00	369.12	31.12	(369.12)	100.00
101-400-625.36	DNA COLLECTION - DISTRICT COUR	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	34,650.60	45,000.00	45,000.00	30,670.57	7,216.49	14,329.43	68.16
101-400-628.04	PRISONER MEDICAL	5,762.59	2,543.30	3,500.00	3,500.00	3,281.37	194.04	218.63	93.75
101-400-628.05	ACCIDENT REPORT FEES	884.71	682.86	500.00	500.00	450.38	24.00	49.62	90.08
101-400-628.07	DOC/TRANSPORT REIMB	3,452.45	2,194.20	2,500.00	2,500.00	1,284.55	236.40	1,215.45	51.38
101-400-628.08	WORK RELEASE	51,079.88	31,618.66	30,000.00	30,000.00	26,251.10	5,998.00	3,748.90	87.50
101-400-628.09	PRISONER BOARD-OUT COUNTY	1,470.00	70.00	2,500.00	2,500.00	30.00	30.00	2,470.00	1.20

PERIOD ENDING 08/31/2016

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 08/31/2015	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	YTD BALANCE 08/31/2016	ACTIVITY FOR MONTH 08/31/16	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-628.10	DIVERTED FELONS-LOC REIMBURSE	63,172.50	40,332.50	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	5,800.00	7,000.00	7,000.00	5,600.00	0.00	1,400.00	80.00
101-400-628.16	PRE-EMPLOYMENT FINGERPRINTS	290.00	210.00	150.00	150.00	235.00	20.00	(85.00)	156.67
101-400-628.17	CCW FINGERPRINT FEE	510.00	0.00	0.00	0.00	3,630.00	435.00	(3,630.00)	100.00
101-400-628.18	DRUNK DRIVERS ASSESSMENT	5,335.00	3,774.00	3,500.00	3,500.00	3,256.00	189.00	244.00	93.03
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	110.92	50.00	50.00	353.45	75.70	(303.45)	706.90
101-400-630.03	SALE BOOK	236.00	216.00	170.00	170.00	204.00	20.00	(34.00)	120.00
101-400-632.00	ADMIN/CRIME VIC RIGHTS ASST	96.39	54.12	0.00	0.00	91.00	0.00	(91.00)	100.00
101-400-633.00	TAX RECORDS SEARCH FEE	0.00	0.00	0.00	0.00	163.00	0.00	(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	8,567.00	12,500.00	12,500.00	9,142.00	1,125.00	3,358.00	73.14
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	4,035.00	6,000.00	6,000.00	4,050.00	150.00	1,950.00	67.50
101-400-656.01	ORDINANCE FINES & COSTS	17,103.74	11,205.44	15,000.00	15,000.00	12,998.88	2,170.03	2,001.12	86.66
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	5,440.83	8,500.00	8,500.00	7,082.39	678.41	1,417.61	83.32
101-400-665.01	T & A INTEREST	1,375.02	436.87	1,000.00	1,000.00	472.67	59.31	527.33	47.27
101-400-668.00	RENTS	62,200.08	38,666.72	62,242.00	62,242.00	38,666.72	4,833.34	23,575.28	62.12
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	0.00	(8,426.00)	100.00
101-400-673.01	CAMPING	0.00	0.00	0.00	0.00	105.00	0.00	(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	14,063.12	10,000.00	22,000.00	5,592.52	258.03	16,407.48	25.42
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	644.22	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	0.00	(77,024.44)	1,412.17
101-400-681.00	ELECTION REFUNDS	188.48	95.68	700.00	700.00	140.00	56.32	560.00	20.00
101-400-682.00	DATA PROCESSING FEES	20,864.02	2,390.00	18,500.00	18,500.00	5,125.00	125.00	13,375.00	27.70
101-400-682.01	PA BLOOD TEST REIMB	270.98	134.69	125.00	125.00	173.34	8.67	(48.34)	138.67
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	250.00	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	7,483.34	11,070.00	11,070.00	8,512.50	1,078.50	2,557.50	76.90
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 REIMB/INTERNAL TR	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	2,740.09	2,000.00	2,000.00	2,324.06	484.38	(324.06)	116.20
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	5,737.13	168.80	7,004.87	45.03

PERIOD ENDING 08/31/2016

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 08/31/2015	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	YTD BALANCE 08/31/2016	ACTIVITY FOR MONTH 08/31/16	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL COUNTY									
Revenues									
101-400-688.08	INMATE TELEPHONE	17,943.43	11,311.77	20,000.00	20,000.00	11,818.53	2,619.21	8,181.47	59.09
101-400-688.09	NON-REIMBURSABLE/REIMB	781.65	590.40	1,000.00	1,000.00	790.61	0.00	209.39	79.06
101-400-688.11	M.A.P.S.	7,851.99	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-400-688.15	SHERIFF PBT'S	2,574.00	1,883.00	2,100.00	2,100.00	410.00	46.00	1,690.00	19.52
101-400-688.17	POSTAGE REIMBURSEMENTS	104.29	81.23	100.00	100.00	31.40	11.53	68.60	31.40
101-400-688.19	SHERIFF DRUG SCREENS	0.00	0.00	0.00	0.00	99.00	0.00	(99.00)	100.00
101-400-690.00	INS & SURETY PREMIUM REFUND	62,571.00	0.00	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-400-695.00	CASH OVER/SHORT	(33.50)	(75.00)	0.00	0.00	59.24	0.00	(59.24)	100.00
101-400-696.00	INSURANCE PROCEEDS	8,114.95	8,114.95	0.00	19,300.00	19,300.00	0.00	0.00	100.00
101-400-698.00	MISC	363.16	189.58	0.00	0.00	416.82	0.00	(416.82)	100.00
101-400-699.00	FUND EQUITY	0.00	0.00	844,659.00	879,984.44	0.00	0.00	879,984.44	0.00
101-400-699.99	TRANSFER IN	180,612.26	88,447.41	185,121.00	225,921.00	152,076.21	0.00	73,844.79	67.31
TOTAL Revenues		11,530,933.59	4,234,225.27	11,807,216.00	11,939,543.17	4,214,653.33	1,874,674.79	7,724,889.84	35.30
Expenditures									
101	COMMISSIONERS	136,281.69	87,924.19	140,105.00	138,316.00	80,158.60	8,851.15	58,157.40	57.95
131	CIRCUIT COURT	283,106.83	188,343.73	295,165.00	300,857.00	179,813.28	19,703.66	121,043.72	59.77
136	DISTRICT COURT	570,103.47	355,761.71	602,809.00	624,693.00	393,072.14	46,878.13	231,620.86	62.92
139	VICTIM'S RIGHTS	69,697.13	43,512.00	78,795.00	80,396.73	50,942.12	6,091.65	29,454.61	63.36
145	JURY BOARD	6,337.19	5,913.40	10,810.00	10,810.00	5,895.37	533.35	4,914.63	54.54
148	PROBATE COURT	558,728.28	361,824.44	584,236.00	591,195.00	367,262.19	45,948.39	223,932.81	62.12
191	ELECTIONS	3,258.29	17,147.36	35,141.00	35,141.00	45,419.14	772.90	(10,278.14)	129.25
202	FINANCE DEPARTMENT	276,427.05	178,957.31	292,530.00	293,266.00	181,832.32	21,575.08	111,433.68	62.00
212	ADMINISTRATIVE OFFICE	204,238.27	130,939.82	213,530.00	213,356.00	130,165.08	15,251.62	83,190.92	61.01
215	CLERK/REGISTER	401,187.99	252,382.40	402,243.00	413,029.00	249,755.60	29,008.40	163,273.40	60.47
225	EQUALIZATION	232,729.60	154,123.14	266,097.00	256,361.00	149,887.84	21,289.87	106,473.16	58.47
228	INFORMATION SYSTEMS	209,963.81	118,352.62	292,652.00	295,287.00	160,336.31	14,221.31	134,950.69	54.30
229	PROSECUTING ATTORNEY	546,893.13	343,640.47	591,854.00	627,482.00	377,307.20	42,975.78	250,174.80	60.13
243	GIS	64,327.85	39,308.56	64,841.00	65,842.00	40,521.62	4,854.03	25,320.38	61.54
253	COUNTY TREASURER	205,643.77	126,750.30	215,511.00	215,863.00	142,296.14	27,070.46	73,566.86	65.92
260	TAX ALLOCATION BOARD	605.37	605.37	940.00	940.00	749.57	0.00	190.43	79.74
265	COUNTY MAINTENANCE DEPT	449,783.82	274,043.34	437,221.00	450,322.00	283,364.10	36,690.95	166,957.90	62.92
267	MAJOR EQ/BLDG IMP	37,339.18	21,808.35	167,000.00	108,211.92	11,199.82	(5,186.40)	97,012.10	10.35
270	HUMAN RESOURCE	4,983.87	1,186.46	5,325.00	5,325.00	2,599.09	307.00	2,725.91	48.81
275	DRAIN COMMISSIONER	3,570.44	2,766.96	5,890.00	5,890.00	2,012.31	6.42	3,877.69	34.16
284	COUNTY SURVEYOR	1,524.88	1,024.88	1,750.00	1,750.00	1,204.56	0.00	545.44	68.83
285	GENERAL COUNTY	447,693.36	342,866.79	480,913.00	480,913.00	332,783.57	31,378.31	148,129.43	69.20
301	SHERIFF	1,552,301.40	1,014,402.60	1,502,905.00	1,655,518.52	1,047,616.11	110,925.22	607,902.41	63.28
302	ORV ENFORCEMENT	16,743.81	14,822.83	25,283.00	27,941.00	18,912.03	4,540.94	9,028.97	67.69
325	CCE 911	431,111.60	323,377.40	431,362.00	431,362.00	323,193.10	4.96	108,168.90	74.92
331	MARINE SAFETY	94,691.24	61,649.72	98,067.00	115,126.00	63,660.68	8,649.79	51,465.32	55.30
332	SNO-MOBILE SAFETY *	8,499.70	8,499.70	25,787.00	9,412.00	9,010.33	0.00	401.67	95.73
333	SHERIFF SECONDARY ROAD PATROL	69,983.34	44,940.70	72,357.00	72,945.00	46,182.01	5,355.66	26,762.99	63.31
334	STONEGARDEN GRANT	31,225.82	31,225.82	14,300.00	14,300.00	13,861.51	0.00	438.49	96.93
335	SHERIFF - LOCAL GRANTS	8,490.10	5,996.08	9,806.00	9,885.00	6,664.57	1,576.30	3,220.43	67.42
337	SHERIFF-FEDERAL GRANTS	9,907.93	6,804.42	13,000.00	12,910.00	8,984.02	1,718.18	3,925.98	69.59
338	CANINE UNIT	15,838.98	14,063.12	10,000.00	10,000.00	5,592.52	258.03	4,407.48	55.93
351	CORRECTIONS/COMMUNICATIONS	1,469,577.82	910,658.27	1,464,379.00	1,512,301.00	919,204.39	104,664.39	593,096.61	60.78
412	PLANNING/ZONING DEPT	377,459.49	241,185.41	378,962.00	382,487.00	219,193.85	26,722.04	163,293.15	57.31
423	HOMELAND SECURITY EXERCISE GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
426	TRI-COUNTY EMERGENCY MANAGEMEN	59,732.02	31,570.47	79,907.00	79,907.00	41,069.14	13,992.35	38,837.86	51.40
428	L.E.P.C. DEPT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 08/31/2016

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2015	YTD BALANCE 08/31/2015	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	YTD BALANCE 08/31/2016	ACTIVITY FOR MONTH 08/31/16	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL COUNTY									
Expenditures									
430	ANIMAL SHELTER/DOG WARDEN	143,999.75	107,909.71	150,950.00	150,950.00	110,682.40	522.16	40,267.60	73.32
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	0.00	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	10,848.49	21,088.00	21,618.00	7,530.32	2,144.00	14,087.68	34.83
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
682	VETERANS	93,588.78	60,424.20	131,022.00	130,302.00	64,821.21	7,379.53	65,480.79	49.75
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	52,699.00	0.00	0.00	52,699.00	0.00
731	COUNTY MSU EXTENSION OFFICE	124,419.46	87,555.56	127,261.00	127,731.00	88,904.02	4,331.09	38,826.98	69.60
751	FAIR GROUNDS / EVENTS	20,975.45	16,978.61	36,716.00	36,806.00	15,316.87	5,463.11	21,489.13	41.62
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	9,821.21	13,750.00	13,750.00	9,900.65	160.39	3,849.35	72.00
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	460,675.39	1,014,106.00	1,014,106.00	338,291.73	45,336.17	675,814.27	33.36
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	0.00	49,739.15	73.54
TOTAL Expenditures		10,659,351.05	6,974,531.21	11,807,216.00	11,939,543.17	7,014,667.24	711,966.37	4,924,875.93	58.75
Fund 101 - GENERAL COUNTY:									
TOTAL REVENUES		11,530,933.59	4,234,225.27	11,807,216.00	11,939,543.17	4,214,653.33	1,874,674.79	7,724,889.84	35.30
TOTAL EXPENDITURES		10,659,351.05	6,974,531.21	11,807,216.00	11,939,543.17	7,014,667.24	711,966.37	4,924,875.93	58.75
NET OF REVENUES & EXPENDITURES		871,582.54	(2,740,305.94)	0.00	0.00	(2,800,013.91)	1,162,708.42	2,800,013.91	100.00

CASH SUMMARY BY FUND FOR CHEBOYGAN COUNTY

FROM 08/01/2016 TO 08/31/2016

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 08/01/2016	Total Debits	Total Credits	Ending Balance 08/31/2016
101	GENERAL COUNTY	3,700,876.04	2,237,801.54	1,022,845.39	4,915,832.19
102	FAMILY COUNSELING FUND	25,333.32	450.00	0.00	25,783.32
105	TERMINATION LIABILITY FUND	(7,189.77)	0.00	0.00	(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	62,466.00	62,466.00	0.00
111	PROBATION ENHANCEMENT FUND	13,988.27	300.00	117.84	14,170.43
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	1,994,356.57	611,545.64	857,027.04	1,748,875.17
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	(69,279.72)	93,959.99	86,077.41	(61,397.14)
217	AMBULANCE MILLAGE	141,032.40	18.18	27,504.33	113,546.25
220	DORIS REID BUILDING	59,593.11	7,275.39	2,626.79	64,241.71
226	RECYCLING	248,744.10	6,476.83	29,920.79	225,300.14
230	CELLULAR PHONE FLOW THROUGH	37,422.00	0.00	37,422.00	0.00
231	CCE 911 4% PHONE SURCHARGE	21,649.45	17,757.83	39,407.28	0.00
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	(8,204.84)	56,522.66	41,025.65	7,292.17
256	REGISTER OF DEEDS AUTOMATION	357,451.04	3,570.69	677.96	360,343.77
258	DISASTER CONTINGENCY FUND	10,000.00	0.00	0.00	10,000.00
260	SHERIFF'S WORK CREW PROGRAM	1,375.15	3,277.57	4,423.46	229.26
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	19,532.05	1,071.71	0.00	20,603.76
266	D.A.R.E.	3,224.29	0.00	0.00	3,224.29
267	DRUG COURT - ADULT - CIRCUIT	(8,171.40)	49,125.39	32,090.24	8,863.75
268	SOBRIETY COURT	12,510.54	610.00	451.86	12,668.68
269	COUNTY LAW LIBRARY	2,919.36	0.00	813.45	2,105.91
270	VETERANS ASSISTANCE FUND	22,983.19	0.00	100.00	22,883.19
276	SAYPA PROGRAM	75,105.65	13,291.24	13,221.81	75,175.08
277	SENIOR CITIZEN MILLAGE	424,709.09	36.35	80,923.25	343,822.19
281	CHEBOYGAN COUNTY HOUSING COMM-ESCROW	28,915.53	87.15	0.00	29,002.68
283	CHEBOYGAN COUNTY HOUSING GRANT	207,201.92	7,282.38	1,188.72	213,295.58
286	REVENUE SHARING RESERVE FUND	0.00	0.00	0.00	0.00
289	CHEB SOC SER - COUNTY FUNDS	11.32	0.00	11.32	0.00
292	CHILD CARE - FAMILY COURT	(68,749.38)	134,444.06	46,815.61	18,879.07
293	SOLDIERS RELIEF	(11.32)	11.32	0.00	0.00
294	VETERANS TRUST	(3,078.05)	5,584.16	1,350.00	1,156.11
297	SENIOR CITIZENS/BUSING FUND	0.00	0.00	0.00	0.00
299	DAV VAN	600.00	0.00	0.00	600.00
351	INVERNESS SEWER PROJECT	5,351.47	155,588.37	0.00	160,939.84
352	CTY ROAD CONST PROJECT DEBT SERVICE	228,097.18	18,019.98	0.00	246,117.16
401	CRT HOUSE PRESERVATION FUND	(16,642.96)	20.00	4,610.18	(21,233.14)
418	D.H.S. BUILDING FUND	34,466.52	1,566.66	47.40	35,985.78
422	DORIS REID BUILDING CAPITAL PROJECT	(22,411.46)	37.53	10,770.15	(33,144.08)

CASH SUMMARY BY FUND FOR CHEBOYGAN COUNTY

FROM 08/01/2016 TO 08/31/2016

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 08/01/2016	Total Debits	Total Credits	Ending Balance 08/31/2016
430	ANIMAL CONTROL CAPTIAL PROJECT FUND	(54,256.03)	34,200.00	836.25	(20,892.28)
450	CCE 911 DEVELOPMENT & CAPITAL FUND	299,177.96	0.00	0.00	299,177.96
509	COUNTY MARINA	146,292.24	93,021.97	102,506.52	136,807.69
516	100% TAX PAYMENT FUND	6,958,704.51	198,523.69	18,631.32	7,138,596.88
517	TAX FORCLOSURE FUND	167,488.39	6,917.56	6,940.69	167,465.26
561	COUNTY FAIR	(21,782.96)	207,409.49	134,696.62	50,929.91
588	STRAITS REGIONAL RIDE	(49,133.76)	231,882.95	102,403.42	80,345.77
595	JAIL COMMISSARY FUND	29,445.02	12,189.10	9,219.85	32,414.27
701	T & A ACCOUNT	1,019,111.74	4,201,576.86	3,722,036.07	1,498,652.53
706	FRIEND OF THE COURT	6,090.14	0.00	2,561.14	3,529.00
721	LIBRARY	56,957.93	17,291.90	0.00	74,249.83
760	DISTRICT COURT	265,319.44	5,177.67	0.00	270,497.11
764	INMATE TRUST FUND	10,681.43	47,325.56	44,934.90	13,072.09
802	REVOLVING DRAIN FUND	100.00	0.00	0.00	100.00
	TOTAL - ALL FUNDS	16,352,268.98	8,543,715.37	6,548,702.71	18,347,281.64

ADMINISTRATOR'S REPORT

10-11-16

BUDGET: Staff will distribute a draft copy of the line item section of the Budget at the end of the meeting as well as a Pension Report for Commission review prior to discussion at the October 25, 2017 Board Meeting.

TWP. ROAD PROJECT LOANS: Staff has begun working on provisions to develop a loan program to townships for road project funding as permitted under Act 77 of 2016. Staff has not identified that the provisions of the Act have been used within any other county within the State at this time.

CHILD CARE FUNDS: MAC has sent correspondence to the Director of the Michigan Department of Health and Human Services on behalf of Counties to address the delay of reimbursing Child Care Funds and drastic changes in eligibility determinations that have occurred within several Counties throughout the State. Although Cheboygan County has not experienced any major changes or detrimental eligibility determination rulings, Staff is concerned over the rule change that prevents reimbursement of allocated cost without an additional costly allocation plan and is concerned over reported determination changes that have resulted in charge backs within other Counties after being initially approved by the State. Staff will continue to work with MAC on this topic and keep the Board informed of future developments.

JAIL EXPANSION STUDY: Landmark Design Group has met with staff to begin development of the report to determine the feasibility of a Jail Expansion project to construct a kitchen facility to help control inmate meal cost as well as additional cell capacity and storage building area for sheriff department equipment. The report is scheduled to be completed by January 2017.

Cheboygan County
Board of Commissioners' Meeting

October 11, 2016

Title: Millage Appropriation Committee	
Summary: Recommendation from the Millage Appropriation Committee made at the September 26, 2016 and October 3, 2016 Meetings. Recommendation for Cheboygan County Council on Aging is the full request of $560,975. Recommendation for the Wawatam Area Seniors is the full request of $59,892. Committee had representatives of the Wawatam Senior Center provide the estimated number of members and non-members from Cheboygan County served provided prior to making recommendation at the October 3, 2016 Committee Meeting. Recommendation of the MSUE Project Fresh request is the full request of $8,000.	
Financial Impact: Cheboygan County Council on Aging - $560,975; Wawatam Area Senior Citizens, Inc. $59,892 and MSUE Project Fresh - $8,000 respectively. Funds to be appropriated from Senior Millage Fund. Estimated revenue from 2017 Senior Millage Tax Levy is $678,439. The total recommended appropriation to requesting agencies is $628,867 leaving a balance of $49,572 for capital expenditures. Projects scheduled for 2017 include fire alarm systems and parking lot seal coating.	
Recommendation: 1. Motion to approve the allocation of $560,975 from the Senior Citizens Millage Fund to the Cheboygan County Council on Aging. 2. Motion to approve the allocation of $59,892 from the Senior Millage Fund to Wawatam Area Senior Citizens, Inc. 3. Motion to approve the allocation of $8,000 from the Senior Millage Fund to MSUE Project Fresh.	
Prepared by: Jeffery B. Lawson	**Department: Administration**

Cheboygan County Senior Citizen's Millage

Application for Participation

2017

Applicant's Name: MSU Extension

DUE DATE: September 15, 2016

This Application must be used when requesting Senior Millage Funds

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

At a meeting of the governing Board of Cheboygan County Commissioners, the Board (check one):

☐ Adopted a policy

☐ Affirmed its policy of non-discrimination as follows:

"It shall be the policy of MSU Extension to provide equal membership/employment/service opportunities to all eligible persons, without regard to race, religion, disability, national origin, citizenship, age, gender, sexual orientation, marital status, political affiliation, and for employment only, height, weight, and record of the arrest without conviction."

I certify that the practices of this organization conform to the policy on non-discrimination stated above.

MSU Extension
Name of Organization

9/14/2016
Date

Dawn Contreras
Dawn Contreras, Ph.D.
Director, Health and Nutrition Institute
Michigan State University Extension

Date

Signature Clerk/Secretary

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

1. Name and address of agency.

MSU Extension
Name

825 S. Huron St., Ste. 5
Address

Cheboygan, MI 49721
City, State, Zip

2. Names, addresses and titles of Officers.

President/Chairman

Name

Address

City, State, Zip

Vice-President/Vice-Chairman

Name

Address

City, State, Zip

Secretary

Name

Address

City, State, Zip

Treasurer

Name

Address

City, State, Zip

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

3. Names and addresses of the Board of Directors of the governing body.

Director: Health and Nutrition Institute
Dawn Contreras
Name

446 W. Circle Drive, Room 166 Ag Hall
Address

East Lansing, MI 48824
City, State, Zip

Director
Name
Address
City, State, Zip

District Coordinator
Lisa Anderson
Name

800 Livingston Blvd., Ste 4A-2
Address

Gaylord, MI 49709
City, State, Zip

Director
Name
Address
City, State, Zip

Director
Name
Address
City, State, Zip

Director
Name
Address
City, State, Zip

Director
Name
Address
City, State, Zip

Director
Name
Address
City, State, Zip

Director
Name
Address
City, State, Zip

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

4. Submit a copy of the organization's Articles of Incorporation or other formative documents identifying the organization as a non-profit entity. **Please see attachment.**

5. Provide organizational structure/chart. **Please see attachment.**

6. State the purpose and/or objectives of your program. (Attach additional page if necessary)

   Senior Project FRESH/Market FRESH (SPF) provides older adults who qualify with unprocessed, Michigan-grown produce from authorized farmers markets and roadside stands throughout Michigan. This program is free for both participant and the farmer. Please see attached description.

7. Identify how the proposed project will provide activities or services directed toward the improvement of the social, legal, health, housing, educational, emotional, nutritional, recreational, or mobility status of individuals over 55 in Cheboygan County.

   SPF provides increased access to fresh fruits and vegetables for low-income seniors over 60 which is a health benefit for an aging population. Seniors who apply for SPF are required to attend a nutrition education class to receive SPF booklets and instructions on how and where to use the coupons.

8. Submit written Business Plan with Application. N/A

9. Identify potential funding sources and projected amount of funding.

Cheboygan County Senior Citizens Millage	**$8,000**
	$
	$
	$
	$
	$
	$

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

10. For each service you provide, please provide the following information:

	2015		2016	
SERVICE PROVIDED	***Total Services***	***Number of Clients (Unduplicated)***	***Total Services***	***Number of Clients (Unduplicated)***
Senior Project FRESH coupons	489 books distributed	**489 Seniors**	508 books distributed	**508 Seniors**

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

11. Does the entity request participants/clients to be members of the program?

Yes ☐ **No** ☒

11a). If yes, describe criteria for membership and indicate total number of members.

11b). Are non-members allowed to participate?

Yes ☐ **No** ☒

12. Does your entity provide congregate and/or Meals-On-Wheels? If yes, provide the following: **NO**

	# Served Annually	Average Donation/Meal	Cheboygan County Residents Served
Congregate Meals		$	
Meals-On-Wheels		$	

13. Does your program provide any other type of food assistance? If yes, describe the assistance and provide data to substantiate the benefit.

NO but we make local resource information available to seniors who might need them.

14. How are your services, for each service provided, evaluated for quality?

The State of Michigan Offices to the Aging (OSA) provides specific guidelines that are subject to an audit from the OSA program director's office.

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

15. List the number in each category of professional, technical, clerical, maintenance, etc. and indicate whether full or part-time. If you have a specific salary range, please list. (Attach additional sheet if necessary) N/A

Category	Full-Time	Salary	Part-Time	Salary
Management				
Technical				
Clerical				
Kitchen				
Client Support Services				
Maintenance				

16. If there are auxiliaries or affiliated organizations whose activities contribute to the programs or support your agency, provide the information below:

Cheboygan County United Way is the Market Master for SPF, Wolverine Senior Center is the Lead Agency and the following provide classroom space for education and distribution:
Dist. 4 Health Dept, Cheboygan Senior Center, Wolverine Senior Center.
Dedicated volunteers help with distribution and data entry.
The Cheboygan Fraternal Order of Eagles Ladies Auxiliary and the Cheboygan Lioness Club donated funds for Senior Project FRESH to purchase more coupon books.

17. If the agency has an arrangement for the purchase of its service, or provision of service by contract from governmental or voluntary agencies, describe for what purpose, from whom, and the cost.

Provider	Purpose	Cost
Michigan Office of Services to the Aging	Wolverine Senior Center – Lead Agency	$ 0.00
Michigan Office of Services to the Aging	Cheboygan County United Way – Market Master	$0.00
Michigan Office of Services to the Aging .	MSU Extension – Nutrition Education and support for Senior Project/Market FRESH	$0.00
		$
		$
		$

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

18. **NEW APPLICATION TO COORDINATE WITH FUND REQUEST**

REVENUE	Last Year Actual-2015	This Year Budgeted-2016	Next Year Proposed-2017
Allocation from Senior Millage	$7,000	$7,500	$8,000
Meal Donations			
General Donations: Lioness Club FOE Ladies Auxiliary	 $500 $100	 $500 $100	 $500 $100
Government Agencies			
Other			
Other			
Other			
Contributions: Carry over funds: State of Michigan OSA/USDA – 100 books each county	 $940 value (47 books) $2000 value	 $780 value (39 books) $2000 value	 $800 (40 books) $2000 value
Special Events			
Legacies			
Associate Organizations			
Other Senior Programs			
Grants from Government Agencies			
Dues			
Service Fees			
Sale of Material			
Investment Income			
Miscellaneous			
Other-Describe			
Other-Describe			
Other-Describe			
TOTAL REVENUE	$10,540	10,880	11,400

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

EXPENSES	Last Year Actual	This Year Budgeted	Next Year Proposed
Management Salary			
Staff Salary			
Employee Benefits			
Payroll Taxes			
Professional Fees - Legal			
Professional Fees - Acct.			
Professional Fees - Other			
Supplies			
Telephone			
Postage / Shipping / Administrative supplies	$750	$750	$750
Occupancy			
Rental & Equipment Maintenance			
Printing & Publishing			
Travel			
Conferences & Meetings			
Special Assistance to Individual			
Dues			
Awards & Grants			
Miscellaneous			
Pay Affil. Organization			
Board Designated Future			
Other-Describe: Purchase of SPF Coupon Booklets	$9,790	$10,130	$10,650
Other-Describe			
Other-Describe			
Other-Describe			
Other-Describe			
Other-Describe			
TOTAL EXPENSE	$10,540	$10,880	$11,400

MICHIGAN STATE UNIVERSITY | Extension

DIRECTOR'S OFFICE ADMINISTRATIVE LEADERSHIP

Jeff Dwyer - Director
Patrick Cudney - Associate Director

AGRICULTURE & AGRIBUSINESS INSTITUTE
Ron Bates

- Animal Agriculture
- Business Management
- Field Crops
- Fruit
- Consumer Horticulture
- Ornamental Horticulture
- Vegetable

CHILDREN & YOUTH INSTITUTE
Julie Chapin
Jacob DeDecker

- Career Exploration & Workforce
- Capacity Building
- Academic Success
- Leadership & Civic Engagement

GREENING MICHIGAN INSTITUTE
Dave Ivan

- Community Food Systems
- Entrepreneurial Development
- Finance & Housing
- Government & Public Policy
- Leadership & Community Engagement
- Natural Resources
- Tourism

HEALTH & NUTRITION INSTITUTE
Dawn Contreras
Deanna East

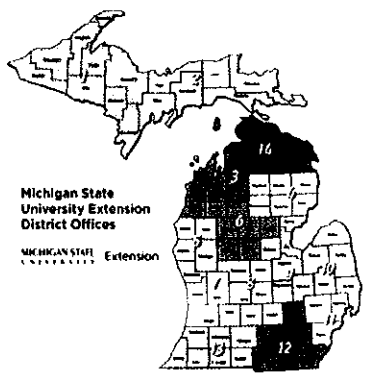
- Food Safety
- Disease Prevention & Management
- Nutrition & Physical Activity
- Social & Emotional Health
- Health Research

DISTRICT COORDINATORS

1. Paul Putnam
2. James Lucas
3. Jennifer Berkey
4. Kelley Hiemstra
5. Michael Krauch
6. Shari Spoelman
7. Betty Blase
8. Donald Lehman
9. Diane Smith
10. Joseph Bixler
11. Richard Wooten
    Edward Scott (assoc)
12. Matthew Shane
13. Julie Pioch
14. Lisa Anderson

ORGANIZATIONAL DEVELOPMENT

- Business Office
- Human Resources
- Communications
- Diversity
- Events Management
- Professional Development
- Planning, Reporting & Evaluation
- Marketing
- Technology



December 2015

STATE OF MICHIGAN
DEPARTMENT OF ATTORNEY GENERAL

STANLEY D. STEINBORN
Chief Assistant Attorney General

FRANK J. KELLEY
ATTORNEY GENERAL

LANSING
48913

P. O. Box 30214
Lansing, MI 48909

Telephone: (517) 373-1152

May 14, 1991

Mr. Bruce Smith
210 Agriculture Hall
Michigan State University
East Lansing, MI 48824

Dear Mr. Smith:

Please be advised that 4-H entities and home economics programs which are under the supervision and control of Michigan State University through its Cooperative Extension Service are not required to register as a charitable trust under 1961 PA 101 or be licensed to solicit donations under 1975 PA 169. Michigan State University is an educational institution exempt from the Charitable Trust and Charitable Organizations and Solicitations Acts.

It should be noted that any professional fund raisers with whom the organizations contract for fund raising services are required to be licensed by our office.

I trust this information will be of assistance to you. Should you have any additional questions regarding the Charitable Trust Section's reporting requirements, please feel free to contact our office at the address and phone number listed above.

Very truly yours,

FRANK J. KELLEY
Attorney General

Nancy E. Hart

Nancy E. Hart
Administrator
Charitable Trust Section

neh
HART/5-Smith

MAY 16 1991

MICHIGAN STATE
UNIVERSITY

Attachment to form 990 inquiry
Federal Identification number: 38-6005984

Michigan State University was not required to file Form 990 for the year ended June 30, 2000 or any other year.

Michigan State University is not required to file Form 990 pursuant to Section 1.6033-2(g)(1)(v) of the Internal Revenue Service Regulations by virtue of being a "state institution, the income of which is excluded from gross income under IRS code section 115(a)."

Michigan State University is a political subdivision of the State of Michigan under Article VIII of the Constitution of the State of Michigan, which established Michigan State University as a body corporate.

OFFICE OF THE
CONTROLLER
Office of Financial
Analysis
Michigan State
University
94 Administration
Building
East Lansing, MI
48824-1046
517/355-5029
X: 517/353-1706

MICHIGAN STATE
UNIVERSITY
EXTENSION

June 14, 2005

To Whom It May Concern:

You have requested an official acknowledgment on the part of Michigan State University (MSU) that the University is the fiscal agent for MSU Extension Cheboygan County.

This correspondence will serve as verification that MSU is indeed the fiscal agent for said county Extension office. Our tax identification number is: 38-6005984.

We sincerely appreciate your support of MSU Extension and 4-H Youth Development programs.

Sincerely,

Thomas G. Coon, Director
MSU Extension

TC:pb

ISU EXTENSION
Office of the Director
Michigan State University
108 Agriculture Hall
East Lansing, MI
48824-1039
517/355-2308
FAX: 517/355-6473
l: msue@msue.msu.edu
eb: http://msue.msu.edu

State University Extension
d materials are open to all
ard to race, color, national
er, religion, age, disability,
beliefs, sexual orientation,
tal status, or family status.

Michigan State University,
artment of Agriculture and
counties cooperating.

U is an affirmative-action,
al-opportunity institution

MICHIGAN STATE UNIVERSITY | Extension

September 5, 2016

OUR MISSION

Michigan State University Extension helps people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities.

MSU EXTENSION

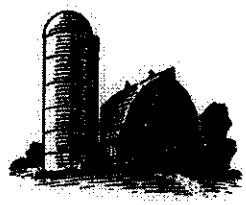
Doris Reid Center
825 S. Huron St. #5
Cheboygan, MI 49721

231-627-8815
Fax: 231-627-8408
www.msue.msu.edu

MSU is an affirmative-action, equal-opportunity employer. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status.

MSU is an affirmative-action, equal-opportunity employer.

Senior Project FRESH/Market FRESH 2016



The Senior Farmers Market Nutrition Program, known as Senior Project FRESH/Market FRESH in Michigan, provides older adults who qualify with unprocessed, Michigan-grown products from authorized farmers markets and roadside stands throughout Michigan.

The program is free for both the participant and the farmer, truly a win-win for Michigan farmers and older adults.

Senior Project FRESH/Market FRESH originates from US Dept. of Agriculture (USDA) funding. It is part of the Senior Farmers Market Nutrition Program. These federal dollars come out of the federal Farm Bill. The program was designed to benefit both farmers and seniors.

To qualify, and older adult must be:

- 60 years of age or older
- Have a total household income of 185% of poverty or less
- Live in the county where the coupons are issued

****

185% of Federal Poverty Guidelines
Effective from July 1, 2015 to June 30, 2016

HOUSEHOLD	ANNUAL	MONTHLY	TWICE-MONTHLY	BI-WEEKELY	WEEKLY
1	$21,775	1,815	$ 908	$ 838	$419
2	29,471	2,456	1,228	1,134	567
3	37,167	3,098	1,549	1,430	715
4	44,863	3,739	1,870	1,726	863
5	52,559	4,380	2,190	2,022	1,011
6	60,255	5,022	2,511	2,318	1,159
7	67,951	5,663	2,832	2,614	1,307
8	75,647	6,304	3,152	2,910	1,455
For each additional family member add:					
	+7,696	+642	+ 321	+296	+148

Cheboygan County

2016 Project FRESH Markets

Cheboygan Farmers Market:
Opera House Parking Lot—if rain Festival Square
Saturdays 8-1

Fleetwood Inn Parking Lot:
Next to Walgreens on Main St
Wednesdays 9-2

Indian River Grower's Market:
Vivio's Parking Lot (4531 S. Straits Hwy)
Tuesdays and Saturdays 9-1

Onaway Farmers' Market:
Next to the Post Office
Tuesdays 2-6

United Way 231-627-2288

MSU Extension—231-627-8815

MSU is an affirmative-action, equal-opportunity employer. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status.

2016 Project Fresh Farmers—Cheboygan County

Steve Socolovitch 5076 Polish Line Rd. Cheboygan 627-6487	**Harvest Moon Farms** Steve Woiderski N. Riggsville Rd. ½ mile past high school 627-5330 Fri-Sat-Sun 8-6	**Lynda Tracey** 6772 Indian Trail Rd Cheboygan 627-4610
Sorensen Farm Susan Sorensen 5420 Polish Line Rd. Cheboygan 627-4034 Open daily	**Mary's Grow To Order** Mary Whaley 6940 Menominee Cheboygan 627-9277	**Lowell Beethem** 5167 Riggsville Rd. Cheboygan 627-3337 or 290-3337 Daily 9-9
Leon Brown 8470 Galbraith Rd. Cheboygan 625-2120	**Golden River Orchard** Steve Crusoe 2535 White Cedar Rd. Cheboygan 625-2566	**Sharone Jewell** 3955 Mullett-Burt Rd. Cheboygan 627-2524
Liz Sachtleban 15575 Hebron Mail Route Cheboygan 231-597-8049 or 290-3033 Daily – please call first	**Farmer Brown** Jerry Brown 2150 Brown Rd. Indian River 231-625-2621 or 330-1724	**Henry Pryzynski** 218 North St. Cheboygan 627-3645
Robert Bannantyne 9042 S. River Rd. Cheboygan 625-2794	**Bur Farms & Sandel Honey Farmers** **Eileen Bur** 4010 Riggsville Rd., Cheboygan 627-5955 Open Daily	**Kayln Stokes** 8543 Galbraith Rd. Cheboygan 625-2815 or 420-2594
Dave Deeter 8325 Galbraith Rd. Cheboygan, MI 231-420-8117	**Green Thumb Gardens** Mel Eno 3765 Mann Rd., Cheboygan 625-9903	**Paul and Susan Brooks** 11374 W. Hill Road Cheboygan 597-9510
Robiadeks, Caleb, Gage, Xavier 6743 N. Straits Hwy, Cheboygan 627-9121	**Harvest Thyme Farm** Brendan Prewitt 4795 Polish Line Rd., Cheboygan 420-2656	**Abbie Easter** 3580 Little Canada Rd. Cheboygan 231-445-2110
Farmer Brown's Market Anita Ginop—231-622-1188 11695 W. M-68, Alanson M-Sat 9-5:30	**Ellen Chunko** 2258 Old School Rd. Indian River 238-1297	**J & J Produce** John Stiles and Joslyn Ganske Corner of M-68 & Black River Rd. 231-357-5158 Daily 9-6
Saundra Klockziem 2350 Mc Michael Rd. Alanson 231-548-5227	**Roland Lownsberry** 2025 Osman Rd, Afton 989-619-4809 or 495-6834	**M-211 Merchantile** 2036 N. M211, Onaway 989-733-4274 Open daily 10-5 (Sunday 10-4)
Keith Ronk 3201 McMichael Rd., Alanson 231-548-5352 or 420-6797		**Bill's Farm Market** 4450 E. Mitchell Petoskey 231-347-6735

Application for Participation in the

Cheboygan County Senior Citizen's Millage

2017

WAWATAM AREA SENIOR CITIZENS, INC

DUE DATE September 15, 2016

This Application must be used when requesting Senior Millage Funds

AFFIRMATION OF NON-DISCRIMINATION

At a meeting of the governing Board of WAWATAM AREA SENIOR CITIZENS, INC. the Board ( ) adopted a policy (x) affirmed its policy of non-discrimination as follows:

"It shall be the policy of WAWATAM AREA SENIOR CITIZENS INC. to provide equal membership/employment service opportunities to all eligible persons, without regard to race, religion, color, national origin, citizenship, age, sex, marital status, political affiliation, and for employment only, height, weight, and record of arrest without conviction."

I certify that the practices of this organization conform to the policy of non-discrimination stated above.

WAWATAM AREA SENIOR
CITIZENS, INC.
Name of Organization

9/14/16
Date

Erwin R Barrett
V. President or other authorized official

9/14/16
Date

Lorie Aytell
Signature Clerk/ Secretary

1. Name and address of agency.

Wawatam Area Senior Citizens, Inc.
P.O. Box 615 205 Cedar Street
Mackinaw City, MI 49701

2. Names, addresses and titles of officers.

President: David Potter
7656 Crooked River Road
P.O. Box 221
Brutus, MI 49716
231-881-0501
potsi047@gmail.com

Vice-Pres: Ervin Barrett
217 E. Sinclair Street .
Mackinaw City, MI 49701
231-436-5568
231-303-4879
Ebarrett68@gmail.com

Secretary: Lorie Axtell
P.O. Box 46
Mackinaw City, MI
989-529-0752
crowtreephotography@gmail.com

Treasurer: Diane Fry-Robbins
P.O. Box 238 11164 Cecil Bay Road
Mackinaw City, MI 49701
231-420-6079
dianefry@sbcglobal.net

3. Names and addresses of Board of Directors of governing body. List any additional persons actively interested in your agency program or operation. You may list here, or attach a list.

Charles Walters
107 Farley Street
Mackinaw City, MI 49701
231-436-7332
chwalte@sbcglobal.net

Raymond Mularz
6667 Barbara Street
Indian River, Mi. 49749
989-423-5039

Ralph Rehmer
30122 W. US 23
Cheboygan, Mi. 49701
Warthog.axman@gmail.com

Mario Rodriguez
P.O. Box 1101
Mackinaw City, Mi. 49701
231-436-5457
989-392-6585
rodriguez9932@yahoo.mail

Joan Mallory
3925Pointe Drive
Carp Lake, Mi. 49718
231-537-4611
Bazm21@gmail.com

4. Submit a copy of the organizations Articles of Incorporation or

Other formative documents indemnifying the organization as a non-profit entity.

Attached is the 501(c) (3) verification from IRS

5. Provide organizational structure/chart.

The Board of Directors is a working board. The President, Vice President, Secretary and Treasurer working together to set the agenda. The Secretary handles correspondence and keeping of the records and the minutes, The Treasurer is responsible for handling of all the funds, account payables, payroll and quarterly taxes, 990 Federal tax report.

6. State the purpose and /or objectives of your program.

The purpose for which this organization was created in 2008 is to provide services but not be limited to, nutritional meals in a non-commercial setting, social activities, health awareness and education, and active therapy to Senior Citizens, age 55 and over, who are year-round residents, summer residents or visitors to Northern Michigan.

7. Identify how the proposed project will provide activities or services directed toward the improvement of the social, legal, health, housing, educational, emotional, nutritional, and recreational or mobility status of individuals over 55 in Cheboygan County.

The **Wawatam Area Senior Citizens,** is a not-for-profit agency, having received its Letter of Determination from the IRS dated December 31, 2008 for Tax Exempt Status under Section 501(c)(3) of the Internal Revenue Code. The purpose of our organization is to provide services to our senior citizens, 60 years and older, which include, but are not limited to,

a) serving congregate meals five days per week, for a confidential and voluntary cost to the participants and in a friendly, non-commercial setting;

b) schedule professional health care providers who can administer inoculations against illnesses such as influenza, shingles etc;

c) schedule health care providers who can perform foot care clinics, hearing clinics, vision screening, diabetic screenings, conduct gentle exercise classes, including, possibly even Yoga;

d) provide free services such income tax return assistance;

e) provide and promote a camaraderie spirit among the seniors by offering educational and entertaining programming for their enjoyment;

f) maintain a clean and safe environment for seniors to come together for the purpose of social interaction.

g) seniors have the benefit of computers, people working together putting puzzles together, playing euchre and cribbage-there are also books for seniors to share..

In the past years we have been able to purchase equipment which has allowed a variety of social programs held at the center on an informal basis, such as a wide screen TV, Wii games, Video/DVD equipment, and various games, etc The Wawatam Board recognizes the importance of having the tools in place to raise the funds necessary to carry out the desired programs as described above. By the same token, these tools dealing with recreation are purchased with funds raised through memberships and fundraising events, and not from millage funds or congregate meal funds.

The constituencies we serve make up a large percentage of the population in the rural areas of Northern Michigan.

8. Submit Written Business Plan, Budget and Audit with Application.

Our budget January 1, 2017 to December 31, 2017. Attached..
Our business plan is basically the same as previous years .
Audit was completed for 2015 and forwarded to both counties.
Hill, Schroderus-of Petoskey, Michigan did our audit and it has been forwarded to you.

9. Identify potential funding sources and projected amount of funding.

We receive Senior Millage from Emmet County for the three northern townships of Wawatam, Bliss and Carp Lake and Cheboygan County for Mackinaw Township. Village of Mackinaw provides promotion on their web site and labor from their Department of Public Works. The Lions Club of Mackinaw whose members renovated our building, continue to offer their services through donations and in-kind maintenance and repair services. Memberships, 50/50 drawings, euchre tounments, donations and cribbage are also sources of funding.

10. For each service you provide, please provide the following information:

Service	2014 Total services	2014 Number of Clients	2015 Total services	2015 Number of Clients
Congregate Meals	12138		12274	
Euchre		41		52
Cribbage	299	24	312	28
Puzzle	264	8	289	10
Computers	346	15	398	18
Library		52		65
Foot Care	77	13-17	80	13-17

11. Does the entity request participants/clients to be members of the program?

No—but a membership will entitle you to vote for the Board of Directors.

11a. Describe criteria for membership and total number of members.

Membership fee is $6.00 per person. Membership is open to all. We have 163 members.

11b. Yes- non- members can participate.

12. Does your entity provide congregate meals and /or Meals on /Wheels? If yes, provide the following. No Meals on Wheels. Take –out meals picked up by clients are available.

	# Served Annually	Average Donation/meal	Cheboygan Co. Residents Served
2015 Congregate Meals	12,274	$2.94	3635
2016(to date)	9445	$3.04	3278

13. Does your program provide any other type food assistance? If yes, describe the assistance and provide date to substantiate the benefit.

No

14. How are your services, for each service provided, evaluated for quality?

Congregate Meals are evaluated by number of return visitors, Comments to Board Members and overheard comments. New people introduced to our center by word-by-mouth, by individuals interested in becoming members and stepping forward to volunteer their time for the organization.

Food Care is being used and new people are using it.

Cribbage-Average of 5 tables weekly.

Euchre-- Played daily after meals.

Computers—used daily.

Puzzles—Worked Daily

Books being brought in and taken home.

15. List the number in each category of professional, technical, clerical, maintenance, etc. and indicate whether full or part-time. If you have a specific salary range, please list.

Management	Volunteer- Board of Directors	
Technical	Contracted as needed	
Clerical	Volunteer	
Kitchen	Full Time	13.60/9.45 per hr.
Client support services	Volunteer	
Maintenance/Janitor	Part-time	8.65

We employ one full time Head Cook who works for a salary of 27,500.00 per year. We employ a full-time assistant cook for 40 hours per week at $9.45 per hour, and a part-time janitor at $8.45 per hour. In addition we have volunteers who help in the dinning room and dishwashing.

16. If there are auxiliaries or affiliated organizations whose activities contribute to the programs or support you agency, provide the information below.

We are not affiliate of any organization. We operate on our own 501 (c) (3) tax exempt status. Nor do we have an organized auxiliary support group other than dues-paying members, However, within our community we have the following entities which support our organization both in contributions and in-kind service..

Village of Mackinaw City
Mackinaw re Chamber of Commerce
Mackinaw Lions Club
Mackinaw City Woman's Club
American Legion Post #159
Area Churches
Many downtown businesses

17. If the agency has arrangements for the purchase of its service, or provision of service by contract from governmental or voluntary agencies, describe what purpose, from whom, and the cost

No arrangements-no purchases

18. NEW APPLICATION TO COORDINATE WITH FUND REQUEST

REVENUE	LAST YEAR ACTUAL 2015	THIS YEAR BUDGETED 2016	NEXT YEAR BUDGETED 2017
Allocation from Senior Millage: Emmet County Cheboygan County*	103,657	106,608	104,208 44316 59892
Revenue All Sources	36154	35100.	38532
4000 Contributions	3390	700	1400
4200 Special Events	60	4200	4800
4300 Legacies	-0-	-0-	-0-
4600 Associate Organizations	N/A	-0-	-0-
4700 Other Senior Programs	N/A	N/A	N/A
5000 Grants from Govt	0	0	0
6000 Dues	675	620	900
6200 Service Fees	N/A	N/A	N/A
6300 Sale of Material	N/A	N/A	N/A
6500 Investment Income	N/A	N/A	-0-
6900 Miscellaneous	3509	265	291
TOTAL REVENUE	145,767	149,199	150,455

EXPENSES	LAST YEAR ACTUAL 2015	THIS YEARS BUDGETED 2016	NEXT YEAR'S BUDGETED 2017
7000 Salaries	53291	55680	56780
7100 Employee Benefits (MESC & Worker's Comp)	1625	2296	2000
7200 Payroll Taxes	3988	3099	4628
8000 Professional Fees	500	3000	3000
8100 Supplies (Food/Kitchen)	55230	5116	56130
8200 Telephone	478	468	600
8300 Posting & Shipping	128	245	331
8400 Occupancy	12012	13929	17057
8500 Purchase & Maintenance of Equipment	5879	8446	6896
8600 Printing/Publishing	167	200	200
8600 Travel	-0-	-0-	-0-
8800 Conference & Meetings	-0-	-0-	-0-
Special Assistance	3637	0	0
Dues	775	0	0
9100 Awards & Grants	N/A	N/A	N/A
9400 Miscellaneous*	5495	1814	2509
9691 Affiliate Organization	N/A	N/A	N/A
TOTAL EXPENSE	143205	140293	150131
TOTAL REVENUE	145767	140293	150131

*Office Supplies, Fundraising Expenses, Business Expenses, Licenses & Permits; Program Services: Needs Assessments, Hearing Clinics. ; Recreation Programs and Outreach Programs.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: DEC 31 2008

WAWATAM AREA SENIOR CITIZENS
PO BOX 632 205 CEDAR ST
MACKINAW CITY, MI 49701

Employer Identification Number:
30-0484278
DLN:
308301003
Contact Person:
ZENIA LUK
ID# 31522
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
April 9, 2008
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

WAWATAM AREA SENIOR CITIZENS

Sincerely,

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC

19.Has the information on this application form been submitted to and approved by the governing board of your organization?

YES – Board Meeting on June2, 2016

Has the governing body authorized the filing of this application?

YES – Board Meeting On June 2, 2016

The applicant hereby affirms that the information submitted in this application is true and accurate, and recognizes that Cheboygan County is relying on the truth and accuracy of the statements and information provided in this application in making decisions to appropriate county resources. The applicant further certifies that it is in compliance with all federal, state and local laws, and that it will continue to so comply throughout the term of any grant awarded as a result of this application. The applicant further states that it will cooperate with the county, its auditors, attorneys, and staff in providing any information sought with regard to the use and expenditure of county resources resulting from this application. The applicant understands that incomplete or inaccurate information provided pursuant to this application, or any violation of this paragraph may be grounds for termination of any grant of resources from the County. This paragraph shall be incorporated with or without reference in any grant awarded by Cheboygan County pursuant to this application.

Submitted by: WAWATAM AREA SENIOR CITIZENS, INC.
(Agency)

By: Erwin R Barrett V.PRESIDENT
Date September 14, 2016

Wawatam	Senior Citizen		2017	BUDGET										
Income:		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
Private Support														
	Donations	100		100		100	100	100	100	100		100		800
	Memorials	25		200	200	25			25		100	25		600
	Other					30	80	105			26	50		291
COUNTY MILLAGE														
	Cheboygan County	4991	4,991	4,991	4,991	4,991	4,991	4,991	4,991	4,991	4,991	4,991	4,991	59,892
	Emmet County	3693	3,693	3,693	3,693	3,693	3,693	3,693	3,693	3,693	3,693	3,693	3,693	44,316
Congregate Meals		2756	2,756	3,000	3,300	3,400	4,000	4,000	4,100	3,200	3,300	2,520	2,200	38,532
Membership Dues		50	50	50	50	50	50		50	50	50	125	45	900
Fundraisers		400	400	400	400	400	400	400	400	400	400	400	400	4800
Totals:		12,025	11,900	12,444	12,644	12,759	13,384	13,349	13,369	12,444	12,570	11,899	11,344	150,131
Expenses:														
Facilities														
	Bldg Maint/Repairs			1,200				200			1,200		200	2,800
	Equip Maint/Repairs	100	100			100		100	100			100		600
	Disposal Service	52	52	52	52	52	52	52	52	52	52	52	52	624
	Consumers Energy	450	450	450	450	550	600	850	850	850	700	450	450	7,100
	DTE Energy	350	350	350	300	125	125	125	125	125	120	300	350	2,745
	Water/Sewer	120			120			120			120			480
	Water Testing - DEQ									130				130
Operations														
	Postage/Mailings	49			34		150		49		49			331
	Office Supplies	100	84	50	100	50	84	50	50	50	50	100	84	852
	Misc. Business Exp.	99	45	30		45	30	45	45	30	50	45	102	777
	Telephone	50	50	50	50	50	50	50	50	50	50	50	50	600
	License Fees				20							260		280
	Cable	49	49	49	49	49	49	49	49	49	49	49	49	588
Philanthropic								100						100
Advertising/Promotion				100				100						200
Fundraising Expense			25			25			25			25		100

Page 2			JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUUST	SEPT	OCT	NOV	DEC		
Wawatam Area Senior C		Citizens	P	Proposed Bu	et 2017											
Special Events				75	75					100		75			75	400
Head Cook				2200	2,200	2,200	2,200	3,300	2,200	2,200	2,200	2,200	3,300	2,200	2,200	28,600
Assistant Cook				1520	1,520	1,520	1,520	2,080	1,520	1,520	1,520	1,520	1,542	2,080	1,520	19,860
Janitor/Coo	j			640	640	640	640	960	640	640	640	640	960	640	640	8,320
Food Products				2990	3,140	3,160	3,270	4,200	5,750	4,360	5,470	5,200	4,750	3,860	3,780	49,930
Disposable Supplies				130	130	130	150	150	150	150	150	150	150	130	130	1,700
Janitorial Supplies				75	75	75	75	75	75	75	75	75	75	75	75	900
Kitchen Equip/Non-Disposables				300	300	300	300	300	300	300	300	300	300	300	300	3,600
PROFESSIONAL SERVICE		/AUDIT			3,000											3,000
																-
Liability Insurance										1,990						1990
Workers Comp Insurance														1,600		1600
Capital Acquisitions																
	Appliances															
	Equipment							600						750		1350
	Furnishings			250	250	250	250	250	250	250		250	250	250	250	2,750
	Program Equip.					125					250				250	625
Payroll Liabilities																-
	FICA Medicare			356	356	356	356	534	356	356	356	356	356	534	356	4,628
	MESC				132			30			107			27		400
Miscellaneous		LEASE		167	167	167	167	167	334	167	167	167	167	167	167	2,171
Totals				10122	14,035	11,254	10,103	14,537	12,715	13,949	13,475	12,269	14,290	14,044	11,080	150,131.00
Surplus/(Deficit)																

Some the people who live in Emmet Co but pay large tax on their businesses in Cheboygan Co.

Bob & Gerry Glenn	Mackinaw Clothing
Paul Stemkoski	Lana Quaily
Sharon Zulski	Fred Downing
Jeff Hingston	Susie Yoder
Devon Anderson--5 shops	Rob Hunt
Jay, Faye Stilwell	Dan Dann
Kelly Alexander	Brian Parker
Jeff Alexander	Jerry Loveland
Dean Schreems	Greg Teysen
Joe Ostrom	Dennis Mikus
Paul Michelak	Bill Shelper
Robert Barra	Nick Jaggi

CAPITOL IMPROVEMENTS

Chairs-100	
Additional Parking	
Blacktop	
Repair building around foundation	$2,300.00
Countertops in kitchen(Health Department)	$1,375.00

Additional expenses-- Audit required by the counties

Cheboygan County residents participate in our euchre tournaments, Cribbage league, lending library, use of computers.

WAWATAM AREA SENIOR CITIZENS INC.
205 Cedar Street P.O. Box 5 615
Mackinaw City, Mi. 49701

All members of the Wawatam area Senior Citizens in 2015 163

Paid members of Cheboygan County-- All townships 89

I took 3 days-September 23, 25, and 30th and counted all clients (not members) to attended the meals 59

As of Sept 30, 2016

Total served since 1/1/2016 10, 905 Cheboygan Co. 3839

If we serve the same as last Oct-Nov. and Dec 13689 Cheboygan Co. 4678

Total Served in 2015 12,274 Cheboygan co. 3634

Anticipated Increase Total Served 1415 Cheboygan Co. 1044

Wawatam Area Senior Citizens, Inc.
Minutes of Board Meeting Sept 1, 2016 at 6:15pm
Dan Russell Lion Building, Mackinaw City, Mi. 49701

Meeting call to order 6:15
Pledge of Allegiance
Roll Call/ Present; Dave Potter, Ervin Barrett, Diane Fry-Robbins, Lorie Axtell, Joann Mallory, Charlie Walters, Ray Mularz, Ralph Rehmer
Absent with permission; Mario Rodriguez

Lorie read the minutes of August 4, 2016 Ervin motioned to approved the minutes as read and Charlie seconded. Motion passed

Duane/ Fed and State tax posters are not up to date. It is $29.95 for both updated posters to fill the requirement for fed and state inspections. Do not need a motion as this is something that we need to comply with.

Menu Committee report/ August menu no problems

Meals report/ Diane August had 1,461 meals served in 22 days at 66.4 per day. Up from last year of 1,200 at 54.5

Maintenance/ Charlie installed toilet in women's room. Microphone was replaced but got the old one working. Jim Tamlyn is getting us a new battery for the defibrillator.

Programs/ Lorie will explore ideas for new programs and possible outside interests/trips.

Memberships/ Joann. We have 168 active members. July and August had 7 new members to equal 175. We are 59 non-active from 2013-2015. Need new membership cards.

President/Dave Had two policy meetings with board members as the board is adopting our own policy and procedures for operating. Need to review and finalize discrimination and harassment policy.

Treasurer/Diane Computer is in for clean up as the disc is almost full. Need new computer with Intel 3 or 5 with 8 gig for all records that we need to keep. Currently using Toshiba. Hyper computer in Cheboygan is working on it. Ervin is checking out external drives and Lorie will look on line for a new one on sale. Ray is getting information on building a new one.

September unpaid bills	$1,605.49
Senior Millage	$ 4,965.49
Discretionary Act	$ 1,489.48
Savings	$ 19,015.19

Darrows has been paid $1,440.76 and computer clean up of $100 has been paid

Chamber of commerce, we need to volunteer to get our membership fee of $60.00 for free. Joann made a motion to approve a letter to send to Changer to support them with volunteers and pay the bills. Ervin seconded and all in favor. Motion passed.

Secretary/ Lorie posted eye care program, free discount prescription card. Diane will research for our associates.

Old Business/ Lions club 6 month meeting is in September. Dave will work out details.

Dave/ Diane has catalog to buy new chairs for the center. Need 100 chairs and they must be stacking chairs.

New Business/ Ray pointed out the meals in the Cheboygan paper do not have a price on the ad. Steve had sent the paper the schedule and they should have put it in.

Ray made a motion to do away with the menu committee till January and Ralph seconded. There was discussion on resting the committee. Vote was 3-4 with Dave breaking the tie, motion did not pass.

Lorie will get an EMS person to demonstrate the defibrillator during dinner time.
Betty commented daylight saving time ends in Nov and we will be on a different schedule with dinner at 4:30.

Charlie made a motion we adjourn the meeting and Diane seconded. Motion passed

Meeting adjourned at 7:35

Next board meeting October 6, 2016

Respectfully submitted by Lorie Axtell

Wawatam Area Senior Citizens, Inc.
Board Meeting August 4, 2016
Dan Russell Lion Building, Mackinaw City, Mi. 49701

Call to order 6:15pm
Pledge of Allegiance
Roll Call- David Potter, Ervin Barrett, Diane Fry-Robbins, Mario Rodriguez, Joann Mallory, Ray Mularz. Ralph Rehmer. Lorie Axtell
Absent/Charlie Walters

Diane motioned to accept the minutes of July 7, 2016, Mario seconded and all in favor.

Duane/ Slow drain in bathroom, Yoder ran router and solved it. Duane brought drain cleaner and will let it set. Dishwasher lease is up, service came to fix the machine and it's same price to renew the lease.

Ray/Charlie on Maintenance Dennis said we have our own septic, there is no city water or sewer here. Ray thinks it's under concrete. People are messing with air conditioners. Lorie will make a sign to discourage anyone touching the air units.

Ervin made a motion to replace the 2nd toilet in the women's stall with handicap toilet. Diane seconded the motion and all were in favor. Motion passed.
Last time Charlie purchased at Home Depot and Matt Yoder installed. Duane said Matt can't do our drains any longer but he should be able to do the toilet. Ervin suggested camera down the drain if draino doesn't work.

Deb/Menu Committee Pasta meals very low counts. Suggested hot roast beef again- August is a hot month but would like to do it in Sept. The hot turkey in June brought in 67 people on a Thursday. Ervin suggested open face turkey or beef sandwich. Deb suggested we what we did for the 4th of July this labor day.
Mario wanted to know what happened to dish to pass and overtime pay? Ray doesn't think we should be open on Labor Day. Ray stated it is against the law to bring in food for pot luck. Ervin wanted proof that it was against the law.

Joann/Meals In July 1,531 were served over 22 days. Last year was 1,403 which is 128 meals more. From January till now we have served 8,044 meals over 148 days which is 69.3 per day year to date.

Election report submitted by Margaret Paquet, Jerry Archambeau and Jean Kaiser.
163 ballots mailed, 142 returned, 140 were counted as one ballot had no votes marked and one was received 5 days after the election deadline.
The counts were as follows;

Mallorv 107
Mularz 82
Rehmer 66

Barrett 54
Stemkoski 35
Tracy 40

Diane made a motion to accept the report from the election committee. Ervin seconded and all in favor.

Diane/Programs Blissful minstrels want to play at the center for a night or two of entertainment, they have been here before. Will revisit in September meeting.

Joann/Membership Betty has helped Joann for the last month getting acclimated to the job. Dave officially appointed Joann for Membership and Deb to help out on meals. Diane will give the meal report from here on out.

Dave Committee Appointments
Menu Committee- Holly Rodriguez, Deb Stillwell and Melodie Barett
Membership- Joann Mallory
Maintenance- Ray Mularz and Charlie Walters

Should the minutes of the past month be read at the meeting? Dave said yes.

Old Business/Dave Board had made a decision to pay for Kay W. meals while she was doing the front desk job. **Ervin motioned to put a price of $4 on each meal and to provide it for free to the person attending the desk. Diane supported the motion. All approved, motion passed.**

Dave/ Need a committee to rewrite policies and procedures from friendship center. Ervin offered to chair the meeting for the policy committee. Diane has volunteers. Ervin needs members from the membership, anyone can participate. Gerry, Glen, Ray, Joann and Lorie.

Treasurer's report/Diane

August unpaid bills	$ 1,779.64
Senior Millage	$ 6708.86
Discretionary Act	$ 1,087.70
Savings	$ 19,025.58

$3.21 cost per meal
All bills are paid to date, took $2,500 out of discretionary account to pay auditor.

Ervin made a motion to have Diane pay the bills, Joann seconded and motion passed.

Diane made a motion to accept the dish washer contract with auto clor system. Joann seconded and motion passed.

New Business

Ray/ Kathy is slamming things down and she is abrupt, she needs to be polite to people. Ervin said there is contention back there and we need to talk to both of them.

Public Input

Dennis from Lions club/ Lions just spent $1,500 plus some on the building and don't have it in their budget to help with improvements of $500.

Ervin motioned to add $500 to the $1,000 to pay Darrow brothers to put stone down around the center. Ray seconded all approved. Motion passed.

Ervin motioned to adjourn meeting, Diane seconded all in favor. Meeting adjourned 7:42
Next meeting Sept 1, 2016

Respectfully submitted by Lorie Axtell

Wawatam Area Senior Citizens, Inc.
Board Meeting July 7, 2016
Dan Russell Lion Building, Mackinaw City, Mi. 49701

Call to order 6:10pm
Pledge of Allegiance
Roll Call- Ervin Barrett, Diane Fry-Robbins, Mario Rodriguez, Charlie Walters, Joann Mallory, Ray Mularz, Ralph Rehmer, Lorie Axtell
Absent with permission/ Dave Potter

Ervin introduced newest members to the board, Ray Mularz and Ralph Rehmer.

Charlie motioned to approve minutes of June 2nd, Mario seconded and all in favor.

Meals/Joann Open 21 days served 1,286 meals
Membership/Joann 27 renewals this month
Maintenance/Charlie nothing to report

Menu Committee/Debbie, Compliments on July 4th meal, was enjoyed by all who attended, over 50 people. Mel needs the menu earlier than she has been receiving it. Ervin will talk to Duane as the 8th of the month is the deadline to present it.

VP/Ervin stated for the minutes that the By-Laws were revised and approved on June 17, 2005. By-laws are available for anyone that wants a copy after the meeting. Note page 9 states our fiscal year runs from July 1/June 30 should be changed to Jan1/Dec 31.

Treasurer/ Diane All bills are paid. Took $2,500 for audit out of discretionary fund. Mackinaw City cash bash is $125 to attend. We don't pay a membership to the chamber.
Annual solicitation license was not needed unless we send out letters looking for money.

July unpaid bills	$4,429.13
Senior Millage	$7221.65
Discretionary Act	$2682.03
Savings	$19,024.82

Ray made a motion to allow Diane to pay bills, Joann seconded and all in favor.

Charlie motioned to allow Diane to apply to Cheboygan and Emmett counties for milage funds. Mario seconded and all in favor.

Charlie motioned for Diane to prepare affirmation for non discrimination. Mario seconded and all in favor.

Dennis is replacing siding broken by weed wacker and will put stone around building instead of grass for a total of $1,500. He is donating his time to the project.

Ervin made a motion to pay $1,000 to Darrow brothers to put stone around the building. Ray seconded and all in favor.

Old business/ Mario On July 4th kitchen help should have been compensated for working a holiday and should have received time and a half. If we give money the auditor said we must show it on a W-2 and it must be taxed per Diane. Will use yearly bonus to add money for working on the 4th. There are currently 5 paid holidays for staff.

New Business/ none

Public Input
Kay/New air conditioner is not pumping out enough cool air.
First one in kitchen should be turning on air conditioners. Health department will not allow a fan in the kitchen due to contamination.

Florence/ Excess puzzles, dispose of them. Carp Lake woman's club takes them to Veterans home in Marquette.

Charlie motioned to adjourn the meeting and Ray seconded, all in favor.

Meeting adjourned at 6:55pm

Next meeting August 4, 2016

Respectfully submitted by Lorie Axtell

Wawatam Annual Meeting June 17, 2016

Call to order 6:30 pm
Roll Call/ Dave Potter, Ervin Barrett, Diane Fry-Robbins, Lorie Axtell, Charlie Walters, Mario Rodriguez, Joann Mallory, Betty Zazula
Absent/ Florence Tracy

Lorie read the minutes of June 19th 2015. Charlie made a motion to approve the minutes as read. Ervin seconded the motion, all in favor. Motion passed.

President Dave/ Special thanks to Jim and Elizabeth Faulkner and Gerry for working on 2015 audit.
Job descriptions were rewritten and covered with associates.
Employee evaluations were also done.
New handicap stool was added to ladies room.
Set up meetings with Lions club for every 6 months.
Lions suggested expanding the south wall to make more room for growing membership.
Lions also wants to brush out the north end of the parking lot to put in picnic tables and a gazebo for public use.
Menu committee has been instrumental with suggestions that increase daily meal counts.
We will be re-writing our policies and procedures now that we are free from the friendship center.
New pop cooler in memory of Trent Mallory with a plaque in his honor.
Plaques in honor of all who donated to the ice machine.
Two meetings with Chris Brown in regards to recouping the money from the milage.
New shelving, counter tops for the kitchen, food processor and mixer were purchased this year.
Replaced ramp and painted front door.
Power washer purchased for cleaning outside of building and grease filters.
New air conditioner installed
Bylaws were re written and approved by the board.
New sign post was erected on Central Avenue with the Wawatam and Lions signs attached.

Diane meet with auditor. New budget to be ratified in July with board. All food bills paid as of first of month.
New pop machine profits will be decided by board if we will give to Trent Mallory's children.

Lorie read the names of ballot winners for board. Joann Mallory, Ray Mularz and Ralph Remer.

Two plaques one for Sally LaHaie and Betty Zazula for their continued service to the board.

Ervin read by-law changes to the membership.

Diane made a motion to accept the by-laws as written. Charlie seconded. Membership approved.

Third Friday of June every annual meeting at 6:30.
Ballots close at May regular meeting and ballots must be mailed by June 1st

Diane motioned to adjourn the meeting, Charlie seconded. All in favor. Meeting adjourned 6:55pm

Election of officers meeting/ Directly following annual meeting

Charlie motioned Dave stay president. Ervin seconded.

Betty made a motion Ray be president and Joann seconded.

Lorie nominated Ervin Vice President and Charlie seconded.

Betty nominated Ralph for VP and Mario seconded.

Ervin motioned for Lorie to stay secretary and Betty seconded. All in favor. Motion passed

Votes for president Dave 6 and Ray 2
Votes for VP Ervin 7 and Ralph 1
Dave appointed the membership committee chairman

Diane made a motion to adjourn the meeting, Ervin seconded, motion passed. Meeting adjourned at 7:08

Wawatam Area Senior Citizens, Inc.
Board Meeting June 2, 2016 at 6:15pm
Dan Russell Lion Building, Mackinaw City, Mi. 49701

Call to order 6:15
Pledge of Allegiance
Roll Call- Dave Potter, Ervin Barrett, Diane Fry Robbins, Lorie Axtell, Mario Rodriguez, Charlie Walters, JoAnn Mallory, Florence Tracy, Betty Zazula, All Present

Ervin made a motion to accept the minutes of May 5, 2016 as corrected, Diane seconded. Add Mario to roll call and correct by laws. Motion passed.

Duane/ Nothing to report

Menu Committee/ Still receiving suggestions unsigned. Lorie will make a sign to put on suggestion box that suggestions must be signed to be considered. Ervin reminded all that the board took the position that only signed suggestions be taken seriously. May 12th and the June menu was not ready for committee, didn't get it till the 16th. To late, Duane must be on time in the future.

Meals/JoAnn 1,376 meals served in May, open 23 days at 59.8 per day. Up 173 meals over last year.

Maintenance/ Charlie and Mario air conditioner is in, used the old casing but it is working. Dennis Fleming fixed the ramp again.

Diane will be calling Cindy, to get more information on the program, regarding the AARP 8 hour drivers ed program for older drivers.

Shirley Burgstrum, local author wants to have a book signing at the center. Charlie motioned to allow Shirley Burgstrum to have a book signing her, including the sale of her books, Ervin seconded and motion passed.

Membership/ Betty 5 renewals, 5 new members at 163 members total.

Treasurer/ Diane Transferred $2.000 from discretionary account to savings. Tuesday at 1:00 Diane meets auditor with draft.

June unpaid bills	$1,476.30
Senior Millage	$6,478.31
Discretionary act	$2,273.03
Savings	$19.024.04

Ervin/ We are on for the 4th of July picnic food.

Dessert continues to be an issue. Ervin made a motion to allow dessert to be served at time of meal. JoAnn seconded, all in favor. Motion passed.

Old Business/ June 17th will be last day to bring in signed ballots in sealed envelopes provided in ballot mailing. Joann made a motion to accept ballots up to 5:30 pm on June 17, Ervin seconded, all in favor. Motion passed. Lorie will post a flyer regarding the special meeting and cut off day/time for ballots and post tomorrow Diane will announce at dinner.

Ervin made a motion to direct treasurer Diane, to pay bills as presented, Charlie seconded and all approved.

Public Input/ Lorahdell wants flag to be displayed differently.
Ervin motioned to close the meeting, Charlie seconded, all in favor, Meeting adjourned 7:15

Respectfully submitted by Lorie Axtell

Wawatam Area Senior Citizens Inc.
Minutes for Board Meeting May 5, 2016 at 6:05 pm
Dan Russell Lion Building, Mackinaw City, Mi. 49701

Call to order 6:05pm
Pledge
Roll call /Dave Potter, Ervin Barrett, Diane Fry-Robbins, Lorie Axtell, Florence Tracy, JoAnn Mallory, Charlie Walters, Betty Zazula

Diane made a motion that the minutes of April 7, 2016 be approved as written. Ervin supported the motion and all in favor.

Duane/ Water was tested and we passed, mailed report to health department, now we are set for 3 months.

Menu Committee/ Deb has suggestions from box that the 4th of July we have grilled hot dogs or hamburgers or any standard picnic meal. Requests to drop the pork stir fry and pasta meals. Veggies are overcooked. Need more people serving and more help in kitchen. Mel reminded everyone that we need to sign our names to the suggestions. Blue cheese dressing is still not back on the salad bar.

Dave/ Sign up sheet for volunteers is out but help has been refused by Duane. Anyone that sees help is needed can help. Serving tonight took 10 minutes for 30 people to be served. Volunteer people are covered by our insurance. Volunteer program is in our by-laws and always has been. Cathy is free to ask for help when needed.

Membership/ Betty 11 new members, 24 renewals and 143 paid members

Joann/ Meals for April- we were open 21 days, served 1,067 meals at 50.8 per day up from 11.3 from last year.

Maintenance/Charlie Air conditioner is in barn and will be put up soon.

Ballots need to be printed. Annual meeting is June 17th the 3rd Friday in June. Jim Faulkner will print out ballots again. Margaret Pauquet will allow us to use her po box to collect the mail. Gerry Archambeau and Jean Kaiser will count ballots. Ballots will be mailed the first of June/per Dave.

Ervin stated that an addendum was rewrote for the by laws and approved by board previously. Ervin motioned that the addendum stating that the only way you can vote is by ballot, be accepted by the board. Charlie seconded and all in favor except Mario, motion passed.

We will be counting mailed ballots or a ballot that is brought in with an envelope.

Ervin made a motion to close the ballots as of today, Florence seconded and all approved.

Treasurer/ Diane In April all of our costs were cleared by what we took in. Debbie and Joann run the 50/50 which helps our discretionary fund. Postage will come out of discretionary fund. Pop machine deposited $50 in disc. fund.

May unpaid bills	$1,073.24
Senior milage	$5,900.51
Discretionary act	$3,634.03
Savings	$17,023.27

Ervin wants to donate sales from pop machine to Mallory boys. JoAnn feels seniors need it more. Scholarship fund is possible. Table it and discuss at another time.

Dave read letter to board regarding Betty Z. Dave explained to all that DeLyle is hired to do maintenance, not dishes and serving.

Public input/ Kay Stemkoski was confused on the list of requirements of running for the board. Ray and his wife were on the board. Ervin explained that anyone that is a member can run for the board.

Ervin made a motion to close the meeting, JoAnn seconded all in favor, meeting closed at 7:05.

Respectfully submitted by Lorie Axtell

Wawatam Area Senior Citizens Inc.
Minutes for Board Meeting April 7, 2016 at 6:10 pm
Dan Russell Lion Building, Mackinaw City, Mi. 49701

Pledge of Allegiance
Roll Call
Present- Dave Potter, Ervin Barrett, Diane Fry-Robbins, Florence Tracy, Betty Zazula, Lorie Axtell, JoAnn Mallory, Mario Rodriguez.
Absent-Charlie Walters

Ervin motioned to accept March minutes with corrections to "Serving date from April 1 to April 4 and change March from February at heading" Florence supported the motion and all in favor.

Reports- Duane/ Health department was in 2 weeks ago, per request he has fixed ice machine drain and removed rust and painted under the walk in door. HD was very pleased with bins for flour, sugar and new counters. Everyone thanked Dennis for installation of counters.

Menu Committee/ Debbie Meals with poor showing are pasta clam alfredo and pork stir fry. We have a suggestion box and need to remind members to write down their opinions so we can share with Duane. Put suggestion box by dessert table.

Dave wants 2 different changes to menu to replace the above 2 meals. Add dark greens back to salad bar and the blue cheese dressing should come back.
Ervin remarked that things are positive and coming together.
Debbie recommended we stay open on July 4th.

Membership/Betty - 2 renewals and 113 members total.

Meals/Joann- March, open 20 days served 954 meals up 68 from last year at 47 meals per day. We were closed for Easter and 24th for a snow day.

Maintenance/ Mario All maintenance is up to date.

President/Dave - Volunteer sign up sheet is on dessert table for when extra help is needed. Bi laws are done and will be printed and handed out at July board meeting for general membership. Voting on new revised bi laws in July. We are reviewing and rewriting old policies from when we were under the Friendship Center. Dave and Ervin are open to volunteer help on the project, talk to Ervin.

Vice President/Ervin- Three (3) open seats for the board. Florence and Joann are running for their seats, Betty's seat is open, there is a sign up sheet at the center for anyone wanting to run. Nominations close at May meeting, only paid members can vote.

Treasurer/ Diane In April all of our costs were cleared by what we took in. Debbie and Joann run the 50/50 which helps our discretionary fund. Postage will come out of discretionary fund. Pop machine deposited $50 in disc. fund.

May unpaid bills	$1,073.24
Senior milage	$5,900.51
Discretionary act	$3,634.03
Savings	$17,023.27

Ervin wants to donate sales from pop machine to Mallory boys. JoAnn feels seniors need it more. Scholarship fund is possible. Table it and discuss at another time.

Dave read letter to board regarding Betty Z. Dave explained to all that DeLyle is hired to do maintenance, not dishes and serving.

Public input/ Kay Stemkoski was confused on the list of requirements of running for the board. Ray and his wife were on the board. Ervin explained that anyone that is a member can run for the board.

Ervin made a motion to close the meeting, JoAnn seconded all in favor, meeting closed at 7:05.

Respectfully submitted by Lorie Axtell

WAWATAM AREA SENIOR CITIZENS, INC.

March 3- 2016

MINUTES

MEETING CALLED TO ORDER AT 5:45pm
PLEDGE TO THE FLAG
ROLL CALL; Dave Potter, Diane Robbins, Betty Zuzula, Florence Tracy and Mario Rodriguez, and JoAnn Mallory. Excused- Lori Axtell, Erv Barrett and Charles Walters

APPROVAL of the February 4, 2016 minutes-Motion to accept by Diane Robbins-Support- Florence Tracy-Motion Carried

REPORTS
MEMBERSHIP- Betty reports 111 members

MENU-Going well-- working with committee Serving will change on April [redacted] to 5:30

MEALS- JoAnn Mallory reports-February-956 meals in 2016 216 more than 2015

MAINANTACE REPORT- Mario--Thanks to Ernie and JoAnne, Betty and Jerry for help on the chili cook-off. Prize was $30.00.
PRESIDENTS REPORT-- had 2 meetings---semi-annual with Lions Club and Mackinaw Twp.-Lions Club and Senior Center. Minutes attached.
TREASURER'S REPORT-motion to approve by Florence Tracy-Support-JoAnne Mallory. Motion Carried

CORRESPONDENCE-
Michigan Elvis Festival

OLD BUSINESS
Vern and Deb Mallory were so pleased with the presentation for their son Trent.
Kathy's cut finger was approx. Covered by Workmen's Comp.
New Job descriptions-- DeLyle has new hours and job description as of 2-14-2016.

NEW BUSINESS
Duane asked for this vacation for March 21, 22, 24, 25 and possibly 31st.
Motion by Diane Robbins-supported JoAnne Mallory Motion Carried

PUBLIC INPUT
Steve Smith suggested that our activities be listed in the paper.
Volunteered to seeing this done.

NEXT MEETING APRIL 7, 2016

MOTION TO ADJOURN-Motion- Diane Robbins --Supported by JoAnne Mallory-
Motion Carried

WAWATAM AREA SENIOR CITIZENS, INC.
FEBRUARY 4, 2016
MINUTES

MEETING CALLED TO ORDER AT 5:45pm
PLEDGE TO THE FLAG
ROLL CALL; Ervin Barrett, Diane Robbins, Betty Zuzula, Florence Tracy and Dave Potter and JoAnn Mallory. Excused- Lori Axtell, Mario Rodriguez and Charles Walters

APPROVAL of the January 2016 minutes-Motion to accept by Erv Barrett-Support- Florence Tracy-Motion Carried

REPORTS
MEMBERSHIP- Betty reports 99 members

MENU-Going well-- working with committee

MEALS- JoAnn Mallory reports-874 meals in 2016 Thank you card to Kay and Debbie.

MAINANTACE REPORT- Plaque is here to acknowledge our donors.

PRESIDENTS REPORT-- None
VICE PRESIDENT'S - None
TREASURER'S REPORT
Please add National Office bill of 21.75
All tax reports -W-2's etc. have been sent for 2015. 990EZ is due in May.

CORRESPONDENCE-
Balance class in St Ignace
Memorial day parade-

OLD BUSINESS
New Job descriptions-- DeLyle has new hours and job description as of 2-14-2016.
Kathy cut her hand while cleaning #10 cans. For safety reasons this will not be done any longer. Put into dumpster as is.

NEW BUSINESS
Dave Potter purchased shelving to store our mixer and food processer.
Storage for sugar and flour was discussed. Motion by
Erv Barrett-Supported by 'Diane Robbins to purchase 2- 21 gal Storage bins.

Next meeting will be April 7, 2016.

Motion by Erv Barrett-Support by Diane Robbins to adjourn. Carried
Adjourned at 6:35pm

WAWATAM AREA SENIOR CITIZENS, INC.
JANUARY 7, 2016
MINUTES

MEETING CALLED TO ORDER AT 5:30pm
PLEDGE TO THE FLAG
ROLL CALL; Ervin Barrett, Mario Rodriguez, Diane Robbins, Betty Zuzula, Florence Tracy and David Potter. Excused-Charles Walters and Lori Axtell

$

APPROVAL of the December 2015 minutes-Motion to accept by Erv Barrett-Support- Florence Tracy-Motion Carried

REPORTS
DUANE-Water tested--Sent to Charlevoix.

MENU-Going well-- working with committee

MEALS- JoAnn Mallory reports-816 meals in 2015 714 in 2014 40.8 vs 35.4 avg.

Maintenance-- Nothing to report

PRESIDENT'S REPORT--- Had a nice trip on the Mackinaw

TREASURER'S REPORT
Please add Northern Fire & Safety for $103.00 to outstanding bills.
Birch Communications-phone- quoted $39.99 per month for 36 months.
AT&T is charging us 61.00 this month and 54.00 monthly after that. Discussion followed. Motion by Erv to switch to Birch Communications-
Support- by Florence Tracy--- Motion Carried

MEMBERSHIP= Betty reports 3 new members--- 92 members

OLD BUSINESS
Insurance-- Paid Barrett-- down about 200-250.00
Party for Kay Williams Birthday-- Motion by Diane Robbins-Supported by JoAnn Mallory to purchase a cake for the party--- Motion Carried.
Mario had been asked to get information about a plaque to acknowledge donors for the Center. Mario provided us with a picture of what was available and Erv made a motion to purchase at a cost of approx. $240.00.-support by Diane Robbins-Motion Carried.

NEW BUSINESS--
Walmart won't be furnishing cakes for birthday nite. Duane has ordered cake mixes to make our own.
Job Descriptions have been amended. Motion to accept by Diane Robbins-Supported by Florence Tracy. Motion Carried.

Chili Cook-off--Mario will pick up chili-- Debbie will open up -to heat chili. Mario- Betty-JoAnn & Ernie Mallory will serve.

Euchre will be held on Winterfest Weekend. DeLyle is to come in to ready the Center for Sunday meal.

Motion to adjourn by Erv Barrett-Support- Diane Robbins Carried 7:05

Next Board Meeting is February 4, 2016.

WAWATAM AREA SENIOR CITIZENS, INC.
DECEMBER 3, 2015
MINUTES

MEETING CALLED TO ORDER AT 5:30pm
PLEDGE TO THE FLAG
ROLL CALL; Ervin Barrett, Mario Rodriguez, Diane Robbins, Betty Zuzula and Florence Tracy
Excused-Charles Walters, Kay Williams, David Potter and Lori Axtell

$

APPROVAL of the November 5, 2015 minutes-Motion to accept by Florence Tracy-Supported by Diane Robbins. Motion Carried

VICE-PRESIDENT Erv Barrett announced that due to illness Kay Williams was resigning from the board. He stated that he contacted JoAnn Mallory to fill the unexpired term of Kay Williams. Motion by Diane-Supported by Betty Zuzula to appoint JoAnn Mallory to fill then vacancy. Motion Carried

MENU--Diane Robbins asked that meat loaf be on the menu each month. The board concurred that this was a good item that people liked.

The Christmas Party on December 22nd--that we members bring an appetizer or desert. Motion by Diane Robbins-Supported by Betty Zuzula. Motion Carried

Debbie Stilwell asked for $75.00 for the party. In the past we voted to allow $75.00 for special days. Motion by Diane Robbins-Supported by Mario Rodriguez. Motion Carried

OLD BUSINESS--
Betty reported that she called Nancy Estrom to express how sorry we are for the loss of her husband and to thank her for his memorial of $1000.00. Betty stated that she would like to see a plaque showing donations of larger amounts. A discussion was held and some minimum amount for bronze. Mario is to bring some plans for the next meeting.

Diane Robbins is to contact Dan at Coke to see if we can set up a dedication for Trent Mallory. Would like to do it on December 22, 2015.

Diane Robbins presented the financial report-
Millage and Meal Account
Discretionary Account
Saving Account-

Diane is getting ready for the audit--Needs the new By-Laws-Job Descriptions and procedure manual.

Waiting for the Emmet County Millage Contract.
'e have the signed Cheboygan County Millage contract.

NEW BUSINESS

Motion by Diane Robbins-Supported by Florence Tracy to allow the Cribbage Group to play on Mondays for approx. 13-15 weeks starting January 2016.

Motion by Diane Robbins-Supported by Mario Rodriguez to hold an Euchre Tournament on Winterfest Weekend.

Motion by Florence Tracy-Supported by Mario Rodriguez to continue our policy of giving a Christmas Gift of $200.00 per employee for a total of $600.00.

Motion to allow Monday Night Euchre for 13-14 weeks starting January, 2016-by Florence Tracy-Supported by Mario Rodriguez--Motion Carried

After some discussion it was decided to hold a potluck dinner on January in honor of KAY Williams for all her time she as volunteered to our organization. This is also her 96 birthday. 12:00 Noon-- Bring a dish to pass.

Next Board Meeting is January 7, 2016.

Motion to adjourn by Mario Rodriguez-Supported by Florence Tracy- Motion Carried

Respectfully submitted

Wawatam Area Senior Citizens
Minutes for November 5, 2015 Board Meeting

Call to Order: 5:45 pm

Pledge of Allegiance

Roll Call: Diane Fry-Robbins, Charlie Walters, Kay Williams, Erv Barrett, Mario Rodriguez, Florence Tracy, Betty Zazula, Dave Potter
Absent: Lorie Axtell

Corrections to October 1, 2015 minutes: unpaid bills should be: $2,948.42
Additional correction to old business should read: Diane made a motion to invite Dan for a dinner for two and a plaque made for the donation from coke for the cooler in memory of Trent Mallory. Seconded by Erv, additional discussion of this issue to invite a reporter from the paper, maybe a picture taken with Dan and Joe Mallory. Motion carried.

Motion by Charlie, seconded by Erv to accept minutes with corrections. Motion carried.

Reports:

Duane-none
Menu committee- Debbie Stillwell reported that the committee met, suggestions have been made, and everything is fine

Board reports:
Kay Williams: October numbers: 1112 meals, open 22 days, daily average attendance 50.5, up from previous year of 46.

Facilities: Charlie: plaque for donated coke machine, discussion of placement, decided placement on door.

Programs: Diane received letter from Dr. Kelly (Indian River) regarding have a hearing health screening. A similar program was held approximately 2 months ago, no one signed up. Board decided not to pursue at this time.

Membership: Betty Zazula indicated 13 renewals were received last month. 84 members for 2016.

Diane: Treasurers report: $6000 in Sr. millage, all bills paid. Beverage donations are covering the cost.

Diane: Correspondence: Nancy Ekstrom sent a $1000 check as a memorial to her husband, Richard Ekstrom who passed away on September 26. Nancy and Richard previously donated the money to pay for the table cloths currently in use. Diane will send a thank you from the Wawatam Senior Center.

Diane: Contract for millage from Cheboygan, ($49,704.00) needs to be signed. Motion by Betty, seconded by Kay to authorize Diane to sign contract on behalf of center. Motion carried.

Diane: Audit Hill & Schrodenus, letter outlining list of services. Motion by Florence, second by Erv to authorize Diane to sign contract. Motion carried.

Erv: Insurance policy, Jill Rogala, less than last year. Payment due in December to qualify for discount. $2068 without discount, $1896 with discount. Tabled until December meeting.

Erv confirmed with Duane that pump has been winterized. Hood has been power washed.

Desserts: People are not abiding by the rules, not waiting their turn. Some are taking a second dessert when leaving the building. Much discussion regarding different ways to address this issue. Board decided to put a note on every table with the rules. Hopefully this will resolve the issue.

Dave inquired whether Lions Club sign has been attached to sign for the center. It was thought that it had.

Dave: Discussion regarding open communication for all members of the board.

Coke refrigerator: Diane will invite Dan to the dedication.

Erv: Working on rewriting the job descriptions, policies and procedures as they need to be updated since the break from the Friendship Center.

Public Input:
Debbie Stillwell and Kay Stemkoski indicated importance of updated job descriptions, policies and procedures.

Holly Rodriguez suggested meeting with kitchen help quarterly, one on one to obtain their input, what works well and any concerns.

Debbie Stillwell inquired if the Center's share of tomorrow's 50/50 raffle could be donated to the Jaxson Wallin benefit in the Center's name. Kay Williams made a motion, Charlie seconded, motion carried.

Jean: Discussion regarding use of volunteers with dining room chores.

Duane will be taking the 16th, 17th and the 23rd off for deer hunting. Need to have a backup that can take over when Duane is absent.

6:40 pm Motion to adjourn by Erv, seconded by Mario, motion carried.

Wawatam Area Senior Citizens Inc.
Minutes for Board Meeting October 1, 2015 at 6:10pm
Dan Russell Lion Building, Mackinaw City, Mi. 49701

Call to Order 6:10pm

Pledge of Allegiance

Roll Call/ Dave Potter, Ervin Barrett, Diane Fry-Robbins, Lorie Axtell, Kay Williams, Florence Tracy, Mario Rodriguez, Charlie Walters, Betty Zazula

Approved minutes of Sept 3, 2015

Duane's report/ Health department visited recently. Was wrote up for build up around magnet strips by freezer. Has since been cleaned. Two water samples were taken and passed inspection. DeLyle had power washer up and running and cleaned the outside of building.

Duane asked for permission to make soup for Lions upcoming soup dinner.
Diane made a motion to allow Duane to make soup for the Lions soup supper. Charlie seconded and all were in favor. Motion passed.

Dave to Duane before winter we must winterize the pump.

Menu Committee/ Deb and Holly meet with Duane asked for hot beef or turkey sandwiches. Complaints on smelt being to dry, baked to long. Only had 24 people on those nights. Many likes on the Salmon, Trout and Catfish, lets get rid of the smelt.

Meals/Kay 1,096 meals served in Sept. Open 20 days, 55 per day same as last year.

Maintenance/Charlie Air conditioner was cleaned out and working. Did purchase a new one.

Treasurer/ Diane Workers comp policy is due $1,101.00 if paid off all at once.
$500 to see the auditor. Diane want to pay for the audit out of the discretionary fund as it will be 2-3 thousand dollars. This is our first year to hire an auditor.

Sept Unpaid Bills	$1,101.01
Senior Millage and Meals	$5,467.05
Discretionary account	$ 2,265.12
Savings	$15,018.43

Charlie made a motion to take $3,000 out of discretionary fund to pay the auditor. Ervin seconded. All in favor, motion carried.

Secretary/Lorie Posted report from our supplier of food services.

VP/Ervin The dessert rules need to be announced again and enforced. Need to talk to offenders and ask them not to come back if they can't follow the policy. Dave agreed.

Cheboygan cut us on the budget due to the amount of Cheboygan County residents who attend the center.

Wawatam Area Senior Citizens Inc.
Minutes for Board Meeting October 1, 2015 at 6:10pm
Dan Russell Lion Building, Mackinaw City, Mi. 49701

Florence is happy to see the coffee bar sign as someone could get burnt with coffee if removed.

Old Business
Coke-Cola rep to supply a pop cooler as a memorial to Trent Mallory.

Diane made a motion to support Dennis for a dinner for two and a plaque made for the donation from coke for the cooler in memory of Trent Mallory. Ervin seconded the motion. All in favor.

New Business

Dennis Fleming from Lions wants to attach their sign to our post out on Central Ave. Diane made a motion to allow lions club to attach their sign on our sign at end of street. Ervin seconded. All in favor, motion passed.

Time change needs to reflect on our new menu. November 2 we will begin serving dinner at 5pm until next spring. Sunday dinner times stay the same.

Diane/ Beverage donations are up. Doing well on food costs we are to the good. All food bills are paid.

Public input

Debbie/ screws on handicap approach are loose.

Need to post notice at center for available secretary position Nov-April while Lorie is out of state.

Ervin motioned to adjourn the meeting, Charlie seconded. All in favor. Meeting adjourned 6:43pm

Next meeting November 5 at 5:45 pm

Respectfully submitted by Lorie Axtell

Wawatam Area Senior Citizens Inc.
Minutes for Board Meeting Sept 3, 2015 at 6:00pm
Dan Russell Lion Building, Mackinaw City, Mi. 49701

Call to order 6:00
Pledge of Allegiance
Roll Call: Ervin Barrett, Diane Fry-Robbins, Lorie Axtell, Mario Rodriguez, Betty Zazula, Florence Tracy, Kathleen Williams, Charlie S
Absent with excuse: Dave Potter with Ervin Barrett charing the meeting.

Duane-Nothing to report
Meals/Kay 1200meals in July, open 22 days =54.5 meals per day down from last years 60
Maintenance/Charlie Plaque for Jim and Elizabeth for computers is done. Received donation of $400 for pressure washer to clean building from Nancy Ekstrom. Marion Reed gave $200 for air conditioner.

Charlie made a motion to purchase power washer and Kay seconded, all in favor. Motion passed.
Kay made a motion to use funds from Marion Reed to purchase new air conditioner. Diane seconded, all in favor. Motion passed.

Charlie to measure air conditioner and place the order for center.

Programs/No one assigned
Memberships/Betty 7renewal memberships
Menu Committee-All Good
Vice President/Ervin-Nothing to report
Secretary/Lorie nothing to report

Treasurer/Diane Donations for beverages are up and more than beverage costs.

Sept Unpaid bills	$1,947.71
Senior Millage	$3.874.95
Disc Account	$2.932
Savings Account	$15,017.17

Ervin-Any food as scraps from the table for dogs you can bring your own container and take out.

Public Input -Wondered why the coffee pots can't be taken from the coffee bar. Explained that a concern was brought up at last meeting and it was decided for safety reasons not to have hot coffee pots away from the bar.

Charlie motioned to adjourn the meeting. All in Favor. Meeting adjourned 6:15

Respectfully submitted by Lorie Axtell

Wawatam Senior Annual Meeting June 19, 2015

6:25 call to order
Pledge of Allegiance

Roll Call All Present- Dave Potter, Ervin Barrett, Diane Fry-Robbins, Lorie Axtell, Kay Williams, Betty Zazula, Florence Tracy, Charlie Walters, Sally LaHaie

Lorie read minutes form Annual Meeting of June 20, 2014

Diane made a motion to accept minutes from Annual meeting of June 20, 2014 as read. Charlie seconded, all in favor.

President's Report/Dave Thanks to Sally for her years of service to the board. This year we split from the friendship center of Petoskey at the end of December. Receving 72% of the milage of Wawatam, Bliss and Carp Lake townships. Emmet County does meals on wheels and home health care. The first of February our last payment was made to Friendship center. Thanks to Ray and Sandi for a start of splitting from Friendship Center.
We gave our employees a raise which wasn't done in 3 years. Starting to realize a small increase at the end of month bills. New menus with help from Duane and menu committee. Agreement with Lions to have a yearly meeting didn't happen in 2014. Meet recently in 2015 and will meet twice a year starting in Sept.

Treasurer's Report/Diane Emmet and Cheboygan counties didn't want to handle our money so we had to change our fiscal year to Jan-Dec. Don't need to file tax report till 2016.
All food bills and payroll are paid. We have an advance and are keeping our bills paid.
2016 budget was passed out. Proposed changes to budget will be discussed and voted on in our July meeting.

Ervin made a motion to accept all ballots for Lorie, Florence and Mario Rodriguez as they are running unopposed. Kay seconded and all in favor.

Proposed changes to by-laws/ Membership July1-June 30 want to change to $6.00 a year or 50 cents a month pro-rated. Requested that we change the wording of the By-laws Sect 2.2 Diane made a motion to raise dues to $6.00 and no proration, Kay seconded all in favor motion passed.

Ervin made a motion on by-law 2.3 that you do not have to be present to vote at the annual meeting. Diane seconded all in favor. Motion passed.

Diane made a motion to pass by-law 2.4 as written Charlie seconded, all approved and motion passed. We will delete the underlined and add: after; on the third (3rd) Friday of June 6:30 and closed at the May regular meeting.

Ervin motioned to accept by-law 2.5 that we eliminate membership notices of special meetings. Will change notifications from 10 days to 3. Diane seconded and all approved. Motion passed.

Ervin motioned to delete the underlined in by-law 2.6, Kay seconded and all in favor.

Diane motioned to delete by-law 3.3 and replace it with the rewritten version. Charlie seconded, all in favor.

Charlie motioned by-law 3.4 delete underlined and replace with email, Kay seconded. All in favor.

Ervin motioned to accept by-law 4.1 General revisions, Kay seconded and all in favor.

Announcements

Thank you Sally for your service.

Ervin motioned to adjourn 7:07

Selection of officers

Ervin made a motion to have Dave continue as president. Diane seconded and all in favor.

Diane made a motion to have Ervin continue as vice president. Florence seconded all in favor.

Ervin made a motion to have Lorie continue as secretary, Diane seconded and all in favor.

Mario was appointed to maintenance.

It was suggested by Kay that we have a closed ballot vote.

Ervin motioned to close the meeting, Charlie seconded. Meeting closed at 7:11

WAWATAM AREA SENIOR CITIZENS, INC.
FINANCIAL STATEMENTS
December 31, 2015

WAWATAM AREA SENIOR CITIZENS, INC.
FINANCIAL STATEMENTS
December 31, 2015

Table of Contents

	Page
Independent Auditors' Report	1-2
Financial Statements:	
Statements of Financial Position	3
Statements of Activities	4
Statements of Functional Expenses	5
Statements of Cash Flows	6
Notes to Financial Statements	7-9

Hill ◆ Schroderus & Co., LLP
Certified Public Accountants & Consultants

June 7, 2016

Independent Auditors' Report

Board of Directors
Wawatam Area Senior Citizens, Inc.
Mackinaw City, Michigan

We have audited the accompanying financial statements of Wawatam Area Senior Citizens, Inc. (a nonprofit organization) which comprise the statement of financial position as of December 31, 2015, and the related statements of activities, functional expenses and cash flows for the year then ended and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

923 Spring Street ◆ P.O. Box 695 ◆ Petoskey, MI 49770 ◆ 231-347-4136 ◆ Fax: 231-347-4147 ◆ E-mail: staffname@hs-co.com

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Wawatam Area Senior Citizens, Inc. as of December 31, 2015, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Hill, Schwoderus & Co.

CERTIFIED PUBLIC ACCOUNTANTS
Petoskey, Michigan

WAWATAM AREA SENIOR CITIZENS, INC.
STATEMENT OF FINANCIAL POSITION
December 31, 2015

Assets

Current assets:		
Cash and cash equivalents	$	25,876
Inventory		4,798
Prepaid expenses		2,293
Total current assets		32,967
Property and equipment, net of accumulated depreciation of $408		3,332
Total assets	$	36,299

Liabilities and Net Assets

Current liabilities:		
Accounts payable	$	1,429
Net assets:		
Unrestricted:		
Undesignated		34,870
Temporarily restricted		-
Total net assets		34,870
Total liabilities and net assets	$	36,299

See accompanying notes to financial statements

WAWATAM AREA SENIOR CITIZENS, INC.
STATEMENTS OF ACTIVITIES
Year Ended December 31, 2015

Unrestricted Net Assets

Support and revenue:	
Contributions, gifts and grants	$ 16,745
Program service revenue:	
Cheboygan County millage agreement	57,500
Emmet County millage agreement	41,918
Congregate meals	36,154
Membership dues	675
Interest	8
Other	3,586
Total unrestricted support and revenue	156,586
Net assets released from restrictions	550
Total unrestricted support, revenue and reclassifications	157,136
Expenses:	
Program services - congregate meals	147,013
Management and general	2,239
Total expenses	149,252
Increase (decrease) in unrestricted net assets	7,884

Temporarily Restricted Net Assets

Contributions	-
Net assets released from restrictions:	
Restrictions satisfied by payments	(550)
Increase (decrease) in temporarily restricted net assets	(550)
Increase (decrease) in net assets	7,334
Net assets, beginning	27,536
Net assets, ending	$ 34,870

See accompanying notes to financial statements

WAWATAM AREA SENIOR CITIZENS, INC.
STATEMENT OF FUNCTIONAL EXPENSES
Year Ended December 31, 2015

	Program Services	Supporting Services	
	Congregate Meals	Management and General	Total
Salaries	$ 56,238	$ -	$ 56,238
Payroll taxes	4,482	-	4,482
Food & beverages	47,741	-	47,741
Office expense	-	2,239	2,239
Telephone and internet	939	-	939
Postage and shipping	128	-	128
Occupancy	26,765	-	26,765
Equipment rent	2,170	-	2,170
Dues	775	-	775
Advertising & promotion	255	-	255
Supplies	2,673	-	2,673
Insurance	3,341	-	3,341
License fees	372	-	372
Miscellaneous	726	-	726
Total expenses before depreciation	146,605	2,239	148,844
Depreciation	408	-	408
Total expenses	$ 147,013	$ 2,239	$ 149,252

See accompanying notes to financial statements

WAWATAM AREA SENIOR CITIZENS, INC.
STATEMENTS OF CASH FLOWS
Year Ended December 31, 2015

Operating activities:		
Increase (decrease) in net assets	$	7,334
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation		408
(Increase) decrease in operating assets:		
Accounts receivable		4,239
Inventory		-
Prepaid expenses		(500)
Increase (decrease) in operating liabilities:		
Accounts payable		(3,607)
Net cash provided by operating activities		7,874
Cash flows from investing activities:		
Acquisition of fixed assets		(3,740)
Net cash provided by investing activities		(3,740)
Net increase (decrease) in cash		4,134
Cash and cash equivalents, beginning		21,742
Cash and cash equivalents, ending	$	25,876

See accompanying notes to financial statements

NOTE 1: ORGANIZATION AND PURPOSE

Wawatam Area Senior Citizens, Inc. is a not-for-profit corporation organized on a membership basis. Membership dues recently increased from $5 to $6 per year and entitle members to vote on the directors and other matters coming to the membership. Membership is open to any person, age 50 or older.

Our purpose is to provide services which may include, but not be limited to nutritional meals in a non-commercial setting, social activities, health awareness and education, and activity therapy to Senior Citizens, age 55 and over, who are year-round residents, summer residents and visitors to Northern Michigan.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation: The financial statements of the Wawatam Area Senior Citizens, Inc. are prepared on the accrual basis of accounting in accordance with generally accepted accounting principles. Net assets and revenues, expenses, gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

Unrestricted net assets – Net assets that are not subject to donor-imposed stipulations.

Temporarily restricted net assets – Net assets subject to donor-imposed stipulations that may or will be met, whether by actions of the Wawatam Area Senior Citizens, Inc. and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

Permanently restricted net assets – Net assets required by donor-imposed stipulations to be maintained in perpetuity.

Contributions: Contributions are considered available for unrestricted use unless specifically restricted by the donor. Contributions of non-cash assets are recorded at their fair values on the day received. The contribution of leased space by the Lions Club of Mackinaw City has been estimated at $14,100 for the year ended December 31, 2015.

Donated Services: A substantial number of volunteers including board members have donated significant amounts of their time in the Organization's behalf. The donated services have not been reflected in the accompanying financial statements since no objective basis is available to measure the value of such services.

Federal Income Taxes: Wawatam Area Senior Citizens, Inc. is exempt from federal income taxes under Code Section 501(c)(3). It has been classified as an organization that is not a private foundation under Section 509(a)(2) of the Internal Revenue Code and qualifies for the 50 percent charitable contributions deduction for individual donors. No provisions for income taxes have been provided in these financial statements.

Cash and Cash Equivalents: For purposes of the statements of cash flows, Wawatam Area Senior Citizens, Inc. considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents.

Inventory: Inventories, which consist primarily of food, beverages and related supplies, are valued at the lower of cost or market. Cost is determined on the first-in, first-out method.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

Equipment: Fixed assets acquired by purchase or construction are recorded at acquisition cost. Donated assets are recorded at their estimated market value on date of donation. All assets are depreciated over their estimated useful life using the straight-line method. Asset groups and their estimated useful lives are as follows:

Furnishings and equipment	5 years

Estimates: The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Fair Value of Financial Instruments: Generally accepted accounting principles require disclosure of an estimate of fair value of certain financial instruments. The Organization's significant financial instruments are cash, accounts receivable, and other short-term assets and liabilities. For these financial instruments, carrying values approximate fair value.

Generally, for all securities, loans, hybrid financial instruments, private equity investments, and long-term debt, fair value is determined by reference to quoted market prices and other relevant information generated by market transactions. When the fair value of assets and liabilities cannot be determined in this matter, fair value is estimated using the present value of expected cash flows.

NOTE 3: CASH

At year-end, the carrying amount of Wawatam Area Senior Citizens, Inc.'s deposits was $25,876 and the bank balance was $25,741. There were no uninsured cash balances as of December 31, 2015.

NOTE 4: PROPERTY AND EQUIPMENT

Property and equipment consist of the following:

Furnishings and equipment	$	3,740
Less: accumulated depreciation		(408)
Total	$	3,332

NOTE 5: OPERATING LEASES

Wawatam Area Senior Citizens, Inc. leases the premises it occupies from the Lions Club of Mackinaw City for a price of $1 plus the cost of the Landlord's and Tenant liability and property insurance on the rental building and property. The term of the lease is for five years commencing on January 2, 2014 through January 2, 2019 with a first right of refusal.

The fair value of this in-kind donation for leased premises has been estimated at $14,100 per year and has been reflected in the financial statements at this amount.

NOTE 5: OPERATING LEASES-CONTINUED

Additionally, a commercial dishwasher is leased for a price of $2,170 per year. The term of the lease is for five years commencing on April 26, 2011, with automatic annual renewals thereafter unless either party gives written notice not to renew. The lease was automatically renewed through April 26, 2017.

NOTE 6: TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consisted of contributions in the amount of $550 restricted for the purchase of an ice machine as of December 31, 2014. These were released from those restrictions during 2015 when the ice machine was purchased.

NOTE 7: EVALUATION OF SUBSEQUENT EVENTS

The Organization has evaluated subsequent events through June 7, 2016, the date which the financial statements were available to be issued.

HEBOYGAN
OUNTY
OUNCIL ON
AGING

"Life Gets Better With Age"

Visit us On-Line at www.3coa.com

Find us on Facebook

Administrative Offices and In-Home Services
1531 Sand Road
Cheboygan, MI 49721
(231) 627-7234
(231) 627-4048 facsimile

Sand Road Senior Center
1531 Sand Road
Cheboygan, MI 48721
(231) 627-7234
(231) 627-4087 facsimile

Wolverine Senior Center
6554 Wolverine Road
Wolverine, MI 49799
(231) 525-8969
(231) 525-9218

SandCastles Adult Day Care
1531 Sand Road
Cheboygan, MI 48721
(231) 597-8317

Plunkett Cooney, General Counsel

Donations are accepted at allocations. The CCoA is a 501(c)3 non-profit corporation, and an Equal Opportunity Employer.

September 12, 2016

Cheboygan County Board Of Commissioners
870 S. Main St.
Cheboygan, Michigan 49721

RE: **Application for Participation / Senior Citizen's Millage**

Dear Commissioners,

Once again, it is with great pleasure that I submit the enclosed Application for Participation in the Cheboygan County Senior Citizen's Millage on behalf of the Board of Directors of the Cheboygan County Council on Aging ("CCCoA). The CCCoA is requesting another year of funding from the Cheboygan County Senior Citizen's Millage in order to continue to serve the senior citizens of Cheboygan County.

The current Administration and Board of Directors is of the opinion that as our population continues to age, our services will need to grow with the demand. Over the past years, the CCCoA has taken the lead in providing these services to the area's senior citizens and we are looking forward to continuing our work. It is to this end that I ask the Cheboygan County Board of Commissioners to again dedicate the senior millage to the Council on Aging for 2017. It is our hope that the Board of Commissioners will recognize the good work that has become increasingly evident and renew your commitment to the CCCoA for 2017 with an allocation of the senior millage in the amount of $560,975.

Since 1974, the CCCoA has been the focal point for senior services in the county. The CCCoA continues to rely on the millage to meet local funding match requirements for various service grants and to provide staffing, activities and services that other funding sources do not cover.

We are very proud to be one of the 11,400 senior centers in the nation and it continues to be our commitment to you and to the senior citizens of our district to make our best efforts to ensure that our local seniors are provided with the best care, services, and social opportunities possible.

Sincerely,

CHEBOYGAN COUNTY COUNCIL ON AGING

Gail Tinker
Executive Director

:gmt
Enc.

Cheboygan County Senior Citizen's Millage

Application for Participation

2017

Applicant's Name: Cheboygan County Council on Aging

DUE DATE:
September 15, 2016

This Application must be used when requesting Senior Millage Funds

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Guidelines for Project Funding Consideration

Any funds requested must be submitted on the Application for Project Funding Consideration in the Cheboygan County Senior Citizen's Millage Funds of said year. The Application will be forwarded to the Cheboygan County Board of Commissioner's Senior Millage Appropriation Committee. Upon review, this Committee will make a recommendation to approve or reject said proposal to the Cheboygan County Board of Commissioners. The final determination will be made by the Cheboygan County Board of Commissioners.

GUIDELINES

A. Name and Address of requesting Group, Organization or Person

B. Submit Organizational Structure Attachment 1

C. Submit proof of being a Non-Profit Organization Attachment 2

D. General Outline of Purpose Attachment 4

E. Proposed project cost including up-front cost and continuing cost Attachment 5

F. Business Plan of Group, Organization or Person Attachment 6

G. List all potential funding sources within the document

H. Provide balanced budget for said year Attachment 7

I. Provide copies of minutes of all regular and special meeting of the Group or Organization for the most recent 12 months. Attachment 8

J. Provide copy of most recent financial audit Attachment 9

SEND COMPLETED APPLICATION TO:

Mail: Cheboygan County
Administrative Office
PO Box 70
870 S. Main St.
Cheboygan, MI 49721

Email: ccao@cheboygancounty.net

For additional information, please contact the Administrative Office:

231.627.8855 (Phone)
231.627.8881 (Fax)

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

At a meeting of the governing Board of the Cheboygan County Council on Aging, the Board (check one):

☐ Adopted a policy

☒ Affirmed its policy of non-discrimination as follows:

"It shall be the policy of the Cheboygan County Council on Aging to provide equal membership/employment/service opportunities to all eligible persons, without regard to race, religion, disability, national origin, citizenship, age, gender, sexual orientation, marital status, political affiliation, and for employment only, height, weight, and record of the arrest without conviction."

I certify that the practices of this organization conform to the policy on non-discrimination stated above.

Cheboygan County Council on Aging

8/11/16
Date

Nancy LaVigne
Signature President or Other Authorized Official

8/11/16
Date

Ned Workman
Signature Clerk/Secretary

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

1. Name and address of agency.

Cheboygan County Council on Aging
Name

1531 Sand Road
Address

Cheboygan, MI 49721
City, State, Zip

2. Names, addresses and titles of Officers. **PLEASE SEE ATTACHMENT #3**

President/Chairman

Name

Address

City, State, Zip

Vice-President/Vice-Chairman

Name

Address

City, State, Zip

Secretary

Name

Address

City, State, Zip

Treasurer

Name

Address

City, State, Zip

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

3. Names and addresses of the Board of Directors of the governing body. **ATTACHMENT #3**

Director

Name

Address

City, State, Zip

Director

Name

Address

City, State, Zip

Director

Name

Address

City, State, Zip

Director

Name

Address

City, State, Zip

Director

Name

Address

City, State, Zip

Director

Name

Address

City, State, Zip

Director

Name

Address

City, State, Zip

Director

Name

Address

City, State, Zip

Director

Name

Address

City, State, Zip

Director

Name

Address

City, State, Zip

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

4. Submit a copy of the organization's Articles of Incorporation or other formative documents identifying the organization as a non-profit entity. **PLEASE SEE ATTACHMENT #2**

5. Provide organizational structure/chart. **PLEASE SEE ATTACHMENT #1**

6. State the purpose and/or objectives of your program. (Attach additional page if necessary)

   PLEASE SEE ATTACHMENT #4

7. Identify how the proposed project will provide activities or services directed toward the improvement of the social, legal, health, housing, educational, emotional, nutritional, recreational or mobility status of individuals over 55 in Cheboygan County.
   PLEASE SEE ATTACHMENT #5

8. Submit written Business Plan with Application. **PLEASE SEE ATTACHMENT #6**

9. Identify potential funding sources and projected amount of funding.

NEMCSA	$232,656.00
MILLAGE	$560,975.00
MDOT (Specialized Services)	$ 25,000.00
DHS	$ 75,000.00
MICH CHOICE WAIVER PROGRAM	$ 25,000.00
ADULT DAY SERVICES	$ 50,000.00
PROGRAM INCOME	$ 80,000.00
OTHER (foot care, fundraising, transportation)	$ 18,250.00

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

10. For each service you provide, please provide the following information:

	2014 -Physical Year		2015 -Physical Year	
SERVICE PROVIDED	***Total Services***	***Number of Clients (Unduplicate***	***Total Services***	***Number of Clients (Unduplicated)***
HOUSEKEEPING	4518 hours	80	5489 hours	92
PERSONAL CARE	1101.50 hours	25	1145.75 hours	26
RESPITE CARE	449 hours	23	669.75	26
CONGREGATE MEALS	19713 meals	454	19548 meals	519
HOME DELIVERED MEALS	34033 meals	193	34199	212
ADULT DAY CARE	13464.50 hours	34	12295	30
FOOT CARE SERVICES	624 hours	52	558.50	48
ELDER ABUSE PREVENTION	234.50 hours	65	236.50	58
MEDICARE/MEDICAID ASSISTANCE		207	1563	327

* The Medicare/Medicaid assistance program ("MMAP") is extremely important is assisting with filing applications, Blue Cross/Blue Shield issues & changes, securing benefits, assisting with prescription drug reimbursement programs, bridge care & utilities assistance, Social Security benefits, etc. One 3/4 time staff member receives extensive training year around from NEMCSA to stay current on the changes in the programs in order to best serve the seniors of Cheboygan County. In 2014, we were able to help save seniors over $123,000 and from August 2015-August 2016, approximately $121,000. The CCCoA is now actively tracking the hours of our MMAP specialist. This was not done in the past.

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

11. Does the entity request participants/clients to be members of the program?

Yes No

11a). If yes, describe criteria for membership and indicate total number of members. **Clients are residents of Cheboygan County, 60+ years of age who are identified as needing services. The CCCoA follows the Operating Standards of the Region 9 Area on Aging, emphasizing serving first those eligible persons with the utmost social/economic need, with special emphasis given to low income seniors. The CCCoA currently has 1068 registered members. The increase of 299 registered members over last year is due to the diligence of the CCCoA in ensuring that all participants complete the NAPIS form, as required by the grant providers, as well new participants, and re-registration of participants whose NAPIS registrations had expired.**

11b). Are non-members allowed to participate?

Yes No

12. Does your entity provide congregate and/or Meals-On-Wheels? If yes, provide the following: For the PHYSICAL year January 1 - December 31, 2015:

	# Served Annually	Average Donation/Meal	Cheboygan County Residents Served
Congregate Meals	19548	$ 1.97	519
Meals-On-Wheels	34199	$ 1.72	212

13. Does your program provide any other type of food assistance? If yes, describe the assistance and provide data to substantiate the benefit.

The CCCoA focuses on the congregate and home delivered meals programs, but does provide space for the commodity distribution programs as well as the Fresh Start program. The current administration still aspires to develop a food pantry in the Wolverine location with the help of grants and the Food Bank of Eastern Michigan.

14. How are your services, for each service provided, evaluated for quality?

PLEASE SEE ATTACHMENT #10

15. List the number in each category of professional, technical, clerical, maintenance, etc. and indicate whether full or part-time. If you have a specific salary range, please list. (Attach additional sheet if necessary) **PLEASE SEE ATTACHMENT #11**

Category	Full-Time	Salary	Part-Time	Salary
Management				
Technical				
Clerical				
Kitchen				
Client Support Services				
Maintenance				

16. If there are auxiliaries or affiliated organizations whose activities contribute to the programs or support your agency, provide the information below:

The following organizations support the CCCoA with either products, services , referrals, funding or association:

Kiwanis Club of Cheboygan
St. Thomas Food Pantry
NEMCSA
Hospice
Dr. Richard Strom
MSU Extension
Cheboygan County Health Department
Fernelius Toyota Chrysler Dodge Jeep Ram
McLaren Northern Michigan Hospitals
MDOT
Food Bank of Eastern Michigan
Vital Care
Dept of Human Services
Straits Area Services
Up North Computers
Alzheimer's Foundation
Tender care
Veteran Association (VA)
Cheboygan County

17. If the agency has an arrangement for the purchase of its service, or provision of service by contract from governmental or voluntary agencies, describe for what purpose, from whom, and the cost.

Provider	Purpose	Cost
		$
		$
	NO SERVICE CONTRACTS	$
		$
		$
		$

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

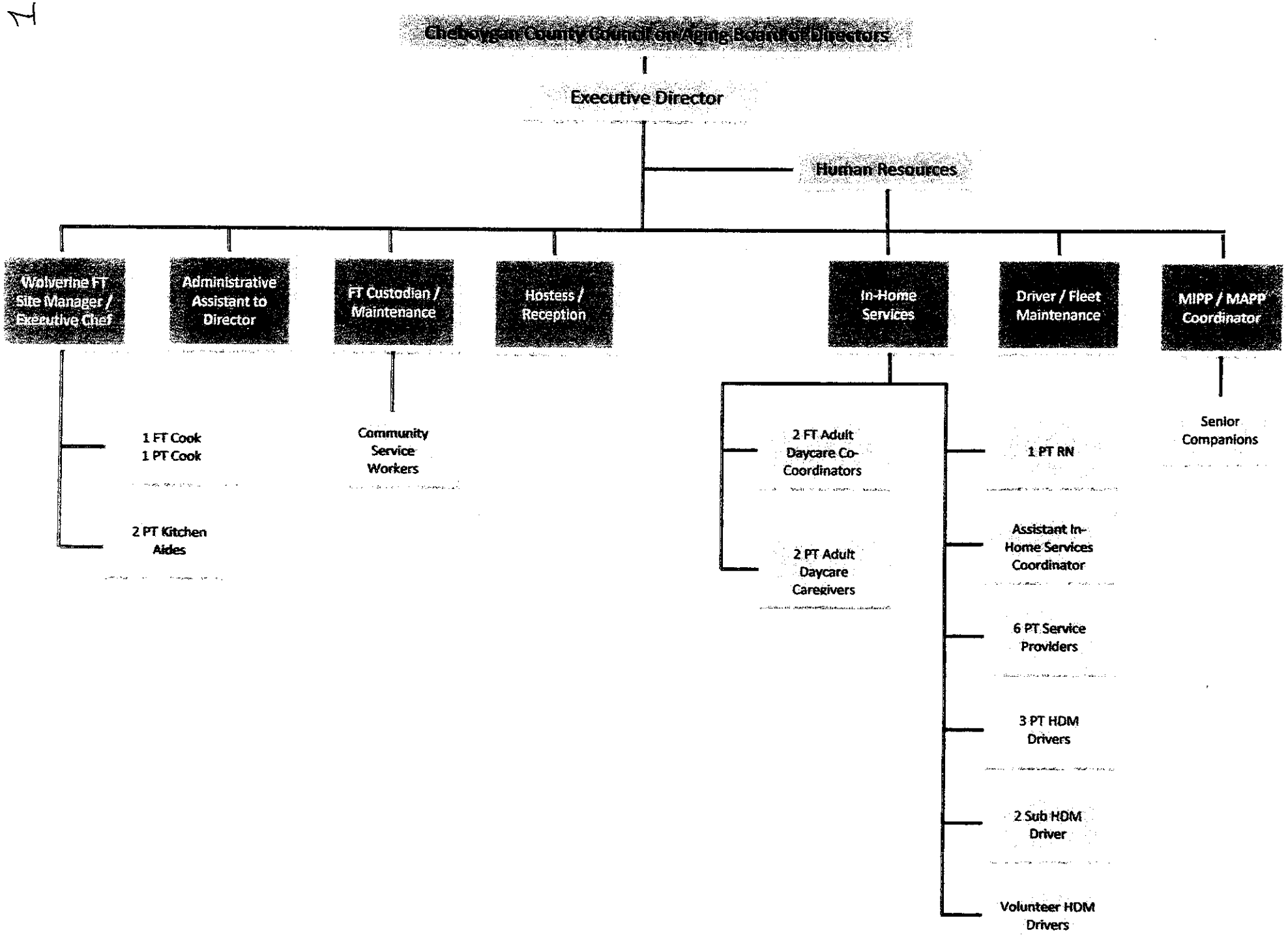
18. **NEW APPLICATION TO COORDINATE WITH FUND REQUEST - BASED ON FISCAL YEARS OF OCTOBER 1 - SEPTEMBER 30**

REVENUE	Last Year Actual 14-15	This Year Budgeted15-16	Next Year Proposed16-17
Allocation from Senior Millage		520975	560975
Meal Donations (service donations)		96000	80000
General Donations			
Government Agencies	**PLEASE SEE**	32500	32500
Other	**ATTACHMENT #12**		
Other-ADULT DAY CARE **			50050
Other			
Contributions			
Special Events		10000	10000
Legacies			
Associate Organizations			
Other Senior Programs			
Grants from Government Agencies		256991	256656
Dues			
Service Fees			
Sale of Material		6000	1000
Investment Income - INTEREST		300	300
Miscellaneous			
Other-Describe - REBATES		400	
Other-Describe - BUILDING USE		400	400
Other-Describe - FOOT CARE SERVICE		5000	5000
Other-Describe - TRANSPORTATION		10000	10000
Other-Describe - CASH MATCH		85000	60000
Other-Describe - TRANSFER FROM FUND BAL		140000	60000
TOTAL REVENUE		1163566	1126881

** PLEASE NOTE: For fiscal year 2016-2017, the CCCoA will no longer be showing revenue from the adult day care under the *"program income"* line item, but will be showing said revenue under *"adult day care"* in order to more accurately track actual day care income separate from program income.

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
Cheboygan County Senior Citizen's Millage Funds
Application for Project Funding Consideration

EXPENSES	Last Year Actual	This Year Budgeted	Next Year Proposed
Management Salary	157798.06	158000	158000
Staff Salary	359810.49 + 3964 casual labor	402000 + 5000 casual labor	402000
Employee Benefits	3921.82	6500	6500
Payroll Taxes	55777.72	62211.2	60620
Professional Fees - Legal	5667.45	10000	10000
Professional Fees - Acct.	8193.00	8500	8500
Professional Fees - Other	30000	0	0
Supplies(office, general, kitchen, raw food, senior activity)	**PLEASE SEE**	172300	173500
Telephone and internet	**ATTACHMENT #12**	11500	11500
Postage & Shipping	**FOR ACTUAL EXPENSES**	2500	2500
Occupancy		48400	45600
Rental & Equipment Maintenance		31500	32500
Printing & Publishing(advertising)		5000	5000
Travel (in-home services staff only)		10000	9000
Conferences & Meetings			
Special Assistance to Individual			
Dues		3000	3200
Awards & Grants(NEMCSA cash match)		85000	60000
Miscellaneous		6500	7000
Pay Affil. Organization			
Board Designated Future			
Other-Describe fuel		17000	17000
Other-Describe licenses & permit; bank fees		1100	1350
Other-Describe insurances		55000	51000
Other-Describe senior activity equip		2500	1611
Other-Describe building & ground main.		10000	10000
Other-Describe software expense		15000	5000
Other-Describe training expenses		2791.80	2500
Other-Describe equip & vehicle purchase		32263	42000
TOTAL EXPENSE		1163566	1126881


Cheboygan County Council on Aging Board of Directors
Executive Director
Human Resources
Wolverine FT Site Manager / Executive Chef
Administrative Assistant to Director
FT Custodian / Maintenance
Hostess / Reception
In-Home Services
Driver / Fleet Maintenance
MIPP / MAPP Coordinator
1 FT Cook
1 PT Cook
2 PT Kitchen Aides
Community Service Workers
2 FT Adult Daycare Co-Coordinators
2 PT Adult Daycare Caregivers
1 PT RN
Assistant In-Home Services Coordinator
6 PT Service Providers
3 PT HDM Drivers
2 Sub HDM Driver
Volunteer HDM Drivers
Senior Companions

Orig

ATT #2

1 of 8

UNITED STATES OF AMERICA

The State of Michigan

TUEBOR

CIRCUMSPICE

Michigan Department of Commerce

Lansing, Michigan

To All To Whom These Presents Shall Come:

I, Richard K. Helmbrecht, Director, Michigan Department of Commerce, Do Hereby Certify That Articles of Incorporation of CHEBOYGAN COUNTY COUNCIL ON AGING

were duly filed in this office on the 21st *day of* June, *19*74, *in conformity with Act 284, Public Acts of 1972, as amended.*, and Act 327, Public Acts of 1931, as amended.

In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 21st *day of* June, *19* 74.

Richard K. Helmbrecht

Director

MICHIGAN DEPARTMENT
OF COMMERCE

C&S-102

2 of 8

(Non-Profit Domestic Corporations)

ARTICLES OF INCORPORATION

OF

Cheboygan County Council on Aging
(Name of Corporation)

These Articles of Incorporation are signed by the incorporators for the purpose of forming a non-profit corporation pursuant to the provisions of Act 327, Public Acts of 1931, as amended, and Act 284, Public Acts of 1972, as follows:

ARTICLE I.

The name of the corporation is Cheboygan County Council on Aging

ARTICLE II.

The purpose or purposes for which the corporation is organized are as follows:

(See Appendix A)

ARTICLE III.

Said corporation is organized upon a non-stock basis.
(Stock-share or non-stock)

(a)

(If upon a stock-share basis fill in the following)

The total number of shares of stock which the corporation shall have authority to issue is _____ of the par value of $_____ per share.

A statement of all or any of the designations and the powers, preferences and rights, and the qualifications, limitations or restrictions thereof is as follows: _____

APPENDIX A

This Corporation is organized exclusively to co-ordinate programs, public and private, to promote and safeguard the independence, well-being, care and security for senior citizens and the elderly in Cheboygan County; to act as a co-ordinating agency for securing federal, state, local and private funding for the Cheboygan County Council which will have direct contact with the elderly in Cheboygan County included in the program; and to promote and assist local groups to assist the elderly, and in general to carry on any business in connection therewith and incidental thereto, and with all the powers conferred upon a Corporation by the laws of the State of Michigan; to manage, operate, administer and create programs; to promote the independence, well-being, care and security for senior citizens and the elderly in Cheboygan County and provide all necessary services in connection therewith.

Not withstanding any other provision of these articles all the income and earnings of the Corporation shall be used exclusively for Corporation purposes and no part of the net benefit or profit of any private individual, firm, corporation, partnership or association; the Corporation shall in no manner be controlled or under the direction or acting in substantial interest of any private individual, firm, partnership or association ~~seeking to derive profit or gain therefrom~~ or seeking to eliminate or minimize losses in any dealing or transaction therewith; the Corporation shall not carry on any purpose or activity not permitted by a Corporation exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) contributions to which are deductible for Federal Income Tax purposes; the Corporation shall not attempt to influence legislation by propaganda or otherwise, nor shall it intervene in, or participate in, any political campaign, on behalf of any candidate for public office; and no member, Director or Officer of the Corporation shall receive any pecuniary benefit from the Corporation except such reasonable compensation as may be allowed for services actually rendered to the Corporation.

APPENDIX B

Upon dissolution or other termination of the Corporation, The Board of Directors shall, after paying or making provision for the payment of all the liabilities of the Corporation, dispose of all of the remaining assets of the Corporation exclusively for the purposes of the Corporation in such manner, or to such organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine.

(If upon a non-stock basis strike out paragraph (a) above and fill in the following)

The amount of assets which said corporation possesses is:

*Real Property: None

*Personal Property: None

*(Give description and value. If none, insert "none")

Said corporation is to be financed under the following general plan:

Federal funds, state funds, local funds, private or charitable funds, or donations, gifts, grants or devises

ARTICLE IV.

The address of the initial registered office is

750 Cuyler (No. and Street) Cheboygan (Town or City), Michigan 49721 (Zip Code)

The mailing address of the initial registered office is (need not be completed unless different from the above address):

750 Cuyler (No. and Street) Cheboygan (Town or City), Michigan 49721 (Zip Code)

The name of the initial resident agent at the registered office is

Allan E. Wheelock

ARTICLE V.

The names and addresses of the incorporators are as follows:

Names	Residence or Business Address		
Allan Wheelock	750 Cuyler St.,	Cheboygan	49721
Belle Lavigne	Town Line Rd., Rt. #5	Cheboygan	49721
Caroline Reicks	Main Street	Wolverine	49799
Shirley Thompson	303 E. Etherington	Mackinaw City	49701

TRUE COPY
MICHIGAN DEPARTMENT
OF COMMERCE

C&S—113

(For Use by Domestic and Foreign Corporations)

CERTIFICATE OF CHANGE OF REGISTERED OFFICE AND/OR CHANGE OF RESIDENT AGENT

The undersigned corporation, in accordance with the provisions of Section 242 of Act 284, Public Acts of 1972, does here certify as follows:

1. The name of the corporation is COUNTY CHEBOYGAN/COUNCIL ON AGING

2. The address of its former registered office is:
750 Cuyler Street (No. and Street) Cheboygan (Town or City), Michigan 49721 (Zip Code)
The mailing address of its former registered office is:
750 Cuyler Street (No. and Street or P.O. Box) Cheboygan (Town or City), Michigan 49721 (Zip Code)

3. (The following is to be completed if the address of the registered office is changed.)
The address of the registered office is changed to:
1221 Mackinaw (No. and Street) Cheboygan (Town or City), Michigan 49721 (Zip Code)
The mailing address of the registered office is changed to:
1221 Mackinaw (No. and Street or P.O. Box) Cheboygan (Town or City), Michigan 49721 (Zip Code)

4. The name of the former resident agent is Allan Wheelock

5. (The following is to be completed if the resident agent is changed.)
The name of the successor resident agent is Clark Rees

6. The corporation further states that the address of its registered office and the address of the business office of its resident agent, as changed, are identical.

7. The changes designated above were authorized by resolution duly adopted by its board of directors.

Dated this 9th day of December, 19 74

COUNTY CHEBOYGAN/COUNCIL ON AGING
(Name of Corporation)

BY Clark Rees
(Signature)

Clark Rees, President
(Type or Print Name and Title)

(See Instructions on Reverse Side)

ARTICLE VI.

The names and addresses of the first board of directors (or trustees) are as follows:

NAMES	RESIDENCE OR BUSINESS ADDRESS	
Allan Wheelock	750 Cuyler St., Cheboygan	49721
Belle Lavigne	Town Line Rd., Rt. #5 Cheboygan	49721
Caroline Reicks	Main Street Wolverine	49799
Shirley Thompson	303 E. Etherington Mackinaw City	49701
John Graham	W. Devereaux Lake Rd., Rt. #2 Cheboygan	49721
John Lenders	6651 Holden Indian River	49935
Walter Piontkowski	1934 Lake Shore Topinabee	49791
Laura Barrett	7959 N. Straits Hwy. Cheboygan	49721

ARTICLE VII.

(Here insert any desired additional provisions authorized by the Acts)

(See Appendix B)

IN WITNESS WHEREOF, the undersigned, the incorporators of the above-named corporation, have hereunto signed these Articles of Incorporation on this 31st day of May, 1974.

Allan Wheelock	Allan E. Wheelock
Belle Lavigne	Belle Lavigne
Caroline Reicks	Caroline J. Reicks
Shirley Thompson	Shirley Thompson

(See Instructions on Reverse Side)

(Please do not write in spaces below — for Department use)

MICHIGAN DEPARTMENT OF COMMERCE — CORPORATION AND SECURITIES BUREAU

Date Received	
JUN - 5 1974	
JUN 1 9 1974	
	FILED JUN 2 1 1974 DIRECTOR Michigan Department of Commerce

C & S—102

INFORMATION AND INSTRUCTIONS

Articles of Incorporation—Non-Profit Corporations (Excluding Ecclesiastical Corporations)

1. Article II should state, in general terms, the specific purpose or object for which the corporation is organized.

2. Article V—At least three incorporators are required. Article VI—At least three directors (or trustees) are required. The addresses should include a street number and name (or other designation), in addition to the name of the city and state.

3. The duration of the corporation should be stated in the Articles only if the duration is not perpetual.

4. The Articles must be signed in ink by each incorporator. The names of the incorporators as set out in Article V should correspond with the signatures.

5. An effective date, not later than 90 days subsequent to the date of filing, may be stated in the Articles of Incorporation.

6. One original copy of the Articles is required. A true copy will be prepared by the Corporation and Securities Bureau and returned to the person submitting the Articles for filing.

7. FEES: $10.00 filing plus $10.00 franchise; total $20.00. Checks or money orders should be made payable to the State of Michigan.

8. Mail Articles of Incorporation and fees to:

   Michigan Department of Commerce
   Corporation and Securities Bureau
   Corporation Division
   P. O. Drawer C
   Lansing, Michigan 48904

(Please do not write in spaces below — for Department use)

MICHIGAN DEPARTMENT OF COMMERCE — CORPORATION AND SECURITIES BUREAU	
Date Received	
MAR – 3 1975	
MAR 1 2 1975	FILED Michigan Department of Commerce MAR 13 1975 DIRECTOR

C & S—113

INFORMATION AND INSTRUCTIONS

Certificate of Change of Registered Office and/or Change of Resident Agent

1. The Certificate is required to be signed in ink by the chairman or vice-chairman of the board, or the president or a vice-president of the corporation.

2. One original copy is required. A true copy will be prepared by the Corporation and Securities Bureau and returned to the person submitting the Certificate for filing.

3. Filing fee $5.00
   (Make fee payable to State of Michigan)

4. Mail form and fee to:

   Michigan Department of Commerce
   Corporation and Securities Bureau
   Corporation Division
   P. O. Drawer C
   Lansing, Michigan 48904

CHEBOYGAN COUNTY COUNCIL ON AGING
2015/2016 BOARD OF DIRECTORS

Nancy Lavigne, Vice President
4640 Beacon Lane
Cheboygan, MI 49721
231-625-8201
fandnLav20@msn.com

Ned Workman, Sec/Treas
665 W Lincoln Ave.
Cheboygan, MI 49721
231627-3478
nedworkman@gmail.com

Sue Cleary
5356 North Black River Road
Cheboygan, MI 49721
231-625-2161

Bob Benkhardt
12392 S. Straits Highway
Wolverine, MI 49799
989-255-5758

Julie Benkhardt
12392 S. Straits Hwy
Wolverine, MI 49721
989-255-5758
Benkhardt@att.net

Lowell Beethem
5167 Riggsville Road
Cheboygan, MI 49721
231-627-3337
LBeethem@mymea.org

Leonard R. Page
9482 Page Road
Cheboygan, MI 49721
231-625-2827
Leonard@the pages.net

In consideration:
Lori Thornton
Citizens National Bank
303 N. Main Street
Cheboygan, MI 49721
231-627-7111
lthornton@cnbismybank.com

Board Liaisons:

Sue Allor
Cheboygan County Board of Commissioners
PO Box 248/7141 Silver Lake Road
Wolverine, MI 49799
231-525-8012 Fax 231-238-0030
sallor@cheboygancounty.net

Yvette Smigelski, Contract Manager
NEMCSA
2375 Gordon Road
Alpena, MI 49707
ysmigelski@NEMCSA.org

6. ***State the purpose and/or objectives of your program. (Attach additional page if necessary)***

The purpose and objective of the Cheboygan County Council on Aging continues to be to provide the highest possible quality of services to the senior citizens of Cheboygan County by providing as many programs as possible, including but not necessarily limited to;

- congregate meal programs;
- home delivered meals;
- in-home services (which include housekeeping and personal care)
- in-home respite care;
- adult day care;
- health & nutrition education and trainings (such as scam alerts, defensive driving, elder abuse recognition & prevention, estate planning, "Safe, Sound & Secure", etc.);
- Medicare/Medicaid assistance;
- many health services (such as foot care services, blood pressure & hearing screenings);
- Senior Companions;
- medical equipment loan closet;
- Kinship/Grandparent program;
- transportation services;
- group trips;
- support groups (such Alzheimer/Dementia Support Group, and Recovery International);
- technology introduction classes, including a yearly 6-week computer training course;
- many recreational activities such as crafts, ceramics and card clubs; and
- social opportunities including holiday and birthday celebrations.

7. ***Identify how the proposed project will provide activities or services directed toward the improvement of the social, legal, health, housing, education, emotional, nutritional, recreational or mobility status of individuals over 55 in Cheboygan County.***

In conjunction with Region 9 Area on Aging, the CCCoA is in a unique position to provide many services to the seniors of Cheboygan County.

1. The CCCoA offers many social opportunities in the form of parties, gatherings and events.

2. In addition to the strictly governed nutritional programs (congregate and home delivered meals), the CCCoA presents monthly nutritional presentations in an effort to educate the seniors on health & nutritional issues and needs.

3. The CCCoA hosts several elder abuse prevention seminars each year, helping seniors to identify potential dangers, scams, etc.

4. An annual 6-week computer training series is presented in an effort to teach seniors to use the ever-changing technology for research, entertainment and health information purposes.

5. In addition to the in-home care services provided 5 days per week, the CCCoA has a full time Medicare/Medicaid consultant on staff for those needing health care assistance, thus promoting wellness.

6. The CCCoA has an Arthritis Foundation certified exercise instructor on staff and exercise classes are held three times each week (at both the Sand Road & Wolverine site), encouraging the participants (including Sand Castles Adult Day Care Facility clients) to increase mobility and activity levels.

7. The CCCoA has a specialized transportation program that provides transportation to and from the Centers 5 days per week, thus encouraging socialization and emotional health and well-being.

8. Within the past year, the CCCoA has a recently re-formed a very positive relationship with local housing entities such as The Brook, Grebe Village, Pinecrest, Tender care, etc.. The CCCoA is in constant contact with these housing entities in order to keep apprised on their availability and services for seniors who are ready to move into an alternate housing situation.

9. The CCCoA has recently expanded its transportation services to include bus trips to other agencies for meals and entertainment, as well as color tours, shopping trips, orchard trips, movie trips, etc., thus promoting recreational and social opportunities that non-driving seniors would not otherwise be able to take advantage of.

BUSINESS PLAN

Cheboygan County Council on Aging

1531 Sand Road
Cheboygan, Michigan 49721
By: Gail Tinker, Executive Director
August 1, 2015
REVISED 9/1/16

Executive Summary

The Company

THE CHEBOYGAN COUNTY COUNCIL ON AGING ("CCCoA", "COUNCIL") IS A PRIVATE, NON-PROFIT ORGANIZATION THAT, SINCE 1974, HAS BEEN PROVIDING A VARIETY OF SERVICES TO THE SENIOR CITIZENS OF CHEBOYGAN COUNTY; SERVICES DESIGNED TO ENABLE THEM TO CONTINUE TO LIVE HEALTHY, SAFE AND ACTIVE LIVES WITH DIGNITY.

The Ownership

The Cheboygan County Council on Aging is a private, non-profit, 501(c)3 organization.

The Management

The business and affairs of the corporation shall be managed by an Executive Director, on a contractual basis, as selected by the Board of Directors ("Board"). The Board shall meet as often as necessary to conduct the business of the corporation, but at least 6 times/year. Board Members shall be deemed to be the "Directors" of the corporation as that term is used in the Michigan Nonprofit Corporation Act, MCL 450.2101, et seq. (the "Act") and the Council shall be deemed to be the "board of directors" as used in the Act. The Board may consist of nine (9) appointed members, but no fewer than 7 member, as the Board shall determine from time to time. Board Members shall be nominated by the nominating committee and shall be appointed by the "Directors" at their annual meeting. Additionally, up to three (3) council members may be appointed from the business community without regard to the age limitations for membership, with full voting privileges.

The Goals and Objectives

The mission of the CCCoA is to continually improve the products and services to meet or exceed clients' requirements, allowing the CCCoA to prosper as a council, contribute to the community, provide a reasonable return on resources while maximizing the quality of Senior Living.

The Product

The Council provides many services to the senior citizens of Cheboygan County, including but not limited to:

* Providing nutritionally balanced meals to senior citizens of Cheboygan County through two full service centers located in Cheboygan and Wolverine. Each of these centers provides an opportunity for seniors to socialize and participate in programs, activities and services. The Council also delivers meals to the homebound seniors of Cheboygan County who are unable to prepare their own meals.

* Homemaking services are provided to seniors unable to perform basic household tasks.

* Respite services are provided to relieve caregivers during the day in order to give the caregiver a chance to provide for themselves.

* Personal care services are available to help clients with personal grooming, bathing, dressing, changing bed linens and laundry.

* Transportation services are available for seniors to and from the senior centers.

* Sand Castles Adult Day Care Facility is a safe alternative for those who should not be left alone throughout the day.

* The Council provides numerous opportunities throughout the year for education in the form of seminars, presentations, workshops, etc., all designed to educate and inform the senior citizens of Cheboygan County.

The Target Market

Senior population (60+) in Cheboygan County, Michigan.

The Company

Business Sector

The company currently operates in the following industry: Non-Profit.

Company History

The Council has been in existence as a private, non-profit organization since 1974, organized to

provide services to the senior citizens of Cheboygan County; services designed to enable them to continue to live healthy, safe and active lives with dignity.

Company Goals and Objectives

The mission of the CCCoA is to continually improve products and services to meet or exceed the requirements of seniors, allowing the Council to prosper, contribute to the community, provide a reasonable return on the resources while maximizing the quality of Senior Living.

Company Ownership Structure

The company is structured as a: private, non-profit, 501(c)3 organization.

Ownership Background

Member-owned, private 501(c)3 non-profit:

Company Management Structure

The business and affairs of the corporation shall be managed by an Executive Director, on a contractual basis, as selected by the Board of Directors.

Organizational Timeline

Ongoing support for an undeterminable amount of time, for the Senior population (60+) of Cheboygan County, while utilizing private donations, funding from Region 9 Area on Aging through the Offices of Services to the Aging and Older Americans Act, as well as MDOT and the local millage contributions.

Company Assets

The Council, being non-profit, shall have no assets with the exception of operating funds and equipment necessary to operate the non-profit on a day-to-day basis. The Council may carry a balance in the savings account in order to ensure the "graceful" closure of the business in the case of depletion of funds/income.

The Product

The Product

The Council on Aging shall provide services to the senior citizens of Cheboygan County, as outlined above, through two full service centers located in Cheboygan and Wolverine. Each of these centers provides an opportunity for seniors to socialize and participate in programs, activities and services.

Future Products or Services

The current Administration has adopted and supports the plan of the Michigan Offices of Services to the Aging, in relation to future services, wherein we shall:

* Recognize and celebrate the cultural, economic, and social contributions of older adults, and create opportunities for engagement in their communities.

* Use person-centered planning to ensure older adults have independence and self-direction through an array of long-term supports and services provided in the setting of their choice.

* Provide a variety of opportunities for older adults to enhance their physical and mental well-being, using evidence-based practices and other innovative programs.

* Provide advocacy, information, training, and services to support the rights of older adults to live free from abuse, neglect, and exploitation.

* Develop and enhance public and private partnerships to better serve older adults.

* Employ continuous quality improvement and innovation to accommodate the changing needs of older adults.

According to the 2014 Annual Report of the Michigan Offices of Services to the Aging:

• Michigan has 1,996,185 people age 60 or older – 20.2% of the total state population.

• The majority of the older adult population is female – 1,099,898 or 55.1%; and 896,287 or 44.9% are males.

• More than thirty-two percent (32.8%) of all households in the state of Michigan contain someone age 60 or older living in them.

• There are 417,203 Michigan veterans age 60 or older.

• More than forty-five percent (45.1%) of people age 60 or older live with a spouse; 40.1% live alone; 9.6% live with relatives; 2.4% live with non-relatives; and 2.7% live in group quarters.

• Approximately 126,000 Michigan residents age 65 or older identify themselves as having a cognitive disability.

• More than 77,000 grandparents live with their own grandchildren under the age of 18. Approximately 24,000 grandparents live with grandchildren under age 18 without the child's parent being present.

The current Administration is of the fact-based opinion that as our population continues to age, our services will need to grow with the demand.

Marketing Plan

The Target Market

Senior population (60+) in Cheboygan County, Michigan.

Advertising

The Cheboygan County Council on Aging receives many referrals from local doctors or other health based organizations and care facilities. Social media, paper media and radio advertising will also be utilized in accordance with the current budget. The Council also relies heavily upon "word of mouth" from satisfied families. The Council will continue to work with the local health dept., local hospitals and care facilities, religious organizations and public service organizations such as the Kiwanis.

Operations

Staffing

The Council on Aging maintains a staff of 25-32 employees, consisting of the following:

Executive Director
Human Resources Manager
Site Manager (Wolverine site) / Executive Chef
Administrative Assistant to the Director
MIIPS/MMAPS Coordinator
In-Home Services Coordinator
Registered Nurse
Sand Castles Adult Day Care Facility Staff
Kitchen Staff at 2 locations
Maintenance/Janitorial Staff
Driver/Fleet Manager
Home Delivered Meals Drivers at 2 locations
6-8 In-Home Service Providers
Hostess
Volunteers
Senior Companions

Cheboygan County Council on Aging
2016-2017 BUDGET
APPROVED

REVENUE	Approved 2015-2016	PROPOSED 2016-2017
4011 · NEMCSA (Federal)	101,048.00	98,048.00
4013 · USDA	24,918.00	31,039.00
4025 · Specialized Services	25,000.00	25,000.00
4028 · NEMCSA (State)	77,569.00	77,569.00
4031 · Cheboygan County	520,975.00	560,975.00
4043 · Fund Raising Income	10,000.00	10,000.00
4044 · Local Contributions	96,000.00	80,000.00
4046 · NEMCSA-MI-Choice Waiver	25,000.00	25,000.00
4054 . Rebates Received	400.00	0.00
4055 · Assets Sold	6,000.00	1,000.00
4056 · Interest Income	300.00	300.00
4060 · Building Use--TEFAP	400.00	400.00
4062 · FIA Home Help Services (DHS)	7,500.00	7,500.00
4061 - Foot Care Services	5,000.00	5,000.00
4067 . Adult Day Service (Grant & Revenue)	28,456.00	75,050.00
4071 · Fare Box (transportation revenue)	10,000.00	10,000.00
4099 · Cash Match	85,000.00	60,000.00
TRANSFER FROM FUND BALANCE	140,000.00	60,000.00
TOTAL REVENUE	1,163,566.00	1,126,881.00
EXPENSE		
1003 - CNB Loan	0.00	0.00
5002 · Payroll-Wages	560,000.00	560,000.00
5011 · FICA	34,720.00	35,000.00
5012 · Medicare	8,120.00	8,120.00
5013 · Unemployment Expense	19,371.20	17,500.00
5015 · Health and Drug Screening	500.00	500.00
5021 · Health Ins. (dental, optical, TB, Flu, CPR)	6,000.00	6,000.00
5030 · Casual Labor	5,000.00	0.00
5051 · DTE-Gas	12,000.00	10,000.00
5052 · Consumers-Electric	30,400.00	31,000.00
5054 . LP Gas	500.00	100.00
5100 · Raw Food	122,000.00	122,000.00
5200 · Bank Charges	350.00	350.00
5350 · Dues and Subscriptions	3,000.00	3,200.00
5351 · Licenses and Permits	750.00	1,000.00
5400 · Postage and Shipping	2,500.00	2,500.00
5401 · Fuel & Lubricants	17,000.00	17,000.00
5440 · Kitchen Supplies	22,000.00	24,000.00
5445 · General Supplies	15,000.00	15,000.00
5450 · Office Supplies	7,300.00	6,500.00
5451 · Senior Activity Supplies	6,000.00	6,000.00
5500 · Telephone Expense	9,000.00	9,000.00
5501 · Internet Service	2,500.00	2,500.00
5502 - Cable	2,000.00	2,000.00
5650 · Staff Travel	10,000.00	9,000.00
5670 · Repair/Maint.-Equipment	10,000.00	10,000.00
5671 · Repair/Maint-Bus	3,000.00	3,000.00
5672 · Repair/Maint HD Vehicles	9,000.00	9,000.00
5673 · Repair/Maint-Office Equipment	500.00	500.00

Cheboygan County Council on Aging
2016-2017 BUDGET
PROPOSED - W.I.P.

5680 · Building and Ground Maintenance	10,000.00	10,000.00
5681 · Trash Removal	3,500.00	3,500.00
5901 · Equipment Lease	9,000.00	10,000.00
5910 · Equipment Purchases Expense	12,000.00	5,000.00
5915 . Bus Purchase Exp	0.00	0.00
5920 · Vehicle Purchases Expense	18,263.00	35,000.00
5925 . Computer Purchase Expense	2,000.00	2,000.00
5926 · Software Expense	15,000.00	5,000.00
5927 · Senior Activities Equipment Exp	2,500.00	1,611.00
5930 · Insurance-Liab./PP	32,000.00	33,000.00
5935 · Insurance-Workers Comp	23,000.00	18,000.00
5940 · Audit Expense	8,500.00	8,500.00
5945 · Professional Fees	10,000.00	10,000.00
5950 · Miscellaneous	6,000.00	6,000.00
5960 · Advertising Expense	5,000.00	5,000.00
5980 · Training Expense	2,791.80	2,500.00
5990 · Fund Raising Expense	500.00	1,000.00
6001 · NEMCSA-Cash Match	85,000.00	60,000.00
Total Expenses:	1,163,566.00	1,126,881.00
	0.00	0.00

Budget Approved: 8/11/16

Moved by: NED WORKMAN Seconded by: SUE CLEARY

Ned Workman

Ned Workman
CCCoA Secretary/Treasurer

THE NEXT MEETING OF THE BOARD OF DIRECTORS IS SCHEDULED FOR THURSDAY, February 11, 2016 AT 9:30 A.M. PLEASE ALLOW THIS TO SERVE AS NOTICE OF THAT SCHEDULED MEETING.

Meeting of the Board of Directors
Cheboygan County Council on Aging
October 8, 2015

Meeting was called to order at 9:30 a. m., followed by the Pledge of Allegiance.

Roll Call: Present were; Nancy LaVigne, Vice President; Ned Workman, Secretary/Treasurer; Members: Bob Benkhardt, Julie Benkhardt, Sue Cleary, Lowell Beethem and; Gail Tinker, Executive Director. Absent were Leroy (Buddy) Ormsbee, Gordon Graham, and Leonard Page. Workman motioned to excuse Ormsbee, Graham, and Page. Cleary seconded the motion. All in favor passed by unanimous voice vote.

Public Comments: No public comments were made.

Guests: Kara LaMarre, Representative, Region 9 Area on Aging and Sue Allor, Cheboygan County Commissioner

The Agenda was presented and it was asked if there were any additions or deletions to the Agenda. Ned Workman motioned to accept the agenda as presented and Sue Cleary seconded the motion. All in favor - passed by unanimous voice vote.

Old Business:

The minutes from the August 13, 2015 meeting were reviewed. No revisions were required. Ned Workman motioned to accept the August 13, 2015 minutes as typed. Lowell Beethem seconded the motion. All in favor – passed by unanimous voice vote.

New Business:

The Board previously received a copy of the NEMSCA Financial Assessment of August 11, 2015. The assessment was reviewed and there were no findings. The Financial Specialists that performed the audit had only one suggestion and that is to ensure that all employees are punching in and out on a time clock. This is not an actual "finding", but only a suggestion. Lowell Beethem commented that he was impressed with the audit results, as there are so many fine points that are audited. Bob Benkhardt motioned to accept the findings report and Ned Workman seconded the motion. All in favor – passed by unanimous voice vote.

The NEMSCA General Assessment of Adult Day Services (Sand Castles) that took place August 13, 2015 was reviewed. Kara LaMarre commented that the Cheboygan County Council on Aging's Sand Castles facility is one of the top, best run facilities in the area. The only suggestion was to adjust one of the intake questions regarding perceived needs. Currently, it asks the client if they are able to share and then the assessor determine what the needs are. There is currently not a specific question for the caregiver and many times they may also need respite services. The CCCoA will be asking Kara for help in adjusting to make sure that question properly addresses all needs. Ned Workman motioned to accept the findings report and Sue Cleary seconded the motion. All in favor – passed by unanimous voice vote.

Director's Report/ Financial Report: Gail Tinker, Executive Director

- When Jeff and Yvette (NEMCSA auditors) came for the compliance audit, it was discovered that the CCCoA did not have an actual written Cost Allocation Plan in place. The Council needs to have a written policy that outlines how grant monies are applied to particular programs. The new Cost Allocation Plan, as prepared by Gail, was presented to the Board for review at their leisure.

- The Statement of Budget Activities Performance for the entire fiscal year was presented to the Board. Year end reports for NEMSCA are not yet completed, but that will not change the year end financial figures.

- Gail pointed out to the Board that the Council was nearly $2,600 under budget for food this past fiscal year and she thanked the Food Bank of Eastern Michigan and the St. Thomas Food Pantry for having donated vegetables, fruits and other items.

- November 4 will begin our internal audit with Midwest Professionals from Gaylord. This is usually a 3 or 4 day audit. As in the past, no findings are expected, and it is always a very thorough audit.

- Our funding is only guaranteed until December 11th, due to the suspension of the government shut down.

- As previously mentioned, the Millage Appropriation Committee recommended a $60,000 cut for this year. Gail expressed that she feels that the Council was penalized for "saving for a rainy day" and that may be a partial reason for the decrease. Gail expressed that the administration will do what is necessary with the reduction in millage monies so that no programs will suffer from this decrease. We will be making a partial transfer from our fund balance (savings) in order to balance the budget. In addition, beginning in January 2016, there will be three persons from the administrative staff that will see a slight reduction in their current hours and perhaps the layoff of one part time position at each site. The Council's finalized revised budget cannot be done until the final meeting of the county board takes place on Tuesday, October 13 at 9:30 am, so we know what we will actually be receiving. The county board has the opportunity to take, reject or modify the recommendation of the Millage Appropriation Committee. Gail proposed a Special Meeting of the Board of Directors in order to approve, once again, the final budget after the county board makes their decision. In the meantime, Gail proposed that the Council on Aging operate without an approved budget for the new fiscal year. Lowell Beethem motioned to operate without an approved budget until things are finalized. Sue Cleary seconded the motion. All in favor – passed by unanimous voice vote.

- Because the decision was made to have a Special Meeting to revise the budget later in the month, the Board of Directors elected to forgo the meeting in December.

- Lowell Beethem expressed his concern that when the full county committee meets they will change their commitment to fix the Wolverine Center roof and ceiling. Commissioner Allor stated there should not be any changes regarding that. Gail stated that the roof has been inspected by the county. Lowell Beethem asked if there was any hope of having it fixed before the winter hits. It is believed to be unlikely to be able to find a

contractor who will commit to completing the project before winter starts. The main concern is that all of the damage is taken care of. There was also flooding damage that occurred from a water softener malfunction that was the fault of McCardel Culligan. Gail stated that she is hopeful that this issue can be resolved short of a lawsuit.

- Gail stated that due to the recommended reduction in millage monies, she is beginning to look at closing the Wolverine Center on Wednesdays, as their numbers are very low for that particular day of the week. It does not make good business sense to pay the wages of two or three people and cook a meal for 30 individuals, to have only 5 or 10 show up for the meal - there are no home delivered meals cooked on Wednesdays. There has been a slight increase in the budget for advertising this fiscal year and Gail is hopeful that increased advertising for the Wolverine site will increase the suffering numbers. The hope is to continue to improve overall numbers, in lieu of reducing the serving days. On Wednesdays, the Transfiguration Church in Indian River holds a senior luncheon and Gail is assuming that this, in part, may be a reason for the light attendance on that day. Gail stated that this particular approach is still in the reviewing stages and that her hope is to keep the Wolverine site open 5 days per week.

- Earlene Chasse received Employee of the Quarter Award. She has worked for the Council for 32 years and is very deserving. Gail is of the opinion that she is a great asset to this organization.

- "A Powerful Voice" surveys have been sent out and made available to our members for 90 days. A total of 145 surveys were returned. Of the 145 returned, 68% were from home delivered meals clients, 31% from in home services clients, and only 1% completed from congregate members. All but about 4 or 5 were positive. The Wolverine area surveys were overwhelmingly positive.

- The HHR home delivered meals vehicle is going to be retired. Another used vehicle has been purchased; it is a 2010 Ford Edge with 57,000 miles. The "hotbox" from the HHR will be removed and placed in the Ford Edge, so that will save us approximately $8,000. The new budget allowed $25,000 for new vehicles, and the Ford cost us $18,000. The HHR will be going up for public auction. That will be reflected in our income as "assets sold".

- We have multiple events coming up the next couple of months. This is always a very busy time for us and it is full of fun. The Kiwanis Club of Cheboygan has confirmed the Special Adults Christmas Party and this will take place on Wednesday, December 9th. The Sand Road site will be closed to the congregate that day to allow this wonderful event to take place.

- Saturday, December 5th there will be an all you can eat breakfast buffet that is open to the public. The proceeds will go to benefit the Veterans Association Toys for Kids Christmas Program. We have many veterans in our congregate. The Veteran's program is similar to Toys for Tots. It will be held from 8:00 am – 11:00 am. There will be a minimum of $5.00 donation. We will not be accepting toys, only cash donations, so we can bring it to the Veterans Association. We need to firm these plans up with the VA. The Council will do this breakfast in place of

adopting a family this year. It will cost between $200 - $300 and we will be reimbursed from the proceeds. Gail thanked staff member Dennis Oikarinen for this idea.

- Due to popular demand, the Council will be reinstating the Wednesday Breakfasts. We will do the breakfasts once per month, on the first Wednesday of each month. This will begin November 4.

- Ned Workman mentioned that since there will not be a December Board Meeting, Christmas bonuses, if any, should be discussed and voted on. Julie Benkhardt motioned to provide modest Christmas bonuses for the employees, at the sole discretion of the Executive Director. Ned Workman seconded the motion. All in favor – passed by unanimous voice vote.

Ned Workman motioned to accept the Director's Report and Financial Report. Sue Cleary seconded the motion. All in favor- passed by unanimous vote.

The open meeting was adjourned at 10:30 AM with a motion by Bob Benkhardt, seconded by Sue Cleary. All in favor - passed by unanimous vote.

Meeting minutes transcribed by Stacy Agee for Ned Workman, Secretary/ Treasurer, Cheboygan Co. Council on Aging

SA / NW

THE NEXT MEETING OF THE BOARD OF DIRECTORS IS SCHEDULED FOR THURSDAY, April 14, 2016 AT 9:30 A.M. PLEASE ALLOW THIS TO SERVE AS NOTICE OF THAT SCHEDULED MEETING.

Meeting of the Board of Directors
Cheboygan County Council on Aging
February 11, 2016

Meeting was called to order at 9:30 a. m., followed by the Pledge of Allegiance.

Roll Call: Present were; Ned Workman, Secretary/Treasurer; Members: Robert Benkhardt, Julie Benkhardt, Lowell Beethem, Leonard Page and Gail Tinker, Executive Director. Absent were Leroy (Buddy) Ormsbee, Sue Cleary and Nancy Lavigne. Lowell motioned to excuse Ormsbee, Cleary and Lavigne. Robert seconded the motion. All in favor passed by unanimous voice vote.

Public Comments: No public comments were made.

Guests: Yvette Smigelski, Representative, Region 9 Area on Aging, Sue Allor, Cheboygan County Commissioner and Tony Henning, Midwest Professionals, PLLC.

The Agenda was presented and it was asked if there were any additions or deletions to the Agenda. A Motion was made to accept the Agenda. Leonard motioned to accept the agenda as presented and Lowell seconded the motion. All in favor - passed by unanimous voice vote.

Old Business:

The minutes from the October 8, 2015 meeting were reviewed. No revisions were required. Robert motioned to accept the October 8, 2015 meeting minutes as presented, Leonard seconded the motion. All in favor – passed by unanimous voice vote.

New Business:

The Board of Directors welcomed Tony Henning from Midwest Professionals, PLLC. Having been provided a draft of the fiscal year 2015 Financial Audit Report, the Board members had an opportunity prior to the meeting in which to review said report. Midwest Professionals, PLLC, has not identified any deficiency in any of the controls. Henning presented the Financial Audit Report to the Board in detail, answering the few questions presented to him. Henning reviewed with the Board the FDIC insurance policies, wherein accounts are only insured up to the amount of $250,000. Discussion was had regarding funding, program income decrease and depreciation policies. Henning pointed out that the Council has good controls in place and that the cash position is excellent. The Council has received a 100% compliant financial audit. The Financial Audit Report, as well as the Council's annual form 990, will be finalized and sent to the business office. Tinker will ensure that copies get sent to the appropriate parties as required by any contracts. The report will be available for review at both the Wolverine and the Sand Road Senior Centers. A motion was made by Leonard and seconded by Julie to accept the proposed Financial Audit Report for the Fiscal Year 2015 in its entirety, as presented. Motion carried by unanimous roll call vote.

Director's Report/ Financial Report: Gail Tinker, Executive Director

- Yvette Smigelski with Region 9 is here to conduct the annual in-home services audit to confirm our compliance with standards and regulations. It is our theory that if policies are followed from the very beginning, our audits are painless and flawless. Tinker stated that she makes it a point to educate the managers about proper standards and policies and to view our many audits with the attitude that they are a learning opportunity.

- Our nutritional program audit is scheduled for early August with Kelly Robinette from NEMSCA. This year Kelly will be visiting the Wolverine site, and the Cheboygan site will conduct a "self-audit" to insure compliance. Gail reiterated that as always, Kelly is wonderful to work with and is a wealth of knowledge and information regarding the nutrition policies and standards.

- Gail informed the Board that the Millage Appropriation Agreement, as well as the Specialized Services Contract have been received and executed.

- Because the Board has not met since October, Gail reviewed the many activities that took place since October which included the Toys for Kids Breakfast that the Council hosted in December. That particular event was a moderate success, resulting in the presentation of a check in the amount of $677 to that program. We will try that function again next December and consider it an annual event if the yield is cost-effective.

- Gail thanked the Kiwanis Club of Cheboygan for once again allowing the Council to host the Special Adults Christmas Party on December 9th. There was about 180 attendees this past year and as in all previous years, the event was fun, energy-filled and very humbling. Gail acknowledged the staff at the Council for giving 100% once again in order to help make this event a success. In addition, both sites had very successful Christmas celebrations, with 70+ attending Wolverine's party and 130+ attending Cheboygan's party.

- Gail briefly discussed the upcoming events which include tax assistance, computer classes, Wii Bowling tournament, pool tournament, craft class, etc. The Council will be interviewing for a newly created job position of bus driver. We will be putting a bus on the road 3-4 days per week, beginning in the spring, in order to provide the local senior population with transportation to and from doctor appointments, shopping, etc. The actual service is still in the planning stages and a questionnaire will be developed and presented to the members in order to aid in determining the actual need. This is a needed service in our community and we are pleased to add it to our growing list of senior services.

- Gail briefly discussed personnel changes that took place in the kitchens at both sites, and the "front of house" at Sand Road. These changes were nothing out of the ordinary, simply normal turnaround of staffing. Also, effective March 1st, the administrative offices at the Sand Road site will be modifying its business hours and will be operating Monday - Thursday, 8am-5pm. Sand Castles will still operate as normal on Fridays.

- Gail reviewed her plan to update the Sand Castles facility. It is nearly 12 years in operation and is in desperate need of fresh paint, new lighting, updated furniture and an all-around "face lift". Sand Castles remains at capacity and shows no sign of change. Gail is of the opinion that additional space will very soon be required in order to accommodate the need for respite care within our county. After the upgrade is complete, we will schedule an open house and launch an advertising campaign to raise awareness of the service we offer.

- A discussion followed regarding the need to draw the younger seniors into our facilities and to make them aware of the services offered. Leonard shared that many of the other centers are changing their facility names in order to appeal to the baby boomers, many removing the words "senior center" from their names. Discussion was had about the attempted name change of our facilities several years ago and how the new names did not catch on. Gail will do some research and speak with other COA's to determine how they are proceeding with name changes, advertising, open houses, etc. There will be obvious expenses associated with name changes, which would include new printed literature, signs, advertising, web site, etc. It was also reported that the Council is in the process of expanding our website to include the ability to post meeting minutes, audit reports, job openings and applications, etc., in an effort to increase transparency.

- Gail updated the Board on a few matters. (1) The Culligan flooding issue at the Wolverine site has been resolved without the need for litigation and the repairs to the Wolverine site have been completed. (2) The County visited the Wolverine site and sealed the roof to prevent the leaks. This is a quick fix to a long term problem, and as far as Gail knows, the County still has plans to replace the roof at the site as promised. (3) Two aged home delivered meals vehicles have been replaced. A vehicle was purchased for the Wolverine route and their current vehicle will be parked and used as a backup home delivered meals vehicle for the time being. A vehicle was also purchased for one of the Cheboygan routes and that vehicle replaced the HHR. The HHR was put up for public bid. All bids were rejected and the vehicle was parked in front of the Sand Road Center and sold for the asking price within one day. The vehicle was sold for $2,000 and that amount is reflected in the budget as "assets sold".

- Gail reviewed with the Board a software/hardware program called MySeniorCenter ("MSC"). The system would add touch screens to our facilities and eliminate sign-in sheets for all events, meals, activities, staff and volunteer hours and more. The system utilizes key tag technology and accurately registers members, activities, events, bus trips, home delivered meals routes and most all other functions of our sites, with the exception of in-home services. The system also tracks demographic information and is maintained and backed up nightly offsite. Gail has spoken with several other centers that use the MSC technology and most all are very satisfied. The Otsego County Commission of Aging has been using MSC for five years and has been able to effectively reduce 3 staff positions. Our current software, CareEvantage, is effective but is archaic and limited in its ability to track numbers of participants. Our current system relies heavily on data entry and if the members

do not sign in, we do not have accurate number counts. Numbers = funding and it is most important to capture the signatures of our participants. Gail reviewed the cost of our current software and the MSC software. With the reduction in necessary staff hours and the reduction in annual fees, the MSC software will pay for itself within a couple years. We would continue to use duel systems for awhile to ensure a smooth transition to the new software and will most likely keep a portion of the CareEvantage system for in-home services and billing, until MSC incorporates those functions into its software. Gail is of the opinion that it is time to upgrade and has requested the support of the Board of Directors in making this change. A motion was made by Lowell to authorize Gail to pursue the MSC upgrade, and was seconded by Leonard. All in favor – passed by unanimous voice vote.

Gail apologized for the length of the meeting and moved on to the Financial Report. The Board was presented with the Statement of Activities of Budget Performance reflecting the current fiscal year to date. At the current time, the budget is in line with the projections. Gail discussed the increase in minimum wage and the difficulties experienced recently in attempting to fill open key positions within the Council. We received many applicants but the lack of benefits and the low wages is a serious detriment in securing quality team members. Gail reported on a discussion with Ned Workman regarding wages and the need to bring the Council's wage structure into alignment with the other COA's in our region. Wages have been increased in certain areas of our employment structure and full time employees will be offered dental and vision coverage. The budget will be revised at the halfway point of the fiscal year to reflect the payroll increases, the upgrading of Sand Castles and the software upgrade. Gail will prepare a proposed revised budget for presentation to the Board of Directors. There being no further questions or discussion on the financials, a motion was made by Leonard and seconded by Lowell to accept the Director's Report and Financial Report. All in favor - passed by unanimous vote.

A motion was then made by Robert and seconded by Julie to adjourn the meeting of the Board of Directors. All in favor-passed by unanimous vote. Meeting was adjourned.

Meeting minutes transcribed by Gail Tinker for Ned Workman, Secretary/ Treasurer, Cheboygan Co. Council on Aging

THE NEXT MEETING OF THE BOARD OF DIRECTORS IS SCHEDULED FOR THURSDAY, April 14, 2016 AT 9:30 A.M. PLEASE ALLOW THIS TO SERVE AS NOTICE OF THAT SCHEDULED MEETING.

Meeting of the Board of Directors
Cheboygan County Council on Aging
April 14, 2016

Meeting was called to order at 9:38 a. m., followed by the Pledge of Allegiance.

Roll Call: Present were; Ned Workman, Secretary/Treasurer; Members: , Sue Cleary, Robert Benkhardt, Julie Benkhardt, Lowell Beethem, Leonard Page and Gail Tinker, Executive Director. Absent were LeRoy Ormsbee, President and Nancy Lavigne, Vice President. Sue Cleary motioned to excuse Nancy Lavigne. Leonard seconded the motion. All in favor passed by unanimous voice vote. A motion was then presented to the Board to accept the resignation of LeRoy Ormsbee as President. Mr. Ormsbee formally resigned from the Board due to personal reasons. Lowell motioned, with regret, to accept the resignation of Mr. Ormsbee, Sue seconded the motion. All in favor passed by unanimous voice vote

Public Comments: No public comments were made.

Guests: Nick Bodette, Cheboygan Tribune. Our NEMSCA representative, Yvette Smigelski, Representative, Region 9 Area on Aging, was unable to attend this meeting. Sue Allor, Cheboygan County Commissioner was not present.

The Agenda was presented and it was asked if there were any additions or deletions to the Agenda. A motion was made to accept the Agenda. Robert motioned to accept the agenda as presented and Julie seconded the motion. All in favor - passed by unanimous voice vote.

Old Business:

The minutes from the February 11, 2016 meeting were reviewed. No revisions were required. Sue motioned to accept the February 11, 2016 meeting minutes as presented, Julie seconded the motion. All in favor – passed by unanimous voice vote.

New Business:

Ned brought to the Board's attention the packet of information that was previously sent to the Board, which contained the proposed revised budget for FY 2015/16. Leonard asked what prompted the revised budget and Ned explained that there were changes in payroll, the addition of monies allocated to software (to accommodate the new My Senior Center system), as well as the need to make adjustments for recent improvements to Sand Castles. Ned requested that before the Board leave the building today, that they make a point to see the improvements to the Sand Castles facility, which now boasts a much more homey, relaxed environment. Leonard discussed the Council's need to be a part of the solution, opposed to a part of the problem, when it comes to the low wages in our area and the inability to get quality employees due to the low wage structure. Gail commented that with the recent adjustments in our wage structure, we now have a better qualified staff that will, hopefully, result in the longevity of the team at the Council.

Director's Report/ Financial Report: Gail Tinker, Executive Director

- Gail talked about the update to the Council's website (www.3coa.com). The site is now more interactive. Job postings are listed on the site with the Employment Application, so a candidate may fill out the application and submit it online. The menus for both sites are now much more visually appealing and there is a new section, "Documents", which enable us to post meeting minutes, audit reports, etc. We will be posting these items in an effort to maintain the transparency that we know is important.

- Gail briefly discussed the new "My Senior Center" system with the Board. The hardware has arrived and has been installed. The key staff members will attend three 2-hour training sessions prior to "going live" with the system to ensure that we are as proficient as possible with the system to ensure a smooth, stress-free transition for our members. The system will effectively eliminate all paper sign-in sheets and allow us to more accurately track participants, numbers, attendees, etc., as well as provide a plethora of demographic and other reports. The Wolverine Center will begin with a hand-held scanning system instead of a touch screen, until the time that the participant numbers increase at that site. The concept is still the same, the members will be issued a key card which will be scanned and then the information will be downloaded to the software at the administrative offices. We fully expect to introduce the touch screen at the Wolverine site at some point in the future. The oversight and management of the new system will be put into the very capable hands of Gail's assistant, Stacy Agee.

- Gail has hired Jerry Pond, a professional photographer, to take pictures of the Wolverine, Cheboygan and Sand Castles sites to be used in the compilation of a new brochure. Our current brochures (we have a separate one for Sand Castles) are 10+ years old. We plan to update and modernize the literature and consolidate into one brochure. We must also incorporate Title VI (MDOT) language and funding language (NEMSCA) into the new literature. Gail will be working with Straits Publishing. Jerry Pond is very sympathetic to our non-profit position and his quote was very acceptable. The Council will be paying Mr. Pond $200 for countless photographs in digital format, so we can use the photographs for numerous other projects.

- Region 9 Area on Aging has announced the availability of funding for the fiscal years 2017-2019. The multi-year plan will provide funding for congregate and home delivered meals, personal care, homemaking, in-home respite and legal services. In addition, annual funds are available for the 2017 fiscal year for elder abuse preventions, evidence-based disease prevention, health promotion, the Merit Award (Adult Day Services) and the National Family Caregiver support Program. We will be participating in all applicable programs. Gail will be attending the pre-bidders conference in early May and will be writing those grants over the next couple months.

- The Wolverine roof project has been bid out and several contractors have visited the site over the past couple weeks. It is Gail's understanding from Jeff Lawson that the Commissioners will soon be awarding that contract to a local company in the Wolverine area. The Board of Directors expressed their pleasure that the County is moving forward to replace the leaking roof and re-insulate. Gail will pass along more information to the Board when she receives it. Discussion was held regarding the Wolverine facility, the condition of the building and cleanliness of it. Robert gave kudos to Brian Turbin, the Site Manager, for continuing the upkeep on the building and the food quality. Gail expressed that there has been some recent dissatisfaction from some congregate

members at the Wolverine site. These members are of the opinion that the Council is not doing enough to promote the Wolverine Center. Gail expressed that just because folks do not see the advertising, doesn't mean that it is not happening. We currently advertise on the radio, in The Good Life publication, Wolverine's menus appear weekly in the Resorter and in the monthly Senior Living, we have an ad on the placemats in local restaurants, we produce a monthly newsletter which is distributed to local business and advertisers as well as at all sites, we have a website and a very active Facebook page, as well as the distribution of our current brochure to the community on a regular basis. Julie offered the opinion that the decline in Wolverine's numbers is due largely to the fact that many of the regular faces have passed. Gail acknowledged this and reiterated to the Board of Directors that the Council is focusing its efforts on appealing to the "new" seniors - baby boomers.

- The Council was approached by the Cheboygan Kiwanis Club to host the club's Monday evening meetings and Gail has put together a bid which will be voted on by the club within the next week or two. The Council is pleased to have the opportunity to host the club again, and appreciates the relationship that has been established with Kiwanis. Lowell stated that the club was never dissatisfied with the service by the Council, which is what Gail feared. We have a staff member who has stepped up and volunteered to cook the evening meals for the Kiwanis in the event that we are chosen to host the meeting.

- The Cheboygan site will be doing the weekly breakfasts buffet again this summer during the months of June & July, from 8am-11am on Saturdays. Hopefully this day change will appeal to the local families with children, as well as the local living facilities. The cost will be $6 per person, all you can eat. Children will be at a reduced rate with a paying adult. This is good exposure for the Council and does generate a bit of revenue for senior activities.

- On July 15th, we are planning a Friday fish fry. One of our staff members was a tribal fisherman in the past and he has connections that will enable us to get quality fresh fish at a very good price. This is a fundraiser that is currently in the planning stages. We hope to make this one of our major fundraisers this year and with the proper advertising, we should be able to have a successful event. Lowell expressed that he also knows an individual who may be able to help.

- The silent auction is in full swing and will wrap up early July. Last year we made close to $2,000 and we are hoping to do that again this year. All proceeds are profit and will support unfunded senior activities. We will continue to accept donations up until the date of the auction.

- National Military Appreciation month is the month of May and we will put together some type of appreciation to the service members. Sue Cleary stated that Otsego County will be offering free meals to veterans on Wednesdays in May in honor of their service to our country. The Council will most likely offer free soup, salad & dessert to veterans and their spouses. May is also Older Michiganians' Month and there are many events that take place in Lansing (meet your State Representative, etc.). Last year we sent Earlene Chasse to this event and if she would like to go this year as well, we will support that. Last year was the first year that the CCCoA was represented.

- Gail reminded the Board that in February, Region 9 was with us to conduct the annual in-home services audit. This is an audit that is done every year to ensure the Council's compliance with the grants. This is one of our several audits each year. The results of that audit have been received and as expected, the Council is in compliance. There was a small change that we had to make to our "Suggestions & Concerns" form (formerly our Grievance form). We added *right to appeal and discrimination* language to that form. We also had to provide a copy of our RN's license. Other than those two minor things, we were pleased to receive a clean audit. Region 9 will be returning to the Council on April 27th to conduct the annual financial audit. These audits are very informative and we welcome NEMCSA as they are polite and easy to work with. We do not expect any issues with the financial audit. Leonard stated that he understands that Kurt Ruppheun has been retained once again to conduct the financial audits, at the request of the NEMCSA employees. Gail was unaware of this and is under the impression that the auditors will be from the NEMCSA office. She will contact Yvette Smigelski to confirm.

- Gail advised the Board of the status of the renaming of the centers and presented them with a proof of the poster/media material that will be released to the public via newspapers, newsletters, website, Facebook and introduction to the congregate sites. We will move forward with the attempt to rename the centers in an effort to attract the younger senior population. We will be doing this in the form of a contest with cash prizes.

A motion to accept the Director's report was made by Julie and seconded by Leonard. All in favor passed by unanimous voice vote.

Financial Report:

The Board was presented with the Statement of Activities of Budget Performance reflecting the current fiscal year to date. Several line items were reviewed, including: 5910- Equipment Purchases, Sand Castles upgrades; 5926 - My Senior Center Software. We are down one employee in the administrative offices who will not be replaced. Two of the other administrative employees were able to pick up that vacated position without skipping a beat. So, by not filling that vacated seat, we have saved more than enough money to effectively cover the cost of the My Senior Center software and several years support fees; 5945 - Legal fees, under-budgeted for documentation clean-up and former employee related issues; the Consumers Energy budget plan has been reduced by approximately $200 per month. Unfortunately, there is little that can be done to control utility costs; and Leonard questioned the line item concerning electric service. Gail confirmed the amount and pointed out that the amount is for all three facilities (Sand Road, Wolverine & Sand Castles) as well as the garages at both sites.

Leonard asked about the reserve monies that the county retains in order to fund other senior programs and if Gail knows how much money is in that fund. Gail did not know the exact amount, reminding the Board that the septic system that was installed at the Sand Road location last fall came out of that fund. A brief discussion was had regarding the availability of these funds to other senior service programs, including the dispersing of Cheboygan County tax dollars to Emmet County for the Wawatum Center. Leonard will call Jeff Lawson to get the amount in the capital improvement fund and will report back to the Board at the next meeting.

Discussion was had regarding the Governor's proposed use of the Tobacco settlement funds to solve the Flint water crisis. Leonard stated that he believes that a court order regulates the distribution of those funds to adult day care. None of the board members have heard anything more on this matter.

Sue Cleary made a motion to accept and file the Financial Report, Robert seconded the motion. All in favor passed by unanimous voice vote.

The proposed revised Budget was then reviewed. Questions were raised about certain line items. Gail stated that she is of the opinion that the team that is now in place at the Council is a capable team, willing to put the needs of the local seniors first. She gave kudos to all staff for doing an excellent job, consistently volunteering and being very dedicated to the Council. Gail reports that with the small payroll increases, she feels that we have cemented the team. We are currently at 28 employees and the wage structure of each level has been reviewed. Special appreciation was given to the team in Sand Castles for the outstanding job they do on a daily basis. Sue Cleary asked about the effect of an increase in the minimum wage to $15, as is being proposed. Gail stated that we would be "in trouble" but would have to find a way to deal with that, if it happens.

The equipment purchases line item was reviewed and discussed, which included upgrades to Sand Castles and kitchen equipment. Also discussed was the need to replace two home delivered meals vehicles, which Gail plans to do in the fall and will be reflected in the next fiscal year budget.

Leonard asked if the Council participates in the "Cheboygan Bucks" program and Gail said that we do not, given that we are a donation based business. Gail will call the Chamber of Commerce to see what participation in the program involves.

A motion was made by Sue and seconded by Leonard to accept the proposed revised budget as written. All in favor passed by unanimous voice vote.

There being no further business, Lowell made a motion to adjourn (to Sand Castles in order to see the improvements, after which time the meeting will be formerly adjourned), and Robert seconded the motion. All in favor passed by unanimous voice vote. Meeting was adjourned.

Meeting minutes transcribed by Gail Tinker for Ned Workman, Secretary/ Treasurer, Cheboygan Co. Council on Aging

THE NEXT MEETING OF THE BOARD OF DIRECTORS IS SCHEDULED FOR THURSDAY, August 11, 2016 AT 9:30 A.M. PLEASE ALLOW THIS TO SERVE AS NOTICE OF THAT SCHEDULED MEETING.

Meeting of the Board of Directors
Cheboygan County Council on Aging
June 9, 2016

Meeting was called to order at 9:30 a. m., followed by the Pledge of Allegiance.

Roll Call: Present were; Nancy Lavigne, President; Ned Workman, Secretary/Treasurer; Members: , Sue Cleary, Robert Benkhardt, Julie Benkhardt, Lowell Beethem, Leonard Page, Members; and Gail Tinker, Executive Director.

Guests: Sue Allor, Cheboygan County Commissioner and Yvette Smigelski, Contracts Manager, Region 9 Area on Aging

Public Comments: No public comments were made.

The Agenda was presented and it was asked if there were any additions or deletions to the Agenda. A motion was made to accept the Agenda. Sue Cleary motioned to accept the agenda as presented and Robert Benkhardt seconded the motion. All in favor - passed by unanimous voice vote.

Old Business:

The minutes from the April 14, 2016 meeting were reviewed. No revisions were required. Sue motioned to accept the April 14, 2016 meeting minutes as presented, Lowell seconded the motion. All in favor – passed by unanimous voice vote.

New Business:

Director's Report/ Financial Report: Gail Tinker, Executive Director

- The NEMCSA financial audit was completed on April 27 and was conducted by Yvette Smigelski and Jeff Wieland from the NEMCSA office. There was talk at the last board meeting about the audits being done by Kurt Ruppheun but Gail was able to clarify that Mr. Ruppheun was contracted by NEMCSA to do NEMCSA's internal audits and not the audits of the contractors. The preliminary audit report has been received and Gail would prefer to discuss the report with the Board when the final report is received. The preliminary report contained an issue with the allocation of units being unclear in the case of the in-home care providers in the instance when a client is not home to receive services. That issue has been clarified and a new procedure put into place within the Cost Allocation Plan document. The payment of PTO, weather closures and paid holidays were also clarified within the Cost Allocation Plan, and an adjustment in the allocation of the amount of liability insurance charged to Sand Castles was also adjusted. The food and kitchen supplies cost allocation will now be 70/30, 70% being home delivered meals program and 30% being congregate meals program. This adjustment is more in line with the actual percentage per program, opposed to the 60/40 allocation that has been used for years. Gail asked for questions and when there were none, a request for a Motion to accept the revisions to the Cost Allocation Plan was made by Ned and seconded by Sue. All in favor - passed by unanimous voice vote. After the fact, Leonard had a question about why "time clock" language was incorporated into the Cost Allocation Plan. Gail will copy that language into the Employee Handbook at its next revision. A brief discussion was had about punching a

time clock and the desire of the our grant provider to see consistency on timesheets. Leonard talked about employee handbooks, language contained within the handbooks, Face Book policies, non-compete clauses, personal emails, etc. A discussion followed with input from Commissioner Allor regarding non-compete agreements.

- The replacement of the Wolverine roof has been approved by the County and Kujawa Construction has been awarded the contract with a bid of $34,500. This is a metal roof that is being installed over the existing metal roof with the replacement of the fascia and soffit as well. There was a slight setback the first week of the reroofing project that resulted in a hole in the kitchen ceiling due to rain damage. Gail has been in touch with Jeff Lawson and is confident that this will be repaired immediately. Jeff has been very responsive and Gail is pleased with the path of our business relationship with the County. In the meantime, Brain at the Wolverine site has been up on the roof to put a temporary fix to this issue. Wolverine will also be receiving 2 new service doors as well as resurfacing of the parking lot. This will be paid for by the County, presumably out of the capital improvement fund.

- Wolverine's annual theme party will be July 22nd and the theme is "Senior" Prom. It should be fun to see the folks dressed up and enjoying themselves. With the passing of many of their congregate members, the recent parties have been not as well attended as in past years. In order to break even, 50 tickets must be sold.

- Gail briefly discussed the new "My Senior Center" system with the Board. The system is up and running at the Sand Road site and there was very little grumbling. The system is being installed at the Wolverine site within the next 2 weeks and Gail's assistant, Stacy Agee, will be traveling to Wolverine to set up the system and then as needed to train the employees and help the congregate get registered.

- The Project Fresh program will be having the required registration and nutritional education seminar at the Sand Road site on June 22, 29 and July 13. This is the project that provides coupons to qualifying seniors for fresh produce, redeemable at local farm markets. This is a wonderful program that the Council is pleased to support.

- The Kiwanis Club of Cheboygan accepted the Council's bid to host their Monday evening meetings at the Sand Road site. They are a great group and we are grateful for their support.

- The 50's dance party hosted by the Rotary Interact Club was on May 21st. It was not well attended. In years past we have done similar events with other youth groups such as the Key Club. Over the years, the youth have changed and seem to be more connected to their electronic devices and are not as interested in interaction as they were years ago. Gail is of the opinion that perhaps the party would have been better attended if it was held at the Wolverine site as the congregate members there don't have a problem with making a contribution for social activities.

The Saturday breakfast started on June 4th and we served about 50 people. It was advertised on Face Book and the ad itself received many "likes" and "shares". We will try it for one month and if it turns out that it is not

cost-effective, we will end the program. Discussion was had about staff volunteers and Gail will consult with the Council's legal counsel about Department of Labor laws and using staff as volunteers.

- The Council received a notice of audit from the State of Michigan Unemployment Insurance Agency ("UIA") and that audit took place yesterday, June 8th. This is a random audit and the first UIA audit for the Council that Gail is aware of. The auditor was here for about 3 hours and aside from several questions about casual labor, the audit was painless. The audit is conducted to make certain that the agency being audited is paying unemployment taxes and that is the only reason for the audit. Gail was educated by the auditor about casual labor and on the next budget there will not be a line item for casual labor. The State of Michigan's policies on this matter are different from the federal laws and the state requires that taxes be paid on all work done. All workers will either be added to payroll or we will use independent contractors who provide us with a federal tax identification number so that we can send them a 1099 at the end of the year. Because of a clerical error in the accuracy of an employee's social security number, the Council will not owe any monies to the State of Michigan for the use of casual laborers, but will most likely be receiving a refund. Yvette did express that the Area on Aging was also audited by the UIA months ago and they are still waiting for the results. Sue Allor also stated that her family business was also audited and they experienced the same situation with casual labor. A brief discussion was had regarding what constitutes an independent contractor and Sue Allor shared some of the requirements of hiring an independent contractor. The Board had a brief discussion about exempt employees and the new requirements.

- The renaming of the centers contest has closed and all the entries that followed the rules have been posted with the artwork, and the voting has begun. There are entries 1-11, which are the submitted entries, and then choice #12 is "don't change the name". This was added because of some opposition by our members and research into the cost of the actual complete changeover to a new name. The cost of replacement of signs, letterhead, brochures, business cards, all other print material, web site, etc., would be in the neighborhood of $20,000. We will let the votes make the determination about what we will do. The congregate seems interested in the contest and people are voting.

- Gail has completed the grant proposals for: the Merit Grant (Sand Castles, $30,000), Elder Abuse Prevention ($2,000), Homemaking ($56,000), Personal Care ($13,700), Respite ($7,000) Congregate ($52,000) and Home Delivered Meals ($77,000). These numbers were provided to the Council by Region 9 as the amount available to us. Ned reviewed the grant requests and signed them on behalf of the Board of Directors and they have been delivered to Yvette. Copies are available for review. The core grants (homemaking, personal care, respite) are three-year grants and the Merit Grant is a yearly grant.

- Gail reviewed the service numbers for the month of May and pointed out the increase in services. We have seen many new faces this spring and it is refreshing. The in-home care providers are all working as much as they want to and most are at almost full time status. Sand Castles is maintaining and is busy as usual.

- Gail discussed the need for two new home delivered meals vehicles very soon. The Ford Transits are on their last legs and the one in Wolverine has a faulty transmission. The vehicle "blue booked" at less than the cost to

fix the vehicle, so we will be pulling out the hotbox and scraping the vehicle or selling it for whatever we can get out of it. The Transit in Cheboygan is not in much better condition. Gail pointed out the overage in the budget line item "vehicle purchases". A local non-profit had a vehicle that they had to unload. Gail and the Council's Fleet Manager have been talking for several months about needing a vehicle that is bigger than a mini-van yet smaller than a bus. So when this particular vehicle, which is a Ford E350 heavy duty passenger van, became available, we purchased it and it is serving our purposes very well. Gail will be putting one of our older mini-vans up for public auction as we do not need it and soon it will be requiring maintenance. It is a 2008 and is starting to show signs of wear. Gail requested a Motion from the Board allowing the sale of the 2008 mini-van. A Motion was made by Robert and seconded by Julie. All in favor - passed by unanimous voice vote.
(**At this point Ned Workman excused himself from the meeting.)

Financial Report:

The Board was presented with the Statement of Activities of Budget Performance reflecting the current fiscal year. Leonard expressed that he would prefer to see the Statement reflecting fiscal year-to-date. Gail will make certain that the Statement of Budget Activities will be presented to the Board fiscal year-to-date from this point on.

Review of the Budget shows the Council in line with projected budget activities. Discussion was had regarding the recent increase in fuel prices. The Council is hopeful that the fuel prices will stabilize. The fish fry that was scheduled for July 15th has been cancelled due to cost.

A motion was made by Sue and seconded by Robert to accept the Director's Report and the financial report. All in favor - passed by unanimous voice vote.

Leonard was asked whether he contacted Jeff Lawson regarding the balance in the Capital Improvement Fund. Leonard has not done so, but will make a point to call Jeff Lawson and share that information with the Board. Gail pointed out that the septic at Sand Road was replaced and that cost came from the Capital Improvement Fund as well the Wolverine roof replacement and parking lot repair. Sue Allor clarified for the Board where the monies in the Capital Improvement Fund came from and that those monies are unallocated senior millage monies that are set aside in order to complete necessary projects.

There being no further business, Lowell made a motion to adjourn and said Motion was seconded by Robert. All in favor passed by unanimous voice vote. Meeting was adjourned at 10:45 AM.

Meeting minutes transcribed by Gail Tinker for Ned Workman, Secretary/ Treasurer, Cheboygan Co. Council on Aging

THE NEXT REGULAR MEETING OF THE BOARD OF DIRECTORS IS SCHEDULED FOR THURSDAY, October 13, 2016 AT 9:30 A.M. PLEASE ALLOW THIS TO SERVE AS NOTICE OF THAT SCHEDULED MEETING.

Meeting of the Board of Directors
Cheboygan County Council on Aging
August 11, 2016

Meeting was called to order at 9:30 a. m., followed by the Pledge of Allegiance.

Roll Call: Present were; Nancy Lavigne, President; Ned Workman, Secretary/Treasurer; Members: , Sue Cleary, Lowell Beethem, Leonard Page, Members; and Gail Tinker, Executive Director.

A motion was make by Sue Cleary and seconded by Ned Workman to excuse Robert Benkhardt and Julie Benkhardt. All in favor - passed by unanimous voice vote.

Guests: Sue Allor, Cheboygan County Commissioner and Yvette Smigelski, Contracts Manager, Region 9 Area on Aging and Lori Thornton, Citizens National Bank

Public Comments: No public comments were made.

The Agenda was presented and it was asked if there were any additions or deletions to the Agenda. Ned Workman motioned to accept the agenda as presented and Lowell Beethem seconded the motion. All in favor - passed by unanimous voice vote.

Old Business:

The minutes from the June 9, 2016 meeting were reviewed. No revisions were required. Ned Workman motioned to accept the June 9, 2016 meeting minutes as presented, Sue Cleary seconded the motion. All in favor – passed by unanimous voice vote.

New Business:

- Motion to Affirm Policy of Non-Discrimination - was presented to the Board by Gail Tinker. Reaffirmation of the Council's non-discrimination policy is a requirement of the Senior Millage Participation Agreement. The Motion to Affirm is presented in its entirety as provided by the County of Cheboygan and which exists in the Council's Policies & Procedures. Reaffirmation is needed for Gail to include in this year's request for senior millage. A motion to reaffirm was made by Lowell Beethem and seconded by Ned Workman. All in favor – passed by unanimous voice vote.

- Review/Approval of proposed 2016-17 Fiscal Year Budget - The proposed budget was previously provided to the board members via email. Gail reviewed the proposed budget line by line, revenue and expenditures. A discussion was held regarding the expectations of funding from NEMCSA and the request that will be presented to the County through the Senior Millage Participation Agreement, which is due no later than September 15th. Gail reviewed with the Board the decrease in senior millage funds last year (less $60,000) and updated the Board on the completion of the roof at Wolverine and that the County is replacing the entrance doors at that site as well as resealing the parking lot. Gail is planning to request a total of $560,975 from the County Senior

Millage funds this year, which is $40,000 more than was granted to the Council last year. A brief review of the expected revenues continued, most remaining unchanged from last fiscal year.

Expenditures will remain mainly unchanged from last fiscal year. The casual labor line item was removed due to the Michigan Unemployment Agency audit and clarification with the Council's legal counsel. Michigan does not allow for casual labor and thus the Council will no longer be utilizing same. Any required work will be contracted by a business that is registered to do business in the State of Michigan or in the instance of an individual, said individual will be put on payroll and be considered an employee in order to assure that all taxes are paid. Staff volunteers will no longer be utilized and staff will be paid a flat fee for all fundraising work outside their normal job description.

Other notable changes in the proposed budget are: increase in kitchen supplies (Oliver trays for home delivered meals increase); decrease in office supplies; minor equipment lease increase; substantial decrease in equipment purchase expenses due to the completion of the remodeling of Sand Castles; vehicle purchase expense increase is due to immediate need for a plow truck at the Wolverine site - leasing a vehicle was suggested by Lowell Beethem due to the very few miles that are put on the vehicle - Gail will inquire; software expenses decrease due to the payment in full for the My Senior Center system, although some software needs are ongoing such as yearly QuickBooks fee, anti-virus protection, etc.; worker's comp and liability insurance as well as audit expenses were minimally adjusted; and professional (legal) fees and advertising will remain unchanged. The total proposed budget for the 2016-2017 fiscal year is $1,126,881, down from last fiscal year's $1,163,566, a reduction of $36,685.

A brief discussion was held regarding the senior millage amount and the presentation of the Participation Agreement as well as the amount of the Cheboygan County Senior Millage monies that are being given to Emmet County to help fund the Wawatum Senior Center. Commissioner Allor reminded the Board that the senior millage monies are for *Cheboygan County seniors,* and that those monies do not necessarily have to be spent in Cheboygan County. Leonard Page spoke about the requests made for the senior millage monies when he occupied a commissioners seat and how not all requests were honored. Gail reminded the Board that the Council is still in a good financial position, and how we would like to stay in this position in the case that something drastic were to happen, we would be able to pay the bills and have a 3-6 month cushion. This financial position is the reason that millage monies were withheld from the Council last year and should that be the case again this year, we will need to make budget adjustments, most likely in an increase in the "transfer from fund balance" line item.

Program income was discussed as was the increase in the line item for Adult Day Care (ADC). Gail explained that in the past, not all monies received from Sand Castles was applied to the ADC line item, but was instead applied to program income. In an effort to better track ADC income and performance, all income from ADC will be applied to that particular line item and not program income.

A motion was made to accept and approve the proposed 2016-2017 Fiscal Year Budget by Ned Workman and seconded by Sue Cleary. All in favor - passed by unanimous voice vote. Gail thanked the Board for their approval.

- The NEMCSA financial audit was completed on April 27 and was conducted by Yvette Smigelski and Jeff Wieland from the NEMCSA office. The final audit report has been received and Gail pointed out to the Board that "findings" and "recommendations" are two different things. NEMCSA recommended that we pay closer attention to the allocation of payroll hours as applied to the grants. The Council has effectively corrected this situation by doing an internal wage allocation study with the in-home service assistant (whose allocated hours were the topic of this concern) and by modifying the Council's Cost Allocation Plan to more effectively define allocation of payroll hours. Ned Workman requested clarification from NEMCSA of the term "somewhat" as used in relation to the acceptance of board/director review of separation of duties. Many COA's, being larger organizations, have a wider separation of duties, wherein our organization being smaller, finds it effective to operate with a smaller staff. Therefore, a wide separation of duties is not necessary or possible. The Council's Board secretary/treasurer approves all expenses and signs all checks, therefore the auditors found this *somewhat* acceptable. Ned Workman is of the opinion that the word *somewhat* should not have been included. Leonard Page inquired about the noted average cost of home delivered meals vs. congregate meals and a discussion was held regarding those figures. Gail addressed the reference to a "mathematical error" in the audit report and clarified to the Board that it was due to an error in the payroll of the in-home services assistant wherein she was actually underpaid but this was corrected on the following paycheck. Gail reiterated to the Board that now that we have a clear Cost Allocation Plan, small errors such as these will be avoided in the future and will force us to pay closer attention to detail.

A motion was made by Ned Workman and seconded by Sue Cleary to accept the Financial Assessment Audit report as received from NEMCSA. All in favor - passed by unanimous voice vote.

Director's Report -

- Gail is working with Northern Michigan Toyota Deals and has submitted a Proposal for Sponsorship to Toyota. The Council has received this sponsorship and will be awarded a new Toyota RAV4, fully "wrapped" for use in our home delivered meals program. We are very pleased to consider Toyota our preferred sponsor. Gail is currently wrapping up the details and will plan a presentation event at Festival Square.

- Kara Lamar from NEMCSA performed Sand Castles' yearly audit on August 9th and Gail has no reason to expect any findings or recommendations again this year. Kara was very pleased with the remodel as well as the ongoing function of the facility. Gail commended the operation of the Sand Castles facility as well as the staff and fully expects to see a perfectly clean audit report.

- Kelly Robinette from NEMCSA's nutrition division was at the Wolverine site for their semi-annual audit on August 9th for their nutritional compliance audit. Gail spoke with Kelly yesterday and there was nothing

to report. Wolverine's kitchen continues to be ultra-clean and the staff is well-versed on policies and procedures.

- The oldest mini-van had been sold for $3,000 and that income is reflected in the "assets sold" line item of the budget. A bid notice was run in the newspaper for one week and there were no formal bids received. A FOR SALE sign was placed in the vehicle and it was parked on the front lawn of the Sand Road Center. It was sold within a day. The 2010 Ford Transit that was used in Wolverine for the home delivered meals has also been sold for scrap for $500. The cost of repairs to the vehicle (transmission) exceeded the value. The vehicle was constantly in for repairs and not worth the expected costs. The hotbox from that Transit has been removed and will be installed in the newly donated vehicle.

- Gail spoke briefly about the passing of Gordon Graham and his service on the Board of Directors as well as his commitment to the Alzheimer/Dementia cause. A plaque has been hung in Gordon's memory and the Sand Castles facility has been dedicated to his memory. In the past, the Board has honored deceased Board members by planting a tree in the Sand Castles courtyard to honor the memory of our passed friend. Gail inquired to this Board of Directors if they would like to plant a tree for Gordon as well. A motion was made by Ned Workman and seconded by Lowell Beethem to authorize Gail to contract with Spray's Landscaping to have a tree planted in the memory of Gordon. All in favor - passed by unanimous voice vote. Once the tree is in the ground and "plaqued", Gail will contact Gordon's family and arrange for a tree dedication service.

- Once all the items from the silent auction are picked up and paid for, we will have netted just short of $1400. This is an "okay" total, although we were hoping for closer to $2000. We had a theft issue with a local couple. They were caught stealing from the silent auction and Gail has turned the video over to the Prosecuting Attorney. This couple was arrested in mid-July and have been charged with felony larceny from a building. These folks are habitual thieves, have been arrested previously and the Prosecutor will be going forward with the prosecution, at the request of the Council.

- Gail reviewed the results of the contest to rename the centers. The Wolverine site submitted zero (0) votes. The Sand Road site submitted 26 votes for "the Oasis" and 156 votes for "no change to the name". In recognition of the few votes received for "the Oasis", we have renamed our newsletter The Senior Sun and it will now be published under the name "The Oasis". Gail did receive feedback from congregate members and most wanted to keep the name unchanged and expressed that no matter what we named the Center, it will always be referred to as the senior center. Therefore, unless the Board would like to pursue this further, the centers will keep the names they are currently operating under.

A motion was made by Sue Cleary and seconded by Lowell Beethem to accept the Director's Report. All in favor - passed by unanimous voice vote.

Financial Report -

- Gail provided the Board with an updated list of the Board Members, noting that we are at the minimum of 7 members. A discussion was held regarding possible vacancies on the Board. The Council does have applications but as is the norm, people are unwilling to provide necessary information (such as social security number, driver's license numbers, etc.) and are unwilling to submit to the required background check. After lengthy discussion it was decided that a notice will be posted that the Council is accepting applications. This topic was tabled and will be discussed further at the October meeting.

- The Statement of Budget Activities Report for fiscal year to date was presented to the Board. The Statement was reviewed and there were no questions. Gail is of the opinion that as the end of our fiscal year approaches, the Council is in line with the budget.

  A motion was made by Ned Workman and seconded by Sue Cleary to accept the financial report. All in favor - passed by unanimous voice vote.

Lowell Beethem reminded the Board of the upcoming Churchill Classic run/walk, sponsored by Citizens National Bank, the recipient this year is the Cheboygan Youth Center.

There being no further business, Ned Workman made a motion to adjourn and said Motion was seconded by Lowell Beethem. All in favor passed by unanimous voice vote. Meeting was adjourned at 10:55 AM.

Meeting minutes transcribed by Gail Tinker for Ned Workman, Secretary/ Treasurer, Cheboygan Co. Council on Aging

CHEBOYGAN COUNTY COUNCIL ON AGING

"Life Gets Better With Age"

Visit us On-Line at www.3coa.com

Find us on Facebook

Administrative Offices and In-Home Services
1531 Sand Road
Cheboygan, MI 49721
(231) 627-7234
(231) 627-4048 facsimile

Sand Road Senior Center
1531 Sand Road
Cheboygan, MI 48721
(231) 627-7234
(231) 627-4087 facsimile

Wolverine Senior Center
6554 Wolverine Road
Wolverine, MI 49799
(231) 525-8969
(231) 525-9218

Sand Castles Adult Day Care
1531 Sand Road
Cheboygan, MI 48721
(231) 597-8317

Plunkett Cooney, General Counsel

Donations are accepted at all locations. The CCCoA is a 501(c)3 non-profit corporation, and an Equal Opportunity Employer.

September 1, 2016

TO: THE BOARD OF DIRECTORS, CCCoA
SUE ALLOR, CHEBOYGAN COUNTY COMMISSIONER
YVETTE SMIGELSKI, REGION 9 AREA ON AGING

RE: NOTICE OF SPECIAL MEETING OF DIRECTORS

Please note:

Notice is now given that a Special Meeting of the Board of Directors has been called by Nancy LaVigne, President of the Board of Directors of the Cheboygan County Council on Aging, and will be held on Monday, September 12, 2016, at 9:30AM at the principal office of the Council located at 1531 Sand Road, Cheboygan, MI 49721, *for the following exclusive purposes*:

1. To review and/or approve the **Cheboygan County Senior Citizen's Millage Application for Participation** for the year 2017; and

2. Adopt the Master Resolution & Project Authorization Resolution in regards to funding projects with the Michigan Department of Transportation.

Sincerely,

CHEBOYGAN COUNTY COUNCIL ON AGING

Gail Tinker

Gail Tinker
Executive Director

:gmt

9

CHEBOYGAN COUNTY COUNCIL ON AGING
ANNUAL FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED
September 30, 2015

CHEBOYGAN COUNTY COUNCIL ON AGING

TABLE OF CONTENTS

	Page
Independent Auditor's Report	2
Annual Financial Statements	
Statement of Financial Position	5
Statement of Activities	6
Statement of Functional Expenses	7
Statement of Cash Flows	8
Notes to the Financial Statements	10
Supplemental Section	
Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters, Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*	16
Schedule of Findings	18
Schedule of Expenditures of Federal & State Awards	19
Notes to Supplemental Schedule of Expenditures of Federal & State Awards	20
Statement of Revenues & Expenses - Federal/State Programs - Modified Accrual Basis	21
Statement of Activities - For the year Ended September 30, 2015 & 2014 - Unrestricted	23

Midwest Professionals, P.L.L.C
Certified Public Accountants
215 South Court Avenue, Gaylord, MI 49735
989-732-1156 Fax 989-731-2541

INDEPENDENT AUDITOR'S REPORT

The Board of Directors
Cheboygan County Council on Aging
1531 Sand Road
Cheboygan, MI 49721

Report on the Financial Statements

We have audited the accompanying financial statements of the Cheboygan County Council on Aging (the "Council") (a nonprofit corporation), which comprise the statement of financial position as of September 30, 2015, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Council's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Midwest Professionals, P.L.L.C
Certified Public Accountants
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Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Cheboygan County Council on Aging as of September 30, 2015, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Council's basic financial statements. The schedule of expenditures of federal and state awards is presented for purposes of additional analysis, and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Supplementary information

The statement of revenues and expenses – Federal & State programs and statement of activities for the two years ended September 30, 2015 are presented for purposes of additional analysis, and have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards,* we have also issued our report dated February 11, 2016, on our consideration of the Council's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grants agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Council's internal control over financial reporting and compliance.

Midwest Professionals P.L.L.C.

Midwest Professionals, P.L.L.C.
Gaylord, Michigan
February 11, 2016

Member of American Institute of Certified Public Accountants
Member of Michigan Association of Certified Public Accountants

ANNUAL FINANCIAL STATEMENTS

Cheboygan County Council on Aging
Statement of Financial Position
As of September 30, 2015

Assets	
Current Assets	
Cash and Cash Equivalents (note 2)	$ 360,584
Accounts Receivable, net (note 3)	12,193
Prepaid Expenses	19,330
Inventory	10,658
Total Current Assets	402,765
Property and Equipment, net (note 4)	300,055
Total Assets	$ 702,821
Liabilities and Net Assets	
Current Liabilities	
Accounts Payable	$ 22,894
Payroll Liabilities	35,993
Due to Other Government (note 10)	149
Compensated Absences (note 8)	3,953
Total Current Liabilities	62,989
Total Liabilities	62,989
Net Assets	
Unrestricted	639,832
Temporarily Restricted	-
Permanently Restricted	-
Total Net Assets	639,832
Total Liabilities and Net Assets	$ 702,821

See accompanying notes to the financial statements.

Cheboygan County Council on Aging
Statement of Activities
For the Year Ended September 30, 2015

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Revenues				
Federal Grants / Awards	$ -	$ 180,551	$ -	$ 180,551
State Grants / Awards	-	153,521	-	153,521
Local Support	573,646	-	-	573,646
Other Support	186,702			186,702
Net Assets Released from Restrictions	334,072	(334,072)	-	-
Total Revenues	1,094,420	-	-	1,094,420
Expenses & Losses				
Audit	8,193	-	-	8,193
Building / Equipment Maintenance	30,267	-	-	30,267
Leases	7,970	-	-	7,970
Postage	2,323	-	-	2,323
Supplies	179,500	-	-	179,500
Travel	8,031	-	-	8,031
Payroll Expenses	584,362	-	-	584,362
Depreciation	52,965	-	-	52,965
Fundraising Expenses	13,951	-	-	13,951
Insurance	56,244	-	-	56,244
Utilities	56,303	-	-	56,303
Fuel	16,893	-	-	16,893
Other Expenses	61,269	-	-	61,269
Total Expenses	1,078,271	-	-	1,078,271
Change in Net Assets	16,149	-	-	16,149
Net Assets as of Beginning of Period	623,683	-	-	623,683
Net Asset as of End of Period	$ 639,832	$ -	$ -	$ 639,832

See accompanying notes to the financial statements.

Cheboygan County Council on Aging
Statement of Functional Expenses
For the Year Ended September 30, 2015

	Program Services	General	Total
Revenues			
Federal Grants / Awards	$ 180,551	$ -	$ 180,551
State Grants / Awards	153,521	-	153,521
Local Support	-	573,646	573,646
Other Support	119,715	66,987	186,702
General Fund Support	111,389	(111,389)	-
Total Revenues	565,176	529,244	1,094,420
Expenses & Losses			
Audit	-	8,193	8,193
Building / Equipment Maintenance	7,420	22,847	30,267
Leases	347	7,623	7,970
Postage	-	2,323	2,323
Supplies	143,872	35,628	179,500
Travel	4,140	3,891	8,031
Payroll Expenses	304,293	280,069	584,362
Depreciation	36,564	16,401	52,965
Fundraising Expenses	-	13,951	13,951
Insurance	22,870	33,374	56,244
Utilities	28,490	27,813	56,303
Fuel	13,436	3,457	16,893
Other Expenses	3,744	57,525	61,269
Total Expenses	565,176	513,095	1,078,271
Change in Net Assets	-	16,149	16,149
Net Assets as of Beginning of Period	-	623,683	623,683
Net Asset as of End of Period	$ -	$ 639,832	$ 639,832

See accompanying notes to the financial statements.

Cheboygan County Council on Aging
Statement of Cash Flows
For the Year Ended September 30, 2015

Cash Flows From Operating Activities	
Increase in Net Assets	$ 16,149
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	52,965
Decrease in Accounts Receivable	1,026
Decrease in Prepaid Expenses	1,848
Decrease in Inventory	2,267
Increase in Accounts Payable	17,871
Increase in Payroll liabilities	2,525
Decrease in Accrued Compensated Absences	1,078
Increase in Due to Other Governments	(72)
Net cash provided by operating activities	95,657
Cash Flows From Investing Activities	
Purchase of Fixed Assets	(12,935)
Net cash used in investing activities	(12,935)
Net increase in cash and cash equivalents	82,722
Cash and cash equivalents as of beginning of period	277,862
Cash and cash equivalents as of end of period	$ 360,584

Increase Decrease in Cash:	
Cash received from grants, contributions and activities	$ 1,088,936
Cash paid for goods services needed for operations	(993,279)
Net cash provided by operating activities	$ 95,657

See accompanying notes to the financial statements.

NOTES TO THE FINANCIAL STATEMENTS

CHEBOYGAN COUNTY COUNCIL ON AGING
CHEBOYGAN, MICHIGAN

NOTES TO THE FINANCIAL STATEMENTS
For the year ending September 30, 2015

Note 1- Nature of Activities and Significant Accounting Policies

The nature of the activities and the significant accounting policies followed by the Cheboygan County Council on Aging are presented below:

A. Organization

The Cheboygan County Council on Aging (the "Council") was organized on June 21, 1974 as a Michigan non-profit corporation for the purpose of providing information on services and programs available to senior citizens, informs the public of those needs, performs general advocacy, and develops and coordinates programs and projects to meet the needs of the senior citizens of Cheboygan County. The organization maintains two senior centers (nutrition sites); one in Cheboygan, and one in Wolverine.

The governing body of the Cheboygan County Council on Aging is the Board of Directors comprised of nine members. Each senior center location maintains its own Center Advisory Committee, which consists of not more than seven appointed members. Each Center Advisory Committee serves in an oversight role for each site location, handles fund raising and social activities, and serves in an advisory capacity to the Council Board of Directors.

Primary funding for the organization is received through a county millage, fund raising, and state/federal grants.

B. Financial Statement Presentation

The Cheboygan County Council on Aging has adopted Financial Accounting Standards Board Accounting Standards Codification (FASB ASC) 958 *Not-for-Profit Entities* (formerly Statement of Financial Accounting Standards (SFAS) No. 117, "Financial Statements of Not-for-Profit Organizations"). Under FASB ASC 958, the organization is required to report information regarding its financial position and activities according to changes in three classes of net assets (unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets) based upon the existence or absence of donor/grantor-imposed restrictions. Accordingly, net assets of the Council and changes therein are classified and reported as follows:

Unrestricted net assets- Net assets that are not subject to donor-imposed stipulations.

Temporary restricted net assets- Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Council and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

Permanently restricted net assets- Net assets subject to donor-imposed stipulations that they be maintained permanently by the Council. Generally, the donors of these assets permit the Council to use all or part of the income earned on any related investments for general or specific purposes.

C. Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles.

CHEBOYGAN COUNTY COUNCIL ON AGING
CHEBOYGAN, MICHIGAN

NOTES TO THE FINANCIAL STATEMENTS
For the year ending September 30, 2015

Note 1- Nature of Activities and Significant Accounting Policies - *Continued*

D. Property and Equipment

Property and equipment acquired by the Council is considered to be owned by the Council. However, Federal/State funding sources may maintain equitable interest in the property purchased with grant monies as well as the right to determine the use of any proceeds from the sale of these assets.

The Council follows the practice of capitalizing, at cost (fair market value for donated assets), all expenditures for fixed assets in excess of $5,000. Depreciation is computed on a straight-line basis over the useful lives of the assets generally as follows:

Building improvements	15 years
Furniture and equipment	3-10 years
Vehicles	5 years

E. Grants Receivable

Expenses incurred on federal and state award programs, where the funding is still yet to be received by the Council, are recognized as accounts and grants receivable on the Council's statement of financial position.

F. Inventories

Inventories of the Cheboygan County Council on Aging consist of perishable food and supplies related to the congregate and home delivered meals program. These goods are carried on the Council's financial statements at lower of cost or market.

G. Deferred Revenue-Grants

Federal and State award monies received, in advance of qualifying expenses being incurred, are recorded on the Council's statement of financial position as deferred revenue.

H. Compensated Absences

The Council's policy allows permanent, full time employees to accumulate vacation time on a limited basis. Employees are granted their vacation on January 1 of each year. Vacation time must be used by December 31 of the same year. Unused vacation hours are recorded as a current liability at the fiscal year end. Vacation time is accumulated as follows:

Paid Vacation Days	Calendar Years of Service
5	1
10	2 -3
1 Day	Per additional service year up to 15 days max.

I. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

CHEBOYGAN COUNTY COUNCIL ON AGING
CHEBOYGAN, MICHIGAN

NOTES TO THE FINANCIAL STATEMENTS
For the year ending September 30, 2015

Note 1- Nature of Activities and Significant Accounting Policies - *Continued*

J. Income Taxes
The Council qualifies as a tax-exempt organization under the Internal Revenue Code 501(c)(3) and, therefore no provision for federal and state income taxes is included in the accompanying financial statements.

K. Subsequent Events
Subsequent events have been evaluated through the date of the audit report, the date the financial statements were available to be issued.

L. Operating Leases
Monthly payment are made for rental of office equipment that averages $664 per month, $7,970 annually.

Note 2- Cash and Cash Equivalents

At year-end, the Council had a carrying value of cash & cash equivalents of $360,584. Of this balance $725 represents cash on hand, and $359,859 comprised of checking and savings accounts. At year-end the checking accounts and savings accounts had a bank balance of $359,859. Of these bank deposits $250,000 was covered by federal depository insurance leaving $109,859 uninsured. No collateralization agreement was in effect during the fiscal year to cover the uninsured amount.

No cash and investment policy has been officially established by the organization.

Note 3- Accounts and Grants Receivable

Accounts receivable consists of a single lease payment receivable of $1,000, collection of which is considered doubtful, and a $(6) over payment due to another payer at the end of the year.

Federal, State of Michigan and Cheboygan County millage grants and contracts receivable are deemed to be fully collectible by management. Grant receivables totaled $12,199 at September 30, 2015.

Total accounts and grants receivable amounted to $12,193.

Accounts Receivable detail as of September 30, 2015 is as follows:

	Receivable Amount	Doubtful Amount	Total
Mackinaw Senior Center	$1,000	$(1,000)	$ -
Straits Area Services, Inc. - Credit	(6)	-	(6)
	$ 994	$(1,000)	$ (6)

Grants Receivable (Due from Other Governments) detail as of September 30, 2015 is as follows:

Grantor	Program Descriptions	Amount
Michigan Dept. of Transportation	Specialized Services	$ 6,250
NEMCSA	State Caregiver ADC	1,400
NEMSCA	HCBS/ED Med Waiver	4,549
		$ 12,199

CHEBOYGAN COUNTY COUNCIL ON AGING
CHEBOYGAN, MICHIGAN

NOTES TO THE FINANCIAL STATEMENTS
For the year ending September 30, 2015

Note 4- Property and Equipment
As of September 30, 2015, fixed assets consist of:

	Beginning Balance 10/01/2014	Increases	Decreases	Ending Balance 09/30/2015
Depreciable Fixed Assets				
Vehicles	$ 279,046	$ 12,935	$ -	$ 291,981
Equipment	47,405	-	-	47,405
Leasehold Improvements	429,938	-	-	429,938
Total Depreciable Fixed Assets	756,389	12,935	-	769,324
Accumulated Depreciation				
Vehicles	171,955	37,211	-	209,166
Equipment	41,292	3,618	-	44,910
Leasehold Improvements	203,057	12,136	-	215,193
Total Accumulated Depreciation	416,304	52,965	-	469,269
Net Fixed Assets	$ 340,085	$ (40,030)	$ -	$ 300,055

The Council makes use of two buses to provide transportation services to senior citizens in Cheboygan County. The buses and funding to inspect and maintain them are provided through a grant from the State of Michigan, Department of Transportation (MDOT). Title to these vehicles is held by MDOT, accordingly they are not shown on the above schedule of fixed assets, nor are they recorded in the Council's Statement of Financial Position.

Note 5–Revenue Concentration

Revenue Sources	Concentration
Cheboygan County Millage	52.5 %
Federal Grants/Awards	16.5%
State Grants/Awards	14.1%
Program Income	9.8%
Other Sources	7.1%
	100.0%

The loss of one of these revenue sources would have an adverse economic effect on the Council.

Note 6-Inventory Valuation

The inventory is valued at lower of cost or market on the organization's financial statements.

CHEBOYGAN COUNTY COUNCIL ON AGING
CHEBOYGAN, MICHIGAN

NOTES TO THE FINANCIAL STATEMENTS
For the year ending September 30, 2015

Note 7-Contingent Liabilities

Cheboygan County Council on Aging participates in certain federal and state assisted grant programs. These programs are subject to compliance audits by the grantors or their representatives. Any liability for reimbursement which may arise as the result of these audits is not believed to be material.

Note 8-Compensated Absences

Changes in compensated absences for the year ended September 30, 2015 is as follows:

	Balance 10/1/2014	Additions	(Retirements)	Balance 9/30/2015	Due Within One Year
Compensated Absences (See Note 1 H)	$2,875	$ 8,665	$ (7,587)	$ 3,953	$3,953

Note 9- Short-Term and Long-Term Liabilities

Changes in short & long term liabilities for the year ended September 30, 2015, were as follows:

Short-Term Liability:

The Council holds a short term Line of Credit through Citizens National Bank of Cheboygan, with available credit of $50,000. There was no activity on this account during the fiscal year ended September 30, 2015; and a zero balance at September 30, 2015.

Long-Term Liability:

The Council did not hold any long-term liabilities during the fiscal year and does not have any long-term liabilities at the fiscal year ending September 30, 2015.

Note 10- Due To Other Government

During the fiscal year ending September 30, 2015, the Council received and deposited funds from federal and state sources through NEMCSA that were paid back subsequent to the year end.

Grantor	Program Description	Amount
NEMCSA	Escheat Respite Care	$ 149

Note 11- Insurance

Cheboygan County Council on Aging is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. These risks are covered by commercial insurance purchased from independent third parties. Settled claims from these risks have not exceeded commercial insurance coverage for the past year.

SUPPLEMENTAL SECTION

Midwest Professionals, P.L.L.C
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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROLOVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Management and the Board of the
Cheboygan County Council on Aging
1531 Sand Road
Cheboygan, Michigan 49721

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the Cheboygan County Council on Aging (the "Council", a nonprofit organization) which comprise the statement of financial position as of September 30, 2015, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated February 11, 2016.

Internal Control over Financial Reporting

In planning and performing our audit, we considered the Council's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, we do not express an opinion on the effectiveness of the Council's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, we did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above. However, material weaknesses may exist that have not been identified.

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Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Council's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

This report is intended solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose, This report is intended for the use of the Council's management, the Council's Board of Directors, others within the entity, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Midwest Professionals P.L.L.C.

Midwest Professionals PLLC
Gaylord, Michigan
February 11, 2016

Cheboygan County Council on Aging

Schedule of Findings
Year Ended September 30, 2014

FINDINGS - FINANCIAL STATEMENT AUDIT

PRIOR YEAR FINDINGS: None Noted

CURRENT YEAR FINDINGS: None Noted

Cheboygan County Council on Aging
Schedule of Expenditures of Federal & State Awards
For the Year Ended September 30, 2015

Funding Agency / Program	CFDA Number	9/30/2014 (Accrued) Deferred	Grant Revenues	Other Revenues	Total Revenues	Total Expenditures	9/30/2015 (Accrued) Deferred
U.S. Dept. of Health & Human Services							
Pass Through NEMCSA							
Area Agency on Aging							
Title IIIC Congregate Meals	93.045	$ -	$ 41,444	$ 61,192	$ 102,636	$ 102,636	$ -
Title IIIC Home Delivery	93.043	-	22,135	64,504	86,639	86,639	-
Title IIIB Homemaker	93.044	-	24,904	7,958	32,862	32,862	-
Title IIIB Personal Care	93.044	-	6,896	4,535	11,431	11,431	-
Title IIIE Caregiver EST	93.052	-	1,000	384	1,384	1,384	-
Title IIIE Respite	93.052	-	1,339	467	1,806	1,806	-
Title IIIE Kinship-Grandparents	93.052	221	-	-	-	-	-
Nutrition Services Nutrition Program	93.053		36,238	-	36,238	36,238	-
Elder Abuse Prevention	93.041	-	874	123	997	997	-
MMAP	93.518	-	-	388	388	388	-
HCBS/ED Med Waiver Federal Share (66.32%) of $68,940	93.778	(3,797)	45,721	-	45,721	45,721	(3,017)
Total U.S. Dept. of Health & Human Services		(3,576)	180,551	139,550	320,101	320,101	(3,017)
Total Federal Awards		$ (3,576)	$ 180,551	$ 139,550	$ 320,101	$ 320,101	$ (3,017)
State of Michigan							
Pass Through NEMCSA							
Home Delivered	N/A	$ -	$ 37,543	$ -	$ 37,543	$ 37,543	$ -
Escheat Respite Care	N/A	-	4,463	2,150	6,613	6,613	149
SIHS Homemaker	N/A	-	19,090	2,701	21,791	21,791	-
SIHS - PC	N/A	-	3,369	698	4,067	4,067	-
SAC Homemaker	N/A	-	10,067	1,849	11,916	11,916	-
SANS Homemaker	N/A	(1,250)	1,950	728	2,678	2,678	-
State Caregiver ADC	N/A	-	-	-	-	-	(1,400)
Tobacco Settlement Funds	N/A	-	28,820	43,538	72,358	72,358	-
HCBS/ED Med Waiver State Share (33.68%) of $68,940	N/A	(1,922)	23,219	-	23,219	23,219	(1,532)
		(3,172)	128,521	51,665	180,186	180,186	(2,783)
Pass Through MDOT							
MDOT	N/A	(6,250)	25,000	1,900	26,900	26,900	(6,250)
Total State of Michigan		(9,422)	153,521	53,565	207,086	207,086	(9,033)
Total Federal & State Awards		**$ (12,998)**	**$ 334,072**	**$ 193,115**	**$ 527,187**	**$ 527,187**	**$ (12,050)**

See accompanying notes to Schedule of Federal State Awards.

CHEBOYGAN COUNTY COUNCIL ON AGING
CHEBOYGAN, MICHIGAN

NOTES TO SUPPLEMENTAL SCHEDULE OF EXPENDITURES OF FEDERAL & STATE AWARDS

For the year ending September 30, 2015

Note 1- Basis of Accounting

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Cheboygan County Council on Aging, Inc. and is presented on the modified accrual basis of accounting (governmental fund accounting), which is not consistent with generally accepted accounting principles. The financial statement used for the schedule of awards is prepared on the budgetary basis.

Note 2- Reconciliation of Reported Revenues & Expenditures to Financial Statement Totals

The following is a reconciliation of total federal & state receipts and expenditures reported on the Schedule of Federal & State Awards to revenue and expense totals on the organization's statement of activities by function for the fiscal year ending September 30, 2014 is as follows:

Expenditures per Schedule of Federal and State Awards	
Federal Grant Revenues	$ 180,551
State Grant Revenues	153,521
Total Federal and State Revenues per Schedule of Federal and State Awards	$ 334,072

Revenues per Statement of Activities	
Federal Grant Revenues	$ 180,551
State Grant Revenues	153,521
Total Federal and State Revenues per Statement of Activities	$ 334,072

Cheboygan County Council on Aging
Statement of Rev Exp Fed/State Programs
October 2014 through September 2015

	Cheboygan (Cong. Meals)	Wolverine (Cong. Meals)	Elder Abuse Prevention	Escheat Respite	Cheboygan (Home Del.)	Wolverine (Home Del.)	IIIB Homemaker	IIIB Personal Care	IIIE Caregiver	IIIE Respite	MDOT
Revenues											
4010 · Federal Income	47,498.47	14,554.00	874.00	-	67,247.92	-	24,904.00	6,896.00	1,000.00	1,339.00	847.61
4020 · State Income	3,074.70	-	-	4,462.70	11,898.16	37,543.00	-	-	-	-	25,430.45
4040 · Program Income	24,739.49	13,503.50	-	1,010.00	26,930.00	-	4,718.00	1,860.00	-	380.00	49.28
4070 · Transportation Income	-	-	-	-	-	-	-	-	-	-	505.51
4099 · Cash Match	12,665.73	10,282.97	122.73	1,140.58	33,387.13	4,187.13	3,239.81	2,655.46	384.25	87.16	1,344.81
4400 · Misc Income	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	87,978.39	38,340.47	996.73	6,613.28	139,463.21	41,730.13	32,861.81	11,431.46	1,384.25	1,806.16	28,177.66
Expense											
5000 · Payroll Expenses	39,067.81	21,867.93	596.40	4,658.23	55,946.26	15,361.55	31,850.44	8,868.85	442.91	1,727.85	21,168.73
5030 · Casual Labor	27.00	80.00	-	-	-	-	-	-	-	-	-
5051 · DTE-Gas	-	92.00	-	-	-	-	-	-	-	-	-
5052 · Consumers-Electric	13,352.24	3,888.00	-	-	152.24	-	-	-	-	-	533.07
5054 · LP Gas	40.26	-	-	-	-	-	-	-	-	-	-
5100 · Raw Food	30,432.48	10,038.29	-	-	63,370.06	18,200.79	-	-	-	-	-
5101 - salad bar expense (unfunded)	-	-	-	-	-	-	-	-	-	-	-
5351 - Licenses and Permits	-	-	-	-	-	10.00	-	-	-	-	-
5401 · Fuel & Lubricants	-	-	-	-	3,770.77	1,641.11	-	-	-	-	3,927.34
5440 · Kitchen Supplies	2,700.90	1,536.54	-	-	9,599.05	4,947.25	-	-	-	-	-
5445 · General Supplies	-	-	20.77	108.35	46.74	-	-	86.98	-	-	-
5450 · Office Supplies	-	-	-	-	59.98	-	-	-	-	-	-
5451 · Senior Activity Supplies	-	-	-	50.03	-	-	-	-	-	-	-
5500 · Telephone Expense	-	-	-	-	109.61	-	642.23	50.00	-	-	-
5501 · Internet Service	-	-	-	-	-	-	-	-	321.34	-	-
5502 · Cable	-	-	-	-	-	-	-	-	-	-	-
5650 · Staff Travel	-	29.84	14.63	247.06	11.73	-	1,709.03	644.15	-	78.31	-
5670 · Repair/Mant.-Equipment	-	-	-	-	62.50	-	-	-	-	-	410.90
5671 · Repair/Maint-Bus	-	-	-	-	-	-	-	-	-	-	2,137.62
5672 · Repair/Maint HD Vehicles	-	-	-	-	2,756.90	1,357.73	-	-	-	-	-
5680 · Building and Ground Maintenance	-	-	-	-	-	-	6.24	-	-	-	-
5700 · Foot Care Clinic Expense	-	-	-	-	-	-	-	48.35	-	-	-
5910 · Equipment Purchases Expense	-	-	364.93	-	177.36	-	-	-	-	-	-
5926 · Software Expense	133.50	133.50	-	-	400.50	133.50	133.50	133.50	-	-	-
5927 · Senior Activities Equipment Exp	-	-	-	-	-	-	-	-	-	-	-
5930 · Insurance-Liab./PP	-	-	-	-	-	-	-	-	-	-	-
5935 · Insurance-Workers Comp	2,189.20	639.57	-	1,549.61	2,828.71	-	(1,549.63)	1,549.63	-	-	-
5950 · Miscellaneous	-	-	-	-	-	-	-	-	-	-	-
5960 · Advertising Expense	-	-	-	-	(4.20)	78.20	-	-	20.00	-	-
5980 · Training Expense	35.00	35.00	-	-	175.00	-	70.00	70.00	600.00	-	-
Total Expense	87,978.39	38,340.47	996.73	6,613.28	139,463.21	41,730.13	32,861.81	11,431.46	1,384.25	1,806.16	28,177.66
Change in Net Assets	-	-	-	-	-	-	-	-	-	-	-

See accompanying notes to the financial statements

Cheboygan County Council on Aging
Statement of Rev Exp Fed/State Programs
October 2014 through September 2015

	MMAP	SAC Homemaker	SANS- HM/PC	SIHS-PC	SIHS Homemaker	Tobacco Settlement Funds	Tobacco Settlement Funds 2	TOTAL
Revenues								
4010 · Federal Income	-	-	-	-	-	15,389.72	-	180,550.72
4020 · State Income	-	10,067.00	1,950.00	3,369.00	19,090.00	35,235.52	1,400.00	153,520.53
4040 · Program Income	200.00	1,317.50	315.00	160.00	1,258.75	33,199.00	-	109,660.52
4070 · Transportation Income	-	-	-	-	-	9,445.00	-	9,950.51
4099 · Cash Match	188.19	531.39	412.66	538.30	1,442.62	716.35	72.68	73,399.95
4400 · Misc Income	-	-	-	-	-	105.00	-	105.00
Total Revenue	388.19	11,915.89	2,677.66	4,067.30	21,791.37	94,090.59	1,472.68	527,187.23
Expense								
5000 · Payroll Expenses	193.41	9,351.57	2,530.53	1,955.85	15,528.85	71,504.46	487.14	303,108.77
5030 · Casual Labor	-	-	-	-	-	-	-	107.00
5051 · DTE-Gas	-	-	-	-	-	1,653.75	-	1,745.75
5052 · Consumers-Electric	-	-	-	-	-	5,298.47	-	23,224.02
5054 · LP Gas	-	-	-	-	-	-	-	40.26
5100 · Raw Food	-	-	-	-	-	38.10	-	122,079.72
5101 · salad bar expense (unfunded)	-	-	-	-	-	44.28	-	44.28
5351 · Licenses and Permits	-	-	-	-	-	10.00	-	20.00
5401 · Fuel & Lubricants	-	-	-	-	-	4,096.68	-	13,435.90
5440 · Kitchen Supplies	-	84.53	-	-	-	20.96	-	18,889.23
5445 · General Supplies	-	-	66.98	-	48.36	1,268.61	75.66	1,702.45
5450 · Office Supplies	-	-	-	-	-	64.99	-	124.97
5451 · Senior Activity Supplies	-	-	-	-	-	933.04	-	983.07
5500 · Telephone Expense	-	91.56	-	-	98.00	1,371.14	-	2,360.54
5501 · Internet Service	-	-	-	-	-	378.84	-	700.18
5502 · Cable	-	-	-	-	-	418.90	-	418.90
5650 · Staff Travel	84.00	588.60	80.15	192.75	460.64	-	-	4,140.69
5670 · Repair/Mant.-Equipment	-	-	-	-	-	307.35	380.64	1,161.39
5671 · Repair/Maint-Bus	-	-	-	-	-	-	-	2,137.62
5672 · Repair/Maint HD Vehicles	-	-	-	-	-	-	-	4,114.63
5680 · Building and Ground Maintenance	-	-	-	-	-	-	-	6.24
5700 · Foot Care Clinic Expense	-	-	-	-	-	-	-	48.35
5910 · Equipment Purchases Expense	-	-	-	-	-	248.40	-	790.69
5926 · Software Expense	-	-	-	-	-	-	-	1,068.00
5927 · Senior Activities Equipment Exp	-	-	-	-	-	-	529.24	529.24
5930 · Insurance-Liab./PP	-	-	-	-	-	3,456.66	-	3,456.66
5935 · Insurance-Workers Comp	-	1,799.63	-	1,918.70	5,657.52	2,830.96	-	19,413.90
5950 · Miscellaneous	-	-	-	-	-	25.00	-	25.00
5960 · Advertising Expense	-	-	-	-	-	50.00	-	144.00
5980 · Training Expense	110.78	-	-	-	-	70.00	-	1,165.78
Total Expense	388.19	11,915.89	2,677.66	4,067.30	21,791.37	94,090.59	1,472.68	527,187.23
Change in Net Assets	-	-	-	-	-	-	-	-

See accompanying notes to the financial statements

#14.

How are your services, for each service provided, evaluated for quality?

1. All registered members are annually presented with a survey which requests comments of the quality of the particular service they receive. These surveys allow the members to elaborate on their satisfaction level of our services as well as offer suggestions as to how we may improve those services. A copy of the most recent survey (July & August 2016) is attached for your ease of reference.

2. Compliance audits are performed annually by NEMCSA in the following areas in order to not only evaluate compliance, but also quality of services:

   Financial;
   In-Home Services (includes homemaking, personal care and respite);
   Nutritional (includes congregate and home delivered meals); and
   Sand Castles Adult Day Care Facility.

3. The County Health Department audits each site for compliance to health codes and water testing. A food services license is issued to each CCCoA site annually.

4. The CCCoA Board of Directors contracts with an independent auditing firm to perform an annual audit to insure transparency in our dealings and to insure that the appropriate oversight responsibilities of the Board are met.

5. Each kitchen has *at least* one individual Serve Safe certified.

6. The CCCoA is audited annually by its workers' compensation carrier to ensure that the CCCoA is properly insured.

7. The CCCoA is currently undergoing a random audit by the Michigan Unemployment Insurance Agency which addresses only Michigan unemployment taxes.

A Powerful Voice

A Survey by the Cheboygan County Council on Aging

Today, nearly half the US population is aged 50 or older. Worldwide, more than 578 million people are over the age of 60, and these numbers are increasing fast. All across the globe, the senior population is growing at an unprecedented rate, far faster than any other age group. Ideas about aging are rapidly changing, especially here in the US, where baby boomers are now reaching their senior years. In an effort to better serve our aging public, please answer the following questions and feel free to give us your opinion.

1) What is your age? _____ Are you a resident of Cheboygan County? _____

2) Do you currently receive any in-home services from the Cheboygan County Council on Aging, such as housekeeping, personal care, respite services, home delivered meals? If so, what services to you receive?

_____

3) Do you have any suggestions as to how we can improve the service you are receiving?

_____

4) If you receive **HOME DELIVERED MEALS**, on a scale of 1 to 10, with 1 being below average and 10 being very good, how would you rate the quality of the home delivered meals? Please circle one:

1 2 3 4 5 6 7 8 9 10

Comments:_____

5) Are you aware of how the Council on Aging's services are funded?

_____YES _____NO

6) Do you visit either of the Centers for congregate meals? (Cheboygan or Wolverine)

_____YES _____NO

7) If yes, without considering the soup & salad bar or the desserts (these are unfunded "extras" that we are not required to provide), on a scale of 1 to 10, with 1 being below average and 10 being very good, how would you rate the quality of the congregate meals? Please circle one:

1 2 3 4 5 6 7 8 9 10

Comments:_____

(Over, Please)

#15.

List the number in each category of professional, technical, clerical, maintenance, etc. and indicate whether full or part-time. If you have a specific salary range, please list.

Management:

1	Full Time	$50,000/year
1	Full Time	$15/hour
1	Full Time	$14.00/hour
1	Full Time	$12/hour
1	Full Time	$11/hour

Technical:

1	Part Time	$11/hour

Clerical:

1	Part Time	$11.50/hour
1	Part Time	$13.50/hour

Kitchen:

1	Full Time	$12/hour
2	Part Time	$10/hour
1	Part Time	$9.50/hour

Client Support Services:

1	Part Time	$11.00/hour
11	Part Time	$10/hour
2	Part Time	$9.50/hour
1	Part Time	$18/hour (Registered Nurse)

Maintenance:

1	Full Time	$13/hour

5:27 PM
09/06/16
Accrual Basis

Cheboygan County Council on Aging
Statement of Activities Budget Performance
October 2014 through September 2015

	Oct '14 - Se...	Budget	$ Over Bud...	% of Budget	Oct '14 - Se...	YTD Budget	$ Over Bud...	% of Budget	Annual Bud...
Ordinary Income/Expense									
Income									
4010 · Federal Income	134,830.00	147,238.00	-12,408.00	91.6%	134,830.00	147,238.00	-12,408.00	91.6%	147,238.00
4020 · State Income	131,479.83	115,000.00	16,479.83	114.3%	131,479.83	115,000.00	16,479.83	114.3%	115,000.00
4030 · Millage	573,645.99	570,975.00	2,670.99	100.5%	573,645.99	570,975.00	2,670.99	100.5%	570,975.00
4040 · Program Income	185,415.97	168,331.00	17,084.97	110.1%	185,415.97	168,331.00	17,084.97	110.1%	168,331.00
4070 · Transportation Inco...	12,819.21	9,000.00	3,819.21	142.4%	12,819.21	9,000.00	3,819.21	142.4%	9,000.00
4080-1 · TRANSFER FRO...	0.00	15,859.00	-15,859.00	0.0%	0.00	15,859.00	-15,859.00	0.0%	15,859.00
4080 · Other Income	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00
4099 · Cash Match	80,679.52	85,000.00	-4,320.48	94.9%	80,679.52	85,000.00	-4,320.48	94.9%	85,000.00
Total Income	1,118,870.52	1,111,403.00	7,467.52	100.7%	1,118,870.52	1,111,403.00	7,467.52	100.7%	1,111,403.00
Gross Profit	1,118,870.52	1,111,403.00	7,467.52	100.7%	1,118,870.52	1,111,403.00	7,467.52	100.7%	1,111,403.00
Expense									
5000 · Payroll Expenses	577,308.09	553,040.00	24,268.09	104.4%	577,308.09	553,040.00	24,268.09	104.4%	553,040.00
5030 · Casual Labor	2,964.00	6,000.00	-3,036.00	49.4%	2,964.00	6,000.00	-3,036.00	49.4%	6,000.00
5051 · DTE-Gas	10,808.37	14,000.00	-3,191.63	77.2%	10,808.37	14,000.00	-3,191.63	77.2%	14,000.00
5052 · Consumers-Electric	27,189.07	30,290.00	-3,100.93	89.8%	27,189.07	30,290.00	-3,100.93	89.8%	30,290.00
5054 · LP Gas	73.59	500.00	-426.41	14.7%	73.59	500.00	-426.41	14.7%	500.00
5100 · Raw Food	122,429.81	125,000.00	-2,570.19	97.9%	122,429.81	125,000.00	-2,570.19	97.9%	125,000.00
5200 · Bank Charges	290.00	500.00	-210.00	58.0%	290.00	500.00	-210.00	58.0%	500.00
5350 · Dues and Subscript...	2,108.66	2,500.00	-391.34	84.3%	2,108.66	2,500.00	-391.34	84.3%	2,500.00
5351 · Licenses and Permits	838.00	1,000.00	-162.00	83.8%	838.00	1,000.00	-162.00	83.8%	1,000.00
5400 · Postage and Shippi...	2,323.35	2,500.00	-176.65	92.9%	2,323.35	2,500.00	-176.65	92.9%	2,500.00
5401 · Fuel & Lubricants	16,892.89	23,000.00	-6,107.11	73.4%	16,892.89	23,000.00	-6,107.11	73.4%	23,000.00
5440 · Kitchen Supplies	18,804.70	22,000.00	-3,195.30	85.5%	18,804.70	22,000.00	-3,195.30	85.5%	22,000.00
5445 · General Supplies	11,077.68	11,650.00	-572.32	95.1%	11,077.68	11,650.00	-572.32	95.1%	11,650.00
5450 · Office Supplies	6,254.60	6,100.00	154.60	102.5%	6,254.60	6,100.00	154.60	102.5%	6,100.00
5451 · Senior Activity Sup...	1,405.99	1,500.00	-94.01	93.7%	1,405.99	1,500.00	-94.01	93.7%	1,500.00
5500 · Telephone Expense	8,614.36	10,500.00	-1,885.64	82.0%	8,614.36	10,500.00	-1,885.64	82.0%	10,500.00
5501 · Internet Service	2,155.20	2,000.00	155.20	107.8%	2,155.20	2,000.00	155.20	107.8%	2,000.00
5502 · Cable	1,555.27	1,000.00	555.27	155.5%	1,555.27	1,000.00	555.27	155.5%	1,000.00
5650 · Staff Travel	7,946.68	15,000.00	-7,053.32	53.0%	7,946.68	15,000.00	-7,053.32	53.0%	15,000.00
5670 · Repair/Mant.-Equip...	8,731.78	10,000.00	-1,268.22	87.3%	8,731.78	10,000.00	-1,268.22	87.3%	10,000.00
5671 · Repair/Maint-Bus	2,679.47	3,000.00	-320.53	89.3%	2,679.47	3,000.00	-320.53	89.3%	3,000.00
5672 · Repair/Maint HD V...	4,114.63	9,073.00	-4,958.37	45.4%	4,114.63	9,073.00	-4,958.37	45.4%	9,073.00
5673 · Repair/Maint-Office...	792.49	1,000.00	-207.51	79.2%	792.49	1,000.00	-207.51	79.2%	1,000.00
5680 · Building and Groun...	13,383.99	15,000.00	-1,616.01	89.2%	13,383.99	15,000.00	-1,616.01	89.2%	15,000.00
5681 · Trash Removal	3,060.24	4,000.00	-939.76	76.5%	3,060.24	4,000.00	-939.76	76.5%	4,000.00
5700 · Foot Care Clinic Ex...	91.83	0.00	91.83	100.0%	91.83	0.00	91.83	100.0%	0.00

Cheboygan County Council on Aging
Statement of Activities Budget Performance
October 2014 through September 2015

	Oct '14 - Se...	Budget	$ Over Bud...	% of Budget	Oct '14 - Se...	YTD Budget	$ Over Bud...	% of Budget	Annual Bud...
5888 · Late Payment Pena...	34.36	0.00	34.36	100.0%	34.36	0.00	34.36	100.0%	0.00
5901 · Equipment Lease	7,710.60	7,700.00	10.60	100.1%	7,710.60	7,700.00	10.60	100.1%	7,700.00
5910 · Equipment Purchas...	3,730.47	3,650.00	80.47	102.2%	3,730.47	3,650.00	80.47	102.2%	3,650.00
5920 · Vehicle Purchases ...	12,935.00	25,000.00	-12,065.00	51.7%	12,935.00	25,000.00	-12,065.00	51.7%	25,000.00
5925 · Computer Purchas...	1,665.55	2,500.00	-834.45	66.6%	1,665.55	2,500.00	-834.45	66.6%	2,500.00
5926 · Software Expense	4,372.57	5,000.00	-627.43	87.5%	4,372.57	5,000.00	-627.43	87.5%	5,000.00
5927 · Senior Activities Eq...	1,037.07	1,500.00	-462.93	69.1%	1,037.07	1,500.00	-462.93	69.1%	1,500.00
5930 · Insurance-Liab./PP	31,766.81	32,000.00	-233.19	99.3%	31,766.81	32,000.00	-233.19	99.3%	32,000.00
5935 · Insurance-Workers ...	22,630.00	29,000.00	-6,370.00	78.0%	22,630.00	29,000.00	-6,370.00	78.0%	29,000.00
5940 · Audit Expense	8,193.00	8,500.00	-307.00	96.4%	8,193.00	8,500.00	-307.00	96.4%	8,500.00
5945 · Professional Fees	35,667.45	30,000.00	5,667.45	118.9%	35,667.45	30,000.00	5,667.45	118.9%	30,000.00
5950 · Miscellaneous	3,297.49	6,400.00	-3,102.51	51.5%	3,297.49	6,400.00	-3,102.51	51.5%	6,400.00
5960 · Advertising Expense	2,989.57	3,000.00	-10.43	99.7%	2,989.57	3,000.00	-10.43	99.7%	3,000.00
5980 · Training Expense	1,729.87	2,000.00	-270.13	86.5%	1,729.87	2,000.00	-270.13	86.5%	2,000.00
6001 · NEMCSA-Cash Ma...	80,679.52	85,000.00	-4,320.48	94.9%	80,679.52	85,000.00	-4,320.48	94.9%	85,000.00
Total Expense	1,072,334.07	1,111,403.00	-39,068.93	96.5%	1,072,334.07	1,111,403.00	-39,068.93	96.5%	1,111,403.00
Net Ordinary Income	46,536.45	0.00	46,536.45	100.0%	46,536.45	0.00	46,536.45	100.0%	0.00
Net Income	46,536.45	0.00	46,536.45	100.0%	46,536.45	0.00	46,536.45	100.0%	0.00

Cheboygan County
Board of Commissioners' Meeting

October 11, 2016

Title: Resolution 16-22 Resolution to adopt Tri-County Hazard Mitigation Plan.	
Summary: The Office of Emergency Management has completed updates to the Tri-County Hazard Mitigation Plan. The Plan includes a prioritized list of mitigation actions to help minimize and reduce safety threats and damage to private and public property from natural hazards and risks. Public Hearings have been held in Charlevoix, Cheboygan and Emmet Counties. The Plan must now be adopted by each County Board of Commissioners prior to being taken to the local units.	
Financial Impact: NA	
Recommendation: Approve Resolution 16-22 and authorize the Chair to sign.	
Prepared by: Jeffery B. Lawson	**Department:** Administration

RESOLUTION 16-22

RESOLUTION ADOPTING THE CHARLEVOIX, CHEBOYGAN AND EMMET COUNTY HAZARD MITIGATION PLAN

WHEREAS the Counties of Charlevoix, Cheboygan and Emmet, MI, has experienced natural hazards that result in public safety hazards and damage to private and public property;

WHEREAS the hazard mitigation planning process set forth by the State of Michigan and the Federal Emergency Management Agency offers the opportunity to consider natural hazards and risks, and to identify mitigation actions to reduce future risk;

WHEREAS the Michigan State Police Emergency Management and Homeland Security Division is providing federal mitigation funds to support development of the mitigation plan;

WHEREAS the Hazard Mitigation Plans for Charlevoix, Cheboygan and Emmet Counties have been combined and updated by the Tri-County Office of Emergency Management.

WHEREAS the Hazard Mitigation Plan includes a prioritized list of mitigation actions including activities that, over time, will help minimize and reduce safety threats and damage to private and public property, and

WHEREAS the draft plan was provided to each participating jurisdiction and was posted on the Tri-County Office of Emergency Management's website so as to introduce the planning concept and to solicit questions and comments from the public.

WHEREAS public hearings were held in Charlevoix, Cheboygan and Emmet County to allow the public the opportunity to comment on the plan.

NOW THEREFORE BE IT RESOLVED:

1. The Charlevoix, Cheboygan and Emmet County Multi-Jurisdictional Hazard Mitigation Plan, as submitted to the Michigan State Police Emergency Management and Homeland Security Division and the Federal Emergency Management Agency on April 20, 2016 by the Tri-County Office of Emergency Management is hereby adopted as an official plan of Counties of Charlevoix, Cheboygan and Emmet; minor revisions recommended by the Federal Emergency Management Agency and/or the Michigan State Police Emergency Management Division may be incorporated without further action.

2. The Charlevoix Cheboygan and Emmet County departments identified in the plan are hereby directed to pursue implementation of the recommended high priority activities that are assigned to their departments.

3. Any action proposed by the plan shall be subject to and contingent upon budget approval, if required, which shall be at the discretion of the Charlevoix, Cheboygan and Emmet County Board of Commissioners respectively and this resolution shall not be interpreted so as to mandate any such appropriations.

4. The Emergency Management Coordinator is designated to coordinate with other offices and shall periodically report on the activities, accomplishments, and progress.

The Charlevoix, Cheboygan and Emmet plan is hereby adopted as an official plan for the County of Cheboygan this 11 day of October, 2016.

_____

Mary Ellen Tryban, Cheboygan County Clerk

Hazard Mitigation Plan

2016

Charlevoix, Cheboygan & Emmet County, Michigan

Produced by:
Tri-County Office of Emergency Management
PO Box 480
Petoskey, Michigan 49770

TABLE OF CONTENTS

I. Acknowledgements……...Pg. 4

II. Transmittal Letter……... Pg. 6

III. Preface.....Pg. 7

IV. Executive Summary.....Pg. 8

V. Purpose of the Plan.....Pg. 10

VI. Flood Mapping and Insurance Information……....Pg. 12

VII. Charlevoix County.....Pg. 15

VIII. Cheboygan County.....Pg. 35

IX. Emmet County.....Pg. 78

X. Laws, Policies & Ordinances……Pg. 105

XI. Area Development……Pg. 106

XII. Hazard Mitigation Goals and Objectives.....Pg. 108

XIII. Identification and Selection of Strategies.....Pg. 110

XIV. Implementation of the Plan.....Pg. 116

Appendix A (Dams in Michigan) .....Pg. 118

Appendix B (Thunderstorms) .....Pg. 119

Appendix C (Seasonal Snowfall) .....Pg. 120

Appendix D (Tornados) .....Pg. 121

I. ACKNOWLEDGEMENTS

This plan is the culmination of the interdisciplinary and interagency planning effort that required the assistance and expertise of numerous agencies, organizations, and individuals. Without the technical assistance and contributions of time and ideas of these agencies, organizations, and individuals, this plan could not have been completed.

Following is a list of the key contributors to the Plan who participated in the Tri-County Hazards Mitigation Planning Committee:

TRI-COUNTY EMERGENCY MANAGEMENT

Emergency Management Director
Megan Anderson

Emergency Management Emergency Planner
Mike McCully

CHARLEVOIX COUNTY

Charlevoix County LEPC

Charlevoix County Chapter
Michigan Township Association

CHEBOYGAN COUNTY

Cheboygan County GIS Specialist
Sharon Weiss

Cheboygan County LEPC

Cheboygan County Chapter
Michigan Township Association

EMMET COUNTY

Emmet County GIS Specialist
Harry Kitchen

Emmet County LEPC

Emmet County Chapter
Michigan Township Association

II. LETTER OF TRANSMITTAL

Mike Sobocinski
Michigan State Police Emergency Management Division
4000 Collins Road
PO Box 30636
Lansing MI 49809-8136

Dear Mr. Sobocinski:

Enclosed, please find the Charlevoix, Cheboygan and Emmet County Hazard Mitigation Plan. This Plan has been developed in conjunction with the County Planners, Michigan Township Associations for each county, the public, and the State of Michigan. The Plan lays out the process of evaluating the potential hazards, land use, and mitigation strategies to protect lives and property in the Tri-County Region.

This transmittal letter serves notice that all future development decisions in Charlevoix, Cheboygan and Emmet Counties will consider hazard vulnerability reduction as a standard practice. The intent of the Hazard Mitigation Plan is not to limit development, but to ensure that all development occurs in a manner that minimizes the possibility of damage from potential natural hazards to the greatest extent possible.

Thank you for your time and consideration. If you have any questions, please feel free to contact the Tri-County Emergency Management Coordinator, Megan Anderson at 855-515-1624

Sincerely,

Megan Anderson, Director
Tri-County Office of Emergency Management

III. PREFACE

Hazard mitigation is any action taken before, during, or after a disaster to permanently eliminate or reduce the long-term risk to human life and property from natural, technological, and human-related hazards. This procedure is an essential element of emergency management, which includes four basic “phases”: Mitigation, Preparedness, Response, and Recovery. The evaluation improves the preparedness posture of the Tri-County region for the next incident, and when successful, mitigation is intended to lessen the impacts of hazards to such a degree that succeeding incidents will remain incidents and not become disasters.

Communities may mitigate to reduce the impact of hazards on people and property through the coordination of resources, programs, and authorities. Through a combination of regulatory, administrative, and engineering approaches, losses can be limited by reducing susceptibility to damage. Mitigation allows repairs and reconstruction to be completed after an incident occurs in such a way that does not just restore the damaged property, but also reduces or minimizes the potential for future disasters. This process is needed to ensure that such cycles are broken, that post-disaster repairs and reconstruction take place after damages are analyzed, and that less vulnerable conditions result from such repair.

Recognizing the importance of reducing community vulnerability to natural hazards, Charlevoix, Cheboygan and Emmet Counties are actively addressing the issue through the development and implementation of this plan. The many benefits to be realized from this effort are:

1. Protection of the public health and safety
2. Preservation of essential services
3. Prevention of property damage
4. Preservation of the local economic base

This process will help ensure that Charlevoix, Cheboygan and Emmet Counties remain a vibrant, safe, enjoyable place in which to live, raise a family, maintain a tourist base, and continue to conduct business.

IV. EXECUTIVE SUMMARY

In 2000, the Disaster Mitigation Act shifted the Federal Emergency Management Agency's (FEMA) scope of work to promoting and supporting prevention, or what is called hazard mitigation planning. FEMA now requires government entities to have natural hazards mitigation plans in place as a condition for receiving grant money, such as hazard mitigation grant program funds, in the future.

To meet this requirement, the Michigan State Police provided funding to regional planning agencies throughout the State of Michigan to work with individual counties in developing their Hazard Mitigation Plans. The Tri-County Office of Emergency Management worked with all three Counties, local units of government and neighboring communities to develop plans for the Tri-County area. These plans included a general community profile, a comprehensive inventory of existing hazards, a hazard analysis, goals and objectives, and feasible mitigation strategies to address the prioritized hazards.

The Tri-County Hazard Mitigation Plan focuses on hazards such as drought, earthquakes, wildfires, structure fires, flooding, shoreline erosion, subsidence, thunderstorms and high winds, and severe winter weather. It was created to protect the health, safety, and economic interests of the residents and businesses by reducing the impacts of natural hazards through planning, awareness, and implementation.

Through this Plan, a broad perspective was taken in examining multiple hazard mitigation activities and opportunities in the region. Each hazard was analyzed from a historical perspective, evaluated for potential risk, and considered for possible mitigation actions.

The plan serves as the foundation for hazard mitigation activities and actions within the Tri-County area, and will be a resource for building coordination and cooperation within the community for local control of future mitigation and community preparedness around the following:

Hazard Mitigation Planning Goals for Charlevoix, Cheboygan & Emmet Counties:

Goal 1: Increase local participation in hazards mitigation
Goal 2: Integrate hazard mitigation considerations into the County's comprehensive planning process
Goal 3: Utilize available resources and apply for other resources for hazard mitigation projects
Goal 4: Develop and complete hazard mitigation projects in a timely manner

The Charlevoix, Cheboygan and Emmet County Committee participants designated the following top Hazard Mitigation Priority Areas with recommended strategies listed in the text:

1. Fire Hazards: Structural and Wildfires
2. Severe Winter Weather throughout the Counties
3. Severe Thunderstorms, High Winds, and Tornadoes throughout the Counties
4. Flooding and Dams: Along the shorelines of Lake Michigan, Lake Huron, inland streams, rivers and lakes
5. Shoreline and Steep Slope Erosion: Along the shorelines of Lake Michigan and Huron.

V. PURPOSE OF THE PLAN

The Disaster Mitigation Act of 2000 shifted the Federal Emergency Management Agency's (FEMA) scope of work to promoting and supporting prevention, or what is called Hazard Mitigation Planning. FEMA has now required government entities to create mitigation plans as a condition of receiving grant money, such as hazard mitigation grant program funds. To meet this requirement, the Michigan State Police funded regional planning agencies to work with individual counties to develop Hazard Mitigation Plans. The Tri-County Office of Emergency Management was the agency to develop this plan.

The **purpose of the Tri-County Hazard Mitigation Plan** is to find solutions to existing problems; anticipate future problems; prevent wasteful public and private expenditures; protect property values; and allocate land resources. The implementation of the plan is to prevent loss of life, injury, property damage, breakdown in vital services like transportation and infrastructure, economic slumps, diminished tourist activity, liability issues, and damage to a community's reputation. For Charlevoix Cheboygan and Emmet Counties, the planning process utilized the following steps in the development of the plan. Emphasis was placed on hazards that have had significant impact on the community in the past.

The following steps were taken in the preparation of this plan:

1. Identification of hazards and risks
2. Preparation of draft plan
3. Identification of hazard mitigation goals and objectives for the emergency management program
4. Update and review of each section of the plan
5. Combining the three plans into a single document
6. Selection of evaluation criteria
7. Selection of mitigation strategies using locally chosen criteria
8. Public Comment
9. Completion of the final plan

The plan also lays out the implementation of the plan, and the monitoring and periodic revision of the plan.

What is a Hazard?
A hazard is an event or physical condition that has potential to cause fatalities, injuries, property damage, infrastructure damage, agricultural loss, damage to the environment, interruption of business, or other types of harm or loss. This plan focuses on hazards such as drought, extreme temperatures, structural fires, wildfires, urban and riverine flooding, waters that cause shoreline flooding and erosion, ground

subsidence/landslides, thunderstorms, high winds, tornadoes, and winter weather hazards. This plan is intended to be a resource for building coordination and cooperation within a community for local control of future mitigation and community preparedness.

According to the 2012 Michigan Hazard Analysis the hazards found in northern Lower Michigan are placed into two categories as follows:
Natural Hazards: Thunderstorms, Severe Winter Weather, Severe Winds, Tornadoes, Extreme Temperatures, Flooding, Shoreline Hazards, Dam Failures, Drought, Wildfires, Invasive Species.
Technological Hazards: Structural fires, Scrap Tire Fires, Oil and Gas Well Accidents, Infrastructure Failures. Human-Related Hazards: Nuclear Attack, Public Health Emergencies, Terrorism.

What is Mitigation?
Mitigation is the sustained action taken to lessen the impact from natural, technological, and human-related hazards and to work to reduce the long-term risk to human life and property, and their effects. This long-term planning distinguishes mitigation from actions geared primarily to emergency preparedness and short-term recovery. This Plan can be used to lessen the impact; to support and be compatible with community goals; to lay out considerations in choosing and evaluating methods; and to look at the feasibility of mitigation strategies.

Referenced Documents
2012 Michigan Hazard analysis, 2010 US Census, 2012 US Economic Census, FEMA flood mapping data, Cheboygan and Emmet County GIS maps including flood plain maps, population maps.

VI. Flood Mapping and Insurance Information

Figure 1

As illustrated in figure 1, Cheboygan County has been mapped almost in its entirety. There are two townships that do not appear on the list of participating communities. They are Ellis and Walker Townships. While they do not appear on the list of participating communities they are not on the list of non-participating communities either. In Charlevoix County the following Townships are not on either list: Boyne Valley, Chandler, Hudson, Melrose, Peaine, St. James, and Wilson Townships. Finally, in Emmet County: Bear Creek, Bliss, Carp Lake, Center, Friendship, Littlefield, McKinley, Maple River, Pleasant View, Resort and Wawatam Townships are not on either list. This can happen when a community has not been mapped for flood issues by FEMA. These findings mean that these Townships are not currently participating in the National Flood Insurance Program (NFIP) and that flood plain mapping has not been completed for the Townships listed above. This is indicated in (**Table 1**) below.

According to FEMA records, there are no repetitive loss properties with regards to flooding in the Tri-County region.

Table 1

Community Name	Participation in NFIP (Yes, No, Not Listed)
Charlevoix County	
Boyne City	Yes
City of Charlevoix	Yes
City of East Jordan	Yes
Village of Boyne Falls	Not Listed
Bay Township	Yes
Boyne Valley Township	Not Listed
Chandler Township	Not Listed
Charlevoix Township	Yes
Evangeline Township	Yes
Eveline Township	Yes
Hayes Township	Yes
Hudson Township	Not Listed
Marion Township	Yes
Melrose Township	Not Listed
Norwood Township	Yes
Peaine Township	Not Listed
South Arm Township	Yes
St. James Township	Not Listed
Wilson Township	Not Listed
Cheboygan County	
City of Cheboygan	Yes
Village of Mackinaw City	Yes
Village of Wolverine	Yes
Aloha Township	Yes
Beaugrand Township	Yes
Benton Township	Yes
Burt Township	Yes
Ellis Township	Not Listed
Forest Township	Yes
Grant Township	Yes
Hebron Township	Yes
Inverness Township	Yes
Koehler Township	Yes
Mackinaw Township	Yes
Mentor Township	Yes
Mullett Township	Yes

Community Name	Participation in NFIP (Yes, No, Not Listed)
Munro Township	Yes
Nunda Township	Yes
Tuscarora Township	Yes
Walker Township	Not Listed
Waverly Township	Yes
Wilmot Township	Yes
Emmet County	
City of Harbor Springs	Yes
City of Petoskey	Yes
Village of Alanson	Not Listed
Village of Mackinaw City	Yes
Village of Pellston	Not Listed
Bear Creek Township	Not Listed
Bliss Township	Not Listed
Carp Lake Township	Not Listed
Center Township	Not Listed
Cross Village Township	Yes
Friendship Township	Not Listed
Little Traverse Township	Yes
Littlefield Township	Not Listed
Maple River Township	Not Listed
McKinley Township	Not Listed
Pleasant View Township	Not Listed
Readmond Township	Yes
Resort Township	Not Listed
Springvale Township	Yes
Wawatam Township	Not Listed
West Traverse Township	Yes

VII. CHARLEVOIX COUNTY

Charlevoix County is located in northwestern Lower Peninsula of Michigan. It borders Lake Michigan on the western portion of the County and includes Beaver Island which is located off shore from Charlevoix in Lake Michigan. Beaver Island presents a special challenge for public safety agencies in that there are year around residents and during the late fall, winter and early spring months the island is not accessible by boats. Therefore, in the event of emergencies the only way to access the island is by air transportation. This creates long response times from the mainland.

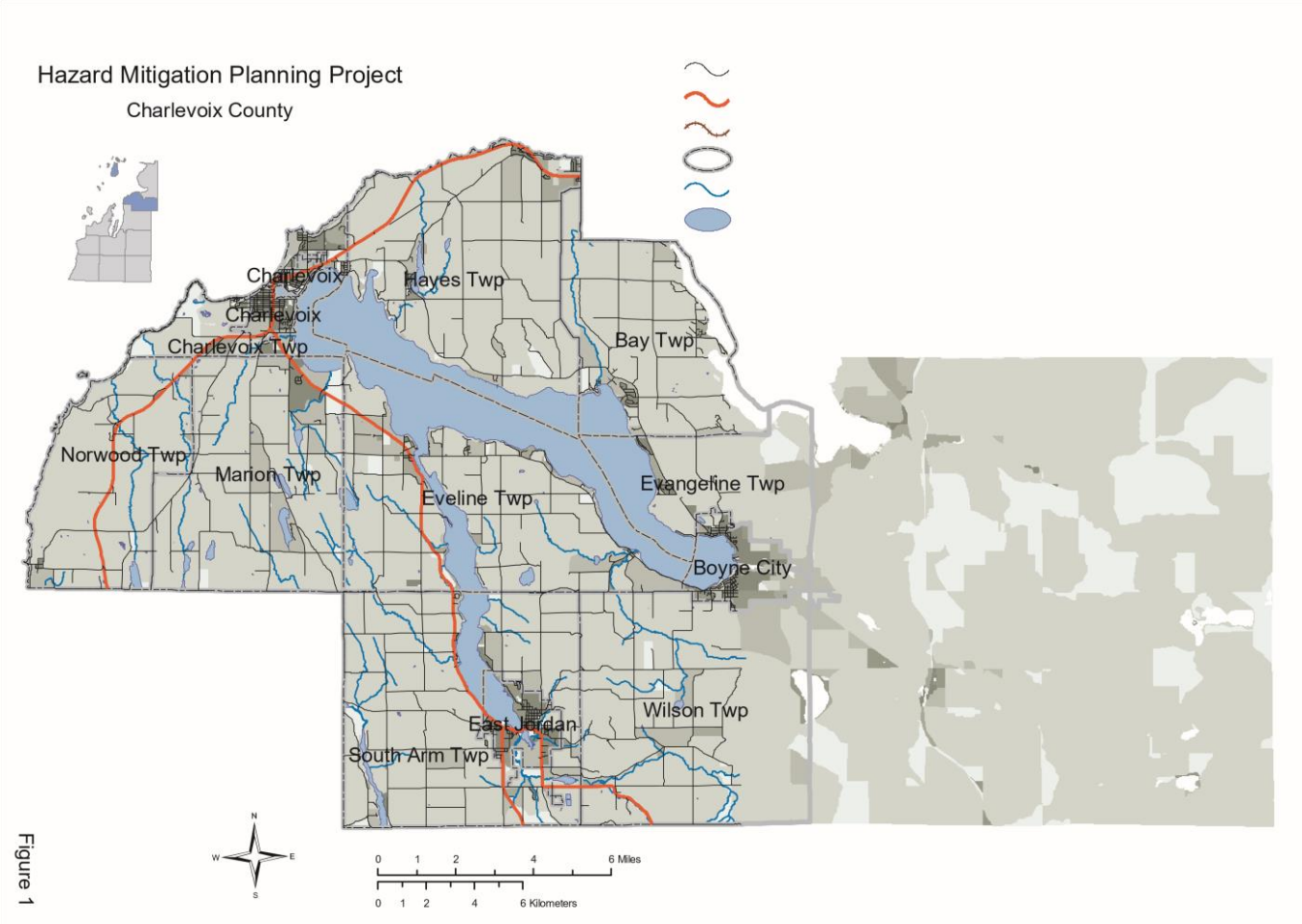


Figure 1

Charlevoix County offers its residents and visitors access to magnificent natural features including Lake Michigan shoreline and inland lakes such as Lake Charlevoix and Walloon Lake.

The following community data is provided to describe Charlevoix County for planning and implementing the mitigation strategies. (Table 1)

Table 1

Area in Water	23,552 acres
Miles of Great Lakes shoreline	102 miles
Forest Lands	172,200 acres 64.5% of total land area
Wetlands	67,349 acres 25.2% of total land area

The total Charlevoix County population in the 2010 census was **25,949**. The population in 2000 was 26090. With that, Charlevoix County experienced a plateau and slight decrease in population from 2000 to 2010. Charlevoix County also has a seasonal (summer) population that can triple the population of the area. The County is also a popular destination for winter sports and experiences transient population during the winter months as well. Although this added population is mostly seasonal in nature it still requires County resources and services. It should also be noted that while population numbers appear to be steady, the Tri-County area has seen a sharp decrease in working families and a sharp increase in the senior population. This shift has placed a burden on the County as the senior population has greater needs. This shift has also created a shortage of workers and is effecting the local economy. This is evident as some local businesses have shut down portions of their business during the busiest time of the year due to a lack of workers.

The transient population also effects the balance of wilth in the county. The cities and townships that lay within the tourist destinations are much wealthier than the outlying townships and towns. While areas such as the City of Charlevoix, Boyne City and other areas that attract tourists do quite well and are able to provide adequate services. Most of the outlying townships struggle to provide basics such as fire protection and EMS services to the residents. These areas rely heavily on the County Sheriff and State Police for police protection, but struggle to afford equipment and training for their volunteer fire departments.

The population numbers from the 2010 Census for the **15 Townships, 3 Cities and 1 Village** covered by this plan are:

Table 2

Townships/Cities/Village	Population
Bay Township	1,122
Boyne Valley Township	1,195
Chandler Township	248

Charlevoix Township	1,645
Evangeline Township	712
Eveline Township	1,484
Hayes Township	1,919
Hudson Township	691
Marion Township	1,714
Melrose Township	1,403
Norwood Township	723
Peaine Township	292
St. James Township	365
South Arm Township	1,873
Wilson Township	1,964
Boyne City	3,735
City of Charlevoix	2,513
City of East Jordan	2,351
Village of Boyne Falls	294

As stated above, on peak days, the seasonal population can be three (3) times the normal population, especially with festivals and special events that include, but are not limited to:

Beaver Island – Homecoming
Boyne City – Mushroom Festival; 4th of July Fireworks
Boyne Falls – Boyne USA events, Polish Festival
Charlevoix – Venetian Festival, Art Fair
East Jordan – Freedom Festival
Melrose – Northern Michigan Antique Flywheelers

According to the 2012 Economic Census (Table 3) below Charlevoix County has a large number of individuals living in poverty at 13.4%, even though 91.3% of residents have at least a high school education.

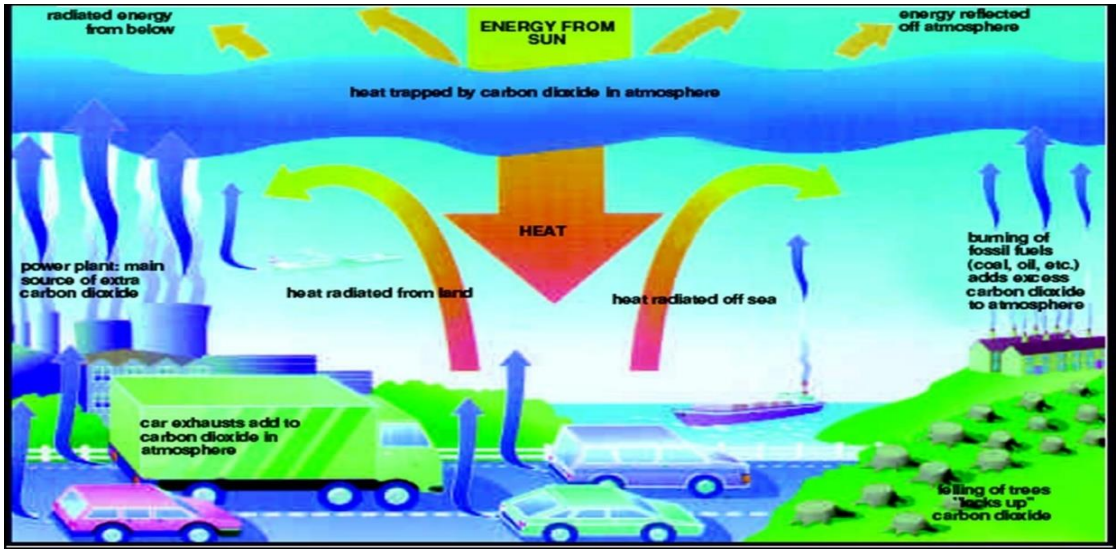
2012 Economic Census (Table 3)

Population	26,238
Median Household Income	$46,709
Individuals Below Poverty Level	13.4%
Education Attainment, High School or Greater	91.3%
Health Insurance Coverage, Population Uninsured	10.8%
Median Housing Value	$149,700.00
Total Housing Units	17,299 .
Number of Companies	3623

*Information provided above was retrieved from the 2012 United States Census Bureau website.

Natural Hazards and Climate Change

Scientists are now convinced that human activity, primarily the burning of fossil fuels to produce electricity and drive cars, is changing the climate. These activities emit gases, primarily carbon dioxide that blanket the planet and trap heat. Some of the signs of climate change we are seeing throughout the Great Lakes region include; increasing average annual temperatures; more frequent severe rainstorms; shorter winters; and duration of lake ice cover. In general, Michigan's climate will grow considerably warmer and probably drier during this century, especially in the summer.



Potential Impacts from Climate Change

Northwest, Lower Michigan depends heavily on groundwater, freshwater from Lake Michigan, and rainfall for agriculture, drinking, and industrial uses. As the population in this region continues to grow, the demand for water for all the needs increases. The projected changes in rainfall, evaporation, and groundwater recharge rates from climate change events may affect ecosystems and freshwater users.

- Lower summer water levels are likely to diminish the recharge of groundwater, cause small streams to dry up, and reduce the area of wetlands, resulting in poorer water quality and less habitat for wildlife.
- Lake levels are expected to decline in both inland lakes and the Great Lakes, as more moisture evaporates due to warmer temperatures and less ice cover.
- Pressure to increase water extraction from the Great Lakes will grow, exacerbating an already contentious debate in the region.
- Development and climate change will degrade the flood-absorbing capacities of wetlands and floodplains, resulting in increased erosion, flooding, and runoff polluted with nutrients, pesticides, and other toxins.

Floods Data

Flood hazard information can usually be derived from the Flood Rate Insurance Maps (FIRM) available for jurisdictions. So, in order to delineate potential flood plain areas (seasonal floodplains) for each county, Networks Northwest overlaid wetland, soils, and elevation data to determine the most likely flood prone areas. Once overlaid, isolated polygons (areas) were removed in order to show a more accurate representation of potential flood prone areas along lakes, rivers, and streams. Sources: Temporary/seasonally flooded areas data are from the National Wetland Inventory of the US Fish and Wildlife Service; Hydric soils data are from the county digital soil

surveys (where available); and Digital Elevation Model data are from the Center for Geographic Information, Michigan Department of Information Technology.

Fire Data
Modern forest fire data were obtained from the USDA forest service and the Departments of Natural Resources in Minnesota, Wisconsin, and Michigan. Fire regimes data (fire prone areas) were provided by the USDA Forest Service, North Central Research Station located in Wisconsin. Land type associations, and historical and modern fire rotations were used to identify the fire prone areas.

Tornadoes - National Weather Service, Michigan Hazard Analysis

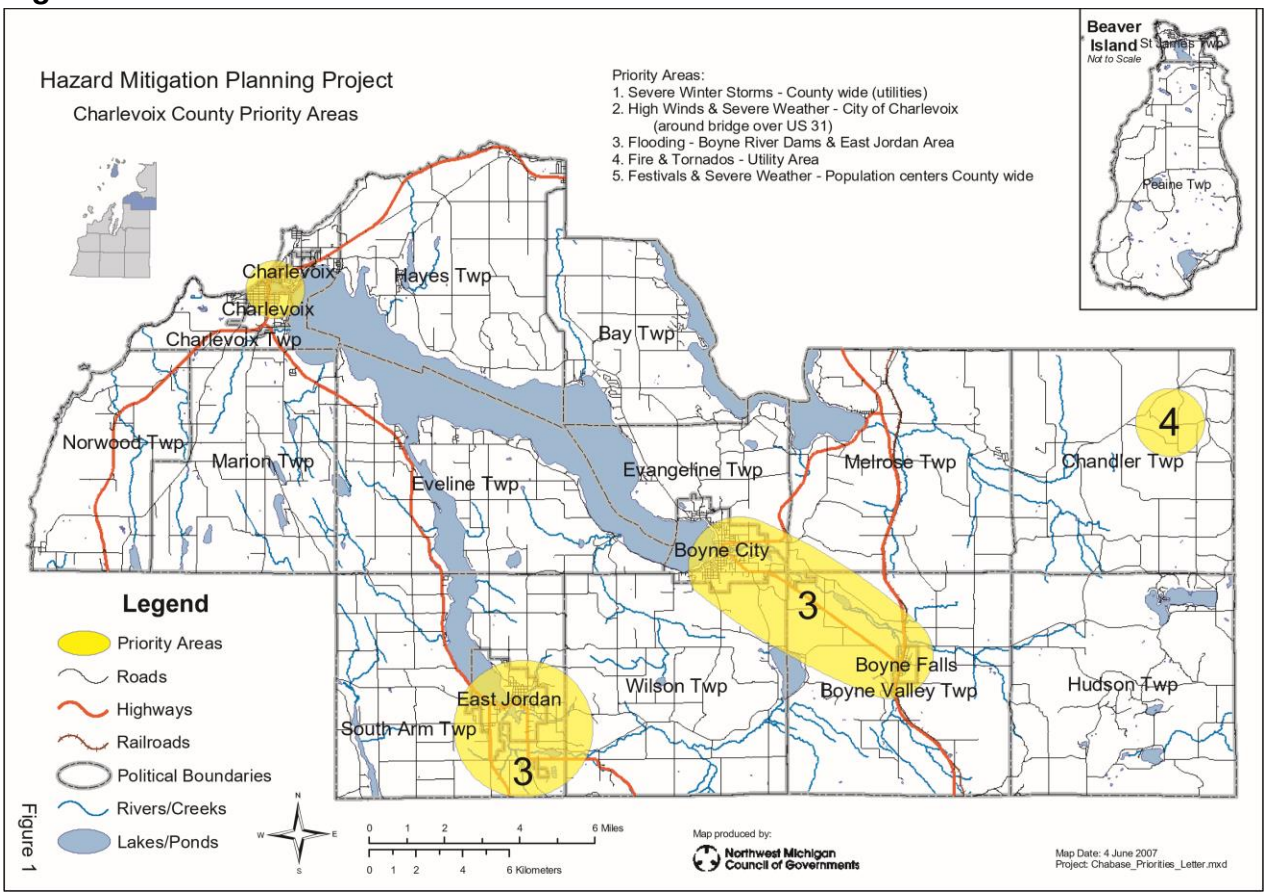
Damaging Winds - National Weather Service, Michigan Hazard Analysis

Large Hail - National Weather Service

Winter Weather* - National Weather Service *Landslide/Erosion
Shoreline erosion and landslide incident zones delineated by the US Geological Service. Digital Elevation Model data from the Center for Geographic Information, Michigan Department of Information Technology. High Lake Michigan water levels causing erosion along the coast and Lake Charlevoix.

Other hazards may exist, but are not considered to be substantial risks.

Figure 1



Natural Hazards Recorded Events

Data for weather events was compiled from the National Oceanic and Atmospheric Administration's (NOAA) website utilizing the following sections:

- Weather/Climate Events, Information, Assessments
- Climatology and Extreme Events
- U.S. Storm Events Data Base: 1950 to present, local storm reports, damage reports, etc. from various sources – events checked for Charlevoix County included drought, flooding, funnel clouds, hail, lightning, snow and ice, thunderstorms and high winds, tornadoes, wild/forest fires

The most severe events recorded for Charlevoix County are listed below, including the number of events, dates, and descriptions of the most severe.

1. Flood – 3 events
   1993: (regional)

2. Extreme Cold and wind chill events
   - February 15, 2015: Extreme cold weather hit the area. Freezing well heads and causing numerous cases of frost bite
   - February 19, 2015: temperatures again dipped into -10 to -20 degree range causing freezing of wells and frost bite.

3. Hail – 14 events
   - July 1996: 0.75 inches (East Jordan) - 2-inch accumulation
   - September 1996: 1.0 inch (Boyne City) - 6-inch accumulation
   - July 2003: .88 inches (East Jordan) - nickel sized
   - August 2004: .75 inches (Boyne Falls)

4. Snow and Ice – 66 events (12 inches or more of snow)
   - March 1993: (statewide) $500,000 property damage; heavy snow
   - April 1993: (region) $50,000 property damage; heavy snow
   - January 1994: (region) $5.0 million property damage; heavy snow/freezing rain.
   - November 1996: (county) 9 to 17 inches of snow
   - December 2001: (county) 99 inches of snow 25th-28th; records were broken, and a State of Emergency was declared by Governor John Engler. The county requested $15,906.85 in disaster assistance.
   - November 2003: (region) $40,000 property damage; winter storm
   - Winter 2013 brought record snowfall to the region.
   - In February 2015 record cold temperatures caused frozen wells and many other issues to the region.

5. Thunderstorm and High Wind – 32 events
   - October 1993: (county); high winds with many trees, power poles and power lines blown down; power outages; 59 mph gusts
   - September 1998: (St. James, Beaver Island; East Jordan; Boyne Falls); thunderstorm/wind with numerous trees uprooted on the southern portion of the Island; numerous trees snapped off.
   - November 1998: (county); high winds with trees and homes damaged
   - August 2, 2015: Straight line winds knocked down powerlines and caused major damage in the area. Mainly in Leelanau and Grand Traverse Counties.

a Probability of Natural Hazards:

The probability that a natural hazard such as hail, thunderstorms and high winds, tornadoes, and snow and ice will affect this area of Michigan is an annual possibility. The magnitude and severity depends on the season, which determines temperature, moisture in the air, ice cover on the lakes, etc. Also, the severity of an event is connected with tourist activity during the year, the pace of developing second homes, and an increasing base population in northwest, Lower Michigan leads to more development. The events recorded by NOAA show that natural hazard events may be happening more frequently, but the geographic impact of the natural hazards' impact has remained the same in Charlevoix County. The areas where natural hazards overlap in Charlevoix County can include heavy snow that causes trees and power lines down, and then melting, rain and flooding. **(Table 4)**

Table 4

Thunderstorm and High Wind	32 events	57% chance	**S Charlevoix Twp. Round Lake Boyne City & Boyne Falls Evangeline Twp. South of Advance Hayes Township Beaver Island East Jordan Boyne Falls Boyne City Charlevoix**	26,090		$235,000 property damage
Tornadoes	4 events	7% chance	**Boyne City East Jordan Chandler Twp.**	3,503 + seasonal	**4**	
			Boyne Valley NE			
Wildfires	99 events	100% chance	**County**	26,090	**4**	

b Charlevoix County Natural Hazards Task Force and Public Input

To create the original Charlevoix County Natural Hazards Task Force, invitations for the meetings were sent to the following entities requesting their participation:

County Administrator/Coordinators
County Board of Commissioners
County Sheriff/Emergency Services (911 Services Coordinators, Public Safety)
County Emergency Manager/Coordinators
County Public Works Directors
County Health Department Director
County Planning or Community Development Directors
County Drain Commissioner/Soil Erosion Officers
County Road Commission Directors
County Conservation District Director/Soil Erosion Officers
Township elected and appointed officials
Township Supervisors
Township Clerks
Michigan State Police
Michigan Department of Environmental Quality
Michigan Department of Natural Resources
Michigan Department of Transportation
U.S. Coast Guard
Hospitals
City/Village Maintenance/Utilities
Tribal Governments
Environmental/Conservation Groups/Organizations
American Red Cross
Groundwater Protection Organizations
Housing Associations
Chambers of Commerce
National Weather Service (Gaylord)
Michigan Family Independence Agencies

Two meetings were planned and the actual participants in the development of the plan are listed below. First the Task Force identified the natural hazard priority areas and second the Task Force developed the mitigation strategies for the priority issues.

Charlevoix Area Hospital
Charlevoix County Board of Commissioners
Charlevoix County Building and Safety Department
Charlevoix County GIS Department
Charlevoix County Planning Department (2)
Charlevoix County Road Commission

Charlevoix County Sheriff Department
Charlevoix Housing Commission
City of East Jordan
East Jordan Family Health
Emergency Management Coordinator
Grand Traverse Band of Ottawa and Chippewa Indians
Marion Township/Charlevoix County Farm Bureau
Northwest Michigan Community Health Agency

A different approach was used in updating the plan. Since the purpose was to update the original plan and not to create a new plan the process was simplified. A questionnaire was developed and posted on the Tri-County Emergency Management web site for public comment. Public Hearings were scheduled in all three communities. The following notice was posted in the local paper:

The Charlevoix, Cheboygan, and Emmet County Office of Emergency Management is revising the Hazard Mitigation Plan for the Tri-County area. A public hearing will be held at the Charlevoix County Sheriff's Department, 1000 Grant St., Charlevoix, MI 49720, Wednesday October 6th, 7:00 PM in the lower level meeting room to accommodate any member of the public that would like to offer suggestion or input into the local Hazard Mitigation plan. A survey is also available for citizens to share some insight about local concerns at www.cceoem.net.

At about the same time, representatives from Tri-County Emergency Management attended meetings of the Michigan Township Association in each County and made local officials aware of the questionnaire and how to find the document on our website. The Michigan Township Association for each county involves at least one representative from each Township. With that, each township was provided the information about the plan and the type of input we were looking to get from them. The meeting for Charlevoix County took place on September 28, 2015 at 7:00 PM. This information was also on the agenda's and discussed at meetings of the LEPC on October 20, 2015, January 19, 2016, April 19, 2016 and July 19, 2016. Tri-County Emergency Management also attended Fire Chief Association Meetings in each of the three counties to make them aware of the HMP and ask for their input. In March we had only heard from a few of the many communities, so an email was sent to all members of the MTA's again, explaining the project, the types of projects that are fundable through FEMA and asking for their input on projects. The process then continued until the plan was reviewed, information in each section was updated as needed and drafts were presented to local communities and the public. Public hearings were held in each county for a second time. The draft was then sent to MSP/EMHSD and ultimately FEMA for their approval and/or comment. Specific mitigation projects were provided for the plan from the following Charlevoix County jurisdictions: Hayes Township and Charlevoix County Road Commission regarding the Beaver Island Road Garage.

The original group analyzed the map areas for the top natural hazard priority areas by documenting the most threatening. They did a qualitative assessment of points and concerns where they saw potential conflicts with and the relationship to critical facilities and population centers. The general list created included:

- Wildfire, high winds/tornadoes in Chandler Township where a natural gas transmission facility is located
- Highway U.S. 31 as a main traffic corridor
- The dam and water system at Village of Walloon Lake
- Boyne River dams – flooding and sewage and water treatment plants in Boyne City
- Big Rock decommissioned nuclear power plant on the shores of Lake Michigan
- 4th of July festival (tornado summer of 2001) in Boyne City
- Morel Mushroom festival in the spring in Boyne City
- Wilson Township and East Jordan area: East Jordan Iron Works; flooding; East Jordan plastics plant; telephone and communications centers in East Jordan; East Jordan possible flooding area
- Hudson Township: Hoffman Lake area is growing in population, and has an EMS/Access center
- Wildfire areas near Thumb Lake (Lake Louise Christian Community) with pines
- Major gas pumping station on Thumb Lake Road
- Winter festival at Boyne Mountain
- Dam at Boyne Falls to the dam at the Kircher property to Boyne City (culverts)
- Charlevoix: US Highway 31 Bridge
- Wildfire areas on Beaver Island
- Transportation to and from Beaver Island with severe weather issues
- Large festivals – Beaver Island Homecoming event, Mushroom Festival Boyne City, Boyne USA events and Polish Festival in Boyne Falls, Venetian Festival and Art Fair in Charlevoix, Freedom Festival in East Jordan
- The seasonal population fluctuation in the summer can be up to three times the offseason population
- Road closure problem area on US 131 north of the Village of Walloon/Shorts Hill

The participants then took the complete list above and developed their Top Five Natural Hazards Priority Areas. Due to the rural nature of the county, there has not been a lot of property damage, injuries, or deaths due to natural hazard.

Top Five Natural Hazards Priority Areas

a. **Severe winter storms: Potential throughout the County and concerns about Utilities**

Charlevoix County is in a Snow Belt area. Snowstorms can be very dangerous for a community for short periods of time. Heavy snows can shut down towns and businesses for a period of a few days if the snow is falling faster that it can be cleared in a timely fashion. Blowing and drifting with blizzard conditions cause driving hazards.

b. **City of Charlevoix: Potential of severe thunderstorms and high winds and severe winter storms around the U.S. 31 Bridge**

There is a historical record of high wind events around the Lake Michigan shoreline area and a few tornadoes in the county. Severe winds, or straight line winds that sometimes occur during severe thunderstorms can be very damaging to a community. Severe winds have the potential to cause loss of life from flying debris. Damage from straight line winds is more widespread than tornadoes and usually affects multiple counties. There is also risk of infrastructure damage due to downed power lines caused by falling trees and limbs.

There is a history of severe thunderstorm events in the county with some concerns regarding the influx of tourists. Thunderstorms are hazards that bring a variety of problems during the spring, summer, and fall seasons. They can cause lightning, flash flooding, hail, strong winds, and even tornadoes.

Given its proximity to Lake Michigan, Charlevoix County is subject to lake-induced precipitation and is recognized by the National Weather Service as a Snow Belt area. Snowstorms can be very dangerous for a community for short periods of time. Heavy snows can shut down towns and businesses for a period of a few days if the snow is falling faster that it can be cleared in a timely fashion. Blowing and drifting with blizzard conditions cause driving hazards.

c Boyne River and East Jordan Area: Potential flooding

The risk of the dams failing could cause a chain reaction of failure down river. Damages will be greater from a cascading failure of events than they will from gradual floodplain inundation (rainfall or snowmelt event).

In addition to “regular” flooding in a riverine floodplain, other flooding may involve low-lying areas that collect runoff waters; flaws or shortcomings in existing sewer infrastructure; undersized or poorly designed storm water control practices; collective effects of land use and development trends; illegal diversion of water, or actions that interfere with system function.

d Eastern Portion of the County: Potential wildfire and the possibility of tornadoes in a utility area

The forest types (jack pine, red pine, white pine) that are most fire prone are not located in this area, but the rural, forested topography of this portion of the county make it susceptible to wildfire. Additional factors that increase fire risk include lightning and human factors, such as the number of persons residing in, camping in, or traveling through an area.

Tornadoes are high-profile hazards that can cause catastrophic damage to a limited or extensive area. There are no recorded tornado touchdowns in this area by the National Weather Service, but there is concern of the potential threat affecting utility facilities.

c. Festival events at seasonal population centers throughout the County: Potential of severe thunderstorms, high winds, and tornadoes

There is a historical record of severe thunderstorms and high wind events in these sections of the county with concerns regarding the influx of tourists. Thunderstorms are hazards that bring a variety of problems during the spring, summer, and fall seasons. They can bring potential lightning, flash flooding, hail, strong winds, and even tornadoes.

Severe winds, or straight line winds that sometimes occur during severe thunderstorms can be very damaging to a community. Severe winds have the potential to cause loss of life from property damage and flying debris. Damage from straight line winds is more widespread than tornadoes and usually affects multiple counties. There is also risk of infrastructure damage due to downed power lines from falling trees and limbs.

Tornadoes are high-profile hazards that can cause catastrophic damage to a limited or extensive area. According to the Michigan Hazard Analysis 2012 there have been four tornados in Charlevoix County.

_____ Not Completed _____ In Progress _____Completed

Action Agenda Layout:

Priority and Action Strategies	Responsible Parties	Timeframe
Priority Area 1 ***Severe Winter Storms Mitigation Strategies:***		
a. A National Oceanic and Atmospheric Administration weather station for the area	Emergency Management Coordinator Planning Department Townships Incorporated Cities and Villages Elected Officials	1-5 years after adoption of the plan

b. Public education, awareness, and preparedness; also for decision makers	Emergency Management Coordinator County Planning County Building Inspector Business Owners Non-Profit Organizations Townships, Cities, Villages	1-3 years after adoption of the plan
c. Identify, improve, and/or construct shelter capacity	Emergency Management Coordinator Planning Department County Building Inspector Business Owners Non-Profit Organizations Public Citizens Townships, Cities, Villages	1-5 years after adoption of the plan
d. Emergency Operations Center planning to include winter storms in future exercises	Emergency Management Coordinator Local Emergency Planning Committee Planning Department Sheriff's Department	1-2 years after adoption of the plan
e. Identify and maintain critical fueling facilities	Emergency Management Coordinator Facilities Department, Road Commission	Ongoing

f. Work with utility companies – implement sound tree planting strategies around power lines; relocate electrical lines underground; bury lines for new construction	Emergency Management Coordinator Utility Companies Planning Department Townships, Cities, Villages	1-5 years after adoption of the plan
g. Inventory of public four-wheel drive and special use vehicles	Emergency Management Coordinator Planning Department Sheriff's Department Facilities Department Road Commission	1-2 years after adoption of the plan
Wind Mitigation Strategies:		
a. Work with utility companies – implement sound tree planting strategies around power lines; maintenance of trees education; burying lines for new construction	Emergency Management Coordinator Utility Companies Planning Department Townships, Cities, Villages	1-5 years after adoption of the plan
b. Business and homeowner education	County Building Inspector Planning Department Insurance Agencies Chambers of Commerce MSU Extension Personnel Emergency Management Coordinator	1-3 years after adoption of the plan
c. Identify, improve, and/or construct shelter capacity	Emergency Management Coordinator Planning Department County Building Inspector Business Owners Non-Profit Organizations Public Citizens Townships, Cities, Villages	1-5 years after adoption of the plan

Priority Area 2 ***Severe Thunderstorms and High Winds, Mitigation Strategies:***		
a. A National Oceanic and Atmospheric Administration weather station for the area	Emergency Management Coordinator Planning Department Townships, Cities, Villages Elected Officials	1-5 years after adoption of the plan
b. Coordinate the use of sirens that are in place and public education	Emergency Management Coordinator Planning Department Law Enforcement Agencies Townships, Cities, Villages	1-3 years after adoption of the plan
c. Identify, improve, and/or construct shelter capacity	Emergency Management Coordinator Planning Department County Building Inspector Business Owners Non-Profit Organizations Public Citizens Townships, Cities, Villages	1-5 years after adoption of the plan
d. Pre-plan and label alternate transportation routes	Emergency Management Coordinator Road Commission MI Department of Transportation Planning Department GIS Department	1-3 years after adoption of the plan
e. Develop inventory of homes located on seasonal roads	Planning Department GIS Department Road Commission	1-2 years after adoption of the plan
f. Work with utility companies – implement sound tree planting strategies around power lines; maintenance of trees education; burying lines for new construction.	Emergency Management Coordinator Utility Companies Planning Department Townships, Cities, Villages	1-5 years after adoption of the plan

g. Continue support of the Road Commission in their clearance of blocked roads	Emergency Management Coordinator Planning Department Elected and Appointed Officials	Ongoing
Severe Winter Storms Mitigation Strategies:		
a. A National Oceanic and Atmospheric Administration weather station for the area	Emergency Management Coordinator Planning Department Townships Incorporated Cities and Villages Elected Officials	1-5 years after adoption of the plan
b. Public education, awareness, and preparedness; also for decision makers	Emergency Management Coordinator Planning Department County Building Inspector Business Owners Non-Profit Organizations Townships, Cities, Villages	1-3 years after adoption of the plan

c. Identify, improve, and/or construct shelter capacity	Emergency Management Coordinator Planning Department County Building Inspector Business Owners Non-Profit Organizations Public Citizens Townships, Cities, Villages	1-5 years after adoption of the plan
d. Emergency Operations Center planning to include winter storms in future exercises	Emergency Management Coordinator Local Emergency Planning Committee Planning Department Sheriff's Department	1-2 years after adoption of the plan
e. Identify and maintain critical fueling facilities	Emergency Management Coordinator Facilities Department Road Commission	Ongoing
f. Work with utility companies – implement sound tree planting strategies around power lines; relocate electrical lines underground; bury lines for new construction	Emergency Management Coordinator Utility Companies Planning Department Townships, Cities, Villages	1-5 years after adoption of the plan
g. Inventory of public four-wheel drive and special use vehicles	Emergency Management Coordinator Planning Department Sheriff's Department Facilities Department Road Commission	1-2 years after adoption of the plan
Priority Area 3 ***Flood Mitigation Strategies:***		
a. Assessment of flood threat and results of dam inspections	Researchers, Engineers, and Architects Planning Department Townships, Cities, Villages County Conservation District Drain Commissioner Insurance Agencies Emergency Management Coordinator Non-profit organizations	1-5 years after adoption of the plan
b. Create a better flood warning system	Emergency Management Coordinator County Planning Townships, Cities, Villages Elected and Appointed Officials County Conservation District Drain Commissioner	1-3 years after adoption of the plan
c. Re-engineer culverts for flood mitigation	Researchers, Engineers, and Architects Planning Department Townships, Cities, Villages, Road Commission	1-5 years after adoption of the plan
d. Public education	Emergency Management Coordinator Planning Department County Building Official Business Owners Non-Profit Organizations Townships, Cities, and Villages	1-3 years after adoption of the plan.
Priority Area 4 ***Wildfire Mitigation Strategies:***		

a. Inventory dry hydrants and water sources and ensure sources are accessible	Emergency Management Coordinator, Local Fire Departments, GIS Departments	1-2 years after adoption
b. Put water source location maps in all emergency vehicles	County GIS Department, Fire and Law enforcement agencies	1-2 years after adoption
c. Study roads in the area for emergency vehicle accessibility and enforce minimum standards for private roads to ensure emergency vehicle access	Planning Departments, Emergency Management Coordinator, Cities, Towns, Villages, Planning Commissions, Zoning Administrators, GIS Departments, and Road Commissions.	1-3 years after the plans adoption
d. Revise ordinances to include standards that ensure access, stipulate maximum grade, minimum driveway width, and turnaround areas	Planning Departments, Emergency Management Coordinator, Cities, Townships, Villages, Planning/Zoning Administrators, and Road Commissions.	1-5 years after the plans adoption
e. Public awareness and education	Emergency Management Coordinator County Planning Townships, Cities, Villages	1-3 years after adoption
Tornado Mitigation Strategies:		
a. Consistent weather event warnings.	Emergency Management Coordinator, NOAA Office, County Planning, Townships, Cities, Villages	1-3 years after adoption of the plan
b. Identify, improve, and/or construct shelter capacity	Emergency Management Coordinator, Planning Department, County Building Official, Business Owners, Non-Profit Organizations, Public	1-5 years after adoption of the plan
c. Work with utility companies – implement sound tree planting strategies around power lines; relocate electrical lines underground; bury lines for new construction	Emergency Management Coordinator Utility Companies, Planning Department, Townships, Cities, and Villages	1-5 years after adoption
d. Public Awareness and Education	County Building Official, Planning Department, First Responders, Insurance Agencies, Townships, Cities, Villages, MI Department of Natural Resources, Non-profit organizations, MSU Extension Personnel, Emergency Management Coordinator.	1-3 years after adoption of the plan
Priority Area 5 **Festival events - Severe thunderstorms, High Wind, and Tornadoes Mitigation Strategies:**		

a. Charlevoix County Board of Commissioners to recommend that all groups sponsoring festivals to plan mitigation strategies for their respective festivals	Emergency Management Coordinator, Planning Department, Planning Commission, Board of Commissioners, Townships, Villages, Cities	1-2 years after adoption of the plan
b. Require mass gathering events to have a permit review process to include natural hazards mitigation	Townships, Cities, Villages, Planning Department, Emergency Management Coordinator	1-2 years after adoption of the plan
c. Identify, improve, and/or construct shelter capacity.	Emergency Management Coordinator, Planning Department, County Building Official, Business Owners, Non-Profit Organizations, Public Citizens, Townships, Cities, and Villages.	1-5 years after adoption of the plan
d. Work with utility companies – implement sound tree planting strategies around power lines; relocate electrical lines underground; bury lines for new construction	Emergency Management Coordinator, Utility Companies, Planning Department, Townships, Cities and Villages	1-5 years after adoption of the plan
e. Public awareness and education	Emergency Management Coordinator County Planning Townships, Cities, Villages	1-3 years after adoption of the plan
f. Develop and implement mutual support and aid practices with surrounding communities	Emergency Management Coordinator County Planning Townships, Cities, Villages Non-profit	1-3 years after adoption of the plan

While it appears there are still many unfinished projects, most are ongoing and of a nature that will never be completed such as “Public Education”. This is an ongoing effort for all emergency managers.

VIII: CHEBOYGAN COUNTY

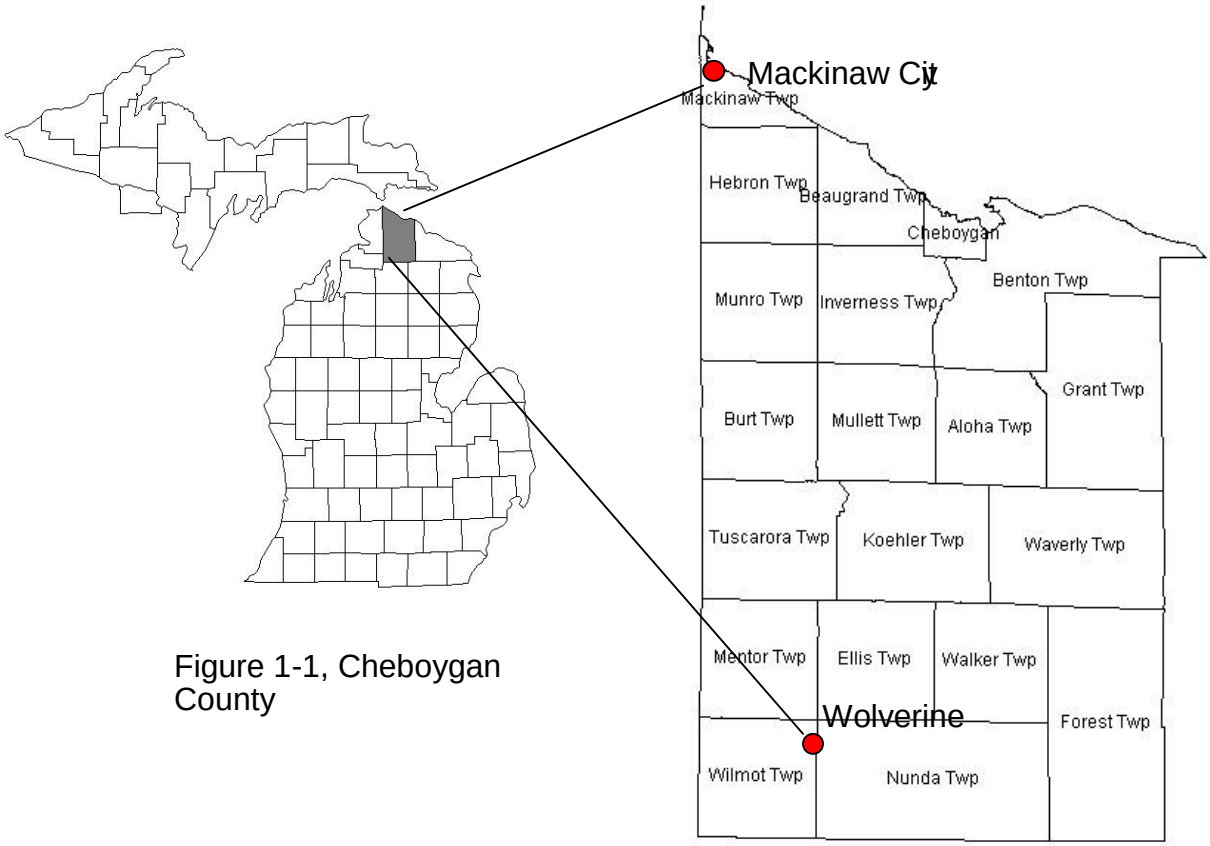


Figure 1-1, Cheboygan County

Cheboygan County is located at the northern tip of the Lower Peninsula. The county is composed of 19 townships: Aloha, Beaugrand, Benton, Burt, Ellis, Forest, Grant, Hebron, Inverness, Koehler, Mackinaw, Mentor, Mullett, Munro, Nunda, Tuscarora, Walker, Waverly, and Wilmot. Also located in Cheboygan County are the City of Cheboygan, the villages of Mackinaw City, Wolverine, and Indian River (Census Designated Place). The City of Cheboygan is the county seat and is located on Lake Huron. The name Cheboygan stands for "Water of the Chippewa's." The first settler was Jacob Sammons, a cooper from Mackinaw City who built a log cabin there in 1844, and then founded a town. The area grew productive during the lumber days, and was incorporated as a village in 1871, while it later becoming a city in 1889.

Cheboygan County's northern border runs for 32.5 miles along the Straits of Mackinac and Lake Huron. It is bordered on the east by Presque Isle County, on the south by Otsego County and on the west by Emmet and Charlevoix Counties. Cheboygan County covers 715.6 square miles, or 457,984 acres. Fifty-seven

percent of the County is in public ownership and 83 percent of the county is forested.

Population Overview

Over the past decade Cheboygan County's population leveled off from its rapid growth experienced in the decade from 1990 to 2000. The growth rate for Cheboygan County in the period from 1990 to 2000 was among the highest in the region and continued a 60-year trend **(Table 3)** in population growth. However, Cheboygan County actually experienced a slight decrease in population in the period between 2000 and 2010. In 2000 the population of Cheboygan County was 26448, in 2010 the population dropped to 26152. It should also be noted that while population numbers appear to be steady the Tri-County area has seen a sharp decrease in working families and a sharp increase in the senior population. This shift has placed a burden on the County as the senior population has greater needs and less income as a rule. This shift also means a smaller workforce to support the region and the economy. This is evident as some local businesses have shut down portions of their business during the busiest time of the year due to a lack of workers.

In 2010, the population density for Cheboygan County was 36 persons per square mile. The highest concentrations of people are located close to the City of Cheboygan and around the villages of Mackinaw City and Indian River. Smaller concentrations are found in the villages of Topinabee, Wolverine, Tower, Alverno and Afton. The many miles of waterfront in Cheboygan County are also areas with higher population concentrations. Many residences are located along the shores of the Cheboygan and Black Rivers, around the inland lakes of Mullet, Burt, Douglas and Black and along the Straits of Mackinac.

Table 3

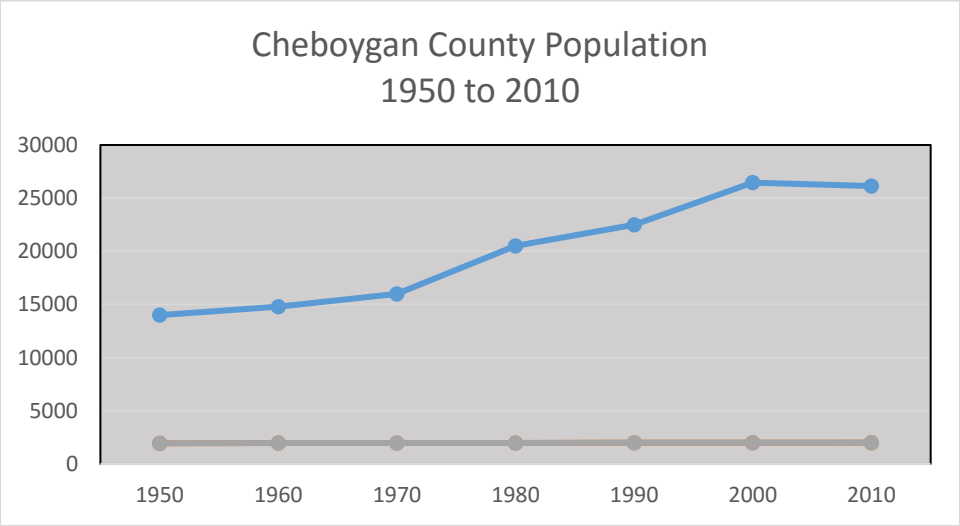


Table 4
Cheboygan County Population by Municipality 1990-2010

Unit of Gov.	1990	2000	% Change	2010	% Change
Cheboygan Co.	21,398	26,448	23.6%	26,152	-1.1%
Aloha Twp.	707	1041	47.2%	949	-8.8%
Beaugrand Twp.	1,004	1,157	15.2%	1,168	1.0%
Benton Twp.	2,388	3,080	29.0%	3,206	4.1%
Burt Twp.	533	654	22.7%	680	4.0%
Cheboygan City	4,999	5,295	5.9%	4867	
Ellis Twp.	345	519	50.4	596	14.8%
Forest Twp.	929	1,080	16.3%	1,045	-3.2%
Grant Twp.	686	947	38.0%	846	-10.7%
Hebron Twp.	202	303	50.0%	269	-11.2%
Indian River	*	*	*	1959	
Inverness Twp.	1952	2278	16.7%	2261	-0.7%
Koehler Twp.	722	1168	61.8%	1,283	9.8%
Mackinaw Twp.	604	576	-4.6%	539	-6.4%
Mackinaw City	875	859	-1.8%	806	
Mentor Twp.	518	781	50.8%	818	4.7%
Mullettt Twp.	1,056	1,284	21.6%	1,312	2.2%
Munro Twp.	512	679	32.6%	571	-15.9%
Nunda Twp.	725	925	27.6%	1042	12.6%
Tuscarora Twp.	2,297	3,091	34.6%	3,038	-1.7%
Walker Twp.	256	292	14.1%	327	12.0%
Waverly Twp.	371	472	27.2%	457	-3.2%
Wilmot Twp.	592	826	39.5%	878	6.3%
Wolverine Village	283	359	26.9%	244	

As with Charlevoix county the economic balance in Cheboygan County is effected by the influx of seasonal population. While some area of the county experience a large increase in seasonal population that boosts the economy and provides for better police and fire protection other areas of the county do not benefit from the seasonal influx and depend on the County Sheriff and State Police for law enforcement, but struggle to afford equipment and training for fire protection.

According to the 2012 Economic Census (Table 1, below), even though 88.4% of the population have at least a high school education, 17.8% of the people of Cheboygan County live in poverty.

2012 Economic Census (Table 1)

Population	25427
Median Household Income	$39,486
Individuals Below Poverty Level	17.8%
Education Attainment, High School or Greater	88.4%
Health Insurance Coverage, Population Uninsured	14.5%
Median Housing Value	$110,800.00
Total Housing Units	18,288 .
Number of Companies	2810

In Cheboygan County the original hazard mitigation plan was developed with input from the Cheboygan County Local Emergency Planning Committee (LEPC). The committee is comprised of representatives from local units of governments; local, state and federal agencies; law enforcement, fire departments and community organizations. Committee members provided feedback throughout plan development, including identification of hazards and high hazard areas, definition of goals and objectives, identification of hazard mitigation strategies and selection of an action plan.

The intent of a hazard mitigation plan is to inventory possible hazards, assess the vulnerability of community to the hazards it faces, and to provide possible mitigation activities for those hazards. The focus of the hazard mitigation plan is the development of projects and policies that can be implemented to reduce or prevent losses from future disasters. The Cheboygan County portion of the Tri-County Hazard Mitigation Plan includes text, tables, charts and maps necessary to describe and discuss the following:

- A hazard analysis based on a current community profile, hazard identification, risk assessment, and vulnerability assessment.
- A listing of the communities' goals and objectives;
- A discussion of the alternatives for solving problems.
- Evaluation and prioritization of alternatives.
- Selection of feasible mitigation strategies.
- Recommended mitigation strategies. The plan contains a hazard mitigation element that can be easily integrated into county or township comprehensive plans.

The process of Hazard Mitigation Planning consists of the following steps:

- Develop community profile and identify community hazards and risks
- Identification and definition of goals and objectives
- Identification of alternatives for solving problems
- Selection of evaluation criteria
- Selection of Alternatives
- Preparation of final plan
- Implementation of plan
- Monitoring and periodic revision of the plan

In the original plan NEMCOG staff worked closely with the Tri-County Office of Emergency Management and the Cheboygan County Local Emergency Planning Committee to prepare the Hazard Mitigation Plan. In addition, considerable effort was made to gain input from stakeholders in the county. This included meetings with townships; township association; county board of commissioners; local, state and federal agencies; local officials; community leaders and general public.

NEMCOG looked at relevant plans, maps, studies and reports. Federal, state, regional and local government sources. These documents were reviewed to develop a current community profile. Information sources included: U.S. Census, zoning ordinances, master plans, recreation plans, capital improvement plans, parcel maps, aerial photography, MIRIS land use/land cover, USGS topographic maps, National Weather Service, NRCS soils maps, Michigan Department of Transportation, Michigan Hazard Analysis, local hazard analysis, Flood Insurance Rate Maps, emergency management plans, and Section 302 Sites from the LEPC.

NEMCOG's Geographic Information System (GIS) was used as a decision support tool and public education tool throughout the process. Existing data sets were incorporated and new data sets created in order to analyze existing conditions and study potential future scenarios. Specialized maps showing community hazards, land cover/use, infrastructure, topography, soils, national wetlands inventory, forest cover,

gas and oil wells, zoning, future land use and community facilities were prepared as part of the plan development. Maps helped identify community characteristics, vulnerable populations, and hazard areas. GIS data and maps will be retained by the community for future use to help implement and monitor hazard mitigation activities.

Information was disseminated to the communities and public through the use of public meetings, presentations, news releases, and contacts. A secondary benefit of the planning process was the education of community leaders and citizens of the community in regards to hazard awareness. This education supported the decision making process and will assist communities in making better, more informed decisions in the future. In addition, the process strengthened partnerships between local units of government, planning commissions, emergency services, public agencies and private interests to pool resources and helped facilitate communication and understanding between various entities. By fostering lines of communication and increasing awareness of the cross jurisdictional impacts of land use and policy decisions, better and more informed decisions will be made in the future.

The planning process provided several opportunities for public, community and agency input and comments. Public meetings involved the County Board of Commissioners during plan development and the draft plan was presented for commissioners' approval. Staff met regularly with the Local Emergency Planning Committee during plan development. This group has representatives from local communities, state and federal agencies and citizens. The group, together with the Tri-County Emergency Management Director, was instrumental in guiding plan development. Public meetings were advertised and held in Cheboygan County. Notices of the public meetings were sent to LEPC members and local communities officials. Meeting notices were also published in the local newspaper.

A different approach was used in updating the plan. Since the purpose was to update the original plan and not to create a new plan the process was simplified. A questionnaire was developed and posted on the Tri-County Emergency Management web site for public comment. Public Hearings were scheduled in all three communities. The following notice was posted in the local paper:

The Charlevoix, Cheboygan, and Emmet County Office of Emergency Management is revising the Hazard Mitigation Plan for the Tri-County area. A public hearing will be held at the Cheboygan County Building, 870 S Main St., Cheboygan, MI 49721, Wednesday September 30th, 7:00 PM in the Commissioner's meeting room to accommodate any member of the public that would like to offer suggestion or input into the local Hazard Mitigation plan. A survey is also available for citizens to share some insight about local concerns at www.cceoem.net.

At about the same time, representatives from Tri-County Emergency Management attended meetings of the Michigan Township Association in each County and made local officials aware of the questionnaire and how to find the document on our website. The Michigan Township Association for each county involves at least one representative from each Township. With that, each township was provided the

information about the plan and the type of input we were looking to get from them. The meeting for Cheboygan County took place on September 24, 2015 at 7:00 PM in the Inverness Township Hall. This information was also on the agenda's and discussed at meetings of the LEPC on November 9, 2015, January 11, 2016, April 11, 2016 and August 8, 2016. Tri-County Emergency Management also attended Fire Chief Association Meetings in each of the three counties to make them aware of the HMP and ask for their input. In March we had only heard from a few of the many communities, so an email was sent to all members of the MTA's again, explaining the project, the types of projects that are fundable through FEMA and asking for their input on projects. The process then continued until the plan was reviewed, information in each section was updated as needed and drafts were presented to local communities and the public. Public hearings were held in each county for a second time. The draft was then sent to MSP/EMHSD and ultimately FEMA for their approval and/or comment. Specific mitigation projects were provided for the plan from the following Cheboygan County jurisdictions: Beauregard Township, Cheboygan County Road Commission and Forest Township.

Climate

Cheboygan County's climate is directly affected by the Great Lakes and inland lakes of Michigan. The effect of Lake Huron on Cheboygan's climate is particularly strong during periods of easterly to northeasterly winds. Under these conditions, the long trajectory of the air over Lake Huron gives Cheboygan cooler summer temperatures while increased snow shower activity may accompany the milder fall and early winter temperatures. As a result of the prevailing westerly winds, Cheboygan does experience some additional lake effect; however, this is minimal and essentially limited to increased cloudiness during the late fall and early winter. With light southwesterly winds, a localized lake breeze may be nearly as effective in giving Cheboygan cooler summer temperatures. Differences in temperature and precipitation exist between the northern and southern portions of the county. This is generally attributed to the moderating influence of the lakes in the northern portion of the county. The local weather conditions in the southern portion are similar to those in the Vanderbilt and Gaylord areas.

The average temperature in the summer months as recorded by the Cheboygan weather station is 65 degrees Fahrenheit, while the winter average is 19 degrees (**Table 2**). From 1981 to 2010, the temperature for the region varied from highs in the mid to upper 70's in the summer to single digits in the winter months, Historical temperature data illustrates the following county temperature extremes:

- Highest recorded temperature: 104 degrees (8/6/47)
- Lowest recorded temperature: 38 degrees below zero (2/6/95)

In the late winter as ice builds up on the lakes, Cheboygan is subjected to temperature variations which are more closely associated with interior locations. Diminished wind speeds or winds that do not traverse large unfrozen lakes often produce clearing skies

and the colder temperatures expected at continental locations. Because movement of pressure systems controls day-to-day weather across the nation, this area seldom experiences prolonged periods of hot, humid weather in the summer or extreme cold during the winter.

Table 2: Temperature Extremes

Element	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
Max °F	26.3	28.3	36.6	48.7	62.1	71.5	77.4	75.5	67.6	55.8	42.5	31.5	52.0
Min °F	8.2	7.6	16.7	29.5	40.4	50.7	57.1	55.6	48.0	37.1	27.9	17.0	33.0
Mean °F	17.3	18.0	26.7	39.1	51.3	61.1	67.3	65.6	57.8	46.5	35.2	24.3	42.5
HDD base 65	1482	1317	1188	778	431	149	46	74	221	576	894	1263	8419
CDD base 65	0	0	0	0	5	33	114	92	5	0	0	0	249

Severe Weather

According to the Michigan Hazard Analysis the Tri-County Region experiences approximately 28 to 30 thunderstorm days per year. These are storms that can produce heavy rain, high winds, hail and tornadoes. Although relatively rare, tornados have occurred in Cheboygan County. Michigan is located on the northeast fringe of the Midwest tornado belt. The Michigan hazard analysis of 2012 states that in a period from 1950 to 2009 Cheboygan County has experienced 6 tornadoes. The lower frequency of tornadoes occurring in Michigan may be, in part, the result of the colder water of Lake Michigan during the spring and early summer months, a prime period of tornado activity. The majority of tornados have occurred in the month August, although tornados can occur in the spring and fall. In 1970, a tornado struck Cheboygan County on October 2nd.

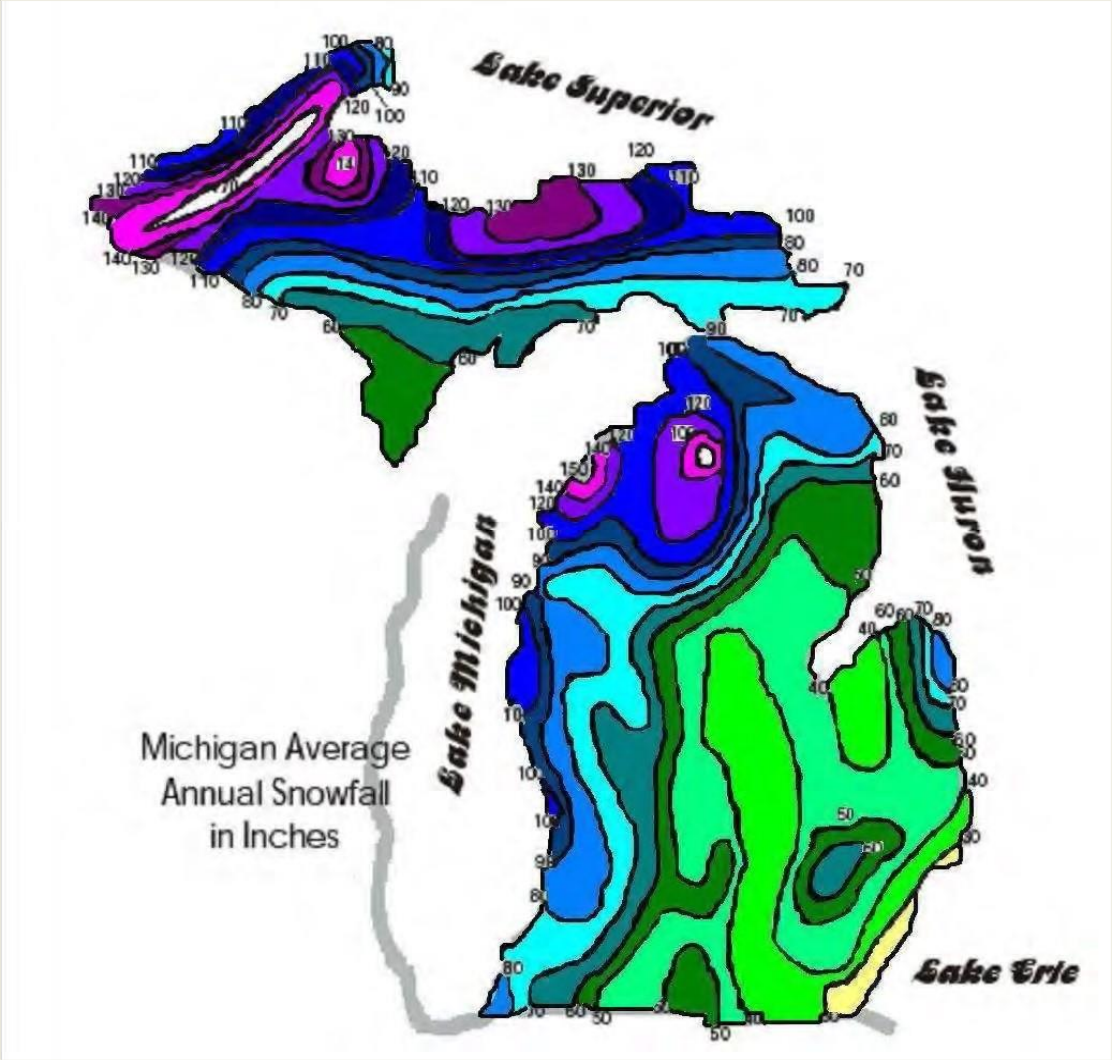
The geographical location of the Tri-County region makes this area vulnerable to strong wind events. Surrounded by lakes Michigan and Huron this region is in an area where high winds are likely. Strong winds and thunderstorm winds are the most prevalent severe weather that affects Cheboygan County. Annually, thunderstorms will occur on an average of 28 to 30 days and on average one or two thunderstorms per year will have severe winds. Since 1967 there have been 39 severe wind events recorded in Cheboygan County causing over $50,000 in damage. Strong winds are most likely in the summer months of June, July, and August, but can occur any time of year. One of the most powerful windstorms ever recorded in the Great Lakes region occurred on November 10, 1998. Wind speeds from this powerful storm reached 82 knots. A similar event occurred

on December 24, 2015 when winds gusted up to 80 mph and knocked out the 911 communication system for part of the Tri-County region. This storm also caused wide spread damage to homes and businesses in the area and uprooted trees blocking some roads.

Winter storms consisting of heavy snow, freezing rain and blizzards are common seasonal hazards can be expected to occur several times every year. Since 1997, 41 heavy snowstorms and 4 blizzards have been recorded in Cheboygan County. (**Figure 1**) Over the past 10 years the county averaged 2-3 heavy snowstorms and/or blizzards each year, although the number and intensity of snowstorms can fluctuate dramatically from year to year. Improved weather forecasting methods and better understanding of global phenomenon such as el-ninó and la-nina have increased the reliability of forecasting future long-term trends. While general trends, such as mild or severe winters can be, and are, predicted, they are not always completely accurate.

Figure 1

Source: Michigan Committee for Severe Weather Awareness



Water Resources

Surface Water

Cheboygan County contains numerous rivers and inland lakes (**Figure 2**). Thirty-eight miles of Lake Huron shoreline establish the northern boundary of the county. Inland lakes cover 10% (51,358 acres) of the county's total surface area, the largest percentage of any county in the state. There are several large bodies of water in the county. The largest inland lake in the county and the fourth largest in the State is Burt Lake (17,335 acres). The second largest is Mullett Lake (16,744 acres), followed by Douglas Lake (3,745 acres) and Black Lake, of which 7,887 acres are in the county. Of the 182 miles of inland lakeshore, 46 miles are publicly owned.

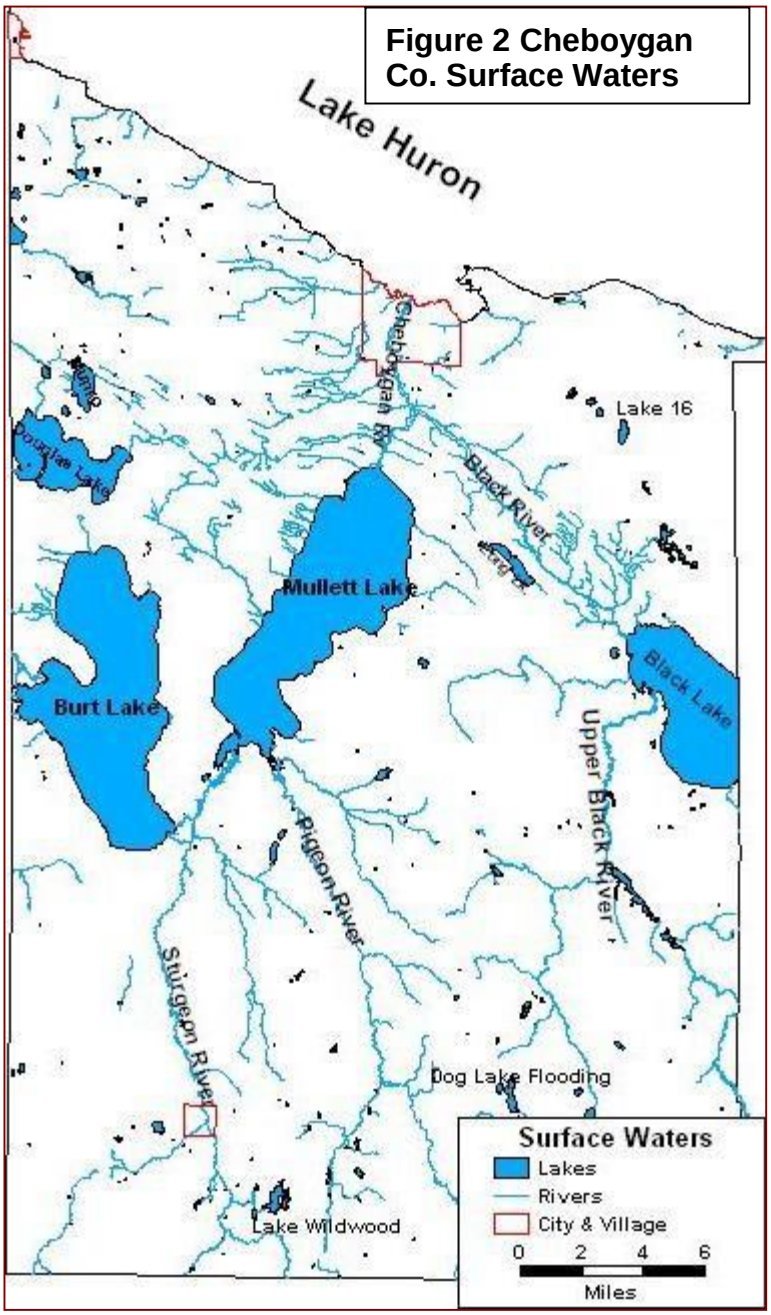


Figure 2 Cheboygan Co. Surface Waters

Cheboygan County, along with portions of the Counties of Presque Isle, Emmet, Otsego, Montmorency and Charlevoix, is within the Cheboygan River Watershed. Also within the Cheboygan River Watershed and the boundary of Cheboygan County are the watersheds of the Sturgeon, Pigeon and Black Rivers. Drainage from the Cheboygan River Watershed flows into the Cheboygan River through the City of Cheboygan and into Lake Huron. Portions of the county northwest and east of the City of Cheboygan are part of the coastal watershed, which drains directly into Lake Huron.

Within each of these watersheds are numerous lakes and rivers. The Sturgeon River Watershed, in the western portion of the county, includes the Sturgeon River. Directly adjacent is the renowned Pigeon River Watershed. The Pigeon River flows into Mullett Lake that empties into the
Cheboygan River and directly into Lake Huron. The western portion of the county includes the Black River Watershed. The Upper Black River and its tributaries within the

county drain directly into Black Lake. The Black River carries lake water directly into the Cheboygan River.

Groundwater

Groundwater is the source of drinking water for over 90 % of Northeast Michigan's population. In the more rural areas, virtually everyone uses a well to provide clean drinking water. Large supplies of groundwater can be found under the surface throughout much of northern Michigan.

Cheboygan County has been blessed with abundant groundwater supplies of very high quality. The generally thick glacial deposits in Cheboygan County result in ample groundwater aquifers and a large number of springs and streams with cold, steady, high quality flows of groundwater. The bedrock geology and the large amount of limestone in the glacial deposits influence the chemical quality of groundwater and most surface waters, resulting in moderately high hardness and alkalinity.

The groundwater of Cheboygan County is an extremely valuable resource. Groundwater discharge is important to the recreational values of the county. Groundwater is the principal source of water in streams and rivers during dryer, rainless periods, providing Cheboygan County with rivers and streams that flow year-round. Groundwater has a large influence on water temperatures. Because groundwater leaves the ground at a constant temperature year round, it has the effect of moderating water temperature. Streams that receive large amounts of groundwater are generally cooler in summer and warmer in winter than those where groundwater inputs are small. These temperature moderations and year-round flows provide ideal conditions for many fish, including trout, as well as other wildlife.

A number of factors, such as soil permeability, the amount, timing and intensity of precipitation, vegetative cover and land use govern the amount of groundwater recharge on any area of land. Precipitation and permeability usually exert the greatest influence on groundwater recharge. In Cheboygan County, rainfall intensity is seldom greater than soil permeability, resulting in large quantities of infiltration and groundwater recharge.

Wetlands

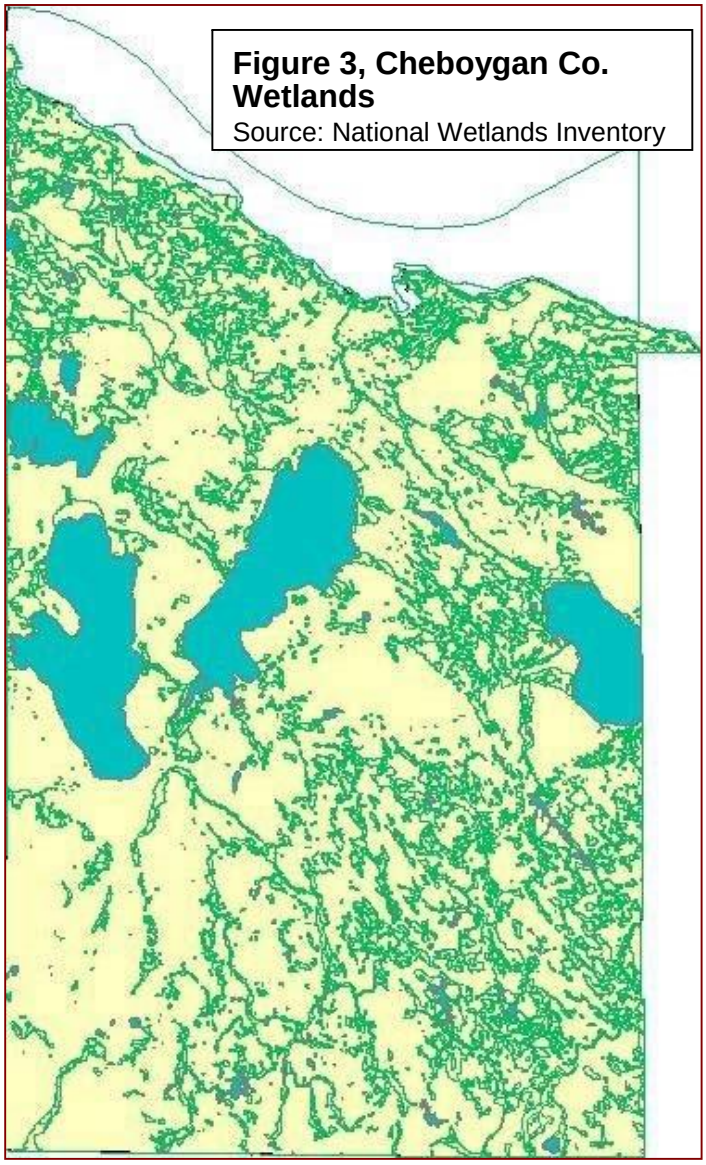


Figure 3, Cheboygan Co. Wetlands
Source: National Wetlands Inventory

Cheboygan County's wetlands **(Figure 3)** are unique ecosystems that serve as the transitional zone between upland and aquatic habitats. The purity and clarity of lakes and streams is maintained and enhanced, in large part, by wetlands. Wetlands filter out nutrients and sediments, some of the most harmful pollutants associated with lakes and streams. Without wetlands these pollutants can cloud once clear waters and accelerate the growth of choking aquatic weeds. Since many of the existing undeveloped waterfront properties contain environmental limitations such as wetlands, floodplains, or soils poor for septic development, there will be more and more pressure to alter these landscapes. To preserve the water quality of area lakes and streams and their associated property values, attempts must be made to preserve wetlands and other environmentally sensitive landscapes. This will insure that the quality of life and natural resources of the county remain its chief economic assets. The ecological functions that wetlands provide benefit numerous property owners.
Conversely, land use alterations that disturb or alter wetland functions can create nuisances or cause damage to surrounding land owners (e.g., downstream flooding as a result of upstream wetland filling) as well as effecting broader public health issues (e.g., wetland loss can lead to water quality impairment of lakes and streams)**.**

Woodlands

According to 2001 statistics from the U.S. Forest Service, forestland accounts for approximately 81% of the county's total land area. The major forest species found in the county are Maple/Beech/Birch (30%) and Aspen (27%). Northern White Cedar and Elm/Ash/Cottonwood total approximately 10% and 8% respectively. Smaller amounts of forestland are comprised of Red Pine (5%), Balsam Fir (5%), and Oak/Hickory (4%). Smaller acreages of Jack Pine, Exotic Softwoods, Eastern White Pine, Black Spruce,

Tamarack, Black Ash/American Elm/Red Maple, Sugar Maple/Beech/Yellow Birch, Paper Birch, and Balsam Poplar are also present.

Forestland in Cheboygan County is fairly evenly split between State and private ownership. 53% is privately owned and 47% is State-owned in the form of Pigeon River State Forest, Black Lake State Forest, and Hardwood State Forest. In addition to using the forest resources for timber and fiber, woodlands are also used for all types of outdoor recreation.

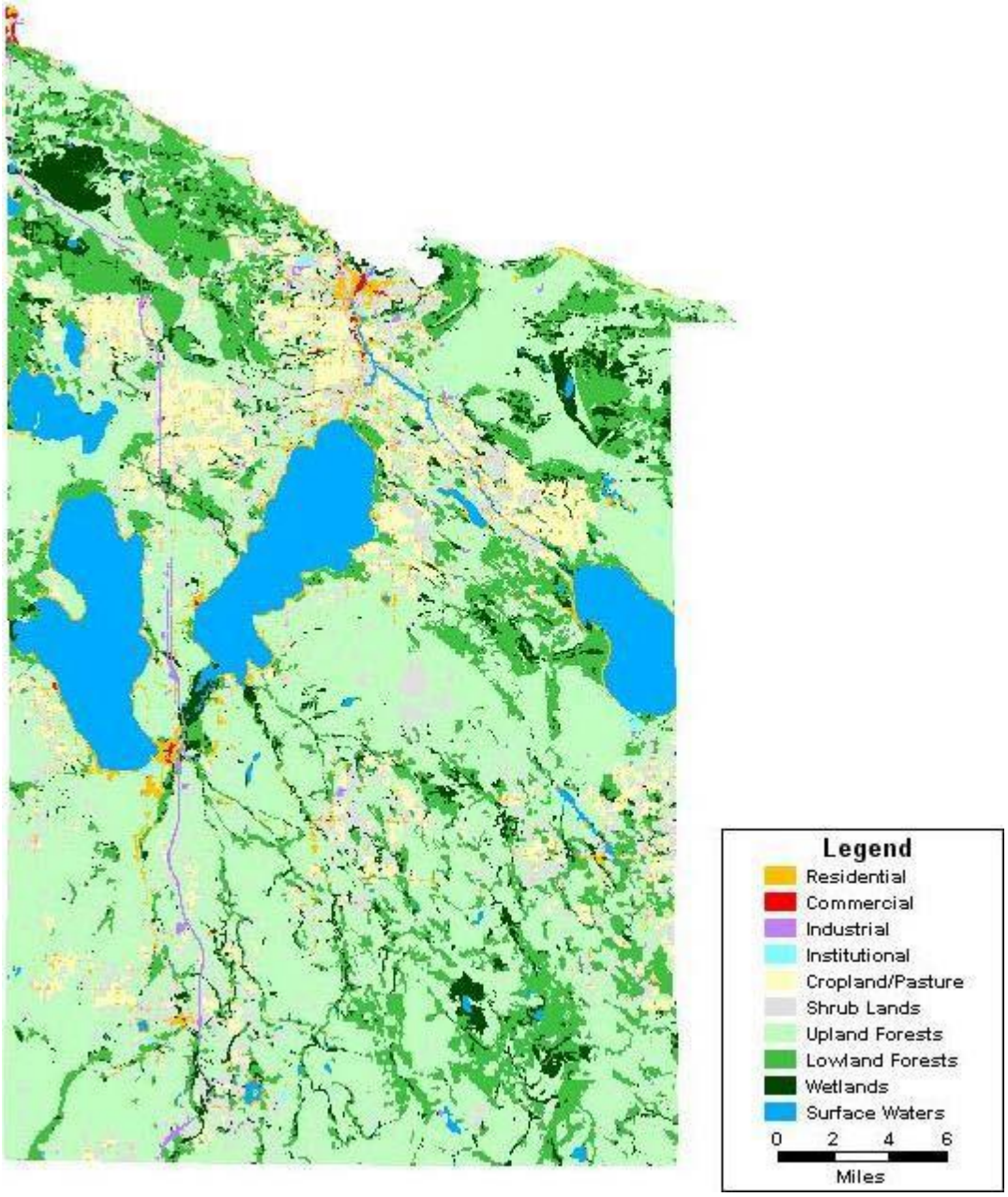
Land Use

The purpose of this section is to present the existing land uses, the status of planning and zoning and potential hazardous land uses in the county. Vulnerable populations can be identified using the existing land use map, zoning maps, and future land use maps combined with hazardous areas and land uses.

To recognize and mitigate potential hazards, the community must have an accurate assessment of existing land uses. The process identifies urban built-up land uses such as residential and commercial along with natural land cover types like farmlands, forests, and wetlands. The map presented below (Figure 4) is a hybrid that combines land cover and land use.

Planning and Zoning are the principal tools that local communities have to manage growth, preserve community character, protect property values and enhance the economic viability of the area. Planning helps establish and focus the desired future of the community and zoning ordinances are used as one of the primary ways to implement the community master plan and achieve community goals. It is not the intention to compare strengths and weaknesses of zoning regulations among various zoning ordinances but to give a comprehensive perspective on county planning and zoning. Until recently, the potential to use these tools for hazard mitigation has been largely ignored.

Figure 4



Residential

According to the MIRIS Land Cover/Use update, 2.9 percent or 14,582 acres of the County's total land area was used for residential purposes. For the most part, residential development found in the county consists of single-family dwellings; however, single-family duplexes, multi-family residential, condominiums, mobile homes and mobile home parks are also included in this category (Figure 4). Residential uses are concentrated in the community centers of Cheboygan, Mackinaw City, Indian River and Wolverine. Many

of the larger lakes such as Burt, Mullett, Black and Douglas Lakes and the major rivers have high concentrations of residential development both along the lakeshores and in subdivisions adjacent to the lakes. Many of these once seasonal, weekend residential developments have undergone a transition to year around residences, in addition to new dwellings being built on waterfront property. Residential development is also occurring along county roads as larger parcels are split into ten-acre and smaller parcels.

Commercial

Commercial land uses include primary/central business districts, shopping center/malls, and secondary/neighborhood business districts including commercial strip development. The 1998 land use inventory identified 1,031 acres (0.2%) in commercial use. Commercial facilities are found primarily in the City of Cheboygan and south out of the city limits along M-27 (Figure 4). Other urbanized communities, such as Mackinaw City, Indian River and Wolverine have smaller commercial service centers with limited services found in other outlying sections of the county.

Industrial

In addition to industrial and extractive development, this land use category includes transportation, oil and gas, communication and utility facilities. Development falling under this category made up only 0.8 percent of the total County land area. These land uses cover approximately 3,868 acres of the County. Much of the industrial development is located near the main community centers.

Institutional/Recreational

Land devoted specifically for institutional and recreational purposes amounted to approximately 0.4 percent or about 2,088 acres of Cheboygan County. Land uses included in this category are public parks and campgrounds, golf courses, schools, churches and public buildings.

Agricultural Lands

With some 32,152 acres classified as farmland, agriculture is the county's fourth largest land use category. The bulk of the county's agricultural land is found in the northern portion of the county in Beaugrand, Munro, Inverness, Benton, Aloha and Grant Townships with smaller sections of farm land found in all other townships. It is interesting, but not surprising, to note that much of the agricultural property is found along or very near the county's major rivers and lakes. Predominate agricultural land uses are pastures, hay land and growing crops such as beans, oats, and barley. A small amount of land is used for livestock such as cattle, milk cows, and hogs.

Non-Forest Lands

Non-forest land is defined as areas supporting early stage of plant succession consisting of plant communities characterized by grasses or shrubs. Non-forest land makes up nearly 11 percent of the County's land area. One type of opening are those created by turn of the century logging operations and subsequent wildfires. Other non-forest areas consist of abandoned or idle farmland. A majority of these areas are located within the

active agriculture band mentioned above with the largest portions of this land type found around the City of Cheboygan, Inverness and Benton Townships. Typical grass species are quack grass, Kentucky bluegrass, upland and lowland sedges, reed canary grass and clovers. Typical shrub species include blackberry and raspberry briars, dogwood, willow, sumac and tag alder.

Upland Forests

Upland forests make up 237,074 acres or 46.5 percent of the county's surface area. The following species predominate areas classified as upland forests: sugar and red maple, elm, beech, yellow birch, cherry, basswood, white ash, all aspen types, white, red, jack and scotch pines and any managed Christmas tree plantations. Other upland conifers include white or black spruce, balsam fir, and douglas fir along with areas covered by larch and hemlock.

Lowland Forests

The county's land use inventory shows that 87,999 acres or 17.3 percent of the county's surface area consists of lowland forests. Lowland forests are defined as those containing ash, elm and soft maple along with cottonwood and balm-of-Gilead. Lowland conifers such as cedar, tamarack, black and white spruce, and balsam fir stands are also included.

The upland and lowland forests combine to encompass 325,073 acres or 63.8 percent of the county's total surface area. Forests, therefore, constitute Cheboygan County's largest single land use category. Of the total forests, 72.9 percent are upland forests, while 27.1 percent are lowland forests.

Wetlands

As can be noted from **Table 5**, 26,312 acres or 5.2 percent of the County's land area was identified as non-forested wetlands. Wetlands are those areas between terrestrial and aquatic systems where the water table is at, near, or above the land surface for a significant part of most years. The hydrologic regime is such that it permits the formation of hydric soils or it supports the growth of hydrophilic vegetation. Examples of wetlands include marshes, mudflats, wooded swamps and floating vegetation situated on the shallow margins of bays, lakes, rivers, ponds, and streams. These wetland categories include shrub wetlands, fresh-water marshes, wet meadows, open bogs, emergent wetlands and aquatic bed wetlands.

Table 5
Cheboygan County - 1998 Land Use

Land Use Type	Number of Acres	Number of Square Miles	Percent of Total Area
Residential	14,582	22.8	2.9%
Commercial	1,031	1.6	0.2%
Industrial	3,868	6.0	0.8%
Institution/Recreation	2,088	3.3	0.4%
Agricultural	32,152	50.2	6.3%
Non-Forest	54,468	85.1	10.7%
Upland Forest	237,074	370.4	46.5%
Lowland Forest	87,999	137.5	17.3%
Wetlands	26,312	41.1	5.2%
Beaches	77	0.1	0.02%
Surface Water	49,937	78.0	9.8%
Total	509,588	796.2	100%

Source:1998 update of 1978 MIRIS Land Cover/Use Inventory by Wade-Trim

It is important to note that existing land use statistics used in this report are based on Michigan Resource Information System (MIRIS) data. Forested and wetland information contained in the MIRIS data was not verified by field inspection when the data was compiled. Thus, areas shown as wetlands on the MIRIS system may not actually meet State and Federal criteria for legally regulated wetlands. However, the information is still valuable for general land use planning decisions.

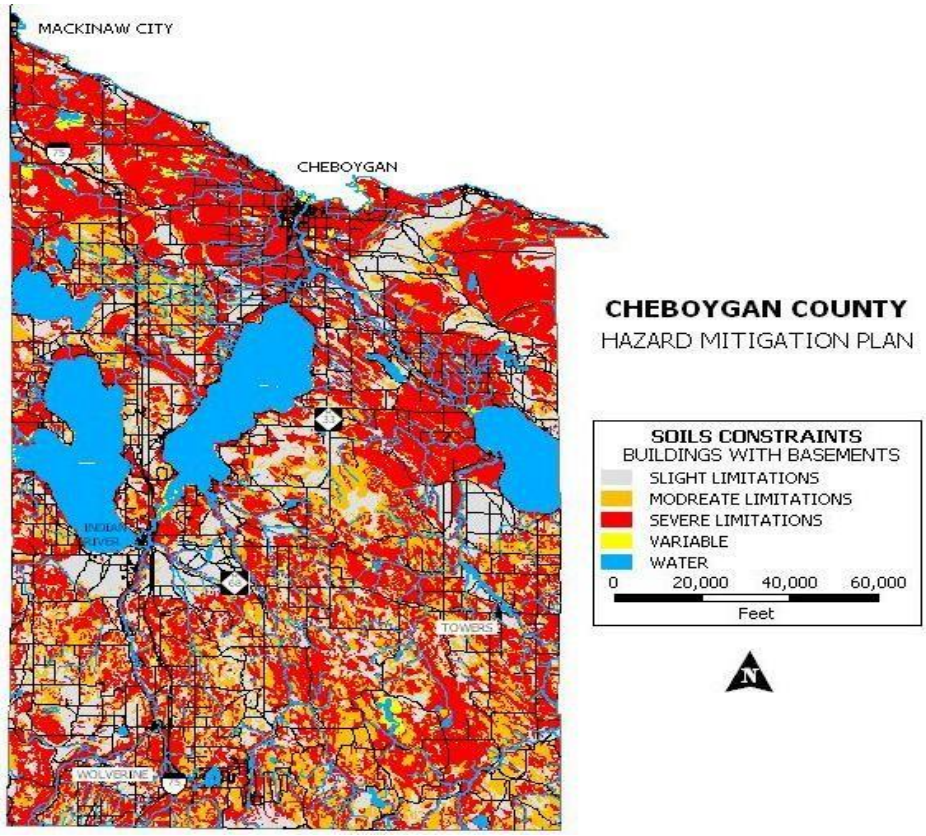
Beaches

Only 77 acres or 0.02 percent of the county's surface area is classified as beaches. Beaches include all sloping accumulations of exposed sand and gravel along shorelines and sand dunes.

Surface Water

Cheboygan County is home to four major inland lakes - Burt, Mullett, Black and Douglas Lakes. These are linked together and to two Great Lakes by a series of major rivers. In fact, surface water makes up nearly 10 percent of the county's land use types (49,937 acres) and is the county's third largest land use category. **(Figure 5)** The combination of wetlands types (including lowland forests) and surface water makes up nearly one third of the county's surface area. Therefore, protecting the county's water and wetland resources should be a major priority in land use planning.

Figure 5



Hazard Analysis Evaluation Measures

This model uses a common set of 8 evaluation measures to evaluate each hazard facing the community. Those measures are: 1) likelihood of occurrence; 2) potential for damage; 3) potential for casualties; 4) ability to mitigate; 5) public awareness; 6) current response capabilities; 7) inter agency cooperation; and 8) economic impact.

Each corresponding benchmark factor was assigned a specific point value (10, 7, 4 or 1 point), based on each individual factor's relative severity and negative impacts. In

recognition of the fact that some factors need to be given more consideration than others, each of the criteria was weighted. A percentage value has been assigned to each measure based on the relative significance of the measure in ranking the hazards. The sum of all measures must equal 100 percent. The following is a synopsis of each hazard evaluation measure, weight and benchmark factor used in this analysis:

Likelihood of Occurrence

Likelihood of occurrence measures the frequency with which a particular hazard occurs. The more frequently a hazard event occurs, the more potential there is for damage and negative impact on a community.

Size of Affected Area

Each hazard affects a geographic area. For example, a blizzard might affect an entire state or even several states, while a flood might only affect a portion of a county or municipality. Although size of the affected area is not always indicative of the destructive potential of the hazard (a tornado is a good example), generally the larger the affected area, the more problematic the hazard event is to a community.

Capacity to Cause Physical Damages

The capacity to cause physical damages refers to the destructive capacity of the hazard. While the destructive capacity of some hazard events, such as floods and tornadoes, is often immediate and readily apparent, some hazards may have significant destructive capacity that is less obvious as it may occur over an extended period of time such as extreme temperatures or drought.

Speed of Onset

Speed of onset refers to the amount of time it typically takes for a hazard event to occur. Speed of onset is an important evaluation measure because the faster an event occurs; the less time local governmental agencies typically have to warn the potentially impacted population of appropriate protective actions.

Potential for Causing Casualties

Potential for causing casualties refers to the number of casualties (deaths and injuries) that can be expected if a particular hazard event occurs.

Percent of Population Affected

Percent of Population affected refers to the percent of the county population that may be affected directly or indirectly by the hazard event.

Economic Effects

Economic effects are the monetary damages incurred from a hazard event and include both public and private damage. Direct physical damage costs, as well as indirect impact costs such as lost business and tax revenue, are included as part of the total monetary damages.

Duration

Duration refers to the time period the hazard event is actively present and causing damage (often referred to as the “time on the ground”.) Duration is not always indicative of the damaging potential of a hazard event (a tornado is a good example). However, in most cases, the longer an event is “active” and thus causing damage, the greater the total damages will be.

Seasonal Pattern

Seasonal pattern refers to the time of year in which a particular hazard event can reasonably be expected to occur. Some hazard events can occur at any time of the year, while others occur primarily during one particular season (i.e., blizzards in winter). Oftentimes, hazard patterns coincide with peak tourism seasons and other times of temporary population increases, greatly increasing the vulnerability of the population to the negative impacts of certain hazard events.

Predictability

Predictability refers to the ease with which a particular hazard event can be predicted - in terms of time of occurrence, location, and magnitude. Predictability is important because the more predictable a hazard event is, the more likely it is a community will be able to warn the potentially impacted population and take other preventive measures to minimize loss of life and property.

Collateral Damage

Collateral damage refers to the possibility of a particular hazard event causing secondary damage and impacts. For example, blizzards and ice storms can cause power outages, which can cause loss of heat, which can lead to hypothermia and possible death or serious injury. Generally, the more collateral damage a hazard event causes, the more serious a threat the hazard is to a community.

Environmental Impact

Environmental Impact refers to the environmental damage that may be caused by a particular hazard event. The effects of a hazard event must be thought through to identify possible environmental impact. For example, a flood event may overwhelm a sewage treatment plant which then discharges raw sewage thereby contaminating water supplies.

Availability of Warnings

Availability of warnings indicates the ease with which the public can be warned of a hazard. This measure does not address the availability of warning systems in a community, per se. Rather, it looks at the overall availability of warning in general for a particular hazard event. For example, a community might receive warning that a flood will occur within 24 hours, but receive no warning when a large structural fire occurs. Generally, hazards that have little or no availability of warning tend to be more problematic for a community from a population protection and response standpoint.

Mitigative Potential

Mitigative potential refers to the relative ease with which a particular hazard event can be mitigated against, through application of structural or non-structural (or both) mitigation measures. Generally, the easier a hazard event is to mitigate against, the less future threat it may pose to a community in terms of loss of life and property.

Public Awareness

The amount of public awareness indicates the ease with which the public can be informed about particular hazards. This measure does not address the current level of public awareness that exists in the community. Rather, it looks at the overall value of public awareness in general for a particular hazard event.

Hazard Analysis Evaluation Benchmark Factors

Likelihood of Occurrence	
Excessive Occurrence	**10 pts**
High Occurrence	**7 pts**
Medium Occurrence	**4 pts**
Low Occurrence	**1 pt**

Speed of Onset	
Minimal/No Warning	**10 pts**
Less than 12 Hours	**7 pts**
12-24 Hours	**4 pts**
Greater than 24 Hours	**1 pt**

Economic Effects	
Significant Effects	**10 pts**
Medium Effects	**7 pts**
Low Effects	**4 pts**
Minimal Effects	**1 pt**

Seasonal Pattern	
Year-round Occurrences	**10 pts**
Three Season Occurrences	**7 pts**
Two Season Occurrences	**4 pts**
One Season Occurrence	**1 pt**

Collateral Damage	
High Possibility	**10 pts**
Good Possibility	**7 pts**

Affected Area	
Large Area	**10 pts**
Small Area	**7 pts**
Multiple Sites	**4 pts**
Single Site	**1 pt**

Population Impact	
High Impact	**10 pts**
Medium Impact	**7 pts**
Low Impact	**4 pts**
No Impact (none)	**1 pt**

Duration	
Long Duration	**10 pts**
Medium Duration	**7 pts**
Short Duration	**4 pts**
Minimal Duration	**1 pt**

Predictability	
Unpredictable	**10 pts**
Somewhat Predictable	**7 pts**
Predictable	**4 pts**
Highly Predictable	**1 pt**

Availability of Warnings	
Warnings Unavailable	**10 pts**
Generally Not Avail.	**7 pts**

Some Possibility	**4 pts**
No Possibility	**1 pt**

Sometimes Available	**4 pts**
Warnings Available	**1 pt**

Mitigative Potential

Easy to Mitigate	**10 pts**
Possible to Mitigate	**7 pts**
Difficult to Mitigate	**4 pts**
Impossible to Mitigate	**1 pt**

Percent of Population Affected

60% to 100%	**10 pts**
30% to 60%	**7 pts**
15% to 30%	**4 pts**
15% or less	**1 pts**

Environmental Damage

High Possibility	**10 pts**
Good Possibility	**7 pts**
Some Possibility	**4 pts**
No Possibility	**1 pt**

Damage Capacity

High Capacity	**10 pts**
Medium Capacity	**7 pts**
Low Capacity	**4 pts**
No Capacity	**1 pt**

Public Awareness

Significant Value	**10 pts**
Some Value	**7 pts**
Limited Value	**4 pts**
No Value	**1 pts**

Table 6
Cheboygan County Hazard Rating

Criteria	Likelihood to Occur	Size of Area Affected	Warning system available	% Pop. Affected	Ability to Mitigate	Collateral Damage	Total Weight Must = 100%	
WEIGHT =========>	30%	20%	5%	15%	25%	5%	100%	
Hazards								
Winter Weather Hazard	10	10	1	10	5	7	8.15	1
Fixed Site Hazmat	7	7	4	4	7	7	6.40	2
Transportation Hazmat	10	4	10	4	4	7	6.25	3
Extreme Temperature	3	10	3	10	5	2	5.90	4
Transportation Accident	10	2	10	4	4	7	5.85	5
Public Health	4	7	6	7	7	2	5.80	6
Infrastructure Failure	4	5	7	5	7	4	5.25	7
Structural Fire	10	3	7	1	4	2	5.20	8
Terrorism/Sabotage/WMD	4	5	10	5	4	5	4.70	9
Dam Failure	4	4	4	1	7	7	4.45	10
Civil Disturbance	4	5	4	4	5	3	4.40	11
Wildfire	7	3	6	1	4	4	4.35	12
Shoreline Flooding	5	5	1	4	4	4	4.35	12
Severe Winds	4	4	3	4	5	7	4.35	14
Lightning	10	2	5	1	1	3	4.20	15
Nuclear Attack	1	10	2	7	1	7	4.05	16
Pipeline Accident	5	2	10	1	5	4	4.00	17
Earthquake	1	10	7	5	1	4	3.85	18
Hail	4	4	5	3	2	3	3.35	19
Tornados	4	1	5	5	2	7	3.25	20
Scrap Tire Fire	1	1	7	1	8	4	3.20	21
Riverine Flooding	1	3	5	4	4	7	3.10	22
Drought	1	4	2	5	2	7	2.80	23
Oil/Gas Well Incident	1	1	10	1	4	2	2.25	24
Subsidence	1	1	10	1	1	2	1.50	25

d 2.1 Hazard Identification and Risk Assessment

Composite Hazard Rankings High to Moderate County Significance

Winter Weather Hazards – 8.15
Fixed Site Hazmat – 6.40
Transportation Hazmat – 6.25
Riverine/urban Flooding – 5.95
Extreme Temperatures – 5.9
Transportation Accidents –5.85
Public Health – 5.8

Moderate to Low County Significance

Infrastructure Failure – 5.25
Terrorism/Sabotage/WMD – 4.7
Dam Failure – 4.45
Civil Disturbance – 4.4

Low County Significance

Shoreline Flooding – 4.35
Wildfire – 4.35
Severe Winds – 4.35
Lightning – 4.2
Nuclear Attack – 4.05
Pipeline Accident – 4.0

e Risk Assessment and Vulnerability Assessment Summary

Risk Assessment

The goals of risk assessment are to determine where hazards exist, and develop an understanding of how often they will arise and how much harm they cause. Based on the weighted hazard ranking process recommended in the Michigan Hazard Analysis workbook, a composite of hazards and their relative risk are presented below. This list will be used as the foundation for developing hazard mitigation goals and strategies in subsequent chapters.

- **High Risk:** -- very likely to occur during hazard mitigation planning horizon of 20 years, and/or affect all or most of the county.
- **Medium Risk:** -- somewhat likely to occur during hazard mitigation planning horizon of 20 years, and/or affect a significant area of the County.
- **Low Risk:** -- means it is not likely to occur, or cover only a limited area within county.

Vulnerability Assessment

This step looks at such points as population concentrations, age-specific populations, development

Table 7
Cheboygan County -- Risk and Vulnerability Assessment Summary

Ranked Hazards in Cheboygan County	Risk Assessment	Vulnerability Assessment
Winter Weather Hazards	**High**	**High**
Fixed Site Hazmat	**High**	**Medium**
Transportation Hazmat	**High**	**Medium**
Riverine Flooding	**High**	**Low**
Extreme Temperatures	**High**	**High**
Transportation Accidents	**High**	**Medium**
Public Health	**Medium**	**Medium**
Infrastructure Failure	**Medium**	**High**
Terrorism/Sabotage/WMD	**Medium**	**Low**
Dam Failure	**Medium**	**Low**
Civil Disturbance	**Medium**	**Low**
Shoreline Flooding	**Medium**	**Low**
Wildfire	**Medium**	**Low**
Severe Winds	**High**	**Medium**
Nuclear Attack	**Low**	**Medium**
Oil/Gas Pipeline Accident	**Low**	**Medium**
Shoreline Erosion	**Low**	**Low**
Oil/Gas Well Incident	**Low**	**Low**
Drought	**Low**	**Medium**
Lightning	**Low**	**Low**
Hail	**Low**	**Low**
Scrap Tire Fire	**Low**	**Low**
Subsidence	**Low**	**Low**
Earthquake	**Low**	**Low**

pressures, types of housing (older homes, mobile homes), presence of agriculture, sprawl (spreading resources too thin), and other issues that may make Cheboygan County more vulnerable to specific hazards. Basic criteria are listed below.

- **High Vulnerability: --** If an event occurred it would have severe impacts over large geographic areas or more densely populated areas and have a serious financial impact on County residents and businesses.
- **Medium Vulnerability: --** If an event occurred it would have confined impacts on the safety of residents but would have a financial impact on County residents and businesses.
- **Low Vulnerability: --** If an event occurred it would have very minimal impact on the safety of County residents and minimal financial impact on County residents and businesses.

Specific Vulnerabilities in Cheboygan County

Winter Weather Hazards.

Located at the northern tip of Michigan's Lower Peninsula with an extensive shoreline along Lake Huron Cheboygan County is very susceptible to all forms of severe winter weather. The description and extent of these weather conditions are defined in Chapter 6. Although local residents are generally prepared to cope with these conditions, and State and local highway and police agencies are equipped to provide adequate response to these often extreme conditions the immediate and rapid onset of these conditions, especially to travelers, can often be extremely hazardous. I-75 and the Mackinaw Bridge to the Upper Peninsula serve as the principal land-transport north-south artery in the state, and carry significant traffic all times of the year.

In many cases it is not the extent or overall amount of snowfall, but the rapid change in encountered conditions. With the right combination of wind-speed and direction, white-out conditions can occur in otherwise clear conditions. Knowledge of these conditions through signs posted at critical positions along I-75 and other vulnerable state highways could provide warning of rapid deterioration of driving conditions to unsuspecting drivers.

The National Oceanic and Atmospheric Administration (NOAA) office in Gaylord, Michigan has prepared a series of maps relating wind direction and the risk and distribution of Lake-Effect snow across the Northern Lower and Eastern Upper Peninsulas of Michigan. From this series of maps, it becomes apparent that when winds are from the West **(Figure 6)** and West-Southwest **(Figure 7)** Cheboygan County, especially along the I-75 corridor and Straits area are vulnerable to significant Lake-Effect snow, and often accompanying white-out conditions.

Actions involving public education and communication are important approaches toward mitigating this winter hazard. A program to distribute situational information to drivers at the Mackinaw Bridge and northbound rest areas would be beneficial. NOAA is also urging road-signs, both portable and fixed to provide travelers with direct and immediate warnings of changing road conditions.

Figure 6, Lake Effect Snow Vulnerability, from West Flow Source: NOAA, Gaylord, MI

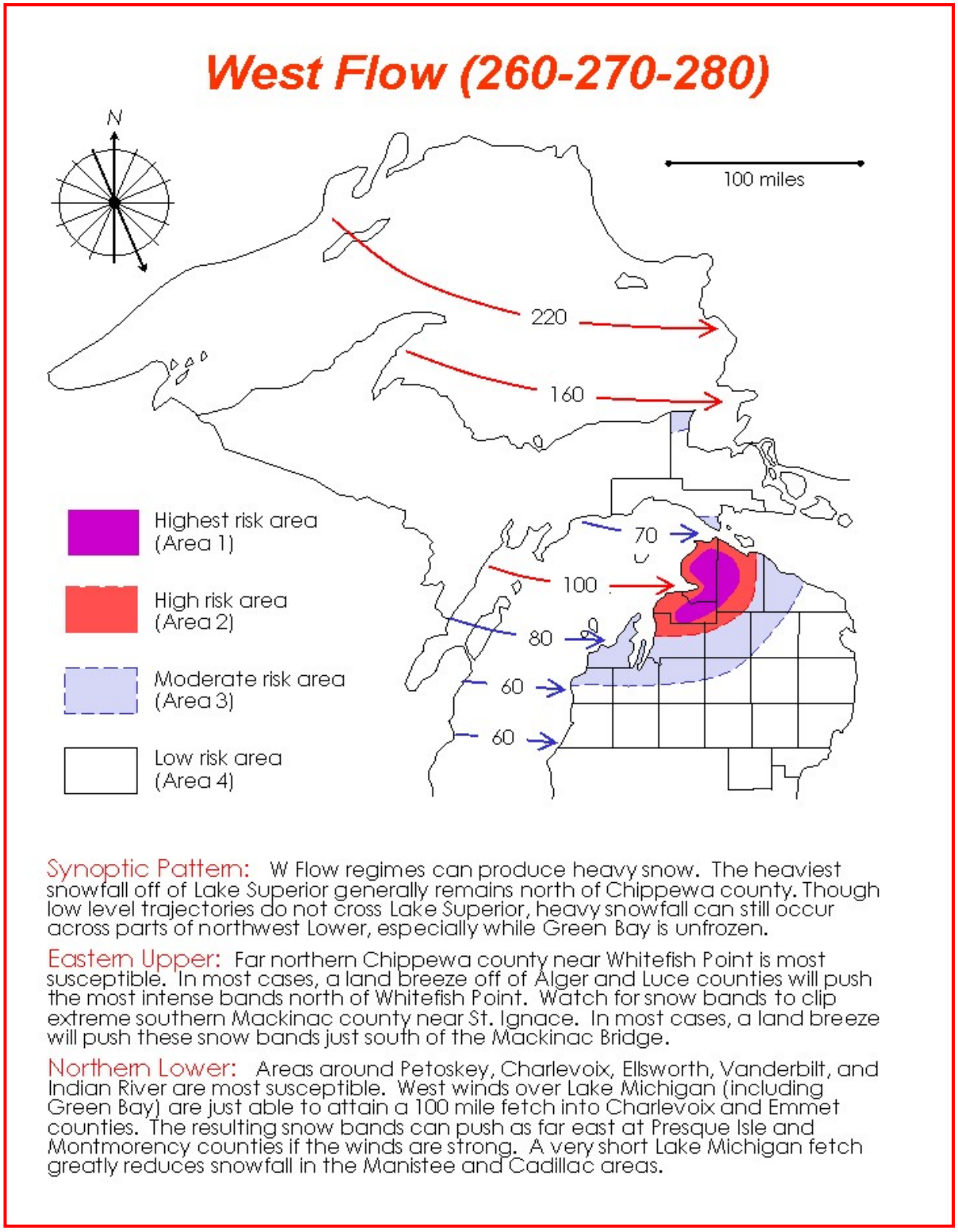
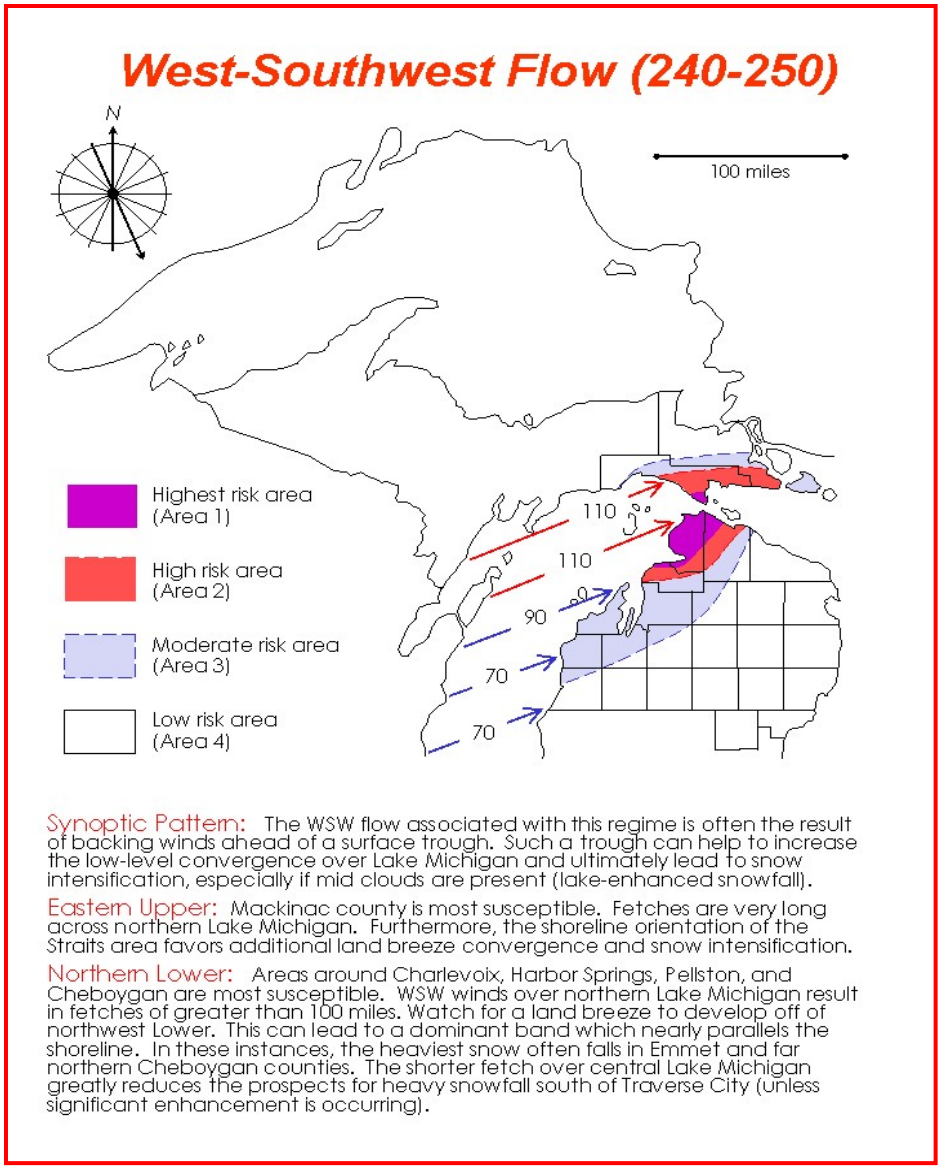


Figure 7, Lake Effect Snow Vulnerability, from West-Southwest Flow
Source: NOAA, Gaylord, MI



N
N

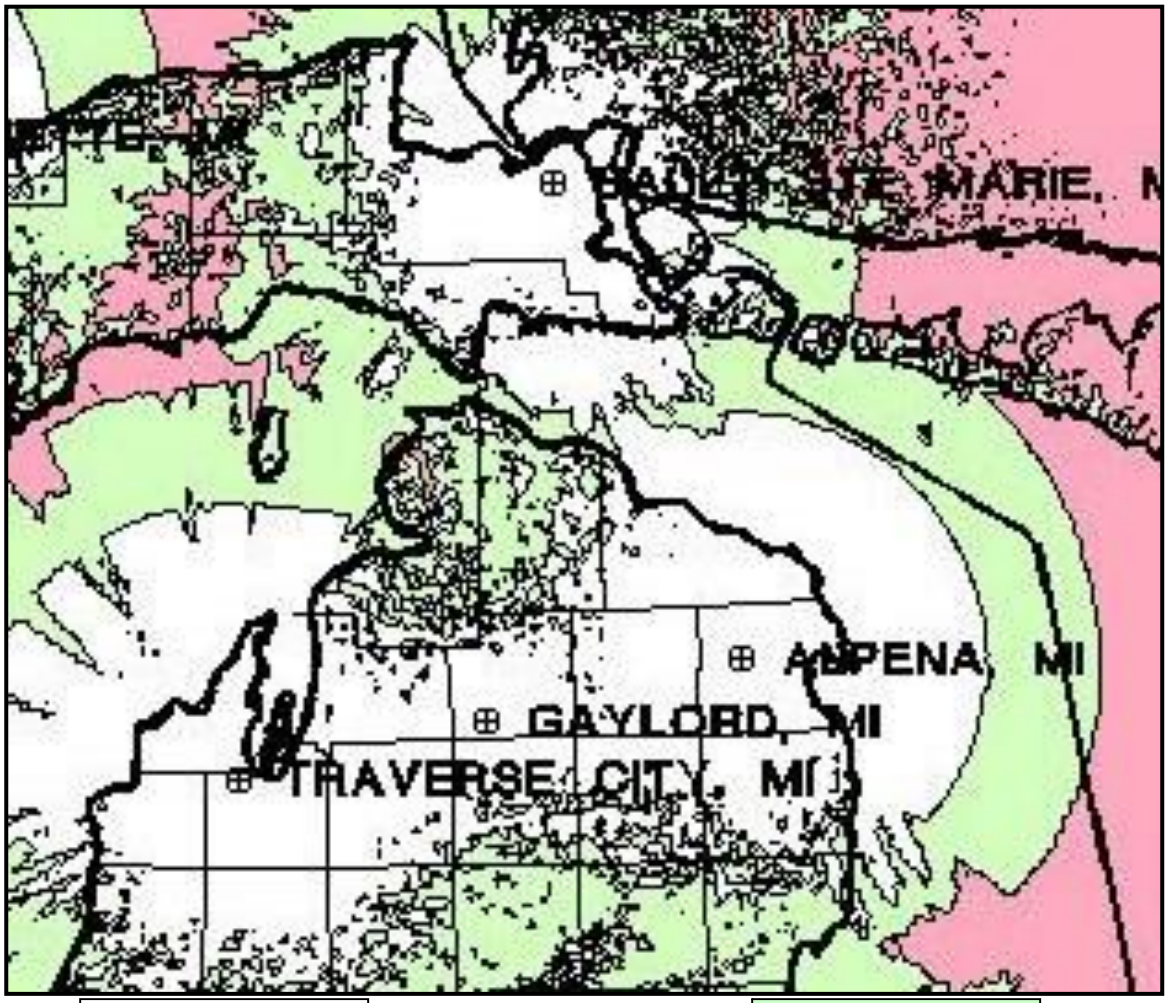
NOAA Weather Radio broadcasts warnings and post-event information for all types of hazards - weather (such as tornadoes, hurricanes, and floods), natural (such as earthquakes, forest fires, and volcanic activity), technological (such as chemical releases, oil spills, nuclear power plant emergencies, etc.), and national emergencies. Working with other Federal agencies and the Federal Communications Commission (FCC) Emergency Alert System (EAS), NOAA Weather Radio is an all-hazards radio network, making it the single source for the most comprehensive weather and emergency information available to the public.

Another source of weather related vulnerability for Cheboygan County, and the northern tip of the Lower Peninsula was distribution of NOAA Weather Radio signal. At the time of the original plan there was no NOAA Weather Radio coverage for the

areas shown below. **(Figure 8).** With the addition of a single station the coverage has improved greatly. **(Figure 9)**

Figure 8–NOAA Radio Coverage before Emmet station

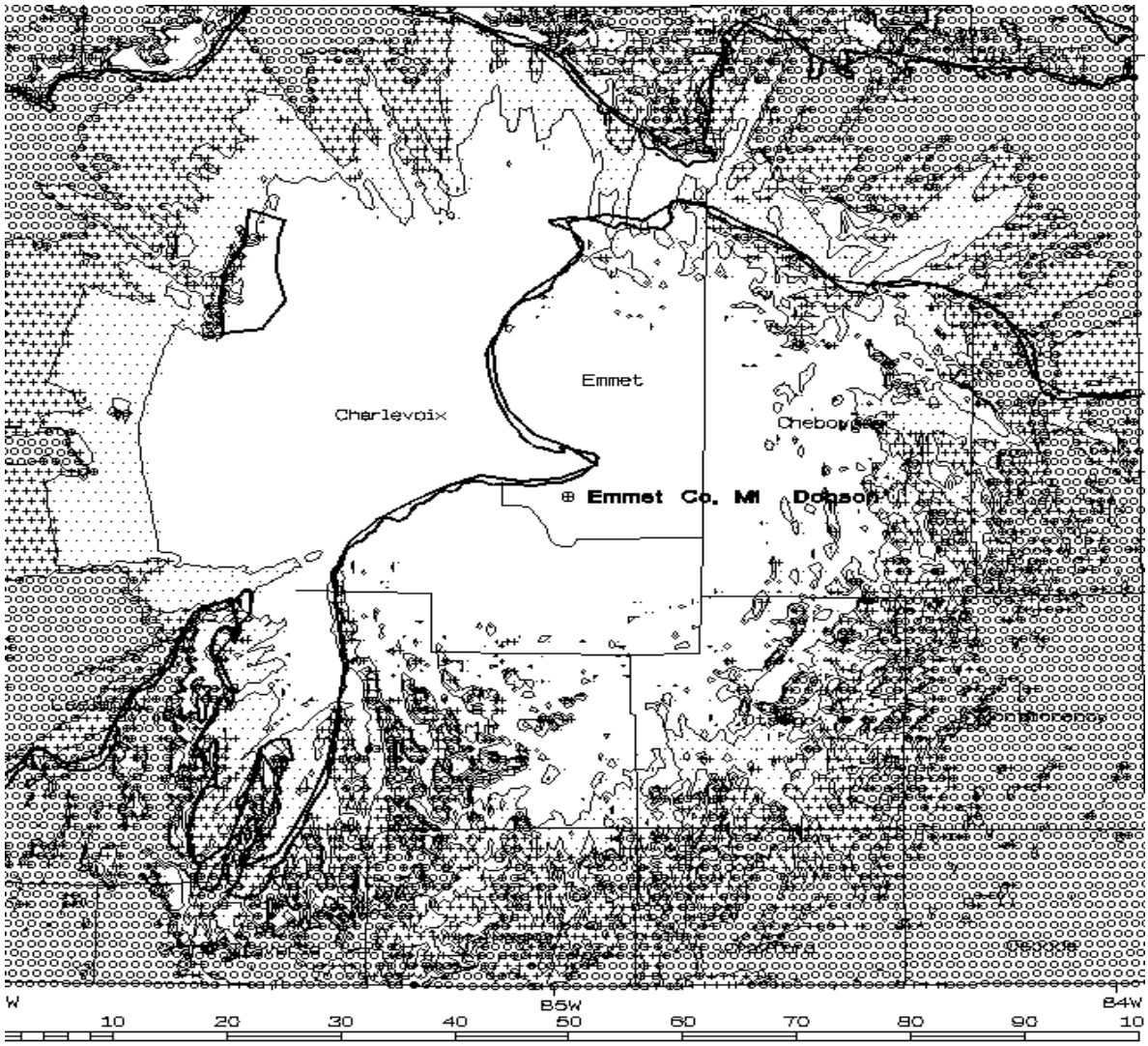
Source: NOAA, Gaylord, MI



Coverage

No Coverage

Figure 9 –NOAA Radio
Coverage after installation of the new Emmet County Station



Source: NOAA, Gaylord, MI

Greater than 20.00

5.00 to 12.00

A site for a NOAA Weather Radio transmitter was identified in Emmet County. Development of this transmitter has provide coverage for almost all of Cheboygan County. **(Figure 9)** This has opened the entire region to the hazard mitigation advantages inherent in the NOAA Weather Radio system.

Riverine and Urban Flooding

Major flooding was recorded in Cheboygan on the Little Black River in 1923, 1925, 1929, 1935, 1938, 1943, 1948 and 1954. The largest of these floods was the 1923 flood, followed by the 1938 flood. Average annual floodwater damages were primarily to urban property in the City of Cheboygan estimated from Work Plans to be $35,612.07 at current dollar value. The installation of flood prevention structural measures has had a very significant effect in reducing floodwater damages in the flood plain area of the Little Black Watershed.

In September of 1997, the U.S. Department of Agriculture, Natural Resource Conservation Service published a Flood Plain Management Study for the Little Black River. The approximate areas of inundation for the 100-year and 500-year floods were shown and indicated minimal vulnerability to the areas. The Plan suggested several Non-structural Measures to help mitigate flooding in the Little Black Watershed"

- Develop and implement, or update a flood plain protection and zoning ordinance based on the 100-year frequency high water profile and the flood plain delineation.
- Flood-proof existing buildings and residences in the flood plain to reduce flood damages.
- Develop alternate routes for automobile, truck and emergency vehicle traffic around those roads that will be inundated during flooding.
- Debris, fallen trees and brush should be removed from the floodway at least yearly. Snow and ice from road clearing operations should not be piled in floodway.
- Owners and occupants of all types of buildings and mobile homes should obtain flood insurance coverage for the structure and content, especially if located within or adjacent to delineated flood hazard areas.

Additionally, the following structural measures were suggested in the Little Black River Flood Management Study:

Flood stages can be reduced by improving flow conditions within the channel by increasing stream and storm sewers' carrying capacity. The existing series of dams and open channels generally provide protection from a 100-year flood.

In January of 2004 the Sturgeon River in the Village of Woverine experienced an episode of “Anchor Ice Flooding” along a swift flowing section of the river. Local citizens indicate that the weather conditions that cause this problem recurs about once every five years. After meetings with local officials and representatives from the Michigan Department of Environmental Quality, it is apparent that some of the same measures suggested in the Little Black Flood Management Plan, above, apply to the Wolverine situation, specifically:

- Develop and implement a flood plain protection and local zoning ordinance based on a 100-year flood plain delineation
- Flood-proof existing buildings and residences in the flood plain
- Steps be implemented to promote owners and occupants of all buildings to obtain flood insurance.

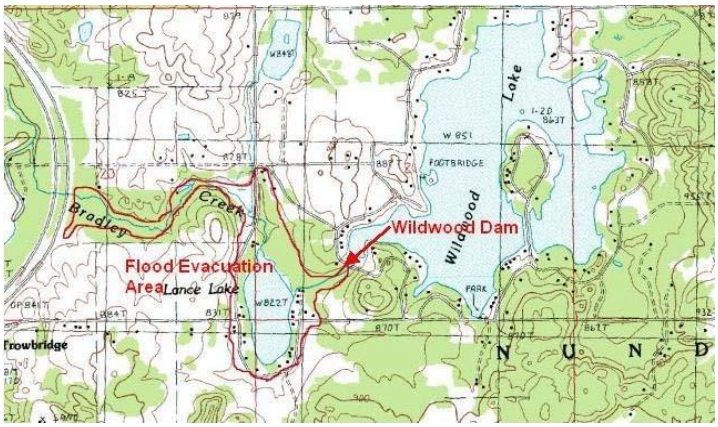
Dam Failure

The Wildwood Lake Dam is located in Nunda Township on the Bradley Creek Tributary to the Sturgeon River. The reservoir size of Wildwood Lake covers 222 acres. The dam is an earth fill dam approximately 305 feet long and 200 feet wide. The dam was constructed in 1961.

In 2002, flooding estimates from dam failure defined a flood inundation map for Wildwood Lake dam, and a Flood Evacuation area identified**. (Figure 10)** Twenty-three residences were located in the Flood Evacuation Area for Wildwood Dam, primarily fronting Lance Lake. The total assessed value of these residences was $1,191,000

Wildwood Evacuation Area

(Figure 10)



The Wildwood Lake Property Owners Association requested another inspection of the Wildwood Lake Dam by the Spicer Group. The objective of this study was to identify specific problems and estimated the magnitude of materials and construction required to rehabilitate the dam. To implement dam rehabilitation, the following procedures are necessary:

- Develop conceptual design alternatives
- Develop preliminary design to meet MDEQ permit requirements
- Develop final design
- Obtain Financing
- Construction

Total estimated construction costs to rehabilitate the dam and reconstruct the inlet, including contingencies, were $503,000. The report to the Wildwood Lake Property Owners Association from the Spicer group made the following recommendations.

At this time, we would recommend that steps be taken to secure funds to perform the necessary repairs to the earthen embankment, drop structure, and outlet structure. At a minimum, we recommend that the inlet structure with gates and outlet pipe be considered for repair, that the trees be removed from the downstream face of the dam and that road improvements direct all drainage towards the lake.

Although other Cheboygan dams reflect a range of conditions, none have comparable vulnerability conditions similar to the situation at Wildwood Lake Dam.

Risk and Vulnerability Assessment

Hazard Ranking Methodology

After a thorough review of the community profile, a county hazard ranking was completed using a three step process. The first step was selecting evaluation criteria, the second step assigned relative weights to each of the rating criteria, and the third step assigned point values in each of the selected criteria for each of the hazards.

Evaluation Criteria

Selection of evaluation criteria was accomplished by determining what aspects of the hazards were of most concern to the community. This process was completed by assigning a level of importance ranging from “Always Important” to “Not Worth Considering” to each hazard aspect. **Table 8** shows a complete list of all aspects considered and level of importance assigned by the committee.

Each evaluation criteria was then assigned a “weight” to express the level of importance each criteria will have in ranking hazards. The sum of weights of all of evaluation criteria must equal 100%. Each individual criteria was then assigned a percentage value based on the relative importance that specific criteria would have in ranking the various hazards. Point values of 1-10 were assigned using the scoring parameters as outlined in the Evaluation Measure Benchmark Factors shown below. Using a spread sheet, values were input and calculated to provide a hazard ranking.

Table 8
Cheboygan County Hazard Evaluation Criteria

Hazard Aspect	Always Important	Usually Important	Sometimes Important	Rarely of Importance	Not worth Considering
Likelihood of Occurrence	X				
Capacity to Cause Damage		X			
Size of Affected Area	X				
Speed of Onset			X		
Percent of Population Affected	X				
Potential for Casualties		X			
Negative Economic effects		X			
Duration of Threat				X	
Seasonal Risk Pattern				X	
Environmental Impact		X			
Predictability of Hazard			X		
Ability to Mitigate	X				
Availability of Warning System	X				
Public Awareness		X			
Collateral Damage	X				

Mitigation Strategies and Priorities

The next step in the hazard mitigation planning process is to identify mitigation actions suitable to the community, evaluate the effect the action will have on the specified mitigation objective and prioritize actions to decide what sequence or order these actions should be pursued.
Mitigation actions can be grouped into six broad categories:
1. Prevention: Government administrative or regulatory actions or processes that influence the way land and buildings are developed and built. These actions also include public activities to reduce hazard losses. Examples include planning and zoning, building codes, capital improvement programs, open space preservation, and storm water management regulations.
2. Property Protection: Actions that involve modification of existing buildings or structures to protect them from a hazard, or removal from the hazard area. Examples include acquisition, elevation, relocation, structural retrofits, storm shutters, and shatter resistant glass.
3. Public Education and Awareness: Actions to inform and educate citizens, elected officials, and property owners about the hazards and potential ways to mitigate them. Such actions include outreach projects, real estate disclosure, hazard information

centers, and school-age and adult education programs.
4. Natural Resource Protection: Actions that, in addition to minimizing hazard losses, also preserve or restore the functions of natural systems. These actions include sediment and erosion control, stream corridor restoration, watershed management, forest and vegetation management, and wetland restoration and preservation.
5. Emergency Services: Actions that protect people and property during and immediately after a disaster or hazard event. Services include warning systems, emergency response services, and protection of critical facilities.
6. Structural Projects: Actions that involve construction of structures to reduce the hazard impact. Such structures include dams, levees, floodwalls, seawalls, retaining walls, and safe rooms.

Identification of Mitigation Actions

The public was invited to a meeting held in Cheboygan County on May 10, 2004 to discuss and identify hazards and possible mitigation actions. Communities, agencies, LEPC and general public were invited to attend the workshop that was held in conjunction with the Cheboygan County Local Emergency Planning Committee.

_____Done _____In Progress _____Not Done

Mitigation Actions

A. Multi-Hazard Actions. #1
Priority Responsible
Agency Funding Sources Application Time
Frame
Build the capabilities of the county GIS program to function as a tool to address multiple hazards. This effort would require the creation/updating of datasets such as parcels/ownership, location of all structures, driveways with ingress/egress conditions, roads, forest types, ownership types, floodplains, utilities (power lines, gas lines and water lines), wetlands, water features, bridges and culverts,
(SARA III sites)
1 A,B,C,E,P,D,J Federal- F76, F77, F79,
F104, F10 Homeland
Security
Local- General Fund
State- MDIT
County wide Ongoing

Provide trained, equipped, and prepared search and rescue
teams. 1 B,C,D,F,S,W
Local- LEPC
State- Health Department
Federal- F38, F104
County wide Short
Term

Review and develop site emergency plans for schools, factories, office buildings, shopping malls, hospitals,

correctional facilities, etc .to cover all potential hazards.
2 A,B,C,D,E,K,M,N
,R Federal- F87, F104 County wide Short Term

Promote and implement solutions for keeping roads and driveways accessible to emergency vehicles and fire equipment. 3 A,B,C,D,E,F,J,U State- MDOT
Federal- F102 County wide Ongoing

Study and evaluate methods to improve NOAA Weather radio reception in county. 3 A,B,C,O Federal- F104 County wide Mid-term

Increase usage of NOAA Weather Radio by subsidizing purchase and distribution of radios to county residents, organizations and businesses. Use NOAA radios as a community emergency alert system to information on hazard events.
4 A,B,C,D,K,O.U,X Federal- F104 County wide Short Term

Encourage residents to develop a Family Disaster Plan that includes the preparation of a Disaster Supplies Kit. 5 A,C,D,G,H,I,P,U Federal- F104
Local- General Fund
State- Health Department
American Red Cross,
Civic Groups
County wide Mid-term

A. County Emergency Management Office| B. County| C. Local Units of Gov.| D. Local Fire Dept.| E. County Road Commission| F.
NEMCOG| G. MSU Extension| H. District Health Dept.| I. American Red Cross| |J. USFS & MDNR| K. Insurance Companies| L. Real
Estate Companies| M. Local Businesses| N. Civic Groups and Churches| O. National Weather Service|, P. Utility Co.| Q. State Gov.|, R.
Schools|, Hospitals & Health facilities|, S. Fed. Gov.| U. Landowners,; V. Salvation Army; W. Police, X. Bridge Authority.
Cheboygan Hazard Mitigation Plan
Mitigation Strategies and Priorities

A. Multi-Hazard Actions. #2
Priority Responsible
Agency Funding Sources Application Time
Frame
Organize outreach program to vulnerable populations during and after hazard events, including wildfires, extreme winter and summer weather events, periods of extreme temperatures, public health emergencies, and other hazards that can impact the community.
4 A,C,D,E,I,N,P,
S
Local- General Fund
Federal- F9, F70, F97,
F98, F100, F104

American Red Cross
County wide Mid-term

Pre-planning for debris management staging and storage areas … 4 A,B,C,D,E,Q Federal- F104 County wide Mid-term
Encourage continuation of house numbering program 5 A,B,C,D,E,S, Federal- F104 County wide Ongoing

Produce and distribute family emergency preparedness information relating to all natural hazards affecting the County.
5 A,D,E,G,H,I,J,L
,N,O,Q,U,V
Local- General Fund
State- Health Department
Federal- F54, F104
County wide

To address multiple hazards in the county recommend tree trimming and maintenance efforts to prevent limb breakage and safeguard nearby utility lines. Where cost effective bury and protect power lines. The end goal is to create and maintain a disaster-resistant landscape in public rights of-way.
A,E,P County wide Long-term

Acquire portable/changeable message signs to direct crowds and provide information. A,B,C,E,H,Q,X County wide Mid-term

Individual communities should prepare future land use plans and capital improvement programs to plan for their future hazard mitigation needs.
A,B,C,D,F County wide Long-term

Encourage key gasoline stations have the capacity to pump gasoline during power outages. A,M,W County wide Long-term

Develop plans to identify and inform persons of "Safe Areas" during festivals/events. (include signs and directions to shelters)
A,B,C,D,E,N,Q County wide Long-term

A. County Emergency Management Office| B. County| C. Local Units of Gov.| D. Local Fire Dept.| E. County Road Commission| F.
NEMCOG| G. MSU Extension| H. District Health Dept.| I. American Red Cross| |J. USFS & MDNR| K. Insurance Companies| L. Real
Estate Companies| M. Local Businesses| N. Civic Groups and Churches| O. National Weather Service|, P. Utility Co.| Q. State Gov.|, R.
Schools|, Hospitals & Health facilities|, S. Fed. Gov. |U. Landowners,; V. Salvation Army; W. Police, X. Bridge Authority.
Cheboygan Hazard Mitigation Plan
Mitigation Strategies and Priorities

Winter Weather Hazards 3
Priority Responsible
Agency Funding Sources Application Time
Frame

Study and support pre-arranged shelters for stranded motorists/travelers, and others. 1 A,I,N,R
Local- General Fund
State- Health
Department
Federal- F14, F92,
F102, F104, F108
County wide Mid-term

Inventory existing and acquire equipment and portable signs for road closures and traffic control in accident areas, and to inform motorists of high wind area, lake effect snow area and road glazing area on major highways.
2 A,B,C,E,Q,W,X State- S38
Federal- F104 County wide Shortterm

Study and improve location and design and maintenance of water and sewer systems (to include insulation of critical components to prevent damage from ground freeze)
C,H, County wide Ongoing

Produce and distribute family emergency preparedness information relating to severe winter weather hazards A,G,I,N County wide Mid-term

Study and employ available NOAA data to predict location and warn motorists of potential white-out road hazards. A,E,O,W County wide Shortterm

A. County Emergency Management Office| B. County| C. Local Units of Gov.| D. Local Fire Dept.| E. County Road Commission| F.
NEMCOG| G. MSU Extension| H. District Health Dept.| I. American Red Cross| |J. USFS & MDNR| K. Insurance Companies| L. Real
Estate Companies| M. Local Businesses| N. Civic Groups and Churches| O. National Weather Service|, P. Utility Co.| Q. State Gov.|, R.
Schools|, Hospitals & Health facilities|, S. Fed. Gov.| U. Landowners,; V. Salvation Army; W. Police, X. Bridge Authority.
Cheboygan Hazard Mitigation Plan
Mitigation Strategies and Priorities

Fixed Site Hazmat, #1 Priority Responsible
Agency Funding Sources
Application
Time
Frame

Provide annual training to County Fire Departments related to on site products, and how they are handled. 1 A,B,C,D,W Federal- F68, F79, F81, F104 County wide Shortterm

Develop and exercise site emergency plans and community response plans as required under SARA Title III.
1 A,B,D,H Federal- F68, F77, F104 County wide Ongoing

Provide training in and compliance with all safety procedures and systems related to the manufacture, storage, transport, use, and disposal of hazardous materials, including public education to help identify and eliminate clandestine neighborhood drug labs in the County
A,B,C,D,M,U County wide
Ongoing/Short term

Educate public and implement steps to encourage "shelter in place" response to Hazmat incidents. A,B,C,D,U County wide Mid-term

Continue brownfield cleanup activities. B,C County wide Ongoing

A. County Emergency Management Office| B. County| C. Local Units of Gov.| D. Local Fire Dept.| E. County Road Commission| F.
NEMCOG| G. MSU Extension| H. District Health Dept.| I. American Red Cross| |J. USFS & MDNR| K. Insurance Companies| L. Real
Estate Companies| M. Local Businesses| N. Civic Groups and Churches| O. National Weather Service|, P. Utility Co.| Q. State Gov.|, R.
Schools|, Hospitals & Health facilities|, S. Fed. Gov. |U. Landowners,; V. Salvation Army; W. Police, X. Bridge Authority.
Cheboygan Hazard Mitigation Plan
Mitigation Strategies and Priorities **7**

D. Transportation & Trans Hazmat #2 Priority Responsible
Agency Funding Sources Application Time
Frame

Provide more training for firemen, police and first responders to school bus and commercial bus accidents.
1 A,B,D,E,R,W Federal- F104 County wide Ongoing/
Short-Term

Provide more training for aircraft emergencies involving all county fire departments 2 A,B,C,D,W Federal- F54, F104, F105
County wide Short-term

Encourage and enforce use of designated truck routes, and strict enforcement of weight and travel restrictions for truck traffic.
3 A,B,C,E,Q Federal- F62, F63, F66,
F104 County wide Ongoing

Study and employ available NOAA data to predict location and warn motorists of potential white-out road

hazards.
E,O,Q County wide Mid-term

Review and enhance airport maintenance, security, and safety programs. A,B,C County wide Long-term

Explore placement of computerized weather kiosks at major Lake Huron marinas in conjunction with U.S. Power Squadron.
K,N,O U.S. Power Squadron
Mackinaw ,
Beaugrand,
Benton Twps,
City of
Cheboygan
Long-term

A. County Emergency Management Office| B. County| C. Local Units of Gov.| D. Local Fire Dept.| E. County Road Commission| F.
NEMCOG| G. MSU Extension| H. District Health Dept.| I. American Red Cross|| J. USFS & MDNR| K. Insurance Companies| L. Real
Estate Companies| M. Local Businesses| N. Civic Groups and Churches| O. National Weather Service|, P. Utility Co.| Q. State Gov.|, R.
Schools|, Hospitals & Health facilities|, S. Fed. Gov .|U. Landowners,; V. Salvation Army; W. Police, X. Bridge Authority.
Cheboygan Hazard Mitigation Plan
Mitigation Strategies and Priorities

Riverine Flooding, Priority Responsible
Agency Funding Sources Application Time Frame

Review and enforce basic building code requirements related to flood mitigation. 1 A,B,C Local- General Fund
Federal- F96, F102, F104 County wide Ongoing

Promote accurate identification and mapping of floodprone areas. 2 A,B,C,F,J,S Federal- F20, F23, F31, F39,
F104 County wide Short-term

Increase public awareness of need for permits (MDEQ Part 31) for building in floodplain areas. 2 A,B,C,G,Q State- MDEQ
Federal- F23, F39, F104 County wide Short-term

Study and implement appropriate solutions to property damage caused by “anchor ice” flooding in the Village of Wolverine
4 A,B,C,D,E,O,Q
Federal- F1, F9, F38, F39,
F41, F43, F44, F70, F87, F96,

F102, F104, F108
Village of
Wolverine,
Wilmot Twp,
Cheboygan
County
Short-term

Promote and employ soil erosion techniques within watershed. 4 A,B,G,N,S
State- S1
Federal- F3, F22, F23, F41,
F104
County wide Ongoing

Consider government acquisition, relocation or condemnation of structures within floodplain. A,C,B,J,K County wide
Long-term

Review and identify possible sites for drainage easements. B,E,G County wide Long-term

Review and provide for detection and prevention/discouragement of illegal discharges into storm-water sewer system.
A,C County wide Mid-term

A. County Emergency Management Office| B. County| C. Local Units of Gov.| D. Local Fire Dept.| E. County Road Commission| F.
NEMCOG| G. MSU Extension| H. District Health Dept.| I. American Red Cross|| J. USFS & MDNR| K. Insurance Companies| L. Real
Estate Companies| M. Local Businesses| N. Civic Groups and Churches| O. National Weather Service|, P. Utility Co.| Q. State Gov.|, R.
Schools|, Hospitals & Health facilities|, S. Fed. Gov.| U. Landowners,; V. Salvation Army; W. Police, X. Bridge Authority.
Cheboygan Hazard Mitigation Plan
Mitigation Strategies and Priorities **9**

F. Extreme Temperatures Priority Responsible
Agency Funding Sources Application Time
Frame

Identify location and organize outreach to vulnerable populations during periods of extreme temperatures…
1 A,B,C,N,I Federal- F104 County wide Mid-term

G. Infrastructure Failure
Priority Responsible
Agency Funding Sources Application Time

Frame

Review and develop strategies to insure redundancies in utility and communications systems, and mutual aid assistance for failures in utility and communication systems.
1 A,B,C,D,H,N,O,W Local- Private
Federal- F35, F104 County wide Long-term
A. County Emergency Management Office| B. County| C. Local Units of Gov.| D. Local Fire Dept.| E. County Road Commission| F.
NEMCOG| G. MSU Extension| H. District Health Dept.| I. American Red Cross|| J. USFS & MDNR| K. Insurance Companies| L. Real
Estate Companies| M. Local Businesses| N. Civic Groups and Churches| O. National Weather Service|, P. Utility Co.| Q. State Gov.|, R.
Schools|, Hospitals & Health facilities|, S. Fed. Gov.| U. Landowners,; V. Salvation Army; W. Police, X. Bridge Authority.
Cheboygan Hazard Mitigation Plan
Mitigation Strategies and Priorities **10**

H. Dam Failures Priority Responsible Agency Funding Sources Application Time Frame

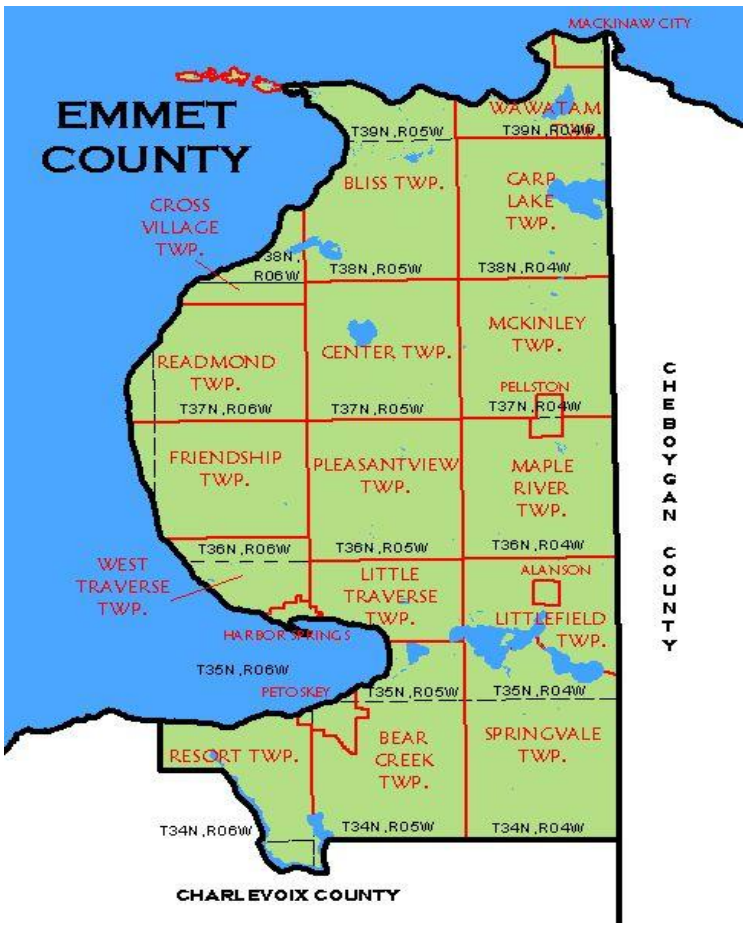
Encourage MDEQ to enforce annual review requirements of dam Emergency Action Plan (EAP) with the local Emergency Operations Plan (EOP).
1 A,J,P State- MDEQ, Federal- F103, F104
County wide Ongong

Regulate development in the dam's hydraulic shadow (where flooding would occur if there was a severe dam failure).
A,B,C Mid-term

A. County Emergency Management Office| B. County| C. Local Units of Gov.| D. Local Fire Dept.| E. County Road Commission| F.
NEMCOG| G. MSU Extension| H. District Health Dept.| I. American Red Cross|| J. USFS & MDNR| K. Insurance Companies| L. Real
Estate Companies| M. Local Businesses| N. Civic Groups and Churches| O. National Weather Service|, P. Utility Co.| Q. State Gov.|, R.
Schools|, Hospitals & Health facilities|, S. Fed. Gov .|U. Landowners,; V. Salvation Army; W. Police, X. Bridge Authority

While it appears there are still many unfinished projects, most are ongoing and of the nature that will never be completed such as “Public Education”. This is an ongoing effort for all emergency managers.

IX: EMMET COUNTY



Emmet County is located in the northern Lower Peninsula and is traversed by US Highways 31 and 131 with Lake Michigan to the west and north. The county also encompasses the Waugoshance Island group in Wilderness State Park. The county seat, in the City of Petoskey, and the City of Harbor Springs, are at the heart of a large natural harbor in Little Traverse Bay. The county is experiencing some of the most rapid growth in the state, with major resort developments on Little Traverse Bay.

The community data located below (Table 1), is provided to describe Emmet County for planning and implementing the mitigation strategies.

Major Geographic Features of Emmet County

Table 1

Area in Water	10,560 acres
Miles of Great Lakes shoreline	60 miles
Forest Lands	208,100 acres 69.5% of total land area
Wetlands	58,589 acres 19.6% of total land area

The total County population in the 2010 census was 32,694. This represents an increase in population of 1257 residence. While this represents a small increase in population it falls far below the projected population estimated with the 2000 census. It should also be noted, that as with Charlevoix and Cheboygan Counties the population increases dramatically with the summer season. While this population are transient in nature, they still require and tax the resources of the County. While Emmet County saw a small increase in population demographics show that the region has seen a large reduction in population of the 20– 45 year-old, age group. Many in this age group left the area in search of work during the 2008 recession.

Township/Cities/Villages Population

Table 2

Bear Creek Township	6201
Bliss Township	620
Carp Lake Township	759
Center Township	568
Cross Village Township	281
Friendship Township	889
Littlefield Township	2978
Little Traverse Township	2380
McKinley Township	1297
Maple River Township	1348
Pleasant View Township	823
Readmond Township	581
Resort Township	2697
Springvale Township	2141
Wawatam Township	661
West Traverse	1606

City of Harbor Springs	1194
Mackinaw City (part)	609
City of Petoskey	5670
Village of Alanson	738
Village of Pellston	822

According to the 2012 Economic Census (Table 3) below Emmet County has a large number of individuals living in poverty at 11.0%, even though 94.2% of the population have at least a high school education. These figures also support the issues that were discussed above about the lack of working families to support the economy.

2012 Economic Census (Table 3)

Population	33,161
Median Household Income	$53,113
Individuals Below Poverty Level	11.0%
Education Attainment, High School or Greater	94.2%
Health Insurance Coverage, Population Uninsured	12.3%
Median Housing Value	$165,500.00
Total Housing Units	21,223 .
Number of Companies	4688

THE DEVELOPMENT OF THE PLAN

A. Data Methodology and Map Development

Emmet County's staff identified the critical facilities and infrastructure on the base map and then the Northwest Michigan Council of Governments digitized the facilities as point files. Hazards points, polygons, and population centers data was then added to the base maps utilizing the following data (Table 4):

Critical Infrastructure (**Table 4)**

	Airports • Emmet County/Pellston Regional Airport • Harbor Springs • Boyne Highlands
1	Communications Facility
1	Dam
1	Emergency Management Services Facilities
11	Fire Stations
1	Fish Hatchery
23	Government Buildings
3	Hazardous Materials Sites or Facilities
4	Historic Sites
2	Hospital Facilities
3	Industrial Facilities
5	Medical Facilities • Primary physicians per 100,000 population 1998 is 123.5
6	Police Stations
14	Resort/Recreational Facilities
18	Schools
1	Senior Apartment Complex
4	Utility Facilities
3	Water and Sewage Treatment Facilities • Water: 38.8% public system or private company; 61.2% individual wells; • Sewer: 40.3% public sewer; 58.0% individual septic/cesspool; 1.7% other
2	Water Well/Towers

Flood Data

Flood hazard information can usually be derived from the Flood Insurance Rate Maps (FIRM) which are available for some overlaid wetland, soils, and elevation data to determine the most likely flood prone areas. Once overlaid, isolated polygons (areas) were deleted in order to show a more accurate representation of potential flood prone areas along lakes, rivers, and streams. Sources: Temporary/Seasonally Flooded Areas data are from the National Wetland Inventory of the US Fish and Wildlife Service; Hydric soils data are from the county digital soil surveys (where available); and Digital Elevation Model data are from the Center for Geographic Information, Michigan Department of Information Technology.

Fire Data
Modern forest fire data was obtained from the USDA forest service and the Departments of Natural Resources in Minnesota, Wisconsin, and Michigan. Fire regimes data (fire prone areas) were provided by the USDA Forest Service, North Central Research Station in Wisconsin. Land type associations, and historical and modern fire rotations were used to identify the fire prone areas.

Tornadoes - National Weather Service and the 2012 Michigan Hazard Analysis.

Damaging Winds - National Weather Service and the 2012 Michigan Hazard Analysis.

Large Hail - National Weather Service

Winter Weather - National Weather Service and the 2012 Michigan Hazard Analysis.

Landslide/Erosion
Shoreline erosion and landslide incident zones delineated by the US Geological Service. Digital Elevation Model data from the Center for Geographic Information, Michigan Department of Information Technology.

Other hazards may exist in northwest Michigan communities, but are not considered to be substantial risks.

Hazards Information

Data for events was compiled from the National Oceanic and Atmospheric Administration's web site utilizing the following sections:

- Weather/Climate Events, Information, Assessments
- Climatology and Extreme Events
- U.S. Storm Events Data Base: 1950 to present, local storm reports, damage reports, etc. from various sources – events observed for Charlevoix, Cheboygan and Emmet Counties included hail, snow and ice, fog, flooding, thunderstorms and high winds, excessive heat, extreme cold, tornadoes, waterspouts, lightning, and wild/forest fires.

The most severe events recorded for Emmet County, and regional events which included Emmet County, are listed below.

Hail – 12 events

- June 1998: (county) $100,000 property damage; large hail up to 2.5 inches in diameter caused damage to cars on two lots west of Petoskey
- June 2005: (Petoskey and Conway) .75 inches to .88 inches
- October 2005: (Cross Village) 1.0 inch
- July 2006: (Alanson) .75 inch
- June 2008 (Brutus) .75 inch
- June 2010 (Bay View) .75 inch
- June 2011 (Bay View) .75 inch
- September 2012 (Pellston Airport) .88 inch

Fire – 6 events

- 1989: 44 acres, Littlefield Township
- 1989: 10 acres, Pleasant View Township
- 1991: 12 acres, Readmond Township
- 1992: 20 acres, Pleasant View Township
- 1994: 32 acres, Bliss Township
- 2000: 35 acres, Bliss Township

Snow, Ice and Extreme Cold – 64 events (10 inches or more of snow)

- December 1996: (Cross Village) 12-18 inches of heavy snow; (county) 8-12 inches of snow
- January 1997: (county) ice storm; up to 3 inches of ice; widespread power outages and numerous driving accidents
- February 1997: (county); 10-14 inches of heavy snow
- March 1997: (county); 8-12 inches of heavy snow

- November 2000: (county); 16-20 inches of heavy snow
- December 2001: (county); 71 inches of heavy snow 25th-28th; records were broken and a State of Emergency was declared by Governor John Engler. The county requested $59,538.34 in disaster assistance.
- March 2002: (region); 10-16 inches of heavy snow/winter storm; also freezing rain and sleet; trees and power lines down
- February 2003: (region); winter storm with some ice
- April 2003: (region); winter storm with rain, sleet, and snow; tree limbs and power lines down
- November 2003: (region) $40,000 property damage; winter storm
- January 2004: (region); winter storm; no travel recommended; (Cross Village and Bliss); 12 inches of heavy snow; (Petoskey); 4-12 inches of heavy snow
- February 2004: (region) Six to twelve inches of snow fell
- December 2004: (county) Up to 8 inches of snow fell in parts of central and northern Emmet County; Up to 12 inches of snow, the snow was heaviest in eastern Upper and northwest Lower Michigan, closer to Lake Michigan; 6 to 10 inches of snow fell, with the highest amounts near Petoskey
- January 2005: (county) 6 to 10 inches of snow fell along the Lake Michigan shoreline of eastern Upper and northwest Lower Michigan
- October 2006: Heavy Snow
- November 27 & December 1, 2007 Winter storm hits the region dumping snow and high winds.
- January 10 & 29, 2008, Winter Storm hits the region dumping snow and high winds.
- February 2008: Ice Storm
- November 2008: Heavy Snow
- February 2009: Heavy Snow
- December 2009, Winter Storm hit the region
- December 2010, Winter Storm hits region
- January 2012: Winter Storm hits region
- December 2012 Winter Storm hits the region
- March 2012: Heavy Snow
- Winter 2013-2014 record snowfall hits the region
- February 2015 record low temperatures hit the area, freezing wells and causing other damage.

Fog – 1 event

- January 1995 (region) Dense fog blanketed much of Lower Michigan during the evening on the 11th through the morning on the 13th. The fog caused numerous traffic accidents, which resulted in four fatalities

Flood – 3 events

- January 1993: (region) $ 5,000 property damage; Rainfalls of 1.5 to 2.5 inches fell in about 26 hours
- March 1993: (region) Rainfalls of 0.50 to 1.00 inches fell from about a 12-hour period
- April 1993: (region) $5.0 million; From 2.00 to 3.25 inches of rain fell in a 12-hour period from the evening hours of the 19th to the morning hours of 20th

Thunderstorm and High Wind – 50 events

- October 1993: (county); high winds with many trees, power poles and power lines blown down; power outages; 59 mph gusts
- June 1994: (12 miles west of Cheboygan); thunderstorm/winds; two-foot diameter maples trees were downed and several 6-12-inch diameter trees, a corn bin, numerous tree branches were blown down;
- July 1994: (Harbor Springs); thunderstorm/winds; utility poles toppled; 52 knots
- November 1994: (region – mostly southern Michigan) 1 injury, $100,000 property damage; high winds of 50 knots
- July 1995: (county) thunderstorm/wind; 30-50 mph gusts
- October 1997: (Bliss/Carp Lake); thunderstorm/winds; numerous trees of various sizes were downed in Wilderness State Park; U.S. Coast Guard received reports of several waterspouts in northern Lake Michigan; a report of a wind gust of around 90 knots was received from a ship on northern Lake Michigan;
- August 1998: (Conway); thunderstorm/wind; trees toppled; 52 knots
- July 1999: (Harbor Springs); thunderstorm/winds; large benches ripped from the ground and thrown; (Pellston Airport); trees and power lines down; 65 knots
- June 2001: (Petoskey) $15,000 property damage; thunderstorm/winds; numerous large tree limbs blown down; one large limb fell on a house; 50 knots
- August 2001: (Alanson) 1 injury – tree fell on a car, injuring occupant; thunderstorm/winds; numerous trees were down; 50 knots
- September 2001: (Petoskey); thunderstorm/winds; trees down; 50 knots
- October 2001: (region); high wind; trees down; 50 knots
- August 2002: (Harbor Springs) thunderstorm/winds; trees and power lines down; 50 knots
- October 2002: (Petoskey); thunderstorm/winds; two trees down; 50 knots
- August 2003: (Petoskey/Alanson) $51,000 property damage; thunderstorm/winds; number trees and power lines down damaging several homes and cottages near Crooked and Pickerel Lakes, a small aluminum boat was tossed into a tree, trailers at a dealership in Petoskey were rolled off the parking lot and into a ditch; 55 knots

- November 2003: (region) $155,000 property damage; high wind; trees and power lines down, power outages; 56 mph at Harbor Springs and 62 mph at Pellston Airport; 68 knots
- April 2004: (county) $20,000 property damage; At the Pellston Regional Airport a parked turboprop commercial aircraft was spun into nearby boarding docks, damaging the wings and tail section of the aircraft and a Cessna 150 was flipped by the strong winds, causing substantial damage.
- July 2004: (region) $5,000 property damage; trees and power lines were downed.
- June 2005: (Petoskey) $25,000 property damage; 55 knots; numerous trees downed; restaurant damaged by falling tree
- September 2005: (County) $15,000 property damage; 55 knots; numerous trees and power lines downed
- July 2006: (Alanson) $2,000 property damage; large tree limbs downed into a backyard
- July 2007: (Petoskey) Severe Thunderstorm with winds gusting to 52 to 58 knots. Power lines and some trees down.
- June 2010: (Bay View Area) Severe Thunderstorms with winds gusting to 52 knots
- June 2012: (Crab Lake Area) Severe Thunderstorms with wind gusts at 52 knots
- July 2012: (Pellston Airport) Severe Thunderstorm with wind gusts to 54 knots
- August 2, 2015 Straight line winds and severe thunderstorms swept across Northern Michigan causing downed trees and powerlines and severe damage to the region. Most damage being in Leelanau and Grand Traverse Counties.

Excessive Heat – 1 event

- August 2001: (region) Temperatures stayed at mid to upper 90s for 5 days across all of northern Michigan.

Tornadoes – 5 events

- September 1953: (county) F1 classification
- June 1955: (county) $3,000 property damage; F1 classification; 1 mile long, 33 yards wide
- July 1957: (county) $25,000 property damage; F1 classification; 6 miles long, 33 yards wide
- August 1987: (county) $25,000 property damage; F0 classification; 0 miles long, 30 yards wide
- August 1996: (Pellston Airport); F0 classification; 0 miles long; 5 yards wide

Waterspout – 1 event

- August 1999: (county) unseasonably cold air over the warmer waters of Lake Michigan triggered numerous cold air funnel clouds over Little Traverse Bay; three of which developed into waterspouts.

Shoreline Erosion

The Michigan Hazard Analysis of 2012 does not identify Emmet County as a high risk erosion area.

Earthquakes

There has been no occurrence of earthquakes in the county in recent history and the closest ones have been in Ohio and Indiana which are about seven hours from Emmet County.

Subsidence

The Michigan Hazards Analysis of 2012 and local information indicate that there have been no significant events in the county. Given the geological structure below the county, no significant subsidence issues are expected in the future.

Probability of Hazards:

It is probable that hazards such as hail, thunderstorms and high winds, tornadoes, and snow and ice will affect this area of Michigan annually. The magnitude and severity depends on the season, which determines temperature, moisture in the air, ice cover on the lakes, etc. Also, the level of disaster of an event is connected with tourist activity during the year, the pace of developing second homes, and an increasing base population in northwest, Lower Michigan. The events recorded by NOAA show that natural hazard events may be happening more frequently, but the geographic impact of the natural hazards' impact has remained the same in Emmet County.

The areas where natural hazards overlap in Emmet County can include heavy snow and ice storms, which can down trees and power lines, and then a combination of rain and melting snow and ice can contribute to flooding.

Emmet County Hazards Task Force and Public Input

To create the Emmet County Hazards Task Force, **invitations for the meetings** were sent to the following entities requesting their participation:

County Administrator/Coordinator
County Board of Commissioners
County Sheriff/Emergency Services (911 Services Coordinators, Public Safety)

County Emergency Manager/Coordinator
County Public Works Director
County Health Department Director
County Planning or Community Development Director
County Drain Commissioner/Soil Erosion Officers
County Road Commission Director
County Conservation District Director/Soil Erosion Officers
Township elected and appointed officials
Township Supervisors
Township Clerks
Michigan State Police
Michigan Department of Environmental Quality
Michigan Department of Natural Resources
Michigan Department of Transportation
U.S. Coast Guard
Hospitals

In the development of the original plan, the first Task Force meeting was held to identify the hazard priority areas and the second Task Force meeting was held to develop the mitigation strategies for the priority issues. The following organizations/individuals participated in these meetings:

Emmet County Emergency Management Coordinator
Emmet County Sheriff Department
Emmet County Planning Department
Charlevoix/Emmet Conservation District
Little Traverse Bay Bands of Odawa (2)
American Red Cross (2)

At the first Task Force meeting, the Networks Northwest staff presented the background of the required project; the principal natural hazards in Michigan; described what mitigation planning is about; the purpose of the plan; suggested goals; and the political process. A full county hazards map was available for review with four separate quadrant maps. These sectional maps were for the participants to review the areas of the county they were most familiar with. The Emergency Management Coordinator and Planners reviewed all the maps to give input on the entire county.

The original group analyzed the map areas for the top hazard priority areas by documenting the most threatening. They did a qualitative assessment of points and concerns where they saw potential conflicts with, and their relationship to, critical facilities and population centers. The general list created included:

- Lake Michigan shoreline and bluff erosion from Harbor Springs to Cross Village, endangering roads and homes in the corridor
- Mackinaw Bridge
- Need power substations (Wolverine Power); tap Consumers Energy
- Harbor Springs – flood (1923) affected structures and people. Today, there are schools, major roads, and an EMS building in the flood route
- Bear River dam in Petoskey
- Carp River dam in Carp Lake
- US 31 West of Petoskey – Bluffs paralleling US-31 have the potential for erosion along Little Traverse Bay
- Boyer Creek/Tannery Creek flooding area – yearly near US 31 and M-119
- Pipeline pumping station
- Communications area southeast of town (winter weather)
- Forest fire potential (Of notable concern was the airport in Pellston)
- Structural fires throughout the county (need for more fire stations to decrease response times)
- Hazardous Materials – Mitchell Road: populated and flood zone, farms
- Industrial areas – Circuit Controls M-119; Northern Michigan Diecast Industrial park;
- Little Traverse Park; Moeller Drive; Mitigation strategy – revert back certain industrial areas to non-industrial, planning of industrial parks and hazards; transportation of hazardous materials and avoiding cities
- Minimum driveway size for emergencies
- Need a NOAA weather station
- Transportation Issues on U.S. 31 through Bay View
- Pipeline pumping station at Pellston
- Walloon Lake Dam and Bear River flooding; Bridge Street area with houses and senior apartments; Sheridan Road area
- Severe winter weather
- Severe thunderstorms and high winds in the Petoskey area
- Little Traverse Bay erosion during high water; Boulder Avenue area, water rushing down the slope and erosion
- Alanson Lock area
- Maple River dam
- Storm water runoff down steep roads with erosion
- Increase in development in dune areas
- Ice damage on Little Traverse Bay and Walloon Lake
- Mitchell Road washout – small creek to near the High School, to Winter Park, to Lockwood MacDonald Building, then under US 31 to the Bay

The participants then took the complete list above and developed their Top Five Hazard Priority Areas. Due to the rural nature of the county, there has not been a lot of property damage, injuries, or deaths due to hazards.

A different approach was used in updating the plan. Since the purpose was to update the original plan and not to create a new plan the process was simplified. A questionnaire was developed and posted on the Tri-County Emergency Management web site for public comment. Public Hearings were scheduled in all three communities. The following notice was posted in the local paper:

The Charlevoix, Cheboygan, and Emmet County Office of Emergency Management is revising the Hazard Mitigation Plan for the Tri-County area. A public hearing will be held at the, Emmet County Building, 200 Division St., Petoskey, MI 49770, on Tuesday September 29, 2015, 7:00 PM, in the Commissioner's meeting room to accommodate any member of the public that would like to offer suggestion or input into the local Hazard Mitigation plan. A survey is also available for citizens to share some insight about local concerns at www.cceoem.net.

At about the same time, representatives from Tri-County Emergency Management attended meetings of the Michigan Township Association in each County and made local officials aware of the questionnaire and how to find the document on our website. The Michigan Township Association for each county involves at least one representative from each Township. With that, each township was provided the information about the plan and the type of input we were looking to get from them. The meeting for Emmet County took place on October 21, 2015 at 7:00 PM. This information was also on the agenda's and discussed at meetings of the LEPC on November 10, 2015, February 17, 2016, April 20, 2016 and August 17, 2016. Tri-County Emergency Management also attended Fire Chief Association Meetings in each of the three counties to make them aware of the HMP and ask for their input. In March we had only heard from a few of the many communities, so an email was sent to all members of the MTA's again, explaining the project, the types of projects that are fundable through FEMA and asking for their input on projects. The process then continued until the plan was reviewed, information in each section was updated as needed and drafts were presented to local communities and the public. Public hearings were held in each county for a second time. The draft was then sent to MSP/EMHSD and ultimately FEMA for their approval and/or comment. Specific mitigation projects were provided for the plan from the following Emmet County jurisdictions: Cross Village, Bear Creek Township and Emmet County Road Commission, Emmet County Engineer.

Top Five Hazard Priority Areas

1. Fire Hazards: Structural and Wildfires

Emmet County's summer season brings numerous tourists to the area that often enjoy camping on private, county, and state lands. The summer camping season brings with it numerous campfires and the number one cause of wildfires in Michigan is the result of human action, which makes the county highly susceptible during those months.

In addition, Emmet County has also become a favored building site for vacation homes. Many of these homes are located in remote areas of the county on unimproved roads or long and narrow private driveways. These remote locations and narrow roads pose numerous difficulties for emergency responders including: discovery and reporting of fires; travel distances; access for fire trucks; lack of turnarounds for water trucks and other equipment; and limited means of warning these remote locations.

For a period of twenty years (1981-2000), a total of 166 wildfires occurred in Emmet County. With nearly 70% of the total lands in Emmet County being forested and a major source of economic benefit relying on the aesthetic appeal of the County's wildlands, wildfires are a moderate to significant risk.

2. Severe Winter Weather throughout the County

Emmet County's winter weather is influenced by lake effect snows, which can be very dangerous for a community for short periods of time. The blowing and drifting of snow during blizzard conditions does create a driving hazard. Heavy snows can shut down towns and businesses for a period of several days. Ice damages can occur when the ice is breaking up and strong winds occur pushing the ice onto shore. Winter storms can also result in freezing rain and ice storms, which contribute to hazardous driving conditions, downed power lines, and blocked roads.

3. Severe Thunderstorms, High Winds, and Tornadoes throughout the County

There is a historical record of damaging wind events in Emmet County and a few tornadoes in the county. Severe winds, or straight line winds that sometimes occur during severe thunderstorms can be very damaging to a community. Severe winds have the potential to cause property damage and loss of life from flying debris. Damage from straight line winds is more widespread than tornadoes and often affects multiple counties. Fallen trees, limbs, and power lines are a typical risk to power lines and other infrastructure.

There is a historical record of severe thunderstorm events in the county and thunderstorms are hazards that bring a variety of problems during the peak tourist seasons of spring, summer, and fall. Potential thunderstorm event pose likely threats such as lightning, flash flooding, hail, strong winds, and even tornadoes.

Tornadoes are high-profile hazards that can cause catastrophic damage to a limited or extensive area. There have been five recorded tornado touchdowns in Emmet County from 1950 to 2009. So the potential is there in the future for additional damage by tornados.

4. Flooding: Harbor Springs, Boyer Creek, Tannery Creek, Bear River, Alanson Locks, Maple River

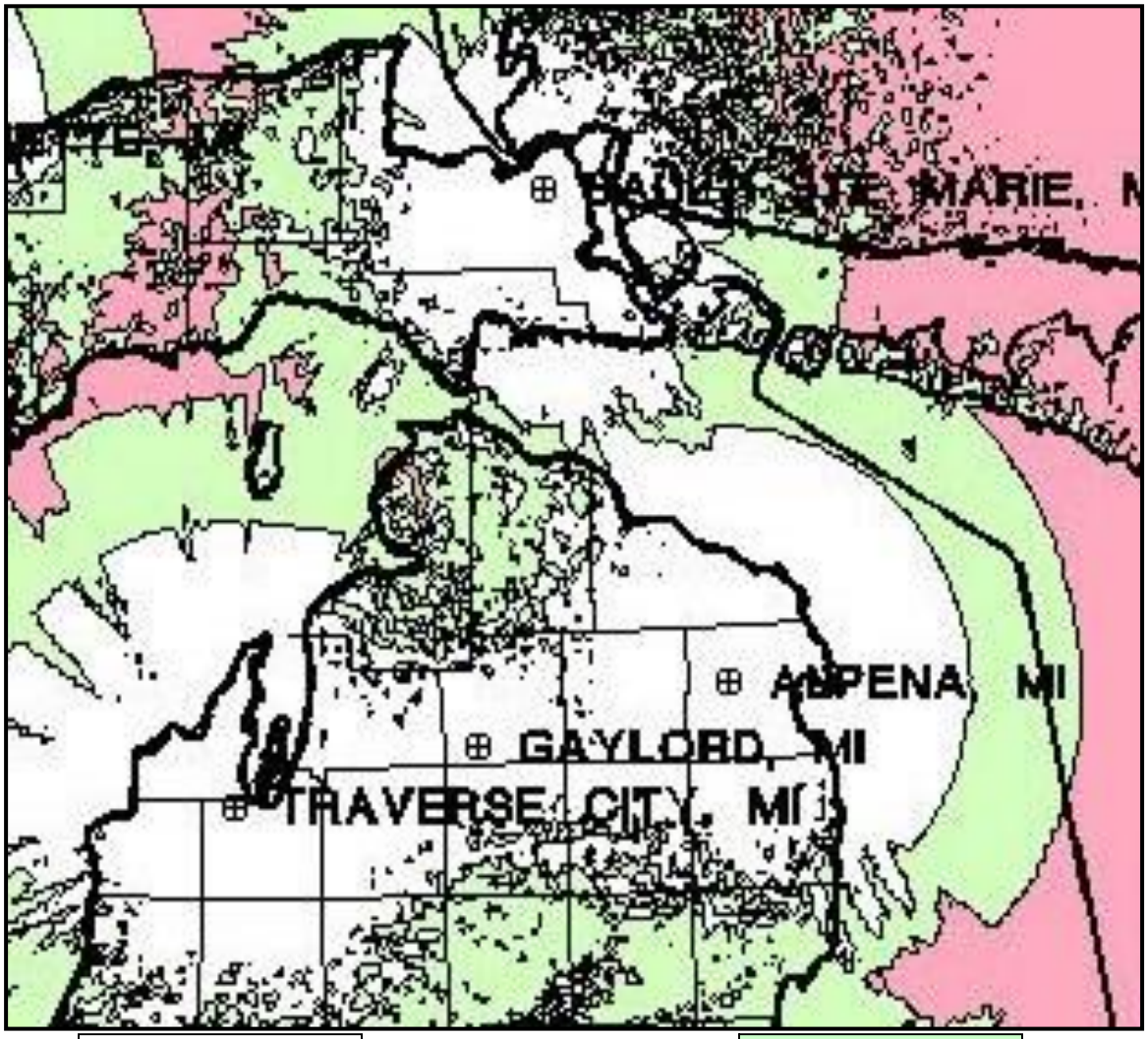
Although Emmet County has few dams, the risk of the dam failure is always present with an aging infrastructure. The Emmet County Hazard Analysis published in January of 2015 indicated three (3) structures as being a "Significant Hazard" Emmet County Staff estimates indicate that a dam failure would likely impact a maximum of 500 people. Damages could be greater from flash flood types of events than they would from gradual floodplain inundation.

In addition to "regular" flooding in a riverine floodplain, other flooding may involve low-lying areas that collect runoff waters; flaws or shortcomings in existing sewer infrastructure; undersized or poorly designed storm water control practices; collective effects of land use and development trends; illegal diversion of water, or deliberate actions that interfere with storm water systems.

6. **Shoreline and Steep Slope Erosion: Lake Michigan/Little Traverse Bay**

Shoreline erosion hazards involve the loss of property as sand or soil is removed by water action and carried away over time. This can cause structures to stand perilously close to waters or bluffs. The foundation of a structure, or underground utility pipes in the area may become fully exposed and vulnerable to extreme temperatures, water damage, or other sources of risk. Shoreline erosion may also cause adjacent roadways to crack, become unstable, washout and slough. With weather patterns generally moving from west to east this makes Emmet County vulnerable along the lake Michigan shoreline.

Source: NOAA, Gaylord, MI (Figure 1)



Coverage

No Coverage

Emergency Warning System Coverage

In the original plan, an immediate area of concern was that NOAA alert stations did not reach Emmet County (Figure1), and there is no countywide siren alert system. This leaves Emmet County residents, vacationers, and boaters within Lake Michigan waters surrounding the county vulnerable to natural hazards. An investment in a countywide siren alert system or a NOAA alert station was needed for the protection of county residents and vacationers. The solution was the addition of a NOAA weather station in Emmet County. The addition of this station has greatly improved coverage for the Tri-County region

Economic Impact Analysis

The total Damaging Events' Costs recorded since 1950 by the National Oceanic and Atmospheric Administration for Emmet County and the region are as follows:

1.	Hail	$100,000
2.	Snow and Ice	$5,149,538
3.	Thunderstorm and High Wind	$321,000
4.	Tornadoes	$53,000

Total damage in Emmet County from Structural and Wild fires for 2002-2004, according to the National Fire Incident Report System (NFIRS), was $1,694,455.

The incidents above indicate past issues in and around Emmet County. While there are no certainties when it comes to disasters. One thing that is certain is that severe weather will reoccur throughout the Tri- County area. Some incidents will be large enough to be considered disasters, others will be considered part of what is expected to happen in northern Michigan.

IMPLEMENTATION OF THE EMMET COUNTY HAZARD MITIGATION PLAN

Hazards Mitigation Plan - Managers and Technical Assistance

The leader for implementing the Hazard Mitigation Plan is the Emmet County Board of Commissioners, with the staff leaders being the Emergency Management Coordinator and the Planning Department. Working partnerships can be established with the following to provide technical assistance to accomplish the goals and objectives of the Plan.

Emmet County Government
Townships, cities, and villages
Emmet County Conservation District
Emmet County Drain Commissioner
Emmet County Road Commission
Little Traverse Bay Bands of Odawa Indians
Tip of the Mitt Watershed Council
Michigan State University Extension
Michigan Department of Environmental Quality
Michigan Department of Natural Resources
U.S. Environmental Protection Agency
U.S. Army Corps of Engineers
U.S. Department of Agriculture Natural Resources Conservation Service
Insurance Companies

Real Estate Companies

All hazard mitigation planning could be pursued with a tool available to local governments, which is identified in the Michigan Public Act 226 of 2003, the Joint Municipal Planning Act. This Act provides for joint land use planning by cities, villages, and townships and allows two or more municipalities' legislative bodies to create a single joint planning commission to address planning issues. This tool helps with planning for complex multijurisdictional issues, such as hazards.

The intent of this legislation is for local governments to consider the following:

Individual units of government modifying their ordinances simultaneously to include language that would incorporate aspects of protection
Developing an overlay zoning district that would cross jurisdictional boundaries that would be incorporated into existing independent units of government's zoning ordinances
Forming a new joint multi-jurisdictional planning commission or zoning board
Sharing zoning administration
Sharing enforcement activities

Funding the Implementation of the Plan

To assist with the funding of the proposed hazard mitigation strategies, here is a list of potential financial assistance entities to help fund the implementation projects of the Plan.

Federal Emergency Management Administration – Hazard Mitigation Grant Program
U.S. Environmental Protection Agency
U.S. Department of Agriculture Natural Resources Conservation Service
U.S. Department of Agriculture Rural Development: Rural broadband opportunity – high speed telecommunication funding from the Public Telecommunications Facilities Planning and Construction grants
U.S. Department of Housing and Urban Development
Michigan Department of Environmental Quality
Michigan Department of Natural Resources
National Oceanic and Atmospheric Administration
Community and Regional Foundations
Businesses often assist with educational initiatives that provide developers and the general public with the information they need to make homes more disaster resistant.

Action Agenda

Following is table summary for accomplishing the **recommended natural hazards mitigation actions** for Emmet County. The County and four of the Townships have zoning.

_____ Completed _____In Progress _____Not Done

Action Agenda Layout:

Priority and Action Strategies	Responsible Parties	Timeframe
Priority Area 1 ***Fire Hazards: Structural and Wildfire Mitigation Strategies:***		
a. Seek funding for a countywide siren alert system or a NOAA alert station is needed for the protection of county residents and vacationers.	Emergency Management Coordinator County Planning Townships Incorporated Cities and Villages	1-3 years after adoption of the plan
b. Introduce ordinance which encourage proper road and driveway construction for vehicle and fire equipment access	County Road Commission County Planning and Zoning Townships Incorporated Cities and Villages	1-3 years after adoption of the plan
c. Educate and establish programs which encourage the safe use and maintenance of fireplaces and chimneys.	County Building Inspector County Planning First Responders Public Citizens Insurance Agencies Elected Officials MSU Extension Personnel Emergency Management Coordinator	1-5 years from adoption of the plan
d. Have adequate water supplies for emergency fire fighting	County Building Inspector Emergency Management Coordinator Township Fire Chiefs	1-5 years from adoption of the plan
e. Maintain roads and develop connector roads to reduce fire response time	County Road Commission County Planning	Ongoing
f. Develop additional fire stations where needed	County Planning	To be addressed in the County Master Plan (Expected Completion 2007)
g. Identify and/or construct prearranged shelters	County Planning County Building Inspector Emergency Management Coordinator Elected Officials	To be addressed in the County Master Plan (Expected Completion 2007)

Structural Fire Mitigation Strategies:		
a. Education and enforcement of building and zoning codes	County Building Inspector County Planning and Zoning Townships Incorporated Cities and Villages	Ongoing
b. Education for developers, realtors, business owners, architects, and engineers	County Building Inspector County Planning First Responders Public Citizens Insurance Agencies Elected Officials Non-profit organizations MSU Extension Personnel Emergency Management Coordinator	1-5 years from adoption of the plan
c. Public education and school programs, which encourage the development of a Site Emergency Plan for public buildings, a Family Disaster Plan for private households, and the preparation of a Disaster Supplies Kit	County Building Inspector County Planning First Responders Public Citizens Insurance Agencies Elected Officials Non-profit organizations MSU Extension Personnel Emergency Management Coordinator	1-5 years from adoption of the plan
d. Encourage first responder education of methods and training on a regular basis	First Responders Emergency Management Coordinator	1-3 years from adoption of the plan
e. Review existing publicly owned facilities and identify their potential need for retrofitting	County Building Inspector Elected Officials Emergency Management Coordinator	1-3 years from adoption of the plan
Wildfire Mitigation Strategies:		
a. Educate and encourage the proper maintenance of property in or near wildlands, to include the introduction of defensible buffer zones, short grass, thinning trees, and sweeping and cleaning dead or dry leaves and needles, from roofs, decks, eaves, porches, and yards	County Building Inspector County Planning First Responders Public Citizens Insurance Agencies Elected Officials Non-Profit Organizations MSU Extension Personnel Emergency Management Coordinator Townships Incorporated Cities and Villages	1-3 years from adoption of the plan
b. Encourage safe disposal of yard and house waste rather than open burning	County Department of Public Works Townships Incorporated Cities and Villages	Ongoing

c. Construct fire towers, and use fire spotters and planes	County Planning County Building Inspector Emergency Management Coordinator Public Citizens Non-profit Organizations Townships Incorporated Cities and Villages	1-3 years from adoption of the plan
d. Encourage programs on arson prevention activities, including the reduction of blight	County Building Inspector County Planning First Responders Public Citizens Insurance Agencies Elected Officials Non-profit organizations MSU Extension Personnel	1-3 years from adoption of the plan

e. Public education on smoking hazards and recreational fires	County Building Inspector County Planning First Responders Public Citizens Insurance Agencies Elected Officials Non-profit organizations MSU Extension Personnel Emergency Management Coordinator	1-3 years from adoption of the plan
f. Communication with media for broadcasting weather and fire warnings	First Responders Emergency Management Coordinator	Ongoing
Priority Area 2 ***Severe Winter Weather – Snow and Ice Mitigation Strategies:***		
a. Seek funding for a countywide siren alert system or a NOAA alert station is needed for the protection of county residents and vacationers.	Emergency Management Coordinator County Planning Townships Incorporated Cities and Villages Elected Officials Non-Profit Organizations	1-3 years after adoption of the plan
b. Public education and awareness	Emergency Management Coordinator County Planning County Building Inspector Business Owners Non-Profit Organizations Public Citizens Townships Incorporated Cities and Villages Elected Officials	1-3 years after adoption of the plan
c. A National Oceanic and Atmospheric Administration weather station for the area	Emergency Management Coordinator County Planning Townships Incorporated Cities and Villages Elected Officials	1-5 years after adoption of the plan

d. Identify, improve, and/or construct shelter capacity	Emergency Management Coordinator County Planning County Building Inspector Business Owners Non-Profit Organizations Public Citizens Townships Incorporated Cities and Villages Elected Officials	1-5 years after adoption of the plan
e. Promote community response for snow removal activities such as using community services clients to assist the elderly	Public Citizens Non-profit organizations MSU Extension Personnel Emergency Management Coordinator Elected Officials	1-3 years after adoption of the plan
f. Enforcement of building code snow load requirements which is 70 lbs. per sq. ft. especially when there is snow, rain and then freezing	County Building Inspector Public Citizens Insurance Agencies	Ongoing
Priority Area 3 ***Severe Thunderstorms, high winds, and tornadoes Mitigation Strategies:***		
a. Seek funding for a countywide siren alert system or a NOAA alert station is needed for the protection of county residents and vacationers.	Emergency Management Coordinator County Planning Townships Incorporated Cities and Villages Elected Officials Non-profit organizations	1-3 years after adoption of the plan
b. Address the practice of placing utilities underground for new construction	County Planning County Building Inspector Townships Incorporated Cities and Villages	Ongoing
c. A National Oceanic and Atmospheric Administration weather station for the area	Emergency Management Coordinator County Planning Townships Incorporated Cities and Villages Elected Officials	1-5 years after adoption of the plan
d. Education and enforcement of building codes for such activities as bracing elevated platforms, and anchoring and tie downs	County Building Inspector Public Citizens Insurance Agencies	Ongoing
e. Tree management coordination	Business Owners Public Citizens Insurance Agencies Non-Profit Organizations	Ongoing

f. Public education	Emergency Management Coordinator County Planning County Building Inspector Business Owners Non-Profit Organizations Public Citizens Townships Incorporated Cities and Villages Elected Officials	1-3 years after adoption of the plan
Priority Area 4 ***Flooding – Flood Mitigation Strategies:***		
a. Seek funding for a countywide siren alert system or a NOAA alert station is needed for the protection of county residents and vacationers.	Emergency Management Coordinator County Planning Townships Incorporated Cities and Villages Elected Officials Non-profit organizations	1-3 years after adoption of the plan
b. Assessment of flood threat and dam inspections results	Researchers, Engineers, and Architects County Planning Townships Incorporated Cities and Villages Elected Officials Non-profit organizations Insurance Agencies Emergency Management Coordinator	1-5 years after adoption of the plan
c. Drainage improvements	Researchers, Engineers, and Architects County Planning Townships Incorporated Cities and Villages	1-5 years after adoption of the plan
d. Enforcement of Storm Water Management Ordinance	Researchers, Engineers, and Architects County Planning Townships Incorporated Cities and Villages County Soil Erosion and Storm Water Management Officer	Ongoing
e. Enforcement of building and zoning codes	County Planning County Building Inspector	Ongoing
f. Open space designations: acquisition or conservation easements by land	County Planning Business Owners Non-Profit Organizations Public Citizens	To be addressed in the County Master Plan (Expected Completion 2007)

conservancies, county, townships	Townships Incorporated Cities and Villages Elected Officials	
g. Education for realtors through the creation of a handbook for distribution	Researchers, Engineers, and Architects County Planning County Building Inspector County Soil Erosion and Storm Water Management Officer	1-5 years after adoption of the plan

h. Public education	Emergency Management Coordinator County Planning County Building Inspector Business Owners Non-Profit Organizations Public Citizens Townships Incorporated Cities and Villages Elected Officials	1-3 years after adoption of the plan
Priority Area 5 ***Shoreline and Steep Slope – Landslide Erosion Mitigation Strategies:***		
a. Seek funding for a countywide siren alert system or a NOAA alert station is needed for the protection of county residents and vacationers.	Emergency Management Coordinator County Planning Townships Incorporated Cities and Villages Elected Officials Non-profit organizations	1-3 years after adoption of the plan
b. Enforcement of the Storm Water Management Ordinance and the Soil Erosion and Sedimentation Control Ordinance: slide areas, drainage control, grading, debris flow measures, vegetation (native species) placement	Researchers, Engineers, and Architects County Planning Townships Incorporated Cities and Villages County Soil Erosion and Storm Water Management Officer Non-Profit Organizations Insurance Agencies	Ongoing and To be addressed further in the County Master Plan (Expected Completion 2007)
c. Utilize the Critical Dunes Overlay	County Planning Townships Incorporated Cities and Villages County Soil Erosion and Storm Water Management Officer	Ongoing and To be addressed further in the County Master Plan (Expected Completion 2007)
d. Education and enforcement of building and zoning codes: setbacks, lot sizes, driveways, relocation of structures, Lake Michigan coastal zoning ordinances – U.S. Army Corps of Engineers and Michigan Department of Environmental Quality	Emergency Management Coordinator County Planning County Building Inspector Business Owners Non-Profit Organizations Public Citizens Townships Incorporated Cities and Villages Elected Officials County Soil Erosion and Storm Water Management Officer	1-3 years after adoption of the plan
e. Building code enforcement through permits	County Building Inspector	Ongoing

f. Open space designations: acquisition or conservation easements by land conservancies, state, county, or townships	County Planning Business Owners Non-Profit Organizations Public Citizens Townships Incorporated Cities and Villages	To be addressed in the County Master Plan (Expected Completion 2007)
	Elected Officials	
g. Education for developers, realtors, and engineers	Researchers, Engineers, and Architects County Planning County Building Inspector Business Owners County Soil Erosion and Storm Water Management Officer	1-5 years after adoption of the plan
h. Public education	Emergency Management Coordinator County Planning County Building Inspector Business Owners Non-Profit Organizations Public Citizens Townships Incorporated Cities and Villages Elected Officials County Soil Erosion and Storm Water Management Officer	1-3 years after adoption of the plan

• ***Working with utility companies to protect the power grid • Working with other governmental entities, organizations, businesses, and the public to implement the plan and have input in any revisions or updates in the future***

Emmet County can also utilize watershed management plans that have been developed within the county boundaries. Proposed mitigation strategies that have been laid out in the Little Traverse Bay Watershed Management Plans include:

- Resident, commercial/industry, and government official education
- Stabilizing erosion at road/stream crossings.
- Correcting most severe streambank and lakeshore erosion sites.
- Reducing the pollutant load from storm water in the urban areas.
- Restricting livestock from streams.
- Maintaining adequate recreational access.
- Removing sediments from appropriate locations.
- Contacting landowners of sensitive lands and educating about land stewardship and protection options.
- Ensuring that state and federal wetland laws are properly administered and enforced.
- Developing local ordinances to protect wetlands.

- Educating landowners, developers, and citizens on the importance of wetland protection.

The County should consider the following key land use issues and the relationship to hazard mitigation:

- Safe, beneficial uses for hazard prone areas
  Concentration issues
- Proximity issues
- Location of public facilities and infrastructure
  Development standards for public facilities and infrastructure
- Effect of accumulated development on community systems and facilities

While it appears there are still many unfinished projects, most are ongoing and of the nature that will never be completed such as “Public Education”. This is an ongoing effort for all emergency managers.

X. LAWS, POLICIES, AND ORDINANCES

Policies, ordinance and regulation: Charlevoix, Cheboygan and Emmet Counties all have policies that support hazard mitigation. These policies are supported through zoning ordinances, building and fire codes and community planning. Each County has a zoning board that decides if projects presented to the County meet the zoning ordinance that are established by the County board of commissioners for each County respectively. Projects are then sent to the planning commission who decides if the project meets requirements of the Counties master plan and/or ordinances that apply. It is then sent back to County board of Commissioners to discuss the findings of the other boards and determine if the project will fit the community. The board of commissioners will vote on the project to either move the project forward or deny the application for the project.

Once it has been established that a building can be built the way the building is constructed is regulated by the Michigan Building Code. Each county has a Building Division. The head of that division is the Building Official. Who is required by state law PA54 to be licensed with the State Bureau of Building and Construction Codes. Plans for a project are submitted to the Building division for review and approval. Once approved, the building process is inspected for compliance with the approved plan and the Michigan Building Code. Each inspector is also required to be licensed in their respective field of expertise. This entire process is consistent with state and local laws and provides a high level of safety to buildings, taking into account where the project is to be built, reasons for/or not building the project in a particular location, wind shear and construction features that support buildings that are strong enough to with stand most natural disasters.

XI. AREA DEVELOPMENT AND PROGRESS

The entire region has seen a major shift in demographics since the 2008 recession. During that recession there was a sharp decrease in the population of 25 to 55-year-old residents. Now that the economy is recovering we are seeing some of that 25 to 55 age group return to the area. This has created a housing shortage in the region. The area is seeing many multifamily housing projects springing up throughout the Tri-County area. However, making the housing affordable is another issue. According to Megan Atwood reporter for 9&10 News; “Some in the Traverse City area can't find workers because potential workers can't afford a place to live. Northwest Michigan has seen a housing shortage for the past decade, and within the past few years particularly for small families and single people.”

Another part of this equation is the fact that the area’s economy is seasonal. During the summer months there is a sharp increase in populations which creates a booming economy between Memorial Day and Labor Day and while the area is a popular spot for the autumn color season and winter ski and snowmobile season, it is not nearly as busy as it is during the summer months. This has caused some business owners to become creative. One such owner bought an old motel and renovated the rooms to provide housing for his summer workers. I’m sure there are other similar stories throughout the region. However, the other side of this is that for most workers, their employment is seasonal. When the fall season comes around many find themselves out of work and faced with how to make ends meet with the unemployment checks that they receive.

There are also many improvements that have taken place or are being proposed. The town of Indian River installed sanitary sewers in its downtown district. This could potentially open the door for further development within that area. Indian River is also proposing an I75 business loop to bring more people into town.

Cheboygan has recently approved a plan for a new Meijer store. Emmet, Cheboygan and Charlevoix are also seeing infrastructure improvements, including refurbishment of the I75 bridges on M27, the M33 project, improvements to M75 at Waloon Lake, East Jordon Road project and a new fire station in Boyne City. Traverse City while out of the jurisdiction of this plan, is in the process of approving a new Costco store.

One of the major accomplishments during the past few years is the addition of a NOAA weather in Emmet County. This was in all three Previous plans and as seen in the illustrations greatly improved coverage in the area. Since the last HM cycle all three counties now have GIS capabilities. This was identified in the Cheboygan County plan and has proven to be a key in hazard mitigation planning. Another great tool has been the Tri-County enrollment in the Everbridge, Be Alert system. Tri-County EM has worked diligently to get this program running and with the help of the schools has been successful in gaining enrollment of residents. As stated elsewhere in this document Public Education is and will continue to be a priority and ongoing priority of the Tri-County EM program. In working with utility companies through the miss dig residents and contractors are told when calling for utility locations that they can’t plant or install anything under power lines or within five feet on either side of the lines. While land acquisition of flood prone areas is always a good solution, only about 1/3 of the Tri-

County has been mapped at this point. The flood prone areas must be identified first for this action to be effective.

XII. HAZARDS MITIGATION GOALS AND OBJECTIVES

The mission of the Tri-County Hazard Mitigation Plan is to protect the health and safety of the public and preserve property in the Tri-County area that includes prevention of injury, loss of life, property damage, breakdown in vital services like transportation and infrastructure, economic slumps, maintain tourist base, and liability issues. This is done by taking action to permanently eliminate or reduce the long-term risks from hazards.

Specific goals and objectives have been established based upon the community's hazard analysis, as well as input from the LEPC in each County, Michigan Township associations in each County and the public through meetings, posting of the draft plan on line and at the clerk's office in each County with a request for comments. A notice of public hearing was placed in the local newspaper with meeting dates and times to allow the public an opportunity to comment, and the final draft of the plan will be presented to the County board of Commissioners in each of the three Counties.

Goal 1: Increase local awareness and participation in hazard mitigation strategies
Objectives:

A. Encourage cooperation and communication between planning and emergency management officials
B. Encourage additional local governmental agencies to participate in the hazard mitigation process
C. Encourage public and private organizations to participate

Goal 2: Integrate hazard mitigation considerations into each County's comprehensive planning process *Objectives:*

A. Enforce and/or incorporate hazard mitigation provisions in ordinances, and procedures, and into each county's master plan
B. Incorporate hazard mitigation into basic land use regulation mechanisms
C. Update of zoning ordinances, shoreline protection rules, etc.
D. Incorporate hazard area classifications into standard zoning classifications
E. Develop community education programs and public warning systems
F. Strengthen the role of the Local Emergency Planning Committee in the land development process
G. Integrate hazard mitigation into the capital improvement planning process so that public infrastructure does not lead to development in hazard areas
H. Encourage County agencies to assess local roads, bridges, dams, and related transportation infrastructure for hazard vulnerability

Goal 3: Utilize available resources and apply for additional funding for hazard mitigation projects *Objectives:*

A. Prepare a list of desired community mitigation projects to submit to the State for mitigation grant funding
B. Encourage the application for project funding from other entities

Goal 4: Develop and complete hazard mitigation projects in a timely manner *Objectives*

A. Encourage public and business involvement in hazard mitigation projects

XIII IDENTIFICATION AND SELECTION OF MITIGATION STRATEGIES

A. Participation in the Plan:

As stated above the Tri- County office of Emergency Management worked diligently to get participation in the plan.

B. Selection of Feasible Mitigation Strategies

The Tri-County Office of Emergency has worked diligently with local units of government as well as public safety in all three counties to identify and add new mitigation strategies to this plan. We have identified new issues in all three Counties and added them to uncompleted issues on the original lists. We then formed a single list of strategies below. Based on the guidelines that at least some of the strategies should be the type that is fundable through FEMA project grants for Hazard Mitigation. Including:

- Physical construction, demolition, engineering or property acquisition/alteration, expanded infrastructure capacity.
- Warning systems, sirens, communications infrastructure, emergency generators.
- Water retention / detention areas, creation of new open space, installation of structural bracing, wind resistant windows, storm or tornado shelters, anchorage for mobile homes.

By anticipating future problems, the three Counties can reduce potential injury, structure losses, loss of power such as electric and gas, and prevent wasteful public and private expenditures.

The strategies were then organized and the process of combining existing open strategies with new strategies that were identified through the processes described above was completed.

1. Fire Hazards: Structural and Wildfires *Structural*

Fire Mitigation Strategies:

a. Education and enforcement of building and zoning codes
b. Education for developers, realtors, business owners, architects, and engineers (All 3 Counties)
c. Public education and school programs, which encourage the development of a Site Emergency Plan for public buildings, a Family Disaster Plan for private households, and the preparation of a Disaster Supplies Kit
d. Encourage first responder education of methods and training on a regular basis. (All 3 Counties)
e. Seek funding and grants to improve services and training in the rural areas of all 3 counties, where services are not adequate to provide minimal fire protection.

f. Review existing publicly owned facilities and identify their potential need for retrofitting with generators and other services to bring then up to a minimum standard. (All 3 Counties)

Wildfire Mitigation Strategies:

a. Educate and encourage the proper maintenance of property in or near wildlands, to include the introduction of defensible buffer zones, short grass, thinning trees, and sweeping and cleaning dead or dry leaves and needles, from roofs, decks, eaves, porches, and yards.
b. Encourage safe disposal of yard and house waste (Recycle or Compost programs) rather than open burning.
c. Construct fire towers, and use fire spotters and planes
d. Encourage programs on arson prevention activities, including the reduction of blight. (Partnership between Police and Fire
e. Public education on smoking hazards and recreational fires
f. Communication with media for broadcasting weather and fire warning
g. Maintain the relationship that exists now between MDEQ Forest Resources Division and the Local Fire Chief's organizations

Both Structural and Wildfire Mitigation Strategies:

a. Introduce ordinance which encourage proper road and driveway construction for vehicle and fire equipment access. Especially areas that close down for the winter months and do not maintain Fire Department Access Routes.
b. Educate and establish programs which encourage the safe use and maintenance of fireplaces and chimneys.
c. Have adequate water supplies for emergency firefighting. Pre incident plan to identify areas that have no supply. Install water supply lines and hydrants for drafting from lakes and other sources of water.
d. Maintain roads and develop connector roads to reduce fire response time
e. Develop additional fire stations where needed
f. Identify and/or construct prearranged shelters

2. Severe Winter Weather throughout the Counties

a. Encourage the use of Be Alert and IPAWS for the protection of county residents and vacationers.
b. Public education and awareness
c. Identify, improve, and/or construct shelter capacity.
d. Promote community response for snow removal activities such as using community services clients to assist the elderly.
e. Encourage elderly residents to call if help is needed. Such as their heat is out, they need help with snow removal, out of food, etc.
f. Enforcement of building code snow and wind load requirements.

3. Severe thunderstorms, High Winds, and Tornadoes throughout the Counties

a. Encourage the use of IPAWS and the Everbridge Be Alert applications that are available through Tri-County Emergency Management.
b. Address the practice of placing utilities underground for new construction
c. Education and enforcement of building codes for such activities as bracing elevated platforms, and anchoring and tie downs
d. Tree management coordination
e. Public education

Tornado Mitigation Strategies*:*

a. Seek funding for a countywide siren alert system or a NOAA alert stations are needed for the protection of county residents and vacationers. Mostly needed in Urban areas and Cities. No system currently exists.
b. Consistent weather event warnings
c. Public awareness and education

4. Flooding: Around Lakes, Streams and Wetlands throughout the Tri-County area.

a. Assessment of flood threat and dam inspections results
b. Drainage improvements
c. Enforcement of storm water management ordinance
d. Enforcement of building and zoning codes
e. Open space designations: acquisition or conservation easements by land conservancies, county and townships
f. Public education

5. Shoreline and Steep Slope Erosion: Lake Michigan & Huron Shoreline Area

a. Enforcement of the Storm Water Management Ordinance and the Soil Erosion and Sedimentation Control Ordinance: slide areas, drainage control, grading, debris flow measures, vegetation (native species) placement
b. Utilize the Critical Dunes Overlay
c. Education and enforcement of building and zoning codes: setbacks, lot sizes, driveways, relocation of structures, Lake Michigan coastal zoning ordinances – U.S. Army Corps of Engineers and Michigan Department of Environmental Quality
d. Building code enforcement through the permit process. (Building Officials in all three Counties)
e. Open space designations: acquisition or conservation easements by land conservancies, state, county, or townships.

XIV Implementation of the Tri-County Hazard Mitigation Plan

Under the leadership of each Counties Board of Commissioners respectively, this plan will be administered by the Tri-County Office of Emergency Management with the assistance of Directors and Employees of each County with input and assistance from local governments and /or outside sources when appropriate.

The Tri-County Office of Emergency Management will assist County employees and work with each County to seek grant funding for projects identified in this plan when available. Other funding sources could include, but are not limited to:

a. Federal Emergency Management Administration-Hazard Mitigation Grant Program.
b. U.S. Environmental Protection Agency
c. U.S. Department of Agriculture Conservation Services
d. U.S. Department of Agriculture Rural Development: Rural broadband opportunity- high speed funding from Public Telecommunication Facilities planning and construction grants.
e. U.S, Department of Housing and Urban Development
f. Michigan Department of Environmental Quality
g. Michigan Department of Natural Resources
h. National Oceanic and Atmospheric Administration
i. Community and Regional Foundations
j. Area Businesses.

The natural hazards identified in the original plans have not changed and the probability of these hazards reoccurring is absolute. They will continue to occur in all three Counties. Therefore, the mitigation strategies listed below apply to all three Counties. Unless stated otherwise. Additionally, new mitigation projects were identified and added to the original list.

a. Winter Storms are common to the region and occur several times each winter. While these storms can drop up to 24 inches of snow at a time most of these storms produce between 8 to 12 inches of snow at a time and are handled as part of living in northern Michigan. Mitigation Strategies include:
    i. Expand public awareness that in the event of a large storm with a possible power outage, it may be several days before emergency workers could get to them. This may include alternative sources of heat and supplies that will last up to 72 hours following an event. Implementation: On Going (Tri-County EM, LEPC's)

ii. Identify shelters throughout the county that could be opened during a storm event and develop a plan for opening the shelters and alerting residents to their location in the event of a storm.
Implementation 1 to 3 years (Tri-County EM, LEPC's, MTA's)

iii. Ensure that the shelters identified in ii above are equipped with back-up generators, chairs, TV, kitchens, and are Michigan barrier free compliant.
Implementation 1 to 3 years (Tri-County EM, Building Divisions, Planning Divisions, MTA's)

iv. Provide back-up generators for the township hall and fire station in Forest Twp. These buildings are also used as shelters in severe weather and have no back-up power. 1-3 years (Tri-County EM, Building Division, Forest Twp. Elected Officials)

v. Promote community programs that provide snow removal for the elderly and/or handicapped residents of the county.
Implementation: Immediate and ongoing. (Fire Departments, community volunteers)

vi. Apply for grant funding to raise and rebuild the garage for road equipment on Beaver Island. The trucks will not fit in the garage with the snow plows attached. This means that the plows outside must be lined up and attached to the trucks each time it snows. ASAP (Building Division, Island leadership)

b. High winds and gales

i. Pass and enforce local ordinances that prohibit plantings under and around power lines.
Implementation: 1-3 years (Building and Planning Divisions)

ii. Pass and enforce local ordinances that require new developments and subdivisions to install utilities underground.
Implementation: 1-3 years (Building and Planning Divisions)

iii. Enforce provisions in the Michigan Building Code that address wind bracing, etc. (Building Official)

c. Thunderstorms, Tornadoes and Hail

i. Seek funding for warning sirens in the most populated areas and tourist destinations of the Tri-County region. These systems can be expanded as population and tourism demands.
Implementation: 1-5 years (Tri-County EM, Planning Divisions, Elected Officials)

ii. Identify shelters throughout the county that could be opened during a storm event and develop a plan for opening the shelters and alerting residents to their location in the event of a storm.
Implementation: 1 to 3 years (Tri-County EM, Planning Divisions, Elected Officials)

iii. Require new mobile and pre-manufactured home parks to provide a storm shelter for residents of the park.
Implementation: 1-3 years (Building and Planning Divisions)

iv. Pass and enforce local ordinances that prohibit plantings under and around power lines.
Implementation: 1-3 years (Planning Division)

v. Pass and enforce special event ordinances that require a plan for patrons to seek shelter in the event of severe weather.
Implementation: 1-3 years (Planning Divisions, Elected Officials)

d. Flooding

i. Pass and enforce local zoning ordinances regarding building and development of property that falls within a flood plain.
Implementation: 1-3 years (Planning Division, Zoning Boards, Building Division and County Board of Commissioners)

ii. Examine and improve existing storm systems to ensure storm water drains properly. U.S. 31 near M119 and in the Bayview area Storm Sewers are inadequate causing repetitive flooding.
Implementation: 2-5 years (Emmet County Engineer)

iii. Install storm sewers in Cross Village at the commercial district and at the Catholic church, repetitive flooding during heavy rain events in Emmet County: 2-5 years (Emmet County Engineer)

iv. Inspect and repair existing dams and locks to ensure their integrity.
Implementation: 3-5 years (MDEQ, Tri-County EM)

v. Repair foundations on cabins in the girl's camp that were damaged by years of flooding. In Hayes Township, Charlevoix County.
Implementation: 1-3 years (Building Division and Hayes Township Elected Officials)

e. Wild Fires and Structure Fires

i. Partner with DNR and MDEQ and exercise response capabilities to wildfires.
Implementation: 1-3 years (Charlevoix, Cheboygan & Emmet County Fire Chief Associations, MDEQ)

ii. Remove trees that have died from insect manifestation. The dead trees cause increased fuel load to the area as well as a hazard to motorists:
Implementation: 1-3 years (Road Commissions, Tri-County EM)

iii. Install heat in the fire apparatus garage in Hayes Township. Fire pumps freeze during cold weather: 1-2 years (Tri-County EM Hayes Twp. Fire Chief, Hayes Twp. Elected Officials)

iv. Seek grant funding for training and equipment for a regional task force for wildfires.
Implementation: 3-5 years (Tri-County EM, 3 Fire Chief Associations, MDEQ)

v. Identify water supplies available for both structure fires and wildfires. Improve and/or install systems where possible.
Implementation 1-3 years (Fire Chief Associations, Tri-County EM)

vi. Identify and preplan seasonal roads and transportation routes for access to rural areas.
Implementation 1-3 years (Fire Chief Associations, Tri-County EM, County Elected Officials)

vii. Encourage and implement mutual and automatic aid agreements, to ensure adequate manpower is available for firefighting.
Implementation: Ongoing (Tri-County EM, Fire Chief Associations, Elected Officials)

f. Ground water purity and protection from contamination.

i. Pass and enforce local ordinances regarding chemical storage, spill protection for areas where storage and use of hazardous materials is taking place, including but not limited to the storage of old motor vehicles.
Implementation: 1-5 years (Planning Divisions)

ii. Educate the public about the storage and disposal of hazardous chemicals.
Implementation: 1-3 years (Garbage Companies, Planning Divisions, Elected Officials)

iii. Consider partnering with local disposal companies for hazardous waste drop off days.
Implementation: 1-3 years (Garbage Companies, Planning Divisions, Elected Officials)

iv. Encourage and educate residents who have buried underground storage tanks to have them removed and/or pumped out and filled.
Implementation: 1-5 years (MDEQ, Planning Divisions

Monitoring and Evaluation

The Charlevoix, Cheboygan and Emmet County Hazard Mitigation Plan will be monitored on a regular basis by the Emergency Management Coordinator and the Planning Departments in each County respectively. Because Tri-County region is a dynamic, changing community, it is expected that the plan should be reviewed on a five-year basis and subsequent laws and ordinances in each community changed to meet the needs and dynamics of each County.

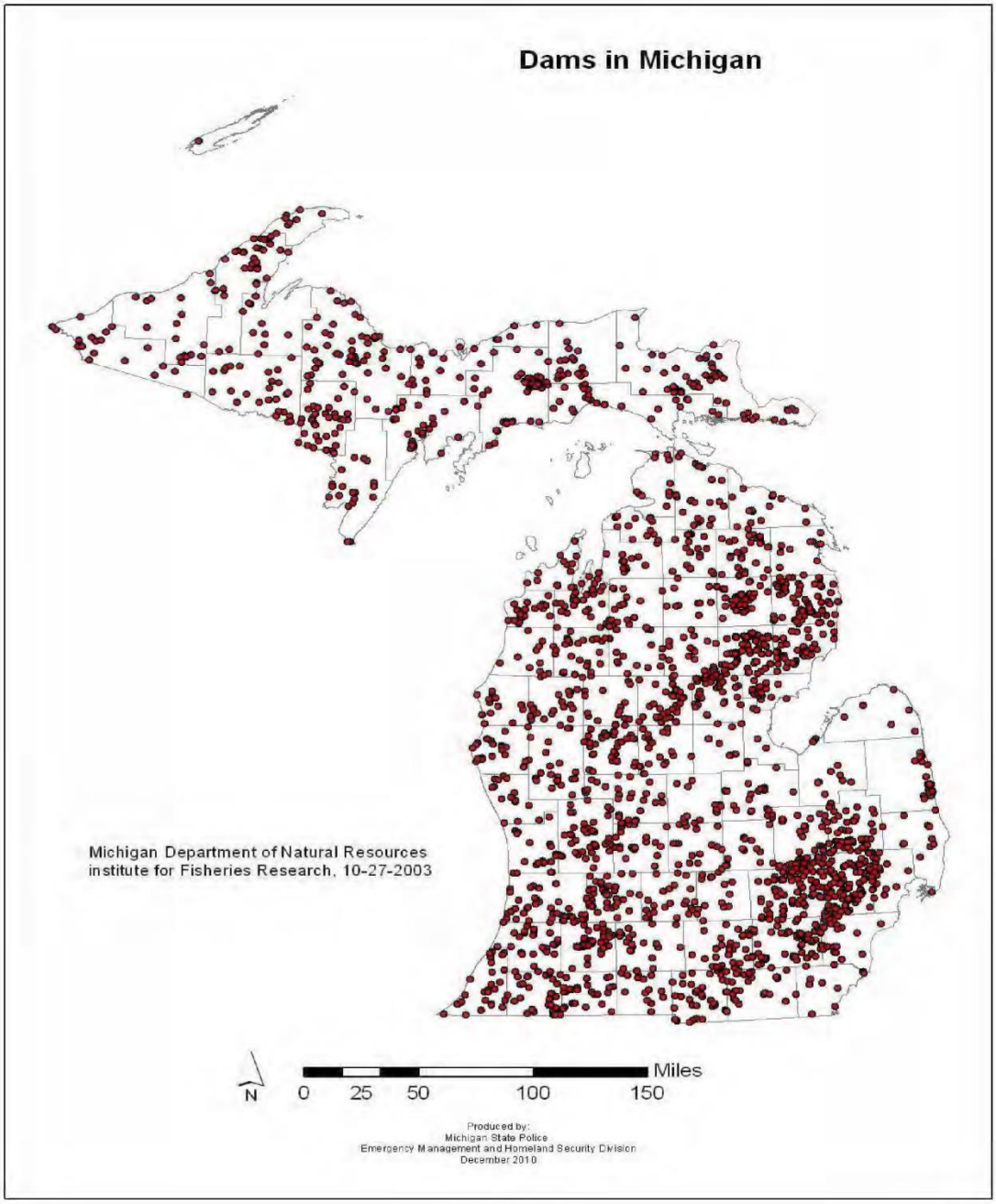
To assess the effectiveness of the Plan, some questions to ask in the review include:

1. How many and which mitigation strategies were developed? Implemented?
2. Did any new hazard events take place the past year to report?

This review will be administered by the Emergency Management Coordinator with the LEPC in each County, each Counties Planning Commissions, and the public. If changes are needed, the plan will be revised by the Tri-County Office of Emergency Management.

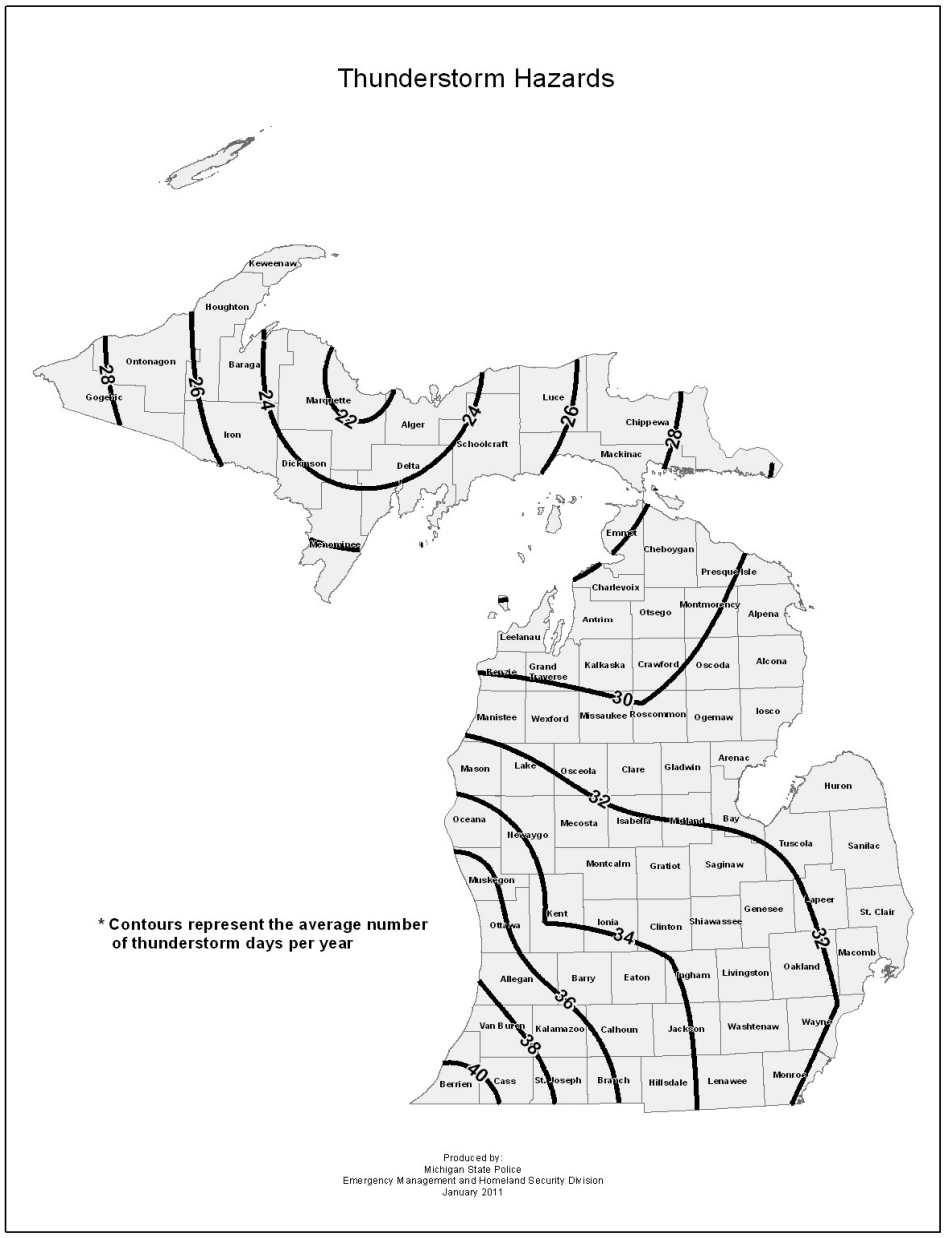
Although review of the plan will occur every five years, a formal revision may not be needed. New editions of the plan will be based on annual reviews, monitoring, evaluation, and an accumulation of official feedback and public input. Tri-County Emergency Management has an area on their web site that encourages public comment and input on not only these mitigation strategies, but any observations and/or additions to the contents herein. When it is appropriate to publish a revised version of the plan, the Tri County Office of Emergency Management will be the agency to take the lead in the revision process. Each new edition of the plan will again be officially adopted by the County Board of Commissioners in each of the three Counties respectively. Approval will also be required from the MSP-EMHSD and FEMA.

Appendix A



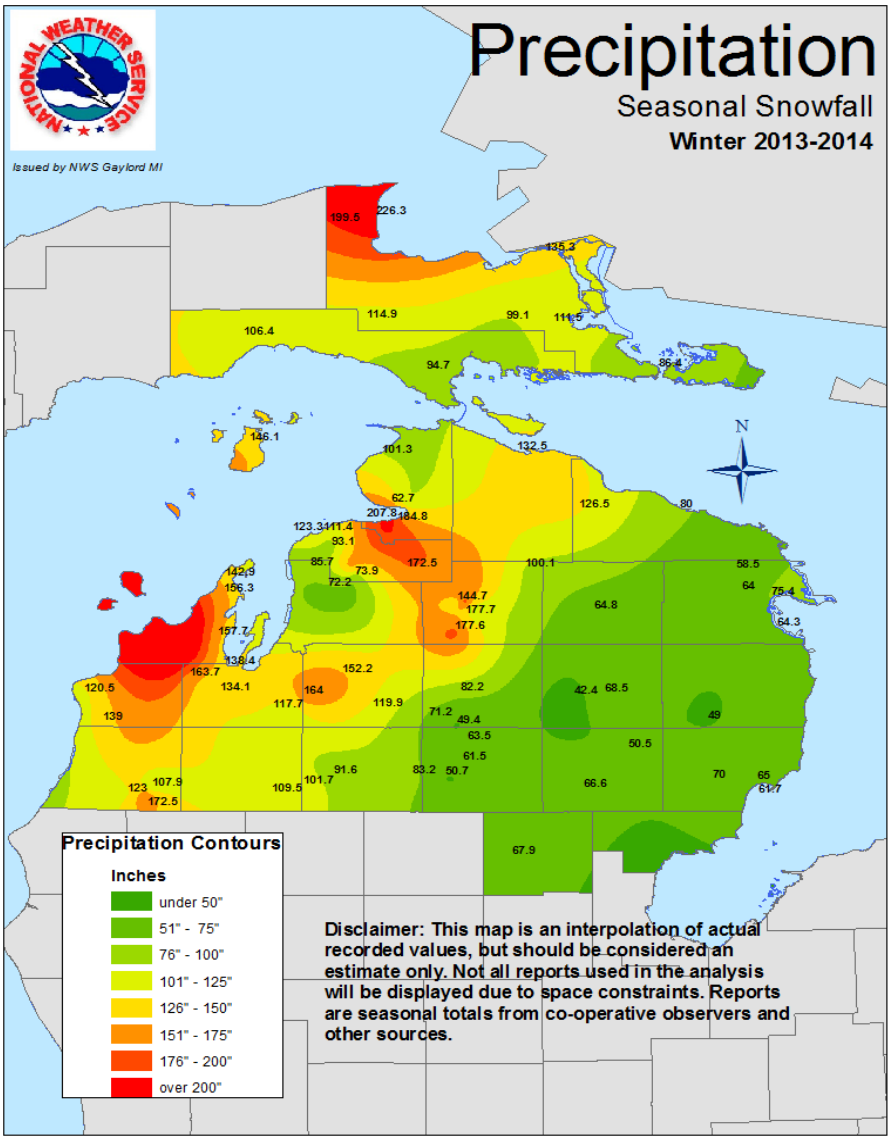
As seen in the attached figure from the 2012 Michigan Hazard Analysis there are a significant number of dams in the Tri-County region. While some of these dams are small and pose no major flood risk others are larger and could bring catastrophic results should they fail. While MDEQ is responsible for the required inspections of existing dams the Tri-County Office of Emergency Management will request reports on existing dams that pose a risk to the area.

Appendix B



Appendix B represents the average number of thunderstorms that effect the area each year according to the 2012 Michigan Hazard Analysis.

Appendix C



Appendix C represents the average annual snowfall that effects the region. This information was gathered from the National Weather Service. While these numbers are only an average. It can be noted that like most of northern Michigan winter storms are a common occurrence and create a hazard for Tri-County residents.

Appendix D

Number of Tornadoes in Michigan, by County: 1950- 2009
2012 Michigan Analysis

County Tornadoes: County Tornadoes: (A-K) 1950-2009 (L-Z) 1950-2009			
Alcona	11	**Lake**	2
Alger	6	**Lapeer**	20
Allegan	26	**Leelanau**	3
Alpena	14	**Lenawee**	31
Antrim	9	**Livingston**	24
Arenac	7	**Luce**	2
Baraga	2	**Mackinac**	5
Barry	18	**Macomb**	18
Bay	12	**Manistee**	2
Benzie	4	**Marquette**	6
Berrien	28	**Mason**	5
Branch	15	**Mecosta**	9
Calhoun	15	**Menominee**	7
Cass	14	**Midland**	8
Charlevoix	4	**Missaukee**	8
Cheboygan	6	**Monroe**	28
Chippewa	6	**Montcalm**	11
Clare	8	**Montmorency**	6
Clinton	17	**Muskegon**	7
Crawford	10	**Newaygo**	12
Delta	11	**Oakland**	31
Dickinson	7	**Oceana**	5
Eaton	25	**Ogemaw**	14
Emmet	5	**Ontonagon**	2
Genesee	41	**Osceola**	16
Gladwin	9	**Oscoda**	5
Gogebic	3	**Otsego**	3
Gd. Traverse	4	**Ottawa**	18
Gratiot	12	**Presque Isle**	6
Hillsdale	23	**Roscommon**	8
Houghton	1	**Saginaw**	21
Huron	12	**Sanilac**	14
Ingham	27	**Schoolcraft**	3
Ionia	17	**Shiawassee**	A25

Iosco	11	**St. Clair**	20
Iron	5	**St. Joseph**	9
Isabella	13	**Tuscola**	17
Jackson	17	**Van Buren**	18
Kalamazoo	25	**Washtenaw**	24
Kalkaska	7	**Wayne**	28
Kent	31	**Wexford**	7
Keweenaw	2	**STATEWIDE:**	**923**

IMPORTANT NOTE: Tornadoes that crossed county lines are counted more than once in this table.
Therefore, the statewide total is less than the sum of the individual county totals.
Source: National Weather Service

Appendix D represents the number of tornados that have been confirmed in the State of Michigan by County from 1950 to 2009. The Tri-County area is highlighted in red. It should be noted that there has been at least one more confirmed tornado in the Tri-Counties since 2009.

Cheboygan County
Board of Commissioners' Meeting

October 11, 2016

Title: Blue Cross/Blue Shield of Michigan – Administrative Services Contract – Advance Deposit Program – Cheboygan County Inmate Services Contract Renewal	
Summary: The Blue Cross/Blue Shield of Michigan – Administrative Services Contract – Advance Deposit Program – Cheboygan County Inmate Services Contract expired 6/30/16. The renewal contract is for 12 months (7/1/16-6/30/17). Staff has been working with BCBS concerning agreement language. The proposed contract allows for Cheboygan County inmate medical services to be billed at the BC/BS Insurance approved rate. Cheboygan County Civil Counsel reviewed the original contract and recommended changes which BC/BS incorporated into the proposed contract.	
Financial Impact: Dependent on inmate medical services provided; ***Inmate Medical 101-351-760.00*** line item.	
Recommendation: Recommend the Cheboygan County Board of Commissioners approve and sign the proposed Blue Cross/Blue Shield of Michigan – Administrative Services Contract – Advance Deposit Program – Cheboygan County Inmate Services Contract dated July 2016.	
Prepared by: Jeffery B. Lawson	Department: Administration

Administrative Services Contract –MOS Advance Deposit Program

Cheboygan County ~~Inmates~~

This Contract commences on July 1, 2016 (the "Effective Date") and is made between Blue Cross Blue Shield of Michigan, a Michigan non-profit mutual insurance corporation, with offices at 600 Lafayette East, Detroit, Michigan 48226-2998 ("BCBSM") and Cheboygan County ~~Inmates~~ with offices at 870 S. Main, Cheboygan, MI 49721 ("Group"), as the plan sponsor and administrator of its group health care plan ("Plan").

BCBSM and Group have agreed that BCBSM shall administer Claims processing for the Plan. This Contract sets forth the administrative responsibilities of BCBSM and Group's financial and other obligations with respect to BCBSM's role as a service provider to the Plan.

By entering into this Contract, Group and BCBSM hereby agree that, to the extent the Plan is governed by the Inmate Retirement Income Security Act of 1974 ("ERISA"), their relationship is that of Group as "Plan Fiduciary" and BCBSM as "Service Provider" as those terms are used in Department of Labor guidance including 29 C.F.R. §2550.408b-2.

BCBSM and Group agree as follows:

ARTICLE I
DEFINITIONS

A. **"Advance Deposit"** means BCBSM's estimate of Group's Amounts Billed as set forth on Schedule A.

B. **"Amounts Billed"** means the amount that Group shall reimburse and pay BCBSM for Claims which have been processed and paid by BCBSM or another BCBS Plan under the terms of this Contract, Pharmacy Benefits if applicable, the Administrative Fee set forth in Schedule A, any Additional Administrative Compensation ("AAC") as set forth in Schedule A, Michigan Claims Tax, Pharmacy benefit fees as set forth in Schedule A, Health Care Provider Interest, and other fees and charges as set forth in Schedules A and B.

C. **"BCBS Plan"** means a company that has been licensed by BCBSA other than BCBSM.

D. **"BCBSA"** means the Blue Cross and Blue Shield Association.

E. **"BlueCard Program"** means the national program established by BCBSA under which Enrollee Claims are processed by BCBS Plans when Enrollees receive health care services outside of the geographic area that BCBSM serves. BCBSA mandates the policies, procedures and disclosures of the BlueCard Program and amends them from time to time. Schedule B sets forth BCBSA's required disclosures for the BlueCard Program and is incorporated into this Contract. If BCBSA amends the disclosures, such amendments shall automatically become a part of this Contract upon BCBSM giving 60 days prior written notice to Group.

F. **"Claim"** means a request for payment from a health care provider for a health care service provided to an Enrollee, with an incurred date for the service during the term of this Contract. Claims billed to Group include all amounts that BCBSM reimburses health care providers including both service-based and value-based reimbursement. BCBSM negotiates provider reimbursement rates on its own behalf and may set the rate for health care services to cover any BCBSM obligation to health care providers. BCBSM does not retain any portion of Claims as compensation. Provider reimbursement is governed by separate agreements with providers, BCBSM standard operating procedures for Claims, and BCBSM Quality Programs.

Claims received from an out-of-state BCBS Plan for a health care service provided to an Enrollee out-of-state are paid according to that BCBS Plan's health provider contracts and processed according to BlueCard Program standard operating procedures. Pursuant to the BlueCard Program, as described

in Schedule B, out-of-state Claims may include a BlueCard Access Fee for processing the claim. Out-of-state Claims are reported and billed to the Group as they are received by BCBSM from the out-of-state BCBS Plan.

G. **"Contract"** means this Administrative Services Contract – MOS Advance Deposit Program, as may be amended from time to time, and any Schedules, Parts, Exhibits and Addenda attached hereto and incorporated herein by reference.

H. **"Contract Year"** means the period from the Effective Date to the first Renewal Date, or the period from one Renewal Date to the next Renewal Date. If termination occurs other than at the end of a Contract Year, Contract Year means that period from the Effective Date or the most recent Renewal Date through the date of termination.

I. **"Coverages"** means the health care benefits set forth in Part C - Group Enrollment and Coverage Agreement, which is incorporated into this Contract.

J. **"Inmate"** means individuals which are eligible and enrolled for Coverage as designated by Group.

K. **"Enrollee"** means an individual that Group enrolled as an inmate.

L. **"ERISA"** means the Inmate Retirement Income Security Act of 1974, as amended, 29 USC 1101, *et seq*, and regulations promulgated thereunder.

M. **"Estimated Outstanding Liability (EOL)"** means an estimate of the Group's future liability, including but not limited to, IBNR Claims which will be paid by BCBSM on behalf of the Group during the Transition Assistance Period and which is the Group's obligation to pay pursuant to the provisions of this Contract.

N. **"HIPAA"** means the Health Insurance Portability and Accountability Act of 1996, as amended, Public Law 104 -191 of 1996, *et seq*, and regulations promulgated thereunder.

O. **"IBNR Claims"** means Claims which are incurred during the term of this Contract, including during the Transition Assistance Period, but have not been reported to the Group as Amounts Billed or paid and which remain the Group's liability.

P. **"PPACA"** means the Patient Protection and Affordable Care Act, as amended, Public Law 111-148 of 2010, *et seq*, and regulations promulgated thereunder.

Q. **"Quality Programs"** refer to BCBSM programs funded with value-based provider reimbursement. Quality Programs are governed by separate agreements with health care providers and are designed to improve health care outcomes and control health care costs.

R. **"Renewal Date"** means the date one year after the Effective Date, and the same date of every subsequent year. The Renewal Date may be changed by mutual agreement of BCBSM and Group.

S. **"Transition Assistance Period (TAP)"** means a period of twenty-four (24) months after Termination has been effectively demanded under Article IV, during which BCBSM shall provide those services, and Group shall perform those obligations, set forth in Article IV, Section B.

ARTICLE II
GENERAL RESPONSIBILITIES

A. **Claims Administrator Status.**

If the Plan is governed by ERISA, based on Group's disclosure of ERISA status in this Contract, Group hereby delegates to BCBSM the responsibility and discretionary authority as claims administrator to makes final benefit determinations and plan interpretations necessary to make those benefit determinations. BCBSM's claims administrator responsibilities extend only to the full and fair review of claims and administrative appeals as set forth in ERISA §503. By assuming these specifically delegated responsibilities as claims administrator, BCBSM does not thereby assume any other duty of the Group as Plan Administrator or any other fiduciary function Group performs on behalf of its Plan. Any determination or interpretation made by BCBSM pursuant to its claim determination authority is binding on the Enrollee, Group, and BCBSM unless it is demonstrated that the determination or interpretation was arbitrary and capricious. Group retains all other fiduciary responsibilities and duties under ERISA not specifically delegated to BCBSM in this Contract.

BCBSM shall not be responsible for Group's failure to meet any of its financial obligations or Plan Administrator responsibilities with respect to the Plan.

B. **Eligibility and Enrollment.**

Prior to the Effective Date, Group shall notify BCBSM of all Enrollees that will be covered by the Plan. During the term of this Contract, following agreed upon procedures, Group shall notify BCBSM of all changes in Plan enrollment. Until BCBSM has been properly notified of changes to Group's Plan enrollment, BCBSM shall continue to process Claims for Enrollees as listed on BCBSM's computer membership programs. Group represents and warrants that any eligibility and status changes it requests are compliant with and permissible under applicable state and federal law, including the PPACA; and, agrees that it will only request eligibility and status change requests that are compliant with and permissible under applicable state and federal law, including the PPACA.

C. **Claims Processing.**

During the term of this Contract, requests for payment from Michigan providers will be directly submitted to BCBSM and shall be processed according to BCBSM's standard operating procedures for Claims. Requests for payment from out-of-state providers may, depending on the type of request for payment, be directly submitted to the appropriate out-of-state BCBS Plan and shall be processed pursuant to the BlueCard Program as set forth in Schedule B.

D. **Disputed Claims.**

Group shall notify BCBSM in writing of any Claim that Group disputes within 60 days of Group's access to a paid Claims listing. BCBSM shall investigate such Claims and respond to Group within a reasonable time period. Upon BCBSM's request, Group shall execute any reasonably necessary documents that will allow BCBSM to recover any amounts that may be owed by a third party with respect to such disputed Claim. If BCBSM recovers any amount from a third party or if BCBSM determines that the disputed Claim is not Group's financial responsibility or is incorrect, then BCBSM shall give Group a credit for the recovered or corrected amount (reduced by any stop loss credits given by BCBSM relating to such disputed Claim).

E. **Subrogation.**

BCBSM shall be subrogated to all of Group's, the Plan's, or an Enrollee's rights with respect to any Claim, however, BCBSM is not obligated to institute or become involved in any litigation concerning such Claim. BCBSM will use reasonable efforts to identify Claims in which the Group may have a subrogation or reimbursement interest. BCBSM will evaluate information provided by the Enrollee and other sources to determine whether a subrogation or reimbursement interest exists. BCBSM will not be obligated to undertake any such recovery litigation unless mutually agreed to by BCBSM and Group in writing. Absent written agreement, should Group elect to pursue such recovery litigation,

BCBSM agrees to cooperate in Group's recovery efforts. BCBSM will remit to Group the funds recovered from third parties, less any expenses BCBSM has incurred in the recovery effort, including any attorney fees. BCBSM may assign or subcontract a portion of its duties under this provision of the Contract to third parties. Group will assist BCBSM or its assignee or subcontractor as reasonably necessary for BCBSM, its assignee, or subcontractor to carry out its duties under this provision.

Group authorizes BCBSM to act on behalf of Group and/or the Plan in any health care class action litigation of which BCBSM has knowledge, including but not by way of limitation, drug manufacturer and product liability litigation. BCBSM will take reasonable steps to notify Group of such class action litigation. Group will notify BCBSM if Group desires to independently pursue such litigation and BCBSM will reasonably cooperate with Group. As part of BCBSM's subrogation duties, BCBSM will use reasonable efforts to identify Claims that may be included in such class action litigation. BCBSM may institute and participate in such class action litigation, however, Group acknowledges that BCBSM is not obligated to do so unless BCBSM and Group otherwise agree in writing. Group will reasonably cooperate with BCBSM with respect to any such litigation. BCBSM may assign or subcontract a portion of its duties under this provision to third parties. Group authorizes BCBSM to settle or compromise any litigation and BCBSM will remit to Group any funds recovered, less any expenses that BCBSM has incurred in participation of such class action litigation.

F. **Litigation.**

If a third party initiates a claim, suit, or proceeding against the Plan, Group, or BCBSM relating to benefits payable under the Plan or any of the administrative services subject to this Contract ("Litigation"):

1. Each party shall provide prompt written notice of the Litigation to the other party if served with such Litigation.

2. Group may, with BCBSM's consent, request that BCBSM select counsel and defend litigation. BCBSM retains the right to deny this request and enforce Group's obligation to defend the Litigation.

3. Whenever Group or BCBSM is a party in any Litigation, regardless of who is obligated to defend the litigation, Group and BCBSM each reserve the right, at its own cost and expense, to retain counsel to protect its own interests.

4. Regardless of who is obligated to defend the litigation, Group and BCBSM shall reasonably cooperate with each other to provide all relevant information and documents within their respective control that are not subject to a privilege or confidentiality obligation; and to reasonably assist each other to defend, settle, compromise, or otherwise resolve the Litigation. Whenever either party is served with any Litigation, the party served shall take all steps necessary to prevent a default in the Litigation prior to determining which party will defend such Litigation.

5. BCBSM shall have full authority to settle or compromise such Litigation, without Group's specific consent, unless:

   a. $50,000 or more is at issue in the Litigation;
   b. State tax issues or mandated benefit issues are part of the Litigation and Group has requested BCBSM to defend the Litigation; or
   c. Settlement of the Litigation could have a material adverse impact on Plan costs or administration.

   If Group's consent to settle or compromise Litigation is required, such consent shall not be unreasonably withheld. If Group withholds consent for any reason and the final resolution of the Litigation is equal to or greater than a settlement or compromise proposed by BCBSM, Group shall pay BCBSM the additional cost of any subsequent settlement, compromise or judgment including all of BCBSM's reasonable attorney fees and costs for proceeding with the Litigation.

6. When Group is obligated to defend the Litigation, Group shall have full authority to settle or compromise such Litigation without BCBSM's consent, unless BCBSM has notified Group that the Litigation may have a material adverse impact on BCBSM.

   If BCBSM's consent to settle or compromise Litigation is required, such consent shall not be unreasonably withheld. If BCBSM withholds consent for any reason and the final resolution of the Litigation is equal to or greater than a settlement or compromise proposed by Group, BCBSM shall pay the additional cost of any subsequent settlement, compromise or judgment including all of Group's reasonable attorney fees and costs for proceeding with the Litigation.

7. When BCBSM defends the Litigation, the cost and expenses of such defense shall be paid by BCBSM. The cost and expenses of such defense shall include reasonable attorney fees and other reasonable litigation costs, however, any settlement or payment of amounts that are the financial responsibility of Group, including but not limited to Claims, (via judgment, award, etc.) shall be paid by Group.

8. Subject to paragraph 7 above, when the Group defends the Litigation, the cost and expenses of such defense shall be paid by Group. The cost and expenses of such defense shall include reasonable attorney fees and other reasonable litigation costs and any settlement or payment for benefits or Claims shall be paid by Group.

G. **Group Audits.**

Group, at its own expense, shall have the right to audit Claims incurred under this Contract; however, audits shall not occur more frequently than once every twelve months and shall not include Claims from previously audited periods or Claims paid prior to the last 24 months. Both parties acknowledge that Claims with incurred dates over two years old may be more costly to retrieve and that it may not be possible to recover over-payments for these Claims; however, BCBSM shall use best efforts to retrieve such Claims.

All audits shall be conducted pursuant to BCBSM corporate policy and other requirements at the time of the audit. The parties acknowledge staffing constraints may exist in servicing concurrent Group initiated audits. Therefore after notice from Group requesting an audit, BCBSM will have 60 to 90 days, depending on scope and sample size, to begin gathering requested documentation and to schedule the on-site phase of the audit.

Sample sizes shall not exceed 200 Claims and shall be selected to meet standard statistical requirements (i.e., 95% Confidence Level; precision of +/- 3%). Group shall reimburse BCBSM for Claims documentation in excess of 200 Claims at $50 per Claim.

Following the on-site activity and prior to disclosing the audit findings to Group, the auditor shall meet with BCBSM Management and present the audit findings. BCBSM, depending upon the scope of the audit, shall be given a reasonable period of time to respond to the findings and provide additional documentation to the Auditor before the Auditor discloses the audit findings to the Group.

BCBSM shall have no obligation to make any payments in connection with audit findings to Group unless there has been a recovery from the provider, Enrollee, or third-party carrier as applicable. No adjustments or refunds shall be made on the basis of the auditor's statistical projections of sampled dollar errors. An audit error will not be assessed if the Claim payment is consistent with BCBSM policies and procedures, or consistent with specific provisions contained in this Contract or other written Group instructions agreed to by BCBSM.

Prior to any audit, Group and BCBSM must mutually agree upon any independent third party auditor that Group wishes to perform the audit. Additionally, prior to audit, Group and any third party auditor shall sign all documents BCBSM believes necessary for the audit which will, at a minimum, provide for: the scope of the audit; the costs for which BCBSM is to be reimbursed by Group; the protection of confidential and proprietary information belonging to BCBSM, and of any patient

specific information; and the indemnification and hold harmless of BCBSM from any claims, actions, demands or loss, including all expenses and reasonable attorney fees, arising from any suit or other action brought by an individual or provider to the extent caused by Group or its auditor.

Group shall provide BCBSM with a copy of any internal audit or review of the services performed under any agreement with BCBSM.

H. **Disclosures.**

Group shall disclose the following to Enrollees in writing:

1. BCBSM services being provided.
2. BCBSM does not insure any Enrollees.
3. Group is responsible for the payment of Claims.
4. Group is responsible for changes in Plan benefits.
5. Group is responsible for enrollment.

I. **Health Care Provider Interest.**

Group acknowledges that various states including Michigan have enacted prompt payment legislation with respect to the payment of Claims that may require the payment of interest to providers under circumstances dictated by statute. BCBSM will invoice the Group for any interest required by statute and Group shall pay such interest. Additionally, out-of-state Claims may be inclusive of any interest owed by statute or required by the terms of provider contracts with the out-of-state BCBS Plan. Out-of-state Claims are reported and billed to Group as submitted to BCBSM by the out-of-state BCBS Plan.

J. **Confidentiality.**

The terms of this Contract and the items set forth below are confidential and shall not be disclosed or released to a third party without the prior written consent of BCBSM, unless required by law.

1. Claim Information
   Enrollee personal or individually identifiable health information.

2. Provider Proprietary Information
   Health care provider names, addresses, tax identification numbers, and financial amounts paid to such providers.

3. BCBSM and Other BCBS Plan Proprietary Information
   BCBSM's or any other BCBS Plan's methods of reimbursement, amounts of payments, discounts and access fees; BCBSM's administrative fees and, if applicable, stop loss fees; those processes, methods, and systems developed for collecting, organizing, maintaining, relating, processing and transacting comprehensive membership, provider reimbursement and health care utilization data.

K. **Amounts Billed.**

1. Claims:

   The Claims billed to Group include both service-based and value-based reimbursement to health care providers. Group acknowledges that BCBSM's negotiated reimbursement rates include all reimbursement obligations to providers including provider obligations and entitlements under BCBSM Quality Programs. Service-based reimbursement means the portion of the negotiated rate attributed to a particular health care service. Value-based reimbursement is the portion of the negotiated reimbursement rate attributable to BCBSM Quality Programs, as described in the Exhibit to Schedule A.

   BCBSM negotiates provider reimbursement rates and settles provider obligations on its own behalf, not Group. Through this contract, Group receives the benefit of BCBSM provider rates, but

it has no entitlement to a particular rate or to unbundle the service-based or value-based components of Claims. BCBSM does not retain any portion of Claims as compensation. All amounts collected from Group in Claims are used to satisfy provider obligations. Group agrees to pay Claims as defined herein.

Out-of-state Claims processed through the BlueCard Program, shall be calculated according to the BlueCard Program policies and procedures, as set forth in Schedule B.

2. Additional Administrative Compensation:

Group shall pay Additional Administrative Compensation ("AAC") as set forth in Schedule A unless the Group has elected a Full Fixed Administrative Fee in lieu of AAC. AAC is calculated as a percentage of BCBSM discounts on Michigan hospital Claims with a cap and floor as set forth in Schedule A.

3. Health Care Provider Interest:

See Article II.I.

4. Taxes and Surcharges:

State and Federal governments may impose surcharges or taxes on Claims. The State of Michigan imposes a tax on all Michigan Claims for Michigan residents. Tax rates are governed by applicable law.

Such surcharges or taxes, where imposed by law, may be invoiced to Group or billed and reported to Group in Claims. Group agrees to pay all such surcharges or taxes.

5. Pharmacy Benefits Services:

If Group elects BCBSM pharmacy benefits, Amounts Billed shall include pharmacy Claims and any claims processing, pharmacy fees, and rebate processing fees set forth in Schedule A.

6. Amounts Billed shall also include any fee or charge identified in Group's Schedule A, including but not limited to Group's Administrative Fee.

L. **Coordination with Medicare.**

Group shall timely notify BCBSM whether Medicare is the primary payer for Claims of any Enrollee. BCBSM shall change such Enrollee's eligibility record within 15 business days of BCBSM's receipt of Group's notice. Group shall indemnify and hold harmless BCBSM for any claim, demand, judgment, penalty or other liability that arises out of Group's failure to provide timely notice to BCBSM.

M. **Pharmacy Benefits.**

To the extent Group has engaged BCBSM to administer prescription drug claims for its Plan, BCBSM or its subcontractor shall process all prescription drug claims according to Group's benefit design and BCBSM's participating pharmacy contracts.

Group acknowledges that payments to participating pharmacies may include prescription drug costs, dispensing fees, and incentive fees for dispensing a generic drug or compounding a prescription drug.

Group authorizes BCBSM to act and serve as Group's exclusive agent for the purpose of negotiating with and obtaining rebates from pharmaceutical manufacturers. Group understands and agrees that BCBSM may directly contract with pharmaceutical manufacturers or BCBSM may contract with various subcontractors that have contracts with pharmaceutical manufacturers. BCBSM's rebate administrators retain a portion of the total rebates collected from drug manufacturers as a rebate administration fee. BCBSM will pass on to Group rebates net of rebate administration fees. If BCBSM

receives rebate adjustments or de minimis amounts of unidentifiable rebates that cannot practicably be tied to particular claims, BCBSM will proportionally allocate those rebate amounts to customers with pharmacy benefits.

Pharmacy administration fees and rebate administration fees are set forth in Schedule A.

ARTICLE III
FINANCIAL RESPONSIBILITIES

A. **Group Responsibilities.**

Group shall be liable for all risks, financial obligations, the Advance Deposit, Amounts Billed, fees, and interest set forth in this Contract, including Schedules A, B, and C. Group shall also be liable for any statutory court costs and attorney's fees awarded by a court to Enrollees, and all other liabilities which BCBSM may assume or which might otherwise attach with respect to the administration of Coverages pursuant to this Contract, including Schedules A, B, and C. Group shall make full payment and satisfaction to BCBSM for all amounts resulting from such risks, financial obligations, and liabilities.

B. **Scheduled Payments by Group**.

Group shall pay to BCBSM Amounts Billed, administrative fees, stop-loss fees (if applicable), amounts that BCBSM determines are necessary to maintain the Advance Deposit and Hospital Advance, and any other amounts owed by Group pursuant to this Contract and as set forth on a monthly invoice to Group.

C. **Interest**.

Pursuant to the instructions in Schedule A, Group shall make payments to a designated BCBSM bank account, which funds other BCBSM accounts. To the extent any of those bank accounts are interest bearing, BCBSM retains any interest earned and will not pay or credit any interest to Group. Additionally, banks holding BCBSM accounts may retain float interest earned on transactions with the funds in those accounts.

D. **Schedule A Renewals.**

Thirty (30) days prior to each Renewal Date, BCBSM shall send Group a Schedule A for the new Contract Year with all pricing terms, including BCBSM's administrative fee, applicable AAC, interest rates, and any new Michigan hospital advance. Such Schedule A may specify the pricing terms for a single Contract Year or, with the agreement of BCBSM and Group, may specify the pricing terms for multiple Contract Years. The renewal term Schedule A as received by the Group shall be considered fully executed and effective on the Renewal Date unless the Group notifies BCBSM prior to the Renewal Date that the contract will not be renewed.

E. **Group's Payments.**

Group shall make payments of all amounts due to BCBSM within one business day of the payment day set forth in the Payment Schedule. In addition, Group shall pay to BCBSM any separately invoiced amounts within fifteen (15) days of invoice or settlement receipt.

If Group's payment is more than one business day late, Group shall pay a late fee of the lesser of two percent (2%) of any outstanding amount due or the maximum amount permitted by law. In addition, BCBSM may cease to process Claims retroactive to the last date for which full payment was made.

F. **Settlements.**

1. Annual Settlements. Group shall receive its Annual Settlement approximately one hundred twenty (120) days after the end of each Contract Year. Amounts owed to Group or BCBSM shall be identified in the Annual Settlement and included in the next Quarterly Payment Period calculation. Because reconciliation of Group's hospital Claims depends on BCBSM's final settlement with the hospitals, a separate settlement process called CSR, explained below, captures that reconciliation.

   If the Group has an arrangement whereby it pays AAC, the total AAC reported to Group with the Annual Settlement equals the total amount of AAC collected from Group during the year in Amounts Billed less any AAC that was refunded to Group pursuant to a stop-loss insurance policy with BCBSM. If the total AAC exceeds the maximum AAC set forth in Schedule A, BCBSM shall return the excess AAC to Group. If the total AAC is less than the minimum AAC set forth in Schedule A, Group shall pay BCBSM the shortfall. Neither Group nor BCBSM shall pay any interest on these payments/refunds.

2. Customer Savings Refund. Customer Savings Refund (CSR) is the annual report reconciling Group's Amounts Billed during the 12-month period 7/1 – 6/30 with any of the following items settled during the same period: (1) retroactive adjustments made in the Michigan Hospital Settlement (MHS), explained below, (2) drug rebates received pursuant to Group's Pharmacy Benefits arrangement, (3) class action recoveries, and (4) any other settlements from litigation and provider audits for which claim readjudication is not practicable.

   If a refund is due, Group will receive a CSR payment in the year following the close of the CSR period. In the case of a liability resulting from the MHS, the liability will be reported to Group in the year following the close of the CSR period. A liability will accumulate with interest and be offset against future CSR payments. BCBSM may in its sole discretion elect not to offset any MHS liability against some or all drug rebates.

   MHS liabilities will continue to accumulate from year to year unless Group elects to pay the liability or CSR payments in subsequent years exceed the amount of Group's outstanding MHS liability. BCBSM may in its sole discretion invoice Group for some or all of Group's CSR liability, which invoice shall be paid within thirty (30) days of receipt by Group.

   The MHS is designed to reconcile amounts BCBSM paid to a hospital during a year with the total amount of reimbursement due to the hospital. Pursuant to separate agreements between BCBSM and Michigan hospitals, BCBSM makes periodic estimated payments to each hospital based on expected claims for all BCBSM customers. At the end of the contract year with the hospital, BCBSM settles the amount the hospital received in payments with actual claims experience, hospital reward and incentive payments under Quality Programs, and hospital obligations to Quality Programs. The MHS will result in a gain or loss applied to Group's CSR.

   Group will not receive a CSR or incur adjusted liability attributable to a particular hospital until after the finalization of the MHS for a particular hospital. Group's refund or liability attributable to a particular hospital gain or loss, respectively, is proportionate to Group's utilization for that hospital.

G. **Changes in Enrollment or Coverages – Effect on Pricing Terms.**

If there is more than a 10 percent (10%) change in the number of Enrollees from the number stated in Schedule A during any month of the Contract Year or a change in Coverages, BCBSM may immediately revise any affected pricing terms in the Schedule A to reflect such changes in Enrollment and/or Coverages. Any revisions will be effective beginning with the next Quarterly Payment Period following thirty (30) day notification by BCBSM to the Group. The revised Schedule A will be treated as executed by Group and effective as of the date it is received by Group.

ARTICLE IV
TERMINATION AND TERMINATION ASSISTANCE

A. **Termination & Notice.**

1. With or Without Cause. Either party may with or without cause provide notice of intent to terminate this Contract by giving written notice to the other party. For the ninety (90) days following such written notice, each Party's obligations and entitlements will remain unaltered. At the conclusion of this ninety (90) day notice period, no claims with service dates following the conclusion of the ninety (90) day notice period will be approved and the Transition Assistance Period ("TAP") will begin, which will conclude 24 months later, at which time the contract will be terminated.

2. Nonpayment, Partial Payment, Insolvency, or Bankruptcy. Notwithstanding any other Contract provisions, if Group fails to timely pay any amounts owed or becomes insolvent or files for bankruptcy protection, BCBSM may at its option, after giving five (5) days notice in writing, cause the contract to immediately enter the TAP.

3. Termination within the First Contract Year. If Group gives notice of termination of the Contract before the end of the first Contract Year or if BCBSM terminates the contract under paragraph (2.) before the end of the first Contract Year, Group's total administrative fee liability to BCBSM shall be twelve months of administrative fees at the rate stated in Schedule A in order to compensate BCBSM for the costs of setting up and implementing the arrangement. Group's termination liability for administrative fees shall be determined using the average monthly enrollment prior to termination times twelve months, and shall be net of administrative fees paid prior to termination.

B. **Transition Assistance Period.**

Once written notice of termination has been given under Section A of this Article and the notice period has expired, the parties will continue to perform, and this Contract will continue, with respect to each party's obligations related to the wind-down of this Contract as set forth in this Section for the TAP. Upon the expiration of the TAP, this Contract shall terminate. The date on which the applicable notice period has expired following a termination trigger and on which the TAP commences will be called the "TAP Effective Date."

1. End of Coverage. Notwithstanding any other provisions contained herein, neither BCBSM nor any BCBS Plan shall have any obligation for payment for any health care services which are incurred after the TAP Effective Date.

2. Obligation to Pay. Notwithstanding any other provisions contained herein, Group's obligation to pay amounts incurred under the Contract shall survive during the TAP, and Group shall continue to timely pay all amounts owed. All Claims incurred prior to the TAP Effective Date, but not paid before that date, shall be processed by BCBSM or other BCBS Plans pursuant to the terms and conditions in this Contract and separate agreements with providers. Group agrees that it shall have no right to have any Claims incurred before the TAP Effective Date processed by a replacement carrier or administrator.

   BCBSM retains the right to cease paying Claims if, during the TAP, Group fails to timely pay BCBSM for Amounts Billed and/or if Group is insolvent and/or files for bankruptcy protection. Group represents and warrants that it understands that it will be solely liable for any Claims BCBSM does not pay as a result of Group's failure to make timely payment to BCBSM, and Group will indemnify, defend, and hold BCBSM harmless for any Litigation or other adversary proceeding brought by an Enrollee whose claim was not paid by BCBSM as a result of Group's failure to timely pay BCBSM. This paragraph is independent of BCBSM's rights under Art. IV.A.2.

3. Claim Payments. For the twenty-four (24) months after the TAP Effective Date, Group shall make monthly payments in the same manner as prior to the TAP Effective Date, however, Group shall

pay the fixed administrative fee only for the first two months after the date of termination. AAC, if any, will continue to be paid for the TAP. After six months from the TAP Effective Date, BCBSM shall offset any Amounts Billed against the Advance Deposit and the Michigan hospital advance.

4. Settlement-Last Contract Year. Within one hundred eighty (180) days following the TAP Effective Date, BCBSM shall prepare a settlement statement for the last Contract Year. Such settlement statement shall include any compensation to BCBSM, including administrative fees.

5. Interest. If the total amount of the estimated Amounts Billed included in the payments made during the first three (3) month period following termination exceed the actual Amounts Billed during the period, BCBSM will pay the Group interest at the rolling twelve-month average of the 90-day T-Bill rate on the average monthly balance of any excess. The total amount of any excess will be included in the settlement for the last Contract Year.

6. Final Calculation and Notifications of EOL. Within ninety (90) days after the expiration of the Transition Assistance Period, BCBSM will prepare a final settlement of the EOL and will refund any positive balance or invoice Group for any negative balance. Any negative balance will be due within ten (10) days of the date of invoice. The payment to Group or to BCBSM as provided in the immediately preceding sentence shall fully and finally settle, release, and discharge each party from any and all claims that are known, unknown, liquidated, non-liquidated, incurred-but-not-reported, adjustments, recoupments, receivables, recoveries, rebates, hospital settlements, and other sums of money due and owing between the parties and arising under this Contract.

7. Group Duty to Notify/Indemnity. Group shall notify BCBSM if, as a result of its insolvency or other status, another party is required by law to receive any refunds, payments, or returned funds from BCBSM under this Article IV. Group shall indemnify, defend, and hold BCBSM harmless for any liability, including attorney fees, resulting from Group's failure to notify BCBSM under this paragraph.

C. **Conversion to Underwritten Group.**

If Group converts from a self-funded group to a BCBSM underwritten group, Group shall continue to be obligated for any EOL and Group shall timely pay the amounts due and owing under this Contract in addition to any premium payments as a BCBSM underwritten group.

ARTICLE V
GENERAL PROVISIONS

A. **Entire Agreement.**

This entire Contract, including Schedules, represents the entire understanding and agreement of the parties regarding matters contained herein. This Contract supersedes any prior verbal or written agreements and understandings between the parties and shall be binding upon the parties, their successors or assigns.

B. **Indemnity.**

Group agrees to indemnify, defend and hold BCBSM harmless from any claims resulting from Group's breach of any term of this Contract and/or breach of any obligation or duty not expressly delegated to BCBSM in this Contract, including, but not limited to, Group's obligation to manage enrollment, to disclose Plan information to Enrollees, to respond to requests for Plan documents, and to read and understand the terms of this Contract.

The indemnity and hold harmless provisions of this Contract shall survive the termination of the Contract.

C. **Service Mark Licensee Status.**

BCBSM is an independent licensee of BCBSA and is licensed to use the "Blue Cross" and "Blue Shield" names and service marks in Michigan. BCBSM is not an agent of BCBSA and, by entering into this Contract, Group agrees that it made this Contract based solely on its relationship with BCBSM or its agents. Group agrees that BCBSA is not a party to this Contract, has no obligations under this Contract, and that no BCBSA obligations are created or implied under this Contract.

D. **Notices.**

Unless otherwise provided in this Contract, any notice required shall be given in writing and sent to the other party either by hand-delivery, electronic mail message to designated representative of the other party, or postage pre-paid US first class mail at the following address or such other address as a party may designate from time to time.

If to Group:	If to BCBSM:
Current address shown on BCBSM Group Header	Blue Cross Blue Shield of Michigan 600 Lafayette East, Mail Code B612

E. **Bankruptcy.**

Neither BCBSM nor any other BCBS Plan shall have any obligation to continue paying Claims in the event of Group's bankruptcy or other insolvency. BCBSM, in its sole discretion, may continue paying Claims in such instance. Detroit, Michigan 48226-2998

F. **Amendment.**

This Contract may be amended only by a written agreement duly executed by authorized representatives of each party provided, however that this Contract may be amended by BCBSM upon written notice to Group in order to facilitate compliance with applicable law including changes in regulations, reporting requirements or data disclosure as long as such amendment is applicable to all BCBSM groups that would be similarly affected by the legal change in question. BCBSM will provide thirty (30) calendar days notice of any such amendment and regulatory provision, unless a shorter notice is necessary in order to accomplish regulatory compliance.

Upon request by Group BCBSM will consult with Group regarding the regulatory basis for any amendment to this Contract as a result of regulatory requirements.

G. **Severability.**

The invalidity or nonenforceability of any provision of this Contract shall not affect the validity or enforceability of any other provision of this Contract.

H. **Waiver.**

The waiver by a party of any breach of this Contract by the other party shall not constitute a waiver as to any subsequent breach.

I. **Law.**

This Contract is entered into in the State of Michigan and, unless preempted by federal law, shall be construed according to the laws of Michigan. Group agrees to abide by all applicable state and federal law. Group agrees that, where applicable, the federal common law applied to interpret this Contract shall adopt as the federal rule of decision Michigan law on the interpretation of contracts.

J. **HIPAA.**

1. Group Certification.

   Group certifies that it is the Plan Sponsor and Plan Administrator, performs Plan administration functions, needs access to Enrollee protected health information to carry out such administration functions, and has amended the Plan documents to comply with the requirements of 45 CFR 164.504(f)(2). BCBSM is therefore authorized to provide Group with the minimum necessary Enrollee protected health information for Group to perform its plan administration functions.

2. Business Associate Agreement.

   The parties shall enter into a business associate agreement.

K. **Surcharges and Taxes.**

The Federal government or various states may impose health related surcharges or taxes with respect to medical services or Claims to cover the cost of, but not by way of limitation, indigent care or graduate medical education. Group acknowledges that such surcharges or taxes may be added to the cost of Claims or separately invoiced to Group. Group shall pay such surcharges or taxes.

L. **Advisors.**

Each party acknowledges that it has had full opportunity to consult with such legal and financial advisors as it has deemed necessary or advisable in connection with its decision knowingly to enter into this Contract. Neither party has executed this Contract in reliance on any representations, warranties, or statements made by the other party hereto other than those expressly set forth herein.

M. Force Majeure.

Neither BCBSM nor Group shall be deemed to have breached this Contract or be held liable for any failure or delay in the performance of all or any portion of its obligations under this Contract if prevented from doing so by acts of God or the public enemy, fires, floods, storms, earthquakes, riots, strikes, boycotts, lock-outs, wars and war-operations, restraints of government, power or communication line failure, judgment, ruling, order of any federal or state court or agency of competent jurisdiction, change in federal or state law or regulation subsequent to the execution of

this Contract, or other circumstances beyond the party's reasonable control for so long as such "force majeure" event reasonably prevents performance.

N. **Group Disclosure of Other Coverage Vendors.**

Group agrees that, to the extent that BCBSM does not administer all of Plan's "essential health benefits," as that term is defined by the PPACA, Group shall identify for BCBSM all those vendors ("Vendors") that are also providing or administering essential health benefits to the Plan's participants, the benefits the Vendors are providing to them, the number of participants receiving such benefits, and the cost sharing arrangements for such benefits.

In addition, Group shall cause its officers, directors, inmates, and representatives and Vendors' officers, directors, inmates and representatives to fully and timely cooperate with BCBSM and provide it with the necessary information for BCBSM to ensure its compliance and that of the Plan with PPACA to the extent BCBSM is obligated to do so by law or by contract. This information includes, but is not limited to, social security numbers or other forms of government identification numbers of each Plan participant and beneficiary.

Group is solely responsible to ensure Group's maximum out-of-pocket amount is in compliance with PPACA. If BCBSM agrees to assist Group in determining whether Group's maximum out-of-pocket amount is in compliance with PPACA, then Group authorizes all Vendors to, and shall inform the Vendors in Group's contract with them that they must, effective on the beginning of the Group's first plan year on or after January 1, 2014, disclose to BCBSM on a daily basis (or some other regularly scheduled period as determined by BCBSM) all claims data for the essential health benefit(s) of Plan participants and beneficiaries that they possess.

O. **Other Data Requirements.**

Group agrees to provide to BCBSM all data reasonably necessary for BCBSM to comply with the requirements of PPACA or other applicable federal or state laws. Such data includes, but is not limited to, all Enrollee data needed to comply with any reporting or other requirements of PPACA, *e.g.*, the employer's share of any premium and social security or tax identification numbers. Group certifies that if it fails to provide all the data requested and if it has provided such information to BCBSM in response to a previous request, then Group shall be deemed to have certified to BCBSM that such information previously supplied remains correct and can be relied upon.

Group and Group's Vendors will maintain relevant books, records, policies, procedures, internal practices, and/or data logs relating to this Contract in a manner that permits review for a period of seven (7) years or (ten (10) years in the case of Medicare/Medicaid transactions) after the expiration of this Contract. With reasonable notice and during usual business hours, BCBSM, or its designated third party (with appropriate confidentiality obligations), may audit those relevant books, records, policies, procedures, internal practices, and/or data logs of Group and/or its Vendors, as necessary, to verify calculations related to the imposition of any taxes and fees under PPACA or other federal or state laws and to ensure compliance with this Contract and any applicable federal and state laws. Group shall cooperate with BCBSM in all reasonable respects in connection with such audits.

BCBSM's failure to detect, failure to notify Group of detection, or failure to require Group's remediation of any unsatisfactory practices does not relieve Group of its responsibility to comply with this Contract or applicable law, does not constitute acceptance of such practice, and does not constitute a waiver of BCBSM's enforcement rights under this Contract or applicable law.

If Group conducts, or contracts to have conducted, an internal audit or review of the services performed under any agreement with BCBSM, Group shall provide BCBSM with a copy of such audit or review within thirty (30) days of BCBSM's written request. This also applies to audits/reviews performed by or at the request of any federal or state regulatory agencies of BCBSM services. The selection of an independent auditor by Group to conduct an internal audit of Group does not preclude BCBSM from conducting an audit in accordance with the terms contained herein.

The provisions of this Section shall survive the termination of this Contract.

P. **Grandfather Status; Women's Preventative Care Religious Exemption.**

Group acknowledges and agrees that unless a written certificate of grandfather status and indemnity in form and substance satisfactory to BCBSM was previously provided to BCBSM by Group or, for a Group new to BCBSM as of January 1, 2013, was provided to and accepted by BCBSM concurrently with the signing of this Contract, Group will be considered non-grandfathered for all purposes.

In addition, Group acknowledges that the health care coverages provided to its Enrollees will include recommended women's preventive health services without cost sharing (as required by PPACA) unless the Plan (i) is a grandfathered group health plan that has not provided such coverage or (ii) qualifies as either an exempt group health plan or one eligible for the temporary safe harbor under PPACA and has provided a certificate to that effect in form and substance satisfactory to BCBSM.

Q. **Summary of Benefits and Coverage.**

Group is solely responsible for compliance with the federal Summary of Benefit and Coverage (SBC) rules, including SBC creation and distribution. BCBSM does not assume any responsibility for SBC rule compliance relating to the Plan, or for creation or disclosure of compliant SBCs. BCBSM disclaims any liability or responsibility for any non-compliance by Plan with SBC rules and regulations relating to creation, disclosure or other requirements.

R. **Plan Year.**

Group's Plan Year, as that term is defined in PPACA, is the one year period beginning on the Effective Date and ending one year (or less) later on the last day of the month immediately preceding the month in which the Effective Date falls ("Effective Date Month"). Each Plan Year thereafter shall begin on the first day of the Effective Date Month and end one year later.

If Group's Plan Year that is not consistent with that reflected in the preceding paragraph, Group will promptly notify BCBSM in writing. Group will notify BCBSM at least six months in advance of any change in the Plan Year.

S. **Knowing Assent.**

Group acknowledges that it has had full opportunity to consult with such legal and financial advisors as it has deemed necessary or advisable in connection with its decision knowingly to enter into this Contract. Group acknowledges that it is its obligation as Plan Fiduciary to determine whether the financial arrangements set forth in this Contract and Schedules are an appropriate Plan expense and for the exclusive benefit of the Plan. Group acknowledges that it has had any questions about this Contract posed to BCBSM fully answered to Group's satisfaction.

Neither party has executed this Contract in reliance on any representations, warranties, or statements other than those expressly set forth herein.

T. **Group Health Plan Type; Attestation.**

Is Groups' Plan governed by ERISA? ☐ Yes. X - No.

Group attests that, to the best of its knowledge, this response is correct and acknowledges that BCBSM will rely on this response to determine requirements applicable to Group and the performance of this Contract.

AGREED AND ACCEPTED.

BCBSM: **GROUP:**

By: (Signature)	**By:** (Signature)
Name: (Print)	**Name:** (Print)
Title:	**Title:**
Date:	**Date:**

By: (Signature)	**By:** (Signature)
Name: (Print)	**Name:** (Print)
Title:	**Title:**
Date:	**Date:**

98

Cheboygan County
Board of Commissioners' Meeting

October 11, 2016

Title: 2017 Salary & Wage Resolution - Elected Officials #16-020	
Summary: The following wage and salary resolution for Elected Officials was created based on recommendations from the Policy and Procedures Committee.	
Financial Impact: $3,690.31 decrease in salaries with estimated fringe savings calculated at 26%, for a total decrease of approximately $4,650 to the 2017 budget	
Recommendation: Adopt the 2017 Salary and Wage Resolution – Elected Officials #16-020 and authorize the Chair to sign.	
Prepared by: Kari Kortz	**Department:** Finance

2017 Salary and Wage Resolution
Elected Officials
Approved 16-020 on October 11, 2016

	2016 Salary	2017 Increase / Decrease %	2017 Increase / (Decrease) $	2017 Salary
BOARD of COMMISSIONERS				
Chairperson	$ 5,250.00	0.00%	$ -	$ 5,250.00
Commissioner	$ 4,750.00	0.00%	$ -	$ 4,750.00
CLERK / REGISTER of DEEDS				
Clerk/Register of Deeds (Inclusive)	$ 67,833.77	-4.18%	$ (2,833.77)	$ 65,000.00
PROSECUTOR				
Prosecuting Attorney	$ 97,726.61	1.00%	$ 977.27	$ 98,703.88
SHERIFF				
Sheriff	$ 76,810.23	3.15%	$ 2,419.52	$ 79,229.75
TREASURER				
Treasurer^	$ 66,453.33	-6.70%	$ (4,453.33)	$ 62,000.00
^ - Funded 10% from Fund 517 - Tax Foreclosure Fund				
OTHER				
Drain Commissioner	$ 800.00	25.00%	$ 200.00	$ 1,000.00
Surveyor	$ 800.00	25.00%	$ 200.00	$ 1,000.00

NOTES RELATED TO THE 2017 SALARY AND WAGE RESOLUTION - ELECTED OFFICIALS

Per Diems
Board Per Diems are set at $40/$80**.
*** More than 1 meeting per day / full day meeting (over 2.5 hours) / out of County meeting*
Maximum of $800 per Fair Board Member, based on level of participation.

Pursuant to section 46.415 section (2) of Public Act 261 of 1966
Members of the county board of commissioners shall receive per mile mileage reimbursement as established for state officers by the Michigan state officers compensation committee - currently set at .54 per mile.

Pursuant to section 45.421 section 1 (1) of Public Act 154 of 1879
The annual salary of each salaried county officer, which is by law fixed by the county board of commissioners, shall be fixed by the board before November 1 each year and shall not be dimished during the term for which the county officer has been elected or appointed, but may be increased by the board during the officer's term, therefore, at the October 11, 2016 meeting, the Board of Commissioners accepted the following recommendations of the Board Appointments and Procedures Committee as it relates to the salaries of the Board of Commissioners for the 2017-2018 (2-year term):

Board of Commissioners' salaries for the 2017-2018 term will remain unchanged from that of the 2015-2016 term.

Pursuant to section 8(2) of MCLA 224.8 of Public Act 283 of 1909
The county board of commissioners shall fix the compensation of county road commissioners and, therefore, the Cheboygan County Board of Commissioners sets the salary and per diems of the Cheboygan County Road Commissioners equal to the salary and per diems of the Cheboygan County Board Commissioners (as noted above).

Notes Related to Pensions of Road Commissioners
Re-elected Road Commissioners shall maintain their current retirement benefit plan for the new term. Newly elected officials shall receive a payment of 5% into a defined contribution plan with an additional 1% match for each percentage placed into the account by the Commissioner up to 3% for a total of up to 11%.

NOTES RELATED TO THE 2017 SALARY AND WAGE RESOLUTION - ELECTED OFFICIALS CONTINUED

On October 11, 2016, the Board of Commissioners accepted the following recommendations of the Board Appointments and Procedures Committee, as it relates to the salaries of the Clerk/Register of Deeds, Prosecutor, Sheriff, Treasurer and Other Elected Officials:

Clerk/Register of Deed's salary for 2018, 2019 and 2020
The raise for each of these years will be reevaluated at budget time.

Prosecutor's salary for 2018, 2019 and 2020
The raise for each of these years will be reevaluated at budget time.

Sheriff's salary for 2018, 2019 and 2020
The raise for each of these years will be reevaluated at budget time.

Treasurer's salary for 2018, 2019 and 2020
The raise for each of these years will be reevaluated at budget time.

Drain Commissioner's salary for 2018, 2019 and 2020
The salary for each of these years will remain unchanged.

County Surveyor's salary for 2018, 2019 and 2020
The salary for each of these years will remain unchanged.

Notes Related to Pensions of Elected Officials

Re-Elected County Officials retirement benefit plan shall be theB-4 / FAC-3 with the F55 (20) waiver within the Michigan Municipal Employee's Retirement System (MERS). Under this retirement program the Board of Commissioners, Clerk, Prosecutor and Treasurer shall contribute 3.5% of their income each year. The Sheriff shall contribute 3% of their income each year.

Effective January 1, 2016, the program of retirement benefits for all newly Elected County Officials shall be the MERS 1.25% retirement at age 60 Hybrid Plan. Under this plan the County will pay the defined benefit cost of the plan while the Elected Official will pay up to 3% into the defined contribution plan. The County will pay the difference between the 8% and defined benefit cost into the Elected Officials defined contribution plan. The total cost of employer contribution for both defined contribution and defined benefit plan of Hybrid will not exceed 8%, if employer contribution for defined benefit exceeds 8% Employers contribution into DC will cease to exist and employer will pay full cost of DB plan. Newly elected officials who are current employees of the County may select to stay in their current MERS B-4 Plan.

Adopted by the Cheboygan County Commissioners on the following date to be effective January 1, 2017.

*Signed by:*_____ *Date Signed:*_____
Peter Redmond, Chairperson

Cheboygan County
Board of Commissioners' Meeting

October 11, 2016

Title: 2017 Salary & Wage Resolution - Non-Union General Employees #16-021

Summary:

During the 2016 budget preparation, administration recommended the following pay increases for 2016, 2017 and 2018 based on an employee's wage compared to the average wage of five similar counties (Antrim, Charlevoix, Chippewa, Emmet and Otsego Counties).

				2016	2017	2018
Tier	-2	7-11.99%	Paid Over the Average	1.0%	1.0%	1.0%
Tier	-1	4-6.99%	Paid Over the Average	1.0%	1.0%	1.0%
Tier	0	.01-3.99%	Paid Over the Average	1.5%	1.5%	1.5%
Tier	1	.01-3.99%	Paid Under the Average	3.0%	2.0%	2.0%
Tier	2	4-6.99%	Paid Under the Average	4.0%	3.0%	2.0%
Tier	3	7-11.99%	Paid Under the Average	5.0%	4.0%	3.0%
Tier	4	12+%	Paid Under the Average	6.0%	5.0%	4.0%

During 2016, we had several departmental restructurings, which provided for employees to be moved up to market comparable wages more quickly than the three to five year plan recommended by administration. This required that a new tier be created as follows:

				2016	2017	2018
Tier	NEW	0%	Paid the Average	NA	1.75%	1.75%

To keep pace with the Federal minimum wage (which is increasing $.40 on January 2, 2017), we are recommending a $.50 raise in the base pay for seasonal employees in the Fair and Marina and for part-time laborer employees in the Recycling Department. In addition to this change in base pay, returning employees will receive an additional $.25.

Although the Fair Board requested increases for Fair Board members, we have no comparable counties where Fair Board members are compensated, therefore no raises were recommended by administration at this time.

We are once again including the Harbor Master as a pay classification in the 2017 wage resolution; the wage was set by adding a $1.00 premium to the existing Dock Master pay classification. Based on the aforementioned wage increases, changes were made to total pay in several departments for On Call, Part Time Assistance, and Overtime.	
Financial Impact: Currently estimated in the 2017 budget at $82,973 with estimated fringe calculated at 26% for a total of approximately $104,600.	
Recommendation: Adopt the 2017 Salary and Wage Resolution – Non-Union General Employee #16-021 and authorize the Chair to sign.	
Prepared by: Kari Kortz	**Department:** Finance

2017 Salary and Wage Resolution
Non-Union General Employees
Approved 16-021 on October 11, 2016

	Number of Positions	Hours per Work Week	Hours per Year	2016 Salary or Hourly Rate	2017 Increase %	2017 Increase $	2017 Salary or Hourly Rate
ADMINISTRATIVE OFFICE							
County Administrator	1	Salary	Salary	98,940.00	1.00%	989.40	99,929.40
Administrative Assistant	1	40	2080	18.30	5.00%	0.91	19.21
Union Positions Not Detailed in Wage Resolution	0						
BUILDING SAFETY DEPARTMENT							
Building Official	1	Salary	Salary	51,065.50	5.00%	2,553.28	53,618.78
Union Positions Not Detailed in Wage Resolution	4.5	40	2080				
CIRCUIT COURT							
Court Administrator	1	40	2080	22.47	5.00%	1.12	23.60
Assignment Clerk	1	40	2080	19.25	5.00%	0.96	20.21
Collection Clerk	1	35	1820	14.89	3.00%	0.45	15.34
Union Positions Not Detailed in Wage Resolution	0						
CIRCUIT COURT - DRUG COURT							
Case Manager (f)	1	40	2080	18.50	4.00%	0.74	19.24

(f) Subject to available grant funding. This position will not be funded by General Fund operating revenue.

CLERK / REGISTER OF DEEDS / ELECTIONS							
Chief Deputy Clerk*****	1	40	2080	20.54	1.50%	0.31	20.85
Union Positions Not Detailed in Wage Resolution	1	40	2080				
Union Positions Not Detailed in Wage Resolution	4	35	1820				
County Employees - Election Workers	3-4	Hours Vary	Hours Vary	County Employees are paid at their regular hourly rate for working elections			
County Employees - Election Workers	NA	NA	NA	1,040.00	4.00%	41.60	1,081.60

*****Additional 2.5 Hours per Week Funded by the Register of Deeds Automation Fund

DISTRICT COURT							
Magistrate	1	40	2080	22.75	1.75%	0.40	23.15
Chief Probation Officer				*23.24*	*1.50%*	*0.35*	*23.59*
Chief Probation Officer - Caseflow (cf)				*1.00*	*-*	*-*	*1.00*
Total Chief Probation Officer	1	40	2080	24.24	1.44%	0.35	24.59
Civil Deputy Clerk	1	40	2080	17.96	1.50%	0.27	18.23
Criminal Deputy Clerk	1	40	2080	17.41	1.75%	0.30	17.71
Court Recorder / Civil Deputy Clerk	1	40	2080	19.36	1.75%	0.34	19.70
Court Administrator	1	40	2080	29.12	1.75%	0.51	29.63
Probation Officer / Court Bailiff		*28*	*1456*				
Probation Officer / Court Bailiff - Caseflow (cf)		*7*	*364*				
Total Probation Officer / Court Bailiff	1	35	1820	21.37	1.50%	0.32	21.69
Part-Time	1	7	364	12.09	5.00%	0.60	12.69
Union Positions Not Detailed in Wage Resolution	0						
On-Call	NA	NA	NA	11,202.00	1.75%	196.04	11,398.04

(cf) Subject to available caseflow funding.

2017 Salary and Wage Resolution
Non-Union General Employees
Approved 16-021 on October 11, 2016

	Number of Positions	*Hours per Work Week*	*Hours per Year*	*2016 Salary or Hourly Rate*	*2017 Increase %*	*2017 Increase $*	*2017 Salary or Hourly Rate*
EQUALIZATION							
Equalization Director	1	Salary	Salary	50,000.00	0.00%	-	50,000.00
Deputy Equalization Director	1	40	2080	20.44	1.00%	0.20	20.64
Union Positions Not Detailed in Wage Resolution	1	40	2080				
Union Positions Not Detailed in Wage Resolution	1	35	1820				
FAIR							
Fair Manager	1	NA	NA	5,500.00	5.00%	275.00	5,775.00
Fair Board President	1	NA	NA	2,500.00	0.00%	-	2,500.00
Fair Board Vice President	1	NA	NA	1,500.00	0.00%	-	1,500.00
Fair Board Secretary	1	NA	NA	3,000.00	0.00%	-	3,000.00
Fair Board Treasurer	1	NA	NA	2,500.00	0.00%	-	2,500.00
Seasonal							
Administrative Assistant - Fair Office	2	Hours Vary	Hours Vary	$9.50 - $10.50	4.76% to 5.26%	0.50	$10.00 - $11.00
Laborers	6	Hours Vary	Hours Vary	$8.50 - $9.50	5.26% to 5.88%	0.50	$9.00 - $10.00
Gate / Midway Attendant	4	Hours Vary	Hours Vary	$8.50 - $9.50	5.26% to 5.88%	0.50	$9.00 - $10.00
Seasonal Assistance	NA	NA	NA	15,207.23	5.88%	894.19	16,101.42
Note: For 2017, returning fair employees will receive a $.25 raise.							
Union Positions Not Detailed in Wage Resolution	0						
FINANCE							
Assistant County Administrator / Finance Director	1	Salary	Salary	85,799.00	2.00%	1,715.98	87,514.98
Accountant	1	Salary	Salary	39,757.75	5.00%	1,987.89	41,745.64
Accounting Clerk	1	40	2080	16.76	2.00%	0.34	17.10
Union Positions Not Detailed in Wage Resolution	1	40	2080				
FRIEND OF THE COURT							
Friend of The Court	1	Salary	Salary	74,152.12	5.00%	3,707.61	77,859.73
Union Positions Not Detailed in Wage Resolution	6	40	2080				
GIS							
Union Positions Not Detailed in Wage Resolution	1	40	2080				
INFORMATION SYSTEMS							
IS Manager	1	Salary	Salary	59,325.00	4.00%	2,373.00	61,698.00
Technology Support	1	40	2080	45,450.00	1.00%	454.50	45,904.50
Union Positions Not Detailed in Wage Resolution	0						

2017 Salary and Wage Resolution
Non-Union General Employees
Approved 16-021 on October 11, 2016

	Number of Positions	*Hours per Work Week*	*Hours per Year*	*2016 Salary or Hourly Rate*	*2017 Increase %*	*2017 Increase $*	*2017 Salary or Hourly Rate*
MAINTENANCE							
Building Maintenance Engineer	1	Salary	Salary	48,236.45	4.00%	1,929.46	50,165.91
Union Positions Not Detailed in Wage Resolution	2	35	1820				
Union Positions Not Detailed in Wage Resolution	4	40	2080				
On-Call	NA	NA	NA	2,705.04	3.00%	81.15	2,786.19
MARINA							
Harbor Master	1	Hours Vary	Hours Vary	New Classification			16.26
Seasonal							
Dock Master	2	Hours Vary	Hours Vary	$15.00	-3.33% to 1.75%	-.50 to .26	$14.50 - $15.26
Dock Hands	4-5	Hours Vary	Hours Vary	$8.50 - $10.50	4.76% to 5.88%	0.50	$9.00 - $10.50
Seasonal Assistance	NA	NA	NA	57,129.00	7.68%	4,384.83	61,513.83
Union Positions Not Detailed in Wage Resolution	0						
Note: For 2017, returning marina employees will receive a $.25 raise.							
MEDICAL EXAMINER							
Medical Examiner	1	Salary	Salary	9,354.77	5.00%	467.74	9,822.51
Transporter Part-Time	NA	As Needed	80	12.75	0.00%	-	12.75
Transporter Part-Time	NA	NA	NA	1,000.00	0.00%	-	1,000.00
Note: For 2017, returning transport employees will receive a $.25 raise.							
MICHIGAN STATE UNIVERSITY EXTENSION							
Union Positions Not Detailed in Wage Resolution	1	35	1820				
PLANNING AND ZONING							
Community Development Director	1	Salary	Salary	65,920.00	2.00%	1,318.40	67,238.40
Planner	1	Salary	Salary	44,377.60	1.50%	665.66	45,043.26
Union Positions Not Detailed in Wage Resolution	2.5	40	2080				

2017 Salary and Wage Resolution
Non-Union General Employees
Approved 16-021 on October 11, 2016

	Number of Positions	*Hours per Work Week*	*Hours per Year*	*2016 Salary or Hourly Rate*	*2017 Increase %*	*2017 Increase $*	*2017 Salary or Hourly Rate*
PROBATE COURT / JUVENILE PROBATION / CHILDCARE							
Probate Registrar / Family (Juvenile) Court Administrator	1	35	1820	25.79	5.00%	1.29	27.08
Finance Officer	1	35	1820	19.60	1.75%	0.34	19.94
Court Reporter / Deputy Registrar	1	35	1820	19.60	1.75%	0.34	19.94
Director of Juvenile Services / CJO	1	35	1820	23.69	5.00%	1.18	24.87
Deputy Probate Registrar	1	35	1820	15.99	3.00%	0.48	16.47
Deputy Juvenile / Probate Registrar	1	35	1820	15.99	3.00%	0.48	16.47
Intensive Probation Officer #1	1	35	1820	21.85	1.75%	0.38	22.23
Intensive Probation Officer #2	1	35	1820	18.98	4.00%	0.76	19.74
Union Positions Not Detailed in Wage Resolution	0						
After-Hours	NA	NA	NA	7,775.00	0.00%	-	7,775.00
Nightwatch	NA	NA	NA	12,300.00	0.00%	-	12,300.00
PROSECUTORS OFFICE / VICTIM'S ADVOCATE							
Asst. Prosecuting Attorney #1	1	Salary	Salary	78,280.00	2.00%	1,565.60	79,845.60
Asst. Prosecuting Attorney #2	1	Salary	Salary	68,680.00	1.00%	686.80	69,366.80
Office Manager/Confidential Sec.	1	40	2080	20.85	2.00%	0.42	21.27
Union Positions Not Detailed in Wage Resolution	2	35	1820				
Union Positions Not Detailed in Wage Resolution	2	40	2080				
RECYCLING							
Coordinator	1	37.5	1950	17.22	4.00%	0.69	17.91
Part-Time Assistance - Driver	NA	As Needed	512	15.84	4.00%	0.63	16.47
Part-Time Assistance - Laborer	NA	As Needed	416	$8.50 - $9.50	5.26% to 5.88%	0.50	$9.00 - $10.00
Part-Time Assistance	NA	NA	NA	15,599.00	3.40%	530.56	16,129.56
Note: For 2017, returning recycling - laborer employees will receive a $.25 raise.							
SAYPA							
Instructional Aid	1	40	2080	14.89	3.00%	0.45	15.34
Union Positions Not Detailed in Wage Resolution	0						

2017 Salary and Wage Resolution
Non-Union General Employees
Approved 16-021 on October 11, 2016

	Number of Positions	*Hours per Work Week*	*Hours per Year*	*2016 Salary or Hourly Rate*	*2017 Increase %*	*2017 Increase $*	*2017 Salary or Hourly Rate*
SHERIFF'S DEPARTMENT - PATROL - DEPARTMENT 301							
Under Sheriff	1	Salary	Salary	63,605.51	4.00%	2,544.22	66,149.73
Detective Lieutenant	1	Salary	Salary	55,128.08	2.00%	1,102.56	56,230.64
Detective Lieutenant - Level II	1	Salary	Salary	52,510.22	2.00%	1,050.20	53,560.42
Office Manager/Confidential Sec.	1	40	2080	20.24	1.00%	0.20	20.44
Union Positions Not Detailed in Wage Resolution - POLC	13	40	2080				
Union Positions Not Detailed in Wage Resolution - POLC Command	2	40	2080				
Union Positions Not Detailed in Wage Resolution - POLC	0.10	40	2080				
Over-Time	NA	NA	NA	12,837.35	3.00%	385.12	13,222.47
Secondary Road Patrol Over-Time	NA	NA	NA	275.37	3.00%	8.26	283.63
Drug Court - Participant Supervision (f)	1	13	676	14.89	3.00%	0.45	15.34
Drug Court - Part-Time	NA	NA	NA	10,065.64	3.00%	301.97	10,367.61

(f) Subject to available grant funding. This position will not be funded by General Fund operating revenue.

SHERIFF'S DEPARTMENT - PATROL - DEPARTMENT 302-338							
Union Positions Not Detailed in Wage Resolution - POLC	0.90	40	2080				
Secondary Road Patrol Over-Time	NA	NA	NA	2,478.30	3.00%	74.35	2,552.65
Union Position Not Detailed in the Wage Resolution - Recreational Road Patrol - POLC Command	1	40	2080				
Marine Safety Seasonal - Employees - Non-Certified	4	Hours Vary	Hours Vary	11.25	0.00%	-	11.25
Marine Safety Seasonal Assistance	NA	NA	NA	22,094.41	2.22%	490.50	22,584.91
Marine Safety Over-Time	NA	NA	NA	2,249.94	2.22%	49.95	2,299.89
Marine Safety Seasonal - PWC Employees - Non-Certified	2	Hours Vary	Hours Vary	10.75	0.00%	-	10.75
Marine Safety PWC Seasonal Assistance	NA	NA	NA	6,716.13	2.33%	156.49	6,872.62
Note: For 2017, marine safety seasonal employees will receive a $.25 raise.							
Note: The payroll costs related to these departments are covered in part by grant revenue. Hours vary based on grant awards.							

SHERIFF'S DEPARTMENT - CORRECTIONS							
Jail Administrator	1	Salary	Salary	51,494.64	4.00%	2,059.79	53,554.43
Union Positions Not Detailed in Wage Resolution	15	40	2080				
Over-Time	NA	NA	NA	3,277.96	3.00%	98.34	3,376.30

2017 Salary and Wage Resolution
Non-Union General Employees
Approved 16-021 on October 11, 2016

	Number of Positions	*Hours per Work Week*	*Hours per Year*	*2016 Salary or Hourly Rate*	*2017 Increase %*	*2017 Increase $*	*2017 Salary or Hourly Rate*
STRAITS REGIONAL RIDE							
Transportation Manager	1	Salary	Salary	51,121.88	4.00%	2,044.88	53,166.76
Administrative Support	1	Hours Vary	Hours Vary	16.22	4.00%	0.65	16.87
Senior Driver	4	40	2080	14.79	2.00%	0.30	15.09
Full-Time Swing	1	40	2080	13.66	4.00%	0.55	14.21
Full-Time Driver	1	40	2080	13.40	4.00%	0.54	13.94
Part-Time Driver	Number Varies	Hours Vary	Hours Vary	11.94	1.50%	0.18	12.12
Bus Aide	1	Hours Vary	Hours Vary	10.04	2.49%	0.25	10.29
Bus Aide	1	Hours Vary	Hours Vary	9.24	2.71%	0.25	9.49
On-Call	NA	NA	NA	5,226.99	1.50%	78.40	5,305.39
Over-Time	NA	NA	NA	3,309.47	4.00%	132.38	3,441.85
TREASURER							
Chief Deputy Treasurer****	1	40	2080	20.54	1.50%	0.31	20.85
Union Positions Not Detailed in Wage Resolution**** (Assistant Treasurer)	2	40	2080				
Union Positions Not Detailed in Wage Resolution ** (Clerk II)	1	24	1248				

**** 5 Hours per Week Funded by the Delinquent Tax Fund (517)
** Entire Position (24 Hours per Week) Funded by the Delinquent Tax Fund (517)

VETERANS							
Veterans Administrator	1	NA	NA	40,600.00	1.50%	609.00	41,209.00
Union Positions Not Detailed in Wage Resolution	1	40	2080				
LONGEVITY							
Employees with 5 - 9 years of service	NA	NA	NA	200.00	0.00%	-	200.00
Employees with 10 - 14 years of service	NA	NA	NA	300.00	0.00%	-	300.00
Employees with 15+ years of service	NA	NA	NA	350.00	0.00%	-	350.00
Employees with 20+ years of service^	NA	NA	NA	400.00	0.00%	-	400.00

^ Only Applies to General and AFSCME Union Employees, not GELC, POLC, or POLC-Command.

Adopted by the Cheboygan County Commissioners on the following date to be effective January 1, 2017.

*Signed by:*_____ *Date Signed:*_____

Peter Redmond, Chairperson

Cheboygan County
Board of Commissioners' Meeting

October 11, 2016

92

Title: Court Administrative Cost Allocation Plan Contract

Summary:

We began charging the Childcare Fund for indirect costs for the State fiscal year ending September 30, 2010. From 2010 through 2016, we were able to use the County-wide Central Services Cost Allocation Plan to determine the amount requested from the Childcare Fund; for which we received 50% reimbursement. During the State's most recent Federal audit, it was determined that the Central Services Cost Allocation Plan numbers included unallowable costs such as building costs, audit cost, etc. Therefore, for the 2016 Childcare Fund budget, the State would not allow us to include indirect costs calculated in the County-wide Central Services Cost Allocation Plan. The State is only approving indirect costs from Court Administrative Cost Allocation Plans. Cheboygan County currently has no such plan, so we were unable to include indirect costs in the 2017 state approved Childcare budget. Court Administrative Cost Allocation Plans are due to the State by September 30 of each year, in conjunction with the county Childcare budget. Due to this change, the State has informally extended the deadline for the plans to January 31, 2017. Once the additional plan is submitted, the State is expected to allow the County to amend the 2017 Childcare Fund budget to include approved indirect costs (calculated as of 12/31/15). We believe that the cost of the separate plan ($4,000) will be less than the indirect costs we are able to recoup by getting the Court Administrative Cost Allocation Plan approved. We realize that these deadlines have not been formally extended, and the Childcare Fund budget may not be approved for amendment; however, we want to remain consistent with our attempts to recoup indirect costs as to not be ineligible for reimbursement in the future.

The Court Administrative Costs Allocation Plan (as of 12/31/15) will be completed by MGT of America Consulting, LLC, the same consulting firm that was awarded the bid for our County-Wide Central Services Cost Allocation plan in June 2016.

This contract mirrors the other contracts reviewed by legal counsel for the County-Wide Central Services Cost Allocation Plan; therefore, review was not required for this specific contract.

Financial Impact:
2017 - $4,000 2018 - $4,000 2019 - $4,000

Recommendation:

Approve the three-year (County FY 2015-2017) consulting services contract with MGT of America, Inc. in the total amount of $12,000 to provide the Court Administrative Cost Allocation Plan and authorize the Chairperson to sign.

Prepared by: Kari Kortz	**Department:** Finance

CONSULTING SERVICES AGREEMENT

By and Between

Cheboygan County, Michigan
and
MGT of America Consulting, LLC.

THIS AGREEMENT is made this _____ day of _____ 2016, by and between the County of Cheboygan, Michigan ("Client"), and MGT of America Consulting, LLC., a Florida Corporation ("MGT").

In consideration of the mutual covenants set forth in this Agreement, the parties agree as follows:

1. Description of Services.

MGT shall, as an independent contractor, provide the services specified in section 1.1 below ("the Services"), on the schedule specified in section 1.2 below.

1.1 Scope of Services

MGT shall provide to Client the following services:

A Court Administrative Cost Allocation Plan (CCAP) to be negotiated with the Bureau of Juvenile Justice for fiscal year 2015, 2016 and 2017.

Negotiation of the court administrative cost allocation plan with representatives of the federal cognizant agency and/or the State, as required.

Explain calculation methods and assumptions used in the CCAP. This explanation may be written or verbal as requested by the Client.

Provide recommendations on methods to enhance indirect cost revenues.

1.2 Timetable for Services

The Services shall be performed and the product(s) of the services shall be delivered on the following schedule:

The proposed services will be completed within twelve months after the fiscal year ends. The CCAP will be delivered to the Bureau of Juvenile Justice prior to September 30th of each year, or three weeks after all data needed for the preparation of the plan has been delivered to MGT, whichever is later.

2. Compensation

For its work under this Agreement, MGT shall be paid an annual fixed fee of **$ 4,000** for each of the annual Court Administrative Cost Allocation Plans completed.

MGT will render to Client one invoice for each Service for the fees specified herein, after acceptance of each Service by Client. Payment will be due thirty (30) days after each invoice is submitted.

3. Term, Renewal Options, and Termination.

This agreement shall become effective upon its execution and delivery by the parties and shall remain in effect until completion of, and full payment for, the Services. At Client's option and approved by MGT, the contract may be renewed for two (2) additional one (1) year periods.

This contract may be terminated prior to completion of the Services at the option of either party, upon delivery of written notice by the terminating party to the other party. In the event of early termination by Client, MGT shall be paid, upon invoicing in accordance with this Agreement, the agreed compensation. If, due to termination, there is no agreed value for the services performed to date, MGT's standard hourly rates plus expenses incurred shall apply for Services performed prior to termination.

4. Independent Contractor Status

The relationship of MGT to Client is that of an independent contractor, and nothing in this Agreement shall be construed as creating any other relationship. As an independent contractor, MGT shall comply with all laws relating to federal and state income taxes, associated payroll and business taxes, licenses and fees, workers compensation insurance, and all other applicable state and federal laws and regulations. Neither MGT nor anyone employed or subcontracted by MGT shall be, represent, act, and purport to act, or be deemed to be an agent, representative, employee or servant to Client.

5. Project Managers

James Olson shall serve as Project Manager and point of contact for MGT under this Agreement.

Kari Kortz, CPA shall serve as Project Manager and point of contact for the Client for the Cost Allocation Plan services under this Agreement.

By written notice to the other party, either party may change the identity of its project manager during the term of this Agreement.

6. Miscellaneous

6.1 No Continuing Waiver

The failure or forbearance by either party in exercising any remedy available to it upon a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent or continuing breach by either party.

6.2 Entire Agreement

This written Agreement represents the entire agreement of the parties, and neither party is relying upon any negotiation, representation, warranty, promise, or covenant not set forth in this Agreement. This Agreement may not be modified or amended except by a written instrument for that purpose duly executed by both parties.

6.3 Subcontracting and Assignment

MGT may utilize subcontractors in performing the Services, but MGT shall remain responsible to Client for performance under this Agreement. This contract shall be binding upon and inure to the benefit of both Client and MGT and their respective successors and assigns, if any, and legal representatives.

6.4 Interpretation, Venue, and Severability

This agreement shall be construed, interpreted, and enforced in accordance with Michigan law without regard to conflicts of laws principles. Should any provision of this Agreement be held invalid or unenforceable by final judgment of a court of competent jurisdiction, it is the parties' intention that the remainder of this Agreement shall nevertheless be given effect as written. Any action arising out of or relating to this Agreement may be brought only in the Michigan state court having jurisdiction. If more than one party executes this Agreement as Client, then each such party shall be jointly and severally responsible for Client's performance and payment under this Agreement.

6.5 Prior Performance

Services performed by MGT pursuant to Client's authorization, but before execution of this Agreement, shall be considered as having been performed pursuant to the terms and conditions of this Agreement.

6.6 Notices

All written notices, demands or requests pursuant to this Agreement may be served (as an alternate to personal service) by registered or certified mail or air freight services that provide proof of delivery, with postage and fees thereon fully prepaid, and addressed to the parties so to be served as follows:

If to MGT:	**If to Client:**
MGT of America Consulting, LLC. 2343 Delta Road Bay City, Michigan 48706	Cheboygan County 870 South Main Street Cheboygan, MI 49721

Service of any such notice or demand so made by mail shall be deemed complete on the day of actual delivery as shown by the addressee's registry or certification receipt. Either party hereto may, from time to time, by written notice served upon the other as aforesaid, designate a different mailing address, or (a) different or additional person(s) to which or to whom all such notices or demands are thereafter to be addressed. Persons named to receive copies of notices are listed for accommodation only, and are not required to be personally served to comply with service of notice on a party.

IN WITNESS WHEREOF, this agreement has been executed and delivered by Client and MGT on the date first written above.

CHEBOYGAN COUNTY, MICHIGAN	**MGT OF AMERICA CONSULTING, LLC.**
_____	_____ **J. Bradley Burgess** Vice President
870 South Main Street Cheboygan, MI 49721	2343 Delta Road Bay City, MI 48706 989-316-2220
FEIN: _____	FEIN: 59-1576733

Cheboygan County
Board of Commissioners' Meeting

October 11, 2016

Title: Stellar Services, LLC contract

Summary: The Cheboygan County Jail is currently utilizing Swanson Services for inmate banking and commissary. With improvements in technology and through efficiency, Stellar Service, LLC have advanced in the way of service and operation which allows for less redundancy and easier processing.

Ease of operation to staff includes:

- Inmate credit card processing for bond, debt, deposits
- Kiosk operations for cash deposits to inmates
- Money managers for incoming inmate deposits of currency during booking
- Ease of commissary transactions

All operations are linked to a computer management system that follows proper accounting and audit recommended procedures. This will eliminate current manual data entry and lessen the chance of error.

Financial Impact: Expected generated revenue $125,000
(Swanson Services revenue for 2016 through September 30 was $108,405.60)
(Swanson Services revenue for 2015 was $114,075.51)

Recommendation: Motion to approve the move to Stellar Services, LLC for inmate banking and commissary after civil counsel review and to have the contract signed by authorized signatures.

This motion would be contingent upon agreement by Stellar Services, LLC and Cheboygan County, Cheboygan County Sheriff's Department regarding contract language.

Prepared by: Sheriff Dale V. Clarmont	**Department:** Cheboygan County Sheriff Department

STELLAR SERVICES, LLC
INMATE COMMISSARY SERVICE AGREEMENT

This is a Service Agreement by and between Stellar Services, LLC, with a place of business at 301 Business Park Circle hereinafter called "Operator" and Cheboygan County Jail with a place of business at 870 S. Main Street; Cheboygan, Michigan 49721 hereinafter called "Client".

WITNESSETH:

In consideration of the mutual promises and obligations hereinafter set forth to be performed and observed by each of the parties, the parties hereby covenant and agree as follows:

1. Client does hereby grant to Operator the exclusive right to sell candy, snacks, pastry, beverages, miscellaneous items, clothing, personal hygiene items and food products through Operators Inmate Commissary Program at Client's facility located within Cheboygan County Jail for a term of Three (3) Years beginning on _____, 2016 through _____, 2019. The term of this service agreement will continue for like terms once the first term has been completed, unless a 90 day notice before the end of a term is required to terminate this agreement by certified mail as stated in section 9.

2. During said term, or any renewal thereof:

   a. Operator shall cause, at its sole expense, the installation of hardware and software that is furnished by Operator. This will include, 1 printers, 1 Stellar Teller lobby kiosk, and up to 1 Booking Money Manager, 1 Database Server. All equipment will remain the property of Operator and will be covered against defects for the entire contract period.

   b. Operator will license, repair and service all equipment on a timely basis at its sole cost and expense. Operator will update software as needed or available. Operator will provide up to 4 hours per month of additional training and software work. Excessive amounts of correcting client created accounting problems will be billed to client at an hourly rate of $50.00 per hour.

   c. Client will have the right to review and audit the records of Operator's sales at any of their facilities at any reasonable time on a normal business day with a 5 day advanced notice to the Operator.

   d. Client will maintain public liability and property damage insurance on all equipment and operators staff when in Client's facility.

   e. Operator shall be responsible for the determination of wholesale selling prices which are subject to review and approval by Client. Approval of any increases will not be unreasonably withheld. Client shall be responsible for the determination of the products available in client's facility and final retail prices (wholesale plus clients' commission rate). It is the Client's responsibility to pay all invoices received from Operator within 14 days of receipt of invoice.

   f. Client is responsible for any loss or damage to equipment resulting from vandalism, theft or abuse.

   g. Client shall be solely responsible for the management and operation of the inmate banking software program and inmate commissary program at Client's facility. All persons employed by Operator shall be employees of the Operator and neither the Client nor any agent or employee of the Client shall be or be deemed an employee of the Operator.

   h. All equipment and products shall at all times remain the property of the Operator until the point of sale. Operator shall remove equipment and software promptly upon expiration or termination of the Agreement. The data from the software is the property of the Client and will be returned to Client once removed from hardware.

   i. Client will assume full liability for payment of all sales, use or other taxes on all sales from the Inmate commissary program. Client shall allow no liens to be placed against the Operators property resulting from Client's failure to perform all of its obligations.

   j. Operator shall comply with all laws, regulations, codes and rules of proper governmental authority in connection with installation, maintenance, and use of its inmate commissary program while in the Client's premises and further agrees to procure all licenses and to pay all fees and other charges, which may be required by such laws, regulations, codes and rules.

3. Cancellation:

a. In the event that Operator shall default in the payment of any commissions due hereunder or in the performance of any of its obligations hereunder, and such default shall not be cured by Operator within sixty (60) days after receipt by Operator of a written notice sent by certified or registered mail from Client specifying such default, then and in that event and for so long thereafter as such default shall not be cured, Client may terminate this Agreement by sending to Operator by certified or registered mail, a written notice of such termination, specifying the termination date of which shall be no less than sixty (60) days after the date of which such notice shall be received by Operator.

b. In the event that the Client determines that the system becomes unprofitable, then the Client may terminate this agreement by sending to Operator by certified or registered mail a written notice of such termination giving the Operator 90 days notice as in paragraph a. above.

c. In the event that the Client determines that the system becomes unprofitable then Operator may terminate this agreement by sending to Operator by certified or registered mail a written notice of such termination giving the Operator 90 day notice as in Paragraph a. above.

4. Operator shall maintain full service to the Client's facilities up to the actual date of termination by either party.

5. This Agreement shall become effective on _____, 2016, and shall remain in effect for the said period as specified in paragraph I.

6. This Agreement constitutes the entire Agreement between the parties with respect to the subject matter hereof and supersedes all previous communications, representations, understandings and agreements, oral or written between the parties. This Agreement is binding on Operator's and Client's respective assignees and successors.

7. The parties to this Agreement shall not be liable for failure to perform its part or obligation when the failure is caused by fire, flood, strikes, industrial disturbances, inevitable accident, war, riots, insurrection, or similar occurrences.

8. This Agreement shall be construed, and legal relationships between the parties thereto, shall be determined in accordance with the laws of Wisconsin.

9. All notices required by the term of this Agreement to be sent to the other party shall be in writing and forwarded by certified mail addressed as follows:

Client: Cheboygan County Jail
870 S. main Street
Cheboygan, Michigan 49721

Operator: Stellar Services, LLC
301 Business Park Circle
Stoughton, Wisconsin 53589

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed on the date first written above.

STELLAR SERVICES, LLC

By: Cheryl Henderson

Signature: _____

Title: Account Manager

Date: _____

CHEBOYGAN COUNTY SHERIFF'S DEPARTMENT

By: _____

Signature: _____

Title: _____

Date: _____