

THE CHEBOYGAN BOARD OF COMMISSIONERS MEETING
SCHEDULED FOR TUESDAY, April 28, 2020 at (9:30 A.M.) at 870 S. Main Street, Cheboygan
Michigan will be conducted via Telephonic Attendance by Cheboygan County Resolution
2020-06 and Executive Order 2020-48.

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 2020-48 declaring public bodies subject to the Open Meetings Act can use telephone conferencing technology to meet and conduct business, the Cheboygan County Board of Commissioners will hold its Committee of the Whole meeting via telephone conferencing at **9:30 A.M. on Tuesday, April 28, 2020.**

The public may access the meeting by calling:

United States (Toll Free): 1-866-899-4679

Access Code: 914-077-805

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. 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.

Committee of the Whole Meeting

April 28, 2020

9:30 a.m.

Agenda

1. **Call to Order**
2. **Roll Call**
3. **Invocation/Pledge of Allegiance**
4. **Approve Agenda**
5. **CITIZENS COMMENTS** - (3 minutes per person)
6. **SCHEDULED VISITORS/DEPARTMENT REPORTS**
7. **ADMINISTRATOR'S REPORT**
8. **OLD BUSINESS**
9. **NEW BUSINESS**
 - A. MOU – Cheboygan County Board of Commissioners - Cheboygan County Sheriff – FOP Command
 - B. SRR - MDOT Project Authorization 2017-0032/P16 5311 FY 2020 Operating Funds
 - C. County Veteran Service Fund Grant – COVID-19 Emergency Relief
 - D. Budget Adjustments – Raise Revenues and Expenditures
 - E. Cheboygan County COVID-19 Preparedness & Response Plan to Executive Order 2020-42
10. **BOARD MATTERS FOR DISCUSSION** – Building Repairs
11. **CITIZENS COMMENTS**
12. **BOARD MEMBER COMMENTS**
13. **ADJOURN TO THE CALL OF THE CHAIR**

ADMINISTRATOR'S REPORT

4-28-20

TUSCARORA TOWNSHIP

DDA:

Tuscarora Township has scheduled a Public Hearing for May 5, 2020 at 7:00 p.m. to receive comments concerning the amendment to the Township's Downtown Development Authority and Tax Increment Financing Plan. The amendment identifies proposed projects within the district as well as amends the district's boundary. Within 60 days of the hearing, taxing jurisdictions including the County may exempt their taxes within the expanded district area from capture. The County has not exercised this option in the past. A copy of the plan is attached.

MARINA:

The Marina Fuel Dock and Service Dock Replacement Project is out for bid. Due to the Governor freezing all Waterway Grants, the bid opening has been extended until May 1, 2020 at 2:30 p.m. The bid opening will need to be extended again if the Governor does not lift the freeze of grant funds by April 30, 2020. The bids will be read by phone at the time of opening to contractors.

COUNTY BUILDING

REPAIRS:

MacMillan Associates, the structural engineer for the project have completed their field work to develop plans and specifications for the repair project. MacMillan has provided two options to repair the walls. The options depend on the final use of the area. Treasurer Weldon would like to convert the room from a vault into office space with windows. The estimate to complete this project is approximately \$155,000 with two new windows and requires the removal of the entire upper wall area. This is considered by the engineer as a more long term permanent repair.

The engineer also identified that the current walls could be left in place by adding anchors at the second floor which would allow continued flexing of the wall for masonry growth, but provide restraint for any wind loads. The walls would be anchored to the second floor and roof level beams. The lower portions of the 2nd floor walls would be grouted in place at the anchors and reinforcing added. The estimated cost of this alternate approach would be approximately \$35,000.00. The Engineer has stated that this approach would not provide a guarantee that the walls would not move in the future but the anchoring would eliminate any safety concerns. Under this configuration, there would be no exterior windows.

AMBULANCE

MILLAGE RENEWAL:

The Ambulance Millage to provide funding to area ambulance services expired in 2019. Cheboygan Ambulance is scheduled to attend a meeting in June to identify the need for millage funding. It is anticipated that an increase in cap millage funding will be requested at that time. The Board of Commissioners will need to approve a resolution authorizing the millage to be placed on the November 3, 2020 ballot by July 28, 2020.



April 14, 2020

Karen L. Brewster
Cheboygan County Clerk
PO Box 70
Cheboygan, MI 49721

RE: Proposed Amendment to the Downtown Development and Tax Increment
Financing Plan of the Township of Tuscarora Downtown Development Authority

Dear Ms. Brewster and Members of the Board of Commissioners:

Please be advised that the Township of Tuscarora Downtown Development Authority (the "DDA"), County of Cheboygan, State of Michigan (the "Township") has approved an amendment to its Development and Tax Increment Financing Plan (the "Plan Amendment") and has submitted the Plan Amendment to the Township Board for consideration.

The Township Board will hold a public hearing to consider the Plan Amendment on Tuesday, May 5, 2020, at 7:00 p.m. Eastern Daylight Time at the Tuscarora Township Municipal Building, 3546 South Straits Hwy, Indian River, Michigan. The attached notice of the hearing will be posted, mailed and published in accordance with Act 57, Public Acts of Michigan, 2018, as amended ("Act 57").

In addition, pursuant to Section 214(4) of Act 57, prior to the public hearing on the Plan Amendment, the Township Board will, at your request, provide you with a reasonable opportunity to discuss the proposed Plan Amendment. If you wish an opportunity to discuss the Plan Amendment prior to the public hearing, please contact the undersigned.

Should you have any questions regarding the above, please contact the undersigned at (231) 238-0970

Sincerely,

TUSCARORA TOWNSHIP

Susan L. Fisher, Clerk

enclosure

RECEIVED

APR 16 2020

CHEBOYGAN COUNTY CLERK

TOWNSHIP OF TUSCARORA
COUNTY OF CHEBOYGAN, MICHIGAN

NOTICE OF PUBLIC HEARING ON AMENDMENT TO
DEVELOPMENT AND TAX INCREMENT FINANCING PLAN OF THE
TOWNSHIP OF TUSCARORA DOWNTOWN DEVELOPMENT AUTHORITY

TO ALL INTERESTED PERSONS IN THE TOWNSHIP OF TUSCARORA:

PLEASE TAKE NOTICE that the Township Board of the Township of Tuscarora, Michigan, will hold a public hearing on Tuesday, the 5th day of May, 2020, at 7:00 p.m., Eastern Daylight Time at the Tuscarora Township Municipal Building, 3546 South Straits Hwy, Indian River, Michigan, to consider the adoption of an ordinance approving an amendment to the Development and Tax Increment Financing Plan for the Township of Tuscarora Downtown Development Authority pursuant to Act 57 of the Public Acts of Michigan of 2018, as amended.

The boundaries of the development area to which the Plan Amendment applies are shown on the following page.

Copies of the proposed amendment to the Development and Tax Increment Financing Plan, maps, plats, etc. are on file at the office of the Township Clerk for inspection.

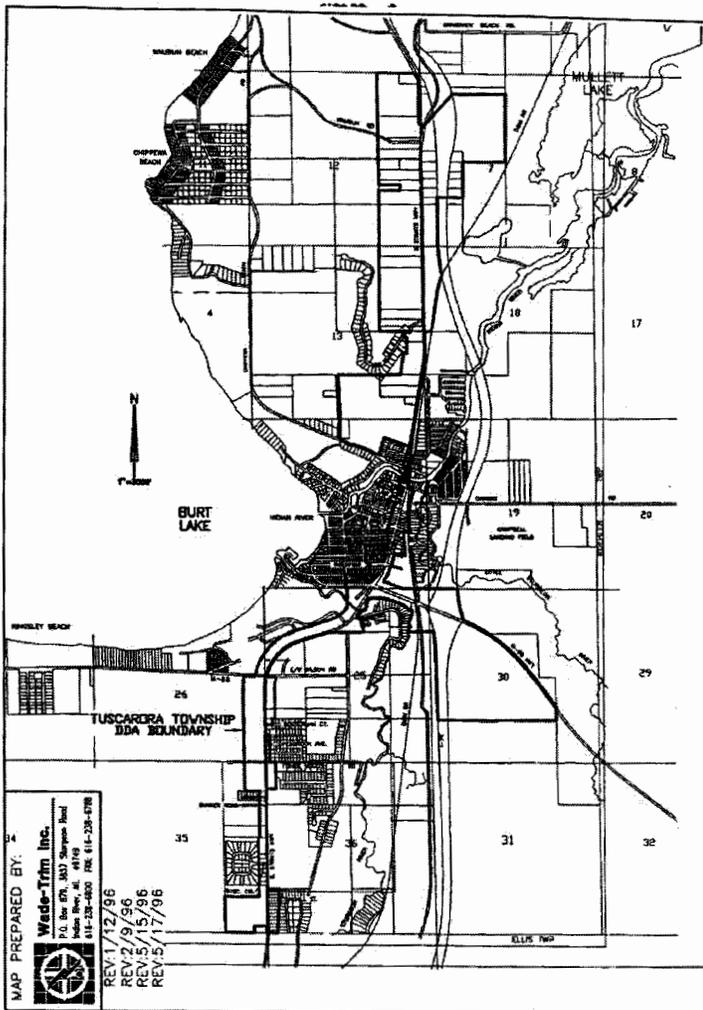
At the public hearing, all interested persons desiring to address the Township Board shall be afforded an opportunity to be heard in regard to the approval of the Development and Tax Increment Financing Plan for the Township of Tuscarora Downtown Development Authority and all aspects of the Plan will be open for discussion at the public hearing.

FURTHER INFORMATION may be obtained from the Township Supervisor.

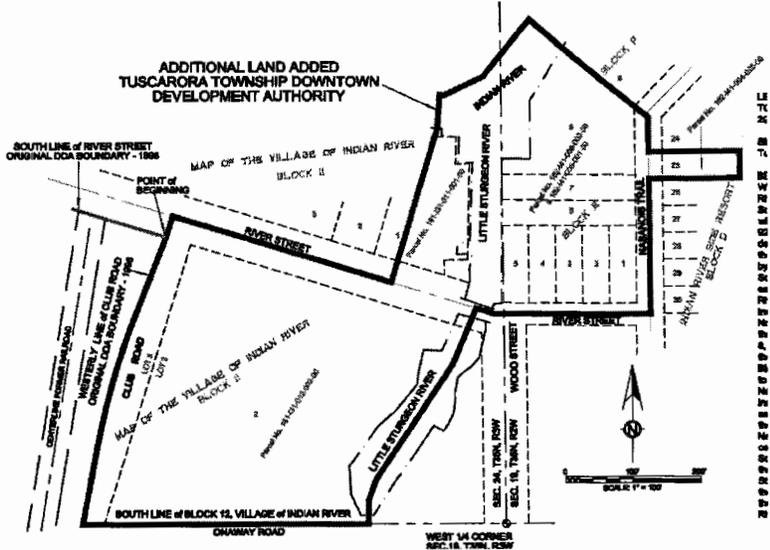
This notice is given by order of the Township Board of the Township of Tuscarora, Michigan.

Susan L. Fisher
Township Clerk

Boundaries of the Development Area to which the Plan Amendment applies:



Including area recently added to the District:



Draft March 3, 2020

AMENDMENT
TO
DEVELOPMENT
AND
TAX INCREMENT FINANCING PLAN
OF THE
TOWNSHIP OF TUSCARORA
DOWNTOWN DEVELOPMENT AUTHORITY

Adopted by the Downtown Development Authority on [March 16], 2020

Recommended by the Development Area Citizens Council on _____, 2020

Approved by the Township Board of the Township of Tuscarora on _____, 2020

INTRODUCTION

The Township of Tuscarora Downtown Development Authority (the "Authority") was created in 1996 by ordinance of the Township Board of the Township of Tuscarora (the "Township"). The Authority and the Township Board approved and adopted the original *Development and Tax Increment Financing Plan* (the "Original Plan") in 1996. The Original Plan was subsequently amended in 2010 to extend the life of the Original Plan, update development plans and projects, and increase the bonding limit (as amended, the "Amended Plan").

The Amended Plan contained a list of projects to be undertaken by the DDA in cooperation with the Township. This 2020 Amendment allows for the financing and completion of projects described in the Amended Plan and to provide for new projects and activities for the purpose of preventing property value deterioration and encouraging further investment within the district in accordance with the Recodified Tax Increment Financing Act, Act 57, Public Acts of Michigan, 2018 (the "Act"). In order to accomplish these projects, this 2020 Amendment extends the life of the Amended Plan to 2060.

The Development Area remains the same as indicated in Appendix A.

2020 Amendments Supplement the Original Plan

This 2020 Amendment is an update and addition to the Amended Plan and must be read in concert with the Amended Plan. This 2020 Amendment refers to certain portions of the Amended Plan but does not repeal or abrogate any provision of the Amended Plan unless expressly stated herein. (The Amended Plan as further amended by this 2020 Amendment is referred to herein as the "2020 Amended Plan.")

AMENDMENT TO DEVELOPMENT PLAN

The Development Plan of the Amended Plan is hereby amended as follows.

Boundaries of Development Area

The Development area is hereby amended to include all of the land described in Appendix A attached hereto and made a part hereof.

The Location, Extent, Character and Estimated Cost of Improvements and Estimated Time for Completion

In light of the changing and growing needs of the community and the need to finance and complete several projects outlined in the Amended Plan in order to fulfill the purpose of the Original Plan and the Act, this 2020 Amended Plan includes the following additions to the improvement program of the Authority. The program continues to focus on projects that will enhance and revitalize the downtown business district, prevent deterioration of the downtown

business district, and encourage private development and investment in the district, and may include road rehabilitation and sanitary sewer development within the district. The following improvement projects are hereby added to the Amended Plan:

| Project/Improvements | Estimated Cost | Time Frame for Completion |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|----------------------------------|
| 1. Continue Pathway Project from Vivios to Cooperation Park, \$500,000, 5-10 years | | |
| <p>The Pathway from the corner of W. M-68 and Straits Hwy was originally part of the 2014 DDA Pathway Project to be partially funded by MDOT/Safe Routes to Schools and Transportation Enhancement (now known as T.A.P.). The path would connect the school campus and the Burt Lake State Park to points south of the intersection which include five platted residential subdivisions, two apartment complexes, numerous businesses and Cooperation Park.</p> | | |
| 2. Lights and Sidewalks | \$1,200,000 | 20-30 years |
| <p>Develop and fund sidewalks, lighting and buried utilities in the south Indian River Business District (possibly replace the asphalt pathway concept)</p> | | |
| 3. Install electric vehicle charging stations in the Indian River area (within DDA district) | \$50,000-\$250,000 | 5-15 years |
| <p>Electric vehicles are becoming more popular and currently there is a limited number of charging stations throughout northern lower Michigan,. Indian River is centrally located to provide this service to residents and travelers through and around the area.</p> | | |
| 4. Construct paver stone park at the E. M 68 and S. Straits Hwy intersection (locally known as Pulte Corner), \$80,000 | | 1-5 years |
| <p>The park would be the first impression visitors see when entering Indian River from the south. The park will serve as a confluence of downtown sidewalks and the pathway from the recreation trail and from Burt Lake State Park/School Campus. It will also serve as rest area for walkers and cyclists.</p> | | |
| 5. Update signage | \$25,000 | 1-5 years |
| <p>New signs will be placed at entry points to Indian River. Existing signs are of differing theme and age. The updated signs will reflect a more consistent theme.</p> | | |
| 6. Develop off street parking | \$200,000 | 10-20 years |
| <p>Purchase land contiguous or near S. Straits Hwy and downtown business area to add more parking to the DDA district.</p> | | |
| 7. Develop a farm market in the DDA district, \$80,000-\$100,000, 10-20 years | | |

Farm markets have proven to be a popular draw to communities and with more laws and ordinances relating to right to farm, they have become an economic boost to both downtown merchants and growers and farmers looking to sell their goods locally.

8. Create more accessibility for UTVs, ORVs and snowmobiles to the DDA district
\$50,000-\$75,000 5-10 years

Snowmobiles and especially UTVs and ORVs are an exploding recreational demographic and laws and ordinances are being addressed to permit more off road vehicles to intermingle with traditional vehicular traffic. This is integral to northern Michigan tourism and recreational visitors.

9. Fund or assist in funding the paving and/or sidewalks portions of side streets within the DDA district
\$30,000-\$50,000 per block. 15-25 years

There are several streets (River, Lake, Floyd, etc.) that are within the DDA district but sidewalks and repaving are neglected and usually left to Special Assessment. This also may enable to begin sidewalks to recreation areas (DeVoe Beach and Green Docks).

10. Pave Marina Park parking lot \$125,000 10-15 years

Marina Park parking lot has become increasingly popular as an overflow area for users of the boat launch, festival goers and trailhead trailer parking. Currently, the parking lot is gravel and becomes a quagmire during the spring and after heavy rains.

11. Expand play area \$100,000 20-25 years

This would include a splash pad, updated playground equipment and restrooms. The existing play area (donated playground equipment) is a popular spot for families and children alike. The usage has increased every year since the Marina Park Trailhead was opened in 2015.

12. Sea wall at the Marina Park boat launch \$60,000-\$80,000 1-5 years

Improving boater access to our downtown has been a goal since the purchase and development of Marina park. Currently, there is a rough shod, semi-natural bank/shoreline that has been targeted by the Tuscarora Township Parks Commission for refurbishment and construction of a new sea wall.

13. Construct boat slips at Marina Park. \$150,000-\$200,000 20-30 years

The construction of a sea wall includes the potential to add boat slips to the Little Sturgeon River/Boat Launch/Indian River. Administration and oversight has been assumed by the Tuscarora Township Parks Commission which lists these projects in their current five year recreation plan.

14. Pedestrian foot bridge \$200,000-\$300,000 15-25 years

The Little Sturgeon separates the boat launch from the parking lot connected only by a gravel covered culvert. The culvert prevents any substantial boat traffic from utilizing a portion of the waterway. The new foot bridge with more clearance will serve dual purpose of allowing more boat traffic and more direct foot traffic between the boat launch and the parking lot.

15. Pavilion \$600,000 20-25 years

Marina Park is adjacent to the downtown business district and is the location of festivals and a variety of events. It currently has a small pavilion but organizations must rent tents for larger capacity needs.

16. Band shell \$40,000 10-20 years

Marina Park has hosted several music events which have proven to be a tremendous draw to the area. A band shell would serve as a distinct focal point.

AMENDMENT TO TAX INCREMENT FINANCING PLAN

Except as listed below, no revisions are being made to the Tax Increment Financing Plan of the Amended Plan by this 2020 Plan Amendment.

Duration of the 2020 Amended Plan

This 2020 Amended Plan will terminate upon the collection of the last taxes levied for the year 2060, tax increment revenues from such capture to be expended by December 30, 2061.

Estimate of the Impact of the Tax Increment Financing Plan on Taxing Jurisdictions

See Appendix B for an updated estimate of the impact of the Tax Increment Financing Plan on taxing units.

APPENDIX A

DEVELOPMENT AREA

THE ORIGINAL DEVELOPMENT AREA IS DESCRIBED AND DEPICTED AS FOLLOWS:

LEGAL DESCRIPTION OF ORIGINAL DEVELOPMENT AREA:

LEGAL DESCRIPTION FOR TUSCARORA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY - May 16, 1996:

Situated in Sections 12, 13, 24, 25, 26, 35 and 36, T35N-R3W and Sections 7, 18, 19 and 30, T35N-R2W, Tuscarora Township, Cheboygan County, Michigan, described as:

Beginning at the intersection of the North line of Section 12, T35N-R3W and the Westerly Right-of-Way line of Eaglesnest Road; thence Southerly along said Right-of-Way through Section 12 to the intersection of said Right-of-Way with the Westerly Right-of-Way line of South Straits Highway; thence Northeasterly to the Northwest corner of the South 1897.5 feet of the Northeast Fractional 1/4 of Section 7, T35N-R2W; thence East along the North line of said parcel to the North-South 1/4 line of said Section 7; thence South to the East-West 1/4 line; thence West to the West 1/8 line; thence South along said 1/8 line to the South 1/8 line of said Section; thence West along said 1/8 line to the Westerly ROW line of Southbound Interstate 75 (I-75); thence South along said Westerly ROW line to the Westerly ROW line of the Detroit & Mackinac Railroad (D&MRR) in the Northwest 1/4 of Section 18, T35N-R2W; thence Southerly along said Westerly line to the East-West 1/4 line of Section 18; thence West along said 1/4 line to the Easterly ROW line of South Straits Highway; thence Southerly through Section 18 and into Section 24 T35N-R3W, along said line to the Southerly line of River Street; thence Southeasterly to the Westerly line of Club Road; thence Southerly to the South line of Martha Street; thence Northwesterly to the Westerly line of the D&MRR; thence Southerly along said Westerly line to the Northerly ROW line of Cressy Street in Section 24, T35N-R3W; thence Northwesterly along said ROW to a line that is offset 150' Southeasterly and parallel with the centerline of S. Straits Highway; thence Southwesterly along said offset line to a line that is offset 330' Northerly and parallel with the centerline of Highway M-68; thence Southeasterly along said offset line to the intersection with the South line of Section 24, T35N-R3W; thence East along said Section line to the Section corner common to Sections 24 & 25, T35N-R3W, & Sections 30 & 19, T35N-R2W, thence East along the North line of Section 30 to the Easterly line of Northbound I-75; thence Southeasterly along said ROW to the Northerly ROW line of Highway/M68; thence Southeasterly along said line to the East 1/8 line of Section 30; thence South to the South 1/8 line; thence West along said South 1/8 line to the Westerly line of Southbound I-75; thence North along said Right-of-Way line to the North 1/8th line of Section 30; thence West along said 1/8th line to the Section line common to Section 25, T35N-R3W and Section 30, T35N-R2W; thence Westerly along the North 1/8th line of Section 25 to the Easterly bank of the Sturgeon River; thence following the Sturgeon River Northerly, Westerly and Southerly along the Northerly bank of said river to a point on the Easterly Right-of-Way of S. Straits Highway/M-68 where said Highway crosses said river; Southwesterly along

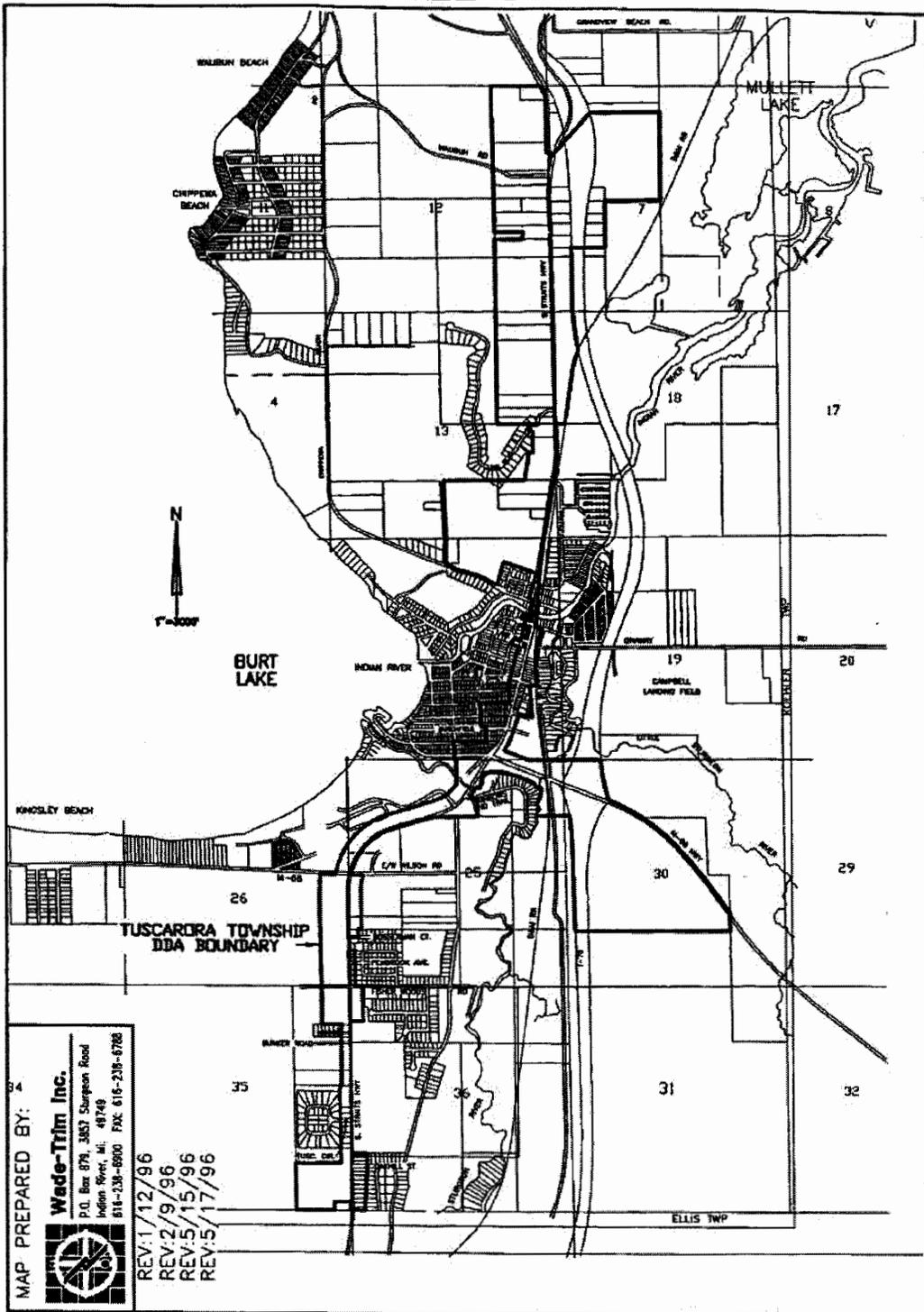
the Easterly Right-of-Way of said Highway to the Southerly line of Rainbow's End Trail; thence Southeasterly along said Section line to the Easterly line of Parcel owned by to Carron, Inc. (Tax ID#161-025-200-36-00); thence Southerly along said parcel to the North 1/8 line of Section 25; thence West to the Southerly ROW line of S. Straits Highway/M-68; thence Southerly along said ROW line to the East-West 1/4 line of Section 25; thence East to a line that is offset 330 feet East and parallel with S. Straits Highway/M-68; thence South along said offset line to the Northerly line of Northern Pines Subdivision; thence West to the Northeast corner of Lot 1 Northern Pines Subdivision; thence South along the Easterly line of Lot 1 to the centerline of Pine Court; thence West along said centerline to the Easterly line of S. Straits Highway; thence South along said ROW line to the Northwest corner of Lot 55, Indian River Heights; thence Easterly along the North line of said lot to the Easterly line of Lots 55,54,37,36,19,18,17, Indian River Heights; thence South along said Easterly line to the North line of Section 36, T35N-R3W; thence Easterly to a line that is offset 330 feet East and parallel with the West line of Section 36; thence Southerly along said offset line to the extension of the Southerly line of Clem's Subdivision; thence Westerly along said line to Easterly ROW line of S. Straits Highway; thence Southerly along said ROW line to the South 1/8 line of Section 36; thence Easterly along the 1/8 line to the Northwest corner of Lot 68 of Sturgeon Valley Subdivision #2; thence South along West line of said Lot 68 to the Northeast corner of Lot 1 Sturgeon Valley Subdivision; thence South along the East line of Lots 1 through 10 of Sturgeon River Valley Sub; thence South along said East line to the South line of Section 36; thence West to the Westerly line of S. Straits Highway; thence North to the North line of the Southerly 200 feet of the Easterly 600 feet of SE1/4 Section 35, T35N-R3W; thence West along said North line to the West line of said parcel; thence South along said West line to the South line of section 35; thence West along said section line to the East 1/8 line; thence North to the South line of the North 1/2 of North 1/2 of Southeast 1/4 of Southeast 1/4 Section 35; thence East to a line offset 300' West and parallel with the West ROW line of S. Straits Highway; thence North along said offset line to the South line of Pine Trails Subdivision #2; thence East to the East line of Pine Trails Subdivision #2; thence North along said Subdivision line to the North line of said Subdivision; thence East to the Westerly ROW line of S. Straits Highway; thence North along said West line to the North 1/8 line; thence West 330 feet; thence North to a line whose Easterly terminus is 836 feet South of the Northeast corner of Section 35; thence West to a line offset 660 feet West and parallel with the East line of Section 35; thence North to the South line of Section 26; thence continuing North along a line offset 660 feet west and parallel to the East line of Section 26 to the East-West 1/4 line of Section 26; thence East to a line that is offset 330 feet Westerly of the centerline of S. Straits Highway/M-68; thence Northeasterly along a line that is offset 330 feet Northwesterly and parallel with the centerline of S. Straits Highway/M-68 to the North and South 1/4 line of Section 25; thence

North along said North-South 1/4 line to the South 1/4 corner of Section 24 and South line of Unrecorded Plat of Pinecrest; thence along the following courses through Pinecrest, West to the West line of Witt Boulevard; thence North to the North line of Dorothy Avenue; thence East to the Southwest corner of Lot 442 of Pinecrest; thence North along the Westerly line of Lots 442, 394 and the extension thereof to the Northerly line of Birchfield Avenue; thence Westerly along the North line of Birchfield Avenue to the Westerly line of Poplar Street; thence North along said Westerly line to the North line of South Avenue; thence East along said line to the South West corner of Lot 200 of Pinecrest; thence North along the West line of Lots 200, 199 and 164 to the South line of Mack Avenue; thence North to the Southwest corner of Lot 129; thence North along the West line of Lot 129 to the North line of Lot 129; thence East along said line to the Easterly line of Lot 9, Block 37 of F.E. Martin's Second Addition to Indian River; thence Northeasterly along the Easterly line of Lots 9 and 10, Block 37, Lots 6, 7, 8, 9 and 10, Block 34 and Lots 14, 13, 12 and 11, Block 21 of F.E. Martin's Second Addition to Indian River and extension of said Block lines to the Southeast corner of Lot 10, Block 21 of the Original Plat of Indian River; thence North along the Easterly line of Lot 10 to the Northeast corner of said Lot; thence Northwesterly along the North line of Lot 10 to the Easterly line of Juno Street; thence Northeasterly along said line to the Southerly line of Lake Street; thence Southeasterly along said Southerly line to the Northeast corner of Lot 8, Block 21; thence Northerly to Southwest corner of Lot 10, Block 13 of Plat of Indian River; thence North along the Westerly line of Lot 10 to the Northeast corner of Lot 13, Lake Street; thence Southeasterly along said line to the Northeast corner of Lot 8, Block 21; thence Northerly to Southwest corner of Lot 10, Block 13 of Plat of Indian River; thence North along the Westerly line of Lot 10 to the Northeast corner of Lot 13, Block 13; thence Northwest along the Northerly line of Lot 13 to the intersection of said line with the extension of the line common to Lot 20 and Lot 21, Block 13; thence Northerly along said line and the extension thereof to the North line of River Street; thence Northwesterly along said line to the Southwest corner of Lot 11, Block 10; thence Northerly along the Westerly line of said Lot 11 to the Southern bank of the Indian River; thence Easterly along said bank to the Westerly Right-of-Way line of Straits Highway; thence North along said ROW line to the North bank of said river; thence Westerly to the West line of Lot 1, Block 7, Original Plat of Indian River; thence North along said Westerly line to the South line of Prospect Street; thence Northwesterly to the South west corner of Lot 4, Block 4 of said Original Plat; thence Northerly along the Westerly line of Lot 4 & lot 2 of Block 4, and Lot 2, Block 1 FE Martins First Addition and the extension thereof to the Northerly line of Lot 5, Block 1 of the FE Martins 1st; thence; thence Northwesterly along the North line of said Lot 5 to the Easterly line of Pine Street; thence continuing Northwesterly to the Southeast corner of Lot 9, Block 2 of F.E. Martin's

First Addition; thence continuing Northwesterly along the South line of said Lot 9 and Lot 6 to the Southwest corner of said Lot 6; thence continuing Northwesterly to the Southeast corner of Lot 9, Block 28 of F.E. Martin's First Addition to the Village of Indian River; thence continuing Northwesterly along the Southerly line of said Lot 9 to the Northeast corner of Lot 5, Block 28 of F.E. Martin's First Addition to the Village of Indian River; thence Southwesterly along the Easterly line of Lot 5 and Lot 3 to the Southeast corner of said Lot 3; thence continuing Southwesterly to the Northeast corner of Lot 10, Block 22 of F.E. Martin's First Addition to the Village of Indian River; thence Southwesterly along the Easterly line of Lots 6,8,9 & 10, Block 22 to the Northerly line of Chippewa Beach Road; thence Northwesterly along said Northerly line to the North & South 1/4 line of Section 24; thence North along said 1/4 line to the South 1/4 corner of Section 13; thence North along the North-South 1/4 line of Section 13 to the South 1/8 line of Section 13; thence East along said 1/8 line to a point that is offset 660 feet Westerly and parallel with the centerline of S. Straits Highway; thence Northerly along said 660 foot offset line to the South line of Lot 3 of Lake Marina Estates; thence East along the South line of said lot to the Easterly line of Lake Marina Estates; thence Northerly along said line to the Southerly ROW line of Link Boulevard; thence Northeasterly along said ROW to its intersection with the East-West 1/4 line of Section 13; thence West along said 1/4 line to the East 1/8 line; thence North along said 1/8 line to the South line of Section 12; thence continuing along said East 1/8 line in Section 12 to the South line of the West 1/2 of North 100 feet of South 430 Feet of Northeast 1/4 of Southeast 1/4 of Section 12; thence East along the South line of said parcel to the East line of said parcel; thence North along said East line to the North line of said parcel; thence West along said North line to the East 1/8 line of Section 12; thence North along said East 1/8 line to the North line of Section 12; thence East along said Section line to the Point of Beginning.

rev:5/15/96

MAP OF ORIGINAL DEVELOPMENT AREA:



THE FOLLOWING AREA IS HEREBY ADDED TO THE DEVELOPMENT AREA:

LEGAL DESCRIPTION OF AREA BEING ADDED:

Situated in Section 24, T35N, R3W, and Section 19, T35N, R2W, Tuscarora Township, Cheboygan County, Michigan:

BEGINNING at the intersection of the South line of River Street with the Westerly line of Club Road in Block 11 of the Map of the Village of Indian River; thence Northeast to the centerline of River Street; thence Southeasterly along said centerline to the intersection of said centerline with the extension of the Westerly line of the parcel as described in Uber 925, Page 405; thence Northerly to Southwest corner of the parcel as described in Uber 925, Page 405 on the Northerly line of River Street thence continuing Northerly along the Westerly line of the parcel owned by Tuscarora Township, being Parcel No, 161-131-011-001-00 to the Southerly bank of the Indian River; thence continuing Northerly along the extension of the riparian line of said parcel to the thread of the Indian River; thence Northeasterly and downstream along the thread of the Indian River to the Northwesterly extension of the riparian line of the Northerly line of Lot 8, Block E in the Plat of Indian River Side Resort thence Southeasterly to the to the intersection of the Northerly line of Lot 8, Block E in the Plat of Indian River Side Resort with the Easterly bank of the Indian River; thence Southeasterly along the Northerly line of Lot 8, Block E in the Plat of Indian River Side Resort and the extension thereof to the centerline of Nabanois Trail; thence South along the centerline of Nabanois Trail to the extension of the North line of Lot 25, Block D Plat of Indian River Side Resort; thence Easterly along said line to the East line of said lot; thence South along the East line of said lot to the South lot line; thence West along said line and the extension thereof to the centerline of Nabanois Trail; thence South along the centerline of Nabanois Trail to the centerline of River Street; thence Westerly along the centerline of River Street to the intersection of the centerline of River Street and the thread of the Little Sturgeon River, thence Southerly along the thread of the Little Sturgeon River to the South line of Block 12 of the Village of Indian River, thence Westerly along said South line to the Westerly line of Club Road; thence Northerly along the Westerly line of Club Road to the South line of River Street and the POINT of BEGINNING.

APPENDIX B
ESTIMATED IMPACT OF TAX INCREMENT FINANCING ON
TAXING JURISDICTIONS

| Year | County | Twp. | Senior | Ambulance | ChCRC | CCE/911 | TIF Disbursement | Current TV | Base Yr. TV | Total Capture TV |
|------|---------|--------|--------|-----------|--------|---------|------------------|------------|-------------|------------------|
| 2020 | 53,777 | 9,375 | 4,700 | 2,349 | 9,402 | 4,700 | 84,303 | 19,311,307 | 9,067,610 | 10,243,697 |
| 2021 | 54,853 | 9,562 | 4,794 | 2,396 | 9,590 | 4,794 | 85,989 | 19,697,533 | 9,067,610 | 10,629,923 |
| 2022 | 55,950 | 9,754 | 4,890 | 2,444 | 9,782 | 4,890 | 87,710 | 20,091,483 | 9,067,610 | 11,023,873 |
| 2023 | 57,069 | 9,949 | 4,988 | 2,493 | 9,978 | 4,988 | 89,465 | 20,493,312 | 9,067,610 | 11,425,702 |
| 2024 | 58,210 | 10,148 | 5,088 | 2,543 | 10,177 | 5,088 | 91,254 | 20,903,178 | 9,067,610 | 11,835,568 |
| 2025 | 59,375 | 10,351 | 5,189 | 2,594 | 10,381 | 5,189 | 93,079 | 21,321,241 | 9,067,610 | 12,253,631 |
| 2026 | 60,562 | 10,558 | 5,293 | 2,645 | 10,589 | 5,293 | 94,940 | 21,747,665 | 9,067,610 | 12,680,055 |
| 2027 | 61,773 | 10,769 | 5,399 | 2,698 | 10,800 | 5,399 | 96,838 | 22,182,618 | 9,067,610 | 13,115,008 |
| 2028 | 63,008 | 10,984 | 5,507 | 2,752 | 11,016 | 5,507 | 98,774 | 22,626,270 | 9,067,610 | 13,558,660 |
| 2029 | 64,269 | 11,204 | 5,617 | 2,807 | 11,237 | 5,617 | 100,751 | 23,078,796 | 9,067,610 | 14,011,186 |
| 2030 | 65,554 | 11,428 | 5,729 | 2,863 | 11,461 | 5,729 | 102,764 | 23,540,372 | 9,067,610 | 14,472,762 |
| 2031 | 66,865 | 11,656 | 5,844 | 2,921 | 11,691 | 5,844 | 104,821 | 24,011,179 | 9,067,610 | 14,943,569 |
| 2032 | 68,203 | 11,890 | 5,961 | 2,979 | 11,924 | 5,961 | 106,918 | 24,491,403 | 9,067,610 | 15,423,793 |
| 2033 | 69,567 | 12,127 | 6,080 | 3,039 | 12,163 | 6,080 | 109,056 | 24,981,231 | 9,067,610 | 15,913,621 |
| 2034 | 70,958 | 12,370 | 6,202 | 3,100 | 12,406 | 6,202 | 111,238 | 25,480,855 | 9,067,610 | 16,413,245 |
| 2035 | 72,377 | 12,617 | 6,324 | 3,162 | 12,654 | 6,324 | 113,458 | 25,990,472 | 9,067,610 | 16,922,862 |
| 2036 | 73,825 | 12,870 | 6,452 | 3,225 | 12,907 | 6,452 | 115,731 | 26,510,282 | 9,067,610 | 17,442,672 |
| 2037 | 75,301 | 13,127 | 6,581 | 3,289 | 13,166 | 6,581 | 118,045 | 27,040,488 | 9,067,610 | 17,972,878 |
| 2038 | 76,807 | 13,390 | 6,713 | 3,355 | 13,429 | 6,713 | 120,407 | 27,581,297 | 9,067,610 | 18,513,687 |
| 2039 | 78,344 | 13,657 | 6,847 | 3,422 | 13,697 | 6,847 | 122,814 | 28,132,923 | 9,067,610 | 19,065,313 |
| 2040 | 79,910 | 13,930 | 6,984 | 3,491 | 13,971 | 6,984 | 125,270 | 28,695,582 | 9,067,610 | 19,627,972 |
| 2041 | 81,509 | 14,209 | 7,123 | 3,560 | 14,251 | 7,123 | 127,775 | 29,269,493 | 9,067,610 | 20,201,883 |
| 2042 | 83,139 | 14,493 | 7,266 | 3,631 | 14,536 | 7,266 | 130,311 | 29,854,883 | 9,067,610 | 20,787,273 |
| 2043 | 84,802 | 14,783 | 7,411 | 3,706 | 14,827 | 7,411 | 133,192 | 30,451,981 | 9,067,610 | 21,384,371 |
| 2044 | 86,498 | 15,079 | 7,560 | 3,785 | 15,123 | 7,560 | 135,858 | 31,061,021 | 9,067,610 | 21,993,411 |
| 2045 | 88,228 | 15,380 | 7,711 | 3,868 | 15,426 | 7,711 | 138,574 | 31,682,241 | 9,067,610 | 22,614,631 |
| 2046 | 89,992 | 15,688 | 7,865 | 3,955 | 15,734 | 7,865 | 141,345 | 32,315,886 | 9,067,610 | 23,248,276 |
| 2047 | 91,792 | 16,002 | 8,022 | 4,046 | 16,049 | 8,022 | 144,172 | 32,962,203 | 9,067,610 | 23,894,593 |
| 2048 | 93,628 | 16,322 | 8,183 | 4,141 | 16,370 | 8,183 | 147,056 | 33,621,448 | 9,067,610 | 24,553,838 |
| 2049 | 95,500 | 16,648 | 8,347 | 4,250 | 16,697 | 8,347 | 149,997 | 34,293,876 | 9,067,610 | 25,226,266 |
| 2050 | 97,410 | 16,981 | 8,514 | 4,363 | 17,031 | 8,514 | 153,337 | 34,979,754 | 9,067,610 | 25,912,144 |
| 2051 | 99,358 | 17,321 | 8,687 | 4,480 | 17,372 | 8,687 | 156,403 | 35,679,349 | 9,067,610 | 26,611,739 |
| 2052 | 101,345 | 17,667 | 8,865 | 4,601 | 17,719 | 8,865 | 159,532 | 36,392,936 | 9,067,610 | 27,325,326 |
| 2053 | 103,372 | 18,021 | 9,048 | 4,727 | 18,074 | 9,048 | 162,722 | 37,120,795 | 9,067,610 | 28,053,185 |
| 2054 | 105,440 | 18,381 | 9,236 | 4,858 | 18,435 | 9,236 | 165,978 | 37,863,211 | 9,067,610 | 28,795,601 |
| 2055 | 107,548 | 18,749 | 9,428 | 4,994 | 18,804 | 9,428 | 169,297 | 38,620,475 | 9,067,610 | 29,552,865 |
| 2056 | 109,700 | 19,124 | 9,624 | 5,135 | 19,180 | 9,624 | 172,683 | 39,392,884 | 9,067,610 | 30,325,274 |
| 2057 | 111,893 | 19,506 | 9,814 | 5,281 | 19,563 | 9,814 | 176,135 | 40,180,742 | 9,067,610 | 31,113,132 |
| 2058 | 114,131 | 19,896 | 10,007 | 5,432 | 19,955 | 10,007 | 179,658 | 40,984,357 | 9,067,610 | 31,916,747 |
| 2059 | 116,414 | 20,294 | 10,204 | 5,588 | 20,354 | 10,204 | 183,252 | 41,804,044 | 9,067,610 | 32,736,434 |
| 2060 | 118,742 | 20,700 | 10,415 | 5,749 | 20,761 | 10,415 | 187,188 | 42,640,125 | 9,067,610 | 33,572,515 |



Cheboygan County Board of Commissioners' Meeting

April 28, 2020

Title: Memorandum of Understanding-Board of Commissioners- Cheboygan County Sheriff- FOP Command

Summary: MOU would change Command Officer's shifts during the COVID-19 Pandemic to 12 hour shift- (84) hours in a bi-weekly pay period. Any hours over (84) hours per pay period to be paid at time and one-half. Schedule will support mission to lower the risk of possible workforce impact from COVID-19.

Financial Impact: Dependent on staffing needs.

Recommendation: Motion to approve the Memorandum of Understanding with FOP Command Officers, authorize Chair to sign MOU and authorize any necessary budget adjustments.

Prepared by: Jeffery B. Lawson

Department: Administrative

Cheboygan County Board of Commissioners and the Sheriff of Cheboygan County, and the Michigan Fraternal Order of Police Labor Council, Command Officers agree to insert the following temporary Memorandum of Agreement to the collective bargaining agreement dated January 1, 2019 - December 31, 2021 to state:

ARTICLE IX, WORKING HOURS, SECTION 4. PREMIUM PAY:

Employees regularly scheduled to work 12 hour shifts on the road patrol shall receive time and one-half (1-1/2) their straight time regular rate of pay for all hours actually worked in excess of their regular work shift or eighty four (84) hours in a bi-weekly pay period.

This temporary Memorandum of Agreement to the collective bargaining agreement shall be in effect from April 12, 2020 and until the Sheriff deems it no longer necessary due to the COVID 19 Pandemic.



FOP Labor Council
Its: Union Steward

4-6-20

Date

Cheboygan County
Its: _____

Date



Cheboygan County Sheriff

4/6/20

Date



Cheboygan County

Board of Commissioners' Meeting

April 28, 2020

Title: MDOT Project Authorization 2017-0032/P16 5311 FY 2020 Operating funds

Summary: This is the contract that supplies federal operating funds to Straits Regional Ride. A maximum of 18 percent of allowable expenses from this contract may be reimbursed. This contract has been reviewed in the past by civil counsel and is the standard boiler plate funding agreement for transit operations.

Financial Impact: Revenues of up to \$265,456.

Recommendation: Motion to accept MDOT Project authorization 2017-0032/P16 5311 FY 2020 Operating Funds, authorize the Chairperson to sign and authorize any necessary budget adjustments.

Prepared by: Rebecca Charboneau

Department: Straits Regional Ride

Date: April 6, 2020
Agreement No.: 2017-0032
Authorization No.: P16
Job No.: 210248
Agenda: MA

**PROJECT AUTHORIZATION
CHEBOYGAN COUNTY BOARD OF COMMISSIONERS
FY 2020 SECTION 5311 OPERATING
FORMULA GRANTS FOR
RURAL AREAS PROGRAMS**

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

Authorization Effective Date: October 1, 2019
Authorization Expiration Date: September 30, 2020
Fiscal Year of Effective Contract Clauses: 2020

The Federal grant associated with the PROJECT AUTHORIZATION is Temporary No. 1207-2020-1/Permanent No. MI-2020-008. Award Year: 2020

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

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

Payments to the AGENCY under this PROJECT AUTHORIZATION will be based on 18% of the estimated eligible costs. The maximum amount to be paid will not exceed 18% of the AGENCY's audited costs. If Section 5311 operating assistance funds are insufficient to reimburse at 18% of audited costs, a new reimbursement percentage will be calculated for all participating agencies.

In accordance with Section 8 of the Master Agreement, the dollar amount for third party contracts as identified in COMMISSION policy is \$25,000. All agencies who are not self-certified must submit third party contracts over \$25,000 to MDOT for approval. Please refer to Section 8 of the Master Agreement for competitive bidding requirements.

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

The AGENCY agrees to prepare and submit to MDOT quarterly operating assistance reports via the Public Transportation Management System (PTMS). Instructions on preparing the report are available in the "Local Public Transit Revenue and Expense Manual" (October 1, 2019, through September 30, 2020). The manual is available on the web at www.michigan.gov/mdotptd by locating the resources box on the home page and opening the item listed "Audit/Accounting Information."

Funding source:
2020/56150/3120 \$265,456 (F)

PRF No.: 2020-212

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS

Reviewed
KV
Contract Adm

Signature

Print Name and Title

Signature

Print Name and Title

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Department Director



Cheboygan County Board of Commissioners' Meeting

April 28, 2020

Title: County Veteran Service Fund grant- COVID-19 Emergency Relief

Summary: Application to apply for the County Veteran Service Fund (CVSF) grant through Michigan Veterans Affairs Agency (MVAA) requires a Board signature.

Due to the State of Emergency related to the COVID-19 pandemic, MVAA is waiving some eligibility criteria for the CVSF grant to allow counties to provide emergent, immediate, and direct financial assistance to its veterans and eligible family members.

Grant is available for any emergent/ indigent veteran issues, even if not directly caused by COVID-19.

Amount of Grant: \$25,000 plus an amount based on the County veteran population.

MVAA is offering two options for administering the grant per attached letter from State of Michigan MVAA office dated 04/09/2020. (Option 1 is preferred choice for better control and speed)

1. County Administers the Grant directly either on a reimbursement basis or up-front funding basis
2. MVAA will be the fiduciary of the grant and will administer it from Lansing Office.

The grant will be capped at no more than \$1200 per FY per veteran household. This grant will be used in conjunction with both the Soldiers Relief Fund and Veteran Assistance Fund. It can also be used as a standalone fund when those funds are exhausted or unavailable.

The initial grant application must be sent to MVAA on or before noon 05/01/2020

Financial Impact: Grant will be deposited into Soldiers Relief Account. Unused Grant will have to be returned at end of FY. Time spent on periodic reports to State. Per Diem rates of Soldiers Relief Fund Committee if applications exceed budgeted amount.

Recommendation: Motion to approve submittal of MVAA Grant Application, authorize Board Chair to sign necessary Agreements and authorize any necessary budget adjustments.

Prepared by: Richard Wiles

Department: Veterans Affairs



FY2020 COUNTY VETERAN SERVICE FUND GRANT

COVID-19 EMERGENT RELIEF
GRANT APPLICATION TEMPLATE

Use this template in submitting the County Veteran Service Fund grant request.

Definitions to determine the proper individual to list as a contact can be found in the Grant Guidance. Your Authorizing Official is the person able to accept funds and enter the County into agreements and contracts. This is usually the Chairperson of the Board of Commissioners.

CONTACT INFORMATION

| | | | |
|-------------------------------|------------------|---------------------------|--|
| Applicant County | | | |
| Grant Amount Requested | To be Determined | | |
| SIGMA Vendor Code | | SIGMA Address Code | |

| | |
|-------------------------|--|
| Project Director | |
| Mailing Address | |
| Phone | |
| Email Address | |

| | |
|--------------------------|--|
| Financial Officer | |
| Mailing Address | |
| Phone | |
| Email Address | |

| | |
|----------------------------|--|
| Authorized Official | |
| Mailing Address | |
| Phone | |
| Email Address | |

PROJECT DETAIL

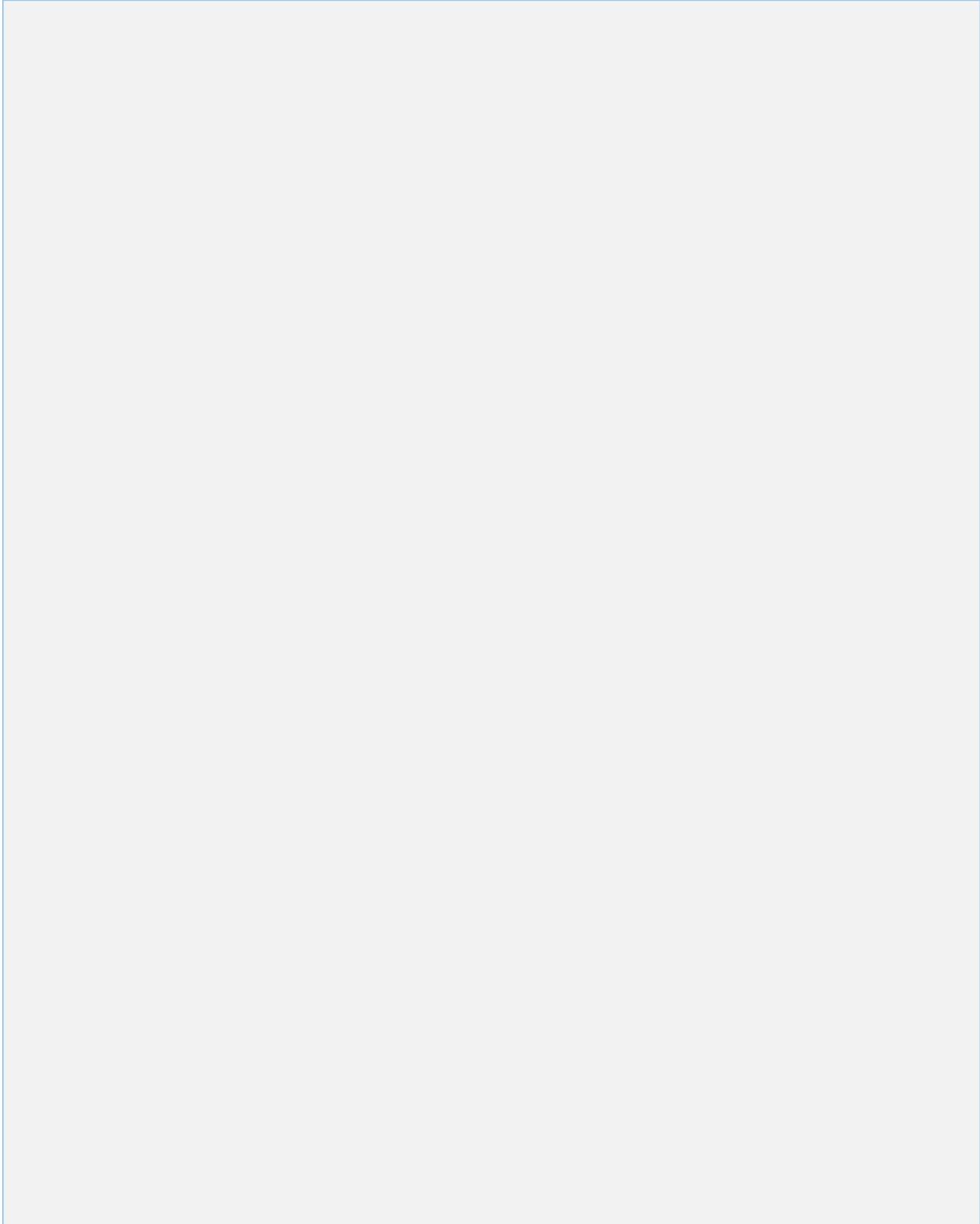
| | |
|-------------------------|--------------------------|
| Project Title | COVID-19 Emergent Relief |
| Grant Focus Area | Emergency Relief |

PROJECT NARRATIVE

Detailed project narrative must be provided below. Explain how your funds will be used.

BUDGET NARRATIVE/JUSTIFICATION

Budget Narrative/Justification must be provided below. Explain how your funds will be distributed.



SUBMISSION OF APPLICATION

Type an X in the box for confirmation of the following statements.

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| I understand that my County must become registered to do business with the State of Michigan prior to receiving any grant funding. Registration is available at the following website: www.michigan.gov/SIGMAVSS . | |
| I understand that the grant agreement must be signed by the Authorizing Official before grant funds can be expended. | |
| I understand that I should receive an email confirmation of submission of my application within 24 business hours, and if I do not receive an email confirmation, I should contact the agency for confirmation at MVAAGrants@michigan.gov . | |
| I have attached any and all County policies relating to providing financial assistance to county veterans. | |

Select one option only by typing an X in your selection.

| | |
|-----------------------------------------------------------------------------|--|
| The County will administer the Emergent Relief Funds | |
| The County elects the MVAA to be the fiduciary of the Emergent Relief Funds | |

Signature: _____

Date: _____



Cheboygan County Board of Commissioners' Meeting April 28, 2020

Title: Budget Adjustments – Raise Revenues and Expenditures

Summary:

Disaster Contingency – Fund 258

Due to the shortage of PPE supplies across the country the County is facilitating the distribution of PPE supplies to long term and adult foster care facilities within the County. The increase in revenue and expenditure in the Disaster Contingency Fund represents the purchase of PPE supplies from vendors and the sale of PPE supplies to facilities. Many vendors selling PPE supplies at this time do not traditionally sell PPE supplies and have requested one agency to sell to for distribution.

Financial Impact:

Fund 258 total budget increase of \$11,000.

Recommendation:

Motion to approve the budget adjustments to raise revenues and expenditures for \$11,000 in the line items provided in the following attachments.

Prepared by: Jeffery Lawson

Department: Admin/Finance

RAISE REVENUE AND EXPENDITURES

Disaster Contingency- Fund 258

| | |
|---------------------------|------------|
| 258-400-646.00 | \$11,000 + |
| PPE Emergency Merchandise | |

| | |
|------------------------------------|-------------|
| 258-253-799.01 | \$ 11,000 + |
| PPE Emergency Merchandise Purchase | |

Signed: Approved at the 4/28/2020 BOC Meeting

Prepared by: Jeffery Lawson, Administration/ Finance



Cheboygan County

Board of Commissioners' Meeting

April 28, 2020

Title: Covid-19 Preparedness and Response Plan to Executive Order 2020-42

Summary: In order to respond to the current state of emergency related to the novel coronavirus ("COVID-19") and to comply with relevant state and local orders related to COVID-19, Cheboygan County has prepared a COVID-19 Preparedness and Response Plan ("Plan"). This Plan may be updated as this situation evolves or as state or local orders related to COVID-19 are issued or amended.

Financial Impact: NA

Recommendation: Motion to adopt the Cheboygan County COVID-19 Preparedness and Response Plan to Executive Order 2020-42 And Related Orders and authorize the Board Chair to sign.

Prepared by: Jeffery B. Lawson

Department: Administration



**Cheboygan County
COVID-19 Preparedness and Response Plan to Executive
Order 2020-42 And Related Orders**

Date Implemented: March 31, 2020

Cheboygan County COVID-19 Preparedness and Response Plan to Executive Order 2020-42 And Related Orders

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In order to respond to the current state of emergency related to the novel coronavirus (“COVID-19”) and to comply with relevant state and local orders related to COVID-19, Cheboygan County has prepared the following COVID-19 Preparedness and Response Plan (“Plan”). This Plan may be updated as this situation evolves or as state or local orders related to COVID-19 are issued or amended.

Essential Workers Necessary to Perform Critical Infrastructure Functions or Conduct Minimum Basic Operations

Executive Order 2020-42 prohibits businesses or operations to operate a business or conduct operations that requires workers to leave their homes except to the extent those workers are necessary to sustain or protect life (*i.e.*, critical infrastructure workers) or to conduct minimum basic operations. Appendix A contains a list of critical infrastructure workers as described by the U.S. Cybersecurity and Infrastructure Security Agency in its March 19, 2020 guidance as well as additional categories of such workers identified by Governor Whitmer in Executive Order 2020-42.

Under Executive Order 2020-42, workers who are necessary to conduct minimum basic operations are “those workers whose in-person presence is strictly necessary to allow the business or operation to maintain the value of inventory and equipment, care for animals, ensure security, process transactions (including payroll and employee benefits), or facilitate the ability of other workers to work remotely.”

Only “critical infrastructure workers” or those required to conduct minimum basic operations may be permitted to perform in-person activities so long as any in-person work is performed consistently with the social distancing and mitigation measures required under any relevant executive order or public health order. Workers designated as critical infrastructure workers or those required to conduct minimum basic operations will be informed of such designations in writing, if so required.

Protective Safety Measures

Sick Leave

Employees are permitted to take paid leave consistent with the Families First Coronavirus Response Act and Cheboygan County’s Personnel Policies. Any onsite employee who appears to have a respiratory illness may be separated from other employees and sent home.

Remote Work/Assigned in Reserve

All employees who are not essential to operations, and whose job duties reasonably allow to them telework, will work remotely and/or may be assigned at home in reserve to maintain continuity of operations.

Employee Screening Before Entering the Workplace

A sample Employee Entry Screening Questionnaire is attached as Appendix B. A screening questionnaire should be completed by all employees before being permitted to enter the workplace and should comply with any required screening process required by the state or local jurisdiction in which the business is located. Any individual taking employee temperatures will be required to wear appropriate personal protective equipment. If an employee fails the screening process, he or she should be sent home until allowed to return to work under the relevant executive orders or public health orders, which requirements are explained in detail in the Return to Work Plan, attached as Appendix C.

Enhanced Social Distancing

Supervisors will direct employees to perform their work in such a way so as to reasonably avoid coming within six feet of other individuals. Where possible, employees may be relocated or provided additional resources in order to avoid shared use of offices, desks, telephones, and tools/equipment. Employees should remain in their assigned work areas as much as possible. Employees whose job duties regularly require them to be within six feet of members of the public will be provided with appropriate personal protective equipment or physical barriers commensurate with their level of risk of exposure to COVID-19.

Enhanced Hygiene

Employees are instructed to wash their hands frequently, to cover their coughs and sneezes with tissue, and to avoid touching their faces. Employees will be provided with access to places to frequently wash hands or to access hand sanitizer. Employees will also be provided with access to tissues and to places to properly dispose of them. Signs regarding proper hand washing methods will be posted in all restrooms. Hand shaking is also prohibited to ensure good hand hygiene.

Enhanced Cleaning and Disinfecting

Increased cleaning and disinfecting of surfaces, equipment, and other elements of the work environment will be performed regularly using products containing EPA-approved disinfectants. Employees will be provided with access to disposable disinfectant wipes so that any commonly used surfaces can be wiped down before each use. In the event that an employee that has been in the workplace in the past 14 days tests positive for COVID-19, increased cleaning and disinfecting will be conducted by a professional disinfecting company following CDC/ Federal Guidelines.

Public Access to County Buildings/ Facilities

The safety of our residents and employees is of primary concern. Using an abundance of caution, beginning Wednesday, March 18th at 5:00 PM until further notice the Cheboygan County Buildings will only permit limited public access as directed by Court Order or emergency need.

The Public may only enter County Buildings/ Facilities or use public transportation vehicles after being screened. A screening questionnaire should be utilized to decide if a person can enter the building or vehicle. If a person presents with symptoms of COVID-19 or answers yes to any of the screening questions do not allow them into the building or vehicle. Provide public with information regarding what to do if you might have COVID-19.

Employees with Suspected or Confirmed COVID-19 Cases

Suspected Cases

An employee will be considered to have a Suspected Case of COVID-19 if:

- They are experiencing any of the following COVID-19 symptoms:
 - Fever;
 - Shortness of breath; and/or
 - Continuous cough.
- They have been exposed to a COVID-19 positive person, meaning:
 - An immediate family member has tested positive for or exhibited symptoms of COVID-19;
 - or

- In the last 14 days, the employee came in close contact with someone who has tested positive for COVID-19.

If an employee believes that he or she qualifies as a Suspected Case (as described above), he or she must:

- Immediately notify supervisor and/or Human Resources contact;
- Self-quarantine for 14 days; and
- Seek immediate medical care or advice.

If an employee qualifies as a Suspected Case, then Cheboygan County will:

- Notify all employees who may have come into close contact (being within approximately six feet for a prolonged period of time without PPE) with the employee in the past 14 days (while not disclosing the identity of the employee to ensure the individual's privacy); and
- Ensure that the employee's work area is thoroughly cleaned.

Confirmed Cases

An employee will be considered a Confirmed Case of COVID-19 if the employee has been performing in-person operations in the past 14 days and that person tested positive for COVID-19.

If an employee believes that he or she qualifies as a Confirmed Case (as described above), he or she must:

- Immediately notify supervisor and/or Human Resources contact of his or her diagnosis; and
- Remain out of the workplace until they are cleared to return to work.

If an employee qualifies as a Confirmed Case, then Cheboygan County will:

- Notify all employees who may have come into close contact with the employee (being within approximately six feet for a prolonged period of time without PPE) in the past 14 days (while not disclosing the identity of the employee to ensure the individual's privacy);
- Ensure that the entire workplace, or affected parts thereof (depending on employee's presence in the workplace), is thoroughly cleaned and disinfected;
- If necessary, close the work area or workplace, until all necessary cleaning and disinfecting is completed; and
- Communicate with employees about the presence of a confirmed case, the cleaning/disinfecting plans, and when the workplace will reopen.

Business Continuity Plans

The COVID-19 Workplace Coordinator will: (1) work with management to cross-train employees to perform essential functions so the workplace can operate even if key employees are absent; (2) identify alternate supply chains for critical goods and services in the event of disruption; and (3) develop an emergency communication plan to communicate important messages to employees and constituents.

APPENDIX A

CRITICAL INFRASTRUCTURE WORKERS

Consistent with the March 19, 2020 CISA guidance document, critical infrastructure workers include some workers in each of the following sectors

- a. Health care and public health.
- b. Law enforcement, public safety, and first responders.
- c. Food and agriculture.
- d. Energy.
- e. Water and wastewater.
- f. Transportation and logistics.
- g. Public works.
- h. Communications and information technology, including news media.
- i. Other community-based government operations and essential functions.
- j. Critical manufacturing.
- k. Hazardous materials.
- l. Financial services.
- m. Chemical supply chains and safety.
- n. Defense industrial base.

For purposes of Executive Order 2020-42, critical infrastructure workers also include¹:

- a. Child care workers (including workers at disaster relief child care centers), but only to the extent necessary to serve the children or dependents of workers required to perform in-person work as permitted under this order. This category includes individuals (whether licensed or not) who have arranged to care for the children or dependents of such workers.

¹ Under Executive Order 2020-42, necessary government activities may continue, which includes activities performed by critical infrastructure workers as well as the following government activities including, but not limited to, public transit, trash pick-up and disposal (including recycling and composting), activities necessary to manage and oversee elections, operations necessary to enable transactions that support the work of a business's or operation's critical infrastructure workers, and the maintenance of safe and sanitary public parks so as to allow for outdoor activity permitted under Executive Order 2020-42. In-person government activities are subject to the same social distancing and mitigation measures proscribed under the executive order for businesses.

- b. Workers at suppliers, distribution centers, or service providers, as described below.
 - 1. Any suppliers, distribution centers, or service providers whose continued operation is necessary to enable, support, or facilitate another business's or operation's critical infrastructure work may designate their workers as critical infrastructure workers, provided that only those workers whose in-person presence is necessary to enable, support, or facilitate such work may be so designated.
 - 2. Any suppliers, distribution centers, or service providers whose continued operation is necessary to enable, support, or facilitate the necessary work of suppliers, distribution centers, or service providers described in subprovision (1) of this subsection may designate their workers as critical infrastructure workers, provided that only those workers whose in-person presence is necessary to enable, support, or facilitate such work may be so designated.
 - 3. Consistent with the scope of work permitted under subprovision (2) of this subsection, any suppliers, distribution centers, or service providers further down the supply chain whose continued operation is necessary to enable, support, or facilitate the necessary work of other suppliers, distribution centers, or service providers may likewise designate their workers as critical infrastructure workers, provided that only those workers whose in-person presence is necessary to enable, support, or facilitate such work may be so designated.
 - 4. Suppliers, distribution centers, and service providers that abuse their designation authority under this subsection shall be subject to sanctions to the fullest extent of the law.
- c. Workers in the insurance industry, but only to the extent that their work cannot be done by telephone or remotely.
- d. Workers and volunteers for businesses or operations (including both religious and secular nonprofit organizations) that provide food, shelter, and other necessities of life for economically disadvantaged or otherwise needy individuals, individuals who need assistance as a result of this emergency, and people with disabilities.
- e. Workers who perform critical labor union functions, including those who administer health and welfare funds and those who monitor the well-being and safety of union members who are critical infrastructure workers, provided that any administration or monitoring should be done by telephone or remotely where possible.
- f. Workers at retail stores who sell groceries, medical supplies, and products necessary to maintain the safety, sanitation, and basic operation of residences, including convenience stores, pet supply stores, auto supplies and repair stores, hardware and home maintenance stores, and home appliance retailers.
- g. Workers at laundromats, coin laundries, and dry cleaners.
- h. Workers at hotels and motels, provided that the hotels or motels do not offer additional in-house amenities such as gyms, pools, spas, dining, entertainment facilities, meeting rooms, or like facilities.
- i. Workers at motor vehicle dealerships who are necessary to facilitate remote and electronic sales or leases, or to deliver motor vehicles to customers, provided that showrooms remain closed to in-person traffic.

APPENDIX B

CHEBOYGAN COUNTY MEMORANDUM

TO: County Employees
FROM: Jeffery B. Lawson
DATE: March 31, 2020
RE: Working in County Facilities under Executive Order #2020-21

This Memorandum provides continued information and additional guidance on the “coronavirus disease 2019” (COVID-19). The County continues to follow the guidance and protocols established by the Centers for Disease Control and public health officials. The Health Department is our local leading authority on the community response including recommendations for employers, which includes the County organization.

Under the Stay Home-Stay Safe Executive Order #2020-21, each court/office/department has designated critical infrastructure workers to perform essential functions whether in-person or remotely. To maintain a safe work environment for those employees who perform in-person activities, courts/departments/offices must take the following precautions.

1. Employees shall **not** report to work at County facilities if they are sick. They should notify their supervisor and stay home. This reinforces prior guidance:
 - a. It is critical that employees do not report to work while they are experiencing respiratory symptoms with fever, cough, and shortness of breath, sore throat, runny or stuffy nose, body aches, headache, chills or unusual fatigue. The Centers for Disease Control and Prevention recently modified their recommendation that an employee remain at home until at least 72 hours after they are free of fever (100 degrees F or 37.8 degrees C) without the use of fever-reducing medications and improved respiratory symptoms.
2. Employees that have a member of their household who has symptoms shall **not** report to work at County facilities and shall stay at home until there is a determination regarding household member’s symptoms. A 14-day quarantine may be necessary. Clean work areas, instruct staff to self-monitor.
3. Develop and implement a daily screening program for staff performing in-person activities or working in County facilities:
 - a. Screening criteria must include the following:

- i. Symptom check (fever, cough, shortness of breath, sore throat, runny or stuffy nose, body aches, headache, chills or fatigue). On a daily basis, supervisors must inquire of each employee who reports to work this information.
 - b. A “yes” to any of the above screening questions requires the employee to be sent home and remain home until free of symptoms and at least 72 hours after they are free of fever (100 degrees F or 37.8 degrees C) without the use of fever-reducing medications and have improved respiratory symptoms. Work area to be cleaned.
4. Continue to manage and control social/physical distancing (at least 6ft of spacing) for employees working alongside one another. Include the same standard for citizens, and/or the public who access the facility. Employees must wipe down work areas, counters, door handles, etc. after each work day.
5. Limit capacity inside offices to no more than 2 people in one single room or interior space at the same time. Except County Board room and Clerk’s office where more than 2 persons can assemble but at least 6’ separation must be maintained and Court offices and/or rooms where separation must be maintained and person limit as permitted by Michigan Supreme Court order.

If an employee had direct contact with a person who has tested positive

Employee shall not report to work. County will work with District Health Department No. 4. To determine when contact occurred, nature of contact. Quarantine for up to 14 days. Clean work areas as identified in attachment. Determine who has had recent contact with the employee in question, as well as nature of contact. Instruct staff to self-monitor, unless apparent that quarantine of additional staff is warranted.

Additional Guidance for Employees with suspected or confirmed COVID-19

Employees with suspected or confirmed COVID-19 who have been under quarantine or home isolated can only return to work onsite after the following four (4) things have occurred:

- 72 hours free of fever (100 degrees F or 37.8 degrees C) without the use of fever-reducing medication ; **and**
- Respiratory symptoms have improved; **and**
- At least 7 days have passed since symptoms first appeared.
- County has approved return to work within County facilities.

In all cases employees shall follow the guidance of their healthcare provider.

Work areas to be cleaned employee had contact with.

Families First Coronavirus Response Act

Effective, April 1, 2020 through December 31, 2020, the Families First Coronavirus Response Act (FFCRA) requires Employers to provide their employees with sick leave (up to 80 hours) and expanded family and medical leave for specified reasons related to COVID-19 (see attached posting). Employees that are eligible under the act will be paid in full for up to two weeks by available sick leave and/or special sick leave bank approval.

If an employee must travel

Require staff to inform County of all travel plans in advance outside of County or their normal travel route to work/ grocery/pharmacy. Depending on location/duration, administration will make a case-by-case determination regarding quarantine upon return. Unless otherwise approved, any staff that has been assigned to work remotely and are being paid should have to use leave time if they want to travel, as they are not available to work remotely or report to County facilities for work.

Our overriding objective is to maintain a safe workplace while providing essential public services to our community. We direct those practices recommended above in order to protect the health of employees, visitors and others. Further, we encourage you to follow these practices at your home to protect your families.

Consult with health department or medical professionals if unsure how to proceed in any of the above scenarios.

EMPLOYEE RIGHTS

PAID SICK LEAVE AND EXPANDED FAMILY AND MEDICAL LEAVE UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT

The **Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020 through December 31, 2020.

▶ PAID LEAVE ENTITLEMENTS

Generally, employers covered under the Act must provide employees:

Up to two weeks (80 hours, or a part-time employee's two-week equivalent) of paid sick leave based on the higher of their regular rate of pay, or the applicable state or Federal minimum wage, paid at:

- 100% for qualifying reasons #1-3 below, up to \$511 daily and \$5,110 total;
- $\frac{2}{3}$ for qualifying reasons #4 and 6 below, up to \$200 daily and \$2,000 total; and
- Up to 10 weeks more of paid sick leave and expanded family and medical leave paid at $\frac{2}{3}$ for qualifying reason #5 below for up to \$200 daily and \$12,000 total.

A part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

▶ ELIGIBLE EMPLOYEES

In general, employees of private sector employers with fewer than 500 employees, and certain public sector employers, are eligible for up to two weeks of fully or partially paid sick leave for COVID-19 related reasons (see below). *Employees who have been employed for at least 30 days prior to their leave request may be eligible for up to an additional 10 weeks of partially paid expanded family and medical leave for reason #5 below.*

▶ QUALIFYING REASONS FOR LEAVE RELATED TO COVID-19

An employee is entitled to take leave related to COVID-19 if the employee is unable to work, including unable to **telework**, because the employee:

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none">1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;2. has been advised by a health care provider to self-quarantine related to COVID-19;3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2); | <ol style="list-style-type: none">5. is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons; or6. is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services. |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

▶ ENFORCEMENT

The U.S. Department of Labor's Wage and Hour Division (WHD) has the authority to investigate and enforce compliance with the FFCRA. Employers may not discharge, discipline, or otherwise discriminate against any employee who lawfully takes paid sick leave or expanded family and medical leave under the FFCRA, files a complaint, or institutes a proceeding under or related to this Act. Employers in violation of the provisions of the FFCRA will be subject to penalties and enforcement by WHD.



WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR

For additional information
or to file a complaint:
1-866-487-9243
TTY: 1-877-889-5627
dol.gov/agencies/whd



WH1422 REV 03/20

CHEBOYGAN COUNTY MEMORANDUM

TO: County Employees
FROM: Jeffery B. Lawson
DATE: April 6, 2021
RE: District Health Department No. 4 Emergency Order 2020-1

This Memorandum provides continued information and additional guidance on the “coronavirus disease 2019” (COVID-19). The County continues to follow the guidance and protocols established by the Centers for Disease Control and public health officials. The Health Department is our local leading authority on the community response including recommendations for employers, which includes the County organization.

District Health Department No. 4 has issued an Emergency Order (2020-01) For Control of Epidemic/Pandemic (see below) which now **requires** screening and social distancing measures at all open businesses and operations within the Health Department’s service area subject to the Governor’s Executive Order 2020-21.

This memo reinforces County memos issued on March 24, 2020 and March 31, 2020. Essential employees are only to report to County facilities /field locations as directed and approved by their elected official or department head. Beginning April 7, 2020 any employee reporting to county facilities or field location must be asked the employee screening questions provided below by phone from elected official, department head or supervisor prior to the employee reporting to work. A record of these forms must be maintained.

APPENDIX C

EMPLOYEE RETURN TO WORK PLAN

Consistent with Executive Order 2020-36, employees who fail entrance screening will only be permitted to return to work under the following circumstances.

Employees who test positive for COVID-19 or display one or more of the principal symptoms of COVID-19 (fever, atypical cough, or atypical shortness of breath) will not be permitted to return to work until either:

- 72 hours free of fever (100 degrees F or 37.8 degrees C) without the use of fever-reducing medication ; **and**
- Respiratory symptoms have improved; **and**
- At least 7 days have passed since symptoms first appeared.
- Employee has received a negative COVID-19 test.
- County has approved return to work within County facilities.

Employees* who have been in “close contact” (being within approximately six feet for a prolonged period of time) with an individual who tests positive for COVID-19 or who displays one or more of the principal symptoms of COVID-19 will not be permitted to return to work until either:

1. 14 days have passed since the last close contact with the sick or symptomatic individual; or
2. The symptomatic individual receives a negative COVID-19 test.

*The “close contact” rule does not apply to the following classes of workers: health care professionals; workers at a health care facility (including hospitals, surgical centers, health maintenance organizations, nursing homes, hospice, and veteran’s facilities); first responders (*e.g.*, police officers, fire fighters, paramedics); child protective service employees; workers at child caring institutions, as defined in MCL 722.111; and workers at correctional facilities.

APPENDIX D

**CORONAVIRUS DISEASE (COVID-19)
VISITOR HEALTH SCREENING**

Court/Office Visiting: _____

Visitors Name: _____

Appointment Date: _____ Time In: _____

In the past 24 hours, have you experienced any of the following symptoms:

| | | |
|------------------------------|------------------------------|-----------------------------|
| Fever? (100.0°F or above) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Atypical Cough? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Atypical Shortness of Breath | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Current temperature: | | |

If the visitor answered “**yes**” to any of the symptoms listed above visitor not allowed access to building. Visitor handed CDC Handout: Sick with COVID-19 Fact Sheet.

In the past 14 days, have you:

Had close contact (within approximately six (6) feet for a prolonged period of time) with an individual diagnosed with COVID-19? Yes No

Traveled via airplane internationally or domestically? Yes No

If visitor answered “**yes**” to either of these questions visitor not allowed access to building. Visitor handed CDC Handout: Sick with COVID-19 Fact Sheet.

Security Officer or Employee:

Contacted Court/Office and informed them the visitor was not allowed into the building.

Date: _____ Time: _____ Spoke to: _____

APPENDIX E
SIGNS FOR BUILDINGS



THE COUNTY BUILDING IS ONLY PERMITTING LIMITED PUBLIC ACCESS AT THIS TIME. DURING THIS LIMITED ACCESS PERIOD, RESIDENTS ARE ENCOURAGED TO USE ONLINE, MAIL OR PHONE OPTIONS TO CONDUCT COUNTY BUSINESS. WHERE MANDATED SERVICES CANNOT BE ACCOMPLISHED ONLINE, BY MAIL OR PHONE, SERVICES MAY BE RENDERED CASE-BY-CASE BY APPOINTMENT.

FOR ASSISTANCE OR EMERGENCY COURT MATTERS AND FILINGS, PLEASE CALL THE APPROPRIATE OFFICE (SEE LISTING).

THANK YOU FOR YOUR PATIENCE AND UNDERSTANDING IN AN EFFORT TO MITIGATE THE SPREAD OF THE COVID-19 VIRUS.



**WE KINDLY ASK IF YOU ARE EXPERIENCING
THE FOLLOWING COVID-19 OR FLU LIKE
SYMPTOMS:**

- **FEVER**
- **COUGH**
- **SHORTNESS OF BREATH**

**PLEASE DO NOT ENTER THE BUILDING AND
RETURN TO YOUR VEHICLE AND CONTACT
YOUR PHYSICIAN.**

**IF YOU HAVE A NOTICE TO APPEAR, PLEASE
CONTACT YOUR ATTORNEY OR APPROPRIATE
COURT.**

THANK YOU!

2019 NOVEL CORONAVIRUS



The Michigan Department of Health and Human Services (MDHHS) is working closely with healthcare providers, local public health departments, and the Centers for Disease Control and Prevention (CDC) to actively monitor any potential cases of 2019 Novel Coronavirus (2019-nCoV) in Michigan. MDHHS will update information as it becomes available at: michigan.gov/coronavirus.

What is 2019 Novel Coronavirus?

2019 Novel Coronavirus is a virus strain that has only spread in people since December 2019. Health experts are concerned because little is known about this new virus and it has the potential to cause severe illness and pneumonia.

How does 2019 Novel Coronavirus spread?

Health experts are still learning the details about how this new coronavirus spreads. Other coronaviruses spread from an infected person to others through:

- the air by coughing and sneezing.
- close personal contact, such as touching or shaking hands.
- touching an object or surface with the virus on it, then touching your mouth, nose, or eyes.
- in rare cases, contact with feces.

What are the symptoms of 2019 Novel Coronavirus?

People who have been diagnosed with 2019 Novel Coronavirus have reported symptoms that may appear in as few as two days or as long as 14 days after exposure to the virus:



Fever



Cough



Difficulty Breathing

Who is at risk for 2019 Novel Coronavirus?

Currently the risk to the general public is low. At this time, there are a small number of individual cases in the United States. To minimize the risk of spread, health officials are working with healthcare providers to promptly identify and evaluate any suspected cases.

Travelers to and from certain areas of the world may be at increased risk. See [cdc.gov/travel](https://www.cdc.gov/travel) for the latest travel guidance from the CDC.

How can I protect myself from getting 2019 Novel Coronavirus?

If you are traveling overseas (to China but also to other places) follow the CDC's guidance: [cdc.gov/travel](https://www.cdc.gov/travel).

Right now, there are no additional precautions recommended for the general public. Steps you can take to prevent spread of flu and the common cold will also help prevent 2019 Novel Coronavirus:



Wash your hands often with soap and water. If not available, use hand sanitizer.



Avoid touching your eyes, nose or mouth with unwashed hands.



Cover your mouth and nose with a tissue when coughing.



Avoid contact with people who are sick.



Stay home if you are sick, and contact your healthcare provider.

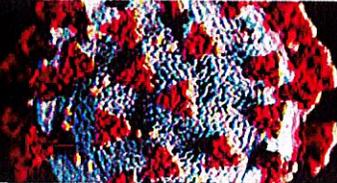
How is 2019 Novel Coronavirus treated?

There are no medications specifically approved for coronavirus. People infected with 2019 Novel Coronavirus should receive supportive care to help relieve symptoms. For severe cases, treatment should include care to support vital organ functions.

2019 Novel Coronavirus Information Updates:

Centers for Disease Control and Prevention: [cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Michigan Department of Health and Human Services: [michigan.gov/coronavirus](https://www.michigan.gov/coronavirus)



COVID-19

Interim Guidance for Schools, Businesses, and Non-Profits

Updated February 28, 2020

This interim guidance is based on what is currently known about the Coronavirus Disease 2019 (COVID-19). Information will be updated as it becomes available.

DISTRICT HEALTH DEPARTMENT NO. 4 RESPONSE: WHAT ARE WE DOING?

- Participating on calls with Michigan Department of Health and Human Services (MDHHS) and Centers for Disease Control and Prevention (CDC)
- Monitoring all individuals based on risk exposure CDC guidance:
 - <https://www.cdc.gov/coronavirus/2019-ncov/php/risk-assessment.html>
- Maintaining communication with local medical providers to provide up to date information

PREVENT THE SPREAD

PERFORM ROUTINE ENVIRONMENTAL CLEANING

- No additional disinfection beyond routine cleaning is recommended at this time
- Employers are recommended to provide disposable wipes so that commonly used surfaces (doorknobs, keyboards, remote controls, desks, etc.) can be wiped down by employees before each use
- Schedule routine cleaning for all frequently touched surfaces. Use the cleaning agents you normally use for these areas and follow the directions on the label

WHAT SHOULD I BE DOING TO PROTECT MYSELF?

- Avoid close contact with people who are sick
- Avoid touching your eyes, nose, and mouth Stay home when you are sick
- Cover your cough or sneeze
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe
- Regularly wash hands with soap and water for at least 20 seconds If soap and water is not available, use an alcohol based hand sanitizer that contains at least 60-95% alcohol



WHAT PERSONAL PROTECTIVE EQUIPMENT (PPE) SHOULD I USE?

- Currently, the CDC does not recommend that people who are well wear a facemask to protect themselves from respiratory diseases, including COVID-19.
 - Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. Health workers and people who are taking care of someone in close settings should also consider facemask use.
- There is no specific OSHA standard covering COVID-19. However, some OSHA requirements may apply to preventing occupational exposure to COVID-19.
 - <https://www.osha.gov/SLTC/covid-19/standards.html>

PLANNING

TRAVEL

- Evaluate CDC travel guidance prior to travel

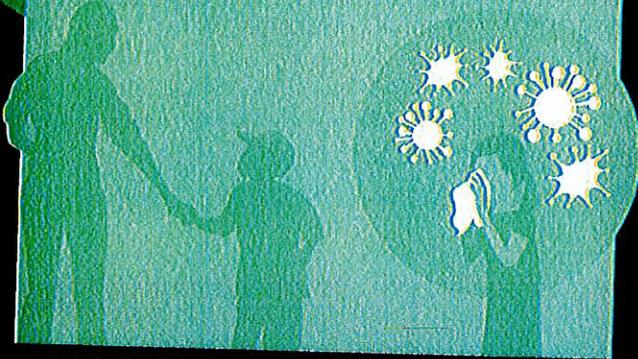
RESOURCES

- CDC/COVID-19:
 - <https://www.cdc.gov/coronavirus/>
- Occupational Health and Safety Administration:
 - <https://www.osha.gov/SLTC/covid-19/index.html>
- MDHHS:
 - www.michigan.gov/coronavirus

STOP THE SPREAD OF GERMS

Help prevent the spread of respiratory diseases like COVID-19.

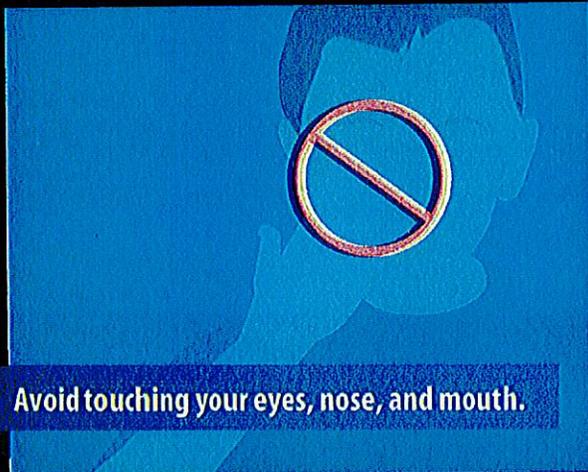
Avoid close contact with people who are sick.



Cover your cough or sneeze with a tissue, then throw the tissue in the trash.



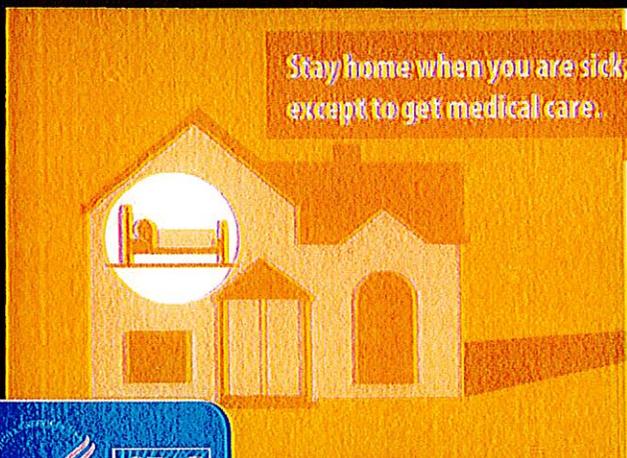
Avoid touching your eyes, nose, and mouth.



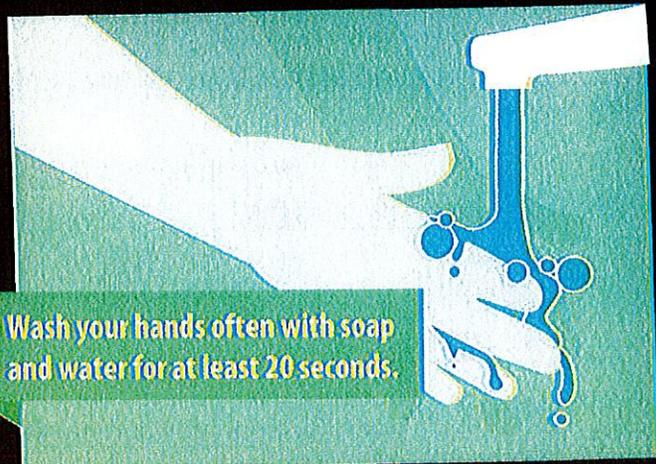
Clean and disinfect frequently touched objects and surfaces.



Stay home when you are sick, except to get medical care.



Wash your hands often with soap and water for at least 20 seconds.



For more information: www.cdc.gov/COVID19

APPENDIX F
OTHER RESOURCES

Governor Whitmer's Executive Order 2020-42:

https://www.michigan.gov/whitmer/0,9309,7-387-90499_90705-525182--,00.html

FAQs from Governor Whitmer on Executive Order 2020-42:

https://www.michigan.gov/coronavirus/0,9753,7-406-98178_98455-525278--,00.html

Helpful CDC Guidance:

<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

CDC Handwashing Fact Sheet:

<https://www.cdc.gov/handwashing/pdf/hand-sanitizer-factsheet.pdf>

CDC Fact Sheet and Poster on Preventing the Spread of Germs:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention-H.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs-11x17-en.pdf>

CDC Fact Sheet on What to Do if You Are Sick:

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet.pdf>

CDC Poster for Entrance Reminding Employees Not to Enter When Sick:

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stayhomefromwork.pdf>

APPENDIX G

**CHEBOYGAN COUNTY
COVID-19 PREPAREDNESS AND RESPONSE PLAN**

Certification by Responsible Public Official

This is to certify that I have reviewed the Cheboygan County COVID-19 Preparedness and Response Plan attached hereto and to the best of my knowledge and belief:

- 1.) It complies with Michigan Executive Order #2020-42 dated Thursday, April 9, 2020.
- 2.) The plan is consistent with the guidance from U. S. Department of Labor, Occupational Health and Safety Administration publication OSHA 3990-03-2020, Guidance on Preparing Workplaces for COVID -19.
- 3.) The plan is available on the Cheboygan County website www.cheboygancounty.net and at each Cheboygan County facility where in-person operations take place during the COVID-19 emergency.

I declare that the foregoing is true and correct.

Municipality/Entity: _____

Signature: _____

Name of Official: _____

Title: _____

Date: _____