

**THE CHEBOYGAN BOARD OF COMMISSIONERS MEETING**  
**SCHEDULED FOR TUESDAY, May 12, 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 2020-75.**

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 2020-75 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, May 12, 2020.**

**The public may access the meeting by calling:**

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

**Access Code: 792-853-645**

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](http://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](mailto:mtryban@cheboygancounty.net)

District 2 - Richard B. Sangster [rbsangster@cheboygancounty.net](mailto:rbsangster@cheboygancounty.net)

District 3 - Michael Newman [mnewman@cheboygancounty.net](mailto:mnewman@cheboygancounty.net)

District 4 - Cal Gouine [cgouine@cheboygancounty.net](mailto:cgouine@cheboygancounty.net)

District 5 - Roberta Matelski [rmatelski@cheboygancounty.net](mailto:rmatelski@cheboygancounty.net)

District 6 - John Wallace [jwallace@cheboygancounty.net](mailto:jwallace@cheboygancounty.net)

District 7 - Steve Warfield [swarfield@cheboygancounty.net](mailto:swarfield@cheboygancounty.net)

Cheboygan County Clerk- Karen Brewster [clerk@cheboygancounty.net](mailto:clerk@cheboygancounty.net)

Cheboygan County Administrator- Jeffery Lawson [adminlawson@cheboygancounty.net](mailto: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

May 12, 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. State of Michigan FY 2019 Operation Stonegarden Grant
  - E. Correspondence:
    1. Berrien County Letter to Governor Whitmer
  - F. Minutes:
    1. Finance/Business Meeting of April 14, 2020 and Committee of the Whole Meeting of April 28, 2020
    2. City Council Minutes – 3/10/2020
    3. County Road Commission – 3/19/2020
    4. Planning Commission – 2/5/2020 & 2/19/2020
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**
12. **New Business**
  - A. Revision Policy 500-38 Residency
  - B. Policy 500-44 Emergency Paid Sick Leave Act and Policy 500-45 Emergency Family Medical Leave Act
  - C. Tax Allocation Board – Resolution 2020-05 Separate Tax Limitation Millage Proposal
  - D. Finance Director Employment Agreement – Sue E. Buitenhuis
13. **BOARD MATTERS FOR DISCUSSION**
14. **Citizens Comments**
15. **Board Member Comments**
16. **Adjourn to the Call of the Chair**

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

All bills received during April 2020 that were greater than \$25,000 were included on the prepaid check writing approval list.

CHEBOYGAN COUNTY PREPAIDS REPORT APRIL 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	\$	1,522,721.58
MINUS DECEMBER FINANCE	\$	0
TOTAL PREPAIDS	\$	1,522,721.58

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						
04/01/2020	1	68684	MDT-TRTAX	MICHIGAN DEPT OF TREASURY	RD REAL ESTATE TRANSFER TAX MAR 2020	36,637.50
04/01/2020	1	68694	SOM-SURV	STATE OF MICHIGAN	RD REMONUMENTATION FEES JAN-MAR 2020	5,811.50
04/01/2020	1	68695	AFSCME	MICHIGAN COUNCIL #25 AFSCME	PR EMPLOYEE UNION DUES APR 2020	1,441.95
04/01/2020	1	68696	CAC	CREDIT ACCEPTANCE CORPORATION	PR GARNISHMENT PAUL A MORSE PE: 4/3/20	219.79
04/01/2020	1	68697	CITI	CITI STREET	PR CTY PROBATE JUDGE RETIRE PE 3/28/20	774.66
04/01/2020	1	68698	DEP UNION	DEPUTY SHERIFFS' ASSOCIATION	PR SHERIFF DEPT UNION DUES APR 2020	162.00
04/01/2020	1	68699	FOPLC	FRATERNAL ORDER OF POLICE	PR SHERIFF UNION DUES APR 2020	602.00
04/01/2020	1	68700	GELC	GOVERNMENTAL EMPLOYEES	PR SHERIFF DEPT UNION DUES APR 2020	658.80
04/01/2020	1	68701	MISDU	MISDU	PR 910220383 2002007381 MICHAEL J FAIRCH	186.90
04/01/2020	1	68702	MISDU	MISDU	PR 912856424 PAUL ALLEN MORSE PD: 4/3/20	109.66
04/01/2020	1	68703	REF-CLERK	PRESQUE ISLE COUNTY CLERK	CR REFUND - SENT BY MDOC DUE TO PRESQUE	105.76
04/01/2020	1	68704	REF-CLERK	MDOC CFA/JACKSON BUSINESS OFFICE	CR REFUND #17-5403-FH - OVERPAYMENT OF F	93.02
04/01/2020	1	68705	SLG	SHERMETA LAW GROUP	PR TINA M GONSER JEWELL #15-5314-GC PD:	75.00
04/01/2020	1	68706	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTIONS PE 3/28/20	12.00
04/08/2020	1	68707	ANTK J	JOSEPH ANTKOVIAK	CC REST# 02-2546-FH SOVA, DAVID	7.18
04/08/2020	1	68708	AUTO O	AUTO OWNERS INSURANCE	CC REST# 18-5620-FH COOLBAUGH, TIMOTHY	298.01
04/08/2020	1	68709	BEET A	ANDREW BEETHEM	PC REST# 8004404 HARMON, CHRISTOPHER	40.00
04/08/2020	1	68710	BLARNEY	BLARNEY CASTLE OIL COMPANY	CC REST# 19-5785-FH WISDOM, JESSIE	100.00
04/08/2020	1	68711	BORG W	WILLIAM BORGERDING	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68712	BRYA W	WILLIAM BRYAN	CC REST# 03-2843-FH DELPH JR, KURT	50.00
04/08/2020	1	68713	CHRI E	ERIC CHRISTIANSEN	CC REST# 19-5863-FH WALTERS, KILEY	10.00
04/08/2020	1	68714	DRIE J	JOYCE CARLSON-DRIER	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68715	DYKS B	BRITTANY MARSHALL	CC REST# 11-4339-FH MCELHINEY, STEVEN	10.00
04/08/2020	1	68716	ELEN V	VERNA ELENBAAS	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68717	ELLI M	MARK H. ELLIOTT	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68718	GIRA C	CELESTE BELCHER-GIRARD	CC REST# 19-5863-FH WALTERS, KILEY	10.00
04/08/2020	1	68719	GOHE D	DONALD OR JEAN GOHESKI	CC REST# 13-4687-FH WOODS, SUSAN	500.00
04/08/2020	1	68720	HEAT G	GERALD HEATH	CC REST# 09-4106-FH WAGNER, SONYA	200.00
04/08/2020	1	68721	JOHN JA	E JAMES JOHNSON	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68722	LAHA R	ROGER LAHAIE	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68723	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 04-3006-FH LANCOUR, KEVIN	100.00
04/08/2020	1	68724	LEIG E	ENZO LEIGHIO	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00
04/08/2020	1	68725	MCKE K	KENNETH MCKERVEY	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68726	MOOD N	NATALIE MOODY-BROWN	CC REST# 05-3300-FH ROMINE, JOSHUA	100.00
04/08/2020	1	68727	MSP	MICHIGAN STATE POLICE	CR CONCEALED WEAPONS PERMITS (14 RENEWAL	2,290.00
04/08/2020	1	68728	MSP	MICHIGAN STATE POLICE	CR SEX OFFENDER REGISTER (17 REGISTRATIO	510.00
04/08/2020	1	68729	NEMOA	NORTHEAST MICH OSTEOPATHIC ASSOC	CC REST# 08-3779-FH JOHNSON, VICKY	400.00
04/08/2020	1	68730	PARKSIDE	PARKSIDE INN	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00
04/08/2020	1	68731	REF-TREA	JULIE SHAFER-ROBERTS	TR 251-W13-000-125-00 REFUND OVERPAYMENT	13.58
04/08/2020	1	68732	ROBE C	FLORENCE ROBERTS	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68733	SANE	STRAITS AREA NARCOTICS ENF	CC REST# 18-5569-FH SMITH JR, CARL	11.94
04/08/2020	1	68734	SCH S	SHARON SCHALOW	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68735	SMIT C	CHARLES SMITH JR	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68736	SPRA R	ROBERT SPRAY	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68737	SUPERIOR	SUPERIOR VENDING	CC REST# 11-4339-FH MCELHINEY, STEVEN	5.00
04/08/2020	1	68738	VANH J	JEFFREY VANHOORNE	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68739	WENG R	ROBERT WENGER	CC REST# 02-2546-FH SOVA, DAVID	7.14
04/08/2020	1	68740	WERNIG	WERNIG	CC REST# 91-0683-FH HARRINGTON, ERNEST	50.00
04/08/2020	1	68741	WERNIG	WERNIG & JONES	CC REST# 91-687-FH HILL, SAMUEL	30.00
04/08/2020	1	68742	WILS J	JAMES WILSON	CC REST# 01-2488-FH BYARD, LAWRENCE	200.00
04/08/2020	1	68743	WOLF G	GERALD B WOLFGRAM	CC REST# 18-5651-FH WILSON, JACOB	12.50
04/08/2020	1	68744	CHA-EM-ISD	CHARLEVOIX-EMMETT ISD	TR CURRENT TAX COLLECTED APR 2020	83,325.68
04/08/2020	1	68745	COP	COP EDUCATIONAL SERVICE DISTRICT	TR CURRENT TAX COLLECTED APR 2020	327,854.49
04/08/2020	1	68746	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	TR CURRENT TAX COLLECTED APR 2020	470,370.28
04/08/2020	1	68747	REF-TREA	CITY OF CHEBOYGAN OR	TR 052-W59-027-017-00, 052-W59-027-017-0	66.22

CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 04/01/2020 - 04/30/2020

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/08/2020	1	68748	REF-TREA	HEIDI M FRIEND	TR 153-B02-000-039-00 REFUND OVERPAYMENT	24.14
04/08/2020	1	68749	REF-TREA	FIDELITY LAND TITLE AGENCY	TR 231-V06-003-007-00 TAX CERT INCLUDED	5.00
04/08/2020	1	68750	SOM-EDTAX	STATE OF MICHIGAN	TR CURRENT TAX COLLECTED APR 2020	54,403.49
04/08/2020	1	68751	SOM-EDTAX	STATE OF MICHIGAN	CURRENT TAX COLLECTED APR 2020	226.00
04/08/2020	1	68752	TREAS	CHEBOYGAN COUNTY TREASURER	TR CURRENT TAX COLLECTED APR 2020	379,315.64
04/17/2020	1	68753	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0001 MAY 2020	2,470.95
04/17/2020	1	68754	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0013 MAY 2020	1,295.94
04/17/2020	1	68755	BLARNEY	BLARNEY CASTLE OIL COMPANY	CC RESTITUTION # 19-5785-FH WISDOM, JESS	86.10
04/17/2020	1	68756	BRYA W	WILLIAM BRYAN	CC REST# 03-2843-FH DELPH JR, KURT	50.00
04/17/2020	1	68757	CAC	CREDIT ACCEPTANCE CORPORATION	PR GARNISHMENT PAUL A MORSE PD: 4/17/20	219.79
04/17/2020	1	68758	CITI	CITI STREET	PR CTY PROBATE JUDGE RETIRE PE 4/11/20	774.66
04/17/2020	1	68759	CITIZENS I	CITIZENS INSURANCE	CC REST# 07-3714-FH LAVIGNE, MICHAEL	200.00
04/17/2020	1	68760	DEARBORN	DEARBORN NATIONAL INSURANCE	PR LTD/LIFE INSURANCE MAY 2020	3,680.35
04/17/2020	1	68761	LATITUDE	LATITUDE SUBROGATION SERVICES	CC REST# 17-5486-FH GRIMM, CHARLES	350.00
04/17/2020	1	68762	MESC	STATE OF MICHIGAN	PR 1ST QTR 2020 UNEMPLOYMENT TAXES FOR E	30,499.00
04/17/2020	1	68763	MISDU	MISDU	PR 912856424 PAUL ALLEN MORSE PD: 4/17	109.66
04/17/2020	1	68764	MISDU	MISDU	PR 910220383 2002007381 MICHAEL J FAIRCH	186.90
04/17/2020	1	68765	RACI D	DENNIS OR CONNIE RACINE	CC REST# 04-3023-FH KELLEY, THERESA	50.00
04/17/2020	1	68766	REF-TREA	RODNEY GRANDY	TR 161-024-400-017-00 REFUND 2019 TAXES	27.67
04/17/2020	1	68767	SLG	SHERMETA LAW GROUP	PR TINA M GONSER JEWELL #15-5314-GC PD:	75.00
04/17/2020	1	68768	SOM-LCOTF	STATE OF MICHIGAN LCOT	TR LCOFT 1ST QTR COLLECTION (LOCAL CORRE	406.08
04/17/2020	1	68769	UN WAY	CHEBOYGAN COUNTY UNITED WAY	PR EMPLOYEE DEDUCTIONS PE 4/11/20	7.00
04/24/2020	1	68782	BARRINGER	RONALD BARRINGER	DC RESTITUTION #19-0542-SM JENKINSON, DU	300.00
04/24/2020	1	68783	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0019 MAY 2020	112.05
04/24/2020	1	68784	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0023 MAY 2020	4,104.40
04/24/2020	1	68785	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0020 MAY 2020	38.44
04/24/2020	1	68786	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0021 MAY 2020	60.81
04/24/2020	1	68787	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0022 MAY 2020	1,382.04
04/24/2020	1	68788	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0024 MAY 2020	433.60
04/24/2020	1	68789	BCBSOM	BLUE CROSS BLUE SHIELD OF MICH	PR HEALTH INS 007016244 0025 MAY 2020	12.48
04/24/2020	1	68790	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS 00188643 G001 MAY 2020	107,213.86
04/24/2020	1	68791	BCNM	BLUE CARE NETWORK OF MICHIGAN	PR HEALTH INS 00188643 C001 MAY 2020	474.83
04/24/2020	1	68792	DARN C	CHAD WILLIAM DARNELL	DC RESTITUTION #19-0798-SD BATES, DONALD	25.00
04/24/2020	1	68793	DEET D	DOUGLAS DEETER	DC RESTITUTION #12-0253-ST PERRY, THEODO	50.00
04/24/2020	1	68794	DIXIE	DIXIE SALOON	DC RESTITUTION #19-0532-SM OSBORN, KERRI	2,000.50
04/24/2020	1	68795	DOYL N	NORA DOYLE	DC RESTITUTION #19-0853-ST NEUMANN, DAVI	556.50
04/24/2020	1	68796	FERRELL	FERRELL GAS COMPANY	DC RESTITUTION #13-0970-SD SKIDMORE, MEL	400.00
04/24/2020	1	68797	FREI C	CAROL FREISMUTH	DC RESTITUTION #19-0563-SM WROCKLAGE, GU	525.00
04/24/2020	1	68798	GODL C	CINDY GODLEY	DC RESTITUTION #19-0712-SM CONNERS, CONR	100.00
04/24/2020	1	68799	JAME D	DEB JAMES	DC RESTITUTION #19-0657-SM LOY, ALYSSA K	50.00
04/24/2020	1	68800	KEAT L	LINDA KEATING	DC RESTITUTION # S19-001785-BST MARX II,	578.27
04/24/2020	1	68801	KENS	KEN'S VILLAGE MARKET	DC RESTITUTION # 19-0836-SM LABORDE, MAT	5.18
04/24/2020	1	68802	LAND A	ALEX LANDA	DC RESTITUTION #16-0395-FY BROWN, HERBER	230.00
04/24/2020	1	68803	PA	CHEBOYGAN COUNTY PROSECUTOR	DC RESTITUTION #18-0777-SD MCKINLEY, KRI	102.50
04/24/2020	1	68804	REF-TREA	SHANNON GAGNON	TR 253-006-300-008-00 REFUND OVERPAYMENT	14.80
04/24/2020	1	68805	REF-TREA	PATRICIA MARIE ROBINSON	TR 251-M05-000-226-00 REFUND OVERPAYMENT	7.92
04/24/2020	1	68806	SHERIFF	CHEBOYGAN COUNTY SHERIFF DEPT	DC RESTITUTION #19-0253-SD DEATRICK, JOS	200.00
04/24/2020	1	68807	TIMM S	SHERRY TIMMER	DC RESTITUTION #19-0561-SM TIMMONS, HAYL	1.80
04/24/2020	1	68808	WALMART	WALMART	DC RESTITUTION #11-0924-SM SMITH JR, CAR	85.70
04/24/2020	1	68809	WALMART	WALMART	DC RESTITUTION #19-0609-SM MARKUS, DYLAN	11.41
04/24/2020	1	68810	WALMART	WALMART	DC RESTITUTION # 19-0813-SM LITTERAL, VA	25.00
04/24/2020	1	68811	REF-TREA	JASON KNAFFLE	TR 091-010-400-004-00 REFUND OVERPAYMENT	161.32
04/30/2020	1	68812	CHEB	CITY OF CHEBOYGAN	DC ORDINANCE FEE APR 2020	238.33
04/30/2020	1	68813	MDT-TRTAX	MICHIGAN DEPT OF TREASURY	RD REAL ESTATE TRANSFER TAX - ARP 2020	41,426.25
04/30/2020	1	68814	REF-DC	HOSPITALITY OPERATING INC	DC REFUND CASH #19-0293-ST YORCH,SAMANTH	26.00
04/30/2020	1	68815	SOM-CC	STATE OF MICHIGAN	CC 53RD CIRCUIT COURT FILING FEES APR 2	1,970.09
04/30/2020	1	68816	SOM-DC	STATE OF MICHIGAN	DC 89TH DISTRICT COURT FILING FEES ARP	3,521.25
04/30/2020	1	68817	SOM-NETF	STATE OF MICHIGAN	CR NOTARY EDUCATION & TRAINING FUND	4.00
04/30/2020	1	68818	SOM-PC	STATE OF MICHIGAN	PC PROBATE COURT FILING FEES APR 2020	1,204.93
04/30/2020	1	68819	TTP	TUSCARORA TOWNSHIP POLICE	DC CONVICTED OUIL ASMNT APR2020	55.00

05/06/2020 06:14 AM  
User: DWALINSKY  
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 04/01/2020 - 04/30/2020

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/30/2020	1	68820	VOM	VILLAGE OF MACKINAW	DC ORDINANCE FEE APR 2020	276.67
					Total Paper Check:	1,576,007.54

1 TOTALS:  
Total of 116 Checks: 1,576,007.54  
Less 1 Void Checks: 100.00  
Total of 115 Disbursements: 1,575,907.54

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 2 GENERAL FUND						
Check Type: Paper Check						
04/01/2020	2	183309	CAVI C	CAMERON CAVITT	FN DRAIN COMMISSIONER SALARY - 2ND QTR	300.00
04/01/2020	2	183310	CCD	CHEBOYGAN CONSERVATION DISTRICT	FN 2020 2ND QTR APPROPRIATION	3,125.00
04/01/2020	2	183311	CCHS	CHEBOYGAN COUNTY HUMANE SOCIETY	FN HS 2020 2ND QTR APPROPRIATION	44,014.50
04/01/2020	2	183312	DH #4	DISTRICT HEALTH DEPT #4	FN 2020 2ND QTR APPROPRIATION	60,475.75
04/01/2020	2	183313	GRAN J	JAMES H GRANGER	FN 2020 2ND QTR APPROPRIATION	250.00
04/01/2020	2	183314	NCCMH	NORTH COUNTRY COMMUNITY	FN 2020 2ND QTR APPROPRIATION	31,498.75
04/01/2020	2	183315	PUB DEF 3	RON VARGA OR BILL KEOGH	FN PUBLIC DEFENDER CONTRACT FEE APR 202	14,192.00
04/01/2020	2	183316	RAMSAY	DONALD RAMSAY	CR MEDICAL EXAMINER WAGE APR 2020	898.71
04/01/2020	2	183317	DEKETO	DEKETO LLC	ROD LICENSE ENHANCEMENTS (459 DOCUMENTS)	918.00
04/01/2020	2	183318	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 3/28/	261,653.34
04/01/2020	2	183319	G SHIPPING	G'S SHIPPING STORE	MA SUPPLIES - GLT-96	90.57
					MA SUPPLIES - GLT-2 PLY, JRT-1000	271.68
					MA SUPPLIES - 96 ROLL CASE	181.14
						<u>543.39</u>
04/01/2020	2	183320	GOUJ C	CAL GOUINE	BOC COMMISSIONER MILEAGE 4/1/20	4.03
04/01/2020	2	183321	KSS	KSS ENTERPRISES	MA SUPPLIES-DISINFECT WIPES, CLNR, CAN L	960.59
					MA SUPPLIES - HAND SANITIZER	400.96
						<u>1,361.55</u>
04/01/2020	2	183322	MATE R	ROBERTA MATELSKI	BOC COMMISSIONER MILEAGE 4/1/20	29.90
04/01/2020	2	183323	NEWM M	MICHAEL NEWMAN	BOC COMMISSIONER MILEAGE 4/1/20 + 5 MTGS	124.79
04/01/2020	2	183324	TRYBAN	MARY ELLEN TRYBAN	BOC COMMISSIONER MILEAGE 4/1/20	4.03
04/01/2020	2	183325	WALLACE	JOHN WALLACE	BOC COMMISSIONER MILEAGE 4/1/20	28.75
04/01/2020	2	183326	WARF S	STEVE WARFIELD	BOC COMMISSIONER MILEAGE 4/1/20 + 1 MTG	51.75
04/02/2020	2	183327	MISC	JEN WORKMAN	DC SOBERLINK ACTIVATION FEE FOR 2	99.00
04/08/2020	2	183328	ACH	ADVANCED CORRECTIONAL HEALTHCARE	SDJ MEDICAL WATCH MAY 2020	8,515.47
04/08/2020	2	183329	AT&T/SBC	AT&T	FN MA GAS PUMP MODEM ACCT# 2316273361801	70.78
04/08/2020	2	183330	AXON	AXON ENTERPRISE, INC.	SD HOLSTER, MAGAZINE, TASER, LEFT HAND H	4,597.50
					TASER CARTRIDGES	1,033.50
						<u>5,631.00</u>
04/08/2020	2	183331	BLASKOWSKI	BLASKOWSKI FEED & SEED	SD DOG FOOD	42.00
04/08/2020	2	183332	CAR-RC	CARQUEST	RC SUPPLIES - SILICON BLADE (2)	49.62
					RC SUPPLIES - PIN KEYED PADLOCK (12)	167.88
						<u>217.50</u>
04/08/2020	2	183333	CARD	CARDMEMBER SERVICE	SD CARD SERVICES THROUGH 3/25/20	1,766.53
04/08/2020	2	183334	CCE	CCE CENTRAL DISPATCH AUTHORITY	AD 2ND QTR ALLOCATION APR-JUN 2020	114,777.50
04/08/2020	2	183335	CEMENT	CHEBOYGAN CEMENT PRODUCTS	MA CONCRETE GRAVEL (60/40)	11.67
04/08/2020	2	183336	CHARTER	CHARTER COMMUNICATIONS	SDJ INMATE CABLE ACCT# 8245122670006824	139.94
04/08/2020	2	183337	CHARTER	CHARTER COMMUNICATIONS	CF/RC INTERNET/PHONE ACCT# 8245122670087	221.94
04/08/2020	2	183338	CHARTER	CHARTER COMMUNICATIONS	CCM PHONE ACCT# 8245122670084508 3/29 -	234.94
04/08/2020	2	183339	CIMA	THE CIMA COMPANIES INC	AD SD 2020 ACCIDENT INSURANCE (7/1/20 -	501.00
04/08/2020	2	183340	CONSUMERS	CONSUMERS ENERGY	RC/FG ELECTRIC ACCT# 100045328463 3/1 -	26.14
04/08/2020	2	183341	EPSI	ENGINEERED PROTECTION SYSTEMS	MA DORIS REID ALARM SYSTEM SERVICE AGREE	398.01
04/08/2020	2	183342	FERN FORD	FERNELIUS FORD LINCOLN	SRR BUS# 318 - REMOVE DEF INDICATOR CODE	277.78
04/08/2020	2	183343	GALLS	GALLS INCORPORATED	SD I.C.E. PERFORMANCE POLOS, MENS LONG S	265.95
					SD LIGHTWEIGHT SHIRTS	78.60

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						344.55
04/08/2020	2	183344	GEWY	YOUNG, GRAHAM & WENDLING PC	AD LEGAL SERVICES THROUGH 3/31/20	3,146.00
04/08/2020	2	183345	GOURDIE	GOURDIE-FRASER, INC.	AD CCM MARINA FUEL SYSTEM & SERVICE DOC	5,526.00
04/08/2020	2	183346	GTR	GRAND TRAVERSE REFRIGERATION INC	MA SDJ REPAIR & REPLACE COMPRESSOR-JAIL	648.68
04/08/2020	2	183347	HOME	HOME CONFINEMENT	SD FOR SMITH, BABCOCK	472.00
04/08/2020	2	183348	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	PC INFORMATION SEARCH MAR 2020	50.00
04/08/2020	2	183349	LOZNAK	DANIEL J LOZNAK PC	SRR LEASE PAYMENT APR 2020	1,000.00
04/08/2020	2	183350	MISC	AUTO-OWNERS LIFE INSURANCE CO	AD LIFE INSURANCE - JEFF LAWSON - ANNUAL	547.00
04/08/2020	2	183351	MOD PHAR	MODERN PHARMACY	SD MARCH 2020 SCRIPTS	116.80
04/08/2020	2	183352	NSB	NORTHERN STAR BROADCASTING	SRR MONTHLY TOWER LEASE AGREEMENT APR 2	600.00
04/08/2020	2	183353	OFF DEPOT	OFFICE DEPOT	PC OFFICE SUPPLIES - POST ITS, LETTER OP	31.51
04/08/2020	2	183354	PNC VISA	PNC BANK	FN CREDIT CARD CHARGES THROUGH 3/19/20	5,870.64
04/08/2020	2	183355	PNC VISA	VOID		V
04/08/2020	2	183356	PNC VISA	VOID		V
04/08/2020	2	183357	RDIC	RIVERTOWN DO-IT CENTER	MA SUPPLIES - SATIN EX DEEP BSE, CORN BR	36.97
					MA SUPPLIES - WHT SHELF, PREM PINE	39.23
					MA SUPPLIES - PREM PINE, SCREWS, BOLTS,	19.99
					MA SUPPLIES - ANGLE POLY BRUSHS	15.98
					MA SUPPLIES - DIAGONAL CUT PLIERS, NUMBE	6.87
					MA SUPPLIES - FOAM BRUSH, POLYURETHANE	16.57
					MA SUPPLIES - DEEP ALKYD, FOAM BRUSHES,	61.83
					MA SUPPLIES - KEYS, ACCESSORIES	7.16
					MA SUPPLIES - KEYS, ACCESSORIES	7.16
					MA SUPPLIES - KEYS, ACCESSORIES	1.79
						213.55
04/08/2020	2	183358	RDIC	VOID		V
04/08/2020	2	183359	SAP	STRAITS AREA PRINTING	FOC #10 WINDOW ENVELOPES (2500)	205.75
04/08/2020	2	183360	SECURUS	SECURUS TECHNOLOGIES	SDJ INMATE PHONE USAGE CHARGES MAR 2020	2,483.11
04/08/2020	2	183361	SPARTAN	SPARTAN STORES LLC	MA COFFEE FOR COMMISSIONERS ROOM	38.94
04/08/2020	2	183362	STELLAR	STELLAR SERVICES	SDJ INMATE SUPPLIES - SNACK PACKS	90.00
					SDJ INMATE SUPPLIES - SNACK PACKS	165.00
					SDJ INMATE SUPPLIES - INDIGENT ORDERS	15.78
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	1,285.91
					SDJ INMATE SUPPLIES - INDIGENT ORDERS	3.00
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	779.13
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	1,417.50
					SDJ INMATE SUPPLIES - SNACK PACKS	9.00
					SDJ INMATE SUPPLIES - INDIGENT ORDERS	11.52
					SDJ INMATE SUPPLIES - COMMISSARY ORDERS	474.22
					SDJ INMATE SUPPLIES - SNACK PACKS	165.00
						4,416.06
04/08/2020	2	183363	STELLAR	VOID		V
04/08/2020	2	183364	STRA P	STRAITSLAND PUBLISHING	AD BOARD MTG MINUTES (3/12), FUEL SYSTEM	28.80
04/08/2020	2	183365	TRAIN	NORTH CENTRAL MICHIGAN COLLEGE	SD MSCTC CORRECTIONS ACADEMY - MACLEOD-B	1,500.00
04/08/2020	2	183366	UPS	UNITED PARCEL SERVICE	FN UPS CHARGES 2/29 - 3/28/20	35.66
04/08/2020	2	183367	ADV AUTO	ADVANCE AUTO PARTS	MA SUPPLIES - BRUSH TRI LVL W POLE	12.99
04/08/2020	2	183368	ADVANCE-SD	ADVANCE AUTO PARTS	SD SUPPLIES - TRANSMISSION FLUID	29.99
04/08/2020	2	183369	CLSSI	CHEBOYGAN LIFE SUPPORT SYSTEM	TR MONTHLY PAYMENT APR 20	27,065.17
04/08/2020	2	183370	ELECT SOUR	ELECTION SOURCE	CR THUMB DRIVE PROGRAMMING - MAY ELECTIO	16.23
					CR BALLOTS FOR MARCH ELECTION	13,919.28
						13,935.51
04/08/2020	2	183371	EMMET CTY	EMMET COUNTY	TR MONTHLY PAYMENT APR 20	2,144.08

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/08/2020	2	183372	KSS	KSS ENTERPRISES	MA SUPPLIES - ROLL TOWELS, MULTIFOLD TOW	708.26
04/08/2020	2	183373	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	TR MEMBERSHIP MAR 20	106.92
04/08/2020	2	183374	OAA	ONAWAY AREA AMBULANCE	TR MONTHLY PAYMENT APR 20	1,310.25
04/08/2020	2	183375	OTIS	OTIS ELEVATOR COMPANY	MA ELEVATOR SERVICES - ADJUSTMENT 11/20	10.08
04/08/2020	2	183376	PUB DEF 3	RON VARGA OR BILL KEOGH	CC MIDC ATTORNEY ARRAIGNMENTS MAR 2020	9,512.50
04/08/2020	2	183377	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	CR BOARD MEETING MINUTES (2/11)	25.05
04/08/2020	2	183378	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	TR MONTHLY PAYMENT APR 20	48,333.33
04/08/2020	2	183379	WASC	WAWATAM AREA SENIOR CITIZENS INC	TR MONTHLY PAYMENT APR 20	4,991.00
04/08/2020	2	183380	CHARTER	CHARTER COMMUNICATIONS	SRR INTERNET ACCT# 8245122670105014 3/26	326.06
04/08/2020	2	183381	INK & TONE	INK & TONER ALTERNATIVE	CR INK CARTRIDGE 2/5/20	54.99
04/08/2020	2	183382	OFF DEPOT	OFFICE DEPOT	CR OFFICE SUPPLIES - HEADPHONES, CLIPS	29.12
04/17/2020	2	183383	AMC	ANIMAL MEDICAL CENTER	SD THOR - MEDS	120.00 V
04/17/2020	2	183384	BERGER	BERGER CHEVROLET INC	SD 2020 CHEVROLET TAHOE PPV (VIN: 1GNSKD	37,612.00 V
04/17/2020	2	183385	BLARNEY	BLARNEY CASTLE OIL COMPANY	RC DIESEL FUEL FOR RECYCLING	435.86 V
04/17/2020	2	183386	CAS	CHEBOYGAN AREA SCHOOLS	PC COMPASS TEACHER PAY - 2019-2020 SCHOO	116,101.55 V
04/17/2020	2	183387	CHARTER	CHARTER COMMUNICATIONS	IS MONTHLY INTERNET ACCT: 82451226700683	249.81 V
04/17/2020	2	183388	CHEB	CITY OF CHEBOYGAN	CCM ACCT#002-00967-00 & 002-00966-00	180.04 V
04/17/2020	2	183389	CHEB	CITY OF CHEBOYGAN	MA WATER ACCTS: 2-01575-01 & 2-01575-02	11,185.05 V
04/17/2020	2	183390	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100026019925 3/4 - 4/1	25.36 V
					MA ELECTRIC ACCT# 100029199252 3/9 - 4/6	35.46 V
					MA ELECTRIC ACCT# 100027732369 3/6-4/5/	127.49 V
					MA ELECTRIC ACCT# 100000163434 3/1 - 3/	16.82 V
						205.13
04/17/2020	2	183391	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100083879849 3/6- 4/5	69.76 V
04/17/2020	2	183392	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC ACCT#100030339863,100003900	282.56 V
04/17/2020	2	183393	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	PA BOTTLED WATER - MAR 2020	25.25 V
04/17/2020	2	183394	EMMET CTY	EMMET COUNTY	RC MONTHLY RECYCLE FEES FEB 2020	6,295.00 V
04/17/2020	2	183395	EMMET CTY	EMMET COUNTY	SRR REIMBURSE FARES - EMMET CTY 3/1 - 3/	2,781.50 V
04/17/2020	2	183396	GFL	GFL ENVIRONMENTAL USA, INC.	MA TRASH REMOVAL ACCT# 1533209 MARCH 20	610.26 V
04/17/2020	2	183397	GRAINGER	WW GRAINGER	MA SUPPLIES - TOILET REBUILD KITS, O-RIN	75.01 V
04/17/2020	2	183398	HANSEL	DONNA HANSEL	CC REPRESENTATION OF LUCAS HICKEY #16-10	75.00 V
04/17/2020	2	183399	KSS	KSS ENTERPRISES	MA SUPPLIES - DRAIN SOLVE	67.78 V
04/17/2020	2	183400	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	FOC INFORMATION SEARCH MAR 20	150.00 V
04/17/2020	2	183401	MANK J	JAMES MANKO	FN CELL PHONE REIMBURSEMENT JAN & FEB 2	90.00 V
04/17/2020	2	183402	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DGC DRUG TESTING FOR DRUG COURT PARTI	375.00 V
04/17/2020	2	183403	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES - CORRECTION TAPE, CA	26.50 V
					DC OFFICE SUPPLIES - REPORT COVERS	91.18 V
					DC OFFICE SUPPLIES - LASER CARTRIDGES	128.32 V
						246.00
04/17/2020	2	183404	PRESIDIO	PRESIDIO NETWORKED SOLUTIONS LLC	SD INSTALL CAMERA	310.00 V
04/17/2020	2	183405	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC DRUG TESTING FOR DRUG COURT PARTI	1,536.65 V
					CC DGC DRUG TESTING FOR DRUG COURT PARTI	70.35 V
					CC DGC ORAL TEST KITS (225)	1,563.75 V
						3,170.75
04/17/2020	2	183406	ROSE EXT	ROSE EXTERMINATOR	SDJ PEST CONTROL CONTRACT APR 2020	77.00 V
04/17/2020	2	183407	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	AD MARINA FUEL DOCK REPLACEMENT (3/21 &	97.80 V
04/17/2020	2	183408	SELI D	DALE SELIN	DC CELL PHONE REIMBURSEMENT MAR 2020	45.00 V
04/17/2020	2	183409	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	FN SENIOR PROJECT FRESS PROGRAM 2020	750.00 V
04/17/2020	2	183410	SOM-DCH	STATE OF MICHIGAN	FN SENIOR FRESH PROGRAM 2020	7,250.00 V
04/17/2020	2	183411	SPECTRUM	SPECTRUM HEALTH HOSPITALS	CR AUTOPSY - MICHAEL ARTHUR 2/13/2020	1,483.00 V
04/17/2020	2	183412	STAN L	LIZ STANKEWITZ	DC CELL PHONE REIMBURSEMENT MAR 2020	45.00 V
04/17/2020	2	183413	SZUKALA	SZUKALA LAW, PLLC	CC DEFENSE ATTORNEY ATTENDANCE AT DRUG C	100.00 V
04/17/2020	2	183414	TELNET	TELNET WORLDWIDE	IS MONTHLY PHONE ACCT# 62931	758.77 V

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	
04/17/2020	2	183415	TELNET	VOID			V
04/17/2020	2	183416	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 4/11/	143,968.09	V
04/17/2020	2	183417	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 3/5-4/4/20	346.33	V
04/17/2020	2	183418	WEST-CC	THOMSON REUTERS - WEST	CC WEST INFORMATION CHARGES 3/1 - 3/31/	988.76	V
04/17/2020	2	183419	YOUN K	KIMBERLY TILTON	DC CELL PHONE REIMBURSEMENT MAR 2020	45.00	V
04/17/2020	2	183420	AMC	ANIMAL MEDICAL CENTER	SD THOR - MEDS	120.00	V
04/17/2020	2	183421	BERGER	BERGER CHEVROLET INC	SD 2020 CHEVROLET TAHOE PPV (VIN: 1GNSKD	37,612.00	V
04/17/2020	2	183422	BLARNEY	BLARNEY CASTLE OIL COMPANY	RC DIESEL FUEL FOR RECYCLING	435.86	V
04/17/2020	2	183423	CAS	CHEBOYGAN AREA SCHOOLS	PC COMPASS TEACHER PAY - 2019-2020 SCHOO	116,101.55	V
04/17/2020	2	183424	CHARTER	CHARTER COMMUNICATIONS	IS MONTHLY INTERNET ACCT: 82451226700683	249.81	V
04/17/2020	2	183425	CHEB	CITY OF CHEBOYGAN	CCM ACCT#002-00967-00 & 002-00966-00	180.04	V
04/17/2020	2	183426	CHEB	CITY OF CHEBOYGAN	MA WATER ACCTS: 2-01575-01 & 2-01575-02	11,185.05	V
04/17/2020	2	183427	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100026019925 3/4 - 4/1	25.36	V
					MA ELECTRIC ACCT# 100029199252 3/9 - 4/6	35.46	V
					MA ELECTRIC ACCT# 100027732369 3/6-4/5/	127.49	V
					MA ELECTRIC ACCT# 100000163434 3/1 - 3/	16.82	V
						<u>205.13</u>	
04/17/2020	2	183428	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100083879849 3/6- 4/5	69.76	V
04/17/2020	2	183429	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC ACCT#100030339863,100003900	282.56	V
04/17/2020	2	183430	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	PA BOTTLED WATER - MAR 2020	25.25	V
04/17/2020	2	183431	EMMET CTY	EMMET COUNTY	RC MONTHLY RECYCLE FEES FEB 2020	6,295.00	V
04/17/2020	2	183432	EMMET CTY	EMMET COUNTY	SRR REIMBURSE FARES - EMMET CTY 3/1 - 3/	2,781.50	V
04/17/2020	2	183433	GFL	GFL ENVIRONMENTAL USA, INC.	MA TRASH REMOVAL ACCT# 1533209 MARCH 20	610.26	V
04/17/2020	2	183434	GRAINGER	WW GRAINGER	MA SUPPLIES - TOILET REBUILD KITS, O-RIN	75.01	V
04/17/2020	2	183435	HANSEL	DONNA HANSEL	CC REPRESENTATION OF LUCAS HICKEY #16-10	75.00	V
04/17/2020	2	183436	KSS	KSS ENTERPRISES	MA SUPPLIES - DRAIN SOLVE	67.78	V
04/17/2020	2	183437	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	FOC INFORMATION SEARCH MAR 20	150.00	V
04/17/2020	2	183438	MANK J	JAMES MANKO	FN CELL PHONE REIMBURSEMENT JAN & FEB 2	90.00	V
04/17/2020	2	183439	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DGC DRUG TESTING FOR DRUG COURT PARTI	375.00	V
04/17/2020	2	183440	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES - CORRECTION TAPE, CA	26.50	V
					DC OFFICE SUPPLIES - REPORT COVERS	91.18	V
					DC OFFICE SUPPLIES - LASER CARTRIDGES	128.32	V
						<u>246.00</u>	
04/17/2020	2	183441	PRESIDIO	PRESIDIO NETWORKED SOLUTIONS LLC	SD INSTALL CAMERA	310.00	V
04/17/2020	2	183442	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC DRUG TESTING FOR DRUG COURT PARTI	1,536.65	V
					CC DGC DRUG TESTING FOR DRUG COURT PARTI	70.35	V
					CC DGC ORAL TEST KITS (225)	1,563.75	V
						<u>3,170.75</u>	
04/17/2020	2	183443	ROSE EXT	ROSE EXTERMINATOR	SDJ PEST CONTROL CONTRACT APR 2020	77.00	V
04/17/2020	2	183444	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	AD MARINA FUEL DOCK REPLACEMENT (3/21 &	97.80	V
04/17/2020	2	183445	SELI D	DALE SELIN	DC CELL PHONE REIMBURSEMENT MAR 2020	45.00	V
04/17/2020	2	183446	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	FN SENIOR PROJECT FRESS PROGRAM 2020	750.00	V
04/17/2020	2	183447	SOM-DCH	STATE OF MICHIGAN	FN SENIOR FRESH PROGRAM 2020	7,250.00	V
04/17/2020	2	183448	SPECTRUM	SPECTRUM HEALTH HOSPITALS	CR AUTOPSY - MICHAEL ARTHUR 2/13/2020	1,483.00	V
04/17/2020	2	183449	STAN L	LIZ STANKEWITZ	DC CELL PHONE REIMBURSEMENT MAR 2020	45.00	V
04/17/2020	2	183450	SZUKALA	SZUKALA LAW, PLLC	CC DEFENSE ATTORNEY ATTENDANCE AT DRUG C	100.00	V
04/17/2020	2	183451	TELNET	TELNET WORLDWIDE	IS MONTHLY PHONE ACCT# 62931	758.77	V
04/17/2020	2	183452	TELNET	VOID			V
04/17/2020	2	183453	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 4/11/	143,968.09	V
04/17/2020	2	183454	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 3/5-4/4/20	346.33	V
04/17/2020	2	183455	WEST-CC	THOMSON REUTERS - WEST	CC WEST INFORMATION CHARGES 3/1 - 3/31/	988.76	V
04/17/2020	2	183456	YOUN K	KIMBERLY TILTON	DC CELL PHONE REIMBURSEMENT MAR 2020	45.00	V
04/17/2020	2	183457	AMC	ANIMAL MEDICAL CENTER	SD THOR - MEDS	120.00	V

CHECK REGISTER FOR CHEBOYGAN COUNTY  
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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/17/2020	2	183458	BERGER	BERGER CHEVROLET INC	SD 2020 CHEVROLET TAHOE PPV (VIN: 1GNSKD	37,612.00 V
04/17/2020	2	183459	BLARNEY	BLARNEY CASTLE OIL COMPANY	RC DIESEL FUEL FOR RECYCLING	435.86 V
04/17/2020	2	183460	CAS	CHEBOYGAN AREA SCHOOLS	PC COMPASS TEACHER PAY - 2019-2020 SCHOO	116,101.55 V
04/17/2020	2	183461	CHARTER	CHARTER COMMUNICATIONS	IS MONTHLY INTERNET ACCT: 82451226700683	249.81 V
04/17/2020	2	183462	CHEB	CITY OF CHEBOYGAN	CCM ACCT#002-00967-00 & 002-00966-00	180.04 V
04/17/2020	2	183463	CHEB	CITY OF CHEBOYGAN	MA WATER ACCTS: 2-01575-01 & 2-01575-02	11,185.05 V
04/17/2020	2	183464	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100026019925 3/4 - 4/1	25.36 V
					MA ELECTRIC ACCT# 100029199252 3/9 - 4/6	35.46 V
					MA ELECTRIC ACCT# 100027732369 3/6-4/5/	127.49 V
					MA ELECTRIC ACCT# 100000163434 3/1 - 3/	16.82 V
						<u>205.13</u>
04/17/2020	2	183465	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100083879849 3/6- 4/5	69.76 V
04/17/2020	2	183466	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC ACCT#100030339863,100003900	282.56 V
04/17/2020	2	183467	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	PA BOTTLED WATER - MAR 2020	25.25 V
04/17/2020	2	183468	EMMET CTY	EMMET COUNTY	RC MONTHLY RECYCLE FEES FEB 2020	6,295.00 V
04/17/2020	2	183469	EMMET CTY	EMMET COUNTY	SRR REIMBURSE FARES - EMMET CTY 3/1 - 3/	2,781.50 V
04/17/2020	2	183470	GFL	GFL ENVIRONMENTAL USA, INC.	MA TRASH REMOVAL ACCT# 1533209 MARCH 20	610.26 V
04/17/2020	2	183471	GRAINGER	WW GRAINGER	MA SUPPLIES - TOILET REBUILD KITS, O-RIN	75.01 V
04/17/2020	2	183472	HANSEL	DONNA HANSEL	CC REPRESENTATION OF LUCAS HICKEY #16-10	75.00 V
04/17/2020	2	183473	KSS	KSS ENTERPRISES	MA SUPPLIES - DRAIN SOLVE	67.78 V
04/17/2020	2	183474	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	FOC INFORMATION SEARCH MAR 20	150.00 V
04/17/2020	2	183475	MANK J	JAMES MANKO	FN CELL PHONE REIMBURSEMENT JAN & FEB 2	90.00 V
04/17/2020	2	183476	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DGC DRUG TESTING FOR DRUG COURT PARTI	375.00 V
04/17/2020	2	183477	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES - CORRECTION TAPE, CA	26.50 V
					DC OFFICE SUPPLIES - REPORT COVERS	91.18 V
					DC OFFICE SUPPLIES - LASER CARTRIDGES	128.32 V
						<u>246.00</u>
04/17/2020	2	183478	PRESIDIO	PRESIDIO NETWORKED SOLUTIONS LLC	SD INSTALL CAMERA	310.00 V
04/17/2020	2	183479	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC DRUG TESTING FOR DRUG COURT PARTI	1,536.65 V
					CC DGC DRUG TESTING FOR DRUG COURT PARTI	70.35 V
					CC DGC ORAL TEST KITS (225)	1,563.75 V
						<u>3,170.75</u>
04/17/2020	2	183480	ROSE EXT	ROSE EXTERMINATOR	SDJ PEST CONTROL CONTRACT APR 2020	77.00 V
04/17/2020	2	183481	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	AD MARINA FUEL DOCK REPLACEMENT (3/21 &	97.80 V
04/17/2020	2	183482	SELI D	DALE SELIN	DC CELL PHONE REIMBURSEMENT MAR 2020	45.00 V
04/17/2020	2	183483	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	FN SENIOR PROJECT FRESS PROGRAM 2020	750.00 V
04/17/2020	2	183484	SOM-DCH	STATE OF MICHIGAN	FN SENIOR FRESH PROGRAM 2020	7,250.00 V
04/17/2020	2	183485	SPECTRUM	SPECTRUM HEALTH HOSPITALS	CR AUTOPSY - MICHAEL ARTHUR 2/13/2020	1,483.00 V
04/17/2020	2	183486	STAN L	LIZ STANKEWITZ	DC CELL PHONE REIMBURSEMENT MAR 2020	45.00 V
04/17/2020	2	183487	SZUKALA	SZUKALA LAW, PLLC	CC DEFENSE ATTORNEY ATTENDANCE AT DRUG C	100.00 V
04/17/2020	2	183488	TELNET	TELNET WORLDWIDE	IS MONTHLY PHONE ACCT# 62931	758.77 V
04/17/2020	2	183489	TELNET	VOID		V
04/17/2020	2	183490	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 4/11/	143,968.09 V
04/17/2020	2	183491	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 3/5-4/4/20	346.33 V
04/17/2020	2	183492	WEST-CC	THOMSON REUTERS - WEST	CC WEST INFORMATION CHARGES 3/1 - 3/31/	988.76 V
04/17/2020	2	183493	YOUN K	KIMBERLY TILTON	DC CELL PHONE REIMBURSEMENT MAR 2020	45.00 V
04/17/2020	2	183494	AMC	ANIMAL MEDICAL CENTER	SD THOR - MEDS	120.00 V
04/17/2020	2	183495	BERGER	BERGER CHEVROLET INC	SD 2020 CHEVROLET TAHOE PPV (VIN: 1GNSKD	37,612.00 V
04/17/2020	2	183496	BLARNEY	BLARNEY CASTLE OIL COMPANY	RC DIESEL FUEL FOR RECYCLING	435.86 V
04/17/2020	2	183497	CAS	CHEBOYGAN AREA SCHOOLS	PC COMPASS TEACHER PAY - 2019-2020 SCHOO	116,101.55 V
04/17/2020	2	183498	CHARTER	CHARTER COMMUNICATIONS	IS MONTHLY INTERNET ACCT: 82451226700683	249.81 V
04/17/2020	2	183499	CHEB	CITY OF CHEBOYGAN	CCM ACCT#002-00967-00 & 002-00966-00	180.04 V
04/17/2020	2	183500	CHEB	CITY OF CHEBOYGAN	MA WATER ACCTS: 2-01575-01 & 2-01575-02	11,185.05 V

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/17/2020	2	183501	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100026019925 3/4 - 4/1	25.36
					MA ELECTRIC ACCT# 100029199252 3/9 - 4/6	35.46
					MA ELECTRIC ACCT# 100027732369 3/6-4/5/	127.49
					MA ELECTRIC ACCT# 100000163434 3/1 - 3/	16.82
						<u>205.13</u>
04/17/2020	2	183502	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100083879849 3/6- 4/5	69.76
04/17/2020	2	183503	CONSUMERS	CONSUMERS ENERGY	CCM ELECTRIC ACCT#100030339863,100003900	282.56
04/17/2020	2	183504	CULLIGAN	MCCARDEL CULLIGAN-PETOSKEY	PA BOTTLED WATER - MAR 2020	25.25
04/17/2020	2	183505	EMMET CTY	EMMET COUNTY	RC MONTHLY RECYCLE FEES FEB 2020	6,295.00
04/17/2020	2	183506	EMMET CTY	EMMET COUNTY	SRR REIMBURSE FARES - EMMET CTY 3/1 - 3/	2,781.50
04/17/2020	2	183507	GFL	GFL ENVIRONMENTAL USA, INC.	MA TRASH REMOVAL ACCT# 1533209 MARCH 20	610.26
04/17/2020	2	183508	GRAINGER	WW GRAINGER	MA SUPPLIES - TOILET REBUILD KITS, O-RIN	75.01
04/17/2020	2	183509	HANSEL	DONNA HANSEL	CC REPRESENTATION OF LUCAS HICKEY #16-10	75.00
04/17/2020	2	183510	KSS	KSS ENTERPRISES	MA SUPPLIES - DRAIN SOLVE	67.78
04/17/2020	2	183511	LEXISNEXIS	LEXISNEXIS RISK SOLUTIONS	FOC INFORMATION SEARCH MAR 20	150.00
04/17/2020	2	183512	MANK J	JAMES MANKO	FN CELL PHONE REIMBURSEMENT JAN & FEB 2	90.00
04/17/2020	2	183513	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	CC DGC DRUG TESTING FOR DRUG COURT PARTI	375.00
04/17/2020	2	183514	OFF DEPOT	OFFICE DEPOT	DC OFFICE SUPPLIES - CORRECTION TAPE, CA	26.50
					DC OFFICE SUPPLIES - REPORT COVERS	91.18
					DC OFFICE SUPPLIES - LASER CARTRIDGES	128.32
						<u>246.00</u>
04/17/2020	2	183515	PRESIDIO	PRESIDIO NETWORKED SOLUTIONS LLC	SD INSTALL CAMERA	310.00
04/17/2020	2	183516	RED TOX	REDWOOD TOXICOLOGY LABORATORY	CC DGC DRUG TESTING FOR DRUG COURT PARTI	1,536.65
					CC DGC DRUG TESTING FOR DRUG COURT PARTI	70.35
					CC DGC ORAL TEST KITS (225)	1,563.75
						<u>3,170.75</u>
04/17/2020	2	183517	ROSE EXT	ROSE EXTERMINATOR	SDJ PEST CONTROL CONTRACT APR 2020	77.00
04/17/2020	2	183518	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	AD MARINA FUEL DOCK REPLACEMENT (3/21 &	97.80
04/17/2020	2	183519	SELI D	DALE SELIN	DC CELL PHONE REIMBURSEMENT MAR 2020	45.00
04/17/2020	2	183520	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	FN SENIOR PROJECT FRESS PROGRAM 2020	750.00
04/17/2020	2	183521	SOM-DCH	STATE OF MICHIGAN	FN SENIOR FRESH PROGRAM 2020	7,250.00
04/17/2020	2	183522	SPECTRUM	SPECTRUM HEALTH HOSPITALS	CR AUTOPSY - MICHAEL ARTHUR 2/13/2020	1,483.00
04/17/2020	2	183523	STAN L	LIZ STANKEWITZ	DC CELL PHONE REIMBURSEMENT MAR 2020	45.00
04/17/2020	2	183524	SZUKALA	SZUKALA LAW, PLLC	CC DEFENSE ATTORNEY ATTENDANCE AT DRUG C	100.00
04/17/2020	2	183525	TELNET	TELNET WORLDWIDE	IS MONTHLY PHONE ACCT# 62931	758.77
04/17/2020	2	183526	TELNET	VOID		
04/17/2020	2	183527	TREAS	CHEBOYGAN COUNTY TREASURER	PR EMPLOYEE FRINGE & DEDUCTIONS PE 4/11/	143,968.09
04/17/2020	2	183528	WEST-CC	THOMSON REUTERS - WEST	CC LIBRARY PLAN CHARGES 3/5-4/4/20	346.33
04/17/2020	2	183529	WEST-CC	THOMSON REUTERS - WEST	CC WEST INFORMATION CHARGES 3/1 - 3/31/	988.76
04/17/2020	2	183530	YOUN K	KIMBERLY TILTON	DC CELL PHONE REIMBURSEMENT MAR 2020	45.00
04/17/2020	2	183531	ASHE M	MEGAN FENLON	PC CELL PHONE REIMBURSEMENT APR 20	45.00
04/17/2020	2	183532	CALS	CAL'S MOBILE HEAVY EQUIPMENT	RC TRUCK REPAIR - 2012 FRTL (243,161 MIL	2,401.02
04/17/2020	2	183533	CHEB	CITY OF CHEBOYGAN	MA D. REID WATER ACCT#2-02222-00	335.62
04/17/2020	2	183534	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100045025812 3/11	38.15
					FG/RC ELECTRIC ACCT# 100032117309 3/11-4	218.24
					FG/RC ELECTRIC ACCT# 100000225340 3/1 -	26.14
					FG/RC ELECTRIC ACCT#100032117416 3/11 -	67.61
						<u>350.14</u>
04/17/2020	2	183535	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032118323 3/11	33.03
04/17/2020	2	183536	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032117473 3/11	28.46
04/17/2020	2	183537	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032117523 3/11	73.53

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/17/2020	2	183538	CONSUMERS	CONSUMERS ENERGY	FG/RC ELECTRIC ACCT# 100032117358 3/11	89.95
04/17/2020	2	183539	DANI K	KAREN DANIEL	PC GUARDIANSHIP REVIEWS (LOULA & ANDREWS	60.00
04/17/2020	2	183540	DEAN	NANCY B DEAN	PC ATTORNEY CONTRACT - TITLE IV-E GRANT	734.52
04/17/2020	2	183541	GILB	JAMES L GILBERT	PC ATTORNEY CONTRACT- TITLE IV-E GRANT -	734.52
04/17/2020	2	183542	HANSEL	DONNA HANSEL	PC ATTORNEY CONTRACT- TITLE IV-E GRANT	734.52
04/17/2020	2	183543	KENWORTH	MICHIGAN KENWORTH	RC TRUCK REPAIR - 2020 MED DUTY VIN EN	97.95
04/17/2020	2	183544	KEOGH	WILLIAM L KEOGH PC	PC ATTORNEY CONTRACT - TITLE IV-E GRANT	734.52
04/17/2020	2	183545	WEST-PC	THOMSON REUTERS - WEST	PC LIBRARY PERIODICALS & LIBRARY PLAN CH	86.24
04/17/2020	2	183546	DTE	DTE ENERGY	FG/RC GAS ACCT# 910021270475 3/7 - 4/6/2	139.49
04/17/2020	2	183547	DTE	DTE ENERGY	MA GAS ACCT# 910021270764, 920009425827	2,584.34
04/17/2020	2	183548	DTE	DTE ENERGY	MA D.REID GAS ACCT# 910021270889 3/7 -	246.28
04/17/2020	2	183549	WEX	WEX BANK	RC FUEL CHARGES (CARD 27 & 29)	887.59
04/17/2020	2	183550	CANTEEN	CANTEEN SERVICES OF NORTHERN MI	SDJ MEALS (4907 @\$2.35 EA) MAR 2020	11,531.45
04/17/2020	2	183551	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	CR ANNUAL SUBSCRIPTION RENEWAL	195.00
04/17/2020	2	183552	SPIES-SRR	SPIES AUTO PARTS & TIRE	SRR DEF FLUID	59.94
04/17/2020	2	183553	WEX	WEX BANK	SRR FUEL CHARGES 3/16 - 4/15/20	2,875.83
04/24/2020	2	183554	CALS	CAL'S MOBILE HEAVY EQUIPMENT	SRR BUS# 118 - BI-ANNUAL INSPECTION	140.00
					SRR BUS# 318 - BI-ANNUAL INSPECTION, OIL	587.52
					SRR BUS# 116 - BI-ANNUAL INSPECTION, ADJ	210.00
					SRR BUS# 218 - EMCO - FULL SERVICE, OIL	257.02
					SRR BUS# 71 - TRAVEL TTO NORTH CENTRAL,P	285.00
					SRR BUS# 320 - 1ST INSPECTION ON NEW BUS	210.00
					SRR BUS# 520 -1ST INSPECTION ON NEW BUS	140.00
					SRR BUS# 120- 1ST INSPECTION ON NEW BUS	140.00
					SRR BUS# 220 - 1ST INSPECTION ON NEW BUS	175.00
					SRR BUS# 820 - 1ST INSPECTION ON NEW BUS	175.00
					SRR BUS# 620 - EMCO - 1ST INSPECTION ON	211.20
					SRR BUS# 920 - 1ST INSPECTION ON NEW BUS	175.40
						<u>2,706.14</u>
04/24/2020	2	183555	CALS	VOID		
04/24/2020	2	183556	CDW-G	CDW-G	SD MICROSOFT SURFACE PRO KEYBOARD & 8 GB	955.01
					MICROSOFT SURFACE PRO AND KEYBOARD	210.00
					SD THERMAL PAPER	117.50
						<u>1,282.51</u>
04/24/2020	2	183557	CIVIC	CIVIC RESEARCH INSTITUTE	DC PROBATION & PAROLE LAW REPORTER - POS	149.95
04/24/2020	2	183558	CONSUMERS	CONSUMERS ENERGY	MA REID BLDG ACCT#103003539980 3/16 - 4	993.57
04/24/2020	2	183559	CONSUMERS	CONSUMERS ENERGY	MA ELECTRIC ACCT# 100000107183 3/16 - 4	5,335.17
04/24/2020	2	183560	ENGL N	NEW ENGLAND MFG. COMPANY	VA MEMORIAL DAY GRAVE MARKERS (200)	2,052.55
04/24/2020	2	183561	FAIR M	MICHAEL FAIRCHILD	IS CELL PHONE REIMBURSEMENT APR 2020	45.00
04/24/2020	2	183562	GASLIGHT	GASLIGHT MEDIA	IS MONTHLY WEBSITE HOSTING & SEARCH ENGI	150.00
04/24/2020	2	183563	MEMBER	MICHIGAN ASSOCIATION OF PLANNING	PZ ANNUAL GROUP MEMBERSHIP DUES 7/1/2020	725.00
04/24/2020	2	183564	MSA	MICHIGAN SHERIFFS' ASSOCIATION	STRIPING/DECALS/LETTERING	253.95
04/24/2020	2	183565	NCIC	NETWORK COMMUNICATIONS INT'L CORP	SDJ INMATE PHONE USAGE CHARGES - MAR 202	2,291.67
04/24/2020	2	183566	NMIDS	NORTHERN MI IND DRUG SCREEN LLC	DC DRUG TESTING REIMBURSEMENT INCENTIVES	272.00
04/24/2020	2	183567	NOF	NATIONAL OFFICE PRODUCTS	PZ OFFICE SUPPLIES - #10 ENVELOPES	39.98
04/24/2020	2	183568	OFF DEPOT	OFFICE DEPOT	SD OFFICE SUPPLIES - 8GB FLASH DRIVE	54.58
					SD OFFICE SUPPLIES - WIRELESS MOUSE	44.97
					SD OFFICE SUPPLIES - 2 POCKET FOLDER	125.96
						<u>225.51</u>
04/24/2020	2	183569	PAWLOWSKI	NICOLE PAWLOWSKI	CC DGC CELL PHONE REIMBURSEMENT	135.00
04/24/2020	2	183570	PIE&G	PRESQUE ISLE ELECTRIC & GAS	RC ACCT#9465900000 - OUTDOOR LIGHTS	8.34
04/24/2020	2	183571	SCMG	SAULT-CHEBOYGAN MEDIA GROUP	PZ ADVERTISING (TRANS# 300265199, 300267	358.60
04/24/2020	2	183572	TRAIN	ED DELANA	PZ TRAINING - PLANNED UNIT DEVELOPEMENT	10.00

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/24/2020	2	183573	UN WAY	CHEBOYGAN COUNTY UNITED WAY	AD 211 SERVICES FOR 2020	1,958.00
04/24/2020	2	183574	VERIZON	VERIZON	IS CELL PHONE ACCT#282979161-00001 3/2	1,523.59
04/24/2020	2	183575	WEST-DC	THOMSON REUTERS - WEST	DC LIBRARY PLAN CHARGES 3/5 - 4/4/20	16.08
04/24/2020	2	183576	WEX	WEX BANK	SD FUEL CHARGES ACCT# 7560-00-132255-1	83.50
04/24/2020	2	183577	WHEELER	WHEELER MOTORS INC	SD SERVICE ENGINE LIGHT	60.45
					SD OIL CHANGE	16.95
					SD TIRE REPAIR	13.48
					SD HUB/BEARING	300.44
					SD OIL CHANGE	16.95
					SD PADS, ROTORS, MOUNT & BALANCE	710.79
					CD/AD ESCAPE#4 - OIL CHANGE/ROTATE TIRE	59.32
						<u>1,178.38</u>
04/24/2020	2	183578	WOE	WILLIAMS OFFICE EQUIPMENT	IS COPY MAINTENANCE AGREEMENTS MAR 2020	894.63
04/30/2020	2	183579	ALGE B	BARB ALGENSTEDT	SDJ LEGAL BLOOD DRAWS - BIRD 3/12/20	60.00
04/30/2020	2	183580	BOROWICZ	HAROLD BOROWICZ	PZ PLANNING COMMISSION MTG 3/5/20	49.20
04/30/2020	2	183581	CCE	CCE CENTRAL DISPATCH AUTHORITY	FN 4% PHONE SURCHARGE COLLECTED MARCH/AP	635.87
04/30/2020	2	183582	CDW-G	CDW-G	IS RC MICROSOFT SURFACE PRO 6 & KEYBOARD	955.01
04/30/2020	2	183583	CMDA	CUMMINGS, MCCLOREY, DAVIS & ACHO PLC	AD GENERAL LEGALS SERVICES THROUGH 3/31/	1,875.00
04/30/2020	2	183584	CROF P	PATY CROFT	PZ PLANNING COMMISSISON MTG 3/5/20	74.50
04/30/2020	2	183585	DELANA	ED DELANA	PZ PLANNING COMMISSION MTG 3/5/20	53.23
04/30/2020	2	183586	EMMET CTY	EMMET COUNTY	FN 2020 EMERGENCY MGMT 1/1 - 12/31/20	20,075.70
04/30/2020	2	183587	FELEPPA	ALFRED FELEPPA	PA CELL PHONE REIMBURSEMENT APR 20	45.00
04/30/2020	2	183588	FREESE	CHARLES FREESE	PZ PLANNING COMMISSION MTG 3/5/20	72.20
					PZ ZONING BOARD OF APPEALS MTG 4/22/20	40.00
						<u>112.20</u>
04/30/2020	2	183589	GOOD M	MELISSA GOODRICH	PA CELL PHONE REIMBURSEMENT APR 2020	45.00
04/30/2020	2	183590	HEMMER	RALPH HEMMER	PZ PLANNING COMMISSION MTG 3/5/20	40.00
04/30/2020	2	183591	HOEKSTRA	HOEKSTRA TRANSPORTATION	SRR BUS# 120 - 2020 ELDORADO BUS VIN: 1F	66,212.72
					SRR BUS# 220 - ELDORADO BUS VIN: 1FDFF4	66,212.72
					SRR BUS# 520 - ELDORADO BUS VIN: 1FDFF4F	66,212.72
					SRR BUS# 620 -ELDORADO BUS VIN: 1FDFF4FS	66,212.72
					SRR NEW BUSES PER CONTRACT VIN: 1FDFF4F	147,017.68
						<u>411,868.56</u>
04/30/2020	2	183592	INK & TONE	INK & TONER ALTERNATIVE	DC REFURBISHED FUSER 1/24/20	115.99
04/30/2020	2	183593	JOHN K	KAREN JOHNSON	PZ PLANNING COMMISSION MTG 3/4/20	44.26
04/30/2020	2	183594	KAVANAUGH	MICHAEL KAVANAUGH	PZ PLANNING COMMISSION MTG 3/5/20	48.05
04/30/2020	2	183595	LIBB A	AMBER LIBBY	PA CELL PHONE REIMBURSEMENT APR 20	45.00
04/30/2020	2	183596	LYON S	SHARON LYON	PZ PLANNING COMMISSION MTG 3/5/20	71.05
04/30/2020	2	183597	NIA	NORTHERN IMAGING ASSOCIATES, PC	CR AUTOPSY-TODD LONSDALE	31.00
04/30/2020	2	183598	NINI S	CAROL J SHERWOOD	PZ PLANNING COMMISSION MTG 3/5/20	40.00
04/30/2020	2	183599	OSTWALD	CHARLES OSTWALD	PZ PLANNING COMMISSION MTG 3/5/20	52.65
04/30/2020	2	183600	OTEC	PHILLIP P VANDENBERGE DBA OTEC	SRR BUS# 120 INSTALL KENWOOD MOBILE & A	767.60
					SRR BUS# 220 INSTALL KENWOOD MOBILE & AN	767.60
					SRR BUS# 320 INSTALL KENWOOD MOBILE & AN	767.60
					SRR BUS# 520 INSTALL KENWOOD MOBILE & AN	767.60
						<u>3,070.40</u>
04/30/2020	2	183601	S&B	SIGN AND BANNER FACTORY	SRR DECAL & INSTALLATION - NEW BUSES #12	2,625.00
04/30/2020	2	183602	SAP	STRAITS AREA PRINTING	CF ADVERTISING - CHEBOYGAN TODAY AD 2/19	242.50
04/30/2020	2	183603	SAP	STRAITS AREA PRINTING	CF ADVERTISING - CHEBOYGAN TODAY AD 3/24	242.50
04/30/2020	2	183604	SELI D	DALE SELIN	DC CELL PHONE REIMBURSEMENT APR 20	45.00
04/30/2020	2	183605	SENIOR CIT	CHEBOYGAN COUNTY COUNCIL	FN STATE OF MI FUNDING FOR 2ND QTR IN 20	7,317.00

05/06/2020 06:14 AM  
User: DWALINSKY  
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 04/01/2020 - 04/30/2020

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/30/2020	2	183606	SOCH L	LEIGH ANN SOCHA	SDJ LEGAL BLOOD DRAWS - VON MURRAY - 3/1	60.00
04/30/2020	2	183607	STAN L	LIZ STANKEWITZ	DC CELL PHONE REIMBURSEMENT APR 20	45.00
04/30/2020	2	183608	YOUN K	KIMBERLY TILTON	DC CELL PHONE REIMBURSEMENT APR 20	45.00
Total Paper Check:						<u>2,532,725.76</u>

2 TOTALS:  
Total of 300 Checks: 2,532,725.76  
Less 117 Void Checks: 1,010,004.18  
Total of 183 Disbursements: 1,522,721.58

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 3 TAX REVOLVING FUND						
Check Type: Paper Check						
04/17/2020	3	7668	DEEDS	REGISTER OF DEEDS	TR RECORD REDEMPTION CERTIFICATES (10)	300.00
04/17/2020	3	7669	TITLE CK	TITLE CHECK LLC	TR TITLE SEARCH FEE - 2017 TAX FORFEITUR	2,048.84
04/30/2020	3	7670	ALOHA	ALOHA TOWNSHIP	TR 2019 TAX SETTLEMENT	13,725.32
04/30/2020	3	7671	BEAUGRAND	BEAUGRAND TOWNSHIP	TR 2019 TAX SETTLEMENT	10,791.69
04/30/2020	3	7672	BENTON	BENTON TOWNSHIP	TR 2019 TAX SETTLEMENT	19,347.31
04/30/2020	3	7673	BURT TWP	BURT TOWNSHIP	TR 2019 TAX SETTLEMENT	18,520.25
04/30/2020	3	7674	CAS	CHEBOYGAN AREA SCHOOLS	TR 2019 TAX SETTLEMENT	343,992.34
04/30/2020	3	7675	CHA-EM-ISD	CHARLEVOIX-EMMET ISD	2019 TAX SETTLEMENT	31,340.00
04/30/2020	3	7676	CHEB	CITY TREASURER	TR 2019 TAXES RECEIVABLE	293,254.88
04/30/2020	3	7677	COP	COP EDUCATIONAL SERVICE DISTRICT	TR 2019 TAX SETTLEMENT	168,175.19
04/30/2020	3	7678	CPL	CHEBOYGAN PUBLIC LIBRARY	TR 2019 TAX SETTLEMENT	74,091.70
04/30/2020	3	7679	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	TR 2019 TAX SETTLEMENT	9,256.14
04/30/2020	3	7680	ELLIS	ELLIS TOWNSHIP	TR 2019 TAX SETTLEMENT	11,044.39
04/30/2020	3	7681	FOREST	FOREST TOWNSHIP	TR 2019 TAX SETTLEMENT	7,435.11
04/30/2020	3	7682	GRANT	GRANT TOWNSHIP	TR 2019 TAX SETTLEMENT	9,982.94
04/30/2020	3	7683	HEBRON	HEBRON TOWNSHIP	TR 2019 TAX SETTLEMENT	2,728.03
04/30/2020	3	7684	ILS	INLAND LAKES SCHOOLS	TR 2019 TAX SETTLEMENT	330,174.39
04/30/2020	3	7685	INVERNESS	INVERNESS TOWNSHIP	TR 2019 TAX SETTLEMENT - SEWER	7,374.18
04/30/2020	3	7686	INVERNESS	INVERNESS TOWNSHIP-DDA	TR 2019 TAX SETTLEMENT	110,510.18
04/30/2020	3	7687	KOEHLER	KOEHLER TOWNSHIP	TR 2019 TAX SETTLEMENT	23,014.92
04/30/2020	3	7688	MACKINAW	MACKINAW TOWNSHIP	TR 2019 TAX SETTLEMENT	3,648.04
04/30/2020	3	7689	MCPS	MACKINAW CITY PUBLIC SCHOOLS	TR 2019 TAX SETTLEMENT	36,383.71
04/30/2020	3	7690	MENTOR	MENTOR TOWNSHIP	TR 2019 TAX SETTLEMENT	2,923.18
04/30/2020	3	7691	MULLETT	MULLETT TOWNSHIP	TR 2019 TAX SETTLEMENT	27,095.09
04/30/2020	3	7692	MUNRO	MUNRO TOWNSHIP	TR 2019 TAX SETTLEMENT	6,755.57
04/30/2020	3	7693	NUNDA	NUNDA TOWNSHIP	TR 2019 TAX SETTLEMENT	21,765.65
04/30/2020	3	7694	OAS	ONAWAY AREA SCHOOLS	TR 2019 TAX SETTLEMENT	66,375.38
04/30/2020	3	7695	PAS	PELLSTON AREA SCHOOLS	TR 2019 TAX SETTLEMENT	29,551.02
04/30/2020	3	7696	REF-TREA	THEODORE & VERALYN CLINE	PR 052-005-103-003-00 MTT VALUE CHANGE	2,547.21
04/30/2020	3	7697	SOM-EDTAX	STATE OF MICHIGAN	TR 2019 TAX SETTLEMENT	375,613.16
04/30/2020	3	7698	SOM-MDA	STATE OF MICHIGAN	TR QUALIFED FOREST (BASE & INTEREST)	231.14
04/30/2020	3	7699	TREAS	CHEBOYGAN COUNTY TREASURER	TR 2019 TAX SETTLEMENT - BOND REIMBURSEM	6,857.00
04/30/2020	3	7700	TREAS	CHEBOYGAN COUNTY TREASURER	TR 2019 TAX SETTLEMENT	337,725.46
04/30/2020	3	7701	TUSCARORA	TUSCARORA TOWNSHIP	TR 2019 TAX SETTLEMENT	111,578.66
04/30/2020	3	7702	TUSCARORA	TUSCARORA TOWNSHIP- DDA	TR 2019 TAX SETTLEMENT	88,328.96
04/30/2020	3	7703	VAS	VANDERBILT AREA SCHOOLS	TR 2019 TAX SETTLEMENT	391.94
04/30/2020	3	7704	VOM	VILLAGE OF MACKINAW TREASURER	TR 2019 TAX SETTLEMENT	95,995.27
04/30/2020	3	7705	VOW	VILLAGE OF WOLVERINE	TR 2019 TAX SETTLEMENT	13,239.25
04/30/2020	3	7706	WALKER	WALKER TOWNSHIP	TR 2019 TAX SETTLEMENT	3,763.84
04/30/2020	3	7707	WAVERLY	WAVERLY TOWNSHIP	TR 2019 TAX SETTLEMENT	6,834.24
04/30/2020	3	7708	WCL	WOLVERINE COMMUNITY LIBRARY	TR 2019 TAX SETTLEMENT	6,276.94
04/30/2020	3	7709	WCS	WOLVERINE COMMUNITY SCHOOLS	TR 2019 TAX SETTLEMENT	113,659.55
04/30/2020	3	7710	WILMOT	WILMOT TOWNSHIP	TR 2019 TAX SETTLEMENT	9,811.84
04/30/2020	3	7711	SOM-MDA	STATE OF MICHIGAN	TR QUALIFIED FOREST (BASE & INTEREST)	3.00
Total Paper Check:						2,854,462.90

3 TOTALS:

Total of 44 Checks:	2,854,462.90
Less 0 Void Checks:	0.00
Total of 44 Disbursements:	2,854,462.90

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 5 COUNTY ROAD TRANSFERS						
Check Type: Paper Check						
05/01/2020	5	2100921	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 4/2/20	141,852.02
05/01/2020	5	2100922	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 4/7/20	84,818.73
05/01/2020	5	2100923	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 4/16/20	378,483.78
05/01/2020	5	2100924	CTY ROAD	CHEBOYGAN CTY ROAD COMMISSION	CCR ROAD TRANSFER 4/21/20	72,906.43
Total Paper Check:						<u>678,060.96</u>

## 5 TOTALS:

Total of 4 Checks:

678,060.96

Less 0 Void Checks:

0.00

Total of 4 Disbursements:

678,060.96

05/06/2020 06:24 AM  
User: DWALINSKY  
DB: Cheboygan

CHECK REGISTER FOR CHEBOYGAN COUNTY  
CHECK DATE FROM 04/01/2020 - 04/30/2020

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 9 INMATE ACCOUNT						
Check Type: Paper Check						
04/28/2020	9	1323	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	500.00
04/28/2020	9	1324	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	150.00
04/29/2020	9	1325	INMATE	SHERIFF INMATE TRUST	INMATES MONEY PAYABLE	8,102.57
Total Paper Check:						<u>8,752.57</u>
9 TOTALS:						
Total of 3 Checks:						8,752.57
Less 0 Void Checks:						<u>0.00</u>
Total of 3 Disbursements:						<u>8,752.57</u>



# Cheboygan County

## Board of Commissioners' Meeting

May 12, 2020

**Title:** Budget Adjustments – Raise Revenues and Expenditures

**Summary:**

General Fund – Fund 101

*Department 301*

The Sheriff's Department received a grant award from the Nova Southeastern University to be used for drug investigation. This grant was not included in the 2020 original budget. This budget adjustment raises the Sheriff-Local Grant revenue line item and the Drug Investigation expenditure line item by \$350.

**Financial Impact:**

Fund 101 total budget increase of \$350.00.

**Recommendation:**

Motion to approve the budget adjustments to raise revenues and expenditures for \$350.00 in the line items provided in the following attachments.

**Prepared by:** Jeffery Lawson

**Department:** Administration

04/07/20

**RAISE REVENUE AND EXPENDITURE**

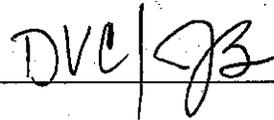
**General Fund – Sheriff's Department (301)**

101-400-582.00	\$350.00+
Sheriff-Local Grants	

101-301-744.08	\$350.00+
Drug Investigation	

**Adjustment for Nova Southeastern survey**

Signed



Prepared by: Jodi Beauchamp

*Finance*

CHEBOYGAN COUNTY SHERIFF  
870 SOUTH MAIN STREET  
P.O. BOX 70  
CHEBOYGAN, MI 49721

231-627-3155

**OFFICIAL RECEIPT**

RECEIPT 8033  
CASHIER jbeauchamp  
DATE 04/22/2020

THE SUM OF \$350.00

Received Of:  
NOVA SOUTHEASTERN UNIVERSITY

101-400-582.00	SHERIFF LOCAL GRANTS	350.00
FINAL 19 SURVEY		Total <u>350.00</u>

TENDERED: CHECKS 11929972 350.00

Signed: \_\_\_\_\_

INVESTMENT REPORT AS OF MARCH 31, 2020

FUND	LOCATION	TYPE	RATE	ACCOUNT BALANCE	GENERAL LEDGER	
POINT & PAY	C.N.B.	CHECKING	0.1000%	\$458.19	N/A	
PAYROLL ACCOUNT	C.N.B.	CHECKING	0.1000%	\$2,703.51	N/A	
T & A	C.N.B.	CHECKING	0.1000%	\$2,036,861.18	\$1,527,287.17	701-721
GENERAL	C.N.B.	CHECKING	0.1000%	\$9,111,039.67	\$9,478,300.86	101-802
<b>PRIME SHARE SAVINGS (CLOSED 4/2/2019)</b>	SAFCU	SAVINGS	0.0000%	\$0.00		
LIQUID ASSETS ACCOUNT	MICHIGAN CLASS	LQ	1.4500%	\$511,221.41		
INVERNESS SEWER PJT	C.N.B.	IMMA	0.1000%	\$5,372.11		
FAIR IMPRESS ACCOUNT	C.N.B.	CHECKING	0.0000%	\$1,365.93	\$633.83	561-000-004.04
FAIR PREMIUM ACCOUNT	C.N.B.	CHECKING	0.0000%	\$1,190.55	\$657.65	561-000-004-05
100% TAX FUND	C.N.B.	CHECKING	0.1000%	\$4,587,922.11	\$7,618,884.81	516-517
2009 TAX FUND	PNC	IMMA	0.2600%	\$259,302.59		
<b>TAX FUND CD DUE (07/19/19) #259282 (CLOSED 7/23/2019)</b>	C.N.B.	CD	0.0000%	\$0.00		
TAX FUND CD DUE (11/12/22) #308160	C.N.B.	CD	1.0000%	\$650,818.66		
TAX FUND CD DUE (10/04/22) #215191	C.N.B.	CD	1.0000%	\$517,642.12		
TAX FUND CD DUE (7/23/22) #144660	C.N.B.	CD	1.5000%	\$1,089,425.34		
<b>TAX FUND CD DUE (10/04/19) #259334 CLOSED 10/4/2019</b>	C.N.B.	CD	0.0000%	\$0.00		
<b>TAX FUND CD DUE (11/08/19) #259362 CLOSED 11/12/2019</b>	C.N.B.	CD	0.0000%	\$0.00		
<b>1996 TAX FUND CD DUE (07/01/19) (CLOSED 7/2/2019)</b>	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	0.6500%	\$261,383.26		
<b>PRIME SHARE SAVINGS (CLOSED 4/2/2019)</b>	SAFCU	SAVINGS	0.0000%	\$0.00		
COUNTY ROAD SAVINGS	C.N.B.	IMMA	0.1000%	\$3,635,824.16	\$3,626,652.46	201
COUNTY ROAD	1ST COMMUNITY	CHECKING	0.0805%	\$45,042.83		
COUNTY ROAD DEBT RET	C.N.B.	IMMA	0.1000%	\$236,734.05	\$290,695.14	352
FRIEND OF THE COURT	C.N.B.	CHECKING	0.0000%	\$125.00	\$200.00	706
89TH DC - BOND ACCOUNT	C.N.B.	CHECKING	0.1000%	\$34,538.75	\$34,538.75	760
INMATE TRUST FUND	C.N.B.	CHECKING	0.0000%	\$4,980.19	\$6,696.19	764
CASH AND INVESTMENTS PER THE BANK STATEMENTS				\$23,243,952.61	\$22,584,546.86	CASH AND INVESTMENTS
IMPREST CASH - CASH ON HAND				\$1,500.00	\$1,500.00	IMPREST CASH
<b>TOTAL CASH AND INVESTMENTS</b>				<b>\$23,245,452.61</b>	<b>\$22,586,046.86</b>	<b>TOTAL CASH AND INVESTMENTS</b>
				DIFFERENCE	\$659,405.75	RECONCILING ITEMS AS OF 5/6/2020

**\*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

May 12, 2020

**Title:** State of Michigan FY 2019 Operation Stonegarden Grant

**Summary:** 2019 Operation Stonegarden was approved on the federal level to seek out those interested in additional funds for the protection of borders. The Cheboygan County Sheriff's Department did submit an Executive Summary and Operations Order indicating interest in any funds that may be allocated.

On April 15, 2020 the Cheboygan County Sheriff's Department was contacted and advised that \$97,500.00 has been allocated, if accepted. This grant is a non-matching grant which provides for the purchasing of equipment and additional homeland security patrols.

The grant covers eligible costs from September 1, 2019 through July 31, 2022. If approved this grant would be included in the 2020 budget with carry over into 2021.

**Financial Impact:** No financial impact  
FY-2019 Operation Stonegarden Grant of \$ 97,500.00 non-matching

**Recommendation:** I recommend the Cheboygan County Board of Commissioners make a motion to approve the Cheboygan County Sheriff's Department FY 2019 Stonegarden grant and acceptance of the funds awarded in the amount of \$ 97,500.00 and authorize the chair to sign any forthcoming required documentation and authorize necessary budget adjustments.

**Prepared by:** Sheriff Dale V. Clarmont

**Department:** Cheboygan County Sheriff Department



STATE OF MICHIGAN  
DEPARTMENT OF STATE POLICE  
LANSING

GRETCHEN WHITMER  
GOVERNOR

COL. JOSEPH M. GASPER  
DIRECTOR

April 15, 2020

Sheriff Dale Clarmont  
County of Cheboygan  
870 South Main Street  
P.O. Box 70  
Cheboygan, Michigan 49721

Dear Sheriff Clarmont:

Enclosed is the Fiscal Year (FY) 2019 Operation Stonegarden (OPSG) Grant Agreement package for the County of Cheboygan. Please return the required grant documentation listed on the enclosed *Subrecipient Checklist* to our office at the following address:

Attention: Ms. Alyssa Duhr-Vannelli  
Emergency Management and Homeland Security Division  
Michigan State Police  
P.O. Box 30634  
Lansing, Michigan 48909

This grant agreement does not provide inclusive approval of all project items and activities. You must seek prior approval for all purchases or activities.

Reimbursement for expenditures will be determined on a case-by-case basis using the criteria established in the *Fiscal Year 2019 Homeland Security Grant Program Notice of Funding Opportunity* located at <http://www.fema.gov>.

This grant agreement and all required attachments must be completed, signed, and returned **no later than June 19, 2020**. If this requirement is not met, this grant agreement will be invalid after June 19, 2020, unless a prior written exception is provided by the Michigan State Police, Emergency Management and Homeland Security Division.

If you have any questions regarding this correspondence or the FY 2019 OPSG, please contact Ms. Kim Richmond at [RichmondK@michigan.gov](mailto:RichmondK@michigan.gov) or 517-284-3952.

Sincerely,

Maj. Emmitt McGowan, Commander  
Deputy State Director, Emergency Management  
and Homeland Security Division

Enclosures (8)

Michigan State Police

Emergency Management and  
Homeland Security Division



## Grant Agreement

### FEDERAL AWARD IDENTIFICATION

SUBRECIPIENT NAME	GRANT NAME	CFDA NUMBER
County of Cheboygan	Homeland Security Grant Program	97.067
SUBRECIPIENT IRS/VENDOR NUMBER	FEDERAL AWARD IDENTIFICATION NUMBER (FAIN)	FEDERAL AWARD DATE
38-6004841	EMW-2019-SS-00042-S01	09/01/2019
SUBRECIPIENT DUNS NUMBER	SUBAWARD PERFORMANCE PERIOD	FROM TO
038622874	09/01/2019	07/31/2022
RESEARCH & DEVELOPMENT	Funding	Total
	N/A	Federal Funds Obligated by this Action \$97,500
INDIRECT COST RATE	Total Federal Funds Obligated to Subrecipient	\$97,500
	None on file	Total Amount of Federal Award \$13,467,755
FEDERAL AWARD PROJECT DESCRIPTION		
Fiscal Year 2019 Homeland Security Grant Program, Operation Stonegarden		
DETAILS		
Operation Stonegarden provides funding to support enhanced cooperation and coordination among local, tribal, territorial, state and federal law enforcement agencies in a joint mission to secure the United States borders along routes of ingress from international borders.		
FEDERAL AWARDDING AGENCY	PASS-THROUGH ENTITY (RECIPIENT) NAME	
Federal Emergency Management Agency Grant Operations 245 Murray Lane – Building 410, SW Washington DC 20528-7000	Michigan State Police Emergency Management & Homeland Security Division P.O. Box 30634 Lansing, MI 48909	

**BERRIEN COUNTY COMMISSIONERS**

Mac Elliott, Chair  
Bob Harrison  
Michael Majerek  
Teri Freehling  
Dave Vollrath  
Jon Hinkelman

Bill Chickering  
Ezra Scott  
Chris Heugel  
Don Meeks  
Mamie Yarbrough  
Jim Curran



701 MAIN STREET  
ST. JOSEPH, MICHIGAN 49085  
PHONE: (269) 983-7111, EXT 8095  
FAX: (269) 983-5788

April 23, 2020

Governor Gretchen Whitmer  
State Capital  
110 S. Capitol Avenue  
Lansing, MI 48933

Dear Governor Whitmer:

The Berrien County Board of Commissioners recognizes and fully supports the heroic efforts of frontline healthcare workers and first responders as well as workers in the service economy. Likewise, we appreciate the need for appropriate executive orders and policies to mitigate the spread of the COVID-19 virus and promote public safety, while also protecting our state and local economies. Our region is dependent on agriculture and tourism. It is important that we preserve these economic engines and the jobs that are currently locked down. Accordingly, the Berrien County Board respectfully requests modifications to current and future executive orders to remain within the boundaries of Cybersecurity and Infrastructure Security Agency (CISA) guidelines.

Berrien County has 157,000 residents, and as of 3:00 p.m. on April 22, 2020 there were 177 confirmed positive cases out of over 32,000 in the State of Michigan. It is logical to recognize that the virus is significantly more impactful on areas with high population density, and will disproportionately affect people of color and senior citizens with pre-existing illnesses, such as diabetes, hypertension and heart disease. Executive action should not be based on the notion that one rule fits all locations. What is necessary for Southeast Michigan is not proving to be best for Southwest Michigan, the Upper Peninsula and other regions. Local and regional flexibility is now appropriate, along with the ongoing need for responsible behavior including social distancing, good hygiene and personal protective devices for certain business and commercial facilities. Our businesses and jobs are essential to Berrien County and the State of Michigan. If we and the similarly situated counties are held to the same standards as the handful of counties in which COVID-19 is prevalent, there will likely be irreparable damage to our economies and to the entire state.

The Berrien County Health Department is doing an outstanding job of mitigating, communicating, and recommending best practices as we go forward. The Board of Commissioners trusts the local public health officials to continue in their efforts to monitor and promote reasoned advice in connection with a safe re-opening of Berrien County; we likewise trust the vast majority of our business owners and citizens to act responsibly. This Board asks that you revise current Executive Orders to provide regional flexibility concerning the restrictions and prohibitions of occupational and personal activities as identified below, and to ensure a sensible and safe framework that respects the constitutional guarantees of life, liberty and the pursuit of happiness for all citizens of the State of Michigan.

The County Board supports allowing workers in occupations which can successfully mitigate the spread of COVID-19 and socially distance themselves, to be allowed to return to work. This should include manufacturing, production, property maintenance and food services. We believe this can be done in a responsible manner and with due caution. We also urge you to allow citizens to purchase such things as grass seed, house paint and gardening supplies, and to engage in recreational and outdoor activities which common sense should allow.

Those of us in border counties can readily understand why citizens are flocking to Lowes, Meijer, Walmart or Home Depot stores in Toledo, South Bend or Elkhart. They are driving across the state line because it is unreasonable to prohibit the purchase of these items in approximately 75 of the 83 Michigan counties. As you might expect, while those border county residents are purchasing their home improvement supplies in Ohio or Indiana, they are also buying groceries and filling their gas tanks.

In summary, the Berrien County Board of Commissioners urges you to move forward with an objective plan of action for re-opening our economy in conjunction with input from local governments, and with continued attention to public health and safety.

Very truly yours,

A handwritten signature in blue ink, appearing to read "R. McKinley (Mac) Elliott". The signature is stylized and cursive.

R. McKinley (Mac) Elliott  
Chairman  
Berrien County Board of Commissioners

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

The Finance/Business Meeting of the Cheboygan County Board of Commissioner was called to order via telephonic attendance 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

**Also in attendance:** John Moore, Louis Vallance, Scott Swanson, Kortny Hahn, Civil Counsel Bryan Graham, Sheriff Dale Clarmont, Treasurer Buffy J. Weldon, Administrator Jeff Lawson, IT Director Dave Berg, Administration Secretary Kathy Morrow and County Clerk Karen L. Brewster

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

**Motion** by Commissioner Gouine, seconded by Commissioner Sangster, to approve the agenda as presented. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

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

- A. Approve Monthly Finance Claims (Finance Total = \$116,101.55; Prepaid Total = \$976,605.00.
- B. Budget Adjustments as follows:
  - 2020 Lower Revenues/Expenditures
    - 1. Fund 101 total budget decrease of \$ 9,900.49
    - 2. Fund 267 total budget decrease of \$ 4,031.46
    - 3. Fund 276 total budget decrease of \$18,745.00
  - 2020 Raise Revenues/Expenditures
    - 1. Fund 101 total budget increase of \$10,000.00
- C. School Inspector Delegation Request – Cheboygan Area Schools
- D. Correspondence
  - 1. Houghton County Resolution on Emergency Management and Safe Schools
- E. Minutes:
  - 1. Finance/Business Meeting of March 10, 2020 & Reconvened Meeting of April 1, 2020
  - 2. District #4 Health Dept. – 2/18/20
  - 3. City Council – 2/25/2020
  - 4. County Road Commission – 2/20/20 & 3/5/20
  - 5. NCCMH – 2/20/20

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

## **CITIZENS COMMENTS**

Louis Vallance citizen of Grant Township commented on what happened in Emmet and Charlevoix County where they held their livestream meetings, with public accessibility. He questioned why Cheboygan County wasn't doing the same. This was a very teachable moment for Cheboygan County during an emergency since the county is unprepared to handle an emergency like this pandemic. The National Guard was not doing door to door food deliveries and there was no proper communication with the residents unless it is done on the internet. Other counties were communicating by television and by postal service.

## **SCHEDULED VISITORS/DEPARTMENT REPORTS**

Sheriff Dale Clarmont gave an update on the Office of Emergency Management. Currently, Sargent Patrick Holt and Deputy Ron Fenlon have been working 10 to 16 hours a days trying to address all of the OEM issues for Cheboygan County. OEM has been in contact with all of the AFC Homes in Cheboygan County, which includes The Brook; Medilodge; McLaren Hospice House; each of the nine (9) fire departments; law enforcement agencies and EMS. To date OEM has distributed approximately 68,000 gloves; 400 gowns and 3,400 surgical masks. The N95 masks have been distributed to each of the requested AFC Homes, McLaren Hospice; the fire departments and law enforcement agencies. The Cheboygan County OEM has also been working with the Tri-County OEM, but giving that extra detail within Cheboygan County is working out very well. Contact has been also kept with District Health Department #7 and the State. He stated that he was going to deputize some of the fire department volunteers to use for extra man power to give the county more flexibility in case there is a need. Discussion was held on where all of the PPE comes from and the timely distribution. A list was being kept of all of the donated received. For instance, PS23 Body Shop donated a case and a half of the N95 masks, which was distributed to the hospital. He reported that the hospital now has a way of sterilizing the masks after using them on a daily basis.

### **Finance Director's Report**

Administrator James Lawson presented the Revenue and Expenditure Report for the General Fund for the month ending January 31, 2020. He reported total year-to-date revenue of \$462,475.12, or 3.37% of the budget compared to \$425,344.67, or 2.99% of the budget last year at this same time. He reviewed each line item number that had any significant changes. Mr. Manko reported expenditures year-to-date of \$1,005,066.15, or 7.63% of the budget, compared to \$998,191.06 or 7.04%, last year as of the end of January 31, 2019. He reviewed each department that had any significant changes.

Administrator James Lawson presented the Revenue and Expenditure Report for the General Fund for the month ending February 29, 2020. He reported total year-to-date revenue of \$786,591.11, or 5.55% of the budget, compared to \$719,391.89, or 5.07% of the budget last year at this same time. He reviewed each line item number that had significant changes. Mr. Lawson reported expenditures year-to-date of \$773,958.08 or 13.28% of the budget, compared to \$1,779,024.23 or 13.2%, last year as of the end of February 28, 2019. He reviewed each department that has significant changes. Mr. Lawson reported that the Cash Summary by Fund Cash and Investment Report for February 2020 would not be presented as the 2019 adjusting entries were still being posted and the beginning cash balances could be affected.

**Motion** by Commissioner Sangster, seconded by Commissioner Warfield, to receive and file the financial reports for January and February 2020 as presented. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

### **Administrator's Report**

Administrator Jeff Lawson gave an update on the Governor's Executive Order 2020-42. The Executive Order permits only "critical infrastructure workers" as described in the order to leave their residence for work. County employees who fall under the definition of "critical infrastructure workers" continue to report to work as assigned by Elected Officials and County Administrator. The majority of the County's work force is assigned to remote work from home and/or in reserve status at home until April 30, 2020 at 11:59 p.m. at this time. All employees including workers assigned to work from home and/or reserve status are receiving full pay during this time period.

Administrator Jeff Lawson gave an update on the Marina Fuel Dock and Service Replacement Project. Communication from the State of Michigan was received yesterday that the Governor's order has frozen grant funding under certain programs. The grant funding for the marina project is not a grant that is able to continue at this time. Staff is looking to extend the bid opening from April 24th until May 1, 2020 at 2:30 p.m. The Marina Fuel Dock and Service Replacement Project were out for bid. The bids will be read by phone at that time to contractors. A conference call is scheduled this afternoon with the Michigan Waterways staff for additional information.

Administrator Jeff Lawson gave an update on the 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. Two options were provided as follows: 1) convert the area of the vault into office space with an estimate cost of \$155,000, which will require the removal of the brick and block on the on the second floor and 2) keep the configuration as a block space and tie the second floor walls at the bottom and the top of the second floor girder system with an estimate cost of \$35,000. Staff to place this on the next meeting agenda.

Administrator Jeff Lawson gave an update on Inverness Sewer Bond. The Inverness Township Sewer bond has been refinanced resulting in the payoff of the original USDA Bond. The County is now released from USDA requirements and the ownerships of the sewer will be held strictly by Inverness Township.

Administrator Jeff Lawson gave an update on the Straits Regional Ride. SRR did receive the six (6) new buses. The buses have new letter scheme so riders will be able to see the configuration on the vehicles from a distance.

Administrator Jeff Lawson gave an update on the Census Funding. The County did receive a \$10,000 grant from the Michigan Municipal League Foundation to place some radio ads for the census participation. Newspapers ads will be place in the newspapers over the next couple of weeks for people to return their census. The total returned for Cheboygan County was 46%. Cheboygan County and the State of Michigan had the highest on self-returns.

**COMMITTEE REPORTS** - None

**OLD BUSINESS** - None

**NEW BUSINESS**

Equalization Director Elizabeth Zabik presented the 2020 Cheboygan County Equalization Report for approval. The Equalization Department conducts independent appraisal and sales studies each year and projects assessed values for each township and the city. Each township or city was required by law to assess at an acceptable ratio between 49% and 50% of true cash value (market value). The County Board of Commissioners has the authority through the General Property Tax Act to factor assessments up or down to make sure the assessments fall within the accepted ratios. All townships and the city have complied with the ratios for all classes of property, so I am recommending the assessed values be adopted as presented. The report consists of columnar figures and charts showing the assessed values from the individual townships and city, the county equalized values, and the ratio for each class of property by unit.

**Motion** by Commissioner Tryban, seconded by Commissioner Matelski, to adopt the 2020 Cheboygan County Equalization Report as presented reflecting a County Equalized Value of Real Property Value of \$1,784,009,121, and Personal Property of \$71,427,700 for a total 2020 County Equalized Value of \$1,855,436,821 (Copy of the 2020 County Equalization Report will be on file in the office of the Cheboygan County Clerk/Register). A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented Resolution 20-7 To Withdraw From the Interlocal Agreement For Emergency Management Services Among the Counties of Charlevoix, Cheboygan and Emmet. Cheboygan County entered into an Interlocal Agreement for Emergency Management Services with the counties of Charlevoix and Emmet in January 2011. Cheboygan County has determined that it is in the best interest of the County to withdraw from the Agreement by resolution of the Board of Commissioners effective ninety (90) days from its adoption.

**Motion** by Commissioner Newman, seconded by Commissioner Sangster, to adopt the following resolution and authorize the Chairperson to sign

**RESOLUTION NO. 2020-07**

**A RESOLUTION TO WITHDRAW FROM THE INTERLOCAL AGREEMENT FOR EMERGENCY MANAGEMENT SERVICES AMONG THE COUNTIES OF CHARLEVOIX, CHEBOYGAN AND EMMET**

THE COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF CHEBOYGAN, STATE OF MICHIGAN, STATES:

WHEREAS, pursuant to the Urban Cooperation Act of 1967, MCL 124.501, *et seq.*, the County of Cheboygan entered into an Interlocal Agreement for Emergency Management Services with the counties of Charlevoix and Emmet, effective January 1, 2011; and

WHEREAS, the purpose of the Interlocal Agreement for Emergency Management Services Among the Counties of Charlevoix, Cheboygan and Emmet was to centralize and consolidate the emergency management services required by the Emergency Management Act, MCL 30.401, *et seq.* under one (1) office with one (1) director; and

WHEREAS, at its regularly scheduled meeting on March 10, 2020, the County Board of Commissioners of the County of Cheboygan adopted a motion to take the necessary steps required to withdraw from the Interlocal Agreement for Emergency Management Services Among the Counties of Charlevoix, Cheboygan and Emmet; and

## Finance/Business Meeting – April 14, 2020

WHEREAS, Section 5.2 of the Interlocal Agreement for Emergency Management Services Among the Counties of Charlevoix, Cheboygan and Emmet provides in relevant part that “[a]ny participating county may withdraw from this Agreement by resolution of its Board of Commissioners; and

WHEREAS, after due consideration, the County Board of Commissioners of the County of Cheboygan has determined that it is in the best interest of the citizens of Cheboygan County to withdraw from the Interlocal Agreement for Emergency Management Services Among the Counties of Charlevoix, Cheboygan and Emmet; and

WHEREAS, the County Board of Commissioners of the County of Cheboygan now desires to withdraw the County of Cheboygan from the Interlocal Agreement for Emergency Management Services Among the Counties of Charlevoix, Cheboygan and Emmet, as provided in Section 5.2 of the Interlocal Agreement.

NOW THEREFORE, BE IT RESOLVED, that the County of Cheboygan hereby withdraws from the Interlocal Agreement for Emergency Management Services Among the Counties of Charlevoix, Cheboygan and Emmet which, took effect on January 1, 2011.

BE IT FURTHER RESOLVED that this Resolution shall become effective ninety (90) days from the date of its adoption.

IT IS FURTHER RESOLVED that pursuant to Section 5.2 of the Interlocal Agreement for Emergency Management Services Among the Counties of Charlevoix, Cheboygan and Emmet, upon dissolution, the assets of the C.C.E. Office of Emergency Management shall be distributed to the three participating counties according to the then-current percentage used to apportion the annual operational costs as set forth in Section 4.2 of the Interlocal Agreement.

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

Sheriff Dale Clarmont presented the Memorandum of Understanding-Board of Commissioners – Cheboygan County Sheriff-FOP. MOU would change Road Patrol Shifts during the COVID-19 Pandemic to 12 hour shifts-(84) hours in a bi-weekly pay period effective April 12, 2020 until the Sheriff deems it no longer necessary due to the COVID 19 Pandemic. Any hours over (84) hours per pay period is to be paid at time and one-half. This schedule will support a mission to lower the risk of possible workforce impact from COVID-19.

**Motion** by Commissioner Warfield, seconded by Commissioner Sangster, to approve the Memorandum of Understanding, authorize the Chair to sign the MOU and authorize any necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

### **BOARD MATTERS FOR DISCUSSION**

Commissioner Wallace commented that when this pandemic is over the Planning Session needs to be rescheduled.

### **CITIZENS COMMENTS - None**

### **BOARD MEMBERS COMMENTS**

Commissioner Sangster commented that the Board needs to get back to planning as we look back at some these things. A lot of the constituents that he was hearing from were obviously getting a little up tight being closed up, but he was constantly hearing about the people who were still getting paid from the State, the County and local departments. This would include the Board of Commissioners who was still receiving a pay check. There are so many people that are being told that they can't collect a check. These are the people paying for our county services. He would like to make sure that the Board addresses this; makes sure to hear their side of the story and give them a fair shake.

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Commissioner Warfield commented that he was anxious to get back to scheduling the Planning Session and move forward in getting back to a “new normal”.

Commissioner Wallace wanted the Sheriff to extend a thank you to his staff for the MOU and working with the Board of Commissioners.

**Motion** by Commissioner Newman, seconded by Commissioner Tryban, to adjourn to the call of the Chair. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent. Meeting adjourned at 10:25 a.m..

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Karen L. Brewster  
Cheboygan County Clerk/Register

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John B. Wallace  
Chairperson Board of Commissioners

**Cheboygan County Board of Commissioners  
Committee of the Whole Meeting  
April 28, 2020**

The Committee of the Whole meeting of the Cheboygan County Board of Commissioners was called to order via telephonic conference by Chairperson John Wallace at 9:38 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

**Also in attendance:** John Moore, Louis Vallance, Scott Swanson, Kortny Hahn, Sharon Lange, Sheriff Dale Clarmont, Treasurer Buffy J. Weldon, Administrator Jeff Lawson, IT Director Dave Berg, Administration Secretary Kathy Morrow, CCE 911 Director Pamela Woodbury, Veterans Director Rick Wiles, Judge Vizina, Megan Fenlon, Equalization Director Elizabeth Zabik and County Clerk Karen L. Brewster

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

**Motion** by Commissioner Sangster, seconded by Commissioner Matelski, to approve the agenda adding OEM Report under item 6. "Scheduled Visitors/Department Reports". A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

#### **CITIZENS COMMENTS**

President of the Cheboygan Economic Development Group (CEDG) Sharon Lange commented on the Orion Renewable Energy Solar Field project in Grant Township. The CEDG has been aware for approximately two (2) years that the project was intending to come to the Cheboygan County area. Since January, the CEDG has become more active with them and have been supportive in their involvement in bringing the project through to the finish line. The CEDG sees the solar field as a great opportunity for economic gain. This is a sustainable energy solution, which carries with it a lot of really great opportunity and positive press for development as the county supports other types of energy. Just to point out that not all projects have to create a lot of jobs. The CEDG did see a positive outcome coming from this and they knew that a lot of work has been done in the township and at the county level. There is a concern with the disruption that the COVID-19 has caused as to whether or not the CEDG has been proactive enough or not in the process of getting everything needed to get this plan in place. As they facilitate this opportunity, questions have come up and they were concerned of being reactive and are weary with the denial on the Planning Commission's side of things. These projects take a lot of time, there are a lot of steps involved, but development is not meant to be passive. It is meant to be an active activity. As this work goes forward, issues have been brought up about access to the site. The CEDG would like to see some positive action taken on this. There was a scheduled meeting in March that had to be cancelled with another meeting rescheduled for May 6<sup>th</sup>, but there is some indication through the CEDG contact with Planning that they have some concerns, which leads to questions why Planning did not know about these concerns and have ironed out the problems. Orion Renewable Energy would acquiesce to the best needs of Cheboygan County. They understand that we are facing tough times and also that this may be pushed into June, but it is very difficult on their timeline to be able to sell this project and move forward. The CEDG wants to make sure that the communication is happening.

Louis Vallance citizen of Grant Township commented that he still hadn't heard about getting citizens USDA food boxes. This should be a part of the Office of Emergency Management. He was also concerned about not having the emergency alert system activated. Commissioner Wallace stated that there have been a couple places in the county where food has been distributed. Staff will look into this and get back to him. Mr. Vallance stated that the two times food distribution was scheduled at the DPW, it

was cancelled. The only food distribution that took place was at Tube Fab in Afton, Michigan. He also commented that he really likes the new Straits Regional Ride buses except that you cannot see out of the front window and he thanked the Board for getting quieter handicap lifts on the buses because it makes for a much more enjoyable ride.

### **SCHEDULED VISITORS/DEPARTMENT REPORTS**

Sheriff Dale Clarmont gave an update on the Office of Emergency Management (OEM). The Cheboygan County OEM continues to partner with Alcona Health Center; McLaren Northern Michigan; District Health Department No. 4 and the local Firefighters Association members with their COVID-19 drive-through test site at the Cheboygan County Fairgrounds. The drive-through test site started yesterday and will run from Monday, Wednesday and Friday of this week. This is by appointment only with a referral from a doctor. Next week's schedule will be Monday through Friday. He thanked the District Health Department No. 4, the Cheboygan County Firefighters Association members, the Cheboygan Department of Public Safety, Cheboygan County Life Support System and the Fairground Director, Dan O'Henley for their assistance at the test site. A major part of the program is acquiring and distributing personal protection equipment (PPE). To date OEM has distributed 82,259 items of PPE, which included everything from hand sanitizer, surgical gowns, surgical masks, goggles and face shields. Cheboygan County OEM is working closely with Michigan Region 7 District Emergency Manager to set up a distribution center in Cheboygan County for the Tip of the Mitt, which would include Charlevoix, Cheboygan, Crawford, Emmet and Otsego Counties. This distribution center started on April 22<sup>nd</sup>. To date the center has received 45,248 items of PPE and have delivered a total of 39,663 items to entities. He reported that as of today, entities in Cheboygan County now have a 30-day supply of PPE and efforts are being made to bump that up to a 60-day supply.

Sheriff Dale Clarmont commented on the Blight Ordinance. In the past, when the issue of a county blight ordinance has been brought up at county board meetings, civil counsel has advised commissioners that blight ordinances are something that must be adopted at township level. There may be another avenue the county could look at and research. Sheriff Clarmont stated that the Sheriff's Department has been inundated right now with issues involving blight and he wasn't sure if this had anything to do with the stay at home order. Commissioner Sangster wanted to encourage this as the Board has talked about this many times through multiple jurisdictions or other units of government. Commissioner Gouine stated that he thought the best approach was to expand the authority of the building safety officials to address some of these blight issues. Commissioner Matelski was in agreement to have this researched. Commissioner Newman who noted that the past jurisdictional issues and asked if something has changed with the laws. Sheriff Clarmont stated that nothing has changed as far as the laws go, but what he wants to look into it to see if it would be possible for the county to contract with the townships that may be interested to enforce township blight ordinances either through the building department or the sheriff's department. He was not sure that the county could do that, but he would like to research it. Chairman Wallace stated townships were always looking for the county to provide blight enforcement and he felt it was worth looking into. It was the consensus of the Board of Commissioners to have the Sheriff research it and bring the update back to the Board at the next meeting.

### **ADMINISTRATOR'S REPORT**

Administrator Jeff Lawson reported on the 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.

Administrator Jeff Lawson reported on the Marina Fuel Dock and Service Dock Replacement Project. The Marina Fuel Dock and Service Dock Replacement Project are out for bids. 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.

Administrator Jeff Lawson gave an update on the Ambulance Millage. The Ambulance Millage is to provide funding to area ambulance services, which expired in 2019. The 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.

Administrator Jeff Lawson gave an update on the Cheboygan County Building Staffing. The Governor's Executive Order 2020-42 that came out a couple days ago extended the work from home for the majority of the staff. The county building has what is labeled under critical infrastructure workers that report to work in the building, with the approval of the elected official or department head. This is scheduled to continue through the executive order of May 15, 2020. Information has been received that there would be more Court activities and more employees in the building with their dockets being back logged. A lot of the governmental units across the state are looking at the financial impact of this COVI-19 pandemic. Last week, Michigan Association of Counties sent out a survey identifying if any counties have done furloughs. The majority have indicated that they have not, but would be looking at that going into the month of May. Staff has been looking at staffing levels and talking with elected officials and department heads to identify their positions and workloads. If this extends farther into May, staff would expect some positions to have reduced hours or furloughing. If this doesn't happen, then the plan is to move start opening up the building strategically keeping social distancing.

**OLD BUSINESS - None**

**NEW BUSINESS**

Administrator Jeff Lawson presented the Memorandum of Understanding-Board of Commissioners-Cheboygan County Sheriff-FOP Command. 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.

**Motion** by Commissioner Warfield, seconded by Commissioner Newman, to approve the Memorandum of Understanding with FOP Command Officers, authorize Chair to sign MOU and authorize any necessary budget adjustments. A roll call vote was taken. Motion approved 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the MDOT Project Authorization 2017-0032/P16 5311 FY 2020 Operating funds. 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.

**Motion** by Commissioner Sangster, seconded by Commissioner Tryban, to accept MDOT Project authorization 2017-0032/P16 5311 FY 2020 Operating Funds, authorize the Chairperson or the County Administrator to sign and authorize any necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Veterans Director Rick Wiles presented the County Veteran Service Fund Grant-COVID-19 Emergency Relief. 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.

The amount of the grant is \$25,000 plus an amount based on the County veteran population.

MVAA is offering two (2) options for administering the grant from State of Michigan MVAA office dated 04/09/2020 as follows: (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 the 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 May 1, 2020 at noon.

**Motion** by Commissioner Gouine, seconded by Commissioner Tryban, to approve submittal of MVAA Grant Application, authorize Board Chair to sign necessary Agreements and authorize any necessary budget adjustments. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the Budget Adjustments – Raise Revenues and Expenditures. Do 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.

**Motion** by Commissioner Sangster, seconded by Commissioner Gouine, to approve the budget adjustments to raise revenues and expenditures for \$11,000 in the Disaster Contingency- Fund 258. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent.

Administrator Jeff Lawson presented the Covid-19 Preparedness and Response Plan to Executive Order 2020-42. 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.

**Motion** by Commissioner Tryban, seconded by Commissioner Matelski, to adopt the Cheboygan County COVID-19 Preparedness and Response Plan to Executive Order-42 and Related Orders and authorize the Board Chair to sign.

#### **BOARD MEMBER MATTERS FOR DISCUSSION**

Administrator Jeff Lawson gave an update on the Building Repair. 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 second 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.

Discussion was held as to which of these options each of the Board of Commissioners were comfortable with. Commissioner Newman asked Administrator Lawson for his suggestion. He stated that Treasurer Weldon identified that she would like to convert the room from the vault into office space with the addition of windows. Treasurer Weldon commented that office space is needed and she might be the only elected official or department head that does not have a separate office space within the department. She understood that the expense is difficult to approve at this time, but there were options. Tax rolls from four (4) or five (5) years at a time have been sent out to a company that has been scanning them and were able to save them to a thumb drive, a CD and a cloud. The space that was needed to store the tax rolls is becoming smaller and smaller with the remainder of the tax rolls being located in the hallway outside of the Treasurer's Office on shelving. She believes in the next four (4) to five (5) years, all of these old tax rolls will be scanned and available electronically. Commissioner Wallace concurred with Treasurer Weldon. There was little need for a vault since the county has gone to electric records and he suggested going ahead with the more expensive improvement. Commissioner Sangster agreed to Commissioner Wallace's two points of going digitally, less space for needed vaults and the need for more office space. Commissioner Gouine stated that the wall should be replaced and to have two (2) expansion joints installed. Commissioner Warfield had hoped that when the Board made this decision that a contractor would be brought in and be able to take advantage of this mobilization cost, and save on some other projects that the Board knows is desperately needed such as window replacement. It was hard to think this way under the new normal, but he was in support of doing what is necessary in converting that to office space. Administrator Lawson stated that staff will move forward with the engineer to get the final blue prints drafted. The actual cost wouldn't be finalized until bids were received. There may be some issues with finances in the future due to COVID-19 and the potential long term impacts of the virus.

Sheriff Clarmont gave an explanation on two (2) questions that came up under citizen's comments. The USDA Emergency Food Distribution distributes through a Food Bank in Flint, Michigan who then distributes to Cheboygan County through the Salvation Army. There have been three (3) food distributions with one in Afton, Wolverine and Cheboygan County. Currently, the supply is greater than the demand and they are storing food right now. More shipments were due in the future. If there is any concern for food, citizens can contact the Salvation Army. The second item was the Emergency Alert. There is currently an Emergency Alert System. Cheboygan County's is thru the Tri-County and each individual county has that capability thru the CCE911 center, which is called "BE ALERT."

### **CITIZENS COMMENTS**

Louis Vallance citizen of Grant Township commented that the two (2) food distributions that were scheduled in Cheboygan County were cancelled. He questioned how to get the emergency alert system and the collaboration with the County, City and School system on the Cheboygan County wide internet service that was supposed to be brought in. Sheriff Clarmont stated that the next food distribution was scheduled for April 29<sup>th</sup> from 1:00 – 3:00 P.M. at the DPW Building. Commissioner Wallace stated that the alert system can be installed on your cell phone and alerts have been received over the television.

CCE 911 Director Pamela Woodbury gave an update on CCE 911. Everything was going well. A lot of precautionary measures were implemented and continuant of operational plans. All of the employees are healthy and they were there to answer the call. The emergency alert system "BE ALERT" is in place and it does display across the television and the state themselves puts out the alerts.

### **BOARD MEMBER COMMENTS**

Commissioner Warfield commented on the lifeblood of our community with our local businesses and the pay checks that support our families. He has spoken with numerous business owners, operators, managers and unanimously they agree moving forward will require considerable and frequent change to their business models. In anticipation of the long awaited opening of the local businesses and what will remain of the summer season, the time has come to stand with these businesses and support their efforts

toward economic recovery when and, wherever, possible. Should a bar or restaurant desire to move their business to a tent in the parking lot or should a retailer need signage to convey a message of changed circumstances to their customers would we in the situation that we find ourselves not want to accommodate? The current planning and zoning requirements could burden local businesses as they rapidly adjust to an ever changing situation. Now is the time to afford the businesses as much flexibility as possible to try new ideas, and adapt quickly. The Board should address planning and zoning requirements that could prove to be cumbersome and onerous. Be it by a resolution or by executive order, to provide temporary relief to those who write the pay checks, which are the local businesses. This could best be accomplished by a committee of three, comprised of staff from Administration, Planning and Zoning and the OEM. These reviews would be budgeted for a 48 hour turnaround time. These reviews would waive from consideration, parking and numerous other requirements that would typically be used for a permanent change to use status. Wherever practical and safe solutions are proposed, these businesses should be accommodated. A temporary waiver/permit for change to use should be made valid until at least November 30<sup>th</sup>, the close of deer season for existing businesses located in Cheboygan County. With an anticipated opening of businesses on May 15<sup>th</sup>, he would like to see this formalized at the next Board meeting on May 12<sup>th</sup>. This can be sent to Civil Counsel for review, where without doubt it will result in consternation and gnashing of teeth, but in the final equation the Board is the leaders and must act upon what is best for the people. Assisting in the recovery of the economy of the local businesses and the families they support would be a fine example and he was willing to head this up.

Commissioner Sangster commented that he agreed to so many of Commissioner Warfield's points and when people start to open, they are not going to want to hear about the bureaucracy. Things are slow with some businesses getting back to work because of COVID-19. The County wants to be prepared to deal with these issues and this was a great way to do that.

Commissioner Wallace stated that a new ADHOC Committee was just formed and would consist of Commissioner Warfield, Commissioner Sangster and Administrator Lawson to see what can be done to alleviate the suffering of the small business people in Cheboygan County for the remainder of this year.

Commissioner Sangster also commented on the President of the Cheboygan Economic Development Group Sharon Lange's update on the Orion Renewable Energy Solar Field project in Grant Township. When the Board of Commissioners asked the Planning Commission to come up with a zoning ordinance for this solar project, a lot of work went into it and he encouraged the Planning Commission to continue to move on this project.

Commissioner Wallace questioned where the County was at with the Economic Development Corporation within the County. Commissioner Sangster stated that it is a continued work in progress trying to push Cheboygan County in a positive direction. Staff was asked to contact Ms. Lange to get the ball rolling during this time of inactivity because of COVID-19.

Commissioner Newman commented on the movement with the Finance Director's position. Interviews were conducted with two (2) excellent candidates and he asked staff to hold off with any future applicants until staff had completed their research.

Commissioner Warfield commented that the County chose to participate in the 2-1-1 Northeast Michigan Program and he would like staff to put this information on the county website. This might be helpful with some of the concerns that citizens may have with public services during this pandemic.

**Motion** by Commissioner Sangster, seconded by Commissioner Newman, to adjourn to the call of the chairperson. A roll call vote was taken. Motion carried with 7 yes, 0 no and 0 absent. Meeting adjourned at 10:56 a.m.

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Karen L. Brewster  
Cheboygan County Clerk/Register

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John B. Wallace  
Chairperson Board of Commissioners

## REGULAR CITY COUNCIL MEETING

March 10, 2020

The Regular City Council meeting was called to order by Councilwoman Johnston in the Council Chambers at City Hall at 7:00 p.m.

### Roll Call:

Councilman Mallory moved to appoint Councilwoman Johnston Chair, seconded by Councilman Temple. Motion passed unanimously

Present: Johnston, Mallory, Temple, Raab and Ptasnik

Absent: Bronson and Couture

### Approval of Agenda and Receive and File all Communications:

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

### Approval of Prior Meeting Minutes:

- Councilwoman Raab moved to approve the Regular City Council Meeting Minutes of February 25, 2020, seconded by Councilman Temple. Motion carried unanimously.

### Communications and Petitions:

- Michigan Municipal League Weekender Update, Councilwoman Johnston.
  - Councilwoman Johnston discussed the conference she recently attended which covered finance and budgets. Councilwoman Johnston suggested creating a more transparent budgeting process along with making the budget easier to find online for residents. She also discussed paying for a utility rate audit to verify that the City has the appropriate rates set for utility billing.
  - City Manager Eustice discussed the decrease to State Revenue Sharing as well as the issue with the Headlee Amendment and Proposal A which impacts the City revenues.

### Bills and Disbursements:

- Prepaid Bills and Disbursements for the Month of February 2020.
  - Motion by Councilwoman Raab to approve the prepaid bills and disbursements for the month of February 2020 in the amount of \$581,390.68, seconded by Councilman Temple. A roll call vote was taken, motion carried unanimously.
- Unpaid Bills and Disbursements for the Month of February 2020.
  - Motion by Councilwoman Raab to approve the unpaid bills and disbursements for the month of January 2020 in the amount of \$56,052.24, seconded by Councilman Mallory. A roll call vote was taken, motion carried unanimously.

**Resolutions:**

- Consideration of a Resolution Supporting a Grant Application to the Department of Natural Resources, Michigan Natural Resources Trust Fund.
  - Councilman Mallory moved to adopt the following Resolution: City Council Resolution Supporting a Grant Application to the Department of Natural Resources, Michigan Natural Resources Trust Fund, seconded by Councilwoman Ptasnik. A roll call vote was taken, motion passed unanimously.

**General Business:**

- Consideration of a Planned Unit Development (PUD) for Hope Network Housing and Community Development/Cheboygan One LDHA LP located at 418 Cuyler Street, Cheboygan, Michigan.
  - City Manager Eustice reported that the Public Hearing for this development was held at a Special Planning Commission Meeting, prior to the current Council Meeting. Planning Commission is recommending that the PUD for Hope Network Housing and Community Development on Cuyler Street be approved. The project is still subject to Site Plan Review by the Planning Commission.
  - Ms. Trudy Lofgren inquired who would set the property tax rates for this development and whether that would change based on the change in the project. City Manager Eustice responded that the tax rates have already been set by the Council via an ordinance for a payment in lieu of taxes and will be based on a percentage of the cost of development.
  - Mr. Steve Brisson requested more transparency and sharing of information in the planning process. He also requested that they ask for input from neighborhood residents about the development.
  - Ms. Lisa Brisson commented that the original plan included a community garden next door to their home, the new proposed plan has a three-story apartment building right out the window.
  - Councilwoman Raab inquired if a meeting could be set up to allow community and neighborhood residents the opportunity to provide input.
  - City Manager Eustice responded that Hope Network has been responsive to input from residents.
  - Councilwoman Raab moved to approve a Planned Unit Development (PUD) for Hope Network Housing and Community Development/Cheboygan One LDHA LP located at 418 Cuyler Street, Cheboygan, Michigan and described as follows: PLAT OF MCARTHUR SMITH & CO'S FOURTH ADDITION TO THE VILLAGE OF CHEBOYGAN, LOT 14, BLK 1; N 13FT LOT 13, BLK 1 & PT OF LOT 15, BLK 1, LYING S OF MCRR SPUR. (SEC 31, T38N, R1W) Property ID No. 055-M32-001-005-00, PLAT OF MCARTHUR, SMITH & CO'S FOURTH ADDITION TO THE VILLAGE OF CHEBOYGAN, LOTS 1, 2, 3, 4, 15 & 16, BLK 1, LYING N OF MCRR ROW SPUR. (SEC 31, T38N, R1W) Property ID No. 055-M32-001-001-00, AND PLAT OF MCARTHUR SMITH & CO'S FOURTH ADDITION TO THE VILLAGE OF CHEBOYGAN, LOTS 17 & 18, BLK 1 \*EXC: N 3FT. (SEC 31, T38N, R1W) Property ID No: 055-M32-001-001-01, seconded by Councilman Mallory. A roll call vote was taken, motion carried unanimously.

**City Clerk's and Treasurer's Comments:**

- Revenues & Expenses by Fund as of February 29, 2020.

**City Manager's Report:**

- City Manager Eustice reported that the Presidential Primary is currently being held at the Recreation Center.
- City Manager Eustice reported that the DDA/Main Street Program is in the process of hiring an interim director.

**Committee Updates:**

- Councilwoman Johnston reported that the Blight Committee met; they have revised the Rental Registration Ordinance and expect to send that to Council for approval soon.
- Councilwoman Raab reported that the Historic Resource Commission will have a Funding Committee Meeting on March 19<sup>th</sup> to discuss grant opportunities.
- Councilman Mallory reported that Hive North was awarded \$25,000 through the Match on Main Program. The DDA/Main Street Board has approved the interim director to work as many hours as necessary to fill that position. The Musicfest for 2020 has been cancelled.

**Messages and Communications from Mayor and Council Members:**

- Councilman Temple inquired about an update on the property north of the County Marina. City Manager Eustice reported that he is currently waiting on the lease agreement from the State of Michigan.
- Councilwoman Johnston inquired about any contact with LIAA in regards to the Recreation Authority. City Manager Eustice reported that he has not had contact with the LIAA but will discuss it at the next Recreation Commission Meeting.
- Councilwoman Raab wanted to thank all of the residents who provided input for the Hope Network Development.
- Councilman Mallory would like to see more feedback from the residents on the Hope Network Development.

**Adjournment**

- Meeting adjourned at 8:00 p.m.

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Mayor Mark C. Bronson

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Clerk/Treasurer Bridget E. Brown

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Councilman Brett Mallory

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Councilwoman Sara Johnston

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Councilman Vaughn Temple

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Mayor Pro Tem Nicholas C. Couture

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Councilwoman Diane E. Raab

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Councilwoman Ashley Ptasnik

## REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION MARCH 19, 2020

Chairman D. Brown called the Regular Meeting to order of the Cheboygan County Road Commission at 9:00 A.M.

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

Pledge of Allegiance was recited

**PRESENT:** D. Brown, D. Brandt, R. LaHaie, H. Ginop, K. Paquet, Eng/Mgr B. Shank and Clerk D. Stempky

**VISITORS:** R. Knight, C. Veneros, C. Antkoviak, T. Hand, R. Socha, and T. Horrocks

**MOTION by D. Brandt seconded by R. LaHaie to approve minutes of last regular meeting of 3/5/2020 as mailed. 5 Yeas** **CARRIED**

**MOTION by D. Brandt seconded by H. Ginop to approve for payment current payroll voucher #20-11-\$80,594.77 and accounts payable voucher #20-12-\$178,768.12. 5 Yeas** **CARRIED**

**MOTION by D. Brandt seconded by H. Ginop to approve agenda as presented. 5 Yeas** **CARRIED**

Chairman D. Brown presented Plaque and hat to Ted Hand for his retirement. Board congratulated him and wished him the best of luck.

**MOTION by D. Brandt seconded by R. LaHaie to authorize Chairman D. Brown and Eng/Mgr B. Shank to sign Agreement between MDOT and CCRC, Contract #20-5129, Control TAL 16000, Job Number 208869CON, South Straits Hwy (Dorothy Avenue to River Street), Tuscarora Township. 5 Yeas** **CARRIED**

Bids were received and opened on March 11, 2020 for MaryAnn Blvd, Steve's Drive and Beebe Road

**MOTION by K. Paquet seconded by H. Ginop to accept the bids for Beebe Road and award to Tri County Excavating in the amount of \$203,590.63. 5 Yeas** **CARRIED**

**MOTION by H. Ginop seconded by R. LaHaie to accept all bids for Mary Ann Boulevard and Steve's Drive and award to Rieth Riley in the amount of \$106,096.00. Mackinaw Township has approved the increase in project costs and will sign a revised agreement 5 Yeas** **CARRIED**

Quotes were received for Levering Road wedge and patch

**MOTION by D. Brandt seconded by K. Paquet to accept quoted for Levering Road Wedge and Patch and award to Spierling Trucking in the amount of \$14,217.50. 5 Yeas** **CARRIED**

**MOTION by D. Brandt seconded by K. Paquet to receive and file the following correspondence: Township Meeting Minutes: Aloha 2/10/20, Burt 2/14/2020, Grant 1/14/2020 and Koehler 2/10/2020; D & S Forestry Ref. Bryant Road and MCRCSIP looking for candidates for Board of Directors Positions. 5 Yeas** **CARRIED**

**Foremen Update:**

D. August-brushing, patching and working on clearing Wildwood Road section and ditching, grading and culvert cleanout on Crumley Creek

T. Hand- grading, ice blading some areas, brushing, and patching

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION MARCH 19, 2020

Eng/Mgr Shank introduced R. Socha who will be temporarily filling the Crew Leader at the Tower Garage. T. Hand official retirement date is April 30, 2020 but his last workday is today.

**MOTION by K. Paquet seconded by R. LaHaie to cancel the next Regular Meeting of the Cheboygan County Road Commission on Thursday, April 2, 2020, due to the COVID-19 virus. 5 Yeas CARRIED**

**MOTION by K. Paquet seconded by R. LaHaie to approve the payment of payroll on March 26, 2020 and April 9, 2020, #20-13 and #20-15 and accounts payables on April 2, 2020, #20-14. 5 Yeas CARRIED**

Eng/Mgr commented quite a few other Road Commissions are implementing their 4 day/10 hour schedule earlier, so as the staff has one less day together with the COVID-19 Virus

Discussion of truck plan from what was discussed at the Budget Meeting held with Commissioners Committee, Eng/Mgr, Clerk, Foremen and purchasing agent. Board feels should finance the 3 tandem trucks delivery for around June/July. Outfit the three new trucks for 2020 and place a number of vehicles up for auction.

Chairman D. Brown adjourned regular meeting at 9:50 A.M. being no further business to come before the Board.

  
\_\_\_\_\_  
David D. Brown, Chairman

  
\_\_\_\_\_  
Dana S. Stempky, Clerk



# 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, FEBRUARY 5, 2020 AT 7:00 P.M. ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING

**PRESENT:** Bartlett, Freese, Kavanaugh, Croft, Ostwald, Lyon, Johnson, Delana  
**ABSENT:** Borowicz  
**STAFF:** Mike Turisk, Jen Merk  
**GUESTS:** Eric Boyd, Carmela Boyd, John F. Brown, Carl Muscott, Cal Gouine, Bob Lyon, Russell Crawford, Cheryl Crawford, John Moore, Jay Beers, Charlie Veneros, Steve Crusoe

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. Bartlett, to approve the agenda as presented. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Croft, Ostwald, Lyon, Johnson, Delana), 0 Nays, 1 Absent (Borowicz)

### APPROVAL OF MINUTES

The January 15, 2020 Planning Commission minutes were presented. **Motion** by Mr. Kavanaugh, seconded by Ms. Lyon, to approve the meeting minutes as presented. Motion carried. 8 Ayes (Bartlett, Freese, Kavanaugh, Croft, Ostwald, Lyon, Johnson, Delana), 0 Nays, 1 Absent (Borowicz)

### PUBLIC HEARING AND ACTION ON REQUESTS

There were no scheduled public hearings.

### UNFINISHED BUSINESS

#### Continued Discussion Regarding Proposed Amendment #155 Relative To Nonconforming Buildings Or Structures, Properties And Uses.

Mr. Turisk stated that the principle purpose of this amendment is to loosen the standards in Article 22 that govern the completion, restoration, reconstruction, extension or discontinuance of nonconformances. Mr. Turisk stated that this seeks to clarify what a property owner may do to continue with a nonconformance. Mr. Turisk stated that there is language that regulates the expansion of nonconformity but a nonconforming lot, use or structure would be permitted to continue. Mr. Turisk stated that the latest draft of this amendment is more condensed and this is due to trying to provide clarity to disregard classifying nonconformances. Mr. Turisk stated that Section 22.3A allows normal maintenance and incidental repairs for nonconforming uses and structures. Mr. Turisk stated that Section 22.3B speaks to the allowance to make improvements to a nonconforming building or structure that has been deemed unsafe or unlawful by the Building Official. Mr. Turisk stated that such a structure may be restored to a safe and habitable condition without concern regarding losing the nonconforming status. Mr. Turisk referred to Section 22.3.C and stated that rebuilding of a nonconforming structure that is damaged or destroyed can be no greater than its original configuration and on its original foundation or footprint. Mr. Turisk stated that a policy decision will need to be made whether or not it is acceptable or if under these circumstances this would be a good opportunity to gain conformance. Mr. Turisk stated that Section 22.3.D speaks to the enlargement or alteration of a nonconforming building. Mr. Turisk stated that a nonconforming building or structure would be allowed to be expanded, altered or enlarged so long as the creation of any new nonconformity does not occur. Mr. Turisk stated that a nonconforming building or structure would be allowed to expand, altered or enlarged so long as it does not increase the degree of nonconformity. Mr. Turisk stated that in regards to Section 22.3.F, it was decided that variance requests for nonconformities will be reviewed by the Zoning Board of Appeals. Mr. Turisk reviewed the application requirements to replace a nonconformity with another nonconforming use, building or structure. Mr. Turisk reviewed the standards for the Zoning Board of Appeals to review and approve a new nonconforming use, building or structure under Section 22.3.F.3. Mr.

Freese stated that this section is allowing an established nonconformity to be replaced by another nonconformity. Mr. Turisk referred to Section 22.3.G and stated that if a nonconforming use, building or structure that is replaced by another nonconforming use, building or structure then it shall not revert to its original nonconforming status. Mr. Turisk referred to Section 22.3.H and stated that this regards the extension of an existing nonconforming use throughout any part of a building in which said use if applicable is located. Mr. Turisk stated if the building was designed for the use and existed at the time the use became nonconforming it must comply with the regulations that result from such expansion.

Mr. Turisk stated that Section 22.4. addresses what a property owner of a nonconforming lot may do to develop, hold, convey or sell the lots. Mr. Turisk reviewed the two options available to a property owner. Mr. Turisk referred to Section 22.4.B.1 and stated that the owner may hold, develop, and convey the nonconforming lots or parcels as separate nonconforming lots of record. Mr. Turisk stated that each individual nonconforming lot or parcel shall comply with all applicable setback regulations. Mr. Turisk referred to Section 22.4.B.2 and stated that the other option is to record a deed restriction that would combine the lots into an undivided lot for the purposes of adherence to the Zoning Ordinance. Mr. Turisk read from Section 22.4.B.2 "Under this option if combining the lots or parcels, or portions of lots or parcels results in a conforming lot, then that undivided lot may be developed as authorized by the zoning district in which it is located." Mr. Turisk explained that a dimensional variance would not be granted if the nonconformity could be remedied by combining the lots. Ms. Johnson asked if this is discrimination because a property owner owns two lots. Mr. Freese stated no. Mr. Freese stated that the property owner either wants to treat the two lots separately and be able to sell them separately with two houses or he wants to disregard the setback requirements. Ms. Johnson stated that someone owning two lots will be treated differently than someone owning one lot. Mr. Freese stated that the property owner is being allowed to make a choice. Mr. Kavanaugh stated his concerns regarding Sections 22.4.B.1 and 22.4.B.2 not being clear. Ms. Johnson questioned why the Zoning Administrator must approve a deed restriction. Discussion was held. Ms. Johnson referred to section B.1 and read "provided however no dimensional variance shall be granted for such lot or parcel." Mr. Turisk stated that if a dimensional variance were granted there would technically still be a nonconformity. Mr. Turisk stated if the property owner combines the lots and therefore conforms, we have achieved compliance. Mr. Freese explained that this section says that a variance for setbacks would not be granted from the interior property line if they want to treat the lots as separate lots. Mr. Kavanaugh stated that the Planning Commission will have to determine if they want to discontinue nonconforming uses as this amendment is the way to do it. Ms. Johnson stated this is discriminatory against a property owner who owns two lots that are contiguous. Ms. Johnson stated that the property owner will not be able to do the same thing that a person who owns one lot will do. Mr. Kavanaugh stated that B1 and B2 are not clear and stated that it should be easier to understand. Ms. Johnson asked why the Zoning Administrator must approve a deed restriction. Mr. Freese stated that there are others ways that this can be done. Ms. Croft noted that if the two parcels meet the minimum lot requirements for a new dwelling then they should not be required to be combined. Mr. Freese stated that this is referring to nonconforming parcels. Mr. Kavanaugh would like to know if zoning approval is required to combine parcels. Discussion was held. Mr. Freese noted that approximately 85% of the variances regarding nonconforming parcels are in subdivisions along a lake. Mr. Freese stated that he originally considered exempting parcels in subdivisions from this provision. Ms. Croft noted that a lot in a subdivision can't be split. Mr. Freese stated that the proposed amendment is forcing property owners to combine the nonconforming lots. Mr. Freese stated that the amendment is not forcing a property owner to split a lot. Mr. Kavanaugh stated that this is the most controversial part of the proposed amendment and that he would like to hear comments from the public and townships before the Planning Commission makes a decision. Mr. Kavanaugh stated that the rest of the changes are exactly what the Planning Commission had requested.

Mr. Freese stated that there is a provision that allows a nonconforming structure that is nonconforming due to setback infringement, to be expanded along the same setback. Mr. Freese explained that the Zoning Board of Appeals has been allowing this type of variance and he believes it should be included in the amendment. Mr. Freese stated that this would eliminate a significant number of variance requests that are considered by the Zoning Board of Appeals. Mr. Kavanaugh stated that this is something to discuss as the setbacks have been reduced in the Lake and Stream Protection Zoning District. Mr. Kavanaugh stated that he believes this is an error that the Planning Commission made by approving these reduced setbacks so the property owner would not have to request a variance from the Zoning Board of Appeals.

Mr. Turisk referred to Section 22.5 and stated that this is regarding abandonment. Mr. Turisk stated that he discussed this with legal counsel and was advised that we definitely need to have provisions for abandonment of a nonconformity. Mr. Turisk read Section 22.5 "If a property owner has an intent to abandon a nonconforming use, building, or structure and in fact abandons this nonconforming use, building, or structure for a period of one (1) year or more, then any subsequent use of the building, structure or property shall conform to the requirements of this Ordinance." Mr. Turisk reviewed the five factors the Zoning Administrator would consider when determining the intent of a property owner abandoning a nonconforming use. Mr. Freese stated that the abandonment can't be determined by the length of time only. Mr. Kavanaugh noted that there are additional standards.

Mr. Turisk stated that he will look into Section 22.4.B.2. Mr. Freese stated that the Planning Commission should consider after the public hearing whether people should be forced to combine nonconforming lots. Mr. Turisk stated that this is a policy decision. Mr. Turisk referred to Section 22.3.C and noted that a nonconforming building or structure that is destroyed or damaged can't be reconstructed to anything greater than its original footprint. Mr. Freese stated that the Planning Commission needs to decide how much they really want to get rid of nonconforming buildings, structures and uses. Mr. Freese stated that he believes if there is a nonconforming building that is completely destroyed it shouldn't be rebuilt as a nonconforming structure. Mr. Turisk stated that this may be a good opportunity to achieve conformance in this type of situation. Mr. Turisk asked whether the property owner should be compelled to build to the applicable standards or should we allow the property owner to build up to the size of the original footprint. Mr. Freese asked how much does the Planning Commission want to bring this back into conformity with the regulation. Discussion was held. Mr. Freese stated that this amendment may possibly eliminate 25% of the variance requests that are reviewed by the Zoning Board of Appeals. Mr. Freese stated that some of these sections can be taken out, but planning training sessions that he has attended advise to reduce the degree of nonconformity or to eliminate the nonconformity.

## **NEW BUSINESS**

### **Discussion regarding proposed amendment relative to zoning standards for signs.**

Mr. Turisk stated this discussion is to get feedback and direction from the Planning Commission given the direction from the Board of Commissioners to look at amending Section 17.19 regarding signs. Mr. Turisk stated that the Planning Commission is to look at dimensional standards for freestanding and pylon signs in the Commercial Zoning District. Mr. Turisk stated that given the current iteration of Section 17.19 and the work that the Planning Commission put into amending the sign ordinance in 2015 he does not see a need for a great deal of amendment language changes. Mr. Turisk stated that there are new technologies that are currently being employed and new technologies on the horizon. Mr. Turisk stated that this may be an opportunity to confirm that our sign standards achieve our aesthetic values and goals and economic development goals. Mr. Turisk stated that the Planning Commission should consider dimensional standards in the Commercial Development Zoning Districts. Mr. Turisk stated that the Planning Commission should consider height and maximum sign fascia. Mr. Turisk stated that the Planning Commission should have a discussion about basing dimensional standards on linear road frontage distance.

Mr. Turisk stated that Section 17.19 allows for 3 freestanding signs per parcel in the Commercial Development Zoning District. Mr. Turisk stated that in this zoning district 80sf of sign face is allowed. Mr. Turisk if the Planning Commission would prefer to allow an option for an applicant to have 3 smaller signs or one larger sign. Mr. Turisk stated that a more detailed definition for sign should be included in Article 2. Mr. Turisk stated that an objective of the Master Plan is to update ordinance provisions to accommodate more potential recreational trail signage improvements. Mr. Turisk stated that another Master Plan goal is to update sign standards to allow sign size to be proportional to building façade size. Mr. Turisk reviewed Section 17.19.8. Mr. Turisk stated that the Planning Commission should examine whether or not these dimensional standards, particularly in the Commercial Development Zoning District, are appropriate given conditions and anticipated future development. Mr. Turisk asked the Planning Commission if they feel that larger signage than what is currently allowed is appropriate or do they want to keep the Zoning Ordinance as it is currently.

Mr. Freese stated that if a large number of variance requests are received for the same category of variance it is a good indication that a review of the ordinance is warranted. Mr. Freese stated that there have been 19 variance requests pertaining to signage received in the past 15 years, which are broken down into 5 major types, i.e.; 10 freestanding sign requests (3 approved, 7 denied), 6 wall sign requests (4 approved, 2 denied), 2 requests for location in right of way (2 approved), 1 setback request (1 approved) and 1 use variance (1 approved). Mr. Freese stated that the number of requests (6) for variances for larger wall signs resulted in the Zoning Board of Appeals bringing the problem to the attention of the Planning Commission with the result that the size limit for wall signs was increased to a maximum of 300sf in a subsequent amendment to the regulation. Mr. Freese stated that this amendment would have eliminated 5 of the 6 variance requests in this category if it had been in place at the time these requests were received.

Mr. Freese stated the only other category of signage receiving a large number of variance requests (10) is freestanding signs and although this number is the largest category of all sign variance requests received, the limitations on size and height for freestanding signs varies greatly depending on the zoning district in which they are located. Mr. Freese stated that of the 10 variance requests received, 3 were located in the Commercial zoning district (limits of 80sf in size and 25ft. in height) with 1 of these approved and 2 denied, 3 were located in the Agriculture and Forestry Management zoning district (limits of 18sf in size and 12ft. in height) with 1 of these approved and 2 denied, 2 were located in the Light Industrial zoning district (limits of 120sf in size and 25ft. in height) with both denied, and 2 were located in the Residential zoning district (limits of 8sf in size and 6ft. in height) with 1 approved and 1 denied.

Mr. Freese stated that the case which precipitated this review pertains to signs in the Commercial zoning district. Of the 3

requests in this category, 1 was actually for a smaller sign, but required a variance for a larger percentage of the sign face, which could be devoted to its electronic face than is allowed (Indian River Trading Post – approved), one requested a sign 255% of that allowed (Meijer, Inc. – denied), and the third requested a sign 125% of that allowed (Burt Lake Marina – denied).

Mr. Freese noted only three variance requests have been approved by the Zoning Board of Appeals for freestanding signs in all zoning districts in the past 15 years, i.e.; one for a larger sign for a church in Topinabee in the Residential zoning district, one for a smaller sign having a larger portion of the size devoted to its electronic face for the menu board for the Indian River Trading Post (McDonalds) in the Commercial zoning district, and one for a larger sign for a nonconforming business (Ginop Sales) in the Agriculture and Forestry Management zoning district. It should be noted that the Ginop Sales parcels were subsequently conditionally rezoned to Commercial and the signs for which the variance request was approved would have been permitted had the conditional rezoning been approved prior to the variance request having been received.

Mr. Freese questioned whether this history really justified a change in the size allowed for freestanding signs in the Commercial zoning district.

Mr. Kavanaugh stated that there were two variance requests for freestanding signs larger than 80sf in the Commercial Development Zoning District in fifteen years. Mr. Kavanaugh stated that Burt Lake Marina has been in business for a long time and this issue came up because they bought a sign that was too large. Mr. Kavanaugh stated that this is the issue that prompted this request to look at the sign regulation. Mr. Kavanaugh stated that wall signs and electronic signs could be reviewed. Mr. Kavanaugh stated that the Planning Commission should consider what the Cheboygan County Board of Commissioners has requested. Mr. Kavanaugh stated that he would like to look at other sign regulations from other counties. Mr. Turisk stated that Emmet County permits one per parcel and the maximum face size is 56sf and the maximum height is 10ft. Mr. Turisk stated that signs in the right of way are not to exceed 32sf in size and 8ft. in height. Mr. Kavanaugh stated that this is significantly less than what is allowed in Cheboygan County currently. Mr. Kavanaugh stated that there have been two variance requests of this type in fifteen years and the Planning Commission needs to decide if they want to amend the Zoning Ordinance for this situation. Mr. Freese asked what is the maximum allowed in Otsego County. Mr. Muscott stated 56sf. Mr. Turisk stated that Otsego County allows for 100sf for shopping centers and malls. Mr. Turisk stated that Otsego County does not allow individual signs for each tenant. Mr. Turisk stated that they allow one sign with individual placards. Mr. Freese stated that the Planning Commission should not have to review wall signs as there was an amended to allow 300sf.

Ms. Johnson asked why there is a difference in square footage between Commercial, Light Industrial and General Industrial. Mr. Freese stated it is based on the type of businesses and the fact that Light Industrial are small areas separated from the general flow of traffic. Mr. Freese stated that Commercial zoning district is located along and measured from the center line of the roadway. Mr. Freese noted that Tuscarora Township requested that Village Center Indian River continue to require smaller signs. Mr. Turisk noted that this is the same for Village Center Topinabee. Discussion was held.

Ms. Lyon asked if we are considering the speed that people drive when determining sign sizes. Ms. Lyon stated that there is a correlation between the size of the words on the sign for the speed that a person is driving. Mr. Kavanaugh stated that it was considered and provided an example of a sign at a mall. Discussion was held.

Mr. Freese stated that he does not believe that along the stretch South Straits Hwy. south of Indian River, that a 100sf sign is necessary to get an advertising message across and stated that there are no other signs in this area anywhere near 100sf. Mr. Freese stated that most signs are 4ft. x 8ft. Mr. Kavanaugh noted that adjacent counties allow a maximum of 56sf and in Village Center Indian River and Village Center Topinabee it is less. Discussion was held.

Mr. Freese asked if the Planning Commission has a problem with the sign ordinance. Mr. Kavanaugh stated that the Cheboygan County Board of Commissioners will probably have a problem with Planning Commission if something is not done with the sign ordinance. Discussion was held.

Ms. Croft asked if this item should be on the next Planning Commission agenda. Discussion was held. **Motion** by Mr. Kavanaugh, seconded by Mr. Delana, to table this decision until the next Planning Commission meeting. Motion carried unanimously.

#### **STAFF REPORT**

Mr. Turisk stated that there will be a Risk Management Decision Making training that will be held on Tuesday, March 31, 2020 at the Littlefield Community Building in Alanson. Mr. Turisk stated that a time has not been determined for this training. Mr. Turisk asked that the Planning Commission members let him know if they will be available for this training.

Mr. Turisk stated that distributed information regarding two workshops that will be help on green infrastructure. Mr. Turisk stated that the first workshop will be held on March 23<sup>rd</sup>, 24<sup>th</sup>, 25<sup>th</sup> or April 8<sup>th</sup> from 1:00pm-3:30pm or 2:00pm - 4:30pm. Mr. Turisk stated that the second workshop will be held on April 23<sup>rd</sup> or 24<sup>th</sup> in the afternoon. Mr. Turisk asked that the Planning Commission members let him know their availability for this training.

Mr. Turisk stated that at the January 15, 2020 meeting the Planning Commission directed staff to provide Mr. Peltier a letter of commendation. Mr. Turisk stated that a certificate of commendation has been put together to officially recognize Mr. Peltier.

#### **PLANNING COMMISSION COMMENTS**

No comments.

#### **PUBLIC COMMENTS**

Mr. Muscott stated that he submitted a letter regarding signs for the Planning Commission to review. Mr. Muscott stated that Mr. LaPrairie usually brings in complete site plans and does not build a pole building and wait to request permission after it is built. Mr. Muscott stated that Mr. LaPrairie went to a dealer show and there was a special on signs. Mr. Muscott stated that Mr. LaPrairie bought the largest sign and saved \$2,000 and the \$12,000 sign has been lying on the side of the parking lot all winter. Mr. Muscott stated that when Mr. LaPrairie applied for permission he was denied permission to install the sign. Mr. Muscott stated that Mr. LaPrairie then sought a variance. Mr. Muscott stated that in December when Mr. LaPrairie's request was to be reviewed by the Zoning Board of Appeals, there was an insufficient quorum. Mr. Muscott stated the meeting was canceled. Mr. Muscott stated that Mr. LaPrairie has to wait another month for the next meeting and the variance request was denied. Mr. Muscott stated that this is a 50 year old business with many employees. Mr. Muscott stated that this is a pylon sign with a 7ft. x 7ft. section on top that is a Bombardier logo and then four brand names below that are 1 1/2ft. x 4ft. Mr. Muscott stated that the Board of Commissioners are requesting the Zoning Ordinance be amended to allow this sign to be installed. Mr. Muscott referred to Section 22.3.F of Amendment #155 and stated his concerns that a nonconforming building or structure is disallowed and then another nonconforming building or structure will be allowed. Mr. Muscott stated that the wording for A, B and C are almost the same statements and just reworded. Mr. Muscott stated that if you want to eliminate nonconforming uses then don't allow nonconforming uses. Mr. Muscott stated that in regards to nonconforming lots of record, he owns 25 platted lots in Topinabee that are 25ft. x 100ft. that were designed as camping lots. Mr. Muscott stated that they can be bought up individually and can be combined into one deed. Mr. Muscott stated that you can split platted lots. Mr. Muscott referred to Hilltop Grocery and Bar on Levering Road, which has been vacant and stripped of its furnishings for several years and is located in the Agriculture and Forestry Management zoning district and is nonconforming and questioned whether this business would have been allowed to reopen under the provisions of this proposed amendment. Mr. Freese stated that the Hilltop Grocery and Bar is a conforming use in Agriculture and Forestry Management zoning district and the provisions of this amendment would not be applicable. Mr. Muscott stated his concerns regarding the criteria used to establish an intent to abandon a nonconforming use.

Mr. Kavanaugh asked for staff to check into splitting subdivision lots. Mr. Kavanaugh stated that there are procedures and approvals that are required to split a subdivision lot. Mr. Kavanaugh asked if it is difficult to combine lots in a subdivision. Mr. Muscott stated that you will create a new legal description with all of the lots in the subdivision that are to be combined.

#### **ADJOURN**

**Motion** by Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 9:21 pm.

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Charles Freese  
Planning Commission Secretary



# CHEBOYGAN COUNTY PLANNING COMMISSION

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

## CHEBOYGAN COUNTY PLANNING COMMISSION MEETING & PUBLIC HEARING WEDNESDAY, FEBRUARY 19, 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  
**GUESTS:** Eric Boyd, John F. Brown, Carl Muscott, Bob Lyon, Cal Gouine, John Moore

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. Borowicz, to approve the agenda as presented. Motion carried unanimously.

### APPROVAL OF MINUTES

There were no minutes to be reviewed.

### PUBLIC HEARING AND ACTION ON REQUESTS

**Proposed Amendment #154 to Cheboygan County Zoning Ordinance No. 200 that would amend Sections 2.2, 17.21 and 17.23 and regards amended definitions and zoning standards for agricultural, private storage and workshop buildings, and amended zoning standards for home occupation uses.**

Mr. Turisk stated that at the February 5, 2020 Planning Commission meeting he presented the revised amendment with all references to Limited Commercial Enterprise uses deleted. Mr. Turisk stated that at this meeting that the Planning Commission determined that the placement of a private storage building shall be situated so as to allow placement of a future dwelling. Mr. Turisk noted that this standard has been added as Section 17.23.1.b.

Mr. Freese noted that Section 17.23 states that a private storage building is a primary use and this sentence should also be included in the definition.

Ms. Croft asked for public comments. Mr. Muscott asked if a private storage building can only be a primary use or can it also be an accessory use. Mr. Freese stated that if it is an accessory building it is not a private storage building under the definition and the regulations. Discussion was held. Mr. Muscott referred to the definition of agricultural building and stated that a building permit is not required for this type of building and is used for hay storage, farm animal and farm implements. Mr. Muscott stated his concerns that a home occupation is allowed in this type of building. Mr. Muscott stated that an agricultural building and private storage building are minimal buildings built with very little control from Department of Building Safety. Mr. Freese noted that both the agricultural building and private storage building require a zoning permit. Mr. Muscott stated that a permit is not required from Department of Building Safety. Mr. Muscott stated his concerns regarding a daycare or lawyer's office being allowed in these buildings and a building permit or a certificate of occupancy not being required. Mr. Borowicz stated that a building permit is required for the private storage permit. Mr. Muscott stated that a private storage building is for storage and non-flammable storage and not for human occupancy. Mr. Muscott stated that if a bathroom is installed, then that part of the building will have to be brought up to building code. Mr. Freese asked Mr. Turisk if an applicant applying for a home occupation in an accessory building would be turned over to Department of Building Safety. Mr. Turisk stated yes. Discussion was held regarding Zoning Administrator approval of home occupations. Mr. Muscott referred to Section 17.21.4 regarding conditional approvals and noted that there is no definition for conditional approval.

Mr. Brown asked why a private storage building can't be used to house or support animals of any type. Mr. Freese explained that Section 17.23 does not apply to Agriculture and Forestry Management zoning district. Mr. Brown stated he doesn't understand why you can't have a dog or a fish tank. Public hearing closed.

Discussion was held regarding Section 17.23.1.i. Ms. Lyon stated that this applies to private storage buildings in Residential, Rural Character/Country Living and Lake and Stream Protection. Mr. Freese explained that this doesn't apply to Agriculture and Forestry Management. Mr. Kavanaugh asked if the Planning Commission is saying that dogs are not allowed. Mr. Freese stated that he isn't saying that a dog can't be kept in a private storage building. Mr. Freese stated that there are kennel standards if you are considering a kennel. Mr. Freese stated there are standards for an agricultural building if you want to have cows or sheep.

Ms. Johnson asked if a bathroom is allowed in a private storage building not a private storage building/workshop building. Mr. Freese stated that a bathroom is allowed in an agricultural building and private storage building/workshop building. Mr. Freese noted that you can't have a shower or a tub.

**Motion** by Mr. Freese, seconded by Mr. Kavanaugh, to forward Amendment #154 to the Cheboygan County Board of Commissioners with a recommendation for approval with the wording regarding primary use in Section 17.23 included in the definition of private storage building/workshop building. Motion carried unanimously.

### **UNFINISHED BUSINESS**

#### **Continued discussion regarding possible Zoning Ordinance amendment relative to zoning standards for signs.**

Mr. Turisk stated that at the February 5, 2020 Planning Commission meeting there was an informal discussion about amending Section 17.19 that regards signs. Mr. Turisk explained that this discussion came about as a directive from the Cheboygan County Board of Commissioners at their second meeting in January for the Planning Commission to look at the dimensional standards for freestanding signs in the Commercial Development zoning district. Mr. Turisk stated that we currently allow 80sf for each freestanding sign. Mr. Turisk stated that 3 freestanding signs up to 25ft in height are allowed in the Commercial Development zoning district. Mr. Turisk stated that the Planning Commission should consider that there could be 3 freestanding signs that are each 80sf on a parcel in the Commercial Development zoning district. Mr. Turisk stated that the Planning Commission should also consider allowing a measure of flexibility for the sign face area in the Commercial Development zoning district. Mr. Turisk referred to the table under Section 17.19.8 and stated that freestanding signs, marquee signs and roof signs in the Commercial Development zoning district require zoning permits. Mr. Turisk stated that the other signs listed in Section 17.19.8 do not require a zoning permit. Mr. Turisk stated that an option for the Planning Commission to consider is to maintain 80sf sign surface area standard if the property has up to 200ft. of public road frontage, but allow for flexibility by:

- Permitting larger individual sign surface area as a function of distance of public road frontage and/or façade size (Per Master Plan – "Update sign standards to allow sign size to be proportional to building façade size.")
- Fewer freestanding signs, but allow larger individual sign surface area (larger than current 80 sq.-ft. standard)
- Alternatively (or in conjunction w/larger sign surface area), permit freestanding signs greater than 25-ft. in height
- Permitting larger individual freestanding sign surface in lieu of other permitted signs (e.g., wall & canopy signs)

Mr. Turisk stated that there are ordinances that take road frontage into consideration and it stands to reason that the greater the frontage the stronger the rationale for a larger sign. Mr. Turisk stated that is a reasonable consideration when trying to adopt some measure of flexibility.

Mr. Turisk stated that Ms. Lyon has concerns regarding considering the speed that people drive when determining sign sizes. Mr. Turisk stated that the speed limit varies along the Commercial corridor on M-27 in Cheboygan County. Mr. Turisk stated that in Indian River the speed limit is 35mph and generally there is smaller signage. Mr. Turisk explained that the road is a narrower road and there is a walkable area. Mr. Turisk stated that from the intersection of M-68 coming from the east to the Indian River Pet Resort the speed limit is 45mph and increases to 55mph south of the Indian River Pet Resort. Mr. Turisk stated that it is worthwhile to look at this to see if some flexibility can be exercised.

Mr. Turisk stated that the Planning Commission may consider if the sign's applicability and function serve our tourism economy. Mr. Turisk stated that one community in Michigan takes this into consideration, but he will need to check with legal counsel to see if this would be considered as making a decision based on the content of the sign. Mr. Turisk stated that there are other possible factors for consideration:

- Would the individual sign be part of coordinated or joint signage?
- Would the sign be in harmony with the spirit of the Master Plan?

Mr. Turisk stated that the Zoning Board of Appeals reviews 5 standards for practical difficulty when reviewing a dimensional variance. Mr. Turisk stated that these types of considerations could not be a part of the 5 standards for practical difficulty.

Mr. Kavanaugh stated that the Planning Commission knows what the Cheboygan County Board of Commissioners wants and that is to make certain that the Indian River business gets the size of the sign that they purchased. Mr. Kavanaugh stated that there are a few ways that this can be addressed. Mr. Kavanaugh stated that the Planning Commission can look at the road frontage and allow 100sf. Mr. Kavanaugh stated that the Planning Commission should also look at electronic signs. Mr. Kavanaugh stated that looking at only these two issues is a simple way to address the Cheboygan County Board of Commissioners directive. Mr. Kavanaugh stated that the Zoning Board of Appeals should use the same standards that they have used in the past. Mr. Kavanaugh stated that requests for larger freestanding signs have only resulted twice in fifteen years. Mr. Kavanaugh stated that this is one issue to be address in the Indian River area. Mr. Kavanaugh stated that the Planning Commission should correct it. Mr. Kavanaugh stated that this should be an amendment that is easy to change. Mr. Kavanaugh stated that the sign ordinance has not been problematic to this point.

Mr. Freese agreed with Mr. Kavanaugh and stated that there is no reason to create new rules for the Zoning Board of Appeals regarding signs and that this problem should be corrected by changing the size sign requirements in the Zoning Ordinance. Mr. Freese stated that a freestanding sign can be located on the ground or on a pole which may be located in the right of way. Mr. Freese stated that 100sf sign could have a significant impact on the ability of motorist to see beyond the sign especially if it is located on the ground. Mr. Freese stated most commercial lots in the area along South Straits Highway are 100ft. wide and that a car moving at the speed limit in this area (45mph) would only take 1 1/3 seconds to travel this distance. A 100sf sign, therefore, could cause a significant detrimental impact on the visibility of the signage on adjacent properties. Mr. Freese does not believe this property owner will be happy with a 100sf sign if there is a 100sf sign on the ground on the adjacent parcel. Mr. Freese stated that because the Cheboygan County Board of Commissioners wants this approved, he is suggesting allowing a 100sf sign with the requirement that the parcel must have at least 200 lineal feet of frontage and that the sign cannot be located any closer than 100ft. to the property line. Mr. Kavanaugh asked if Burt Lake Marina has 200ft. of frontage. Mr. Turisk stated yes. Mr. Kavanaugh stated that he believes this is reasonable. Mr. Kavanaugh and Mr. Freese agreed that the maximum sign of an electronic sign should be revised to 60sf. Mr. Borowicz asked if a sign this large should be allowed in the right of way. Mr. Freese stated that this is reviewed by the Road Commission. Discussion was held.

Mr. Kavanaugh stated that the proposed amendment should be forwarded to the Cheboygan County Road Commission to let them know of what changed are being considered to the Zoning Ordinance.

#### **NEW BUSINESS**

No comments.

#### **STAFF REPORT**

Mr. Turisk stated that there will be a Risk Management Decision Making training that will be held from 6:00pm to 8:30pm on Tuesday, March 31, 2020 at the Littlefield Community Building in Alanson. Mr. Turisk asked that the Planning Commission members let him know if they will be available for this training. Mr. Turisk noted that the registration deadline is March 20, 2020.

Mr. Turisk stated that the Planning Commission has been invited to attend two Green Infrastructure workshops. Mr. Turisk stated that the first workshop will be held from 1:30pm – 4:00pm on March 23, 2020. Mr. Turisk stated that the second workshop will be held from 1:30pm – 4:00pm on April 24, 2020. Mr. Turisk stated that both workshops will be held at the Cheboygan Public Library. Mr. Turisk asked that the Planning Commission members let him know their availability for this training as soon as possible.

#### **PLANNING COMMISSION COMMENTS**

No comments.

#### **PUBLIC COMMENTS**

Mr. Muscott referred to the proposed Amendment #154 and stated that may be a backdoor loophole to allow someone to build a storage building in the Agriculture and Forestry Management zoning district and then make the necessary modifications for human occupancy to use the building for daycare home or home office. Mr. Muscott questioned if the permitted uses for home occupation should be this broad. Mr. Muscott stated that the footings went in last week for the Burt Lake Marina sign. Mr. Muscott stated he would have to pace it out to see if it is within the center of the property. Mr. Muscott

stated that he believes the property has approximately 400ft. of road frontage and the proposed sign is adjacent to the existing sign. Mr. Freese stated that the proposed sign is more than 100ft. from the property line. Mr. Muscott stated that if Orion Renewable Energy receives approval for a special use permit there is a good chance the project will not be done within a year as they do not have the power sold. Mr. Muscott stated it may be worthwhile for the Planning Commission to extend the expiration date on a special use permits and site plan review approvals for large industrial projects. Mr. Muscott stated that the Planning Commission may want to hire a professional to represent the county who has a degree in engineering to make sure this solar project is done right.

**ADJOURN**

**Motion** by Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 8:02pm.

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Charles Freese  
Planning Commission Secretary

PERIOD ENDING 03/31/2020

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	YTD BALANCE 03/31/2019	2020		YTD BALANCE 03/31/2020	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 03/31/2019	DIFF 03/31/2020
				ORIGINAL BUDGET	2020 AMENDED BUDGET		MONTH 03/31/20				
Fund 101 - GENERAL COUNTY											
Revenues											
101-400-401.00	CURRENT TAX	8,230,937.01	221,970.44	8,467,759.00	8,467,759.00	213,377.48	49,484.65	8,254,381.52	2.52		(8,592.96)
101-400-401.02	CONTRIBUTION FROM RESTRICTED F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-401.03	CURRENT TAX INTEREST	29,861.06	6,625.36	29,861.00	29,861.00	10,065.58	1,280.33	19,795.42	33.71		3,440.22
101-400-401.05	PROBATE BOND FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-404.00	CONVENTION & TOURISM TAX	70,822.62	0.00	68,227.00	68,227.00	0.00	0.00	68,227.00	0.00		0.00
101-400-417.00	UNPAID PERSONAL PROPERTY TAX	3,816.88	8.31	5,777.00	5,777.00	0.00	0.00	5,777.00	0.00		(8.31)
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
101-400-428.06	OVERSIGHT FEE/COUNTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-441.00	LOCAL COMMUNITY STABILIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-452.00	LICENSES & PERMITS-BUSINESS	657.50	190.50	1,100.00	1,100.00	61.50	51.50	1,038.50	5.59		(129.00)
101-400-476.00	SOIL SEDIMENTATION	16,545.00	1,050.00	16,000.00	16,000.00	1,670.00	740.00	14,330.00	10.44		620.00
101-400-477.00	LIC & PERMITS-NON-BUSINESS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-478.00	DOG LICENSES	1,865.00	970.00	1,700.00	1,700.00	845.00	170.00	855.00	49.71		(125.00)
101-400-478.01	CO MARRIAGE LIC FEE	840.00	60.00	1,600.00	1,600.00	85.00	15.00	1,515.00	5.31		25.00
101-400-479.01	ZONING PERMITS	24,264.00	2,475.40	28,000.00	28,000.00	3,139.70	1,512.20	24,860.30	11.21		664.30
101-400-479.02	SP ZONING MTG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-501.01	BULLETPROOF VEST PARTNERSHIP	0.00	0.00	628.00	628.00	627.99	627.99	0.01	100.00		627.99
101-400-501.03	ENFORCEMENT ZONE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-502.01	JAIL TECH UPGRADE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-507.00	CO-OP REIMB-PROS ATTY/ADC	68,033.22	15,689.87	67,000.00	67,000.00	13,721.38	5,293.25	53,278.62	20.48		(1,968.49)
101-400-507.01	PROS ATTY VICTIMS RIGHTS	56,544.60	12,554.46	60,615.00	60,203.02	13,030.02	13,030.02	47,173.00	21.64		475.56
101-400-507.02	WELFARE FRAUD	1,721.25	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00		0.00
101-400-507.03	CSPA STATE SUPPL PYT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-508.00	WOMEN'S RESOURCE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-510.00	STONEGARDEN GRANT	47,014.47	0.00	100,000.00	90,511.49	48,731.76	47,141.00	41,779.73	53.84		48,731.76
101-400-512.00	U.S. DEPARTMENT OF JUSTICE GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-513.00	US DEPT OF AGRICULTURE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-514.01	MARINE SAFETY EQUIPMENT - FEDE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-527.00	BRYNE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
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	0.00	0.00	5,400.00	5,400.00	0.00	0.00	5,400.00	0.00		0.00
101-400-535.00	JUVENILE ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-540.00	COURT EQUITY FUND	110,256.00	42,871.23	107,331.00	107,331.00	18,962.00	0.00	88,369.00	17.67		(23,909.23)
101-400-541.00	PROBATE JUDGES' SALARY	113,121.30	25,694.58	105,714.00	105,714.00	52,865.65	0.00	52,848.35	50.01		27,171.07
101-400-541.01	PROBATE STAND/PAYMT	45,724.00	22,862.00	45,724.00	45,724.00	22,862.00	0.00	22,862.00	50.00		0.00
101-400-541.02	CIRCUIT STAND/PAYMT	44,511.60	21,649.60	45,724.00	45,724.00	22,862.00	0.00	22,862.00	50.00		1,212.40
101-400-541.03	DISTRICT STAND/PAYMT	36,579.20	18,289.60	36,579.00	36,579.00	18,289.60	0.00	18,289.40	50.00		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	19,267.90	47,855.00	47,855.00	0.00	0.00	47,855.00	0.00		(19,267.90)
101-400-543.04	M.M.R.M.A GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
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	0.00	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00		0.00
101-400-545.01	CASEFLOW ASSIST GRANT/DIST	7,528.79	0.00	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00		0.00
101-400-545.02	CASEFLOW ASST GRANT/CIR CT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
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	6,829.26	27,317.00	27,317.00	0.00	0.00	27,317.00	0.00		(6,829.26)
101-400-569.05	L.E.P.C.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-570.00	CIGARETTE TAX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-572.00	STATE GRANT - MSHDA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		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	209,505.00	481,162.00	481,162.00	214,707.00	0.00	266,455.00	44.62		5,202.00
101-400-574.01	REVENUE SHARING - COUNTY INCEN	112,846.64	56,424.00	112,847.00	112,847.00	56,424.00	0.00	56,423.00	50.00		0.00

PERIOD ENDING 03/31/2020

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

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				ORIGINAL BUDGET	2020 AMENDED BUDGET		MONTH 03/31/20				
Fund 101 - GENERAL COUNTY											
Revenues											
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	0.00	0.00	0.00	0.00	0.00		0.00
101-400-581.00	REV FROM OTHER COUNTIES	60,301.68	14,822.30	63,563.00	63,563.00	14,151.93	4,698.38	49,411.07	22.26		(670.37)
101-400-582.00	SHERIFF LOCAL GRANTS	1,800.00	400.00	2,300.00	2,650.00	350.00	0.00	2,300.00	13.21		(50.00)
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	16,263.14	50,000.00	50,000.00	13,234.69	6,601.89	36,765.31	26.47		(3,028.45)
101-400-601.01	ATTY FEE REIMB/CIRCUIT	32,353.48	11,870.35	31,000.00	31,000.00	7,170.51	3,584.85	23,829.49	23.13		(4,699.84)
101-400-601.10	CIR CT GARNISHMENT	630.00	30.00	550.00	550.00	75.00	45.00	475.00	13.64		45.00
101-400-602.00	CONTEMPT OF COURT FEE PROBATE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-603.00	DISTRICT CRT COSTS	345,447.75	81,078.01	380,000.00	380,000.00	69,267.13	23,870.95	310,732.87	18.23		(11,810.88)
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)
101-400-603.11	SMOKING FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-607.02	CTY GENERAL FILING FEE	4,273.00	1,116.00	5,000.00	5,000.00	930.00	186.00	4,070.00	18.60		(186.00)
101-400-607.03	LATE FEE PRISONER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-607.04	CHARGE FOR SERVICE	209,990.81	5,502.72	120,000.00	120,000.00	15,124.17	11,465.10	104,875.83	12.60		9,621.45
101-400-607.14	CHARGE FOR SERVICE - COURT SPE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-608.01	MOTION FEE COUNTY	2,020.00	460.00	3,000.00	3,000.00	420.00	170.00	2,580.00	14.00		(40.00)
101-400-608.02	COUNTY APPEAL FEE	56.00	0.00	200.00	200.00	0.00	0.00	200.00	0.00		0.00
101-400-610.00	JURY FEE CIR CT	690.00	170.00	1,000.00	1,000.00	85.00	0.00	915.00	8.50		(85.00)
101-400-612.00	TUSCARORA TWP ORDINANCE FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-612.01	GIS	940.00	15.00	1,400.00	1,400.00	0.00	0.00	1,400.00	0.00		(15.00)
101-400-613.00	DIST CRT/CIVIL FEES	59,760.25	10,353.00	50,000.00	50,000.00	9,795.50	2,239.00	40,204.50	19.59		(557.50)
101-400-613.10	COUNTY REMONUMENTATION	365.04	75.06	300.00	300.00	88.50	23.94	211.50	29.50		13.44
101-400-614.00	VIOLATION CLEARANCE RECORD	2,851.00	930.00	3,000.00	3,000.00	858.34	315.00	2,141.66	28.61		(71.66)
101-400-615.00	DIST CRT/BOND COSTS & FEES	1,940.00	290.00	2,500.00	2,500.00	355.00	175.00	2,145.00	14.20		65.00
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	343.00	1,700.00	1,700.00	697.00	178.00	1,003.00	41.00		354.00
101-400-617.02	MARRIAGE CEREMONIES	52.00	4.00	100.00	100.00	8.00	0.00	92.00	8.00		4.00
101-400-617.03	JURY FEE DEMAND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-617.06	WILLS/SAFE KEEPING	325.00	100.00	200.00	200.00	50.00	0.00	150.00	25.00		(50.00)
101-400-617.07	INVENTORY FEE	11,893.83	3,305.61	7,000.00	7,000.00	2,559.88	683.09	4,440.12	36.57		(745.73)
101-400-617.08	PROBATE CRT/DEPOSIT BOXES	40.00	10.00	20.00	20.00	0.00	0.00	20.00	0.00		(10.00)
101-400-617.10	PROBATE CRT-MOT/PET/ACCT/OB	1,940.00	430.00	1,400.00	1,400.00	310.00	130.00	1,090.00	22.14		(120.00)
101-400-618.00	CO TREAS-CURRENT SERVICES	1,662.00	4.00	3,000.00	3,000.00	40.00	10.00	2,960.00	1.33		36.00
101-400-618.01	VETERAN'S FEES - ID CARDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-618.02	REGISTER OF DEEDS TAX CERTIFIC	6,490.00	1,145.00	4,900.00	4,900.00	1,230.00	340.00	3,670.00	25.10		85.00
101-400-619.00	CO CLERK/CURRENT SERVICES	24,295.75	5,816.00	21,500.00	21,500.00	5,893.70	2,102.00	15,606.30	27.41		77.70
101-400-619.01	PASSPORT FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-619.02	CREMATION FEE	1,360.00	400.00	1,000.00	1,000.00	390.00	160.00	610.00	39.00		(10.00)
101-400-619.03	SUBPOENA FEE	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-619.04	CRIME VICTIM ADMIN FEES	1,508.06	508.26	1,700.00	1,700.00	350.26	118.24	1,349.74	20.60		(158.00)
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	72.00	300.00	300.00	72.00	16.00	228.00	24.00		0.00
101-400-620.00	REGISTER OF DEEDS FEES	335,963.08	57,312.13	277,000.00	277,000.00	64,968.50	17,333.60	212,031.50	23.45		7,656.37
101-400-622.00	C.C.F. COLLECTION FEE	2,232.10	510.67	2,400.00	2,400.00	989.62	520.62	1,410.38	41.23		478.95
101-400-622.01	25% ATTY FEES REIMB	379.94	126.44	500.00	500.00	0.00	0.00	500.00	0.00		(126.44)
101-400-622.02	ATTY FEE REIMB/PROBATE	2,087.38	479.31	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00		(479.31)
101-400-625.00	DNA COLLECTION	540.60	206.49	200.00	200.00	109.40	36.70	90.60	54.70		(97.09)
101-400-625.01	SEX OFFENDER REGISTRATION	2,715.00	1,500.00	3,300.00	3,300.00	1,420.00	440.00	1,880.00	43.03		(80.00)
101-400-625.25	DNA COLLECTION - SHERIFF	1,351.49	516.23	400.00	400.00	273.50	91.75	126.50	68.38		(242.73)
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	0.00	50.00	50.00	0.00	0.00	50.00	0.00		0.00
101-400-628.03	PRISONER BOARD	34,234.06	9,673.67	45,000.00	45,000.00	8,583.63	2,017.40	36,416.37	19.07		(1,090.04)



REVENUE AND EXPENDITURE REPORT FOR CHEBOYGAN COUNTY

PERIOD ENDING 03/31/2020

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	YTD BALANCE 03/31/2019	2020		YTD BALANCE 03/31/2020	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 03/31/2020	DIFF 03/31/2019
				ORIGINAL BUDGET	2020 AMENDED BUDGET		MONTH 03/31/20				
Fund 101 - GENERAL COUNTY											
Revenues											
101-400-683.00	RETURNED CHECK FEES	175.00	25.00	320.00	320.00	0.00	0.00	320.00	0.00		(25.00)
101-400-686.00	P/A LEGAL/ABUSED & NEG CHLD	30,236.56	5,720.72	71,482.00	71,482.00	10,163.48	3,312.08	61,318.52	14.22		4,442.76
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	2,194.05	11,465.00	11,465.00	1,017.91	1,017.91	10,447.09	8.88		(1,176.14)
101-400-688.00	REFUNDS - GENERAL	3,658.93	957.45	1,300.00	1,300.00	3,524.63	3,042.17	(2,224.63)	271.13		2,567.18
101-400-688.01	MOVEABLE ITEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-688.02	ZONING BOOKS	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-688.06	SHERIFF WAGE REIMB	285.71	0.00	500.00	500.00	0.00	0.00	500.00	0.00		0.00
101-400-688.08	INMATE TELEPHONE	12,880.92	3,426.12	28,800.00	28,800.00	2,187.36	811.86	26,612.64	7.60		(1,238.76)
101-400-688.09	NON-REIMBURSABLE/REIMB	333.75	63.75	400.00	400.00	67.50	37.50	332.50	16.88		3.75
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	13.00	100.00	100.00	7.00	0.00	93.00	7.00		(6.00)
101-400-688.17	POSTAGE REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-688.19	SHERIFF DRUG SCREENS	593.00	63.00	600.00	600.00	90.00	0.00	510.00	15.00		27.00
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
101-400-698.00	MISC	723.84	191.25	0.00	0.00	0.00	0.00	0.00	0.00		(191.25)
101-400-699.00	FUND EQUITY	0.00	0.00	1,079,877.00	1,090,729.45	0.00	0.00	1,090,729.45	0.00		0.00
101-400-699.99	TRANSFER IN	461,287.80	0.00	1,169,598.00	1,169,598.00	0.00	0.00	1,169,598.00	0.00		0.00
TOTAL REVENUES		12,324,846.12	999,698.81	14,178,219.00	14,179,520.96	1,003,381.54	216,790.43	13,176,139.42	7.08		3,682.73
Expenditures											
101	COMMISSIONERS	130,310.55	24,174.32	150,641.00	150,641.00	27,032.82	9,189.04	123,608.18	17.95		2,858.50
131	CIRCUIT COURT	297,688.24	69,373.69	329,998.00	329,998.00	63,425.49	22,347.86	266,572.51	19.22		(5,948.20)
136	DISTRICT COURT	623,298.96	136,168.37	656,477.00	656,477.00	137,904.50	52,804.45	518,572.50	21.01		1,736.13
139	VICTIM'S RIGHTS	73,250.46	15,195.61	82,588.00	82,176.02	15,255.69	5,619.93	66,920.33	18.56		60.08
145	JURY BOARD	6,316.33	284.68	10,991.00	10,991.00	268.75	0.00	10,722.25	2.45		(15.93)
148	PROBATE COURT	630,992.54	143,185.13	676,817.00	676,817.00	150,193.11	54,919.45	526,623.89	22.19		7,007.98
191	ELECTIONS	9,173.23	0.00	40,008.00	40,008.00	10,070.51	1,568.89	29,937.49	25.17		10,070.51
202	FINANCE DEPARTMENT	294,412.79	61,901.94	311,121.00	311,121.00	60,602.09	22,498.69	250,518.91	19.48		(1,299.85)
212	ADMINISTRATIVE OFFICE	232,513.56	50,615.42	246,459.00	246,459.00	50,394.70	17,662.49	196,064.30	20.45		(220.72)
215	CLERK/REGISTER	467,659.57	102,066.07	497,130.00	497,130.00	102,533.37	41,406.46	394,596.63	20.63		467.30
225	EQUALIZATION	225,947.22	39,914.58	249,732.00	249,732.00	49,770.79	19,114.93	199,961.21	19.93		9,856.21
228	INFORMATION SYSTEMS	450,018.58	147,316.34	509,444.00	509,444.00	80,153.05	30,097.98	429,290.95	15.73		(67,163.29)
229	PROSECUTING ATTORNEY	585,055.92	120,145.32	614,131.00	614,131.00	120,311.87	45,866.54	493,819.13	19.59		166.55
243	GIS	72,386.21	14,941.72	73,969.00	73,969.00	14,846.89	5,438.78	59,122.11	20.07		(94.83)
253	COUNTY TREASURER	334,004.44	66,664.07	360,417.00	360,417.00	67,427.40	24,585.99	292,989.60	18.71		763.33
260	TAX ALLOCATION BOARD	0.00	0.00	850.00	850.00	0.00	0.00	850.00	0.00		0.00
265	COUNTY MAINTENANCE DEPT	462,073.13	92,450.75	505,945.00	505,945.00	104,010.03	40,106.24	401,934.97	20.56		11,559.28
267	MAJOR EQ/BLDG IMP	65,073.96	8,351.70	88,500.00	88,500.00	14,607.74	16,704.14	73,892.26	16.51		6,256.04
270	HUMAN RESOURCE	6,505.80	2,737.00	54,966.00	54,966.00	971.32	848.32	53,994.68	1.77		(1,765.68)
275	DRAIN COMMISSIONER	4,068.28	1,855.94	6,150.00	6,150.00	1,559.18	953.76	4,590.82	25.35		(296.76)
284	COUNTY SURVEYOR	2,150.00	360.00	2,150.00	2,150.00	385.00	25.00	1,765.00	17.91		25.00
285	GENERAL COUNTY	357,520.80	135,751.98	385,175.00	385,175.00	141,536.07	32,396.53	243,638.93	36.75		5,784.09
301	SHERIFF	1,911,839.92	369,991.03	1,974,308.00	1,979,804.23	386,079.02	143,518.16	1,593,725.21	19.50		16,087.99
302	ORV ENFORCEMENT	32,757.57	0.00	18,324.00	18,324.00	240.00	0.00	18,084.00	1.31		240.00
325	CCE 911	439,377.00	109,844.25	439,527.00	439,527.00	109,844.25	0.00	329,682.75	24.99		0.00
331	MARINE SAFETY	116,346.87	13,410.96	118,565.00	118,565.00	13,962.59	5,905.25	104,602.41	11.78		551.63
332	SNO-MOBILE SAFETY *	6,587.75	3,931.13	7,227.00	5,727.00	6,237.66	3,595.97	(510.66)	108.92		2,306.53

REVENUE AND EXPENDITURE REPORT FOR CHEBOYGAN COUNTY

PERIOD ENDING 03/31/2020

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

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2019	YTD BALANCE 03/31/2019	2020		YTD BALANCE 03/31/2020	ACTIVITY FOR MONTH 03/31/20	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE DIFF 03/31/2020 03/31/2019
				ORIGINAL BUDGET	2020 AMENDED BUDGET					
Fund 101 - GENERAL COUNTY										
Expenditures										
333	SHERIFF SECONDARY ROAD PATROL	80,387.61	17,540.49	80,175.00	80,175.00	17,008.25	6,145.69	63,166.75	21.21	(532.24)
334	STONEGARDEN GRANT	48,094.81	2,681.40	93,975.00	84,486.49	59,287.04	13,702.28	25,199.45	70.17	56,605.64
335	SHERIFF - LOCAL GRANTS	8,432.13	0.00	10,551.00	10,551.00	0.00	0.00	10,551.00	0.00	0.00
337	SHERIFF-FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
338	CANINE UNIT	17,954.86	12,538.82	10,000.00	10,000.00	2,047.50	1,928.00	7,952.50	20.48	(10,491.32)
340	COURTHOUSE SECURITY	42,419.01	8,532.05	47,394.00	49,621.22	8,735.96	3,335.38	40,885.26	17.61	203.91
351	CORRECTIONS/COMMUNICATIONS	1,559,408.15	351,548.20	1,637,466.00	1,642,445.00	339,241.21	128,802.26	1,303,203.79	20.65	(12,306.99)
412	PLANNING/ZONING DEPT	317,983.60	67,675.88	348,448.00	348,448.00	61,318.25	21,913.12	287,129.75	17.60	(6,357.63)
423	HOMELAND SECURITY EXERCISE GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
426	TRI-COUNTY EMERGENCY MANAGEMEN	79,616.65	0.00	54,758.00	54,758.00	0.00	0.00	54,758.00	0.00	0.00
428	L.E.P.C. DEPT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
430	ANIMAL SHELTER/DOG WARDEN	164,038.66	40,870.29	182,058.00	182,058.00	44,952.06	338.93	137,105.94	24.69	4,081.77
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	87,212.50	367,898.00	367,898.00	91,974.50	0.00	275,923.50	25.00	4,762.00
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	11,736.62	31,024.00	31,024.00	3,858.91	61.51	27,165.09	12.44	(7,877.71)
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
682	VETERANS	123,080.09	29,118.57	134,277.00	134,277.00	23,282.83	8,928.78	110,994.17	17.34	(5,835.74)
691	CHEBOYGAN COUNTY HOUSING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700	CASH CONTROL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
731	COUNTY MSU EXTENSION OFFICE	124,448.12	32,400.01	125,779.00	125,779.00	46,124.07	22,061.82	79,654.93	36.67	13,724.06
751	FAIR GROUNDS / EVENTS	29,382.16	2,941.20	50,424.00	50,424.00	3,527.32	1,336.82	46,896.68	7.00	586.12
753	VETERANS MEMORIAL PARK	2,367.50	0.00	9,000.00	9,000.00	0.00	0.00	9,000.00	0.00	0.00
784	SOIL CONSERVATION	13,233.87	3,248.76	13,700.00	13,700.00	3,326.65	0.55	10,373.35	24.28	77.89
802	PLAT BOARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	910,949.45	67,241.99	2,240,294.00	2,240,294.00	131,264.82	88,573.62	2,109,029.18	5.86	64,022.83
941	GENERAL CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
954	INSURANCES	228,602.41	47,068.35	221,000.00	221,000.00	0.00	0.00	221,000.00	0.00	(47,068.35)
TOTAL EXPENDITURES		12,048,198.70	2,593,140.19	14,178,219.00	14,179,520.96	2,673,327.84	894,303.61	11,506,193.12	18.85	80,187.65
Fund 101 - GENERAL COUNTY:										
TOTAL REVENUES		12,324,846.12	999,698.81	14,178,219.00	14,179,520.96	1,003,381.54	216,790.43	13,176,139.42	7.08	3,682.73
TOTAL EXPENDITURES		12,048,198.70	2,593,140.19	14,178,219.00	14,179,520.96	2,673,327.84	894,303.61	11,506,193.12	18.85	80,187.65
NET OF REVENUES & EXPENDITURES		276,647.42	(1,593,441.38)	0.00	0.00	(1,669,946.30)	(677,513.18)	1,669,946.30	100.00	(76,504.92)

**Cheboygan County**  
**Summary of Expenses by Category**  
**Prepared as of 3/31/20**  
**Prepared by Dawn Wregglesworth - Accountant**  
**Reviewed by - Finance Director**

Activity	Description	2019 AMENDED BUDGET	2019 ACTIVITY THRU 3/31/19	2020 AMENDED BUDGET	2020 ACTIVITY THRU 3/31/20	% 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
<b>700 Total</b>	Uncategorized	98,295	0	0	0	-100.00%	0.00%		
	<b>Subtotal Uncategorized</b>	<b>98,295</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
<b>703 Total</b>	Wages	1,166,032	286,906	1,199,755	296,250	2.89%	3.26%		
<b>704 Total</b>	Wages	57,450	11,480	55,705	15,556	-3.04%	35.50%		
<b>705 Total</b>	Wages	0	0	0	0	0.00%	0.00%		
<b>718 Total</b>	Wages	3,910,137	887,860	4,000,294	921,481	2.31%	3.79%		
<b>719 Total</b>	Wages	87,113	15,923	145,439	15,279	66.95%	-4.04%		
<b>720 Total</b>	Wages	23,470	600	24,173	703	3.00%	17.13%		
<b>724 Total</b>	Wages	16,615	2,554	17,170	2,742	3.34%	7.39%		
	<b>Subtotal Wages</b>	<b>5,260,817</b>	<b>1,205,324</b>	<b>5,442,537</b>	<b>1,252,011</b>	<b>3.45%</b>	<b>3.87%</b>	<b>46.48%</b>	<b>46.83%</b>
<b>706 Total</b>	Per Diem	65,760	7,365	67,260	7,760	2.28%	5.36%		
	<b>Subtotal Per Diem</b>	<b>65,760</b>	<b>7,365</b>	<b>67,260</b>	<b>7,760</b>	<b>2.28%</b>	<b>5.36%</b>	<b>0.28%</b>	<b>0.29%</b>
<b>710 Total</b>	Health Insurance	0	0	0	0	0.00%	0.00%		
<b>711 Total</b>	Retirement Expense	0	0	0	0	0.00%	0.00%		
<b>712 Total</b>	Fringe Benefits	2,625,653	601,726	2,605,150	600,793	-0.78%	-0.16%		
<b>715 Total</b>	Opt Out	0	0	0	0	0.00%	0.00%		
<b>716 Total</b>	Longevity	0	0	0	0	0.00%	0.00%		
<b>717 Total</b>	Cleaning Allowance	18,500	17,700	18,050	18,050	-2.43%	1.98%		
	<b>Subtotal Fringe Benefits</b>	<b>2,644,153</b>	<b>619,426</b>	<b>2,623,200</b>	<b>618,843</b>	<b>-0.79%</b>	<b>-0.09%</b>	<b>23.89%</b>	<b>23.15%</b>
<b>722 Total</b>	Year-end Salary Adjustments (Accruals)	0	(179,844)	0	(212,613)	0.00%	18.22%		
	<b>Subtotal Year-end Salary Adjustments</b>	<b>0</b>	<b>(179,844)</b>	<b>0</b>	<b>(212,613)</b>	<b>0.00%</b>	<b>18.22%</b>	<b>-6.94%</b>	<b>-7.95%</b>
<b>727 Total</b>	Office Supplies	74,699	12,443	91,737	16,804	22.81%	35.04%		
<b>728 Total</b>	Printed Matter	3,000	0	3,000	0	0.00%	0.00%		
<b>730 Total</b>	Postage	67,027	20,346	5,301	20,439	-92.09%	0.46%		
<b>740 Total</b>	Inmate Meals	185,000	28,509	185,000	28,658	0.00%	0.52%		
<b>744 Total</b>	Other Supplies	25,065	3,886	31,675	363	26.37%	-90.65%		
<b>746 Total</b>	Uniform Expense	10,200	962	10,200	1,822	0.00%	89.36%		
<b>747 Total</b>	Oil/Gas/Repairs	79,520	9,586	70,950	9,005	-10.78%	-6.06%		
<b>748 Total</b>	Periodicals	2,200	246	2,200	259	0.00%	5.00%		
<b>750 Total</b>	Operating Supplies	439,377	109,844	439,377	109,844	0.00%	0.00%		
<b>760 Total</b>	Medical Supplies	101,000	33,955	151,000	29,537	49.50%	-13.01%		
<b>775 Total</b>	Janitorial Supplies	24,500	5,231	28,000	6,666	14.29%	27.45%		
	<b>Subtotal Supplies</b>	<b>1,011,588</b>	<b>225,010</b>	<b>1,018,440</b>	<b>223,396</b>	<b>0.68%</b>	<b>-0.72%</b>	<b>8.68%</b>	<b>8.36%</b>

**Cheboygan County**  
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**Prepared by Dawn Wregglesworth - Accountant**  
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<b>802 Total</b>	Professional and Contractual Services - Health	5,645	517	14,605	12	158.72%	-97.74%		
<b>803 Total</b>	Filing Fees	1,000	140	1,000	0	0.00%	0.00%		
<b>804 Total</b>	Transcripts	6,300	315	6,650	905	5.56%	187.11%		
<b>805 Total</b>	Jury Fees	23,400	1,410	27,900	3,302	19.23%	134.25%		
<b>806 Total</b>	Witness Fees	14,300	31	13,700	214	-4.20%	100.00%		
<b>809 Total</b>	Appeals Fees	7,196	0	8,400	953	16.74%	0.00%		
<b>810 Total</b>	Professional/Contractual Services	341,261	66,982	296,035	100,434	-13.25%	49.94%		
<b>811 Total</b>	Professional and Contractual Services - Janitorial	9,500	4,002	11,000	4,104	15.79%	2.56%		
<b>812 Total</b>	Extraditions	2,000	0	3,500	0	75.00%	0.00%		
<b>825 Total</b>	Professional/Contractual Services - Legal	315,604	33,448	193,182	42,002	-38.79%	25.57%		
<b>827 Total</b>	Memberships and Subscriptions	51,161	22,008	64,970	9,794	26.99%	-55.50%		
<b>831 Total</b>	Laundry	4,000	693	4,000	2,517	0.00%	100.00%		
	<b>Subtotal Professional and Contractual Services</b>	<b>781,367</b>	<b>129,546</b>	<b>644,942</b>	<b>164,237</b>	<b>-17.46%</b>	<b>26.78%</b>	<b>5.00%</b>	<b>6.14%</b>
<b>833 Total</b>	Veteran's Burial	13,500	1,800	13,500	1,800	0.00%	0.00%		
	<b>Subtotal Veteran's Burial</b>	<b>13,500</b>	<b>1,800</b>	<b>13,500</b>	<b>1,800</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.07%</b>	<b>0.07%</b>
<b>835 Total</b>	Health Services	410,021	108,234	434,961	106,490	6.08%	-1.61%		
	<b>Subtotal Health Services</b>	<b>410,021</b>	<b>108,234</b>	<b>434,961</b>	<b>106,490</b>	<b>6.08%</b>	<b>-1.61%</b>	<b>4.17%</b>	<b>3.98%</b>
<b>837 Total</b>	Other Welfare Services	111,995	27,999	125,995	31,499	12.50%	12.50%		
	<b>Subtotal Other Welfare Services</b>	<b>111,995</b>	<b>27,999</b>	<b>125,995</b>	<b>31,499</b>	<b>12.50%</b>	<b>12.50%</b>	<b>1.08%</b>	<b>1.18%</b>
<b>846 Total</b>	Uniform Expense	2,200	0	2,200	0	0.00%	0.00%		
	<b>Subtotal Uniforms</b>	<b>2,200</b>	<b>0</b>	<b>2,200</b>	<b>0</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
<b>852 Total</b>	Utilities - Telephone	42,209	8,574	43,912	5,063	4.03%	-40.95%		
	<b>Subtotal Communications (Utilities)</b>	<b>42,209</b>	<b>8,574</b>	<b>43,912</b>	<b>5,063</b>	<b>4.03%</b>	<b>-40.95%</b>	<b>0.33%</b>	<b>0.19%</b>
<b>863 Total</b>	Travel/Lodging/Meals	65,684	6,312	70,420	6,572	7.21%	4.12%		
<b>864 Total</b>	Tuition	1,500	1,250	5,000	0	233.33%	0.00%		
<b>957 Total</b>	Training/Education	47,790	16,468	37,315	3,173	-21.92%	-80.73%		
	<b>Subtotal Travel/Training</b>	<b>114,974</b>	<b>24,030</b>	<b>112,735</b>	<b>9,745</b>	<b>-1.95%</b>	<b>-59.45%</b>	<b>0.93%</b>	<b>0.36%</b>
<b>872 Total</b>	Licensing Fees	0	0	0	0	0.00%	0.00%		
	<b>Subtotal Licensing Fees</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
<b>900 Total</b>	Advertising	11,750	3,300	12,450	3,310	5.96%	0.30%		
	<b>Subtotal Printing and Publishing</b>	<b>11,750</b>	<b>3,300</b>	<b>12,450</b>	<b>3,310</b>	<b>5.96%</b>	<b>0.30%</b>	<b>0.13%</b>	<b>0.12%</b>
<b>910 Total</b>	Insurance	225,892	47,068	221,000	0	-2.17%	-100.00%		
	<b>Subtotal Insurance</b>	<b>225,892</b>	<b>47,068</b>	<b>221,000</b>	<b>0</b>	<b>-2.17%</b>	<b>-100.00%</b>	<b>1.82%</b>	<b>0.00%</b>
<b>920 Total</b>	Utilities	153,000	44,684	154,000	57,714	0.65%	29.16%		
	<b>Subtotal Utilities</b>	<b>153,000</b>	<b>44,684</b>	<b>154,000</b>	<b>57,714</b>	<b>0.65%</b>	<b>29.16%</b>	<b>1.72%</b>	<b>2.16%</b>

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<b>930 Total</b>	Repairs and Maintenance	84,100	1,932	65,000	5,765	-22.71%	100.00%		
<b>934 Total</b>	Repairs and Maintenance	44,000	3,407	43,000	10,536	-2.27%	209.23%		
<b>935 Total</b>	Repairs and Maintenance	3,000	2,164	3,000	1,080	0.00%	0.00%		
<b>936 Total</b>	Repairs and Maintenance	10,000	1,469	10,000	1,509	0.00%	2.79%		
<b>937 Total</b>	Equipment Maintenance	20,500	4,744	20,500	1,702	0.00%	-64.12%		
	<b>Subtotal Repairs</b>	<b>161,600</b>	<b>13,715</b>	<b>141,500</b>	<b>20,592</b>	<b>-12.44%</b>	<b>50.14%</b>	<b>0.53%</b>	<b>0.77%</b>
<b>949 Total</b>	Rental Expense	7,645	2,310	10,725	3,743	40.29%	62.02%		
<b>950 Total</b>	Equipment	147,650	77,945	128,837	55,497	-12.74%	-28.80%		
	<b>Subtotal Rental</b>	<b>155,295</b>	<b>80,255</b>	<b>139,562</b>	<b>59,240</b>	<b>-10.13%</b>	<b>-26.19%</b>	<b>3.09%</b>	<b>2.22%</b>
<b>955 Total</b>	Carried Forward Fund Equity	(4,136)	0	0	0	-100.00%	0.00%		
	<b>Subtotal Carried Forward Fund Equity</b>	<b>(4,136)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
<b>958 Total</b>	Miscellaneous Expenses/Fees	12,400	3,075	12,400	3,075	0.00%	0.00%		
<b>959 Total</b>	Miscellaneous Expenses/Fees	16,119	9,205	6,500	450	0.00%	0.00%		
<b>960 Total</b>	Miscellaneous Expenses/Other Services	46,460	8,558	48,086	8,852	3.50%	3.43%		
	<b>Subtotal Miscellaneous Expense</b>	<b>74,979</b>	<b>20,838</b>	<b>66,986</b>	<b>12,377</b>	<b>-10.66%</b>	<b>-40.60%</b>	<b>0.80%</b>	<b>0.46%</b>
<b>903 Total</b>	Appropriations	80,000	80,000	107,548	107,548	34.44%	34.44%		
<b>904 Total</b>	Appropriations	7,306	0	7,306	0	0.00%	0.00%		
<b>961 Total</b>	Appropriations	167,869	4,822	224,535	6,353	33.76%	31.76%		
<b>963 Total</b>	Appropriations	35,000	0	43,000	0	22.86%	0.00%		
<b>964 Total</b>	Appropriations	85,000	2,718	84,000	26,015	-1.18%	857.21%		
<b>965 Total</b>	Appropriations	637,155	56,877	779,560	96,071	22.35%	68.91%		
<b>966 Total</b>	Appropriations	33,500	2,961	45,000	4,974	34.33%	67.98%		
	<b>Subtotal Appropriations</b>	<b>1,045,830</b>	<b>147,378</b>	<b>1,290,949</b>	<b>240,962</b>	<b>23.44%</b>	<b>63.50%</b>	<b>5.68%</b>	<b>9.01%</b>
<b>969 Total</b>	Contingency	5,000	0	5,000	0	0.00%	0.00%		
	<b>Subtotal Contingency</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
<b>970 Total</b>	Capital Outlay/Equipment	161,000	(454)	257,250	28,384	59.78%	-6345.41%		
<b>975 Total</b>	Maintenance/Equipment/Miscellaneous	9,650	0	7,000	0	-27.46%	#DIV/0!		
<b>977 Total</b>	Office Equipment/Furniture/Computers	192,552	58,894	263,549	42,518	36.87%	-27.81%		
	<b>Subtotal Capital Outlay</b>	<b>363,202</b>	<b>58,440</b>	<b>527,799</b>	<b>70,902</b>	<b>45.32%</b>	<b>21.32%</b>	<b>2.25%</b>	<b>2.65%</b>
<b>999 Total</b>	Transfer Out	970,744	0	1,090,593	0	12.35%	0.00%		
	<b>Subtotal Transfer Out</b>	<b>970,744</b>	<b>0</b>	<b>1,090,593</b>	<b>0</b>	<b>12.35%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>13,720,034</b>	<b>2,593,140</b>	<b>14,179,521</b>	<b>2,673,328</b>	<b>3.35%</b>	<b>3.09%</b>	<b>100.00%</b>	<b>100.00%</b>

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<b>Fringe Benefit Detail</b>									
	Health Insurance		251,913		245,961		-2.36%		
	MERS and Administrator's Retirement		179,709		192,990		7.39%		
	Longevity		6,586		5,914		-10.20%		
	Opt-out		0		0		0.00%		
	FICA, Worker's Comp, MESC, LTD, Life Insurance, Deferred Comp Match		181,217		173,978		-3.99%		
<b>712 Total</b>	Fringe Benefits	2,644,153	619,426	2,623,200	618,843	-0.79%	-0.09%		

Wage and Fringe	7,970,730	1,652,270	8,132,996	1,666,001	2.04%	0.83%	63.72%	62.32%
Supplies	1,011,588	225,010	1,018,440	223,396	0.68%	-0.72%	8.68%	8.36%
Prof/Con Services	781,367	129,546	644,942	164,237	-17.46%	26.78%	5.00%	6.14%
Appropriations and Transfers Out	2,016,574	147,378	2,381,542	240,962	18.10%	63.50%	5.68%	9.01%
Total Highlighted Categories	11,780,258	2,154,204	12,177,921	2,294,596	3.38%	6.52%	83.07%	85.83%
Remaining Categories	1,939,775	438,936	2,001,600	378,731	3.19%	-13.72%	16.93%	14.17%
Grand Total	13,720,034	2,593,140	14,179,521	2,673,328	3.35%	3.09%	100.00%	100.00%

## ADMINISTRATOR'S REPORT

5-12-20

### ZONING ORDINANCE

#### AMENDMENTS:

Staff is currently working with legal counsel to develop amendments to the zoning ordinance to permit flexible temporary outdoor sales, display and service areas, as well as permit additional temporary signage within commercial districts to provide businesses flexibility to operate while under social distancing recommendations. The language would identify permits that will be reviewed and approved by staff. Civil counsel has confirmed that the amendments must be adopted consistent with planning enabling legislation which requires a public hearing and recommendation by the Planning Commission prior to Board of Commissioner consideration. The Planning Commission is scheduled to discuss proposed amendments at their May 13, 2020 meeting. Once language is completed, a public hearing must be set. After the public hearing, the Planning Commission votes to identify their recommendation and sends to the Board for final consideration.

#### INDIGENT DEFENSE:

Staff is currently working on the 2020-2021 Indigent Defense compliance plan in conjunction with our contract attorney. The base cost to the County will be increased 2.1% from last year's cost. The plan will be placed on the May 26, 2020 meeting agenda for approval and submitted to the State by June 1, 2020.

### COUNTY BUILDING

#### REPAIRS:

MacMillan Associates has been directed to complete plans and specifications for the repair of the Treasurer's vault wall.

#### AUDIT:

Staff is currently working with the Auditor and with Mr. Manko (under contract) to complete the 2019 audit. Field work this year is being conducted remotely with staff scanning documents into the auditor's online system.



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# Cheboygan County

## Board of Commissioners' Meeting

May 12, 2020

**Title:** Revision Policy 500-38 - Residency

**Summary:** Revision would permit employee to reside greater than twenty (20) miles with approval by the Board of Commissioners.

**Financial Impact:** N/A

**Recommendation:** Approve Policy Revision to 500-38 Residency and authorize the Chair and Administrator to sign.

**Prepared by:** Jeffery B. Lawson

**Department:** Administration



Policy Department: Personnel  
Policy Number: 500-38  
Prepared By: B. Graham  
Original Date: 5-27-03  
Revised: 8-9-16, 5-12-20

## CHEBOYGAN COUNTY RESIDENCY POLICY

- A. Except as provided in Paragraph B below, all regular full-time and regular part-time Employees are required to reside within twenty (20) miles of the County boundary lines within six (6) months after employment begins. After establishing residency as required by this Paragraph, all regular full-time and regular part-time Employees shall maintain a residence within twenty (20) miles of the County boundary lines as a condition of continued employment.
- B. The residency requirements of Paragraph A shall not apply to any of the following circumstances:
1. The regular full-time or regular part-time Employee resided beyond the twenty (20) mile residency requirement on August 9<sup>th</sup>, 2016. As a result, such Employee shall be considered "grand-fathered in" and shall be allowed to maintain his or her current residence. Provided, however, in the event such Employee sells, conveys, or otherwise relinquishes his or her current residence, then such Employee shall establish a new residence within twenty (20) miles of the County boundary lines within six (6) months of relinquishing that current residence as a condition of continued employment, unless any other exception to the residency requirement of this policy is applicable.
  2. The regular full-time or regular part-time Employee is married and the Employee's spouse is employed by another public employer and the Employee's spouse is subject to a condition of employment or promotion that requires the spouse to reside a distance of less than twenty (20) miles from the nearest boundary of the spouse's public employer.
  3. The County Administrator determines that because of state licensing or certifications requirements for the regular full-time or regular part-time Employee position being filled it is not reasonably possible to recruit individuals to and maintain individuals in that regular full-time or regular part-time Employee position with the residency requirement of Paragraph A above.
  4. The County Board of Commissioners approves an employee to reside greater than twenty (20) miles from the County boundary line.

\_\_\_\_\_  
John B. Wallace, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jeffery B. Lawson, Administrator

\_\_\_\_\_  
Date

***DISCLAIMER: The Cheboygan County Personnel Policies are not intended as a contract of employment and do not constitute one. The County may change, delete, suspend, or discontinue any policy or benefit described herein at any time with or without prior notice.***



# Cheboygan County Board of Commissioners' Meeting May 12, 2020

**Title:** Policy 500-44 Emergency Paid Sick Leave Act and Policy 500-45 Emergency Family Medical Leave Act

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

Generally, the Act provides that employees of covered employers are eligible for:

Two weeks (up to 80 hours) of paid sick leave at the employee's regular rate of pay where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis; or

Two weeks (up to 80 hours) of paid sick leave at two-thirds the employee's regular rate of pay because the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to Federal, State, or local government order or advice of a health care provider), or to care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19, and/or the employee is experiencing a substantially similar condition as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of the Treasury and Labor; and

Up to an additional 10 weeks of paid expanded family and medical leave at two-thirds the employee's regular rate of pay where an employee, who has been employed for at least 30 calendar days, is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to COVID-19.

**Financial Impact:** Dependent on number of requests.

**Recommendation:** Adopt Policy 500-44 Emergency Paid Sick Leave Act and Policy 500-45 Emergency Family Medical Leave Act, authorize the Chair and Administrator to sign.

**Prepared by:** Jeffery B. Lawson

**Department:** Administration



**Policy Department:** Personnel  
**Policy Number:** 500-44  
**Original Date:** April 1, 2020  
**Revised:**

## **EMERGENCY PAID SICK LEAVE ACT**

**Effective April 1, 2020 through December 31, 2020**

**I. Policy:** This policy shall define paid sick leave provided to the employees of Cheboygan County during the pandemic outbreak of COVID-19, Coronavirus, as required by H.R. 6201, the “Families First Coronavirus Response Act” of 2020, which includes the FMLA Expansion Act and the Emergency Paid Sick Leave Act. For purposes of this Policy, items 3 through 6 of Section II below do not apply to “Emergency Responders” defined as employees of the Cheboygan County Sheriff’s Department.

### **II. Procedure:**

**A. EPSLA -** In accordance with the Emergency Paid Sick Leave Act (EPSLA), Cheboygan County will provide Full-time and Part-time employees with EPSLA leave, separate from any normal leave accruals, separate from any medical leave previously used, if the employee is unable to work, including unable to telework, for the following reasons:

- 1) The employee is subject to a federal, state, or local quarantine or isolation order related to COVID-19.**
- 2) The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19.**
- 3) The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.**
- 4) The employee is caring for an individual who is subject to an isolation order or quarantine as described above.**
- 5) The employee is caring for a child (under 18 years of age) if the school or place of care for the child has been closed or the child care provider is unavailable due to COVID-19.**
- 6) Employee is “experiencing any other substantially similar condition” specified by the U.S. Department of Health and Human Services in consultation with the Department of Treasury and Department of Labor**

**B. If the employee meets any of the above criteria in Section II , the employee shall notify their supervisor. The supervisor, in conjunction with Administration, shall approve the EPSLA leave and note the appropriate code on the employee’s time sheet. Employee’s accrued leave banks shall remain separate.**

C. For full-time employees, up to and not exceeding, eighty (80) hours of EPSLA leave shall be granted in a two-week period. Part-time employees shall receive EPSLA leave for the number of hours that employee works on average during a two-week period. The average will be determined based on the two most recent two-week pay periods.

a. If the employee does not meet the criteria for EPSLA leave, the County will grant paid leave from the employee's accrued paid vacation, sick and or comp leave in accordance with the employee's corresponding collective bargaining agreement or personnel handbook, if non-union.

D. If the employee is seeking EPSLA leave pursuant to items 1, 2, or 3 of Section II as outlined above, the employee's compensation is capped at \$511 per day or \$5,110 in the aggregate over a two-week period. If the employee is seeking EPSLA leave under items 4 or 6 of Section II as outlined above, the employee's compensation shall be two-thirds of the regular rate of pay, capped at \$200 per day and \$2,000 in the aggregate over a two-week period. If the employee is seeking EPSLA leave under item 5 of Section II as outlined above, the employee's compensation shall be two-thirds of the regular rate of pay capped at \$200 per day and \$12,000 in the aggregate over a 12-week period (2 weeks of EPSLA leave followed by up to 10 weeks of Emergency Family and Medical Leave Expansion Act (EFMLA) leave (See Emergency Family and Medical Leave Expansion Act Policy).

E. Employees requesting EPSLA leave shall complete the EPSLA Leave Request Form, with supporting documentation as soon as possible, following occurrence of the potentially qualifying reason for leave. The Administration shall have discretion in determining acceptable supporting documentation.

F. All EPSLA leave is subject to approval by Administration.

G. Approved EPSLA leave shall be indicated as such on the employee's time sheets.

H. An employee already having used 10 days of medical leave in the year before EPSLA was enacted, cannot be denied EPSLA leave. The 10 days are considered new leave entitlement. This leave does not apply to any time taken prior to April 1, 2020.

\_\_\_\_\_  
Jeffery B. Lawson, Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
John Wallace, Board Chairman

\_\_\_\_\_  
Date

***DISCLAIMER: The Cheboygan County Personnel Policies are not intended as a contract of employment and do not constitute one. The County may change, delete, suspend, or discontinue any policy or benefit described herein at any time with or without prior notice.***



Cheboygan County Emergency  
Emergency Paid Sick Leave Act  
Request Form

Please complete this form to request leave under the Emergency Paid Sick Leave Act (EPSLA). Leave will be granted and administered in accordance with the EPSLA and the Cheboygan County EPSLA Policy.

Employee \_\_\_\_\_ Title \_\_\_\_\_ Date of Hire \_\_\_\_\_

Supervisor \_\_\_\_\_ Today's Date \_\_\_\_\_

REASON FOR LEAVE (check one):

\_\_\_\_\_ Employee is subject to a federal, state or local quarantine/isolation order related to COVID-19.

\_\_\_\_\_ Employee has been advised by a health care provider to self-quarantine due to COVID-19 concerns.

\_\_\_\_\_ Employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.

\_\_\_\_\_ Employee is caring for an individual who is subject to a federal, state or local quarantine/isolation order related to COVID-19.

\_\_\_\_\_ Employee is caring for a child (under 18 years of age because the school or place of care has been closed or the child care provider is unavailable due to COVID-19.

\_\_\_\_\_ Employee is experiencing any other substantially similar conditions specified by the Sec. of Health & Human Services in consultation with the Sec of the Treasury and the Sec of Labor.

Provide description/details with supporting documentation as appropriate:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Explanation of length and type of leave requested:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date leave to start: \_\_\_\_\_ Date of anticipated return to work: \_\_\_\_\_

\_\_\_\_\_  
Signature of Employee/Representative Date

\_\_\_\_\_  
Supervisor's Signature Date

Received by: \_\_\_\_\_  
Signature of Administrator Date



Policy Department: Personnel  
Policy Number: 500-45  
Original Date: April 1, 2020  
Revised:

## **EMERGENCY FAMILY AND MEDICAL LEAVE EXPANSION ACT**

**Effective April 1, 2020 through December 31, 2020**

### **I. Policy:**

**A. The Emergency Family and Medical Leave Expansion Act (“EFMLA”) amends the Family Medical Leave Act of 1993 to address qualifying needs related to the public health emergency created by COVID-19. “Public health emergency” is an emergency with respect to COVID-19 declared by a Federal, State, or local authority.**

**B. Under the EFMLA, eligible employees will be able to take up to 12 weeks of EFMLA leave if they are unable to work or telework because they must care for their child(ren) under the age of 18. This applies if: 1) the employee’s child’s school or childcare facility is closed, or 2) the child’s care provider is unavailable due to a public health emergency with respect to COVID-19 declared by a federal, state or local authority.**

**C. Under the EFMLA, employees who have been employed for at least 30 calendar days by the employer are eligible for up to 10 weeks of paid family leave if they have a qualifying reason related to a public health emergency as described in subsection B above. As allowed by the FMLA Expansion Act, for purposes of this Policy, “Emergency Responders”, defined as Cheboygan County Sheriff’s Department employees, are exempt from and do not qualify for this leave.**

### **II. Procedure:**

**A. Employees must provide their supervisor with notice of leave as soon as practicable.**

**B. Employees who have a qualifying reason as set forth in Section I (B) above, are eligible for 12 weeks of EFMLA leave. The first 2 weeks of the EFMLA leave are unpaid. EFMLA leave will be calculated based on at least two-thirds of an employee's regular rate of pay and the number of hours the employee would otherwise be scheduled to work. (If an employee works 50 hours a week, 50 hours is used as the scheduled hours). The amount of pay shall not exceed \$200 per day and \$10,000 in the aggregate over the 10-week period.**

**C. For an employee whose schedule varies from week to week and the supervisor is unable to determine with certainty the number of hours the employee would have worked, the number of hours will be calculated by averaging the number of hours the employee was scheduled per day over the 6-month period ending on the date the employee took such leave.**

**D. Eligible employees taking EFMLA leave will be reinstated to their former positions, or to an equivalent position with equivalent benefits and other terms and conditions of employment. However, no employee is entitled under this policy to any right, benefit or position other than that to which the employee would have been entitled had they not taken the leave. Thus, for**

example, if a layoff or some other extenuating circumstance or business condition arises which affects the employee's position, reinstatement may not be possible.

E. Unpaid leave applies for the first 2 weeks; however, an employee may substitute their accrued vacation, sick and or comp leave time.

F. Time Sheets shall denote the "EFMLA" time utilized.

G. Employees shall complete the FMLA Expansion Leave Request Form, with supporting documentation as soon as possible, following occurrence of potentially qualifying reason for leave. The Administration shall have discretion in determining acceptable supporting documentation. All EFMLA leave is subject to approval by Administration.

H. Cheboygan County FMLA policy remains in full force and effect. This EFMLA Policy is intended to supplement and expand the existing FMLA policy until expiration of this Policy.

\_\_\_\_\_  
Jeffery B. Lawson, Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
John Wallace, Board Chairman

\_\_\_\_\_  
Date

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Cheboygan County Emergency  
Family and Medical Leave Expansion Act Leave  
Request Form

Please complete this form to request leave under the Emergency Family and Medical Leave Expansion Act (EFMLA). Leave will be granted and administered in accordance with the EFMLA and the Cheboygan County EFMLA Policy.

Employee \_\_\_\_\_ Title \_\_\_\_\_ Date of Hire \_\_\_\_\_

Supervisor \_\_\_\_\_ Today's Date \_\_\_\_\_

REASON FOR LEAVE:

\_\_\_\_\_ Employee is caring for a child (under 18 years of age) because the school or place of care has been closed or the child care provider is unavailable due to COVID-19.

Provide description/details with supporting documentation as appropriate:

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Explanation of length and type of leave requested:

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Date leave to start: \_\_\_\_\_ Date of anticipated return to work: \_\_\_\_\_

\_\_\_\_\_  
Signature of Employee/Representative      Date

\_\_\_\_\_  
Supervisor's Signature      Date

Received by: \_\_\_\_\_  
Signature of Administrator      Date



# Cheboygan County Board of Commissioners' Meeting

May 12, 2020

**Title:** Resolution #2020-05 Separate Tax Limitation Millage

**Summary:** On April 20, 2020, the Tax Allocation Board met and passed a resolution to initiate a petition to submit separate tax limitations to the electors of Cheboygan County. The petition is attached. The Tax Allocation Board is recommending that the Board of Commissioners submit to the electors a question regarding the separate tax limitation question to the voters. This proposal would be for a period of four (4) years 2021- 2024 and would allocate the 7 mills available as follows: County of Cheboygan 5.74, Townships 1.00 and COP-ESD .26 mills. In addition, the Tax Allocation Board would not have to meet again until 2024 to petition the Board again or reallocate in 2025. In order to meet the timelines for the August 4, 2020, Primary Election, the Board of Commissioners must adopt this Resolution on or before May 12, 2020. The County Civil Counsel has reviewed and approved the resolution.

**Financial Impact:** The stability and income from the fixed allocated millage would provide a reliable revenue source, which would also assist in the planning process.

**Recommendation:**

**Motion** to adopt Resolution 2020-05 Separate Tax Limitation Millage rates ballot questions and authorize the Chairperson to sign.

**Prepared by:** Karen L. Brewster

**Department:** County Clerk/Register

**CHEBOYGAN COUNTY**  
**Resolution # 2020-05**

A RESOLUTION TO SUBMIT THE QUESTION OF PROVIDING  
SEPARATE TAX LIMITATIONS TO THE REGISTERED AND QUALIFIED  
ELECTORS OF CHEBOYGAN COUNTY AT THE AUGUST 4, 2020 STATE  
GENERAL PRIMARY ELECTION

**Recitals**

- A. Article 9, § 6 of the Michigan Constitution of 1963 provides that separate tax limitations for the county and for the townships and intermediate school districts within the county, the aggregate of which shall not exceed 18 mills, may be adopted by the vote of the majority of the qualified electors of the county.
- B. Section 5c of the state Property Tax Limitation Act, being MCL 211.205c, provides that a petition to submit separate tax limitations to the electors of the county may be initiated by a resolution of the County Tax Allocation Board.
- C. The County Tax Allocation Board has submitted a petition requesting that the question of establishing separate tax limitation millage rates for the county and for the townships and intermediate school district within the county be submitted to the voters of the county.
- D. The state general primary election scheduled on August 4, 2020 will be held more than 49 days from the date this resolution is adopted.

**Resolution**

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

1. The following proposition, 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 registered and qualified electors of Cheboygan County at the August 4, 2020 state general primary election:

Shall separate tax limitations be established for a period of four (4) years, 2021 through 2024, inclusive, for the County of Cheboygan and the townships and intermediate school district within the county, the aggregate of which shall not exceed seven (7) mills as follows:

County of Cheboygan	5.74 mills
Townships within the County	1.00 mills
COP Education Service District, f/k/a	
COP Intermediate School District	<u>.26 mills</u>
 TOTAL	 7.00 mills

Yes ( )  
No ( )

CHEBOYGAN COUNTY

Dated: \_\_\_\_\_

By: \_\_\_\_\_

John B. Wallace

Its: Chairman

By: \_\_\_\_\_

Karen L. Brewster

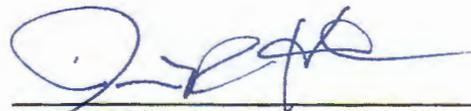
Its: Clerk

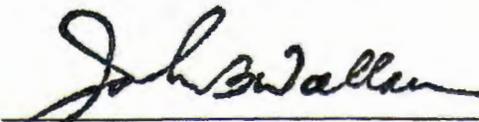
**COUNTY OF CHEBOYGAN  
PETITION INITIATING PROCEDURES FOR THE ADOPTION OF  
SEPARATE TAX LIMITATIONS**

We, the members of the Tax Allocation Board of the County of Cheboygan, State of Michigan, hereby by petition the County Board of Commissioners to place before the voters of this County, at the Primary Election to be held on August 4, 2020, and if the questions fails at the August 4, 2020 Primary Election, to place the question before the voters of this County at the General Election to be held November 3, 2020, the question of establishing separate tax limitation millage rates for a period of four (4) years, 2021 through 2024, inclusive, for the County of Cheboygan, Townships and the COP Educational Service District, the aggregate of which shall not exceed 7 mills as follows:

County of Cheboygan	5.74 mills
Townships	1.00 mill
COP Educational Service District	.26 mills
Total	7.00 mills

  
\_\_\_\_\_  
Alice Mushlock, Chairperson

  
\_\_\_\_\_  
Jamie Huber

  
\_\_\_\_\_  
John Wallace

  
\_\_\_\_\_  
Marcia Rocheleau

  
\_\_\_\_\_  
Jerome A. Malloy Jr.

  
\_\_\_\_\_  
Buffy J. Weldon



**CHEBOYGAN COUNTY  
TAX ALLOCATION BOARD  
Resolution No. 01 of 2020**

**A RESOLUTION TO INITIATE PETITION TO SUBMIT  
SEPARATE TAX LIMITATIONS TO THE ELECTORS OF  
CHEBOYGAN COUNTY**

**Recitals**

- A. Article 9, § 6 of the Michigan Constitution of 1963 provides that separate tax limitations for the county and for the townships and intermediate school districts within the county, the aggregate of which shall not exceed 18 mills, may be adopted by the vote of the majority of the qualified electors of the county.
- B. Section 5c of the state Property Tax Limitation Act, being MCL 211.205c, provides that a petition to submit separate tax limitations to the electors of the county may be initiated by a resolution of the County Tax Allocation Board.
- C. The County Tax Allocation Board has prepared a petition, attached hereto and incorporated herein by reference, requesting that the question of establishing separate tax limitation millage rates for the county and for the townships and intermediate school district within the county be submitted to the voters of the county.

**Resolution**

NOW, THEREFORE, THE CHEBOYGAN COUNTY TAX ALLOCATION BOARD  
HEREBY RESOLVES that:

- 1. The petition attached hereto and incorporated herein by reference requesting that the Cheboygan County Board of Commissioners place before the voters the question of establishing separate tax limitation millage rates for the county and for the townships and intermediate school district within the county is hereby approved.

2. Pursuant to Section 5e of the state Property Tax Limitation Act, being MCL 211.205e, the County Tax Allocation Board hereby submits to the Cheboygan County Board of Commissioners the following separate tax limitations for the county and for the townships and the intermediate school district within the county, the aggregate of which shall not exceed seven (7) mills:

County of Cheboygan	5.74 mills
Townships within Cheboygan County	1.00 mills
COP Educational Service District, f/k/a COP Intermediate School District	<u>.26 mills</u>
<b>TOTAL</b>	<b>7.00 mills</b>

CHEBOYGAN COUNTY TAX  
ALLOCATION BOARD

By: *Alice Mushlock*  
Alice Mushlock

Its: Chairman

By: *Karen L. Brewster*  
Karen. L. Brewster

Its: Clerk



# Cheboygan County Board of Commissioners' Meeting

May 12, 2020

**Title:** Finance Director Employment Agreement

**Summary:** The position of Finance Director was advertised by the County on web based job platforms, Michigan Association of Counties, MML, County web site and local paper. From applications received, two applicants were selected for final interviews. The recommended wage for the position is based on wage range information (Finance Director position) from our five comparable Counties.

**Financial Impact:** Position salary begins at \$78,000 plus benefits.

**Recommendation:** Motion to approve employment agreement with and appoint Sue E. Buitenhuis as Finance Director.

**Prepared by:** Jeffery B. Lawson

**Department:** Administrative

## **Employment Agreement**

THIS AGREEMENT, is made and entered into to be effective the 12<sup>th</sup> day of May, 2020, by and between the Cheboygan County, a municipal corporation, whose address is 870 South Main Street, P.O. Box 70, Cheboygan, Michigan 49721 (hereinafter called "Employer") and Sue E. Buitenhuis, whose address is 32928 W. Birch Shores Dr., P.O. Box 96, Trout Lake, Michigan 49793 (hereinafter called "Employee").

In consideration of the mutual promises contained herein the parties hereby agree as follows:

### **Section 1: Term**

The term of this Agreement shall be four (4) years, beginning May 12, 2020 and ending May 11, 2024.

### **Section 2: Duties and Authority**

Employer hereby employs Employee as the Cheboygan County Finance Director for the term of this Agreement under the terms and conditions specified herein. Employee shall perform the functions and duties specified in the job description, attached hereto and incorporated herein by reference as Exhibit A. In addition, Employee shall perform such additional duties assigned by Employer. Except as provided in Section 13, during the term of this Agreement, Employee shall not engaged in any other business activity or accept any other employment, whether or not such business activity is pursued for gain, profit, or other pecuniary advantage.

### **Section 3: Compensation**

- A. Employer agrees to pay Employee an annual base salary of SEVENTY-EIGHT THOUSAND and 00/100 DOLLARS (\$78,000.00), payable in installments at the same time that the other management employees of the Employer are paid.
- B. This Agreement shall be automatically amended to reflect any salary adjustments that are provided by the Employer during the term of this Agreement.
- C. Employer agrees to consider in the sole exercise of its discretion increases in the compensation of the Employee dependent upon the results of the performance evaluation conducted under the provisions of Section 10 of this Agreement. Any increased compensation can be in the form of a salary increase.

### **Section 4: Health, Disability and Life Insurance and other Fringe Benefits**

- A. The Employer agrees to provide and pay up to the designated cap for family coverage as set by the Employer each year for medical insurance as provided to other non-union employees. The Employer agrees to pay for the cost of optical and dental insurance as provided to other non-union employees.
- B. The Employer agrees to put into force and to make required premium payments for long term disability coverage for the Employee on the same terms and conditions provided to other non-union county administrative employees.

- C. The Employer shall at its sole expense provide Employee with a term life insurance policy with a death benefit of \$15,000. Employee shall have the right to designate the beneficiaries on this life insurance policy and shall pay any required income or other taxes that may accrue as a result of the Employer providing this life insurance policy.
- D. Effective January 1, 2016, the program of retirement benefits for all new full-time and regular part-time employees shall be the MERS 1.25% retirement at age 60 Hybrid Plan. Under this plan the Employer shall pay the defined benefit cost of the plan while the Employee shall pay up to 3% into the defined contribution plan. The Employer shall pay the difference between the 8% and the defined benefit costs into the Employee's defined contribution plan. The total cost of the Employer contribution for both defined contribution and defined benefit cost of the Hybrid Plan shall not exceed 8%. If the Employer contribution for defined benefits exceeds 8%, then the Employer's contribution into the defined contribution plan will cease to exist and the Employer shall pay the full cost of the defined benefit plan.
- E. The Employer shall provide Employee with the use of a motor vehicle owned by Employer for the primary purpose of official business. The Employer shall be responsible for paying for liability, property damage, and comprehensive insurance, and for the operation, maintenance, and repair of the motor vehicle.
- F. The Employee shall be entitled to the same paid holidays as other non-union administrative employees.

**Section 5: Sick, Vacation, and Personal Leave**

- A. During the term of this Agreement, the Employee shall be entitled to sick days to be used in the case of Employee's illness. Employee shall accrue sick days at a rate of one (1) day per month, up to a total of ninety (90) days.
- B. During the term of this Agreement, the Employee shall be entitled to seventeen (17) paid vacation days, credited at the time of employment and renewed January 1 each year during the term of this Agreement.
- C. During the term of this Agreement, the Employee shall be entitled to three (3) paid personal leave days, credited at the time of employment and renewed January 1 each year during the term of this Agreement.
- D. In the event the Employee's employment is terminated, either voluntarily or involuntarily, the Employee shall be compensated for all remaining accrued and unused vacation time at the Employee's rate of compensation in effect at the time of termination. In addition, the Employer agrees to make a contribution to the Employee's MERS Retirement Plan on the value of this compensation calculated using the rate ordinarily contributed on regular compensation. Employee, however, shall not be compensated for accrued and unused sick or personal leave days.

## **Section 6: General Business Expenses**

- A. Employer agrees to budget for and to pay for professional dues and subscriptions of the Employee necessary for continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for the Employee's continued professional participation, growth, and advancement, and for the good of the Employer as approved in the budget process each year.
- B. Employer agrees to budget for and to pay for travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions to adequately continue the professional development of Employee and to pursue necessary official functions for Employer as approved in the budget process each year.

## **Section 7: Termination**

The Employer and the Employee may mutually terminate this Agreement with or without cause at any time. For the purpose of this Agreement, the employment relationship established in this Agreement shall terminate when any one of the following occurs:

- A. The Employer may terminate this Agreement without cause upon thirty (30) days advanced notice. Provided, however, Employer, at its sole discretion, may terminate this Agreement without cause and without advanced notice upon payment to Employee of severance compensation equal to thirty (30) days salary at Employee's rate of compensation in effect at the time of termination.
- B. If the Employer reduces the base salary, compensation or any other financial benefit of the Employee to a degree greater than the average reduction of all department heads within the county, then Employee shall have the right, upon thirty (30) days advanced written notice to the Employer, to terminate this Agreement.
- C. If the Employee resigns following an offer to accept a resignation made by the Employer, then Employee may declare a termination of this Agreement as of the date of the requested resignation.
- D. Employee may resign from employment for any reason not specified in this section upon thirty (30) days advanced written notice to the Employer.
- E. This Agreement shall automatically terminate upon the death of the Employee, in which case Employee's estate shall be entitled to receive the compensation due the Employee for a termination of this Agreement.
- F. Employer may terminate this Agreement immediately for cause. "For Cause" shall be defined to mean any of the following circumstances:
  - (a) any material breach of this Agreement;
  - (b) conviction of a misdemeanor resulting in a term of incarceration, a felony, or any crime involving moral turpitude or dishonesty;
  - (c) the willful, wanton, negligent or reckless commission of or participation in any act or omission which has a significantly adverse impact upon the Employer;

- (d) two performance evaluation scores with a performance evaluation of “unsatisfactory.” The Employee shall have at least 90 days after the first evaluation to meet with the County Administrator to develop an action plan to address the concerns raised in the evaluation; or
- (e) other actions commonly recognized as “just cause” by employment relations arbitrators.

A termination for cause under this subsection shall immediately terminate Employer’s obligation to pay Employee’s salary. However, Employee shall be entitled to payment for all accrued and unused vacation time at the Employee’s rate of compensation in effect at the time of termination as provided in Section 5.D of this Agreement.

**Section 8: Severance**

- A. Severance shall be paid to the Employee only when employment is terminated as specified in Section 7.A-C of this Agreement. If Employee resigns as specified in Section 7.D of this Agreement or is terminated for cause as specified in Section 7.F of this Agreement, then the Employer is not obligated to pay severance.
- B. Any severance required be paid under this section shall be equal to thirty (30) days salary at the Employee’s rate of compensation in effect at the time of termination. This severance shall be paid in a lump sum, unless otherwise agreed to in writing by the Employer and the Employee.
- C. When employment is terminated as specified in Section 7.A-C of this Agreement, the Employer shall pay the cost to continue eye and dental insurance coverage for two persons, as provided in Section 4.A of this Agreement, for no more than one (1) month following termination:

**Section 9: Disability**

If Employee is permanently disabled or is otherwise unable to perform the duties of employment because of sickness, accident, injury, mental incapacity, or health for a period of six (6) months, the Employer shall have the option to terminate this Agreement immediately. A termination under this section shall immediately terminate Employer’s obligation to pay Employee’s base salary. However, Employee shall be entitled to payment for all accrued and unused vacation time at the Employee’s rate of compensation in effect at the time of termination as provided in Section 5.D of this Agreement.

**Section 10: Performance Evaluation**

During the term of this Agreement Employer, acting through the county administrator, shall review the performance of the Employee no less than once every two years, subject to a process, form, criteria, and format for the evaluation which shall be mutually agreed upon in writing by the Employer and Employee. The process at a minimum shall include the opportunity for both parties to: (1) prepare a written evaluation, (2) meet and discuss the evaluation, and (3) present a written summary of the evaluation results. The final written evaluation should be completed and delivered to the Employee within 30 days of the evaluation meeting. In the event of an unsatisfactory evaluation, the Employee shall be given no less than six (6) months to

correct the identified performance deficiencies before the next performance evaluation by the Employer.

**Section 11: Hours of Work**

Employee shall devote no less than forty (40) hours each week to performing the duties of employment under this Agreement.

**Section 12: Residency**

The Employer shall permit Employee to reside greater than twenty (20) miles from the Cheboygan County Line.

**Section 13: Outside Activities**

The employment provided for by this Agreement shall be the Employee's primary employment. Recognizing that certain outside consulting or teaching opportunities may exist, the Employee may elect to accept limited teaching, consulting or other business opportunities with the understanding that such arrangements shall not constitute interference with nor a conflict of interest with the employment responsibilities under this Agreement.

**Section 14: Indemnification**

The Employer shall indemnify and hold harmless Employee and Employee's heirs and assigns from any and all damages, legal fees or expenses, or awards, demands, rights, causes of action of any kind or nature, losses, claims and actions which may, do, or shall arise out of or grow out of any known or unknown, accrued or unaccrued claims for any type of damage or loss whatsoever which may occur within the scope of the duties of employment under this Agreement. Employer agrees to pay all reasonable litigation expenses of Employee throughout the pendency of any litigation to which the Employee is a party, witness or advisor to the Employer. Such expense payments shall continue beyond Employee's service to the Employer as long as litigation is pending. Further, Employer agrees to pay Employee reasonable consulting fees and travel expenses when Employee serves as a witness, advisor or consultant to Employer regarding pending litigation.

**Section 15: Bonding**

Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

**Section 16: Other Terms and Conditions of Employment**

The Employer, only upon agreement with Employee, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement or any state or federal law.

**Section 17: Notices**

Notice pursuant to this Agreement shall be given in writing and shall be delivered personally or by depositing in the custody of the United States Postal Service, postage prepaid, addressed to the Cheboygan County Administrator on behalf of Employer and to Employee at the addresses specified in this Agreement. Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of

personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service.

**Section 18: General Provisions**

- A. Integration. This Agreement sets forth and establishes the entire understanding between the Employer and the Employee relating to the employment of the Employee by the Employer. Any prior discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written agreement may amend any provision of this Agreement during the life of the agreement. Such amendments shall be incorporated and made a part of this Agreement.
- B. Binding Effect. This Agreement shall be binding on the Employer and the Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.
- C. The Employee may not assign any of Employee's rights or delegate any of Employee's duties under this Agreement.
- D. This Agreement shall be governed by and interpreted under the laws of the State of Michigan.
- E. Severability. The invalidity or partial invalidity of any portion of this Agreement will not effect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both parties subsequent to the expungement or judicial modification of the invalid provision.

IN WITNESS WHEREOF, this Agreement has been executed to be effective on the day and year set forth above.

CHEBOYGAN COUNTY

Date: \_\_\_\_\_

By: \_\_\_\_\_  
John B. Wallace

Its: Chairperson

Date: \_\_\_\_\_

\_\_\_\_\_  
Sue E. Buitenhuis