

**THE CHEBOYGAN BOARD OF COMMISSIONERS MEETING
SCHEDULED FOR TUESDAY, August 11, 2020 at (9:30 A.M.) at 870 S. Main Street, Cheboygan
Michigan will be conducted in person by Board of Commissioners – Staff only and via
Telephonic Attendance for public by Cheboygan County Resolution 2020-06 and Executive
Order 2020-154.**

In accordance with Gov. Gretchen Whitmer and the Michigan Department of Health and Human Services' recommendations designed to help prevent the spread of Coronavirus Disease 2019 (COVID-19) and Executive Order 2020-154 declaring public bodies subject to the Open Meetings Act can use telephone/electronic conferencing technology to meet and conduct business, the Cheboygan County Board of Commissioners will hold its Finance/Business meeting via telephone/ electronic conferencing at **9:30 A.M. on Tuesday, August 11, 2020.**

The public may access the meeting by:

Computer, tablet or smartphone- <https://global.gotomeeting.com/join/155296085>

Phone or smartphone by Dialing- United States (Toll Free): [1 877 309 2073](tel:18773092073)

Access Code: 155-296-085

Hearing impaired may dial 7-1-1. Please provide operator the toll free number and meeting access code to be connected to the phone call with help from MI Relay. If other aids and services are needed for individuals with disabilities please contact the County Clerk.

Board Packet is available for download at: www.cheboygancounty.net.

ELECTRONIC BOARD OF COMMISSIONERS MEETING PARTICIPATION

Public will be asked to Identify themselves. When you call in please state your name until acknowledged for the record.

- Public comment—will be taken only during the Public Comment portion of the meeting agenda.
- Please make your public comment when called upon to do so or state no comment.
- The time limit for an individual's public comments shall be 3 minutes.

The following County Commissioners will be attending the meeting by phone or in person. If you would like to contact a County Commissioner or Staff member about any matter, on the agenda or otherwise, please do so via the email addresses below.

District 1 - Mary Ellen Tryban mtryban@cheboygancounty.net

District 2 - Richard B. Sangster rbsangster@cheboygancounty.net

District 3 - Michael Newman mnewman@cheboygancounty.net

District 4 - Cal Gouine cgouine@cheboygancounty.net

District 5 - Roberta Matelski rmatelski@cheboygancounty.net

District 6 - John Wallace jwallace@cheboygancounty.net

District 7 - Steve Warfield swarfield@cheboygancounty.net

Cheboygan County Clerk- Karen Brewster clerk@cheboygancounty.net

Cheboygan County Administrator- Jeffery Lawson adminlawson@cheboygancounty.net





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

August 11, 2020

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. Investment Report
 - D. 2020 Audit Contract Extension-Gabridge and Company, Inc.
 - E. FY 2021 Secondary Road Patrol & Traffic Accident Prevention Program Grant Application
 - F. Child Care Budget - State FY 10/1/2020 – 9/30/2021
 - G. Byrne Justice Assistance Grant Application – Compass Academy
 - H. MI DHHS Title IV-E Child and Parent Legal Representation Grant Application
 - I. DHHS FY2020-2021 Home Aide Position Agreement
 - J. Minutes:
 1. Finance/Business Meeting of July14, 2020
 2. City Council – 6/23/2020 & 7/14/2020
 3. City Council Special Meeting – 6/25/2020, 6/29/2020 & 7/6/2020
 4. County Road Commission – 7/1/2020
 5. NCCMH – 6/18/2020 & 7/16/2020
 6. ZBA – 5/27/2020
 7. Planning Commission – 6/17/2020, 7/1/2020 & 7/15/2020
6. **Brief Citizens Comments – (3 minutes per person)**
7. **Scheduled Visitors/Department Reports**
8. **Finance Director's Report**
9. **Administrator's Report**
10. **Committee Reports**
11. **Old Business**
 - A. Destroy Administrator Evaluations
12. **New Business**
 - A. FY 2020 Coronavirus Emergency Supplemental Funding Grant Application
 - B. Letter of Interest – COVID 19 Grant Funds
 - C. Straits Regional Ride
 1. 2020 Title VI Plan
 2. Black Diamond Broadcast Holdings, LLC Agreement
 - D. MOA State of Michigan Center for Shared Solutions for GIS Data 9-1-1
 - E. Employment Agreement – Assistant Prosecutor
13. **Citizens Comments**
14. **Board Member Comments**
15. **Adjourn to the Call of the Chair**

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

All bills received during
July 2020

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

CHEBOYGAN COUNTY PREPAIDS REPORT JULY 2020

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	\$	1,093,719.54
MINUS JULY FINANCE	\$	0
TOTAL PREPAIDS	\$	1,093,719.54

NO FINANCE CLAIMS TO REPORT THIS MONTH.

PREPARED BY: DEBI KUCZYNSKI

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 TRUST & AGENCY						
Check Type: Paper Check						
07/09/2020	1	69131	ANTK J	JOSEPH ANTKOVIAK	CC REST# 02-2546-FH SOVA, DAVID	7.70
07/09/2020	1	69132	AUTO OWNER	AUTO OWNERS	CC REST# 19-5797-FH BLANCHARD, ETHAN	71.00
07/09/2020	1	69133	AUTO OWNER	AUTO OWNERS	CC REST# 19-5796-FH HERMAN, TYLER	121.00
07/09/2020	1	69134	BAUE A	AUDREY BAUER & KRISTEN BAUER FRYE	CC REST# 20-5906 DRIKSNA (LANDRIE), KIRA	316.48
07/09/2020	1	69135	BEE T A	ANDREW BEETHAM	PC RESTITUTION # 8004404 HARMON, CHRISTO	73.45
07/09/2020	1	69136	BORG W	WILLIAM BORGERDING	CC REST# 02-2546-FH SOVA, DAVID	7.70
07/09/2020	1	69137	CITI	CITI STREET	PR CTY PROBATE RETIRE PE 7/4/20	774.66
07/09/2020	1	69138	CITIZENS I	CITIZENS INSURANCE	CC REST# 07-3714-FH LAVIGNE, MICHAEL	40.00
07/09/2020	1	69139	DEP UNION	DEPUTY SHERIFFS' ASSOCIATION	PR SHERIFF DEPT UNION DUES JUL 2020	168.00
07/09/2020	1	69140	DRIE J	JOYCE CARLSON-DRIER	CC REST# 02-2546-FH SOVA, DAVID	7.69
07/09/2020	1	69141	DYKS B	BRITTANY MARSHALL	CC REST# 11-4339-FH MCELHINEY, STEVEN	10.00
07/09/2020	1	69142	ELEN V	VERNA ELENBAAS	CC REST# 02-2546-FH SOVA, DAVID	7.69
07/09/2020	1	69143	ELLI M	MARK H. ELLIOTT	CC REST# 02-2546-FH SOVA, DAVID	7.69
07/09/2020	1	69144	FOPLC	FRATERNAL ORDER OF POLICE	PR SHERIFF UNION DUES JUL 2020	602.00
07/09/2020	1	69145	JOHN JA	E JAMES JOHNSON	CC REST# 02-2546-FH SOVA, DAVID	7.69
07/09/2020	1	69146	KLINGS	KLING'S USED AUTO & PARTS INC	PC RESTITUTION #19008856 MILLMINE, SHAWA	2,500.00
07/09/2020	1	69147	LAHA R	ROGER LAHAIE	CC REST# 02-2546-FH SOVA, DAVID	7.69
07/09/2020	1	69148	LEIG E	ENZO LEIGHIO	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00
07/09/2020	1	69149	MCFA R	ROY OR JOAN MCFARLAND	CC REST# 19-5797-FH BLANCHARD, ETHAN	71.00
07/09/2020	1	69150	MCFA R	ROY OR JOAN MCFARLAND	CC REST# 19-5796-FH HERMAN, TYLER	121.00
07/09/2020	1	69151	MCKE K	KENNETH MCKERVEY	CC REST# 02-2546-FH SOVA, DAVID	7.69
07/09/2020	1	69152	MDHHS	STATE OF MICHIGAN	CC REST# 17-5346-FH JAMES, JESSICA	6.66
07/09/2020	1	69153	MELC D	DELORES MELCHING	CC REST# 02-2546-FH SOVA, DAVID	7.70
07/09/2020	1	69154	MISDU	MISDU	PR 910220383 2002007381 MICHAEL J FAIRCH	186.90
07/09/2020	1	69155	MISDU	MISDU	PR 912856424 PAUL ALLEN MORSE PD: 7/10/2	109.66
07/09/2020	1	69156	PARKSIDE	PARKSIDE INN	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00
07/09/2020	1	69157	ROBE C	FLORENCE ROBERTS	CC REST# 02-2546-FH SOVA, DAVID	7.69
07/09/2020	1	69158	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5346-FH JAMES, JESSICA	6.67
07/09/2020	1	69159	SCH S	SHARON SCHALOW	CC REST# 02-2546-FH SOVA, DAVID	7.69
07/09/2020	1	69160	SMIT C	CHARLES SMITH JR	CC REST# 02-2546-FH SOVA, DAVID	7.69
07/09/2020	1	69161	SOM-LCOTF	STATE OF MICHIGAN LCOT	TR LCOTF 2ND QTR COLLECTION (LOCAL CORRE	194.60
07/09/2020	1	69162	SPRA R	ROBERT SPRAY	CC REST# 02-2546-FH SOVA, DAVID	7.69
07/09/2020	1	69163	STATE	STATE FARM INSURANCE	CC REST# 07-3714-FH LAVIGNE, MICHAEL	40.00
07/09/2020	1	69164	SUPERIOR	SUPERIOR VENDING	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00
07/09/2020	1	69165	WALMART	WALMART	CC REST# 17-5346-FH JAMES, JESSICA	6.67
07/09/2020	1	69166	WERNIG	WERNIG & JONES	CC REST# 91-687-FH HILL, SAMUEL	60.00
07/09/2020	1	69167	HEAT G	GERALD HEATH	CC REST# 09-4106-FH WAGNER, SONYA	200.00
07/14/2020	1	69168	BEE T A	ANDREW BEETHAM	PC RESTITUTION #8004404 HARMON, CHRISTOP	40.00
07/14/2020	1	69169	MESC	STATE OF MICHIGAN	PR 2ND QTR 2020 UNEMPLOYMENT TAXES FOR E	2,708.00
07/14/2020	1	69170	MSP	MICHIGAN STATE POLICE	CR CONCEALED WEAPONS PERMITS (4 RENEWALS	3,128.00
07/14/2020	1	69171	REF-CLERK	SNP TITLE	CR ROD REFUND OVERPAYMENT OF FEES #40685	60.00
07/14/2020	1	69172	REF-TREA	BENTON TOWNSHIP TREASURER	TR 105-S59-000-009-00 GRULKE,CANDACE- RE	132.59
					TR 105-S59-000-009-00 GRULKE,CANDACE -RE	269.47
						402.06
07/14/2020	1	69173	REF-TREA	WAVERLY TOWNSHIP TREASURER	TR 182-029-200-001-00 REFUND OVERPAYMENT	132.59
07/14/2020	1	69174	REF-TREA	GIBBS, STEPHEN C & BRITTANY B H/W	TR 130-030-400-011-03 REFUND	235.02
07/16/2020	1	69175	AFSCME	MICHIGAN COUNCIL #25 AFSCME	PR EMPLOYEE UNION DUES JUL 20	1,327.45
07/16/2020	1	69176	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0025 AUG 20	12.48
07/16/2020	1	69177	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0024 AUG 20	381.34
07/16/2020	1	69178	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0022 AUG 20	1,323.25
07/16/2020	1	69179	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0020 AUG 20	9.54
07/16/2020	1	69180	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0013 AUG 20	1,295.94
07/16/2020	1	69181	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0001 AUG 20	2,726.84

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 07/01/2020 - 07/31/2020

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
07/16/2020	1	69182	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0023 AUG 20	3,291.63
07/16/2020	1	69183	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS 00188643 C001 AUG 20	366.60
07/16/2020	1	69184	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS 00188643 G001 AUG 20	107,955.46
07/16/2020	1	69185	DEARBORN	DEARBORN NATIONAL INSURANCE	PR LTD/LIFE INSURANCE AUG 20	3,926.83
07/16/2020	1	69186	GELC	GOVERNMENTAL EMPLOYEES	PR SHERIFF DEPT UNION DUES JUL 20	612.92
07/16/2020	1	69187	REF-PR	NEIL SIMMONS	PR REFUND OF UNION DUES	6.36
07/16/2020	1	69188	REF-PR	BRENDA NOWAK	PR REFUND OF DEPENDENT SUPPLEMENTAL INS	73.92
07/21/2020	1	69189	BRISTOL	BRISTOL WEST INSURANCE	CC REST# 07-3625-FH MACE, THOMAS	25.00
07/21/2020	1	69190	BRYA W	WILLIAM BRYAN	CC REST# 03-2843-FH DELPH JR, KURT	50.00
07/21/2020	1	69191	CHAS C	CHRISTINA CHASKEY	CC REST# 08-3901-FC WALIGORA, THOMAS	103.26
07/21/2020	1	69192	CHEB-DPS	CHEBOYGAN DEPT PUBLIC SAFETY	CC REST# 18-5652-FH PAVWOSKI JR, NORMAN	115.00
07/21/2020	1	69193	FIFTH	FIFTH THIRD BANK	CC REST# 03-2843-FH DELPH JR, KURT	50.00
07/21/2020	1	69194	FISH K	KURT FISHER	CC REST# 08-3902-FC PROCKNOW, RAMON	100.00
07/21/2020	1	69195	FRANK INS	FRANKENMUTH INSURANCE	CC REST# 99-2050-FH PERCY, JEFFREY	50.00
07/21/2020	1	69196	GILB	JAMES L GILBERT	CC REST# 11-4311-FH NOVEL, BRUNO	50.00
07/21/2020	1	69197	GOHE D	DONALD OR JEAN GOHESKI	CC REST# 13-4687-FH WOODS, SUSAN	500.00
07/21/2020	1	69198	GRS	GMAC RISK SERVICES	CC REST# 05-3149-FH LAVIOLETTE, DANIEL	16.50
07/21/2020	1	69199	JONE P	PATRICIA JONES	CC REST# 09-3952-FH JONES, WALTER	200.00
07/21/2020	1	69200	MDHHS	STATE OF MICHIGAN	CC REST# 18-5552-FH LAVIOLETTE, DANIEL	17.00
07/21/2020	1	69201	MDHHS	STATE OF MICHIGAN	CC REST# 18-5649-FH LOWNSBERRY, DAVID	175.96
07/21/2020	1	69202	MIFT D	DENIELLE WEINGARTZ	CC REST# 03-2779-FH PERCY, JEFFREY	25.00
07/21/2020	1	69203	NCB	NATIONAL CITY BANK	CC REST# 04-3023-FH KELLEY, THERESA	25.00
07/21/2020	1	69204	P&G	PAT & GARY'S PARTY STORE	CC REST# 18-5519-FH SANDERS, JUSTIN	12.50
07/21/2020	1	69205	PA	CHEBOYGAN COUNTY PROSECUTOR	CC REST# 07-3624-FH FAIRMAN, JULIAN	50.00
07/21/2020	1	69206	PERC R	ROSEMARY PERCY	CC REST# 15-4999-FC PERCY, JEFFREY	25.00
07/21/2020	1	69207	RACI D	DENNIS OR CONNIE RACINE	CC REST# 04-3023-FH KELLEY, THERESA	25.00
07/21/2020	1	69208	REF-TREA	HEBRON TOWNSHIP TREASURER	TR 030-030-100-004-01, 030-030-100-001-0	481.76
07/21/2020	1	69209	REF-TREA	DAN FRIESE	TR 253-G05-011-005-00 REFUND DLQ TAX OVE	6.71
07/21/2020	1	69210	REF-TREA	SHERI HILL	TR 161-C13-002-008-00 REFUND OVERPAYMENT	15.32
07/21/2020	1	69211	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5392-FH CADARETTE, GREGORY	60.00
07/21/2020	1	69212	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 18-5645-FH MCFALL, JENELLE	10.00
07/21/2020	1	69213	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 17-5343-FC PEMBERTON, KYLE	36.42
07/21/2020	1	69214	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 19-5821-FH ROBBINS, SHEILA	50.00
07/21/2020	1	69215	SCS	SENTRY CLAIMS SERVICE	CC REST# 03-2843-FH DELPH JR, KURT	50.00
07/21/2020	1	69216	SPEED-CHEB	SPEEDWAY	CC REST# 05-3207-FH LAVIOLETTE, DANIEL	33.00
07/21/2020	1	69217	SSADMS	SOCIAL SECURITY ADMINISTRATION	CC REST# 18-5552-FH LAVIOLETTE, DANIEL	17.00
07/21/2020	1	69218	USAA	USAA INSURANCE	CC REST# 15-4999-FC PERCY, JEFFREY	25.00
07/21/2020	1	69219	WALMART	WALMART	CC REST# 18-5519-FH SANDERS, JUSTIN	12.50
07/21/2020	1	69220	WALMART	WALMART	CC REST# 19-5876-FH SHELDON, DARREN	50.00
07/21/2020	1	69221	WERNIG	WERNIG & JONES	CC REST# 91-687-FH HILL, SAMUEL	90.00
07/21/2020	1	69222	WERNIG	WERNIG	CC REST# 05-3149-FH LAVIOLETTE, DANIEL	16.50
07/21/2020	1	69223	WERNIG	WERNIG	CC REST# 91-0683-FH HARRINGTON, ERNEST	50.00
07/21/2020	1	69224	WILL J	JOHN WILLIAMS	CC REST# 15-5001-FC MORRILL, BERNARD	40.00
07/23/2020	1	69225	CITI	CITI STREET	PR CTY PROBATE JUDGE RETIRE PE 7/18/20	774.66
07/23/2020	1	69226	MISDU	MISDU	PR 912856424 PAUL ALLEN MORSE PD: 7/24/	109.66
07/23/2020	1	69227	MISDU	MISDU	PR 910220383 20025007381 MICHAEL J FAIRC	186.90
07/23/2020	1	69228	REF-TREA	MARYLEE MAYBANK	TR 054-F19-005-003-00 REFUND DLQ OVERPAY	160.00
07/28/2020	1	69229	BEE T A	ANDREW BEETHEM	PC REST# 8004404 - HARMON, CHRISTOPHER	40.00
07/28/2020	1	69230	BEE T A	ANDREW BEETHEM	PC REST# 8004404 HARMON, CHRISTOPHER	40.00
07/28/2020	1	69231	CPL	CHEBOYGAN PUBLIC LIBRARY	TR PENAL FINES 7/1/19 - 6/30/20	89,982.83
07/28/2020	1	69232	IRAL	INDIAN RIVER AREA LIBRARY	TR PENAL FINES 7/1/19 - 6/30/20	19,675.24
07/28/2020	1	69233	LAW LIB	CHEBOYGAN COUNTY LAW LIBRARY	TR PENAL FINES 7/1/19 - 6/30/20	3,500.00
07/28/2020	1	69234	MAC-WCF	MAC WORKERS COMP FUND	PR MEMBER# 730 - 2019 FINAL AUDIT INVOIC	9,467.11
07/28/2020	1	69235	MAPL	MACKINAW AREA PUBLIC LIBRARY	TR PENAL FINES 7/1/19 - 6/30/20	4,423.37
07/28/2020	1	69236	PA	CHEBOYGAN COUNTY PROSECUTOR	PA RESTITUTION - KRISTA RAE-MILDA MCKINL	102.50
07/28/2020	1	69237	PIDL	PRESQUE ISLE DISTRICT LIBRARY	TR PENAL FINES 7/1/19 - 6/30/20	9,727.52
07/28/2020	1	69238	REF-PLAN	DEKEVIN THORNTON	PZ REFUND - SITE PLAN REVIEW CANCELLED	170.00
07/28/2020	1	69239	TPL	TOPINABEE PUBLIC LIBRARY	TR PENAL FINES 7/1/19 - 6/30/20	22,922.49
07/28/2020	1	69240	TPL	TOPINABEE PUBLIC LIBRARY	TR PENAL FINES 7/1/19 - 6/30/20	14,856.82
07/28/2020	1	69241	WCL	WOLVERINE COMMUNITY LIBRARY	TR PENAL FINES 7/1/19 - 6/30/20	17,732.33

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
07/30/2020	1	69242	BARRINGER	RONALD BARRINGER	DC REST# 19-0541-SM WALDIE, JOSHUA THOMA	300.00
07/30/2020	1	69243	BARRINGER	RONALD BARRINGER	DC REST# 19-0542-SM JENKINSON, DUSTIN MI	600.00
07/30/2020	1	69244	BEAUGRAND	BEAUGRAND TOWNSHIP	TR COMMERCIAL FOREST DUE TOWNSHIP	1.65
07/30/2020	1	69245	CAS	CHEBOYGAN AREA SCHOOLS	TR COMMERCIAL FOREST DUE SCHOOL	11.43
07/30/2020	1	69246	CCHS	CHEBOYGAN COUNTY HUMANE SOCIETY	DC REST# 19-0759-SM PETERS, MANDY KAY	38.00
07/30/2020	1	69247	COP	COP EDUCATIONAL SERVICE DISTRICT	TR COMMERCIAL FOREST DUE SCHOOL	52.63
07/30/2020	1	69248	CPL	CHEBOYGAN PUBLIC LIBRARY	TR COMMERCIAL FOREST DUE LIBRARY	6.11
07/30/2020	1	69249	DARN C	CHAD WILLIAM DARNELL	DC REST# 19-0798-SD BATES, DONALD RAY	25.00
07/30/2020	1	69250	DEET D	DOUGLAS DEETER	DC REST# 12-0253-ST PERRY, THEODORE WILL	50.00
07/30/2020	1	69251	DOYL N	NORA DOYLE	DC REST# 19-0853-ST NEUMANN, DAVID ALAN	967.23
07/30/2020	1	69252	ELLIS	ELLIS TOWNSHIP	TR COMMERCIAL FOREST DUE TOWNSHIP	13.77
07/30/2020	1	69253	HEBRON	HEBRON TOWNSHIP	TR COMMERCIAL FOREST DUE TOWNSHIP	6.87
07/30/2020	1	69254	ILS	INLAND LAKES SCHOOLS	TR COMMERCIAL FOREST DUE SCHOOL	44.04
07/30/2020	1	69255	INVERNESS	INVERNESS TOWNSHIP	TR COMMERCIAL FOREST DUE TOWNSHIP	2.24
07/30/2020	1	69256	JAME D	DEB JAMES	DC REST# 19-0657-SM LOY, ALYSSA KRISTINE	92.50
07/30/2020	1	69257	KOEHLER	KOEHLER TOWNSHIP	TR COMMERCIAL FOREST DUE TOWNSHIP	44.06
07/30/2020	1	69258	LAND A	ALEX LANDA	DC REST# 16-0395-FY BROWN, HERBERT DANIE	75.00
07/30/2020	1	69259	MCPS	MACKINAW CITY PUBLIC SCHOOLS	TR COMMERCIAL FOREST DUE SCHOOL	2.58
07/30/2020	1	69260	MENTOR	MENTOR TOWNSHIP	TR COMMERCIAL FOREST DUE TOWNSHIP	6.61
07/30/2020	1	69261	MUNRO	MUNRO TOWNSHIP	TR COMMERCIAL FOREST DUE TOWNSHIP	3.84
07/30/2020	1	69262	SEKL J	JOHN & ROXANNE SEKLEY	DC REST# 19-0658-ST NORVELL, KYLE ANTHON	240.00
07/30/2020	1	69263	SOM-CF	STATE OF MICHIGAN	TR COMMERCIAL FOREST DUE STATE	1,514.21
07/30/2020	1	69264	TREAS	CHEBOYGAN COUNTY TREASURER	TR COMMERCIAL FOREST DUE COUNTY/SENIOR/A	240.28
07/30/2020	1	69265	WALMART	WALMART	DC REST# 19-0813-SM LITTERAL, VANESSA SU	24.38
07/30/2020	1	69266	WALMART	WALMART	DC REST# 20-0073-SM CATER, PAIGE NOEL	6.82
07/30/2020	1	69267	WALMART	WALMART	DC REST# 20-0074-SM LANKER, JUSTIN MICHA	6.82
07/30/2020	1	69268	WCL	WOLVERINE COMMUNITY LIBRARY	TR COMMERCIAL FOREST DUE LIBRARY	4.12
07/30/2020	1	69269	WCS	WOLVERINE COMMUNITY SCHOOLS	TR COMMERCIAL FOREST DUE SCHOOL	9.49
07/31/2020	1	69270	STEM D	DAVE & GLORIA STEMPKY	PA RESTITUTION FOR #20-0293-SM SGER, TIA	422.00
07/31/2020	1	69271	CHEB	CITY OF CHEBOYGAN	DC ORDINANCE FEE JUL 2020	793.32
07/31/2020	1	69272	MDT-TRTAX	MICHIGAN DEPT OF TREASURY	RD REAL ESTATE TRANSFER TAX JUL 2020	156,603.75
07/31/2020	1	69273	SHERIFF	CHEBOYGAN COUNTY SHERIFF DEPT	DC CONVICTED OUIL ASMNT JUL 20	400.00
07/31/2020	1	69274	SOM-CC	STATE OF MICHIGAN	CC 53RD CIRCUIT COURT FILING FEES JUL 2	5,790.88
07/31/2020	1	69275	SOM-DC	STATE OF MICHIGAN	DC 89TH DISTRICT COURT FILING FEES JUL	13,886.81
07/31/2020	1	69276	SOM-NETF	STATE OF MICHIGAN	CR NOTARY EDUCATION & TRAINING FUND JUL	32.00
07/31/2020	1	69277	SOM-PC	STATE OF MICHIGAN	PC PROBATE COURT FILING FEES JUL 2020	4,188.10
07/31/2020	1	69278	TTP	TUSCARORA TOWNSHIP POLICE	DC CONVICTED OUIL ASMNT JUL 20	150.00
07/31/2020	1	69279	TUSCARORA	TUSCARORA TOWNSHIP	DC ORDINANCE FEE JUL 2020	35.00
07/31/2020	1	69280	VOM	VILLAGE OF MACKINAW	DC ORDINANCE FEE JUL 20	180.00
Total Paper Check:						519,213.38

1 TOTALS:

Total of 150 Checks:	519,213.38
Less 0 Void Checks:	0.00
Total of 150 Disbursements:	519,213.38

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 2 GENERAL FUND						
Check Type: Paper Check						
07/01/2020	2	184102	CAVI C	CAMERON CAVITT	FN DRAIN COMMISSIONER SALARY - 3RD QTR	300.00
07/01/2020	2	184103	CCD	CHEBOYGAN CONSERVATION DISTRICT	FN 2020 3RD QTR APPROPRIATION	3,125.00
07/01/2020	2	184104	CCHS	CHEBOYGAN COUNTY HUMANE SOCIETY	FN HS 2020 3RD QTR APPROPRIATION	44,014.50
07/01/2020	2	184105	DH #4	DISTRICT HEALTH DEPT #4	FN 2020 3RD QTR APPROPRIATION	60,475.75
07/01/2020	2	184106	GRAN J	JAMES H GRANGER	FN 2020 3RD QTR APPROPRIATION	250.00
07/01/2020	2	184107	NCCMH	NORTH COUNTRY COMMUNITY	FN 2020 3RD QTR APPROPRIATION	31,498.75
07/01/2020	2	184108	PUB DEF 3	RON VARGA OR BILL KEOGH	FN PUBLIC DEFENDERS CONTRACTUAL FEE JUL	14,192.00
07/01/2020	2	184109	RAMSAY	DONALD RAMSAY	CR MEDICAL EXAMINER WAGE JUL 20	898.71
07/02/2020	2	184110	ACH	ADVANCED CORRECTIONAL HEALTHCARE	SDJ ON SITE MEDICAL PER CONTRACT AUG 20	8,515.47
07/02/2020	2	184111	AMC	ANIMAL MEDICAL CENTER	SD RONANA EXTRACTION	115.00
07/02/2020	2	184112	BARTLETT	STUART BARTLETT	PZ PLANNING COMMISSION MTGS 6/3, 6/10, 6	120.00
					PZ PLANNING COMMISSION MTG 5/20/20	40.00
					PZ PLANNING COMMISSION MTG 5/13/20	40.00
					PZ PLANNING COMMISSION SITE VISIT 5/13/2	69.90
						<u>269.90</u>
07/02/2020	2	184113	BLARNEY	BLARNEY CASTLE OIL COMPANY	CCM PURCHASE 1220.5 GALLONS GAS	3,128.04
					CCM PURCHASE 801.4 GALLONS DIESEL	1,201.40
						<u>4,329.44</u>
07/02/2020	2	184114	BLARNEY	BLARNEY CASTLE OIL COMPANY	MA REID BLDG - GENERATOR & PROPANE TANK	75.00
07/02/2020	2	184115	BOROWICZ	HAROLD BOROWICZ	PZ PLANNING COMMISSION MTG 5/20/20	40.00
					PZ PLANNING COMMISSION MTGS 6/3, 6/10, 6	120.00
						<u>160.00</u>
07/02/2020	2	184116	BOUC D	DON & CAROL BOUCARD INC	MA FLOWERS FOR BUILDING & PARK	675.00
07/02/2020	2	184117	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS# 509 - BI-ANNUAL INSPECTION, CHE	932.40
					SRR BUS# 320 - FULL SERVICE, CHECK A/C,	242.50
					SRR BUS# 114 - TRANS COOLING LINES LEAKI	2,103.12
						<u>3,278.02</u>
07/02/2020	2	184118	CAR-SD	CARQUEST AUTO PARTS	SD STRIP OFF SHL FOR PATROL CARS	43.11
07/02/2020	2	184119	CHARTER	CHARTER COMMUNICATIONS	SD INMATE CABLE 6/23 - 7/22/20	80.67
07/02/2020	2	184120	CURTIS EQ	CURTIS EQUIPMENT	MA SDJ NEW MOTOR JAIL DRYER	1,314.12
07/02/2020	2	184121	DEKETO	DEKETO LLC	ROD LICENSE ENHANCEMENT (417 DOCUMENTS)	834.00
					ROD LICENSE ENHANCEMENT (625 DOCUMENTS)	1,250.00
						<u>2,084.00</u>
07/02/2020	2	184122	DELANA	ED DELANA	PZ PLANNING COMMISSION MTGS 6/3, 6/10, 6	120.00
					PZ PLANNING COMMISSION SITE VISIT 6/17/2	81.98
						<u>201.98</u>
07/02/2020	2	184123	DROG G	GREG DROGOWSKI	CCD CONSERVATION MTG 6/24/20	40.00
07/02/2020	2	184124	EMMET CTY	EMMET COUNTY	SRR REIMBURSE FARES - EMGO MAY 2020	400.00
07/02/2020	2	184125	FREESE	CHARLES FREESE	PZ ZONING BOARD OF APPEALS MTG 5/27/20	104.40
07/02/2020	2	184126	HEMMER	RALPH HEMMER	PZ ZONING BOARD OF APPEALS MTG 5/27/20	40.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					PZ ZONING BOARD OF APPEALS SITE VISIT 5/	81.40
						<u>121.40</u>
07/02/2020	2	184127	INK & TONE	INK & TONER ALTERNATIVE	PZ OFFICE SUPPLIES - TONER	19.99
07/02/2020	2	184128	INK & TONE	INK & TONER ALTERNATIVE	CR HP TONER (2)	339.98
07/02/2020	2	184129	JOHN K	KAREN JOHNSON	PZ PLANNING COMMISSION MTGS 5/13, 5/20/2	80.00
					PZ PLANNING COMMISSION MTGS 6/3, 6/10, 6	120.00
						<u>200.00</u>
07/02/2020	2	184130	KAVANAUGH	MICHAEL KAVANAUGH	PZ PLANNING COMMISSION MTGS 6/3, 6/10,	120.00
					PZ PLANNING COMMISSION SITE VISITS 6/7,	120.25
					PZ PLANNING COMMISSION MTGS 5/13, 5/20,2	80.00
					PZ PLANNING COMMISSION SITE VISIT 5/8/20	56.10
						<u>376.35</u>
07/02/2020	2	184131	LOZNAK	DANIEL J LOZNAK PC	SRR OFFICE LEASE	1,050.00
07/02/2020	2	184132	LYON S	SHARON LYON	PZ PLANNING COMMISSION MTGS 6/3, 6/10, 6	120.00
					PZ PLANNING COMMISSION MTGS 5/13, 5/20/	80.00
						<u>200.00</u>
07/02/2020	2	184133	MOORE	JOHN MOORE	PZ ZONING BOARD OF APPEALS MTG 5/27/20	40.00
					PZ ZONING BOARD OF APPEALS SITE VISIT 5/	74.50
					PZ ZONING BOARD OF APPEALS MTG 4/22/20	40.00
						<u>154.50</u>
07/02/2020	2	184134	NALES	NORTHERN A-1 ENVIRONMENTAL SERVICES	RC 2500 GALLON TRUCK BRINE SPREAD ON ROA	528.00
07/02/2020	2	184135	NMK9	NORTHERN MICHIGAN K9 INC	SD K9-TEBO-RONAN RECERTIFICATION	100.00
07/02/2020	2	184136	NSB	NORTHERN STAR BROADCASTING	SRR MONTHLY TOWER LEASE AGREEMENT JUL 2	600.00
07/02/2020	2	184137	NYE	NYE UNIFORM COMPANY	SD SUPERNAULT - BELT	24.50
					SD ROSS- SHIRTS, JACKET, BRASS	471.50
						<u>496.00</u>
07/02/2020	2	184138	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES - LSR LABELS, PERF PA	30.89
					DC OFFICE SUPPLIES - HP INK BLACK	62.99
						<u>93.88</u>
07/02/2020	2	184139	OMS	OMS COMPLIANCE SERVICES INC	SRR DOT RANDOM DRUG TEST - NEILA TERRANO	84.25
07/02/2020	2	184140	ORMS B	LEROY ORMSBEE	CCD CONSERVATION MTG 6/24/20	40.00
07/02/2020	2	184141	OSTWALD	CHARLES OSTWALD	PZ PLANNING COMMISSION MTGS 6/3, 6/10, 6	120.00
					PZ PLANNING COMMISSION SITE VISITS 6/3,	197.63
					PZ PLANNING COMMISSION MTGS 5/13, 5/20/2	80.00
					PZ PLANNING COMMISSION SITE VISIT 5/12/2	65.88
						<u>463.51</u>
07/02/2020	2	184142	OSTWALD	VOID		
07/02/2020	2	184143	PNC VISA	PNC BANK	FN CREDIT CARD CHARGES THROUGH 6/18/20	2,362.93
07/02/2020	2	184144	PNC VISA	VOID		
07/02/2020	2	184145	REIM C	CARL REIMANN	CCD CONSERVATION MTG 6/24/20	40.00
07/02/2020	2	184146	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	PZ ZBA NOTICE 5/27 & 6/3 ORION ENERGY MT	407.50
07/02/2020	2	184147	SELI D	DALE SELIN	DC CELL PHONE REIMBURSEMENT JUN 20	45.00

V

V

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
07/02/2020	2	184148	SPIES	SPIES AUTO PARTS & TIRE	MA SUPPLIES - FHP POWERATED BELTS	233.86
					MA SUPPLIES - FHP POWERATED BELT, KEY ST	23.68
					MA SUPPLIES - V460F 10 OZ, DYN HP ULTRA	35.94
						<u>293.48</u>
07/02/2020	2	184149	SPIES-RC	SPIES AUTO PARTS & TIRE	RC SUPPLIES - 2.5 DEF	17.98
					RC SUPPLIES - 2.5 DEF	17.98
						<u>35.96</u>
07/02/2020	2	184150	SPRAYS	SPRAY'S LANDSCAPE SERVICE	MA FLOWERS FOR BUILDING	94.13
07/02/2020	2	184151	SPRAYS P	SPRAY'S PLUMBING & HEATING INC	MA CHECK ROOFTOP LEAK A/C UNIT	445.05
07/02/2020	2	184152	STAN L	LIZ STANKEWITZ	DC CELL PHONE REIMBURSEMENT JUN 20	45.00
07/02/2020	2	184153	STELLAR	STELLAR SERVICES	SDJ INMATE SUPPLIES - SNACK PACKS	90.00
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	2.10
					SDJ INMATE SUPPLIES - INDIGENT ORDER	11.52
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	639.08
					SDJ INMATE SUPPLIES - INDIGENT ORDERS	7.26
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	778.99
					SDJ INMATE SUPPLIES - SNACK PACKS	90.00
					SDJ INMATE SUPPLIES - ASSORTED PACKS	595.50
					SDJ INMATE SUPPLIES - INDIGENT ORDERS	1.26
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	1,034.70
					SDJ INMATE SUPPLIES - INDIGENT ORDERS	3.00
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	861.97
					SDJ INMATE SUPPLIES - SNACK PACKS	90.00
					SDJ INMATE SUPPLIES - SNACK PACKS	476.25
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	950.53
					SDJ INMATE SUPPLIES - INDIGENT ORDERS	8.52
						<u>5,640.68</u>
07/02/2020	2	184154	STELLAR	VOID		
07/02/2020	2	184155	STELLAR	VOID		
07/02/2020	2	184156	WHIT G	GREGORY WHITTAKER	CCD CONSERVATION MTG 6/20/20	40.00
07/02/2020	2	184157	YOUN K	KIMBERLY TILTON	DC CELL PHONE REIMBURSEMENT JUN 20	45.00
07/02/2020	2	184158	FREESE	CHARLES FREESE	PZ ZONING BOARD OF APPEALS 5/27/20	40.00
07/09/2020	2	184159	AT&T/SBC	AT&T	FN MA GAS PUMP MODEM ACCT# 2316273361801	70.77
07/09/2020	2	184160	BURNHAM	BURNHAM & FLOWER INSURANCE GROUP	TR POLICY#81BSBII4497 - 2020 SUMMER TAX	5,065.00
07/09/2020	2	184161	CARD	CARDMEMBER SERVICE	SD CARD SERVICES THROUGH 6/25/20	554.45
07/09/2020	2	184162	CCE	CCE CENTRAL DISPATCH AUTHORITY	AD 3RD QTR ALLOCATION - JUL-SEP 2020	114,777.50
07/09/2020	2	184163	EMMET CTY	EMMET COUNTY	SRR REIMBURSE FARES - EMGO JUNE 2020	1,046.50
07/09/2020	2	184164	EPSI	ENGINEERED PROTECTION SYSTEMS	MA REID BLDG ALARM SYSTEM SERVICE AGREEM	398.01
07/09/2020	2	184165	GFL	GFL ENVIRONMENTAL USA, INC.	MA TRASH REMOVAL ACCT# 15332069 JUNE 20	610.26
07/09/2020	2	184166	HARBOR	HARBOR HALL INC	CC DGC MRT - BARBER & KLEIN	60.00
					CC DGC COUNSELING SRVS FOR DRUG COURT PA	30.00
						<u>90.00</u>
07/09/2020	2	184167	LOFF W	WENDY LOFFER	TR MILEAGE REIMBURSEMENT - BANK (54)	31.05
07/09/2020	2	184168	MISC	GLEN WALKER	SD MARINE - MILEAGE (496 MILES)	285.20
07/09/2020	2	184169	MISC	EVAN ANDRUS	SD MARINE - MILEAGE (469 MILES)	269.67
07/09/2020	2	184170	MISC	CHRIS WOOD	SD MARINE - MILEAGE (599 MILES)	344.42
07/09/2020	2	184171	MISC	SERGE ALLAN	SD MARINE - MILEAGE (58 MILES)	33.35
07/09/2020	2	184172	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DGC DRUG TESTING FOR DRUG COURT PARTI	175.00
07/09/2020	2	184173	PAWLOWSKI	NICOLE PAWLOWSKI	CC DGC CELL PHONE REIMBURSEMENT	135.00
07/09/2020	2	184174	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC ORAL TEST KITS (25)	173.75
07/09/2020	2	184175	SZUKALA	SZUKALA LAW, PLLC	CC DGC DEFENSE ATTORNEY ATTENDANCE AT DR	100.00
07/09/2020	2	184176	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 7/4/2	261,660.92

V
V

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
07/09/2020	2	184177	WELDON	BUFFY WELDON	TR MILEAGE REIMBURSEMENT - BANK (273) &	177.11
07/09/2020	2	184178	ALLE M	MARGARET E ALLEN, ATTORNEY AT LAW	PC TRIAL COURT APPT ATTY #20014940 RAMON	137.50
07/09/2020	2	184179	ARCTIC	ARCTIC GLACIER INC	CCM ICE PURCHASE (7-LB CUBES - 265)	341.85 V
07/09/2020	2	184180	BBC	BERNARD BUILDING CENTER	MA FOR SHERIFF - DRYWALL, FIREGUARD DRYW	52.94
					MA FOR SHERIFF- SCREWS, BOLTS, DOOR MOUL	44.17
					MA FOR PROBATE - GORMAN ELITE PREMIUM ES	25.42
						<u>122.53</u>
07/09/2020	2	184181	BCTO	BAY COUNTY TREASURER	PC ANOTHER COUNTY INSTITUTION - #1800868	2,907.00
07/09/2020	2	184182	BERN S	SAMUEL JACOB BERNSTEIN	PC TRIAL COURT APPT ATTY #20014946 STACH	50.00
07/09/2020	2	184183	BLARNEY	BLARNEY CASTLE OIL COMPANY	CCM PURCHASE 3383.0 GALLONS GAS	8,799.23
07/09/2020	2	184184	BLARNEY	BLARNEY CASTLE OIL COMPANY	CCM PURCHASE 2995.4 GALLONS DIESEL	4,580.38
07/09/2020	2	184185	BURIAL	MARGARET STEFANES	VA BURIAL ALLOWANCE - VETERAN: GEORGE ST	300.00
07/09/2020	2	184186	GALLS	GALLS INCORPORATED	SD - PATROL BAG	75.35
					SD SHIRT	36.83
					SD BOOTS	157.50
						<u>269.68</u>
07/09/2020	2	184187	MAC	MICHIGAN ASSOCIATION OF COUNTIES	AD 2020 MEMBERSHIP DUES 7/1/20 - 6/30/21	11,602.95
07/09/2020	2	184188	MCNI T	TERRY MCNITT	PC CELL PHONE REIMBURSEMENT JUN 20	45.00
07/09/2020	2	184189	MOD PHAR	MODERN PHARMACY	SD JUNE SCRIPTS	249.40
07/09/2020	2	184190	NCIC	NETWORK COMMUNICATIONS INT'L CORP	SD INMATE PHONE USAGE CHARGES - JUN 2020	4,596.14
07/09/2020	2	184191	RDIC	RIVERTOWN DO-IT CENTER	MA SUPPLIES - SWITCH BOX, GANG BOX, PVC	21.81
					MA SUPPLIES - GROMMET KIT REFILL, PVC PI	23.76
					MA SUPPLIES - BLUE MASKING TAPE, 40# CUB	33.03
					MA SUPPLIES - GOLD PUSH BUTTONS	13.98
					MA SUPPLIES - ROLLER COVER, PAINT TRAY -	39.93
					MA SUPPLIES - MODERN DOOR STOP	3.49
					MA SUPPLIES - PREM PINE, GRAY SHELF BRAC	44.74
					MA SUPPLIES - SANDPAPER, SANDING SHEET	8.16
					MA SUPPLIES - ROTARY SPRINKLER, SPIKE IM	59.75
						<u>248.65</u>
07/09/2020	2	184192	RDIC	VOID		
07/09/2020	2	184193	SPIES-SD	SPIES AUTO PARTS & TIRE	SD CREDIT FOR FITTING, NEW FITTING	4.69
					SD FITTING	5.29
						<u>9.98</u>
07/09/2020	2	184194	SZUKALA	SZUKALA LAW, PLLC	CC MIDC ARRAIGNMENT - (ASHANTI LOCKETT 1	805.00
07/09/2020	2	184195	WHEELER	WHEELER MOTORS INC	AD #17 - BENT BRAKE PAD CLIPS, REPLACE R	245.54
					AD #16 - REPLACE FRONT CONTROL ARMS & SW	814.12
					SD TIRE REPAIR - 2020 FORD INTERCEPTOR	13.20
					SD OIL CHANGE - 2015 FORD EXPLORER	16.95
					SD OIL CHANGE - 2020 FORD INTERCEPTOR	16.95
					SD OIL CHANGE, ROTATE - 2020 FORD INTERC	29.10
					SD OIL CHANGE, ROTATE - 2020 FORD INTERC	29.10
						<u>1,164.96</u>
07/09/2020	2	184196	WMP	WEST MARINE PRO	SD HOOK, BRUSH, ANTENNA, GPS	310.40
					SD BRUSH	19.48
					SD PFD	105.96
					SD PFD, CLEANER, LINE	535.56
					SD HOSE KIT	51.96

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						1,023.36
07/10/2020	2	184197	ADV AUTO	ADVANCE AUTO PARTS	MA SUPPLIES - BRUSH W/POLE, DISINFECTANT	17.98
07/10/2020	2	184198	ALLPHASE	ALL-PHASE	MA SUPPLIES - FLUOR LAMPS, LED TUBES MA SUPPLIES - 120/240V - 20A	224.00 18.27
						242.27
07/10/2020	2	184199	ASHE M	MEGAN FENLON	PC COMPASS REIMBURSE FOR THERMOMETER	45.98
07/10/2020	2	184200	BUIT S	SUE BUITENHUIS	FN AICPA, MICPA - ANNUAL DUES & MICPA -	779.00
07/10/2020	2	184201	CALS	CAL'S MOBILE HEAVY EQUIPMENT	RC TRUCK REPAIR - 2012 FRTL	348.00
07/10/2020	2	184202	CCE	CCE CENTRAL DISPATCH AUTHORITY	AD RADIO ENCRYPTION FOR SHERIFF OFFICE -	6,445.16
07/10/2020	2	184203	CHARTER	CHARTER COMMUNICATIONS	FG/RC INTERNET & PHONE ACCT# 82451226700	221.94
07/10/2020	2	184204	CHARTER	CHARTER COMMUNICATIONS	CCM MARINA PHONE ACCT# 8245122670084508	234.94
07/10/2020	2	184205	CONSUMERS	CONSUMERS ENERGY	RC ELECTRIC ACCT# 100045328463 6/1 - 6/	26.31
07/10/2020	2	184206	CRAI M	MARK J CRAIG	PC TRIAL COURT APPT ATTY - #9013196 - CZ	100.00
07/10/2020	2	184207	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	CC JURY ROOM WATER - MAY & JUN 20	43.50
07/10/2020	2	184208	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEW - SEE NOTES FOR D	229.15
07/10/2020	2	184209	DEAN	NANCY B DEAN	PC ATTORNEY CONTRACT JUL 20 PC ATTORNEY CONTRACT MAY 20	1,475.00 361.03
						1,836.03
07/10/2020	2	184210	EMMET CTY	EMMET COUNTY	RC MONTHLY RECYCLE FEES MAR 20 RC MONTHLY RECYCLE FEES APR 20	6,742.50 7,265.00
						14,007.50
07/10/2020	2	184211	G SHIPPING	G'S SHIPPING STORE	MA SUPPLIES - 2 PLY - 400 SHEETS (3 CASE MA SUPPLIES - 2 PLY-400 SHEETS (3)	90.57 90.57
						181.14
07/10/2020	2	184212	GEWY	YOUNG, GRAHAM & WENDLING PC	AD LEGAL SERVICES THROUGH JUNE 30, 2020	3,488.00
07/10/2020	2	184213	GILB	JAMES L GILBERT	PC ATTORNEY CONTRACT JUL 20	1,475.00
07/10/2020	2	184214	GILB	JAMES L GILBERT	PC ATTORNEY CONTRACT MAY 20	361.03
07/10/2020	2	184215	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT JUL 20	1,475.00
07/10/2020	2	184216	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT MAY 20	361.03
07/10/2020	2	184217	HANSEL	DONNA HANSEL	PC TRIAL COURT APPT ATTY - MCFALL - MEDI	150.00
07/10/2020	2	184218	HANSEL	DONNA HANSEL	PC TRIAL COURT APPT ATTY - BRODY- MEDIAT	150.00
07/10/2020	2	184219	ISOTEC	ISOTEC INC.	MA NEW EXPANSION PLC FOR FRONT DOORS	637.75
07/10/2020	2	184220	KEOGH	WILLIAM L KEOGH PC	PC ATTORNEY CONTRACT JUL 20 PC ATTORNEY CONTRACT MAY 20 PC TRIAL COURT APPT ATTY - BLASKOWSKI- M	1,475.00 361.03 150.00
						1,986.03
07/10/2020	2	184221	KOST S	SUZANNE KOSTOVSKI	CC KARL WEATHERHOLT REPRESENTATION	548.23
07/10/2020	2	184222	KSS	KSS ENTERPRISES	MA SUPPLIES - CAN LINERS MA SUPPLIES - CAN LINERS	29.85 89.55
						119.40
07/10/2020	2	184223	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	FOC INFORMATION SEARCH JUN 20	150.00
07/10/2020	2	184224	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	TR MEMBERSHIP JUN 20	106.92
07/10/2020	2	184225	MACARTHUR	TIMOTHY MACARTHUR	PC ATTORNEY CONTRACT JUL 20	1,475.00
07/10/2020	2	184226	MACARTHUR	TIMOTHY MACARTHUR	PC ATTORNEY CONTRACT MAY 20	361.03
07/10/2020	2	184227	MISC	THE ALPENA NEWS	CC SUBSCRIPTION RENEWAL - 52 WEEKS 7/8/	312.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
07/10/2020	2	184228	MPI	MICHIGAN PURE ICE	CCM ICE PURCHASE (7-LB BAGS) - 265 CCM ICE PURCHASE (7-LB) - 135	341.85 174.15 <u>516.00</u>
07/10/2020	2	184229	NOP	NATIONAL OFFICE PRODUCTS	AD NAME PLATES - SUE BUITENHIUS, BEVERYL AD EMBOSSED SEAL - NOTARY	24.00 49.50 <u>73.50</u>
07/10/2020	2	184230	NOP	NATIONAL OFFICE PRODUCTS	FN NAME PLATE - SUE BUITENHUIS	13.50
07/10/2020	2	184231	OFF DEPOT	OFFICE DEPOT	CC CORRECTIONS - RICOH ALL IN ONE CARTRI	160.95
07/10/2020	2	184232	OFF DEPOT	OFFICE DEPOT	PC SUPPLIES - BROTHER LABELER	34.99
07/10/2020	2	184233	PROLINE	PROLINE GARAGE DOOR SALES	MA FOR SD - REPLACE PHOTO EYES DUE TO WA	882.00
07/10/2020	2	184234	SAG	STRAITS AREA GLASS	CCM GLASS	15.13
07/10/2020	2	184235	SIP	STATE INDUSTRIAL PRODUCTS	MA SUPPLIES - MORNING FRESH	355.37
07/10/2020	2	184236	SPARTAN	SPARTAN STORES LLC	VA VETERANS ASST FUND-EMERGENCY FOOD VET	99.60
07/10/2020	2	184237	STANS	STANS ELECTRIC	CC ELECTRICAL WORK IN CIRCUIT COURT	125.00
07/10/2020	2	184238	STRAITS	STRAITSLAND RESORTER	CC ANNUAL SUBSCRIPTION RENEWAL AUG 20 -	35.00
07/10/2020	2	184239	TRU GREEN	TRUGREEN	MA VETERANS PARK FERTILIZER	131.25
07/10/2020	2	184240	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 5/5-6/4/20	139.70
07/10/2020	2	184241	WEST-CC	THOMSON REUTERS - WEST	CC PROBATION LIBRARY PLAN CHARGES 5/5-	29.77
07/10/2020	2	184242	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 5/5- 6/4/20	346.33
07/10/2020	2	184243	WEST-CC	THOMSON REUTERS - WEST	CC WEST INFORMATION CHARGES 5/1 - 5/31/2	1,113.76
07/10/2020	2	184244	WEST-DC	THOMSON REUTERS - WEST	DC LIBRARY PLAN CHARGES 6/5 - 7/4/20	16.08
07/10/2020	2	184245	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PERIODICALS - 6/5 - 7/4/20	62.70
07/14/2020	2	184246	BEE T BI	BILL BEETHEM	VA APPLICATION REVIEW-SOLDIERS RELIEF FU	40.00
07/14/2020	2	184247	BOLI G	GEORGE BOLINGER	VA APPLICATION REVIEW-SOLDIERS RELIEF FU	40.00
07/14/2020	2	184248	CCPC	CHARLEVOIX COUNTY 7TH	PC F.C. PER DIEM #18008711 LALONDE, KEEG	3,840.00
07/14/2020	2	184249	CDW-G	CDW-G	IS VIEWSONIC VG2439SMH 24" LED - BLACK IS AD MICROSOFT SURFACE PRO 8GB RAM & KE IS PUBLIC DEFENDER- MICROSOFT KEYBOARD &	2,099.37 850.01 850.01 <u>3,799.39</u>
07/14/2020	2	184250	CHARTER	CHARTER COMMUNICATIONS	IS MONTHLY INTERNET ACCT# 82451226700683	224.98
07/14/2020	2	184251	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100026019925 6/3 - 7/ MA ELECTRIC ACCT# 100029199252 6/8 - 7/ MA ELECTRIC ACCT# 100027732369 6/5 - 7/ MA ELECTRIC ACCT# 100000163434 6/1 - 6/	25.36 33.46 80.44 16.92 <u>156.18</u>
07/14/2020	2	184252	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100083879849 6/5 - 7/	55.88
07/14/2020	2	184253	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC #100030339863,100030390080,	1,520.35
07/14/2020	2	184254	DANI K	KAREN DANIEL	DHS BOARD MEETING 6/24/20	40.00
07/14/2020	2	184255	DEKETO	DEKETO LLC	CR THERMAL TRANSFER RIBBONS (5)	91.00
07/14/2020	2	184256	DSSI	DRUG SCREEN SOLUTIONS INC	PC COURT ORDERED SERVICES-250 10 PANEL D	775.00
07/14/2020	2	184257	EMMET CTY	EMMET COUNTY	RC MONTHLY RECYCLE FEES MAY 20	8,135.00
07/14/2020	2	184258	FAIR M	MICHAEL FAIRCHILD	IS CELL PHONE REIMBURSEMENT JUL 20	45.00
07/14/2020	2	184259	GFL	GFL ENVIRONMENTAL USA, INC.	CCM TRASH REMOVAL ACCT# 1532111 JULY 20	13.96
07/14/2020	2	184260	GOUJ C	CAL GOUINE	BOC COMMISSIONER MILEAGE 7/14/20 + JAN-J	105.23
07/14/2020	2	184261	MATE R	ROBERTA MATELSKI	BOC COMMISSIONER MILEAGE 7/14/20 - 52 MI	29.90
07/14/2020	2	184262	MAYO R	RICHARD MAYO	VA APPLICATION REVIEW-SOLDIERS RELIEF FU	40.00
07/14/2020	2	184263	MISC	PIEGG	VA ACCT# 1082570002, 2524200018 - SOLDIE	966.19
07/14/2020	2	184264	NEWM M	MICHAEL NEWMAN	BOC COMMISSIONER MILEAGE 7/14/20 - 9 MIL	5.18
07/14/2020	2	184265	NOP	NATIONAL OFFICE PRODUCTS	FN DUAL ARMS FOR STAND UP DESK - FINANCE	169.00
07/14/2020	2	184266	SANG R	RICHARD SANGSTER	BOC COMMISSIONER MILEAGE 6/23/20 - 1.2 M	0.69

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					BOC COMMISSIONER MILEAGE 7/14/20 - 1.2 M	0.69
						<u>1.38</u>
07/14/2020	2	184267	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	PZ JUNE 17 MTG, BENTON TWP REZONE, AMEND	521.60
07/14/2020	2	184268	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	MA AD - COUNTY BUILDING WOULD LIKE (TRAN	10.00
07/14/2020	2	184269	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	CR 5/12 MEETING MINUTES (TRANS#300290038	25.05
07/14/2020	2	184270	SOM-CERT	STATE OF MICHIGAN	PC CERTIFICATION RENEWAL FOR REBECCA NOE	30.00
07/14/2020	2	184271	TELNET	TELNET WORLDWIDE	IS MONTHLY PHONE ACCT# 62931	770.71
07/14/2020	2	184272	TELNET	VOID		
07/14/2020	2	184273	TREAS	CHEBOYGAN COUNTY TREASURER	PC COMPASS TRANSPORTATION BILLING JUN 20	3,996.27
07/14/2020	2	184274	TRYBAN	MARY ELLEN TRYBAN	BOC COMMISSIONER MILEAGE 7/14/20 - 7 MIL	4.03
07/14/2020	2	184275	VERIZON	VERIZON	IS CELL PHONE ACCT# 282979161-00001 6/2	1,492.47
07/14/2020	2	184276	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 7/14/20 - 50 MI	28.75
07/14/2020	2	184277	WARF S	STEVE WARFIELD	BOC COMMISSIONER MILEAGE 7/14/20 - 66 MI	76.48
07/14/2020	2	184278	WAVERLY	WAVERLY TOWNSHIP	RC RECYCLE SURCHARGE - 620 PARCELS	62.00
07/16/2020	2	184279	DTE	DTE ENERGY	MA INSTALLATION OF NEW GAS LINE FOR GENE	9,695.00
07/16/2020	2	184280	ATCHISON	ATCHISON PAPER & SUPPLY	CCM SUPPLIES - BOWL CLEANER DISINFECTANT	50.47
07/16/2020	2	184281	CANTEEN	CANTEEN SERVICES OF NORTHERN MI	SDJ MEALS (3502 MEALS) JUN 20	8,229.70
07/16/2020	2	184282	CAR-CCM	CARQUEST AUTO PARTS	CCM SUPPLIES - ANTIFREEZE DIESEL	23.78
07/16/2020	2	184283	CHARTER	CHARTER COMMUNICATIONS	SRR INTERNET/PHONE ACCT# 824512267010501	287.25
07/16/2020	2	184284	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032118323 6/10-	28.73
					FG/RC ELECTRIC ACCT# 100032117473 6/10	27.65
					FG/RC ELECTRIC ACCT# 100032117523 6/10-	105.57
					FG/RC ELECTRIC ACCT# 100045025812 6/10	38.46
					FG/RC ELECTRIC ACCT# 100032117358 6/10	68.57
					FG/RC ELECTRIC ACCT# 100032117309 6/10	218.83
					FG/RC ELECTRIC ACCT# 100000225340 6/1 -	26.31
					FG/RC ELECTRIC ACCT# 100032117416 6/10	65.33
						<u>579.45</u>
07/16/2020	2	184285	CONSUMERS	VOID		
07/16/2020	2	184286	DTE	DTE ENERGY	FG/RC GAS ACCT# 910021270475 6/6- 7/7/20	83.50
07/16/2020	2	184287	DTE	DTE ENERGY	MA REID BLDG ACCT#910021270889 6/6- 7/7/	54.36
07/16/2020	2	184288	DTE	DTE ENERGY	MA GAS ACCT# 910021270764 6/6 -7/7/20	538.89
07/16/2020	2	184289	DUES	MI ASSOC EQUALIZATION DIRECTO	EQ MAED 4-HR CONTINUED ED	50.00
07/16/2020	2	184290	HAIR	HAIR DESIGNS	SDJ INMATE HAIRCUSTS (18)	270.00
07/16/2020	2	184291	MHO	MUNSON HEALTHCARE OTSEGO	KILLINGBECK - PHYSICAL EXAM	65.00
07/16/2020	2	184292	MPI	MICHIGAN PURE ICE	CCM ICE PURCHASE (80-7-LB)	103.20
07/16/2020	2	184293	NYE	NYE UNIFORM COMPANY	SD ROSS-RAINCOAT	99.50
					SD SHIRT STAY	14.50
					SD SHIRTS/PANTS - BUR	328.50
						<u>442.50</u>
07/16/2020	2	184294	OCEI	ONAWAY CUSTOM EMBROIDERY INC	SD LOGO ON SHIRTS (4) (2-CRONK, 2-KILLIN	80.00
07/16/2020	2	184295	OMS	OMS COMPLIANCE SERVICES INC	SRR DOT RANDOM ALCOHOL TEST - NEILA TERR	60.00
07/16/2020	2	184296	RDIC	RIVERTOWN DO-IT CENTER	CCM SUPPLIES - GLUE, FOAM BRUSH	16.55
07/16/2020	2	184297	ROSE EXT	ROSE EXTERMINATOR	MA SDJ PEST CONTROL CONTRACT FOR JAIL	77.00
07/16/2020	2	184298	SCHW J	JEAN SCHWIND	DHS BOARD MEETING 6/24/20	40.00
07/16/2020	2	184299	SOM-NOT	STATE OF MICHIGAN	AD NOTARY RENEWAL - KATHY MORROW	10.00
07/16/2020	2	184300	WEST-CR	THOMSON REUTERS - WEST	CR LIBRARY PLAN CHARGES 6/5- 7/4/20	5.16
07/21/2020	2	184301	ATCHISON	ATCHISON PAPER & SUPPLY	CCM BOWL CLEANER	35.90
07/21/2020	2	184302	BLARNEY	BLARNEY CASTLE OIL COMPANY	CCM PURCHASE 1501.8 GALLONS GAS & 200 GA	4,329.09
					CCM PURCHASE 2267.0 GALLONS & 1248.0 GA	9,538.85
					CCM PURCHASE 1506.4 GALLONS DIESEL	2,328.17
						<u>16,196.11</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
07/21/2020	2	184303	BLARNEY	BLARNEY CASTLE OIL COMPANY	RC DIESEL FUEL FOR RECYCLING	368.56
07/21/2020	2	184304	CEMENT	CHEBOYGAN CEMENT PRODUCTS	CCM REROD 40 PIECES ONSITE WELDING REPAI	40.00
07/21/2020	2	184305	CMDA	CUMMINGS, MCCLOREY, DAVIS & ACHO PLC	AD GENERAL LEGAL SERVICES THROUGH 6/30/2	1,710.00
07/21/2020	2	184306	DSSI	DRUG SCREEN SOLUTIONS INC	PC GCMS CONFIRMATION	775.00
07/21/2020	2	184307	ELECT SOUR	ELECTION SOURCE	CR ELECTION SUPPLIES- PRECINCT KITS (22)	1,041.53
					CR THUMB DRIVE - PROGRAMMING	28.08
						<u>1,069.61</u>
07/21/2020	2	184308	EMMET CTY	EMMET COUNTY	RC MONTHLY RECYCLE FEES JUN 2020	10,795.00
07/21/2020	2	184309	FAG	FERNELIUS AUTO GROUP	MA CD 2020 JEEP COMPASS SPORTS	42,518.00
07/21/2020	2	184310	NOP	NATIONAL OFFICE PRODUCTS	RC PHONE	139.95
07/21/2020	2	184311	RDIC	RIVERTOWN DO-IT CENTER	CCM GRASS SEED, HORNET/WASP KILLER	19.37
					CCM KEYS	12.91
						<u>32.28</u>
07/21/2020	2	184312	RR DONN	RR DONNELLEY	CR NON BIRTH CERT PAPER (14)	157.00
07/21/2020	2	184313	SAP	STRAITS AREA PRINTING	MA COVID-19 FLOOR GRAPHICS	169.00
07/21/2020	2	184314	SIP	STATE INDUSTRIAL PRODUCTS	MA SUPPLIES - MORNING FRESH, DISCOVER	480.47
07/21/2020	2	184315	SPECTRUM	SPECTRUM HEALTH HOSPITALS	CR AUTOPSY - JACK BRENDEN PRINCE & JOSEP	2,902.74
07/21/2020	2	184316	SPIES	SPIES AUTO PARTS & TIRE	MA SUPPLIES - BROWN GLOVES (12)	9.24
07/21/2020	2	184317	SPIES-RC	SPIES AUTO PARTS & TIRE	RC SUPPLIES - SIMPLE GREEN CLNR & 5 GALL	74.00
					RC SUPPLIES - BRUSH HANDLE, CAR WASH CLN	22.38
					RC SUPPLIES - RAIN X, 20W50 HYDROSTAT	18.88
					RC SUPPLIES - 2.5 DEF (QTY 10)	111.90
					RC SUPPLIES - EVERCRAFT UTILITY GLOVES (17.98
						<u>245.14</u>
07/21/2020	2	184318	USC	UNDERGROUND SECURITY COMPANY	CR MICROFILM STORAGE 2020/2021	1,085.60
07/23/2020	2	184319	ASHE C	CYNTHIA E EBERLY	PC CELL PHONE REIMBURSEMENT JUL 2020	45.00
07/23/2020	2	184320	BCTO	BAY COUNTY TREASURER	PC ANOTHER COUNTY INSTITUTION #18008680	1,377.00
07/23/2020	2	184321	BLARNEY	BLARNEY CASTLE OIL COMPANY	CCM PURCHASE 2776 GALLONS GAS, 2600 GALL	11,300.25
07/23/2020	2	184322	BLARNEY	BLARNEY CASTLE OIL COMPANY	MA PURCHASE 10,001 GALLONS GAS	15,101.70
07/23/2020	2	184323	BLARNEY	BLARNEY CASTLE OIL COMPANY	CCM PURCHASE 2000 GALLONS GAS	5,129.84
07/23/2020	2	184324	BLASKOWSKI	BLASKOWSKI FEED & SEED	SD GLOVES FOR INMATES	19.99
07/23/2020	2	184325	BRANDTS	BRANDT'S SPORT CENTER	SD MARINE - JET SKI OIL	7.00
07/23/2020	2	184326	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS# 319 - ANNUAL INSPECTION	120.00
					SRR BUS# 920 - FULL SERVICE, CHECK CHAIR	192.50
					SRR BUS# 218 - REPLACE BROKEN STROBE LIG	82.40
					SRR BUS# 120 - FULL SERVICE	152.50
					SRR BUS# 520 - REPLACE BROKEN STROBE LIG	294.25
						<u>841.65</u>
07/23/2020	2	184327	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE COLLECTED JUNE/JUL	1,248.08
07/23/2020	2	184328	CEMENT	CHEBOYGAN CEMENT PRODUCTS	CCM PURCHASE REROD CAPS	112.50
07/23/2020	2	184329	CLAP C	CHARLES CLAPP	PC TRIAL COURT APPT ATTY #20014932 - BRA	82.50
07/23/2020	2	184330	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100000107183 6/15 - 7	8,980.09
07/23/2020	2	184331	CONSUMERS	CONSUMERS ENERGY	MA REID BLDG ELECTRIC # 103003539980 6/	1,093.57
07/23/2020	2	184332	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEW - #13013698 BESSE	51.67
07/23/2020	2	184333	HOME	HOME CONFINEMENT	PC COURT ORDERED SERVICES #18008680 - IS	216.00
07/23/2020	2	184334	INK & TONE	INK & TONER ALTERNATIVE	FN PURCHASE (4) TONER CARTRIDGES FOR COL	314.96
07/23/2020	2	184335	MCNI T	TERRY MCNITT	PC CELL PHONE REIMBURSEMENT JUL 2020	45.00
07/23/2020	2	184336	MORS N	NOAH MORSE	SD MARINE - REIMBURSE FOR PHYSICAL	158.00
07/23/2020	2	184337	OFF DEPOT	OFFICE DEPOT	CR SUPPLIES - TAPE, CLASP ENVELOPES, SEA	137.67
					CR CREDIT# 421734871001 - CREDIT & PURCH	1.74

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					CR SUPPLIES - IBM TAPE	14.38
					CR SUPPLIES - LEGAL PADS	15.39
						<u>169.18</u>
07/23/2020	2	184338	OMS	OMS COMPLIANCE SERVICES INC	SRR DOT PRE-EMPLOYMENT DRUG TEST - LESLI	88.00
07/23/2020	2	184339	PETTY-CCM	PETTY CASH	CCM REPLACE PETTY CASH	200.00
07/23/2020	2	184340	PRO-TECH	PRO-TECH	SD UNIFORMS - DUTY BELT ITEMS (ROSS)	272.00
07/23/2020	2	184341	RDIC	RIVERTOWN DO-IT CENTER	CCM PURCHASE BUSHING	1.79
					CCM PURCHASE ADAPTER	0.49
						<u>2.28</u>
07/23/2020	2	184342	SAP	STRAITS AREA PRINTING	SD PAPER - 1 REAM-500 SHEETS	10.00
07/23/2020	2	184343	SCPC	SAGINAW CTY PROBATE COURT	PC TRIAL COURT APPT ATTY #20014961- CALL	65.00
07/23/2020	2	184344	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 7/18/	139,609.39
07/23/2020	2	184345	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PERIODICALS 6/5 - 7/4/20	23.54
07/23/2020	2	184346	WHEELER	WHEELER MOTORS INC	SD DEDUCTIBLE - 2018 FORD UTILITY INTERC	250.00
07/23/2020	2	184347	BLASKOWSKI	BLASKOWSKI FEED & SEED	MA INSECT GUARD	16.62
07/23/2020	2	184348	G SHIPPING	G'S SHIPPING STORE	MA SUPPLIES - JUMBO TISSUE ROLLS (2), 2P	188.69
07/23/2020	2	184349	KSS	KSS ENTERPRISES	MA SUPPLIES - DISINFECTANT, FOAM HAND SO	281.05
07/23/2020	2	184350	PIE&G	PRESQUE ISLE ELECTRIC & GAS	RC ACCT# 9465900000 - OUTDOOR LIGHTS	8.34
07/23/2020	2	184351	S&W	SWIDERSKI & WARD P.C.	PC TRIAL COURT APPT ATTY #20014951 - MCF	100.00
07/23/2020	2	184352	BLASKOWSKI	BLASKOWSKI FEED & SEED	MA ORGANIC PEAT	4.00
07/28/2020	2	184353	24/7	24/7 SEWER & DRAIN CLEANING	MA CLEAN MANHOLE SYSTEM-SOUTH SIDE OF BL	925.00
07/28/2020	2	184354	BURIAL	COLLEEN HARPER	VA BURIAL EXPENSE - VETERAN: DERRICK HAR	300.00
07/28/2020	2	184355	CAS	CHEBOYGAN AREA SCHOOLS	TR NATIONAL COMMERCIAL FOREST DUE SCHOOL	27.06
07/28/2020	2	184356	CHEB	CITY OF CHEBOYGAN	CCM WATER BILL (1020 & 1080 N HURON) 4/1	869.95
07/28/2020	2	184357	CHEB	CITY OF CHEBOYGAN	MA REID BLDG WATER BILL 4/1 - 6/30/20	133.73
07/28/2020	2	184358	CHEB	CITY OF CHEBOYGAN	MA WATER BILL 4/1 - 6/30/20 (870 S MAIN.	3,286.32
07/28/2020	2	184359	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	PA BOTTLED WATER JUN 20	23.50
07/28/2020	2	184360	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEW #20014959 & 20014	70.00
					PC GUARDIANSHIP REVIEW #92001232 WILLNOW	47.65
					PC GUARDIANSHIP REVIEW #87000972 DRAXTEN	46.50
						<u>164.15</u>
07/28/2020	2	184361	EMMET CTY	EMMET COUNTY	TR MONTHLY PAYMENT AUG 20	2,144.08
07/28/2020	2	184362	EMMET CTY	EMMET COUNTY	FN 2020 EMERGENCY MGMT APR-JUN 2020 - CH	13,876.06
07/28/2020	2	184363	ESI	ENGINEERING SUPPLY CORPORATION	EQ GIS PLOTTER HP PRINTHEAD	359.97
07/28/2020	2	184364	FAG	FERNELIUS TOYOTA	RC PART SALE	93.35
07/28/2020	2	184365	FOREST	FOREST TOWNSHIP	TR NATIONAL COMMERCIAL FOREST DUE TOWNSH	2,033.87
07/28/2020	2	184366	GASLIGHT	GASLIGHT MEDIA	IS MONTHLY WEBSITE HOSTING & SEARCH ENGI	150.00
07/28/2020	2	184367	GOOD M	MELISSA GOODRICH	PA CELL PHONE REIMBURSEMENT JUL 20	45.00
07/28/2020	2	184368	GRAINGER	WW GRAINGER	MA - MOTOR RUN CAPACITOR, DBL SIDE VHB T	118.58
					MA VENT KIT - WATTS 800	10.16
					MA JANITOR CART, BLACK, POLYPROPYLENE	143.52
						<u>272.26</u>
07/28/2020	2	184369	GRANT	GRANT TOWNSHIP	TR NATIONAL COMMERCIAL FOREST DUE SCHOOL	9.02
07/28/2020	2	184370	HOME	HOME CONFINEMENT	PC COURT ORDERED SERVICES (#18008747, 19	304.00
07/28/2020	2	184371	HUGH D	DARIAN HUGHEY	MA REIMBURSE FOR PURCHASING LYSOL WIPES	82.05
07/28/2020	2	184372	ILS	INLAND LAKES SCHOOLS	TR NATIONAL COMMERCIAL FOREST DUE SCHOOL	16.06
07/28/2020	2	184373	LIBB A	AMBER LIBBY	PA CELL PHONE REIMBURSEMENT JUL 20	45.00
07/28/2020	2	184374	MEMBER	AMERICAN PLANNING ASSOCIATION	PZ MEMBERSHIP RENEWAL - M TURISK & J MER	577.00
07/28/2020	2	184375	MPI	MICHIGAN PURE ICE	CCM ICE PURCHASE (70 - 7LB)	90.30
07/28/2020	2	184376	NMCAT	NMCA	AD MEMBERSHIP DUES - NORTHERN MI COUNTIE	75.00
07/28/2020	2	184377	NUNDA	NUNDA TOWNSHIP	TR NATIONAL COMMERCIAL FOREST DUE TOWNSH	120.56
07/28/2020	2	184378	OAA	ONAWAY AREA AMBULANCE	TR MONTHLY PAYMENT AUG 20	1,310.25

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						138.40
07/31/2020	2	184410	DUES	EMMET COUNTY SHERIFF'S OFFICE	SD NORTHERN MI MUTUAL AID 2021	400.00
07/31/2020	2	184411	EKDAHL	MICHAEL J EKDAHL	FN MIDC ASSIGNED COUNSEL JUL 2020	1,250.00
07/31/2020	2	184412	FREESE	CHARLES FREESE	PZ PLANNING COMMISSION MTG 7/1 & 7/15/20	112.20
					PZ PLANNING COMMISSION SITE VISIT 6/28/2	84.85
					PZ PLANNING COMMISSION MTGS 6/3, 6/10, 6	120.00
					PZ PLANNING COMMISSION SITE VISITS 5/30/	190.98
						<u>508.03</u>
07/31/2020	2	184413	FREESE	VOID		
07/31/2020	2	184414	GABRIDGE	GABRIDGE & COMPANY PLC	SRR FINANCIAL STATEMENT AUDIT REPORT FOR	2,000.00
07/31/2020	2	184415	GOUJ C	CAL GOUINE	BOC COMMISSIONER MILEAGE 7/28/20 - 7 MIL	4.03
07/31/2020	2	184416	JOHN K	KAREN JOHNSON	PZ PLANNING COMMISSION MTGS 7/1 & 7/15/2	84.14
07/31/2020	2	184417	JUIL D	DOMINIC JUILLET	VA INSTALLATION OF BURIAL MARKERS - VETE	300.00
07/31/2020	2	184418	LYON S	SHARON LYON	PZ PLANNING COMMISSION MTGS 7/1 & 7/15/2	111.05
					PZ PLANNING COMMISSION SITE VISIT 7/1/20	67.60
						<u>178.65</u>
07/31/2020	2	184419	MATE R	ROBERTA MATELSKI	BOC COMMISSIONER MILEAGE 7/28/20 - 52 MI	59.80
07/31/2020	2	184420	MOW	MICHIGAN OFFICEWAYS INC	FOC OFFICE SUPPLIES - HEAVY DUTY PACKING	71.06
07/31/2020	2	184421	NEWM M	MICHAEL NEWMAN	BOC COMMISSIONER MILEAGE 7/28/20 - 9 MIL	166.18
07/31/2020	2	184422	NIA	NORTHERN IMAGING ASSOCIATES, PC	CR AUTOPSY - DONALD MCCLARY	143.00
07/31/2020	2	184423	OCEI	ONAWAY CUSTOM EMBROIDERY INC	SD LOGO ON SHIRTS - JAMIESON	60.00
					SD LOGO ON SHIRTS - KILLINGBECK	20.00
						<u>80.00</u>
07/31/2020	2	184424	OFF DEPOT	OFFICE DEPOT	SD OFFICE SUPPLIES - HP INK	59.41
					SD OFFICE SUPPLIES - TAPE, PENS, ENVELOP	44.12
						<u>103.53</u>
07/31/2020	2	184425	OSTWALD	CHARLES OSTWALD	PZ PLANNING COMMISSION MTGS 7/1 & 7/15/2	92.65
07/31/2020	2	184426	PUB DEF 3	RON VARGA OR BILL KEOGH	CC MIDC ARRAIGNMENTS - JUN 2020	10,034.00
07/31/2020	2	184427	SOCH L	LEIGH ANN SOCHA	SD LEGAL BLOOD DRAWS - BLANCHARD	60.00
07/31/2020	2	184428	STELLAR	STELLAR SERVICES	SDJ INMATE SUPPLIES - COMMISSARY ORDERS	49.00
					SDJ INMATE SUPPLIES - INDIGENT ORDERS	4.26
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	1,142.87
					SDJ INMATE SUPPLIES - SNACK PACKS	90.00
					SDJ INMATE SUPPLIES - SNACK PACKS	751.25
					SDJ INMATE SUPPLIES - INDIGENT ORDERS	8.52
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	1,305.47
					SDJ INMATE SUPPLIES - INDIGENT ORDERS	3.00
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	1,234.39
						<u>4,588.76</u>
07/31/2020	2	184429	STELLAR	VOID		
07/31/2020	2	184430	TRYBAN	MARY ELLEN TRYBAN	BOC COMMISSIONER MILEAGE 7/28/20 - 7 MIL	4.03
07/31/2020	2	184431	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 7/28/20 - 50 MI	161.00
07/31/2020	2	184432	WARF S	STEVE WARFIELD	BOC COMMISSIONER MILEAGE 7/28/20 - 66 MI	48.30
07/31/2020	2	184433	WEX	WEX BANK	SD FUEL ACCT#7560-00132255-1 -GAS STONEG	208.25
07/31/2020	2	184434	FREESE	CHARLES FREESE	PZ PLANNING COMMISSION SITE VISIT PER DI	40.00
					Total Paper Check:	<u>1,094,061.39</u>

V

V

08/05/2020 11:45 AM
User: DWALINSKY
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 07/01/2020 - 07/31/2020

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
2 TOTALS:						
Total of 333 Checks:						1,094,061.39
Less 10 Void Checks:						341.85
Total of 323 Disbursements:						<u>1,093,719.54</u>

08/05/2020 11:45 AM
User: DWALINSKY
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 07/01/2020 - 07/31/2020

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 3 TAX REVOLVING FUND						
Check Type: Paper Check						
07/16/2020	3	7716	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES (7)	210.00
07/28/2020	3	7717	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES (14)	420.00
Total Paper Check:						<u>630.00</u>
3 TOTALS:						
Total of 2 Checks:						630.00
Less 0 Void Checks:						<u>0.00</u>
Total of 2 Disbursements:						<u>630.00</u>

08/05/2020 11:46 AM
User: DWALINSKY
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 07/01/2020 - 07/31/2020

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
------------	------	-------	--------	-------------	-------------	--------

Bank 5 COUNTY ROAD TRANSFERS

Check Type: Paper Check

07/31/2020	5	2100934	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 7/1/20	175,552.32
07/31/2020	5	2100935	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 7/14/20	79,058.74
07/31/2020	5	2100936	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 7/16/20	671,973.61
07/31/2020	5	2100937	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 7/28/20	83,898.43
Total Paper Check:						<u>1,010,483.10</u>

5 TOTALS:

Total of 4 Checks:	1,010,483.10
Less 0 Void Checks:	0.00
Total of 4 Disbursements:	<u>1,010,483.10</u>

08/05/2020 11:46 AM
User: DWALINSKY
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY
CHECK DATE FROM 07/01/2020 - 07/31/2020

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 9 INMATE ACCOUNT						
Check Type: Paper Check						
07/01/2020	9	1336	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	500.00
07/03/2020	9	1337	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	165.00
07/03/2020	9	1338	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	550.00
07/27/2020	9	1339	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	2,000.00
07/28/2020	9	1340	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	500.00
07/30/2020	9	1341	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	18,688.91
Total Paper Check:						<u>22,403.91</u>
9 TOTALS:						
Total of 6 Checks:						22,403.91
Less 0 Void Checks:						<u>0.00</u>
Total of 6 Disbursements:						<u>22,403.91</u>



Cheboygan County Board of Commissioners' Meeting

August 11, 2020

Title: State of Michigan FY 2020 Off-Road Vehicle Law Enforcement Program Grant Agreement – Budget adjustment

Summary:

General Fund – Fund 101

Department 302 (ORV Enforcement)

Department 331 (Marine Safety)

Department 400 (Revenue Control)

The County received a \$16,000 grant for the ORV Law Enforcement Program for the period October 1, 2019 – September 30, 2020. This adjustment will adjust the expense to agree to the grant and transfer the expense to the Marine Safety grant. It will also reduce the revenue to agree to the actual grant amount awarded and adjust to Fund equity.

Financial Impact:

No impact

Recommendation:

Motion to approve the budget adjustment to decrease expenditures in Fund 101, Department 302 in the line items provided in the following attachment by \$2,324 and increase expenditures in Fund 101, Department 331 by the same amount.

Prepared by: Sue Buitenhuis

Department: Finance

Budget Adjustment
8/11/2020

To transfer between funds

ORV Enforcement

101-302-718.00 \$ (1,790)
Full Time

101-302-712.00 \$ (534)
Fringe

101-400-542.00 \$ (2,000)
ORV Enforcement Grant

Marine Safety

101-331-718.00 \$ 1,790
Full Time

101-331-712.00 \$ 534
Fringe

General County

101-400-699.00 \$ 2,000
Fund Equity



Cheboygan County Board of Commissioners' Meeting

August 11, 2020

Title: State of Michigan FY 2017 Operation Stonegarden Grant FRAGO

Summary:

General Fund – Fund 101
Department 334 (Stonegarden Grant)

On October 24, 2017, the Cheboygan County Board of Commissioners approved accepting the FY-2017 Operation Stonegarden Grant for \$50,000. The grant covers eligible costs from September 1, 2017-August 31, 2020. On July 10, 2020, the US Department of Homeland Security approved reallocating funds from general costs to overtime from this grant. This adjustment will add the additional revenue and expense for the 2017 grant that is not in the current budget.

Financial Impact:

No impact – revenues and expenses have been increased by the same amount

Recommendation:

Motion to approve the budget adjustment to increase expenditures in Fund 101, Department 334 in the line items provided in the following attachment by \$10,489 and increase revenues in 101-400-510.00 by the same amount.

Prepared by: Sue Buitenhuis

Department: Finance

Budget Adjustment
8/11/2020

To transfer between funds

Stonegarden Grant

101-334-704.17 Overtime	\$ 7,444
101-334-712.17 Fringe	\$ 2,313
101-334-863.17 Mileage	\$ 732
101-400-510.00 Stonegarden Grant	\$ 10,489

INVESTMENT REPORT AS OF JUNE 30, 2020

FUND	LOCATION	TYPE	RATE	ACCOUNT BALANCE	GENERAL LEDGER	
POINT & PAY	C.N.B.	CHECKING	0.1000%	\$7,233.19	N/A	
PAYROLL ACCOUNT	C.N.B.	CHECKING	0.1000%	\$6,920.52	N/A	
T & A	C.N.B.	CHECKING	0.1000%	\$410,892.12	\$187,921.39	701-721
GENERAL	C.N.B.	CHECKING	0.1000%	\$7,418,430.96	\$7,820,256.86	101-802
PRIME SHARE SAVINGS (CLOSED 4/2/2019)	SAFCU	SAVINGS	0.0000%	\$0.00		
LIQUID ASSETS ACCOUNT	MICHIGAN CLASS	LQ	0.4500%	\$512,141.64		
INVERNESS SEWER PJT	C.N.B.	IMMA	0.1000%	\$5,373.45		
FAIR IMPRESS ACCOUNT	C.N.B.	CHECKING	0.0000%	\$633.83	\$633.83	561-000-004.04
FAIR PREMIUM ACCOUNT	C.N.B.	CHECKING	0.0000%	\$1,080.66	\$657.65	561-000-004-05
100% TAX FUND	C.N.B.	CHECKING	0.1000%	\$2,859,184.17	\$5,935,493.35	516-517
2009 TAX FUND	PNC	IMMA	0.0500%	\$259,334.82		
TAX FUND CD DUE (07/19/19) #259282 (CLOSED 7/23/2019)	C.N.B.	CD	0.0000%	\$0.00		
TAX FUND CD DUE (11/12/22) #308160	C.N.B.	CD	1.5000%	\$652,737.29		
TAX FUND CD DUE (10/04/22) #215191	C.N.B.	CD	1.5000%	\$519,381.33		
TAX FUND CD DUE (7/23/22) #144660	C.N.B.	CD	1.5000%	\$1,093,549.46		
TAX FUND CD DUE (10/04/19) #259334 CLOSED 10/4/2019	C.N.B.	CD	0.0000%	\$0.00		
TAX FUND CD DUE (11/08/19) #259362 CLOSED 11/12/2019	C.N.B.	CD	0.0000%	\$0.00		
1996 TAX FUND CD DUE (07/01/19) (CLOSED 7/2/2019)	1ST COMMUNITY	CD	0.0000%	\$0.00		
COMMERCIAL MONEY MARKET	M BANK	PM	0.1000%	\$250,001.00		
INSURED CASH SWEEP DEMAND DEPOSIT ACCOUNT	M BANK	ICS	0.2000%	\$261,733.27		
PRIME SHARE SAVINGS (CLOSED 4/2/2019)	SAFCU	SAVINGS	0.0000%	\$0.00		
COUNTY ROAD SAVINGS	C.N.B.	IMMA	0.1000%	\$4,013,557.58	\$4,058,550.20	201
COUNTY ROAD	1ST COMMUNITY	CHECKING	0.0805%	\$45,049.56		
COUNTY ROAD DEBT RET	C.N.B.	IMMA	0.1000%	\$344,810.98	\$344,780.95	352
FRIEND OF THE COURT	C.N.B.	CHECKING	0.0000%	\$300.00	\$200.00	706
89TH DC - BOND ACCOUNT	C.N.B.	CHECKING	0.1000%	\$12,147.75	\$9,849.75	760
INMATE TRUST FUND	C.N.B.	CHECKING	0.0000%	\$17,925.49	\$5,769.66	764
CASH AND INVESTMENTS PER THE BANK STATEMENTS				\$18,692,419.07	\$18,364,113.64	CASH AND INVESTMENTS
IMPREST CASH - CASH ON HAND				\$2,300.00	\$2,300.00	IMPREST CASH
TOTAL CASH AND INVESTMENTS				\$18,694,719.07	\$18,366,413.64	TOTAL CASH AND INVESTMENTS
				DIFFERENCE	\$328,305.43	RECONCILING ITEMS AS OF 7/27/2020

***TYPE**

- CD-CERTIFICATE OF DEPOSIT
- IMMA-INSURED MONEY MARKET ACCOUNT (MUNICIPAL)
- PM-PREMIER MUNICIPAL ACCOUNT
- LQ-LIQUID ASSETS
- ICS-INSURED CASH SWEEP

Note: Information presented is unaudited and is subject to change.



Cheboygan County Board of Commissioners' Meeting

August 11, 2020

Title: Audit extension

Summary:

The three-year Audit Services Agreement with Gabridge & Company expired with the audit for the year ended December 31, 2019. Staff inquired with Gabridge & Company, as to a one-year extension of the agreement rather than going out for bid.

Gabridge proposed the following for the December 31, 2020 audit:

County: \$21,900 (Prior year: \$21,300; \$600 (2.8%) increase
Straits Regional Ride \$2,100 (Prior year: \$2,000; \$100 (5%) increase
Total: \$24,000 (Prior year: \$23,300; \$700 (3%) increase

Financial Impact:

2020 Audit / 2021 Budget - \$24,000 including separate SRR audit required by MDOT

Recommendation:

Motion to approve the 2020 audit one-year extension to Gabridge & Company in the total amount of \$24,000 and authorize Administration to sign the engagement letters.

Prepared by: Sue Buitenhuis

Department: Finance

August 7, 2020

Dear Mr. Jeffery Lawson and Ms. Sue Buitenhuis,

We are writing to extend our sincere thanks to Cheboygan County for the opportunity we have had to be of service as the County's auditors for the past six years. We have enjoyed working with you and your staff. We trust that you feel that the County has benefited from our professional relationship as well.

We are providing a proposed fee for the December 31, 2020 audit reports. It has been a pleasure working with the County and we would love to have another year to look forward to with the County.

Following is a schedule showing the proposed fees:

<u>12/31/2020</u>
\$ 24,000

These fees are based on the presumption that the County's accounting records will be reasonably adjusted and auditable. The proposed fee includes the County and Straits Regional Ride and the fees will be allocated \$21,900 to the County and \$2,100 to Straits Regional Ride. Any additional services required to assist the County in preparing a reasonably adjusted trial balance will be billed at our standard hourly rate.

The above fees do include the known accounting standards that will need to be implemented during the proposed years (including assistance with the implementation of Treasury's new Uniform Chart of Accounts, GASB 84 *Fiduciary Activities*, and GASB 87 *Leases*).

These fees are independent of any special projects for which a separate engagement is contracted. We will, of course, continue to be available throughout the year to answer general business questions, and to assist you or your staff with accounting for specific transactions without charge.

Again, we thank you for the continuing opportunity to be of service to the County, and we look forward to another year of exceeding your expectations. If you have any questions regarding this extension, or if we can be of assistance to you in any, please do not hesitate to contact us.

Very truly yours,



CERTIFIED PUBLIC ACCOUNTANTS

Gabridge & Company, PLC

The above proposal is hereby accepted for an additional year.

Signature

Date

Cheboygan County
Board of Commissioners' Meeting
Aug 11, 2020

Title: Grant Application for 2021 Secondary Road Patrol and Traffic Accident Prevention Program

Summary: This grant offsets the cost of wages and fringe benefits related to one road patrol deputy. This grant is applied for each fiscal year and is included in the General Fund budget. The amount received for the period of October 1, 2020 through September 30, 2021 is \$32,654. The allowable allocation is determined by the State of Michigan Office of Highway Safety Planning. *The grant application must be received by the Office of Highway Safety Planning by September 1, 2020.*

Financial Impact: State grant revenue totaling \$32,654.

Recommendation: Motion to approve the submitted application for fiscal year 2020 Secondary Road Patrol and Traffic Accident Prevention program and authorize the chairperson to sign.

Prepared by: Sheriff Dale V. Clarmont

Department: Cheboygan County Sheriff Department

SECONDARY ROAD PATROL AND TRAFFIC ACCIDENT PREVENTION PROGRAM

Application for
Fiscal Year
2021
(OCTOBER 1, 2020 – SEPTEMBER 30, 2021)



Application also available at
www.michigan.gov/ohsp-srp

Michigan Department of State Police
Office of Highway Safety Planning
7150 Harris Drive
P.O. Box 30634
Lansing, Michigan 48909

AUTHORITY:	MCL 28.31, MCL 51.76, MCL 51.77, as amended
COMPLIANCE:	Voluntary; however, failure to complete will result in a denial of funding

SECTION A: APPLICATION INSTRUCTIONS

The following items are required to be reviewed and completed for the County to be awarded Secondary Road Patrol and Traffic Accident Prevention (SRP) funding pursuant to 1978 P.A. 416, as amended, MCL 51.76 and MCL 51.77 (P.A. 416). The completed application must be submitted to the Office of Highway Safety Planning (OHSP) in its entirety (all pages). Questions regarding the application may be directed to 517-284-3091.

A. **APPLICATION INSTRUCTIONS** (With application checklist for County use only).

B. **CONTRACT CONDITIONS AND REQUIREMENTS:**

- I. **Definitions**, Page 4.
- II. **Law Enforcement Plan**, Page 4.
- III. **Services**, Page 4.
- IV. **City and Village Resolutions**, Page 5.
- V. **Accounting and Recordkeeping Requirements**, Page 5.
- VI. **Standards for Acquiring, Using, and Disposing of Property Purchased with P.A. 416 Funding**, Page 6.
- VII. **Financial Reports**, Page 7.
- VIII. **Program Reports**, Page 7.
- IX. **Amendment of Contract**, Page 7.
- X. **Limitation Upon Time Expenditures**, Page 7.
- XI. **Limited Availability of Indirect Costs**, Page 7.
- XII. **Method of Payment**, Page 7.
- XIII. **Attribution**, Page 7.
- XIV. **Notice Regarding Position Reductions**, Page 7.
- XV. **Sanctions**, Page 8.
- XVI. **Termination**, Page 8.
- XVII. **Inspections, Audit, and Reporting**, Page 8.
- XVIII. **Equal Employment Opportunity (EEO) Requirements**, Page 8.

C. **SECONDARY ROAD PATROL AND TRAFFIC ACCIDENT PREVENTION PROGRAM APPLICATION:**

- I. **Application and Contract Signature Page**, Page 10.
- II. **Maintenance of Effort Base Data**, Page 11.
- III. **Methods and Procedures**, Page 12.
- IV. **Resolutions, Contracts, and Law Enforcement Plan**, Page 13.
- V. **Equipment and Automotive Inventory**, Page 14.
- VI. **Budget Detail**, Pages 15.

Mail the application, with **ORIGINAL SIGNATURES**, and all supporting documentation to:
Do **not** submit as duplex (double-sided).

Michigan Department of State Police
Office of Highway Safety Planning
7150 Harris Drive
P.O. Box 30634
Lansing, Michigan 48909

SECONDARY ROAD PATROL AND TRAFFIC ACCIDENT PREVENTION PROGRAM CHECKLIST

This checklist is provided as a guide to assist you in the preparation of the application for P.A. 416 funding (FOR YOUR USE ONLY).

- | | Task
Completed |
|--|--------------------------|
| SHERIFF: | |
| 1. Review the Contract Conditions and Requirements (pages 4-9) | <input type="checkbox"/> |
| 2. Complete the Maintenance of Effort Base Data (page 11) | <input type="checkbox"/> |
| 3. Prepare the Methods and Procedures (page 12) | <input type="checkbox"/> |
| 4. Complete the Resolutions, Contracts, and Law Enforcement Plan (page 13) | <input type="checkbox"/> |
| 5. Complete the Equipment and Automotive Inventory (page 14) | <input type="checkbox"/> |
| 6. Prepare the Budget Detail (pages 15-18) | <input type="checkbox"/> |
| 7. Complete the Application Signature Page and Sign Item #18 (page 10) | <input type="checkbox"/> |
| 8. Deliver the Prepared Application to the Financial Officer | <input type="checkbox"/> |

FINANCIAL OFFICER:

- | | |
|--|--------------------------|
| 1. Review the Contract Conditions and Requirements | <input type="checkbox"/> |
| 2. Review the Maintenance of Effort Base Data | <input type="checkbox"/> |
| 3. Review the Methods and Procedures | <input type="checkbox"/> |
| 4. Review the Resolutions, Contracts, and Law Enforcement Plan | <input type="checkbox"/> |
| 5. Review the Equipment and Automotive Inventory | <input type="checkbox"/> |
| 6. Review the Budget | <input type="checkbox"/> |
| 7. Sign Item #25 on the Application Signature Page (page 10) | <input type="checkbox"/> |
| 8. Return the Application Package to the Sheriff | <input type="checkbox"/> |

SHERIFF:

- | | |
|--|--------------------------|
| Deliver the Application to the Chairperson of the County Board | <input type="checkbox"/> |
|--|--------------------------|

CHAIRPERSON, COUNTY BOARD OF COMMISSIONERS:

- | | |
|--|--------------------------|
| 1. Review the Contract Conditions and Requirements | <input type="checkbox"/> |
| 2. Review the Program Application for P.A. 416 funding (pages 10-18) | <input type="checkbox"/> |
| 3. Complete Item #9 on the Application Signature Page (page 10) | <input type="checkbox"/> |
| 4. Sign Item #10 on the Application Signature Page (page 10) | <input type="checkbox"/> |
| 5. Return the Application Package to the Sheriff | <input type="checkbox"/> |

SHERIFF:

- | | |
|--|--------------------------|
| 1. Review the Application for completeness | <input type="checkbox"/> |
| 2. Make one copy (single-sided) of the complete application to retain for your records | <input type="checkbox"/> |
| 3. Submit the original of the following documents to OHSP: | |
| a. Application and Contract Signature Page with <u>original signatures</u> (page 10) | <input type="checkbox"/> |
| b. Maintenance of Effort (page 11) | <input type="checkbox"/> |
| c. Methods and Procedures (page 12) | <input type="checkbox"/> |
| d. Resolutions, Contracts, and Law Enforcement Plan (page 13) | <input type="checkbox"/> |
| e. Equipment and Automotive Inventory (page 14) | <input type="checkbox"/> |
| f. Budget—Detail and Narrative (pages 15-18) | <input type="checkbox"/> |

MAIL TO:

Michigan Department of State Police
Office of Highway Safety Planning
7150 Harris Drive
P.O. Box 30634
Lansing, Michigan 48909

DATE MAILED

SECTION B: CONTRACT CONDITIONS AND REQUIREMENTS

I. Definitions

County-Funded Road Patrol Deputy: A uniformed officer who responds to citizens' requests, makes arrests, investigates traffic crashes and crimes, serves legal papers, patrols the county, and may occasionally be assigned to jail, marine/snowmobile, dispatch, court, prisoner transport, or other non-patrol related functions. Examples of who not to include, but are not limited to, the sheriff, undersheriff, command officers who supervise other divisions in addition to road patrol, full-time court detail, corrections, marine/snowmobile, detectives, and DARE officers.

Expendable Personal Property: All tangible personal property other than non-expendable property.

Financial Officer: The person responsible for fiscal accounting.

Fiscal Year: The fiscal year of the State of Michigan, beginning October 1st of each year.

MSP: The Michigan Department of State Police.

Nonexpendable Personal Property: Tangible personal property having a useful life of more than one year and acquisition cost of \$1,000 or more per unit.

OHSP: The Office of Highway Safety Planning is the agent for the State of Michigan acting through the MSP.

P.A. 416: Public Act 416 of 1978, as amended, MCL 51.76 and 51.77, which established the Secondary Road Patrol and Traffic Accident Prevention Program.

P.A. 416-Funded Road Patrol Deputy: A uniformed officer who patrols the secondary roads (county primary and county local roads, excluding those portions within the boundaries of a city or village); monitors traffic violations; enforces the criminal laws of this state, violations of which are observed by or brought to the attention of the sheriff's department while providing the patrolling and monitoring required by the P.A. 416; investigates crashes involving motor vehicles; and provides emergency assistance to persons on or near a highway or road patrolled and monitored as required by P.A. 416.

Provider: The County Board of Commissioners as advised by the County Sheriff acting through a duly authorized contracting official such as the Chairperson of the County Board of Commissioners or County Executive Officer.

SRP: The Secondary Road Patrol and Traffic Accident Prevention Program.

SRP Deputy: See P.A. 416-Funded Road Patrol Deputy.

II. Law Enforcement Plan

P.A. 416 requires the sheriff, the Director of MSP, and the Director of the OHSP or their authorized representatives to develop a Law Enforcement Plan for the unincorporated areas of the county. The Law Enforcement Plan shall be updated at least every four years (after a sheriff's election year). The plan may be updated in the interim at the discretion of the sheriff and the local MSP post commander. A copy of the most current Law Enforcement Plan must be included in the documents submitted with the application each year.

III. Services

The sheriff's department shall be the law enforcement agency primarily responsible for providing the following services outside the boundaries of a city or village, and on any highway or road within the boundaries of a county park:

1. Patrolling and monitoring traffic violations.
2. Enforcing the criminal laws of this state, violations of which are observed by or brought to the attention of the sheriff's department while engaged in P.A. 416 patrols.
3. Investigating crashes involving motor vehicles.
4. Providing emergency assistance to persons on or near a highway or road patrolled and monitored as required by P.A. 416.

IV. City and Village Service Resolutions

P.A. 416 provides for service requests from a city or village to a county. If an agreement of this type is entered into, a copy of the resolution authorizing this action must be included in the documents submitted with the application each year.

Any or all of the following services may be provided:

1. Patrolling and monitoring traffic violations.
2. Investigating crashes involving motor vehicles.
3. Providing emergency assistance to persons on or near a highway or road being patrolled and monitored.

V. Accounting and Recordkeeping Requirements

The Provider must maintain accounting records, following generally accepted accounting procedures, to receive reimbursement for expenditures under this grant. Documentation supporting all expenditures shall be maintained for at least three years after the expiration of the fiscal year covering this agreement. The Provider agrees to expend funds obtained under this agreement only during the period covered by the agreement and only for purposes specified in the budget detail unless written approval is received from OHSP. **ALL REVENUE AND EXPENDITURES SHALL BE RECORDED IN A FUND OR ACCOUNT SEPARATE FROM THE PROVIDER'S OTHER FUNDS OR ACCOUNTS. THE GENERAL LEDGER IS REQUIRED AND MUST RECONCILE TO REPORTED COSTS.**

- A. Personnel Costs. Amounts expended under this agreement for P.A. 416-Funded Road Patrol Deputies shall be based upon payrolls documented and approved in accordance with the policies and practices of the Provider and shall be supported by time and attendance records and daily activity logs for individual employees. The daily logs must detail all activities engaged in, locations of activities, and times engaged in each activity.
- B. All automotive expenses, supplies, and equipment shall be authorized and procured in accordance with the general policies and practices of the county. Automotive expenses can be reported based either on the actual costs incurred for vehicles, gasoline, maintenance, insurance, and other vehicle costs, or on actual miles driven times a mileage rate. If the county chooses to use a mileage rate, they may either use the most recently published IRS business rate, in which case no further calculation is required, or, they can calculate their own mileage rate based on their county's actual costs. Supporting documentation for the county's calculated rate must be kept on file for review during monitoring.

Note: If using a mileage rate that includes an allowance for depreciation of the vehicle, including the IRS rate, the county may not also request reimbursement for a vehicle as an equipment purchase.

C. Property Management Standards

1. Accounting Requirement. The county agrees to maintain a readily identifiable inventory of nonexpendable personal property purchased in whole, or in part, with P.A. 416 funds. Inventory of this property shall be made a part of the county's official P.A. 416 records and shall be available for review by authorized state personnel. At a minimum, property management records shall meet the following requirements:
 - a) Item description
 - b) Manufacturer's serial number and, if applicable, a P.A. 416 control number
 - c) State's P.A. 416 cost equity at time of purchase
 - d) Acquisition date and cost
 - e) Location of property
 - f) Ultimate disposition date including sale price or method used to determine fair market value
 - g) Method of disposition
2. Recordkeeping Requirements. The county agrees to maintain, as a part of the financial records for P.A. 416, property management records for all nonexpendable personal property acquired in whole, or in part, with P.A. 416 funds. This includes copies of purchase orders, bid information, invoices and inventory records. Records shall be retained for three years beyond the useful life of the equipment.

VI. Standards for Acquiring, Using, and Disposing of Property Purchased with P.A. 416 Funding

The acquisition of expendable and nonexpendable personal property shall be pre-authorized by OHSP. Expendable property may be disposed of when, at the discretion of the Provider, it is no longer usable. For nonexpendable personal property acquired by a county in whole, or in part, with P.A. 416 funds, the following conditions apply:

- A. Use of nonexpendable personal property is restricted to activities authorized by P.A. 416 and by personnel funded or authorized by OHSP in their contract with the county or by adjustments to this grant.
- B. Disposition of Nonexpendable Personal Property. Proper sales procedures shall be established for unneeded property which would provide for competition to the maximum extent possible and result in the highest possible return. When a recipient of nonexpendable personal property purchased in whole, or in part, with P.A. 416 funds no longer has a need for the property in its P.A. 416 program, the county shall obtain prior approval from OHSP for the proposed disposition of the property. **Requests for approval of the proposed disposition shall be submitted to OHSP within 30 days prior to the proposed disposition.** The property, with concurrence of OHSP, may be disposed of in accordance with the following standards and order of priority as determined by OHSP:
 1. Transfer of Property - OHSP reserves the right to require the county to transfer the property to the control of OHSP or directly to a third party at the discretion of OHSP. The county shall be reimbursed by the beneficiary county with an amount which is computed by applying the percentage of county participation in the original cost of the item(s) to the current fair market value.
 2. Retention of Property - OHSP may permit the county to retain the property for use other than that authorized in P.A. 416, provided compensation is made to the State of Michigan. The amount of compensation shall be computed by applying the percentage of state participation in the original cost of the item(s) to the current fair market value.
 3. Sale of Property - OHSP may instruct the county to sell the property and reimburse the State of Michigan an amount which is computed by applying the percentage of state participation in the original cost of the item(s) to the current fair market value. The county is permitted to retain five percent of the total proceeds to cover selling and handling expenses.
- C. Replacement of Property. When an item of nonexpendable personal property with an acquisition cost of \$1,000 or more is no longer efficient or serviceable but the county continues to need the property in its P.A. 416 program, the county may replace the property through trade-in or sale and purchase of new property, provided the following requirements are met:
 1. Similar Function. Replacement property shall serve the same function as the original property and be of the same nature or character, although not necessarily of the same grade or quality.
 2. Credits. Value credited for the property, if the property is traded in, shall be related to the fair market value.
 3. Time. Purchase of replacement property shall take place soon enough after the sale of nonexpendable property to show that the sale and the purchase are related, but in any instance, during the same funding year.
 4. Compensation. Replacement of property under this paragraph is not disposition of this property. The county is not required, at the time of replacement, to compensate the State for the state share of the property; rather, the state share is transferred to the replacement property with an appropriate adjustment as provided in section VI(C)(5). The replacement property is subject to the same instruction on use and disposition as the property replaced.
 5. Calculation of State Share. The state share of the replacement property is calculated as follows:
 - a. The proceeds from the sale of the original property or the amount credited for trade-in is multiplied by the state share (percentage) to produce a dollar amount.
 - b. The percentage of the P.A. 416 dollar amount to the total purchase price of the replacement property is the state share of the replacement property.

6. Prior Approval. Recipients of P.A. 416 funds shall obtain written permission from OHSP to use the provision of section VI(C) prior to entering into negotiations for the replacement or trade-in of nonexpendable property.

VII. Financial Reports

The Provider agrees to submit a Quarterly Financial Report within 20 days of the completion of each quarterly period beginning with the date of this agreement. A general ledger report produced by the County's official accounting system must be submitted with each Quarterly Financial Report. The ledger **must** reconcile to reported costs. The Inventory Control Listing for nonexpendable property as identified in section V(C)(1) shall be maintained by the county for review during program monitoring, and shall be submitted with each change to OHSP, along with an Equipment Records System form.

VIII. Program Reports

The Provider agrees to submit a Semi-Annual Program Report within 20 days following the end of each program reporting period and an Annual Program Report covering the fiscal year just ended by October 20 of each year. These forms will be provided by OHSP.

IX. Amendment of Contract

Program modification or a budget revision shall be requested on the Contract Adjustment Request form provided, and be approved by OHSP prior to implementation. Original signatures are required on this document.

X. Limitation Upon Timing of Expenditures

All obligations under this agreement shall be made subsequent to the project start date and prior to the project end date of the contract. Goods must be **received** (which consists of taking possession of products in order to stage them for inspection, place them into inventory, or deploy them to the end user for immediate use) by September 30 of the fiscal year.

XI. Limited Availability of Indirect Costs

Indirect costs reportable for reimbursement are allowable providing they do not exceed 5% of the total direct program expenditures. Costs for clerical support personnel may be included in the budget as an indirect cost, not a direct cost.

XII. Method of Payment

The State of Michigan shall reimburse the county for expenditures incurred during the previous quarter. The county will receive the reimbursement approximately four weeks following receipt of the Quarterly Financial Report. Reimbursement may be delayed should the county fail to provide all required reports and other documentation, or is not in compliance with P.A. 416 and the Grant Contract Conditions and Requirements.

XIII. Attribution

Any public dissemination of information under this agreement shall identify the State of Michigan as the source of the funding for the services provided.

XIV. Notice Regarding Position Reductions

The county shall immediately notify OHSP of any reductions in the working number of county-funded road patrol positions if the remaining number of working road patrol positions is below the September 30, 1978, level. This notification shall include the latest county estimate of total county general fund revenue for the pertinent county fiscal year. Notification shall be in writing and include appropriate explanatory information.

XV. Sanctions

If the grantee materially fails to comply with the terms and conditions of the grant contract, OHSP may take one or more of the following actions, as appropriate in the circumstances:

1. Temporarily withhold cash payments pending correction of the deficiency by the grantee.
2. Disallow all or part of the cost of the activity or action not in compliance.
3. Wholly or partly suspend or terminate the current grant contract.
4. Withhold further funding for the program.
5. Take other remedies that may be legally available.

XVI. Termination

Termination of this contract will become effective based upon one or more of the following conditions:

1. The end date specified on the grant has been reached and all other conditions of funding have been satisfied.
2. Funds allocated are contingent upon an appropriation from the State of Michigan and sufficient citation surcharge collections. County allocations may be revised during the year based on revenue collected.
3. This agreement is void if the Provider reduces its expenditures or level of road patrol below that which the Provider was expending or providing immediately before October 1, 1978, unless the Provider is required to reduce general services because of economic conditions and is not merely reducing law enforcement services. If there is an allegation of non-compliance with the provisions of this subsection, the OHSP shall notify the Provider in writing and afford the Provider with an opportunity to demonstrate compliance. If compliance cannot be established, OHSP shall notify the Provider in writing of the termination of this agreement. This termination shall be effective as of the date on which the non-compliance originally occurred.
4. The Provider shall comply with the identified schedule for financial and programmatic reporting. Failure to comply will result in OHSP action to withhold the release of funds.
5. Non-compliance with P.A. 416 and/or Contract Conditions and Requirements is grounds for the termination of this contract and funding. Repayment of funds to the State of Michigan may be required for those funds expended on non P.A. 416 related costs.
6. The Provider may terminate the contract upon 60 days notice. OHSP may waive this notification requirement.

XVII. Inspection, Audit, and Reporting

The OHSP, the Local Government Audit Division of the Michigan Department of Treasury, and the State Auditor General, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the Provider which are related to this agreement, for purpose of inspection, audit, and examination.

The Provider shall comply with the requests of OHSP for information on reports related to the manpower, expenditures, and services of the Provider and the traffic crash, traffic safety, and crime data of the county or areas of the county of the Provider.

XVIII. Equal Employment Opportunity Requirements

In accordance with the Elliott-Larsen Civil Rights Act and the Michigan Handicappers Civil Rights Act, a grantee or contractor shall not discriminate against any employee or applicant for employment, with respect to hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment,

because of race, color, religion, national origin, ancestry, age, sex, height, weight, marital status, or handicap. Failure to comply with this requirement is cause for termination of the contract and grant.

In accordance with Executive Directive 1979-4 and Michigan Department of Civil Rights Standards and Procedures for Civil Rights Compliance in State and Federal Contracts, a grantee or contractor must have an established policy of equal employment opportunity without regard to race, color, religion, national origin, age, sex, or handicap. The grantee or contractor shall take steps necessary to correct any under representation and achieve a reasonably representative work force at all levels of employment. In addition, the grantee or contractor shall:

- A. State in all recruiting materials and advertisements that all applicants will receive equal consideration for employment without regard to race, color, religion, national origin, age, sex, or handicap, and
- B. Post in conspicuous places notices setting forth the law on equal opportunity in employment and public accommodations. (Posters are available from the Michigan Department of Civil Rights).

A grantee or contractor shall inform OHSP of any federal or state actions taken against the grantee or contractor pertaining to equal employment opportunity requirements. A grantee or contractor shall keep employment or other recourse used in preparation of the Minority-Female-Handicapper Status Report, work force Utilization Analysis and EEO Plan six months beyond the life of the grant or contract to permit access by the OHSP, Michigan Department of Civil Rights, or other authorized persons as may be necessary to ascertain compliance.

The award of a grant is subject to acceptance of the grant conditions and requirements, EEO Plan, and a determination of compliance with EEO requirements by OHSP or the Michigan Department of Civil Rights.

**SECTION C: SECONDARY ROAD PATROL AND
 TRAFFIC ACCIDENT PREVENTION PROGRAM APPLICATION**

I. Application and Contract Signature Page

This application is made under P.A. 416, as amended, in the amount and for the purpose set forth. On the basis of the information provided in this application and detailed budget submitted by the county, an award will be made to the county in the amount and for the period stated, and is subject to the Contract Conditions and Requirements. This agreement becomes effective as of the date county representatives are notified by OHSP.

We certify that the information contained in this application including, but not limited to, the Methods and Procedures and Budget Detail, is accurate to the best of our knowledge. We agree to comply with P.A. 416, the Contract Conditions and Requirements, Generally Accepted Accounting Principles, and OHSP policies with the understanding that failure to do so is cause for termination of the grant.

A. REQUESTOR INFORMATION

1. Applicant County Cheboygan	2. Federal Employer ID Number 38-6004841
3. Fiscal October 1, 2020, to September 30, 2021	

B. CHAIRPERSON, COUNTY BOARD OF COMMISSIONERS

4. Name John Wallace	5. Telephone Number 231-627-8855	
6. Street Address 870 South Main Street	7. City Cheboygan	8. ZIP Code 49721
9. State Agency with which County EEO is on file: Office of Criminal Justice		
10. Signature of Chairperson		11. Date

C. SHERIFF

12. Name Dale V. Clarmont	13. Telephone Number 231-627-3155	14. Email Address Sheriff@cheboygancounty.net
15. Street Address 870 South Main Street	16. City Cheboygan	17. ZIP Code 49721
18. Signature of Sheriff		19. Date

D. FINANCIAL OFFICER

20. Name Sue Buitenhuis	21. Telephone Number 231-627-8430	
22. Street Address 870 South Main Street	23. City Cheboygan	24. ZIP Code 49721
25. Signature of Financial Officer		26. Date

E. PRIMARY CONTACT PERSON FOR SRP PROGRAM

27. Name and Title Jodi Beauchamp, Administrative Assistant	28. Telephone Number 231-627-8882
29. E-mail Address Sheriff@cheboygancounty.net	30. Fax Number 231-627-8880

Only original signatures will be accepted

FOR OHSP USE ONLY

Date Application Received	Contract Number
AUTHORITY: MCL 28.31, MCL 51.76, MCL 51.77, as amended	COMPLIANCE: Voluntary; however, failure to complete will result in a denial of funding

II. Maintenance of Effort Base Data

County-Funded Deputies

Report the number of county-funded, full-time certified deputies employed by, or budgeted for, the sheriff's department as of the dates indicated below. The source of funding for the deputies (i.e., other grants, local contractual arrangements, etc.) is not a deciding factor in determining whether the county meets the maintenance of effort requirement. **Do not include P.A. 416-Funded Road Patrol Deputies.**

County-Funded, Full-Time Certified Deputies	1) As of 9/30/78	2) Current	3) Budgeted for Upcoming Fiscal Year (October 1 – September 30)
Total Number	12	13	13
Number Whose Primary Duty is Road Patrol	2	12	12

III. Methods and Procedures

INSTRUCTIONS: Indicate how your department will utilize the funds allocated by selecting each box that describes an activity engaged in by your county's SRP Deputies. If "other" is selected, provide a description of the activity. All activities must be allowable under the provisions of P.A. 416 and must be consistent with the submitted budget.

Patrol and monitor traffic violations on secondary roads.

Investigate crashes involving motor vehicles on secondary roads.

Provide emergency assistance to persons on secondary roads.

Enforce violations of criminal laws which are observed by or brought to the attention of the sheriff's department while patrolling secondary roads.

Enforce laws in state parks and county parks within the county.

Provide a vehicle inspection program.

Provide traffic safety information and education programs.

Other (please describe)

Additional Information: |

|

IV. Resolutions, Contracts, and Law Enforcement Plan

- A. List each city or village which has requested, by resolution, that the sheriff's department provides services within its boundaries. If none, note N/A.

Note: Include a copy of each resolution. If any new resolutions are adopted during the fiscal year, immediately forward a copy to OHSP.

N/A

- B. List each township, city, or village that contracts with the sheriff's department to provide law enforcement services. If none, note N/A.

Note: Include a copy of each contract. If any new contracts are acquired during the fiscal year, immediately forward a copy to OHSP.

N/A

- C. Include a copy of your most current Law Enforcement Plan with MSP for the unincorporated areas of the county.

Note: Law Enforcement Plans shall be updated at least every four years, following a sheriff's election.

See attachment

VI. Budget Detail

INSTRUCTIONS: The budget must be completed in detail and shall only cover the period for which this application is made.

Note: Round to whole dollar amounts (except in rates and calculations).

A. PERSONNEL

SALARIES AND WAGES			
POSITION TITLE	SALARY RATE	% OF TIME ON P.A. 416 ACTIVITIES	COST
Road Patrol Deputy	\$55,328	90	\$49,795
Holiday Pay	\$ 4,841	90	\$ 4,357
			\$
			\$
			\$
OVERTIME \$39.90 x 40 hrs = \$1,596		90	\$ 1,436
LONGEVITY \$500		90	\$ 450
SUBTOTAL			\$56,038

FRINGE BENEFITS		
FICA	PERCENT 6.2%	\$ 3,474
RETIREMENT	PERCENT 21.73%	\$12,177
HOSPITALIZATION	AVG/EMPLOYEE/MONTH \$1,427	\$17,124
WORKERS COMPENSATION 2.51%	RATE/\$100 IN WAGES \$	\$1,407
OTHER INSURANCE (please identify) Life	\$3.50 per month \$42	\$38
Medicare	1.45%	\$813
MESC	2.6%/\$234 per year	\$211
		\$
		\$
SUBTOTAL		\$35,244
TOTAL PERSONNEL		\$91,282

B. AUTOMOTIVE EXPENSES

INSTRUCTIONS: The County may choose to account for Automotive Expenses using ONE of the two following methods: Actual Automotive Expenses OR Mileage Reimbursement. The same method must be used to account for the costs in the SRP general ledger accounts.

ACTUAL AUTOMOTIVE EXPENSES		
DESCRIPTION OF EXPENSE (Include fuel, maintenance, insurance, etc.)	RATE	COST
		\$
		\$
		\$
		\$
		\$
TOTAL AUTOMOTIVE EXPENSES		\$0

OR

MILEAGE REIMBURSEMENT		
COUNTY COST PER MILE OF PATROL OPERATION	ESTIMATED MILES	COST
		\$
		\$
		\$
		\$
		\$
TOTAL AUTOMOTIVE EXPENSES		\$0

C. EQUIPMENT

Must include detailed description of equipment to be purchased

DESCRIPTION	QUANTITY	PURCHASE PRICE	COST
			\$
			\$
			\$
TOTAL EQUIPMENT			\$0

D. OPERATING EXPENSES

DESCRIPTION OF EXPENSE	RATE	COST
PRINTING/SUPPLIES		\$
CLEANING/CLOTHING ALLOWANCE	\$450	\$405
TRAINING		\$
RADIO MAINTENANCE CONTRACTS		\$
MISCELLANEOUS (describe)		\$
TOTAL OPERATING EXPENSES		\$405

TOTAL DIRECT COSTS (Personnel, Automotive, Equipment, and Operating)	\$91,687
---	----------

E. INDIRECT COSTS

NOT TO EXCEED 5% OF <u>TOTAL DIRECT COSTS</u>	\$0
---	-----

TOTAL PROJECT COSTS (Direct + Indirect)	\$91,687
STATE ALLOCATION	\$32,654

F. BUDGET NARRATIVE

INSTRUCTIONS: Provide a narrative justifying and detailing the basis for determining the cost of the items included in each budget category. INCLUDE CALCULATIONS THAT AREN'T APPARENT ON PREVIOUS PAGES. Additional pages may be attached as needed.

|| SALARIES AND WAGES

Personnel include one (1) Road Patrol Deputy who will spend 90% of his time working on secondary roads and 10% on county activities.

There are 13 holidays recognized by the current contract. It is assumed for budgeting reasons that this officer will be scheduled to work all holidays (12 hr shifts). Employees required to work on a holiday shall receive their holiday pay of eight (8) hours at their straight time regular rate of pay in addition to time and one-half(1-1/2) for all hours worked on the holiday.

Overtime is estimated and based on 40 hours overtime.

All salary and wage calculations shown are based on the amount of time to be spent on Secondary activities 90%.

FRINGE BENEFITS

Rates are shown on face of budget. Deputy benefits were prorated at 90%. |

|

Name and Title of Person Completing the Budget Jodi Beauchamp, Administrative Assistant	Telephone Number 231-627-8882
Email Address Sheriff@cheboygancounty.net	



Cheboygan County Board of Commissioners' Meeting

August 11, 2020

Title: County Child Care Budget – State Fiscal Year October 1, 2020 through September 30, 2021

Summary:

Each year the County is required to submit a County Child Care budget to the State of Michigan for approval. This budget includes all childcare related expenditures supervised by both the Probate Court and the Department of Human Services. It covers costs related to family foster care, institutional care, and in-home care and independent living. For every dollar spent on childcare, the County contributes half and the State contributes half. This budget is due to the State by August 15, 2020.

The budget submitted to the State secures the maximum amount of funding that could be required to cover Cheboygan County's childcare costs. The anticipated expenditures will likely exceed the County's budget; however, the County budget can be amended through a Board motion whereas the State budget cannot be amended as easily. Therefore, the budget is projected high to secure an appropriate level of funding.

The budget provides for signatures by the Presiding Judge, the County DHS Director and the Chairperson of the County Board of Commissioners or the County Administrator.

Financial Impact: The financial impact to Cheboygan County remains the same as in prior years; the agreement will provide the County with 50% of its funding to provide childcare services.

FY2021 Anticipated Expenditures \$1,371,849.65
FY2020 Anticipated Expenditures \$1,342,634.70
Increase \$29,214.95 (2.2%)

Recommendation:

Accept the County Child Care Budget as presented. Furthermore, authorize the Chairperson of the County Board of Commissioners or the County Administrator to sign any forthcoming agreements or required documentation upon the review and approval of the Finance Director and legal counsel, if applicable.

Prepared by: Sue Buitenhuis

Department: Finance

County Child Care Budget Summary (DHS-2091)
 Michigan Department of Health and Human Services (MDHHS)
 Children's Services Agency
 Cheboygan County for October 1, 2020 through September 30, 2021

Organization	Court Contact Person	Telephone Number	Email Address
Cheboygan County	Kyle Culbertson - CCF Organization Management		kyle@cheboygancounty.net
Fiscal Year	MDHHS Contact Person	Telephone Number	Email Address
October 1, 2020 through September 30, 2021	Julie Waldron - CCF Organization Management	(231) 492-9514	waldronj@michigan.gov

Cost Sharing Ratios	County 50% / State 50%	Anticipated Expenditures		
		MDHHS	Court	Combined
A. Out of Home Care - Court or Tribal Supervised		\$0.00	\$676,628.45	\$676,628.45
B. In-Home Care		\$0.00	\$682,221.20	\$682,221.20
C. County/Court-Operated Facilities		\$0.00	\$0.00	\$0.00
D. Subtotals (A+B+C)		\$0.00	\$1,358,849.65	\$1,358,849.65
E. Revenue		\$0.00	\$2,000.00	\$2,000.00
F. Net Expenditure		\$0.00	\$1,356,849.65	\$1,356,849.65

Cost Sharing Ratios	County 50% / State 50%	Anticipated Expenditures		
		MDHHS	Court	Combined
A. Out of Home Care - Neglect Abuse		\$0.00	\$0.00	\$0.00

Please Note: The *Neglect/Abuse Out-of-Home Care* amount reflects ONLY the county court's share of these expenditures. Effective October 2019 the State of Michigan pays 100% of Neglect/Abuse Out-of-Home placements and the county then reimburses the state 50%.

Cost Sharing Ratios	County 0% / State 100%	Court	Combined
Foster Care During Release Appeal Period		\$0.00	\$0.00

Cost Sharing Ratios	County 0% / State 100% \$15,000.00 Maximum	MDHHS	Court	Combined
Basic Grant		\$0.00	\$15,000.00	\$15,000.00

Total Expenditure	\$1,371,849.65
--------------------------	-----------------------

BUDGET DEVELOPMENT CERTIFICATION

THE UNDERSIGNED HAVE PARTICIPATED IN DEVELOPING THE PROGRAM BUDGET PRESENTED ABOVE. We certify that the budget submitted above represents an anticipated gross expenditure for the fiscal year: October 1, 2020 through September 30, 2021; and any requests for reimbursement shall adhere to all state law, administrative rules and child care fund handbook authority.

Presiding Judge	Date
County Director of MDHHS Signature	Date
Chairperson, Board of Commissioner's Signature	Date
And/or County Executive Signature	Date

Michigan Department of Health & Human Services (MDHHS) will not discriminate against any individual or group because of race, religion, age, national origin, color, height, weight, marital status, sex, sexual orientation, gender identity or expression, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to an MDHHS office in your area.

AUTHORITY: Act 87, Publication of 1978, as amended.
COMPLETION: Required.
PENALTY: State reimbursement will be withheld from local government.



Cheboygan County Board of Commissioners' Meeting

August 11, 2020

Title: Byrne Justice Assistance Grant Application – Compass Academy

Summary:

The Compass Academy program was awarded a Byrne JAG grant for the 2019/2020 funding cycle. The grant was \$67,995 and covers expenses from October 1, 2019 to September 30, 2020. On July 31, 2020, the Byrne JAG grant application for the 2020/2021 funding cycle became available for a total funding up to \$150,000. This grant will fund similar items as the previous grant (wage and contractual services) and there is no required local match.

This grant application must be submitted by August 28, 2020 by 12:00 p.m. (noon EST) using the online MAGIC (IntelliGrants) grant management system.

Financial Impact:

Up to \$150,000 federal grant revenue to offset Compass Academy programming.

Recommendation:

Approve the Byrne Justice Assistance Grant- Compass Academy application and authorize the Finance Director to submit using the MAGIC on-line grant management system. Furthermore, we authorize the Chairperson to sign any forthcoming agreements that require documentation upon the review and approval of the Finance Director and legal counsel, if applicable and authorize the Financial Director to submit using the MAGIC on-line grant management system and any future reporting requirements on behalf of the County.

Prepared by: Megan Fenlon
Sue Buitenhuis

Department: The Compass Academy
Finance



Cheboygan County Board of Commissioners' Meeting

8/11/2020

Title: Michigan Department of Health & Human Services, Title IV-E Child and Parent Legal Representation Grant Application.

Summary: A grant leveraging Title IV-E funds through DHHS to improve the quality of legal representation for neglect and abuse cases.

2020 was the first year this grant was offered. Probate Court applied for the grant and the application was approved for a period of January 1, 2020-September 30, 2020. Probate Court submitted a Notice of Intent to apply for the grant for Fiscal Year 2021, which will begin in October 2020. We were provided our allocation amount of \$23,482.00 and were given three weeks to submit the completed application. The Finance Director has reviewed and approved the application prior to submittal.

Financial Impact: The county would pay the contract attorneys an additional \$23,482.00 and be reimbursed through the grant. This grant cannot be used to fund the already in place contract of \$88,500.00. The County would receive additional funds to improve the quality of legal representation of our contract attorneys. Federal grant revenue to offset the cost of legal representation.

Recommendation: Motion to approve submittal of the Michigan DHHS Title IV-E Child and Parent Legal Representation Grant application, authorize the Authorized Official assigned in the Grant to sign the contract and all future forthcoming documentation after review and approval by any authorized official and legal counsel, if applicable, and authorize any necessary budget adjustments

Prepared by: Daryl P. Vizina

Department: Probate Court

Child and Parent Legal Representation - 2021

Facesheet

FOR OFFICE USE ONLY:	Version # _____	APP # _____
----------------------	-----------------	-------------

1. Demographic Information

- a. Demographic Information Name County of Cheboygan - 53rd Circuit Court
- b. Organizational Unit
- c. Address 870 S Main St
- d. Address 2
- e. City Cheboygan State MI Zip 49721-2283
- f. Federal ID Number 38-6004841 Reference No. 038622874
- g. Demographic Information fiscal year (beginning month and day) January-01
- h. Agency Type
- Private, Non-Profit Public
1. Select the appropriate radio button to indicate the agency method of accounting.
- Accrual
- Cash
- Modified Accrual

2. Program / Service Information

- a. Program / Service Information Name Child and Parent Legal Representation - 2021
- b. Is implementing agency same as Demographic Information Yes No
- c. Implementing Agency Name
- d. Project Start Date Jan-01-2021 End Date Sep-30-2021
- e. Amount of Funds Allocated \$23,482.00 Project Cost \$56,640.00

FOR OFFICE USE ONLY: Version # _____

APP # _____

3. Certification / Contacts Information

a. Project Director

Name Kimberly Chimner
Title Court Administrator
Mailing Address 870 South Main St, Room 212
City Cheboygan State MI Zip 49721
Telephone (231) 627-8875 Fax (231) 627-8868
E-mail Address kimc@cheboygancounty.net

b. Authorized Official

Name John Wallace
Title County Commissioner
Mailing Address 870 S. Main Street
City Cheboygan State MI Zip 49721
Telephone (231) 627-8823 Fax (231) 627-8868
E-mail Address kimc@cheboygancounty.net

c. Financial Officer

Name Sue Buitenhuis
Title Financial Controller
Mailing Address 870 S Main St
City Cheboygan State MI Zip 49721
Telephone (231) 627-8430 Fax (231) 627-8443
E-mail Address sbuitenhuis@cheboygancounty.net

Certifications

FOR OFFICE USE ONLY:	Version # _____	APP # _____
----------------------	-----------------	-------------

4. Assurances and Certifications

A. SPECIAL CERTIFICATIONS

- a By checking this box, the individual or officer certifies that he or she is authorized to approve this grant application for submission to the Department of Health and Human Services on behalf of the responsible governing board, official or Contractor.

- b By checking this box, the individual or officer certifies that he or she is authorized to sign the agreement on behalf of the responsible governing board, official or Contractor.

Narrative

FOR OFFICE USE ONLY:

Version # _____

APP # _____

5. Program Synopsis

We are a rural community with a limited number of available attorneys. The funding will help to increase the compensation of our contract attorneys that provide legal services to the eligible population. We hope to retain those currently on the contract and recruit new attorneys to serve on our contract.

Retaining the current, experienced attorneys on our contract will help to ensure that timely achievement of the permanency plan when children must be removed from the home, including return to the home as soon as is safely possible, and to promote the engagement of parents and youth in the development of case service planning to improve compliance with, and increase benefit from, required services.

6. Program Target Area

Counties project will serve (check all that apply):

- | | | |
|---|---------------------------------------|--------------------------------------|
| <input type="checkbox"/> Alcona | <input type="checkbox"/> Alger | <input type="checkbox"/> Allegan |
| <input type="checkbox"/> Alpena | <input type="checkbox"/> Antrim | <input type="checkbox"/> Arenac |
| <input type="checkbox"/> Baraga | <input type="checkbox"/> Barry | <input type="checkbox"/> Bay |
| <input type="checkbox"/> Benzie | <input type="checkbox"/> Berrien | <input type="checkbox"/> Branch |
| <input type="checkbox"/> Calhoun | <input type="checkbox"/> Cass | <input type="checkbox"/> Charlevoix |
| <input checked="" type="checkbox"/> Cheboygan | <input type="checkbox"/> Chippewa | <input type="checkbox"/> Clare |
| <input type="checkbox"/> Clinton | <input type="checkbox"/> Crawford | <input type="checkbox"/> Delta |
| <input type="checkbox"/> Dickinson | <input type="checkbox"/> Eaton | <input type="checkbox"/> Emmet |
| <input type="checkbox"/> Genesee | <input type="checkbox"/> Gladwin | <input type="checkbox"/> Gogebic |
| <input type="checkbox"/> Grand Traverse | <input type="checkbox"/> Gratiot | <input type="checkbox"/> Hillsdale |
| <input type="checkbox"/> Houghton | <input type="checkbox"/> Huron | <input type="checkbox"/> Ingham |
| <input type="checkbox"/> Ionia | <input type="checkbox"/> Iosco | <input type="checkbox"/> Iron |
| <input type="checkbox"/> Isabella | <input type="checkbox"/> Jackson | <input type="checkbox"/> Kalamazoo |
| <input type="checkbox"/> Kalkaska | <input type="checkbox"/> Kent | <input type="checkbox"/> Keweenaw |
| <input type="checkbox"/> Lake | <input type="checkbox"/> Lapeer | <input type="checkbox"/> Leelanau |
| <input type="checkbox"/> Lenawee | <input type="checkbox"/> Livingston | <input type="checkbox"/> Luce |
| <input type="checkbox"/> Mackinac | <input type="checkbox"/> Macomb | <input type="checkbox"/> Manistee |
| <input type="checkbox"/> Marquette | <input type="checkbox"/> Mason | <input type="checkbox"/> Mecosta |
| <input type="checkbox"/> Menominee | <input type="checkbox"/> Midland | <input type="checkbox"/> Missaukee |
| <input type="checkbox"/> Monroe | <input type="checkbox"/> Montcalm | <input type="checkbox"/> Montmorency |
| <input type="checkbox"/> Muskegon | <input type="checkbox"/> Newaygo | <input type="checkbox"/> Oakland |
| <input type="checkbox"/> Oceana | <input type="checkbox"/> Ogemaw | <input type="checkbox"/> Ontonagon |
| <input type="checkbox"/> Osceola | <input type="checkbox"/> Oscoda | <input type="checkbox"/> Otsego |
| <input type="checkbox"/> Ottawa | <input type="checkbox"/> Presque Isle | <input type="checkbox"/> Roscommon |

- Saginaw
- Sanilac
- Tuscola
- Wayne

- St. Clair
- Schoolcraft
- Van Buren
- Wexford

- St. Joseph
- Shiawassee
- Washtenaw
- Out Wayne

Work Plan

FOR OFFICE USE ONLY:

Version # _____

APP # _____

7. Workplan

- Objective :** Retain the current, experienced attorneys on our contract and recruit new attorneys to help to ensure that timely achievement of the permanency plan when children must be removed from the home, including return to the home as soon as is safely possible, and to promote the engagement of parents and youth in the development of case service planning to improve compliance with, and increase benefit from, required services.
- Activity :** A. Provide legal services for parents or children involved in abuse and neglect cases where at least one child is removed from the home. The services include, but are not limited to:
- Responsible Staff :** Contract Attorneys
Date Range : 01/01/2021 - 09/30/2021
Expected Outcome : Better and continued legal services of attorneys.
Measurement : Monthly billings from attorneys
- Activity :** B. Family Team Meetings;
- Responsible Staff :** Contract Attorneys
Date Range : 01/01/2021 - 09/30/2021
Expected Outcome : To assist attorneys in obtaining a better understanding of the family dynamic.
Measurement : Monthly attorney billings they Court will review.
- Activity :** C. Representation in Court;
- Responsible Staff :** Contract Attorneys
Date Range : 01/01/2021 - 09/30/2021
Expected Outcome : To timely achieve the permanency plan. Assist in maintaining the family unit.
Measurement : Monthly attorney billings the Court will review
- Activity :** D. Meetings before Court;
- Responsible Staff :** Contract Attorneys
Date Range : 01/01/2021 - 09/30/2021
Expected Outcome : Attorneys and client to have a better understanding of the Court proceedings.
Measurement : Monthly attorney billings the Court will review
- Activity :** E. Visiting with children as required by law;
- Responsible Staff :** Contract Attorneys
Date Range : 01/01/2021 - 09/30/2021
Expected Outcome : To assess the best interest of the children and to help them understand the Court proceedings.
Measurement : Monthly attorney billings the Court will review
- Activity :** F. Research;
- Responsible Staff :** Contract Attorneys
Date Range : 01/01/2021 - 09/30/2021
Expected Outcome : To be kept current on new statutes, case law and court rules.
Measurement : Monthly attorney billings the Court will review
- Activity :** G. Preparation for handling the case
- Responsible Staff :** Contract Attorneys
Date Range : 01/01/2021 - 09/30/2021
Expected Outcome : For the attorneys to be more prepared at the hearings to make productive use of the Court and all parties' time

Measurement : Monthly attorney billings the Court will review

Budget Detail for Child and Parent Legal Representation - 2021
 Agency: County of Cheboygan - 53rd Circuit Court
 Application: Child and Parent Legal Representation - 2021

8/5/2020

Budget

FOR OFFICE USE ONLY:		Version # _____		APP # _____			
Line Item	Qty	Rate	Units	UOM	Total	Amount	
DIRECT EXPENSES							
Program Expenses							
1	Salary & Wages						
2	Fringe Benefits						
3	Travel						
4	Supplies & Materials						
5	Contractual						
	Contract Attorney Contact Details : Timothy P. MacArthur 9911 N. Straits Hwy, Cheboygan,MI,49721, Phone : 2316273163	0.0000	0.000	0.000		11,328.00	11,328.00
	Contract Attorney Contact Details : Donna Hansel 520 N. Main St, Cheboygan,MI,49721, Phone : 2315970146	0.0000	0.000	0.000		11,328.00	11,328.00
	Contract Attorney Contact Details : Nancy Lucas-Dean 109 Henry St,PO Box 1104 Mackinaw City,MI,49701,	0.0000	0.000	0.000		11,328.00	11,328.00

Budget Detail for Child and Parent Legal Representation - 2021
 Agency: County of Cheboygan - 53rd Circuit Court
 Application: Child and Parent Legal Representation - 2021

8/5/2020

Line Item	Qty	Rate	Units	UOM	Total	Amount
Phone : 2314365481						
Contract Attorney Contact Details : James Gilbert 1010 S. Main St, Cheboygan,MI,49721, Phone : 2316275636	0.0000	0.000	0.000		11,328.00	11,328.00
Contract Attorney Contact Details : William Keogh PO Box 5002, Cheboygan,MI,49721, Phone : 2316252100	0.0000	0.000	0.000		11,328.00	11,328.00
Total for Contractual					56,640.00	56,640.00
6 Equipment						
7 Other Expense						
Total Program Expenses					56,640.00	56,640.00
TOTAL DIRECT EXPENSES					56,640.00	56,640.00
INDIRECT EXPENSES						
Indirect Costs						
1 Indirect Costs						
2 Cost Allocation Plan						
Total Indirect Costs					0.00	0.00
TOTAL INDIRECT EXPENSES					0.00	0.00
TOTAL EXPENDITURES					56,640.00	56,640.00

Budget Detail for Child and Parent Legal Representation - 2021
Agency: County of Cheboygan - 53rd Circuit Court
Application: Child and Parent Legal Representation - 2021

8/5/2020

Budget Summary for Child and Parent Legal Representation - 2021
 Agency: County of Cheboygan - 53rd Circuit Court
 Application: Child and Parent Legal Representation - 2021

8/5/2020

	Category	Total	Amount	Narrative
DIRECT EXPENSES				
Program Expenses				
1	Salary & Wages	0.00	0.00	
2	Fringe Benefits	0.00	0.00	
3	Travel	0.00	0.00	
4	Supplies & Materials	0.00	0.00	
5	Contractual	56,640.00	56,640.00	
6	Equipment	0.00	0.00	
7	Other Expense	0.00	0.00	
Total Program Expenses		56,640.00	56,640.00	
TOTAL DIRECT EXPENSES		56,640.00	56,640.00	
INDIRECT EXPENSES				
Indirect Costs				
1	Indirect Costs	0.00	0.00	
2	Cost Allocation Plan	0.00	0.00	
Total Indirect Costs		0.00	0.00	
TOTAL INDIRECT EXPENSES		0.00	0.00	
TOTAL EXPENDITURES		56,640.00	56,640.00	

Source of Funds

	Category	Total	Amount	Cash	Inkind	Narrative

Budget Summary for Child and Parent Legal Representation - 2021
 Agency: County of Cheboygan - 53rd Circuit Court
 Application: Child and Parent Legal Representation - 2021

8/5/2020

1	Source of Funds				
	Fees and Collections	0.00	0.00	0.00	0.00
	State Agreement	23,482.00	23,482.00	0.00	0.00
	Local	33,158.00	0.00	33,158.00	0.00
	Federal	0.00	0.00	0.00	0.00
	Other	0.00	0.00	0.00	0.00
	Total Source of Funds	56,640.00	23,482.00	33,158.00	0.00
	Totals	56,640.00	23,482.00	33,158.00	0.00

Miscellaneous

FOR OFFICE USE ONLY: Version # _____ APP # _____
--

11. Supporting documentation, if required

Attachment Title	Attachment



Cheboygan County Board of Commissioners' Meeting

August 11, 2020

Title: DHHS Agreement DFA21-16001

Summary: The County has an agreement with the State of Michigan Health and Human Services to pay 50% of the cost of the Home Aide position employed by the State to provide instruction, guidance, assistance, motivation, and training in basic child/family care. This agreement is for a period of one year until September 30, 2021.

Financial Impact: Cost to the County \$50,500 Child Care (50% State / 50% County).

Recommendation: Motion to approve DHHS Agreement DFA21-16001 for the Home Aide position and authorize the Chair to sign and authorize all necessary budget adjustments.

Prepared by: Jeffery B. Lawson

Department: Administration

State of Michigan
Department of Health and Human Services
Bureau of Grants and Purchasing (BGP)
PO Box 30037, Lansing, MI 48909
Or
235 S. Grand Avenue, Suite 1201, Lansing, MI 48933

AGREEMENT NUMBER: DFA21-16001
Between
THE STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
hereinafter referred to as "MDHHS"
And

AGENCY NAME		PRIMARY CONTACT	EMAIL
Cheboygan County Board of Commissioners		Jeff Lawson	adminlawson@cheboygancounty.net
AGENCY ADDRESS			TELEPHONE
870 South Main Street, Cheboygan, MI 49721-2209			231-627-8430
STATE CONTACT	NAME	TELEPHONE	EMAIL
Contract Administrator	Christen Satchwell	906-235-5843	SatchwellC@michigan.gov
BGP Analyst	Emily Quintero	517-335-7185	QuinteroE1@michigan.gov

AGREEMENT SUMMARY	
SERVICE DESCRIPTION	Donated Funds Agreement
POSITIONS	One Home Aide
COUNTY(IES) SERVED	Cheboygan
WORK LOCATION(S) FOR ASSIGNED MDHHS STAFF	Cheboygan County Department of Health and Human Services, 827 South Huron Street, Cheboygan, MI 49721
LOCATION(S) FROM WHICH APPLICATIONS WILL BE PROCESSED	N/A
EFFECTIVE DATE	
October 1, 2020	
EXPIRATION DATE	
September 30, 2021	
MISCELLANEOUS INFORMATION	
ESTIMATED AGREEMENT VALUE AT TIME OF EXECUTION	\$51,950
AGREEMENT TYPE	Revenue

The individual or officer signing this Agreement certifies by his or her signature that he or she is authorized to sign this Agreement on behalf of the responsible governing board, official or Agency.

FOR THE AGENCY:

FOR THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES:

Cheboygan County Board of Commissioners
 Agency

Signature of Director or Authorized Designee

Signature of Director or Authorized Designee

Print Name Title

Jeanette Hensler, Director-Grants Division
 Bureau of Grants and Purchasing

Print Name Title

Date

Date

Part I

I. Period of Agreement

This Agreement will commence on October 1, 2020 and continue through September 30, 2021. Throughout the Agreement October 1, 2020 shall be referred to as the begin date. This Agreement is in full force and effect for the period specified.

II. Agreement Amount

The total amount of this Agreement is \$51,950. The Agency under the terms of this Agreement will provide funding not to exceed \$51,950.

III. Purpose

The purpose of this Agreement is to place one or more MDHHS employees as defined in the Special Provisions section of this Agreement at locations specified by the Agency to provide services to mutual clients as defined in the employee's position description. The employee will be employed by and under MDHHS supervision. The cost of the employee is shared by both the MDHHS and the Agency with the agency paying MDHHS the Agreement Amount that is calculated as a portion of the cost of an employee in that position.

IV. General Provisions

The Agency agrees to comply with the General Provisions outlined in Part II and Special Provisions outlined in Part III, which are part of this Agreement.

V. Special Conditions

- A. This Agreement is valid upon approval and execution by both MDHHS and the Agency.
- B. MDHHS will not assume any responsibility or liability for costs incurred by the Agency prior to the signing of this Agreement.

Part II

General Provisions

I. Responsibilities - Agency

The Agency in accordance with the general purposes and objectives of this Agreement shall:

A. Agency Operations

1. Provide the necessary administrative, professional, and technical staff for operation of the program, such as, but not limited to facility maintenance and janitorial services.
2. Provide MDHHS with updated contact information within 10 days of change. Contact Information includes agency name, contact name, email address, mailing address, telephone number.
3. Provide MDHHS copies of all rules, regulations, procedures, and staff relations policies to which the MDHHS employee(s) are expected to adhere.
4. Provide all of the following, including, but not limited to the following:
 - a. Minimum N/A square feet workstation space that is hazard-free, includes suitable work surface space, entry locks, one lockable file cabinet for each MDHHS employee and has limited access by Agency employees.
 - b. Access to fax machine and copier within the MDHHS employee(s)' work space.
 - c. Shredder or access to a locked box serviced by a document destruction company
 - d. Space for a N/A person waiting area either in the employee's room or in an area immediately adjacent to the MDHHS employee(s)' office and out of the way of regular agency activities, along with confidential interview space.
 - e. Internet access for on-site MDHHS employee(s).
 - f. Costs associated with relocating MDHHS employee(s) during the term of this Agreement.
 - g. Agency facility parking fees, if applicable for the MDHHS employee(s).
 - h. Agency will pay mileage in excess of the \$511.00 that is provided by MDHHS. This excess travel/mileage reimbursement is incorporated in the total Agreement amount when applicable.
 - i. Courier service as needed
 - j. Other: N/A

The above shall be available Monday through Friday, including holidays/non-workdays not shared with the schedule of MDHHS employees, and located in an area that offers security to the MDHHS employee(s), where clients will not interfere with the Agency's activities.
5. Ensure that the assigned MDHHS employee(s) perform only tasks appropriate for their MDHHS classification as listed in Part III, Special Provisions.

B. Record Maintenance/Retention

Maintain adequate program and fiscal records and files, including source documentation, to

support program activities and all expenditures made under the terms of this Agreement, as required. Assure that all terms of the Agreement will be appropriately adhered to and that records and detailed documentation for the project or program identified in this Agreement will be maintained for a period of not less than three years from the date of termination, or until litigation and audit findings have been resolved. This Section applies to Agency, any parent, affiliate, or subsidiary organization of Agency.

C. Authorized Access

Permit MDHHS's authorized representatives at reasonable times, rights to enter the Agency's premises, or any other places where MDHHS's employee(s) are working and where services are being performed and have access to work-in-progress. To the extent that the access will not interfere or jeopardize the safety or operation of the systems or facilities, MDHHS's representative must be allowed to inspect, monitor, or otherwise evaluate the work being performed by the MDHHS employee. The Agency must provide facilities and assistance for MDHHS's representative.

D. Notification of Modifications

Provide timely notification to MDHHS, in writing, of any action by its governing board or any other funding source that would require or result in significant modification in the provision of services, funding or compliance with operational procedures for the Agreement activities.

E. Mandatory Disclosures

1. Disclose to MDHHS in writing within 14 days of receiving notice of any litigation, investigation, arbitration, or other proceeding (collectively, "Proceeding") involving Agency or an officer or director of the Agency or subcontractor that arises during the term of this Agreement that potentially affects this Agreement, including:
 - a. All violations of federal and state criminal law involving fraud, bribery, or gratuity violations potentially affecting the Agreement.
 - b. A criminal proceeding;
 - c. A parole or probation proceeding;
 - d. A proceeding under the Sarbanes-Oxley Act;
 - e. A civil proceeding involving:
 - i. A claim that might reasonably be expected to adversely affect the Agency's viability or financial stability; or
 - ii. A governmental or public entity's claim or written allegation of fraud;

or

 - f. A proceeding involving any license that Agency is required to possess to perform under this Agreement.
2. Notify MDHHS, at least 90 calendar days before the effective date, of a change in Agency's ownership and/or executive management that potentially affects this Agreement.

F. Conflict of Interest and Code of Conduct Standards

1. The Agency will uphold high ethical standards and is prohibited from:
 - a. Holding or acquiring an interest that would conflict with this Agreement;
 - b. Doing anything that creates an appearance of impropriety with respect to the

performance of this Agreement;

- c. Attempting to influence or appearing to influence any State employee by the direct or indirect offer of anything of value; or
 - d. Paying or agreeing to pay any person, other than employees and consultants working for the Agency, any consideration contingent upon the award of this Agreement.
2. Immediately notify MDHHS of any violation or potential violation of these standards. This Section applies to the Agency, any parent, affiliate, or subsidiary organization of the Agency.

G. Insurance Requirements

- 1. Maintain a minimum of the insurances listed below and is responsible for all deductibles. All required insurance must:
 - a. Protect the State of Michigan from claims that may arise out of, are alleged to arise out of, or result from the Agency’s performance;
 - b. Be primary and non-contributing to any comparable liability insurance (including self-insurance) carried by the State; and
 - c. Be provided by a company with an A.M. Best rating of “A” or better and a financial size of VII or better, or equivalent self-insurance program.
- 2. Insurance Types
 - a. Commercial General Liability Insurance.

If the Agency will deal with children, schools, or the cognitively impaired, coverage must not have exclusions or limitations related to sexual abuse and molestation liability.
- 3. This Section is not intended to and is not to be construed in any manner as waiving, restricting or limiting the liability of the Agency from any obligations under this Agreement.

H. Return State Equipment/Resources

Any computer equipment or other resources funded or otherwise provided through this Agreement by MDHHS, is property of MDHHS and will revert to MDHHS upon expiration or termination of the Agreement.

II. Responsibilities - MDHHS

MDHHS in accordance with the general purposes and objectives of this Agreement will:

A. Assign Employees to Agency’s location

Assign the agreed number of MDHHS employee(s), as identified in Part III, Special Provisions to provide services consistent with their job classification per MDHHS policy. An assigned MDHHS employee(s) shall be deemed to be an employee of MDHHS for all purposes, including workers’ compensation, unemployment, social security and the payment of wages inclusive of holiday and vacations.

Hours worked will be 40 per week, Monday through Friday, between 8:00 a.m. and 7:00 p.m. with either a 30-minute (half hour) lunch break or a 60-minute (one hour) lunch break.

B. Employee Supervision

- 1. Ensure that the employee(s) shall be supervised by MDHHS and shall be duly trained

and qualified prior to placement on-site at the location of the facilities.

2. Provide the employee(s) with copies of the Agency's applicable rules, regulations, procedures and staff relations policies.
3. Ensure that the on-site MDHHS employee(s) shall follow the rules of conduct, policies, and procedures of the Agency, while still enjoying the benefits and protections afforded under the Civil Service rules and their collective bargaining Agreement, as long as the Agency rules, policies, procedures are not in direct violation with those of MDHHS.
4. Provide each MDHHS employee the following:
 - a. Staff travel/mileage reimbursement following the established MDHHS processes for reimbursement up to \$511.00.
 - i. Travel/mileage reimbursement in excess of \$511.00 shall be the responsibility of the Agency, and incorporated into the total Agreement amount when applicable, and paid to MDHHS through the payment process and schedule defined in this Agreement.
 - b. Desktop office supplies, including paper and printed material.
 - c. Computer with VPN to access MDHHS systems.
 - d. Printer/scanner
 - e. Other (specify): N/A

III. Financial Requirements

The Agency will reimburse to MDHHS the total of this Agreement for the placement and performance of MDHHS employees in accordance with the terms of this Agreement.

A. Funding Sources

The Agency guarantees that the funds paid to MDHHS are not federal or state funds, except in such instances as the Federal Act authorizing expenditures of said funds permits their use for matching other federal funds or as authorized by State law or agreed to by MDHHS. Furthermore, the Agency guarantees that these donated funds have not been used as a match to obtain other federal funds.

B. Payment Submission

The Agency shall send payments to:

State of Michigan
MDHHS-Cashier Unit
PO Box 30802
Lansing, MI 48909-8302

Or

The Agency may also choose to pay by Electronic Funds Transfer (EFT), using the State of Michigan MiCaRS payment system, at <https://payinvoice.state.mi.us/qaa> .

All payments sent to MDHHS shall include a reference to the Agreement number.

C. Payment Schedule

1. The yearly amount of the Agreement shall be paid in full by January 1, 2021.

2. MDHHS may vacate a position without penalty for 10 consecutive work days or less due to vacation, illness or position vacancy. If a vacancy exceeds 10 consecutive days, upon execution of an amendment, the amount owed by the Agency shall be reduced on a prorated basis determined by MDHHS and MDHHS shall refund the amount due to the Agency.

IV. Assurances

The following assurances are hereby given to MDHHS:

A. Compliance with Applicable Laws

The Agency will comply with applicable federal and state laws, guidelines, rules and regulations in carrying out the terms of this Agreement.

B. Non-Discrimination

1. The Agency must comply with MDHHS's non-discrimination statement: Michigan Department of Health and Human Services will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, height, weight, marital status, gender identification or expression, sexual orientation, political beliefs, or disability.
2. The Agency will comply with all federal statutes relating to nondiscrimination, as applicable to Agency. These may include but are not limited to:
 - a. Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin;
 - b. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of disabilities;
 - c. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age;
 - d. The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
 - e. The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616) as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - f. The requirements of any other nondiscrimination statute(s) which may apply to the application.

C. Health Insurance Portability and Accountability Act

To the extent that this act is pertinent to the services that the Agency provides to MDHHS under this Agreement, the Agency assures that it is in compliance with the Health Insurance Portability and Accountability Act (HIPAA) requirements including the following:

1. The Agency must not share any protected health data and information provided by MDHHS that falls within HIPAA requirements except as permitted or required by applicable law; or to a subcontractor as appropriate under this Agreement.
2. The Agency will ensure that any subcontractor will have the same obligations as the Agency not to share any protected health data and information from MDHHS that falls under HIPAA requirements in the terms and conditions of the subcontract.
3. The Agency must only use health data and information provided by MDHHS for the purposes of this Agreement.

4. The Agency must have written policies and procedures addressing the use of protected health data and information that falls under the HIPAA requirements. The policies and procedures must meet all applicable federal and state requirements including the HIPAA regulations. These policies and procedures must include restricting access to the protected health data and information by the Agency's employees.
5. The Agency must have a policy and procedure to immediately report to MDHHS any suspected or confirmed unauthorized use or disclosure of protected health data and information that falls under the HIPAA requirements of which the Agency becomes aware. The Agency will work with MDHHS to mitigate the breach and will provide assurances to MDHHS of corrective actions to prevent further unauthorized uses or disclosures.
6. Failure to comply with any of these contractual requirements may result in the termination of this Agreement in accordance with Part II, Section V. Agreement Termination.
7. In accordance with HIPAA requirements, the Agency is liable for any claim, loss or damage relating to unauthorized use or disclosure of protected health data and information by the Agency received from MDHHS or any other source.
8. The Agency will enter into a business associate Agreement should MDHHS determine such an Agreement is required under HIPAA.

MDHHS assures that any protected health data and information provided by the Agency will be protected in a manner that complies with HIPAA.

D. Website Incorporation

MDHHS is not bound by any content on the Agency's website unless expressly incorporated directly into this Agreement.

E. Survival

The provisions of this Agreement that impose continuing obligations will survive the expiration or termination of this Agreement.

F. Non-Disclosure of Confidentiality Information

1. The Agency agrees to hold all Confidential Information in strict confidence and not to copy, reproduce, sell, transfer or otherwise dispose of, give or disclose such Confidential Information to third parties other than affiliates, employees, agents, or subcontracts of a party who have a need to know in connection with this Agreement or to use such Confidential Information for any purpose whatsoever other than the performance of this Agreement.

Meaning of Confidential Information

For the purpose of this Agreement the term "Confidential Information" means all information and documentation that:

- a. Has been marked "confidential" or with words or similar meaning, at the time of disclosure by such part;
- b. If disclosed orally or not marked "confidential" or with words of similar meaning, was subsequently summarized in writing by the disclosing party and marked "confidential" or with words of similar meaning and
- c. Should reasonably be recognized as confidential information of the disclosing party,

The term “Confidential Information” does not include any information or documentation that was:

- a. Subject to disclosure under the Michigan Freedom of Information Act (FOIA);
 - b. Already in the possession of the receiving party without an obligation of confidentiality;
 - c. Developed independently by the receiving party, as demonstrated by the receiving party, without violating the disclosing party’s proprietary rights;
 - d. Obtained from a source other than the disclosing party without an obligation of confidentiality; or
 - e. Publicly available when received or thereafter became publicly available (other than through an unauthorized disclosure by, through or on behalf of, the receiving part)
2. The Agency shall assure that medical services to and information contained in medical records of persons served under this Agreement, or other such recorded information required to be held confidential by federal or state law, rule or regulation, in connection with the provision of services or other activity under this Agreement shall be privileged communication, shall be held confidential, and shall not be divulged to a third party without the written consent of either the patient or a person responsible for the patient, except as may be otherwise permitted or required by applicable state or federal law or regulation. Such information may be disclosed in summary, statistical, or other form, which does not directly or indirectly identify particular individuals.

G. General Indemnification

If the Agency is not a governmental agency, the Agency must defend, indemnify and hold the State, its departments, division, agencies, offices, commissions, officers, and employees harmless without limitation, from and against any and all actions, claims, losses, liabilities, damages, costs, attorney fees, and expenses (including those required to establish the right to indemnification), arising out of or related to:

1. Any breach by the Agency (or any of the Agency’s employees, agents, subcontractors, or by anyone else for whose acts any of them may be liable) of any of the promises, Agreements, representations, warranties, or insurance requirements contained in this Agreement.
2. Any infringement, misappropriation, or other violation of any intellectual property right or other right of any third party;
3. Any bodily injury, death or damage to real or tangible personal property occurring wholly or in part due to action or inaction by the Agency (or any of the Agency’s employees, agents, subcontractors, or by anyone else for whose acts any of them may be liable); and
4. Any acts or omission of the Agency (or any of the Agency’s employees, agents, subcontractors, or by anyone else for whose acts any of them may be liable).

The State will notify the Agency in writing if indemnification is sought; however, failure to do so will not relieve the Agency, except to the extent that the Agency is materially prejudiced. The Agency must, to the satisfaction of the State, demonstrate its financial ability to carry out these obligations.

The State is entitled to (i) regular updates on proceeding status; (ii) participate in the defense of the proceeding; (iii) employ its own counsel; and to (iv) retain control of the

defense if the State deems necessary. The Agency will not without the State's written consent (not to be unreasonably withheld), settle, compromise, or consent to the entry of any judgment in or otherwise seek to terminate any claim, action, or proceeding. To the extent that any State employee, official, or law may be involved or challenged, the State may, at its own expense, control the defense of that portion of the claim.

Any litigation activity on behalf of the State, or any of its subdivisions under this Section, must be coordinated with MDHHS of Attorney General. An attorney designated to represent the State may not do so until approved by the Michigan Attorney General and appointed as a Special Assistant Attorney General.

V. Severability

If any part of this Agreement is held invalid or unenforceable, by any court of competent jurisdiction, that part will be deemed deleted from this Agreement and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining Agreement will continue in full force and effect.

VI. Waiver

Failure to enforce any provision of this Agreement will not constitute a waiver to enforce any other provision of this Agreement.

VII. Amendments

Any changes to this Agreement will be valid only if made in writing and accepted by all parties to this Agreement. Any change proposed by the Agency which would affect the funding of the Agreement, must be submitted in writing to MDHHS for approval immediately upon determining the need for such change. The Agency shall, upon request of MDHHS and receipt of a proposed amendment, amend this Agreement.

VIII. Agreement Termination

- A. This Agreement may be terminated by either party without further liability or penalty by giving 30 days written notice to the other party stating the reasons for termination and the effective date.
- B. This Agreement may be terminated if MDHHS does not receive a scheduled payment from the Agency within 10 business days of the due date upon written notification to the Agency.
- C. Upon termination of this Agreement, the total amount of payment under the Agreement shall be prorated over the abbreviated term of the Agreement, starting on the effective date and ending on the cancellation date. Any prepayment by the Agency in excess of the revised amount shall be refunded by MDHHS to Agency.

IX. Liability

All liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the Agency in the performance of this Agreement shall be the responsibility of the Agency, and not the responsibility of MDHHS, if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the Agency, any subcontractor, anyone directly or indirectly employed by the Agency, provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the Agency or its employees by statute or court decisions. MDHHS is not liable for consequential, incidental, indirect or special damages, regardless of the nature of the action as it relates to this Agreement.

X. State of Michigan Agreement

This is a State of Michigan Agreement and must be exclusively governed by the laws and

construed by the laws of Michigan, excluding Michigan's choice-of-law principle. All claims related to or arising out of this Agreement, or its breach, whether sounding in contract, tort, or otherwise, must likewise be governed exclusively by the laws of Michigan, excluding Michigan's choice-of-law principles. Any dispute as a result of this Agreement shall be resolved in the state of Michigan.

Part III

Special Provisions

MDHHS shall assign the following full-time MDHHS employee(s) to provide services consistent with MDHHS classification provided in the link(s) below:

- One Home Aide

MDHHS classification

Administrative Support:

See Position Description for Word Processing or General Office Assistant:

http://www.michigan.gov/documents/WordProcessingAssistant_12989_7.pdf

http://www.michigan.gov/documents/GeneralOfficeAssistant_12692_7.pdf

Departmental Analyst

See Position Description for Departmental Analyst:

http://www.michigan.gov/documents/DepartmentalAnalyst_12505_7.pdf

Eligibility Specialist:

See Position Description for Eligibility Specialist (Assistance Payments Worker):

http://www.michigan.gov/documents/AssistancePaymentsWorker_12090_7.pdf

Family Home Aide:

See Position Description for Home Aide:

https://www.michigan.gov/documents/HomeAide_12720_7.pdf

Family Independence Manager:

See Position Description for Family Independence Manager:

http://www.michigan.gov/documents/FamilyIndependenceManager_12648_7.pdf

Family Independence Specialist:

See Position Description for Family Independence Specialist:

http://www.michigan.gov/documents/FamilyIndependenceSpecialist_12650_7.pdf

Services Specialist:

See Position Description for Services Specialist:

https://www.michigan.gov/documents/Services_Specialist_29422_7.pdf

The assigned MDHHS employee(s) shall:

- a. Meet or exceed the program Standard of Promptness (SOP)
- b. Report the following metrics:
 - i. Total applications by program received each year.
 - ii. Total applications processed by program each month.
 - iii. Monthly SOP per program as well as overall SOP.
- c. Submit monthly progress reports by the 10th of the following month to the Local MDHHS office.

**COUNTY BOARD OF COMMISSIONERS
FINANCE/BUSINESS MEETING
JULY 14, 2020**

The Finance/Business Meeting of the Cheboygan County Board of Commissioner was called to order in the Commissioners Room by Commissioner Wallace at 9:30 a.m.

Roll called and a quorum present

Present: Commissioners Mary Ellen Tryban, Richard Sangster, Michael Newman, Cal Gouine, Roberta Matelski, John Wallace, and Steve Warfield.

Absent: None

Commissioner Wallace gave the Invocation and Commissioner Gouine led the Pledge of Allegiance.

Motion by Commissioner Sangster, seconded by Commissioner Gouine approved the agenda adding 2020 Fair Cancellation under old business. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Tryban, second by Commissioner Matelski, to approve the consent agenda as presented.

- A. Approve Monthly Finance Claims (Finance Total = \$0; Prepaid Total = \$821,762.61.
- B. Budget Adjustments as follows:
 - 2020 Raise Revenues/Expenditures
 - 1. Fund 101 total budget increase of \$15,305.48
- C. DHHS 2019 Homemaker Agreement Amendment 1
- D. Straits Regional Ride
 - 1. COP-ESD Transportation Agreement (Afton/Tower to Onaway)
 - 2. COP-ESD Transportation Agreement (Rogers City to Onaway)
- E. 2021 Budget Process Timeline
- F. Correspondence
 - 1. Ingham County Resolution to Declare Racism as a Public Health Crisis in Ingham County
 - 2. Muskegon County Resolution Statement of Support "Love Lives Here"
 - 3. Arenac County Resolution in Support of Enbridge Increasing the Safety of Our Current Energy Infrastructure
 - 4. Eaton County Resolution to Declare Racism as a Public Health Crisis
 - 5. Menominee County Resolution in Support of the 2020 Upper Peninsula State Fair
 - 6. Tuscola County Resolution in Support of Line 5
- E. Minutes:
 - 1. Finance/Business Meeting of June 9, 2020, Planning Session Meeting of June 12, 2020 and Committee of the Whole Meeting of June 23, 2020
 - 2. City Council – 5/26/2020 & 6/9/2020
 - 3. County Road Commission – 5/21/2020, 6/4/2020 & 6/18/2020
 - 4. Fair Board – 6/1/2020
 - 5. NEMCOG – 2/20/2020

6. NCCMH 5/21/20
7. Planning Commission – 5/13/2020, 5/20/2020 6/3/2020 & 6/10/2020

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

CITIZENS COMMENTS

Beth Bridgman citizen of Cheboygan County commented that she has lived in the County of Cheboygan for six (6) years and has lived in a lot of places in her lifetime with this County being the nicest County with the nicest people that she has lived in. She thanked the Board for their time and the dedication that they take to take care of this County. A copy of the drafted, signed and adopted Resolution 2020-04 from Tuscola County Board of Commissioners was handed out. She wanted to elicit some conversation on what could be done given the recent events and the unfolding lack of medical evidence of any serious pandemic. It is important that we regroup at the County level to offer parents, students and all county citizens a chance to uphold their civil liberties and freedoms in the face of a virus.

SCHEDULED VISITORS/DEPARTMENT REPORTS

Commissioner Wallace and Administrator Lawson presented Brenda Nowak with a certificate of appreciation for her 24+ years of loyal and dedicated service as Clerk, Transcriptionist, Road Patrol Officer and Court Officer with the Cheboygan County Sheriff's Department. Sheriff Clarmont presented her with a shadow box with a Distinguished Service Medal and certificate of retirement in it. She received a standing ovation from the audience. Ms. Nowak thanked the Board of Commissioners, the Sheriff and the Under Sheriff and especially her family for their support. She commented that this has been a great career; she has enjoyed it very much and plans on enjoying her family and retirement.

Cheboygan Life Support Director Dallas Hyde presented the Ambulance Millage Request. The ambulance was requesting the millage proposal to be set from 0 to .5 mills. Right now the Ambulance Service is at .25 mills of the 0 to .3 mills. Cheboygan County has never requested an amount above .25 mills. What the ambulance service is starting to notice from the run volume is that the service is getting busier and busier. Part of the problem is that there is not a full service hospital here in Cheboygan and they are doing a lot of transfers to other out of county hospitals because of their medical needs. The millage increase would be used to add another fully staffed ambulance and crew to the Indian River Station. This would help ensure EMS Crew safety while also helping maintain ambulance coverage in the county. Also to change their ambulance replacement plan from purchasing a new ambulance every 1.5 years to one (1) every year. There were seven (7) ambulances in the Cheboygan County Stations. The ambulances are in service for nine (9) years and have between 250,000 to 350,000 miles on them before they are retired. If they switch to a 1-year replacement plan, an ambulance would be seven (7) years old and have around 200,000 miles on them when they are retired. Also this would help with competitive wages.

Finance Director's Report

Finance Director Sue Buitenhuis presented the Revenue and Expenditure Report for the General Fund for the month ending May 31, 2020. She reported total year-to-date revenue of \$1,691,067.59, or 11.92%% of the budget compared to \$1,661,439.80, or 12.10% of the budget last year at this same time. Ms. Buitenhuis reported expenditures year-to-date of

\$4,902,060.48, or 34.54% of the budget, compared to \$4,699,470.74 or 34.23%, last year as of the end of May 31, 2019.

Administrator's Report

Administrator Jeff Lawson reported on the Operation Emergency Management (O.E.M.). O.E.M. cash assets will remain on hand until all final costs associated with O.E.M. are paid. Once all associated costs are paid, funds will be distributed by percentage back to each unit. Physical assets such as trailers, generators, radios, etc... have been divided based on agreement percentages and picked up by each unit. Larger value items such as pick-up trucks and communication trailer have been placed for auction. Once sold, cash assets will be distributed by agreement percentage back to each unit.

Administrator Jeff Lawson reported on the Veteran's Department. The Veterans Department will be giving their annual department report in August. To provide a process to receive feedback from Veterans concerning department services, staff is recommending that the Board of Commissioners consider the appointment of a Veterans Subcommittee. The Subcommittee could meet quarterly and could consist of representatives from the Veterans service organizations serving the County, a Board of Commissioner liaison and at large member. The subcommittee would receive information from the department concerning services and claims as well as the department's annual report, review aggregated survey responses completed by Veterans related to customer service and serve as liaison contacts between the County and service organizations to provide suggestions to the department and relay any concerns.

Commissioner Newman asked where the Board was at with this subcommittee and was Board approval needed. Administrator Lawson stated that the Board would need a motion to create a subcommittee and once it was formed, it would go to the Board Appointments and Procedures Board to recommend the candidates, which would then be brought back to the full Board for approval. Discussion was held on the structure of the subcommittee. Civil Council Bryan Graham recommended that staff prepare a proposed motion. A proposed motion to create this subcommittee should determine the number of members, the mission of this subcommittee including their roles and responsibilities. He would propose to have it all neatly done by the next meeting. It was the unanimous decision of the Board.

Administrator Jeff Lawson gave an update on the Marina Project. The Marina project is still on pause under Executive Directive 2020-3. No date has been identified when projects can proceed.

Administrator Jeff Lawson gave an update on 2019 County Audit. The Auditors will be at the July 28, 2020 meeting to present the audits.

Administrator Jeff Lawson reported on the Straits Regional Ride Budget. The State is now requiring that Straits Regional Ride's fiscal year align with the State's fiscal year, which is October 1st to September 30th, each year. For the 2020-2021 SRR Budget, staff will provide the budget sent to MDOT as part of the County's grant funding request for budget approval by the Board in September 2020. Going forward the SRR Budget will be brought before the Board for approval as part of the process to request grant funding each year in February.

Administrator Jeff Lawson reported on the CDBG Housing Grant Public Hearing. A CDBH Housing Grant Closeout Public Hearing will be held on July 28, 2020 prior to the Board

Meeting to review project completed under CDBG Grant MSC-2015-0730-HOA Community Development Block Grant (CDBG) Funding for Homeowner Rehabilitation Projects within the County and afford citizens an opportunity to submit comments prior to the closeout of the grant by the State.

COMMITTEE REPORTS

Commissioner Sangster reported that he had an in person meeting with NEMCSA where they were working on some property acquisitions and trying to figure out what to do with HEADSTART.

Commissioner Gouine reported that the 2020 Cheboygan County Fair has been cancelled and it has been advertised in the newspaper.

Commissioner Newman reported that he had done some checking and had talked with the City Manager on the Meijer's Project. In the spring, Meijer had told the citizens that they were going to demolish the buildings on the property, but COVID-19 hit. He reported that the person who owns the property adjacent to Walmart is planning on putting in a Strip Mall. The sewer and water lines are being brought down Huron Street, which they would like to extend to the Meijer's Project, if this was to happen. The city's intent was to contact Meijer to let them know while they have things tore up to see if they can continue on with their project. Also, he reported that he talked with the Grant Township Supervisor, Gil Archambo, about the Solar Farm. His contact person from Orion Renewable Energy Group stated they were anxious to get started.

Commissioner Warfield reported that he attended an in person Trailways Advisory Council meeting last Friday and they are moving forward with the Waterways Trail along the Black River, Sturgeon River and Pigeon River. Also he attended a Northern Michigan Counties Associate Meeting via telephone yesterday and there was a good deal of discussion with the 39 counties regarding the Michigan Department of Treasury's Public Safety and Public Health Payroll Reimbursement Program.

OLD BUSINESS

Commissioner Sangster presented the 2020 Cheboygan County Fair Cancellation.

Motion by Commissioner Sangster, seconded by Commissioner Newman, to support the Cheboygan County Fair Board's decision to cancel the 2020 Cheboygan County Fair. Motion carried with 7 yes, 0 no and 0 absent.

NEW BUSINESS

Administrator Jeff Lawson presented the Ambulance Millage Renewal Proposal. The area ambulance agencies currently under contract with the County are receiving funds from the 2016-19 (up to .30 mills) Ambulance Millage have requested that an Ambulance Millage renewal of up to .50 mills be place on the November 3, 2020 ballot for voter consideration. The millage request is for four (4) years and is expected to generate up to \$756,183 per year, if fully levied. This money would be for the exclusive use of ambulance services in Cheboygan County as determined by the County Commissioners.

If the millage is placed for voter consideration and approved by vote, CLSS, Emmet EMS and Onaway Area Ambulance will be required to provide updated applications to receive appropriations from the millage including financial information prior to new contracts being awarded and funds distributed.

Motion by Commissioner Gouine, seconded by Commissioner Matelski, to adopt

Resolution 2020-11

NOW, THEREFORE, THE CHEBOYGAN COUNTY BOARD OF COMMISSIONERS HEREBY RESOLVES that:

1. The following proposal, the language of which is hereby approved by the Cheboygan County Board of Commissioners and certified to the Cheboygan County Clerk, shall be submitted to the electors of Cheboygan County for a vote at the November 3, 2020 General election:

Ambulance Millage Proposal

This proposal will permit the County to levy up to .50 mills for the purpose of providing funds to support ambulance services within the county in the years 2020-2023, inclusive.

Shall the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution on the amount of ad valorem taxes which may be levied by the County of Cheboygan, State of Michigan, against taxable property in the County be increased by up to .50 mills (\$.50 per \$1,000 of taxable value) for a period of four (4) years, 2020 through 2023, inclusive, for the purpose of providing funds to support ambulance services within the county, and shall the Cheboygan County Board of Commissioners be authorized to levy such millage for this purpose? If approved and levied in its entirety, this millage would raise an estimated \$756,183 for Cheboygan County in 2020.

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

Administrator Jeff Lawson presented Resolution 2020-12 – MDOT Project Authorization Signature Resolution. Resolution 16-19 MDOT Master Agreement Resolution was approved by the Board of Commissioners in September of 2016. The Resolution approved MDOT Master Agreement No. 2017-0032, which is the five (5) year base agreement for all MDOT related agreements with the County. The Resolution also authorized the Chair of the Board of Commissioner to sign all agreements. MDOT now requires all agreements to be signed electronically. Resolution 2020-12 would also authorize the County Administrator to be able to execute and sign MDOT Agreements under the Master Agreement No. 2017-0032. This will permit the County Administrator to electronically receive, sign and return future agreements.

Motion by Commissioner Sangster, seconded by Commissioner Tryban, to adopt

Resolution 2020-12

MDOT PROJECT AUTHORIZATION SIGNATURE RESOLUTION

WHEREAS, this resolution shall approve execution of Project Authorizations for any programs designated by the Cheboygan County Board of Commissioners and/or Project Authorization for any amount determined by the Cheboygan County Board of Commissioners with the Michigan Department of Transportation which are issued under Master Agreement No. 2017-0032,

NOW, THEREFORE, be it resolved that the Chairperson of the Cheboygan County Board of Commissioners as well as the Cheboygan County Administrator are authorized to enter into and execute on behalf

Finance/Business Meeting – July 14, 2020

of the Cheboygan County Board of Commissioners all such project Authorizations with the Michigan Department of Transportation for passenger transportation related services for the Agreement period.

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

Planning and Zoning Director, Michael Turisk presented the Zoning Ordinance Amendment #158. A zoning ordinance amendment imposing a moratorium that authorizes temporary relief from and authorizing temporary land uses under Cheboygan County Zoning Ordinance No. 200 in response to the COVID-19 pandemic.

Section 24.2 of Cheboygan County Zoning Ordinance #200 provides for required procedures for processing amendments to the zoning ordinance that include provisions for a public hearing to be held by the Planning Commission, requisite public notice requirements and transmittal of the Planning Commission’s recommendation to the Board of Commissioner.

Amendment #158 would impose a moratorium to provide temporary relief from and to authorize temporary land uses under the Cheboygan County Zoning Ordinance No. 200 in response to the COVID-19 pandemic in the follow specific ways:

- Parking lot/sidewalk sales would be permitted as an accessory use to all permitted retail uses and in all zoning districts.
- Off-street parking spaces assigned to permitted retail, restaurant or services uses may be used to accommodate outdoor sales areas, including the use of tents or other temporary structures, or accessory and subordinate buildings, including but not limited to merchandise display areas, food and beverage sales, outdoor seating areas and transaction activities, as necessary.
- Temporary signage -- Any combination of sign types would be permitted as temporary signage with up to 100 square feet of total sign surface area permitted in addition to any permitted permanent signage.
- Mobile food units (“food trucks”) would be permitted as an accessory use on the same property as an established, permitted restaurant, including for carry out, drive in and fast food restaurants, as defined.

At the public hearing on July 1, 2020, the Planning Commissioners unanimously directed staff to forward a recommendation of approval to the Board of Commissioners. No public comments were made at the hearing. Note that Amendment #158 has been vetted by legal counsel.

Motion by Commissioner Warfield, seconded by Commissioner Gouine, to adopt the

**CHEBOYGAN COUNTY
Moratorium Ordinance #158**

AN ORDINANCE IMPOSING A MORATORIUM
AUTHORIZING TEMPORARY RELIEF FROM AND AUTHORIZING TEMPORARY LAND USES
UNDER THE CHEBOYGAN COUNTY ZONING ORDINANCE NO. 200
IN RESPONSE TO THE COVID-19 PANDEMIC

THE COUNTY OF CHEBOYGAN ORDAINS:

Section 1. Legislative Findings.

Finance/Business Meeting – July 14, 2020

The Cheboygan County Board of Commissioners (hereinafter the Board of Commissioners) hereby makes the following findings:

1. The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and is easily spread from person to person. There is currently no approved vaccine or antiviral treatment for this disease.
2. On March 10, 2020, the Michigan Department of Health and Human Services identified the first two presumptive-positive cases of COVID-19 in Michigan. On that same day and on many days thereafter Governor Gretchen Whitmer has issued numerous Executive Orders for the purpose of slowing the spread of the Covid-19 virus and protecting the residents of Michigan.
3. Since the virus first appeared in Michigan, it has spread across the state, bringing deaths in the thousands, confirmed cases in the tens of thousands, and deep disruption to this state's economy, homes, and educational, civic, social, and religious institutions, including the economy and institutions within Cheboygan County.
4. The Board of Commissioners recognizes that business activities, particularly those regarding local restaurant and food services, continue to be severely impacted by the COVID-19 pandemic and corresponding social distancing requirements. Therefore, in an effort to help ease the economic conditions caused by the COVID-19 pandemic on local businesses and the community, Cheboygan County hereby enacts this Moratorium Ordinance that pertains to the outdoor conduct of business, the use of on-site parking and accessory structures, and the placement of temporary signage associated with business uses, as well as regulations governing mobile food units.
5. This Moratorium Ordinance is intended to provide temporary relief from and to authorize temporary land uses under the Cheboygan County Zoning Ordinance No. 200 in response to the COVID-19 pandemic and shall remain in effect until November 1, 2021, unless repealed at an earlier date or extended by the enactment of further ordinances following the procedures of the Michigan Zoning Enabling Act, MCL 125.3101, *et seq*, applicable to zoning ordinance amendments.

Section 2. Moratorium; Conflicts; Time Limit.

- (a). The Board of Commissioners hereby adopts a moratorium to provide temporary relief from and to authorize temporary land uses under the Cheboygan County Zoning Ordinance No. 200 in response to the COVID-19 pandemic in the following specific ways:
 - (1). Retail uses: Parking lot/sidewalk sales shall be permitted as an accessory use to all permitted retail uses in all zoning districts. Such accessory parking lot/sidewalk sales shall require a zoning permit (informational only), per the applicable requirements of Section 21.3, as amended, at no cost to the applicant.
 - (2). Off-street parking:
 - (A). Off-street parking spaces assigned to permitted retail, restaurant or services uses may be used to accommodate outdoor sales areas including the use of tents or other temporary structures (not for recreational use) or accessory and subordinate buildings (as approved by the building inspector), including but not limited to merchandise display areas, food and beverage sales, outdoor seating areas and transaction activities, as necessary.
 - (B). A minimum of 40% of the required dedicated off-street parking area per Section 17.4, as amended, shall be maintained to provide parking for the principal use.
 - (C). The use of dedicated off-street parking as authorized under this subsection shall require a zoning permit (informational only), per the applicable requirements of Section 21.3, as amended, at no cost to the applicant.
 - (3). Temporary signage:

Finance/Business Meeting – July 14, 2020

(A). Except for those signs not requiring a zoning permit, per Section 17.19.2, any combination of sign types as described in Section 17.19.8 shall be permitted as temporary signage with up to 100 square feet of total additional sign surface area permitted, but no individual temporary sign surface area shall be greater than 32 square feet.

(B). Any temporary signage would be in addition to any permitted permanent signage.

(C). Any temporary signage authorized under this subsection shall require a zoning permit (informational only) per Section 21.3 at no cost to the applicant, and shall be subject to all of the following requirements:

(i). The temporary signage shall be for a permitted use.

(ii). The temporary signage shall not create a public safety hazard, including but not limited to, obstructing site lines for pedestrian and vehicular traffic.

(iii). The temporary signage shall be located on the property on which the permitted business is located.

(iv). The temporary signage may be placed within a county public right-of-way subject to written approval by the Cheboygan County Road Commission, and shall not impede vehicular or pedestrian traffic and not obstruct driveways.

(v). All temporary signage shall be removed within thirty (30) days from the date of expiration or repeal of this Moratorium Ordinance.

(4). Mobile food units:

(A). Mobile food units shall be permitted as an accessory use on the same property as an established, permitted restaurant including for carry out, drive in and fast food restaurants as defined in Zoning Ordinance No. 200. Such mobile food units shall require a zoning permit (informational only) per Section 21.3, at no cost to the applicant.

(B). Mobile food units authorized under this subsection shall, in addition to compliance with the requirements and standards for mobile food units as set forth in Section 17.29 (e.g., limited to food sales; compliance with Health Department requirements) comply with the following additional requirements:

(i). The mobile food unit shall be operated in a manner that allows patrons, including those waiting to be served, to comply with all COVID-19 mitigation and social distancing requirements then in effect.

(ii). The use of a mobile food unit as authorized under this subsection shall require a zoning permit (informational only), per the applicable requirements of Section 21.3, as amended, at no cost to the applicant.

(b). During the time this Moratorium Ordinance is in effect, either as originally enacted or as extended by enactment of another ordinance, any conflict between this Moratorium Ordinance and the provisions of the Cheboygan County Zoning Ordinance No. 200 shall be controlled by this Moratorium Ordinance.

(c). The moratorium adopted under subsection (a) above shall be in effect until November 1, 2021, unless repealed at an earlier date or extended by the enactment of further ordinances following the procedures

Finance/Business Meeting – July 14, 2020

of the Michigan Zoning Enabling Act, MCL 125.3101, *et seq*, applicable to zoning ordinance amendments.

Section 3. Severability.

If any section, provision or clause of this Moratorium Ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect any remaining portions or application of this Moratorium Ordinance, which can be given effect without the invalid portion or application.

Section 4. Effective Date.

This Moratorium Ordinance shall become effective eight (8) days after being published in a newspaper of general circulation within the County.

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

Sheriff Dale Clarmont presented the Federal 2020 COPS Hiring Program (CHP). The Cheboygan County Sheriff Department submitted and was awarded a Federal 2020 COPS Hiring Program (CHP) grant. This matching grant award of 54% of total costs is a federal program allowing the Cheboygan County Sheriff Department the ability to hire one (1) additional Sworn Law Enforcement Office for three (3) years with the requirement to retain the hire for one (1) additional year. The grant covers eligible costs from June 24, 2020 through June 30, 2023. Financial Impact: Total salary and benefits for three (3) years of \$231,150.44. Total Federal grants award for three (3) years \$125,000. Total County share of \$106,501.44.

Motion by Commissioner Tryban, seconded by Commissioner Matelski, to approve the Cheboygan County Sheriff's Department acceptance of the Federal 2020 COPS Hiring Program (CHP) grant and authorize necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the Michigan Department of Treasury Public Safety and Public Health Payroll Reimbursement Program and First Responder Hazard Pay Premiums Program. The Michigan Department of Treasury released grant funding applications on July 8, 2020 through the Coronavirus Aid, Relief and Economic Security (CARES) Act for reimbursement of Public Safety and Public Health (PSPHRP) related payroll cost for the months of April and May 2020. The application must be submitted by July 17, 2020. The Treasury also released on a first come first serve basis grant funding applications for First Responder Hazard Premium pay (FRHPPP) up to \$1,000 per public safety employee to be submitted by September 30, 2020.

Staff will prepare and submit PSPHRP Grant application to help offset possible revenue sharing loss expected to occur in prior to the end of the County's fiscal year. FRHPPP grant will be pursued to provide First Responder Hazard Pay Premium Payment to eligible Law Enforcement and Correction Officers as defied under the program.

Commissioner Warfield commented that there were several hours of discussion from the 39 counties during the meeting yesterday with the lack of advisory from the Michigan Department of Treasury. Nobody deserves this \$1,000 check more than the first responders and he was completely in support of it, but he was also concerned with a lot of what he heard yesterday, that this money would actually come back to the county. If this money does not come from the Michigan Department of Treasury, it was not coming out of the county's account. He wanted the Sheriff to be able to go back to his employees and say that the Board of Commissioners were fully in support of this, wants them to receive this money and not disappoint them.

Sheriff Dale Clarmont commented that this hazardous duty pay has been talked about amongst law enforcement. The Michigan State Police Officers draws \$750 every two (2) weeks to the tune of approximately \$14 million every month. He stated that he approached all three (3) Sheriff Department Unions and told his officers that he would ask the County Board to apply for this grant, but should it come back denied they would not receive it. Also, should they receive this money before the deadline of September 30th and it was denied, they would have to return the money. He stated that he was not going to the taxpayers of Cheboygan County to ask them to give \$1,000 to each of them for a job that they signed up to do.

Commissioner Warfield questioned if the other two (2) County employees, Sharon Weiss-Brandau and Sara Cunningham who stepped up to the occasion and worked with his department could be included into this program.

Sheriff Clarmont stated that staff was still researching this and also if the County's Administrative Staff could be included into this program. If it was denied, the Board could take it upon themselves to approve it. He reported that there were a total of 38 employees in the Sheriff's Department.

Motion by Commissioner Newman, seconded by Commissioner Matelski, to provide authorization to the Chairman of the Board of Commissioners as well as the County Administrator to sign and submit the Michigan Department of Treasury Public Safety and Public Health (PSPHRP) grant application for reimbursement of Public Safety and Public Health employees related to payroll costs for the months of April and May 2020. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Motion by Commissioner Sangster, seconded by Commissioner Warfield, to provide authorization to Chairman of the Board of Commissioners as well as the County Administrator to sign and submit to the Michigan Department of Treasury First Responder Hazard Premium pay (FRHPPP) grant application for Law Enforcement and Correction Officers Hazard Pay. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

BOARD MATTERS FOR DISCUSSION - None

CITIZENS COMMENTS

John Moore Supervisor of Nunda Township commented that since there was only three (3) weeks left until the 2020 August Primary Election and questioned what the Board was planning on doing as far as helping them out with PPE at the township level. He stated that Nunda Township was small and they were going to try and limit only three (3) voters into the building at once. He stated that he didn't know if they were going to have any issues, because there have been a good number of absentee ballots returned. If a voter refuses to wear a mask, the township would bring them a ballot to be voted on the outside of the township hall.

County Clerk Karen Brewster commented that even if the voter doesn't wear a mask, they were allowed to vote. She reported that the State of Michigan was supplying PPE as far as gloves, masks, gowns, face shields and cleaning supplies and she also has been in contact with the O.E.M. Director Patrick Holt for help with PPE. Once the PPE arrives, it will be distributed to the township clerks.

BOARD MEMBERS COMMENTS

Commissioner Newman commented that the Grant Township solar farm is on the Planning and Zoning’s agenda for tomorrow night’s meeting. He reported that Orion Renewable Energy Group is willing to make adjustments to accommodate the neighbors and to get this done.

Commissioner Sangster commented on the Tuscola County Resolution that Beth Bridgman’s presented. He would like the Board to take a look at this and have a response put together.

Commissioner Gouine commented that he received a couple calls from citizens regarding a house located in Mullett Township that was falling down and was worried that someone was going to get hurt in it. Staff was asked to look into this.

Sheriff Clarmont commented that he took the Blight Ordinance draft to a Michigan Township Associations meeting. He stated that he proposed civil council’s guidance and told the townships that they would have to take the lead on this, but he offered the services of law enforcement thru the Sheriff Department. All of the townships would have to develop the same Blight Ordinance throughout the 19 townships. The only cost to the township would be if there was any overtime court costs to litigate the judicial process. There were at least 10 or 12 townships in attendance and he has already received a couple phone calls of interest. He also told the townships that he would like to institute this by the first of the year.

Motion by Commissioner Newman, seconded by Commissioner Tryban, to adjourn to the call of the Chair. Motion carried with 7 yes, 0 no and 0 absent. Meeting was adjourned at 11:17 a.m..

Karen L. Brewster
Cheboygan County Clerk/Register

John B. Wallace
Chairperson Board of Commissioner

REGULAR CITY COUNCIL MEETING

June 23, 2020

The Regular City Council meeting was called to order by Mayor Bronson via teleconference at 7:00 p.m.

Roll Call:

Present: Raab, Ptasnik, Johnston, Bronson, Mallory, Temple, and Couture

Absent:

Public Comments:

- Ryan Disney, Chief Botanist for one of the largest outdoor growers in the State of Michigan, called in to offer his assistance with any Medical Marihuana questions.
- Pat Gildner is interested in hearing more about an at large seat on City Council for nonresidents.
- Ralph Farver inquired if there have been any considerations on how the ice rink will operate moving forward during the COVID pandemic.
- Ashley Brandt agreed with Pat Gildner's comments as a Downtown Business Owner.
- Brian Lange called in and discussed his lack of reappointment to the Downtown Development Authority Board of Directors.
- Sharen Lange discussed Council's recent decision to allow a temporary closure of a local street and reminded everyone that LARA is working on programs to allow for outdoor service. She also discussed the Charter Revision, how that process would work, and why she thinks it's necessary.

Approval of Agenda and Receive and File all Communications:

- Mayor Pro Tem Couture moved to approve the Corrected Agenda and receive and file all communications, seconded by Councilwoman Raab. Motion carried unanimously.

Approval of Prior Meeting Minutes:

- Councilwoman Johnston moved to approve the Regular City Council Meeting Minutes of June 9, 2020, seconded by Mayor Pro Tem Couture. Motion carried unanimously.

Public Hearing:

- Adoption of the Fiscal Year 2020-2021 Operating Budget for all Funds of the City of Cheboygan.
 - Public Hearing was opened at 7:18 p.m.
 - Sharen Lange commented that she was not able to locate the proposed budget, she was concerned that the public was not able to access the information prior to the meeting.
 - Clerk/Treasurer Brown responded that the proposed budget is available on the City website.
 - Public Hearing was closed at 7:23 p.m.
 - Councilwoman Johnston inquired if the budget figures represent the anticipated decrease to the State Revenue Sharing. Clerk/Treasurer Brown responded that the figures do represent a decrease to the State Revenue Sharing.

- Councilwoman Johnston moved to adopt the Fiscal Year 2020-2021 Operating Budget for all Funds of the City of Cheboygan, seconded by Councilwoman Raab. A roll call vote was taken, motion carried unanimously.

Communications and Petitions:

- Discussion of Charter Revisions
 - Mayor Bronson discussed the difference between an at large seat and having nonresidents sit on Council.
 - Councilman Mallory commented that he would like more viewpoints on the issue.
 - Councilwoman Raab discussed her concerns with business owner's downtown who can't serve on Council. She understands that the process to rewrite the entire Charter would be very lengthy but she is still in favor of an update.
 - Mayor Pro Tem Couture also has an issue with taxation without representation and is in favor of a nonresident seat but only if there is a need for additional councilmembers.
 - City Attorney Stephen Lindsay discussed the difference between a revision and an amendment to the Charter. The City of Cheboygan is a Home Rule City and the Michigan Constitution allows City Charters, which are used to manage municipal properties, administration and in general to advance the interest of city unless restricted by State or Federal law. A revision is a reexamination of the entire Charter without limits. The process is initiated by a 5/7 vote by the Council or a petition by at least 5% of the registered voters. A nine member commission must then be selected none of which can be current councilmembers or employee staff. He estimates the cost to be near six figures and a timeline of close to eighteen months. An amendment to the Charter is also initiated by a 5/7 vote of the Council or a petition by 5% of the registered voters and can address one issue or several issues. Once passed by Council and the Attorney General it is submitted to the voters.
 - Council discussed the process and cost of revising or amending the Charter. Criteria regarding the nonresident seat.
 - Councilwoman Johnston's opinion is that this is not a process that the Council should initiate, let the taxpayers petition if they want the Charter changed.
 - Mayor Bronson inquired if a nonresident seat is allowable in the State of Michigan.
 - City Attorney Stephen Lindsay will review the State law and report back to Council.

General Business:

- Consideration of the Annual 2019-2020 Fiscal Year Budget Amendments.
 - Clerk/Treasurer Brown explained that the final amendments are still not known at this time, the City will continue to pay expenses and receive revenue for prior fiscal year into at least August. Some of the larger expenses that will require budget adjustments include the repairs to the Opera House roof, the fire truck purchase, Sixth St Sewer Project and the North/Center St Water Project.
 - Councilwoman Johnston inquired if it was allowable to make budget adjustments after the fact. Clerk/Treasurer Brown responded that budget amendments can be made at any time.

- Councilman Mallory moved to approve the Annual 2019-2020 Budget Amendments and to authorize Clerk/Treasurer Brown to make appropriate 2019-2020 Fiscal Year Budget Amendments as required, seconded by Councilwoman Raab. A roll call vote was taken, motion carried unanimously.
- Consideration of Cheboygan County Humane Society 2020 Animal Control Appropriation in the amount of \$3,000.00 for the Fiscal Year beginning July 1, 2020.
 - City Manager Eustice explained that the Humane Society requested a \$4,000.00 appropriation after the 2020-2021 Proposed Budget was already set with a \$3,000.00 appropriation.
 - Councilwoman Johnston inquired if the City could possibly appropriate more in the future.
 - Mayor Bronson discussed his thoughts on the appropriation and whether the City could afford to appropriate more.
 - Councilwoman Johnston moved to approve the Cheboygan County Humane Society 2020 Animal Control Appropriation in the amount of \$3,000.00 for the Fiscal Year Beginning July 1, 2020, seconded by Councilman Temple. A roll call vote was taken. Yes votes: Johnston, Raab, Temple, Ptasnik, Mallory, and Couture. No votes: Bronson. Motion passed.
- Consideration to Place 6-Month Delinquent Water/Sewer Utility Bills as Liens on the 2020 Summer Tax Roll.
 - Clerk/Treasurer explained these are the final amounts that will be added as liens if certified by the Council and reflect any delinquent amounts as of September 1, 2019. There was an increase to the total lien amount but the number of accounts is one less.
 - Councilman Mallory moved to approve the placing of 6-month delinquent water/sewer utility bills as liens on the 2020 Summer Tax Roll and direct the City Assessor to spread these amount against the properties, seconded by Councilwoman Johnston. A roll call vote was taken, motion carried unanimously.
- Consideration of Recommended 2020-2021 Property-Tax Millage Rates for the Bonds and City Operation Requirements.
 - Clerk/Treasurer Brown discussed the report provided to Council how the millage amounts are calculated based on current fund balance and current taxable value compared to current debt service.
 - Councilwoman Johnston moved to approve the recommended property tax-millage rates for the bonds and operation requirements as presented, seconded by Councilwoman Raab. A roll call vote was taken, motion carried unanimously.
- Consideration to Schedule a Public Hearing for July 14, 2020 to Consider an Application to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for Funding Assistance through the Clean Water State Revolving Fund for the Proposed Wastewater Treatment Plant Improvements Project.
 - Water/Wastewater Director Jason Karmol explained that this application will allow the City to find out if we are eligible for any grant funding or principal forgiveness. An application may also be submitted to the USDA later to compare funding options.
 - Councilwoman Johnston moved to schedule a Public Hearing for July 14, 2020 to consider an application to the Michigan Department of Environment, Great Lakes, and

Energy (EGLE) for funding assistance through the Clean Water State Revolving Fund for the proposed Wastewater Treatment Plant Improvements Project, seconded by Councilwoman Raab. A roll call vote was taken, motion carried unanimously.

City Clerk's and Treasurer's Comments:

- Clerk/Treasurer Brown reported that the ballots for the August Primary are scheduled to arrive by the end of the week.
- Clerk/Treasurer Brown also reported that she has reached out to the City auditors, Gabridge & Company and will be setting up a date mid-September to begin gathering financial data. The audit this year will be completely offsite with general ledger backups sent electronically.
- Mayor Bronson questioned if the City would be able to locate enough election inspectors for the upcoming elections. Clerk/Treasurer Brown said that she will be reaching out to see who is still willing to work but has also recruited a couple of new workers.

City Manager's Report:

- City Manager discussed a proposed residential development project on South Western Avenue that will require the property to be rezoned. He will work on setting a public hearing. He is also working on funding sources to construct a road.
- City Manager reported that the upcoming ice season is still undetermined. A recreational plan will be developed to address how these activities will be managed going forward.

Committee Updates:

- Councilwoman Raab reported that the Historic Resource Committee met Monday with architect David Kimble. They will be doing a walk through of all the properties designated as historic. They are also discussing funding options.
- Mayor Pro Tem Couture inquired about the Police Union Contract. City Manager Eustice reported that there is a preliminary plan in place, and they will likely meet in early July. The Organizational Committee agreed to meet on Monday, June 29th to discuss Tom's succession plan.
- Councilwoman Raab reported on the recent meeting of the CCE 911 Board; they reviewed the current tower cell service contract.
- City Manager Eustice reported that regular meetings of the boards and commissions will start in July.
- Councilwoman Johnston inquired about the status of the Blight Committee and the Rental Registration Ordinance. City Manager Eustice responded that he would discuss with Chief Jones and set up a meeting.

Messages and Communications from Mayor and Council Members:

- Councilwoman Johnston inquired about the special meeting to discuss the order of applications for Medical Marijuana permits. She also inquired about rezoning of 123 E State St, she was under the impression that no zoning changes would be discussed regarding the Medical Marijuana Ordinances.

- Mayor Pro Tem Couture discussed the comments made by Brian Lange, he inquired where the Mayor’s authority to appoint board members is addressed. Councilman Raab added that she did not realize Mr. Lange wasn’t being reappointed.
- Mayor Bronson responded that Medical Marihuana Applications should be addressed in the order they were received. Councilwoman Johnston requested a Special Meeting be scheduled to discuss the Medical Marihuana applications. Mayor Bronson responded that he will work on setting up a meeting with City Attorney Stephen Lindsay.
- Mayor Bronson discussed adding an agenda item following Public Comments to allow for Councilmembers to respond. He also advised Councilmembers that they should be engaged and actively recruiting new Councilmembers.
- **Adjournment**
 - Meeting adjourned at 9:34 p.m.

Mayor Mark C. Bronson

Clerk/Treasurer Bridget E. Brown

Councilman Brett Mallory

Councilwoman Sara Johnston

Councilman Vaughn Temple

Mayor Pro Tem Nicholas C. Couture

Councilwoman Diane E. Raab

Councilwoman Ashley Ptasnik

REGULAR CITY COUNCIL MEETING

July 14, 2020

The Regular City Council meeting was called to order by Mayor Bronson via teleconference at 7:00 p.m.

Roll Call:

Present: Couture, Johnston, Bronson, Mallory, Temple, Ptasnik and Raab

Absent:

Public Comments:

- Mr. Brady DJ from the Michigan Department of Environment, Great Lakes & Energy called in to listen to the meeting but also strongly supports the proposed sewer project.
- Ms. Karen Nickols with the Michigan Department of Environment, Great Lakes & Energy also called in to listen to the meeting and supports the proposed sewer project.
- Mr. Jordan Velandia called in inquiring about appealing a clerical error for 2019 property taxes.
- Ms. Trudy Lofgren asked if she could be unmuted during the bills and disbursements portion of the agenda. She also inquired about the weeds along the Lincoln Ave Bridge. She would also like to know when the City plans on meeting in person again.
- Mr. Mike Garst, President of the Hockey Association called in to discuss the proposal that was sent in regard to opening the Ice Rink in August.

Council Response to Public Comments:

- City Manager Tom Eustice will follow up with the Recreation Director, Scott Hancock, to see if they can take care of the weeds near the Lincoln Ave Bridge.
- City Manager Eustice explained that the July Board of Review is scheduled for Tuesday, July 21st at 5:15 p.m. Citizens can address and appeal this year's property tax assessment.
- Mayor Bronson responded that the City is still trying to determine how to have in person meetings again.

Approval of Agenda and Receive and File all Communications:

- Councilwoman Johnston moved to approve the Agenda and receive and file all communications, seconded by Councilwoman Raab. Motion carried unanimously.

Approval of Prior Meeting Minutes:

- Councilwoman Raab moved to approve the Regular City Council Meeting Minutes of June 23, 2020, seconded by Mayor Pro Tem Couture. Motion carried unanimously.

Public Hearings:

- A Resolution Adopting a Final Project Plan for Wastewater System Improvements or NPS Pollution Control/Stormwater Improvements and Designating an Authorized Project Representative.

- Trevor Wagenmaker and Maria Corona presented Hubbell, Roth & Clark's Wastewater Treatment Plant Upgrades 2020 SRF Project Plan including an alternative analysis:
 - No Action Alternative
 - Regionalization Alternative
 - Rehabilitate Existing WWTP Alternative, this is the preferred alternative for compliance, efficiency, and to replace degraded existing structures.
- Public Hearing was opened at 7:14 p.m.
- Mr. Mike Lesinski commented that he supports the project.
- Ms. Mary Hebert responded that she supports the project.
- Ms. Ashley Brandt asked when the next upgrades would be needed. Mr. Trevor Wagenmaker responded that equipment life is estimated to be 20-40 years and structures have a life of 50-100 years.
- Mr. Jim Granger asked about infiltration inflow and whether that is included in the project. Mr. Wagenmaker responded that this plan specifically addresses the upgrades needed at the Wastewater Plant and is not directly related to the infiltration inflow.
- Ms. Sharen Lange responded that she is in full support of the project.
- Ms. Casey Clear commented that she is in support of the application and the project.
- Public Hearing was closed at 7:40 p.m.
- Councilman Mallory inquired about access off Lake Street during construction. Director Jason Karmol responded that Lake Street is currently underwater with water levels rising so the preparations will need to be off Huron Street but likely out of the way.
- Councilman Mallory asked about increased efficiency. Mr. Wagenmaker responded that that information has not been calculated.
- Councilwoman Johnston inquired about the State rebate process and when the City would find out what we are approved for. Mr. Wagenmaker responded that they would find out in the fall with everything being finalized the following year. Ms. Karen Nickols confirmed that the information would be available in the fall.
- Mayor Bronson asked about the chemical cost savings and whether the taste of the water would improve. Mr. Wagenmaker responded that there would be a significant cost savings, the new process would utilize UV lights rather than chemicals and, in some cases, reduced amounts of chemicals. However, the process will not impact the drinking water just the wastewater.
- Mayor Bronson asked what the process for treating the wastewater would be during construction. Mr. Wagenmaker replied that a strict schedule is developed for the contractor with temporary pumps.
- Mayor Bronson inquired if the contaminated soil would be addressed during this project. Mr. Wagenmaker responded that there are no plans to do a site cleanup during this project.
- City Manager Tom Eustice read the proposed Resolution Adopting a Final Project Plan for Wastewater System Improvements or NPS Pollution Control/Stormwater Improvements and Designating and Authorized Project Representative into the record. A roll call vote was taken, motion passed unanimously to adopt the Final Project Plan Alternative Number Three, and Designate City Manager Thomas E. Eustice as the authorized representative for all activities associated with the project.

Communications and Petitions:

- Ms. Sharen Lange updated Council on current projects that the Cheboygan Economic Development Group is involved with, including the Hope Network Housing Project, an educational triad, the Orion Solar Energy Field, an assisted living facility, the development of a shopping district or corridor, the Enbridge project, and Cheboygan Estates.
- City Manager Eustice discussed the Police Union Contract, there have not been significant negotiations to date. Attorney Phil Nantz recommends a three-year contract and forming a committee to negotiate the specific proposal.
- City Manager presented a proposed job description for an Assistant City Manager position.
 - Council discussed a timeline for posting the job and finding a qualified individual. Ideally, the Organizational Committee would like to see the position posted by the end of July and to fill the position by the beginning of October.

Department, Boards and Commissions:

- Department of Public Safety Monthly Statistics, February, March, April, and May 2020.

Bills and Disbursements:

- Prepaid Bills and Disbursements for the Month of June 2020.
 - Motion by Councilwoman Raab to approve the prepaid bills and disbursements for the month of June 2020 in the amount of \$408,836.06, seconded by Councilwoman Ptasnik. A roll call vote was taken, motion carried unanimously.
- Unpaid Bills and Disbursements for the Month of June 2020.
 - Councilwoman Johnston inquired whether the City has a purchase policy that favors local businesses. Clerk/Treasurer Brown responded that there is a purchase policy that discusses using local businesses when possible.
 - Motion by Councilwoman Raab to approve the unpaid bills and disbursements for the month of June 2020 in the amount of \$186,434.79, seconded by Councilwoman Johnston. A roll call vote was taken, motion carried unanimously.

General Business:

- Consideration to rezone the following described property at 123 East State Street from Water-Front Marin (W-M) to General Business (B-3):
PLAT OF WEST DUNCAN, ELY 40FT OF LOTS 1 & 2, BLK 32. ****AND**** ELY 40FT OF SLY 30FT OF LOT 3, BLK 32. (SEC 32, T38N, R1W)
 - City Manager Eustice explained that a Public Hearing was held at a Planning Commission meeting, where it was recommended by a 4-2 vote to rezone the property.
 - Mayor Bronson added that the property was originally zoned as B-3 but was rezoned at Walstrom Marine's request and is not actually adjacent to the water.
 - Mayor Pro Tem Couture moved to approve the rezoning of the following described property at 123 East State Street from Water-Front Marin (W-M) to General Business (B-

3): PLAT OF WEST DUNCAN, ELY 40FT OF LOTS 1 & 2, BLK 32. ****AND**** ELY 40FT OF SLY 30FT OF LOT 3, BLK 32. (SEC 32, T38N, R1W), seconded by Councilwoman Ptasnik. A roll call vote was taken, motion carried unanimously.

City Clerk's and Treasurer's Comments:

- City Clerk/Treasurer Brown reported that to date she has received one nominating petition packet for a full-term council seat.

City Manager's Report:

- City Manager Eustice reminded Council about the July Board of Review on July 21st at 5:15 p.m.
- City Manager Eustice discussed the letter that was provided to Council from the Cheboygan Hockey Association regarding the Ice Rink opening and how the operations will be managed.
- City Manager Eustice also discussed the letter that was provided to Council from Noreen Keating informing the City of an art sculpture donation from the Gildner family and the how the City Council should decide where it is placed. Councilwoman Raab suggested that a picture be provided. Councilman Mallory asked about what liability the City would hold. Mayor Bronson will provide a policy template about accepting the art piece and clarifying ownership.

Committee Updates:

- Councilwoman Raab discussed the Historic Resource Commission meeting and the information that has been provided to Council regarding the Heritage Funding Plan.
- City Manager Eustice reported the Ordinance Revision Committee is scheduled to meet on Monday, July 20th at 4:45 p.m.
- Councilman Mallory discussed the Downtown Development Authority/Main St meeting, they approved their officers and discussed a policy for expense approval for the Interim Director. The Board is also reviewing upcoming events. Mayor Bronson added that with the bond being paid off the State requires the DDA to identify a new project.
- Mayor Bronson reported that the Planning Commission discussed the zoning amendment and the proposed ordinance revisions.
- Mayor Bronson also discussed reactivating the Human Relations Board.

Messages and Communications from Mayor and Council Members:

- Councilwoman Raab mentioned the changing of the Command on the Coast Guard Cutter on July 17th along with the Coast Guard's birthday in August.
- Councilwoman Johnston asked Director Jason Karmol to investigate a cracked drain at the corner of Huron and Locust Streets. She also inquired about the holes in the streets around town. Councilwoman Raab explained that she believes it is due to high lake levels. Councilwoman Johnston asked how many candidates were interested in running for Mayor and what the process would be if not enough candidates submitted petitions. Clerk/Treasurer Brown responded that she has spoken with several interested individuals and has given out several packets of paperwork, but no one has officially submitted petitions. She is not sure what the process would be if there were not enough candidates.

- Mayor Pro Tem Couture reported that he would not be able to make it to the July Board of Review.
- Councilwoman Raab asked about the status of Hive North and the potential street closure. Mayor Bronson responded that they are working on getting a special liquor license through the State first.
- Councilman Temple commented that the streets need to be fixed and taken care of.
- Councilman Mallory asked what the plans and timeline were for recreational marihuana. Mayor Bronson responded that he would like to get Medical Marihuana settled before it is discussed but does plan on discussing it before his term ends.

Adjournment

- Meeting adjourned at 9:22 p.m.

Mayor Mark C. Bronson

Clerk/Treasurer Bridget E. Brown

Councilman Brett Mallory

Councilwoman Sara Johnston

Councilman Vaughn Temple

Mayor Pro Tem Nicholas C. Couture

Councilwoman Diane E. Raab

Councilwoman Ashley Ptasnik

SPECIAL CITY COUNCIL MEETING

June 25, 2020

The Special City Council meeting was called to order by Mayor Bronson via teleconference at 5:30 p.m.

Roll Call:

Present: Raab, Ptasnik, Johnston, Bronson, Mallory, Temple, and Couture

Absent:

General Business:

- Review and Discussion – Medical Marihuana Applications
 - City Attorney Stephen Lindsay explained that applications should be processed in the order they are received, first come first served.
 - Councilwoman Johnston voiced her concern that incomplete applications may be considered before complete applications that were submitted later.
 - City Attorney Stephen Lindsay responded that the Planning Commission should review the applications in the order they are received, that does not mean that every application must be approved.
 - Councilwoman Raab commented that she agrees with Councilwoman Johnston's comment and does not want to see incomplete applications slow down the process for complete applications.
 - Councilwoman Ptasnik commented that there needs to be a timeline established to make the process efficient for everyone.
 - Mayor Pro Tem Couture summarized the current process for obtaining a permit but thinks that a potential revision to the ordinances may be the best way to move forward.
 - Mayor Bronson responded that he has been working on amended versions of the ordinances.
 - Mayor Pro Tem Couture commented that he would like to see the Planning Commission portion taken out of the process.
 - Councilwoman Johnston agrees that there are needed revisions to the ordinances, but she is concerned with changing the requirements in the middle of the process.
 - Councilwoman Raab agreed with Councilwoman Johnston's comments.
 - Council discussed the differences in timelines between having the Planning Commission review the current applications and amending the ordinances.
 - Mayor Bronson commented that amending the ordinances will not hurt any of the current applicants.
 - City Manager Eustice agreed that the best course of action is to amend the ordinances and accommodate the investors.
 - Mayor Bronson responded that he would call a Special Meeting of the Council on Monday, June 29, 2020 at 5:30 p.m. to review possible ordinance amendments.
 - Council discussed also amending the application to address an applicant who applies for a permit but does not make any effort to establish a business.

Public Comments:

- Mr. John Strittmater thanked everyone and commended the City Council for all the time and effort spent on the ordinances.
- Ms. Ashley Brandt thinks that the process should be opened to all the applicants and the ordinances changed.
- Ms. Sharen Lange inquired if all six of the applicants would be downtown and whether the applicant outside of the proper zoning should be considered as an application.
 - City Manager Eustice responded that a permit can be issued without a designated location for the establishment.

Adjournment

- Meeting adjourned at 6:32 p.m.

Mayor Mark C. Bronson

Clerk/Treasurer Bridget E. Brown

Councilman Brett Mallory

Councilwoman Sara Johnston

Councilman Vaughn Temple

Mayor Pro Tem Nicholas C. Couture

Councilwoman Diane E. Raab

Councilwoman Ashley Ptasnik

SPECIAL CITY COUNCIL MEETING

June 29, 2020

The Special City Council meeting was called to order by Mayor Bronson via teleconference at 5:30 p.m.

Roll Call:

Present: Raab, Ptasnik, Johnston, Bronson, Mallory, Temple, and Couture

Absent:

General Business:

- Review and Discussion – Medical Marihuana Ordinance Amendments
 - Mayor Bronson explained that the proposed ordinance reflects the change in the number of allowable provisioning centers to nine with proposed maximums in each district.
 - Mayor Pro Tem Couture commented that he does not think there should be any zoning regulations other than setbacks from churches and schools and let the market dictate where the businesses open.
 - Councilwoman Raab commented that she is not in favor of increasing the number of provisioning centers to nine. She is concerned that Council is negating all the work that the Planning Commission put in to drafting the ordinances.
 - Mayor Bronson explained that we are treating these businesses different than any other type of business.
 - Mayor Pro Tem Couture responded that he does not feel that the Planning Commission needs to vet a business that must adhere to the ordinances and State regulations.
 - Councilman Mallory commented that he is not in favor of increasing the number of provisioning centers to nine, he is especially concerned with the downtown district.
 - Councilwoman Raab discussed her concern with changing the ordinance in the middle of the process and whether all the applicants should be addressed in the order they were received because of a potential location not being permitted.
 - City Manager Eustice explained that a permit can be issued before a location is selected.
 - Councilmembers discussed the appropriate number of allowable provisioning centers and in what districts.
 - Mayor Pro Tem Couture proposed a total of six allowable provisioning centers with a maximum of two within the B-2 District. He inquired with the City Attorney if that would legally be possible.
 - City Attorney Stephen Lindsay responded these amendments would allow for each of the applications to be addressed and treat the provisioning centers as any other business. He further explained that Council can set a limit in any district they want.
 - Mayor Bronson summarized that Council would prefer the ordinance be expanded to a total of six total provisioning centers with a maximum of two in the B-2 district.
 - Councilmembers discussed establishing a timeline for a business to be established once a permit has been issued.

- Mayor Pro Tem Couture proposed adding language in the permit renewal section stating that substantial progress must be made as determined by the Zoning Administrator.
- Councilwoman Raab inquired about a permit being transferred or sold from one business to another.
- City Manager Eustice responded that the ordinance requires approval by City Council for a permit to be transferred.
- City Manager Eustice explained the Special Use Permit process at the request of Councilwoman Raab, specifically that it is typically only required with new construction, and why it was initially thought to be a needed requirement in the process.
- Councilman Mallory inquired about the removal of any setbacks from residential areas.
- Mayor Bronson responded that the current Zoning Ordinance addresses situations where businesses border residential districts.
- Councilmembers and City Manager discussed if any other zoning districts would be added to the ordinance including Tourist Service (T-1) or Waterfront Marina (W-M).
- Mayor Bronson proposed the allowable districts to be B-2, B-3 and Waterfront Marina (W-M).

Public Comments:

- Mr. Matt Lahaie commented that tonight's meeting was a great meeting of compromise.
- Ms. Sharen Lange reported that she was listening to the meeting live with potential candidates of City Council.
- Mr. Mike Gridale reported that he is looking forward to meeting again in person.
- Mr. John Costin thanked everyone for the discussion, he is happy to see progress being made. He does not understand how the Special Use Permit went from necessary to unnecessary.
- Mr. Dave Kronberg commented that this is not like every other retail product out there, it is still illegal at the federal level. The Special Use Permit allows the City to influence where these businesses go and it should retain that authority. He also added that the City should be determining how many of these businesses it wants, not how many want to be allowed.
- Ms. Trudy Lofgren commented that she is glad that there is a limit on Main Street.
- Ms. Kristi Kelly thanked everyone for the discussion, she looks forward to seeing the updated ordinances. Good businesses can work in tandem with the community.
- Mr. John Strittmater thanked Council for the hard work.
- Mr. RJ Archanbo also wanted to thank Council for the hard work.
- Ms. Linda Rogers commented that as a Planning Commissioner, she feels that any business in B-2 should be vetted by the Planning Commission as part of the Special Use Permit process.
- Ms. Christine Khan-King agrees with other Planning Commissioners that the Special Use Permit should remain part of the application process, it was a solution to the concerns and needs of the community.
- Mayor Bronson will direct the City Attorney to make the discussed changes.

Adjournment

- Meeting adjourned at 7:04 p.m.

Mayor Mark C. Bronson

Clerk/Treasurer Bridget E. Brown

Councilman Brett Mallory

Councilwoman Sara Johnston

Councilman Vaughn Temple

Mayor Pro Tem Nicholas C. Couture

Councilwoman Diane E. Raab

Councilwoman Ashley Ptasnik

SPECIAL CITY COUNCIL MEETING

July 6, 2020

The Special City Council meeting was called to order by Mayor Bronson via teleconference at 5:30 p.m.

Roll Call:

Present: Raab, Ptasnik, Johnston, Bronson, Mallory, Temple, and Couture

Absent:

Public Comments: None

General Business:

- Councilwoman Johnston inquired if the proposed revisions were the same as discussed at the last meeting.
- Mayor Bronson responded that the changes included changing the number of provisioning centers to six and adding language requiring meaningful movement toward opening a store.
- City Manager Eustice discussed the different options for an appropriate date to hold the public hearings and the timeline for issuing permits.
- Consideration to Schedule a Public Hearing to Amend the Code of the City of Cheboygan by Amending Chapter 121, Medical Marihuana Facilities.
 - Councilwoman Raab moved to schedule a Public Hearing for July 28, 2020 to amend the Code of the City of Cheboygan by amending Chapter 121, Medical Marihuana Facilities Ordinance, seconded by Mayor Pro Tem Couture. A roll call vote was taken, motion carried unanimously.
- Consideration to Schedule a Public Hearing to Amend the Code of the City of Cheboygan by Amending Chapter 154, Zoning Ordinance.
 - Mayor Bronson explained that this amendment would limit the number of provisioning centers in the B-2 District to a maximum of two centers and delete the language requiring a Special Use Permit.
 - Mayor Pro Tem Couture commented that he doesn't see the need for any restrictions other than schools and churches.
 - Councilwoman Raab moved to schedule a Public Hearing for July 28, 2020 to amend the Code of the City of Cheboygan by amending Chapter 154, Zoning Ordinance, seconded by Mayor Pro Tem Couture. A roll call vote was taken, motion carried unanimously.

Adjournment

- Meeting adjourned at 5:44 p.m.

Mayor Mark C. Bronson

Clerk/Treasurer Bridget E. Brown

Councilman Brett Mallory

Councilwoman Sara Johnston

Councilman Vaughn Temple

Mayor Pro Tem Nicholas C. Couture

Councilwoman Diane E. Raab

Councilwoman Ashley Ptasnik

Vice-

Chairman D. Brandt 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: D. Brandt, H. Ginop, R. LaHaie, Eng/Mgr B. Shank and Clerk D. Stempky

ABSENT: D. Brown (excused) and K. Paquet (excused)

VISITORS: C. Veneros, S. Redmond, B. Hartwig and J. Moore

MOTION by H. Ginop seconded by R. LaHaie to approve minutes of last regular meeting of 6/18/2020 as mailed. 3 Yeas 2 Absent (Brown, Paquet) CARRIED

MOTION by H. Ginop seconded by R. LaHaie to approve for payment current payroll voucher #20-26-\$81,480.06 and accounts payable voucher #20-27-\$175,552.32. 3 Yeas 2 Absent (Brown, Paquet) CARRIED

MOTION by H. Ginop seconded by R. LaHaie to approve agenda as presented. 3 Yeas 2 Absent (Brown, Paquet) CARRIED

Bids were opened and received for I-75 Mill and Fill on June 30, 2020. Eng/Mgr Shank noted he recommends accepting the one bid received and not award until MDOT figures out the funding, hoping for a TWA and not take out of Maintenance Budget.

MOTION by H. Ginop seconded by R. LaHaie to accept bid from Reith Riley for I-75 Mill and Fill, opened on June 30, 2020, award will be at a later date, dependent on MDOT funding. 3 Yeas 2 Absent (Brown, Paquet) CARRIED

MCRC SIP Annual Membership Meeting, July 23, 2020, Eng/Mgr and Clerk will be participating remotely.

MOTION by H. Ginop seconded by R. LaHaie to receive and file the following correspondence: Township Minutes: Burt 6/4/2020, Grant 5/19/2020, Inverness 6/2/2020, Mackinaw 6/16/2020 and Tuscarora 6/2/2020. 3 Yeas 2 Absent (Brown, Paquet) CARRIED

Eng/Mgr Shank Update:

- Permit received for resident on McMichael Road from B. Moore, requesting to place fence and trees in ROW, he has a farm and needs fence for that purpose.

MOTION by R. LaHaie seconded by H. Ginop to approve permit for B. Moore, McMichael Road, to place fence and tress in the Road ROW. 3 Yeas 2 Absent (Brown, Paquet) CARRIED

- Checked on the house for sale next to the Cheboygan Garage, asking \$149,900, would like to have a Budget Committee Meeting to discuss, feels the Board needs to look at future plan for the Garage, if staying at the current location then a plan should be put in place to that effect.
- All 3 trucks are in at Zaremba's, T & T Specialties is looking at starting to work on the fit outs in August.
- Projects: S. River Road restoration/shoulders; Gainor Bridge slated to start July 13; Waubee and Chippewa Beach started; Cordwood after July 4th, Beebe Road unsure; Indian River downtown July 13 proposed start with work being completed in 4 quadrants.

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION JULY 1, 2020

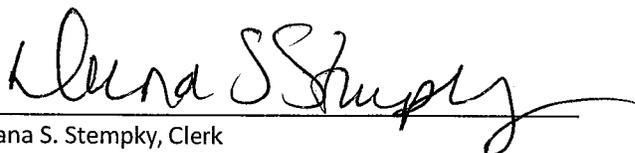
Foreman Update:

S. Redmond-Thank you to Tower Garage for helping with Black River Road work; Forsyth ditching; mowing all pavements; patching; beavers; Seffern Road patch done.

D. Brandt, Vice Chairman adjourned the regular meeting at 8:29 A.M. being no further business to come before the Board.



David F. Brandt, Vice Chairman



Dana S. Stempky, Clerk

MINUTES OF THE BOARD
June 18, 2020
North Country Community Mental Health
Telephone and Video-Conference Meeting

BOARD MEMBERS PRESENT: Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper

BOARD MEMBERS ABSENT: Robert Boyd, Dennis Priess, Louis Scholl

STAFF: Christine Gebhard, Kevin Hartley, Brian Babbitt, Amy Christie, Janelle Kassien, Debra Erber, Lorraine Manary

GUESTS:

Mr. Ginop called the meeting to order at 4:00 p.m.

ROLL CALL

Mr. Ginop welcomed Board members and staff to the meeting. A roll call was taken and quorum present.

PUBLIC COMMENT

Ms. Gebhard shared a message from Ms. Tia Sagar, administrator of NCCMH's transitional home, Gentle Harbor. Ms. Sagar's note provided the results of the recent AFC inspection. The inspection went well, the home is well maintained with few areas to address. The inspector went on to say that "anyone would be lucky to live in Gentle Harbor."

CONSENT AGENDA

The consent agenda includes the agenda overview, minutes of the previous meeting and contracts signed in the past month.

MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED BY DAVID WHITE, SUPPORT BY PATTY COX.

ROLL CALL VOTE:

AYES: Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper

NAYS: None

MOTION CARRIED.

COMMITTEE RECOMMENDATIONS – BOARD ACTION*

Finance Committee Report: Mr. Marcus reviewed the minutes of the finance committee meeting. This included the Statement of Cash on Deposit, Interim Financial Statements, and Revenue by Fund Source.

Interim Financial Statements were distributed. Mr. Hartley reviewed the Financial Statements through April 30, 2020 including the Statement of Net Position; Statement of Revenues, Expenses, and Changes in Net Position; Trending Revenue and Expenses.

Statement of Net Position as of April 30, 2020: Total assets \$12,622,669; Total liabilities \$8,106,257; Total Net Position \$4,516,412.

Statement of Revenue, Expense and Changes in Net Position: Total Operating Revenue \$29,530,882; Total Operating Expenses of \$28,638,876; Projected increase in Net Position of \$688,616. Decrease in expense due to reduction of contractual day program services, travel. Increase in revenue due to rate adjustments by MDHHS.

Revenue by Funding Source as of April 30, 2020.

Medicaid (including Autism): North Country capitation revenue payments received through the month of April were \$25,999,080 (\$25,085 over projection); expenditures were \$25,339,389, resulting in a Medicaid surplus of \$659,691.

Healthy Michigan Plan: North Country capitation revenue payments received through April 30 were \$2,393,239 (\$13,437 over projection). Expenditures were \$1,864,379 resulting in an HMP surplus of \$528,860.

General Fund: State General Fund revenue received through April was \$1,186,593. Expenditures were \$775,653 and (\$3,331) redirected resulting in an UNDER expenditure of \$407,610

The report will be placed on file for audit.

Chief Executive Officer – Contract Renewal.

Mr. Marcus reported the Finance Committee recommends renewing the CEO's contract for a three (3) year period from April 1, 2020 through March 31, 2023 with no change to benefits or the agency automobile use. The annual salary is recommended to be \$135,000.

RECOMMENDATION BY THE FINANCE COMMITTEE TO RENEW THE CHIEF EXECUTIVE OFFICER'S CONTRACT FOR THREE YEARS TO BEGIN RETROACTIVELY TO APRIL 1, 2020 AND ENDING MARCH 31, 2023. THE ANNUAL SALARY TO BE \$135,000 WITH ALL OTHER BENEFITS REMAINING THE SAME.

MOTION BY CHRISTIAN MARCUS, SUPPORT BY RON ISELER

ROLL CALL VOTE:

AYES: Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper

NAYS: None

MOTION CARRIED.

ACTION ITEM(S) WITHOUT COMMITTEE REVIEW: NONE

PRESENTATION: Guardianship and Alternatives

Janelle Kassien, LMSW, PMRP, provided an overview of the Michigan Mental Health Code as it relates to Guardianship. She reviewed the history of Guardianship in our state and the move toward the least restrictive option that meets the needs of the individual. Alternatives to the

appointment of a full (plenary) guardianship include a partial guardianship, conservator, patient advocate designation, do-not-resuscitate declaration or durable power of attorney (DPOA). Ms. Kassien provided an overview of each alternative along with the benefits and challenges of each option.

CHIEF EXECUTIVE OFFICER'S REPORT/COMMUNICATIONS

Ms. Gebhard referenced a number of items in her CEO report. In June Ms. Gebhard presented the NCCMH FY19 Annual Report to Antrim, Emmet, and Otsego County's Board of Commissioners. Others are scheduled in July. Ms. Gebhard has been meeting with stakeholders in Charlevoix and Emmet Counties about creating a joint Community Corrections Advisory Board. Emmet County has an Advisory Board, and this would allow Charlevoix Co. access to MDOC funds for jail services.

Union negotiations reached a tentative agreement with a vote to be scheduled before the end of the month. In-office services resumed on June 15. Ms. Gebhard discussed the premium pay increase for direct care staff. The \$2 per hour increase originally approved from April through June may be extended through September with the approval of HB690.

There is an anticipated (negative) supplemental for the state budget FY20. The budget process for FY21 is required to be complete by July 1; however, the legislature will likely push that requirement out to start with the FY22 budget. Ms. Gebhard directed the boards attention to a PowerPoint presentation by Allen Jansen, Senior Deputy Director of BHDDA, promoting the expansion of the Behavioral Health Home model. Ms. Gebhard also noted a number of house bills including: HB5832 expanding crisis centers; HB5412-16 telehealth bills; and HB5298, which would provide residential treatment for youth in a secure residential treatment center providing diversion or stepdown from inpatient hospitalization.

QUALITY IMPROVEMENT UPDATE

Ms. Christie shared an update on the MDHHS Mission Based Performance Indicators on Access Timeliness. North Country met all performance indicators in the second quarter of FY20. The clinical team is reviewing processes to decrease the average number of days to intake assessment and first service appointments to seven.

Lean teams are actively working on three processes: emergency services screen, guardianship testing, and registration for training. A fourth process for review will be the guardianship/psychological testing process. Lean Healthcare Simulations have been suspended until the agency can safely hold in-person trainings of up to fifteen people in close proximity to each other.

NCCMH is currently completing the annual performance improvement project (PIP) on Attention Deficit Disorder Causal Barrier Analysis for children of a specific age group who are prescribed ADD medications. It tracks follow up appointments with the prescriber.

NCCMH had its annual External Quality Review by HSAG for performance indicators. This was an annual NMRE audit, and preliminary findings were positive.

NORTHERN MICHIGAN REGIONAL ENTITY

Mr. Ginop provided an update on the NMRE Board of Directors. The NMRE Board elected a new slate of officers at their last meeting. The officers are now; Chair – Gary Nowak, Vice-Chair

– Don Tanner, Secretary – Ed Ginop. Don Smeltzer, from Centra Wellness Network, was elected to the board.

Mr. Marcus has invited Senators Whiteford and Cole to a future NMRE meeting to discuss Senate Bill 5832 on crisis stabilization units

OLD BUSINESS

Ms. Gebhard provided an update on NCCMH's response to the COVID pandemic. Offices are opening slowly during phase 5 of the Governors six phase plan stop the spread of the virus and re-open the state. We continue tracking COVID cases in our six-county area and new cases have remained stable.

NEW BUSINESS

Ms. Gebhard discussed providing an iPad to each Board Member to access all NCCMH Board information and Zoom meetings. The SharePoint platform will be used for access to all Board documents. Mr. Ginop is testing the device. Board members recommend a stand be included. Training will be arranged for the Board, with a demonstration at the July board meeting. NCCMH Electronic Use Policy will extend to board members.

BOARD & STAFF COMMENTS

Mr. Newman commended the Finance Director, Kevin Hartley, for his work and professionalism.

ADJOURNMENT

There being no further business to come before the board, the meeting was adjourned at 5:31 p.m. by Board Chair, Ed Ginop.


Edward Ginop, Board Chair

MINUTES OF THE BOARD
July 16, 2020
North Country Community Mental Health
Telephone and Video-Conference Meeting

BOARD MEMBERS PRESENT: Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Robert Boyd, Dennis Priess

BOARD MEMBERS ABSENT: Louis Scholl

STAFF: Christine Gebhard, Kevin Hartley, Brian Babbitt, Amy Christie, Joseph Balberde, Pam Krasinski-Wespiser, Tia Sager, Lorraine Manary

GUESTS: None

Mr. Ginop called the meeting to order at 4:00 p.m.

ROLL CALL

Mr. Ginop welcomed Board members and staff to the meeting. A roll call was taken and quorum present.

PUBLIC COMMENT: None

CONSENT AGENDA

The consent agenda includes the agenda overview, minutes of the previous meeting and contracts signed in the past month.

MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED BY SR. AUGUSTA, SUPPORT BY PATTY COX.

ROLL CALL VOTE:

AYES: Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Robert Boyd, Dennis Priess

NAYS: None

MOTION CARRIED.

COMMITTEE RECOMMENDATIONS – BOARD ACTION*

Finance Committee Report: Mr. Marcus reviewed the minutes of the finance committee meeting. This included the Statement of Cash on Deposit, Interim Financial Statements, and Revenue by Fund Source. Statement of Net Position as of May 31, 2020 shows our net position at \$4,453,971, a \$916,131 increase since 9/30/19.

MOTION TO PLACE THE FINANCE REPORT ON FILE FOR AUDIT BY SR. STRATZ, SUPPORT BY PATTY COX.

ROLL CALL VOTE:

AYES: Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Robert Boyd, Dennis Priess

NAYS: None

MOTION CARRIED.

The report will be placed on file for audit.

ACTION ITEM(S) WITHOUT COMMITTEE REVIEW: None

PRESENTATION: Gentle Harbor.

Pam Krasinski-Wespiser, Director of Specialty Services, and Tia Sager, Gentle Harbor Administrator, provided an overview of North Country CMH's transition home, Gentle Harbor. The home provides interdisciplinary services, 24 hours per day, 7 days a week. The home is designed as a safe, trauma informed, recovery-focused living situation intended to integrate the individual back into community living. Gentle Harbor's mission is to teach, nurture, and empower independence. The program serves clients placed out of the NCCMH catchment area who want to be closer to their home communities, and clients not making progress or gaining skills. Ms. Sager described the services provided, including daily strategies and formal therapies. To date, seven clients have benefited from the program.

CHIEF EXECUTIVE OFFICER'S REPORT/COMMUNICATIONS

Ms. Gebhard referenced a number of items in her CEO report.

This past month Ms. Gebhard presented the 2019 annual report to Charlevoix and Kalkaska County Commissions. She presented the Job Classification and Wage Scale to NCCMH Staff. The Union ratified a three-year contract including wage parity with non-union staff. Ms. Gebhard heard a proposal to pilot a restructuring of the Emergency Services System (ESS) for three months. In the proposal full-time ESS staff would work three twelve-hour shifts which reduces the reliance on "On Call" staff to one 24 period over the weekend.

Ms. Gebhard participated in a virtual Hill Day. She mentioned the request for emergency appropriation of \$38.5 Billion for Mental Health and Addition Treatment, the Crisis Stabilization and Community Reentry Act of 2020 (S. 3312), and the National Suicide Hotline Designation

Act of 2020 (H. R. 4194/S. 2661). The FCC, today, approved the use of 988 for a national suicide hotline.

Ms. Gebhard also referred to the passage of H.B. 5832, which modernizes the Mental Health Code and creates crisis stabilization units. Also, H.B. 5178, which establishes uniform credentialing requirements. Both have passed the House; neither have been through the Senate.

A breakdown of the states FY2020 Budget Agreement of June 29, 2020 was shared, as were CMHA position statements.

Ms. Gebhard mentioned the Executive Team Summary; this is a quick update from key departments.

QUALITY IMPROVEMENT UPDATE

Ms. Christie reported that the NMRE has begun the Delegated Functions Review which will be conducted as a desk audit. Chart reviews will be occurring in August and Sept. of 2020. NMRE monthly client satisfaction surveys have been suspended due to COVID. The NMRE is seeking input on how best to proceed. Ms. Christie will work with the Consumer Council on suggestions.

Ms. Christie also noted the Emergency Services Lean Process Team that led to the proposal for redesigning the Emergency Services System (ESS) structure creating one six-county team rather than north and south teams.

Two new Lean Champion trainees, Joe Balberde and Carole Doherty, presented their Project Charter to standardize the process for data requests. The expected outcome is a more effective way to manage data and report requests, as well as reduce the number of overlapping submissions. To become a more robust data-driven decision-making organization!

NORTHERN MICHIGAN REGIONAL ENTITY

The NMRE is evaluating a partnership with the Upper Peninsula to collaboratively hire a regional trainer. The Behavioral Health Home model will begin implementation on Oct. 1 in the NMRE CMH boards as well as the Upper Peninsula. Training is scheduled to start on August 7.

OLD BUSINESS

Ms. Gebhard provided an update on NCCMH's response to the COVID pandemic. Clubhouses re-opened on Monday of this week with limited attendance. We are working with day program providers on their plans to resume community-based services and facility-based, when that becomes an option. The Executive Team continues to meet weekly on our COVID Response with the health and well-being of our clients and staff as the main concern.

Mr. Balberde gave the board an iPad & SharePoint demonstration. iPads have been purchased for all board members to provide access to Board related materials and facilitate remote meetings. They are loaded with direct Zoom and SharePoint links and have internal WiFi. Arrangements will be made for Board Members to pick up their device and provide any training or practice needed.

NEW BUSINESS

The CMHA will hold its member assembly on Aug. 13 via Zoom. Mr. Ginop and Sr. Stratz have agreed to represent NCCMH as delegates for this virtual meeting.

BOARD & STAFF COMMENTS

Mr. White mentioned having attended a Celebration of Life for a young man who recently committed suicide. These are tragic events, especially for one so young.

ADJOURNMENT

There being no further business to come before the board, the meeting was adjourned at 5:15 p.m. by Board Chair, Ed Ginop.

Edward Ginop, Board Chair

DRAFT

CHEBOYGAN COUNTY ZONING BOARD OF APPEALS MEETING & PUBLIC HEARING
WEDNESDAY, MAY 27, 2020 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: Michael Turisk, Jen Merk

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. Mr. Freese stated that a request had been received to table the Thomas Finch/Jason Campbell request until June 24th 2020. **Motion** by Mr. Freese seconded by Mr. Thompson, to approve tabling the Finch/Campbell request until June 24, 2020 and to approved the revised agenda. Motion carried unanimously.

APPROVAL OF MINUTES

Minutes from the April 22, 2020 Zoning Board of Appeals meeting were presented. Ms. Sherwood noted two typographical errors in the minutes. **Motion** by Mr. Hemmer seconded by Mr. Sherwood, to approve the minutes as amended. Motion carried unanimously.

PUBLIC HEARING & ACTION ON REQUESTS

Laura and Jason Mayer – The applicant requests approval of a 17-ft. setback variance to place a shed onto a vacant waterfront property zoned Lake and Stream Protection (P-LS). Section 17.23.1.g. of the Zoning Ordinance states in part, a minimum 50-ft. setback from water’s edge is required for private storage buildings in the P-LS zoning district. The subject property is located at 1988 Lake Shore Dr. in Mullett Township, Parcel No. 130-029-100-037-00, Section 29.

Ms. Merk reviewed information included in the staff report.

Mr. Freese asked Mr. and Mrs. Mayer if they wanted to add anything to what Ms. Merk had presented. They stated that the material submitted was adequate.

Mr. Freese asked for public comments. Mr. Gouine stated that many other structures in the vicinity are closer to the water than is the proposed storage shed. Public comment closed.

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

10. The storage building to the south of the parcel and the recreational deck to the north are closer than 33ft. to the water’s edge.
11. Most dwellings, storage buildings and other structures along Lake Shore Drive are closer than 33 ft. to the water’s edge.

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

UNFINISHED BUSINESS

No comments.

NEW BUSINESS

No comments.

ZBA COMMENTS

Ms. Sherwood asked whether the application of Mr. Nelson was to be held tonight. Ms. Merk stated that Mr. Nelson had requested that the application be postponed until the June 24, 2020 meeting. Ms. Merk read Mr. Nelson’s email request.

Motion by Freese, seconded by Mr. Moore, to revise the agenda to include the tabling of both the Finch/Campbell request and the Nelson request until June 24, 2020. Motion carried unanimously

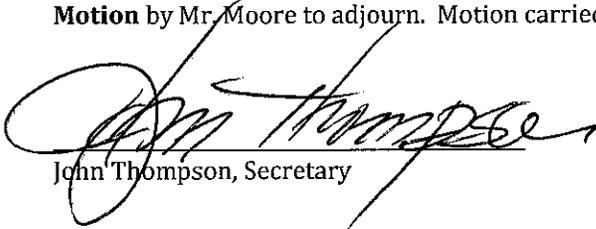
Mr. Turisk provided information on a proposed amendment to the zoning regulation pertaining to temporary regulatory relief in regards to COVID-19. Mr. Turisk explained that the proposed amendments would allow a portion of on-site parking to be used as an outdoor seating area. Mr. Turisk stated that the proposed amendment would also allow for more flexibility in granting administrative extensions of site plans review approvals, special use permits approvals and zoning permits. Mr. Turisk stated that a public hearing is scheduled on July 1, 2020.

PUBLIC COMMENTS

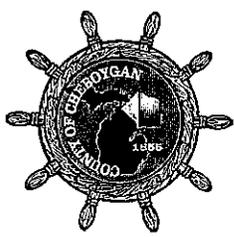
No comments.

ADJOURN

Motion by Mr. Moore to adjourn. Motion carried. Meeting adjourned at 7:20 pm.

A handwritten signature in black ink, appearing to read "John Thompson", is written over a horizontal line. The signature is fluid and cursive.

John Thompson, Secretary



CHEBOYGAN COUNTY PLANNING COMMISSION

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

CHEBOYGAN COUNTY PLANNING COMMISSION MEETING & PUBLIC HEARING WEDNESDAY, JUNE 17, 2020 AT 7:00 P.M. ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING

PRESENT: Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Johnson, Delana

ABSENT: None

STAFF: Mike Turisk, Jen Merk

GUESTS: Peter Wendling, Lori Stelmaszek, Ryan McGraw, Gil Archambo, David Bona

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. Kavanaugh, seconded by Mr. Freese, to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF MINUTES

The May 20, 2020 Planning Commission minutes were presented. **Motion** by Mr. Kavanaugh, seconded by Mr. Freese, to approve the meeting minutes as presented. Motion carried unanimously.

The June 3, 2020 Planning Commission minutes were presented. **Motion** by Mr. Borowicz, seconded by Mr. Kavanaugh, to approve the meeting minutes as presented. Motion carried unanimously.

PUBLIC HEARING AND ACTION ON REQUESTS

Bona Architect/Ann Arbor YMCA - Requests an amendment to a Special Use Permit per section 18.11 of the Zoning Ordinance for reconstruction of a kitchen addition onto an existing dining hall, and reconstruction of a lodge for administrative offices and sleeping quarters for an existing YMCA camp per section 10.3.2. The property is located at 9728 W. Highway M-68, Tuscarora Township, section 16, parcel # 161-016-300-001-00. The property is zoned both Lake and Stream Protection (P-LS) and Agriculture and Forestry Management (M-AF), however the project site is within the P-LS zoning district.

Ms. Merk reviewed the background information contained in the staff report.

Ms. Croft asked for Planning Commission comments. Ms. Lyon asked if there are any changes to the high water mark. Mr. Freese stated the ordinary high water mark on the interior lakes have not changed much but the ordinary high water mark for the Great Lakes are fluctuating higher. Discussion was held. Mr. Freese stated that the ordinary high water mark is delineated by the vegetation change from the shoreline vegetation to the upper elevation vegetation mark. Mr. Freese stated that the high water mark is a mark where the vegetation changes due to the impact of the wave action on the shore. Mr. Freese stated that if the shoreline erodes due to the wave action, the ordinary high water mark will change. Ms. Lyon referred to the public comment that was submitted and stated that she believes that there is a legitimate concern. Mr. Freese stated that the person who wrote the letter was concerned about the building being closer to the water than the existing building. Mr. Freese stated that the proposed building is further away by 10 inches. Mr. Freese stated that he looked at the shoreline during the site inspection and he did not see any erosion.

Mr. Kavanaugh noted that the applicant submitted a complete set of plans.

Mr. Freese stated that he likes the north lodge is being built along the same line as what they had previously. Mr. Freese asked Mr. Bona if the east elevation is designated as the west elevation for the kitchen on drawing 2.0. Mr. Bona stated that is incorrect and the west elevation is actually the east elevation which faces Burt Lake.

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

The Planning Commission reviewed the General Findings and added "The proposed location of the North Lodge is 10 inches further from the ordinary high water mark than the existing North Lodge." as General Finding #15. The Planning Commission reviewed the Finding of Fact Under Section 18.7 and the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Kavanaugh, seconded by Mr. Freese, 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. Prior to construction, the applicant shall obtain a Soil Erosion and Sedimentation Control Permit.
2. Prior to construction, the applicant shall obtain building permits as applicable from the County's Department of Building Safety.
3. Applicant must meet all applicant requirements of District Health Department #4
4. The applicant shall provide the Planning and Zoning Department the Acceptance of Conditions form to be attached to the special land use amendment approval letter within thirty (30) calendar days from the date of the approval letter. This form shall be signed by the owner(s) of the subject property. The applicable building permit application(s) shall include a site plan in conformance with this special land use amendment that meets all applicable site development standards (such as minimum required setbacks from property boundaries) and appropriate building permit fees, as applicable. Permits must be issued within twelve (12) months from the date of the special land use amendment approval letter (unless an extension request is approved, pursuant to Section 18.12.a., as amended), otherwise the special land use amendment may be deemed void upon thirty (30) days written notification to the applicant.
5. Any changes to the approved special use amendment shall be subject to review by the Planning and Zoning Department and may require approval by the Planning Commission.
6. It is the applicant's responsibility to obtain any additional permits or meet additional conditions, if any, that may be applicable to the land use pursuant to other federal, state, or local laws or regulations.

Motion carried unanimously.

UNFINISHED BUSINESS

Orion Renewable Energy Group, LLC - The applicant requests a Special Use Permit for a Level 3 Solar Energy System - Photovoltaic (SES-PV), per Sections 9.3.27 and 10.3.16 of the Zoning Ordinance for construction of a "solar farm"/utility-scale solar energy generating facility in Grant Township. The subject properties are zoned Agriculture and Forestry Management (M-AF) and Lake and Stream Protection (P-LS) and are located approximately 13 miles southeast of the City of Cheboygan, along N. Black River Road, south of Twin Lakes Road and bounded by Ross Road to the south and Page Road to the north, Chamberlin Road to the east and Trudeau Road to the west. The subject properties are in sections 4, 5, 6, 8 and 9 and encompass approximately 1,572 acres on 31 parcels, tax parcel id numbers:

- | | | |
|------------------------|------------------------|------------------------|
| 1. 151-009-200-001-05 | 12. 151-008-300-007-00 | 23. 151-009-400-002-00 |
| 2. 151-006-100-004-00 | 13. 151-008-400-001-00 | 24. 151-009-200-002-00 |
| 3. 151-006-300-001-02 | 14. 151-008-200-001-02 | 25. 151-009-400-001-00 |
| 4. 151-006-100-005-00 | 15. 151-009-300-001-00 | 26. 151-009-200-003-00 |
| 5. 151-006-200-003-00 | 16. 151-009-100-003-00 | 27. 151-004-401-001-00 |
| 6. 151-006-200-005-00 | 17. 151-009-300-004-00 | 28. 151-005-100-001-00 |
| 7. 151-006-400-001-05 | 18. 151-009-400-004-00 | 29. 151-005-300-004-00 |
| 8. 151-008-400-003-00 | 19. 151-009-400-003-00 | 30. 151-005-300-008-00 |
| 9. 151-008-400-004-00 | 20. 151-009-200-001-07 | 31. 151-006-200-002-00 |
| 10. 151-008-100-004-00 | 21. 151-009-300-003-00 | |
| 11. 151-008-300-006-00 | 22. 151-009-100-004-03 | |

Mr. Wendling stated that at the June 3, 2020 meeting there was a public hearing on this matter. Mr. Wendling stated that during the public hearing information was presented by the applicant and public comments and materials were received up to an including the meeting itself. Mr. Wendling stated that during the meeting, there were some members of the public who were logged in and were otherwise unable, due to technical difficulties, to have their input heard during the public hearing. Mr. Wendling stated that the Planning Commission is opening a limited public hearing solely for the purpose of allowing these individuals an opportunity to participate and finish the public hearing if they were logged in on June 3, 2020, either by

telephone or computer, but were unable to participate. Mr. Wendling asked Mr. Turisk if he has the call list from the June 3, 2020 meeting and if it can be matched up to anyone that is present today and who did not have an opportunity to make comments during the public hearing. Mr. Wendling stated that if they did not have an opportunity to make comments during the public hearing, now is the time that they can do so. Mr. Wendling stated that at the end of the public hearing the Planning Commission closed the record and the only additional items on the record are materials that were requested by the Planning Commission, either directly or through staff at the end of the public hearing and thereafter. Mr. Wendling stated that this is a limited form of a public hearing and is only open to those who logged in and were unable to participate on June 3, 2020. Mr. Wendling stated this is different from public comment which is on the Planning Commission's agenda and is separate from this limited public hearing. Mr. Wendling asked Mr. Turisk to look at the list of people who were logged in on June 3, 2020 and compare it to who is currently logged in and asked if they were not able to comment on June 3, 2020 and if they wish to do so now. Mr. Turisk stated that after comparing the list from the June 3, 2020 meeting to the list for this meeting, the only one that he can identify is Gil Archambo.

Mr. Turisk asked Mr. Wendling if this item has to be removed from the table. Mr. Wendling stated yes, because the Planning Commission did table it. Mr. Wendling stated that you want to remove it from the table and then conduct a limited public hearing and then continue with any deliberations or questions on the part of the Planning Commission. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, that the item be removed from being tabled. Motion carried unanimously.

Mr. Wendling stated that the Planning Commission can reopen the limited public hearing and Mr. Turisk can ask for comments from those that are logged in now and who were also logged in on June 3, 2020 and were not able to participate. **Motion** by Mr. Kavanaugh, seconded by Mr. Borowicz, to reopen the limited public hearing from the June 3, 2020 meeting for Orion Renewable Energy LLC. Motion carried unanimously.

Mr. Turisk stated that after comparing the list from the June 3, 2020 meeting to the list for tonight's meeting, the only one that he identified is Gil Archambo. Mr. Turisk stated that due to technical difficulties, Mr. Archambo was unable to provide public comments. Mr. Archambo stated that his questions were answered by Mr. Kavanaugh and Mr. Freese. Mr. Archambo stated that he believed the bond was to be renewed in five year increments. Mr. Archambo stated that after talking to Mr. Freese that is not correct and he is comfortable with the way that it is now as long as the bond is good for the entire length of the solar project itself, which is 25 years.

Mr. Turisk stated that by looking over the list from the June 3, 2020 meeting, he does not see anyone else matching up to the list of people attending the meeting this evening. Ms. Croft questioned if other members of the public were like Mr. Archambo and tried to make comments and could not. Ms. Croft stated that the Planning Commission would not have any idea unless they identified themselves. Ms. Stelmaszek stated that she would like to speak. Mr. Turisk stated that Ms. Stelmaszek's name is on the list from the June 3, 2020 meeting. Ms. Croft stated that she knows that Ms. Stelmaszek did not speak at the meeting. Mr. Wendling stated that if someone is calling in tonight and they also called in on June 3, 2020 but did not speak you can ask them if they had an opportunity to speak or not. Mr. Wendling stated that if their answer is no they will be given an opportunity to speak now. Ms. Croft asked Ms. Stelmaszek if she had an opportunity to speak on June 3, 2020. Ms. Stelmaszek stated that she was not aware of the option of pressing star six to unmute the phone. Ms. Croft asked Ms. Stelmaszek if she wanted to speak tonight. Ms. Stelmaszek stated yes. Ms. Stelmaszek stated that at the last meeting there were concerns regarding the current location of the substation. Ms. Stelmaszek stated that she would like to offer an alternate location. Ms. Stelmaszek suggested parcels #151-009-400-002-00 and #151-009-400-001-00 which are on the corner of Hanson Road and Chamberlain Road. Ms. Stelmaszek stated that this is a more secluded location and it is not in close proximity to a home. Ms. Stelmaszek stated that it does follow along the power line corridor and there are existing trees and woods to the east and to the west there are barns and trees. Ms. Stelmaszek stated that this is a less traveled area and it is more out of sight. Ms. Stelmaszek stated that she would rather look at solar panels than a substation. Ms. Stelmaszek stated there would be less noise or disturbance to the homeowners. Ms. Stelmaszek stated that this will be a huge eyesore in the field by Owens road. Ms. Stelmaszek stated this would be a more secluded hidden location for the substation. Ms. Stelmaszek stated that she believes this would be a savings for Orion as they would not to have to plant so many trees to reduce the noise level. Ms. Stelmaszek stated that Owens Road would be more suited to solar panels as it is more wide open. Ms. Croft stated that this information will be passed on to Orion so they can check the location.

Ms. Croft asked if there is anyone else that attended the June 3, 2020 meeting that could not speak. Ms. Croft stated that she did not hear any additional responses from the public that they were not able to speak on June 3, 2020. Ms. Croft stated that if it is appropriate she would like to close the public hearing. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to close the public hearing. Motion carried unanimously.

Mr. Wendling stated that the Planning Commission can ask additional questions about any of the materials that were received, as requested from Orion at the June 3, 2020 meeting. Ms. Croft stated that the Planning Commission members have not received the requested items. Mr. Wendling stated that the findings of fact are in draft form. Ms. Croft asked Mr. Wendling when he believes the findings of fact will be completed. Mr. Wendling stated he will be working on them with staff and they should be ready within a week to 10 days. Mr. Freese stated that the Planning Commission still does not have the package from Orion addressing the questions that were already posed. Mr. Freese stated that the draft findings of fact will need to include the Planning Commission's input from the answers to those questions.

Mr. Turisk agreed with Mr. Freese and stated that we do need to look at the amended materials to craft the findings of fact. Mr. Turisk stated that when speaking with Amanda Hoffman from Orion, she indicated that they have been mailed packages to the Planning Commission members. Mr. Turisk stated that staff received a package today. Mr. Turisk stated that staff is waiting for the Planning Commission to receive their packets prior to posting the information online for the public. Ms. Croft stated that the Planning Commission needs the final amended information from Orion before they can proceed.

Mr. Turisk stated that staff will need a reasonable measure of time to compile the changes or the amendments that were made that came out of the June 3, 2020 public hearing. Mr. Turisk stated that Mr. Wendling suggested allowing for a minimum of 12 to 14 days. Ms. Croft stated that 14 days would put it at the July 1, 2020 meeting. Ms. Croft noted that this agenda is full. Mr. Wendling stated that he also discussed June 30, 2020 with Mr. Turisk. Mr. Kavanaugh stated that the Planning Commission will need to review Orion's amendments and they will need enough time to see if the questions that were asked were properly answered. Mr. Kavanaugh stated that the findings of fact will need to be prepared. Mr. Kavanaugh stated that it is not the Planning Commission's fault that they didn't receive them for this meeting. Mr. Kavanaugh stated that the Planning Commission wants to make sure they have enough time to have everything in order. Mr. Kavanaugh stated that he is not sure that June 30, 2020 will allow for enough time. Mr. Freese suggested holding a special meeting after this date. Mr. Turisk asked Mr. Wendling if the applicant would incur the special meeting fee if they request a special meeting. Mr. Wendling stated yes, pursuant to your policy, if an applicant requests a special meeting, it does add costs and they have to cover the cost of the meeting. Discussion was held. Mr. Wendling stated that staff can work with the applicant and the Planning Commission to determine a date in the next three to four weeks. Mr. Freese asked if this request should be tabled to a specific date and time. Discussion was held. **Motion** by Mr. Kavanaugh, seconded by Mr. Freese, to table the request until July 15, 2020 to allow the Planning Commission an opportunity to review the forthcoming information and for the findings of fact to be constructed. Motion carried unanimously.

NEW BUSINESS

Mr. Turisk stated that he looking at holding a meeting in a physical space, with social distancing guidelines in mind. Mr. Turisk stated that it is quite possible for the July 15, 2020 meeting the Planning Commission could be holding the meeting in a single physical setting. Mr. Turisk stated that staff is trying to coordinate a meeting location so as to ensure enough space for social distancing to accommodate those who wish to attend.

STAFF REPORT

Mr. Turisk stated that there will be two Zoning Ordinance Amendments and a conditional rezoning application on July 1, 2020 agenda.

PLANNING COMMISSION COMMENTS

Ms. Johnson stated that staff should review the findings of fact that were presented in the past. Ms. Johnson stated that staff should use that format. Ms. Johnson stated that the findings of facts that were presented tonight, do not list both sides. Ms. Johnson stated that the findings of fact list should be presented from both sides, not just one. Mr. Kavanaugh stated that this has been brought up in at a few past meetings. Mr. Kavanaugh stated that staff may think noise isn't a problem, but a neighbor may feel that it is a problem. Mr. Kavanaugh stated that there should be a pro and a con on just about every finding of fact. Mr. Kavanaugh stated that this should start again on all applications.

Mr. Turisk stated that staff did recognize the Planning Commission's collective wish to go back to the old format, but due to the nature of this request, staff didn't see a lot of opposing factors. Mr. Turisk noted that there are opposing findings in regards to site drainage. Mr. Turisk stated that staff will continue to do so moving forward, but some applications will generate more factors (for and against) than others. Mr. Turisk stated that the YMCA application was a comparatively benign application and it didn't generate a tremendous list of opposing factors.

Ms. Merk asked the Planning Commission what they are looking for in the findings of fact. Discussion was held. Mr. Turisk stated that staff has reviewed past findings of fact and there has been some discussion about reworking the structure of the findings to make them more user friendly and more readily understood.

Mr. Freese stated that he has run into this now for a long time, both from a Zoning Board of Appeals standpoint and from a Planning Commission standpoint. Mr. Freese stated that it can be very difficult to find something in opposition to each factor. Mr. Freese stated that you can come up with some tenuous thought such as in the case of sound regarding the YMCA application. Mr. Freese stated that the number of kids and staff will prove to produce a lot of noise. Mr. Freese stated that there is a lot of activity, which could be presented as one of the factors against but a factor in favor of it would be the site is over 1000 feet from the nearest neighbor and therefore the noise generated by that congregation of people is not going to be detrimental to the use and enjoyment of the adjoining properties. Mr. Turisk stated the YMCA application is comparatively benign and it is a little difficult to come up with a strong list of factors against. Mr. Turisk referred to 20.10.C regarding site drainage and stated the existing drainage flows will not be disturbed and the drain flows will not be impacted.

Mr. Wendling stated that the Planning Commission should remember that a special use permit must be granted if all the standards have been met. Mr. Wendling stated that with a variance it is very difficult to meet the standards so it is a little more lenient because the use is actually allowed as long as the applicant meets the conditions set forth in the Zoning Ordinance. Mr. Wendling stated that often you may not have many factors, or any at all, that are contrary to the standards contained for special use. Mr. Wendling stated that sometimes you have more of a vigorous opposition, such as expert testimony, internal experts or the county engineer that comes up with concerns and then those will be raised as potential negative findings. Mr. Wendling stated that the general rule is if a standard has been met for special use, the permit must be granted.

Ms. Johnson stated that she brought this concern up because it appears as if the Zoning Department is making the decision on whether the standard has or has not been met when it is presented this way. Ms. Johnson stated the Zoning Department should not make this decision. Ms. Johnson stated that the Planning Commission should be able to say whether or not the finding has been met. Ms. Johnson stated that the Planning Commission should have both options available. Ms. Johnson stated that the Zoning Department is presenting it to the Planning Commission as if they have already made the decision. Ms. Johnson stated that the Zoning Department is not giving the Planning Commission the opportunity to make the decisions themselves. Ms. Johnson stated that she understands that the Planning Commission has the opportunity to interject and add things, but she feels that this is being persuasive. Discussion was held. Mr. Wendling stated that this is more of a preparation duty for staff than necessarily the final decision, which of course is made by the Planning Commission.

Ms. Lyon stated that when she reads what is presented, she feels that staff is telling the Planning Commission the facts that are in the project and that she has to compare that with what she sees and what she has read to see if she believes it will meet the standard. Ms. Lyon stated that staff is presenting facts to help her make a decision on whether or not the standard has been met. Ms. Lyon stated that she doesn't think staff is telling her what she has to decide.

Mr. Kavanaugh stated that it is really important to look at all of these. Mr. Kavanaugh stated that regarding site drainage, just because no one is able to provide any evidence to the Zoning Department does not mean that there can't be a problem with drainage. Mr. Kavanaugh explained that it is important to look at both sides. Mr. Kavanaugh stated that he agrees with Ms. Johnson.

Mr. Freese stated that he interjects facts that he doesn't feel are in consonance with what has been presented. Mr. Freese stated that it is up to the members of the Planning Commission to do their own analyzing of the facts that are presented. Mr. Freese stated that if the factors that are supporting the decision are not adequate it's up to the Planning Commission to say something and put that into the consideration. Mr. Freese stated that he does this all the time for the Planning Commission and Zoning Board of Appeals and he considers it part of his homework in looking at the project. Mr. Freese stated that staff is not omnipotent. Mr. Freese stated that staff is probably more of an expert than most of the Planning Commission and they know the regulation better than most of the Planning Commission. Mr. Freese stated that staff can't anticipate every single thing that could be a factor. Mr. Freese stated that if there is something that the Planning Commission believes it wrong, it is their job to speak up.

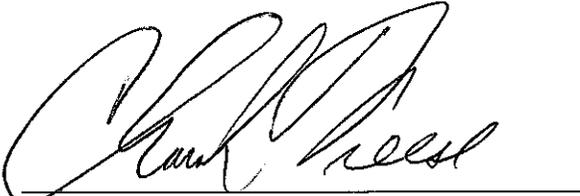
Mr. Turisk agreed with Mr. Freese and stated that staff can't envision every scenario and he believes that the Planning Commission can fill in the gaps. Mr. Turisk stated that staff does not make recommendations to the Planning Commission. Mr. Turisk stated that in many communities the planning staff does render recommendations to the Planning Commission. Mr. Turisk stated that staff has stopped short of even making a recommendation to the Planning Commission so that suggests that the authority is in the Planning Commission's hands to identify findings and appropriate conditions as deemed appropriate. Mr. Turisk stated that one could argue that staff is steering the Planning Commission and it may seem that way, but that isn't the intent.

PUBLIC COMMENTS

Mr. McGraw, Vice President of Development for Orion Renewable Energy Group, stated that he would like to address two topics. Mr. McGraw apologized that they were not able to get all the new materials and responses to the Planning Commission in hard copy more quickly. Mr. McGraw stated that regarding moving the substation, they unfortunately can't move the substation and the reason being is that they have signed an agreement with the transmission owner and that agreement dictates the location of the substation. Mr. McGraw stated it would not be possible to change that agreement.

ADJOURN

Motion by Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 8:23pm.

A handwritten signature in cursive script, appearing to read "Charles Freese", written over a horizontal line.

Charles Freese
Planning Commission Secretary



CHEBOYGAN COUNTY PLANNING COMMISSION

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

CHEBOYGAN COUNTY PLANNING COMMISSION MEETING & PUBLIC HEARING WEDNESDAY, JULY 1, 2020 AT 7:00 P.M. ROOM 135 - COMMISSIONER'S ROOM - CHEBOYGAN COUNTY BUILDING

- PRESENT:** Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Johnson, Delana
- ABSENT:** None
- STAFF:** Mike Turisk, Jen Merk
- GUESTS:** Ann Couture, Craig Tews, Roger Houghton, Stephanie Marsh, Mike McCarty, Russ Crawford, Cheryl Crawford, Janice Morrow, Jennifer Atkins, John Moore, Chuck Beckwith, Erling Johnson,

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

PLEDGE OF ALLEGIANCE

Chairperson Croft led the Pledge of Allegiance.

APPROVAL OF AGENDA

The meeting agenda was presented. **Motion** by Mr. Borowicz, seconded by Mr. Kavanaugh, to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF MINUTES

The June 10, 2020 Planning Commission minutes were presented. **Motion** by Mr. Kavanaugh, seconded by Mr. Borowicz, to approve the meeting minutes as presented. Motion carried unanimously.

PUBLIC HEARING AND ACTION ON REQUESTS

Amendment #157 - An Ordinance that would amend Section 18.12 (Expiration of Special Use), Section 20.16 (Expiration of Site Plan Review) and Section 21.4 (Expiration of a Zoning Permit) of Cheboygan County Zoning Ordinance No. 200 to allow expanded authority for the Zoning Administrator to grant administrative extensions of approved permits.

Mr. Turisk stated the proposed amendment would amend section 18.12, section 20.16 and section 21.4 of the Zoning Ordinance. Mr. Turisk stated that the proposed amendment allows for expanded authority for the Zoning Administrator to grant administrative extensions of approved permits. Mr. Turisk stated that the Planning Commission currently has sole authority to grant extensions of approved site plan reviews and special use permits. Mr. Turisk stated that the proposed amendment would allow the Zoning Administrator to grant an administrative one year extension of an approved site plan review or a special use permit. Mr. Turisk stated that it also allows for an additional extension beyond that one year, however, the authority for that additional extension would be held by the Planning Commission. Mr. Turisk stated that there are two conditions that would need to be demonstrated to grant the administrative approval. Mr. Turisk stated that the first condition requires the property owner or the applicant to present reasonable evidence that the development has encountered unforeseen difficulties beyond the control of the property owner. Mr. Turisk stated that the second condition is if there has not been a significant change to any regulation applicable to the development then the Zoning Administrator would be able to approve the one year administrative extension. Mr. Turisk stated that proposed Amendments #157 and #158 has been reviewed by legal counsel.

Mr. Turisk stated that Amendment #157 also proposes an extension of approved zoning permits. Mr. Turisk stated that currently, zoning permits are valid for six months from the date of approval and that is not in harmony with the Department of Buildings Safety building permits which are valid for one year. Mr. Turisk stated that it makes perfect sense to align the expirations of the permits because of the problems and confusion it causes for applicants. Mr. Turisk stated the Zoning Administrator would be required to receive a written request for the permit extension.

Ms. Croft asked for Planning Commission comments. Ms. Johnson stated that at the previous meeting the Planning Commission discussed adding language about not extending the permit if any violations have occurred. Ms. Johnson stated that is not included in the proposed amendment. Mr. Turisk stated that language can be crafted this evening as it is a simple addition. Mr. Freese asked if Ms. Johnson is talking about a violation that the property owner may have had on the parcel which is not related to the uses relating to the special use permit or site plan in question, and if it is only an extension of the zoning permit, then there would not have been a violation from that standpoint. Mr. Freese stated that the reason for applying for an extension for a special use permit or site plan review could be due to a violation that was there in the first place. Ms. Johnson stated that if the applicant is coming in because of enforcement issues and they're in violation it should not be extended again. Ms. Johnson stated if they have not made any attempt to remedy the situation they should not be granted an extension. Ms. Johnson stated that if they are working on it, that is a different story. Ms. Johnson stated that if there are blatant violations because of what was proposed and they take a different track, they assume it's given them more freedoms than what the special use permit actually states. Ms. Johnson stated these are violations. Ms. Johnson stated that if there are other things that they do than what was proposed for the special use permit those would be violations potentially. Mr. Delana asked Mr. Johnson if she is saying specifically violations of conditions to a previous permit that an applicant is asking to have extended. Ms. Johnson noted that it is a violation if an applicant requests an extension for a special use permit and they are utilizing it for another use that is not approved. Mr. Turisk stated that under the circumstances that Ms. Johnson proposed, there would be a stay on the activity that's identified as being in violation until we get a voluntary compliance. Mr. Turisk stated that we do not want to treat anybody differently. Mr. Turisk stated that if they're voluntarily working through the process, and they've demonstrated that there's been some difficulty in following through on the approved site plan review or special use permit, then there should be consideration as to why we treat them differently if they are working towards compliance. Ms. Johnson stated that working towards compliance and violating a special use permit are two different things. Ms. Johnson stated that we have existing situations in Cheboygan County where a special use permit has expired and people are still doing what they're not supposed to be doing and Cheboygan County has chosen not to enforce that. Mr. Turisk stated that he would disagree with Ms. Johnson and stated that the Zoning Enforcement Officer Michael Peltier has done an admirable job. Ms. Johnson stated that she agrees that the Zoning Enforcement Officer has done an admirable job, but Cheboygan County is where the stopping is, and she does not want to see other people go through that same situation. Ms. Johnson stated that when a special use permit is approved, the applicant has an allotted amount of time in order to meet the conditions and you would not expect that there would be violations during that first year time frame if they are working towards meeting all the conditions. Ms. Johnson stated there should not be any violations on the site. Mr. Turisk stated that we should be careful of combining one violation with another violation related to a site plan review. Mr. Turisk stated that we have to keep those distinct. Ms. Johnson stated that we may need legal counsel's advice as to how to word this properly. Mr. Kavanaugh stated that language should be included in the proposed amendment to reinforce the conditions and the requirements. Mr. Kavanaugh stated it is disturbing to see an applicant obtain approval for a special use permit and have violations before they ever meet the standards. Mr. Borowicz stated that it seems that we're a little off the course here as we're talking about a special use permit where the applicant has not begun substantial construction on the project. Mr. Borowicz stated that if the applicant is making progress on the project they do not have to apply for an extension. Ms. Johnson stated that if they are operating the business without the approval of the special use permit it creates a violation. Mr. Borowicz stated that is not related to the extension of a special use permit. Mr. Borowicz stated that is simply a violation. Mr. Turisk stated that if there is an established violation you would not be able to get a permit unless you meet compliance with a permit application and the same holds. Ms. Croft stated the same should hold true for an extension. Mr. Freese stated that the Planning Commission can not come up with a language to get that intent into the regulation and legal counsel will have to help draft the language. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to forward the proposed amendment to legal counsel. Motion carried unanimously.

Amendment #158 - An Ordinance imposing a moratorium authorizing temporary relief from and authorizing temporary land uses under the Cheboygan County Zoning Ordinance No. 200 in response to the COVID-19 pandemic.

Mr. Turisk stated Amendment #158 is legally a moratorium ordinance. Mr. Turisk stated that is an effort to provide some measure of regulatory relief, particularly to business owners. Mr. Turisk stated that on June 10, 2020 the Planning Commission discussed retail uses, the use of dedicated off street parking for an approved use to be used in part for outdoor seating areas so that patrons can honor minimum social visits and guidelines. Mr. Turisk stated that the Planning Commission discussed temporary signage and mobile food units. Mr. Turisk stated that the Planning Commission talked about allowing mobile food units to operate only on properties that have permitted established brick and mortar restaurants.

Mr. Freese referred to Section 2.A.3a and not that it should be 32 square feet instead of 33 square feet. Mr. Freese referred to Section 2.A.4.a and requested using the use that is listed in the Zoning Ordinance which is "bar and restaurant, carry out restaurant drive in restaurants and fast food restaurant" instead of "brick and mortar restaurant".

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

Mr. Turisk stated that Tuscarora Township Supervisor, Mike Ridley, supports this amendment.

Motion by Mr. Freese, seconded by Mr. Kavanaugh, to forward Amendment #158 with the two amendments to the Cheboygan County Board of Commissioners with a recommendation for approval. Motion carried unanimously.

Amendment #159 (DGOGCheboyganmi040120, LLC/Holifield/Sova) – A request for conditional rezoning under the Michigan Zoning Enabling Act, MCL 125.3405 (P.A. 110 of 2006). The subject properties are currently zoned Agriculture and Forestry Management (M-AF) and Lake and Stream Protection (P-LS). The applicant requests a conditional rezoning/zoning amendment for Commercial Development (D-CM) zoning for entirely one property (Parcel ID 104-035-200-025-02) and a portion of an adjacent property (Parcel ID 104-035-200-028-00). If approved the land use would be limited to the following: Retail sales establishment, General, per section 6.2.17 of Zoning Ordinance #200. Retail sales establishment, General is not an allowed land use in the M-AF or P-LS zoning districts. However, should the conditional rezoning application be approved the land use would be allowed with approval of a site plan review application by the Planning Commission under Article 20 of Cheboygan County Zoning Ordinance #200. The subject properties are located at 6647 and 6725 N. Black River Rd. in Benton Township, parcel ID nos. 104-035-200-025-02 and 104-035-200-028-00 in Section 35.

Mr. Turisk reviewed the background information contained in the staff report (Exhibit 13).

Mr. Freese stated that he does not look at the Rural Commercial Nodes the same way that Mr. Turisk is looking at them. Mr. Freese stated that the reason the Planning Commission came up with those designations and the locations was because they were potential sites for development other than the Agriculture and Forestry Management uses that are now allowed. Mr. Freese stated that townships and incorporated cities can they have their own zoning. Mr. Freese stated that the only reason Cheboygan County has the zoning authority is because the townships have elected not to have their own zoning. Mr. Freese stated that the Planning and Zoning Enabling Act recognizes the fact that the decisions for development are authorized at the city and township level. Mr. Freese stated that when the Planning Commission had discussions with each of the townships when updating the Master Plan, we tried to identify areas that the townships might be interested in developing for uses other than Lake and Stream Protection uses and Agriculture and Forestry Management uses. Mr. Freese stated that there was no restriction on the size of that Rural Commercial Node. Mr. Freese stated that if Cheboygan County is to continue to grow, there would be a basis and reason for expanding some of these Rural Commercial Nodes. Mr. Freese stated that unfortunately, the way things have gone in the last six months, he does not really see Cheboygan County growing. Mr. Freese stated that it is the Planning Commission's responsibility to look at the desires of the township. Mr. Freese stated that the Planning Commission should look to see if the township desires to have some of these Rural Commercial Nodes expanded and used for the purpose that was established. Mr. Freese stated that these areas were identified originally because there had been previously, or there were now, existing stores or commercial establishments in these locations. Mr. Freese stated that there were a lot of towns in Cheboygan County that nobody recognizes anymore such as Rondo, Wildwood, Freedom, Hackwood, Manning and LeGrand. Mr. Freese stated that now we have Afton, Tower, Indian River, Cheboygan, Aloha and Mackinaw City. Mr. Freese stated that Alverno and Topinabee have the potential to grow. Mr. Freese stated that the Planning Commission should keep an open mind on opening up the Rural Commercial Nodes to commercial uses. Mr. Freese stated that he is not saying that this one should be expanded at this point, but it is probably one of the best locations that could grow. Mr. Freese stated that the Alverno Fire Department serves a much greater area than just Benton Township. Mr. Freese stated that the Benton Township Hall and the recreational facilities have expanded. Mr. Freese stated that the old firehouse has been relocated to a much bigger fire hall. Mr. Freese stated that Alverno one of the few places that has really grown. Mr. Freese stated that when the public weighs in on this application tonight the Planning Commission will get some consensus whether they want to grow their area or not. Mr. Freese stated that the Planning Commission should probably lean toward what the public wants for their area.

Mr. Kavanaugh stated that he was involved in the future land use plan and the Planning Commission looked at these nodes and most of the structures already existed. Mr. Kavanaugh stated that the Planning Commission expected the nodes at crossroads like it is now with Collins Grocery, the Fire Department and the Benton Township Hall. Mr. Kavanaugh stated that at that point no one, including Benton Township, had an interest in extending it a mile because there are beautiful homes in this area. Mr. Kavanaugh stated that no Planning Commission members involved expected to stretch the Rural Commercial Node a mile in each direction. Mr. Kavanaugh stated that the Planning Commission should take a good look at this proposed change and see if that's the kind of expansion that everybody expected. Mr. Kavanaugh stated that this is not allowed in the Future Land Use Plan. Mr. Kavanaugh stated that this is spot zoning in his opinion. Mr. Kavanaugh stated that the Planning Commission should receive comments from the audience and see what they think.

Ms. Croft asked for public comments.

Ms. Couture noted that directly across the street from the parcels that are proposed to be rezoned is an excavating company. Ms. Couture stated that there is a gravel pit in this area that is used commercially and a small business repair shop that is within a half mile. Ms. Couture stated that within two miles there is also a bar/restaurant. Ms. Couture stated that this is not just a small commercial thing as there are other commercial businesses that are being run in that area. Mr. Borowicz stated that the corner of Black River Road and Twin Lakes Road has been identified as another Rural Commercial Node. Mr. Kavanaugh stated that some uses are allowed in Agriculture and Forestry Management which have been approved for a special use permit. Mr. Kavanaugh stated that the other uses are probably home occupations which are allowed in all zoning districts. Mr. Kavanaugh stated that he would have rather seen this rezoning request adjacent to the node instead of 1000-2000 feet down the road.

Mr. Tews stated that this is a nice little community. Mr. Tews stated his concerns about a national chain, if the store does not show a profit, shutting down the store. Mr. Tews stated that there will be an empty commercial building on the property.

Ms. Atkins stated that she is a resident of Benton Township and is also a local pediatrician in the Indian River area. Ms. Atkins stated she is concerned with the location given that there is a bend in the road and a downhill slope. Ms. Atkins stated her concern is about the safety of the families and kids in the area from a large commercial business with a parking lot and lighting and inconsistencies of that type of business with those local ones that were mentioned in the Rural Commercial Nodes. Ms. Atkins stated that this is definitely out of place. Ms. Atkins stated her concerns regarding the safety of the hill and noted that it can get tricky in the winter.

Ms. Marsh stated that she is probably the property owner who will be most affected by this as she her dwelling is on an adjacent parcel. Ms. Marsh stated that when the drilling was done for the perk test for the potential business her house shook the whole day. Ms. Marsh stated she will be affected day in and day out if this is approved. Ms. Marsh stated that she has a son and a daughter on the spectrum and her son paced and cried and she can not have that for her son. Ms. Marsh stated that they would have to do something. Ms. Marsh stated that there are days when she can barely get out of the driveway and she does not ever back out of the driveway because of the curve, the hill and the 45 mile per hour speed limit. Ms. Marsh stated her concerns about not being able to get out of her driveway. Ms. Marsh stated that this has already affected her home and it has not even started.

Ms. Morrow stated that she lives on the hill of Alverno and the traffic is terrible. Ms. Morrow stated her concerns that there will be more accidents. Ms. Morrow stated that the cars in the area drive 75-80 miles per hour.

Mr. Johnson stated he lives around the corner. Mr. Johnson stated there is a problem with speeders. Mr. Johnson stated that this is a poor location for the proposed rezoning.

Ms. Croft closed public comment.

Mr. Bartlett stated that the old fire station, which is vacant, is located in the Rural Commercial Node.

Mr. Turisk noted that the applicant's representative, Mike McCarthy, is attending the meeting this evening.

Discussion was held regarding the location for the proposed rezoning. Mr. Delana asked why this property was chosen and targeted. Mr. McCarthy stated that other sites were looked at and eliminated due to topography, wetlands, or reluctance of the property owners to sell. Mr. Turisk stated that if the conditional rezoning is approved, the applicant will need to submit a site plan review application. Mr. Turisk stated that the Planning Commission would then have an opportunity to review basic development features. Mr. Turisk stated that the Planning Commission is focusing on the rezoning application tonight.

The Planning Commission reviewed the General Findings:

1. The Planning Commission finds the applicant proposes rezoning of certain real property in the applications from Agriculture and Forestry Management (M-AF) and Lake and Stream Protection (P-LS) to Commercial Development (D-CM). (See Exhibits 3 and 13)
2. The Planning Commission finds the applications are made by DGOGCheboyganmi040120, LLC. (See Exhibit 3 and 13)

3. The Planning Commission finds the parcels to the north are zoned Agriculture and Forestry Management (M-AF). Furthermore, the parcels to the east are zoned and Lake and Stream Protection (P-LS) and Agriculture and Forestry Management (M-AF), the parcels to the south are zoned Lake and Stream Protection (P-LS), and the parcels to the west are zoned Agriculture and Forestry Management (M-AF) and Lake and Stream Protection (P-LS). (see Exhibit 5)
4. The Cheboygan County Master Plan and Future Land Use Map designate the area in which the subject properties are located as Forest/Agricultural and Lake, River and Stream Protection. (See Exhibits 2 and 13)
5. The Planning Commission finds that the subject properties are located approximately 2,000 linear feet south of the *Alverno Commercial Node* at the intersection of North Black River Road and Orchard Beach Road. (See Exhibits 2, 4 and 13)

The Planning Commission reviewed the Rezoning Factors:

1. Is the proposed conditional rezoning reasonably consistent with surrounding uses?

- A. The Planning Commission finds that the surrounding land uses are in the M-AF and P-LS zoning districts, with residential land use predominate and therefore, the proposed conditional rezoning is not reasonably consistent with surrounding land uses. (See Exhibits 1, 2, 4, 6, 7, 8 and 13)
- B. The Planning Commission finds that based upon the information provided in the staff report that indicates that the property is designated Forest/Agricultural and Lake, River and Stream Protection by the Cheboygan County Master Plan and Future Land Use Map. See Exhibits 2 and 13)

Motion by Mr. Kavanaugh, seconded by Mr. Borowicz, that the standard has not been met. Motion carried unanimously.

2. Will there be an adverse physical impact on surrounding properties?

- A. The Planning Commission finds that there is evidence that the proposed conditional rezoning in and of itself would result in adverse physical impact on surrounding properties, as the activities which could occur would physically disturb the properties surrounding the land proposed for the rezoning. (See Exhibits 1, 2, 4, 6, 7, 8 and 13)

Motion by Mr. Kavanaugh, seconded by Ms. Johnson, that the standard has not been met. Motion carried. 8 Ayes (Kavanaugh, Johnson, Croft, Borowicz, Freese, Ostwald, Bartlett, Lyon) 1 Nay (Delana), 0 Absent

3. Will there be an adverse effect on property values in the adjacent area?

- A. None identified.

Motion by Mr. Freese, seconded by Mr. Borowicz, that the standard has been met. Motion carried unanimously.

4. Have there been changes in land use or other conditions in the immediate area or in the community in general that justifies rezoning?

- A. The Planning Commission finds that minimal changes have occurred in the vicinity of the subject properties and that much of the area remains largely residential (as opposed to accommodating commercial uses). (See Exhibits 4 and 13)

Motion by Mr. Kavanaugh, seconded by Ms. Johnson, that the standard has not been met. Motion carried. 8 Ayes (Kavanaugh, Johnson, Croft, Borowicz, Delana, Ostwald, Bartlett, Lyon) 1 Nay (Freese), 0 Absent

5. Will rezoning create a deterrent to the improvement or development of adjacent property in accordance with

existing regulations?

- A. The Planning Commission finds that given surrounding properties (that are not subject to the conditional rezoning applications), no evidence exists that the conditional rezoning would deter the improvement or development of adjacent properties in accordance with existing regulations, much less future land use plans, per the County's Master Plan and Future Land Use Map. See Exhibits 1, 7 and 8.

Motion by Mr. Freese, seconded by Mr. Delana, that the standard has been met. Motion carried unanimously.

6. Will rezoning grant a special privilege to an individual property owner when contrasted with other property owners in the area or the general public (i.e. will rezoning result in spot zoning?)

- A. The Planning Commission finds that conditionally rezoning the property as proposed does create a special privilege or result in spot zoning because of the homogeneous residential/"rural residential" character of the area and the lack of commercial zoning or a mix of zoning. (See Exhibits 2, 4 and 13)

Motion by Mr. Kavanaugh, seconded by Mr. Borowicz, that the standard has not been met. Motion carried unanimously.

7. Are there substantial reasons why the property cannot be used in accordance with its present zoning classifications?

- A. The Planning Commission finds that the subject properties can be used for all purposes listed under their current zoning classifications. (See Exhibits 1, 7 and 8)

Motion by Mr. Freese, seconded by Mr. Delana, that the standard has not been met. Motion carried unanimously.

8. Is the rezoning in conflict with the planned use for the property as reflected in the Master Plan?

- A. None identified.

Motion by Mr. Kavanaugh, seconded by Ms. Johnson, that the standard has not been met. 8 Ayes (Kavanaugh, Johnson, Croft, Borowicz, Delana, Ostwald, Bartlett, Lyon) 1 Nay (Freese), 0 Absent

9. Is the site served by adequate public facilities or is the applicant able to provide them?

- A. The Planning Commission finds that the subject properties are or will be served by adequate public and private facilities by the applicant considering the type of use that may be permitted on the property.

Motion by Mr. Borowicz, seconded by Mr. Kavanaugh, that the standard has been met. Motion carried unanimously.

10. Are there sites nearby already properly zoned that can be used for the intended purposes?

- A. None identified.

Motion by Mr. Freese, seconded by Mr. Borowicz, that the standard has been met. 8 Ayes (Freese, Johnson, Croft, Borowicz, Delana, Ostwald, Bartlett, Lyon) 1 Nay (Kavanaugh), 0 Absent

Motion by Mr. Kavanaugh, seconded by Mr. Borowicz, to recommend denial of the conditional rezoning application to the Cheboygan County Board of Commissioners based on the General Findings and Rezoning Factors 1,2,4,6,7 and 8 which have not been met. Motion carried unanimously.

Mr. Turisk stated that the Planning Commission's recommendation will be forwarded to the Cheboygan County Board of Commissioners and may be reviewed at their second meeting of the month which is July 28, 2020. Discussion was held

regarding the property owner's within 300ft. of the subject property not receiving notification of the Cheboygan County Board of Commissioners meeting as it is not technically a public hearing. Ms. Johnson stated that the property owner's within 300ft. should look at the Cheboygan County Board of Commissioner's website as the agenda is posted one week before the meeting.

UNFINISHED BUSINESS

Ms. Johnson asked if it is possible to get a list of pending ordinances that the Planning Commission is working on. Ms. Johnson stated that there are a few that the Planning Commission has not revisited in a while. Mr. Turisk stated that the Planning Commission will be addressing Amendment #155 soon. Mr. Turisk stated that the Cheboygan County Board of Commissioners adopted Amendment #154 recently. Mr. Turisk stated that the Planning Commission will be revisiting Amendment #156 regarding signage. Mr. Borowicz noted that the Planning Commission should also discuss planned unit developments. Discussion was held. Mr. Turisk stated that he will update the Planning Commission regarding amendments during future meetings. Mr. Delana suggested creating a list of amendments for the Planning Commission to review.

NEW BUSINESS

No comments.

STAFF REPORT

Mr. Turisk reminded the Planning Commission members and audience to participate in the Census 2020.

PLANNING COMMISSION COMMENTS

Mr. Kavanaugh stated that he would have looked at the conditional rezoning request differently if the parcels were contiguous or adjacent instead of a half mile away from the node. Mr. Kavanaugh believes if the proposed conditional rezoning was adjacent to the node it would not have a negative impact on neighbors. Mr. Delana agreed with Mr. Kavanaugh and stated a half mile is not reasonable. Discussion was held.

PUBLIC COMMENTS

No comments.

ADJOURN

Motion by Mr. Borowicz to adjourn. Motion carried. Meeting was adjourned at 8:38pm.



Charles Freese
Planning Commission Secretary



CHEBOYGAN COUNTY PLANNING COMMISSION

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

CHEBOYGAN COUNTY PLANNING COMMISSION MEETING & PUBLIC HEARING WEDNESDAY, JULY 15, 2020 AT 7:00 P.M. ROOM 135 - COMMISSIONER'S ROOM - CHEBOYGAN COUNTY BUILDING

PRESENT: Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon, Johnson, Delana
ABSENT: None
STAFF: Mike Turisk, Jen Merk
GUESTS: Peter Wendling, John Moore, Steve Warfield, Amanda Hoffman, Tom Slowinski, Al German, Eric Boyd, Tom Eustice, Eryn Eustice, Annette Eustice, Rick Tromble, Bill Beethem, Sharon Lange, Matt Zimmerman, Jeff Zirpoli, Michael Cressner, Collin Whitehead, Ryan Poley, Gil Archambo

Due to technical difficulties the Planning Commission meeting began at 7:23pm.

Ms. Johnson stated her concerns regarding whether or not the meeting should be held since there may be people who would have liked to attend the meeting but were unable to log in. Ms. Croft asked Mr. Wendling for his opinion on whether or not the meeting should continue. Mr. Wendling asked how many people had called to let Mr. Turisk know that they were not able to log into the meeting. Mr. Turisk stated that he received calls from several Planning Commission members and Mr. Boyd. Mr. Kavanaugh stated Commissioner Gouine should be called as he also was not able to log into this meeting. Mr. Archambo stated that there are several people from the community that were not able to log in to the meeting. Mr. Turisk stated that there are almost 20 unidentified callers that were able to log into the meeting. Discussion was held. Mr. Kavanaugh stated his concerns regarding the public not trying to call after 20 minutes of not connecting to the meeting. Mr. Archambo stated that he believes many of the people tried for 15-20 minutes and then quit trying. Mr. Archambo stated that he had quit trying and then he received a text stating that he could log into the meeting. Mr. Boyd stated that this is a perfect example of why these meetings should be held in a big building that will allow for social distancing. Mr. Turisk stated that he has been trying to secure an alternate meeting venue but it has been difficult to do so and he is continuing to work on it. Mr. Turisk stated that subject has not been ignored. Mr. Delana stated that he doesn't believe we have any way to know or document who may have wanted to participate in the meeting and was not able to do so. Mr. Delana questioned if the Planning Commission should move forward.

Mr. Wendling stated that the issue has been raised that there are people who wanted to participate and were unable to do so and may have been frustrated due to the unfortunate delay due to technical difficulties to convene this meeting. Mr. Wendling stated that this raises a potential claim that if the Planning Commission moves forward with the meeting that there was improper or lack of public access to the meeting, regardless of the Governor's order allowing for this type of meeting through electronic means, when in fact, there was an unfortunate but somewhat significant delay in starting this meeting. Mr. Wendling stated that in order to avoid that type of legal claim he advises that the meeting not proceed and that a re-notice of a special meeting would be at the county's expense.

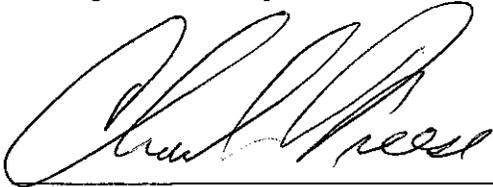
Mr. Wendling stated that he has participated in numerous meetings and Cheboygan County is the only county that has used the GoToMeeting format and all others have used Zoom. Mr. Wendling stated that if we wish to avoid further technical difficulties we should try a different meeting format like Zoom. Mr. Wendling suggested using an outdoor forum such as a park with an outdoor covering or gazebo. Mr. Wendling stated that there is a risk of weather in an outdoor forum, but it is easier to accommodate large groups of people with social distancing. Mr. Wendling stated that he understands why Mr. Turisk is having a difficult time lining up a venue large enough to hold this meeting as the property owners are probably a little leery of having meetings in their facilities and then potentially somebody catching COVID-19.

Mr. Wendling stated that the risk is too high legally for the County to proceed with the meeting at this point due to the delay and due to potential claims against the County that the meeting was not sufficiently open due to technical difficulties blocking people from participating. Mr. Wendling stated that he understands that the applicant is disappointed given the timeline and everybody's desire to get this application reviewed by the Planning Commission, but the safest thing to do is to not have the

meeting and then re-notice it as a special meeting. Discussion was held regarding possible dates and locations for the special meeting.

Motion by Mr. Kavanaugh, seconded by Mr. Bartlett, that per legal counsel's recommendation, that this meeting be canceled and to notice the meeting at a time, date and place certain. Motion carried unanimously.

Meeting ended at 7:50pm.

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

Charles Freese
Planning Commission Secretary

PERIOD ENDING 06/30/2020

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	YTD BALANCE 06/30/2019	2020		YTD BALANCE 06/30/2020	ACTIVITY FOR MONTH 06/30/20	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 06/30/2020	DIFF 06/30/2019
				ORIGINAL BUDGET	2020 AMENDED BUDGET						
Fund 101 - GENERAL COUNTY											
Revenues											
101-400-401.00	CURRENT TAX	8,514,296.67	442,105.42	8,467,759.00	8,467,759.00	477,263.00	2,227.12	7,990,496.00	5.64	35,157.58	
101-400-401.03	CURRENT TAX INTEREST	29,861.06	29,861.06	29,861.00	29,861.00	35,176.21	0.00	(5,315.21)	117.80	5,315.15	
101-400-404.00	CONVENTION & TOURISM TAX	70,822.62	19,542.50	68,227.00	68,227.00	35,671.00	35,671.00	32,556.00	52.28	16,128.50	
101-400-417.00	UNPAID PERSONAL PROPERTY TAX	3,816.88	118.69	5,777.00	5,777.00	920.78	0.00	4,856.22	15.94	802.09	
101-400-424.00	COMMERCIAL FOREST RESERVE	172.70	0.00	174.00	174.00	0.00	0.00	174.00	0.00	0.00	
101-400-425.00	SWAMP TAX REFUND	372,823.37	0.00	365,881.00	365,881.00	0.00	0.00	365,881.00	0.00	0.00	
101-400-452.00	LICENSES & PERMITS-BUSINESS	657.50	328.50	1,100.00	1,100.00	152.00	75.50	948.00	13.82	(176.50)	
101-400-476.00	SOIL SEDIMENTATION	16,545.00	5,965.00	16,000.00	16,000.00	5,815.00	2,490.00	10,185.00	36.34	(150.00)	
101-400-478.00	DOG LICENSES	1,865.00	1,485.00	1,700.00	1,700.00	976.00	71.00	724.00	57.41	(509.00)	
101-400-478.01	CO MARRIAGE LIC FEE	840.00	225.00	1,600.00	1,600.00	230.00	120.00	1,370.00	14.38	5.00	
101-400-479.01	ZONING PERMITS	24,264.00	10,490.14	28,000.00	28,000.00	10,773.03	4,312.56	17,226.97	38.48	282.89	
101-400-501.01	BULLETPROOF VEST PARTNERSHIP	0.00	0.00	628.00	628.00	627.99	0.00	0.01	100.00	627.99	
101-400-507.00	CO-OP REIMB-PROS ATTY/ADC	68,033.22	32,181.76	67,000.00	67,000.00	23,442.78	0.00	43,557.22	34.99	(8,738.98)	
101-400-507.01	PROS ATTY VICTIMS RIGHTS	56,544.60	27,256.89	60,615.00	60,203.02	27,858.12	14,828.10	32,344.90	46.27	601.23	
101-400-507.02	WELFARE FRAUD	1,721.25	1,271.25	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	(1,271.25)	
101-400-510.00	STONEGARDEN GRANT	47,014.47	29,044.23	100,000.00	90,511.49	64,377.16	1,813.98	26,134.33	71.13	35,332.93	
101-400-532.00	CONSTRUCTION CODE ADMIN	53,568.00	0.00	53,568.00	53,568.00	0.00	0.00	53,568.00	0.00	0.00	
101-400-533.00	HOUSING ADMIN	2,226.23	0.00	5,400.00	5,400.00	0.00	0.00	5,400.00	0.00	0.00	
101-400-540.00	COURT EQUITY FUND	110,256.00	67,719.23	107,331.00	107,331.00	44,812.00	0.00	62,519.00	41.75	(22,907.23)	
101-400-541.00	PROBATE JUDGES' SALARY	113,121.30	51,380.81	105,714.00	105,714.00	79,294.22	0.00	26,419.78	75.01	27,913.41	
101-400-541.01	PROBATE STAND/PAYMT	45,724.00	34,293.00	45,724.00	45,724.00	34,293.00	11,431.00	11,431.00	75.00	0.00	
101-400-541.02	CIRCUIT STAND/PAYMT	44,511.60	33,080.60	45,724.00	45,724.00	34,293.00	11,431.00	11,431.00	75.00	1,212.40	
101-400-541.03	DISTRICT STAND/PAYMT	36,579.20	27,434.40	36,579.00	36,579.00	27,434.40	9,144.80	9,144.60	75.00	0.00	
101-400-542.00	ORV ENFORCEMENT GRANT	16,651.52	0.00	18,000.00	18,000.00	0.00	0.00	18,000.00	0.00	0.00	
101-400-543.00	SECONDARY RD PATROL/GRANT	54,515.62	33,790.38	47,855.00	47,855.00	19,066.39	0.00	28,788.61	39.84	(14,723.99)	
101-400-544.00	MARINE SAFETY PROGRAM	46,900.00	0.00	46,900.00	46,900.00	0.00	0.00	46,900.00	0.00	0.00	
101-400-544.01	SNO-MOBILE SAFETY/PROGRAM	4,385.06	4,385.06	6,000.00	6,000.00	5,578.94	0.00	421.06	92.98	1,193.88	
101-400-545.01	CASEFLOW ASSIST GRANT/DIST	7,528.79	7,528.79	8,000.00	8,000.00	6,668.15	6,668.15	1,331.85	83.35	(860.64)	
101-400-554.00	STATE GRANT	5,536.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	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	6,829.26	13,658.48	50.00	0.00	
101-400-573.00	LOCAL COMMUNITY STABILIZATION	31,927.34	7,839.77	9,462.00	9,462.00	9,461.25	0.00	0.75	99.99	1,621.48	
101-400-574.00	STATE REVENUE SHARING	465,281.91	349,175.00	481,162.00	481,162.00	357,845.00	71,569.00	123,317.00	74.37	8,670.00	
101-400-574.01	REVENUE SHARING - COUNTY INCEN	112,846.64	94,040.00	112,847.00	112,847.00	94,040.00	18,808.00	18,807.00	83.33	0.00	
101-400-575.00	TWP LIQUOR LICENSE	3,602.50	0.00	770.00	770.00	0.00	0.00	770.00	0.00	0.00	
101-400-580.01	CONTRIB FROM OTHER UNITS	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00	0.00	100.00	10,000.00	
101-400-581.00	REV FROM OTHER COUNTIES	60,301.68	31,048.03	63,563.00	63,563.00	28,427.46	4,257.62	35,135.54	44.72	(2,620.57)	
101-400-582.00	SHERIFF LOCAL GRANTS	1,800.00	1,450.00	2,300.00	3,350.00	1,050.00	0.00	2,300.00	31.34	(400.00)	
101-400-583.00	LOCAL GRANTS	400.00	400.00	400.00	400.00	0.00	0.00	400.00	0.00	(400.00)	
101-400-601.00	CIR CRT COSTS	48,889.36	25,310.74	50,000.00	50,000.00	28,491.84	8,231.64	21,508.16	56.98	3,181.10	
101-400-601.01	ATTY FEE REIMB/CIRCUIT	32,353.48	18,398.99	31,000.00	31,000.00	15,486.44	4,360.57	15,513.56	49.96	(2,912.55)	
101-400-601.10	CIR CT GARNISHMENT	630.00	60.00	550.00	550.00	120.00	45.00	430.00	21.82	60.00	
101-400-603.00	DISTRICT CRT COSTS	345,447.75	166,201.85	380,000.00	380,000.00	129,633.40	37,491.32	250,366.60	34.11	(36,568.45)	
101-400-603.01	PROBATE CRT COSTS	450.00	450.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	(450.00)	
101-400-607.02	CTY GENERAL FILING FEE	4,273.00	2,599.00	5,000.00	5,000.00	1,767.00	403.00	3,233.00	35.34	(832.00)	
101-400-607.04	CHARGE FOR SERVICE	209,990.81	19,696.82	120,000.00	120,000.00	38,998.86	2,974.73	81,001.14	32.50	19,302.04	
101-400-608.01	MOTION FEE COUNTY	2,020.00	1,050.00	3,000.00	3,000.00	650.00	120.00	2,350.00	21.67	(400.00)	
101-400-608.02	COUNTY APPEAL FEE	56.00	31.00	200.00	200.00	62.00	62.00	138.00	31.00	31.00	
101-400-610.00	JURY FEE CIR CT	690.00	400.00	1,000.00	1,000.00	315.00	0.00	685.00	31.50	(85.00)	
101-400-612.01	GIS	940.00	115.00	1,400.00	1,400.00	30.00	30.00	1,370.00	2.14	(85.00)	
101-400-613.00	DIST CRT/CIVIL FEES	59,760.25	19,558.50	50,000.00	50,000.00	12,404.25	1,343.25	37,595.75	24.81	(7,154.25)	
101-400-613.10	COUNTY REMONUMENTATION	365.04	160.50	300.00	300.00	167.40	29.58	132.60	55.80	6.90	
101-400-614.00	VIOLATION CLEARANCE RECORD	2,851.00	1,500.00	3,000.00	3,000.00	1,293.34	225.00	1,706.66	43.11	(206.66)	
101-400-615.00	DIST CRT/BOND COSTS & FEES	1,940.00	930.00	2,500.00	2,500.00	1,015.00	530.00	1,485.00	40.60	85.00	

PERIOD ENDING 06/30/2020

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	YTD BALANCE 06/30/2019	2020		YTD BALANCE 06/30/2020	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 06/30/2019	DIFF 06/30/2020 06/30/2019
				ORIGINAL BUDGET	2020 AMENDED BUDGET		MONTH 06/30/20				
Fund 101 - GENERAL COUNTY											
Revenues											
101-400-617.00	PROBATE CRT - FEES	0.00	0.00	0.00	0.00	10.00	0.00	(10.00)	100.00		10.00
101-400-617.01	CERTIFIED FEES	2,834.00	528.00	1,700.00	1,700.00	1,234.00	129.00	466.00	72.59		706.00
101-400-617.02	MARRIAGE CEREMONIES	52.00	8.00	100.00	100.00	8.00	0.00	92.00	8.00		0.00
101-400-617.06	WILLS/SAFE KEEPING	325.00	150.00	200.00	200.00	150.00	50.00	50.00	75.00		0.00
101-400-617.07	INVENTORY FEE	11,893.83	7,248.17	7,000.00	7,000.00	5,134.46	1,551.87	1,865.54	73.35		(2,113.71)
101-400-617.08	PROBATE CRT/DEPOSIT BOXES	40.00	20.00	20.00	20.00	0.00	0.00	20.00	0.00		(20.00)
101-400-617.10	PROBATE CRT-MOT/PET/ACCT/OB	1,940.00	1,140.00	1,400.00	1,400.00	580.00	130.00	820.00	41.43		(560.00)
101-400-618.00	CO TREAS-CURRENT SERVICES	1,662.00	1,532.50	3,000.00	3,000.00	3,789.00	20.00	(789.00)	126.30		2,256.50
101-400-618.02	REGISTER OF DEEDS TAX CERTIFIC	6,490.00	2,750.00	4,900.00	4,900.00	2,250.00	400.00	2,650.00	45.92		(500.00)
101-400-619.00	CO CLERK/CURRENT SERVICES	24,295.75	11,977.00	21,500.00	21,500.00	10,736.70	2,539.00	10,763.30	49.94		(1,240.30)
101-400-619.02	CREMATION FEE	1,360.00	680.00	1,000.00	1,000.00	860.00	180.00	140.00	86.00		180.00
101-400-619.03	SUBPOENA FEE	30.00	15.00	0.00	0.00	0.00	0.00	0.00	0.00		(15.00)
101-400-619.04	CRIME VICTIM ADMIN FEES	1,508.06	768.24	1,700.00	1,700.00	730.61	210.80	969.39	42.98		(37.63)
101-400-619.05	STATE FORENSIC ADMIN FEE	6.20	6.20	0.00	0.00	0.00	0.00	0.00	0.00		(6.20)
101-400-619.06	NOTARY FEES	448.00	184.00	300.00	300.00	136.00	48.00	164.00	45.33		(48.00)
101-400-620.00	REGISTER OF DEEDS FEES	335,963.08	148,178.23	277,000.00	277,000.00	134,114.04	23,640.10	142,885.96	48.42		(14,064.19)
101-400-622.00	C.C.F. COLLECTION FEE	2,232.10	956.62	2,400.00	2,400.00	1,444.88	145.75	955.12	60.20		488.26
101-400-622.01	25% ATTY FEES REIMB	379.94	243.69	500.00	500.00	0.00	0.00	500.00	0.00		(243.69)
101-400-622.02	ATTY FEE REIMB/PROBATE	2,087.38	1,071.06	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00		(1,071.06)
101-400-625.00	DNA COLLECTION	540.60	300.73	200.00	200.00	254.70	80.00	(54.70)	127.35		(46.03)
101-400-625.01	SEX OFFENDER REGISTRATION	2,715.00	2,160.00	3,300.00	3,300.00	1,420.00	0.00	1,880.00	43.03		(740.00)
101-400-625.25	DNA COLLECTION - SHERIFF	1,351.49	751.81	400.00	400.00	636.75	200.00	(236.75)	159.19		(115.06)
101-400-625.36	DNA COLLECTION - DISTRICT COUR	0.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00		0.00
101-400-628.02	BOAT LIVERY INSPECTIONS	36.00	36.00	50.00	50.00	26.00	26.00	24.00	52.00		(10.00)
101-400-628.03	PRISONER BOARD	34,234.06	16,729.06	45,000.00	45,000.00	11,149.87	1,469.85	33,850.13	24.78		(5,579.19)
101-400-628.04	PRISONER MEDICAL	4,204.12	2,191.08	4,000.00	4,000.00	926.66	60.29	3,073.34	23.17		(1,264.42)
101-400-628.05	ACCIDENT REPORT FEES	838.69	388.00	700.00	700.00	403.50	51.00	296.50	57.64		15.50
101-400-628.07	DOC/TRANSPORT REIMB	3,305.51	1,752.21	2,500.00	2,500.00	1,085.70	0.00	1,414.30	43.43		(666.51)
101-400-628.08	WORK RELEASE	24,210.00	10,339.96	30,000.00	30,000.00	2,199.73	0.00	27,800.27	7.33		(8,140.23)
101-400-628.10	DIVERTED FELONS-LOC REIMBURSE	32,690.00	15,150.00	20,000.00	20,000.00	17,780.00	6,140.00	2,220.00	88.90		2,630.00
101-400-628.12	PRISONER TRANSPORT REIMBURSE	0.00	0.00	500.00	500.00	670.67	635.17	(170.67)	134.13		670.67
101-400-628.14	FINDERS FEE SS JAIL	7,000.00	3,800.00	8,000.00	8,000.00	3,200.00	0.00	4,800.00	40.00		(600.00)
101-400-628.16	PRE-EMPLOYMENT FINGERPRINTS	40.00	20.00	200.00	200.00	0.00	0.00	200.00	0.00		(20.00)
101-400-628.17	CCW FINGERPRINT FEE	2,205.00	1,395.00	3,000.00	3,000.00	1,170.00	555.00	1,830.00	39.00		(225.00)
101-400-628.18	DRUNK DRIVERS ASSESSMENT	5,883.50	2,595.00	3,000.00	3,000.00	630.00	75.00	2,370.00	21.00		(1,965.00)
101-400-628.19	TETHER FEES	390.00	390.00	500.00	500.00	400.00	100.00	100.00	80.00		10.00
101-400-628.20	SOBER LINK FEES	1,660.00	1,045.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00		(1,045.00)
101-400-630.00	OTHER REVENUE	344.67	201.14	50.00	50.00	310.38	0.00	(260.38)	620.76		109.24
101-400-630.03	SALE BOOK	140.00	60.00	200.00	200.00	0.00	0.00	200.00	0.00		(60.00)
101-400-632.00	ADMIN/CRIME VIC RIGHTS ASST	70.00	41.00	0.00	0.00	10.50	5.00	(10.50)	100.00		(30.50)
101-400-633.00	TAX RECORDS SEARCH FEE	2,202.00	1,092.80	2,250.00	2,250.00	927.40	0.00	1,322.60	41.22		(165.40)
101-400-636.00	SD EMPLOYEE MEAL CARD REVENUE	42.00	21.00	0.00	0.00	0.00	0.00	0.00	0.00		(21.00)
101-400-644.00	SALE OF SCRAP & SALVAGE	304.00	296.00	0.00	0.00	9.00	0.00	(9.00)	100.00		(287.00)
101-400-651.10	REGISTER OF DEEDS - ONLINE SER	26,430.00	12,472.00	20,000.00	20,000.00	12,101.00	2,074.00	7,899.00	60.51		(371.00)
101-400-656.00	BOND FORFEITURES	1,614.00	284.00	1,000.00	1,000.00	290.00	0.00	710.00	29.00		6.00
101-400-656.01	ORDINANCE FINES & COSTS	32,056.50	16,244.11	35,000.00	35,000.00	10,086.29	1,148.94	24,913.71	28.82		(6,157.82)
101-400-657.00	DRUG FORFEITURES - SHERIFF	0.00	0.00	0.00	386.00	386.00	386.00	0.00	100.00		386.00
101-400-665.00	INTEREST EARNED	19,023.54	9,535.42	24,493.00	24,493.00	8,030.78	867.58	16,462.22	32.79		(1,504.64)
101-400-665.01	T & A INTEREST	1,602.15	523.39	1,726.00	1,726.00	591.83	9.41	1,134.17	34.29		68.44
101-400-668.00	RENTS	63,375.06	29,000.04	58,000.00	58,000.00	31,050.00	5,175.00	26,950.00	53.53		2,049.96
101-400-673.00	SALE OF FIXED ASSETS	1,988.50	801.00	0.00	0.00	3,900.00	0.00	(3,900.00)	100.00		3,099.00
101-400-675.06	DONATION - CANINE UNIT	17,954.86	15,316.32	5,000.00	5,000.00	2,676.55	467.05	2,323.45	53.53		(12,639.77)
101-400-676.01	REIMBURSEMENTS	4,459.84	1,007.00	1,000.00	1,000.00	206.00	206.00	794.00	20.60		(801.00)

PERIOD ENDING 06/30/2020

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	YTD BALANCE 06/30/2019	2020		YTD BALANCE 06/30/2020	ACTIVITY FOR MONTH 06/30/20	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 06/30/2020	DIFF 06/30/2019
				ORIGINAL BUDGET	2020 AMENDED BUDGET						
Fund 101 - GENERAL COUNTY											
Revenues											
101-400-676.13	89TH JURY REIMBURSEMENT	1,897.90	476.60	100.00	100.00	2,352.10	2,352.10	(2,252.10)	2,352.10		1,875.50
101-400-676.14	CIR CRT JURY REIMBURSEMENT	1,299.50	0.00	2,000.00	2,000.00	291.10	291.10	1,708.90	14.56		291.10
101-400-678.00	INSURANCE & BOND REIMBURSEMENT	114,308.00	6,746.00	45,000.00	45,000.00	134,487.00	127,630.00	(89,487.00)	298.86		127,741.00
101-400-681.00	ELECTION REFUNDS	8,196.02	62.24	100.00	100.00	142.16	0.00	(42.16)	142.16		79.92
101-400-682.00	DATA PROCESSING FEES	23,635.83	3,300.00	18,500.00	18,500.00	6,600.00	3,300.00	11,900.00	35.68		3,300.00
101-400-682.01	PA BLOOD TEST REIMB	24.41	20.36	100.00	100.00	37.39	8.00	62.61	37.39		17.03
101-400-683.00	RETURNED CHECK FEES	175.00	125.00	320.00	320.00	0.00	0.00	320.00	0.00		(125.00)
101-400-686.00	P/A LEGAL/ABUSED & NEG CHLD	30,236.56	12,585.57	71,482.00	71,482.00	19,052.70	1,805.15	52,429.30	26.65		6,467.13
101-400-687.00	WAGE REIMBURSEMENT	0.00	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00		0.00
101-400-687.06	SHERIFF WAGE REIMB/INTERNAL TR	7,741.66	4,049.20	11,465.00	11,465.00	2,690.20	1,672.29	8,774.80	23.46		(1,359.00)
101-400-688.00	REFUNDS - GENERAL	3,658.93	1,546.04	1,300.00	1,300.00	3,897.21	287.58	(2,597.21)	299.79		2,351.17
101-400-688.01	MOVEABLE ITEMS	0.00	0.00	0.00	0.00	500.00	500.00	(500.00)	100.00		500.00
101-400-688.02	ZONING BOOKS	50.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		(50.00)
101-400-688.06	SHERIFF WAGE REIMB	285.71	285.71	500.00	500.00	534.23	0.00	(34.23)	106.85		248.52
101-400-688.08	INMATE TELEPHONE	12,880.92	6,410.28	28,800.00	28,800.00	21,009.07	0.00	7,790.93	72.95		14,598.79
101-400-688.09	NON-REIMBURSABLE/REIMB	333.75	78.75	400.00	400.00	67.50	0.00	332.50	16.88		(11.25)
101-400-688.11	M.A.P.S.	8,413.06	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00		0.00
101-400-688.15	SHERIFF PBT'S	80.00	75.00	100.00	100.00	7.00	0.00	93.00	7.00		(68.00)
101-400-688.19	SHERIFF DRUG SCREENS	593.00	306.00	600.00	600.00	90.00	0.00	510.00	15.00		(216.00)
101-400-690.00	INS & SURETY PREMIUM REFUND	82,895.85	2,616.00	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00		(2,616.00)
101-400-695.00	CASH OVER/SHORT	(10.00)	30.00	0.00	0.00	(30.00)	0.00	30.00	100.00		(60.00)
101-400-696.00	INSURANCE PROCEEDS	350.00	350.00	0.00	0.00	0.00	0.00	0.00	0.00		(350.00)
101-400-698.00	MISC	723.84	419.60	0.00	0.00	209.21	0.00	(209.21)	100.00		(210.39)
101-400-699.00	FUND EQUITY	0.00	0.00	1,079,877.00	1,092,061.45	0.00	0.00	1,092,061.45	0.00		0.00
101-400-699.99	TRANSFER IN	496,531.80	0.00	1,169,598.00	1,169,598.00	0.00	0.00	1,169,598.00	0.00		0.00
TOTAL REVENUES		12,645,676.01	1,976,489.56	14,178,219.00	14,191,938.96	2,145,283.80	454,216.21	12,046,655.16	15.12		168,794.24
Expenditures											
101	COMMISSIONERS	130,310.55	56,850.53	150,641.00	150,641.00	58,967.72	9,237.89	91,673.28	39.14		2,117.19
131	CIRCUIT COURT	297,688.24	154,352.61	329,998.00	329,998.00	133,454.34	19,212.02	196,543.66	40.44		(20,898.27)
136	DISTRICT COURT	623,298.96	296,963.24	656,477.00	656,477.00	305,085.60	52,759.26	351,391.40	46.47		8,122.36
139	VICTIM'S RIGHTS	73,250.46	34,303.92	82,588.00	82,176.02	33,911.33	5,507.26	48,264.69	41.27		(392.59)
145	JURY BOARD	6,316.33	4,991.61	10,991.00	10,991.00	900.05	0.00	10,090.95	8.19		(4,091.56)
148	PROBATE COURT	630,992.54	316,755.77	676,817.00	676,817.00	309,185.46	44,949.30	367,631.54	45.68		(7,570.31)
191	ELECTIONS	8,985.21	399.35	40,008.00	40,008.00	23,637.25	28.85	16,370.75	59.08		23,237.90
202	FINANCE DEPARTMENT	294,412.79	137,606.14	311,121.00	311,121.00	119,996.10	20,085.82	191,124.90	38.57		(17,610.04)
212	ADMINISTRATIVE OFFICE	232,513.56	110,505.42	246,459.00	246,459.00	111,646.88	17,978.24	134,812.12	45.30		1,141.46
215	CLERK/REGISTER	467,659.57	225,005.43	497,130.00	497,130.00	224,125.57	32,165.46	273,004.43	45.08		(879.86)
225	EQUALIZATION	225,947.22	102,491.96	249,732.00	249,732.00	114,030.64	21,336.08	135,701.36	45.66		11,538.68
228	INFORMATION SYSTEMS	450,018.58	217,294.41	509,444.00	509,444.00	198,041.95	71,650.88	311,402.05	38.87		(19,252.46)
229	PROSECUTING ATTORNEY	585,055.92	274,903.26	614,131.00	614,131.00	277,986.67	45,009.66	336,144.33	45.27		3,083.41
243	GIS	72,386.21	33,278.52	73,969.00	73,969.00	33,509.14	5,870.54	40,459.86	45.30		230.62
253	COUNTY TREASURER	334,004.44	149,896.17	360,417.00	360,417.00	145,826.79	20,109.99	214,590.21	40.46		(4,069.38)
260	TAX ALLOCATION BOARD	0.00	0.00	850.00	850.00	730.78	0.00	119.22	85.97		730.78
265	COUNTY MAINTENANCE DEPT	462,073.13	214,090.38	505,945.00	503,883.53	226,812.06	36,189.70	277,071.47	45.01		12,721.68
267	MAJOR EQ/BLDG IMP	65,073.96	19,527.05	88,500.00	90,561.47	6,280.68	(3,263.17)	84,280.79	6.94		(13,246.37)
270	HUMAN RESOURCE	6,505.80	3,803.30	54,966.00	54,966.00	5,229.12	0.00	49,736.88	9.51		1,425.82
275	DRAIN COMMISSIONER	4,068.28	2,147.03	6,150.00	6,150.00	1,839.64	(23.18)	4,310.36	29.91		(307.39)
284	COUNTY SURVEYOR	2,150.00	1,023.40	2,150.00	2,150.00	610.00	(25.00)	1,540.00	28.37		(413.40)
285	GENERAL COUNTY	357,520.80	218,762.73	385,175.00	434,175.00	223,880.31	31,700.49	210,294.69	51.56		5,117.58

PERIOD ENDING 06/30/2020

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	YTD BALANCE 06/30/2019	2020		YTD BALANCE 06/30/2020	ACTIVITY FOR MONTH 06/30/20	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE DIFF 06/30/2020 06/30/2019
				ORIGINAL BUDGET	2020 AMENDED BUDGET					
Fund 101 - GENERAL COUNTY										
Expenditures										
301	SHERIFF	1,911,839.92	841,899.29	1,974,308.00	1,980,890.23	920,400.88	141,079.12	1,060,489.35	46.46	78,501.59
302	ORV ENFORCEMENT	32,757.57	21,573.36	18,324.00	18,324.00	2,414.53	1,105.60	15,909.47	13.18	(19,158.83)
325	CCE 911	439,377.00	219,688.50	439,527.00	439,527.00	219,688.50	0.00	219,838.50	49.98	0.00
331	MARINE SAFETY	116,346.87	45,254.34	118,565.00	118,565.00	44,052.22	13,476.22	74,512.78	37.15	(1,202.12)
332	SNO-MOBILE SAFETY *	6,587.75	6,587.75	7,227.00	7,059.00	6,616.53	0.00	442.47	93.73	28.78
333	SHERIFF SECONDARY ROAD PATROL	80,387.61	38,954.47	80,175.00	80,175.00	38,757.14	6,242.67	41,417.86	48.34	(197.33)
334	STONEGARDEN GRANT	48,094.81	29,044.23	93,975.00	84,486.49	62,778.16	1,813.98	21,708.33	74.31	33,733.93
335	SHERIFF - LOCAL GRANTS	8,432.13	1,967.42	10,551.00	10,551.00	2,345.35	2,238.91	8,205.65	22.23	377.93
338	CANINE UNIT	17,954.86	15,316.32	10,000.00	10,000.00	2,676.55	467.05	7,323.45	26.77	(12,639.77)
340	COURTHOUSE SECURITY	42,419.01	20,260.24	47,394.00	49,621.22	20,848.62	3,335.39	28,772.60	42.02	588.38
351	CORRECTIONS/COMMUNICATIONS	1,559,408.15	760,999.24	1,637,466.00	1,642,445.00	726,643.03	108,237.95	915,801.97	44.24	(34,356.21)
412	PLANNING/ZONING DEPT	317,983.60	148,913.50	348,448.00	348,448.00	139,127.20	21,976.88	209,320.80	39.93	(9,786.30)
426	TRI-COUNTY EMERGENCY MANAGEMEN	79,616.65	20,671.88	54,758.00	54,758.00	20,075.70	0.00	34,682.30	36.66	(596.18)
430	ANIMAL SHELTER/DOG WARDEN	164,038.66	81,985.93	182,058.00	182,058.00	89,942.54	255.55	92,115.46	49.40	7,956.61
441	DEPARTMENT OF PUBLIC WORKS	153.06	153.06	340.00	340.00	206.58	0.00	133.42	60.76	53.52
600	HEALTH DEPARTMENTS	352,901.56	174,425.00	367,898.00	367,898.00	183,949.00	0.00	183,949.00	50.00	9,524.00
605	C/D - HEALTH DEPARTMENT	0.00	0.00	500.00	500.00	0.00	0.00	500.00	0.00	0.00
648	MEDICAL EXAMINER	27,415.32	19,322.50	31,024.00	31,024.00	16,338.65	1,185.05	14,685.35	52.66	(2,983.85)
682	VETERANS	123,080.09	62,119.89	134,277.00	134,277.00	57,849.46	8,688.16	76,427.54	43.08	(4,270.43)
731	COUNTY MSU EXTENSION OFFICE	124,448.12	86,170.53	125,779.00	125,779.00	74,579.96	21,436.22	51,199.04	59.29	(11,590.57)
751	FAIR GROUNDS / EVENTS	29,382.16	6,927.80	50,424.00	50,424.00	7,050.94	1,521.10	43,373.06	13.98	123.14
753	VETERANS MEMORIAL PARK	2,367.50	250.00	9,000.00	9,000.00	131.25	131.25	8,868.75	1.46	(118.75)
784	SOIL CONSERVATION	13,233.87	6,497.57	13,700.00	13,700.00	6,453.30	0.55	7,246.70	47.10	(44.27)
900	SPECIAL APPROPRIATIONS	80,000.00	80,000.00	107,548.00	107,548.00	107,548.00	0.00	0.00	100.00	27,548.00
902	APPRO/TRANSFERS TO OTHER FUNDS	1,249,451.85	274,779.82	2,240,294.00	2,201,294.00	339,999.71	80,791.16	1,861,294.29	15.45	65,219.89
954	INSURANCES	228,602.41	144,350.35	221,000.00	221,000.00	100,411.50	0.00	120,588.50	45.44	(43,938.85)
TOTAL EXPENDITURES		12,386,513.08	5,683,065.22	14,178,219.00	14,191,938.96	5,746,573.38	844,462.90	8,445,365.58	40.49	63,508.16
Fund 101 - GENERAL COUNTY:										
TOTAL REVENUES		12,645,676.01	1,976,489.56	14,178,219.00	14,191,938.96	2,145,283.80	454,216.21	12,046,655.16	15.12	168,794.24
TOTAL EXPENDITURES		12,386,513.08	5,683,065.22	14,178,219.00	14,191,938.96	5,746,573.38	844,462.90	8,445,365.58	40.49	63,508.16
NET OF REVENUES & EXPENDITURES		259,162.93	(3,706,575.66)	0.00	0.00	(3,601,289.58)	(390,246.69)	3,601,289.58	100.00	105,286.08

**QUARTERLY FUND BALANCE REPORT FOR CHEBOYGAN COUNTY
AS OF 6/30/2020
PREPARED BY DAWN WREGGLESWORTH - ACCOUNTANT I
REVIEWED BY SUE BUITENHUIS - FINANCE DIRECTOR**

Fund	Fund Name	Beginning Fund Balance Per Audited TB	Year-to- Date Revenues	Year-to- Date Expenditures	Year-to- Date Fund Balance	Net Change in Fund Balance	
101	General County	\$8,688,057	\$2,145,284	\$5,746,573	\$5,086,768	(\$3,601,290)	
102	Family Counseling	\$33,718	\$610	\$0	\$34,328	\$610	
105	Termination Liability	\$1,863	\$0	\$38,521	(\$36,657)	(\$38,521)	A
107	PA 302 Training	\$7,357	\$1,580	\$0	\$8,937	\$1,580	
108	Public Act 106	\$0	\$71,342	\$71,342	\$0	\$0	Z
111	Probation Enhancement	\$7,809	\$300	\$946	\$7,163	(\$646)	
112	Victim's Restitution	\$3,800	\$736	\$0	\$4,536	\$736	
114	Remonumentation Grant	\$22,709	\$33,734	\$19,275	\$37,169	\$14,459	
211	Community Projects	\$4,866	\$0	\$0	\$4,866	\$0	
215	Friend of the Court	\$0	\$265,343	\$265,343	\$0	\$0	F
217	Ambulance Millage	\$0	\$360,625	\$321,897	\$38,728	\$38,728	
218	Township Road Loan	\$12,037	\$7,578	\$0	\$19,616	\$7,578	
220	Doris Reid Building	\$106,276	\$42,972	\$10,390	\$138,857	\$32,582	
226	Recycling	\$198,191	\$315,356	\$236,158	\$277,389	\$79,197	
230	Cellular Phone Flow Through	\$0	\$44,674	\$44,674	\$0	\$0	Z
231	CCE 911 4% Phone Surcharge	(\$19)	\$57,021	\$56,731	\$271	\$290	Z
234	DNR Forest Flow Through	\$37	\$2,973	\$0	\$3,010	\$2,973	Z
245	Public Improvement	\$6,041	\$0	\$0	\$6,041	\$0	
249	Building Department Fund	\$0	\$134,034	\$227,276	(\$93,242)	(\$93,242)	
256	Register of Deeds Automation	\$436,260	\$17,384	\$5,005	\$448,639	\$12,379	
258	Disaster Contingency	\$10,000	\$0	\$2,316	\$7,684	(\$2,316)	
259	Indigent Defense	(\$14)	\$218,104	\$157,328	\$60,762	\$60,776	
260	Sheriff Work Crew Program	\$0	\$2,990	\$10,849	(\$7,859)	(\$7,859)	A
262	Sheriff Special Projects	\$537	\$0	\$0	\$537	\$0	
263	Concealed Pistol Licensing	\$62,542	\$9,763	\$0	\$72,306	\$9,763	
264	Local Corrections Officer Training	\$23,186	\$3,003	\$7,555	\$18,634	(\$4,553)	
266	D.A.R.E	\$1,445	\$0	\$0	\$1,445	\$0	
267	Drug Court	\$36,711	\$57,440	\$51,500	\$42,651	\$5,940	
268	Sobriety Court	\$18,284	\$3,365	\$2,714	\$18,935	\$651	
269	Law Library	\$0	\$5,650	\$6,675	(\$1,025)	(\$1,025)	F
270	Veterans Assistance	\$21,086	\$200	\$499	\$20,787	(\$299)	
273	ORV	\$1,763	\$0	\$0	\$1,763	\$0	
276	Compass Academy	\$0	\$78,672	\$26,794	\$51,878	\$51,878	S

**QUARTERLY FUND BALANCE REPORT FOR CHEBOYGAN COUNTY
AS OF 6/30/2020
PREPARED BY DAWN WREGGLESWORTH - ACCOUNTANT I
REVIEWED BY SUE BUITENHUIS - FINANCE DIRECTOR**

Fund	Fund Name	Beginning Fund Balance Per Audited TB	Year-to- Date Revenues	Year-to- Date Expenditures	Year-to- Date Fund Balance	Net Change in Fund Balance	
277	Senior Citizen Millage	\$235,379	\$721,395	\$381,270	\$575,504	\$340,125	
278	CCE 911 Millage	\$705,325	\$721,377	\$0	\$1,426,702	\$721,377	B
281	Housing Escrow	\$41,091	\$524	\$75	\$41,540	\$449	
283	Housing Grant	\$211,370	\$2,401	\$12,052	\$201,719	(\$9,651)	
289	Cheboygan Social Services	\$0	\$674	\$674	\$0	\$0	F
292	Child Care Welfare/Probate	\$78,602	\$459,868	\$483,833	\$54,636	(\$23,966)	
293	Soldier's Relief	\$0	\$534	\$534	\$0	\$0	F
297	Senior Citizens/Busing	\$0	\$14,634	\$14,634	\$0	\$0	*
299	DAV Van	\$600	\$0	\$0	\$600	\$0	
351	Inverness Sewer Project	\$5,370	\$51,803	\$51,800	\$5,373	\$3	
401	Court House Preservation	\$0	\$10	\$37,238	(\$37,228)	(\$37,228)	A
418	DHS Building Fund	\$52,992	\$10,350	\$0	\$63,342	\$10,350	
422	Doris Reid Building Capital Project	\$0	\$0	\$0	\$0	\$0	A
430	Animal Control Capital Project	\$0	\$0	\$14,292	(\$14,292)	(\$14,292)	A
450	CCE 911 Development	\$423,178	\$9,867	\$1,007,972	(\$574,927)	(\$998,105)	B
509	County Marina	\$1,236,349	\$103,222	\$142,866	\$1,196,705	(\$39,644)	
516	100% Tax Payment Fund	\$6,935,618	\$262,023	\$0	\$7,197,641	\$262,023	
517	Tax Foreclosure Fund	\$913,711	\$67,339	\$43,820	\$937,230	\$23,519	
561	County Fair	\$15,361	\$0	\$10,329	\$5,033	(\$10,329)	
595	Jail Commissary Fund	\$54,500	\$65,312	\$45,593	\$74,219	\$19,719	
802	Revolving Drain Fund	\$100	\$0	\$0	\$100	\$0	
TOTALS		\$20,614,090	\$6,372,066	\$9,557,345	\$17,428,811	(\$3,185,280)	

- A Funded by an annual year end appropriation - fund balance will be positive at year end.
- B Relates to CCE 911 millage project - amounts will offset at end of year
- Z Pass through account or reimbursement grant - fund should have a zero (\$0) fund balance.
- F Funded on an as needed basis - fund should have a zero (\$0) fund balance at the end of the year.
- S SAYPA Fund was renamed Compass Academy Fund as of 10/1/19.
- * Pass through account - disbursement to be made prior to year end - fund balance will be \$0.

Cheboygan County
Summary of Expenses by Category
Prepared as of 6/30/20
Prepared by Dawn Wregglesworth - Accountant
Reviewed by Sue Buitenhuis - Finance Director

Activity	Description	2019 AMENDED BUDGET	2019 ACTIVITY THRU 6/30/19	2020 AMENDED BUDGET	2020 ACTIVITY THRU 6/30/20	% Change From 2019 YTD Budget to 2020 YTD Budget	% Change From 2019 YTD Activity to 2020 YTD Activity	2019 % of Total Activity	2020 % of Total Activity
700 Total	Uncategorized	107,113	0	8,000	0	-92.53%	0.00%		
	Subtotal Uncategorized	107,113	0	8,000	0	-92.53%	0.00%	0.00%	0.00%
703 Total	Wages	1,166,032	591,714	1,199,755	597,302	2.89%	0.94%		
704 Total	Wages	57,450	37,292	55,705	25,782	-3.04%	-30.87%		
705 Total	Wages	0	0	0	0	0.00%	0.00%		
718 Total	Wages	3,910,137	1,936,867	4,001,260	1,986,023	2.33%	2.54%		
719 Total	Wages	87,113	36,839	145,439	32,904	66.95%	-10.68%		
720 Total	Wages	23,470	7,471	24,173	5,937	3.00%	-20.53%		
724 Total	Wages	16,615	4,562	17,170	6,666	3.34%	46.13%		
	Subtotal Wages	5,260,817	2,614,746	5,443,503	2,654,614	3.47%	1.52%	46.01%	46.19%
706 Total	Per Diem	65,760	19,805	67,210	12,818	2.20%	-35.28%		
	Subtotal Per Diem	65,760	19,805	67,210	12,818	2.20%	-35.28%	0.35%	0.22%
710 Total	Health Insurance	0	0	0	0	0.00%	0.00%		
711 Total	Retirement Expense	0	0	0	0	0.00%	0.00%		
712 Total	Fringe Benefits	2,626,750	1,278,542	2,605,516	1,279,313	-0.81%	0.06%		
715 Total	Opt Out	0	0	0	0	0.00%	0.00%		
716 Total	Longevity	0	0	0	0	0.00%	0.00%		
717 Total	Cleaning Allowance	18,500	17,700	18,050	18,050	-2.43%	1.98%		
	Subtotal Fringe Benefits	2,645,250	1,296,242	2,623,566	1,297,363	-0.82%	0.09%	22.81%	22.58%
722 Total	Year-end Salary Adjustments (Accruals)	0	(179,844)	0	(212,613)	0.00%	18.22%		
	Subtotal Year-end Salary Adjustments	0	(179,844)	0	(212,613)	0.00%	18.22%	-3.16%	-3.70%
727 Total	Office Supplies	74,789	27,417	91,737	45,082	22.66%	64.43%		
728 Total	Printed Matter	3,000	0	3,000	0	0.00%	0.00%		
730 Total	Postage	67,027	39,552	44,301	30,043	-33.91%	-24.04%		
740 Total	Inmate Meals	185,000	82,188	185,000	56,971	0.00%	-30.68%		
744 Total	Other Supplies	26,115	5,384	24,761	1,652	-5.18%	-69.31%		
746 Total	Uniform Expense	10,200	3,812	10,200	3,315	0.00%	-13.03%		
747 Total	Oil/Gas/Repairs	78,520	20,789	70,950	20,244	-9.64%	-2.62%		
748 Total	Periodicals	2,200	621	2,200	517	0.00%	-16.71%		
750 Total	Operating Supplies	439,377	219,689	439,377	219,689	0.00%	0.00%		
760 Total	Medical Supplies	101,000	60,833	151,000	55,474	49.50%	-8.81%		
775 Total	Janitorial Supplies	24,500	11,005	28,000	11,441	14.29%	3.97%		
	Subtotal Supplies	1,011,728	471,289	1,050,526	444,428	3.83%	-5.70%	8.29%	7.73%

Cheboygan County
Summary of Expenses by Category
Prepared as of 6/30/20
Prepared by Dawn Wregglesworth - Accountant
Reviewed by Sue Buitenhuis - Finance Director

Activity	Description	2019 AMENDED BUDGET	2019 ACTIVITY THRU 6/30/19	2020 AMENDED BUDGET	2020 ACTIVITY THRU 6/30/20	% Change From 2019 YTD Budget to 2020 YTD Budget	% Change From 2019 YTD Activity to 2020 YTD Activity	2019 % of Total Activity	2020 % of Total Activity
802 Total	Professional and Contractual Services - Health	5,550	648	14,605	(71)	163.15%	-110.94%		
803 Total	Filing Fees	1,000	140	1,000	0	0.00%	100.00%		
804 Total	Transcripts	5,345	999	8,550	4,548	59.96%	355.23%		
805 Total	Jury Fees	23,400	4,725	27,900	3,302	19.23%	-30.11%		
806 Total	Witness Fees	14,300	1,069	13,700	214	-4.20%	100.00%		
809 Total	Appeals Fees	7,196	1,696	8,400	3,286	16.74%	93.83%		
810 Total	Professional/Contractual Services	341,261	141,791	294,135	147,572	-13.81%	4.08%		
811 Total	Professional and Contractual Services - Janitorial	9,500	5,775	11,000	5,935	15.79%	2.76%		
812 Total	Extraditions	2,000	758	3,500	0	75.00%	100.00%		
825 Total	Professional/Contractual Services - Legal	174,200	75,063	193,182	79,425	10.90%	5.81%		
827 Total	Memberships and Subscriptions	51,256	26,715	64,970	25,148	26.76%	-5.86%		
831 Total	Laundry	4,000	1,304	4,000	3,542	0.00%	171.58%		
	Subtotal Professional and Contractual Services	639,008	260,683	644,942	272,902	0.93%	4.69%	4.59%	4.75%
833 Total	Veteran's Burial	13,500	4,425	13,500	3,225	0.00%	-27.12%		
	Subtotal Veteran's Burial	13,500	4,425	13,500	3,225	0.00%	-27.12%	0.08%	0.06%
835 Total	Health Services	419,021	211,439	434,961	220,711	3.80%	4.39%		
	Subtotal Health Services	419,021	211,439	434,961	220,711	3.80%	4.39%	3.72%	3.84%
837 Total	Other Welfare Services	111,995	55,998	125,995	62,998	12.50%	12.50%		
	Subtotal Other Welfare Services	111,995	55,998	125,995	62,998	12.50%	12.50%	0.99%	1.10%
846 Total	Uniform Expense	2,200	1,083	2,200	0	0.00%	-100.00%		
	Subtotal Uniforms	2,200	1,083	2,200	0	0.00%	-100.00%	0.02%	0.00%
852 Total	Utilities - Telephone	42,209	17,084	43,962	12,503	4.15%	-26.81%		
	Subtotal Communications (Utilities)	42,209	17,084	43,962	12,503	4.15%	-26.81%	0.30%	0.22%
863 Total	Travel/Lodging/Meals	65,594	19,348	70,420	9,451	7.36%	-51.15%		
864 Total	Tuition	1,500	1,250	5,000	4,123	233.33%	229.84%		
957 Total	Training/Education	48,790	22,211	37,315	2,536	-23.52%	-88.58%		
	Subtotal Travel/Training	115,884	42,809	112,735	16,110	-2.72%	-62.37%	0.75%	0.28%
872 Total	Licensing Fees	0	0	0	0	0.00%	0.00%		
	Subtotal Licensing Fees	0	0	0	0	0.00%	0.00%	0.00%	0.00%
900 Total	Advertising	11,750	5,458	22,450	11,881	91.06%	117.66%		
	Subtotal Printing and Publishing	11,750	5,458	22,450	11,881	91.06%	117.66%	0.10%	0.21%
910 Total	Insurance	216,892	144,350	221,000	100,412	1.89%	-30.44%		
	Subtotal Insurance	216,892	144,350	221,000	100,412	1.89%	-30.44%	2.54%	1.75%
920 Total	Utilities	153,000	83,837	154,000	84,725	0.65%	1.06%		
	Subtotal Utilities	153,000	83,837	154,000	84,725	0.65%	1.06%	1.48%	1.47%

Cheboygan County
Summary of Expenses by Category
Prepared as of 6/30/20
Prepared by Dawn Wregglesworth - Accountant
Reviewed by Sue Buitenhuis - Finance Director

Activity	Description	2019 AMENDED BUDGET	2019 ACTIVITY THRU 6/30/19	2020 AMENDED BUDGET	2020 ACTIVITY THRU 6/30/20	% Change From 2019 YTD Budget to 2020 YTD Budget	% Change From 2019 YTD Activity to 2020 YTD Activity	2019 % of Total Activity	2020 % of Total Activity
930 Total	Repairs and Maintenance	84,100	8,558	70,877	12,563	-15.72%	46.80%		
934 Total	Repairs and Maintenance	44,000	7,804	47,123	15,305	7.10%	96.11%		
935 Total	Repairs and Maintenance	3,000	1,234	3,000	2,065	0.00%	67.29%		
936 Total	Repairs and Maintenance	10,000	2,238	10,000	1,657	0.00%	-25.96%		
937 Total	Equipment Maintenance	20,500	11,073	20,500	4,563	0.00%	-58.79%		
	Subtotal Repairs	161,600	30,908	151,500	36,153	-6.25%	16.97%	0.54%	0.63%
949 Total	Rental Expense	7,645	7,070	10,725	5,205	40.29%	-26.38%		
950 Total	Equipment	134,663	104,138	128,837	56,449	-4.33%	-45.79%		
	Subtotal Rental	142,308	111,208	139,562	61,654	-1.93%	-44.56%	1.96%	1.07%
955 Total	Carried Forward Fund Equity	(5,233)	0	0	0	-100.00%	0.00%		
	Subtotal Carried Forward Fund Equity	(5,233)	0	0	0	-100.00%	0.00%	0.00%	0.00%
958 Total	Miscellaneous Expenses/Fees	12,400	8,725	12,400	5,900	0.00%	-32.38%		
959 Total	Miscellaneous Expenses/Fees	14,588	10,870	6,500	450	-55.44%	-95.86%		
960 Total	Miscellaneous Expenses/Other Services	49,346	18,234	45,586	21,064	-7.62%	15.52%		
	Subtotal Miscellaneous Expense	76,334	37,829	64,486	27,414	-15.52%	-27.53%	0.67%	0.48%
903 Total	Appropriations	80,000	80,000	107,548	107,548	34.44%	34.44%		
904 Total	Appropriations	7,306	0	7,306	0	0.00%	0.00%		
961 Total	Appropriations	167,869	28,162	224,535	34,265	33.76%	21.67%		
963 Total	Appropriations	35,000	0	43,000	0	22.86%	0.00%		
964 Total	Appropriations	85,000	7,798	84,000	25,945	-1.18%	232.72%		
965 Total	Appropriations	778,559	230,345	779,560	274,140	0.13%	19.01%		
966 Total	Appropriations	33,500	14,857	45,000	(3,042)	34.33%	-120.48%		
	Subtotal Appropriations	1,187,234	361,162	1,290,949	438,855	8.74%	21.51%	6.36%	7.64%
969 Total	Contingency	5,000	0	5,000	0	0.00%	0.00%		
	Subtotal Contingency	5,000	0	5,000	0	0.00%	0.00%	0.00%	0.00%
970 Total	Capital Outlay/Equipment	160,000	4,375	247,250	116,635	54.53%	2566.24%		
975 Total	Maintenance/Equipment/Miscellaneous	9,650	0	7,000	0	-27.46%	#DIV/0!		
977 Total	Office Equipment/Furniture/Computers	206,539	88,179	266,049	83,786	28.81%	-4.98%		
	Subtotal Capital Outlay	376,189	92,554	520,299	200,422	38.31%	116.55%	1.63%	3.49%
999 Total	Transfer Out	970,744	0	1,051,593	0	8.33%	0.00%		
	Subtotal Transfer Out	970,744	0	1,051,593	0	8.33%	0.00%	0.00%	0.00%
Grand Total		13,730,302	5,683,065	14,191,939	5,746,573	3.36%	1.12%	100.00%	100.00%

Cheboygan County
Summary of Expenses by Category
Prepared as of 6/30/20
Prepared by Dawn Wregglesworth - Accountant
Reviewed by Sue Buitenhuis - Finance Director

Activity	Description	2019 AMENDED BUDGET	2019 ACTIVITY THRU 6/30/19	2020 AMENDED BUDGET	2020 ACTIVITY THRU 6/30/20	% Change From 2019 YTD Budget to 2020 YTD Budget	% Change From 2019 YTD Activity to 2020 YTD Activity	2019 % of Total Activity	2020 % of Total Activity
Fringe Benefit Detail									
	Health Insurance		511,008		503,027		-1.56%		
	MERS and Administrator's Retirement		383,849		404,834		5.47%		
	Longevity		13,016		13,264		1.91%		
	Opt-out		45,666		46,205		1.18%		
	FICA, Worker's Comp, MESC, LTD, Life Insurance, Deferred Comp Match		342,703		330,033		-3.70%		
712 Total	Fringe Benefits	2,645,250	1,296,242	2,623,566	1,297,363	-0.82%	0.09%		

Wage and Fringe	7,971,827	3,750,949	8,134,278	3,752,182	2.04%	0.03%	66.00%	65.29%
Supplies	1,011,728	471,289	1,050,526	444,428	3.83%	-5.70%	8.29%	7.73%
Prof/Con Services	639,008	260,683	644,942	272,902	0.93%	4.69%	4.59%	4.75%
Appropriations and Transfers Out	2,157,978	361,162	2,342,542	438,855	8.55%	21.51%	6.36%	7.64%
Total Highlighted Categories	11,780,540	4,844,083	12,172,289	4,908,368	3.33%	1.33%	85.24%	85.41%
Remaining Categories	1,949,761	838,982	2,019,650	838,206	3.58%	-0.09%	14.76%	14.59%
Grand Total	13,730,302	5,683,065	14,191,939	5,746,573	3.36%	1.12%	100.00%	100.00%

ADMINISTRATOR'S REPORT

8-11-20

VETERANS

SUBCOMMITTEE:

A letter will be sent to the Veterans Service Organizations within the County requesting a recommendation of a member to set as a representative on the Veterans Subcommittee. Once recommendations are provided, the Board Appointment and Procedures Committee will make final recommendations for Board approval.

STRAITS REGIONAL

RIDE:

Emmet County will be meeting to discuss EMGO Routes for the remainder of 2020 and for 2021. Staff has provided Emmet with reduced route options for 2021. SRR Staff has also been in discussion with Straits Area Service to discuss possible routes for 2021. Straits Area Service Routes have been suspended due to Covid-19 since mid-February.

MARINA:

The marina Fuel Tank and Dock project is still on hold. Staff has applied for an EGLE and Army Corp permit modification to replace three pilings at the Marina damaged by ice last winter. Approval is expected soon with work completed by fall.

SOCIAL MEDIA POLICY:

Staff is preparing a Social Media Policy for the Employee Policy Manual. Once completed, the policy will be brought to the Board for adoption and distributed to employees.

2021 BUDGET:

Staff is currently receiving Budget request information from partner agencies and departments for entry into the budget software system.



Cheboygan County Board of Commissioners' Meeting

August 11, 2020

Title: FY 2020 Coronavirus Emergency Supplemental Funding (CESF)

Summary:

The Michigan State Police (MSP) has funding available through the U.S. Department of Justice (DOJ) as appropriated in the CARES Act to provide emergency supplemental funding for response to, preparation for, and prevention of the coronavirus pandemic. Allocations for the CESF program are formula based. Cheboygan County's local jurisdiction allocations are as follows:

Cheboygan County Prosecutor's Office	\$24,000.00
Cheboygan County Sheriff's Office	\$47,424.00
Circuit, Probate and District Court	\$42,397.45

A completed and signed application must be received by MSP no later than 12 pm on August 14, 2020. The grant performance period is from March 1, 2020 through September 30, 2021.

Financial Impact: Up to \$113,821.45 available for possible reimbursement of previous or upcoming COVID-19 related eligible expenses as permitted under MSP/DOJ requirements.

Recommendation: Motion to approve submittal of FY 2020 Coronavirus Emergency Supplemental Funding (CESF) grant application and authorize the Chair to sign.

Prepared by: Sue Buitenhuis

Department: Finance



Cheboygan County

Board of Commissioners' Meeting

August 11, 2020

Title: Letter of Interest to apply for CDBG Reimbursement of COVID Expenditures

Summary: The State of Michigan has received CDBG funding from the U.S. Department of Housing and Urban Development to assist County's with recovery of COVID-19 related cost on expenditures as approved under the program. Although the State has provided several grants for reimbursement of similar cost, staff recommends proceeding with the process to access CDBG funds for reimbursement of cost not covered by other grant programs. Funding is available to other governmental units through the County.

Financial Impact: Up to \$271,084.14 available for possible reimbursement of previously COVID related eligible expenses as permitted under CDBG requirements.

Recommendation: Motion to approve submittal of CDBG Reimbursement of COVID Expenditures Letter of Interest Response indicating that Cheboygan County has agreed to proceed with the process of accessing funds and authorize the Chair to Sign.

Prepared by: Jeffery B. Lawson

Department: Administration

ATTACHMENT B

Letter of Interest Response

Please select one of the two below options, sign, and return this Attachment B as explained in the Letter of Interest no later than **midnight on August 14, 2020** to CDBG@michigan.org

1. By checking this box, the county has agreed to **proceed with the process.**

Authorized County Official Signature

Date

Title

County of _____

2. The county has agreed **not to proceed** with the process and has chosen not to pursue the proposed Community Development Block Grant Program funding.

Authorized County Official Signature

Date

Title

County of _____

RETURN SIGNED COPY TO: CDBG@michigan.org

No later than midnight on August 14, 2020



Cheboygan County Board of Commissioners' Meeting

August 11, 2020

Title: 2020 Title VI written plan per FTA regulations for Transit systems receiving Federal assistance.

Summary: Title VI plan provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation, in or be denied benefits or be subjected to discrimination under any program or activity receiving Federal financial assistance. This plan was last approved by Cheboygan County BOC on November 12, 2019. Approval of Title VI plan will meet the FTA's requirement to submit Title VI plan every three years.

Financial Impact: NA

Recommendation: Adopt the Cheboygan County Straits Regional Ride Title VI Plan and authorize staff to submit to State and Federal Agencies.

Prepared by: Rebecca Charboneau

Department: Straits Regional Ride

Straits Regional Ride Title VI Plan

Agency Name: Straits Regional Ride

Date Adopted: 8-11-2020

Last updated: 11-12-2019

I. Plan Statement

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d) in accordance with FTA C 4702.1B.

Straits Regional Ride is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B.

This plan was developed to guide Straits Regional Ride in its administration and management of Title VI-related activities as well as the requirement to prepare and submit a written Title VI program to the State of Michigan for their approval.

Title VI Coordinator Contact information

Transportation Manager

521 Stempky Street

Cheboygan MI. 49721

1-866-731-1204

www.cheboygancounty.net

II. Title VI Information Dissemination

Title VI information shall be prominently and publicly displayed in Straits Regional Ride facility and on their revenue vehicles as well as on the County web site of Cheboygan County and in SRR Brochures. (Appendix G) The name of the Title VI coordinator is available on County of Cheboygan website, at www.cheboygancounty.net

Additional information relating to nondiscrimination obligation can be obtained from the Straits Regional Ride Title VI Coordinator., including a listing of all Title VI investigations, complaints or Lawsuits filed against the Transit agency.

Title VI information shall be disseminated to Straits Regional Ride employees annually via the Employee Education form (see Appendix A) in payroll envelopes. This form reminds employees of Straits Regional Ride policy statement, and of their Title VI responsibilities in their daily work and duties.

During New Employee Orientation, new employees shall be informed of the provisions of Title VI, and Straits Regional Rides expectations to perform their duties (see Appendix A).

All employees shall be provided a copy of the Title VI Plan and are required to sign the Acknowledgement of Receipt (see Appendix B).

III. Subcontracts and Vendors

All subcontractors and vendors who receive payments from Straits Regional Ride where funding originates from any federal assistance are subject to the provisions of Title VI of the Civil Rights Act of 1964 as amended.

Written contracts shall contain non-discrimination language, either directly or through the bid specification package which becomes an associated component of the contract.

IV. Record Keeping:

The Title VI Coordinator will maintain permanent records, which include, but are not limited to, signed acknowledgements of receipt from the employees indicating the receipt of Straits Regional Ride Title VI Plan, copies of Title VI complaints or lawsuits and related documentation, and records of correspondence to and from complainants, and Title VI investigations.

V. Title VI Complaint Procedures

How to file a Title VI Complaint?

The complainant may file a signed, written complaint up to one hundred and eighty (180) days from the date of the alleged discrimination. The complaint should include the following information:

- Your name, mailing address, and how to contact you (i.e., telephone number, email address, etc).
- How, when, where and why you believe you were discriminated against. Include the location, names and contact information of any witnesses.
- Other information that you deem significant.

The Title VI Complaint Form (see form Appendix C) may be used to submit the complaint information. The complaint may be filed in writing with Straits Regional Ride at the following address:

*Straits Regional Ride
521 Stempky Street
Cheboygan MI 49721*

NOTE: Straits Regional Ride encourages all complainants to certify all mail that is sent through the U.S. Postal Service to: Straits Regional Ride at 521 Stempky Street, Cheboygan, MI 49721. This will ensure that all written correspondence can be tracked easily. For complaints originally submitted by facsimile, an original, signed copy of the complaint must be mailed to the Title VI Coordinator as soon as possible, but no later than 180 days from the alleged date of discrimination.

What happens to the complaint after it is submitted?

All complaints alleging discrimination based on race, color or national origin in a service or benefit provided by Straits Regional Ride will be directly addressed by Straits Regional Ride. Straits Regional Ride shall also provide appropriate assistance to complainants, including those persons with disabilities, or who are limited in their ability to communicate in English. Additionally, Straits Regional Ride shall make every effort to address all complaints in an expeditious and thorough manner.

A letter acknowledging receipt of complaint will be mailed within seven days (Appendix D). Please note that in responding to any requests for additional information, a complainant's failure to provide the requested information may result in the administrative closure of the complaint.

How will the complainant be notified of the outcome of the complaint?

Straits Regional Ride will send a final written response letter (see Appendix E or F) to the complainant. In the letter notifying complainant that the complaint is not substantiated (Appendix F), the complainant is also advised of his or her right to 1) appeal within seven calendar days of receipt of the final written decision Straits Regional Ride, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the FTA. Every effort will be made to respond to Title VI complaints within 60 working days of receipt of such complaints, if not sooner.

Once sufficient information for investigating the complaint is received by Straits Regional Ride, a written response will be drafted subject to review by the transit's attorney. If appropriate, Straits Regional Rides attorney may administratively close the complaint. In this case, Straits Regional Ride will notify the complainant of the action as soon as possible.

In addition to the complaint process described above, a complainant may file a Title VI complaint with the following offices:

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor – TCR
1200 New Jersey Ave., SE
Washington, DC 20590

VI. Four Factor Analysis:

1. Determine the number of LEP persons eligible to be served or likely to be encountered by Straits Regional Ride providing public transportation.

2010 Census Cheboygan County :

Total population 25,485 of that population 133 are African American, 778 are Native American, 74 are Asian, 8 are Pacific Islander and 33 are of other decent and 24,459 are White.

Total LEP to be served 1026

Straits Regional Ride has never had a LEP person call dispatch or approach a driver for service to date.

A. How LEP persons could interact with Straits Regional Ride

Interaction may occur by direct communication with the bus driver, telephone correspondence with dispatch during operating hours, or at open meetings through a Local Advisory Committee or County Board meeting.

B. Identification of LEP communities, and assessing the number or proportion of LEP persons from each language group to determine the appropriate language services for each language group:

Information obtained through the Census has helped Straits Regional Ride to determine that we have no large groups in Cheboygan County of LEP individuals. We have approximately 1026 potential individuals of six different ethnicities that could be affected spread throughout the entire County. This makes identifying the literacy skills of this very small population almost impossible to determine without knowing who these individuals are. It is Straits Regional Rides belief that this group of people is not dependent on public transportation or may not be able to speak English well enough to make it a barrier.

2. The frequency with which LEP persons come into contact with the program.

We have not encountered any individual calling dispatch, approach a driver, attend meetings, or come into the office to buy punch cards for transportation who did not speak English well enough to understand what they needed.

3. The nature and importance of the program, activity, or service provided by Straits Regional Ride public transportation to people's lives.

The service which Straits Regional Ride provides is very important to low income, disabled, non-driving public and seniors as well as many LEP individuals. This is also important for people who may not want to purchase a vehicle to get to all the places they need to go, especially in absence of family to help out. At many times we are their only source of transportation which makes this service a vital part of our community. In the event we have a LEP request we will continue to use the tools set forth in this program to make sure we do all we can to comply with the requirements set forward.

4. The resources available to recipients for LEP outreach, as well as the costs associated with that outreach.

Straits Regional Ride has no available resources budgeted that can be used for providing LEP assistance. LEP assistance that should be provided includes having a professional interpreter and translation service available. We could determine what documents would be the most valuable to be translated if and when the population supports, taking an inventory of available organizations that Straits could partner with for outreach and translation efforts, and what level of staff training is needed.

Policy:

Straits Regional Ride is committed to assisting people with LEP close the gap of language barriers to access public transportation. As LEP languages are determined for potential passengers, an oral resource will be arranged through Google Translate as available on an ongoing basis.

VII. Language Assistance Plan (LAP)

- Ongoing assistance will be provided by dispatcher through Google translate upon request if and when the need arises.
- I speak cards will be available in the dispatch and carried by all drivers on all buses at all times.
- Coordinate with Emmet County Friendship Center, Cheboygan Council on Aging and Thunder Bay Transportation Authority on language resources.
- The LAP will be monitored through dispatch and drivers receiving requests; if and when the need arises additional resources will be sought out and implemented.

VIII. Community Outreach

As an agency receiving federal financial assistance we have made the following community outreach since the last Title VI submission. We have coordinated with minority and or LEP populations through the following:.

Board Meetings. The Board of Directors holds monthly meetings and the public is invited to attend.

Public Meetings. When new service is proposed information is disseminated to the neighborhoods affected and public meetings are scheduled. In the past three years, the agency has been actively working with the FEET group in Emmet County as well as the Commissioners of Emmet County to expand services or start their own transportation system. This would enable them to serve more low income and disabled people as well as public riders in their county.

Travel Training Class. Straits Regional Ride has developed a travel training program to reach out to community groups (senior centers, senior facilities, and the disabled community) to conduct travel training classes. Travel Training classes are ongoing as well as outreach to these populations.

Customer Complaint Process. Citizens may call our Dispatch at 1-866-731-1204- to lodge a complaint or comment. All complaints/comments are then distributed to the relevant manager who researches the complaint and responds to the citizen. Straits Regional Ride complaint process was updated in 2013-2014.

We submit to the Michigan Department of Transportation annually an application for funding. The application requests funding for both capital and operating assistance. Part of the annual application is a public notice, which includes a 30-day public comment period.

IX. Title VI Equity Analysis

In the event that Straits Regional Ride builds an office facility or maintenance facility we will follow NEPA process as indicated in FTA C 4702.1B in the planning of such facility. The location will be selected without regard to race, color, or national origin. Further if a facility is built, census tracts will

be used to determine no negative impact is made on potential Title VI individuals. If it is determined that an impact may occur there needs to be legitimate justification for the location with no alternate site available to meet the needs of the transit system. Before the planning process is completed Straits Regional Ride must consider alternatives to determine any site that would lessen the potential impact. At that point we must follow the least discriminatory alternative.

X. Membership of Non-Elected Committees:

During the process of attracting new LAC members Straits Regional Ride and CCOA will post notices for the LAC committee at the CCOA stating that we are looking for members and we do not discriminate based on race, color, or national origin. The senior center is one of the places in the County of Cheboygan that has a diverse ethnic population in attendance on a daily basis. See Appendix H for the breakdown of non-elected committees.

XI. Transit related Title VI investigations, complaints and lawsuits.

Straits Regional Ride has had no Title VI complaints investigations or lawsuits since the inception of the Transit system or prior to having a written Title VI program.

Appendix A Employee Annual Education Form

Title VI Policy

No person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

All employees of Straits Regional Ride are expected to consider, respect, and observe this policy in their daily work and duties. If a citizen approaches you with a question or complaint, direct him or her to the Title VI Coordinator.

For all dealings with citizens, use courtesy titles (i.e. Mr., Mrs., Ms., or Miss) to address them without regard to race, color or national origin.

Appendix B Acknowledgement of Receipt of Title VI Plan

I hereby acknowledge the receipt of Straits Regional Ride Title VI Plan. I have read the plan and am committed to ensuring that no person is excluded from participation in, or denied the benefits of transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B.

Your signature

Print your name

Date

Appendix C TITLE VI COMPLAINT FORM

Title VI of the 1964 Civil Rights Act requires that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” If you feel you have been discriminated against in transit services, please provide the following information in order to assist us in processing your complaint and send it to:

Straits Regional Ride
521 Stempky Street
Cheboygan MI 49721

Please print clearly:

Name: _____

Address: _____

City, State, Zip Code: _____

Telephone Number: _____ (home) _____ (cell) _____ (message)

Person discriminated against: _____

Address of person discriminated against: _____

City, State, Zip Code: _____

Please indicate why you believe the discrimination occurred:

- _____ Race or color
- _____ National origin
- _____ Income
- _____ Other

What was the date of the alleged discrimination? _____

Where did the alleged discrimination take place? _____

Please describe the circumstances as you saw it: _____

Please list any and all witnesses' names and phone numbers:

What type of corrective action would you like to see taken?

Please attach any documents you have which support the allegation, then date and sign this form and send to the Title VI Coordinator at:

Straits Regional Ride
521 Stempky Street
Cheboygan Mi 49721
ATTN: Transportation Manager

Your signature

Print your name

Date

APPENDIX D
Letter Acknowledging Receipt of Complaint

Today's Date

Ms. Jo Doe
1234 Main St.
Clarksville, Tennessee 37040

Dear Ms. Doe:

This letter is to acknowledge receipt of your complaint against Straits Regional Ride alleging

An investigation will begin shortly. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by telephoning 1-231-597-9262, or write to me at 521 Stempky Street, Cheboygan, Michigan 49721.

Sincerely,

Title VI Coordinator

APPENDIX E
Letter Notifying Complainant that the Complaint Is
Substantiated

Today's Date

Ms. Jo Doe
1234 Main St.
Clarksville, Tennessee 37040

Dear Ms. Doe:

The matter referenced in your letter of _____ (date) against Straits Regional Ride, alleging Title VI violation has been investigated.

(An/Several) apparent violation(s) of Title VI of the Civil Rights Act of 1964, including those mentioned in your letter (was/were) identified. Efforts are underway to correct these deficiencies.

Thank you for calling this important matter to our attention. You were extremely helpful during our review of the program. *(If a hearing is requested, the following sentence may be appropriate.)* You may be hearing from this office, or from federal authorities, if your services should be needed during the administrative hearing process.

Sincerely,

Title VI Coordinator

APPENDIX F
Letter Notifying Complainant that the Complaint Is
Not Substantiated

Today's Date

Ms. Jo Doe
1234 Main St.
Clarksville, Tennessee 37040

Dear Ms. Doe:

The matter referenced in your complaint of _____ (date) against Straits Regional Ride alleging _____ has been investigated.

The results of the investigation did not indicate that the provisions of Title VI of the Civil Rights Act of 1964 had in fact been violated. As you know, Title VI prohibits discrimination based on race, color, or national origin in any program receiving federal financial assistance.

Straits Regional Ride has analyzed the materials and facts pertaining to your case for evidence of the City's failure to comply with any of the civil rights laws. There was no evidence found that any of these laws have been violated.

I therefore advise you that your complaint has not been substantiated, and that I am closing this matter in our files.

You have the right to 1) appeal within seven calendar days of receipt of this final written decision from Straits Regional Ride, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the Federal Transit Administration at

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor - TCR
1200 New Jersey Ave., SE
Washington, DC 20590

Thank you for taking the time to contact us. If I can be of assistance to you in the future, do not hesitate to call me.

Sincerely,

Title VI Coordinator

Appendix G

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

Straits Regional Ride is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B. **If you feel you are being denied participation in or being denied benefits of the transit services provided by Straits Regional Ride, or otherwise being discriminated against because of your race, color, national origin, gender, age, or disability, you may contact our office at Straits Regional Ride 521 Stempky Street. Cheboygan Mi. 49721.**

For more information, visit our website at www.cheboygancounty.net/straits regional ride/title IV

Appendix H

Body Caucasian African American Asian Native American Pacific Islander Disabled Low Income

LAC.....95%.....1%.....0%.....4%.....0%.....45%.....55%.....
Committee



Cheboygan County Board of Commissioners' Meeting

August 11, 2020

Title: Advertising Agreement between Straits Regional Ride & Black Diamond Broadcast Holdings, LLC.

Summary: The Agreement is for a three-year term from August 11, 2020 through December 31, 2023 totaling \$30,000 during the term of this Agreement of 30 second and 60 second advertising spots and promotional considerations to promote the services of SRR. No money will be exchanged. SRR will allow Black Diamond Broadcast Holdings, LLC to put decals on the rear of all Straits Regional Ride buses with their radio station logo at Black Diamond Broadcast Holdings, LLC expense. All materials produced for air time will be approved by Straits Regional Ride Transportation Manager prior to running on the air. This Agreement was reviewed by civil counsel.

Financial Impact: N/A

Recommendation: Motion to approve the Advertising Agreement between Straits Regional Ride and Black Diamond Broadcast Holdings, LLC and authorize the Chair to sign.

Prepared by: Rebecca Charboneau
Transportation Manager

Department: Straits Regional Ride

ADVERTISING AGREEMENT

THIS AGREEMENT shall be deemed effective August 11, 2020 between Cheboygan County, a Michigan political subdivision, whose address is 870 South Main Street, Cheboygan, Michigan 49721 on behalf of the Straits Regional Ride (SRR), a department of Cheboygan County and Black Diamond Broadcast Holdings, LLC (BDB), a Michigan limited liability company, whose address is P.O. Box 6016, Traverse City, Michigan 49696.

RECITALS

- A. SRR operates a public transportation system within Cheboygan County. A significant aspect of the public transportation system is attracting individuals and businesses to utilize the bus system.
- B. BDB operates a number of radio stations throughout northern Michigan. A significant aspect of BDB's business is attracting listeners.
- C. Because the parties' operations are conducted within the same marketplace and because a significant aspect of the parties' business operations involve the need for advertising to attract individuals to the parties' respective services, the parties have determined that it is mutually beneficial to utilize the opportunities of the other party for advertising purposes.
- D. The parties, therefore, desire to document their respective rights and obligations in this written agreement.

AGREEMENT

Now, therefore, in consideration of the mutual promises contained herein, the parties agree as follows:

1. BDB hereby agrees to produce and air on its radio stations (WGFMM/WGFE, WMKC, WGFN/WWSS, WWMK AND WCBY) a number of 30 second and 60 second advertising spots and / or promotional considerations promoting the services of SRR equal to \$30,000 during the term of this Agreement August 11, 2020 – December 31, 2023, which calculation shall be based on the then current BDB advertising rates plus any required taxes. The content of the advertising spots or promotional consideration material shall be approved in writing by both parties before airing on BDB radio stations. SRR shall be entitled to new advertising spots or promotional material every six (6) months, or as needed, during the term of this Agreement, or any renewal thereof.

2. SRR hereby agrees to provide media exclusive advertising space (exclusive media signage) on the rear of all SRR's buses promoting BDB radio stations and divisions equal to \$30,000 over the term of this Agreement, which calculation shall be based on the then current SRR advertising rates plus any required taxes. The content of the advertising material shall be approved in writing by both parties before being placed on a SRR bus. BDB shall be entitled to new advertising material every six (6) months, or as needed, during the term of this Agreement or any renewal thereof. In addition, BDB, at its sole expense, may add, change, or remove decals on the rear of any of the SRR buses on which advertising may be placed pursuant to this agreement.

3. This Agreement shall be for the remainder of 2020 through December 31, 2023. At the end of the term, or any renewal thereof, any unused advertising permitted in this Agreement shall be forfeited. Either party may renew this Agreement for an additional three (3) year term under terms mutually agreeable to the parties upon written consent of the other party. At the end of the initial three-year term of this Agreement (December 31, 2023), if SRR should receive a bona fide offer from another advertiser to place an advertisement(s) on the back of SRR's buses that is acceptable to SRR, then SRR shall deliver to BDB a written notice (i) stating its intention to accept the advertising offer and (ii) including a copy of the bona fide offer. BDB shall have the right and option for a period of thirty (30) days after receipt of such notice to elect to match this advertising offer upon the same price, terms and conditions of the offer. Exercise of this option shall be by written notice by BDB to SRR. All notices, if given by mail, shall be by certified mail, return receipt requested, and shall be deemed to be given when postmarked.

4. Either party may terminate this Agreement by providing the other party ninety (90) days advanced written notice of the intent to terminate. However, SRR does not have the right to terminate early if it is to partner with any media or advertising company to place advertising on the rear of the SRR buses. Such partnering with any other media, or advertising company can only take place at the end of the term of this Agreement. In the event this Agreement is terminated early, then the parties agree to allow a reasonable amount of time for the parties to equalize the value of any outstanding advertising.

5. This Agreement may not be assigned by either party without the express written consent of the other. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

6. This Agreement shall not be used by either party to pay any past, present or future advertising account balances.

7. The parties agree that the validity, construction, enforcement and interpretation of this Agreement shall be governed by the laws of the State of Michigan.

8. The Agreement contains the entire agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties.

9. The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions, and this Agreement shall be construed as if such invalid or unenforceable provision were omitted.

10. This Agreement may be amended by the mutual consent of both parties that is documented in writing and signed by both parties.

11. No person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity offered by SRR, or BDB.

12. The on-air advertising provided by BDB under this Agreement for SRR is nontransferable and cannot be used to pay any past present or future account balances.

13. BDB does not discriminate in the acceptance or placement of advertising on the basis of race, gender or ethnicity. Any order for advertising or advertising contract which includes any restriction in the placement of the advertising based on race, gender or ethnicity will not be accepted.

IN WITNESS WHEREOF, the parties have executed this agreement to be effective the day and year first above written.

CHEBOYGAN COUNTY

Date: _____

By: _____

John B. Wallace

Its: Board Chair

BLACK DIAMOND BROADCAST
HOLDING, LLC

Date: _____

By: _____

Mike Chires

Its: CEO / Co-Owner



Cheboygan County

Board of Commissioners' Meeting

August 11, 2020

Title: MOA State of Michigan Center for Shared Solutions for GIS Data- 911

Summary: The Center for Shared Solutions an office within the Michigan Department of Technology, Management and Budget would like to enter into a MOA for the use of Cheboygan County GIS Data for 9-1-1 and public safety purposes within the statewide 9-1-1 GIS repository.

Financial Impact: NA

Recommendation: Motion to approve entering into a Memorandum of Agreement with the State of Michigan- Center for Shared Solutions to provide Cheboygan County GIS information at no charge for 9-1-1 and public safety purposes within the statewide 9-1-1 GIS repository and authorize the Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administration

**MEMORANDUM OF AGREEMENT
BETWEEN
CENTER FOR SHARED SOLUTIONS
AND**

Cheboygan County (Customer Name)

1. Parties

This Memorandum of Agreement (MOA) is entered into by and for the Center for Shared Solutions (CSS) and Cheboygan County.

The CSS is an office within the Michigan Department of Technology, Management & Budget (DTMB) charged with fostering technological collaboration across government by sharing resources to eliminate duplication of effort and reducing costs. The Cheboygan County is located within the boundaries of the State of Michigan. The CSS and Cheboygan County are hereinafter collectively referred to as "the parties."

2. Background

The Michigan State Police (MSP) 9-1-1 Administration Section received funding through a joint National Highway Traffic Safety Administration (NHTSA) and National Telecommunication and Information Administration (NTIA) Ensuring Needed Help Arrives Near Callers Employing 9-1-1 (ENHANCE 9-1-1) grant, in September of 2009, to develop a statewide geographic information system (GIS) database repository for the 9-1-1 community. This statewide integrated GIS data repository provides the replication capabilities for Public Safety Answering Points (PSAPs) to GIS 9-1-1 datasets into architecture that will integrate the datasets statewide and receive data updates on a regular basis.

3. Purpose

The purpose of this MOA is to establish a mutual framework governing the respective organizational relationships, responsibilities, and activities between the parties. This agreement is for the utilization of GIS data for 9-1-1 and public safety purposes within a statewide 9-1-1 GIS repository developed by CSS (9-1-1 GIS Program).

4. Definitions

Third party: an organization or individual that is not a participant in the 9-1-1 GIS Program.

GIS datasets: geographic information systems data, spatial features and associated database tables that are stored within the 9-1-1 GIS repository

Data originator: Author or business owner of the GIS dataset and information contained within the GIS dataset.

5. Responsibilities of the Parties

The following paragraphs identify responsibilities of the parties involved:

- A. CSS Responsibilities. CSS will provide Cheboygan County, in accordance with the purpose, terms, and conditions of this MOA and implementing arrangements, as appropriate, with the following:
- (1) Utilize its in-house technical and contract resources for the development and maintenance of the statewide GIS 9-1-1 repository, which will include GIS datasets provided by Cheboygan County.
 - (2) Provide interface and/or workflows to Cheboygan County for data uploads to statewide GIS 9-1-1 repository.
 - (3) Provide training to Cheboygan County for data uploading.
 - (4) Provide quality assurance checks and error detection reports to Cheboygan County.
 - (5) Provide extract of regional dataset or statewide dataset to Cheboygan County for 9-1-1 systems.
- B. The Cheboygan County will provide CSS, in accordance with the purpose, terms, and conditions of this MOA and implementing arrangements, as appropriate, with the following:
- (1) Provide GIS dataset updates, without fee or cost, to CSS through data uploading interface.
 - (2) Provide error resolution to CSS with regard to error detection reports within 5 business days of receiving the error detection report.

6. GIS data use.

Cheboygan County authorizes its 9-1-1 GIS data to be used by other PSAPs that are participating in the 9-1-1 GIS Program and who may request regional datasets to be used in their 9-1-1 systems.

In the event that a third party requests data, one of the following four scenarios will also apply:

- A. If Cheboygan County receives a request for their own data, that request shall be subject to the Cheboygan County own Enhanced Access to Public Records policy. There is no need for the request to go through or be approved by DTMB/CSS.

- B. In the event that CSS receives a request for the data included in the statewide 9-1-1 GIS repository, such requests will be honored pursuant to DTMB's Enhanced Access to Public Records Act policy 100.27 and associated fee schedule. As a result of any data requests that are honored in accordance with DTMB's Enhanced Access to Public Records Act policy 100.27 and fee schedule, CSS will pass on applicable fees, pursuant to the Cheboygan County 's local Enhanced Access to Public Records policy.
- C. If Cheboygan County receives a request for any data that they have downloaded from the statewide 9-1-1 GIS repository, they will provide the data according to the fees outlined by the CSS in the fee schedule for each 9-1-1 GIS Program participant. Cheboygan County shall then provide the collected fees to the CSS who shall then disperse the funds back to the respective 9-1-1 GIS Program participants from which the data came. Cheboygan County may also charge an administrative fee to disperse the data as outlined in their local Enhanced Access to Public Records policy.
- D. If a party that is service provider of 911 call routing, call delivery, emergency dispatching, or correlated to 911 emergency management/homeland security makes a request for the aggregate of GIS repository and meets the following requirements:
- (1) The provider can establish that the data is being used solely for the purposes of 911 and public safety, and
 - (2) That use and provider is approved by the State 911 Committee's Emerging Technology Subcommittee (ETS) at its next regularly scheduled meeting, and
 - (3) The provider has entered into the requisite non-disclosure agreement (NDA) in regard to use of the 911 GIS data received from the repository.
- E. ETS access approval or denial may be appealed to the State 911 Committee (SNC) at its next regularly scheduled meeting after the ETS action with five business days' notice to the SNC.

The parties agree to exercise all applicable exemptions available under the Freedom of Information Act to comply with the following restrictions to distribution of GIS datasets from the 9-1-1 repository:

- Emergency Service Zone, PSAP, Fire, Police and EMS boundaries will not be re-distributed to a third party except as otherwise outlined in this agreement..
- Only the addressing fields on road centerlines and site structure points will be provided to a third party.
- Any features that provide information about critical infrastructure or secure facilities will not be provided to a third party.

The data originator will be notified when any third party request is made for their data prior to release of the datasets, including aggregate data releases.

In accordance with the Emergency 9-1-1 Service Enabling Act (Act 32 of 1986), any confidential information, name, address and telephone number information, provided to a 9-1-1 system by a service provider shall

remain protected as outlined in the Act, in the event that this 9-1-1 system data is provided to the GIS repository. [1986 PA 32 is repealed as of December 31, 2014 by 2008 PA 379]

7. Amendment and Modification

This MOA may be amended or modified only by written, mutual agreement of the parties. This agreement replaces the Cheboygan County agreement entered into on [date of previous agreement].

8. Termination

Either Party may terminate this MOA with sixty (60) days written notice for any reason.

Upon termination of this MOA, data provided to CSS under this MOA by Cheboygan County shall remain in the repository and but will no longer be updated. Remaining data shall be marked that it has not been updated as of the date of the last update prior to termination. Cheboygan County will no longer be eligible to receive data from the repository for use in their own systems except as a third party.

9. Dispute Resolution

In the event of a dispute between the parties, Cheboygan County and CSS agree to use their best efforts to resolve that dispute in an informal fashion through consultation and communication, or other forms of non-binding alternative dispute resolution mutually acceptable to the parties. The parties agree that, in the event such measures fail to resolve the dispute; prior to any formal action being taken, they shall refer it for resolution to a committee of three neutral 9-1-1 GIS Program participants or such other entity as agreed to by the parties.

10. Assignment

This MOA may not be assigned, delegated, or otherwise transferred by the parties, nor may any right, duty, or obligation under this MOA be assigned, delegated, or transferred, unless otherwise provided for in this MOA.

11. Effective Date

This agreement becomes effective upon the date of the last approving signature and will remain in effect indefinitely until superseded, rescinded, or modified by written, mutual agreement of both parties.

12. Communications and Coordination Representatives

To provide for consistent and effective communication between the CSS and Cheboygan County, each party shall appoint a principal representative to serve as its central point of contact on matters relating to this MOA. The principal representatives for this MOA are listed below.

Eric Swanson
DTMB Center for Shared Solutions (CSS)
Romney Building, 10th Floor
111 S. Capitol St.
Lansing, MI, 48933
Phone No. 517-373-9710
Fax No. 517-373-2939

Customer Representative Name
Customer Representative Title
Customer Mailing Address, City, State, Zip
Customer Telephone Number

13. Applicable Laws

The applicable statutes, regulations, directives, and procedures of the State of Michigan shall govern this MOA and all documents and actions pursuant to it.

ERIC SWANSON
Director
DTMB Center for Shared Solutions (CSS)
Romney Building, 10th Floor
111 S. Capitol St.
Lansing, MI, 48933

DATE

DATE



Cheboygan County Board of Commissioners' Meeting

(AUGUST 11, 2020)

Title: Prosecutor, Melissa M. Goodrich's request to appoint a temporary Assistant Prosecuting Attorney, Sharon R. Stack.

Summary: Attorney, Sharon R. Stack, will be appointed as Assistant Prosecuting Attorney by Melissa M. Goodrich, by contract. A copy of said contract will be submitted to this board for review (please see attached).

Financial Impact:

Recommendation: Approve Contract and allow requested contract to be signed.

Prepared by: Melissa M. Goodrich,
PA

Department: Cheboygan County Prosecuting Attorney

EMPLOYMENT AGREEMENT

THIS AGREEMENT is effective the 10th day of August, 2020 among Melissa M. Goodrich, Cheboygan County Prosecuting Attorney, and Cheboygan County (as Co-Employers) and Sharon Stack (Employee).

Recitals

- A. The Cheboygan County Board of Commissioners, pursuant to MCL 49.31, has authorized the appointment by the Cheboygan County Prosecuting Attorney of various assistant prosecuting attorneys.
- B. Melissa M. Goodrich, Cheboygan County Prosecuting Attorney, desires to appoint on a temporary basis Employee as an assistant prosecuting attorney for Cheboygan County.
- C. Employee has the time, skills, and desire to perform the duties as an assistant prosecuting attorney under the terms and conditions of this Agreement.
- D. The parties, therefore, desire to specify their respective rights and obligations in this Agreement.

Agreement

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties hereby agree as follows:

- 1. **Engagement of Services.** The Co-Employers hereby employ Employee to be an assistant prosecuting attorney for Cheboygan County under the terms and conditions of this Agreement.
- 2. **At-will Employment.** The parties hereby agree and acknowledge that Employee, pursuant to MCL 49.35, shall serve as an assistant prosecuting attorney during the pleasure of Melissa M. Goodrich, Cheboygan County Prosecuting Attorney.
- 3. **Duties.** Employee shall devote her best efforts when performing the duties as an assistant prosecuting attorney under this Agreement, including but not limited to, representing the People of the State of Michigan and the County of Cheboygan in all aspects of civil infraction, juvenile, misdemeanor and felony criminal cases, drug court staffing and review hearings, child protection and delinquency actions, actions involving allegedly incapacitated persons and mental health treatment hearings, friend of the court support or order enforcement actions, meeting with victims of crime, continuing or directing law enforcement investigations, trying and/or satisfactorily resolving cases, and any other duties as directed by the Cheboygan County Prosecuting Attorney, except civil legal representation of Cheboygan County.
- 4. **Temporary Employment Status; Term.** The parties agree and acknowledge that Employee shall be a temporary employee for the term beginning August 10, 2020 and ending October 31, 2020.

5. Additional Work. During the term of this Agreement, Employee shall be entitled to provide legal services to private clients, so long as such private representation does not create a professional conflict of interest pursuant to the Michigan Rules of Professional Conduct or that would create an ethical or legal conflict of interest with Employee's Oath of Office, the Office of the Cheboygan County Prosecuting Attorney, and/or the services provided under this Agreement. The parties hereby agree and acknowledge that representing juvenile or criminal respondents or defendants in any capacity or representing any party to a child abuse or neglect proceeding, other than the Department of Human Services for the Prosecutor's Office would be a conflict of interest.
6. No Employment Benefits; Insurance Coverage. During the term of this Agreement, Employee shall receive no employment benefits. However, like other County employees, Employee shall be covered under the Township's liability insurance and workers' compensation insurance policies under the terms and conditions of those policies.
7. Compensation. During the term of this Agreement, Employee shall receive compensation at the rate of \$50 per hour for services rendered under this Agreement. Employee shall keep track of her time in increments of .25 of an hour and shall enter her time on the county system, if applicable, as well as provide timesheets to the Prosecuting Attorney for payment in accordance with the terms of this Agreement.
8. Confidentiality. The parties hereby agree, except as reasonable and necessary to perform her prosecutorial duties under this Agreement, Employee shall not disclose or otherwise communicate to any entity or person outside the Cheboygan County Prosecutor's Office information about ongoing investigations or open, pending, or closed cases within the Cheboygan County Prosecutor's Office.
9. Termination. Either party may terminate this Agreement by giving to the other party fourteen (14) days written notice of the intent to terminate this Agreement. In the event this Agreement is terminated as provided herein, Employee shall only be paid the pro rata compensation based on the services provided as required in this Agreement to the date of termination.
10. Notice. Any notice required under this Agreement by either party shall be in writing to the party to be so notified and sent by certified mail, return receipt requested, to such address as noted herein, unless such address is changed and both parties have been notified consistent with this paragraph.
11. Governing Law. The parties agree that the validity, construction, enforcement and interpretation of this Agreement shall be governed by the laws of the State of Michigan.
12. Amendments. This Agreement may be amended by the mutual consent of both parties that is documented in writing and signed by both parties.

13. Entire Agreement. The Agreement contains the entire Agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties.
14. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions, and this Agreement shall be construed as if such invalid or unenforceable provision were omitted.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective the day and year first above written.

CHEBOYGAN COUNTY, a Michigan political subdivision

By: _____
John B. Wallace

Its: Board Chair

Dated: _____

Melissa M. Goodrich, Cheboygan County
Prosecuting Attorney

Dated: _____

Sharon Stack

Dated: _____